

**City of Ramsey**  
**Agenda**  
**Regular City Council**  
**Tuesday, April 26, 2022**

**7:00 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

Remote Attendance available at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).  
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. **Call to Order**
2. **Presentation**
  1. Presentation Honoring the Retiring City Administrator, Kurt Ulrich
  2. Presentation by QCTV in recognition to the City Administrator for his service to the QCTV Board.
  3. Proclamation Declaring May as Building Safety Month
3. **Citizen Input**
4. **Approve Agenda**
5. **Consent Agenda**
  1. Approve Rental Licenses
  2. Approve Business Licenses
  3. Authorize Leave of Absence for a Park & Recreation Commissioner
  4. Authorization to Hire Engineering Interns
  5. Appoint an Interim City Administrator
  6. Adopt Resolution #22-099 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 7, 2022 through April 20, 2022
  7. Adopt Resolution #22-092 Accepting Additional Drainage and Utility Easement Over a Portion of 6700 Bunker Lake Blvd NW; Case of Tom Holker
  8. Adopt Resolution #22-094 Approving a Grant from Sign and Awning Program to Allison's Petite Pastries
  9. Adopt Resolution #22-095 Entering into Binding Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (Portions may be closed to the public)

10. Adopt Resolution #22-096 Re-appointing Board and Commission Members
11. Adopt Resolution #22-098 Accepting Trail/Sidewalk Easement Over Portions of 5427 Alpine Drive NW (Project No. 21-127); Case of Rademacher Family Limited Partnership
12. Adopt Resolution #22-100 Appointing a Replacement QCTV Board Member
13. Adopt Resolution #22-101 Proclaiming May as Building Safety Month
6. **Public Hearing**
7. **Council Business**
  1. Adopt Resolution #22-090 Renovating Rabbit and Peltzer Park Playgrounds
  2. Adopt Resolution #22-102 Approving Preliminary Plat for Rivenwick Village 4th Addition (Project No. 22-109); Case of LGI Homes
8. **Mayor/Council/Staff Input**
9. **Adjournment**

Meeting Date: 04/26/2022

---

**Information**

**Title:**

Presentation Honoring the Retiring City Administrator, Kurt Ulrich

**Purpose/Background:**

City Administrator Kurt Ulrich began working for the City of Ramsey in 2007. Prior to that, Dr. Ulrich worked as a City Administrator for the City of Mounds View. Before working for the City of Mounds View, Dr. Ulrich served as an administrator for the Minnesota Department of Natural Resources and, before that, was the City of Champlin's City Administrator for ten years after serving the City's Development Director for the previous four years.

Dr. Ulrich is retiring as the City of Ramsey's longest serving City Administrator with a tenure of 15 years. He and his wife, Cindi, plan to enjoy more traveling, finally get to those home improvement projects, and are expecting their first grandchild in August.

Enjoy retirement, Kurt! And, thank you for your service to the City of Ramsey.

---

**Attachments**

*No file(s) attached.*

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Colleen Lasher	Colleen Lasher	04/21/2022 09:29 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:21 PM
Form Started By: Megan Thorstad		Started On: 03/28/2022 02:10 PM
Final Approval Date: 04/21/2022		

Meeting Date: 04/26/2022

---

**Information**

**Title:**

Presentation by QCTV in recognition to the City Administrator for his service to the QCTV Board.

**Purpose/Background:**

The purpose of this presentation is to recognize City Administrator Kurt Ulrich for his service as a commissioner representing the City of Ramsey.

---

**Attachments**

*No file(s) attached.*

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Colleen Lasher	Colleen Lasher	04/21/2022 10:06 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:40 PM
Form Started By: Katie Schmidt		Started On: 04/18/2022 01:52 PM
Final Approval Date: 04/21/2022		

Meeting Date: 04/26/2022

**Information**

**Title:**

Proclamation Declaring May as Building Safety Month

**Purpose/Background:**

To help raise awareness of building safety, Building Safety Month is a public safety awareness campaign to help individuals, families and businesses understand what it takes to create safe, resilient, affordable and energy efficient homes and buildings.

Building safety and fire prevention experts inspect buildings and review construction plans to ensure code compliance they help to ensure the places where you live, learn, work, worship and play are safe. The City works closely with home builders, contractors, plumbers, roofers and other construction industry trades to provide maximum public safety.

Each year, presidential, gubernatorial and municipal proclamations are approved to bring attention to Building Safety Month. This year’s theme is Building Codes: Driving Growth through Innovation, Resilience and Safety. Weekly themes during Building Safety Month are: May 2-8, Building Solutions for All Ages; May 9-15, The Science Behind the Codes; May 16-22, Learn from the Past, Build for Tomorrow; and May 23-29, Building Codes: A Smart Investment.

Homes and buildings that are built in compliance with building safety codes result in resilient structures that minimize the risks of death, injury and property damage. Regardless of the department code officials work in—building, fire, planning or elsewhere—they work hard every day to provide public safety by ensuring buildings are constructed safely. Because resilient structures minimize the risk of property damage, property owners may pay lower insurance costs and millions of taxpayer dollars can be saved when rebuilding from natural disasters.

Based on building science, technical knowledge and past experiences, model building codes provide protection from human made and natural disasters, guarding public health and reducing property losses. The codes address all aspects of construction, from structural to fire prevention, plumbing and mechanical systems, and energy efficiency.

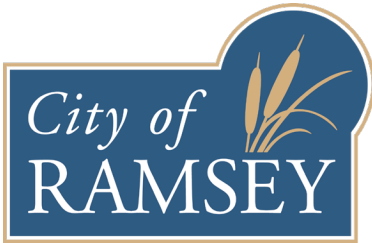
The International Code Council, a U.S. based membership association, created Building Safety Month as a public service to promote safety in the built environment. Code Council members develop the family of International Codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable and resilient structures. Most U.S. communities use the Council’s codes.

**Attachments**

Presentation Building Safety Month

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Brian Hagen	Brian Hagen	04/21/2022 12:52 PM
Kurt Ulrich	Kurt Ulrich	04/21/2022 02:09 PM
Form Started By: Kathy Schmitz		Started On: 04/21/2022 09:20 AM
Final Approval Date: 04/21/2022		



**CITY OF RAMSEY  
RESOLUTION PROCLAIMING  
MAY 2022 AS BUILDING SAFETY MONTH**

**WHEREAS**, Ramsey’s continuing efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;

**WHEREAS**, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities’ largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings, and;

**WHEREAS**, “Building Codes: Driving Growth through Innovation, Resilience and Safety” the theme for Building Safety Month 2022, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2022 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies.

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

- 1) That the City Council of the City of Ramsey hereby proclaims the month of May, 2022, as **BUILDING SAFETY MONTH.**

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 26th day of April, 2022.

\_\_\_\_\_  
Mayor Mark Kuzma

**ATTEST:**

\_\_\_\_\_  
City Clerk Colleen Lasher

**CC Regular Session**

**5. 1.**

**Meeting Date:** 04/26/2022

**By:** Nicole Laubach, Community  
Development

**Information**

**Title**

Approve Rental Licenses

**Purpose/Background:**

Purpose: The purpose of this case is to approve rental license requests for 2022.

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.

**Attachments**

March Rental Licenses

April Rental Licenses

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Nicole Laubach

Final Approval Date: 04/21/2022

**Reviewed By**

Kurt Ulrich

**Date**

04/21/2022 01:41 PM

Started On: 04/19/2022 09:44 AM

Report Name: License Report - License Types  
Council Dates: 3/8/2022 to 3/8/2022  
Status: Active, Inactive  
License Type(s): Multi-Family Rental, Rental

## City of Ramsey License Report - License Types

Printed: 2/28/2022  
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>						
HPA JV Borrower 2019-1 ML LLC		5951 143rd Cir NW		3/11/2025	3/8/2022	A
Sonie Wennie	Sonie Wennie	14326 Waco St NW		3/11/2025	3/8/2022	A

**Rental License Count: 2**

**Total Licenses: 2**

Report Name: License Report - License Types  
 Council Dates: 4/26/2022 to 4/26/2022  
 Status: Active, Inactive  
 License Type(s): Multi-Family Rental, Rental

## City of Ramsey License Report - License Types

Printed: 4/18/2022  
 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>Multi-Family Rental</b>						
Parkview East - Minneapolis, LLC		14450 Rhinestone St NW	Parkview East - Min	4/29/2025	4/26/2022	A
CB Ramsey Housing Limited Partnership		7750 Sunwood Dr NW	Sunwood Village	4/29/2025	4/26/2022	A

**Multi-Family Rental License Count: 2**

<b>Rental</b>						
SFR Acquisitions 2 LLC	SFR Acquisitions 2 LLC	5941 142nd Ave NW		4/29/2025	4/26/2022	A
HPA JV Borrower 2018/2019-1 ML LLC	SFR Borrower 2021-2 LLC	8664 149th Cur NW		4/29/2025	4/26/2022	A
Hannah Fioravanti	Hannah Fioravanti	6608 153rd Ct NW		4/29/2025	4/26/2022	A
HPA JV Borrower 2018/2019-1 ML LLC	SFR Borrower 2021-2 LLC	7601 169th La NW		4/29/2025	4/26/2022	A
Hannah Fioravanti	Hannah Fioravanti	15267 Fluorine St NW		4/29/2025	4/26/2022	A
Hannah Fioravanti	Hannah Fioravanti	14657 Quartz Way NW		4/29/2025	4/26/2022	A
Moustapha Bande	Moustapha Bande	15174 Quintana Ct NW		4/29/2025	4/26/2022	A
SFR Acquisitions 2 LLC	SFR Acquisitions 2 LLC	14191 Uranium St NW		4/29/2025	4/26/2022	A

**Rental License Count: 8**

**Total Licenses: 10**

**CC Regular Session**

5. 2.

**Meeting Date:** 04/26/2022

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

**By:** Wendy Schlueter, Community Development

**Information**

**Title**

Approve Business Licenses

**Purpose/Background:**

The purpose of this case is to obtain City Council approval of business license requests (not including Rental or BRC).

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.

**Observations/Alternatives:**

For the Stories Foundation Special Event, a 5K Event is referenced in the site diagram. Stories Foundation has rescinded that request for a 5K and it is not part of the event considered for approval.

**Recommendation:**

Staff recommends approval of business license applications (except for the 5K component of the event for Stories Foundation) contingent upon completion and approval of background checks or review by required city departments.

**Action:**

Motion to approve the attached business license applications (except for the 5K component of the event for Stories Foundation) contingent upon completion and approval of background checks or review by required city departments.

**Attachments**

Business License Applications

**Form Review**

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	04/21/2022 08:56 AM
Brian Hagen	Brian Hagen	04/21/2022 10:51 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:45 PM
Form Started By: Wendy Schlueter		Started On: 04/20/2022 11:48 AM
Final Approval Date: 04/21/2022		

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

## City of Ramsey License Report - License Types

<u>Company</u>	<u>Applicant</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
<b>Special Events</b>						
Vietnam Vet Legacy Vet Motorcycle Club	Daniel Hegberg	8702 181st Ave NW		7/10/2022	4/26/2022	A
Minnesota Weapons Collectors Association Inc	James D Wright	8310 147th La NW	Adrenaline Sports C	5/16/2022	4/26/2022	A
Minnesota Weapons Collectors Association Inc	James D Wright	8310 147th La NW	Adrenaline Sports C	9/12/2022	4/26/2022	A
Stories Foundation	Stephanie M Page		Stories Foundation F	7/30/2022	4/26/2022	A

**Special Events License Count: 4**

### Temporary Intoxicating

Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		6/17/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		6/24/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		7/1/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		7/8/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		7/15/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		7/22/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		7/29/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		8/5/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		8/12/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		8/19/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7401 E Ramsey Pkwy		8/26/2022	4/26/2022	A
Ramsey Lions	Steve Welch	7550 Sunwood Dr NW		9/11/2022	4/26/2022	A

**Temporary Intoxicating License Count: 12**

### Transient Merchant/Peddler/Solicitor

Everlight Solar	William B Goodin			12/31/2022	4/26/2022	A
Edward Jones - Dan Terry	Daniel Lee Terry			12/31/2022	4/26/2022	A
Everlight Solar	Nicholas Garcia			12/31/2022	4/26/2022	A
Everlight Solar	Tanner A Knight			12/31/2022	4/26/2022	A
Everlight Solar	Reid T Huebner			12/31/2022	4/26/2022	A
Everlight Solar	Mitchel R Box			12/31/2022	4/26/2022	A
Everlight Solar	Ethan G Pitre			12/31/2022	4/26/2022	A
Everlight Solar	Gurcan Koyun			12/31/2022	4/26/2022	A
Everlight Solar	Derek J Brellenthin			12/31/2022	4/26/2022	A
Everlight Solar	Max R Nelson			12/31/2022	4/26/2022	A
Everlight Solar	Nathaniel D Emerson			12/31/2022	4/26/2022	A
Everlight Solar	Kevin M Groenjes			12/31/2022	4/26/2022	A

Report Name: License Report - License Types

Council Dates: 4/26/2022 to 4/26/2022

Status: Active, Inactive

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

# City of Ramsey License Report - License Types

Printed: 4/20/2022

Page: 2

<u>Company</u>	<u>Applicant</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
<b>Transient Merchant/Peddler/Solicitor</b>						
Everlight Solar	Derek J P Larson			12/31/2022	4/26/2022	A
Everlight Solar	Simon R Stenzel			12/31/2022	4/26/2022	A
Everlight Solar	Jacob L Smith			12/31/2022	4/26/2022	A
Everlight Solar	Eric T Olson			12/31/2022	4/26/2022	A
Everlight Solar	Justin L Pederson			12/31/2022	4/26/2022	A
Everlight Solar	Caleb M Mayer			12/31/2022	4/26/2022	A
Everlight Solar	Brady E Glause			12/31/2022	4/26/2022	A
Everlight Solar	Wade A Shepherd			12/31/2022	4/26/2022	A
Ramsey Garden Club	Karen Trushenski	7550 Sunwood Dr NW	City Hall Parking R:	7/27/2022	4/26/2022	A

**Transient Merchant/Peddler/Solicitor License Count: 21**

**Total Licenses: 37**

**CC Regular Session**

**5.3.**

**Meeting Date:** 04/26/2022

**By:** Mark Riverblood, Engineering/Public Works

**Information**

**Title**

Authorize Leave of Absence for a Park & Recreation Commissioner

**Purpose/Background:**

The purpose of this case is to approve a 3-month leave of absence for Park & Recreation Commissioner Dean Olson for the regular meetings in April, May and June of 2022.

**Observations/Alternatives:**

Earlier this year, Commissioner Dean Olson was accepted into the program to become a paid on-call Fire Fighter for the Ramsey Fire Department, which requires attendance at the Anoka County Fire Training Academy this Spring. This training coincides with the regular Park & Recreation Commission meetings of April, May and June.

The Commission and Board Attendance Policy states that a commissioner shall not miss a total of 3 meetings within a six-month period. Commissioner Olson has not missed a meeting before April 2022, and because of the three meetings he will be unable to attend are in service to the community (for mandatory Fire Fighter training)—Park & Recreation Commission Chair Shane Bennett and the staff liaison feel that a leave of absence is warranted and in the interest of the community.

**Recommendation:**

Staff recommends approving a 3-month leave of absence for Commissioner Dean Olson.

**Action:**

Motion to approve a 3-month leave of absence for Park & Recreation Commissioner Dean Olson, April - June, 2022.

**Attachments**

*No file(s) attached.*

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Colleen Lasher	Colleen Lasher	04/21/2022 09:37 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:29 PM
Form Started By: Mark Riverblood		Started On: 04/14/2022 11:34 AM
Final Approval Date: 04/21/2022		

Meeting Date: 04/26/2022

By: Katie Schmidt, Administrative Services

**Information**

**Title:**

Authorization to Hire Engineering Interns

**Purpose/Background:**

The purpose of this case is to request authorization to hire two Engineering Interns. Annually, the City employs interns to work in various departments, including our Engineering Department.

Engineering Interns provide assistance to Engineering staff for summer construction projects and other duties. Interns will facilitate and/or coordinate multiple ongoing engineering functions and projects within the Engineering Department, including outside tasks such as construction observation of streets and underground utilities, as well as survey and top soil inspections. Inside tasks include recordkeeping, scanning and potentially working with *AutoCad* and GIS.

Engineering Interns are temporary interns working 40 hours per week, Monday - Friday / 7:00 a.m. to 3:30 p.m., beginning in late April to early May and running through approximately mid-September, depending on availability and workload.

The process to fill these positions includes an open competitive recruitment, interviews, background checks, pre-employment testing, City Council approval to hire and on-boarding.

At this time, staff selected two Engineering Interns. The candidates passed the pre-employment screenings and staff recommends hiring the candidates listed below.

**Funding Source:**

The funding required to fill this position is included within the approved 2022 budget.

**Recommendation:**

Staff recommends hiring Addisyn Schuster, effective on or near May 23, 2022 at \$16.00 per hour and Jennifer Rowe effective on or near May 16, 2022 at \$16.00 per hour.

**Outcome/Action:**

Motion to hire the following Engineering Interns on or near the dates listed below:

Addisyn Schuster, effective May 23, 2022 at \$16.00 per hour

Jennifer Rowe effective on or near May 16, 2022 at \$16.00 per hour

**Attachments**

*No file(s) attached.*

**Form Review**

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	04/21/2022 09:34 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:22 PM

Form Started By: Katie Schmidt  
Final Approval Date: 04/21/2022

Started On: 04/13/2022 01:15 PM

**CC Regular Session**

**5. 5.**

**Meeting Date:** 04/26/2022

**By:** Colleen Lasher, Administrative Services

**Information**

**Title**

Appoint an Interim City Administrator

**Purpose/Background:**

City Administrator Kurt Ulrich's last day with the City is May 6, 2022. The recruitment process is well underway, however, the soonest date a new employee is expected to start with the City will be late May. It is necessary and desirable to officially assign City Administrator duties to bridge the gap of time from Dr. Ulrich's departure to the starting date when a new City Administrator is seated.

City Administrator Ulrich is recommending the role be temporarily filled by Deputy City Administrator/Community Development Director Brian Hagen. This temporary interim role would be effective May 7, 2022 following Kurt Ulrich's last day in the office.

Extra Duty Pay / Interim Pay

The City's Personnel Policy states: The City Administrator shall have the authority to grant short-term extra duty pay. Any extra duties that qualify for extra duty pay would be responsibilities that fall well outside of the respective employee's job description and would have a defined end date, but would not exceed six months.

At this time, extra duty/interim pay is not being sought. However, in the unlikely event that the Interim City Administrator is required to serve in this capacity beyond 6 weeks, staff will address the issue with the City Council at a future meeting.

**Funding Source:**

There is no funding required.

**Recommendation:**

To appoint Deputy City Administrator/Community Development Director, Brian Hagen, as the Interim City Administrator.

**Action:**

Motion to appoint Deputy City Administrator/Community Development Director, Brian Hagen, as Interim City Administrator effective May 7, 2022.

**Attachments**

*No file(s) attached.*

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 04/21/2022

**Reviewed By**

Kurt Ulrich

**Date**

04/21/2022 02:15 PM

Started On: 04/21/2022 12:57 PM



**CC Regular Session**

**5. 6.**

**Meeting Date:** 04/26/2022

**By:** Tammy Oakes, Finance

---

**Information**

**Title**

Adopt Resolution #22-099 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 7, 2022 through April 20, 2022

**Purpose/Background:**

Adopt Resolution #22-099 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 7, 2022 through April 20, 2022

**Recommendation:**

Staff Recommends to Adopt Resolution #22-099 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 7, 2022 through April 20, 2022

**Action:**

Motion to Adopt Resolution #22-099 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 7, 2022 through April 20, 2022

---

**Attachments**

Bills List 04/26/2022

Resolution 22-099

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Diana Lund	Diana Lund	04/21/2022 07:11 AM
Kurt Ulrich	Kurt Ulrich	04/21/2022 01:46 PM
Form Started By: Tammy Oakes		Started On: 04/20/2022 02:20 PM
Final Approval Date: 04/21/2022		

<b>RAMSEY CITY COUNCIL MEETING</b>
<b>4.26.2022</b>
<b>BILLS LIST</b>

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 4.7.2022 - 4.20.2022	592,961.46
Accounts Payable 4.7.2022 - 4.20.2022	265,824.33
Payroll 4.15.2022	213,279.07
 Pay Estimates- Projects	

**TOTAL SUBMITTED FOR APPROVAL THIS MEETING**

(Invoices Available for Reviewal)

**\$ 1,072,064.86**

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2022 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 411,871.84	\$ 1,444,836.53
- CORRECTION TO PAYROLL		
PREPAIDS	1,052,805.72	3,067,923.78
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	374,615.45	2,571,566.00
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		995,392.57

**TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED**

**\$ 1,839,293.01**

**\$ 8,079,718.88**

THIS PAGE INTENTIONALLY LEFT BLANK

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

4/7/2022 -- 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
114747	4/7/2022		<b>100012 ACE SOLID WASTE INC</b>						
		149.12	WASTE SERVICES		112617	7693338T067	0311.6374		REFUSE/RECYCLING
		287.60	WASTE SERVICES		112617	7693338T067	0194.6374		REFUSE/RECYCLING
		507.94	WASTE SERVICES		112617	7693338T067	0452.6374		REFUSE/RECYCLING
		149.12	WASTE SERVICES		112617	7693338T067	9601.6374		REFUSE/RECYCLING
		149.12	WASTE SERVICES		112617	7693338T067	9602.6374		REFUSE/RECYCLING
		149.12	WASTE SERVICES		112617	7693338T067	9605.6374		REFUSE/RECYCLING
		36,966.24	APRIL RECYCLING		112620	7693329T067	9604.6489		OTHER CONTRACTED SI
		129.04	APRIL REFUSE/RECYCLE		112623	7699645T067	0220.6374		REFUSE/RECYCLING
		<u>38,487.30</u>							
114748	4/7/2022		<b>117922 ADAM PRICE INC</b>						
		1,500.00	REF ELEVATE ESCR 6144 RIVLYN		112618	040722	9252.1155.1		MANUAL-ACCOUNTS RE
		<u>1,500.00</u>							
114749	4/7/2022		<b>119296 C AND F RACE CARS</b>						
		100.00	REPAIR SHAFT FOR FLAIL MOWER		112602	03292022	0311.6382		MACHINERY & EQUIPMEI
		<u>100.00</u>							
114750	4/7/2022		<b>111696 CITY OF RAMSEY</b>						
		75.00	BLATZ AUTO INV 29567 S/B AR		112603	04072022	9601.4651		WATER REVENUE
		<u>75.00</u>							
114751	4/7/2022		<b>107724 COMCAST</b>						
		6.99	APR-JUN CABLE SERVICE		112622	877210504012970 8 MAR 2022	0220.6489		OTHER CONTRACTED SI
		<u>6.99</u>							
114752	4/7/2022		<b>119275 FIRETEC USED APPARATUS (RANDOLPH CENTER)</b>						
		2,500.00	UNIT 556 SALE COMMISSION		112613	4708	0297.4722		SALE OF GENERAL FIXE
		<u>2,500.00</u>							
114753	4/7/2022		<b>100345 NAPA AUTO PARTS ELK RIVER</b>						
		66.11	OIL/AIR FILTERS		112619	152623	0311.6257		OTHER VEHICLE PARTS
		<u>66.11</u>							
114754	4/7/2022		<b>119274 NORTH COUNTRY CHEV BUICK GMC (TRES INC)</b>						
		3,005.20	NEW 2021 SQUAD 315		112612	9977127	0211.6550		MOTOR VEHICLES
		28,429.00	NEW 2021 SQUAD 315		112612	9977127	9702.6550		MOTOR VEHICLES
		<u>31,434.20</u>							
114755	4/7/2022		<b>112183 PSD, LLC</b>						
		39,167.00	REFUND ESCROW		112621	A111980	9804.6433	00111980	REFUNDS
		<u>39,167.00</u>							
114756	4/7/2022		<b>117226 PURMORT, TOM</b>						
		3,040.28	FINAL ESCROW RELEASE 115423		112616	A115423	9804.6433	00115423	REFUNDS
		<u>3,040.28</u>							
114805	4/14/2022		<b>100948 ANOKA COUNTY LICENSE CENTER</b>						
		256.87	REG 2022 H&H TRAILER PW DEPT		112720	04142022	9601.6281		SMALL TOOLS & MINOR I
		<u>256.87</u>							
114806	4/14/2022		<b>110734 CITY OF RAMSEY</b>						
		200.00	CASH UTILITY PMT ACCT 71164386		112721	04142022	9601.4651		WATER REVENUE
		<u>200.00</u>							

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

4/7/2022 -- 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
114806	4/14/2022		110734 CITY OF RAMSEY						Continued.
114807	4/14/2022		119301 JAVES, VANESSA OR RYAN SABRE						
		100.00	REFND IMPRV ESCR 16511 YTRIUM		112711	041122	9804.6433	00117756	REFUNDS
		<u>100.00</u>							
114808	4/14/2022		117167 MCCARTHY AUTO WORLD						
		23.19	SQUAD 367 AIR BAG SENSOR		112713	GCCS177765	0211.6229		SHOP MATERIALS
		205.10	SQUAD 367 AIR BAG SENSOR		112713	GCCS177765	0211.6257		OTHER VEHICLE PARTS
		231.93	SQUAD 367 AIR BAG SENSOR		112713	GCCS177765	0211.6388		OTHER VEHICLE REPAIR
		<u>460.22</u>							
114809	4/14/2022		119304 MORGAN, BRIAN						
		99.67	REISSUE UB REFUND14220 BASALT		112724	022820	9601.4651		WATER REVENUE
		<u>99.67</u>							
114810	4/14/2022		119305 NEXXT LEVEL HOMES						
		100.00	REF EROS ESCR 7363 175TH AVE		112718	041322	9804.6433	00118523	REFUNDS
		<u>100.00</u>							
114811	4/14/2022		100360 NORTH STAR TOWING INC						
		93.00	TOW FROM SUNFISH TO RPD		112714	83567	0211.6389		TOWING SERVICES
		65.00	STOLEN TRAILER TO RPD		112715	83677	0211.6389		TOWING SERVICES
		<u>158.00</u>							
114812	4/14/2022		119299 OPPIDAN						
		35,000.00	REFUND INSPECTION FEES		112710	A118843	9804.6433	00118509	REFUNDS
		225,000.00	REFUND ESCROW 118843		112710	A118843	9804.6433	00118843	REFUNDS
		<u>260,000.00</u>							
114813	4/14/2022		115386 PAULSON CONSTRUCTION INC						
		1,500.00	REF EROS ESCR 6100 151ST LA NW		112712	041122	9804.6433	00117751	REFUNDS
		<u>1,500.00</u>							
114814	4/14/2022		100391 POSTMASTER						
		2,231.37	POSTAGE REC. DAY POSTCARD		112709	040622	9604.6249		MISCELLANEOUS OPER/
		<u>2,231.37</u>							
114815	4/14/2022		119306 S & D GARAGE DOOR AND REMODELING						
		100.00	REF EROS ESCR 15258 ALPINE CT		112719	041322	9804.6433	00118564	REFUNDS
		<u>100.00</u>							
1003639	4/8/2022		116027 ELLIOTT, BRANDON						
		15.00	REIMB MEALS DURING INVESTIG		112604	04072022	0211.6331		TRAVEL & LODGING
		56.28	REIMB MEALS-TRAIN 3/14-3/17		112604	04072022	0211.6331		TRAVEL & LODGING
		<u>71.28</u>							
1003640	4/8/2022		107427 LASHER, COLLEEN						
		44.46	MILEAGE TO CONFERNC 3/23-3/25		112605	04072022	0130.6334		MILEAGE REIMBURSEME
		<u>44.46</u>							
1003641	4/8/2022		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		47.95	7650 SUNWOOD DR		112606	150-1681-4280 APR 2022	9240.6315		MISCELLANEOUS PROFE
		27.95	6701 HWY 10 YOUTH FIRST		112607	150-1687-1105 APR 2022	9410.6315	00041012	MISCELLANEOUS PROFE

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

4/7/2022 - 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1003641	4/8/2022		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						Continued.
		27.95	5650 ALPINE DR FIRE STATION		112608	150-1691-2206	0220.6489		OTHER CONTRACTED SI
						APR 2022			
		35.90	7550 SUNWOOD DR		112609	150-1693-4968	0194.6489		OTHER CONTRACTED SI
						APR 2022			
		52.95	14199 JASPAR STREET		112610	150-1696-8702	0311.6489		OTHER CONTRACTED SI
						APR 2022			
		35.90	14199 JASPAR STREET		112611	150-1697-0601	0311.6489		OTHER CONTRACTED SI
						APR 2022			
		27.95	FIRE ALARM MONITORING		112614	150-1681-6340	0194.6489		OTHER CONTRACTED SI
						APRIL 2022			
		27.95	ALARM MONITORING		112615	150-1682-6501	0211.6489		OTHER CONTRACTED SI
						APRIL 2022			
		<u>284.50</u>							
1003700	4/15/2022		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION						
		46.00	RECORDING		112717	#22-12361	9804.6315	00118929	MISCELLANEOUS PROFE
		<u>46.00</u>							
1003701	4/15/2022		100880 KATERS, JEFF						
		30.00	REIMB PRKNG-MN POLICE CH CONF		112722	04142022	0211.6331		TRAVEL & LODGING
		<u>30.00</u>							
1003702	4/15/2022		100291 MET COUNCIL SAC						
		34,790.00	MAR SAC REMITTANCE		112723	04142022	9602.2083		SAC CHARGES
		347.90-	MAR SAC REMIT-DISCOUNT		112723	04142022	9602.4356		SEWER AVAILABILITY CH
		<u>34,442.10</u>							
1003703	4/15/2022		100510 VERIZON WIRELESS						
		1,416.24	MARCH PD CELL PHONE SERVICE		112716	9903144257	0192.6323		CELLULAR PHONES
		498.13	MAR SQUADS,DTF, INVESTIGATIONS		112716	9903144257	0211.6415		OTHER EQUIPMENT REN
		<u>1,914.37</u>							
1003704	4/20/2022		100257 LAW ENFORCEMENT LABOR SRV INC						
		877.50			112516	0331221311332	9101.2177		UNION DUES
		877.50			112701	041422814592	9101.2177		UNION DUES
		<u>1,755.00</u>							
1003705	4/20/2022		100298 MN AFSCME COUNCIL 5						
		537.60			112517	0331221311333	9101.2177		UNION DUES
		537.60			112702	041422814593	9101.2177		UNION DUES
		<u>1,075.20</u>							
97041522	4/15/2022		118579 ND CHILD SUPPORT DIVISION						
		287.08			112700	0414228145914	9101.2185		GARNISHMENTS/SUPPO
		<u>287.08</u>							
98041522	4/15/2022		115568 ALERUS FINANCIAL NA						
		5,155.98			112699	0414228145913	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>5,155.98</u>							
99040822	4/8/2022		100629 MN DEPT OF REV SALES TX						
		146.78	March Sales/Use Tax		112624	033122	9101.4305		RENTAL FEES
		9.01	March Sales/Use Tax		112624	033122	9101.4328		ACCIDENT REPORTS
		.83-	March Sales/Use Tax		112624	033122	9101.4609		OTHER MISCELLANEOUS
		231.51	March Sales/Use Tax		112624	033122	9601.2082		SALES/USE TAX PAYABLE

Council Check Register by GL  
Council Check Register and Summary

4/7/2022 - 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99040822	4/8/2022		<b>100629 MN DEPT OF REV SALES TX</b>						<b>Continued.</b>
		22.70	March Sales/Use Tax		112624	033122	9601.2082		SALES/USE TAX PAYABLE
		.83	March Sales/Use Tax		112624	033122	9601.2085		ANOKA COUNTY TRANSI
		<u>410.00</u>							
99041122	4/11/2022		<b>107885 DEPARTMENT OF LABOR AND INDUSTRY</b>						
		2,792.50	March Bldg Surcharges		112625	033122	9101.2081		SURCHARGES-PERMIT
		56.07	March Bldg Surcharges		112625	033122	9101.4604		SURCHARGES
		<u>2,736.43</u>							
99041522	4/15/2022		<b>107962 TOTAL ADMINISTRATIVE SERVICE CORP</b>						
		1,511.38			112696	0414228145910	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>1,511.38</u>							
99041822	4/18/2022		<b>100219 HOME DEPOT COMMERCIAL ACCT PROGRAM</b>						
		254.48	SHELF I-BEAM		112732	04072022	0220.6249		MISCELLANEOUS OPER/
		5.09	EARLY PAY DISCOUNT		112732	04072022	0220.6249		MISCELLANEOUS OPER/
		199.73	APRIL PURCHASES		112733	04152022	0220.6249		MISCELLANEOUS OPER/
		3.99	EARLY PAY DISCOUNT		112733	04152022	0220.6249		MISCELLANEOUS OPER/
		107.88	DRILL BITS		112734	03302022	0452.6249		MISCELLANEOUS OPER/
		2.16	EARLY PAY DISCOUNT		112734	03302022	0452.6249		MISCELLANEOUS OPER/
		<u>550.85</u>							
99041922	4/15/2022		<b>108768 COMDATA NETWORK INC</b>						
		1,309.96	PALLET RACK NOW- FOR STREETS		112641	MAR 2022 NELSON	0311.6249		MISCELLANEOUS OPER/
		178.48	PALLET RACK NOW- FOR UTILITIES		112641	MAR 2022 NELSON	9601.6439		OTHER MISCELLANEOUS
		6.06	ACTIVE911- ADD LICENSE		112735	MAR 2022	0220.6451		MEMBERSHIP DUES
						SCHIFERLI			
		233.90	ZORO TOOLS-PLAT HANGING TAPE		112736	MAR 2022 HAGEN	0191.6249		MISCELLANEOUS OPER/
		575.00	LEAGUE MN-MCMA '22 CONF HAGEN		112736	MAR 2022 HAGEN	0191.6335		TRAINING
		67.33	NON-OYX FUEL		112737	MAR 2022 STREET	0311.6223		GASOLINE
						FUEL			
		548.13	GASOLINE FUEL		112738	MAR 2022 FIRE	0220.6223		GASOLINE
						FUEL			
		132.47	DIESEL FUEL		112739	MAR 2022 FIRE	0220.6225		DIESEL FUEL
						FUEL2			
		1,166.15	SQUAD FUEL		112740	MAR 2022 PD	0211.6223		GASOLINE
						FUEL			
		35.36	AMAZON- PAPER CUTTER		112741	MAR 2022 RIEMER	0311.6208		MISCELLANEOUS OFFICI
		46.46	AMAZON- PAPER SHREDDER		112741	MAR 2022 RIEMER	0311.6208		MISCELLANEOUS OFFICI
		217.92	AMAZON- FLOOR MAG/NEWS RACK		112741	MAR 2022 RIEMER	0311.6249		MISCELLANEOUS OPER/
		279.80	C&H-HANDGUN OPTIC ADAPT PLATES		112742	MAR 2022	0211.6281		SMALL TOOLS & MINOR I
						HEMMERICH			
		30.00	DUFFYS-RW RP TRAINING LUNCH		112743	MAR 2022 WEBB	0211.6331		TRAVEL & LODGING
		30.00	FAT NAT-RW RP TRAINING LUNCH		112743	MAR 2022 WEBB	0211.6331		TRAVEL & LODGING
		83.07	COBORNS-RSV CAKE COFFEE EVENT		112744	MAR 2022	0211.6249		MISCELLANEOUS OPER/
						TORSETH			
		28.58	AMZN MKT-RSV CAKE COFFEE EVENT		112744	MAR 2022	0211.6208		MISCELLANEOUS OFFICI
						TORSETH			
		189.39	JIMMY JOHNS-RSV TRAINING LUNCH		112745	MAR 2022 BLUML	0211.6331		TRAVEL & LODGING
		510.00	MN CHIEFS OF POLICE-CONFERENCE		112746	MAR 2022 KATERS	0211.6335		TRAINING
		27.98	COBORNS-CITIZENS ACADEMY SNACK		112746	MAR 2022 KATERS	0280.6241		COMMUNITY POLICING &
		50.00	HTCIA-PROF MEMBERSHIP DUES		112746	MAR 2022 KATERS	0211.6451		MEMBERSHIP DUES
		30.00	HTCIA-MN CHAPTER DUES		112746	MAR 2022 KATERS	0211.6451		MEMBERSHIP DUES
		.31	COBORNS- SUPPLIES - REFUND		112747	MAR 2022	0280.6241		COMMUNITY POLICING &
						FRANKFURTH			

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

4/7/2022 -- 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041922	4/15/2022		108768 COMDATA NETWORK INC						Continued.
		8.24	COBORNS- SUPPLIES		112747	MAR 2022	0280.6241		COMMUNITY POLICING S
						FRANKFURTH			
		65.50	COBORNS- SUPPLIES		112747	MAR 2022	0280.6241		COMMUNITY POLICING S
						FRANKFURTH			
		75.00	BCA- L. LOHSE TRAINING		112747	MAR 2022	0211.6335		TRAINING
						FRANKFURTH			
		75.00	BCA- A. ERICKSON TRAINING		112747	MAR 2022	0211.6335		TRAINING
						FRANKFURTH			
		75.00	TLO TRANS- INVESTIGATIVE TOOL		112747	MAR 2022	0211.6315		MISCELLANEOUS PROFE
						FRANKFURTH			
		250.00	MN SHERIFF-FRANKFURTH TRNG		112747	MAR 2022	0211.6335		TRAINING
						FRANKFURTH			
		64.06	WM SUPERCENTER-MISC OPER SUPP		112748	MAR 2022 BRAY	0194.6249		MISCELLANEOUS OPER/
		95.46	DEY APPLIANCE-FRIDGE VALVE		112748	MAR 2022 BRAY	0194.6249		MISCELLANEOUS OPER/
		34.99	FLEET FARM- KAYAK/CANOE SUPPLY		112749	MAR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		499.99	FLEET FARM- KAYAK		112749	MAR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		37.99	NORTHERN TOOL-HEX BIT SOCKETS		112749	MAR 2022 BERGE	0452.6281		SMALL TOOLS & MINOR I
		45.42	AT-A-GLANCE- PLANNER		112749	MAR 2022 BERGE	0311.6208		MISCELLANEOUS OFFICI
		136.26	AT-A-GLANCE- PLANNER		112749	MAR 2022 BERGE	0452.6208		MISCELLANEOUS OFFICI
		100.00	FLEET FARM- KAYAK SALE DISCOUN		112749	MAR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		19.98	FLEET FARM- KAYAK/CANOE SUPPLY		112749	MAR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		885.00	U OF M-X0020DESIGN/X0030INSPEC		112750	MAR 2022	0240.6335		TRAINING
						SZYKULSKI			
		690.00	U OF M-5152 SOIL/5151 SOIL		112750	MAR 2022	0240.6335		TRAINING
						SZYKULSKI			
		330.00	U OF M-5152 SOIL REFUND		112750	MAR 2022	0240.6335		TRAINING
						SZYKULSKI			
		100.00	KITCHEN TABLE-G CARD PHOTO		112751	MAR 2022	0452.6249		MISCELLANEOUS OPER/
						RIVERBLOOD			
		320.00	COBORNS-GIFT CARDS PHOTO		112751	MAR 2022	0452.6249		MISCELLANEOUS OPER/
						RIVERBLOOD			
		248.00	TRIANGLE LAWN GAMES -CONCERT		112751	MAR 2022	0452.6489		OTHER CONTRACTED SI
						RIVERBLOOD			
		18.95	HALLMARK- RET CARDS K ULRICH		112752	MAR 2022	0130.6208		MISCELLANEOUS OFFICI
						SCHMITZ			
		60.00	MAMA DELUCAS-03/15/22 CC MEALS		112752	MAR 2022	0111.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		61.24	MAMA DELUCAS-03/08/22 CC MEALS		112752	MAR 2022	0111.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		21.41	TARGET- YOS - HEDBURG		112752	MAR 2022	0130.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		26.77	TARGET- YOS - SCHMIDT		112752	MAR 2022	0130.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		75.90	COBORNS- 03/01/22 CCWS MEALS		112752	MAR 2022	0111.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		7.99	COBORNS- 03/08/22 CC MEALS		112752	MAR 2022	0111.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		144.91	COBORNS-03/22/22 CC MEALS		112752	MAR 2022	0111.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		174.85	TARGET- YOS ES, JH, JF, AG		112752	MAR 2022	0130.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		12.44	TARGET- YOS GIFT - SIEDOW		112752	MAR 2022	0130.6249		MISCELLANEOUS OPER/
						SCHMITZ			
		11.99	AMAZON-ADMIN CORDLESS MOUSE		112752	MAR 2022	0130.6208		MISCELLANEOUS OFFICI

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

4/7/2022 -- 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041922	4/15/2022		108768 COMDATA NETWORK INC						Continued
						SCHMITZ			
		19.99	AMAZON-ADMIN CORDLESS MOUSE		112752	MAR 2022	0130.6208		MISCELLANEOUS OFFICI
						SCHMITZ			
		7.29	AMAZON-PARKS CERT AWARD SEALS		112752	MAR 2022	0452.6208		MISCELLANEOUS OFFICI
						SCHMITZ			
		25.00	FACEBK - 3/3-3/8 JOB POST		112753	MAR 2022	0130.6354		HELP WANTED ADVERTIS
						THORSTAD			
		67.15	TRIPLE SHIFT- EMPL APPR EVENT		112753	MAR 2022	0111.6249		MISCELLANEOUS OPERA
						THORSTAD			
		35.00	FACEBK - 3/13-3/20 JOB POST		112753	MAR 2022	0130.6354		HELP WANTED ADVERTIS
						THORSTAD			
		25.00	FACEBK - 3/8-3/13 JOB POST		112753	MAR 2022	0130.6354		HELP WANTED ADVERTIS
						THORSTAD			
		375.00	INNOVATIVE PSYCH- EMP. TESTING		112754	MAR 2022 LASHER	0130.6306		PERSONNEL TESTING &
		245.52	BEST WESTERN-LASHER CONF		112754	MAR 2022 LASHER	0130.6331		TRAVEL & LODGING
		245.52	BEST WESTERN-SCHMIDT CONF		112754	MAR 2022 LASHER	0130.6331		TRAVEL & LODGING
		562.50	ICMA ONLINE-AD FOR C.A.		112754	MAR 2022 LASHER	0130.6354		HELP WANTED ADVERTIS
		52.00	AMAZON-EMERGENCY LIGHTS		112755	MAR 2022 KOHNER	0220.6259		BUILDING MAINT/REPAIR
		178.48	AMAZON-EMERGENCY LIGHTS		112755	MAR 2022 KOHNER	0220.6259		BUILDING MAINT/REPAIR
		175.96	AMAZON-CLEANER		112755	MAR 2022 KOHNER	0220.6249		MISCELLANEOUS OPERA
		73.36	AMAZON-TOOL BITS		112755	MAR 2022 KOHNER	0220.6281		SMALL TOOLS & MINOR I
		7.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		345.00	ECONOMIC DEV - EDAM CONFERENCE		112756	MAR 2022	9230.6335		TRAINING
						SULLIVAN			
		5.19	ECM SUBSCRIPTION - HERALD		112756	MAR 2022	9230.6451		MEMBERSHIP DUES
						SULLIVAN			
		2.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		2.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		2.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		3.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		3.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		5.00	FACEBK - BIZ EXPO MARKETING		112756	MAR 2022	9230.6246	00923001	MARKETING & PROMOTI
						SULLIVAN			
		12,015.73							
99176546	4/15/2022		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		11,411.33			112697	0414228145911	9101.2175		DEFERRED COMPENSAT
		11,411.33							
99177192	4/15/2022		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,891.94			112698	0414228145912	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,891.94							
99220152	4/15/2022		100301 MN CHILD SUPPORT PAYMENT CNTR						
		309.26			112636	0411221556461	9101.2185		GARNISHMENTS/SUPPO
		309.26							
99626464	4/15/2022		100601 MN DEPT OF REV WH						
		203.13			112637	0411221556462	9101.2172		STATE WITHHOLDING

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

4/7/2022 - 12/31/2022

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99626464	4/15/2022		100601 MN DEPT OF REV WH						Continued.
		50.00			112644	0412221453183	9101.2172		STATE WITHHOLDING
		12,078.60			112705	041422814596	9101.2172		STATE WITHHOLDING
		<u>12,331.73</u>							
99648521	4/15/2022		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		108.33			112642	0412221453181	9101.2174		PERA-EMPLOYEE
		108.33			112643	0412221453182	9101.2183		PERA-EMPLOYER
		25,092.03			112703	041422814594	9101.2174		PERA-EMPLOYEE
		33,657.67			112704	041422814595	9101.2183		PERA-EMPLOYER
		<u>58,966.36</u>							
99729916	4/15/2022		100223 ICMA RETIREMENT TRUST 457						
		1,763.61			112695	041422814591	9101.2175		DEFERRED COMPENSAT
		<u>1,763.61</u>							
99868732	4/15/2022		101306 IRS						
		251.50			112638	0411221556463	9101.2171		FEDERAL WITHHOLDING
		1,762.27			112639	0411221556464	9101.2173		FICA & MEDICARE-EMPL
		1,762.27			112640	0411221556465	9101.2182		FICA & MEDICARE-EMPL
		375.00			112645	0412221453184	9101.2171		FEDERAL WITHHOLDING
		256.41			112646	0412221453185	9101.2173		FICA & MEDICARE-EMPL
		256.41			112647	0412221453186	9101.2182		FICA & MEDICARE-EMPL
		25,724.58			112706	041422814597	9101.2171		FEDERAL WITHHOLDING
		14,992.71			112707	041422814598	9101.2173		FICA & MEDICARE-EMPL
		14,992.71			112708	041422814599	9101.2182		FICA & MEDICARE-EMPL
		<u>60,373.86</u>							
		<u>592,961.46</u>	Grand Total						

Payment Instrument Totals

Checks	381,583.01
EFT Payments	171,715.54
A/P ACH Payment	<u>39,662.91</u>
Total Payments	592,961.46

THIS PAGE INTENTIONALLY LEFT BLANK

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3393  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2022

Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
119144 ADVANCED ENGINEERING AND ENV SERV (AE2S)	P05434-2020-002	PV 112766 001 00999	4/12/2022	80202	26,581.58
ADVANCED ENGINEERING AND ENV SERV (AE2S) SUITE 200 4050 GARDEN VIEW DRIVE GRAND FORKS ND 58201		Summary Total			26,581.58
		Payment Amount			26,581.58
100063 ASPEN MILLS	55303RFD	PV 112649 001 00999	4/4/2022	291753	188.50
ASPEN MILLS		Summary Total			188.50
8201 C CENTRAL AVE NE	55303RFD	PV 112650 001 00999	4/6/2022	291814	14.85
SPRING LAKE PARK MN 55432		Summary Total			14.85
	55303RPD	PV 112674 001 00999	4/8/2022	291985	26.55
		Summary Total			26.55
	55303RPD	PV 112675 001 00999	4/8/2022	291978	30.00
		Summary Total			30.00
	55303RPD	PV 112676 001 00999	4/7/2022	291948	123.90
		Summary Total			123.90
	55303RPD	PV 112677 001 00999	4/8/2022	292048	298.00
		Summary Total			298.00
	55303RPD	PV 112683 001 00999	4/6/2022	291819	149.10
		Summary Total			149.10
	55303RPD	PV 112686 001 00999	4/6/2022	291822	436.00
		Summary Total			436.00
	55303RPD	PV 112687 001 00999	4/6/2022	291845	29.94
		Summary Total			29.94
	55303RPD	PV 112688 001 00999	4/6/2022	291853	35.35
		Summary Total			35.35
	55303RPD	PV 112689 001 00999	4/7/2022	291922	107.90
		Summary Total			107.90
	55303RPD	PV 112762 001 00999	4/11/2022	292088	124.95
		Summary Total			124.95
	55303RPD	PV 112763 001 00999	4/11/2022	292056	274.00
		Summary Total			274.00
	55303RPD	PV 112798 001 00999	4/13/2022	292197	14.85
		Summary Total			14.85
		Payment Amount			1,853.89
119297 BECKER, JAY	WATER EFFICIENCY	PV 112626 001 00999	4/7/2022	040722022	191.77



R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3393  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2022

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
Payment Amount									2,728.00
100143	FERGUSON WATERWORKS # 2518	CUST 24741	PV	112761	001	00999	4/4/2022	0491043	5,240.00
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					5,240.00
				Payment Amount					5,240.00
110760	FIRE SAFETY USA, INC		PV	112760	001	00999	4/12/2022	158489	950.00
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					950.00
				Payment Amount					950.00
110388	FRATTALLONE'S ACE HARDWARE STORES	CUST 631031	PV	112654	001	00999	4/6/2022	A08071/J	241.50
	FRATTALLONE'S ACE HARDWARE STORES/COTC PO BOX 105525 ATLANTA GA 30348-5525			Summary Total					241.50
				Payment Amount					241.50
119317	GIGI'S SALON AND SPA INC.	TIF 14 REPLAT REIMB #30 IN PA	PV	112804	001	00999	4/20/2022	4202022	3,500.00
	GIGI'S SALON AND SPA INC. 36296 XENON STREET NW PRINCETON MN 55371			Summary Total					3,500.00
				Payment Amount					3,500.00
119307	GOLDEN ELECTRIC LLC	REF DUPL 8850 162ND LA NW	PV	112791	001	00999	4/13/2022	04132022	21.00
	GOLDEN ELECTRIC LLC 4250 INLAND LANE NORTH PLYMOUTH MN 55446			Summary Total					21.00
				Payment Amount					21.00
119302	HENNEPIN COUNTY TREASURER	NOTARY COMMISSION RECORDING	PV	112725	001	00999	4/11/2022	041122	20.00
	HENNEPIN COUNTY TREASURER			Summary Total					20.00



R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3393  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									1,533.14
108208	METRO PRODUCTS INC		PV	112661	001	00999	3/30/2022	165838	416.18
	METRO PRODUCTS INC							Summary Total	416.18
	7401 CENTRAL AVENUE NE		PV	112662	001	00999	3/30/2022	165840	47.96
	FRIDLEY MN 55432							Summary Total	47.96
			PV	112666	001	00999	3/30/2022	165839	94.00
								Summary Total	94.00
			PV	112778	001	00999	4/7/2022	166018	871.50
								Summary Total	871.50
			PV	112788	001	00999	4/6/2022	165999	134.61
								Summary Total	134.61
								Payment Amount	1,564.25
100293	MIDC ENTERPRISES	CUST RAMSY2	PV	112777	001	00999	4/5/2022	10048189	3,081.11
	MIDC ENTERPRISES							Summary Total	3,081.11
	1450 WEST COUNTY ROAD C							Payment Amount	3,081.11
	ROSEVILLE MN 55113								
104920	MINNESOTA HIGHWAY	CLASS ID 50392	PV	112671	001	00999	4/4/2022	337900-9146	650.00
	SAFETY RESEARCH CNTR							Summary Total	650.00
	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR							Payment Amount	650.00
	720 FOURTH AVENUE SOUTH								
	ST CLOUD MN 56301-4498								
100345	NAPA AUTO PARTS ELK		PV	112684	001	00999	4/5/2022	156134	40.99
	RIVER							Summary Total	40.99
	NAPA AUTO PARTS ELK RIVER							Payment Amount	40.99
	17137 YALE STREET NW								
	P O BOX 1041								
	ELK RIVER MN 55330								
100360	NORTH STAR TOWING INC		PV	112801	001	00999	4/15/2022	84068	25.00
	NORTH STAR TOWING INC							Summary Total	25.00

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3393  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
	833 NORTH STREET ANOKA MN 55303					25.00
			Payment Amount			25.00
112959	PREMIUM WATERS INC	ACCT 621332	PV 112773 001 00999	3/31/2022	621332-03-22	71.29
	PREMIUM WATERS INC P O BOX 9128 MINNEAPOLIS MN 55480-9128	ACCT 621331	PV 112774 001 00999	3/31/2022	621331-03-22	80.39
			Summary Total			71.29
			Summary Total			80.39
			Payment Amount			151.68
118921	SHRED RIGHT	CUST 62041	PV 112685 001 00999	3/31/2022	571946	15.00
	SHRED RIGHT 6301 WEST OLD SHAKOPEE ROAD BLOOMINGTON MN 55438					15.00
			Summary Total			15.00
			Payment Amount			15.00
119303	STAR TRIBUNE	AD ACCT 10023826	PV 112727 001 00999	3/31/2022	0000420176-01	360.00
	STAR TRIBUNE PO BOX 4620 CAROL STREAM IL 60197-4620					360.00
			Summary Total			360.00
			Payment Amount			360.00
117375	STARK, KAREN A	JAN-MAR CLASSES	PV 112693 001 00999	4/1/2022	04012022	455.00
	KAREN A STARK 6854 139TH LANE NW #6 RAMSEY MN 55303					455.00
			Summary Total			455.00
			Payment Amount			455.00
108769	SUN CONTROL OF MINNESOTA		PV 112757 001 00999	4/12/2022	06904	375.00
	SUN CONTROL OF MINNESOTA 2425 RICE STREET ST PAUL MN 55113					375.00
			Summary Total			375.00
			Payment Amount			375.00
107059	TJ ASSOCIATES PRINTING INC		PV 112802 001 00999	3/15/2022	237925	877.86
	T J ASSOCIATES PRINTING INC 6441 140TH COURT N.W.					877.86
			Summary Total			877.86

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3393  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
RAMSEY MN 55303						877.86
Payment Amount						877.86
108662	UPS	CONTROL ID 419S/SHIPPER 3529RW	PV 112694 001 00999	4/2/2022	00003529RW142	30.28
UPS PO BOX 809488 CHICAGO IL 60680-9488						30.28
Summary Total						30.28
Payment Amount						30.28
Total Amount to be Processed						62,781.48
Total Number of Payments to be Processed						31



R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
111385	ACHIEVE SERVICES INC		PV 112679 001 00999	4/5/2022	28927	60.00
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434				Summary Total	60.00
					Payment Amount	60.00
115149	ADVANCED FIRST AID INC		PV 112765 001 00999	3/22/2022	0322-074	501.00
	ADVANCED FIRST AID INC 9724 VALE STREET NW MINNEAPOLIS MN 55433				Summary Total	501.00
					Payment Amount	501.00
100017	AIRGAS USA, LLC	PAYER 2030987	PV 112780 001 00999	4/14/2022	9124798419	52.40
	AIRGAS USA LLC P O BOX 734445 CHICAGO IL 60673-4445				Summary Total	52.40
					Payment Amount	52.40
100625	ALEX AIR APPARATUS INC		PV 112648 001 00999	3/28/2022	5283	833.82
	ALEX AIR APPARATUS INC 11897 COUNTY ROAD 87 SE ALEXANDRIA MN 56308				Summary Total	833.82
					Payment Amount	833.82
117343	AMAZON CAPITAL SERVICES INC	ACCT A3VYUQ4FSATYMN	PV 112784 001 00999	4/18/2022	1NL6-TRKF-9R43	328.79
	AMAZON CAPITAL SERVICES INC PO BOX 035184	ACCT A3VYUQ4FSATYMN	PV 112789 001 00999	4/18/2022	1XFF-VKRW-CG1M	388.94
	SEATTLE WA 98124-5184				Summary Total	388.94
					Payment Amount	717.73
107587	ANOKA COUNTY TREASURY DEPARTMENT	CUST 130878	PV 112797 001 00999	3/28/2022	GIS032022	2,500.00
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE	CUST 130878	PV 112800 001 00999	4/15/2022	130878 APR 2022	1,115.46
	ANOKA MN 55303				Summary Total	1,115.46
					Payment Amount	3,615.46

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
107141	APPLIED CONCEPTS INC		PV 112764 001 00999	4/8/2022	400329	151.00
	APPLIED CONCEPTS INC		Summary Total			151.00
	STALKER RADAR					
	P O BOX 972943					
	DALLAS TX 75397-2943					
			Payment Amount			151.00
116646	BASIC	CLIENT ID 4221-3113-8016	PV 112678 001 00999	3/29/2022	IN2349151	477.00
	BENEFIT ADMINISTRATIVE SERVICES INT'L CO		Summary Total			477.00
	PO BOX 775339					
	CHICAGO IL 60677-5339					
			Payment Amount			477.00
106346	BAUER BUILT INCORPORATED		PV 112651 001 00999	4/6/2022	940086549	241.34
	BAUER BUILT INCORPORATED		Summary Total			241.34
	8270 W 35W SERVICE DR		PV 112783 001 00999	4/13/2022	940086819	518.92
	BLAINE MN 55449		Summary Total			518.92
			Payment Amount			760.26
116848	BAYCOM INC	CUST ID 40676	PV 112672 001 00999	4/7/2022	EQUIPINV_037486	151.53
	BAYCOM INC		Summary Total			151.53
	PO BOX 88013					
	MILWAUKEE WI 53288-8013					
			Payment Amount			151.53
100647	BOLTON AND MENK INC	PROJECT 0R1.126238	PV 112796 001 00999	4/12/2022	0287335	865.00
	BOLTON AND MENK INC		Summary Total			865.00
	1960 PREMIER DRIVE					
	MANKATO MN 56001-5900					
			Payment Amount			865.00
103641	BOYER TRUCKS	CUST 7645	PV 112775 001 00999	4/14/2022	003P20229	153.38
	BOYER TRUCKS		Summary Total			153.38
	P O BOX 512					
	ST MICHAEL MN 55376					
			Payment Amount			153.38

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
116845	CADY BUSINESS TECHNOLOGIES INC 3030 HARBOR LANE SUITE 104 PLYMOUTH MN 55447	ACCT 16985	PV	112653	001	00999	4/2/2022	IN-800107281925	39.00
								Summary Total	39.00
								Payment Amount	39.00
114549	CHETS SHOES INC 8870 RENDOVA STREET NE CIRCLE PINES MN 55014		PV	112776	001	00999	3/31/2022	51921	600.00
								Summary Total	600.00
								Payment Amount	600.00
116197	CINTAS CORPORATION CINTAS LOC #4K P O BOX 650838 DALLAS TX 75265-0838	payer #12455483  PAYER# 12455017  payer #12455483	PV	112652	001	00999	4/8/2022	4115890295	16.56
								Summary Total	16.56
			PV	112690	001	00999	4/8/2022	4115890258	52.05
								Summary Total	52.05
			PV	112767	001	00999	4/14/2022	4116455312	13.20
								Summary Total	13.20
			PV	112785	001	00999	4/15/2022	4116596353	33.75
								Summary Total	33.75
								Payment Amount	115.56
100120	CONTINENTAL RESEARCH CORP CONTINENTAL RESEARCH CORP PO BOX 15204 ST LOUIS MO 63110		PV	112627	001	00999	4/4/2022	0034570	218.00
								Summary Total	218.00
								Payment Amount	218.00
116175	ECKBERG LAMMERS ATTORNEYS AT LAW ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082	03 2022	PV	112628	001	00999	3/31/2022	03 2022	6,082.42
								Summary Total	6,082.42
								Payment Amount	6,082.42
113321	FACTORY MOTOR PARTS CO	ACCT 13613	PV	112787	001	00999	4/13/2022	6-1618883	81.24

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107								Summary Total 81.24
									Payment Amount 81.24
107099	FASTENAL FASTENAL COMPANY P O BOX 1286 WINONA MN 55987	CUST MNTC80321	PV	112769	001	00999	4/13/2022	MNTC8201581	37.83
									Summary Total 37.83
									Payment Amount 37.83
107737	FINANCE AND COMMERCE INC FINANCE AND COMMERCE INC PO BOX 745929 ATLANTA GA 30374-5929	ACCT 10038007	PV	112792	001	00999	4/8/2022	745369006	159.01
									Summary Total 159.01
		ACCT 10038007	PV	112793	001	00999	4/8/2022	745369007	180.80
									Summary Total 180.80
		ACCT 10038007	PV	112794	001	00999	4/8/2022	745369008	180.80
									Summary Total 180.80
		ACCT 10038007	PV	112795	001	00999	4/8/2022	745369009	183.23
									Summary Total 183.23
									Payment Amount 703.84
100650	GRAINGER GRAINGER INC DEPT. 806511127 PALATINE IL 60038-0001	ACCT 806511127	PV	112670	001	00999	4/4/2022	9266277558	1,130.77
									Summary Total 1,130.77
									Payment Amount 1,130.77
116933	GREAT PLAINS FIRE INC GREAT PLAINS FIRE INC 17277 230TH STREET FERGUS FALLS MN 56537		PV	112660	001	00999	4/6/2022	6829	36,312.00
									Summary Total 36,312.00
									Payment Amount 36,312.00
100211	HAWKINS INC HAWKINS INC		PV	112655	001	00999	4/4/2022	6155722	3,349.82
									Summary Total 3,349.82

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	P O BOX 860263 MINNEAPOLIS MN 55486-0263								
								Payment Amount	3,349.82
118946	HOTSY MINNESOTA HOTSY MINNESOTA 2951 100TH COURT NE SUITE 100 BLAINE MN 55449	CUST CR06254	PV	112786	001	00999	4/13/2022	12868	558.33
								Summary Total	558.33
								Payment Amount	558.33
112475	INNOVATIVE OFFICE SOLUTIONS INNOVATIVE OFFICE SOLUTIONS P O BOX 860627 MINNEAPOLIS MN 55486-0001	Innovative S27569	PV	112731	001	00999	4/7/2022	IN3743339	90.53
								Summary Total	90.53
								Payment Amount	90.53
100266	LOGIS LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036		PV	112629	001	00999	4/1/2022	51913	19,974.00
								Summary Total	19,974.00
			PV	112630	001	00999	3/31/2022	51984	357.50
								Summary Total	357.50
			PV	112631	001	00999	3/31/2022	52014	12,612.95
								Summary Total	12,612.95
								Payment Amount	32,944.45
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416	CLIENT 6023	PV	112759	001	00999	4/6/2022	51869	15,805.00
								Summary Total	15,805.00
								Payment Amount	15,805.00
106616	MARTIN MCALLISTER, INC MARTIN MCALLISTER, INC 7650 EDINBOROUGH WAY #550 EDINA MN 55435	CUST ID RAM004	PV	112680	001	00999	3/31/2022	14546	1,300.00
								Summary Total	1,300.00
								Payment Amount	1,300.00

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100283	MENARDS COON RAPIDS MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433	ACCT 30280262	PV	112771	001	00999	4/3/2022	70016	298.00
									Summary Total 298.00
									Payment Amount 298.00
100284	MENARDS ELK RIVER MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077	acct 31250289 acct 31250289	PV	112770	001	00999	4/7/2022	50164	710.80
									Summary Total 710.80
			PV	112779	001	00999	3/30/2022	49636	301.63
									Summary Total 301.63
									Payment Amount 1,012.43
100285	MET COUNCIL ENVIRONMENTAL SRV MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513	CUST 5156	PV	112632	001	00999	4/5/2022	0001137791	82,457.59
									Summary Total 82,457.59
									Payment Amount 82,457.59
100289	METRO SALES INC METRO SALES INC ATTN: ACCOUNTS RECEIVABLE 250 N RIVER RIDGE CIRCLE SUITE 100 BURNSVILLE MN 55337	ACCT 016579	PV	112633	001	00999	4/5/2022	INV2020394	1,778.07
									Summary Total 1,778.07
									Payment Amount 1,778.07
111618	MN POLLUTION CONTROL AGENCY MN POLLUTION CONTROL AGENCY ATTENTION: FISCAL SERVICES 520 LAFAYETTE ROAD NORTH ST PAUL MN 55155-4194	Alloy Recovery RNAD	PV	112663	001	00999	3/22/2022	10000135204	975.00
									Summary Total 975.00
									Payment Amount 975.00
100341	MTI DISTRIBUTING INC MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86		PV	112664	001	00999	4/4/2022	1339054-00	1,039.65
									Summary Total 1,039.65

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
	MINNEAPOLIS MN 55486-1900							
							Payment Amount	1,039.65
115167	NET TRANSCRIPTS INC		PV	112758	001 00999	3/31/2022	#NT10053	80.08
	NET TRANSCRIPTS INC PO BOX 95777 CHICAGO IL 60694-5777						Summary Total	80.08
							Payment Amount	80.08
110547	NORTHWEST LIGHTING SYSTEMS CO.	CUST CIT720	PV	112691	001 00999	4/11/2022	124742	372.00
	NORTHWEST LIGHTING SYSTEMS CO. 736 CRAIG AVENUE TRACY MN 56175						Summary Total	372.00
							Payment Amount	372.00
110480	OPUS 21 MANAGEMENT SOLUTIONS	Inv #220309	PV	112692	001 00999	4/11/2022	220309	362.87
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125						Summary Total	362.87
							Payment Amount	362.87
112421	PERRILL		PV	112667	001 00999	4/1/2022	257057	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305						Summary Total	200.00
							Payment Amount	200.00
111488	POPP.COM INC	ACCT 10007670-ALL	PV	112634	001 00999	3/31/2022	#992724902	810.45
	POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427						Summary Total	810.45
							Payment Amount	810.45
113444	PRECISE		PV	112669	001 00999	4/7/2022	200-1036422	19.98
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337						Summary Total	19.98

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator TOAKES  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2022

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									19.98
									19.98
116092	ROADKILL ANIMAL CONTROL		PV	112668	001	00999	3/31/2022	03312022	279.00
	ROADKILL ANIMAL CONTROL 520 HAROLD DRIVE BURNSVILLE MN 55337								279.00
									279.00
119121	SLOTH INSPECTIONS INC		PV	112728	001	00999	4/1/2022	03312022	3,905.25
	SLOTH INSPECTIONS INC 2089 175TH LANE NW ANDOVER MN 55304								3,905.25
									3,905.25
100453	SRF CONSULTING GROUP INC	RAMSEY QUIET ZONE AFFIRM LTR	PV	112635	001	00999	3/31/2022	14885.00-3	1,019.25
	SRF CONSULTING GROUP INC 3701 WAYZATA BOULEVARD SUITE 100 MINNEAPOLIS MN 55416-3791								1,019.25
									1,019.25
112688	TITAN MACHINERY	CUST 6263021	PV	112782	001	00999	4/13/2022	16843126 GP	107.44
	TITAN MACHINERY 14375 JAMES ROAD	CUST 6263021	PD	112790	001	00999	4/27/2022	16847708 GP	41.58-
	ROGERS MN 55374								41.58-
									65.86
106351	WATER LABORATORIES, INC		PV	112665	001	00999	4/4/2022	8975	660.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330								660.00
									660.00
									660.00
									203,042.85

Total Amount to be Processed

203,042.85

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3394  
Bank Account 999.1010 CASH IN BANK 00002224  
Version LOGIS004V  
Originator TOAKES  
Payment Instrument T A/P ACH Payment  
Pay Through Date 12/31/2022

Payee	Stub	Document	Due	Invoice	Payment			
Number	Name / Mailing Address	Message	Ty	Number	Amount			
			Number	Item	Co	Date	Number	Amount
Total Number of Payments to be Processed							45	

Accounts Payable  
Checks - \$ 62,781.48  
ACH - 203,042.85  

---

\$ 265,824.33

THIS PAGE INTENTIONALLY LEFT BLANK

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #22-099**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF APRIL 7, 2022, THROUGH APRIL 20, 2022**

**WHEREAS**, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of April 7, 2022, through April 20, 2022, in the amount of \$1,072,064.86 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 April 7, 2022, through April 20, 2022, in the amount of \$1,072,064.86.

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 26th day of April, 2022.

---

Mayor

**ATTEST:**

---

City Clerk

Meeting Date: 04/26/2022

By: Brian McCann, Community Development

**Information**

**Title**

Adopt Resolution #22-092 Accepting Additional Drainage and Utility Easement Over a Portion of 6700 Bunker Lake Blvd NW; Case of Tom Holker

**Purpose/Background:**

Tom Holker (the "Applicant") applied for an Administrative Plat to shift the northern boundary of 6700 Bunker Lake Blvd NW (the "Subject Property") for the platted and unplatted portions, with the purpose of encompassing all impervious surfacing onsite. The Applicant also provided an Easement Exhibit with proposed ten (10) foot wide drainage and utility easement on the currently unplatted boundaries of the Subject Property.

**Notification:**

Notification is not required for this request.

**Observations/Alternatives:**

The Administrative Plat proposes a seventy-two (72) foot extension to the north that would retain all current impervious surfacing on a single parcel. While there are no proposed improvements at this time, the Administrative Plat will eliminate the existing encroachment of the parking lot extending beyond the parcel boundary. The additional ten (10) foot drainage and utility easement is necessary for approval of the Administrative Plat.

**Funding Source:**

The Applicant is responsible for all costs associated with this request, including the recording of the additional drainage and utility easement.

**Recommendation:**

Staff recommends accepting the ten (10) foot drainage and utility easement over a portion of the Subject Property.

**Action:**

Motion to adopt Resolution #22-092 accepting a ten (10) foot wide drainage and utility easement over a portion of the Subject Property.

**Attachments**

Site Location Map

Easement Exhibit

Administrative Plat

Res 22-092

**Form Review**

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	04/14/2022 07:49 AM
Brian Hagen	Brian Hagen	04/21/2022 08:22 AM

Kurt Ulrich  
Form Started By: Brian McCann  
Final Approval Date: 04/21/2022

Kurt Ulrich

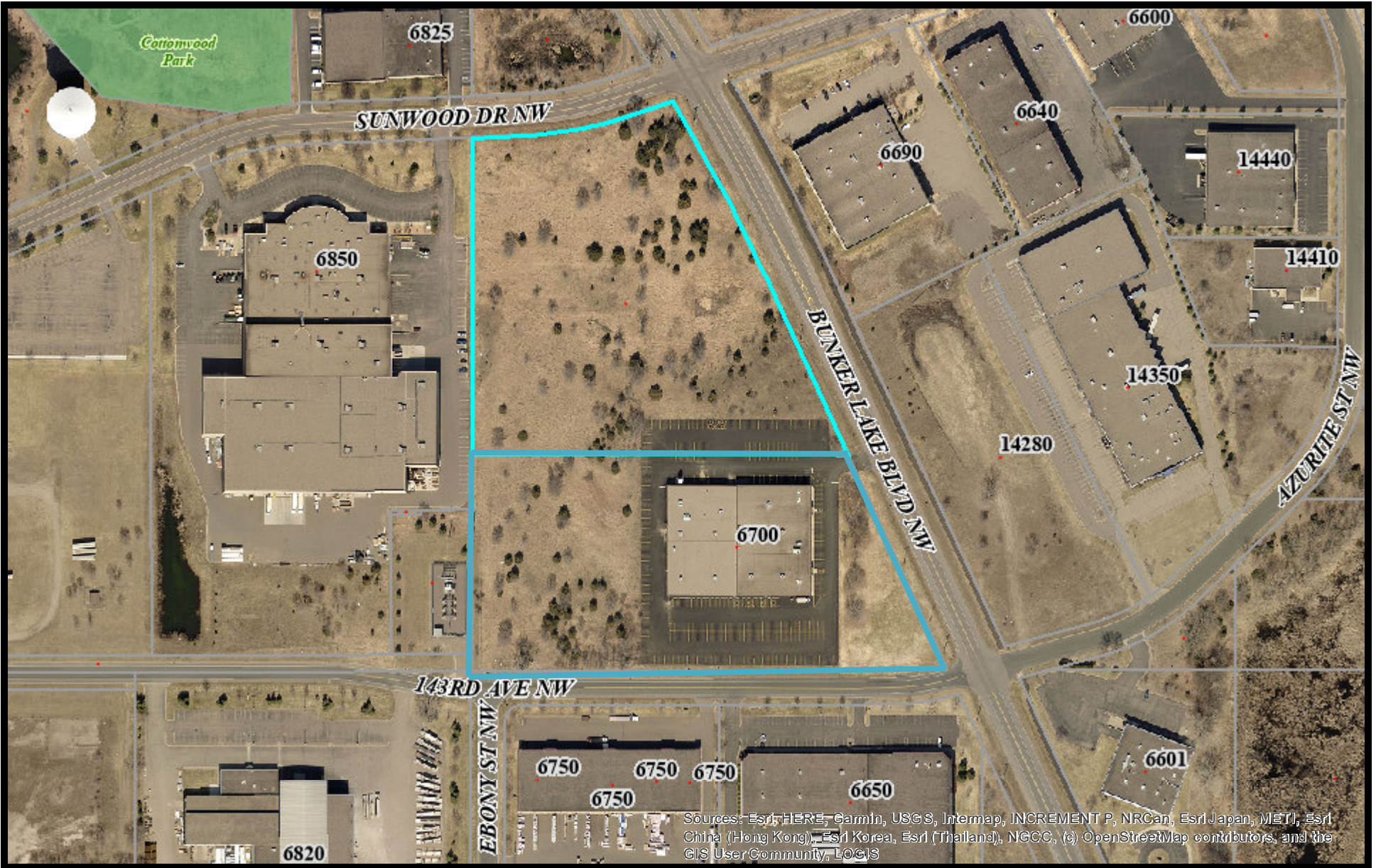
04/21/2022 01:28 PM  
Started On: 04/07/2022 10:38 AM

# Site Location Map

Admin. Plat/Easement

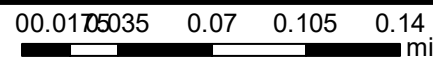


6700 Bunker Lake Blvd NW



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

04/07/2022



# EASEMENT EXHIBIT FOR 6700 BUNKER LAKE BLVD.

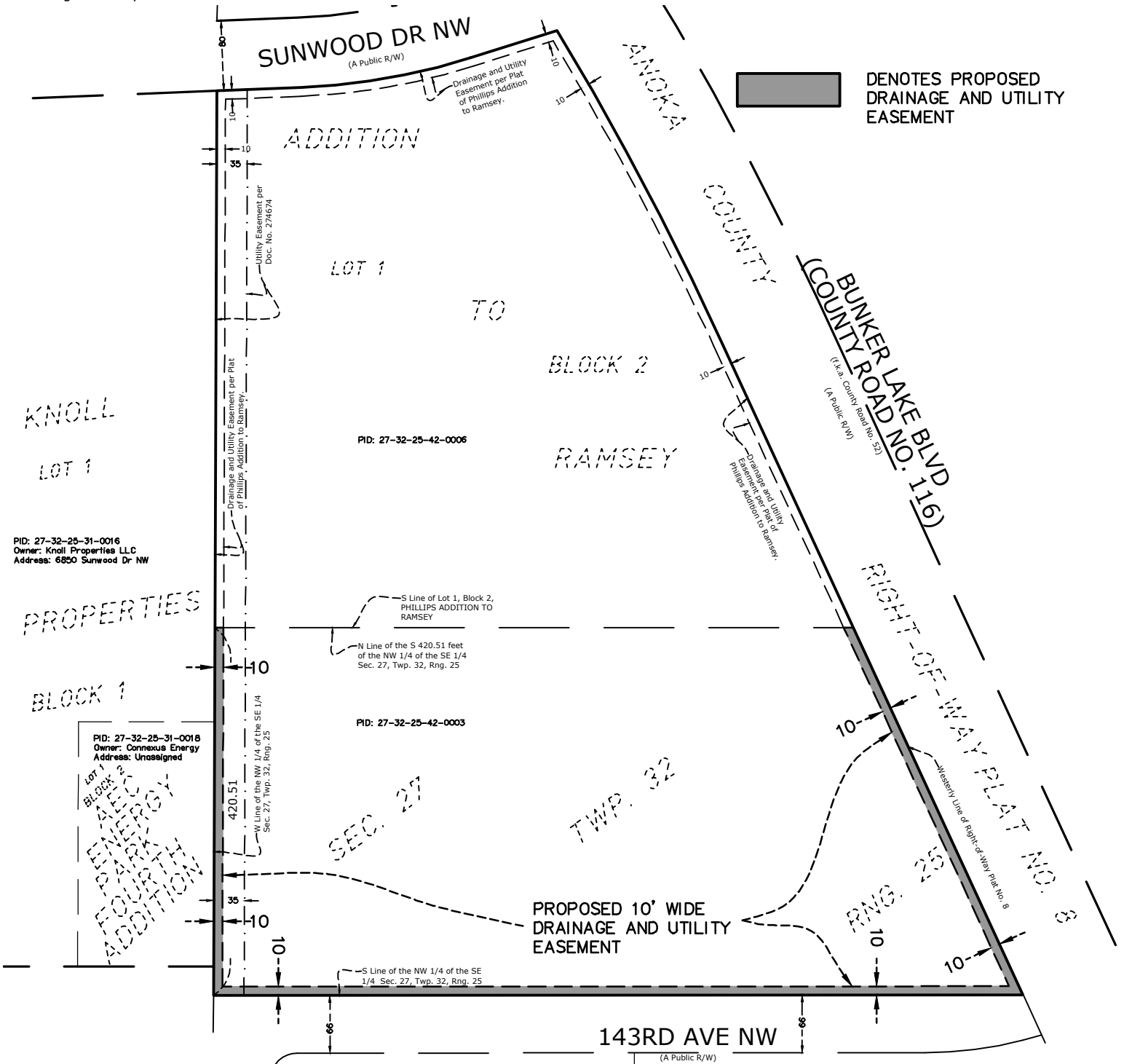
Part of Section 27 Township 32 Range 25

City of Ramsey, Anoka County, Minnesota

## DESCRIPTION

An easement for drainage and utility purposes over, under and across the westerly, southerly and easterly 10.00 feet of the following described property:

The South 420.51 feet, as measured along the West line, of that part of the Northwest Quarter of the Southeast Quarter (NW 1/4 of SE 1/4) of Section numbered Twenty-seven (27), Township Thirty-two (32), Range Twenty-five (25), Anoka County, Minnesota, lying Westerly of Anoka County Highway Right-of-Way Plat No. 8.

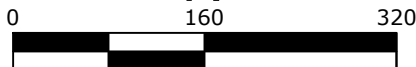


## MINNESOTA CERTIFICATION

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 29th day of March, 2022

  
 Rory L. Synstelien Minnesota License No. 44565



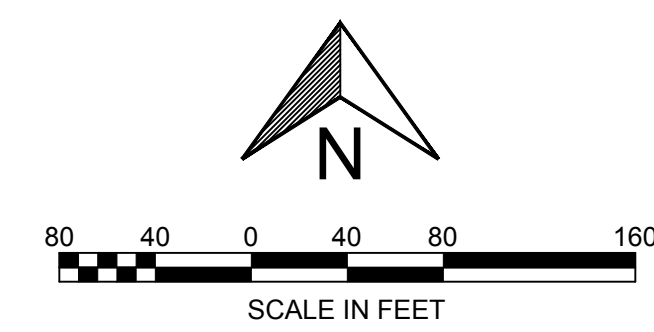
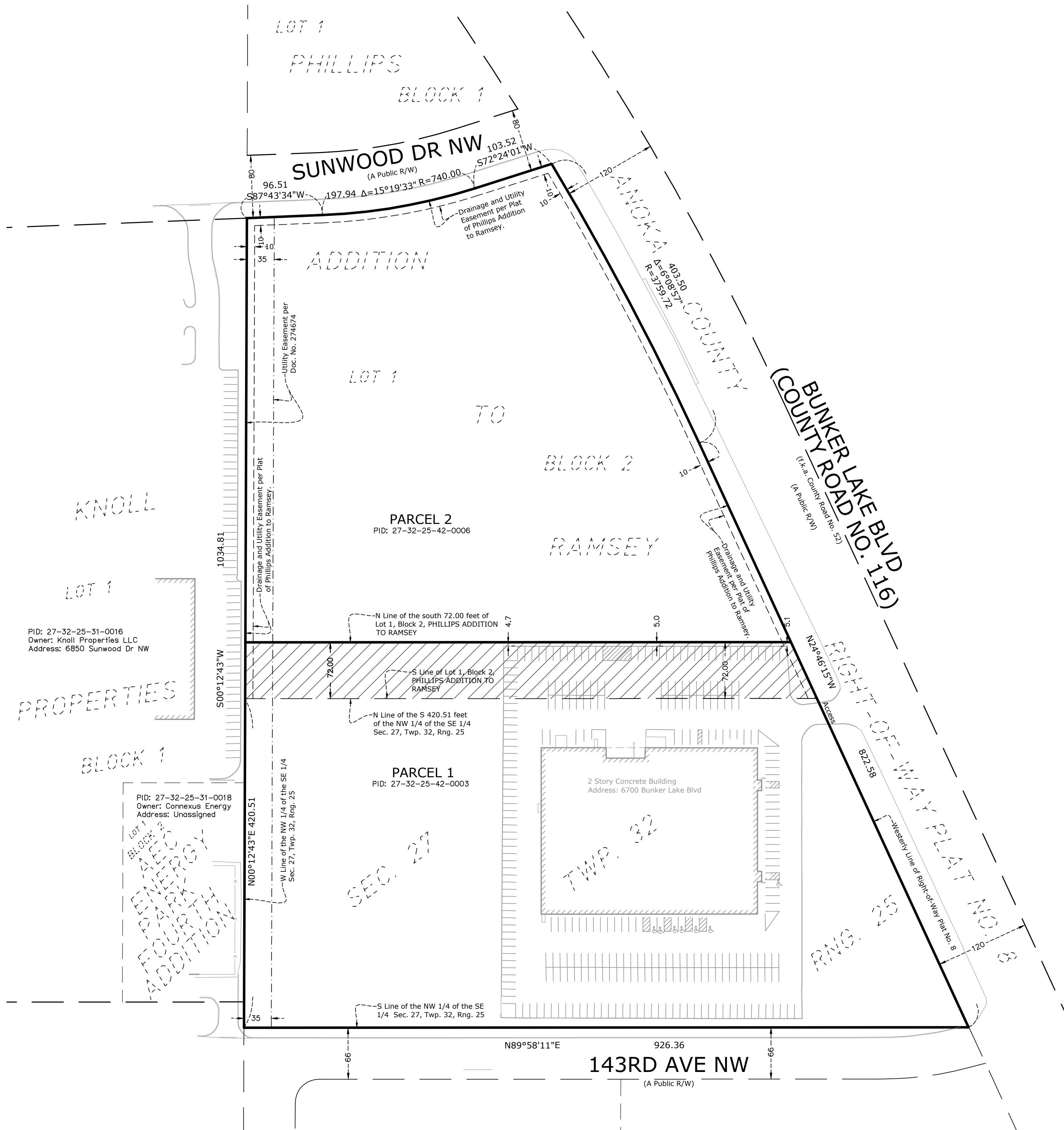
SCALE IN FEET

**CivilSite**  
 GROUP  
 5000 GLENWOOD AVENUE  
 GOLDEN VALLEY, MN 55422  
 CivilSiteGroup.com

Drawn By: TH

Project No. 21196

SHEET 1 OF 1



**PROJECT**  
6700 Bunker Lake Blvd NW  
Ramsey, Anoka County, MN 55303

**CLIENT**  
Blacktree  
7308 Aspen Ln #244, Minneapolis, MN 55428

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

*RORY L. SYNSTELIEN*  
RORY L. SYNSTELIEN  
DATE 3-29-2022 LICENSE NO. 44565

QA/QC	
FIELD CREW	
DRAWN BY	
REVIEWED BY	
UPDATED BY	



REVISION SUMMARY	
DATE	DESCRIPTION

PROJECT NO.: 21196  
ADMINISTRATIVE PLAT  
SKETCH PLAN

**V1.0**

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

**RESOLUTION #22-092**

**RESOLUTION ACCEPTING A DRAINAGE AND UTILITY EASEMENT OVER A PORTION OF THE PROPERTY LOCATED AT 6700 BUNKER LAKE BOULEVARD NW**

**WHEREAS**, Tom Holker herein referred to as “Applicant”, has applied for an administrative plat with a proposed ten (10) foot drainage and utility easement on the west, south, and east lot lines of the property generally known as 6700 Bunker Lake Blvd NW, Ramsey, Minnesota, and legally described as:

UNPLATTED CITY OF RAMSEY THE S 420.51 FT AS MEAS ALONG THE W LINE OF THAT PART OF NW1/4 OF SE1/4 OF SEC 27-32-25 ANOKA CNTY, MN LYING WLY OF ANOKA CNTY HWY RT-OF-WAY PLAT NO 8, Anoka County, Minnesota

(the ‘Subject Property’); and

**WHEREAS**, the City Council accepted the drainage and utility easement during their regular meeting on April 26, 2022.

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

1. That the Ramsey City Council hereby accepts the Easement from the Applicant as shown in the attached Exhibit.

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 26<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# EXHIBIT

## EASEMENT EXHIBIT FOR 6700 BUNKER LAKE BLVD. Section 27, Township 32, Range 25 and Lot 1, Block 2, Phillips Addition to Ramsey

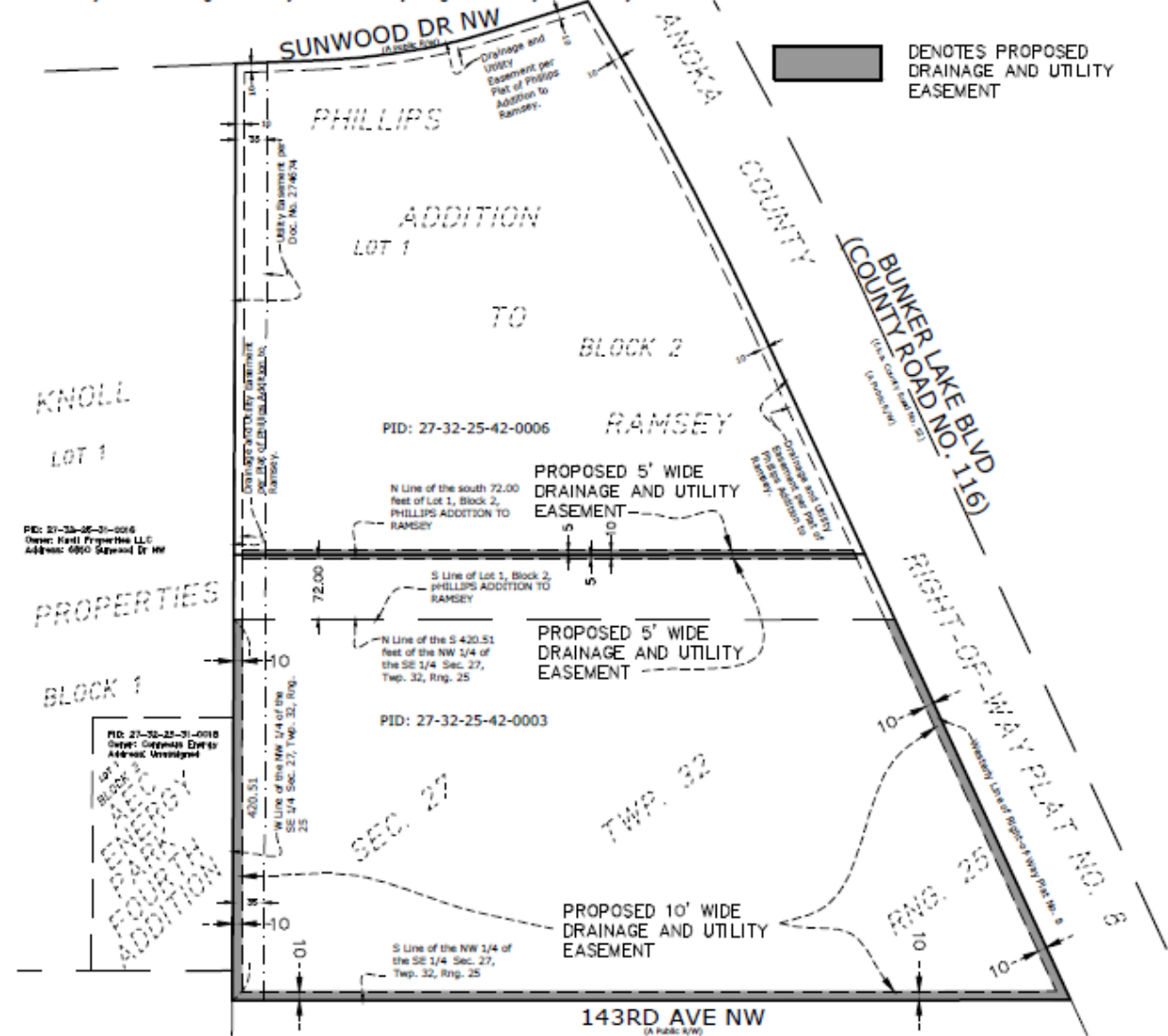
**DESCRIPTION** City of Ramsey, Anoka County, Minnesota.

An easement for drainage and utility purposes over, under and across the westerly, southerly and easterly 10.00 feet of the following described property:

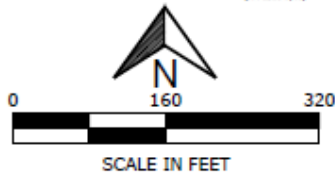
The South 420.51 feet, as measured along the West line, of that part of the Northwest Quarter of the Southeast Quarter (NW 1/4 of SE 1/4) of Section numbered Twenty-seven (27), Township Thirty-two (32), Range Twenty-five (25), Anoka County, Minnesota, lying Westerly of Anoka County Highway Right-of-Way Plat No. 8.

Together with an easement for drainage and utility purposes over, under and across the south 5.00 feet of that part of Lot 1, Block 2, PHILLIPS ADDITION TO RAMSEY, according to the recorded plat thereof, lying north of the south 72.00 feet thereof, which lies easterly and westerly of the drainage and utility easements adjoining the westerly and easterly lines of said PHILLIPS ADDITION TO RAMSEY.

Also together with an easement for drainage and utility purposes over, under and across the north 5.00 feet of said south 72.00 feet of Lot 1, which lies easterly and westerly of said drainage and utility easements adjoining the westerly and easterly lines of PHILLIPS ADDITION TO RAMSEY.



**MINNESOTA CERTIFICATION**  
 I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.  
 Dated this 22nd day of April, 2022  
 Rory L. Synstelen  
 Minnesota License No. 44565



**CivilSite GROUP**  
 5000 GLENWOOD AVENUE  
 GOLDEN VALLEY, MN 55422  
 CivilSiteGroup.com  
 Drawn By: TH  
 Project No. 21196 SHEET 1 OF 1

**Meeting Date:** 04/26/2022

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

**By:** Sean Sullivan, Community Development

---

### Information

**Title:**

Adopt Resolution #22-094 Approving a Grant from Sign and Awning Program to Allison's Petite Pastries

**Purpose/Background:**

**PURPOSE**

Consider Adoption of Resolution #22-094 Approving a Grant from Sign and Awning Program to Allison's Petite Pastries.

**BACKGROUND**

The City of Ramsey City Council adopted the Restaurant Subsidy: Sign and Awning Program on July 24, 2018 per Resolution #18-158. This program along with the SAC and WAC deferral loan program was part of an initiative to encourage more investment in new restaurants in the City of Ramsey. To date, only the Kitchen Table has utilized the Sign and Awning Program.

Staff has been working with Allison's Petite Pastries over the past year to relocate from a home business into a traditional storefront in a retail area. The proposed location is at 14037 St. Francis Blvd NW in the Rivers Bend Mall in the former massage space between Bunker Gaming and Lotsa Love Pet Grooming. This business is a bakery with onsite seating for its customers.

Staff has received a complete application and is looking for the City Council to consider awarding this grant request for \$1,500 from the Sign and Awning Program.

**Notification:**

N/A

**Observations/Alternatives:**

Allison's Petite Pastries has signed a three year lease with Arrow Real Estate in the Rivers Bend Plaza Mall at 14037 St. Francis Boulevard NW. Staff is viewing this new bakery business as a restaurant due to the onsite dining options. The applicant has received two bids for the onsite signage. Staff is looking for confirmation by the EDA that this business is eligible for the Restaurant Sign and Awning Program and support by the EDA of the grant request of \$1,500. The EDA met on April 14, 2022 and recommended approval of the application as presented.

**Alternatives Include:**

- 1) Adopt Resolution #22-094 Approving Grant from Sign and Awning Program to Allison's Petite Pastries.(as presented)
- 2) Adopt Resolution #22-094 Approving Grant from Sign and Awning Program to Allison's Petite Pastries.(with changes)
- 3) Something Else.

**Funding Source:**

Funding would come from the EDA 9230.6246 (marketing). The Applicant is requesting a \$1,500 grant from the City Sign and Awning Program. This is the maximum allowable amount proposed under the program guidelines. The total estimated cost of the project is approximately \$8,326.36 (please note revised quote to be provided). Allison's Petite Pastries would be responsible for the balance.

**Recommendation:**

The EDA met on April 14, 2022 and recommends adoption of Resolution #22-094 Approving Grant from Sign and Awning Program to Allison's Petite Pastries.(as presented)

**Action:**

Motion to Adopt Resolution #22-094 Approving Grant from Sign and Awning Program to Allison's Petite Pastries.(as presented)

---

**Attachments**

[ACTION - Resolution #22-094](#)

[Application Allison's Pastries](#)

[Quote 1](#)

[Quote 2](#)

[REFERENCE - Resolution #18-158](#)

[REFERENCE - Adopted Sign And Awning Program Policy](#)

[Excerpt from EDA 4.14.22 Minutes](#)

---

**Form Review**

**Inbox**

Sean Sullivan (Originator)

Brian Hagen

Kurt Ulrich

Form Started By: Sean Sullivan

Final Approval Date: 04/21/2022

**Reviewed By**

Sean Sullivan

Brian Hagen

Kurt Ulrich

**Date**

04/18/2022 02:43 PM

04/21/2022 08:22 AM

04/21/2022 01:32 PM

Started On: 04/14/2022 03:21 PM

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

**RESOLUTION #22-094**

**RESOLUTION APPROVING GRANT FROM SIGN AND AWNING PROGRAM TO ALLISONS PETITE PASTRIES**

**WHEREAS**, City Staff has been working with Allison’s Petite Pastries (The “Applicant”) to identify a Ramsey location for this growing home business; and

**WHEREAS**, the Applicant has filled out a complete application for the Sign and Awning program at 14037 St Francis Boulevard and has requested \$1,500 to fund the signage for this new restaurant/bakery; and

**WHEREAS**, utilization of the Sign and Awning program is based on the availability of EDA marketing funds (9230-6246) on an annual basis and is awarded on a case by case basis; and

**WHEREAS**, the Applicant has received two quotes and the cost for the restaurant signage and monument signage exceeds \$8,000; and

**WHEREAS**, The EDA met on April 14, 2022 and recommends awarding \$1,500 to Allison’s Petite Pastries from the Sign and Awning program; and

**WHEREAS**, Allison’s Petite Pastries is a company that is active and in good standing as documented in the Office of the Minnesota Secretary of State as of April 18, 2022.

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

- 1) That the City Council authorizes awarding a grant of \$1500 from the Sign and Awning Program to Allison’s Petite Pastries to be funded through 9230-6246 (EDA Marketing); subject to Economic Development Manager review and completion of the project.

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 26th day of April, 2022.

---

Mayor

**ATTEST:**

---

City Clerk

## Restaurant Subsidy: Sign and Awning Program Application

Business Owner: Allison Griffith  
Property Owner/Management Contact Name: Ryan Hank / Cutler Fisher  
Business Name: Allison's Petite Pastries  
Address to be improved: 14037 St. Francis Blvd NW  
Phone(s): 763-354-9930  
Email: allisonpastries@gmail.com  
Short Project Description:

Total Improvement Cost: \$8,326.36 Grant Request: \$1,500

Contractor Name Bid Amount  
1. Fast Signs \$8,187.81  
2. Phoenix Signs ~~\$8,326.36~~ \$8,326.36

**Your application is not complete if you do not include:**

1. Minimum two bids  
(If you are doing the work yourself, attach a copy of the material costs on letterhead from the material supplier)
  1. Sketch/Image of Project
  2. Sign Permit  
(You may apply without a permit, but EDA staff must receive it prior to disbursing funds)
  3. W-9 Form
  4. Photograph(s) of building prior to improvement

**I AGREE with and UNDERSTAND the following:**

I have read and am within the guidelines for the Sign & Awning Grant Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.

Prop. Owner/Mgmt Name: Cutler Fisher  
Signature: [Signature]  
Date: 4-4-22  
Applicant Name: Allison Griffith  
Signature: [Signature]  
Date: 4/4

Applications will be reviewed in the order they are received.

Created Date: 3/14/2022

**DESCRIPTION:** Storefront Channel Letters

**Bill To:** Allison's Petite Pastries  
14037 St Francis Blvd NW  
Ramsey, MN 55303  
US

**Pickup At:** FASTSIGNS  
3270 W County Road 42  
Burnsville, MN 55337  
US

**Requested By:** Allison Griffith  
Email: allisonpastries@gmail.com  
Work Phone: (763) 354-9930

**Salesperson:** Shannon Carrick  
Entered By: Jeremy Gaston

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	<b>157" x 27" Illuminated, Direct-Mounted Channel Letters</b>	1	\$5,902.46	\$5,902.46
1.1	<b>Channel Letters -</b> <b>Part Qty:</b> 1 <b>Height:</b> 24.00" <b>Text:</b> 157" x 27" Illuminated, Direct-Mounted Channel Letters  Channel Letters to fit existing 180" x 33" panel.  Quote based on channel letters for existing 180" x 30" panel. Panel must be accessible, clean, painted or covered in a mountable material (Finished ACM, plywood or MDO).			
2	<b>Installation</b>	1	\$1,900.50	\$1,900.50
2.1	<b>Installation -</b>			
3	<b>Design</b>	1	\$104.50	\$104.50
3.1	<b>Graphic Design Fee -</b> - # of Hours: 1 - Install Address & Directions: Recreate and Adjust logo			
4	<b>Electrical Connection (Third Party - Hired or Sub-Contracted)</b>	1	\$0.00	\$0.00
4.1	<b>Electrical Work/Electrician -</b> <b>Part Qty:</b> 1			
5	<b>Permit</b>	1	\$204.50	\$204.50

5.1	<b>Permit -</b>
5.2	<b>Permit Acquisitions -</b>
	- # of Hours: 1

<b>Subtotal:</b>	\$8,111.96
<b>Taxes:</b>	\$570.85
<b>Grand Total:</b>	\$8,682.81
<b>Deposit Required:</b>	\$4,341.41

Thank you for the opportunity to bid on your project.

A deposit is required before any proofing or production begins on this estimate, unless you have a current credit account with us. Your sales representative can answer any questions about payment.

At FASTSIGNS, we focus on Service, Quality, and Competitive Pricing. If our prices are not comparable to other companies' estimates you have received, please fax or email the quotes to us so we may review them to make sure we are quoting the same materials and services.

This estimate is valid for 30 days.

Thank you! We appreciate your business.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phoenix Signs**

10856 County Road 81  
Maple Grove, MN 55369 US  
763-315-4458  
phoenixsigns@hotmail.com

# Estimate

**ADDRESS**

Allison's Petite Pastries  
Bunker Lake Road and St  
Francis Blvd  
Ramsey, MN

**SHIP TO**

Allison's Petite Pastries  
Bunker Lake Road and St  
Francis Blvd  
Ramsey, MN

**ESTIMATE # 1993**

**DATE** 03/18/2022  
**EXPIRATION DATE** 04/18/2022

**SHIP VIA**

our truck

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Sales</b>	Option 1 - new backer, channel letters and logo	1	6,377.00	6,377.00T
	<b>Service Call</b>	install new backer, raceways, tag line and channel letter	1	1,670.00	1,670.00
	<b>Sales</b>	24"x51" 2 color vinyl, use existing faces, vinyl only	2	160.00	320.00T

50" down, net due at installation

Electrical connection not included, will have to be done by a licensed electrician

<b>SUBTOTAL</b>	8,367.00
<b>TAX</b>	477.16
<b>TOTAL</b>	<b>\$8,844.16</b>

Accepted By

Accepted Date

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

**RESOLUTION # 18-158**

**RESOLUTION APPROVING UPDATED RESTAURANT SUBSIDY PROGRAM**

**WHEREAS**, attracting restaurants to the community has been identified as a key priority for the City of Ramsey; and

**WHEREAS**, attracting new restaurant users to the community via economic development tools has been recognized as a viable and reasonable approach; and

**WHEREAS**, the City of Ramsey has developed three (3) strategic initiatives to attract new restaurant users including a Water Availability Charge forgiveness program, a sign and awning grant program, and an expansion of the Business Welcome Services program; and

**WHEREAS**, these new initiatives are intended to result high benefits at low cost to the City.

**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 following initiatives as part of the Business Subsidy Program:
  - a. Water Availability Charge Forgiveness Program
  - b. Establishment of a Sign & Awning Grant Program
  - c. Expansion of the Business Welcome Services Program

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

Acting Mayor LeTourneau  
Councilmember Shryock  
Councilmember Riley  
Councilmember Johns  
Councilmember Kuzma

and the following voted against the same:

None

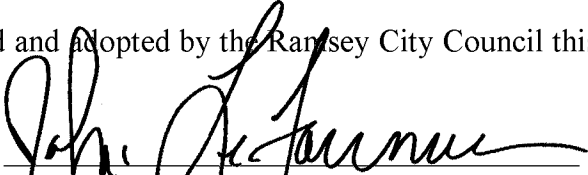
and the following abstained:

None

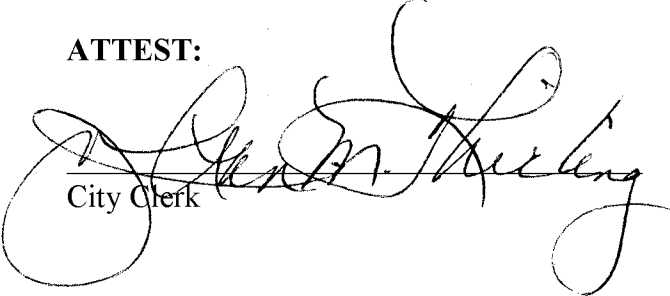
and the following were absent:

Existing Vacancy  
Existing Vacancy

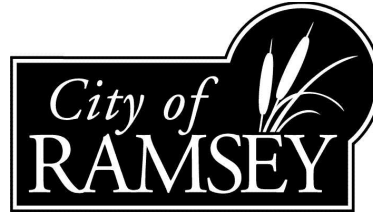
whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 24<sup>th</sup> day of July, 2018

  
\_\_\_\_\_  
Acting Mayor

**ATTEST:**

  
\_\_\_\_\_  
City Clerk

Approved 7.24.18



## **Restaurant Subsidy: Sign and Awning Program**

### **The Program**

The purpose of this program is to offer assistance to new Restaurants in The City of Ramsey to create or change their signs and awnings. The signs and awnings should be designed to enhance and compliment the community as well as attract customers. The Sign and Awning program uses a grant to fund the applicant's project. The grant amount is up to \$1,500. Only one Sign and Awning Program Grant shall be approved per new business. If the cost of the signs and awning exceeds \$1,500, the applicant is responsible for the difference.

### **Eligibility**

Eligible applicants are new for-profit restaurant businesses operating in The City of Ramsey and apply within 12 months of opening to receive this assistance. All signs and awnings must be in compliance with The City of Ramsey zoning ordinance; including any required sign permits. The applicant and/or company must be in good standing with the City, applicant and/or landlords must be current on all municipal taxes, special assessments, City utility bills, or EDA loans.

The Ramsey EDA will review each application on a case-by-case basis and reserves the right to exclude activities not consistent with the City's Comprehensive Plan, or if the concept does not benefit the health, safety and welfare of the community.

### **Application Process**

The applicant must submit all required information. The Ramsey Economic Development Authority will make a recommendation on the Restaurant Subsidy: Sign and Awning Program. Applicants will be notified of EDA and City Council meetings and may be asked to attend to present their request for assistance. Any financial assistance for Sign and Awning grants as part of this program is subject to City Council approval. Moreover, such financial assistance is limited by the availability of the Ramsey EDA Fund.

### **Contractor & Permits**

A minimum of two bids per project must be obtained from contractors, the lower of which will be reimbursed, unless the work is done by the applicant. All required permits are the responsibility of the applicant.

\*\*\*Important: Please work with sign professionals and be clear about the sign specifications (i.e. wood vs. metal) when soliciting bids.

### **Work Completion**

Weather permitting; all projects must be completed within 120 days of the funding approval date. If work is completed prior to obtaining funding approval, the applicant can submit an application requesting reimbursement under the guidelines of this program. If the applicant is seeking reimbursement, a final invoice must be included with the application. The final invoice must be dated within 60 days of the date the EDA receives the application.

**Disbursement Process**

After an inspection by the city to verify completion of the work, a check will be issued payable to the program applicant. Before funds can be released, the following must be received by the EDA:

- 1) Final invoice from contractor (or materials list from supplier).
- 2) Photograph(s) of completed project.
- 3) Confirmation of city sign permit and final inspection.
- 4) Final inspection by the city's Economic Development Manager.

# Restaurant Subsidy: Sign and Awning Program Application

Business Owner: \_\_\_\_\_

Property Owner/Management Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address to be improved: \_\_\_\_\_

Phone(s): \_\_\_\_\_

Email: \_\_\_\_\_

Short Project Description: \_\_\_\_\_

Total Improvement Cost: \_\_\_\_\_ Grant Request: \_\_\_\_\_

Contractor Name Bid Amount

1. \_\_\_\_\_
2. \_\_\_\_\_

**Your application is not complete if you do not include:**

1. Minimum two bids  
(If you are doing the work yourself, attach a copy of the material costs on letterhead from the material supplier)
  1. Sketch/Image of Project
  2. Sign Permit  
(You may apply without a permit, but EDA staff must receive it prior to disbursing funds)
  3. W-9 Form
  4. Photograph(s) of building prior to improvement

**I AGREE with and UNDERSTAND the following:**

I have read and am within the guidelines for the Sign & Awning Grant Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.

Prop. Owner/Mgmt Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Applications will be reviewed in the order they are received.

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

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, April 14, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Michael Olson  
                              Member Chelsee Howell  
                              Member Rachal Johnson (via Zoom)  
                              Member William MacLennan  
                              Member Chris Riley  
                              Member Shanna Stewart  
                              Member Scott Wiyninger

Members Absent:     None

Also Present:         Sean Sullivan, Economic Development Manager  
                              Brian Hagen, Community Development Director/Deputy City Admin

**1.     CALL TO ORDER**

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

**2.     APPROVE AGENDA**

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

A roll call vote was performed:

Member Johnson	aye
Member MacLennan	aye
Member Stewart	aye
Chairperson Olson	aye
Member Wiyninger	aye
Member Riley	aye
Member Howell	aye

Motion carried.

**4.02:   Consider Application for Sign and Awning Program: Allison’s Petite Pastries**

Economic Development Manager Sullivan presented the staff report.

Member MacLennan asked the total cost of the signage.

Economic Development Manager Sullivan replied that the cost is approximately \$8,000 for two types of signage, the sign on the building and the spot on the monument sign for the multi-tenant building.

Member Johnson asked how useful the signage has been for Kitchen Table. She stated she does notice the signage and asked if additional interest has been generated from that awning signage.

Economic Development Manager Sullivan stated that he has not received any comments but noted that the awning does draw attention. He stated that the program is utilized for new sit-down restaurant businesses.

Motion by Member Johnson, seconded by Member Winyinger, to recommend to City Council to approve a \$1,500 grant from the Sign and Awning Program for Allison's Petite Pastries.

A roll call vote was performed:

Member Johnson	aye
Member MacLennan	aye
Member Stewart	aye
Chairperson Olson	aye
Member Winyinger	aye
Member Riley	aye
Member Howell	aye

Motion carried.

**Meeting Date:** 04/26/2022

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

**By:** Sean Sullivan, Community Development

---

### Information

**Title:**

Adopt Resolution #22-095 Entering into Binding Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (Portions may be closed to the public)

**Purpose/Background:**

The City Council may choose to go into closed session pursuant to Minnesota Statutes section 13D.05, subdivision 3(c)(3) to consider offers or counteroffers for the purchase or sale of real or personal property. If the City Council chooses to enter into closed session the statute and reason above needs to be referenced along with legal description (Outlot A, Gigi Addition) and the Anoka County Tax ID number 28-32-25-23-0020.

The purpose of this case is to consider entering into a binding Letter of Intent (LOI) and reviewing the general terms of a purchase agreement to sell Outlot A, Gigi Addition. Staff has been working with The Schiebout Family Limited Partnership, LLLP (the "Developer") over the fall/winter. This ownership group has the same members of the Delta Mod Tech project and they want to do more to help build their business and this community. This group has shown that they have the capacity to build a project from the ground up and be successful. The Developer been in discussions with major hotel flags (Hilton, Marriot) and others like Cobblestone. The developer is new to the hotel business and is relying on other experts in the industry and at the City to help guide them through the development process. The group is aware of the the Cobblestone project and the financial TIF assistance the City had committed to, and would like to do a similar project (around 60 units) but not including a steak house. The group has reviewed pre-Covid Market Demand Study information that supports investment in Ramsey but will need to conduct a more current demand analysis to re-evaluate the Ramsey market. This analysis will cost money and take some time and the developer would like to control the site before making these expenditures. If the City enters into a binding LOI with the Developer, they will share the Market Demand study with the city at no cost.

With the impacts of Covid-19 lessening and the hotel market slowly recovering, there is a preliminary ask for assistance for the project in the form of a land cost write down in the LOI submitted by the Developer. Like the proposed Cobblestone project, a third party analysis will need to be done by Ehler's to see if assistance is truly warranted at a later date. The EDA discussed this at the April 14, 2022 meeting and was comfortable considering this type of assistance. In the event that the EDA and City Council are comfortable entering into a purchase agreement with TIF contingencies, Staff would ask the developer to submit a business assistance application to be acted on in a separate action by the EDA and City Council at a later date. The attached LOI simply gives the Developer 90 days to control the site and to complete the Market Demand Study and to further define their project.

Staff has received interest from other developers, including another LOI without project specifications, on this site but the Developer is the first to provide a LOI with a specific project to consider. Based on the history in working with the Developer Staff is looking for approval by the City Council to enter into a binding LOI with The Schiebout Family Limited Partnership, LLLP.

**Notification:**

Notification is not required.

**Observations/Alternatives:**

**Observations:****Letter of Intent**

Considering that the Developer has shown the ability and financial capacity to build a project from the ground up (Delta ModTech) and the continued interest in further investment in Ramsey, Staff is asking the City Council to consider entering into the attached LOI. The LOI gives the Developer 90 days to complete the Demand Market Study and to work on the the specific details of a formal Purchase Agreement. The cost of this LOI is \$5,000 which is refundable if the Developer decides not to move forward with a PA. If the the Developer submits a business subsidy application and enters into a PA the \$5,000 will be retained to cover the costs of TIF Analysis and TIF Agreement. The City Attorney has reviewed the attached LOI as to form and is comfortable with entering into the agreement.

**General Project Description (to be further refined)**

- 60 unit, Three Story Hotel with hot breakfast and indoor pool; a Certificate of Occupancy one year after Closing (could be extended to 16 months based on supply chain issues or force majeure). If this is not done, the City may exercise the Right of Re-Entry.
- Estimated Assessed Value 5-6M
- Estimated Taxes - \$155,000 annually

**Future Purchase Agreement**

The Developer would like to understand the willingness of the EDA to consider the terms similar to the proposed Cobblestone project that provided an upfront land cost right down in the form of TIF. The preliminary terms of negotiations of a future PA are listed in the Term sheet of the LOI. The City Council could go into closed session to discuss negotiation strategies and counteroffers if necessary.

**Alternatives:**

- 1) Adopt Resolution #22-095 Entering into Binding Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (as presented); subject to City Attorney Review (EDA recommendation).
- 2) Adopt Resolution #22-095 Entering into Binding Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (with changes); subject to City Attorney review.
- 3) Do not enter into LOI an continue to work with The Schiebout Family Limited Partnership, LLLP and other interested parties.
- 4) Something else.

**Funding Source:**

This case is being handled as part of normal Staff duties. If financial assistance is provided, TIF District 14 will be a funding source.

**Recommendation:**

The EDA met on April 14, 2022 and unanimously recommended that the City Council enter into the attached LOI with The Schiebout Family Limited Partnership, LLLP (as presented), subject to City Attorney review.

In addition, The EDA was generally supportive of the future purchase agreement terms that included consideration on an up-front land cost write down for the property. These terms will still need to be reviewed again by the EDA and City Council if the LOI is moved forward and a purchase agreement is presented for consideration.

**Action:**

Motion to Adopt Resolution #22-095 Entering into Binding Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (as presented); subject to City Attorney Review

Site Location Map

ACTION - Resolution #22-095

ACTION - Signed LOI - Schiebout LLLP

Excerpt From 4.14.22 EDA Draft Minutes

---

**Form Review**

**Inbox**

Sean Sullivan (Originator)  
Brian Hagen  
Sean Sullivan (Originator)  
Brian Hagen  
Kurt Ulrich  
Form Started By: Sean Sullivan  
Final Approval Date: 04/21/2022

**Reviewed By**

Sean Sullivan  
Sean Sullivan  
Sean Sullivan  
Brian Hagen  
Kurt Ulrich

**Date**

04/18/2022 02:06 PM  
04/18/2022 02:14 PM  
04/18/2022 02:16 PM  
04/21/2022 08:25 AM  
04/21/2022 01:34 PM  
Started On: 04/14/2022 03:45 PM

# Outlot A, Gigi Addition



**Parcel Information:**

28-32-25-23-0020

RAMSEY  
MN 55303

Plat: GIGI ADDITION

Approx. Acres: 1.42694444

Commissioner: MATT LOOK

**Owner Information:**

RAMSEY CITY OF  
7550 SUNWOOD DRIVE  
RAMSEY  
MN  
55303

Sean Sullivan

1:2,400

Date: 4/1/2022

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

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

**RESOLUTION #22-095**

**RESOLUTION ENTERING INTO A BINDING LETTER OF INTENT FOR OUTLOT A, GIGI ADDITION**

**WHEREAS**, the City of Ramsey, herein referred to as the “City,” owns various parcels throughout the City of Ramsey; and

**WHEREAS**, the City negotiated the terms of a Binding Letter of Intent (the “LOI”) for the future sale of the parcel legally described on **Exhibit A** (“the Property”), with The Schiebout Family Limited Partnership, LLLP, a Minnesota Limited Partnership or Assigns (the “Developer”); and

**WHEREAS**, the purpose of the LOI is to give the Developer three months to complete a market demand study for a 60 unit hotel on the Property. Once complete, the demand market study will be provided to the City at no cost; and

**WHEREAS**, the LOI outlines general terms of a future purchase agreement (including consideration for the provision of an up-front land cost write-down) that will be considered at a later date by the EDA and City Council; and

**WHEREAS**, The Schiebout Family Limited Partnership, LLLP is a company that is active and in good standing as documented in the Office of the Minnesota Secretary of State as of April 18, 2022.

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

- 1) That the City Council authorizes the Mayor and City Administrator to execute the binding Letter of Intent with The Schiebout Family Limited Partnership, LLLP and directs staff to continue negotiations with the Developer.

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 26th day of April, 2022.

---

Mayor

**ATTEST:**

---

City Clerk

**EXHIBIT A  
DEVELOPMENT PROPERTY**

Outlot A, Gigi Addition, Anoka County Minnesota to be platted as:

**TBD, Anoka County, Minnesota**

Anoka County PID Number: 28-32-25-23-0020. (the "Property") (Approximately 1.43 acres)

March 30, 2022

To the City of Ramsey:

The Schiebout Family Limited Partnership, LLLP (the "Buyer"), on behalf of its partners, is pleased to present this binding letter of intent to purchase the property described as Outlot A, Gigi Addition (the "Property") from the City of Ramsey (the "Seller"), pursuant to the terms substantially contained in the Term Sheet attached hereto, which will be reduced to a written purchase agreement within ninety (90) days of the date of the City's acceptance of this letter of intent.

It is agreed that the ninety (90) day period is to allow the Buyer to perform certain feasibility studies related to the proposed hotel use of the Property, and that within said ninety (90) day period, Buyer and the City shall enter into a purchase agreement for the purchase and sale of the Property, or this letter of intent shall be void and the \$5,000 Earnest Money shall be returned to the Buyer.

The Seller is entitled to a copy of the hotel feasibility study / demand market analysis obtained by the Buyer.

Sincerely,

THE SCHIEBOUT FAMILY LIMITED PARTNERSHIP, LLLP

*Emily Allegra*

---

Emily Allegra, Partner  
Phone: 763-516-1078  
Email: [Emily@schieboutfa.com](mailto:Emily@schieboutfa.com)

AGREED AND ACCEPTED BY:

THE CITY OF RAMSEY

---

Name: Mark E. Kuzma  
Title: Mayor  
Phone: 763-433-4367  
Email: [mkuzma@cityoframsey.com](mailto:mkuzma@cityoframsey.com)

---

Name: Kurtis G. Ulrich  
Title: City Administrator  
Phone: 763-433-9845  
Email: [kulrich@cityoframsey.com](mailto:kulrich@cityoframsey.com)

Date: \_\_\_\_\_, 2022

**THE SCHIEBOUT FAMILY LIMITED PARTNERSHIP, LLLP - TERM SHEET 3.30.22**

<b>Real Estate</b>	Tax ID Number: 28-32-25-23-0020 – Outlot A, Gigi Addition (the “Property”)
<b>Acreage</b>	Approximately 1.43 acres or 62,290 SF
<b>Asking Price</b>	\$311,454 (\$5.00 / SF)
<b>Offer Price</b>	Developer is requesting “up front” land cost write down of 100% through TIF
<b>Earnest Money</b>	\$5,000 will be provided to the City (the “Seller”) at the time of execution of the Letter of Intent (LOI). Upon execution of a Purchase Agreement and submittal of a complete Business Subsidy Application the Earnest Money will be held in escrow and drawn down to cover the costs of the Third Party TIF Analysis and drafting of the TIF Agreement. In the event that a Purchase Agreement is not entered into by the City and The Schiebout Family Limited Partnership, LLLP (the “Buyer”) the Earnest Money shall be returned to the Buyer.
<b>Inspection Period</b>	180 days from Effective Date (Date City Council approves) (city requires plat/ site plan. approval before sale); two, 60 day extensions.
<b>Closing</b>	Within 30 days of expiration of Inspection Period.
<b>Extensions</b>	Developer will deposit \$1,000 in escrow for each 60 day extension (2 extensions allowed). Once extensions are made the earnest money becomes non-refundable in the event closing does not occur as a result of acts of Developer. If closing occurs, all Earnest Money will be applied to Developer’s costs to the City or EDA for attorneys’ fees and costs and other submissions.
<b>City take care of</b>	Provide existing ALTA Survey and updated Title Work. The Developer will contract to plat the property and the City will reimburse costs of platting.
<b>Performance</b>	City to require construction of a minimum 60 unit, Three Story Hotel with hot breakfast and indoor pool; a Certificate of Occupancy one year after Closing (could be extended to 16 months based on supply chain issues or force majeure). If this is not done, the City may exercise the Right of Re-Entry.
<b>Assignment</b>	Assignment to a new LLC buyer will be permitted without consent of the City, provided the majority membership of such LLC are Schiebout family members.
<b>Contingencies</b>	In addition to all other requirements and contingencies by the Buyer and Seller herein, the Purchase Price of \$1.00 and the 100% up front land cost write down through TIF is contingent on the following: <ol style="list-style-type: none"><li>Satisfactory review of the underwriting by the Seller demonstrating the need of financial assistance in the form of a land write down of \$311,454</li><li>City Council approval and execution of a Tax Increment Financing Agreement between the Seller and Buyer and or its assigns.</li><li>City Council approval of Business Subsidy for Buyer and or its assigns.</li><li>Hotel feasibility study supporting a viable market in the City of Ramsey, Developer obtaining surveys, environmental and geotechnical reports, wetland studies and such other items Developer determines to be necessary to build and operate the proposed hotel.</li></ol>

Review

EDA (Sean): LOI / Land Transaction/ Purchase Agreement/ TIF / Right of Re-Entry

Planning Commission (TBD): Land Use, Development Agreement, Site Plan, Plat

City Council: Final Approval on both items

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

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, April 14, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Michael Olson  
                              Member Chelsee Howell  
                              Member Rachal Johnson (via Zoom)  
                              Member William MacLennan  
                              Member Chris Riley  
                              Member Shanna Stewart  
                              Member Scott Wiyninger

Members Absent:     None

Also Present:         Sean Sullivan, Economic Development Manager  
                              Brian Hagen, Community Development Director/Deputy City Admin

**1.     CALL TO ORDER**

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

**2.     APPROVE AGENDA**

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

A roll call vote was performed:

Member Johnson	aye
Member MacLennan	aye
Member Stewart	aye
Chairperson Olson	aye
Member Wiyninger	aye
Member Riley	aye
Member Howell	aye

Motion carried.

**4.03:   Consider Letter of Intent for Outlot A, Gigi Addition; Case of The Schiebout Family Limited Partnership, LLLP (Portions may be closed to the public)**

Economic Development Manager Sullivan presented the staff report.

Member Riley noted that the previous plan included a steakhouse restaurant, and this plan does not appear to include that feature. He stated that was a desired amenity from the community, which is why there was such support from the City for the previous project. He welcomed input from the developer.

Emily Allegra, representing the applicant, stated that her family started Delta ModTech and is interested in branching out into other industries. She stated that they enjoyed working with the City of Ramsey. She noted that they have customers that fly in and there is not a close place for those people to stay, which is how they got to the concept of a hotel. She commented that staff did bring up the idea of a steakhouse but noted that COVID changed a lot of those dynamics. She stated that restaurants included within existing hotels are currently going bankrupt and therefore that is not included in the plans. She stated that if the hotel does flourish over time, they would be interested in a freestanding restaurant but do not wish to tie the projects together.

Member MacLennan noted the reference to business travel and asked if that has been picking back up.

Ms. Allegra replied that is the reason they are requesting a three-month period in order to conduct an updated demand study of the market. She stated that they know their business has demand as do some others, but they are not yet fully confident.

Member Wyingner asked if there has been a study on how bringing in a hotel like this would impact the surrounding area.

Economic Development Manager Sullivan replied that a study has not been done on the impact to Ramsey, but it would be likely that people staying in a hotel would provide benefit to other businesses in the area and would also increase the tax base. He noted that there would also be ability for extended stay for construction crews. He stated that while The COR is not the only focus in the community, it is an important asset that the City has invested in.

Member Stewart asked how this hotel would be different than the existing hotel in Ramsey.

Ms. Allegra commented that this hotel would be of a higher scale which brings a higher-level product and would perhaps draw customers from other communities as well.

Member Stewart asked for more details.

Ms. Allegra replied that the demand study would confirm additional details. She stated that they are suggesting a mid to high scale hotel, providing examples. She stated that they would also like to be able to accommodate extended stay and family stays with suites and a pool.

Chairperson Olson asked for clarification on the action before the EDA today.

Economic Development Manager Sullivan replied if there is consensus that the EDA is willing to consider a land cost write down, that would be good for the developer to hear. He confirmed that additional work would be done at a later time to support the land cost and potential write down.

Motion by Member Johnson, seconded by Member Wiyninger, to recommend to City Council to enter into the LOI with The Schiebout Family Limited Partnership, LLLP as presented, subject to City Attorney review.

Further discussion: Member Riley commented that he supports this action, noting that this would be a three month hold on the land while the study is being completed. He stated that the idea of a land cost write down was similarly discussed three years ago and therefore he would also support the idea of that. He noted that the related work would then be done at a later date. Member MacLennan commented that the potential sports dome could also bring in clients to a hotel. Ms. Allegra confirmed that they have been alerted to that potential which is why they are included features attractive to families in their discussions. Member Stewart asked if the City would receive a copy of the study. Ms. Allegra stated that if they move forward, they would provide a copy to the City, but if they pull back from the project, they would like to keep the study private. Economic Development Manager Sullivan replied that it was his impression that the City would be able to keep the study regardless and would require that as part of this process. He stated that there is other interest in the site and typically the City would require earnest money that would not be returned in order to hold the site. He confirmed that he would want that included in the agreement and noted that would be finalized prior to the City Council review. He noted that if the language is not included, the item will not move forward to the City Council.

A roll call vote was performed:

Member Johnson	aye
Member MacLennan	aye
Member Stewart	aye
Chairperson Olson	aye
Member Wiyninger	aye
Member Riley	aye
Member Howell	aye

Motion carried.

Meeting Date: 04/26/2022

By: Katie Schmidt, Administrative Services

---

---

**Information**

**Title:**

Adopt Resolution #22-096 Re-appointing Board and Commission Members

**Purpose/Background:**

The purpose of this case is to re-appoint members to the City's Boards and Commissions.

The City Council is directly responsible for appointing board and commission members to the Environmental Policy Board (EPB), the Park and Recreation Commission and the Planning Commission, as well as ratifying the Mayor's appointment to the Economic Development Authority (EDA) as per Minnesota Statute 469.095.

Board or commission members with terms that expired on March 31, 2022, were contacted and asked if they desired reappointment or not. If yes, each member submitted a letter of interest and the Chair, Vice-chair or senior member of the respective commission was invited to submit their recommendations.

The City Council reviewed the incumbents' materials and it was the consensus of the City Council to re-appoint the following incumbent members to new terms beginning April 27, 2022.

- Melissa Fetterley to the Environmental Policy Board for a 4-year full term
- Laura Moore to the Environmental Policy Board for a 4-year full term
- Shane Bennett to the Park and Recreation Commission for a 4-year full term
- Randy Bauer to the Planning Commission for a 4-year full term
- Gary Van Scoy to the Planning Commission for a 4-year full term

**Funding Source:**

Funding for the City's boards and commissions is included in the 2022 General Fund Budget; therefore, there are no additional budgetary implications associated with making the recommended re-appointments.

**Recommendation:**

To re-appoint the following members, effective April 27, 2022:

- 1) to the Environmental Policy Board, Ms. Melissa Fetterley to a term ending March 31, 2026; and
- 2) to the Environmental Policy Board, Ms. Laura Moore to a term ending March 31, 2026; and
- 3) to the Park and Recreation Commission, Mr. Shane Bennett to a term ending March 31, 2026; and
- 4) to the Planning Commission, Mr. Randy Bauer to a term ending March 31, 2026; and
- 5) to the Planning Commission, Mr. Gary Van Scoy to a term ending March 31, 2026.

**Outcome/Action:**

Motion to adopt resolution #22-096 re-appointing the following board and commission members, effective April 27, 2022:

- 1) to the Environmental Policy Board, Ms. Melissa Fetterley to a term ending March 31, 2026; and
- 2) to the Environmental Policy Board, Ms. Laura Moore to a term ending March 31, 2026; and
- 3) to the Park and Recreation Commission, Mr. Shane Bennett to a term ending March 31, 2026; and
- 4) to the Planning Commission, Mr. Randy Bauer to a term ending March 31, 2026; and
- 5) to the Planning Commission, Mr. Gary Van Scoy to a term ending March 31, 2026.

---

## Attachments

Resolution #22-096  
2016 (Current) Policy

---

## Form Review

**Inbox**

Colleen Lasher

Kurt Ulrich

Form Started By: Katie Schmidt

Final Approval Date: 04/21/2022

**Reviewed By**

Colleen Lasher

Kurt Ulrich

**Date**

04/21/2022 09:44 AM

04/21/2022 01:36 PM

Started On: 04/18/2022 01:12 PM

Councilmember            introduced the following resolution and moved for its adoption:

**RESOLUTION #22-096**

**RESOLUTION RE-APPOINTING BOARD AND COMMISSION MEMBERS**

**WHEREAS**, there are seats on the City’s boards and commission that have expired as of March 31, 2022; and

**WHEREAS**, there are five current members seeking re-appointment

**WHEREAS**, the City Council agreed by consensus to the following re-appointments to the boards and commissions, as follows:

Environmental Policy Board	Melissa Fetterley Laura Moore	4-year full term (04-27-22 to 03-31-26) 4-year full term (04-27-22 to 03-31-26)
Park and Recreation Commission	Shane Bennett	4-year full term (04-27-22 to 03-31-26)
Planning Commission	Randy Bauer	4-year full term (04-27-22 to 03-31-26)
	Gary Van Scoy	4-year full term (04-27-22 to 03-31-26)

**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 #22-096 as follows: 1) re-appointing the following board and commission members effective April 27, 2022: to the Environmental Policy Board, Ms. Melissa Fetterley to a 4-year full term, Ms. Laura Moore to a 4-year full term; and to the Park and Recreation Commission, Mr. Shane Bennett to a 4-year full term, and to the Planning Commission, Mr. Randy Bauer to a 4-year full term, and Mr. Gary Van Scoy to a 4-year full term.

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 26<sup>th</sup> day of April 2022.

---

Mayor

ATTEST:

---

City Clerk

## **POLICY FOR THE RECRUITMENT, APPLICATION, AND INTERVIEW PROCESS OF APPOINTING CITY BOARD AND COMMISSION MEMBERS**

**Purpose:** The Mayor and City Council of the City of Ramsey have the authority to establish volunteer boards and commissions to advise them on matters affecting the City, as detailed in Chapter 2, Article V, Section 2-155 of the City Code. The purpose of this policy is to outline a process for the recruitment, application, and interview process of appointing City board and commission members.

**Scope:** This policy applies to the following advisory commissions established by the City of Ramsey: Economic Development Authority, Environmental Policy Board, Park and Recreation Commission and the Planning Commission. This policy does not include the Charter Commission; Charter Commission appointments are not made by the City Council but rather by the Chief Judge of the Tenth Judicial District.

**Process:** The intent of this policy is to ensure that openings on City boards and commissions are publicized to the community at large, that applicants are evaluated objectively and treated fairly and courteously, and that members of boards and commissions are selected on the basis of their qualifications and suitability for the position.

### **1. Incumbent reapplication process**

Annually, the Human Resources Manager will notify commission members by December 1<sup>st</sup> reminding them of the upcoming term expiration and inviting them to complete and submit a brief letter of intent indicating their desire to continue serving, along with the option for highlighting additional information such as accomplishments, personal contributions to the commission, and ideas for improving the effectiveness of the commission for review by the City Council.

The chair of each board or commission for which appointments are being considered will be invited to submit written comments to the City Council, making a recommendation regarding reappointment. The form for written comments will be provided by the city. The final decision regarding appointments will rest with the City Council.

The City Council will meet, discuss, and determine whether or not a recommendation for reappointment will be made. If it is determined that the City Council does not wish to reappoint the incumbent, the incumbent will be notified and that individual's seat will be advertised. If it is determined that the incumbent will be reappointed, the incumbent will be notified and the seat will not be advertised.

### **2. New member application process**

Annually, prior to the normal ending date of boards and commissions terms, the Human Resources Manager will prepare a detailed notice of position availability for publication in the City newsletter and in the City's official newspaper, as required by the Charter.

Periodically, when an unexpected vacancy on a board or commission occurs, the staff liaison to the commission will notify the Human Resources Manager who will take one of the following two actions:

- 1) Refer back to the most recent recruitment file in an effort to identify a viable candidate that has already successfully passed the interview process. If a candidate is identified and willing to serve on the given board or commission, the Human Resources Manager will consult with the City Administrator and act according to the City Administrator's direction; if applicable, a resolution appointing the new member will be presented to the City Council.
- 2) Prepare a detailed notice of position availability for publication once in the City newsletter and in the City's official newspaper, as required by the Charter.

The application deadline will be no less than two weeks after the date of publication or posting in the City's official newspaper.

### **3. Interviews**

The Human Resources Manager will arrange interview times and notify applicants and the City Council of the arrangements.

If there are more than five applicants for a vacancy, the City Council will evaluate the applications and select five applicants to be interviewed.

Interview questions will be determined before the interview based on qualifications identified as necessary, as well as to accurately identify each applicant's knowledge, skills, and abilities, and the benefits that the applicant, if appointed, may bring to the board or commission in the future.

All applicants will be asked the same questions. Depending on responses, some follow-up questions will differ from candidate to candidate for purposes of clarification.

The City Council will evaluate applicants by comparing responses to interview questions, information contained in the letter of interest/application, and potential contribution to the existing diversity of expertise, experience and geographic representation on the applicable board or commission.

Interviews will not be televised but will be held in an open meeting.

### **4. Selection**

Recommendations from the City Council regarding appointments will be forwarded to the next regular meeting of the City Council for consideration.

When vacancies occur on the EDA, the Mayor will make a recommendation for appointment to the City Council.

Except where a vacancy unexpectedly occurs, creating a vacant seat mid-term, all new appointments or reappointments to regular terms on a City board or commission will be effective on April 1. This is to allow the current members of the City Council the opportunity to review and select individuals for seats on boards and commissions.

## **5. Notification to applicants**

After the appointments have been approved, the Human Resources Manager will notify all applicants of the results of the process and take the necessary steps to on-board new members.

## **6. Terms**

Board and Commission members shall serve four-year terms, with the exception of members of the Economic Development Authority serving six-year terms. There will be no limit to the number of terms that can be served. Terms will expire annually on March 31. Incumbents will be allowed to continue to serve until a successor is appointed.

## **7. Stipends for members of City boards and commissions**

Effective July 1, 1996, members of all City boards and commissions are eligible for stipends to cover expenses for meetings actually attended. The amount of the stipends is established by City Council resolution and subject to change as deemed necessary by the City Council. Elected officials seated on a board or commission are not eligible for a stipend.

Stipends paid to members of City boards and commissions will be reported to the Internal Revenue Service as required by law.

## **8. Service on more than one City board or commission**

Resolution 89-11-302 states that it is the policy of the Ramsey City Council “to avoid appointing individuals to more than one Board or Commission unless adequate representation cannot be accomplished or it is clearly in the best interest of the City of Ramsey to make such appointments to multiple Boards or Commission.”

## 9. Revisions

Adopted by the City Council August 13, 1996

Revised by the City Council August, 11, 1997

- Ordinance #97-10 amended City Code 2.03.02 changing terms of office for boards and commissions from two years to four years and establishing a limitation of two consecutive four-year terms, effective August 11, 1997.

Revised by the City Council December 11, 2001

Revised by the City Council December 17, 2002

- Evaluation panel defined as the three members of the Personnel Committee
- The two Board/Commission representatives will have 1.5 votes each

Revised by the City Council November 25, 2003

- New application/questionnaire to be reviewed and scored by evaluation panel. Top five scorers invited to interview.

Revised by the City Council December 9, 2003

- Incumbents who wish to apply for another term will submit a letter of interest which will be reviewed by the evaluation panel. The incumbent will be reappointed or the seat will be advertised.

Revised by the City Council March 14, 2006

- Each member of the evaluation panel will receive one vote in order to avoid a tie
- Term limits are abolished.
- Members of the evaluation panel will meet in person to discuss applications for reappointment, as they do with new applications

Revised by the City Council January 27, 2009

- Incumbents and new applicants will be considered in one collective recruitment, interview and selection process.
- Term expiration dates will be adjusted for current and future board and commission members to March 31
- Applicants will be interviewed by the full City Council (the evaluation panel) and the City Council will consult with the chair and vice chair of each board or commission regarding appointments, as deemed necessary; however, chairs and vice chairs will not vote on appointments
- If there are more than five applicants for a vacancy, the City Council will screen the applications and select five applicants to be interviewed

Revised by the City Council June 28, 2011

- Advertising for unexpected vacancies, if needed, will be advertised only once in the Ramsey Resident
- Interviewees will be invited to a short open house prior to interviews
- Interview questions will be revised to more accurately identify each applicant's knowledge, skills, and abilities based on the qualifications identified as necessary and the benefits that the applicant, if appointed, may bring to the board or commission in the future

Discussion by the City Council April, 2014 to make the following revisions:

- Omit "Incumbents seeking reappointment will be required to complete a City of Ramsey application for boards and commissions and will be considered in one collective recruitment, interview and selection process
- Omit inviting applicants to a short open house prior to interviews.
- Remove the term "evaluation panel" -- replacing it with the term "City Council."
- Remove "Reviewing applications -- After the application deadline has passed, the Human Resources Manager will forward all applications to the City Council for scoring. The Human Manager will total the scores and invite the top five scorers to interview."
- Omit several unnecessary headings / improved formatting.
- Omit the Charter Commission from the policy.

Revised by the City Council June 28, 2016

Meeting Date: 04/26/2022

By: Chris Anderson, Community Development

**Information**

**Title**

Adopt Resolution #22-098 Accepting Trail/Sidewalk Easement Over Portions of 5427 Alpine Drive NW (Project No. 21-127); Case of Rademacher Family Limited Partnership

**Purpose/Background:**

In 2021, the City Council approved a Plat and Site Plan for G-Will Liquors at 5427 Alpine Drive NW (the "Subject Property"). The Site Plan includes a proposed future trail and a proposed future sidewalk along Trunk Highway 47 and Alpine Drive, respectively. Both of these improvements will be either partially or entirely on the Subject Property and thus, a Trail/Sidewalk Easement is necessary.

**Notification:**

Notification is not required.

**Observations/Alternatives:**

The property owner, Rademacher Family Limited Partnership (the "Property Owner"), has agreed to grant a twelve (12) foot wide Trail Easement along the western boundary of the Subject Property. This will reserve a corridor for a future trail that would not be subject to review and approval by the Minnesota Department of Transportation (MnDOT), as it would be outside of the right-of-way for Trunk Highway 47. Similarly, the Property Owner has also agreed to grant a Trail Easement over the southern twelve (12) feet of the Subject Property for a future sidewalk. Alpine Drive has a slight curve while the right-of-way is a straight line. The sidewalk would follow the curvature of the road, which would result in it encroaching onto the Subject Property.

**Funding Source:**

The Property Owner will be responsible for recording the Trail Easement Agreement.

**Recommendation:**

Staff recommends accepting the Trail Easement.

**Action:**

Motion to adopt Resolution #22-098 approving an Easement Agreement and accepting an easement for trail and sidewalk purposes over portions of the Subject Property.

**Attachments**

Site Location Map

Future Sidewalk and Trail Locations

Easement Agreement

Resolution #22-098

**Form Review**

Inbox

Reviewed By

Date

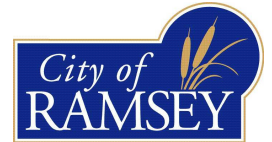
Brian Hagen  
Kurt Ulrich  
Form Started By: Chris Anderson  
Final Approval Date: 04/21/2022

Brian Hagen  
Kurt Ulrich

04/21/2022 10:52 AM  
04/21/2022 01:42 PM  
Started On: 04/19/2022 11:57 AM

# Site Location Map

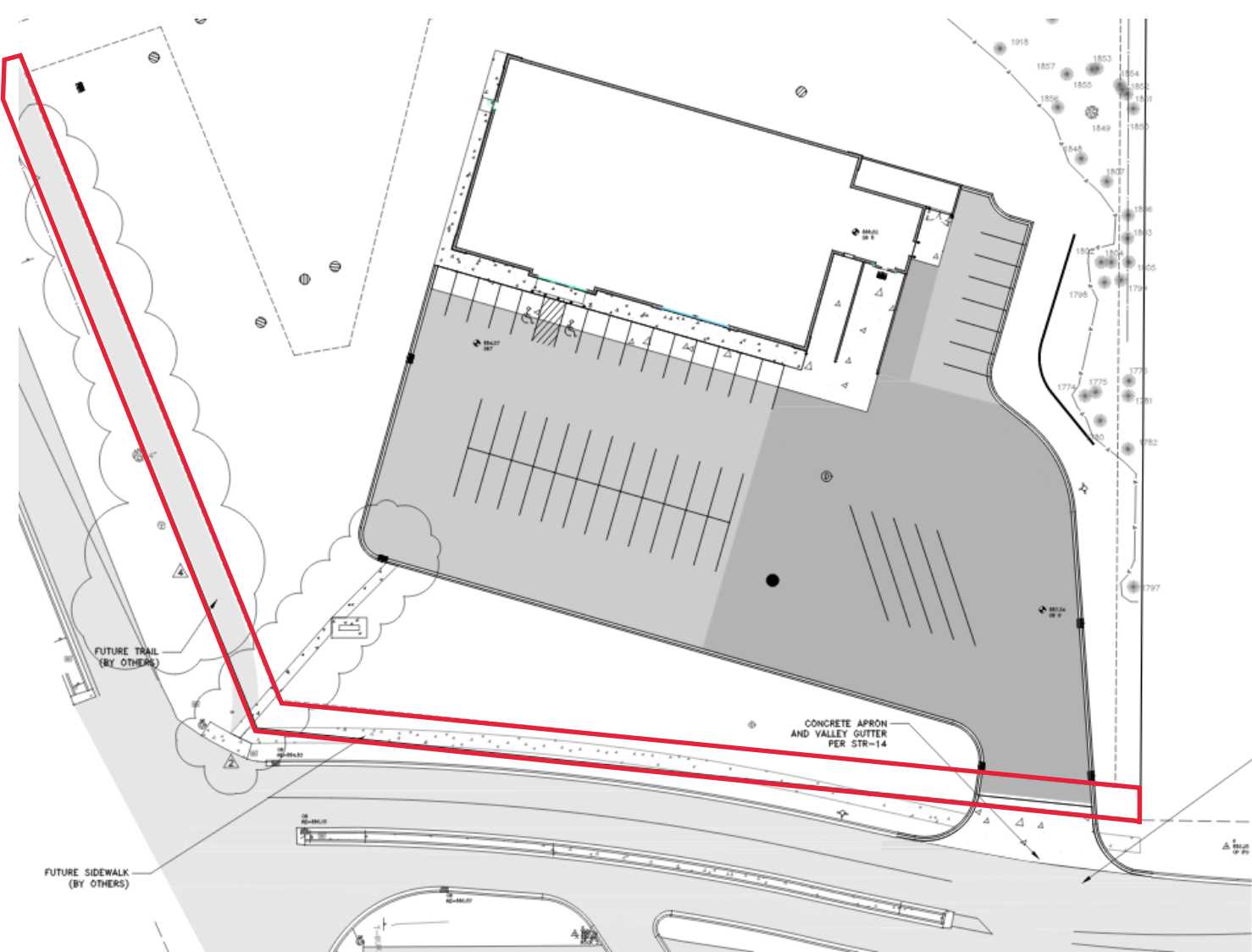
G Will Liquors - 5427 Alpine Drive NW



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

Print Date: April 20, 2022

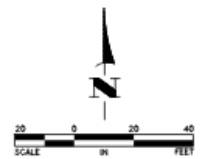
00.01 0.035 0.07 0.105 0.14 mi



**LEGEND**

- PROPERTY LINE
- RIGHT OF WAY
- BUILDING SETBACK
- SECTION LINE
- EASEMENT LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- XXX BURIED GAS MAIN
- BURIED TELEPHONE LINE
- OVERHEAD UTILITY LINE
- BURIED ELECTRIC LINE
- EXISTING CONCRETE CURB AND GUTTER
- EXISTING SANITARY MANHOLE
- SIGN
- DECIDUOUS TREE
- CONIFEROUS TREE
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED CURB AND GUTTER
- SB-X ○ SOIL BORING LOCATION
- DETAIL NUMBER
- SHEET NUMBER
- ▨ PROPOSED CONCRETE SIDEWALK PAVEMENT PER (S) (C2)
- ▨ PROPOSED CONCRETE PAVEMENT PER (S) (C2)
- ▨ PROPOSED LIGHT DUTY BITUMINOUS PAVEMENT PER (2) (C2)
- ▨ PROPOSED HEAVY DUTY BITUMINOUS PAVEMENT PER (1) (C2)
- ▨ EXISTING BITUMINOUS PAVEMENT

IF NECESSARY, PATCH PER CITY DETAIL STR-31



---

## GRANT OF PEDESTRIAN AND BICYCLE TRAIL EASEMENT

This grant of a pedestrian and bicycle trail easement (“Grant”) is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Rademacher Family Limited Partnership, (hereinafter referred to as “Grantor”) to the **City of Ramsey**, a municipal corporation under the laws of the State of Minnesota (hereinafter referred to as “Grantee”).

### WITNESSETH:

WHEREAS, Grantor is the owner of real property situated in the County of Anoka, State of Minnesota, legally described as Lot 1, Block 1 BECKER ADDITION, Anoka County, Minnesota (the “Property”); and

WHEREAS, Grantor wishes to grant and dedicate an easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the Property in those areas legally described in **Exhibit A**, attached hereto (hereinafter referred to as the “Easement Area”).

NOW, THEREFORE, for One Dollar and other good and valuable consideration, the parties agree as follows:

1. Easement Grant and Dedication. Grantor hereby grants, dedicates, conveys and quit claims to Grantee, its successors and assigns, a perpetual easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the Easement Area.

2. Construction and Maintenance. Grantee is responsible for all costs to construct and repair the surface of sidewalk/trail and to provide for snow removal. Grantor shall maintain the grass and vegetation within the Easement Area in accordance with City ordinances, with the understanding that Grantee may, on occasion, cut the grass within the Easement Area. Grantee’s occasional maintenance of the grass within the Easement Area shall not relieve Grantor’s obligations under City ordinances.







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

**RESOLUTION #22-098**

**RESOLUTION APPROVING ACCEPTANCE OF PEDESTRIAN AND BICYCLE TRAIL EASEMENT OVER PORTIONS OF LOT 1, BLOCK 1 BECKER ADDITION.**

**WHEREAS**, on September 14, 2021, the Ramsey City Council approved the Final Plat (the “Plat”) for BECKER ADDITION and the Site Plan for G Will Liquors; and

**WHEREAS**, trail/sidewalk easement is needed over portions of Lot 1, Block 1 BECKER ADDITION to reserve a corridor for future installation, by the City of Ramsey, of a trail along with western boundary of the Plat and a sidewalk along the southern boundary of the Plat; and

**WHEREAS**, Trail/Sidewalk Easements have been provided to the City encumbering the western twelve (12) feet and the southern twelve (12) feet of Lot 1, Block 1 BECKER ADDITION.

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

- 1) That the Ramsey City Council hereby accepts the Pedestrian and Bicycle Trail/Sidewalk Easements encumbering portions of Lot 1, Block 1 BECKER ADDITION, as shown on the attached Exhibit 1.

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:

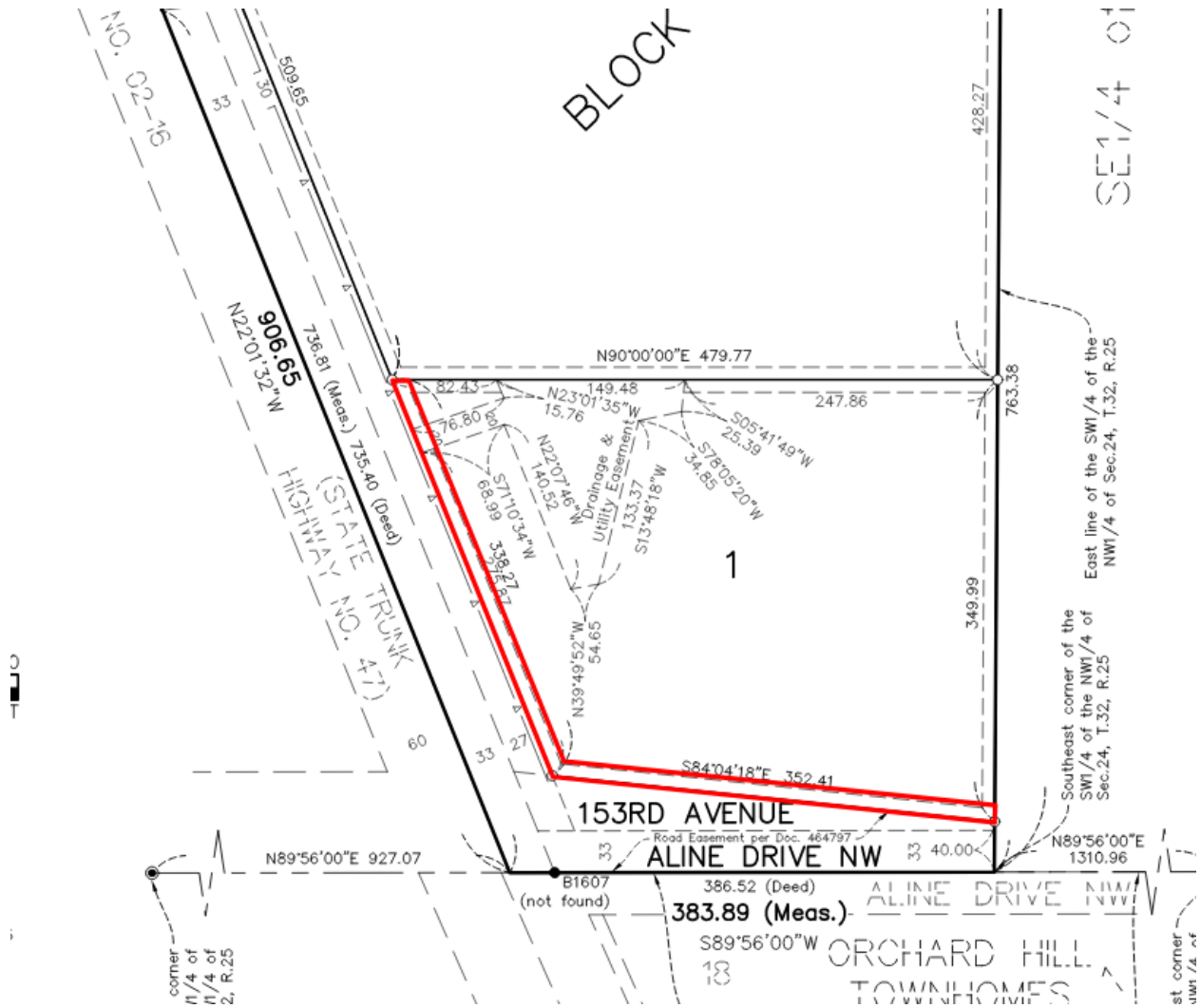
Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 26<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

Exhibit 1



**CC Regular Session**

**5. 12.**

**Meeting Date:** 04/26/2022

**By:** Colleen Lasher, Administrative Services

**Information**

**Title**

Adopt Resolution #22-100 Appointing a Replacement QCTV Board Member

**Purpose/Background:**

City Administrator Kurt Ulrich currently serves on the Quad Cities Cable Communications Commission (QCTV) on behalf of the City of Ramsey. With Dr. Ulrich's pending departure, a replacement member is needed. The City Council discussed this matter at a recent meeting and Councilmember Dan Specht was selected, by consensus, to serve as Dr. Ulrich's replacement. Councilmember Specht will serve in this capacity effective immediately, through December 31, 2022.

**Funding Source:**

Not Applicable.

**Recommendation:**

To appoint Councilmember Dan Specht to the QCTV Board, effective immediately, through December 31, 2022.

**Action:**

Motion to adopt resolution #22-100 to appoint Councilmember Dan Specht to fulfill Dr.Kurt Ulrich’s remaining term as a board member on Quad Cities Cable Communications Commission, effectively May 1, 2022, through December 31, 2022.

**Attachments**

[QCTV\\_DanSpechtAppt](#)

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 04/21/2022

**Reviewed By**

Kurt Ulrich

**Date**

04/21/2022 02:02 PM

Started On: 04/21/2022 07:43 AM

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

**RESOLUTION #22-100**

**RESOLUTION APPOINTING A REPLACEMENT QCTV BOARD MEMBER**

**WHEREAS**, City Administrator Kurt Ulrich is currently servings a City of Ramsey board member on Quad Cities Cable Communications Commission (QCTV); and

**WHEREAS**, Dr. Ulrich’s employment with the City of Ramsey will end on May 6, 2022; and

**WHEREAS**, Councilmember Dan Specht was selected, by City Council consensus, to serve in Dr. Ulrich’s place through December 31, 2022.

**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 #22-100 to appoint Councilmember Dan Specht to fulfill Dr. Kurt Ulrich’s remaining term as a board member on Quad Cities Cable Communications Commission, effectively May 1, 2022, through December 31, 2022.

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 26th<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Mayor

**ATTEST:**



**CC Regular Session**

**5. 13.**

**Meeting Date:** 04/26/2022

**Submitted For:** Brian Hagen, Community Development

**By:** Kathy Schmitz, Administrative Services

**Information**

**Title**

Adopt Resolution #22-101 Proclaiming May as Building Safety Month

**Purpose/Background:**

Building Safety Month (BSM), founded by the International Code Council. (ICC), is celebrated by jurisdictions worldwide during the month of May.

Building Safety Month is a public awareness campaign to help individuals, families and businesses understand what it takes to create safe and sustainable structures. The campaign reinforces the need for adoption of modern, model building codes, a strong and efficient system of code enforcement and a well-trained, professional workforce to maintain the system.

The campaign is presented by the ICC and its 63,000 members worldwide along with a diverse partnership of professionals from the building construction, design and safety community. Corporations, government agencies, professional associations, nonprofits and more come together to support Building Safety Month because they understand the need for safe and sustainable structures where we live, work and play.

**Observations/Alternatives:**

Locally, this is an opportunity to celebrate the successes of Ramsey's building safety team. Over the past several years, the team has set out a goal, and excelled to a high degree, in making improvements in the community building safety program. The team has a passion for good customer service to ensure safe, healthy buildings throughout the community. The work of the team may is vital to ensuring this important work.

**Recommendation:**

Adopt Resolution #22-101 Proclaiming May as Building Safety Month.

**Action:**

Adopt Resolution #22-101 Proclaiming May as Building Safety Month.

**Attachments**

[Res 22 101 Building Safety Month](#)

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Brian Hagen	Brian Hagen	04/21/2022 12:51 PM
Kurt Ulrich	Kurt Ulrich	04/21/2022 02:08 PM
Form Started By: Kathy Schmitz		Started On: 04/21/2022 09:09 AM
Final Approval Date: 04/21/2022		

Councilmember            introduced the following resolution and moved for its adoption:

**RESOLUTION #22-101**

**RESOLUTION PROCLAIMING MAY AS BUILDING SAFETY MONTH**

**WHEREAS**, the City of Ramsey proclaims the month of May to be Building Safety Month; and

**WHEREAS**, the Building Inspection Division staff at the City of Ramsey, together with the International Code Council, bring their expertise to create and to implement the highest-quality codes to protect citizens and property in our community; and

**WHEREAS**, the International Code Council sponsors Building Safety Month every year in May to remind the public of the importance of the work that the Building Inspection Division staff does, year-round to ensure our businesses and homes remain safe and sound; and

**WHEREAS**, in observance of Building Safety Month, citizens are asked to consider projects to improve building safety and sustainability and to acknowledge the essential services provided by the City of Ramsey's Building Inspection Division.

**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 proclaims May as Building Safety Month.
- 2) That in observance of Building Safety Month, citizens are asked to consider projects to improve building safety and sustainability and to acknowledge the essential services provided by the City of Ramsey's Building Inspection Division.

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 26<sup>th</sup> day of April, 2022.

---

Mayor

**ATTEST:**

---

City Clerk

Meeting Date: 04/26/2022

By: Mark Riverblood, Engineering/Public Works

---

### Information

**Title:**

Adopt Resolution #22-090 Renovating Rabbit and Peltzer Park Playgrounds

**Purpose/Background:**

The purpose of this case, is to implement Ramsey's Playground Replacement Policy by approving Resolution #22-090 which will provide for the renovation of both Rabbit Park *and* Peltzer Park's playground areas. Over the last few months, the Park & Recreation Commission has solicited both of the parks neighbor's for their desires for the playground replacements—with the proposed plans and corresponding budgets meeting almost all of their expressed desires.

**Notification:**

127 households were sent an invitation to comment on Peltzer Park and approximately 93 homes in January relative to Rabbit Park.

**Observations/Alternatives:**

**Observations:**

RabbitPark: Following the written comment from the neighborhood and the family that spoke to the Commission, there was solid consensus on how to move forward with respect to Rabbit Park—which can be *summarized* by:

- ~ Adding back a swing to the park
- ~ Keep large slide
- ~ keep 2 - 5 year-old play structure with climber
- ~ Convert the approximate 3.5 acres of poor turf and sandburrs to a natural ground cover
- ~ Add trees near the play equipment for shade

Peltzer Park: During the February meeting, the Commission expressed an interest in the refurbished playground presented to replace the decaying wood play structure at Peltzer. In Addition, pursuant to Commission direction, a mailer was sent to 127 households around the park inviting comment—with only three persons initially responding, however considerable comment was received in-person from residents at the regular March Commission meeting.

Based upon all the discussion, input and ideas presented, it appeared the most feasible solution to addressing both park's playgrounds was to move ahead with the improvements specified above for Rabbit Park, and also add another play element like soccer goals to Peltzer Park at the same time as the refurbished play structures (attachment 5). In accordance with this, staff brought an itemized budget for the March Commission meeting for Peltzer Park that coincided and included both the requests residents submitted before the meeting, and also the feedback that occurred at the regular March meeting. Following the public comment, the Commission approved a work plan and budget for both Peltzer and Rabbit Parks.

At the April regular Commission meeting, the plans were affirmed with no additional public input received and no objections to either park's plan—and also understanding that these projects would be before City Council on April 26th, 2022.

**Funding Source:**

The funding source identified within the Capital Improvement Plan is the Lawful Gambling Fund.

**Recommendation:**

The Park & Recreation Commission and staff recommend proceeding with the Budget and Work Plan that was developed over the last three months for both Rabbit and Peltzer Parks, which is the first attachment. This would be approved by adopting Resolution #22-090.

**Action:**

Motion to Adopt Resolution #22-090 Renovating Rabbit and Peltzer Park Playgrounds

**Attachments**

Draft Budget and Work Plan

Resolution #22-090

Playground Reno Rabbit and Peltzer Parks

Invitation to Peltzer area residents

Proposed playequipment

Items not included for Peltzer

Playground Replacement Policy

**Form Review**

**Inbox**

Grant Riemer

Kurt Ulrich

Form Started By: Mark Riverblood

Final Approval Date: 04/21/2022

**Reviewed By**

Grant Riemer

Kurt Ulrich

**Date**

04/21/2022 11:32 AM

04/21/2022 01:44 PM

Started On: 04/19/2022 02:00 PM

## Proposed Budgets – 2022 Rabbit Park & Peltzer Playground

### Rabbit Park draft budget and work plan

- ~ Remove larger play structure. Performed by City Forces.
  - ~ Add climber boulders at base of large slide that is to remain. City Forces
  - ~ 2-5 year-old structure to remain.
  - ~ Provide/install refurbished swing with handicap and bucket swing (and add bay with belt swings) = \$7,000
  - ~ New Playground boulder perimeter (XXX' feet) = \$16,000
  - ~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$ 7,500
  - ~ 3.5 acres native grasses and wildflowers = \$9,300
  - ~ ADA path to playground (140' crushed aggregate) = \$3,000
  - ~ Additional bench and picnic table = \$3,800
  - ~ Shade trees/landscape = \$2,000
  - ~ In-house sign (City Forces) = \$2,000
  - ~ Contingency = \$1,000
- Total \$51,600**

### Peltzer Park draft budget and work plan

- ~ Remove wooden play structure components (Steel swing and spring rider to remain). Performed by City Forces
  - ~ Salvage portions of timber border and repair with play structure vertical posts. Performed by City Forces
  - ~ Add soccer goals with nets  
(includes partial donation value) = \$ 300
  - ~ Develop dock or shoreline pad with bench.  
City Forces + materials = \$5,000
  - ~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$ 7,500
  - ~ Refurbished play structures to include 2-5 structure, 5-12 structure and independent rung climber and balance beam  
(with installation) = \$27,300
  - ~ Patch/repair/overlay ADA path to playground = \$4,000
  - ~ Landscape = \$2,000
  - ~ In-house sign (City Forces) = \$2,000
  - ~ Contingency = \$1,000
- Total \$49,100**

**Total Proposed Budget(s) – Rabbit Park & Peltzer Park \$100,700**

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

**RESOLUTION #22-090 AUTHORIZING THE RENOVATION OF RABBIT PARK AND PELTZER PARK PLAYGROUNDS**

**WHEREAS**, Ramsey City Council and the Park and Recreation Commission recognizes the importance of Parks, Trails, Open Space and Recreation to the quality of life for Ramsey residents; and

**WHEREAS**, Neighborhood playgrounds are essential areas for play, creative and cognitive expression, as well as the positive physical development of children; and

**WHEREAS**, renovation and reinvestment in existing parks represents a commitment and service to residents throughout the City, and supports favorable property values and sustaining neighborhoods; and

**WHEREAS**, the adopted Playground Replacement Policy sets into motion the programmatic replacement of the City's playgrounds and Rabbit and Peltzer Parks are the in greatest need for replacement; and

**WHEREAS**, the Park and Recreation Commission invited approximately 220 neighboring families of the parks to provide their input on the park and playground renovations.

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

- 1) That, the Park and Recreation Commission listened to all public comment on the playground projects, and crafted a budget and work plan for two park renovations that included the preponderance of resident requests and aligns with the Capital Improvement Plan for a recommendation to City Council; and
- 2) That, pursuant to MN State Statute Chapter 349, Lawful Gambling Fund monies may only be used for expenditures that benefit youth in the community, and that accordingly, this Resolution appropriates \$100,700 for the playground renovations at Rabbit and Peltzer Parks for 2022.

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 26<sup>th</sup> day of April, 2022.

---

Mayor

**ATTEST:**

---

City Clerk

# PLAYGROUND RENOVATIONS— RABBIT AND PELTZER PARKS



# RABBIT PARK

(SUMMARY FROM FEBRUARY)

## OF 91 HOMES INVITED TO DESCRIBE THEIR DESIRES FOR RABBIT PARK, THERE WERE ONLY 8 RESPONDENTS.

*IF THERE IS A CONSENSUS, IT MAY BE FOR THE REPLACEMENT OF SWINGS, RETAIN THE LARGE SLIDE, AND TO TRANSITION TO A NATURALIZED LANDSCAPE.*

- Nice to have a dog park, would like benches considered [for the Lake Itasca Trail]. Nice to be asked to comment [on the park and trail system]
- Thank you for asking for ideas, would love a trail/wildflowers, add swings
- Thank you for the opportunity for input. Would like to see minimal reinvestment in the park or play equipment as possible
- Would love to see a handicapped swing for the park
- Love the large slide at the park, and hope it remains. Would like to see the swing replaced, and supports native habitat landscape improvements. Thank you for opportunity for input.
- Supports maintaining safe play equipment, and appreciates the city communicating on the status of the park
- Park is an eyesore, and never sees people use it—lists various potential capital improvements including trees and benches
- Has young children, loves the large slide—supports a variety of potential play equipment, including climbing opportunities—notes the ballfield is unused

**'TURF' CONDITIONS DEMONSTRATING NEED TO CONVERT  
TO NATIVE GRASSES AND WILDFLOWERS**



## Rabbit Park draft budget and work plan

- ~ Remove larger play structure. Performed by City Forces.
- ~ Add climber boulders at base of large slide that is to remain. City Forces
- ~ 2-5 year-old structure to remain.
- ~ Provide/install refurbished swing with handicap and bucket swing (and add bay with belt swings) = \$7,000
- ~ New Playground boulder perimeter (XXX' feet) = \$16,000
- ~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$7,500
- ~ 3.5 acres native grasses and wildflowers = \$9,300
- ~ ADA path to playground (140' crushed aggregate) = \$3,000
- ~ Additional bench and picnic table = \$3,800
- ~ Shade trees/landscape = \$2,000
- ~ In-house sign (City Forces) = \$2,000
- ~ Contingency = \$1,000

**Total \$51,600**



# PELTZER PARK



Alpine Park



MAILING AREA WITHIN YELLOW BORDER



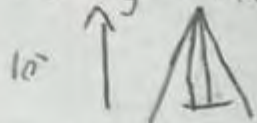
Ally, A

AGE: 11

LETTERS: In The Recheated TOWN OF

PARK I HOPE LIKE FOR THERE TO BE:

1. A Tall Fast slide
2. AREAS TO CLIMB
3. A TALL PART (FOR THE SLIDE) SIMILAR TO THIS SKETCH:
4. High swings (like this sketch)



COMMENTS: me and my friends used to climb on the tree NEAR THE POND (STANDING IN THE

Park Facing The CULDSACK WOULD BE TO THE LEFT HAND SIDE) BUT IT WAS CUT DOWN 2020 AND ME + MY FRIENDS WERE VERY DISAPPOINTED, COULD THAT BE RESTORED?

THANK YOU FOR TAKING MY SUGGESTIONS IN TO CONSIDERATION AND I HOPE THAT THEY MAY BE IMPLEMENTED!

!!-ally

Dear City of Ramsey: My name is Katy.

I am 8 ~~11~~ years old. My suggestions for the new playground equipment are: a climbing net, can you keep the zip line please?? also maybe a swing set, and also a slide. Thank you for making us a new playground.





COMPLETELY REFURBISHED EQUIPMENT  
WITH INSTALLATION <\$30K  
(PRE-RESTORATION IMAGES SHOWN)



## Peltzer Park draft budget and work plan

~ Remove wooden play structure components (Steel swing and spring rider to remain). Performed by City Forces

~ Salvage portions of timber border and repair with play structure vertical posts. Performed by City Forces

~ Add soccer goals with nets  
(includes partial donation value) = \$ 300

~ Develop dock or shoreline pad with bench.  
City Forces + materials = \$5,000

~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$7,500

~ Refurbished play structures to include 2-5 structure, 5-12 structure and independent rung climber and balance beam  
(with installation) = \$27,300

~ Patch/repair/overlay ADA path to playground = \$4,000

~ Landscape = \$2,000

~ In-house sign (City Forces) = \$2,000

~ Contingency = \$1,000

**Total \$49,100**

# Capital Improvement Program

2022 thru 2031

## City of Ramsey, Minnesota

**Project #** 22-PARK-001  
**Project Name** Playground Replacement Program

**Department** Park Improvements  
**Contact**  
**Type** Equipment  
**Useful Life** 20 Years  
**Category** Park Improvement  
**Priority** 1-Existing Obligation (High)  
**Status** Active

**Total Cost** \$1,000,000

### Description

Consistent with the Playground Replacement Policy, this project worksheet reflects the anticipated replacement of a playground and associated park rejuvenation each year of the CIP. The aforementioned policy document forecasts the first three playgrounds for consideration as: Rabbit, Alpine and Solstice Park.

### Justification

The city of Ramsey has seventeen playgrounds that will need to be replaced in the future. Due to fiscal and administrative constraints, as well as the varying ages and conditions of the city's playgrounds, the replacements are to be carried out over the span of more than a decade. As of the writing of this policy six of the city's playgrounds have reached the end of their twenty-year useful lifespan and over the next decade, nine more will have reached that point. Consequently, subsequent CIP's can be expected to 'pick-up' where this plan ends.

Expenditures	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Improvements Other than Building Cost	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,000,000</b>

Funding Sources	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Lawful Gambling Fund	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,000,000</b>



## Proposed Budgets – 2022 Rabbit Park & Peltzer Playground

### Rabbit Park draft budget and work plan

- ~ Remove larger play structure. Performed by City Forces.
- ~ Add climber boulders at base of large slide that is to remain. City Forces
- ~ 2-5 year-old structure to remain.
- ~ Provide/install refurbished swing with handicap and bucket swing (and add bay with belt swings) = \$7,000
- ~ New Playground boulder perimeter (XXX' feet) = \$16,000
- ~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$ 7,500
- ~ 3.5 acres native grasses and wildflowers = \$9,300
- ~ ADA path to playground (140' crushed aggregate) = \$3,000
- ~ Additional bench and picnic table = \$3,800
- ~ Shade trees/landscape = \$2,000
- ~ In-house sign (City Forces) = \$2,000
- ~ Contingency = \$1,000

**Total \$51,600**

### Peltzer Park draft budget and work plan

- ~ Remove wooden play structure components (Steel swing and spring rider to remain). Performed by City Forces
- ~ Salvage portions of timber border and repair with play structure vertical posts. Performed by City Forces
- ~ Add soccer goals with nets  
(includes partial donation value) = \$ 300
- ~ Develop dock or shoreline pad with bench.  
City Forces + materials = \$5,000
- ~ 2,500' sq. ft. engineered wood fiber fall surfacing = \$ 7,500
- ~ Refurbished play structures to include 2-5 structure, 5-12 structure and independent rung climber and balance beam  
(with installation) = \$27,300
- ~ Patch/ repair/ overlay ADA path to playground = \$4,000
- ~ Landscape = \$2,000
- ~ In-house sign (City Forces) = \$2,000
- ~ Contingency = \$1,000

**Total \$49,100**

**Total Proposed Budget(s) – Rabbit Park & Peltzer Park \$100,700**



# EARTH DAY COMMUNITY CLEAN-UP

*Join Ramsey Parks and Recreation  
in celebrating the 52nd Earth Day  
by cleaning up our public spaces  
in Ramsey*

**Friday, April 22nd -  
Sunday, April 24th, 2022**

You can make a difference by helping clean-up our public spaces in Ramsey! This clean-up is community-wide, so you get to decide which street, trail, or park you help beautify. Once you have finished collecting litter in an area, leave your trash bags there and parks maintenance staff will come collect them after the event. Individuals, families, businesses and groups of all sizes are welcome to join the fun!

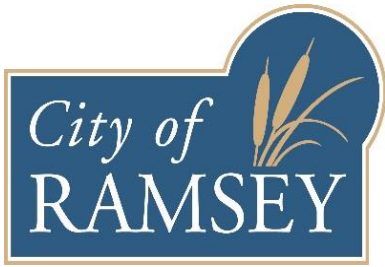
The City of Ramsey will provide trash bags, gloves, and if needed, vests. Pickup of these materials will be available April 18th-22nd during the hours of 8:30am-11:30am and 1:00pm-4:00pm at the Public Works Building: 14199 Jasper St. NW, Ramsey, MN 55303.

If you are participating in this event, please sign up at [cityoframsey.com/parkevents](https://cityoframsey.com/parkevents). This will help us prepare supplies and know where to collect trash bags after the event.

For questions or more information contact Marla Martinez-Flynn  
at [mmartinez-flynn@cityoframsey.com](mailto:mmartinez-flynn@cityoframsey.com) or (763) 433-9883







7550 Sunwood Drive NW • Ramsey, MN 55303  
City Hall: 763.427.1410 • Public Works: 763.427.8254  
[www.cityoframsey.com](http://www.cityoframsey.com)

---

22 February 2022

Subj: Peltzer Park, 7001 149th Lane NW

Dear Resident,

The purpose of this correspondence is to welcome your input on the future of Peltzer Park in your neighborhood. Last Fall, City Council adopted a Playground Replacement Policy (as recommended by the Park & Recreation Commission), which rates the playgrounds in order of their condition and age, and priority for replacement. Peltzer Park's play equipment is near the top of this list (together with Alpine), and may receive replacement in some fashion as soon as this year (2022).

The aforementioned policy also specifies that in the instance of neighborhood parks (in contrast to large community parks), that households within 1,500' feet walking distance are to be asked what they would like to see in terms of the playground's replacement—meaning that some persons may want a particular type of play components; others may want to see creative nature-based play features, some native habitat/landscape in lieu of play equipment, others a different type of recreation opportunity than a playground, and some neighbors may want little or no reinvestment in the park after play equipment removal.

To reiterate, the Park & Recreation Commission wanted to remain open to hearing what your desires or requests may be for Peltzer Park, without making any presumptions on what you envision, nor issuing a 'check list' or menu of possibilities as an example. We want any and all of your ideas for the park! All feedback will be forwarded to the Commission, which is expected to develop a work plan in March/ April for Peltzer Park.

Additionally, it may be noted that portions of the play-structure were removed this past Summer at the park due to the decay of the wood support posts, and most of the other play equipment at the park should be removed due to its poor condition.

The results of the invitation to comment and submit ideas are expected to be on the Park & Recreation Commission's agenda for 6:30 pm on March 10<sup>th</sup>, 2022. Accordingly, you are asked to submit your comments by March 3<sup>rd</sup> to Mary Jo Warner at [mwarner@cityoframsey.com](mailto:mwarner@cityoframsey.com) with 'Peltzer Park' in the subject line.

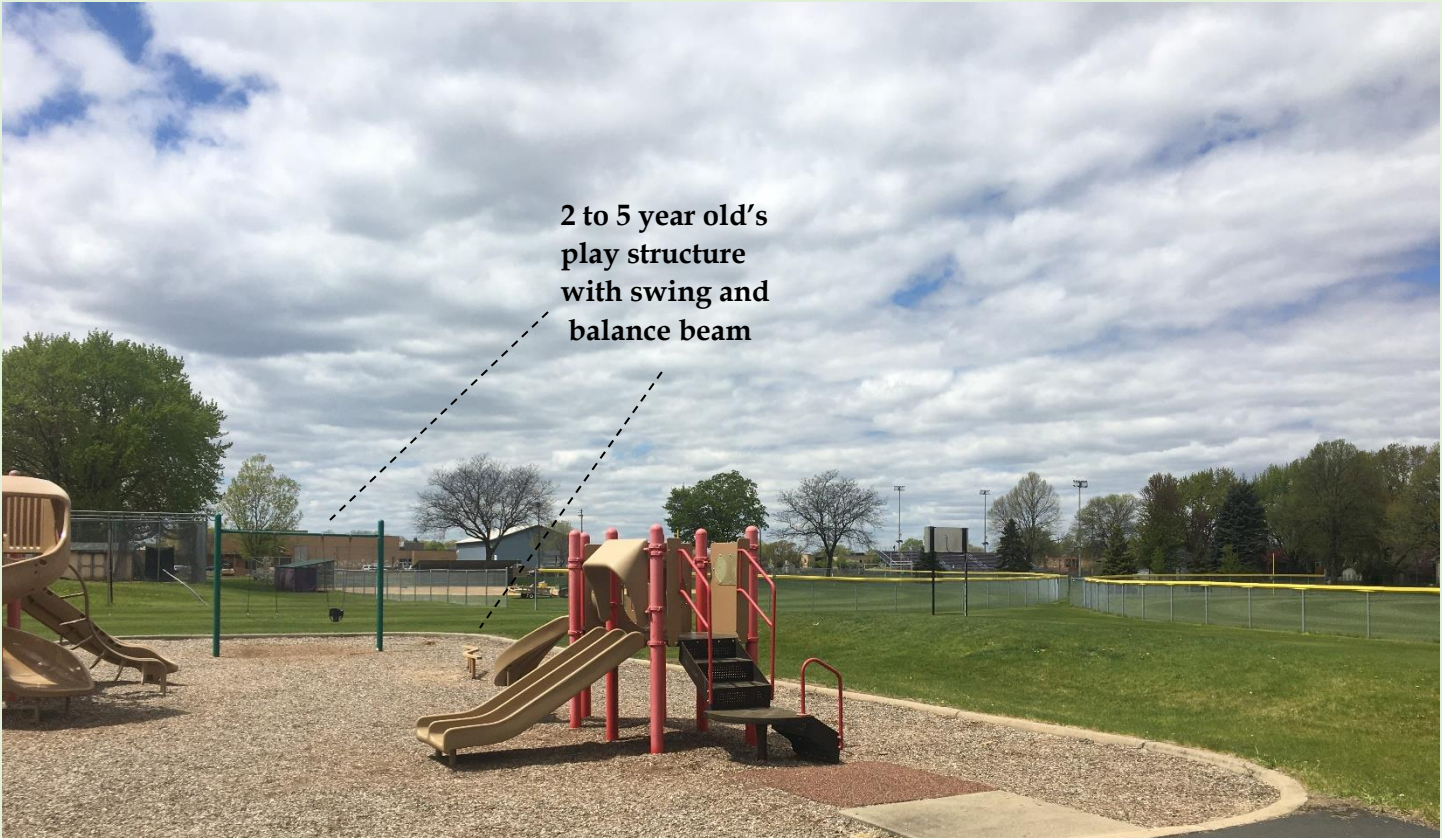
Your ideas and comments are also welcome in-person at the Commission meeting on the 10<sup>th</sup> if you desire. This meeting will be held in the Municipal Center's City Council chambers at 7550 Sunwood Drive NW.

If you require additional detail, or have ideas or questions on other aspects of Ramsey's park and trail system, you may contact me at 763 433 9853 or [mrivernblood@cityoframsey.com](mailto:mrivernblood@cityoframsey.com) Thank you in advance for your time and attention to this matter.

Yours in Public Service,

A handwritten signature in blue ink, appearing to read 'Mark Riverblood', is enclosed in a light gray rectangular box.

Mark Riverblood,  
Parks & Asst. Public Works Superintendent



**2 to 5 year old's  
play structure  
with swing and  
balance beam**




**5 to 12 year old's  
play structure  
with climber**

~ Items not included within the Peltzer playground replacement budget ~

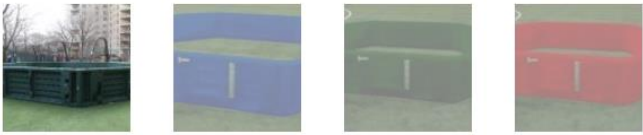

As an informational point, essentially the only items residents suggested for Peltzer Park that would physically fit with the park, and are not included within the Park & Recreation Commission's proposed budget is for a 'zip line' and GaGa Pit.

~ A zip line of any significance may not be practical for the rather flat, Peltzer Park. However, the city may see a zip line(s) developed as part of the planning process for the as yet developed, 'tree fort park' in the wooded area of Riverstone South development, estimated to be constructed in 2022-23.

~ As for a proposed GaGa Pit for Peltzer Park, there would be space for it, and if Council chose to add it to the 2022 playground refurbishment project, the Lawful Gambling Fund would be a wholly appropriate funding source, and the amenity should be able to be purchased and installed for about \$8,000 (to include shipping).

[HOME](#) [LEARN ABOUT OUR PRODUCTS](#) [SHOP](#) [CUSTOMERS](#) [BLOG](#) [ABOUT](#) [HOW TO VIDEOS](#) [CONTACT](#)

Home / Shop / Gaga Pit / SRG Junior (20' x 22') Gaga Pit Custom Color

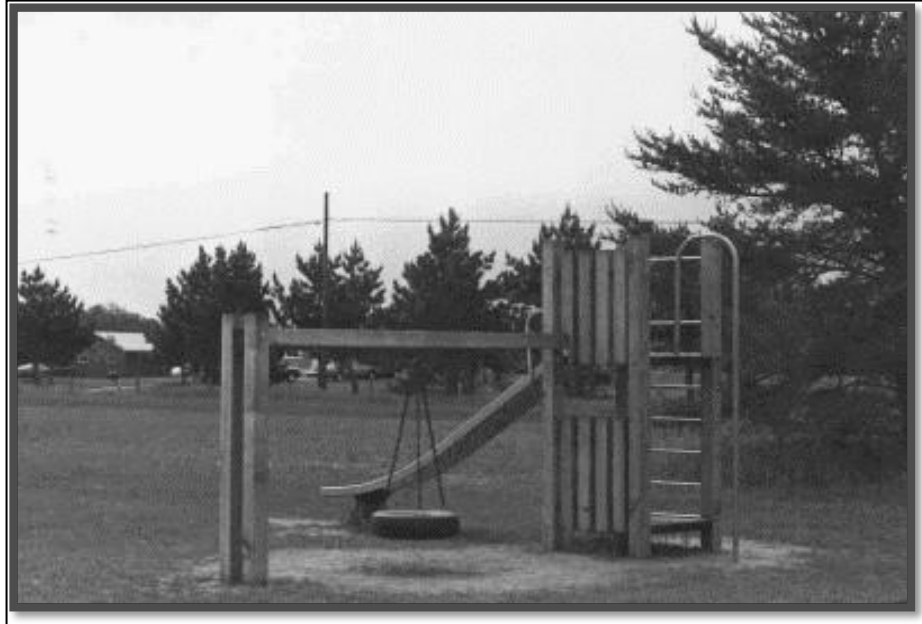
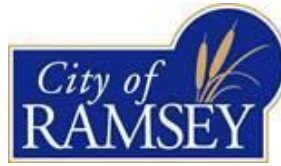


## SRG Junior (20' x 22') Gaga Pit Custom Color

\$5,990.00

This gaga pit is one of our most popular outdoor or indoor pits. When you buy the SRG Junior (20' x 22') Gaga Pit Custom Color, you receive a great combination of corner, gate and straight panels for a 20' x 22' indoor or outdoor gaga pit or start creating other containment systems for other sports with these same panels. Customers can choose between black, green, red, blue or sand/tan. ProWall Gaga Pits are some of the most durable gaga pits made. Don't settle for cheap plastic imitations or dangerous wood gaga pits!

**Color**



*Central Park, Circa 1984*



*Central Park, Circa 2012*

## ***Interim* Playground Replacement Policy**

**City of Ramsey, Minnesota**

**Adopted: x/x/2021**

## TABLE OF CONTENTS

Section 1: Introduction .....	3
Section 2: General Policy Statement .....	3
Section 3: Playground Evaluation Matrix.....	4
Section 4: Public Input and Demonstrated Need.....	5
Section 5: Alternatives to Play Structure Components .....	5
Section 6: Playground Surfacing .....	6
Section 7: Funding Sources .....	7
Section 8: Definitions .....	8
Section 9: Scoring of Playground Equipment.....	8
Section 10: Timeline of Playground Replacement .....	8
Section 11: Playground Descriptions.....	9
Alpine Park .....	9
Autumn Heights Park.....	10
Central Park .....	11
Elmcrest Park.....	12
Emerald Pond Park .....	13
Flintwood Terrace Park .....	15
Ford Brook Park.....	16
Fox Park.....	17
North Commons Park .....	18
Pearson Park .....	19
Peltzer Park .....	20
Rabbit Park .....	21
Riverdale Park.....	22
Rivers Bend Park .....	24
Shawn Acres Park .....	25
Solstice Park .....	26
Titterud Park .....	27
Woodland Green Park.....	28
Appendix.....	29

## **SECTION 1. INTRODUCTION.**

Playgrounds provide children with a safe and exciting connection to the outdoors during a time when electronic devices increasingly occupy their attention. They are associated with immense physical benefits—upper- and lower-body strength, muscular and cardiovascular endurance, balance, agility, and hand-eye coordination; in the long-run, reduced risk for cardiovascular ailments (e.g. heart disease and stroke), obesity, type-2 diabetes, and certain cancers—as well as boosts to self-confidence and improvements in social skills. Many of children’s fondest memories are formed at parks. Playgrounds help build relationships between parents, grandparents, neighbors, and between children and their peers. Additionally, they provide a community gathering place for young parents and their children who may otherwise experience isolation. It may not be an exaggeration to state that playgrounds metaphorically serve as the backbone of neighborhoods within the community, and as such are a valuable resource that must be properly maintained. Playground equipment and associated improvements unfortunately do not last forever, and so this policy serves as a guide to replacing the city of Ramsey’s playgrounds so that they remain a safe and enjoyable place for the community to gather around.

## **SECTION 2. GENERAL POLICY STATEMENT.**

The city of Ramsey has seventeen playgrounds that will need to be replaced in the future. Due to fiscal and administrative constraints, as well as the varying ages and conditions of the city’s playgrounds, the replacements are to be carried out over the span of more than a decade. As of the writing of this policy, six of the city’s playgrounds have reached the end of their twenty-year useful lifespan and over the next decade, nine more will have reached that point. Consequently, the next capital improvement program (CIP), covering years 2022 through 2031, as well as subsequent CIPs will need to account for the city’s playground replacement needs. This policy will guide the city in determining which playgrounds to replace and program into a given year of the CIP.

## **SECTION 3. PLAYGROUND EVALUATION MATRIX.**

The evaluation matrix considers six factors (and an additional screening factor) when prioritizing playgrounds for replacement and the playgrounds are scored based on their adherence to those categories. A playground can receive a maximum score of 90 points, and the higher a score a playground receives, the greater the need for replacement. Four of the seven factors, accounting for 60% of the points, assess the playground itself, while the remaining two factors, accounting for 40% of the points, consider the context of the playground. The remaining factor, while not accounting for any points, is considered before any of the other six factors, because it serves to screen out playgrounds that are not recommended for replacement. The following is a description of that screening factor:

### **Home Density Surrounding Playground—Yes/No to pass go:**

Housing density may be considered a proxy for the regular frequency of usage of a particular playground. Because community parks are likely to be used significantly by outside visitors in addition to the surrounding neighborhood, home density does not factor into the scoring for community parks. Accordingly, playgrounds in community parks are automatically recommended for replacement scoring. Playgrounds in neighborhood parks however, must meet a threshold of 35 homes within 1,500’ feet of walking distance to the park to be recommended for replacement consideration. In cases where a playground might be removed, alternative actions (described below) are to be considered. In the table below, playgrounds meeting this threshold are scored “Y” for those that have appropriate densities, and those not meeting the threshold are scored “N.” Home density is determined based on how many homes (or townhome/apartment units) are within the 1,500 feet walking distance of a park’s boundary along streets, sidewalks and trails.

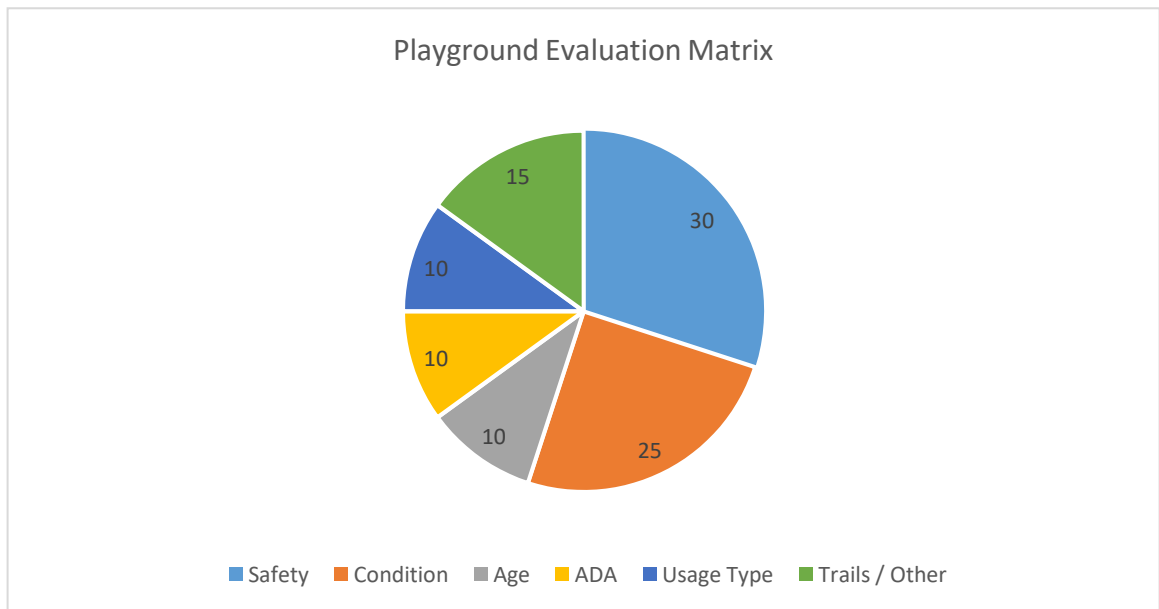
The following are the four scoring factors that consider the playground itself. Combined they account for 60% of the points:

- A. Features Posing Safety Concerns.** A thorough inspection is to be performed on all elements of the playground structures, including but not limited to swings, slides, transfer decks, railings, and surfaces. If one feature is determined to pose a potential safety concern, the playground automatically receives fifteen points in this category, or one half of the total. If more than one feature is found to pose a concern, the playground receives the full thirty points.
- B. Visual Condition of the Playground Set.** The inspection will also determine the visual quality of the playground. The presence of faded or chipped paint, or rusted metal, are indicators of poor condition. Playgrounds in great condition receive zero points; playgrounds in fair condition receive five points; playgrounds in poor condition receive the full ten points.
- C. Age of the Playground Set.** If the playground is less than ten years old, it receives zero points. If it is between ten and twenty years old, it receives two points. If it is between twenty and thirty years old, it receives eight points. If it is greater than thirty years old, it receives the full ten points. The disparity between scores of playgrounds older than twenty years and those younger than twenty years is due to the assumed useful lifespan of a playground being twenty years.
- D. Compliance with ADA Standards.** ADA standards are defined below. Compliance is worth zero points whereas noncompliance is worth ten points.

The matrix additionally considers two factors that encompass the context of the playground. Combined they account for 40% of the points:

- E. Community Park vs. Neighborhood Park.** This distinction refers to the usage of the park containing the playground in question. Neighborhood parks are smaller parks with fewer amenities that primarily serve the immediate neighborhood. They are mostly used by people who live within walking distance of the park. Community parks are larger parks that serve considerably larger constituencies and that feature a greater variety of amenities, particularly athletic fields. They are the sites of athletic tournaments and major gatherings. Playgrounds in community parks are likely to receive much greater usage and wear more quickly, needing replacement sooner than their neighborhood counterparts. Consequently, this category gives priority to playgrounds in community parks over those in neighborhood parks, with the former receiving twenty-five points compared to fifteen points.
- F. Accessibility via Trails and Other Considerations.** Many of Ramsey's older playgrounds are inaccessible via an ADA compliant path which makes them more difficult to access for persons with mobility limitations. Any potential playground replacement would include a paved surface to allow for easier access, thus playgrounds without such a surface are prioritized in this category and may receive the 15 points.

This category also maintains room for other considerations as well, an example would be structures that need frequent repair components. Due to the overall lack of gradience in the scoring metrics, several playgrounds may receive the same score. This category may also be used to break ties.



**SECTION 4. PUBLIC INPUT AND DEMONSTRATED NEED.**

The evaluation matrix may not be the sole determinant of the order in which playgrounds are replaced. Input by the community with respect to neighborhood parks is crucial to ensure that residents are well served by their city. A playground scoring higher than another does not necessarily mean that it will be replaced first, particularly if public input demonstrates significant justification for another park’s playground to be replaced sooner.

Another tool for assessing the need for playground replacement is actual neighborhood demographics. In some cases, school district data may be obtained that provide the numbers and ages of children within a logical distance of the park under consideration (likely the same 1,500’ foot radius). This may reveal very young children that will be coming into that 6+ age where playgrounds are important features of their lives. In other instances it may be found that the population are older residents, and less likely to have children in the household regularly. In 2012, the City installed a game trail camera to monitor the numbers, frequency and real-time use of a playground. This was found to be an effective way to support retaining this particular play area.

**SECTION 5. ALTERNATIVES TO PLAY STRUCTURE COMPONANTS.**

In instances where the public may not support the elimination of a playground per se, but full or partial replacement is not feasible, other actions can be taken to preserve space for children to engage in outdoor recreation without entirely new play structure components. Alternative play spaces however are best considered with appropriate public input. Residents may embrace for example, ‘nature based’ play areas made with trees, branches, boulders etc. which *may* be less expensive to install and maintain than traditional playground equipment. Pearson Park has elements like these, which are proven to be popular.



**Figures 1-2: Nature-based play features at Pearson Park: (left to right) figure-eight stair stepping logs; sand and artificial turf surfacing, scattered ‘tree cookies’**

Another option to traditional playgrounds is converting parkland, including the former playground area, into naturalized landscapes, providing a different type of valued outdoor amenity.

Tree forts are almost a rite of passage for children, like this one in the wooded area of Ford Brook Park, or one below at Pearson Park manufactured from imported branches.



Ford Brook Park



Pearson Park

Natural woods allow for the creation of lean-to’s and stick forts as well as hide-n-seek games or self-guided exploration of these shady enclaves. In other neighborhood parks, it may even be appropriate to simply leave areas open, and available to make bicycle tracks in the soil with shovels and hand tools—another rite of passage for many children.

At parks where the landscape is to be converted from playgrounds (or turf), there should be a plan for both the conversion, but also the appropriate care and management which can be simple and less costly than some maintenance intensive formal playgrounds. Regardless of the type of alternative landscape, these areas are not to be left for weeds and invasive plants to become established—which can result in a degradation of the park or adjoining private lands.

## SECTION 6. PLAYGROUND SURFACING.

The city of Ramsey primarily uses two different types of surfaces for its playgrounds—engineered wood fiber (known colloquially as wood chips) and pea gravel (reused seal coating rock). Both surfaces are considered safe as long as kept at a depth of at least twelve inches, though pea gravel may have concerns due to its shape, making it an attractive nuisance for young children to put in their mouth. Additionally, the surfaces—as well as rubber mulch—are desirable due to generally low upfront installation costs (with pea gravel being the cheapest), but require regular maintenance (raking and levelling to maintain a proper depth for cushioning falls but still remaining accessible) and need to be replaced roughly every five years. Funding for the reoccurring surface replacement could be from the Lawful Gambling Fund, instead of the General Fund as has been the case.



*Figures 3-4: (left to right) engineered wood fiber (EWF); pea gravel*

## SECTION 7. FUNDING SOURCES.

The *potential* funding sources for playgrounds and their replacement are many, including the Park Trust Fund, General Fund, the Capital Maintenance Fund, or even bonding—however, the most logical funding source may be the Lawful Gambling Fund, which is proceeds the city receives from a tax on charitable gambling (pull tabs) in Ramsey. Pursuant to MN State Statute Chapter 349, the Lawful Gambling Fund monies may only be used for expenditures that primarily benefit youth in the community. The 2021 present fund balance is approximately \$325,000.

## SECTION 8. DEFINITIONS

- **Americans With Disabilities Act** or “ADA” refers to the civil rights legislation passed in 1990 that prohibits discrimination against individuals based on disability. Its provisions were updated in 2008 to include a larger number of people under the umbrella of ‘disabled.’ Pursuant to that law, the Department of Justice developed *Standards for Accessible Design* in 2010. Any playgrounds constructed or modified after March 15, 2012 are subject to the new standards. Examples of these standards include:
  - a) Running slopes may have grades no steeper than 5% with cross slopes no steeper than 2%; slopes with grades larger than 5% must have handrails and landings
  - b) An accessible route 60 inches wide with 80 inches of overhead clearance must be available
  - c) Transfer platforms must be between 11 and 18 inches high with width and depth at least 24 inches and 14 inches, respectively; transfer steps may be no higher than 8 inches and should include handholds; a 30-inch by 48-inch space must be available adjacent to the transfer platform
  - d) Elevated ramps connecting play structures must be no steeper than 8.25%, no longer than 12 feet, and at least 36 inches wide; they must contain handrails with spots for gripping between 20 and 28 inches off the ground; a 60-inch by 60-inch

- landing area must be provided if the elevated ramp changes directions
- e) Manipulative and interactive sensory and communicative components must have reach ranges of 18 to 44 inches for 5- to 12-year old children, and 20 to 36 inches for 2- to 5-year old children
- f) At least 50 percent of elevated play components should be accessible; for play structures with more than 20 elevated play components, at least 25 percent should be accessible

- **Community Park** refers to a park with numerous amenities, such as athletic fields, meant to serve those from around the city as well as from neighboring communities. They are also considerably larger than neighborhood parks, (often 40 acres or more).
- **Neighborhood Park** refers to a park with fewer amenities, typically anchored by a small playground. They draw people mainly from the immediate neighborhood and accordingly, have smaller parking capacities. They are considerably smaller than community parks (generally 1 to 15 acres of developed area).



**Figures 5-19: Playground Equipment: (left to right, top to bottom) transfer surface; spring rider; chain ladder; talk tube; spinner; track-ride; sandbox excavator toy; metal ladders; stepping pods; corkscrew climber; clatter bridge; belt bridge; globe spinner; climbing wall with rope; enclosed rope climber.**

**SECTION 9. SCORING OF PARKS WITH PLAYGROUND EQUIPMENT**

<i>Playground</i>	<i>Aging Score</i>	<i>Condition</i>	<i>Meets Density</i>	<i>Park Type</i>	<i>ADA</i>	<i>Trails /other Considerations</i>	<i>Safety Concerns</i>	<i>Total</i>
Rabbit	10	10	Y	15	10	5	30	80
Alpine	8	10	Y	25	10	0	0	53
Solstice	8	5	Y	15	0	0	15	43
Riverdale	8	5	Y	15	10	2	0	40
Central	8	5	Y	25	0	0	0	38
Peltzer	8	5	Y	15	0	5	0	33
Rivers' Bend	2	5	Y	25	0	0	0	32
Fox	8	5	Y	15	0	2	0	30
Emerald Pond	8	5	Y	15	0	1	0	29
Woodland Green	8	5	Y	15	0	0	0	28
Titterud	2	5	Y	15	0	5	0	27
Flintwood Terrace	2	5	Y	15	0	0	0	22
Ford Brook	0	5	Y	15	0	0	0	20
North Commons	0	0	Y	15	0	0	0	15
Pearson	0	0	Y	15	0	0	0	15
Autumn Heights	-	-	N	-	-	-	-	-
Shawn Acres	-	-	N	-	-	-	-	-

**SECTION 10. PROPOSED TIMELINE OF PLAYGROUND REPLACEMENT**

<i>Playground</i>	<i>Year</i>
Rabbit Park	2022
Alpine Park	2023
Solstice Park	2024
Riverdale Park	2025
Central Park	2026
Peltzer Park	2027
Rivers Bend Park	2028
Fox Park	2029
Emerald Pond Park	2030
Woodland Green Park	2031
Titterud Park	2032
Flintwood Terrace Park	2033
Elmcrest Park	2034
Ford Brook Park	2035
North Commons Park	2036
Pearson Park	2037

## SECTION 11. PLAYGROUND DESCRIPTIONS

### **Alpine Park**

Alpine is a larger community park located in central Ramsey along the south side of Alpine Drive, approximately 1 mile east of Ramsey Boulevard and 1/3 mile west of Sunfish Lake Boulevard. Park amenities include four baseball diamonds and batting cages, off-leash area, as well as a skate park. Its playground was completed in 2000. The playground uses engineered wood fiber for surfacing.

The playground consists of two components, a wooden swing set and a wooden composite play structure. The swing set has two sections, one section with a single plastic chair swing and the other section with two normal belt swings. The playground structure consists of one plastic slide with parallel ramps. A metal, vertically curved set of six parallel monkey bars is connected to the rest of the set via a low transfer surface. Opposite the monkey bars is a wooden ladder with two steps that connect to the rest of the structure.

There are five means of entry—the aforementioned transfer surface and ladder, a wooden staircase, a chain link ladder (with four parallel chains) with metal footings, a chain link ladder on the interior of the structure which three rubber tires serving as steps, and a wooden climbing wall (sloped roughly 60 degrees with the ground) with six wooden steps and a rope for balance. The bottom of the climbing wall is worn, likely due to use as an additional step. The protective covering on the rope is worn and the metal inside of the rope is exposed in places. The rope has also been stretched considerably.

The entire surface of the structure is wooden with the exception of a bridge, which has a rubber mat for a surface. The bridge is sloped slightly (less than 15 degrees) from one end to the other, however there are four peaks on the rubber surface with thin wooden planks on top. The rubber surface is somewhat worn and there are cross slopes in some places that are unrelated to the design. The chains for both ladders are in fairly good condition. The wood throughout the structure ranges from okay to poor condition visually. The wood on the supports for the tallest portion of the structure (i.e. the area with the wooden climbing wall) is in the poorest condition with several of the planks making up horizontal and diagonal supports being splintered. The playground also has talk tubes (metal megaphone toys through which children may communicate with one another through opposite ends), which are both in good working condition.



**Figure 20: Alpine Park Playground**



**Figures 21-23: (from left to right) Splintered wood on horizontal and diagonal supports; Splintered wood on support for swing set; Worn rope covering on climbing wall**

### **Autumn Heights Park**

Autumn Heights is a neighborhood park located in northwestern Ramsey at the intersection of Rabbit Street and Nutria Street, just east of Armstrong Boulevard and south of 173<sup>rd</sup> Avenue. Its playground was assembled by staff in 1985. Wooden timbers (6" x 6") bound the play area, with the play area not accessible via an ADA access path. The playground uses pea gravel for surfacing.

The playground consists of a single wooden play structure with a tire swing and a metal pull-up bar. The tire itself is in good condition, but the chain it is attached to is rusted and shows wear. The top surface of the play structure consists of five parallel wooden planks, all of which are loose (with the exception of the second-to-rightmost plank). There are two means of entry, neither of which are ADA-compliant. One is a ladder with two metal bars serving as steps. The other is a curved surface with narrow gaps for footholds, comprised of eight wooden planks, all of which are fully attached. The flat surface between this surface and the top surface (which is three inches above this surface) is comprised of six wooden planks (none of which are fully secured) perpendicular to those on the top surface and parallel to those on the curved surface. There is a single straight stainless steel slide, which is in fair condition, (however it is South facing, which is not desirable). *The terms of this Interim Playground Replacement Policy point to the playground components' removal, without replacement.*



**Figure 24: Autumn Heights Park Playground**

## Loral I Armstrong Delaney Central Park

Central Park is a 45-acre community park located at the intersection of Armstrong Boulevard and 161<sup>st</sup> Avenue. Park amenities include football fields, seven softball/baseball diamonds, two lacrosse/football/soccer fields, four tennis courts, and four horseshoe pits. Its current playground was constructed in 1998 as a community-built project. The playground uses pea gravel for surfacing.

The structure is largely wooden, but there are multiple plastic and metal components as well, such as two plastic slides—one enclosed and one open with three parallel tracks—and a plastic tunnel. The wood is in fair condition, but is exhibiting some wear and tear. There are two track-rides, one straight with a single track and one curved with five parallel tracks. The grip for the first track-ride is metal, with chipped paint, and the grips for the latter are plastic and are in good condition, albeit with slightly faded paint.

Linking the two track-rides is a series of four wooden transfer platforms. The topmost platform is accessible via a metal chain-link ladder as well as two parallel metal bars for climbing. Linking the track-rides and transfer platform between them with the rest of the playground structure is a series of seventeen arched plastic platforms. Additional means of entry include a rope climbing wall, metal ladder, a wooden climbing wall with a rope, a step with handrails for accessing a transfer platform, a corkscrew climber, and a wooden ramp.

Additional playground features include two playground excavator toys, two spinners, and a balance beam. Overall, the playground is in fair condition, but the wooden components are worth monitoring.



**Figure 25: Central Park Playground wide shot; Figures 26-27: (left to right) seventeen curved platforms; several means of entry, including a metal ladder, a wooden climbing wall with a rope,**

**a corkscrew climber, and a step with handrails**

## Elmcrest Park

Elmcrest is a large community park located in east-central Ramsey, west of State Highway 47 / Saint Francis Boulevard and south of 167<sup>th</sup> Avenue along Quicksilver Street. Park amenities include twelve soccer fields. Its playground was erected in 2015, the year after the adjacent park building was completed. The playground uses engineered wood fiber for surfacing.

The farm-themed playground features a main playground structure, a swing set with two bucket swings, a play barn, two spinners (one globe spinner), two chicken sculptures and one bee sculpture for climbing. The main play structure contains an obstacle course with a rope ladder, four angled platforms secured into the ground by a chain, a curved metal bar with four ropes crossing one another for balancing, a set of inclined monkey bars comprised of three rings forming six handholds, and five stepping pods. Additionally, the playground has three zigzagging slides and five means of entry—one transfer surface, two platforms forming a quasi-staircase, a ladder consisting of three platforms, an enclosed chain-link ladder with five metal semicircular footholds, and a climbing wall with slots cut out for footholds. All components of the playground are in excellent condition.



**Figures 28-31: (clockwise from the top left) main play structure; chicken sculpture, bee and flower sculpture, swing set with bucket swings, and play barn**

## **Emerald Pond Park**

Emerald Pond is an approximate 14-acre neighborhood park in southeastern Ramsey, located east of CSAH 57 / Sunfish Lake Boulevard, north of CSAH 116 / Bunker Lake Boulevard, and south of Alpine Drive. Park amenities include a single baseball diamond and a soccer field, a pergola with fountain, as well as a basketball hoop in the parking lot. Its playground was built in 1997. The playground uses pea gravel for surfacing.

Emerald’s playground consists of three components—a seesaw spring rider, a swing set, and a large composite play structure. The seesaw’s surface is well-worn from use, with paint chipped and metal beginning to rust in some places, but it is still functional. The swing set is mostly in good condition, albeit with some of the chains exhibiting rust. The swing set consists of three bays, two with two belt swings each, and the third with two bucket swings.

The play structure consists of eight means of entry—a curved metal ladder with eight semi-rectangular rungs; a pair of transfer platforms next to a clatter bridge; another transfer platform on the opposite side of the clatter bridge; a chain-link ladder with three rungs for footholds and two curved metal bars for handholds; a corkscrew climber; two sets of wide metal ladders with two footholds each and two semicircular bars (opposite one another) each; and a narrow staircase with three steps and two curved metal bars for handholds.

Additionally, it features five slides—one short straight slide with two parallel tracks, one straight slide with a single hump in the middle, one short curved slide rotating 90 degrees, one curved slide rotating 360 degrees, and one enclosed zig-zagging slide. The enclosed slide has drainage issues, with water occasionally pooling at the bottom, but this does not pose a safety issue. All of the slides are in good condition otherwise. The other plastic components—two tunnels, two interactive sensory components with 3 x 3 rotatable blocks with letters on them, most of the guardrails, and a roof—are in good condition.

Adjacent to the clatter bridge is a set of flat monkey bars with a curved path. Two of the metal shafts in adjacent sections of the monkey bar structure are not completely flush, which is not a safety issue in and of itself, but should be repaired outside of a full playground replacement. On the opposite side of the playground structure, there are two sets of monkey bars as well as a track-ride, linked together by a triangular transfer platform. One of the sets has flat bars while the other has six rings suspended by short chains, the latter linking the former as well as the track-ride with the rest of the play structure.



**Figure 32: Emerald Pond Park Playground (looking northeast)**



**Figure 33: Emerald Pond Park Playground (looking west)**



**Figure 34: Section of monkey bars with minor misalignment**



**Figure 35: Seesaw spring-rider**

### **Flintwood Terrace Park**

Flintwood Terrace is a neighborhood park in southeastern Ramsey, located west of MN 47 / Saint Francis Boulevard, north of CSAH 116 / Bunker Lake Boulevard, and south of CSAH 5 / Nowthen Boulevard. Its playground was completed in 2004. The playground uses pea gravel for surfacing.

The playground consists of three components—a swing set, a small play set, and a large play set. The swing set has three bays—two with two belt swings each, and one with two bucket swings. The small play set has two slides—one straight with two parallel tracks and one curved 90 degrees—as well as a staircase and two opposing handrails for entering the structure.

There are five different ways one can enter the main structure—a staircase, a metal ladder with five alternating semicircular rungs forming ten footholds, a curved metal ladder with four semi-rectangular rungs, a chain-link ladder with six rungs, and a corkscrew climber. The main play set has five slides—a straight slide, a straight slide with a hump, a straight slide with two parallel tracks, a curved slide rotating 90 degrees and a curved slide rotating 360 degrees. Linking the different elements of the structure are two bridges—a clatter bridge and a belt bridge—and a plastic tunnel. Additionally, there is a track-ride and two sets of monkey bars. One set of monkey bars has seven upwardly curving bars, while the other has seven rings suspended by chains. Overall, the playground is in great condition.



*Figures 36-37: Flintwood Terrace Park Playground (looking east and west, respectively)*

### **Ford Brook Park**

Ford Brook is a neighborhood park in northeastern Ramsey located north of CSAH 27 / 179<sup>th</sup> Lane, east of MN 47 / Saint Francis Boulevard, and one mile west of the entrance to Rum River Central Regional Park along CSAH 7 / 7<sup>th</sup> Street. Its playground was constructed on site in 2020, as a ‘gently used’ replacement sourced from the county park to the east, with monies from the Lawful Gambling Fund. The playground uses engineered wood fiber for surfacing.

The playground consists of two distinct play structures, a balance beam, as well as a swing set with two separate bays—one with two belt swings, the other with a bucket swing and a chair swing. The first playset contains two curved plastic tunnels—one with two sections fastened together and the other with six sections; three slides—each straight with two parallel tracks, but one with a hump and a dip on respective track; and three means of entry—a stair case with metal bars for handholds, a chain-link ladder, and a corkscrew climber.

The other playset has three main means of entry—a staircase and two metal ladders—and two slides—one straight, the other enclosed and rotating 360 degrees. It also features an obstacle course consisting of three platforms connected to metal poles, a track-ride, a pull-up bar, and a log roll.



***Figures 38-39: Ford Brook Park Playground, facing southeast and southwest, respectively***

## **Fox Park**

Fox Park is a small neighborhood park in northeastern Ramsey, with a single tennis court and adjoining wetland boardwalk. It is located along Potassium Street, east of MN 47 / Saint Francis Boulevard, north of 167<sup>th</sup> Avenue and south of Green Valley Road. Its playground is 1994 in vintage. The playground uses pea gravel for surfacing.

The playground is composed of two components, a swing set and the main playground structure. The swing set is divided into two sections, one with two tot swings and one with two normal sbelt wings.

The main playground has three means of entry—one transfer surface, one chain link ladder with metal steps, and one corkscrew climber—and three slides—one straight slide with two parallel tracks, one straight slide with a hump, and one curved slide that turns 180 degrees. Different components of the structure are connected by one plastic tunnel and one upwardly curving belt bridge. Lastly there is a set of monkey bars with seven bars that curl upwards, as well as a track-ride. All playground components are in good condition.



**Figure 40: Fox Park Playground**

## North Commons

North Commons is a neighborhood park in southern Ramsey, at the northern border of The COR (the city's downtown), located north of CSAH 116 / Bunker Lake Boulevard and between CSAH 83 / Armstrong Boulevard and CSAH 56 / Ramsey Boulevard. Its playground was built in 2012. The playground uses engineered wood fiber for surfacing. Overall, the playground is in excellent condition.

The playground consists of four components—the main playset with an attached climbing wall and monkey bars, a metal swing set, and two spinners (one globe spinner). The swing set has two bays, one for bucket swings and one for belt swing, with each bay containing two swings each. The main play set has three slides—one short and straight near the bottom, two long and winding near the top of the structure. One of the longer slides zig zags while the other turns 360 degrees. There are six points of entry—one transfer surface; one chain-link ladder; one ladder with circular footholds rotated 90 degrees from one another; three stepping platforms; a ladder with two flat platforms directly on top of one another; and the monkey bars.

The monkey bars consist of five triangular bars. The climbing wall is plastic with nine holds on the front side and seven holds on the back side and a hole near the bottom of the wall (on the right side when viewed from the front) that can serve as a hand hold or foot hold. The top portion of the structure is accessible via two separate ladders made from walls with two slots cut out for foot holds. The bottommost of these ladders may have accessibility concerns—although one can use the guardrails as handholds, there is not a lot of room to maneuver through the opening.



**Figure 41:** North Commons Park Playground wide shot; **Figures 42-44:** (left to right) bridge connecting to upper portion of the playground structure, ladder in the background, climber with five orthogonal rings; monkey bars and climbing wall

## Pearson Park

Pearson Park is the city’s smallest neighborhood park in southwestern Ramsey at less than an acre, located along Rabbit Street, north of U.S. 10 and Bunker Lake Boulevard, and south of Alpine Drive. Its playground was built in 2018.

The Pearson Park playground is a nature-based play area. Most of its components are made from minimally-processed naturally occurring materials. The structural supports holding up the main play area are made from Tamarack logs, and the guardrails are logs cut into thin sheets. Another play feature, located on a hill to the north of the main playground structure, consists of short ‘stepper’ logs arranged in a figure-eight shape. Adjacent to the figure-eight feature is a ring of seven rocks with flat surfaces known as the Story-circle. Being Ramsey’s first nature-based playground, it is unique within the city in a number of ways. It utilizes both sand and artificial turf for surfacing, and also has three maple trees planted within the sand the play area for shade. Moreover, it has cut pieces of logs scattered throughout the play surface. All of the logs are from tamarack trees sourced from northwest of Duluth, Minnesota.

The playground includes a \$35,000 long stainless steel slide (enclosed near the top, but open near the bottom) that bends slightly near the middle. The main point of entry is a wooden bridge accessible via a concrete sidewalk. The other three means of entry are a thin wooden climbing wall (background of *Figure 15*) and two rope climbing structures. The larger one lines the southeast corner of the playground structure, while the smaller rope structure is located in the center. An octagonal opening in the wooden deck of the playground structure allows one to enter via the smaller rope structure. The smaller rope structure is enclosed and also has large curved footholds for ease of use. All playground components are in near-new condition.



**Figures 45-46: (left) Pearson Park Playground (not pictured: bridge); (right) Bridge**

## **Peltzer Park**

Peltzer is a neighborhood park located in southern Ramsey, east of CSAH 56 / Ramsey Boulevard and north of CSAH 116 / Bunker Lake Boulevard. Its playground was built in 1995 and has an ADA accessible by trail. The playground uses pea gravel for surfacing. The playground consists of three main components—the main play structure, a swing set, and a spring rider.

The spring rider is in fair condition, though its paint is faded and some of the metal is in the initial stages of rust formation. The swing set consists of two bays with two swings each; one bay contains belt swings and the other contains bucket swings. The swings are all in good condition.

The play set contains four slides—two straight slides on the east side of the structure (one of which has a hump and the other of which has two tracks) and two slides on the west side (one enclosed and one curved 360 degrees). There are seven points of entry—one transfer surface and staircase on the southern end of the playground; one transfer surface at the end of a track-ride; five stepping platforms; one chain-link ladder with a curved metal handrail; one curved ladder with four semi-rectangular footholds; one straight ladder with five footholds; one corkscrew climber. There are also two plastic tunnels—one with a single 90-degree turn and one with two 90-degree turns.

Overall, the playground is in fair condition. The paint on the plastic components has faded and the wood on the decks and supports is slightly worn but the playground is structurally in working condition.



**Figure 47-48: Peltzer Park Playground (facing North and Southeast, respectively)**

## **Rabbit Park**

Rabbit is an approximate 5-acre neighborhood park located in northwestern Ramsey along Rabbit Street, roughly 2/3 of a mile east of CSAH 83 / Armstrong Boulevard and 1/5 mile north of 173<sup>rd</sup> Avenue. The park meets density requirements for replacement consideration, but is not as visited as most parks in the system. Its playground was placed in 1997, however some of the equipment had been previously used elsewhere and is now more than 30 years old. The playground uses pea gravel for surfacing.

The playground consists of four components: a wooden-pole swing set with two belt swings, two separate play structures, and a metal slide atop an artificial mound. On one play structure, there are two slides—one curved and one straight—one transfer surface and one stationary metal ladder for entry, a roof over the top of the play structure, and an interactive sensory component.

The other play structure has two slides (one enclosed), three means of entry—one transfer surface, one chain-link ladder, and one-metal ladder—and a track-ride. The transfer surface steps are narrow and steep, and appear to not be ADA compliant. The chains for both swings are also worn and/or surface rusted. The playground is not accessible via an ADA trail.



**Figure 49: Rabbit Park Playground**

## Riverdale Park

Riverdale is a neighborhood park located in southern Ramsey along Riverdale Drive (just south of U.S. 10) between CSAH 56 / Ramsey Boulevard and CSAH 57 / Sunfish Lake Boulevard. Its playground was built in 1991, and one of the few in Ramsey that was funded by Tax Increment Financing (when that was permitted). The playground uses pea gravel for surfacing. An interesting aspect of this park, is its location along the National Mississippi River Trail, and its connection to the nearby Regional Park

The playground consists of three main components—two distinct play structures and one swing set—as well as four other components—a concrete camel sculpture, an excavator toy, and two spring-riders (one in the shape of a horse, the other in the shape of a bulldozer). The four components are in fair condition (however the concrete sculpture does have small cracks). The swing set has two bays with two swings each (two bucket swings and two belt swings in separate bays). The two talk tubes linking the two main play structures are deteriorating.

The smaller play structure consists of two points of entry—a transfer surface and a staircase, both with handrails—and two slides—one with two parallel tracks and one with a hump. One of the transfer surfaces is connected to a trail via a series of mats laid on top of the pebbles that comprise the playground surface. The top of the structure contains a house-like feature with two walls (each with a window), a bench, and a table. There is also a steering wheel and an interactive sensory component where children can customize animals by rotating nine blocks in a 3 x 3 grid, attached to three parallel bars. A similar sensory component is located at the bottom of the structure.

The larger play structure has a corkscrew climber and two slides—one straight with a single hump and one curved 360 degrees. Additionally, there is a set of monkey bars with eleven straight bars and a track-ride. Both are in good condition, though there is a small area on the grip for the track-ride with chipped paint. The transfer surfaces are in good condition but there are some accessibility concerns. The play set is not accessible via a flat surface and the transfer platforms are spaced vertically from one another by 18 to 24 inches. The six transfer surfaces are triangular and arranged together in a hexagonal shape with the last three being level with one another, forming a trapezoid. This top platform is alternatively accessible via a ladder formed by three slots cut into a wall, which is supplemented by two handholds. Even with the handholds, there are still accessibility concerns.



**Figure 50: Riverdale Park Playground**



***Figures 51-52: Transfer Surfaces on the Larger Playground at Riverdale Park (note that the picture on the left is part of a vertical panorama and is compressed vertically and angularly distorted)***

## **Rivers' Bend Park**

Rivers' Bend is a 60-acre community park along the Rum River located in southeastern Ramsey, east of MN 47 / Saint Francis Boulevard and straddling CSAH 116 / Bunker Lake Boulevard, though the playground is to the north. Park amenities include four tennis courts, one softball diamond, one soccer field, and a basketball hoop in the parking lot. Its playground was last replaced in 2001. The playground uses engineered wood fiber for surfacing, which occurred recently in 2020. The playground has seven components—the main play structure, a swingset, a set of four stepping pods (one in the middle and three surrounding the middle 180 degrees from one another), a dolphin-shaped spring rider, two “houses,” and a tic-tac-toe board.

The two play houses are mirror-images of one another, each consisting of two plastic walls held together by three wooden posts. The walls facing each other both have a small window with a 3 x 3 pattern as well as a bench below the window. The other two corners of each of the houses are open. The houses are both in good condition. The swing set has two bays, one with two bucket swings and one with two belt swings. The entire structure is in good condition. The paint on the dolphin spring-rider is chipped and the concrete base is worn, but it is otherwise in good condition.

The main play structure is a mix of plastic (slides, tunnels, roofs, and sensory components), metal (transfer platforms, some guardrails and supports), and wood (most platforms and supports). Visually the playground is in great condition, besides some faded paint and mud on the side of some of the plastic components. The main play structure has six entrances—two transfer surfaces, one chain-link ladder, one metal ladder with four alternating semicircular rings forming eight footholds, one metal ladder with four flat rungs, and one corkscrew climber. The main play structure also consists of five slides—one straight enclosed slide, one curved enclosed slide rotating 360-degrees, one straight slide with two parallel tracks, one straight slide with a hump, and another curved slide rotating 360-degrees. Additionally, there is a set of monkey bars with seven round rings. Tying the structure together are a clatter bridge, a belt bridge, and two tunnels each with two 90-degree turns.

The play structure also has four interactive sensory components—a board with letters on it, an abacus, a tic-tac-toe board (similar to the one outside of the main play structure), and a toy similar to the tic-tac-toe boards but with numbers painted on them.



**Figure 53: Rivers' Bend Playground**

### **Shawn Acres Park**

Shawn Acres is a neighborhood park located in a low-density area in northern Ramsey along Chameleon Street, 1/5 mile north of 173<sup>rd</sup> Avenue, and west of Thorn Lake. Its playground was placed there before 1980, and it is believed that it was used components at that time. The playground consists of three separate small elements: a rusted metal-pole swing set with three swings, a stand-alone metal slide, and a parallel set of metal bars akin to monkey bars without rungs. The paint on each of three components is peeling. Two of the three swings are inaccessible to younger children and those with mobility limitations without the help of an adult. The slide is also inaccessible to those with mobility impairments. The playground is not ADA compliant, nor does it have resilient surfacing, and has limited or low 'play value'. *The terms of this Interim Playground Replacement Policy point to the playground components removal, without replacement.*



**Figure 54: Shawn Acres Park Playground**

## **Solstice Park**

Solstice is a neighborhood park located in southeastern Ramsey at the end of Erkium Street, 1/5 mile east of CSAH 5 / Nowthen Boulevard and 1/4 west of MN 47 / Saint Francis Boulevard via Sunwood Drive. The park has a grass infield softball field, and misting station adjacent to the play structures. Its playground was built in 1995, following input on the design by the new neighbors. Originally red in color, some of the components have faded to pink, showing their 26 years of service. The playground uses pea gravel for surfacing, within the boulder containment system.

The playground is composed of four components—a composite play structure with monkey bars and track-ride attached to the end, a swing set (containing three bays with two swings each), a climbing structure in the shape of a Stegosaurus dinosaur, and a sandbox excavator toy.

There are two curved slides, the shorter one turning 90 degrees and the longer one turning 360 degrees. There is a third straight slide. All of the slides are in good condition, however there are scratch marks in several places.

There are three main points of entry for the main composite playground structure—one transfer surface / staircase, one metal ladder curving upwards then horizontally, and one chain link ladder. Additionally, a corkscrew climber can be used for entry. Transfer platforms serving the monkey bars can also serve as a means of entry. There is a tunnel linking different parts of the structure that is in fair condition.

The sandbox excavator like many, due to their popularity, is in poor condition with paint chipped and metal rusted in several places. The swing set has three sections, divided by supports with two legs each, with two swings per section. One of the sections has two tot, bucket swings. All of the swings are in good condition. The monkey bars, comprised of nine triangular metal rings, are in good condition, as is the track-ride, though there is chipped paint in one place. There are two miscellaneous interactive sensory components, a tic-tic-toe board and a steering wheel, both of which are in good condition. Finally, there is a pull-up bar and talk tubes, both of which are in fair condition.

The dinosaur-shaped climbing structure has a spine of parallel metal bars with 17 rectangular ‘ribs’ on the underside for climbing, linking the two bars. On the top there are 12 pentagonal scales on alternating sides of the spine for climbing. The structure is held up by four of the Stegosaur’s legs. All components of this structure are in good condition.



**Figure 55: Solstice Park Playground**

## **Titterud Park**

Titterud is a neighborhood park in central Ramsey along CSAH 56 / Ramsey Boulevard, just south of the intersection of CSAH 5 / Nowthen Boulevard. There is a single softball field at the park, and the playground was replaced in 2005, and located entirely within the pastoral Bur Oak stand. The playground uses engineered wood fiber for surfacing, with two separate boulder borders. One unique element is the porous ADA concrete sidewalk connecting the parking lot, which allows precipitation and air to reach the tree's rooting zone beneath.

There are three areas for playing—one with the main play set, one with a swing set and two pieces of equipment for bouncing, and an empty sandbox (with pea gravel for surfacing). The bouncing equipment is in good condition. One consists of a spiral pole with a singular platform from bouncing and the other is in the shape of a ring, allowing for two children to take turns jumping and launching the other upward.

The swing set is made of wooden posts and a metal crossbar, and has two belt swings. The main structure is largely wooden, but with metal guardrails and a single plastic slide with three parallel tracks and a plastic tunnel. The main means of entry is a transfer platform and staircase. Another entrance is via a gray plastic rock climbing wall attached to a series of twelve green arched climbing platforms arranged in circular patterns. Adjacent to this is a rope climbing ladder with four parallel ropes at the top for handholds. On the opposite end of the playground structure is another means of entry—a ladder consisting of seven rungs and another ladder connected at a 135-degree angle with four rungs. The fifth and sixth means of entry are a narrow ladder with a rope for balancing, and a corkscrew climber. One of the boards on the transfer surface was recently replaced, with the structure in overall in good condition.



**Figure 56: Titterud Park Main Play Area**



**Figure 57: Titterud Park Secondary Play Area**

## Woodland Green Park

Woodland Green is a neighborhood park in eastern Ramsey located east of MN 47 / Saint Francis Boulevard and north of Alpine Drive. Amenities include a single soccer field, and a hexagonal shelter in proximity to the playground, which was replaced in 1998. The playground uses engineered wood fiber for surfacing, with a timber border.

The playground features four components—the main structure with an attached jungle gym, a swing set, and two spring riders (both of which are in good condition). The swing set, consisting of two bays with two belt swings and two bucket swings in the respective bays, is in fair condition, though the crossbar is beginning to rust.

The main play structure has two curved slides, one with parallel tracks and curving roughly 45 degrees and another slide (longer than the first) zigzagging, but curving roughly 45 degrees as well. There are six means of entry, the main one being a transfer surface and staircase. There are three metal rope-like ladders—one enclosed with a metal ring on top, one with two parallel metal bars on the sides, and one with a single climbing track. A fifth means of entry is a green plastic climbing structure adjacent to the longer slide. A sixth possible method of entry is the jungle gym attached to the main structure. It also consists of a rope climbing wall, a set of monkey bars made up of five rings each attached to the end of a chain, a pull-up bar, and a set of monkey bars with three tilted, rotating, circular handholds. The second set of monkey bars is slanted. The jungle gym and main playground structure are both in good condition.



*Figures 58-59: Woodland Green Park Playground (looking east and west, respectively)*



Join the City of Ramsey for a  
**Neighborhood  
Listening Session**  
at Ford Brook Park  
Thursday, May 9, 2019  
at 6:30 pm  
at Ford Brook Park,  
5459 180th Avenue in Ramsey

Share what amenities you'd like considered in the renovation.  
In the event of inclement weather, this meeting will be moved  
to City Hall.

*Ford Brook Park Listening Session*

Example of Public Engagement re 2020 Playground replacement



# Solstice Park's Play Structure – safety inspections, maintenance labor and repair expenses

Safety inspections, minor labor/repairs in first 15-20 years of playgrounds, approximately \$784 annually.  
 After useful life period, \$784 + \$2,860 in labor costs annually (approximated).

The above does not include playground 'weeding' or vandalism expenses, nor resilient surfacing replacements.



\$1,560



\$480



\$1,500



\$400 (x2)



1995 '96 '97 '98 '99 2000 '01 '02 '03 '04 '05 '06 '07 '08 '09 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021

-----Assumed Useful Life -----|

Meeting Date: 04/26/2022

By: Brian Hagen, Community Development

---

---

**Information**

**Title:**

Adopt Resolution #22-102 Approving Preliminary Plat for Rivenwick Village 4th Addition (Project No. 22-109); Case of LGI Homes

**Purpose/Background:**

The purpose of this case is to consider a request from LGI Homes - Minnesota, LLC (the "Applicant") for a Preliminary Plat application for Rivenwick Village 4th Addition. The Subject Property is located south of Hwy 10, north of Riverdale Dr NW and west of Jasper St NW and is approximately 7.2 acres. The Subject Property is zoned MU-PUD: Mixed-Use PUD.

On November 24, 2020 the City Council, as recommended by the Planning Commission, confirmed direction for future development of this site. The current proposal is within the direction as provided by Resolution #20-266, attached. The current proposal would split the existing parcel, and the request is to plat the residential portion of the remaining vacant land. The commercial portion would be platted into an outlot for future development.

**Notification:**

The City attempted to notify Property Owners, as reflected in the Anoka County Property Records, within 700 feet of the Subject Property of the request.

The Public Hearing Notice was also properly posted in the Anoka County Union Herald, the City's Official Newspaper.

**Time Frame/Observations/Alternatives:**

Staff completed a first review of the request and found the proposal generally conforms to regulations. The Environmental Policy Board reviewed the plans at their March 21, 2022 meeting and recommended approval of the Landscape Plan, contingent upon compliance with Staff comments. The Planning Commission held a Public Hearing at their March 24, 2022 regular meeting, where no comments were received from the public. Planning Commission expressed concern about the number of staff review comments, but staff indicated the comments were minor enough in nature that no major revisions were required that would change the layout of the project. The applicant has since revised the plans to address a number of staff comments. A review of the revised plans has occurred by a majority of staff, and the developer has addressed a number of the original review comments.

The project plans and staff comments are attached to the case for review. Due to current staffing levels in Community Development, the City has hired WSB & Associates to complete the majority of the planning review. Ramsey staff assisted WSB with the review where needed.

This project is being reviewed against the R-3 Residential District standards.

**Funding Source:**

The Applicant is responsible for all costs associated with project review.

**Recommendation:**

The Planning Commission has recommended approval of the Preliminary Plat.

**Outcome/Action:**

Motion to adopt Resolution #22-102 approving the Preliminary Plat for Rivenwick Village 4th Addition.

---

**Attachments**

[ACTION Resolution #22-102 Approving Preliminary Plat](#)

[Site Location Map](#)

[Previous Direction Provided by City](#)

[Plans with Staff Review Comments](#)

[EPB Minutes 03-21-22](#)

[PC Draft Minutes 03-24-22](#)

---

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Brian Hagen

Final Approval Date: 04/21/2022

**Reviewed By**

Kurt Ulrich

**Date**

04/21/2022 03:03 PM

Started On: 04/05/2022 08:34 AM

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

**RESOLUTION #22-102**

**RESOLUTION APPROVING PRELIMINARY PLAT FOR  
RIVENWICK VILLAGE 4<sup>TH</sup> ADDITION**

**WHEREAS**, LGI Homes, hereafter referred to as “Developer,” properly applied for Preliminary Plat approval of the following described property located in the City of Ramsey:

Outlot A, Rivenwick Village 3<sup>rd</sup> Addition

(the ‘Subject Property’);

**WHEREAS**, the Planning Commission recommended and the City Council adopted Resolution #20-266 providing direction for future development of the Subject Property; and

**WHEREAS**, the City received an Application for Preliminary Plat Approval for Rivenwick Village 4<sup>th</sup> Addition on February 2, 2022; and

**WHEREAS**, the plans conform to the direction provided in Resolution #20-266; and

**WHEREAS**, the Subject Property is zoned MU-PUD: Mixed-Use PUD and guided for mixed use on City Utilities in the 2040 Comprehensive Plan, and the proposal aligns with the zoning and guidance; and

**WHEREAS**, the Environmental Policy Board reviewed the project on March 21, 2022 and recommended approval of the natural resources related aspects; and

**WHEREAS**, the Planning Commission held a Public Hearing on March 24, 2022 and recommended approval of the Preliminary Plat.

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

1. That the Ramsey City Council hereby grants preliminary plat approval for Rivenwick Village 4<sup>th</sup> Addition in accordance with relevant City Codes, subject to the following conditions:
  - a. Compliance with the Staff Review Comments.
  - b. Final approval by City Engineer and City Attorney.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 26<sup>th</sup> day of April, 2022.

---

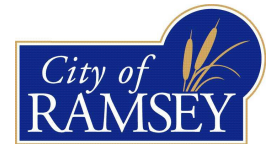
Mayor

**ATTEST:**

---

City Clerk

# Rivenwick Village 4th Addition



PID #: 34-32-25-22-0057



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, LOGIS

2/23/2022, 3:23:58 PM

00.01 0.035 0.07 0.105 0.14 mi

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

**RESOLUTION #20-266**

**RESOLUTION CONFIRMING LAND USE DIRECTION RELATED TO REMAINING LAND IN RIVENWICK 4<sup>TH</sup> ADDITION**

**RECITALS.**

1. Lennar, the “Applicant” has requested that the City consider modifying their direction for the Rivenwick Planned Unit Development (PUD) to allow additional residential guidance.
2. The original Rivenwick Planned Unit Development (PUD) was proposed as a retail and residential hybrid, with 70% residential and 30% retail.
3. The City has twice revised the PUD standards to include 75% residential and most recently, 80% residential for the Suite Living Project.
4. Lennar has requested the City consider approximately 93% residential and 7% retail/commercial.
5. The Planning Commission considered the request on November 5, 2020 for an informal review and unanimously recommending retaining the existing guidance based on the following findings:
  - a. Staff has heard from retailers that visibility along Highway 10 is key to a successful retail pro-forma. This land is directly adjacent to Highway 10 and has great visibility. The City's Economic Development Department reviewed the viability of the site as-is (guided retail/commercial) and feels it is a strong site for retail/commercial.
  - b. Housing units along Highway 10 require sound studies and based on nearby housing, will require a sound wall along Highway 10. With recent instruction to improve the image of Highway 10, Staff does not feel a sound wall would meet that goal. Additionally, after the units are built, the City is liable for any additional noise or impacts from the Highway to residential units. The City would prefer to not take on that liability and potential future cost (unless constructed by the Developer at Developer Cost today). The City prefers to enhance the vision and corridor of Highway 10 and does not favor the aesthetics of noise walls in this location.
  - c. Residents continue to request additional retail and commercial in the City. The City has previously amended the plan to allow additional residential, thereby reducing the amount of planned retail in the community. Although this is a relatively small parcel, Staff is concerned about removing additional land guided for retail/commercial, especially land along Highway 10.
  - d. The Public Works, Engineering, and Public Safety team preferred the previously directed option which included a public through-road, room for ponding, and

division of uses. The currently proposed plan has housing directly adjacent to retail/commercial with no room for buffering, and a public road ending in a T intersection with private roads. The existing guidance in terms of land uses is more logical, with the Suite Living project (senior care) buffering residential townhomes to a commercial use.

6. Existing guidance, shown in Exhibit A, retains land along Highway 10 NW for retail/commercial.
7. The City's Development Review Committee, including Planning, Building, Economic Development, Police, Fire, and Engineering, were in favor of retaining the existing guidance.
8. The City Council confirmed their direction and maintained the guidance for this site as shown in Exhibit A on November 24, 2020.

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

- 1) That the City Council hereby confirms the direction of the remaining land in Rivenwick 4<sup>th</sup> to be that as shown in Exhibit A, retaining retail/commercial pads along Highway 10.

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

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

and the following voted against the same:

None

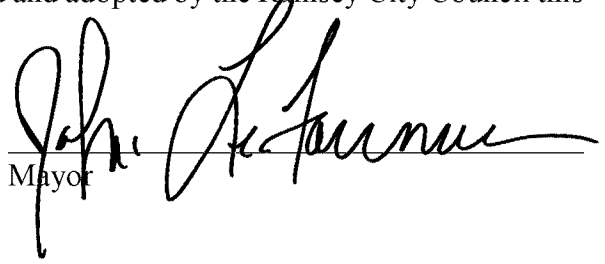
and the following abstained:

None

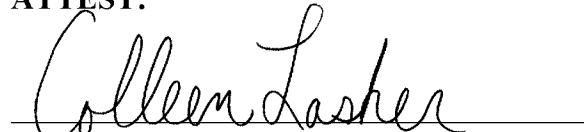
and the following were absent:

Existing Vacancy

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

  
\_\_\_\_\_  
Mayor

**ATTEST:**

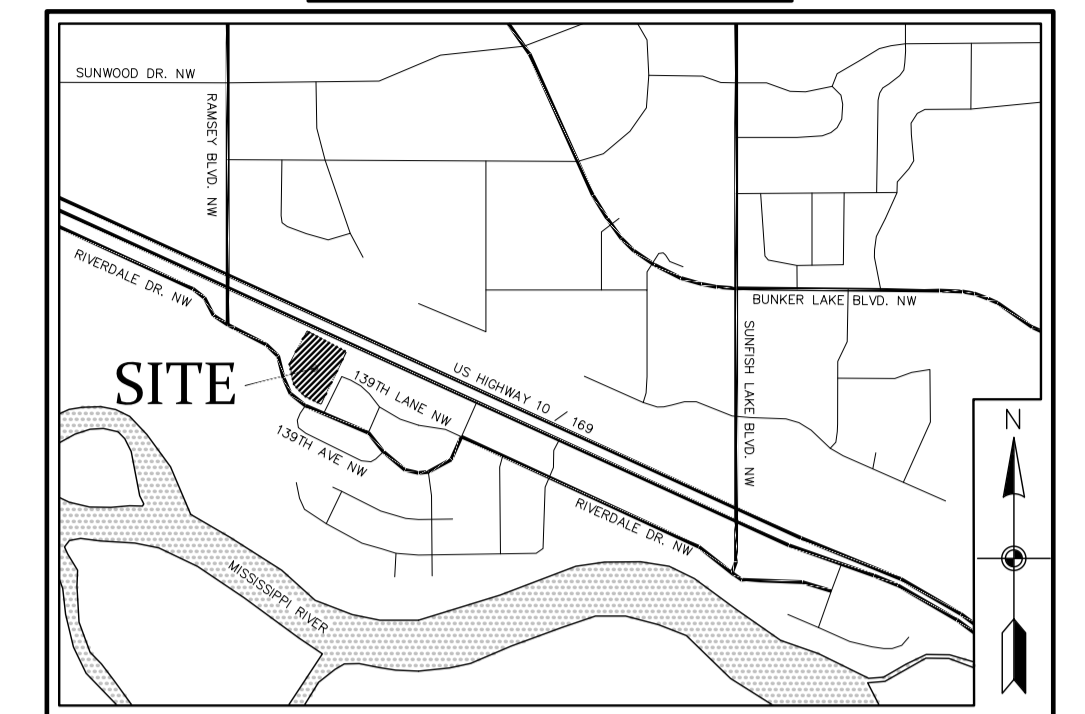
  
\_\_\_\_\_  
City Clerk



# RIVENWICK VILLAGE 4TH ADDITION

## RAMSEY, MINNESOTA

### VICINITY MAP



NOT TO SCALE

RIVENWICK VILLAGE ④

1

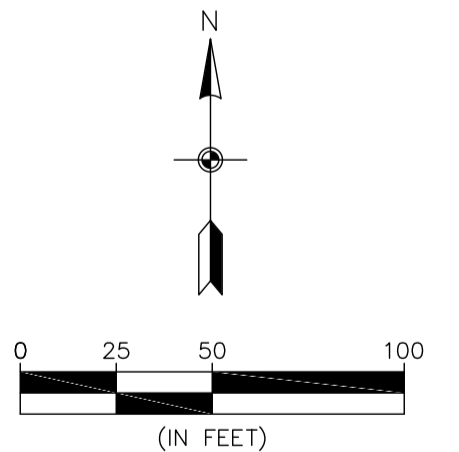
U.S. HWY 10 / HWY 169

OUTLOT A

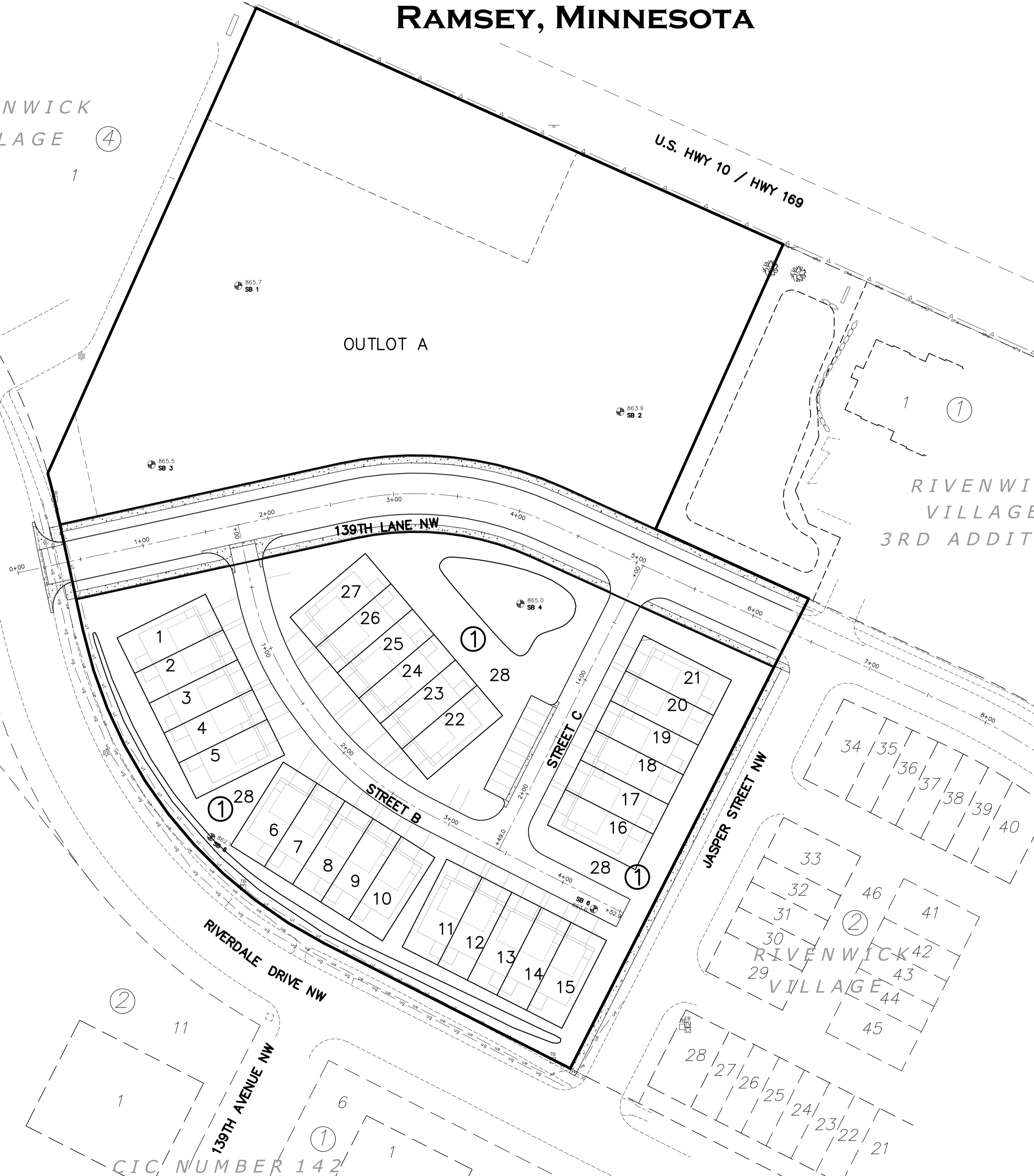
RIVENWICK VILLAGE 3RD ADDITION

### SHEET INDEX

1. COVER
2. EXISTING CONDITIONS
3. PRELIMINARY PLAT
4. PRELIMINARY SITE & UTILITY PLAN
5. PRELIMINARY GRADING & EROSION CONTROL PLAN
- 6-7. DETAILS



BENCHMARK	
1.	Minnesota Department of Transportation Geodetic GSID Station No. 781 (MnDot Name F 257) - Elevation 864.76 ft.
2.	Minnesota Department of Transportation Geodetic GSID Station No. 93781 (MnDot Name 0202 B) - Elevation 865.02 ft.



CALL BEFORE YOU DIG

Know what's below. Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of CI/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

**CARLSON MCCAIN** ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE  
SUITE 100  
BLAINE, MN 55449  
TEL 763.489.7900  
FAX 763.489.7959  
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofiak, P.E.  
Signature: *Brian J. Krystofiak*  
Date: 2/24/22 License #: 25063

Drawn: ADB  
Designed: BJK  
Date: 2/24/22

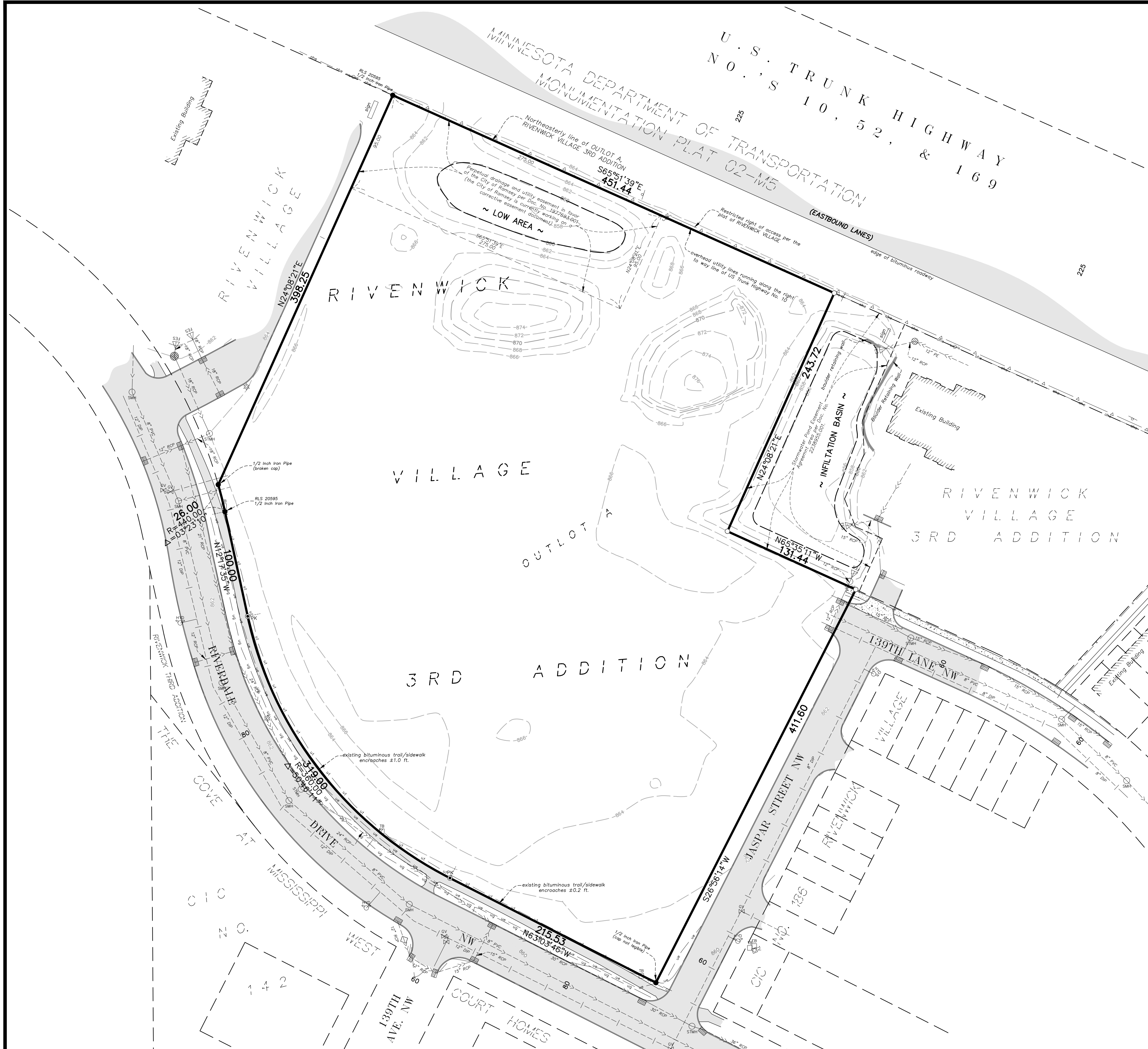
Revisions:  
1. 4/8/22 per City Comments

**LGI HOMES - MINNESOTA, LLC**  
2850 Cutters Grove Ave., Suite 207  
Anoka, Minnesota 55303

**RIVENWICK VILLAGE 4TH ADDITION**  
Ramsey, Minnesota

COVER

1 of 7



**PROPERTY DESCRIPTION:** (Per Schedule A of Title Commitment File No. NCS-1081757-8-MPLS, with a commitment date of December 03, 2021 at 7:30 AM, prepared by First American Title Insurance Company)

Outlot A, Rivenwick Village 3rd Addition, Anoka County, Minnesota.  
(abstract property)

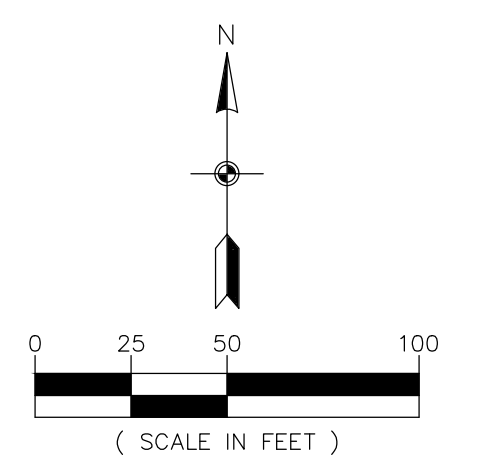
**GENERAL NOTES:**

- 1) Bearings shown hereon are based on the northeasterly line of Outlot A, RIVENWICK VILLAGE 3RD ADDITION, which is assumed to bear S65°51'39"E.
- 2) Surveyed property address, per title commitment - unassigned, Ramsey, MN 55303
- 3) Surveyed property contains ±313,600 sq. ft. (±7.20 acres).
- 4) Due to snow and winter conditions, additional improvements may not have been visible or located at the time of survey.
- 5) Above ground utilities have been field located as shown. All underground locations shown hereon are APPROXIMATE. Prior to any excavations or digging, contact Gopher State One Call for an on-site location (651-454-0002).
- 6) We have been advised that the City of Ramsey is currently working on a corrective easement description for the perpetual drainage and utility easement per Doc. No. 1977693.001.

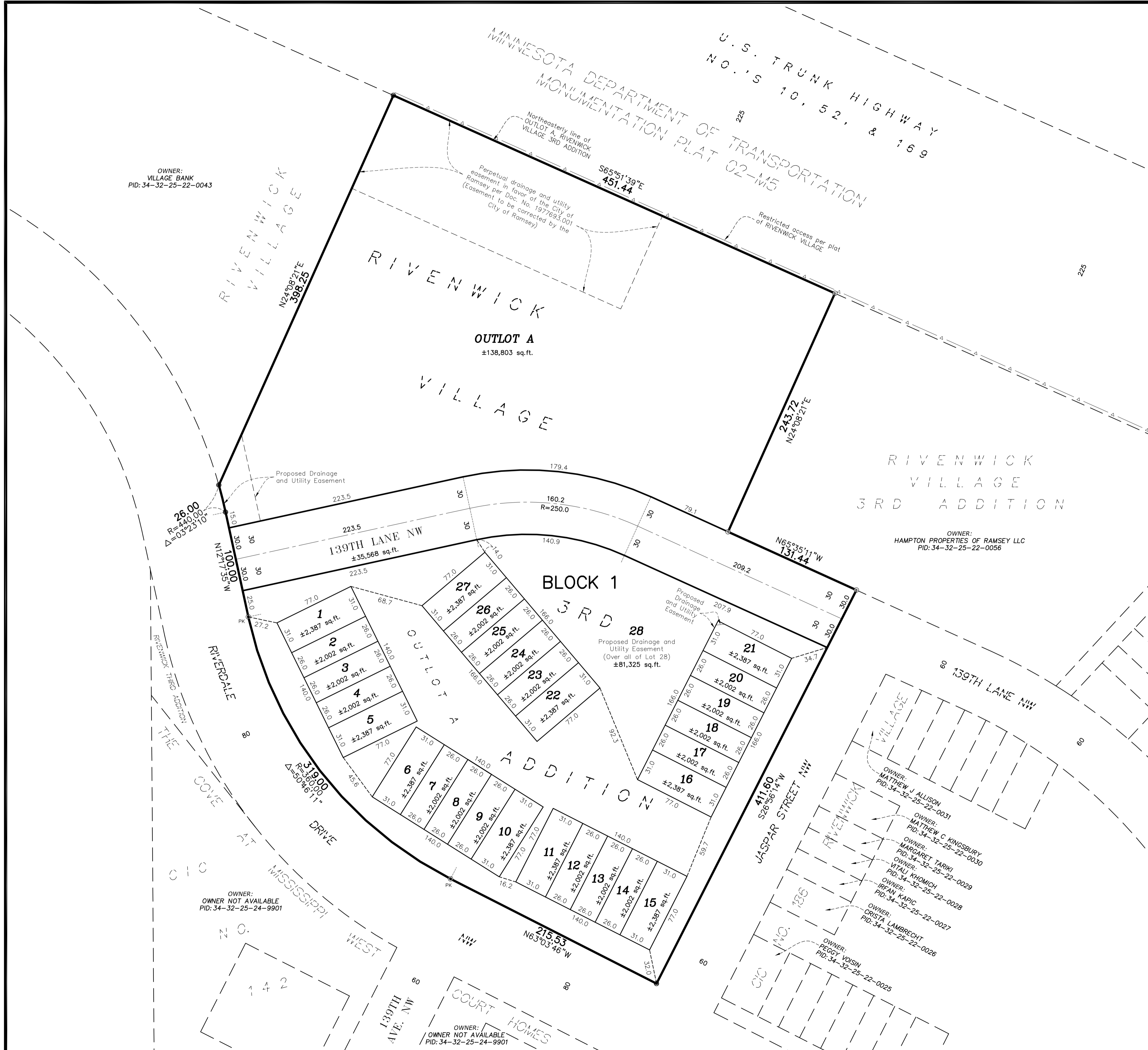
**LEGEND**

- - Denotes Found Iron Monument, as noted
- PK - Denotes Found PK Nail
- - Denotes 5/8 inch by 14 inch rebar, marked with RLS 40361
- ☼ - Denotes Light Pole
- ⊕ - Denotes Miscellaneous Sign
- ⚑ - Denotes Flag Pole
- ⊙ - Denotes Sanitary Manhole
- ⊙ - Denotes Storm Manhole
- ⊙ - Denotes Catch Basin
- ⊙ - Denotes Overflow Control Structure
- ⊙ - Denotes Fire Hydrant
- ⊙ - Denotes Gate Valve
- ⊙ - Denotes Utility Pole
- ☒ - Denotes Telephone Box
- ☒ - Denotes Electric Box
- ☒ - Denotes Television Box
- u1 — u1 — - Denotes Underground Telephone
- ue — ue — - Denotes Underground Electric
- ug — ug — - Denotes Underground Gas
- ohe — - Denotes Overhead Utility Line(s)
- | — | — - Denotes Watermain
- - - - - Denotes Sanitary Sewer
- - - - - Denotes Storm Sewer
- Δ — - Denotes Restricted Right of Access per the plat of RIVENWICK VILLAGE
- ▒ - Denotes Concrete Surface
- - Denotes Bituminous Surface
- - - - - Denotes Existing 2 Ft. Contour

**BENCHMARK**  
 1. Minnesota Department of Transportation  
 Geodetic GSD Station No. 781 (MnDot Name F 257) - Elevation 864.76 ft.  
 2. Minnesota Department of Transportation  
 Geodetic GSD Station No. 93781 (MnDot Name O202 B) - Elevation 865.02 ft.



Save Date: 02/22/22 | F:\jobs\7821 - 7840\7835-02 rivenwick 4th addition\cad c3d\survey\preliminary\7835-02\_excon.dwg



**PROPERTY DESCRIPTION:** (Per Schedule A of Title Commitment File No. NCS-1081757-8-MPLS, with a commitment date of December 03, 2021 at 7:30 AM, prepared by First American Title Insurance Company)

Outlot A, Rivenwick Village 3rd Addition, Anoka County, Minnesota.  
(abstract property)

**GENERAL NOTES:**

- 1) Bearings shown hereon are based on the northeasterly line of Outlot A, RIVENWICK VILLAGE 3RD ADDITION, which is assumed to bear S65°51'39"E.
- 2) Surveyed property address, per title commitment - unassigned, Ramsey, MN 55303

**SITE DATA**

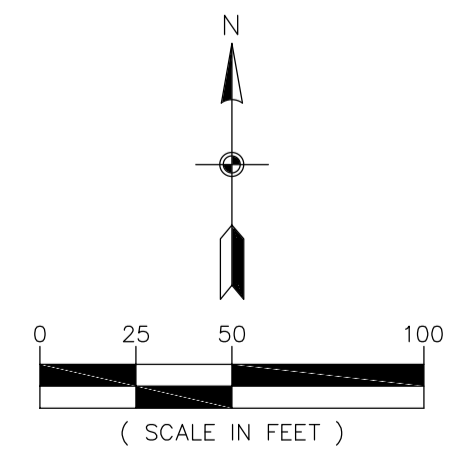
TOTAL SITE AREA ±7.20 AC. EXISTING ZONING MU-PUD  
 TOTAL ROW AREA ±0.82 AC.  
 TOTAL OUTLOT AREA ±3.19 AC. UTILITIES AVAILABLE

TOTAL LOT AREA ±3.19 AC. MINIMUM TOWNHOME SETBACK DATA:  
 TOTAL NUMBER OF LOTS 28 FRONT (TO BACK OF CURB) 25 FT.  
 RESIDENTIAL 27 SIDE (BETWEEN BUILDINGS) 20 FT.  
 COMMON LOTS 1 (LOT 28) SIDE CORNER (TO BACK OF CURB) 20 FT.  
 REAR BUILDING (TO PLAT BOUNDARY) 30 FT.

GROSS DENSITY 3.75 LOTS/AC.  
 NET DENSITY 8.75 LOTS/AC.

**LEGEND**

- ⊙ - Denotes Found Iron Monument
- ⊙ - Denotes Found PK Nail
- ⊙ - Denotes 5/8 inch by 14 inch rebar, marked with RLS 40361
- Δ — Denotes Restricted Access shown on the plat of RIVENWICK VILLAGE



**CARLSON MCCAIN**  
 ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE  
 SUITE 100  
 BLAINE, MN 55449  
 TEL 763.489.7900  
 FAX 763.489.7959  
 CARLSONMCCAIN.COM

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota

Print Name: Thomas R. Balluff, L.S.  
 Signature: *Thomas R. Balluff*  
 Date: 2/24/22 License #: 40361

DRAWN BY: KCM/NJS  
 ISSUE DATE: 2/24/22  
 FILE NO: 264

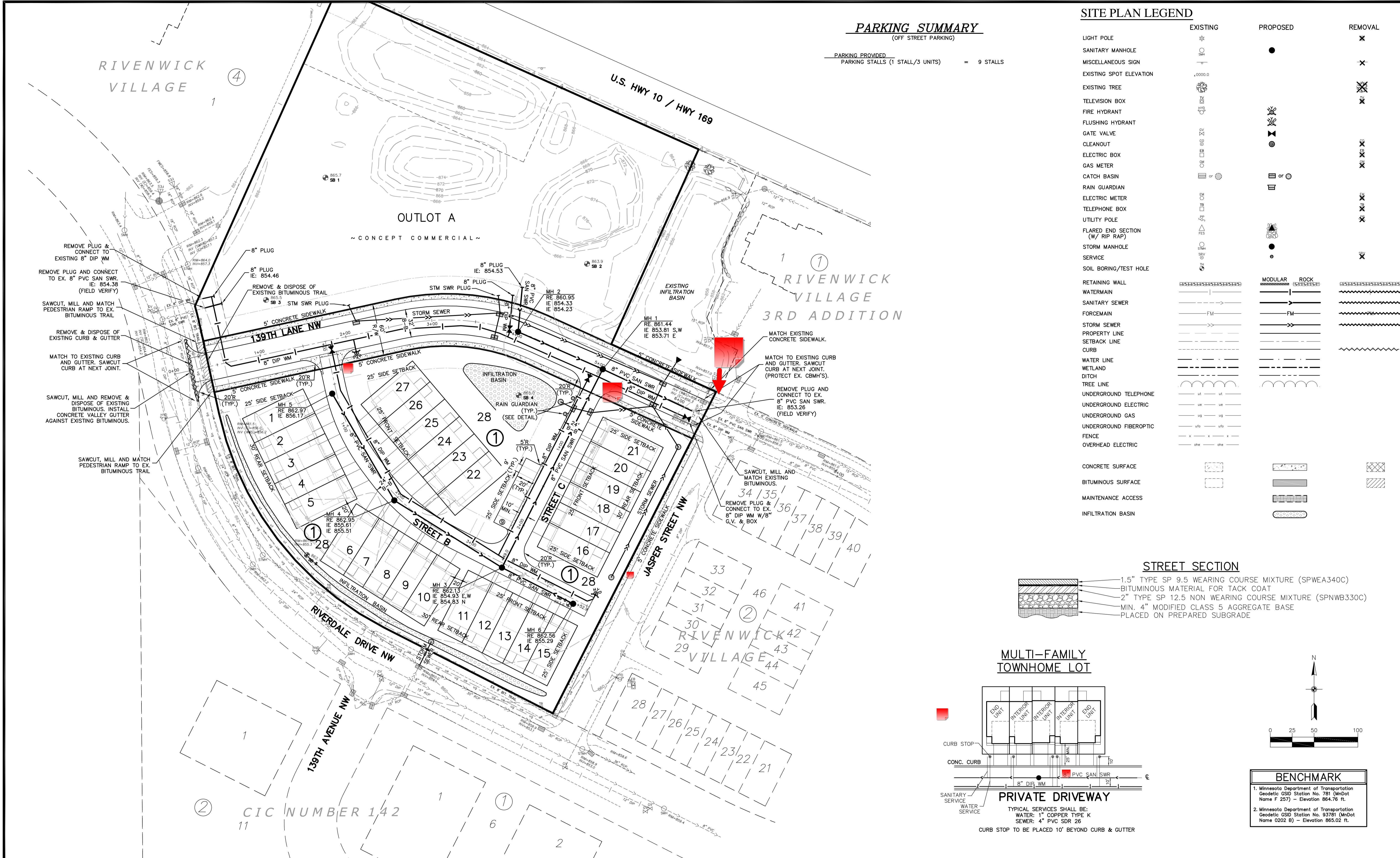
Revisions:  
 1. 4/8/22 Per City Comments

**LGI HOMES - MINNESOTA, LLC**  
 2850 Cutters Grove Ave., Suite 207  
 Anoka, MN 55303

**RIVENWICK VILLAGE 4TH ADDITION**  
 Ramsey, Minnesota

**PRELIMINARY PLAT**

Save Date: 04/08/22 | F:\jobs\7821 - 7840\7835-02 rivenwick 4th addition\cad\3d\survey\preliminary\7835-02\_ppr.dwg



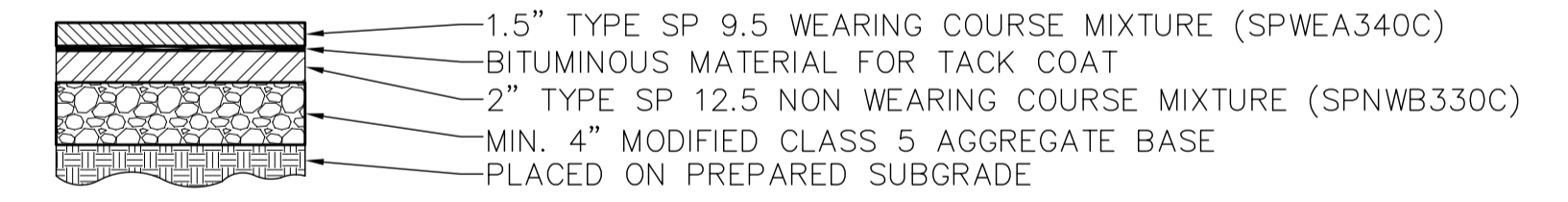
**PARKING SUMMARY**  
(OFF STREET PARKING)

PARKING PROVIDED  
PARKING STALLS (1 STALL/3 UNITS) = 9 STALLS

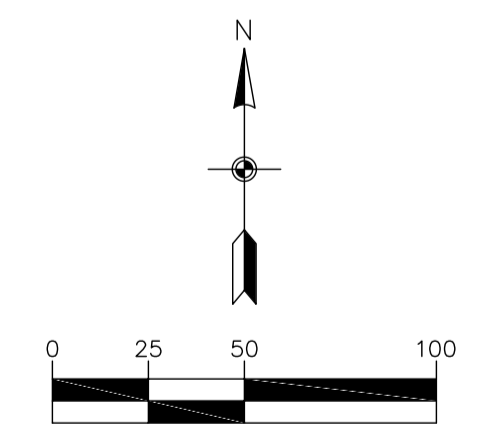
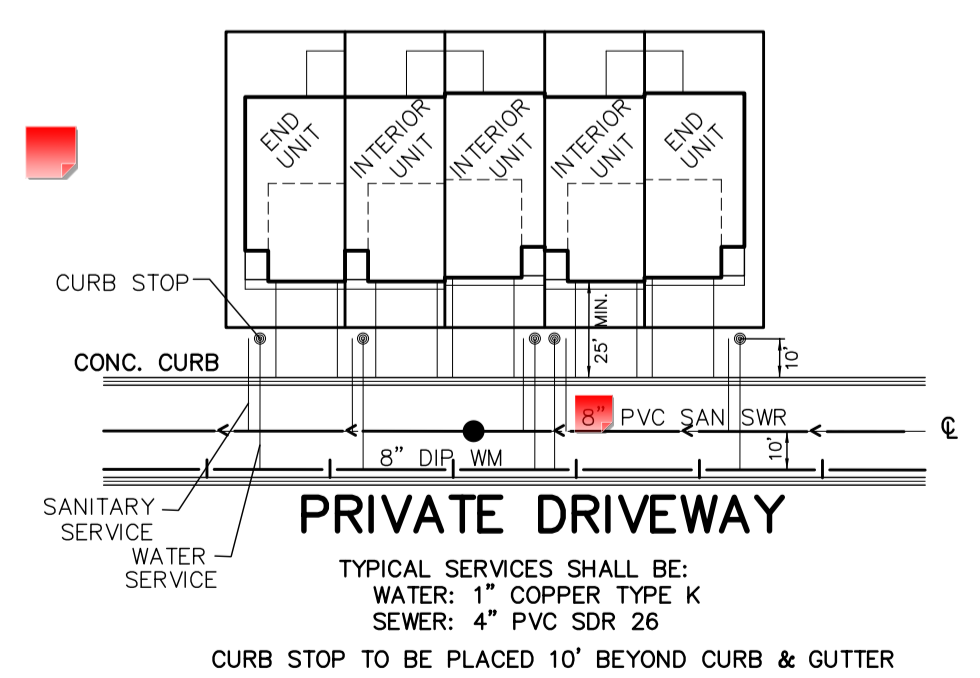
**SITE PLAN LEGEND**

	EXISTING	PROPOSED	REMOVAL
LIGHT POLE			
SANITARY MANHOLE			
MISCELLANEOUS SIGN			
EXISTING SPOT ELEVATION			
EXISTING TREE			
TELEVISION BOX			
FIRE HYDRANT			
FLUSHING HYDRANT			
GATE VALVE			
CLEANOUT			
ELECTRIC BOX			
GAS METER			
CATCH BASIN			
RAIN GUARDIAN			
ELECTRIC METER			
TELEPHONE BOX			
UTILITY POLE			
FLARED END SECTION (W/ RIP RAP)			
STORM MANHOLE			
SERVICE			
SOIL BORING/TEST HOLE			
RETAINING WALL			
WATERMAIN			
SANITARY SEWER			
FORCEMAIN			
STORM SEWER			
PROPERTY LINE			
SETBACK LINE			
CURB			
WATER LINE			
WETLAND			
DITCH			
TREE LINE			
UNDERGROUND TELEPHONE			
UNDERGROUND ELECTRIC			
UNDERGROUND GAS			
UNDERGROUND FIBEROPTIC			
FENCE			
OVERHEAD ELECTRIC			
CONCRETE SURFACE			
BITUMINOUS SURFACE			
MAINTENANCE ACCESS			
INFILTRATION BASIN			

**STREET SECTION**



**MULTI-FAMILY TOWNHOME LOT**



**BENCHMARK**

- Minnesota Department of Transportation Geodetic GSID Station No. 781 (MnDot Name F 257) - Elevation 864.76 ft.
- Minnesota Department of Transportation Geodetic GSID Station No. 93781 (MnDot Name O202 B) - Elevation 865.02 ft.

**CARLSON McCAIN**  
ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE  
SUITE 100  
BLAINE, MN 55449  
TEL 763.489.7900  
FAX 763.489.7959  
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofiak, P.E.  
Signature: *Brian J. Krystofiak*  
Date: 2/24/22 License #: 25063

Drawn: ADB  
Designed: BJK  
Date: 2/24/22

Revisions:  
1. 4/8/22 per City Comments

**LGI HOMES - MINNESOTA, LLC**  
2850 Cutters Grove Ave., Suite 207  
Anoka, Minnesota 55303

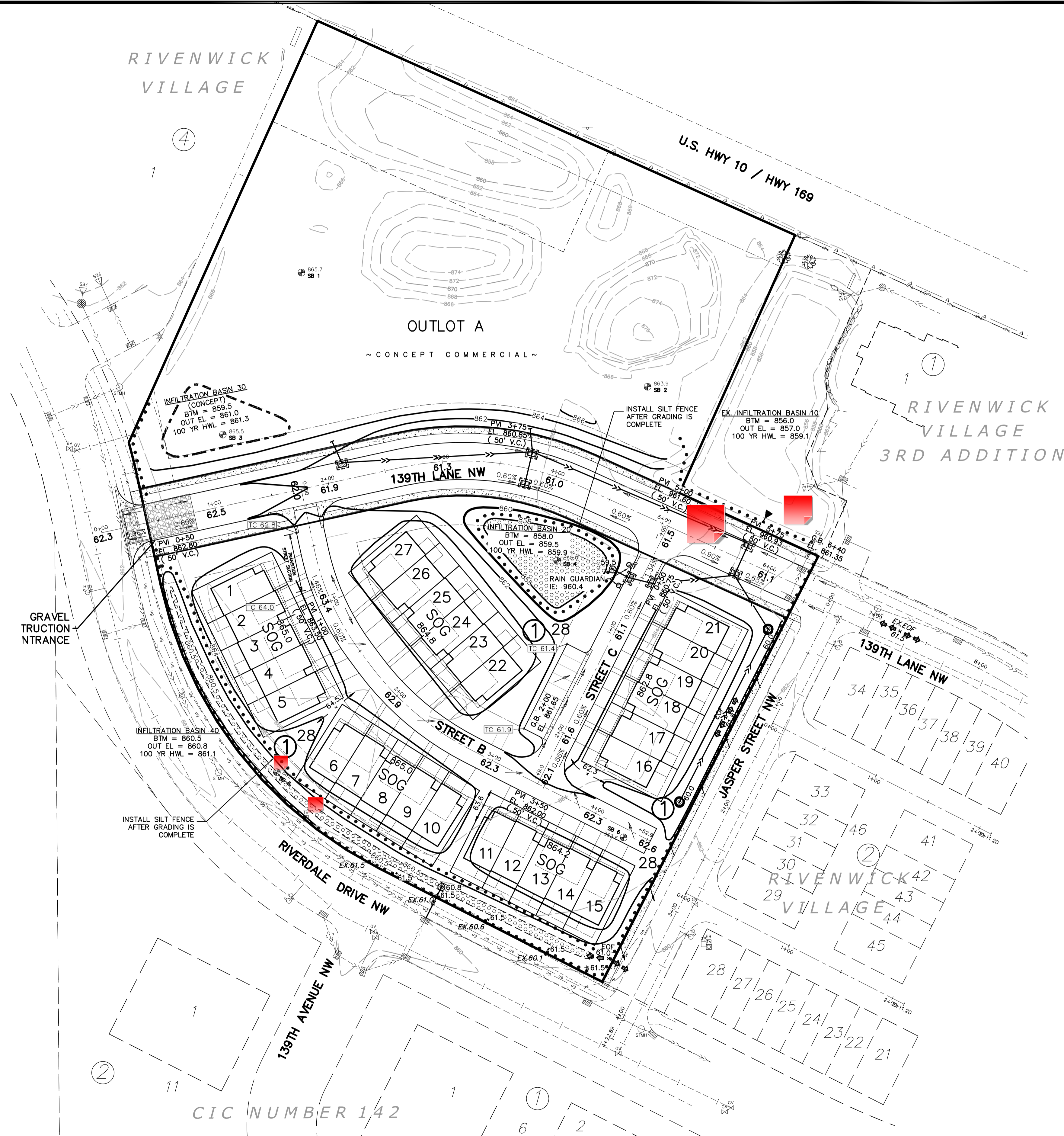
**RIVENWICK VILLAGE 4TH ADDITION**  
Ramsey, Minnesota

**PRELIMINARY SITE & UTILITY PLAN**

Save Date: 04/07/22 | F:\j084\7821 - 7840\7835-02 rivenwick 4th addition\cad\_c3d\engineering\preliminary\7835-02\_site.dwg

**LOT TABULATION**

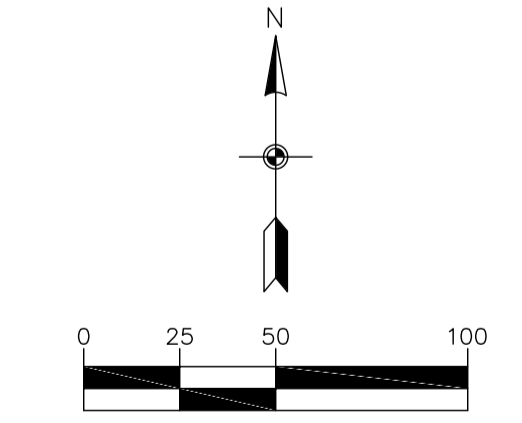
Block	Lot	House Type	Garage Floor Elevation	Proposed Lowest Floor Elevation	Lowest opening Elevation	EOF	100 Year	Water Table	Controlling Elevation		Method
									LF	LO	
1	1	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	2	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	3	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	4	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	5	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	6	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	7	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	8	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	9	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	10	SOG	865.0	865.0	865.0	861.5	861.1	853.0	863.1	-	100-YR
1	11	SOG	864.2	864.2	864.2	861.5	861.1	853.0	863.1	-	100-YR
1	12	SOG	864.2	864.2	864.2	861.5	861.1	853.0	863.1	-	100-YR
1	13	SOG	864.2	864.2	864.2	861.5	861.1	853.0	863.1	-	100-YR
1	14	SOG	864.2	864.2	864.2	861.5	861.1	853.0	863.1	-	100-YR
1	15	SOG	864.2	864.2	864.2	861.5	861.1	853.0	863.1	-	100-YR
1	16	SOG	862.8	862.8	862.8	861.8	-	853.0	-	862.8	EOF
1	17	SOG	862.8	862.8	862.8	861.8	-	853.0	-	862.8	EOF
1	18	SOG	862.8	862.8	862.8	861.8	-	853.0	-	862.8	EOF
1	19	SOG	862.8	862.8	862.8	861.5	-	853.0	-	862.5	EOF
1	20	SOG	862.8	862.8	862.8	861.5	-	853.0	-	862.5	EOF
1	21	SOG	862.8	862.8	862.8	861.5	-	853.0	-	862.5	EOF
1	22	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF
1	23	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF
1	24	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF
1	25	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF
1	26	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF
1	27	SOG	864.8	864.8	864.8	861.5	860.3	853.0	-	862.5	EOF



**WETLAND FILL SUMMARY**  
THERE ARE NO DELINEATED WETLAND ONSITE

**LEGEND**

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
MAINTENANCE ACCESS	---	---
INFILTRATION BASIN	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	---	---
STORM MANHOLE	---	---
OUTLET CONTROL STRUCTURE	---	---
MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
TELEVISION BOX	---	---
TELEPHONE BOX	---	---
UTILITY POLE	---	---
RETAINING WALL	---	---
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOODWAY	FW	FW
FEMA FLOODPLAIN	FP	FP
100' BUFFER	buffer	buffer
WETLAND LINE	---	---
SPOT ELEVATION	00.0	00.0
EMERGENCY OVERFLOW	E.O.F.	E.O.F.
SILT FENCE	---	---
TREE FENCE	---	---
GRADING LIMITS	---	---
TREELINE	---	---
SOIL BORING	---	---



**BENCHMARK**

- Minnesota Department of Transportation Geodetic GSD Station No. 781 (MnDot Name F 257) - Elevation 864.76 ft.
- Minnesota Department of Transportation Geodetic GSD Station No. 93781 (MnDot Name 0202 B) - Elevation 865.02 ft.



3890 PHEASANT RIDGE DR NE  
SUITE 100  
BLAINE, MN 55449  
TEL 763.489.7900  
FAX 763.489.7959  
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofiak, P.E.  
Signature: *Brian J. Krystofiak*  
Date: 2/24/22 License #: 25063

Drawn: ADB  
Designed: BJK  
Date: 2/24/22

Revisions:  
1. 4/8/22 per City Comments

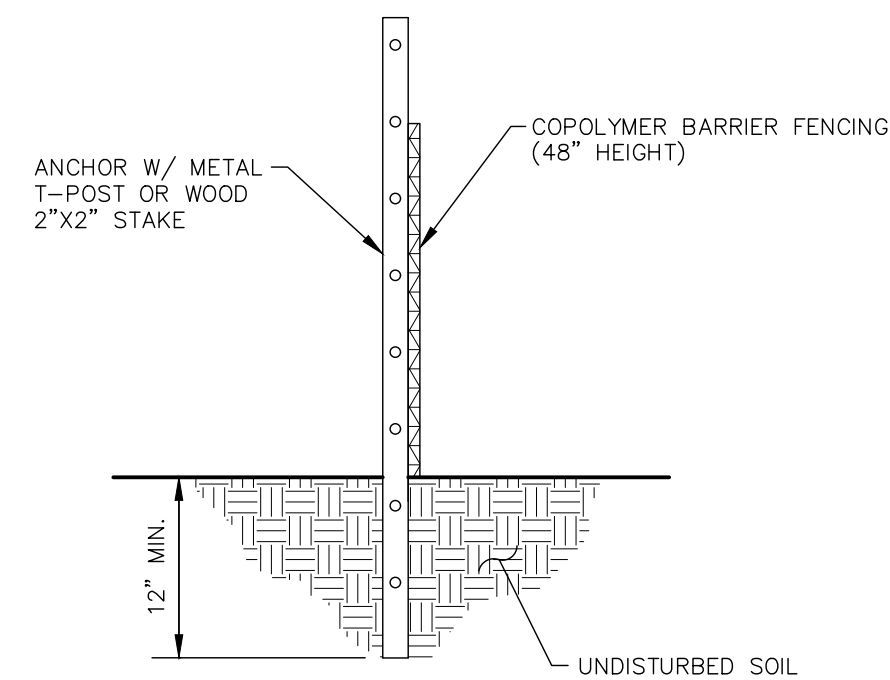
**LGI HOMES - MINNESOTA, LLC**  
2850 Cutters Grove Ave., Suite 207  
Anoka, Minnesota 55303

**RIVENWICK VILLAGE 4TH ADDITION**  
Ramsey, Minnesota

**PRELIMINARY GRADING & EROSION CONTROL PLAN**

5 of 7

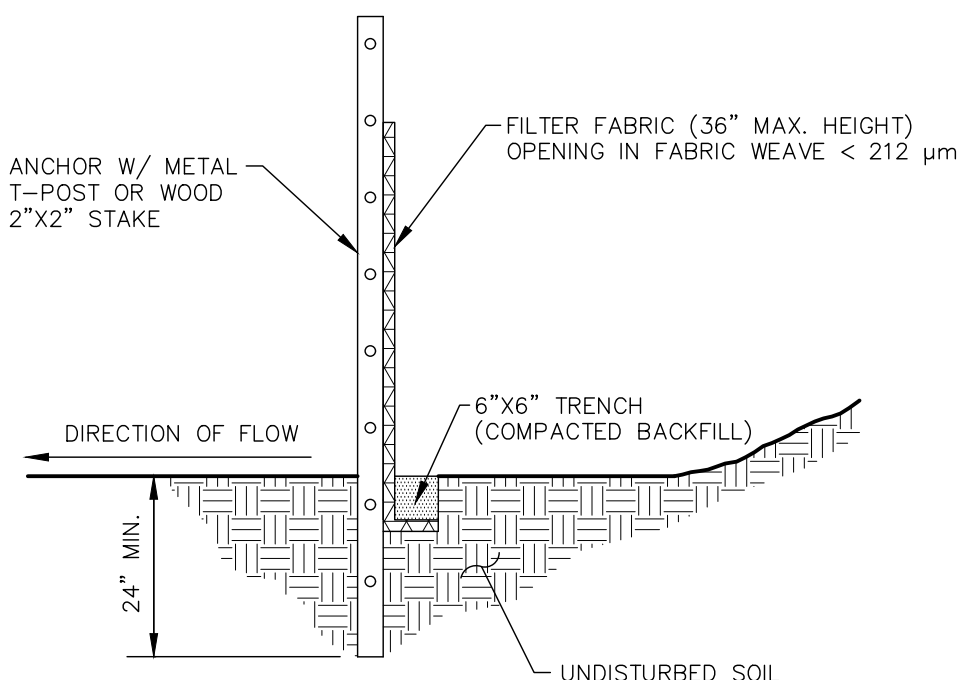
### TREE FENCE



**NOTES:**

1. TREE FENCING SHALL BE PLACED A MINIMUM OF 1 FOOT PER CALIPER INCH OF TREE DIAMETER FROM TREE(S) THAT IS/ARE TO BE SAVED.
2. ANCHOR POST MAY BE SPACED UP TO 10 FEET APART.
3. SECURELY ATTACH TREE FENCE TO ANCHOR POSTS W/ MINIMUM OF TWO ATTACHMENTS PER POST.
4. SEE MNDOT SPECIFICATION 2572.

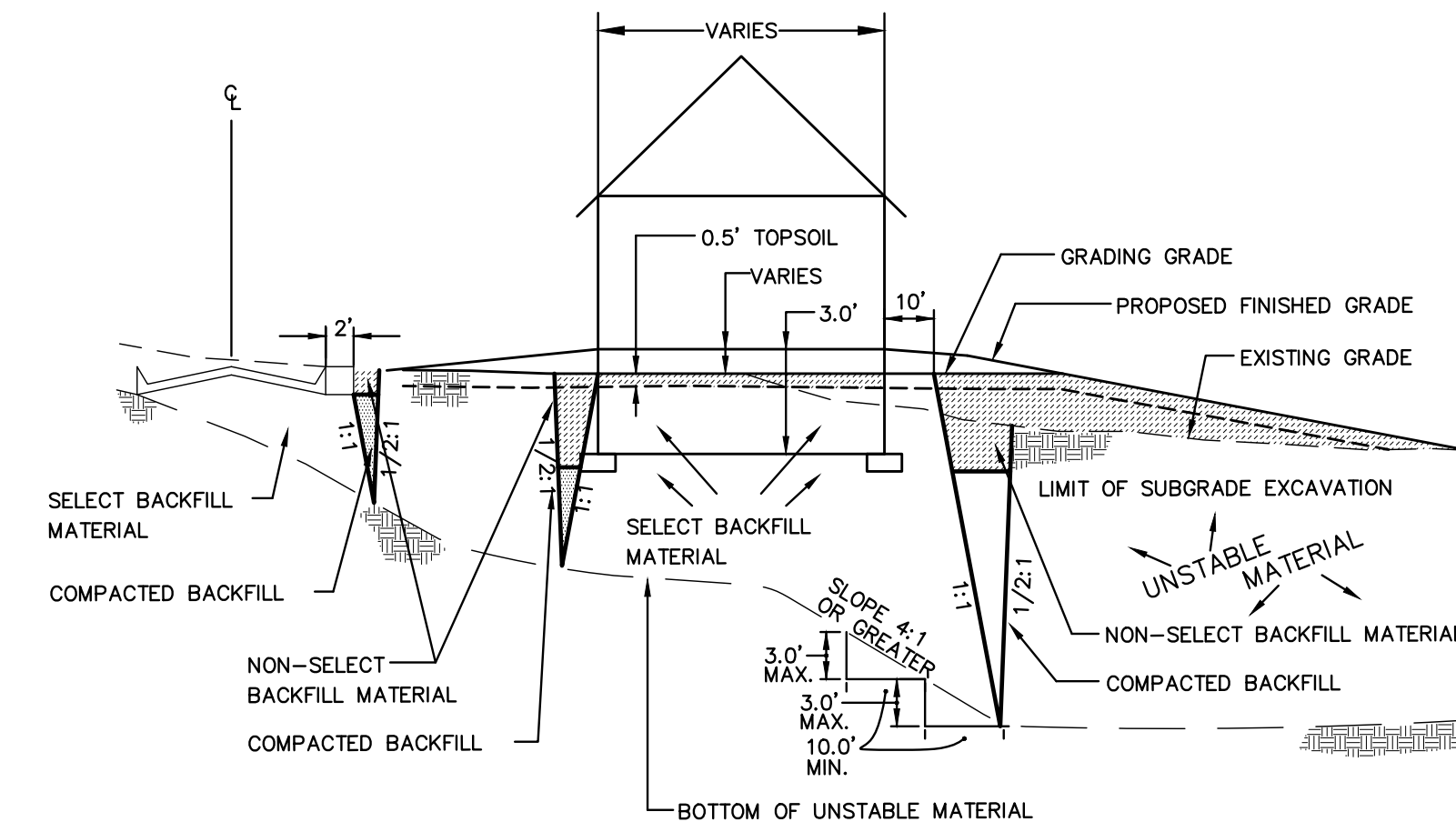
### SILT FENCE



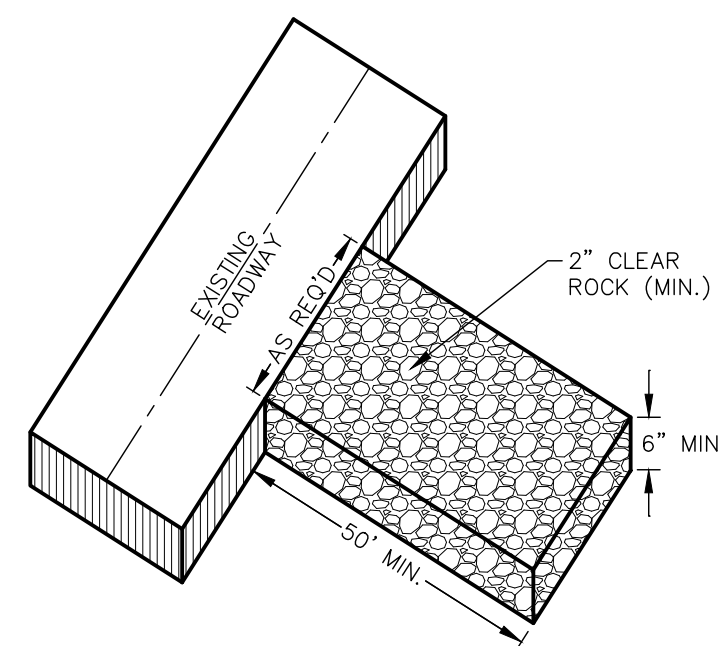
**NOTES:**

1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

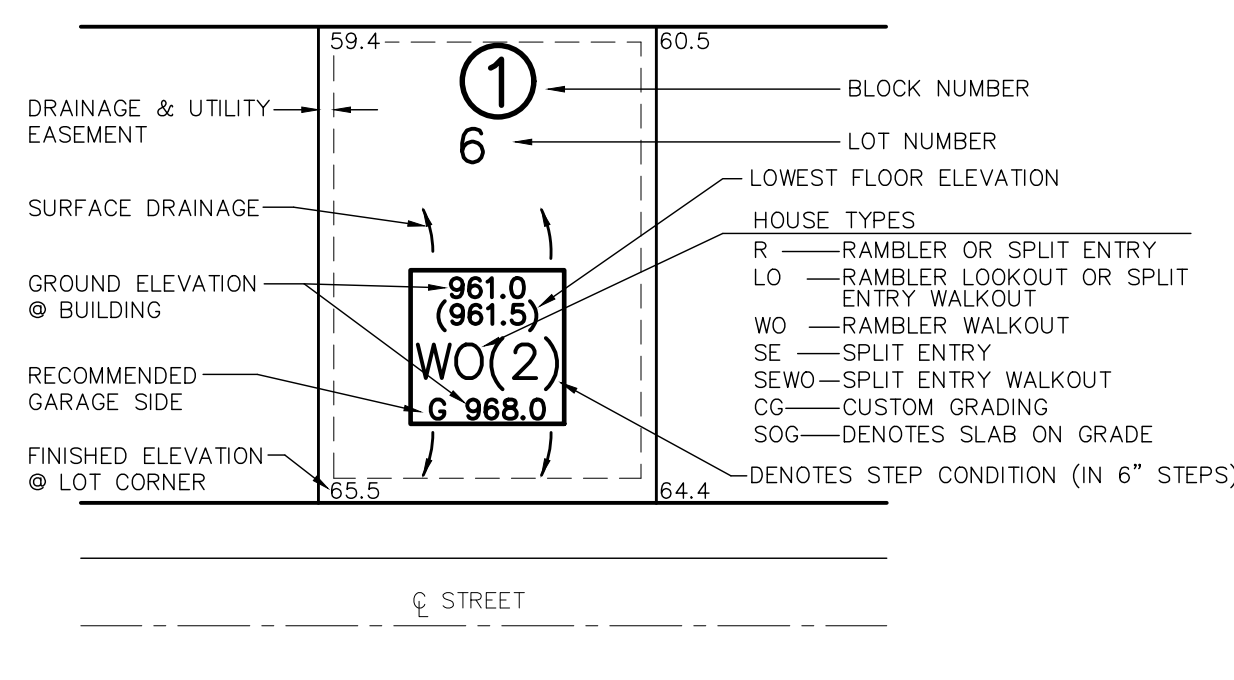
### SUBGRADE CORRECTION



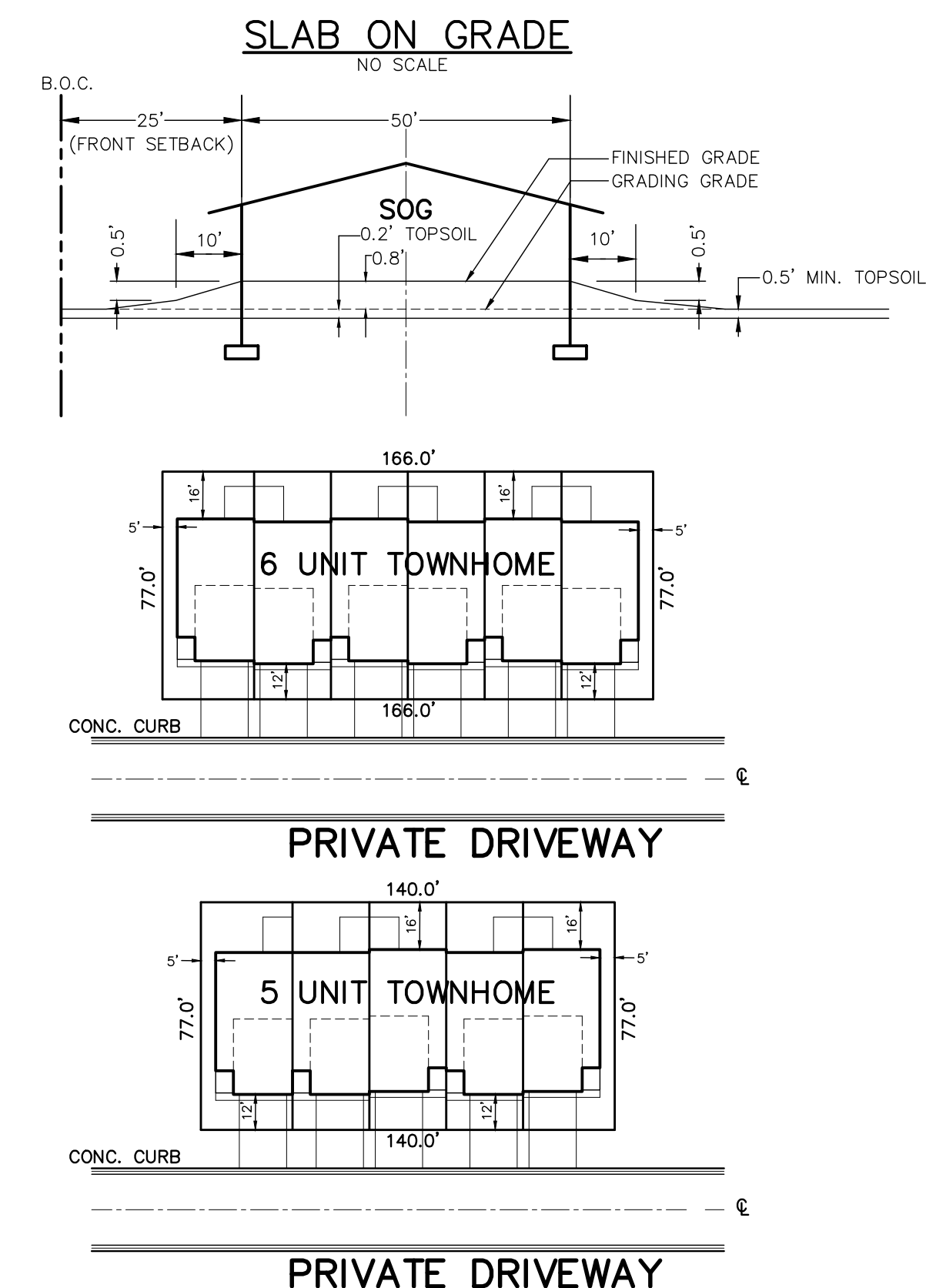
### ROCK CONSTRUCTION ENTRANCE



### GRADING PLAN LOT KEY



### ROW TOWNHOME HOLDDOWN



### TURF ESTABLISHMENT

TURF ESTABLISHMENT SHALL APPLY TO ALL DISTURBED AREAS AND SHALL BE ACCORDING TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (LATEST EDITION) EXCEPT AS MODIFIED BELOW.

TURF ESTABLISHMENT SHALL OCCUR AS SOON AS POSSIBLE BUT IN NO CASE MORE THAN 7 DAYS.

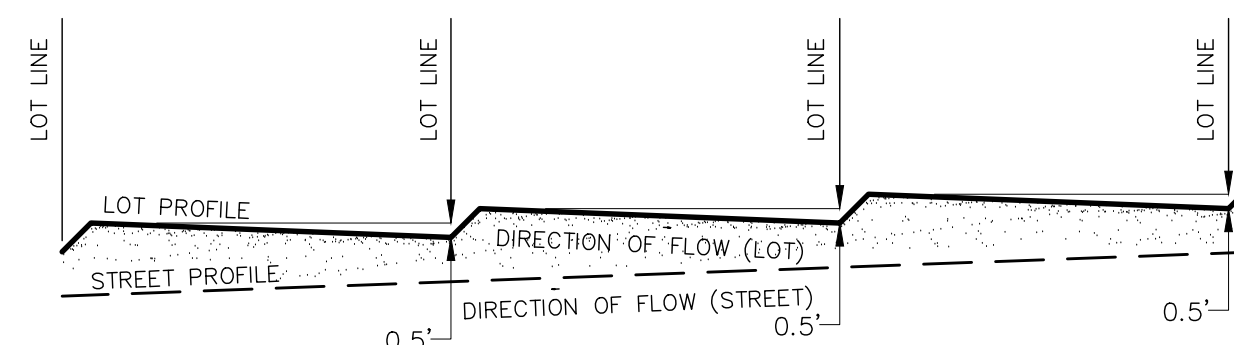
SEED: MNDOT MIXTURE 25-141 AT 60 POUNDS PER ACRE.

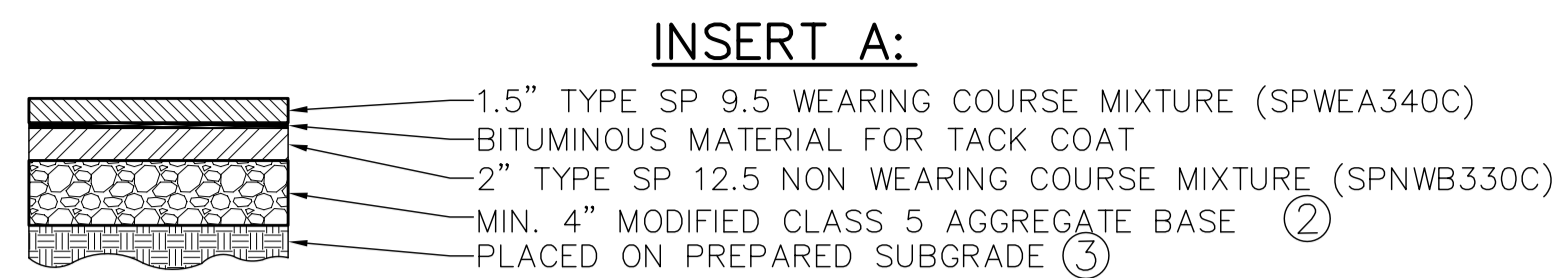
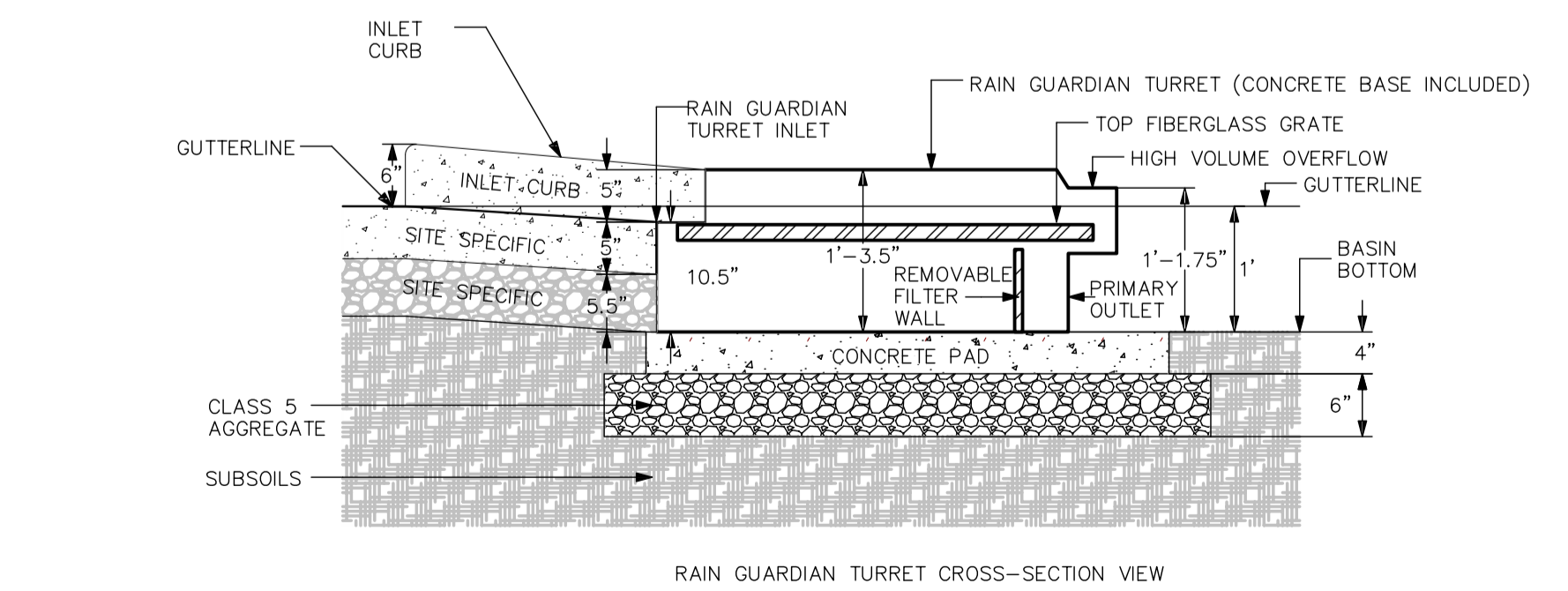
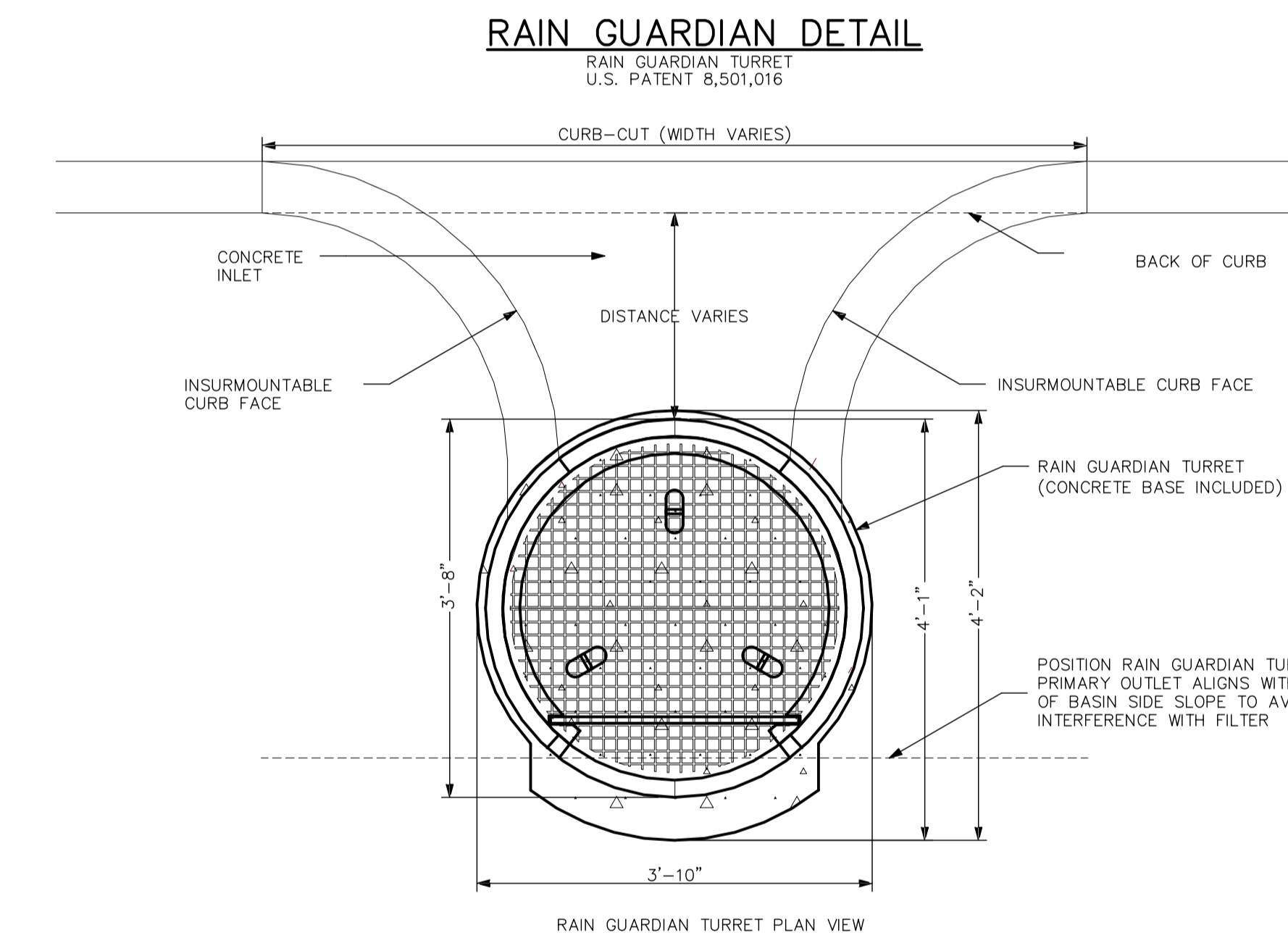
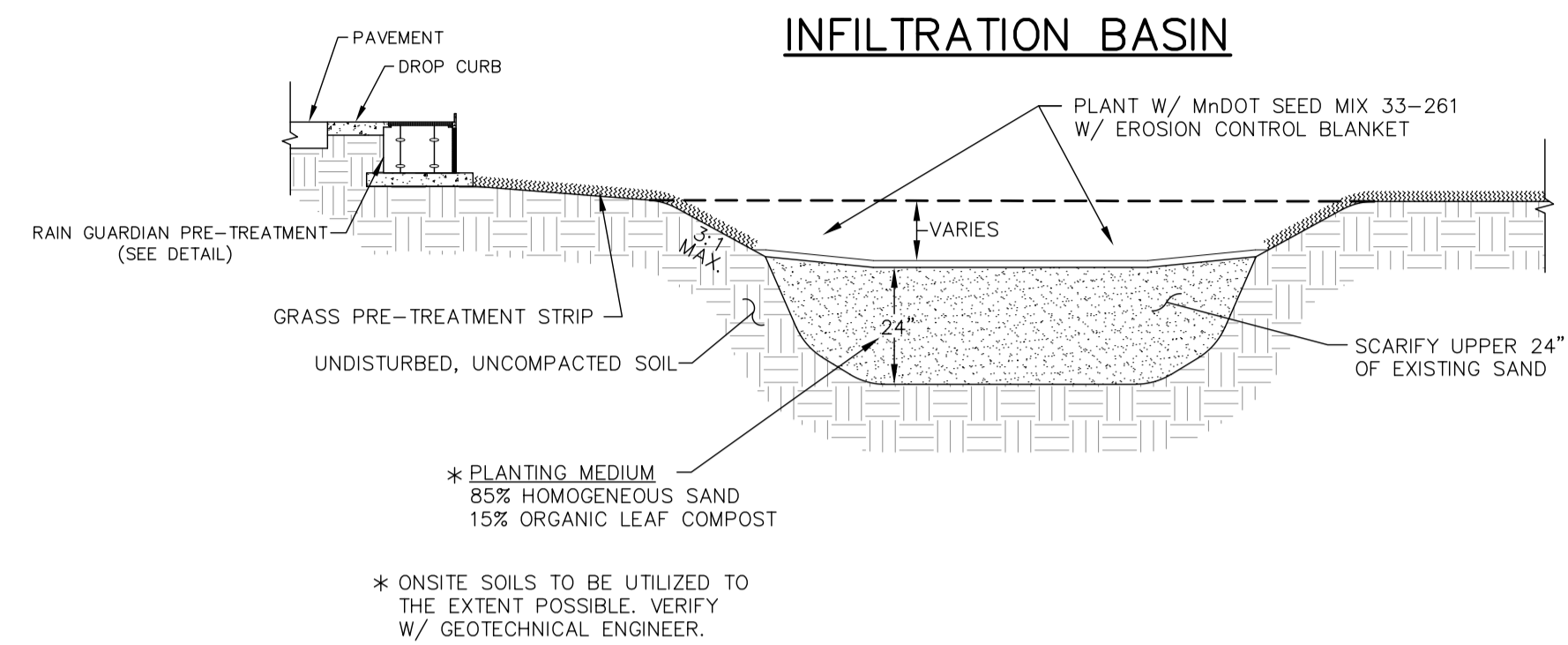
DORMANT SEED: SHALL BE APPLIED AT TWICE THE NORMAL RATE AFTER NOVEMBER 1ST.

MULCH: TYPE 1 AT 2 TONS PER ACRE (DISK ANCHORED).

FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.

### LOT BENCHING DETAIL





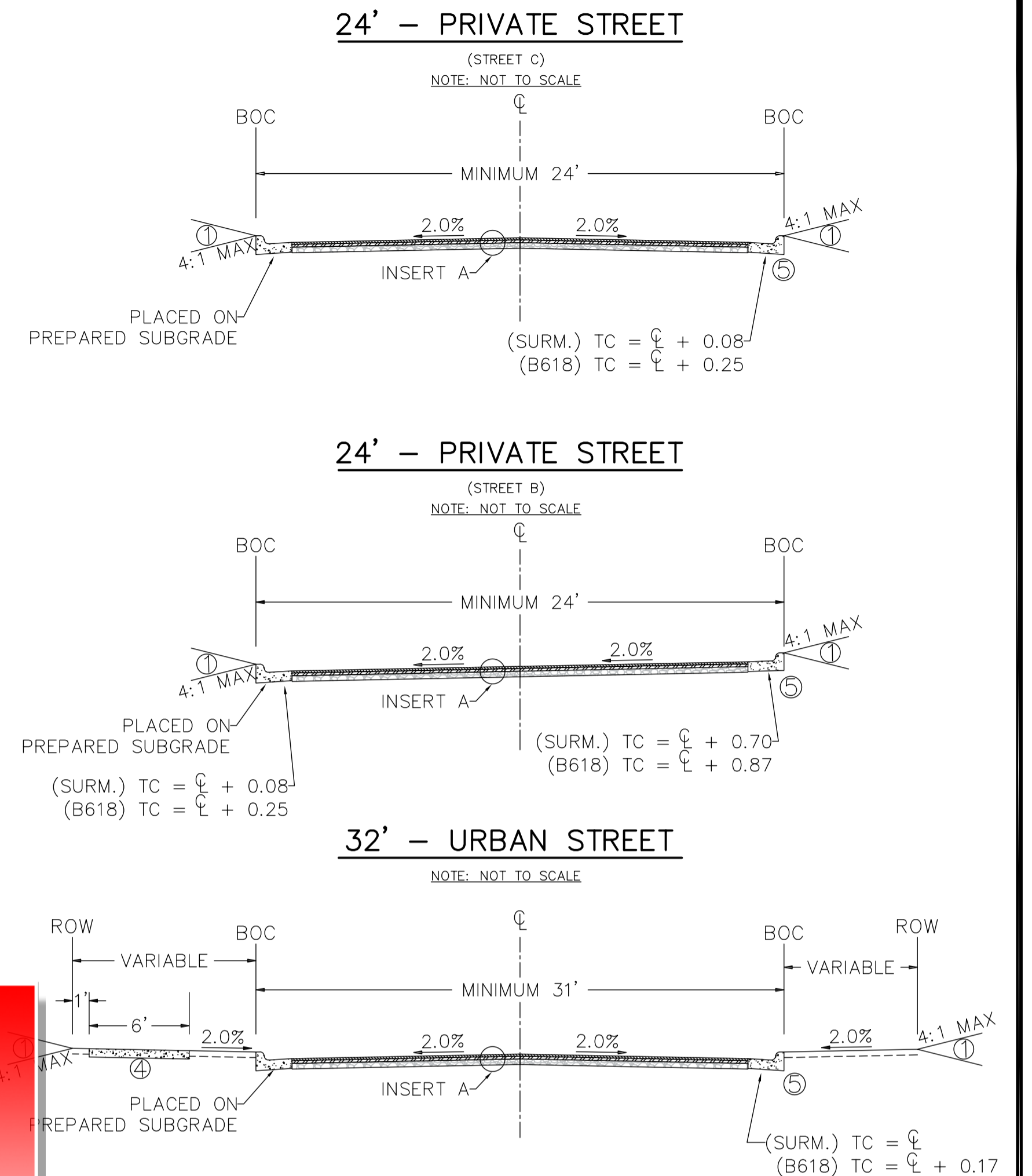
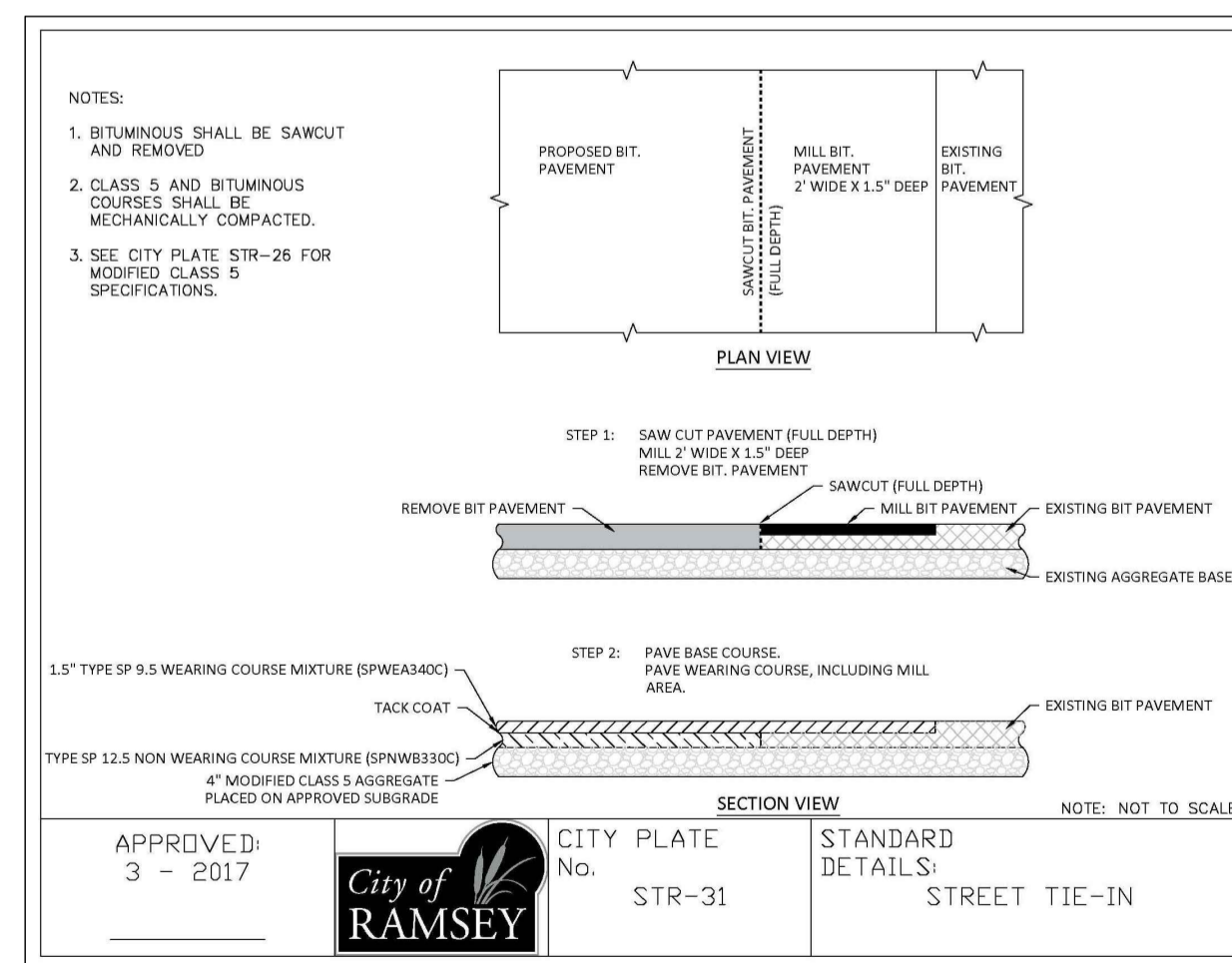
- REFERENCE NOTES:**
- GRADE TO MATCH EXISTING SURFACE MINIMUM 4" COMMON TOPSOIL BORROW IN BOULEVARDS. SEE CITY PLATE No. ERO-6
  - CLASS 5 GRADATION IS MODIFIED PER CITY PLATE No. STR-26
  - CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING ANY FILL MATERIALS OR CLASS 5 AGGREGATE BASE.
  - ALL SIDEWALKS SHALL BE 6" THICK, 6' WIDE, PLACED ON PREPARED SUBGRADE.
  - CONCRETE CURB AND GUTTER PER PLAN. SEE CITY PLATE No. STR-1.

**TABLE A  
MODIFIED CLASS 5  
SPECIFICATIONS**

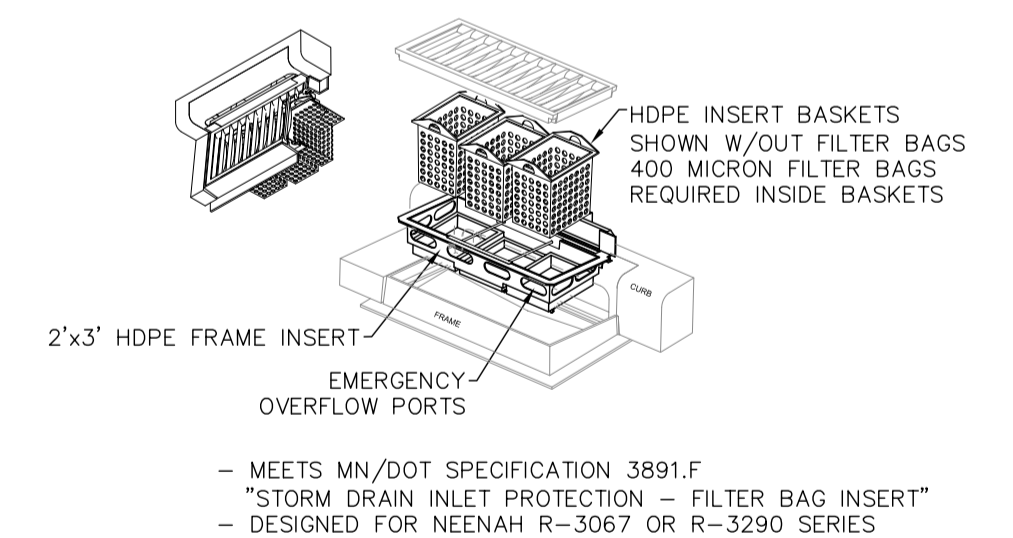
	% PASSING
1"	100
3/4"	90 - 100
3/8"	50 - 80
No.4	35 - 70
No.10	20 - 60
No.40	10 - 35
No.200	5 - 10

NOTES:  
 1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.  
 2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.  
 3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

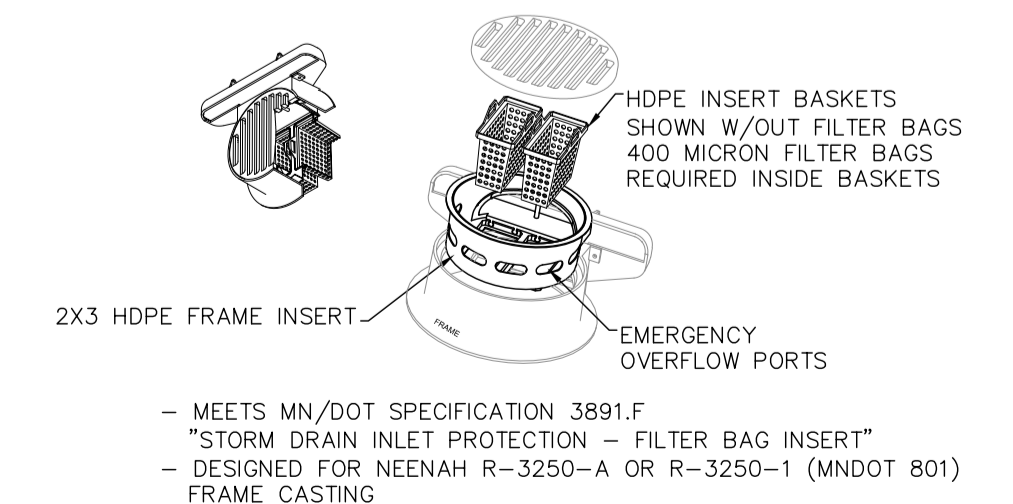
APPROVED: 2 - 2003  
 City of RAMSEY  
 CITY PLATE No. STR-26  
 STANDARD DETAILS: MODIFIED CLASS 5 SPECIFICATIONS



**INFRA SAFE - 2'x3' DEBRIS COLLECTION DEVICE**  
AS MANUFACTURED BY ROYAL ENVIRONMENTAL SYSTEMS



**INFRA SAFE - 27" DEBRIS COLLECTION DEVICE**  
AS MANUFACTURED BY ROYAL ENVIRONMENTAL SERVICES



**CITY OF RAMSEY NOTES**

- CONTRACTOR SHALL GUARANTEE ALL NEW PLANT MATERIAL FOR TWO (2) FULL GROWING SEASONS AFTER THE DATE OF WRITTEN FINAL ACCEPTANCE BY THE landscape architect. ANY PLANT MATERIAL THAT DIES, TURNS BROWN OR DEFOLIATES DURING THE GUARANTEE PERIOD SHALL BE IMMEDIATELY REPLACED AT NO ADDITIONAL COST TO THE OWNER AND SHALL BE COVERED BY THE SAME GUARANTEE.
- TREES SHALL NOT BE PLANTED WITHIN THE VISION TRIANGLE AS DEFINED IN CITY CODE 117-348.
- ALL TREES IN ISLANDS/CENTER MEDIAN SHALL BE PRIVATELY MAINTAINED PER THE PER THE HOME OWNERS ASSOCIATION DOCTRINE.
- TOPSOIL MEETING THE CITY'S SPECIFICATION SHALL BE REQUIRED PER EACH LOT. COPIES OF THE LOAD TICKET SHALL BE PROVIDED AND CITY INSPECTION IS REQUIRED PRIOR TO INSTALLATION OF SOD.
- NO TOPSOIL (OR OTHER FILL) SHALL BE PLACED WITHIN ANY WETLAND OR WETLAND SETBACK AREA.
- IRRIGATION SYSTEM SHALL BE DESIGN BUILT BY THE CONTRACTOR TO UTILIZE MATCH PRECIPITATION HEADS, HEAD TO HEAD (COVERAGE AND) WEATHER COMPENSATING SMART CONTROLLER.

**CITY OF RAMSEY LANDSCAPE REQUIREMENTS**

- R2/R3 RESIDENTIAL DISTRICTS (SEC. 117-364.06) - MINIMUM CANOPY COVERAGE FOR ATTACHED UNITS.

CANOPY COVERAGE REQUIRED (482 X 72,088 SF) = 34,746 SF

IMPERVIOUS COVER = 67,141 SF (48.2%)  
 PERVIOUS COVER = 72,088 SF  
 TOTAL SITE AREA = 139,229

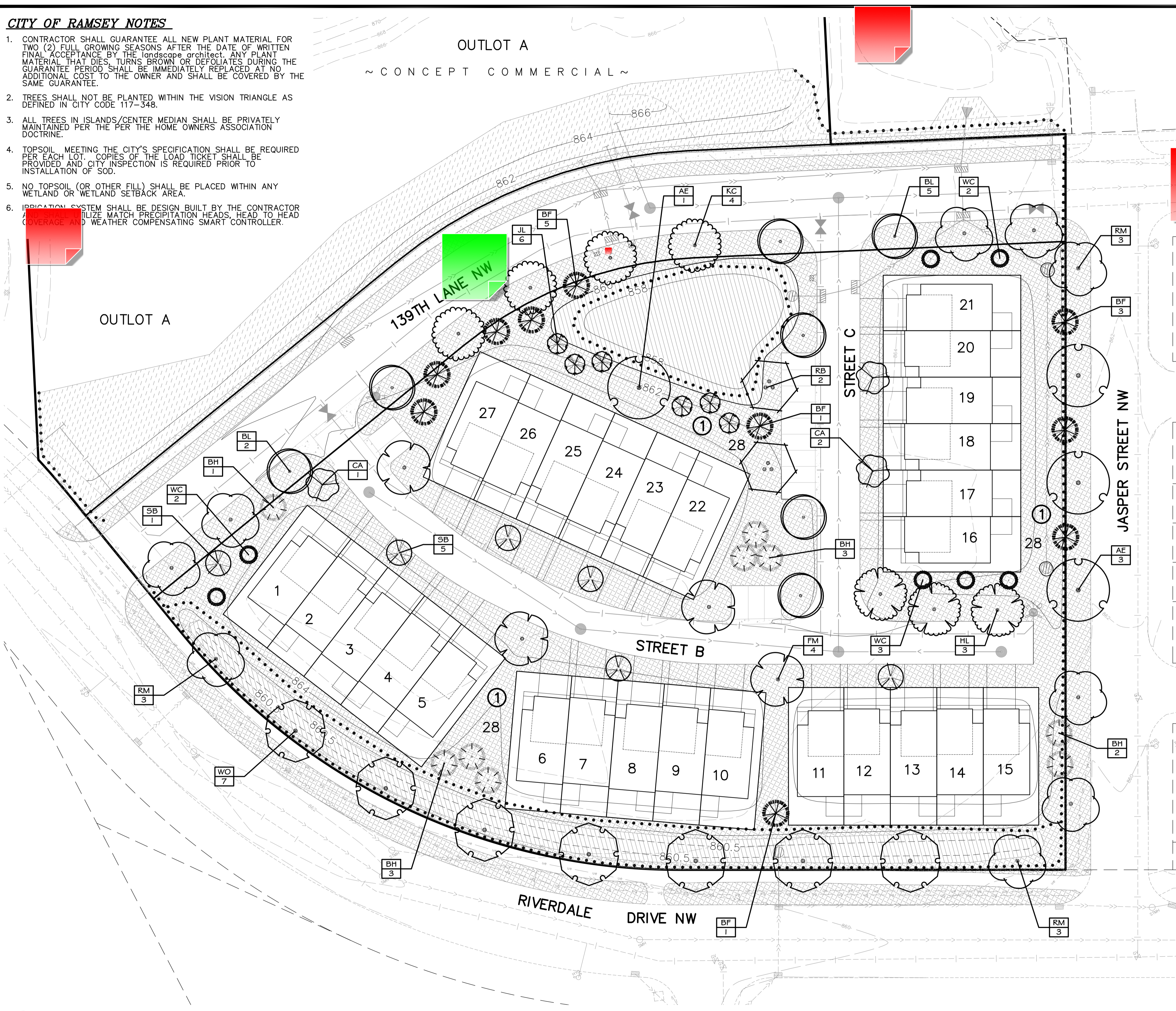
CANOPY COVERAGE PROVIDED = 34,912 SF

PREFERRED TREES	CANOPY	QTY	SUBTOTAL
AUTUMN BRILLIANCE SERVICEBERRY	115	6	690
SWAMP WHITE OAK	718	7	5,026
NORTHERN WHITE CEDAR	626	7	4,382
BALSAM FIR	319	10	3,190
BLACK HILLS SPRUCE	386	9	3,474
<b>TOTAL</b>			<b>16,762</b>

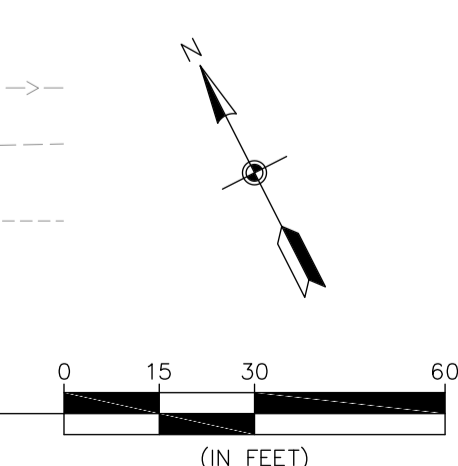
ACCEPTABLE TREES	CANOPY	QTY	SUBTOTAL
KENTUCKY COFFEE TREE	629	4	2,516
CRABAPPLE	157	3	471
PRINCETON ELM	552	4	2,208
NORTHERN ACCLAIM HONEYLOCUST	481	3	1,443
IVORY SILK LILAC	120	6	720
BOULEVARD LINDEN	354	7	2,478
SIENNA GLEN MAPLE	629	4	2,516
NORTHWOODS RED MAPLE	552	9	4,968
RIVER BIRCH	415	2	830
<b>TOTAL</b>			<b>18,150</b>

**LANDSCAPE PLAN NOTES**

- EXISTING CONDITIONS.** CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
- UTILITY LOCATES.** CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE—CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS 'FIELD VERIFY' ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
- PERMITS.** CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
- EXISTING ITEMS TO REMAIN.** CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
- CONSTRUCTION STAGING AND ACCESS.** CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
- SITE REMOVALS.** REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS 'REMOVED BY OTHERS' OR 'REMOVE AND SALVAGE.'
- UTILITY COORDINATION.** REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
- CONSTRUCTION STAKING.** UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
- DIMENSIONS.** DIMENSIONS TAKE PRECEDENCE OVER SCALE. DIMENSIONS ARE TO FACE OF CURB, EDGE OF PAVEMENT/WALKWAY, OR OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
- PLAN QUANTITIES.** CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
- REFERENCE SPECIFICATIONS.** THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
  - ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE
  - LANDSCAPE SPECIFICATIONS.
  - PLAN DRAWINGS.
  - PLANT / MATERIAL SCHEDULES.
  - CITY STANDARD SPECIFICATIONS AND DETAILS.
  - MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.



1 OVERALL LANDSCAPE PLAN  
 L1



**PRELIMINARY PLANS**  
 PRELIMINARY PLANS FOR CITY REVIEW ONLY. FINAL LANDSCAPE PLANS TO INCLUDE ADDITIONAL SHURB AND PERENNIAL PLANTING BEDS AND FOUNDATION PLANTING DETAILS.



**CARLSON MCCAIN** ENGINEERING SURVEYING ENVIRONMENTAL  
 3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449  
 TEL 763.489.7900 FAX 763.489.7959 CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA  
 Signature: [Signature]  
 Date: 2/24/22 License #: 56346  
 Drawn: RJR  
 Designed: RJR  
 Date: 2/24/22

Revisions:  
 1.

**LGI HOMES - MINNESOTA, LLC**  
 2850 Cutters Grove Ave., Suite 207  
 Anoka, Minnesota 55303

**RIVENWICK VILLAGE 4TH ADDITION**  
 Ramsey, Minnesota

**PRELIMINARY LANDSCAPE PLAN**

L1 of 2

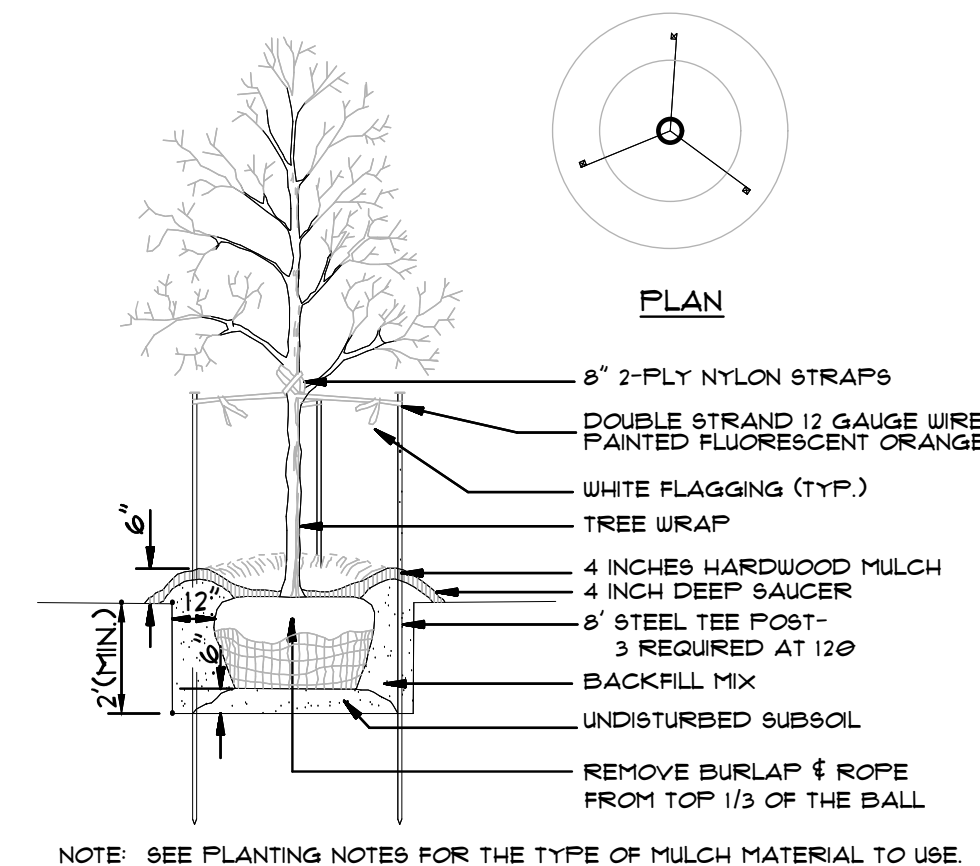
Save Date: 02/24/22 | I:\jobs\7821 - 7840\7835-02 rivenwick 4th addition\c3d\landscape\7835-02\_landscape.dwg

**LANDSCAPE SPECIFICATIONS**

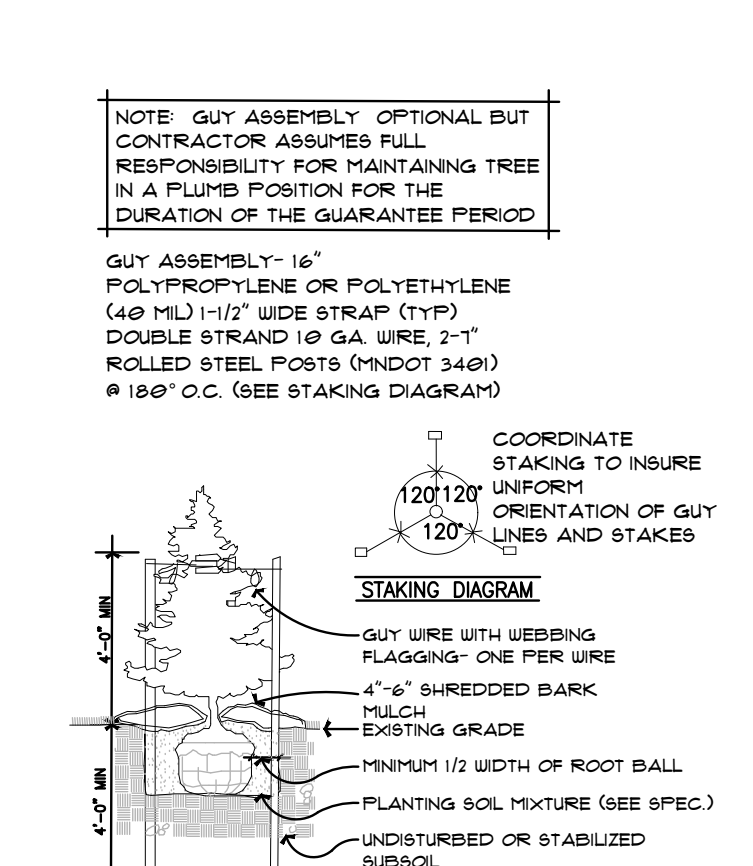
- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERRECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
- EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPs, INCLUDING SILT FENCE, BIO-RILLS, INLET PROTECTION, EROSION CONTROL BLANKET, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPs MUST BE IMPLEMENTED WITHIN 7 DAYS USING.
- CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
- SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN .1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.
- PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.

- MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL. AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4" MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- IRRIGATION.** DESIGN, FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES FLOW/PRESSURE TESTING, PLANS WITH DESIGN CALCULATIONS, AS-BUILT DRAWINGS, LABOR, MATERIALS, EQUIPMENT, AND SERVICES FOR THE TESTING, ADJUSTING, RETESTING AND READJUSTING AS REQUIRED TO PLACE THE SYSTEM IN AN APPROVED OPERATING CONDITION. THE IRRIGATION SYSTEM SHALL INCLUDE THE DESIGN AND INSTALLATION OF THE FOLLOWING: PIPING, METER AND BACKFLOW ASSEMBLIES, SPRINKLER HEADS, CABINETS, VALVES AND VALVE BOXES, CONTROLLERS, CONTROL WIRING, FITTINGS, ELECTRICAL CONNECTIONS, QUICK-COUPERS, ALL OTHER NECESSARY ACCESSORIES, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.
- MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE, INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES, HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- NATIVE PLANT ESTABLISHMENT.** THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDED AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDED AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAN 3 YEARS AFTER INITIAL SEEDING - ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

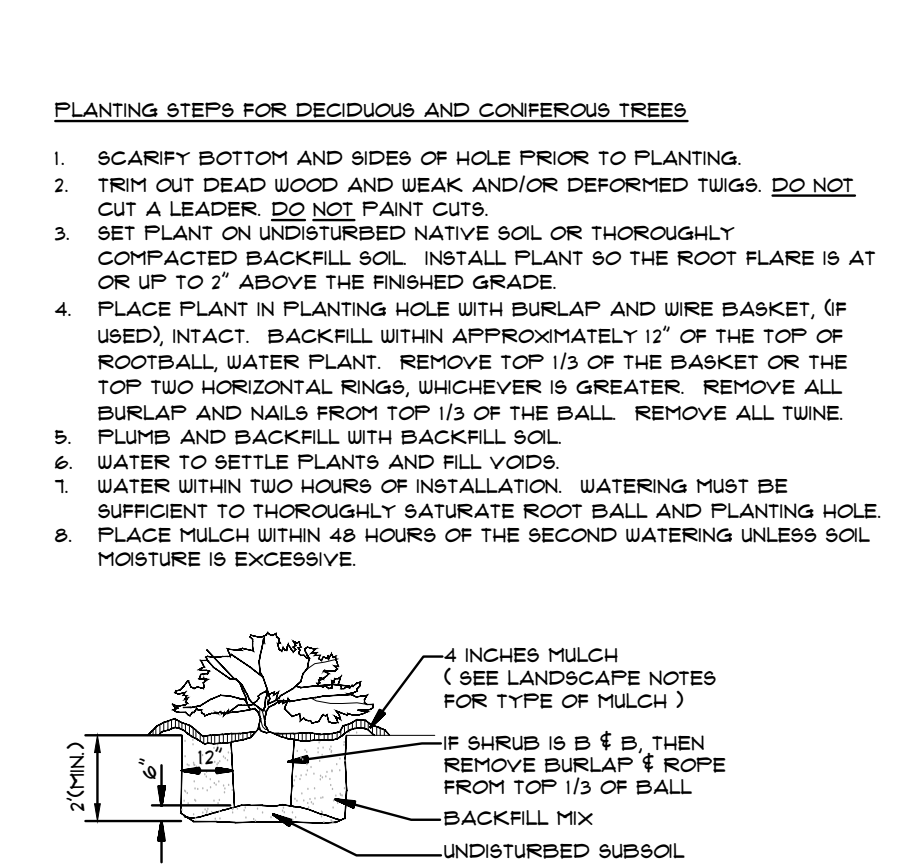
PLANT SCHEDULE						
TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	RM	9	Acer rubrum 'Northwood'	Northwoods Red Maple	2" Cal.	B&B
	FM	4	Acer x freemanii 'Sienna'	Sienna Glen Maple	2" Cal.	B&B
	RB	2	Betula nigra Clump Form, 2" Cal Equivalent	River Birch Multi-Trunk	8' Ht.	B&B
	HL	3	Gleditsia triacanthos inermis 'Harve'	Northern Acclaim Thornless Honey Locust	2" Cal.	B&B
	KC	4	Gymnocladus dioica 'Espresso'	Kentucky Coffeetree	2" Cal.	B&B
	WO	7	Quercus bicolor	Swamp White Oak	2" Cal.	B&B
	BL	7	Tilia americana 'Boulevard'	Boulevard Linden	2" Cal.	B&B
	AE	4	Ulmus americana 'Princeton'	American Elm	2" Cal.	B&B
CONIFEROUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BF	10	Abies balsamea	Balsam Fir	6' Ht.	B&B
	BH	9	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WC	7	Thuja occidentalis	White Cedar	6' Ht.	B&B
ORNAMENTAL TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	SB	6	Amelanchier x grandiflora 'Autumn Brilliance' Clump Form, 1.5" Cal Equivalent	Autumn Brilliance Serviceberry	7' Ht.	B&B
	CA	3	Malus x 'Adirondack' White Flowers	Adirondack Crabapple	1.5" Cal.	B&B
	JL	6	Syringa reticulata 'Ivory Silk' White Flowers	Ivory Silk Japanese Tree Lilac	1.5" Cal.	B&B
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	SOD	75,303 sf	Bluegrass Sod Irrigated Turfgrass	Kentucky Bluegrass	sod	
	TIV	14,365 sf	Type I - Infiltration Basin Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-241	seed	
	TII	2,445 sf	Type II - Native Construction Seed Mix Install with mass grading. Refer to notes for acceptable seeding methods. Seeding Rate 57.0 lb/ac	MnDOT Seed Mix 32-241	seed	



**A DECIDUOUS TREE PLANTING DETAIL**  
NOT TO SCALE



**B CONIFEROUS TREE PLANTING DETAIL**  
NOT TO SCALE



**C SHRUB & CONTAINER PLANTING DETAIL**  
NOT TO SCALE

- PLANTING STEPS FOR DECIDUOUS AND CONIFEROUS TREES**
- SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.
  - TRIM OUT DEAD WOOD AND WEAK AND/OR DEFORMED TWIGS. DO NOT CUT A LEADER. DO NOT PAINT CUTS.
  - SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED BACKFILL SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE.
  - PLACE PLANT IN PLANTING HOLE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT. BACKFILL WITH APPROXIMATELY 12" OF THE TOP OF ROOTBALL, WATER PLANT. REMOVE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS, WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM TOP 1/3 OF THE BALL. REMOVE ALL TWINE.
  - PLUMB AND BACKFILL WITH BACKFILL SOIL.
  - WATER TO SETTLE PLANTS AND FILL VOIDS.
  - WATER WITHIN TWO HOURS OF INSTALLATION. WATERING MUST BE SUFFICIENT TO THOROUGHLY SATURATE ROOT BALL AND PLANTING HOLE.
  - PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.



3890 PHEASANT RIDGE DR NE  
SUITE 100  
BLAINE, MN 55449  
TEL 763.489.7900  
FAX 763.489.7959  
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Rutger, R.L.A.  
Signature:   
Date: 2/24/22 License #: 56346

Drawn: RJR  
Designed: RJR  
Date: 2/24/22

Revisions:  
1.

**LGI HOMES - MINNESOTA, LLC**  
2850 Cutters Grove Ave., Suite 207  
Anoka, Minnesota 55303

**RIVENWICK VILLAGE  
4TH ADDITION**  
Ramsey, Minnesota

**PRELIMINARY  
LANDSCAPE PLAN**

L2  
of  
2

TREE NO.	DECKLE	TRUNK	CONCRETE	TRUNK	CONCRETE
1	12				
2	12				
3	12				
4	12				
5	12				
6	12				
7	12				
8	12				
9	12				
10	12				
11	12				
12	12				
13	12				
14	12				
15	12				
16	12				
17	12				
18	12				
19	12				
20	12				
21	12				
22	12				
23	12				
24	12				
25	12				
26	12				
27	12				
28	12				
29	12				
30	12				
31	12				
32	12				
33	12				
34	12				
35	12				
36	12				
37	12				
38	12				
39	12				
40	12				
41	12				
42	12				
43	12				
44	12				
45	12				
46	12				
47	12				
48	12				
49	12				
50	12				
51	12				
52	12				
53	12				
54	12				
55	12				
56	12				
57	12				
58	12				
59	12				
60	12				
61	12				
62	12				
63	12				
64	12				
65	12				
66	12				
67	12				
68	12				
69	12				
70	12				
71	12				
72	12				
73	12				
74	12				
75	12				
76	12				
77	12				
78	12				
79	12				
80	12				
81	12				
82	12				
83	12				
84	12				
85	12				
86	12				
87	12				
88	12				
89	12				
90	12				
91	12				
92	12				
93	12				
94	12				
95	12				
96	12				
97	12				
98	12				
99	12				
100	12				
101	12				
102	12				
103	12				
104	12				
105	12				
106	12				
107	12				
108	12				
109	12				
110	12				
111	12				
112	12				
113	12				
114	12				
115	12				
116	12				
117	12				
118	12				
119	12				
120	12				
121	12				
122	12				
123	12				
124	12				
125	12				
126	12				
127	12				
128	12				
129	12				
130	12				
131	12				
132	12				
133	12				
134	12				
135	12				
136	12				
137	12				
138	12				
139	12				
140	12				
141	12				
142	12				
143	12				
144	12				
145	12				
146	12				
147	12				
148	12				
149	12				
150	12				
151	12				
152	12				
153	12				
154	12				
155	12				
156	12				
157	12				
158	12				
159	12				
160	12				
161	12				
162	12				
163	12				
164	12				
165	12				
166	12				
167	12				
168	12				
169	12				
170	12				
171	12				
172	12				
173	12				
174	12				
175	12				
176	12				
177	12				
178	12				
179	12				
180	12				
181	12				
182	12				
183	12				
184	12				
185	12				
186	12				
187	12				
188	12				
189	12				
190	12				
191	12				
192	12				
193	12				
194	12				
195	12				
196	12				
197	12				
198	12				
199	12				
200	12				
201	12				
202	12				
203	12				
204	12				
205	12				
206	12				
207	12				
208	12				
209	12				
210	12				
211	12				
212	12				
213	12				
214	12				
215	12				
216	12				
217	12				
218	12				
219	12				
220	12				
221	12				
222	12				
223	12				
224	12				
225	12				
226	12				
227	12				
228	12				
229	12				
230	12				
231	12				
232	12				
233	12				
234	12				
235	12				
236	12				
237	12				
238	12				
239	12				
240	12				
241	12				
242	12				
243	12				
244	12				
245	12				
246	12				
247	12				
248	12				
249	12				
250	12				
251	12				
252	12				
253	12				
254	12				
255	12				
256	12				
257	12				
258	12				
259	12				
260	12				
261	12				
262	12				
263	12				
264	12				
265	12				
266	12				
267	12				
268	12				
269	12				
270	12				
271	12				
272	12				
273	12				
274	12				
275	12				
276	12				
277	12				
278	12				
279	12				
280	12				
281	12				
282	12				
283	12				
284	12				
285	12				
286	12				
287	12				
288	12				
289	12				
290	12				
291	12				
292	12				
293	12				
294	12				
295	12				
296	12				
297	12				
298	12				
299	12				
300	12				
301	12				
302	12				
303	12				
304	12				
305	12				
306	12				
307	12				
308	12				
309	12				
310	12				
311	12				
312	12				
313	12				
314	12				
315	12				
316	12				
317	12				
318	12				
319	12				
320	12				
321	12				
322	12				
323	12				
324	12				
325	12				
326	12				
327	12				
328	12				
329	12				
330	12				
331	12				
332	12				
333	12				
334	12				
335	12				
336	12				
337	12				
338	12				
339	12				
340	12				
341	12				
342	12				
343	12				
344	12				
34					

# ProjectDox<sup>®</sup>

## Changemarks Report

Project Name: Rivenwick Village Fourth

Workflow Started: 02/23/2022 2:36 PM

Report Generated: 04/21/2022 11:32 AM

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	50	False	Unresolved	Civil Engineer IV		5 Grade.pdf	LL	Infiltration Basin 40	Change this area to straight grading from back of house to property line.	04/15/2022 8:55 AM	Len Linton	
		49	False	Unresolved	Civil Engineer IV		_Rivenwick Village 4th Add._SWMP.pdf	LL	Infiltration Basins	Credit cannot be given for basin 30, it is a future construction object. Infiltration credit can only be	04/15/2022 8:50 AM	Len Linton	
		48	False	Unresolved	Civil Engineer II		5 Grade.pdf	JF	Infiltration Basin 40	In my opinion this proposed infiltration basin is going to be a potential future maintenance concern, and	04/15/2022 8:38 AM	Joe Feriancek	
		45	False	Unresolved	Engineering Tech		1 Cover.pdf	LC	Sheets	Missing Street and Storm Sewer sheet(s) as well as street lighting sheet.	04/14/2022 2:31 PM	Logan Czech	
		43	False	Unresolved	Engineering Tech		7 Details.pdf	LC	Utility Details	Add details showing manholes, hydrants, utility crossings, sewer and water services, etc.	04/14/2022 2:15 PM	Logan Czech	
		40	False	Unresolved	Engineering Tech		4 Site.pdf	LC 2	Match Existing Sidewalk	I do not believe the sidewalk was installed west of Suite Living's Driveway, this piece is going to need	04/14/2022 2:15 PM	Logan Czech	
		41	False	Unresolved	Engineering Tech		4 Site.pdf	LC 2	Pedestrian Ramps	Pedestrian ramps required at road crossings, add detail showing elevations, truncated domes, etc.	04/14/2022 2:15 PM	Logan Czech	
		42	False	Unresolved	Engineering Tech		4 Site.pdf	LC 2	Service Locations	Water services should always be placed upstream of sanitary sewer service when considering sanitary	04/14/2022 2:15 PM	Logan Czech	
		38	False	Unresolved	Engineering Tech		5 Grade.pdf	LC	Storm Sewer	Storm sewer information needs to be added to this sheet or new sheet showing invert elevations, pipe type,	04/14/2022 2:11 PM	Logan Czech	
		39	False	Unresolved	Engineering Tech		5 Grade.pdf	LC	FES	FES should show riprap and call out type and amount required.	04/14/2022 2:11 PM	Logan Czech	
		46	False	Unresolved	Civil Engineer II		4 Site.pdf	JF	curb stop in driveways	Though the exhibit doesn't show curb stops in the driveways here, please add a note that curb stops within	04/15/2022 7:49 AM	Joe Feriancek	
		47	False	Unresolved	Civil Engineer II		4 Site.pdf	JF	Sidewalk	new sidewalk should be 6' wide, not 5'	04/15/2022 7:49 AM	Joe Feriancek	
		37	False	Unresolved	Engineering Tech		4 Site.pdf	LC	Utility Crossings	Provide minimum 18" separation between sewer and water lines at crossings. Where there is	04/14/2022 7:45 AM	Logan Czech	
		35	False	Unresolved	City Planner		17-195-5-Plex for ALL Cities-ENG STAMP-UPDATED 6.3.2020-36x24.pdf	Brandy Howe	Brick, stone, stucco	The front exterior building finish of multiple-family buildings shall consist of a minimum of 35 percent face	04/11/2022 3:01 PM	Planning WSB	
		36	False	Unresolved	City Planner		17-195-5-Plex for ALL Cities-ENG STAMP-UPDATED 6.3.2020-36x24.pdf	Brandy Howe	Provide Color Palette	A minimum of three colors shall be used for each multiple-dwelling building. Elements that may count	04/11/2022 3:01 PM	Planning WSB	
		34	False	Unresolved	City Planner		3 Preplat.pdf	Brandy Howe	Max. lot coverage	Indicate proposed lot coverage of the site under Site Data. The R3 zoning district sets a maximum lot	04/11/2022 2:42 PM	Planning WSB	

**ENVIRONMENTAL POLICY BOARD  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

On Monday, March 21, 2022, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:     Chairperson Laura Moore  
                          Board Member Reid Bernard  
                          Board Member Melissa Fetterley  
                          Board Member Michael Hiatt  
                          Board Member Jared Little

Members Absent:     None

Also Present:         Senior Planner Chris Anderson

**1.     CALL TO ORDER**

Chairperson Moore called the meeting to order at 6:30 p.m.

**2.     CITIZEN INPUT**

None.

**3.     APPROVE AGENDA**

Motion by Board Member Hiatt and seconded by Board Member Little to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Moore, Board Member Hiatt, Little, Bernard, and Fetterley. Voting No: None. Absent: Board Member Valentine.

**4.     APPROVE MINUTES**

**4.01:   Approve Meeting Minutes Dated February 28, 2022**

Motion by Board Member Fetterley and seconded by Board Member Little to approve the regular meeting minutes dated February 28, 2022.

Motion carried. Voting Yes: Chairperson Moore, Board Member Fetterley, Little, Bernard, and Hiatt. Voting No: None. Absent: Board Member Valentine.

**5.     POLICY BOARD BUSINESS**

**5.01:   Consider Natural Resources Related Elements for Rivenwick Village 4<sup>th</sup> Addition**

Senior Planner Anderson presented the staff report. He stated that the City has received an application from LGI Homes – Minnesota LLC for a Preliminary Plat for Rivenwick Village 4<sup>th</sup> Addition, located north of Riverdale Drive and west of Jasper Street NW. The purpose of the case is to review the natural resources related aspects of the project.

Board Member Little commented that he likes the choice of trees.

Board Member Fetterley commented that this appears to be well thought out and laid out.

Board Member Hiatt asked if this is a different company than that which developed the other phases.

Senior Planner Anderson confirmed that this would be a different developer, but one member of the team does have prior knowledge of the 3<sup>rd</sup> addition.

Motion by Board Member Hiatt and seconded by Board Member Little to recommend approval of the Landscape Plan, contingent upon compliance with staff comments.

Further discussion: Senior Planner Anderson welcomed any input the applicant may want to provide. Jay Roos, LGI Homes, stated that he did not have any additional comments and was present to address any questions the Board may have.

Motion carried. Voting Yes: Chairperson Moore, Board Member Hiatt, Little, Bernard, and Fetterley. Voting No: None. Absent: Board Member Valentine.

Senior Planner Anderson stated that the Planning Commission will also review this item at its meeting on Thursday, March 24<sup>th</sup>.

## **6. BOARD / STAFF INPUT**

- **Earth Day Event Flyer**

Senior Planner Anderson stated that the Parks Department has developed an Earth Day event(s) and provided details. He also noted the upcoming spring recycling event and highlighted the different marketing being done for that event.

Chairperson Moore commented that the City makes it very easy to participate in the park cleanup events. She commented that her family will be participating in the event. She recognized that this is typically the time of year when potential Board and Commission members are interviewed and asked for an update on that process.

Senior Planner Anderson commented that a new member has been appointed to the Board by the City Council and believed that he would be joining the group in April.

Chairperson Moore asked if the City was able to coordinate with any elementary schools for Arbor Day events.

Senior Planner Anderson commented that with staffing levels in his division he has not had time to attempt to organize something. He stated that he could attempt to make connections with schools the City has partnered with in the past as well as Brookside.

Board Member Hiatt asked if the PACT Charter School proposal will come back to the Board in the future, given the decision of the City Council.

Senior Planner Anderson confirmed that the project will come back before the Board in its normal review process. He explained that the EPB typically does not review potential projects at that stage but was included because of the Comprehensive Plan Amendment that would be necessary to support the project. He commented that the next step would be preliminary plat and site plan and would include the more detailed plans the Board is used to reviewing.

## **7. ADJOURNMENT**

Motion by Board Member Little and seconded by Board Member Fetterley to adjourn the meeting.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

---

Chris Anderson  
Senior Planner

ATTEST:

---

Nicole Laubach  
Planning Administrative Assistant

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

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 24, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson (via Zoom)  
  Commissioner Cheri Gengler  
  Commissioner Eric Peters  
  Commissioner Gary VanScoy  
  Commissioner Brian Walker

Members Absent:                   None

Also Present:                       City Planner Brian McCann  
  Senior Planner Chris Anderson  
  Community Development Dir/Deputy City Admin Brian Hagen  
  City Council Liaison Matt Woestehoff  
  City Engineer Bruce Westby

**1.     CALL TO ORDER**

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

**2.     PLEDGE OF ALLEGIANCE**

Chairperson Bauer led the group in the Pledge of Allegiance.

**3.     CITIZEN INPUT**

None.

**4.     APPROVAL OF AGENDA**

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Walker	aye
Commissioner Gengler	aye

Commissioner Peters	aye
Commissioner Walker	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion Carried.

### **6.03: Public Hearing: Consider Preliminary Plat for Rivenwick 4<sup>th</sup> Addition**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:36 p.m.

#### **Presentation**

Deputy City Administrator/Community Development Director Hagen presented the staff report stating that staff recommends approval of Rivenwick Village 4<sup>th</sup> Addition Preliminary Plat subject to compliance with staff review comments.

Commissioner VanScoy noted that there were a number of comments and asked if that is typical of preliminary plat.

Deputy City Administrator/Community Development Director Hagen replied that it is not uncommon to have a number of comments upon the first review. He noted that a number of the comments were minor in nature and would not change the overall look and feel. He stated that there are also some redundant comments from different City departments.

Commissioner VanScoy referenced the comment related to the outlot and whether that would be adequate for the intended use and asked for input.

Deputy City Administrator/Community Development Director Hagen replied that comment came from Economic Development, but the site is about three acres in size which is in line with the 2020 vision.

Commissioner Walker commented that he worries that if this moves forward as proposed with townhomes, the City could get stuck with an empty lot on Highway 10.

Chairperson Bauer asked if the EDA has provided input on the type of business that could fit on the three acre parcel.

Deputy City Administrator/Community Development Director Hagen stated that it is zoned commercial and could accommodate retail or office use. He stated that three acres is a fair amount of space.

Senior Planner Anderson stated that Village Bank is on a two-acre parcel and also provided sizes of adjacent commercial uses. He believed there would be viable space for a commercial use even with reserving a portion for stormwater use.

Commissioner Walker stated that he has concern with moving townhomes forward. He stated that perhaps enough money is generated from townhomes that the remainder of the lot remains empty.

Deputy City Administrator/Community Development Director Hagen stated that this site is a remnant of a large site that was developed in 2004. He stated that the ratio of commercial/residential has changed with the current rate of 80 percent residential and 20 percent commercial. He stated that this layout would fit into the ratio. He stated that the three acres is larger than neighboring commercial sites.

Commissioner Gengler asked for details on the proposal for street B and where that would be if it connected to Jaspar.

Deputy City Administrator/Community Development Director Hagen displayed an aerial photo of the site and traced the path street B would take.

Commissioner Gengler asked if there is benefit to having the road alignments match up.

Deputy City Administrator/Community Development Director Hagen replied that when possible staff prefers to have the streets match up, but they are overlapping in this scenario and there may be opportunity to shift them slightly south.

### **Citizen Input**

Jay Roos, applicant, commented that they have a purchase option on the entire parcel, including the portion north of 139<sup>th</sup> and are proposing 27 townhomes. He stated that the streets within the townhome development are private and therefore maintained privately by the HOA, including snow removal. He commented that the private street does not align with the private street in the neighboring addition and do not have the opportunity to move the buildings south because of setbacks. He noted that was why they chose not to connect. He stated that one of the concerns in providing a connection would be cut through traffic to reach the commercial area. He stated that when the property to the north is developed, additional ponding would need to be dug in that area as there is a cross ponding agreement with Suite Living and the commercial site. He stated that the idea would be to expand that pond to have the more efficient use of space. He stated that the developable area of the commercial parcel would be reduced by the additional ponding. He noted that there is adequate stormwater storage for the townhome project on its own. He stated that they would be interested in expanding the townhomes onto the commercial portion of the property. He commented that they will be updating the tree replacement plan.

Commissioner Walker asked if there is a timeline for when the commercial portion of the property would be developed.

Mr. Roos commented that they are a residential developer and therefore will market that for sale to a commercial buyer. He stated that the site had been marketed in the past, around the time Suite Living developed.

Chairperson Bauer stated that in looking at the location he would anticipate that people would be reluctant to do something with that site when Highway 10 is under construction. He stated that once that road project is completed, the property could be highly desired.

Motion by Commissioner Walker, seconded by Commissioner VanScoy, to close the public hearing.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Walker	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:57 p.m.

### **Commission Business**

Commissioner Anderson stated that he is having serious issues with the number of staff comments related to the preliminary plat given the past history of this site. He suggested that the applicant come back with a revised preliminary plat.

Chairperson Bauer stated that generally the process for preliminary plat includes review of staff to identify items that need to be addressed with final plat. He stated that although there were a number of comments, he did not believe there were major concerns identified. He noted that most of the comments were fairly routine.

Commissioner Walker asked to see the condensed list of comments.

Commissioner Gengler stated that she would like to see a condition related to lighting and architectural review.

Mr. Roos stated that could be made available for the Council review. He stated that they do not own the property and currently have it under contract for purchase. He stated that he would like to keep the process moving to ensure there is not an issue with timing. He stated that there are a lot of comments, but he did not see any of the comments as significant and most are housekeeping items that will be changed with final plat. He stated that WSB was contracted to provide a review

and was very thorough in its review. He stated that they did expect comments and revisions that would be needed, as preliminary plat never hits all the marks from the beginning.

Commissioner VanScoy stated that perhaps WSB providing a review added to the number of comments. He asked if this is pretty much a standard preliminary plat in the eyes of staff.

Deputy City Administrator/Community Development Director Hagen replied that staff does view this as complete or would have deemed it as incomplete before bringing it to the Commission. He stated that it does appear that the application will meet the standards.

Commissioner Walker echoed the comments of Commissioner Anderson. He stated that he is not comfortable with this group purchasing the property with the intention of selling part of the property at a later date for the commercial portion. He stated that with the Highway 10 project and inflation, he worries that the City will end up with three acres of nothing. He stated that he would prefer to see a complete plan for the entire site and therefore will not support the request.

Commissioner Anderson stated that he was unable to find the staff comments within the case. He stated that too many questions were raised that he could not do the research on and believed the case to be incomplete at this time. He suggested tabling this to the next meeting which would provide more time for review to provide an honest recommendation to the City Council.

Deputy City Administrator/Community Development Director Hagen replied that the staff comments were included in the attachment to the case titled plans with review comments. He stated that the Commission would have the ability to table if desired.

Commissioner VanScoy stated that he shared some of the concerns about what he read and how he interpreted it. He stated that the staff recommendation is that this is ready to be approved as preliminary plat and move forward.

Deputy City Administrator/Community Development Director Hagen confirmed that is correct. He noted that the R-2 and R-3 standards are very similar and therefore the majority of what will change will be those standards but believed that those standards are met in the request as the bulk standards are very similar for those districts. He agreed that many of these items are housekeeping in nature, such as showing the setbacks on the plan. He stated that the applicant could make some of the changes and updated documents could be provided to the City Council for its review, or the conditions could remain for that review and the project could be approved contingent upon those conditions.

Senior Planner Anderson stated that this goes through the full development review with every City department reviewing the plans. He noted that if one of those departments identified a significant issue, it would not be before the Commission for consideration. He stated that it is not the volume of comments but how impactful those comments would be to a layout. He stated that while there are a handful of comments, none of them raised to that level where staff believed it should not move forward. He stated that the recommendation is contingent upon compliance with all of those comments.

Mr. Roos stated that they will review through the comments to determine what is an ordinance requirement versus a want or request. He hoped that this could move forward, but noted that if this is continued, he would like clear direction on the expectations and what is wrong or does not meet the ordinance. He stated that he has great concerns with the commercial property as they are not a commercial developer and cannot come forward with a plan for that outlot. He stated that if that is a requirement, it would require someone to purchase the property that is a residential and commercial developer and would stop them from purchasing the property. He stated that he cannot guarantee that they will build or develop that property, but they will market the property for sale.

Commissioner VanScoy commented that this parcel is mixed use PUD, which holds a requirement that part of the property be developed as commercial. He stated that this plat would put the commercial portion into an outlot.

Deputy City Administrator/Community Development Director Hagen confirmed that residential portion of the property is in line with the residential/commercial ratios for the site and holds the desired commercial property for commercial development.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to recommend that City Council approve Rivenwick Village 4<sup>th</sup> Addition Preliminary Plat, subject to compliance with staff review comments.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Walker	nay
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	nay
Chairperson Bauer	aye

Motion Carried.

## **7. COMMISSION BUSINESS**

### **7.01: Discussion Topic: Conceptual Architecture for Potential Townhome Project in The COR; Case of Jason Palmy and M/I Homes**

#### **Presentation**

Senior Planner Anderson presented the Staff Report and asked for input on the front entryways proposed by the developer.

#### **Commission Business**

Chairperson Bauer stated that he asked staff to find supporting information on the original intent of requiring front porches.