City of Ramsey
Agenda
Regular City Council
Tuesday, May 24, 2022
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

Remote Attendance available at 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. Review 2021-2022 Winter Maintenance

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Approve the Following Meeting Minutes:

   1. City Council Special Work Session dated 05/5/2022
   2. City Council Work Session dated 05/10/2022
   3. City Council Regular Session dated 05/10/2022
   4. City Council Joint Work Session dated 05/11/22

2. Approve Business Licenses

3. Approve Rental Licenses

4. Authorize Tennis Court Maintenance; River's Bend, Fox and Central Parks

5. Authorization to Increase the Recreational Specialist from 20 to 29 Hours per Week

6. Authorize to Hire a Parks Maintenance Worker Backfilling a Vacant Position

7. Authorization to Hire a Zoning Code Enforcement Officer Backfilling a Vacant Position

8. Authorization to Hire Seasonal Public Works Maintenance Workers

9. Cancellation of contracted services for North Metro Animal Care and Control.

10. Adopt Resolution #22-122 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2022 through May 18, 2022

11. Adopt Resolution #22-116 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

12. Adopt Resolution #22-117 Approving Pre-Authorization to Import, Place and Compact Fill and Re-Establish Turf on Outlot B, Affinity at the COR

13. Adopt Resolution #22-118 Authorizing Partial Payment to No. 1 to Douglas-Kerr Underground, LLC for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive.

14. Adopt Resolution #22-119 Approving Change Order #2 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive

15. Adopt Resolution #22-121 Authorizing Final Payment to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard.

16. Adopt Resolution #22-126 Approving the City of Ramsey Volunteer Firefighters Relief Association Amended Bylaws

6. Public Hearing

1. PUBLIC HEARING: Approve Off-Sale Liquor for Cherokee Liquors Inc dba G-Will Liquors

7. Council Business

1. Closed Session - Administrative Services Director Performance Evaluation

2. Adopt Resolution #22-114 Denying an Easement Encroachment Agreement for 16306 Lithium St NW (Project 22-122); Case of Igor Zhelavskyi

3. Adopt Resolution #22-115 Accepting Bids and Awarding Contract for Sunwood Drive and Waco Street Reconstructions, Improvement Project #22-01

4. Adopt Resolution #22-120 Approving Joint Powers Agreement with Anoka County for Roundabout Improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 05/24/2022

Information

Title:

Review 2021-2022 Winter Maintenance

Purpose/Background:

Staff will review the 2021-2022 winter maintenance season in a brief Power Point presentation

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	05/06/2022 08:17 AM
Brian Hagen	Brian Hagen	05/12/2022 01:38 PM
Kurt Ulrich	Kathy Schmitz	05/19/2022 08:54 AM
Form Started By: Colleen Lasher		Started On: 05/02/2022 12:32 PM
Final Approval Date: 05/19/2022		

CC Regular Session **5. 1.**

Meeting Date: 05/24/2022

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Special Work Session dated 05/5/2022
2. City Council Work Session dated 05/10/2022
3. City Council Regular Session dated 05/10/2022
4. City Council Joint Work Session dated 05/11/22

Purpose/Background:

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

Background: Attached are the meeting minutes referenced above.

Recommendation:

Approve the meeting minutes.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Special Work Session dated 05/5/2022
2. City Council Work Session dated 05/10/2022
3. City Council Regular Session dated 05/10/2022
4. City Council Joint Work Session dated 05/11/22

Attachments

5-5-22 Special CCWS
5-10-22 CCWS
CC 05-10-22
5-11-22 Joint CCWS

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	05/19/2022 10:13 AM

Brian Hagen	Brian Hagen	05/19/2022 02:42 PM
Form Started By: Katie Schmidt		Started On: 05/19/2022 08:35 AM
Final Approval Date: 05/19/2022		

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

The Ramsey City Council conducted a City Council Special Work Session on Thursday, May 5, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: Finance Director Diana Lund
Fire Chief Matt Kohner
Administrative Services Director Colleen Lasher
City Engineer Bruce Westby
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
City Attorney Fritz Knaak

1. CALL TO ORDER

Mayor Pro Tem Riley stated because Mayor Kuzma was attending remotely he would be running the meeting even though Mayor Kuzma would still be in charge of the meeting.

Councilmember Riley called the City Council Special Work Session to order at 6:00 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discuss Finalist for the City Administrator Position

Administrative Services Director Lasher stated the purpose of this discussion was for the City Council to select the City of Ramsey's next City Administrator. She stated following second interviews Staff was directed to contact Mr. Mark Korin and Mr. Brian Hagen to participate in the Leadership Assessment. She stated both individuals participated in the same assessment with the same psychiatrist and both candidates are recommended for hire. She stated the next step in the process was for the Council to discuss and decide on which candidate they would like to advance as the City Administrator. During the May 10, 2022 meeting, the Council may give the City Attorney direction on the contract. She stated the City Attorney will then work with that individual on an employment contract and come back on May 24, 2022 with an appointment. She gave background on the application process.

Mayor Pro Tem Riley asked if there were questions from Council.

Councilmember Heineman asked what is the current pay that the prior City Administrator was receiving and what the proposed pay would be in hiring either Mr. Mark Korin or Mr. Brian Hagen. He asked what the difference would be.

Administrative Services Director Lasher replied regarding the amount of savings upon the departure of City Administrator Ulrich, that step one of the hiring range is $62.08 an hour. That amount is 80% of the full range. She stated City Administrator Ulrich was at the top of a six-step scale.

Finance Director Lund corrected that City Administrator Ulrich was on step five.

Administrative Services Director Lasher agreed, stating City Administrator Ulrich was on step five because there was a market rate adjustment.

Councilmember Heineman asked what the dollar amount was between step one and step five. He asked if it was a $20,000 difference a year or more.

Administrative Services Director Lasher replied she believed it would be $25,825.

Mayor Pro Tem Riley asked if there were any other questions. There were none.

Staff and Council discussed the pros and cons of the two candidates.

Councilmember Heineman suggested hiring Mr. Hagen as the City Administrator and use the $25,000 cost savings from the difference in pay from Mr. Ulrich's departure to contract Mr. Korin to be in a de-facto part-time position to use his skills to give guidance and balance the books until Mr. Hagen gets established in his new position.

Councilmember Specht asked if he meant the suggestion was to hire Mr. Korin as a consultant.

Mayor Pro Tem Riley replied that is the suggestion that can be discussed further if others want to.

Mayor Kuzma was not supportive of hiring Mr. Korin as a consultant.

Councilmember Heineman asked City Attorney Knaak whether a majority vote was needed to confirm a candidate.

City Attorney Knaak confirmed this.

Councilmember Heineman stated he was going to vote no on both candidates unless there is an amendment to Mr. Hagen as the City Administrator with Mr. Korin being hired part-time as an Operations Advisor.

Councilmember Howell asked Councilmember Heineman to explain his idea and what the Operations Advisor position would entail. She also asked if it is someone who consults with the City Administrator, gives suggestions, and implement them, or if they would attend City Council meetings.

Councilmember Heineman asked if, according to the City Charter, it was possible for an advisor, accountant or part-time advisor under the organizational chart of the City Council.

City Attorney Knaak replied the question is how to get a consultant to not be directed by the City Administrator but by the City Council. He stated there is no reason they couldn't set up the position in a manner so it would report to the City Council if that is desired or it would be someone in a real consultation role directed by Mr. Hagen to provide the information he needs.

Councilmember Heineman replied he felt Mr. Korin's benefits compliment Mr. Hagen's weaknesses. He suggested creating a part-time position that reports to the City Council and be an asset to Mr. Hagen to provide on-going mentorship but not have authority over Staff.

Mayor Pro Tem Riley stated they could come back to that.

Councilmember Woestehoff commented that in the draft form of the Charter, there is a section for professional development. He noted a line item for $10,000 towards professional development would go a long way and have a broader impact. He stated there are many organizations in town including the League of Minnesota Cities and University of Minnesota, any of the colleges, and the Dale Carnegie Institute all have resources for leadership training. He felt that would be less expensive than one person providing input once in a while. He suggested the alternative is putting an amount in the contract for professional development and if Mr. Hagen wants to contract Mr. Korin that would be up to him but he felt there were other ways to provide mentorship other than hiring one. He wasn't supportive of hiring them both.

Mayor Kuzma commented that they didn't have Mr. Hagen go through a new evaluation. He stated even though it was just six months ago, he felt that was a disservice to Mr. Hagen. He felt that in the six months Mr. Hagen has served the City, he has grown and his report may have come back differently. He suggested the Council send Mr. Hagen to have another evaluation done so it is an equal comparison. He would be in favor of supporting professional development but wasn't supportive of hiring Mr. Korin as a consultant.

Councilmember Heineman replied he understood professional development and agreed it was important. He thought Mr. Hagen was already doing some with involvement in peer groups and things of that nature. He stated what professional development organizations couldn't offer to have a former City Administrator sitting down to answer questions and applying a unique skill set and what it means to step into the role without a lot of experience. He thought they have a unique situation where there are two candidates who compliment each other.

Mayor Pro Tem Riley replied he has had a conversation with someone who knew Mr. Korin. That person felt having Mr. Hagen work under Mr. Korin would not be a learning experience.

Councilmember Howell replied she could see Councilmember Heineman's proposal as being beneficial. She felt this would fuse the business mindset with the governmental mindset.
Mayor Pro Tem Riley asked if Councilmember Howell had a preference.

Councilmember Howell replied she would like to see a relationship where Mr. Hagen was in a higher position, not equal to Mr. Korin. She stated she couldn't vote for Mr. Hagen because he isn't experienced enough.

Mayor Pro Tem Riley suggested talking to Mr. Ulrich about being a consultant a day or two a week to help bridge the gap.

Councilmember Howell replied she felt there was frustration during the past year and there are policy issues that haven't been brought forward under Mr. Ulrich. She thought bringing in someone different would shift the dynamic.

Mayor Pro Tem Riley replied he didn't have that experience and understood wanting something different. He thought having Mr. Hagen move into leadership would be the change and Mr. Ulrich could offer the needed support. He asked if having someone come out of retirement for a consulting position was something that could be done.

City Attorney Knaak replied it is done all the time.

Administrative Services Director Lasher replied there are complications because a statement is signed after retirement that the employee will not return to work for the City within 30 days.

Mayor Kuzma commented that by hiring another person they aren't showing trust in Mr. Hagen, which he sees as a problem with the Staff. Because of the tie in votes, he suggested going back through the hiring process and hiring a consulting firm to get a bigger applicant pool.

Councilmember Heineman commented that is an option but added the reason he suggested bringing in Mr. Korin as a consultant without authority over anyone was because of his unique experience as a business owner and former City Administrator experience. He supported going back through the hiring process or hire Mr. Hagen as the sole City Administrator with the caveat that Mr. Korin could come in part-time to be an asset. He felt if the Council was going to hire someone who isn't fully qualified it would require that they provide support for them to be successful.

Mayor Pro Tem Riley asked because of the tie in votes, if this was a viable option for the Council to move forward with.

Councilmember Musgrove stated the Council hasn't been as involved with Mr. Hagen and had concerns about communication style. She expressed concerns about the working relationship between Mr. Hagen and Mr. Korin.

Mayor Pro Tem Riley replied to her questions about communication with Mr. Hagen and gave a recent example where he demonstrated good communication.

Councilmember Woestehoff had an example of good communication between Mr. Hagen and Staff related to the Planning Commission.

Mayor Kuzma suggested sending Mr. Hagen back in for re-evaluation and potentially opening the hiring process.

Councilmember Heineman responded to Councilmember Woestehoff's example and agreed it was good communication in the moment but questioned the statement that the issue with the Staff member had occurred before and the situation could have maybe been prevented. He supported giving Mr. Hagen a new evaluation.

Councilmember Howell replied that Mr. Hagen had an advantage going into the interviews because of the relationship that was already established with him through his employment. She expressed concern with having him take the evaluation again because there would be an advantage over other applicants who haven't taken it before.

Mayor Pro Tem Riley asked if having Mr. Hagen take the evaluation again would show growth over the last six-months.

Administrative Services Director Lasher replied she had asked that question of the psychologist who administered the evaluation and she had responded there wouldn't be much change in a seven-month gap but it is not an exact science.

Councilmember Musgrove asked if there was an industry standard that specifies the amount of time between administration of the evaluation.

Administrative Services Director Lasher gave an example of a firefighter candidate who retook an evaluation and took two years to show growth.

Mayor Pro Tem Riley summarized the options for moving forward.

Councilmember Specht suggested hiring Mr. Korin for three years and then hiring Mr. Hagen after that time.

Mayor Pro Tem Riley replied he wouldn't support that. He asked for a vote by show of hands for each candidate.

The Council vote was three to three, a tie vote for each candidate.

Mayor Kuzma suggested going back through the hiring process and to hire an outside consulting firm.

Councilmember Woestehoff referenced comments about Mr. Korin's ability to cut taxes. He stated that is the Council's responsibility and suggested hiring Mr. Korin to be a consultant to the Council during that time. He suggested providing professional development to Mr. Hagen.

Councilmember Heineman replied that would limit Mr. Korin to cutting taxes but he felt Mr. Korin had creative ways to do a lot of things so he wasn't supportive of Councilmember Woestehoff's suggestion. He asked Mayor Kuzma why he suggested starting the hiring process over.

Mayor Kuzma replied the Council was at an impasse and couldn't agree on a candidate so starting over was a good option.

Councilmember Heineman replied that perhaps compromise was the solution that wouldn't cost any more money, would put someone in place sooner, and would please everyone.

Mayor Kuzma replied he didn't think Mr. Korin would be a good mentor for Mr. Hagen.

Councilmember Heineman replied they should start the process over again.

Mayor Pro Tem Riley asked for a vote on hiring Mr. Hagen as the City Administrator and creating a part-time position for Mr. Korin at City Council's direction as a mentor role.

There was no support for that option.

Motion by Councilmember Heineman, second by Mayor Kuzma, to send Mr. Hagen back for a second evaluation.

Further Discussion:
Councilmember Heineman stated he would support putting the hiring process on hold until Mr. Hagen retakes the evaluation and then resume talks afterwards. Councilmember Howell and Councilmember Musgrove both stated they didn't support that option and because they didn't feel there would be a different outcome. Mayor Pro Tem Riley stated starting the process over will put the hiring further out. Councilmember Specht clarified comments that his support of Mr. Korin was not just about tax cuts by giving an example of differing responses to the interview question about improvements for the future of the City.

A roll call vote was performed:

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

Motion carried.

Councilmember Specht asked about time frame.

Administrative Services Director Lasher replied she could call immediately in the morning to inquire about an opening. She stated previously appointments have been booked five weeks in advance.

3. ADJOURNMENT

Motion by Councilmember Woestehoff, second by Councilmember Howell to adjourn the meeting.

A roll call vote was performed:

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

Motion carried.

The Special Work Session of the City Council was adjourned at 7:21 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

Drafted by Joni Helmeke
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, May 10, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: Administrative Services Director Colleen Lasher
Interim City Administrator/Community Dev. Director Brian Hagen
City Engineer Bruce Westby
Parks and Assistant Public Works Superintendent Mark Riverblood
Police Chief Jeff Katers
Communications and Events Coordinator Megan Thorstad
City Attorney Fritz Knaak

1. CALL TO ORDER

Mayor Pro Tem Riley stated he will facilitate the meeting although Mayor Kuzma is attending remotely and is in charge. He called the City Council Work Session to order at 5:32 p.m.

Councilmember Musgrove stated there are some concerns that aren't on the agenda that she would like added to a Work Session. She stated she didn't bring it up to the Mayor because she thought he wouldn't be in agreement with a special meeting. She thought there were some important issues that need to be addressed with the Council including the City Attorney. She asked for Council direction if that discussion could take place tonight on the City agenda or during a special meeting.

Mayor Kuzma asked what she was referring to.

Councilmember Musgrove replied some of it is sensitive and she wanted to respect persons and information involved so she wanted to limit it to the Council but knew at some point it would become public.

Councilmember Specht asked if she was requesting a Closed Session.

Councilmember Musgrove confirmed this.

Councilmember Musgrove asked if they wanted to discuss it at the end of tonight's session adding it does involve some of the information in the Work Session of recent connection.

Councilmember Specht replied if it met criteria for a Closed Session, it would have to be at least 72 hours ahead of time to call a Closed Session.

Mayor Pro Tem Riley asked City Attorney Knaak for direction on legality for Closed Sessions and setting agendas.

City Attorney Knaak replied if they are talking about making it part of the agenda but closing it for an appropriate reason, they have to give notice of that, even for a Work Session. He stated there are any number of reasons a meeting could be closed but if it is something the requires consultation with a lawyer, there is attorney/client privilege that would work under some circumstances. He suggested if they are interested in having a Closed Session meeting, they could have a Special Session but it has to be noticed.

Councilmember Musgrove replied it doesn't have to be a Closed Session but she would like to have the Council and attorney, out of respect of personnel, before having other Staff personnel involved.

Councilmember Heineman stated there is full agenda for the Work Session but he would be willing to come back after the City Council meeting.

Mayor Kuzma asked if it was correct that the City Attorney stated notice had to be given.

City Attorney Knaak replied if it is going to be closed, yes.

Mayor Kuzma stated he thought a separate meeting should be set up.

Mayor Pro Tem Riley agreed with setting up a separate meeting because it is not on the agenda and no one is prepared.

Councilmember Musgrove stated she is prepared to send an email to Council and has paper copies for the attorney.

Mayor Pro Tem Riley replied that is something they have said to Staff is unacceptable to give information and be able to discuss it in a meaningful manner.

Councilmember Musgrove replied she is wanting to be sensitive and respectful of the information. She didn't want to risk being able to call a special meeting because if she has three Councilmembers, then she didn't want to risk breaking open meeting rules and already talking to someone about it.

Councilmember Specht asked for reasons why there can be a Closed Session meeting.

City Attorney Knaak replied personnel issues, anything that could involve litigation, even sensitive matters that would ordinarily require a lawyer to give confidential advice or hear confidential information from a client. He stated it was one of the least clearly defined exceptions. He stated it wasn't something that should be used unless there is some kind of serious issue related to personnel, pending litigation, or real estate purchases.

Mayor Pro Tem Riley asked if it needs to be noticed.

City Attorney Knaak confirmed this, adding unless it is an emergency, in which case it has be to published as an emergency and he wasn't sure if this would necessarily qualify.

Councilmember Musgrove asked if just the Council meets with the attorney to get advice, is that considered a Closed Session meeting.

City Attorney Knaak replied no.

Councilmember Musgrove asked if they would do that after the City Council meeting.

City Attorney Knaak confirmed this. He stated the danger of that is if it is thought that this could involve some sort of dispute, if it is on the record, they may end up waiving the attorney/client privilege so it is nice to know what will be discussed.

Councilmember Musgrove replied she and City Attorney Knaak had a conversation on the weekend about it.

City Attorney Knaak replied he didn't know that it would be something that would require attorney/client privilege or could be closed.

Councilmember Howell asked if the employee has the right to open the meeting.

City Attorney Knaak replied, yes if about the employee.

Councilmember Musgrove replied that is fine. She stated she would rather have it in that respective way.

Councilmember Woestehoff suggested a special meeting on May 17, 2022 after the Public Works meeting, a week from today.

Councilmember Musgrove stated some portion of her questions are timely and that is why she is looking for direction from Council to other Councilmembers on who to contact with City Staff regarding upcoming discussions.

Mayor Kuzma agreed with doing it after the Public Works meeting.

City Attorney Knaak replied he wouldn't be available that night.

Councilmember Howell asked it if fit under section four and six of the agenda tonight because if it doesn't have to be a closed meeting, and also number six mentions some of it may be closed, then it would qualify under that if it is an expansion of those topics.

City Attorney Knaak replied the portions under six that could be closed are related to terms of the contract. He stated they are not close to discussing terms of the contract so he didn't know that he could counsel them.

Councilmember Musgrove stated parts of it touch on four, but not six.

Mayor Pro Tem Riley stated he is hearing that out of discretion Councilmember Musgrove would like it closed but it sounds like legally it shouldn't be closed.

Councilmember Specht asked if it was correct that Councilmember Musgrove didn't want to wait a week. He suggested coming back after the Regular Session meeting to discuss it.

Councilmember Musgrove replied part of it is Item 2.4.

Mayor Pro Tem Riley asked if it has to do with the Charter Commission policy.

Councilmember Musgrove replied part of it does, yes.

Councilmember Woestehoff suggested getting through the current Work Session agenda and if it naturally comes up and satisfies the discussion great, if not they come back after the meeting.

Councilmember Musgrove replied she would be open to that.

Mayor Pro Tem Riley asked if they wanted changes to the agenda order.

Councilmember Specht asked if item four should be moved to the end.

Councilmember Musgrove replied she thought items two and three were lower priority and could be moved to the end. She thought item five had time and would be an on-going discussion.

Councilmember Specht replied the Council has agreed to come back after the Regular Session meeting, if needed.

Mayor Pro Riley asked Councilmember Musgrove to let them know if her topic is covered and if not, they will recess.

2. TOPICS FOR DISCUSSION

2.01: Quarterly Communications Update- Q1 2022

Communications and Events Coordinator Thorstad presented the 4th Quarter report. She noted these are given as part of the approved Communications Plan that was approved in 2021. She

added a verbal report on the newsletter. She stated that each time that a 16-page newsletter is printed, that is up to nearly 12,000 copies and that costs are going up and getting paper has been an issue. She stated a committee has been established with herself, the IT manager, Councilmember Woestehoff, and Councilmember Heineman to discuss the website redesign. She stated they met on March 10, 2022 and April 14, 2022 to review analytics, Civic Plus functions, and other customer pages. She stated they considered attributes that they wanted to include. She stated there is a new Civil Plus representative and a tentative meeting scheduled for late in June.

Councilmember Musgrove asked with the agenda being the most viewed pages, if it counts when the Councilmembers are looking for the agendas. She wondered if Councilmember activity would skew the information.

Communications and Events Coordinator Thorstad replied Councilmember activity is included.

Councilmember Woestehoff replied Councilmembers could be filtered from the count but would require everyone's IP address if they were willing to provide them. He stated the filtering could reflect everyone who isn't on City Council or Staff. He gave the reminder that the website redesign is cosmetic and doesn't involve restructuring. He stated for the free version of updates there are limited design changes that can be done. He stated there has been a lot of discussion about placement of items on the homepage but even adjusting items on the menu is a paid service. Those things could be done internally. He stated it won't be a drastic change without spending a lot of money.

Councilmember Specht thanked them for their work on the website and taking his feedback.

2.02: Review and Update City's Social Media Policy

Communications and Events Coordinator Thorstad reviewed key point from the draft Social Media Policy.

Councilmember Specht commented he agreed that it is a good policy that social media be used to direct to the website and for events.

Councilmember Heineman commented that he didn't agree with it and felt too much was left up to interpretation. He read "comments opposing religious groups, obscene content," noting so much of it is subjective. He stated that the City has the right to ensure posts reflect the City's best interest but if they were going to do that, all subjectivity be removed. He suggested turning comments off but if comments need to monitored and censored that they may be liable for decisions people make. He felt if comments are going to be limited they should be turned off altogether.

Communications and Events Coordinator Thorstad replied that is a good point. She stated those stipulations are in the policy adopted in 2018, and in her time managing the social media page she has never had to block a user or remove a comment. She stated the intention behind the list in the policy is not to censor something that isn't liked; the intention is that people aren't posting pornographic content on the City's page because it tarnishes the reputation.

Councilmember Heineman replied there is liability that City has discretion to regulate what is said and filter what the City thinks is appropriate at any level is a set up for failure. He didn't know it was included in the 2018 policy as he wasn't around then. He stated in looking at the policy, Communications and Events Coordinator Thorstad raised a good point that things could be posted that the City wouldn't like but if they are going to monitor what is appropriate and what isn't, they will open themselves up to liability. He stated if the goal is to point people to the website, having dialogue as a part of the site may not be congruent.

Councilmember Howell commented she concurred with Councilmember Heineman that it might be better to turn off the comments altogether and focus on information versus engagement to avoid having to monitor comments. She stated the other section she wasn't in support of was the section regarding managing employees and agents use of social media. She thought the regulation of speech was inappropriate.

Mayor Kuzma commented that he was in support of turning off the comments.

Communications and Events Coordinator Thorstad replied one of the reasons why commenting is allowed is because a part of the strategic plan is to engage with residents. She thought that is an important feature and in her experience in the role it hasn't been a major issue. She stated there are several scenarios where this policy only governs the City of Ramsey's Facebook page. It doesn't have anything to do with community forum pages, employees or elected officials speaking as private citizens. She stated employees and officials agree to this when they sign a personnel policy stating they will behave in a professional manner that reflects positively on the City. She stated the intent behind this policy is to ensure that is followed on social media.

Mayor Pro Tem Riley replied he thought they all agreed it has good intentions.

Councilmember Specht commented he disagreed that comments should be turned off. He thought the interaction added value. Being able to tag friends on photos, ask questions and get answers, and give feedback. He supported making a list of things that are prohibited but thought that removing comments would show a fear of getting feedback or receiving comments.

Councilmember Musgrove asked if it was correct that Communications and Events Coordinator Thorstad stated this policy pertains to a certain website. She asked if part of the change to the policy include specifically naming what sites those are.

Communications and Events Coordinator Thorstad replied absolutely.

Councilmember Howell asked if employees and agents are already addressed in the Personnel Policy why isn't another policy created regarding articles written or letters submitted to the editor. She didn't understand the need for redundancy. She felt it was aimed at limiting speech.

Councilmember Heineman gave a scenario and asked if he was right on it. The scenario was that he agreed that a City Councilmember shouldn't go on to the Ramsey City Facebook page and give an opinion about something because that is acting in an official capacity. However, if he decided

on his Facebook page to post on the Ramsey Community page a negative comment against another Councilmember. He asked if the policy only applies to what is said on the Ramsey site.

Communications and Events Coordinator Thorstad replied no, if he has his own personal Facebook page and he has a Councilmember Facebook page, he has First Amendment right to speak as a private citizen and as a City Councilmember and the policy doesn't restrict that, it is only official City communications. She gave the example of a employee speaking at an open forum, they can identify themselves as an employee and give their opinion. They are protected by the First Amendment right.

Councilmember Heineman commented as long as it is within those perimeters. He didn't want to be limited on his own pages.

Councilmember Howell stated she objected to Councilmember Heineman because in the Fargo Council, they recently had a similar situation. She stated they had a City Councilmember write on official City letterhead his opinion and support of something which the other Councilmember didn't agree with. After disagreement, the Councilmember's First Amendment rights prevailed. She stated he could be a minority of the population and express that opinion. She found limiting the capacity of an employee or official to communicate in their official capacity while private citizens aren't monitored to be unreasonable.

Councilmember Heineman replied that it isn't being said they couldn't share their opinions, but that they couldn't say they are speaking on behalf of the City.

Councilmember Howell replied that is acceptable.

Councilmember Woestehoff commented on the structure of the policy. He understood the comments about the employees and agents but felt this policy is restricted to comments made on the page that is owned by the City of Ramsey. If it is an agent, such as an ad agency hired to do marketing for the City, that is where it comes into play. He clarified that it didn't address all employees, only those who are communicating on behalf of the City.

Councilmember Howell replied she appreciated the clarification.

Councilmember Woestehoff commented that he didn't disagree that letter G of the policy didn't have some level of opinion in it and asked the City Attorney to comment on the list and where it falls within the scope. He felt any content deemed unlawful or inappropriate by the City Attorney and he could come up with a list or he could be contacted if there was doubt about a post. He thought turning comments off was a disservice to the community because it impacts the reach. He stated he looked up the privacy policy on the Ramsey website and asked that it be reviewed because the link goes to a form that says "please contact the City for a policy."

Mayor Pro Tem Riley asked if there was agreement that there is enough to the policy that it can be worked with and make some changes.

Councilmember Musgrove replied yes. She added comment under number four: Comments and support of or opposition to religious groups or services. She stated the City promotes different activities within the religious community in the City and asked how that is effected by the statement. She asked if it means that as a City, information isn't being posted that has events.

Communications and Events Coordinator Thorstad replied they are; however, it is likely that this better fits with the community event promotion policy. If outside organizations request the City to assist them in marketing an event or program they have to agree to the community event policy and fill out an application. Those types of postings, either on the social media site, the community calendar on the website, those all filter through herself or the City Administrator. She offered to provide that policy for review.

Councilmember Musgrove stated if someone posted about a religious group or worship service or other activity at a church, this says the City can remove it.

Communications and Events Coordinator Thorstad replied from her understanding this clause was added to prevent situations where a religion that isn't as widely accepted spams the City Facebook page so that it makes it seem that the City agrees with or is a representative of an organization that may not reflect in accordance with the City's strategic plan and goals. She stated it was carried over from the 2018 policy.

Councilmember Heineman asked if Communications and Events Coordinator Thorstad could remain the moderator and if something is removed, the reason could be shared with the Council so there can be a discussion. He highlighted the statement that removing comments is a rare event.

Mayor Pro Tem Riley replied they would still need the policy.

Councilmember Heineman replied the policy could state that.

Mayor Pro Tem Riley agreed adding they are discussing something that has never happened.

City Attorney Knaak commented he could deem something inappropriate but didn't know he should be in charge of the Facebook page.

Communications and Events Coordinator Thorstad stated she could offer some clarification. She added in reading through the Communications Plan and the former Social Media Policy, her understanding is that in a situation like that, it is her job to monitor the page and if she sees something that may be in violation of the current policy, she would bring it to the City Administrator and they would take the appropriate action.

Mayor Pro Tem Riley asked if Council wanted to add that, finetune a few things, and have it brought back for final approval.

Councilmember Specht agreed and added a suggestion that the lawyer create of list of what legally should be there. He also asked for clarification on what this applies to.

Mayor Pro Tem Riley asked for a list of which pages this applies to. He added this puts it on a timeline because as technology changes, the policy needs to change. He asked if she had enough direction to make changes and come back.

Communications and Events Coordinator Thorstad replied she did.

2.03: Review Time Limits for City Council Meetings

Interim City Administrator/Community Dev. Director Hagen stated Staff asked for feedback from other cities on what they do. He stated the responses were mixed between an ordinance or policy. The couple of responses received that if there is a specified time in the evening is passed, there would be a formal acceptance to continue. He stated in a couple of cities if an agenda item wasn't completed, it was added to the next meeting. One city reported if an item from their regular Monday night meeting wasn't completed, it was automatically continued to a Thursday meeting of that week. He asked for Council feedback.

Mayor Kuzma suggested no new cases be started after 10:00 p.m. and items not completed would be put to the next Council meeting.

Mayor Pro Tem Riley suggested Staff help by managing the agenda length and putting time sensitive cases first when creating agendas. He agreed with not starting new cases after 10:00 p.m. and if there was a unanimous vote, they could continue.

Councilmember Musgrove commented she wasn't in favor of this and felt it doesn't happen very often. She stated Staff could help by managing the agendas better and when public input could be limited to four minutes for the issues and four minutes against. Additional comments could be limited to be an addition to what has already been said. She stated they have asked in the past that if there are a lot of people that want to comment, a spokesperson be selected. She didn't want someone to leave without being able to speak because of the 10:00 p.m. time limit. She stated one night every two weeks is designated to go through topics. She felt time management could be better but didn't want to exclude someone from speaking on a topic.

Mayor Pro Tem Riley commented they just spent 40 minutes talking about a policy change that hasn't even been used in the past. He felt it was a disservice to keep people there until midnight to speak on a case.

Councilmember Specht agreed that it doesn't happen very often but also agreed that people aren't thinking clearly when it gets close to midnight. He suggested setting the time limit at midnight or 1:00 a.m. but not earlier than that.

Councilmember Howell commented she didn't support putting a time limit on meetings. She questioned if topics will continue to be pushed off if it isn't a topic that is seen as priority by the majority. She agreed that time could be managed better and with a three minute time limit for residents to speak. She suggested taking a look at agenda length and making adjustments because some agendas and meetings are short and others are long.

Mayor Pro Tem Riley commented that he isn't trying to stifle speech or keep anything off an agenda but is simply suggesting a way to manage the length of meetings because he feels it is a disservice to residents to make them wait that late to hear a case. He felt Staff help in creating the agenda and Council could help in managing the agenda by not adding to things and helping to prioritize.

Councilmember Woestehoff commented he supported setting a time for not starting a case after a set time. He asked if historical data on stop times could be obtained and used as a reference.

Councilmember Howell corrected that she is not saying anyone is currently trying to stifle speech but it could potentially happen.

Councilmember Woestehoff commented that he liked the policy that a meeting be set on another day during the week so every agenda item gets addressed.

Councilmember Heineman commented he didn't support restrictions to City Council meeting lengths because they are there to serve. If residents are there to speak, the Council can move cases to accommodate them. He felt it didn't happen very often.

Mayor Pro Tem Riley stated the consensus was inaction and requested Staff help to prioritize agenda items and balance the lengths.

2.04: Continued Discussions on Developing a Charter Commission Recruitment Policy

Administrative Services Director Lasher reviewed the staff report on prior discussions involving the development of the Charter Commission recruitment policy. She referenced the "Updated Draft" of the policy for their review and revision tonight. She asked if it was the case that there was Council consensus that they were not interested in having incumbents reapply, that simply their letter of interest to reapply should be forwarded to the Chief Judge. It would not state that it is "recommended" or "please reappoint", it would just state that "the following individuals are requesting reappointment". She stated unless she is really misunderstanding, she is thinking there would be no incumbent reapplication process.

Mayor Pro Tem Riley asked if there was Council agreement on that.

Councilmember Musgrove stated it would depend on the rest of the policy.

Mayor Pro Tem Riley asked if she may want incumbents to reapply.

Councilmember Musgrove replied only if they decide, as a part of the policy, that they are not going to have members of Commissions on the Charter as well. She stated she knew they had talked about that vertical appointment and if some of those terms end and come up, it depends on the policy on that. She stated she guessed they wouldn't be reappointed then.

Councilmember Woestehoff commented if he recalled correctly, he believed the City Attorney had said they couldn't limit other Boards and Commissions from being on the Charter. The only people they can limit from being on the Charter, according to State Statue, is Council.

City Attorney Knaak replied that is correct.

Councilmember Specht commented they could do it the opposite way where if they are on the Charter then they wouldn't allow them on the Public Works Commission, Parks and Recreation Commission, or whatever.

Mayor Pro Tem Riley replied that is a different policy.

Councilmember Specht replied right.

Councilmember Howell referenced the policy under Process. She stated if she remembered right, she thought the City Attorney had said if Council establishes a process, it goes to the City Clerk, she signs off on it, then it comes back to Council. She asked Administrative Services Director Lasher if it was going to be redundant if they put in there that applications could also be sent directly to the Judge because he might just say send them back to Council and go through the process of filling the City application out. She thought that was a conversation they had.

Administrative Services Director Lasher replied by asking the City Attorney to please correct her if she is wrong, but she believed it is their statutory right to be able to apply directly to the Judge.

Councilmember Howell replied that wasn't her question, it is putting it directly into the policy because anyone can. She stated in looking at other cities, if they say send it here or fill out our application, pick which route they want to go, it's not that they can't but why are they putting an application out there and not just saying send it to the Judge then. Because Administrative Services Director Lasher did both things equally and both things are equally available, she isn't saying they aren't. She asked why not just say send the letter directly to the Judge then and skip the whole application on the site.

Councilmember Specht asked if Councilmember Howell was saying just don't advertise it.

Councilmember Howell replied she is just asking because it seems like if the idea is to have information sent to the Judge, and yes they can send it this way, is Administrative Services Lasher advertising both things equally or is she not. And if she is advertising things equally, why have the application at all.

City Attorney Knaak replied you don't have to have anything. You can say nothing and just have people show up at the Judge's doorstep so to speak. If the idea though, is that they want to make sure there are applicants, which it seemed to him a lot of this stemmed from was a concern that there weren't enough, then ideally what you do is put a policy process in place and say okay we have this policy in place, if you want us to forward your name this is what you need to do for us to review it and do all the necessary stuff and then we will forward your name. You can do it on your own if you want. He thought most people would rather go through the City and some kind

of process where they know what is being looked at because it may not be something you necessarily know if you go directly with a letter to the Judge. So there is an advantage to work through the City but if someone wants to ignore it, they can.

Councilmember Howell stated her question is, what would City Attorney Knaak recommend, leaving both in here to try to capture more people, have just the one thing so it's less messy, or does it not really matter.

City Attorney Knaak replied this is a situation where messy is not bad, in other words you make sure that whoever applies knows they don't have to apply through the City but the City has a process. The City has an application that will get forwarded to the Judge and the applicant will be submitted in a packet with other applicants. He stated he suspected if the Judge's clerk knows there is a process for the City of Ramsey and they get a call from someone asking what the process for applying to the Charter Commission is, they will be told to apply through the City.

Councilmember Specht replied that made sense.

Administrative Services Director Lasher asked when an incumbent sends a letter of intent to be reconsidered if it is the Clerk's duty to forward the letter of intent to the Judge immediately or if it should be held. She stated in the past it has been immediately forwarded.

Councilmember Woestehoff asked Administrative Services Lasher, from the timing of things, if it is easier to manage and track who has indicated intent to renew if she manages the handoff to the Judge at the same time, the last day to claim reappointment. He asked if she could clarify the timing and if it was correct that she has said incumbents have to notify her by September 15.

Administrative Services Director Lasher replied she would be reaching out to incumbents by September 15 to let them know that their term is about to expire and ask for their interest in serving again. She stated it is easier to type up one envelope with one cover letter and send them off altogether rather than individually.

Councilmember Woestehoff replied it doesn't seem there is a written deadline in the policy that they need to be respond by and asked if that would be helpful, then she could send them off a day or two later.

Administrative Services Director Lasher replied that would be helpful.

Mayor Pro Tem Riley commented that seems pivotal and thought that should be added so everyone knows when and what.

City Attorney Knaak commented with an observation of how the courts work. He thought parceling it off as they go through makes a lot of sense. He stated he wasn't suggesting giving more work to Staff but felt the courts would prefer that everything come to them in one packet instead of having to create their own. He thought their preference would be that it would come through the City, whether it be incumbents or new applicants, and the whole package would be

submitted together by the City. He felt sending them all together to the Judge would validate the City's process, even without a recommendation.

Councilmember Woestehoff asked if City Attorney Knaak was suggesting sending incumbents and new applicants be sent in the same package at the same time.

City Attorney Knaak replied the more that can be put together into a single packet, the better off the City is. He stated that knowing how the courts work, he felt they would rather things come in the same packet.

Mayor Pro Tem Riley asked Administrative Services Director Lasher if the policy indicates that is how things will get done, or is that a modification that would need to be added.

Administrative Services Director Lasher replied now the policy says it will be two separate mailings.

Mayor Pro Tem Riley asked Council if they agreed it should be one based on the attorney's suggestions.

Councilmember Musgrove replied it is a unique situation when residents, according to the statue, can send a letter anyway and the Judge may use the letter they get to appoint people before incumbents are able to get their information there. She preferred everything be sent together but stated the Judge may already have to keep a separate packet if people are applying directly.

Mayor Pro Tem Riley replied he thought the City can only be in charge of what the City can do.

Councilmember Musgrove agreed but didn't want incumbents to not get reappointed if other applications get in before them. She added that the Judge may have a process to not look at them until later and work them all when they come in. She wanted to discuss it and questioned if it would be valuable to have the incumbents sent separately with an indication of how many open seats there are.

Mayor Pro Tem Riley replied the attorney has suggested that if the City has a process, that would most likely carry more weight than if someone sent a letter on their own.

City Attorney Knaak commented if they added a consistent process and if the court knows how things are handled in Ramsey, that they are looking for direction.

Councilmember Musgrove asked if they are causing a confusion by adding that other statement in there, even though it is a part of the statue. She suggested simply putting the statue there.

Councilmember Howell asked if the cover letter sent to the Judge could ask that he consider any applications that come directly to him at the same time as the packet that is put together by the City. She asked if that would take care of the issue.

City Attorney Knaak replied it is ultimately the Judge's call but this is something, if there is a policy which is thought out and interested parties are being solicited, it takes it off the Judge's desk. He stated he was certain there wouldn't be any pushback on it. He felt if they make that request, it will probably be gratefully received.

Councilmember Musgrove replied she was okay with that.

Administrative Services Director Lasher gave a scenario of three terms that are about to expire, all three incumbents want to be reappointed so there would be zero vacant seats once the Judge makes those appointments. She asked if, at that point, would she proceed with the annual recruitment that would go in the November/December issue of the *Ramsey Resident* or would that be omitted.

Mayor Pro Tem Riley asked if they had already agreed it would be omitted.

Councilmember Woestehoff asked if they wouldn't be statutorily required to have some sort of posting regardless if the incumbents choose to retain their seats.

City Attorney Knaak suggested they leave it posted and if they get interest in it, even if there is someone, then they have choices between the incumbent and someone new and it could be forwarded at the same time.

Mayor Pro Tem Riley asked City Attorney Knaak if it was a legal opinion he was giving.

City Attorney Knaak replied that is a recommendation yes, a legal opinion, as this is all just a matter of reading that statute.

Councilmember Musgrove stated she thought that is a good idea because they have, as a part of the policy, what they do if there is a vacancy and they are drawing back on the potential applications. She agreed that it should be official even though it is there passively all year round.

City Attorney Knaak commented he was aware of situations in other cities where there have been people who have come in, and in none of those cases has he seen an incumbent removed. He stated he has seen situations where people have contacted the court and asked to be considered.

Councilmember Woestehoff commented he thought they can post and lightly promote but advertising dollars wouldn't have to be spent on things such as Facebook ads. He thought it was a passive post. He appreciated the fact that it is one more thing for the City to talk about for engagement. He felt getting people involved is something they should be doing whenever they could.

Mayor Kuzma commented he thought the policy would be posted.

Councilmember Woestehoff commented he thought Mayor Kuzma was asking if there was consensus to post it.

Mayor Pro Tem Riley stated they are going to interpret the Mayor's comments that he was asking if Council was in consensus that the position will be posted even if there are incumbents that want to be reappointed. He asked Mayor Kuzma if that was his question.

Mayor Kuzma replied yes.

Mayor Pro Tem Riley asked if there was a consensus that they want to post even when they feel there is no opening.

There was Council consensus to post even when there is no opening.

Administrative Services Director Lasher replied that works well for efficiencies in the event that there could be a midterm vacancy.

Councilmember Howell asked what the retention period is going to be on those applications, how long will Administrative Services Lasher hold onto them once they are collected.

Administrative Services Director Lasher replied previously they had talked about one year. She stated she had put in the draft policy to state 14 months. The reason for that is that she wouldn't want to exclude someone and give a little wiggle room on the calendar in the event that it is slightly over one year and questions arise if it is a valid application or not. She asked if 14 months was acceptable.

There was Council consensus to hold applications for 14 months.

Councilmember Musgrove asked Administrative Services Lasher if that would be added onto number seven: Incumbent Application Process for both of them. She stated it is listed under number seven and asked if it would be listed under Retention.

Administrative Services Director Lasher asked about the partial term vacancies. She stated the City's Charter requires that all vacancies be advertised in the City's official newspaper. She stated that is not a problem and can be done easily. It also requires that all vacancies be advertised in the *Ramsey Resident*. She stated there was previous discussion about not wanting to run a continual ad in the *Ramsey Resident*. She stated her suggestion, which she reviewed with the City attorney today, is to run a small ad for just the Charter Commission, not the other Boards and Commissions, showing how people can apply. She stated the reason for that is that under no circumstances can they get somebody appointed within that 60 day timeline if they have to get it in the *Ramsey Resident.* For example, the January/February *Ramsey Resident* deadline is December 1st so there is no way to ever meet that. She suggested Staff run a small ad in every edition of *Ramsey Resident* to meet that requirement.

Councilmember Woestehoff commented he thought that was fair but suggested adding other Boards and Commissions as well because if people apply during the year, they would get added to the next recruitment. He thought the more people could be encouraged to be engaged on any Board or Commission the better, he didn't want to see it done just for the Charter Commission. He stated he thought at a minimum having it done for the Charter Commission would be acceptable to meet

the requirement to meet the timeline but was in favor of having a small ad for all Boards and Commissions.

Administrative Services Director Lasher replied that is a great idea. She stated the regular Boards and Commissions policy was due to come back soon so she would be sure to include that. She stated under Partial Terms, the first step would be to go back to the recruitment file to see if there is a viable candidate that could be considered. She asked what would happen if there were more applicants than there were vacancies. She referenced the email she had forwarded on April 14, 2022 and another today where there was a response from the Chief Judge saying he wants the City to establish a separate interview panel and process. She stated she knew the Council wasn't in favor of that but it is a question she had to ask.

Mayor Pro Tem Riley stated there are two minutes left before he will recess this meeting.

Councilmember Howell replied she had a lot of questions and didn't remember getting the email on April 14, 2022 and asked what happened between April 12, 2022 and April 14, 2022. She thought more time was needed.

Mayor Pro Tem Riley asked Administrative Services Director Lasher if there was anything else she wanted to cover quickly but they would come back to the issue Councilmember Howell raised when they reconvene.

Administrative Services Director Lasher replied no, this is still on the future Work Session to talk about this on May 24, 2022.

RECESS AND RECONVENE

Mayor Pro Tem Riley recessed the meeting at 6:59 p.m.

Mayor Pro Tem Riley reconvened the meeting at 9:02 p.m.

2.04: Continued Discussions on Developing a Charter Commission Recruitment Policy (continued)

Mayor Pro Tem Riley stated Administrative Services Director Lasher was about to bring up the bigger issue with the Judge's email and thought there would be a lot of questions about that.

Administrative Services Director Lasher stated she had sent emails to several city clerks asking for policy samples and did not get any responses so she thought she would reach out to the Judge to see if they have any sample policies or insights. She had sent that email well prior to the Council meeting on April 12, 2022 but did not get a response until April 14, 2022 so the conversation took place without the Judge's response. She read the email "My preference as Chief Judge would be for the City to form a committee consisting of part City Charter Commission members, part City Councilmembers, part City Staff to review applications and make recommendations." She stated there were more details but that was the main point of the email. She stated prior conversations

involved not having City input but creating a better application and allowing the Judge to make the appointment but now there is this new information. She asked for Council comment.

Mayor Pro Tem Riley asked Councilmember Howell to ask her question from before the meeting was recessed.

Councilmember Howell apologized for losing the email from her inbox and for resending it. She asked if this is something that is required because it is a strong recommendation or if the Council can do its own thing.

City Attorney Knaak replied the Council isn't required to do anything. He stated there is no basis in the statutes or reason why the Council should be picking this group or that group. He stated the problem is that there are reappointments every two years. He stated there is no process other than the process the Council has. He suggested the process they have is done consistently so they know what to expect. He stated it was within the Council's discretion to set up something this elaborate but there is no requirement that they do so.

Mayor Pro Tem Riley commented it seemed to him that the Judge didn't like this part of his job. He stated he didn't care for the Judge's suggestion but preferred they come up with something they think makes sense and present it back. He agreed with wanting to make the Judge's job easier with improved questions on the application.

Councilmember Musgrove commented she didn't like it either. She thought it would be helpful to see the email that went out with the question to help with clarity. She thought they had better direction from the Judge last time in the previous email with having a policy that they wanted and how other cities do it someway, some do it another way, and they had a consensus that they had reached before. Councilmember Musgrove replied she didn't see the email Administrative Services Lasher had sent.

Administrative Services Director Lasher replied it is in an attachment to the case called "Judge email". She stated she had sought out sample policies from other cities and hadn't had any luck and asked if the Judge had any policy recommendations.

Councilmember Woestehoff commented he agreed with what has been said so far and the process outlined by the Judge isn't in alignment with what he would want. He stated from the last discussions, the Council has no real purview of who the applicants are but to send the applications and allow the Judge to make the decision. He stated he would like to stick with that.

Councilmember Howell concurred that she liked the direction they were going and had a good, simple working plan.

Councilmember Heineman commented removing the City Council from the decision-making process is important if the Charter is going to be a co-lateral entity.

Mayor Kuzma commented he would like to keep it simple with the applications being sent to the Judge by the City but otherwise have a hands-off approach to allow the Judge to make the decision for complete transparency.

Mayor Pro Tem Riley stated they fall back to the suggested questions that they were going to be doing.

Administrative Services Director Lasher stated if it is a normal annual recruitment she had no questions with regard to timelines unless Council has feedback for her. When it is a mid-year vacancy she wanted a due date identified because having an open-ended due date creates problems. She asked if, for example, the edition of the *Ramsey Resident* is January/February, she would like to identify the first business day in February. If it is April/May then it is the first business day in May. She noted that gives at least three full weeks from in home delivery date to the deadline, which she felt was reasonable and would help her to not wonder.

Mayor Pro Tem Riley asked if there was Council consensus with setting a firm date.

Councilmember Woestehoff agreed. He referenced the sentence in 2c which reads "the application deadline will be no less than three weeks after the estimated delivery date of the *Ramsey Resident,"* and suggested adding "the next issue of" for clarification. He asked if it was correct that the goal was to have it published in the *Ramsey Resident* and then three weeks after that publication is received.

Administrative Services Director Lasher replied that whole sentence would be revised. It wouldn't say "application deadline will be no less than three weeks after the estimated delivery date," it would say something to the effect of "the first business day of the second month as listed." She stated she will talk with Communications and Events Coordinator Thorstad to come up with wording unless the Council has suggestions.

Councilmember Woestehoff asked if it was always January/February, March/April.

Administrative Services Director Lasher replied yes, adding May/June.

Councilmember Woestehoff asked if her goal would be the first day of the even months.

Administrative Services Director Lasher confirmed this.

Councilmember Musgrove asked if they answered the question in number one on page two about ranking the candidates if there are more than one.

Mayor Pro Tem Riley replied they had said they didn't want City Council to have input so he suggested not ranking them.

Councilmember Woestehoff commented it would be clear that they wouldn't pass on an available and interested applicant.

Councilmember Howell suggested changing the language so it doesn't say "identify a candidate" or "the candidates."

Councilmember Woestehoff stated in one for Partial Year Terms where it says "Refer back to the recruitment file to identify the candidates for consideration for the current vacancy." The direction would be if there is a file of three or four applicants, those would be sent to the Judge.

Administrative Services Director Lasher asked if there would be no recommendation from Council.

Councilmember Woestehoff replied correct.

Mayor Pro Tem Riley added, in response to the question if they get ranked, the answer is no.

Councilmember Musgrove asked if there is only one spot and three applications are sent, what happens to the two that don't get chosen.

Mayor Pro Tem Riley replied they stay in the file.

Councilmember Woestehoff asked if their clock starts over because they have already been in the file.

Administrative Services Director Lasher replied that is a good question and asked for Council input.

Councilmember Musgrove asked if they would be looking for any feedback from the Judge as to why they selected that candidate and if there are any that would he wouldn't want reconsidered.

Mayor Pro Tem Riley replied what if he said no.

Councilmember Musgrove asked if then the clock would be restarted for consideration.

Mayor Kuzma recommended restarting the 14 month clock for those applicants.

Councilmember Woestehoff replied the clock should go off the initial application to make it easier for the Staff to track. He suggested it could be extended to 16 months but felt everyone could also reapply.

Councilmember Musgrove commented for tracking for the Staff to keep it at 14 months and not start if over.

Mayor Kuzma replied he was fine with that.

Administrative Services Director Lasher replied applications that are in the file, regardless of the process they have gone through, after 14 months from the date received they are no longer to be kept in the file.

Councilmember Musgrove asked if it would be easier to track if there was one date.

Mayor Pro Tem Riley suggested it be from the due date so she is doing one recruitment every year.

Administrative Services Director Lasher replied that is a good idea.

There was Council consensus for that idea.

Administrative Services Director Lasher stated her question seven was answered because there was no interview.

Councilmember Musgrove asked if point d is stricken.

Administrative Services Director Lasher replied the City Clerk will send the applications to the Judge. She apologized, noting she is going on a 16-hour day and is starting to get bleary-eyed.

Councilmember Musgrove commented the City Clerk sends a letter to the Judge asking to have an application reviewed, okay.

Administrative Services Director Lasher asked if under Recommendations, they just keep number one.

Councilmember Woestehoff replied he thought so.

Councilmember Musgrove commented on her thought on number two, that because this is a policy it just states the policy, which would provide clarification for having it in there. She asked if she was understanding the purpose for having it in there.

Councilmember Woestehoff replied he sees the point but it was also contradictory because section one says Council wants to be separate but section two implies that they do recommend a specific candidate.

Councilmember Musgrove replied it would be a specific nature of a candidate, not a specific candidate.

Councilmember Woestehoff replied he saw what she was saying. He stated he preferred leaving it at option one.

Councilmember Howell asked about number three.

Councilmember Woestehoff commented he didn't think it was necessarily relevant because it isn't limiting the field but it is also stating the City has some sort of other version of evaluation. He stated he preferred the hard distinction.

Councilmember Musgrove commented this policy is for Council, City Staff, and the Judge, and those two points further clarify that they want to be out of it but have some intentions of what type of candidate is being looked for.

Councilmember Howell replied she would like to include all of it. She felt it isn't trying to narrow down people's views or exclude any views and is not telling what type of philosophy, government, or history they are interested in, or what type of political science views are, but to have people who have those types of interests. She expressed concern that if a bunch of paralegals or history majors apply and then if a plumber applies who is knowledgeable, she didn't want that person excluded because they don't have a degree. That is what she thought was reflected in number three.

Mayor Pro Tem Riley replied he would be comfortable with number three. He felt number two stated they didn't want people excluded, except people who aren't listed. He didn't like number two because it puts in a preference. He didn't like number three because he wasn't sure it was necessary but suggested rewording it.

Councilmember Woestehoff concurred. He stated he understood the spirit of number three more than number two. He didn't have issue with someone lacking a degree.

Mayor Pro Tem Riley suggested wording that they are looking for someone who is well rounded and not necessarily have an education.

Councilmember Heineman replied the purpose of the guidance is to validate the person that is applying has the interest Council is looking for. He thought they were all fine. He added the application questions that are proposed aren't saying specific qualities are desired but is a way for people to vet themselves out through the questions.

Mayor Kuzma commented he wasn't in favor of question two. He thought three was okay, noting there is the application and the City wants the Judge to be able to make the decision. He thought the simpler the process could be made and keeping the Council at a distance the better.

Councilmember Heineman asked if in number two, they are saying to the City Council that with every opening Staff would pen a new letter of what the Council is looking for or would a template be sent. He would be in favor of a template but a new letter would get into biases and subjectivity.

Councilmember Howell replied the idea behind Recommendations was just a blanket cover letter that goes out and once completed, Council is hands off.

Councilmember Heineman replied he would be okay with it if it was very vague and stated something like "the City Council recommend to the Judge that the Judge looks for candidates who show a broad depth of knowledge when it comes to forms of government, philosophy, and literature." He stated getting too specific introduces biases and he wanted it to be kept broad but to ensure interests and experience were appropriate for the Charter Commission.

Councilmember Howell replied she would accept that revision.

Councilmember Musgrove referenced the title "Recommendations" and asked if it is recommendations for the Judge.

Councilmember Woestehoff agreed and stated this document is a policy and under the recommendation section, he likes number one that states Council has no recommendations. He commented that recommending people from all walks of life should be considered by the Judge but he didn't know if it needed to be included in the policy or in this spot.

Councilmember Heineman commented when it is said Council doesn't want to have input on who is selected to the Charter, he takes it to mean not having input on applicants. He thought having a standard statement that to be a Charter member it would be helpful to know the forms of government, what the Constitution looks like, and a general idea of political science. He thought they could give general guidance which wouldn't be contradictory to having direct influence.

Administrative Services Director Lasher suggested changing the title to "Recommendations and Desired Qualifications."

There was Council consensus to change the title to "Recommendations and Desired Qualifications."

Councilmember Howell agreed, adding they were tasked with developing a policy which she thought should include qualities for someone who would do well on the Charter for the Judge. She stated the Judge will have discretion on what kind of governmental philosophy applicants have. She thought that was the Council being hands off while showing that they cared about the qualifications of the applicants.

Councilmember Musgrove asked if all three points are going to remain.

Councilmember Woestehoff replied he liked the change of title because it helps him better associate what that section is. The desired qualifications, those could be outlined in the policy but he would defer to the application questions that allow the applicant to express their skill sets and desires.

Mayor Pro Tem Riley pointed out Councilmember Heineman's qualification list to be people who have a broad knowledge of government and philosophy.

Councilmember Heineman replied all three points are kept in but number two is changed to be very broad and short.

Mayor Kuzma commented they can try this and if it causes confusion for the Judge, it can be revisited and modified.

Councilmember Howell asked if Councilmember Heineman had a suggestion for making number three more concise.

Councilmember Heineman suggested "we'd like candidates to be judged on their holistic knowledge of areas applicable to a Charter Commission." He wasn't sure it needed to be changed.

There was Council consensus to not change number three.

Councilmember Woestehoff replied with modifications, he could support it but suggested the Council look at that section more on their own time and present it to Staff for more input.

Mayor Pro Tem Riley replied this document is getting close and there are too many things that need to be finalized.

Administrative Services Director Lasher replied she would appreciate the opportunity to have one more draft.

Mayor Pro Tem Riley asked about the section with the interviews.

Administrative Services Director Lasher replied yes she has that crossed out. She stated Additional Steps Number One states when applications are received that the applicant would be notified. She stated she would like to see less phone calls and emails. She suggested creating a professional automated response.

Councilmember Musgrove agreed.

Mayor Pro Tem Riley added it could include that the application will stay on file for 14 months for the current or any future vacancies.

Councilmember Woestehoff asked about page four.

Administrative Services Director Lasher replied if Council agreed on page four, the questions she had on page four didn't apply anymore because they both regarded interviews. She stated number five, nine, and part of number ten were unnecessary and she crossed them out.

Councilmember Musgrove agreed with taking number five out. She didn't have a problem with number nine and asked Administrative Services Director Lasher about the current process for orientation because the Charter Commission doesn't meet as often.

Administrative Services Director Lasher replied the process for orientation and getting policies would be part of the required oath of office that must occur within 30 days. She stated the paperwork is forwarded to the County so that would be a time for them to get the binder with the Strategic Plan, the Charter, and things that are normally given to new Charter members

Councilmember Musgrove asked if it states that in the part about them taking their oath.

Administrative Services Director Lasher replied it is in the timeline but she could add it in.

Councilmember Musgrove replied it might be good to clarify it.

Councilmember Woestehoff suggested having a policy that the Charter Commission Chairperson reach out to the new member. He thought it could be number nine except take out the section where Staff is involved and just ask the Chair of the Charter Commission to reach out.

Councilmember Musgrove referenced page three, Terms and Requirements, number three, and asked if the sentence needed to be adjusted.

Administrative Services Director Lasher replied "terms are to be staggered."

Mayor Pro Tem Riley asked City Attorney Knaak if there has been anything he has heard tonight that he thinks would be a problem.

City Attorney Knaak replied no.

Mayor Pro Tem Riley commented another draft will be reviewed and there should be a quick approval.

2.05: Discuss Collecting and Compiling Ramsey City Policies

Mayor Pro Tem Riley asked if this could be pushed to another night.

Councilmember Musgrove asked if they could do that because they have already voted to approve the agenda.

Councilmember Specht replied it is a Work Session so it could be done.

Mayor Pro Tem Riley commented he thought this could be Staff driven. He stated if there are policies, they all need to be in the same place and people should be aware of them. He suggested moving to the next item.

The Council agreed and there was consensus to move on to the next agenda item.

2.06: Discussion Regarding the New City Administrator's Employment Agreement (May be closed to the public)

City Attorney Knaak stated the reason it may be closed is because negotiations would occur with the applicant which isn't happening right now so this topic can wait.

There was Council consensus that this topic can wait.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/Calendar

Mayor Pro Tem Riley asked City Attorney Knaak how to proceed. He asked if it was correct that they can't close the session.

City Attorney Knaak replied no, but they don't know what the topic is.

Mayor Pro Tem Riley replied he didn't, so they just talk about it.

City Attorney Knaak replied yes.

Administrative Services Director Lasher asked if it needs to be noticed as such.

City Attorney Knaak asked as what.

Administrative Services Director Lasher asked if the topic needs to be noticed 72 hours ahead of time.

City Attorney Knaak replied the meeting has to be noticed, the question is whether or not if the agenda has to be noticed. He stated on something like this, there isn't much that can be done about it. He stated it isn't a good practice and suggested the Council set the discussion and put it on the agenda for another Work Session.

Councilmember Heineman asked if there were grounds for Councilmember and Staff input at the end of a Work Session, if that would be an appropriate place to bring it up.

City Attorney Knaak replied if the idea is to discuss a particular thing that is fine. He stated in their agenda it is Future Topics and certainly that is something that would be an appropriate discussion.

Councilmember Heineman stated Councilmember Musgrove could suggest a future topic and then in that and could say what she needs to say.

City Attorney Knaak replied yes, he thought that works.

Councilmember Musgrove stated she didn't like that approach because that is how things get lost in trying to find them because they are in Future Topics. When she has tried to do that she has missed things because they were in a Future Topic section and didn't come up under any title or anything.

Councilmember Heineman replied he was saying if she wanted to talk about something tonight she could phrase it as "I would like to add to future topics and issue I'm having and that issue is" and that would open up the door to discuss what she has to say.

Councilmember Musgrove replied part of it can fall under the category of Ramsey City Policies so if that can be brought back and discuss it as a specific policy in relationship to agreeing that policies need to be worked on.

Councilmember Heineman commented he thought they were all ready to hear it so he would be okay with that.

Councilmember Musgrove commented part of it has to do with the hiring process for the new City Administrator so she would want to be sensitive to that and so is looking for City Attorney direction on whether candidate Interim City Administrator/Community Dev. Director Hagen should be present.

Interim City Administrator/Community Dev. Director Hagen offered to step out.

City Attorney Knaak replied he didn't know if there was a reason one way or another, it's up to him.

Interim City Administrator/Community Dev. Director Hagen stepped out.

Councilmember Musgrove stated she sent the email and has paper copies. She asked if Administrative Services Lasher Director wanted one.

Administrative Services Director Lasher replied yes please.

Councilmember Musgrove stated she was sorry if she didn't send one to Administrative Services Director Lasher. She asked if everyone was able to open the email. She wanted to bring this up because it is the first Work Session since the last meeting. She stated the Interim City Administrator is a candidate involved with this discussion so she couldn't bring it to him. The HR Manager is part of the subject of the discussion so she didn't feel comfortable bringing to her but she felt like it needed to be part of the public record. As a Council, she needed to know who she should be speaking to. As a Council, she wanted to be able to come to that decision about, if they have questions and concerns about the hiring process who do they go to. She stated that is part of her reason. She stated she basically has it presented out with the information which one candidate received which was different than another candidate, which lead one candidate to send an email saying "I'm not going to. And I'm basically thanking you." And then the prior City Administrator did the right thing in a corrective action and sent out an email and so she has questions about the City Administrator did the right thing, was there Staff discussion that warranted this response. Did the Staff and the City Attorney have a discussion on how to resolve this and are there any potential legal issues with what happened.

Mayor Pro Tem Riley interrupted to state he is still reading the email.

Councilmember Musgrove apologized.

Mayor Pro Tem Riley stated he needed to do her a service, he couldn't listen to her and read this. He didn't mean to interrupt.

The Council took time to read the email.

Administrative Services Director Lasher commented she would like this to be held in a Closed Session meeting where she has the authority to open it. She stated this is regarding her performance.

Councilmember Musgrove stated that is part of the reason she wanted to at least be able to hear from her with the Council present, be able to understand what happened, and what are some possible resolutions. She noted that communication is only by email, only during business hours, and decisions should be equally communicated. She stated she put in there some things about what they could do. They could do nothing and she is just seeking Council discussion. She stated she didn't know who to go to with regard to the administrative process if she has questions.

Mayor Pro Tem Riley asked City Attorney Knaak if they can be talking about this right now.

City Attorney Knaak replied he suggested that to the extend to what they are dealing with is some kind of direct or indirect comment on performance by Administrative Services Director Lasher, she is entitled having that as an agenda item and entitled to having that in a Closed Session meeting if she wishes to.

Administrative Services Director Lasher replied she will open it to the public.

City Attorney Knaak commented he understands. He stated he isn't really sure it comes to that level based on what he is reading here. He stated there is implication that there is some kind of wrong doing on Administrative Services Director Lasher Lasher's part. City Attorney Knaak stated he sees it as a communications error that was rectified by former City Administrator Ulrich immediately when he became aware of it, at least that was his perception of it, and remedied the problem. He stated he understands that this is a very sensitive issue but if they are going to push this into a scenario, it is going to be a criticism of an employee and that changes the game. He stated then it is something that is a little bit different. He stated Administrative Services Director Lasher is already indicating that she wants to stand by her rights and he isn't sure it is even an incident that warrants that. He stated he is not belittling Councilmember Musgrove's concerns; he didn't want to be misunderstood. He stated as a practical matter, there are some issues here but he didn't like putting it on the agenda and having it discussed as a question of whether there is liability, no, he can say that right off. Whether that would regard Mr. Korin or Mr. Hagen he doesn't see it or know where it would be coming from. He stated there is no right that is being violated or anything like that the City has caused, nor that was caused by negligence or error. He stated that is his initial read on this, if this is going to be a situation where they are going to be reviewing Administrative Services Director Lasher's performance, they are certainly within their rights to do that and she is within her rights to respond if that is their intention. But that has to be a separate meeting called for the purpose of doing that review. Of course Administrative Services Director Lasher has rights.

Mayor Pro Tem Riley commented that is a pretty clear answer.

City Attorney Knaak continued that is not to say that this can't be raised or shouldn't be raised, that is her right as a City Councilmember, but this isn't the right way to do it, not in this way. It has to be a formal meeting. He indicated it is probably not good to do it at a Work Session.

Administrative Services Director Lasher stated she would request a public meeting on the regular agenda.

City Attorney Knaak replied it would have to be that anyway, the only question is whether or not it would public.

Administrative Services Director Lasher replied it could be closed but it would be her option to open it.

City Attorney Knaak replied it starts with closed and Administrative Services Director Lasher would have the option to open it. He stated he doesn't know how much is there, it is certainly getting escalated into something he isn't sure it is, that is why he is cautioning Councilmember Musgrove.

Councilmember Musgrove stated she is looking for direction in the next month they have to continue with the administrative hiring process, who do they go to, that is her reason for bringing it up.

Mayor Pro Tem Riley stated Councilmember Musgrove went about it poorly.

Councilmember Musgrove apologized for that. She stated she is doing the best she can, she is coming to seek advice, and wanted to get Council advice.

Mayor Kuzma commented Councilmember Musgrove could have called him and they could have had this discussion offline.

Councilmember Musgrove replied if she had called him and he didn't want to have a special meeting, then she loses the right to call a special meeting.

City Attorney Knaak stated they have done their search internally, there is no third party responsible for this. They haven't done anything wrong, they have done a good job overall in doing a search like this on their own. He stated there are bound to be a few bumps in the road, and he felt that was important to be discussed, which is what they are doing. He stated that any issues like this get settled but there is no reason right now to suggest that the overall process was in any way jeopardized by this.

Councilmember Musgrove replied okay.

City Attorney Knaak continued asking them to believe him that he is not belittling the questions Councilmember Musgrove is raising but he didn't think that what is being talked about here rises to the level of a criticism or performance review.

Councilmember Musgrove replied okay.

City Attorney Knaak stated they could make it that, and that is okay, and she is within her rights to respond to that. He didn't think that is where Councilmember Musgrove was coming from here.

Councilmember Musgrove replied, no and referenced the last page she has, stated she would like to know what the policy is on this. She looked for it and couldn't find it.

Councilmember Specht asked if this is a policy and does it come down to a policy of this is how they respond when people apply, versus not respond, or is it performance. He stated that is what he is asking.

Councilmember Musgrove replied she thought it was more policy.

Mayor Pro Tem Riley stated it looks like a witch hunt.

Councilmember Woestehoff stated yes, it absolutely looks like a witch hunt.

Councilmember Musgrove replied no, that is not her intention.

Mayor Pro Tem Riley replied it is veiled. He asked City Attorney Knaak if he could answer the question for them if they don't know where to go.

City Attorney Knaak replied sure. He stated here's the interesting thing, and it would be a situation where he would have to make an exception to the rule, because usually when he is contacted by a Councilmember, as he said early on, he talks to the City Administrator. He stated here it is a little awkward and is a delicate situation. He stated he could certainly do that. He stated from what he sees, what he is concerned about is that they are really doing it right overall, maybe some things weren't communicated in a way that were ideal but he thought former City Administrator Ulrich took care of that part of the problem. He stated things happen and he thought former City Administrator Ulrich did a reasonable job of taking care of whatever misunderstanding there might have been and this process can continue. He didn't think it was necessary at this point to suggest that there has been any kind of wrong doing, even negligence. He stated that was their call, and is only if they want to make it that kind of an issue. He stated based on his experience, he is not seeing that it is.

Mayor Pro Tem Riley asked if the question was answered.

Councilmember Specht replied yes.

Councilmember Howell asked if it could be fair to divide this into, really it seems like there are three things here. One is saying what is the policy, they are talking about policy issues and doing a better job with policies and having that in place. What is the policy to follow to make sure they get the best results in how they communicate with people who are job applicants.

City Attorney Knaak replied he thought that was a very good question to ask. He stated part of the answer is going to come from the fact that they are basically doing it firsthand. They are discovering what works and what doesn't work. He stated that it is a fair thing to say that in the

future, they may have a somewhat different means of communicating things. He wasn't sure. As they look at what they have done, there should be a consideration on their part of what parts of this, because it was done all internally even though it could have been hired out, did they like about this process, what parts didn't work. He stated all in all he would say it seemed to have worked and asked what would they have done differently. He thought it was fair to be asking those questions of themselves as they are going along, which is what they are doing here. He cautioned, because this is not easy, especially when they have two strong candidates and two groups on the Council that are feeling pretty strongly on both sides, it is not easy to go forward on this in a way that somehow if it is not working the way they think it ought to, doesn't reflect adversely on the Staff because it shouldn't be. He stated his sense is that the Staff, even though Mr. Hagen is on the Staff, have been pretty nonpartisan from what he has been observing. He stated he would be happy to be there to answer any questions, or offer direction that they think might be necessary. He thought they were doing things right.

Mayor Pro Tem Riley stated the question that Councilmember Musgrove posed of who should be contacted with issues like this, in this situation, it would be City Attorney Knaak.

Councilmember Musgrove replied part of the conflict with that is that City Attorney Knaak, in his role as attorney, provides Council with direction but his other role is to protect the City and so to her that is difficult to have him be point person for questions.

City Attorney Knaak replied when she talks about protecting the City, his client is the City.

Councilmember Musgrove agreed.

City Attorney Knaak continued they run the City, they are the City Council, and he can certainly interact. When he talks about reporting, as he said to her, there should always be somebody in the administration that knows the communication is going on. They may not know what was communicated, that is not important, but they need to know that communication is going on and that is the way he approaches it. He stated he never reveals what was said, just that there was a conversation. He didn't see that as a conflict, that is what City Attorneys do if they want.

Councilmember Musgrove stated her intention was to be able to have a discussion with the Council honestly about who do they go to and it is a particularly interesting situation with the hire being now the Deputy/Interim Administrator and the communication that happened afterwards. She is just pointing it out and would like to know if there is a policy and if not, if that is something that Administrative Services Director Lasher would be saying is needed or not needed.

Administrative Services Lasher stated she has three questions. She stated she would like to know that email that City Administrator Ulrich sent to Mr. Korin was received by all Councilmembers.

The Council indicated answer was yes.

Administrative Services Director Lasher continued, number two, as an exemptive employee with the City of Ramsey she is granted discretion on how to do her job. And updating candidates on the status in the process when she has conversations with them, and she says she will send them

an update so they don't have to wonder all night, she felt like that was in her discretion. Now one of the texts should have been more thorough but she stated she was exhausted. She stated she is exhausted. She stated she asked the Council to please to outsource this recruitment and maybe other cities have found there are reasons to outsource the top level position. There have been a lot of hiccups along the way in her opinion. She continued, noting she had stated at the beginning of this process she didn't want to do it if she couldn't do it well. So there were some things she wished had gone better but she is over worked and is stretched way too thin. She is doing the best she can and doesn't appreciate this. She indicated that is all she wanted to say.

Mayor Pro Tem Riley stated in answer to the question, in the interim, he would say go to City Attorney Fritz because this a very specific thing. He didn't know there could be a policy if they had thought of it in the past anyway.

Councilmember Specht asked if there was a way to set general guidelines. He would always be open for feedback if there are things that they see and can give feedback.

Mayor Pro Tem Riley commented the normal answer that is known, is that they would go to the City Administrator and that would be the normal fall back. He stated he understood this was different. He stated in this special situation, they would go to City Attorney Knaak.

Councilmember Musgrove stated she appreciated Administrative Services Director Lasher just now providing the information about her exempt status which provides her some liberty in doing that, which she wasn't aware of and that makes it a totally different perspective on what happened. She stated she didn't know that. She stated that was part of her reason for wanting to have this discussion with Council and have that information.

Councilmember Howell commented she disagreed with the City Attorney on this and didn't understand how there are such different messages in front of them. She would want to have a further conversation that needed to be in a Closed Session just to talk through stuff. She stated she understood being overwhelmed but there were so many disparities on so many levels that for her, it is really hard to grasp. She would prefer having a discussion that is thorough about this.

Mayor Pro Tem Riley replied if they are going to do that, it needs to be added to an agenda; that was clearly answered.

Councilmember Howell agreed, adding she wasn't objecting to that, just making a statement.

Mayor Kuzma commented he understood Councilmember Howell's and Councilmember Musgrove's concerns but thought Administrative Services Director Lasher did as good a job as she could. He thought this was getting blown way out of proportion and he would like to stop this nonsense right now. He thought this is going way overboard and they are almost shaming Administrative Services Director Lasher for something she worked really hard at. Staff tried to outsource this thing but the Council decided to keep it inside and go on the cheap. He stated he didn't believe this is rising to that degree. He stated if they want to set policy for the future, that is fine but he is ready to put this to bed.

Mayor Pro Tem Riley stated he thought they were done so he'll call this adjourned.

Councilmember Specht summarized if they want it on the future agenda, otherwise they can look at the policy at a future time.

Administrative Services Director Lasher asked if Council wants to have a Work Session discussion on May 24, 2022 about filling the Public Works Superintendent position. She asked if something should be scheduled for discussion.

Mayor Pro Tem Riley asked if the question was on the date or if the position needs to be filled.

Administrative Services Director Lasher replied the question is when do they want to discuss it.

Mayor Pro Tem Riley replied the sooner the better.

Councilmember Musgrove asked if it was July 8, 2022.

Administrative Services Director Lasher replied it takes 12 weeks to fill the position.

Councilmember Specht replied that is a City Council night.

Mayor Pro Tem Riley stated that is a yes.

4. MAYOR /COUNCIL /STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 10:10 p.m.

Respectfully submitted,

_____
Brian S. Hagen
Interim City Administrator/Community Dev. Director

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

Drafted by Joni Helmeke
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, May 10, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: Interim City Administrator/Community Dev. Director Brian Hagen
Parks and Assistant Public Works Superintendent Mark Riverblood
City Attorney Fritz Knaak
Planning Manager Todd Larson
City Engineer Bruce Westby

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Presentation and Recognition to Dedicated Networks Inc. as an Outstanding Business within the City of Ramsey

Parks and Assistant Public Works Superintendent Mark Riverblood stated on tonight's agenda City Council will consider Resolution #22-110 adopting the 2022 Strategic Action Plan. One strategy within that plan is to "Create a positive image for residential neighborhoods, business districts and key corridors." This spring the City organized a community clean up to meet this strategy. Dedicated Networks Inc. came forward with volunteers to clean up Unity and McKinley Street in the business park as well as the city storm ponds. They also planted a tree. He presented a certificate of appreciation in recognition of those community engagement efforts.

Kaitlyn Matheny and Rob Floorman spoke on behalf of Dedicated Networks, Inc. on their work in the City and received the certificate.

Mayor Pro Tem Riley and Council thanked them.

3. CITIZEN INPUT

Jim Gutswhiler, 16651 Quicksilver Street, asked about the north entrance to Elmcrest Park.

Interim City Administrator/Community Dev. Director Hagen replied they received a counter offer today but have not had a chance to review it. He stated it is at a point where it will come back to the whole Council soon.

Mayor Pro Tem Riley added it is moving forward in negotiation and has at least one more step.

City Attorney Knaak added they are close.

Mr. Gutswhiler commented traffic is increasing now that the weather is getting nicer. He stated the grass is getting long and hard to mow because of all the items that are there and asked for swift action.

4. APPROVE AGENDA

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

A roll call vote was performed:

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

Motion carried.

5. CONSENT AGENDA

Councilmember Howell asked for a correction to Item 5.03 1) Environmental Policy Board Meeting Minutes dated March 21, 2022 to add her name to the attendance list. **(After review, it was found a correction was not needed).**

Mayor Pro Tem Riley asked if the minor adjustment or if it needs to be a separate case.

Interim City Administrator/Community Dev. Director Hagen replied it can be approved with a notation that the correction needs to be made.

5.01: Receive Cash & Investments for Period Ending April 30, 2022
5.02: Receive March 2022 Financial Reports- General Fund and Enterprise Funds
5.03: Note the Following Boards, Commissions, and Committee Meeting Minutes:
1) Economic Development Authority Dated March 10, 2022
2) Environmental Policy Board Meeting Minutes Dated March 21, 2022
3) Park and Recreation Commission Meeting Minutes Dated March 10, 2022
4) Planning Commission Meeting Minutes Dated March 24, 2022
5) Public Works Committee Meeting Minutes Dated March 15, 2022
5.04: Approve the following Meeting Minutes:
1) City Council Work Session dated April 12, 2022
2) City Council Regular dated April 12, 2022
3) City Council Special Work Session dated April 19, 2022
4) City Council Work Session dated April 26, 2022
5) City Council Regular Session dated April 26, 2022
5.05: Approve Business Licenses
5.06: Approve Rental Licenses
5.07: Adopt Resolution #22-112 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the period of April 21, 2022 through May 4, 2022
5.08: Adopt Resolution #22-082 Approving a Conditional Use Permit for an Oversized Accessory Building at 16501 Jarvis St NW
5.09: Adopt Resolution #22-084 Granting a Conditional Use Permit for an Oversize Accessory Building at 18055 Saint Francis Boulevard NW (Project No. 22-114); Case of Trevor and Ashley Nordick
5.10: Adopt Resolution #22-086 Approving Amendment No. 1 to Traffic Control Signal Maintenance Agreement No. 07023 for Highway and Armstrong Boulevard Interchange
5.11: Adopt Resolution #22-097 Approving 2023-2027 Master Partnership Agreement Contract with the Minnesota Department of Transportation
5:12: Adopt Resolution #22-108 Approving Building Inspection Services Agreement with Inspectron, Inc.
5:13: Adopt Resolution #22-109 Approving Participation in Anoka County's HUD Programs
5:14: Adopt Resolution #22-110 Adopting 2022 City Council Strategic Action Plan
5:15: Adopt Resolution #22-111 Calling for a Public Hearing on the Issuance of Charter School Lease Revenue Bonds (Conduit Debt) and Authorizing the Publication of a Notice of the Hearing (Pact Charter School Project)

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to approve the following items on the Consent Agenda, with the correction to Item 5.03 1) Environmental Policy Board Meeting Minutes Dated March 21, 2022 adding Councilmember Howell's name to the attendance list.

A roll call vote was performed:

Councilmember Musgrove	aye
Councilmember Specht	aye
Councilmember Howell	aye

Councilmember Woestehoff	aye
Councilmember Heineman	aye
Mayor Pro Tem Riley	aye
Mayor Kuzma	aye

Motion carried.

6. PUBLIC HEARING

6.01: Public Hearing: Approve Off-Sale Liquor for Liquor Lady Inc dba Fairway Liquor

Presentation

Interim City Administrator/Community Dev. Director Hagen reviewed the staff report and recommendation to approve a liquor license for an existing establishment. He noted any approval of Council tonight should be contingent on approval in passage of a background check by the Police Chief.

Public Hearing

Mayor Pro Tem Riley called the public hearing to order at 7:09 p.m.

Citizen Input

There was none.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to close the public hearing.

A roll call vote was performed:

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

The public hearing was closed at 7:10 p.m.

Council Business

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to approve Off-Sale Liquor License for Liquor Lady Inc dba Fairway Liquors, contingent upon completion and approval of background investigation by the Police Chief.

A roll call vote was performed:

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

Motion carried.

6.02: Public Hearing: Consider Request to Vacate a Portion of Drainage And Utility Easement on the Property Located at 7912 Sunwood Drive NW (Project No. 22-101); Case of Northstar Marketplace LLC

Presentation

Planning Manager Larson reviewed the staff report and recommendation to approve vacation of the portion of the easement.

Public Hearing

Mayor Pro Tem Riley called the public hearing to order at 7:12 p.m.

Citizen Input

There was none.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to close the public hearing.

A roll call vote was performed:

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

Motion carried.

The public hearing was closed at 7:13 p.m.

Council Business

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to adopt Resolution #22-107 vacating portions of a drainage easement on the property located at 7912 Sunwood Drive NW.

A roll call vote was performed:

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

Motion carried.

7. COUNCIL BUSINESS

7.01: Consider Request for an Amended Conditional Use Permit to Expand Existing Natural Gas Substation at 7607 173rd Ave NW (Project No. 22-119); Case of CenterPoint Energy

Planning Manager Larson reviewed the staff report and recommendation to approve the amended Conditional Use Permit to expand the existing natural gas substation. He stated a representative of CenterPoint Energy was in attendance.

Councilmember Musgrove asked Planning Manager Larson to point out where the existing tank is located and where the new one would be located.

Planning Manager Larson replied there is no tank there today; however, there are brackets or concrete forms in place in the ground. He stated the tank would sit where the forms are today.

Councilmember Musgrove replied when she listened to the Planning Commission meeting, she thought there would be an additional tank. She asked if they are asking to add one above ground tank.

Planning Manager Larson confirmed this.

Mayor Pro Tem Riley invited the representative of CenterPoint Energy to speak on how this benefits the residents of Ramsey, if there are safety concerns.

A representative of CenterPoint Energy commented this is a part of an essential service. It is a safety product that is injected into the natural gas stream to give it an odor recognizable as natural gas. He stated that is important in the event there is a leak so they are able to smell it, which is the best indication that repairs are needed. He stated the property is owned by the company and has a

prior use; today Northern Natural operates a delivery point delivering natural gas to CenterPoint Energy at that location. The old foundations part of the old system will be removed and a new tank will be installed. He stated the reason for that is to upgrade the existing systems to bring them up to today's standards.

Councilmember Musgrove asked if the area will be fenced.

The representative of CenterPoint Energy confirmed this. He referenced a map and added there is an existing fence that has not been maintained well and will be removed. New fencing will be installed including a sign that says CenterPoint Energy in case of emergency or if access is needed call the number listed.

Councilmember Musgrove asked how high the fence will be.

The representative of CenterPoint Energy replied he didn't know but if it is part of the building code they need to apply for a building permit so it would meet the code.

Councilmember Musgrove asked if Planning Manager Larson knew if there would be a code standard.

Planning Manager Larson replied he wasn't sure how tall the fence was but if there was a particular height, that could be added to the conditional use permit. He stated any fence taller than seven and half feet needs a building permit to ensure structural soundness.

Councilmember Musgrove asked if Council had recommendations on height of the fence. She also asked if there would be tips at the top.

Planning Manager Larson replied it would have fencing typically used for farming but not barbed wire.

Councilmember Musgrove commented she thought for this type of gas, it was important to have that as a part of the fence to deter activity.

Motion by Councilmember Howell, seconded by Councilmember Specht, to Adopt Resolution #22-093 granting an Amended Conditional Use Permit to expand the substation with an odorant storage tank and associated equipment.

Further Discussion:

Councilmember Musgrove asked if a friendly amendment could be entertained for the fencing height as recommended by code. Councilmember Woestehoff replied the fence would have to comply with code anyway when it is built. If it designed to be over seven and a half feet it will have to have its own building permit. He stated he understands the concern and acknowledged that the zoning is for R-1 which would be the standard followed which are designed for residential fences instead of commercial. He agreed that the fence should deter public access, which he felt

CenterPoint Energy would agree is in their interest as well. He stated he didn't know if it would need to be included in the CUP because he thought CenterPoint Energy would ensure this.

A roll call vote was performed:

Councilmember Musgrove	nay
Councilmember Specht	aye
Councilmember Howell	aye
Councilmember Woestehoff	aye
Councilmember Heineman	aye
Mayor Pro Tem Riley	aye
Mayor Kuzma	aye

Motion carried.

7.02: Consider Request for a Home Occupation Permit at 6131 Green Valley Rd NW (Project No. 22-118); Case of J. Hill Container Company

Planning Manager Larson reviewed the staff report. He stated that the Planning Commission didn't recommend the whole request go forward, but only the warehousing portion of the request. He stated today the applicant submitted an updated site plan but didn't reflect the Planning Commission's recommendation. He noted this case came to Staff's attention a few months ago based on the parking that has been seen on the site. He stated the applicant is working through due process to become compliant with City rules. He stated this business was previously located in Elk River and there were no complaints filed against the business. He stated there were outstanding questions about truck traffic and hours of operations if it were to pass. He stated the alternatives was to approve the applicants' original request including manufacturing. Another alternative is the Staff's original recommendation was to deny the request unless the number of employees was limited and eliminate the dispatch center, which would make the business compliant. A third alternative, and is currently Staff's recommendation, because the size of the structure that it meets the commercial building code, that the Council table this application upon completion of a commercial building code assessment. He stated there is a condition in the resolution of Home Occupation Permits (HOPs) that the permittee is responsible to verify and ensure that the structure is compliant with all accessible State and Local codes, which included building codes to bring the building into compliance. He noted the applicant is in attendance.

Mayor Pro Tem Riley asked if it was true that the Staff recommendation was to table this to get more information on it; however, there is an audience of people wanting to speak. He stated he would like to hear from the audience but felt the item should be tabled at Staff's request.

Councilmember Woestehoff commented he concurred. He referenced the statement from the presentation that the business had moved from Elk River to Ramsey and when he was at the Planning Commission meeting there was no plan to close the Elk River location or have all operations in Ramsey. He asked if that has changed since the Planning Commission meeting.

City Planner Larson replied his understanding was that some operations have been moved here and the desire is to eventually move all operations to Ramsey.

Councilmember Woestehoff pointed out that during the Planning Commission meeting the vote was three to four, and then four to three in terms of the process between what the request was and then to the change of only having warehousing. He stated it had come to the Commission originally as a Staff's recommendation for denial. He stated it was a tentative case to begin with and more information may still be needed.

Mayor Pro Tem Riley asked the applicant to speak first, followed by others wishing to speak.

Jeff Hillman, the applicant, 6131 Green Valley Road, stated what he heard tonight was new for him. He stated he is willing to work with the City but expressed concern over the extra cost if the building needs to be considered commercial which would have several requirements that he didn't feel would be feasible. He stated he is a small business seeking a HOP. He stated it is being pushed into commercial and asked if the lot needed to be rezoned as commercial.

Councilmember Musgrove stated she appreciated the applicant's presentation. She asked Mr. Hillman if there was anything he wanted to share about his business or if he felt it would be wiser to determine what information the Staff had.

Mr. Hillman replied he is willing to provide more information, noting it isn't a huge company. He stated they are still operating out of Elk River out of his property. He stated he brought samples in and had sent information explaining his business. He stated if he is required to meet commercial codes, he should be able to operate as a commercial business.

Mayor Pro Tem Riley replied if it is tabled, Mr. Hillman will be invited back and continue the conversation.

Kelly Schmidt, 6000 177th Lane, stated along that stretch there are three families with husbands that work night shifts and need to sleep during the day. She asked Council to help the neighbors understand about the HOP because they are asked to bring concerns with documentation but felt unheard by the Planning Commission. She stated there is a family with autistic children that live close to this property. She stated Green Valley Road needs maintenance repairs. She recommended a road study be done. She expressed concern with on going noise, not having a buffer, risk of fire danger, and big machinery, semi-trucks, and large water storage tanks on the property. She felt the business was too large for an HOP. She stated she moved into a neighborhood and didn't feel she had rights in having a commercial business next door.

Brian Heigl, 17826 Potassium Street NW, stated HOPs are good and provide small businesses to get started and grow into a larger business. Then, when a business grows too big for a home it goes into a commercial property. He stated in this case there is a large business that wants to go into a home setting which he opposed. He stated there is a 15,000 square foot building, the same as about four to six homes, too big to be put into a residential area. He stated the Planning Commission indicated this business has been operating in Elk River without an HOP and questioned why the applicants would follow the rules in Ramsey if they hadn't been in Elk River.

He stated there are several semitrucks and other big equipment on the property even though they are currently in violation of code. He expressed concern with run off from the business going down the hill into the river and bog, and with the potential for an increase in traffic accidents.

Carl Buchholz, 15365 182nd Avenue NW, Elk River, stated he is the applicant's father-in-law. He stated the machinery that has been mentioned is his and will be moved, with the exception of one semitrailer which belongs to Mr. Hillman, after the completion of a pole shed in Litchfield where his farm is. He stated the large grain trucks are on the gravel. He reiterated that they are a small business that started out in a two-car garage.

Charles Lattery, 17646 St. Francis Boulevard, stated he has seen the operation and felt the run off that would occur would be similar to what would be generated by homeowner with a woodworking shop. He felt the manufacturing process was small and only included cardboard boxes. He rejected the claims that traffic accidents would increase due to this business, noise complaints, or the number of deliveries. He questioned the proposed requirement to install a fire suppression system and suggested fire extinguishers instead. He felt the small business should be allowed.

Ron Trail, 6025 Green Valley Road, stated he lives next to the applicant and the county road where he lives is very busy. He stated the previous owner had horses that caused run off into his property and the creek which needed to be addressed. He felt the previous owner cause more trouble than the Mr. Hillman. He stated he saw normal activity for someone living on a ten acre lot and challenged the concerns with noise, semi-truck traffic, and the storage facility. He felt it has become a better place after the previous owner left.

Desiree Hillman, 6131 Green Valley Road, the applicant's wife, stated he has been running the business since he was 18 and it is still a small business. She stated the website says it is a world-wide business simply for promotion. She showed some of the cardboard dividers and boxes they produce, stating it is to fill 1,000 piece orders for larger companies and her children help with the assembly. She stated they have been doing it for 25 years without a fire or other hazards. She stated she is being harassed and judged by the neighbors. She stated some of the equipment has been used for needed landscape improvements.

Arnie Cox, 6001 177th Lane NW, stated he lives on the backside of Mr. Hillman's property and knew the previous owner. He stated his father and friends have been self-employed and paid real estate taxes. He felt HOP businesses should be made commercial properties and have to pay the share that is in the commercial area. He questioned why the previous owner was allowed to build the over-sized building and stated he didn't feel businesses should be in residential areas.

Deb Kemp, 6003 178th Lane NW, stated she is in the process of selling her house. She stated this is the second large commercial business within 350 feet of each other, neither one wanting to add fire suppression in a neighborhood that includes children. She stated she didn't move to the neighborhood to be around businesses. She is having difficulty selling her home because of the commercial businesses in the neighborhood. She felt his business was too big and expressed concern with the flammability of the cardboard.

Kelly Schmidt responded to the statements by Ms. Hillman that she has been harassing the family and that the pictures she has shared also belong to someone.

Mayor Pro Tem Riley stated the Staff recommendation is to table this and asked if there was Council agreement to do that or if Council wanted to discuss it.

Councilmember Musgrove stated if this is tabled it needs to be addressed in a timely manner so the applicant doesn't have to wait.

Mayor Pro Tem Riley asked if Staff had a suggested timeframe.

Interim City Administrator/Community Dev. Director Hagen replied the Staff recommendation to table the issue is if Council is inclined to seek approval and if the motion is to deny the request it could occur this evening. If it going to be approved, it would be brought back at the next Council meeting on May 24, 2022.

Mayor Pro Tem Riley replied there were questions that would make it appropriate to table this.

Interim City Administrator/Community Dev. Director Hagen replied it would be brought back as soon as the applicant felt he had received clear direction of what would be required by the City and would be prepared to do due-diligence on those requirement.

Mayor Pro Tem Riley asked if the timeframe would be 30 days.

Interim City Administrator/Community Dev. Director Hagen replied yes, roughly.

Councilmember Musgrove asked if the size of the building is the reason to table the motion because the full size of the building is being considered even though only a portion of it would be used for the business and would that not meet the requirement for the HOP. She asked if that could be addressed tonight.

Planning Manager Larson replied the building code looks at the building as a whole, not just the portion that is being used for the business. He stated the type of business is also considered including warehousing, manufacturing, and the product. He explained that cities and counties don't have the ability to amend or make allowances to satisfy it. He stated they need an architect to consult with the applicant about the building and business to put together an architectural business analysis that the building official and fire department will review and agree on a plan of what is needed to meet the State building code. He stated it could be minimal or it could be substantial.

Councilmember Woestehoff asked Staff to look into the 1999 CUP which lists the building as 13,200 square feet but the applicant stated it is 15,000 square feet. He also asked if an addition is being requested or if it is correct that the building is 15,000 square feet.

Planning Manager Larson replied he was unsure of the size because the plans that were submitted weren't done by a design firm. He stated part of the architectural analysis would be to determine the exact square footage.

Councilmember Woestehoff stated the parcel was 7.8 acres with an adjacent 2.8 acres. He asked if there is a residence on the second property and if not, could they be put together into one PID. He noted the code states an accessory building on the seven to eight-acre lot is only 400 square feet and the building is already triple that size, which is his concern along with the amount of impervious surface. He wouldn't want the smaller lot to be sold off.

Motion by Councilmember Woestehoff, seconded by Councilmember Heineman, to table consideration of Resolution #22-085 per Staff direction for 30 days.

A roll call vote was performed:

Councilmember Musgrove	nay
Councilmember Specht	nay
Councilmember Howell	nay
Councilmember Woestehoff	aye
Councilmember Heineman	nay
Mayor Pro Tem Riley	aye
Mayor Kuzma	aye

Motion failed.

Councilmember Specht asked if the concerns about the building can be grandfathered in because of previous approvals and it was an existing building that hasn't been expanded. He also asked if State code would have to be met or if the decisions are those that the Council is going to be able to make in 30 days whether to require fire suppression and other changes.

Planning Manager Larson replied in the building code there is a concept called a "change in use" and even though the building is an older building when the use is changed, any sort of grandfathering or provisions are eliminated. By State law it has to be brought up to code. The size of the building and the use in warehousing and manufacturing means the building code would require analysis. He stated this is something that if the Council approves this tonight, the applicant will have to do as one of the conditions of approval. He stated with tabling the item more information could be obtained, or the motion could be to approve it contingent and let the applicant figure it out. If it doesn't work out the activities must cease.

Councilmember Woestehoff agreed noting in the original Conditional Use Permit (CUP) it stated that no commercial business could take place, that it's intended use was a riding arena. He stated the Planning Commission sets the requirements of CUPs very specifically and for a reason. He stated he would have concerns with the size of the building despite the fact that some of it is being used for personal use.

Councilmember Howell addressed the original CUP and it not allowing commercial use. She stated Green Valley Road is very busy anyway, noting Green Valley Greenhouse is there. She stated the property is very large and when she drove out to see the business and the neighborhood, it didn't seem like it was a poor location for it. She stated the applicant would have to get in compliance with State statutes. She didn't object to the use but to the road.

Councilmember Woestehoff commented he isn't concerned about the business generating added traffic or noise and limited concern about fire suppression. He stated his concern was with the cost that it will take to meet code and that being a barrier for them. He agreed with one of the residents that this seems like a commercial use and although it is a small business, it needs a large space which is an issue. He questioned if there wouldn't be a better place for it. He stated Green Valley Greenhouse is on a property that is zoned R-1 MUSA and has a CUP that has been amended several times. He felt there are issues the Council should look at strategically for that whole area.

Councilmember Heineman stated the reason he voted against the motion to table was because this is a business that needs an answer quickly. He asked Staff if the facts should be compiled before the next City Council meeting.

Planning Manager Larson replied a lot of this will be up to the applicant to hire an architect to do the code analysis. He stated as soon as the analysis is done, Staff can review it within a couple of days. He stated they would like to move it along quickly.

Councilmember Heineman stated that Mr. Hillman will have to go through requirements outside of the City regardless of the vote. He stated by City Staff giving review, they can provide direction and support him. He asked Mr. Hill what timeline he would like, two weeks or one month.

Mr. Hillman replied he would prefer a two-week timeline. He stated he contacted two architects but hasn't heard back and asked if it could be extended if need be.

Councilmember Heineman agreed.

Motion by Councilmember Heineman, second by Councilmember Woestehoff, to table consideration of Resolution #22-085 until the next City Council meeting in two weeks.

Further discussion:

Councilmember Musgrove asked that a friendly amendment be added that if the analysis isn't able to be accomplished in two weeks, the operation wouldn't be ceased but an additional two weeks would be granted.

Amended motion by Councilmember Heineman, second by Councilmember Woestehoff, to table consideration of Resolution #22-085 until the next City Council meeting in two weeks with an additional two weeks being granted if the analysis isn't completed.

A roll call vote was performed:

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

Motion carried.

7.03: Adopt Resolution #22-103 Accepting Bids and Awarding Contract for 2022 Neighborhood Pavement Overlay Improvements, Improvement Project #22-04

City Engineer Westby reviewed the staff report and recommendation to adopt resolution accepting the bids and awarding construction contract for Improvement Project #22-04 to North Valley Inc. in the amount of $972,929.10.

Councilmember Musgrove asked City Engineer Westby if she understood it correctly that Hakanson Anderson is going to do the topographical survey and Bolton & Menk is going to do another portion.

City Engineer Westby replied no, that is not correct. He explained the same firm is going to do the topographical survey, and that is Hakanson Anderson. He asked if he said Bolton and Menk.

Councilmember Musgrove replied it was in the presentation so she wanted to clarify. She stated she was glad to see that the bids were close.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adopt Resolution #22-103 accepting bids and awarding a construction contract for 2022 neighborhood pavement overlay improvements, Improvement Project #22-04 to North Valley Inc. for a bid amount of $972,929.10.

A roll call vote was performed:

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

Motion carried.

7.04: Adopt Resolution #22-104 Accepting Bids and Awarding Contract for Wood Pond Hills 2nd- 5th Street Reconstructions, Improvement Project #22-06

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #22-104 accepting bids and awarding a construction contract for Improvement Project #22-06 to North Valley Inc. in the amount of $568,135.15.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to adopt Resolution #22-104 accepting bids and awarding a construction contract for Wood Pond Hills 2nd-5th Street reconstruction, Improvement Project #22-06 to North Valley Inc. for the bid in the amount of $568,135.15.

A roll call vote was performed:

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

Motion carried.

7.05: Adopt Resolution #22-105 Accepting Bids and Awarding Contract for 2022 Crack Seal Improvements, Improvement Project #22-08

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #22-105 accepting bids and awarding a construction contract for Improvement Project #22-08 to Northwest Asphalt and Maintenance in the amount of $108,779.90.

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to adopt Resolution #22-105 accepting bids and awarding a construction contract for 2022 crack seal improvements, Improvement Project #22-08 to Northwest Asphalt and Maintenance in the amount of $108,779.90.

A roll call vote was performed:

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

Motion carried.

7.06: Adopt Resolution #22-106 Approving Plans and Specifications and Award of Contract for 2022 Pavement Rejuvenation Improvements, Improvement Project #22-09

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #22-106 approving plans and specifications and award a contract for Improvement Project #22-09 for Corrective Asphalt Materials in the amount of $155,810.35.

Councilmember Woestehoff stated he noticed on the rejuvenator case and the crack seal case that there is one street that is getting both. He asked if there will be any conflict between that process.

City Engineer Westby replied there is no issue with crack sealing and receiving the rejuvenator, they are compatible.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to adopt Resolution #22-106 approving plans and specifications and awarding a contract for 2022 pavement rejuvenator improvements, Improvement Project #22-09 to Corrective Asphalt Materials in the amount of $155,810.35.

A roll call vote was performed:

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

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

Interim City Administrator/Community Dev. Director Hagen noted the joint Work Session tomorrow evening between the Council, Planning Commission, and EDA. He stated follow up meetings will be scheduled, if needed, to continue to review The COR design framework and MUSA boundary.

Councilmember Specht congratulated the State Speech and Debate participants, noting Ramsey has a great Speech program in Ramsey. He hoped for future success.

9. ADJOURNMENT

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

A roll call vote was performed:

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

Motion carried.

The regular meeting of the City Council adjourned at 8:56 p.m.

Respectfully submitted,

_____
Brian S. Hagen
Interim City Administrator/Community Dev. Director

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Joint Work Session on Wednesday May 11, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Mark Kuzma (attending remotely) Councilmember Chelsee Howell Councilmember Ryan Heineman (attending remotely) Councilmember Debra Musgrove Councilmember Chris Riley Councilmember Dan Specht Councilmember Matt Woestehoff (arrived at 6:01 p.m.)
Planning Commission Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Tom Hunt Commissioner Eric Peters Commissioner Gary VanScoy Commissioner Brian Walker
EDA Members Present:	Chairperson Michael Olson Member William MacLennan Member Shanna Stewart Member Scott Wiyninger
Also Present:	Interim City Administrator/Community Dev. Director Brian Hagen City Engineer Bruce Westby Senior Planner Chris Anderson Economic Development Manager Sean Sullivan Planning Manager Todd Larson Parks and Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: The COR Design Framework Review

Interim City Administrator/Community Dev. Director Hagen reviewed the staff report.

Mayor Kuzma stated that he does not like the word COR. He stated that the sign on Highway 10 was changed to the City of Ramsey. He recognized that funds were spent on developing the logo and brand but believed that the first change they should make is with the name.

Planning Commission Chair Bauer stated that the Commission has been hearing from the EDA that more retail would like to be along Highway 10 for visibility and was concerned with lack of visibility if located in The COR. He commented that there have been multiple variances to sign height to promote the businesses within that location. He believes that Highway 10 and The COR should be discussed together. He recognized that the large draw retail would most likely be along Highway 10, with secondary retail uses in The COR. He wanted to ensure all the groups are on the same page. He stated that planning tends to look long-range, while reviewing the immediate applications, but believes there has been too much deviation in the review of plans. He used the PACT project as an example where they originally proposed their project for the site behind Casey's which is guided for retail/commercial. He stated that there was also commercial development interest in that site but yet it was still being considered for PACT as well. He believed there has been too much reaction to proposals without thinking about the overall plan and best use of the parcels. He agreed that COR is an almost meaningless description. He also agreed that a new name could incorporate the Highway 10 development and the area described as The COR.

Councilmember Heineman agreed that The COR should be renamed as it is very ambiguous. He agreed that discussion should continue at another time and the focus should remain on topic.

Acting Mayor Riley agreed that there should not be much time spent on that and it could be a future topic. He confirmed the consensus of the group to rename The COR.

Interim City Administrator/Community Dev. Director Hagen stated that there is a specific vision identified within The COR and the question is whether that needs to be changed as it was created in 2005 and revised a few times. He noted that coming out of COVID it would be appropriate to reevaluate and determine if the plan should again be adjusted.

Economic Development Manager Sullivan provided additional details on specific parcels that have been discussed by all groups present and the inquiries that have been received for the parcel. He stated that it is helpful to ensure all groups are on the same page.

Community Development Director/Deputy City Admin Hagen commented that there is future infrastructure needed and asked if the City should look at doing some of that proactively to draw attention and interest.

Mayor Kuzma referenced 2B, which seems to have a very low-lying area and asked the cost that would be needed to make that development ready.

Interim City Administrator/Community Dev. Director Hagen replied that the EDA and Council have directed staff to create an estimate for that work to make it a shovel ready site and staff is working through that process.

Economic Development Manager Sullivan stated that the Public Works Committee provided direction at its January meeting which included multiple options for staff to investigate. He stated that at least three developers have come forward but paused because of those unknowns.

Planning Commissioner Anderson asked if the site behind Casey's is shovel ready.

Economic Development Manager Sullivan replied that site is close to pad ready.

Planning Commissioner Anderson commented that as the Highway 10 construction goes on, the City should be proactive to make it easily accessible. He referenced 2B, noting that has continued to be a topic of discussion for the Commission. He stated that input was received from the EDA that the intersection of Armstrong and Bunker would provide visibility for commercial/retail development while the northeastern portion of the lot would be available for townhomes. He commented that site is not shovel ready and asked the possibility of having a developer place the fill they are removing from their site to a City owned area that requires fill in order to obtain cost savings. He stated that perhaps fill could be obtained from the Highway 10 project.

Councilmember Musgrove believed that the Council has discussed that at length and believed that the consensus was housing on the Bunker side and retail on the other side. She stated that at the April 12th meeting Councilmember Woestehoff mentioned whether the front porches and awning should be required or not.

Acting Mayor Riley stated that the corner has come up multiple times and suggested that the discussion focus on that in an attempt to find consensus.

Economic Development Manager Sullivan commented that the corner has great visibility but lacks access and the County has stated that an access would not be provided on Armstrong and only a right-in/right-out would be provided on Bunker, which does not make it easily accessible for retail. He identified the area that has been identified as more prime for retail and the area that would be more appropriate for housing such as townhomes. He commented that if that arrangement is agreed upon, it would most likely remove the option for a big box retail store. He noted that in the current market there is not a demand for big box retail locations and noted that when those are developed, they tend to cluster, and Ramsey would not have the space for that. He stated that Centra Homes is interested in the site.

Councilmember Specht stated that he thinks it would be good to hear from some more businesses before those decisions are made. He commented that it would be nice to have the space available if a larger store were to desire to come to Ramsey.

Interim City Administrator/Community Dev. Director Hagen asked how the property is currently being marketed.

Economic Development Manager Sullivan commented that the City is currently accepting interest on both uses. He stated that the property is being listed as retail but is receiving interest from residential as well. He stated that three residential developers have expressed interest.

Acting Mayor Riley commented that the problem with waiting is that there is interest in residential development at this time and not interest from retail. He noted that the question would then be how long the City would continue to wait, as the approach has been market driven thus far.

Planning Commissioner Walker asked how long the property has been marketed as retail.

Economic Development Manager Sullivan replied that the property has been marketed in that manner since 2009.

Councilmember Woestehoff arrived.

Councilmember Heineman commented that he is not a fan of having big box retail in The COR and would instead envision high quality retail, restaurants, perhaps a brewery. He stated that he would rather see big box south of Highway 10, if there is interest and focus on more boutique use in The COR. He stated that anything that will draw people into The COR will be helpful. He stated that Lake Ramsey Commons is of high interest to him as he would picture young families coming to that. He stated that bringing families into The COR to shop would be of high value. He preferred recreational opportunities, shops, and retail as that would create a place people would want to live because of the amenities. He stated that he can drive 15 minutes to get to a Walmart in neighboring communities and therefore that is not needed in Ramsey. He stated that he would prefer to see six restaurants in the space a big box retailer would occupy.

Councilmember Musgrove asked for clarification on a photo of homes and asked if the developer would be anticipating that product or whether that was a vision of the City.

Economic Development Manager Sullivan replied that the concept was presented by Centra Homes for that parcel. He stated that Centra would be interested in residential development but not the retail component. He provided additional details on the grade of the site and wetland, noting that there are a lot of questions on that development cost of that parcel.

Councilmember Musgrove commented that she likes that housing product and provided suggestion for retail locations within that overall site.

Planning Commissioner Anderson commented that this parcel has been talked about a lot and asked staff to provide an image from within The COR Framework.

Mayor Kuzma stated that the North Metro Mayors Association has provided him with the opportunity to hear about what is going on in the other communities in this area. He stated that the greenway and park concept is important to set Ramsey apart. He asked if putting townhomes in that area would impact the plan for the park.

Parks and Assistant Public Works Superintendent Riverblood commented that the greenway could be narrowed to a trail through that portion.

Interim City Administrator/Community Dev. Director Hagen recognized that there seems to be general support for the park and perhaps it would be helpful for staff to put some numbers together to develop an estimate for that cost.

Mayor Kuzma commented that will be an important piece to drawing retail to this area.

Planning Commissioner Gengler agreed with Councilmember Heineman on the desired type of retail, focusing more on local trade rather than big box retail. She asked the zoning across Armstrong and whether that would also be retail.

Interim City Admin/Community Dev. Director Hagen replied that the west side of Armstrong would likely be retail while west of Ferret would be low impact industrial.

Planning Commissioner Gengler commented that the retail could mirror each other, and housing could mirror itself as well.

Community Development Director/Deputy City Admin Hagen stated that perhaps staff comes back with a few exhibits to show the separation of retail and housing on parcel 2B.

Acting Mayor Riley confirmed the consensus of the group with that direction.

Economic Development Manager Sullivan commented that there is a critical mass required for housing which is modeled in the Centra proposal that could be impacted if a third retail area is added.

Councilmember Woestehoff commented that he agrees with the comments of staff thus far. He referenced the Centra plan and stated that although he agrees with a desire for more retail in that area, he believes that the major thoroughfare line should be the dividing line for retail and residential. He believed it would make sense to leave that separation as proposed in the Centra Plan with the City roads being the divider. He agreed that walkability is incredibly important, including the trail structure. He stated that one of the items that continues to receive several variances is related to the entrance to a building from Sunwood. He believed that should not continue to deviate if the desire is walkability.

Acting Mayor Riley commented that the park comes with a large price tag and while everyone would like the park, the cost is a challenge.

Planning Commission Chair Bauer commented that the pond and park can create a good environment to attract restaurants, retail, and people. He stated that there could be a combination of retail and park around the pond.

Parks and Assistant Public Works Superintendent Riverblood commented that the greenspace and amenities are well mapped out on the east side of Zeolite. He stated that the park would serve those that live downtown and would also be a destination for the residents of Ramsey at large as well as drawing in people from other communities that will frequent the shops and restaurants. He noted that he continues to hear a desire for the splashpad and stated that would be a draw from

other communities as well. He agreed that the improvement has a large cost, but there are funds that have been contributed to the park trust fund from the residential developments in The COR. He stated that the residential apartments invested into the downtown in support of this park vision as well. He believed the City was well situated to begin mapping this out.

Interim City Administrator/Community Dev. Director Hagen commented that because this will be a community park that will be used by all residents, park dedication would come from all developments in the community, not just those in The COR.

Councilmember Musgrove recalled that some elements of this plan are moving forward, using the example of the pumphouse and streetscape. She noted that she believes this will move forward incrementally.

Acting Mayor Riley commented that when the lake is dredged, it would be believed that fill could be used in another area.

Parks and Assistant Public Works Superintendent Riverblood confirmed that staff is working on those calculations. He noted that previous borings have shown the fill will be desired.

Councilmember Heineman commented on the amount of traffic that was generated to use the beach and splashpad within the Lakeside Commons development in Blaine. He estimated about 1,000 people per day used those amenities. He agreed that tying together EDA and parks would be a good idea.

Acting Mayor Riley commented that there is support for the park and making preparations to determine the costs to move the dirt.

Parks and Assistant Public Works Superintendent Riverblood highlighted some of the elements that would be proposed within different phases of the plan.

Councilmember Woestehoff asked if TIF 14 funds could be used for park improvements.

Economic Development Manager Sullivan replied that park improvements could not be funded through that method.

Councilmember Specht commented that Apple Valley has a nice splashpad amenity and believed that could be used as an example.

Planning Commission Bauer commented that there is a constant stream of traffic of people coming and going from Adrenaline dropping off and picking up kids. He stated that if there was a place for those parents to go while they wait for their kids, that would be a benefit to the parents and the City and its businesses/amenities.

Planning Commissioner Walker commented that if the parcel has been marketed for retail for over ten years and it has not sold, he would believe it would be time to switch gears. He stated that

developing the residential side would bring money in that could be used for additional improvements that could spark the retail side.

Acting Mayor Riley confirmed that there was agreement that about two thirds of that site should be residential.

Planning Commissioner Walker stated that he likes the Centra concept but would also like to see retail at the corner of Armstrong and Bunker.

Acting Mayor Riley noted that the issue with that would be lack of access.

Economic Development Manager Sullivan commented that there is some flexibility in the layout.

Planning Commissioner Walker suggested running a north/south road using the western portion as housing and eastern portion as retail.

Councilmember Specht commented that if the sports dome comes to fruition that could be a game changer in bringing more interest.

Mayor Kuzma commented that the Armstrong interchange took several years, and Highway 10 has been an issue as well. He believed that once Highway 10 is completed, the property would be more attractive for development. He stated that he is not opposed to the townhomes.

Councilmember Woestehoff commented that the more density there is in The COR, the better it is for rural Ramsey in order to meet the required three units per acre across the city.

Planning Commissioner Anderson stated that there were other layouts for that site that showed different options for retail, aside from the Centra proposal. He stated that the City needs to look into it to see what works best.

Senior Planner Anderson stated that this was discussed about five years ago as well. He noted that every concept proposed included a greenway corridor to make the desired connection.

Acting Mayor Riley commented that there is consensus that residential would work on the site with a greenway corridor, while there is some question as to where the retail would go.

Interim City Administrator/Community Dev. Director Hagen highlighted the next topic of discussion for the southeast corner of The COR and reviewed the questions that were posed to the group within the staff report. He stated that staff is working with the County related to the right-in/right-out access and asked whether that would be a cost the City would want to incur if the Java project does not move forward.

Economic Development Manager Sullivan provided details on the proposed location for a right-in/right-out.

Councilmember Woestehoff stated that he agrees with the right-in/right-out concept but questioned if the City should do anything without a developer involved as their desired layout may change from what is proposed by Java. He stated that he also has concern with the potential for a vehicle to take a U-turn at the railroad tracks.

Interim City Administrator/Community Dev. Director Hagen replied that the developer would want as much space as possible, therefore they would attempt to come as close to Veterans Drive as possible.

Councilmember Woestehoff stated that he would be in favor of not expanding Peridot as there are plenty of roads and access.

Economic Development Manager Sullivan commented that Peridot was brought up through the review of O'Reilly's from police and fire. He agreed that they do not know what Peridot will be, but something will be needed to relieve the development in that area.

Planning Commission Chair Bauer commented that he would prefer to be proactive in order to assist potential developers.

Acting Mayor Riley commented that his concern would be if this does not occur during the construction, the County may not approve it in the future.

Economic Development Manager Sullivan agreed that would be important in order to take advantage of the opportunity.

Acting Mayor Riley confirmed the consensus of the group to support that action.

Councilmember Musgrove asked if TIF dollars could be used for that purpose.

Economic Development Manager Sullivan stated that would be a TIF eligible cost, but they would need to check with finance to determine if funds are available.

Interim City Administrator/Community Dev. Director Hagen moved to the topic of building aesthetics and confirmed that the vision remains true. He moved to residential versus retail, noting that uses do support each other.

Economic Development Manager Sullivan commented that a developer recently completed a market study and found there was not enough desired housing within the three-mile trade area. He stated that more residents are needed in order to support some of the business proformas.

Planning Commission Chair Bauer suggested that perhaps the City look at the temporary freeze for apartment buildings within The COR, noting a low vacancy rate within the existing buildings in The COR. He stated that perhaps they also look at smaller lot sizes within the ring outside The COR in order to increase that density.

Councilmember Specht stated that he is not opposed to more homes. He noted the new development coming in near Bowers Drive as well. He stated that when Highway 10 is complete and if the sports dome came, that would change the views and desire of the land, therefore he would not want to make too many changes at this time.

Councilmember Woestehoff references south of Riverdale, near Armstrong, which is zoned B2. He asked if there are any open parcels or whether those are County owned.

Economic Development Manager Sullivan identified the County owned properties, as well as the property owned by the Pearsons. He also identified the area that is being developed by Capstone Homes.

Councilmember Woestehoff commented that perhaps there would be an opportunity for R-3 in that area as well.

Councilmember Heineman agreed with Councilmember Woestehoff. He stated that a lot of residents have concern that the urban sprawl continues to occur in the north. He stated that most residents agree that if there is going to be development, that should occur south of Highway 10. He believed that if more housing is needed, it could be concentrated in that area south of Highway 10 to build density while leaving space in The COR for business.

Councilmember Woestehoff stated that it would also provide businesses along with Highway 10 a great opportunity for redevelopment, which would help to eliminate some of those auto uses along the corridor. He believed that a new apartment building would look better than another car lot.

Councilmember Heineman agreed. He stated that if there is a car lot that does not want to sell, having more residents adjacent would bring more customers and increase the value of the property.

Economic Development Manager Sullivan commented on a parcel that he believes would be very marketable if changed to R-3.

Councilmember Musgrove asked the intentions of the County with their parcels.

Economic Development Manager Sullivan replied that the property was acquired when the bridge crossing was anticipated in that area. He believed that the County would be willing to sell the property now that the bridge crossing is not going to be in that location.

Planning Commissioner Peters referenced the Nathe property and noted that the resident has expressed concern that he cannot get his farm equipment across the road because of the Pleasure Land vehicles parked along the road. He stated that there would then be apartment buildings next to farm equipment.

Acting Mayor Riley confirmed that the desire is to hold retail/commercial land but there is an understanding that additional residential development is needed, and guidance was provided on where that could occur.

Councilmember Musgrove asked if there should be discussion on awnings and front porches. She stated that she likes the look as it lends to the character but would like to hear comments from planning and developers.

Planning Commission Chair Bauer stated that the Commission recently reviewed a proposal that included something other than porches. He asked why porches were originally required and whether that is something they want to hold onto.

Acting Mayor Riley asked if that review should start with the Planning Commission and could then move forward from there.

Parks and Assistant Public Works Superintendent Riverblood provided details on the intention of requiring front porches as it creates a more walkable area and sense of community. He believed that the porches add value to the homes and neighborhood and provide the opportunity for residents to interact.

Planning Commissioner Gengler stated that one of the plans they reviewed had more of a patio/social area out front that would provide the intention, but it was not truly a porch.

EDA Chairperson Olson asked if the intention is function or look.

Senior Planner Anderson displayed a proposal of something the developer was looking to bring to The COR that did not necessarily meet the criteria of a front porch. He noted that front porches are not high on the wish list of buyers in the current marketplace.

Councilmember Woestehoff commented that he struggled with the fact that the porch would not provide the desired intention as he would access his home from the garage and his kids would play in the driveway, therefore a community space would make more sense in the interior. He stated that while he understands the essence of the standards and the intent, the point of community is along the interior streets rather than what the City considers to be the front.

Councilmember Musgrove commented that some of the properties owned by the elderly have flat entrances and therefore functionally it may be better to have a slab in the front with more community space on the interior of the site.

Planning Commissioner Walker stated that the City sometimes tries to nitpick on how things will be done but ultimately the developers are investing to build these products and are aware of what will sell. He did not believe that porches is something the City should require.

Acting Mayor Riley suggested that the Planning Commission develop a policy that could be reviewed by the City Council.

Councilmember Howell liked the idea of suggesting but not requiring.

Economic Development Manager Sullivan stated that it is nice from time to time to have a breakup in the façade and not have the entire community look the same.

Acting Mayor Riley suggested that they move to the parking structures that were planned at City cost. He stated that if there were something that would make the concept work, he would entertain that.

Councilmember Musgrove commented that some of the maps she has seen show four parking structures and was unsure how that has been reduced and what the current number is within the framework.

Interim City Administrator/Community Dev. Director Hagen provided additional details on the most current adopted design within the framework, identifying the structured parking within the plan.

Economic Development Manager Sullivan commented that the parking ramps would be dictated by the density of development that occurs. He stated that there may be a developer driven project that would require a parking ramp at some point. He noted that perhaps the City could provide TIF financing to assist with the parking structure. He did believe four parking structures would be too much and that the demand would be market driven.

Councilmember Musgrove asked if those areas should be rezoned for retail, housing, or business.

Planning Commission Chair Bauer commented that the intention of The COR is to be pedestrian driven and there is not a lot of parking available. He stated that there is a need for at least one parking ramp, perhaps with more height, to provide the parking and encourage a pedestrian nature.

Planning Commissioner Anderson stated that he agrees with that. He stated that there are vehicles parked in the existing ramp that are being stored by apartment residents. He stated that as they develop the Main Street concept, they may need another ramp.

Parks and Assistant Public Works Superintendent Riverblood noted that presently on street parking is not allowed overnight during the fall and winter but that could be an option in the future. He noted that there was an intention to have additional parking for the park use which would primarily be used in the evenings and weekends and therefore could be shared by others during the days. He stated that there could also be surface parking that could eventually be covered parking. He commented that large parking lots generate very little taxable income.

Councilmember Musgrove commented that the Council discussed the parking ramp including appropriate and inappropriate uses, with direction to City staff for enforcement to ensure appropriate use of those spaces.

Acting Mayor Riley confirmed the consensus to remove two parking structures with a suggest versus require method.

Councilmember Woestehoff agreed with the market driven approach to having a parking structure. He commented that south of Highway 10 could be another good location for a transit ramp, noting

that a bridge would be required for crossing. He recognized that would be more to consider in the future.

Recess and Reconvene

The meeting was briefly recessed.

The meeting reconvened.

2.02: MUSA Boundary Review

Interim City Administrator/Community Dev. Director Hagen reviewed the staff report.

Councilmember Musgrove commented that she looks forward to a discussion on the concerns raised by residents and how they could look at zoning.

Acting Mayor Riley asked if the map within the case is the currently zoned MUSA and whether that matches the guiding in the Comprehensive Plan.

Interim City Administrator/Community Dev. Director Hagen confirmed that the map within the packet was pulled from the 2040 Comprehensive Plan which is the adopted MUSA boundary and different types of uses. He stated that generally speaking the Metropolitan Council regulates density to be three units per acre and it is his understanding that the City currently does not meet that. He noted that there is however a slight cushion in the actual density. He stated that the consequence of not meeting the three units per acre would be that the Metropolitan Council could deny sewer connections.

Acting Mayor Riley asked the process that the City could go about for rezoning.

Interim City Administrator/Community Dev. Director Hagen provided details on that process. He stated that the Metropolitan Council would look at the overall density as well in determining whether to allow the amendment. He confirmed that not all properties within that MUSA boundary are connected to sewer and water at this time, but that opportunity spreads with the opportunity of development.

Councilmember Musgrove referenced previous discussion involving the property south of Riverdale which is currently zoned commercial. She asked if that is the property that was discussed to be rezoned as high-density housing.

Interim City Administrator/Community Dev. Director Hagen reviewed the current zoning in that area. He confirmed that there would be opportunity to reguide that property, but the City would still need to follow the process of a public hearing, decision, and consideration by the Metropolitan Council.

Councilmember Heineman asked if the Metropolitan Council calculations count what is developed or planned to be developed. He stated that if proactive measures can be taken now to rezone some

of that area into high density perhaps it would offset the calculations to the point where they could focus on keeping northern Ramsey rural.

Senior Planner Anderson stated that he could not give a specific number but explained that the Metropolitan Council would look at how land is guided and not whether it is built out yet.

Planning Manager Larson commented that the Metropolitan Council does track what is built each year, as well as what is left and whether things are being balanced.

Senior Planner Anderson stated that the Linwood subdivision sparked that discussion related to the minimum of three units per acre as that parcel was changed from high density to medium density.

Councilmember Heineman stated that if they are going to look at shifting density in the Comprehensive Plan to meet requirements, it would make sense to continue to focus on adding that south of Highway 10.

Councilmember Woestehoff commented that it was his understanding that if the actual number is not met that would impact the ability to receive grants or programs like Livable Communities and the planned number would result in the ability to deny permits.

Senior Planner Anderson confirmed that the Linwood project did make the City ineligible for the Livable Communities program. He also confirmed that if the planned number is under the threshold, sewer permits could be denied.

Councilmember Woestehoff referenced a splash of medium density near Green Valley Road. He noted that the greenhouse takes up a large piece of property and perhaps it would be advantageous to zone the parcels so that they would not impact the residential calculations.

Interim City Admin/Community Dev. Director Hagen commented that if the greenhouse is guided as low density residential, they are not forcing the use to change.

Councilmember Woestehoff commented that it would seem more appropriate to guide the land to match what is actually occurring on the property.

Acting Mayor Riley asked why medium density is shown in that area.

Senior Planner Anderson commented that his assumption would be that the decision was based off input from the property owner in perhaps the 2030 Comprehensive Plan.

Councilmember Specht asked if changing the greenhouse to agricultural would help in the calculation.

Interim City Administrator/Community Dev. Director Hagen replied that would actually hurt the calculation as commercial and agricultural development does not count. He noted that there would likely be pushback from the neighborhood if that property were rezoned to commercial. He stated

that the City looks at the MUSA area for its infrastructure to determine where trunk lines should be located and how they should be sized to address the future capacity need.

Councilmember Musgrove asked if the infrastructure is laid out parallel to the roads. She noted sections that appear to be missing the infrastructure and would seem to make more sense to be included in the MUSA rather than extending infrastructure further north. She commented that the MUSA area does not seem to be thoughtfully drawn out.

Interim City Administrator/Community Dev. Director Hagen stated that as Ramsey became a city many of the homes already existed in the township. He stated that as infrastructure is added throughout the years, it often tends to follow the developable opportunities on large tracts of land. He stated that it would not seem to make sense to identify an area for connection that was already constructed with homes on wells and septic on two plus acre lots. He explained that it makes more sense to identify areas that could be developed that could meet the density requirements of the Metropolitan Council.

Planning Commissioner Walker asked why a property would be placed in a MUSA district when there is no available infrastructure.

Community Development Director/Deputy City Admin Hagen provided an analogy noting that someday that property could be developed on City services. He noted that the first step would be to identify the property for City services and then zoning would follow that would guide how the property could be subdivided in the future.

Planning Commissioner Walker stated that if someone were to purchase a property on Green Valley road that were 40 acres in size and realized the cost to run infrastructure, that may deter the decision to purchase the property. He asked if it would make more sense to zone the property as future MUSA as the infrastructure is not available in that area.

Planning Manager Larson reviewed the staging plan, which dictates where energy should be focused now, in the near future, and in the longer-term future. He noted that staging would allow for the infrastructure to be extended in that manner.

Planning Commissioner Walker commented that in the case he is speaking of the Commission granted a variance which did not require the resident to connect to City services which were still 1.5 miles from his property.

Interim City Administrator/Community Dev. Director Hagen stated for that case, a variance was required because of the way the City Code is written. He stated that the Code could be amended to determine what would be considered accessible in terms of connecting to City services for large acre parcels.

Planning Commissioner Walker commented that if there is service available within a reasonable distance, it would make sense to require the connection. He did not believe it was appropriate to require connection if the services are not available.

Planning Commission Chair Bauer stated that if that area is not designated as MUSA, the infrastructure would not be sized appropriately, and the appropriate planning would not occur. He explained that utility planning looks not just at what is needed now, but what will be needed in the future as well in order to appropriately size the lines and provide appropriate capacity.

Senior Planner Anderson stated that in the scenario raised by Commissioner Walker, it was an existing lot of record and perhaps the Code could be amended to eliminate the need to go through the variance process for that type of request. He did not believe it would be wise to allow for a subdivision to go along that same path.

Councilmember Musgrove stated that if all the land designated MUSA were to develop, would the Metropolitan Council then require the City to designate additional property.

Councilmember Woestehoff stated that they are currently on the 2040 Comprehensive Plan and the next version would be 2050. He stated that if additional acreage were required to be designated, the City could do that with a parcel such as the game fair property that is close to MUSA but is not connected. He identified additional large parcels along Highway 47 that could possibly be designated as MUSA. He stated that if higher density is focused towards The COR, that would result in less density being required in the northern portion of the city. He stated that input from landowners will help to guide those discussions.

Planning Manager Larson commented that the Metropolitan Council does not dictate development occurring, only the possibility of development occurring therefore any land could be designated whether or not it developed.

Interim City Administrator/Community Dev. Director Hagen stated that a developer will bring forward a request to develop a large property and they will have done their due diligence in the cost to connect to infrastructure if that is desired. He noted that would give the City the highest level of discretion in whether it would want to allow the change of use.

Acting Mayor Riley commented that it comes back to being market driven.

Councilmember Musgrove asked the process for redrawing MUSA boundaries, using the example of a property wanting to come out of the MUSA and if another area can be identified to replace that.

Senior Planner Anderson noted that would occur in the planning for the next version of the Comprehensive Plan.

Interim City Administrator/Community Dev. Director Hagen stated that an individual property owner can make a request as well. He stated that if a large acre property wanted to get out of the MUSA, the line would likely be adjusted in that area because the infrastructure has already been sized to support connection in that area. He explained that it would not make sense to remove a portion from the MUSA in the north and add it in the south.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 8:18 p.m.

Respectfully submitted,

_____
Brian S. Hagen
Interim City Administrator/Community Dev. Director

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 2.**

Meeting Date: 05/24/2022

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.

Recommendation:

Staff recommends approval of business license applications contingent upon completion and approval of background checks or review by required city departments.

Action:

Motion to approve the attached business license applications 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	05/18/2022 04:09 PM
Brian Hagen	Brian Hagen	05/18/2022 06:23 PM
Form Started By: Wendy Schlueter		Started On: 05/06/2022 12:56 PM
Final Approval Date: 05/18/2022		

Report Name: License Report - License Types
Council Dates: 5/24/2022 to 5/24/2022
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

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Therapeutic Massage Establishment						
The Massage Lady	Catherine Ann Porter	15042 Limonite St NW		12/31/2022	5/24/2022	A
				Therapeutic Massage Establishment License Count:		**1**
Therapeutic Massage Therapist						
Porter, Catherine	Catherine Ann Porter	15042 Limonite St NW	The Massage Lady	12/31/2022	5/24/2022	A
				Therapeutic Massage Therapist License Count:		**1**
Tobacco						
Cherokee Liquors Inc	Grant Radamacher	5427 Alpine Dr NW	G-Will Liquors	12/31/2022	5/24/2022	A
				Tobacco License Count:		**1**
Transient Merchant/Peddler/Solicitor						
Everlight Solar	Kole J Kent			12/31/2022	5/24/2022	A
Everlight Solar	Levi D Esensee			12/31/2022	5/24/2022	A
Everlight Solar	Omar Abdi Omar			12/31/2022	5/24/2022	A
				Transient Merchant/Peddler/Solicitor License Count:		**3**
				Total Licenses:		**6**

CC Regular Session **5. 3.**

Meeting Date: 05/24/2022

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

Rental Licenses

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/18/2022 06:30 PM
Form Started By: Nicole Laubach		Started On: 05/17/2022 08:12 AM
Final Approval Date: 05/18/2022		

Report Name: License Report - License Types
Council Dates: 5/24/2022 to 5/24/2022
Status: Active, Inactive
License Type(s): Rental, Multi-Family Rental

City of Ramsey
License Report - License Types

Printed: 5/17/2022

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Rental						
SFR Acquisitions 2 LLC		14225 Tungsten St NW		5/27/2025	5/24/2022	A

Rental License Count: 1

Total Licenses: 1

CC Regular Session **5. 4.**

Meeting Date: 05/24/2022

Submitted For: Mark Riverblood, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Authorize Tennis Court Maintenance; River's Bend, Fox and Central Parks

Purpose/Background:

Note: this case is the follow-up recommendation from the Public Works Committee from their regular meeting May 17, 2022.

The city has tennis courts at Rivers' Bend Park (4), and one each at Fox and Riverdale Park. Loral I Armstrong Delaney Central Park also has a four court system that was constructed in the mid-1990's and converted to 2 tennis courts + 4 pickleball courts in 2021.

Tennis courts typically need resurfacing at about a 5 to 8 year maintenance interval. For **River's Bend Park**, this coming year would be the twelfth year since this maintenance activity has occurred, and it is needed and should not be deferred due to concern for safety and quality of play. (At the point the color coating begins to spall off, or loosen from the bituminous surface below, players can slip and slide when making abrupt moves or stops, creating a fall hazard. The color coating at River's Bend has reached this stage a couple of years ago.)

For **Fox Park**, the single court there was constructed around 1995, and it was resurfaced one time since. The court is not in playable condition, and probably should be signed 'closed' until such time as the resurfacing would occur.

As mentioned above, **Central Park** was re-color coated last Spring, however, thin cracks reappeared which is a common occurrence for large areas of bituminous, exposed to extreme temperature fluctuations. Pickle ball players have commented about the appearance of these cracks, and staff recommends caulking with thickened paint at a not-to-exceed cost of $2,500 (Time and Materials). Alternatively, a colored caulking approach would be $10,000—which is not recommended.

Observations/Alternatives:

The first attachment is the existing conditions of the courts discussed above. The second attachment is the long-term forecast (summary form) for all the city's courts, together with the estimated future costs. It may be noted that this forecast also is a second quarter Action item #16 of the 2022 Strategic Plan: "*Establish a Funding Plan to Complete Parks Capital Replacement Improvements".* (As an aside, the tennis court at Riverdale Park is in need of maintenance at this time too, however this can be addressed for reconstruction year 2023.)

The itemized cost break-down for maintenance this case recommends is as follows:

River's Bend
Recolor 4-courts $24,000
Remove and re-set two net posts $2,500
Repair/replace wood practice wall $500

Fox Park
Recolor single court $7,500

Repair/replace wood practice wall $400

Central Park
Crack fill $2,500

Contingency 3 park locations $1,000

Total 2022 Court Maintenance $38,400

Funding Source:
For the 2022 tennis court maintenance resurfacing and associated repairs ($38,400), the recommended funding source is the Capital Maintenance Fund, (formerly known as 'Park Maintenance Fund #810') which has a present balance of $1.3M.

Recommendation:
The Public Works Committee and Staff, recommend proceeding with the reconditioning of the courts at River's Bend and Fox Park' as soon as practicable—and also with paint-caulking approximately 950 feet of cracks (three colors) at Central Park this Spring as well.

Action:
Motion to approve the reconditioning of the courts at River's Bend, Fox Park, and crack filling Central Park in a not-to-exceed amount of $38,400 to be funded by the Capital Maintenance Fund.

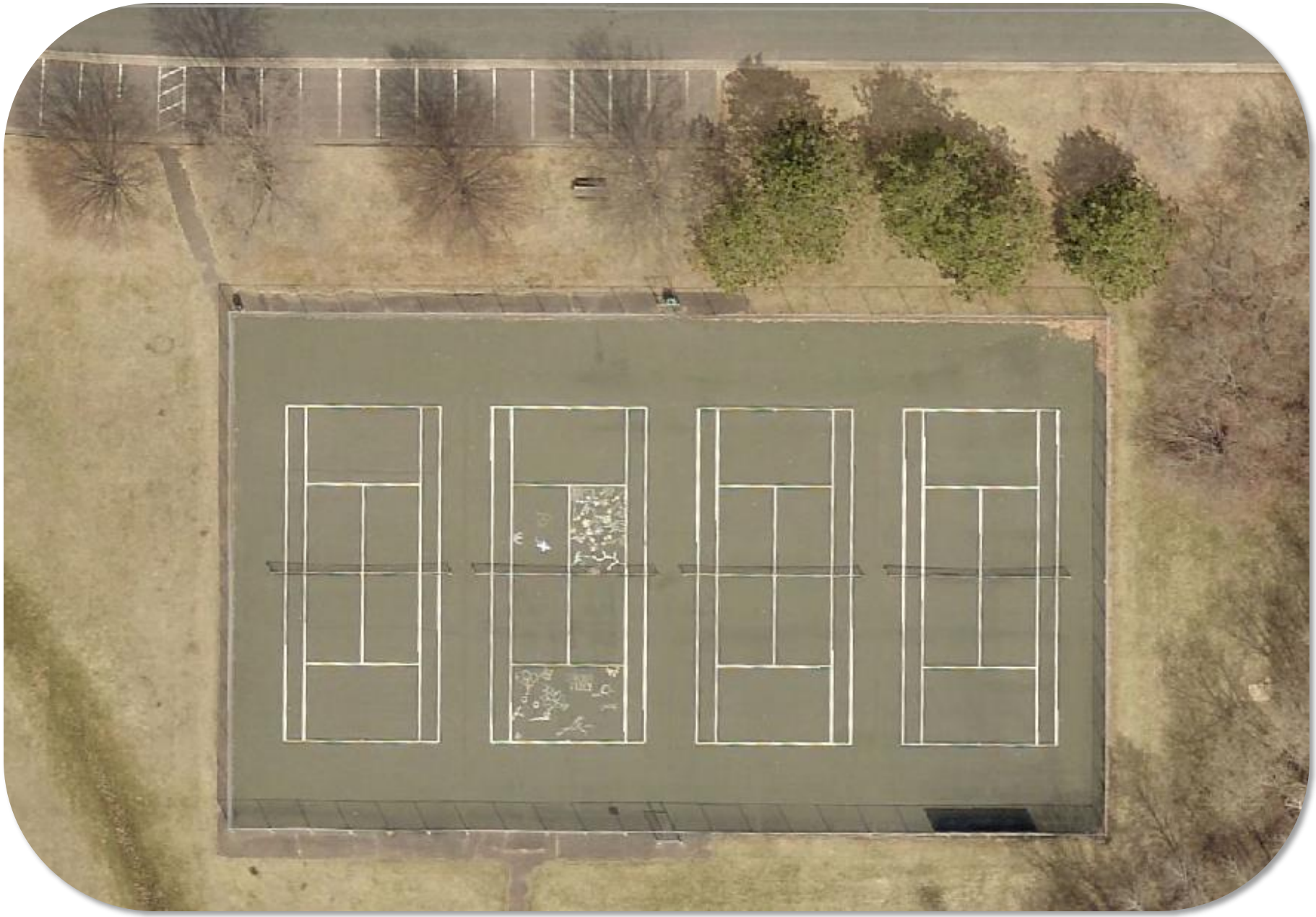
Attachments

Existing Conditions
Maintenance Forecast
Fox Park Quote
Rivers Bend Quote

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	05/18/2022 02:04 PM
Brian Hagen	Brian Hagen	05/18/2022 06:36 PM
Form Started By: MaryJo Warner		Started On: 05/18/2022 10:08 AM
Final Approval Date: 05/18/2022		

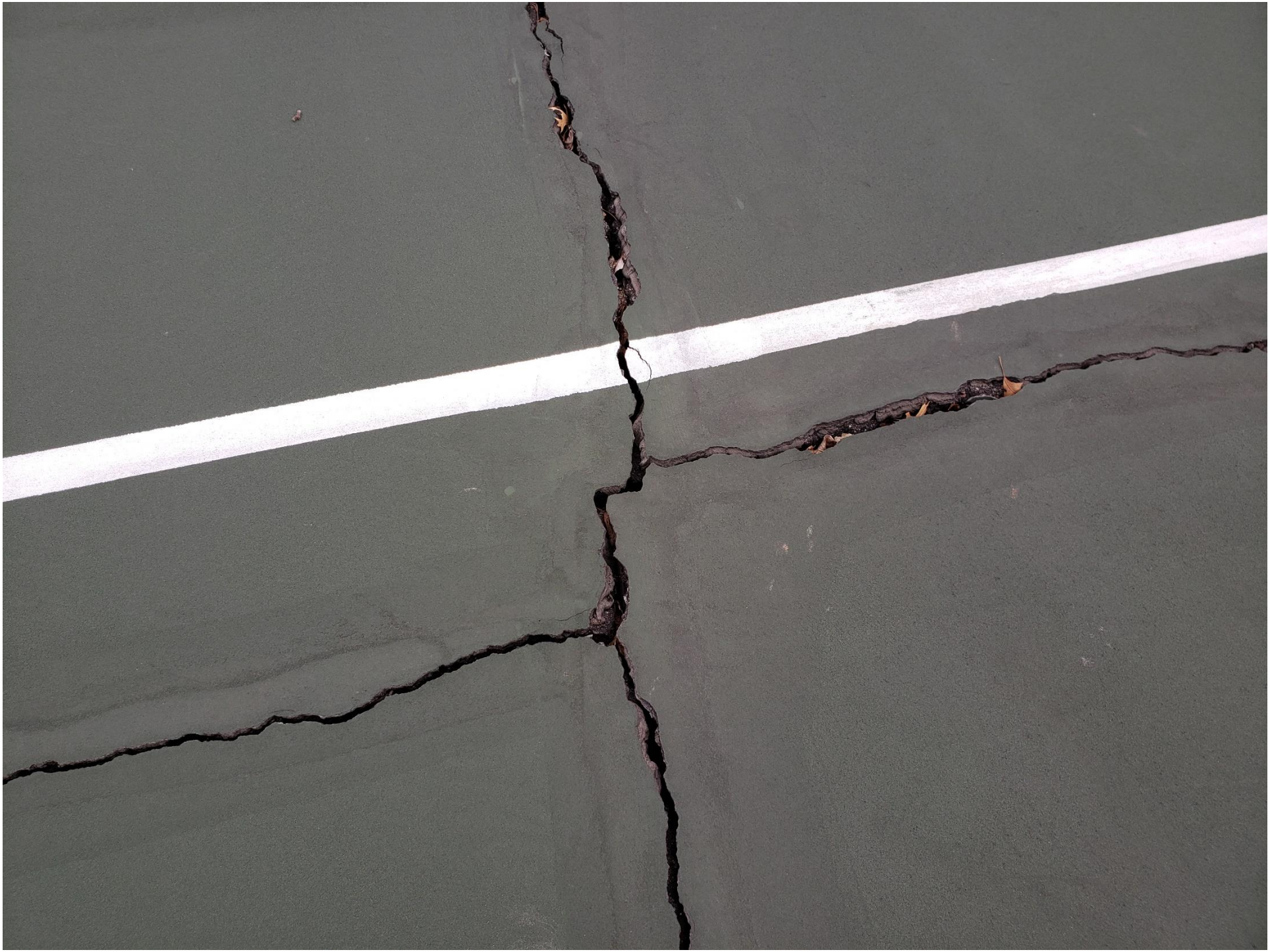
Existing Conditions – River's Bend Park







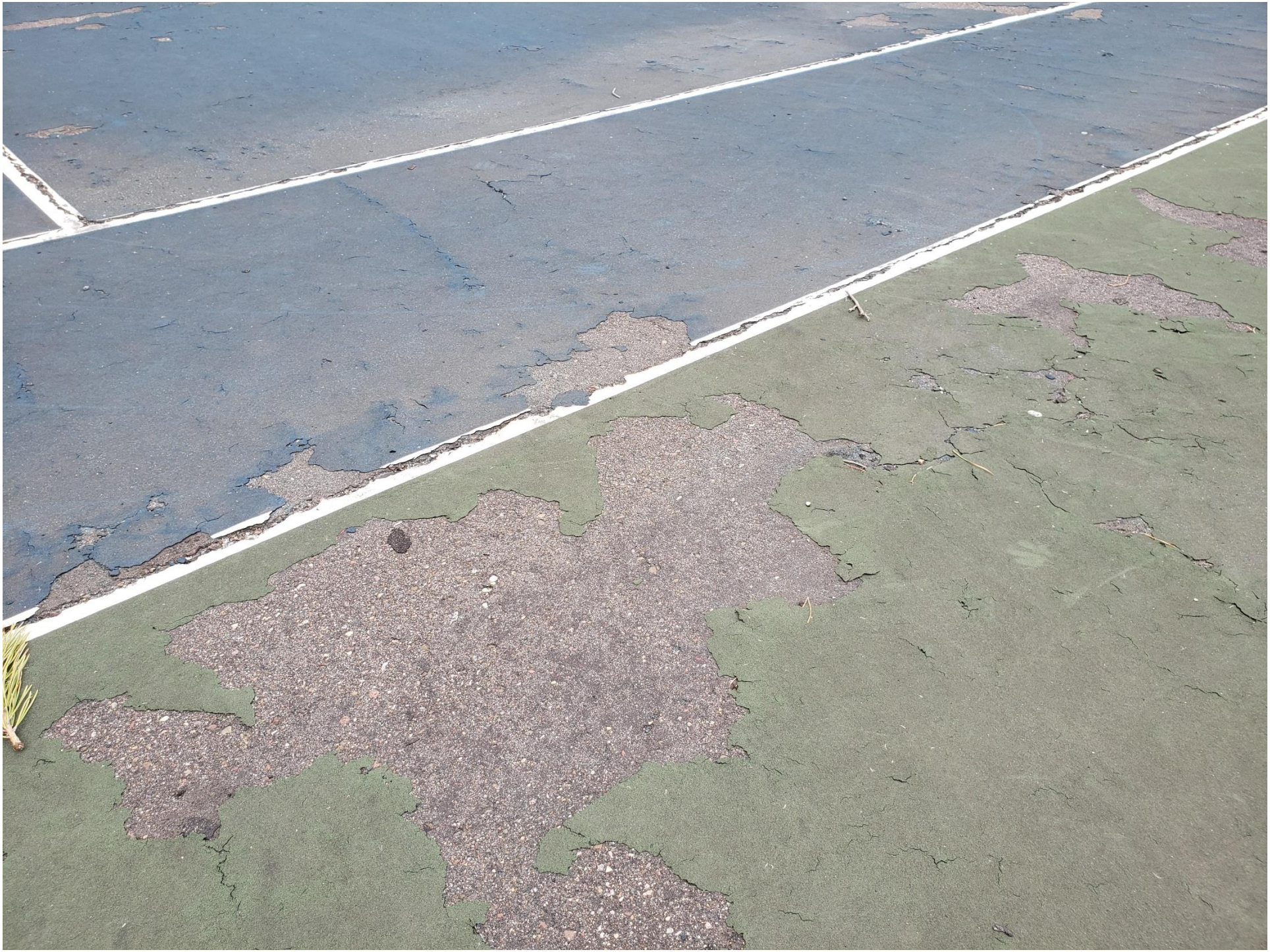




Existing Conditions—Fox Park













Loral I Armstrong Delany Central Park – Crack Filling





Tennis/Pickle Ball Maintenance Plan

2021 Central Park Pickle Ball and Tennis Courts *(Completed)*
(Converted two tennis, to four pickle ball)

2022 Rivers' Bend Tennis Courts $26,500
Complete color coat and reset two net posts

2022 Fox Tennis Court $7,500
Color coat and stripe

2023 Riverdale Courts $8,000
Color coat and stripe

2026 Central Park Pickle Ball/Tennis Courts $35,000
Color coat and stripe

2027 Rivers' Bend Tennis Courts $31,000
Color coat and stripe

2031 Evaluate all courts for use and relevancy

2033 Riverdale *and* Fox Tennis Courts $18,000
Color coat and stripe

DRAFT





2022 – 2033 total estimated reinvestment = $126,000

Serving Minnesota, Wisconsin, Iowa, Nebraska, North Dakota, and South Dakota

3017 161st Ave NW, Andover, MN 55304
763-753-1127 – Phone
763-753-3619 – Fax
eric@umathleticconstruction.com

MN Contractors No. IR722325
IA Contractors No. C090307

April 1, 2022

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Re: Fox Park Tennis Court
17150 Potassium St

We propose the following:

Tennis Court Color Coat System

1. Power wash surface to remove loose paint, vegetation, dirt and debris – dispose of off site
2. Machine rout all existing cracks and clean with compressed air – Approx. 500 LF
3. Fill with crack patch binder to level of existing surface with multiple applications and grind smooth
4. Apply two coats of sand filled acrylic emulsion resurfacer
    a. 8-10 lbs. silica sand added per gallon of concentrate material
    b. Coverage: .05-.07 gallons per square yard per coat
5. Apply two coats of latex acrylic paint
    a. Color to be selected by owner
    b. 6 lbs. silica sand added per gallon of concentrate material
    c. Coverage: .05 gallons per square yard per coat
6. Reline per USTA standards **Base Bid $7,500**

Alternate 1 – Armor Crack Repair System

All specifications above will remain the same and these will be added after step #4 in the base bid

1. Furnish and install Armor Crack Repair System to all prepared cracks – Approx. 500 LF
2. Apply a black acrylic resurfacer blending coat over entire Armor surface according to manufacturer's specifications
    a. All cracks shall be covered and masked by the filler coat
3. Proceed to step #5 in base bid **ADD $11,500**

Alternate 2 – Net Posts and Tie Down Anchors

1. Remove net posts, tie downs, concrete footings and dispose of off site
2. Furnish and install one (1) new set of DTP-37 net posts and 1-5/8" tie downs
    a. 4000PSI concrete net posts 18"x60" and tie downs 12"x36" **ADD $2,500**

Notes:
Standard 1-year material and workmanship warranty
No warranty provided on standard crack repairs from reappearing due to our climate and bituminous movement
Court is unplayable with acrylic paint peeling off and vegetation growing creating a tripping hazard and should be resurfaced in 2022

Thank you,

Eric Hicks
Upper Midwest Athletic Construction, Inc.

Sourcewell Formerly NJPA
Awarded Contract
Contract # 060518-AST

MEMBER AMERICAN SPORTS BUILDERS ASSOCIATION

Serving Minnesota, Wisconsin, Iowa, Nebraska, North Dakota, and South Dakota

3017 161st Ave NW, Andover, MN 55304
763-753-1127 – Phone
763-753-3619 – Fax
eric@umathleticconstruction.com

MN Contractors No. IR722325
IA Contractors No. C090307

April 1, 2022

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Re: Rivers Bend Tennis Courts
14200 Waco St

We propose the following:

Tennis Court Color Coat System

1. Power wash surface to remove loose paint, dirt and debris – dispose of off site
2. Machine rout all existing cracks and clean with compressed air – Approx. 1,660 LF
3. Fill with crack patch binder to level of existing surface with multiple applications and grind smooth
4. Apply two coats of sand filled acrylic emulsion resurfacer
    a. 8-10 lbs. silica sand added per gallon of concentrate material
    b. Coverage: .05-.07 gallons per square yard per coat
5. Apply two coats of latex acrylic paint
    a. Color to be selected by owner
    b. 6 lbs. silica sand added per gallon of concentrate material
    c. Coverage: .05 gallons per square yard per coat
6. Reline per USTA standards **Base Bid $24,000**

Alternate 1 – Armor Crack Repair System

All specifications above will remain the same and these will be added after step #4 in the base bid

1. Furnish and install Armor Crack Repair System to all prepared cracks – Approx. 1,660 LF
2. Apply a black acrylic resurfacer blending coat over entire Armor surface according to manufacturer's specifications
    a. All cracks shall be covered and masked by the filler coat
3. Proceed to step #5 in base bid **ADD $38,180**

Alternate 2 – Net Posts and Tie Down Anchors

1. Remove net posts, tie downs, concrete footings and dispose of off site
2. Furnish and install four (4) new sets of DTP-37 net posts and 1-5/8" tie downs
    a. 4000PSI concrete net posts 18"x60" and tie downs 12"x36" **ADD $10,000**

Notes:
Standard 1-year material and workmanship warranty
No warranty provided on standard crack repairs from reappearing due to our climate and bituminous movement
Acrylic paint is peeling off creating a tripping hazard and should be resurfaced in 2022

Thank you,

Eric Hicks
Upper Midwest Athletic Construction, Inc.

Sourcewell Formerly NJPA
Awarded Contract
Contract # 060518-AST

MEMBER AMERICAN SPORTS BUILDERS ASSOCIATION

CC Regular Session **5. 5.**

Meeting Date: 05/24/2022

By: Colleen Lasher, Administrative Services

Information

Title

Authorization to Increase the Recreational Specialist from 20 to 29 Hours per Week

Purpose/Background:

As the City Council will recall, as part of the 2022 budget discussions and its subsequent approval, the Recreational Specialist position was approved to increase from 20 to 29 hours per week, effective June 1, 2022, to meet the needs of the position.

Funding Source:

Funded within approved 2022 budget.

Recommendation:

To approve increasing Ms. Marla Martinez-Fynn's hours to 29 hours per week, effective June 1, 2022.

Action:

Motion to approve increasing Ms. Marla Martinez-Fynn's hours to 29 hours per week, effective June 1, 2022.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/19/2022 04:13 PM
Form Started By: Colleen Lasher		Started On: 05/19/2022 10:58 AM
Final Approval Date: 05/19/2022		

CC Regular Session **5. 6.**

Meeting Date: 05/24/2022

By: Katie Schmidt, Administrative Services

Information

Title

Authorize to Hire a Parks Maintenance Worker Backfilling a Vacant Position

Purpose/Background:

In January, one Parks Maintenance Worker resigned, which created a vacancy in the Parks Division. The Parks Maintenance Worker position responsibilities include all aspects of parks maintenance, construction of new facilities and the operation of equipment while working in a variety of weather conditions. This position will also be involved in snow plowing of public streets, trails and walks, as well as a wide range of other tasks as required.

In addition, the Parks Maintenance Worker is required be a member of the Public Works on-call team and work a rotating on-call schedule 8 weeks per year. This requires employees to be available to respond during evenings, weekends and holidays.

Staff conducted an internal/external recruitment process and has selected Mr. Chad Loudon as the top candidate. Mr. Loudon successfully completed the City's background checks and pre-employment testing process. The City extended a contingent job offer pending City Council approval. If hired, Mr. Chad Loudon will be subject to a six-month probationary period, the personnel policy and the AFSCME labor agreement.

Funding Source:

The funding for back-filling this position is included in the 2022 budget.

Recommendation:

To hire Mr. Chad Loudon as a full-time Public Works Parks Maintenance Worker, effective on or near June 13, 2022, at $24.389 per hour which is step 1 of the 2022 wage scale with a credit of 3 vacation days.

Action:

Motion to hire Mr. Chad Loudon as a full-time Public Works Parks Maintenance Worker, effective on or near June 13, 2022, at $24.389 per hour which is step 1 of the 2022 wage scale with a credit of 3 vacation days.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	05/19/2022 07:34 AM
Brian Hagen	Brian Hagen	05/19/2022 09:02 AM
Form Started By: Katie Schmidt		Started On: 05/19/2022 07:16 AM
Final Approval Date: 05/19/2022		

CC Regular Session **5. 7.**

Meeting Date: 05/24/2022

By: Katie Schmidt, Administrative Services

Information

Title:

Authorization to Hire a Zoning Code Enforcement Officer Backfilling a Vacant Position

Purpose/Background:

The purpose of this case is to authorize hiring a Zoning Code Enforcement Officer in the Community Development Department.

In February, the Zoning Code Enforcement Officer resigned, which created a vacancy in the Community Development Department. The primary objective of this position is to provide support duties to the Community Development department in the area of code enforcement. This position performs code enforcement inspections and follow-up on zoning and public nuisance related activities, but more importantly improves case management and conflict dispute resolution. Primary service goals include providing cost-effective means of enforcing city code as it relates to violations of the City's nuisance and zoning ordinances. This staffing is necessary in order to keep up with the current volume of workload generated by complaints within the system currently established by the City Council.

Following the application period, staff conducted 16 first interviews and five second interviews. The interview panel included senior staff in Community Development.

Based on a written practical exam and other qualifications, Mr. Craig Swalchick was selected as the top candidate. Staff advanced him to the background process which included the following pre-employment checks: professional reference check, employment verification, driving record check and a drug screen. Mr. Craig Swalchick has successfully passed the City’s background process.

Funding Source:

The funding for back-filling this position is included in the 2022 budget.

Recommendation:

Staff recommends hiring Mr. Craig Swalchick as a Zoning Code Enforcement Officer, effective on or near June 23, 2022 at $36.186 per hour, which is Step 5 of the 2022 Zoning Code Enforcement Officer wage scale, with a credit of three (3) vacation days.

Outcome/Action:

Motion to hire Mr. Craig Swalchick as a Zoning Code Enforcement Officer, effective on or near June 23, 2022 at $36.186 per hour, which is Step 5 of the 2022 Zoning Code Enforcement Officer wage scale, with a credit of three (3) vacation days.

Attachments

Job Description

Form Review

Inbox	Reviewed By	Date

Colleen Lasher	Colleen Lasher	05/19/2022 08:02 AM
Brian Hagen	Brian Hagen	05/19/2022 09:02 AM
Form Started By: Katie Schmidt		Started On: 05/19/2022 07:26 AM
Final Approval Date: 05/19/2022		

Job Description
Zoning Code Enforcement Officer

Position Title: Zoning Code Enforcement Officer **Date:** January 2022

Department: Community Development

FLSA Status: Non-Exempt

Primary Objective of Position

The primary objective of this position is to provide support duties to the Community Development department in the area of code enforcement. This position performs code enforcement inspections and follow-up on zoning and public nuisance related activities. Primary service goals include providing cost-effective means of enforcing city code as it relates to violations of the City's nuisance and zoning ordinances.

This is an AFSCME union position

Essential Functions of the Position

- Enforce nuisance ordinances
- Assist with code enforcement inspections throughout the City of Ramsey
- Work with property owners to gain compliance
- Complete computer entries for violations, citations and follow-up
- Assist with rental licensing and rental license inspections
- Perform a wide range of tasks at the verbal or written direction (within the ability and resources of the Zoning Code Enforcement Officer) of the Planning Manager, Assistant City Administrator/Community Development Director or their designee

Examples of Performance Criteria

- Strong communication skills, both orally and in written form
- Ability to maintain effective working relationships with all levels of staff, residents, businesses and personnel from other agencies
- Ability to cope with situations firmly, courteously, tactfully, and with respect to citizens' rights – even under stressful conditions
- Ability to maintain confidentiality, prioritize duties, and work independently
- Strong organizational skills
- Ability to manage multiple project simultaneously
- Strong customer service skills and the ability to treat residents, business owners and property owners with respect during difficult situations

Minimum Qualification

- Must be at least 18 years of age or older
- Must have high school diploma or GED
- Must have a current Minnesota Driver's License in good standing

- Must have intermediate Microsoft Office knowledge and skills
- Must pass a pre-employment drug screen and background investigation

Desired Qualifications

- Associates degree
- Previous experience working with Code Enforcement software
- Previous experience reading City Codes
- Previous experience working in Code Enforcement
- Previous experience working in Customer Service

Supervision of Others

Not Applicable

Equipment/Job Locations

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Duties performed are typically inside.

Conditions of Employment

- Must comply with organizational and department policies
- Driving is an essential function of this job

This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.

The City of Ramsey is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

JOB ACTIVITY REQUIREMENTS
Zoning Code Enforcement Officer

	Job activity requirements				
	Physical Activities	**Very Important**	**Important**	**Slightly Important**	**Not Important**
1	Standing	x			
2	Sitting	x			
3	Walking	x			
4	Lifting	x			
5	Pushing / Pulling	x			
6	Carrying	x			
7	Climbing			x	
8	Kneeling			x	
9	Crawling			x	
10	Crouching	x			
11	Bending at waist	x			
12	Reaching	x			
13	Handling Objects	x			
14	Repetitive Hand Motion			x	
15	Use of Arm Muscles over Extended Periods			x	
16	Use of Leg Muscles over Extended Periods			x	
17	Overhead Work				x
18	Stationary desk or bench work	x			

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

	Job working conditions		
		Yes	**No**
1	Working Outdoors	x	
2	Working Indoors	x	
3	Operating dangerous equipment		x
4	Operating motor vehicles	x	
5	Providing work direction to other employees		x
6	Working with chemicals		x
7	Working near fumes and vapors		x
8	Driving a City vehicle or personal vehicle	x	
9	Driving is an essential function of this job	x	
10	Subject to random DOT drug and alcohol testing		x

CC Regular Session **5. 8.**

Meeting Date: 05/24/2022

By: Katie Schmidt, Administrative Services

Information

Title:

Authorization to Hire Seasonal Public Works Maintenance Workers

Purpose/Background:

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

Factors to be Noted

It should be noted that hourly pay within the approved range of $13.00 to $15.00 dollars per hour is based on previous work experience. Effective dates when a candidate begins employment may vary. Onboarding of seasonal employees is time sensitive due to high volume of work that needs to be done. Lastly, due to turnover and other factors, the number of seasonal employees that are presented for hire each season is rarely the number of seasonal employees that are consecutively actively working; Staff vigilantly monitors the budget to ensure proper funding.

Duties

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

Funding Source:

The funding required to fill these positions is included within the approved 2022 budget.

Recommendation:

Staff recommends hiring the following Seasonal Public Works Maintenance Workers effective on or near May 25, 2022: Paiton Kothman at $14.50 per hour; Nathan Hansen at $14.50 per hour; Morghan Kothman at $14.00 per hour; Dan Kako at $14.00 per hour; Mark Belknap at $14.00 per hour; Brianna Sipe at $14.50 per hour; and Nathaniel Langner at $14.00 per hour.

Outcome/Action:

Motion to hire the following employees effective on or near May 25, 2022:
Paiton Kothman at $14.50 per hour; Nathan Hansen at $14.50 per hour; Morghan Kothman at $14.00 per hour; Dan Kako at $14.00 per hour; Mark Belknap at $14.00 per hour; Brianna Sipe at $14.50 per hour; and Nathaniel Langner at $14.00 per hour.

Attachments

Job Description

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	05/19/2022 07:59 AM
Brian Hagen	Brian Hagen	05/19/2022 09:03 AM
Form Started By: Katie Schmidt		Started On: 05/19/2022 07:38 AM
Final Approval Date: 05/19/2022		

CITY OF RAMSEY
invites applications for the position of:

Seasonal Maintenance Workers

SALARY: Depends on Qualifications

OPENING DATE: 02/28/22

CLOSING DATE: 06/30/22 11:59 PM

PRIMARY OBJECTIVE OF POSITION:

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

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

MINIMUM QUALIFICATIONS:

Successful applicants must possess the following minimum qualifications:

- Must be 17 years of age or older
- Must possess a high school diploma, GED or a current student
- Must have valid Minnesota driver's license in good standing
- Must have the ability to work independently with limited supervision
- Must have the ability to work in a variety of weather conditions including cold or hot temperatures, high humidity, wind, or rain
- Must have the ability to finish work in a timely and efficient manner
- Must have the ability to get along with others including supervisors and coworkers

Desired Qualifications include:

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

ESSENTIAL JOB FUNCTIONS:

Essential duties include, but are not limited to the following:

- Mowing and trimming of City owned parks and trails

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

KNOWLEDGE, SKILLS AND ABILITIES:

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

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.cityoframsey.com

Position #16014
SEASONAL MAINTENANCE WORKERS
SH

7550 Sunwood Drive NW
Ramsey, MN 55303

shurd@cityoframsey.com

Seasonal Maintenance Workers Supplemental Questionnaire

* 1. Are you 17 years of age or older?

- ❑ Yes
- ❑ Will be by June 1, 2022
- ❑ No

* 2. Do you possess a high school diploma, GED or are you a current student?

- ❑ I have a high school diploma or GED
- ❑ Current high school student or attending GED classes
- ❑ College student
- ❑ No

* 3. Do you have a valid Minnesota driver's license in good standing?

- ❑ Yes
- ❑ No

* 4. Do you have any experience mowing grass?

- ❑ At least 1 year of experience
- ❑ 2 to 3 years of experience

- ❑ 4 to 6 years of experience
- ❑ 7+ years of experience
- ❑ No experience

* 5. From the list below, check the equipment that you have experience using or have experience with the maintenance of this type of equipment.

- ❑ Push Mowers
- ❑ Riding Mowers
- ❑ Zero Turn Mowers
- ❑ Commercial Mowers
- ❑ Weed Whips
- ❑ Hedge Pruners
- ❑ Chain Saws
- ❑ Pole Saws
- ❑ Power Pole Saws
- ❑ Hand Saws
- ❑ I have no experience with any of the above

* 6. Do you have any paid professional experience in landscaping?

- ❑ At least 1 year of experience
- ❑ 2 to 3 years of experience
- ❑ 4 to 6 years of experience
- ❑ 7+ years of experience
- ❑ No experience

7. If you answered yes to question # 6 above, please tell us where you obtained this experience.

* 8. Do you possess any paid professional experience in pot hole patching?

- ❑ At least 1 year of experience
- ❑ 2 to 3 years of experience
- ❑ 4 to 6 years of experience
- ❑ 7+ years of experience
- ❑ No experience

* 9. Do you possess any paid professional experience flushing hydrants?

- ❑ At least 1 year of experience
- ❑ 2 to 3 years of experience
- ❑ 4 to 6 years of experience
- ❑ 7+ years of experience
- ❑ No experience

* 10. Do you have any paid experience working for a municipality, county or state office?

- ❑ Previous internship
- ❑ 1 to 2 years of experience
- ❑ 3 to 4 years of experience
- ❑ 5 to 6 years of experience
- ❑ 7+ years of experience
- ❑ No experience

11. If hired, list the date that you can begin working?

* 12. I understand that if I am selected as a finalist for this position, I will be required to take and pass a pre-employment drug screen.

- ❑ Yes, I understand
- ❑ No, I do not understand

* Required Question

CC Regular Session **5. 9.**

Meeting Date: 05/24/2022

Submitted For: Jeff Katers, Police **By:** Tim Frankfurth, Police

Information

Title

Cancellation of contracted services for North Metro Animal Care and Control.

Purpose/Background:

The purpose of this case is to notify the Council of the cancellation of animal care services with North Metro Animal Care and Control (NMACC).

In 2019, the city entered into an agreement with North Metro Animal Care and Control (NMACC) to provide animal containment services for the City of Ramsey. In December 2021, the city renewed this contract for services with NMACC. Chief Katers received a letter (attached) stating NMACC would be closing and no longer providing animal care or impound services. The service will stop at the close of business on May 31, 2022.

Since receiving the letter, Ramsey PD staff has explored other alternatives to replace NMACC's services. Ramsey PD staff have checked with multiple animal boarding and kennel services in the area. A majority of these facilities didn't want to enter into an agreement due to the uncertainty of the animal's vaccination status. Other facilities were not interested or felt we handled too many impounded animals.

Ramsey PD staff have contacted the Anoka PD to handle the animal boarding of stray animals. This agreement had been previously used before the City of Ramsey switched to NMACC for services. Anoka PD has agreed to provide us with 2 kennels at their temporary facility to board dogs. The cost will be $50 per impound and $25 a day for each day the animal is in the facility.

Anoka PD is open to us continuing our services with them when their new gun range/animal facilities are completed in or near October 2022.

Observations/Alternatives:

The city is satisfied with this new alternative which allows the use of Anoka PD's animal shelter.

As an alternate, the Council could reject this option and request us to seek other vendors/options. This alternative is not recommended at this time due to the need for services on June 1st.

Funding Source:

The budgeted amount for animal containment services in the budget for 2022 was $2000. NMACC handled the billing for the contained animals and the adoption of unclaimed animals. The city will be responsible for handling these duties and expenses for the remainder of 2022. Due to these duties moving back to the city, there could be an added cost for unclaimed animals.

Recommendation:

Staff recommends approving the use of the Anoka PD animal shelter for the containment of stray animals for the Ramsey PD.

Action:

Motion to approve the agreement with Anoka PD to allow Ramsey PD to use their facilities for animal impound services.

Attachments

NMACC Letter

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	05/16/2022 10:02 AM
Brian Hagen	Brian Hagen	05/18/2022 06:30 PM
Brian Hagen	Brian Hagen	05/18/2022 06:30 PM
Form Started By: Tim Frankfurth		Started On: 05/16/2022 08:52 AM
Final Approval Date: 05/18/2022		

North Metro Animal Care and Control
1662 164th Lane NW
Andover, MN 55304
763-434-7332 Ext. 1

Ramsey Police Department
Chief Jeff Katers

RE: Discontinuation of Services

Dear Chief Katers,

As you know, North Metro Animal Care and Control (NMACC) has been providing Animal Control and Impound Services to the City of Ramsey for the past few years.

It is with deep regret that we must inform you that we are closing and will no longer providing animal control or impound services.

This has been precipitated by many factors, including on-going staffing challenges in hiring and retention, rising costs and other problems associated with the Covid-19 pandemic. North Metro Animal Care and Control can no longer provide services at a level that provides for the responsiveness, care, and follow-through that your community deserves and has come to expect from us.

Therefore, effective **June 1, 2022**, North Metro Animal Care and Control will no longer be providing Animal Control and Impound Services for the City of Ramsey.

North Metro Animal Care and Control intends to continue services until June 1, 2022, to allow for time for you to make other arrangements as you see fit.

If you can arrange for other services prior to June 1, 2022, please let me know as soon as practicable.

I would recommend that the city work with Anoka County toward creating a Countywide Animal Control program that will integrate Animal Services within the framework of existing public safety services.

As the County becomes more populated, I believe it would serve the interests of the animals and the public best to have a dedicated animal control program under centralized administration and supervision rather than hiring individual contractors.

It has been a pleasure to have been able to serve the needs of the Ramsey Police Department and its Officers.

If there are questions or concerns, please contact me directly at 763-269-1102.

Sincerely,

Mark D. Anderson
Director,
North Metro Animal Care and Control

CC Regular Session **5. 10.**

Meeting Date: 05/24/2022

By: Tammy Oakes, Finance

Information

Title

Adopt Resolution #22-122 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2022 through May 18, 2022

Purpose/Background:

Adopt Resolution #22-122 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2022 through May 18, 2022

Recommendation:

Staff Recommends to Adopt Resolution #22-122 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2022 through May 18, 2022

Action:

Motion to Adopt Resolution #22-122 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2022 through May 18, 2022

Attachments

Bills List 05/24/2022

Resolution 22-122

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	05/19/2022 07:06 AM
Brian Hagen	Brian Hagen	05/19/2022 09:01 AM
Form Started By: Tammy Oakes		Started On: 05/18/2022 03:29 PM
Final Approval Date: 05/19/2022		

CITY OF RAMSEY - FINANCE OFFICE Printed 5/18/2022

RAMSEY CITY COUNCIL MEETING

05.24.2022

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 5.5.2022 - 5.18.2022	389,137.89
Accounts Payable 5.5.2022 - 5.18.2022	438,579.50
Payroll - 5.13.2022	199,874.85
Debt Service	48,831.25
Pay Estimates- Projects	501,271.82
TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	**$ 1,577,695.31**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2022 Y.T.D.
NET PAYROLL TOTAL	$ 200,876.94	$ 1,858,992.54
- CORRECTION TO PAYROLL		
PREPAIDS	290,906.29	3,951,791.53
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	219,115.13	3,056,505.46
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)		995,392.57
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 710,898.36**	**$ 9,862,682.10**

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
114886	**5/5/2022**		**100012 ACE SOLID WASTE INC**						
		665.60	MAY WASTE SERVICES		113020	7773257T067	0452.6374		REFUSE/RECYCLING
		293.12	MAY WASTE SERVICES		113020	7773257T067	0194.6374		REFUSE/RECYCLING
		121.26	MAY WASTE SERVICES		113020	7773257T067	0311.6374		REFUSE/RECYCLING
		121.26	MAY WASTE SERVICES		113020	7773257T067	9601.6374		REFUSE/RECYCLING
		121.26	MAY WASTE SERVICES		113020	7773257T067	9602.6374		REFUSE/RECYCLING
		121.26	MAY WASTE SERVICES		113020	7773257T067	9605.6374		REFUSE/RECYCLING
		38,160.24	MAY RECYCLING		113021	7773248T067	9604.6489		OTHER CONTRACTED SI
		39,604.00							
114887	**5/5/2022**		**119342 ANOKA COMMUNITY CONCERT ASSOCIATION**						
		100.00	DAMAGE DEPOSIT REF MTG 4/21/22		113032	05052022	9101.2201		DEPOSITS PAYABLE
		100.00							
114888	**5/5/2022**		**117516 BEST OUTDOOR SERVICES**						
		3,008.57	APRIL DRAW MAINTENANCE		113019	#1715	0452.6489		OTHER CONTRACTED SI
		3,008.57							
114890	**5/5/2022**		**119333 HEDBERG, MICHAEL**						
		100.00	DAMAGE DEPOSIT REF MTG 4/21/22		113037	05052022	9101.2201		DEPOSITS PAYABLE
		100.00							
114891	**5/5/2022**		**119361 NELSON, ANGELO**						
		10.00	REIMB FINGERPRINT RES OFFCR		113036	05052022	0211.6208		MISCELLANEOUS OFFICI
		10.00							
114892	**5/5/2022**		**119195 NELSON, MITCHELL**						
		124.14	VOID 114458 REISSUE/FF REB 21		113024	02172022	9435.6433		REFUNDS
		124.14							
114893	**5/5/2022**		**110734 CITY OF RAMSEY**						
		800.00	BARNETT UB PMT S/B ACCT REC		113039	05052022A	9601.4651		WATER REVENUE
		800.00							
114894	**5/5/2022**		**110734 CITY OF RAMSEY**						
		70.00	UB 733639		113040	05052022B	9601.4651		WATER REVENUE
		30.62	UB 723946		113040	05052022B	9601.4651		WATER REVENUE
		29.26	UB 726019		113040	05052022B	9601.4651		WATER REVENUE
		129.88							
114929	**5/12/2022**		**100012 ACE SOLID WASTE INC**						
		131.51	REFUSE/RECYCLE		113116	7779504T067	0220.6374		REFUSE/RECYCLING
		131.51							
114930	**5/12/2022**		**119246 BCBS OF MN**						
		75.00	REFUND RAMSEY BUSINESS EXPO		113118	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114931	**5/12/2022**		**119355 BEACON SPECIALIZED LIVING**						
		75.00	REFUND RAMSEY BUSINESS EXPO		113123	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114932	**5/12/2022**		**110734 CITY OF RAMSEY**						
		150.00	INV 29586, PAID UTILITY ACCT		113106	05122022AR	9601.4651		WATER REVENUE
		150.00							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
114933	5/12/2022		110734 CITY OF RAMSEY						Continued.
		151.00	CASH UB PMT 62855296		113107	05122022UB	9601.4651		WATER REVENUE
		1,080.77	CASH UB PMT 656771066		113107	05122022UB	9601.4651		WATER REVENUE
		1,231.77							
114934	5/12/2022		100167 CORNERSTONE FORD						
		92.00	372 BRAKES ABS ERROR		113115	16356353	0211.6388		OTHER VEHICLE REPAIR
		14.72	372 BRAKES		113115	16356353	0211.6229		SHOP MATERIALS
		106.72							
114935	5/12/2022		119356 EA SWEEN COMPANY						
		90.00	REFUND RAMSEY BUSINESS EXPO		113119	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		90.00							
114936	5/12/2022		119357 EQUITABLE ADVISORS						
		75.00	REFUND RAMSEY BUSINESS EXPO		113125	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114937	5/12/2022		119358 FARMERS INSURANCE						
		75.00	REFUND RAMSEY BUSINESS EXPO		113120	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114938	5/12/2022		119359 GRAENNLAB						
		75.00	REFUND RAMSEY BUSINESS EXPO		113121	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114939	5/12/2022		117567 JAM HOPS						
		75.00	REFUND RAMSEY BUSINESS EXPO		113124	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
114940	5/12/2022		100256 LANO EQUIPMENT INC						
		30.60	SAW REPAIR		113117	02-898289	0220.6281		SMALL TOOLS & MINOR I
		30.60							
114941	5/12/2022		100351 NCPERS GROUP LIFE INS						
		400.00	MAY LIFE PREMIUMS		113113	704800052022	9101.2170		DENTAL/DISABILITY/LIFE
		400.00							
114942	5/12/2022		119360 SAVVY PROPERTIES LLC						
		90.00	REFUND RAMSEY BUSINESS EXPO		113126	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		90.00							
114943	5/12/2022		117585 ZION PRE-K						
		75.00	REFUND RAMSEY BUSINESS EXPO		113122	050322	9230.6249	00923001	MISCELLANEOUS OPER/
		75.00							
1003760	5/6/2022		116893 GRAF, MATT						
		37.44	ON CALL MILEAGE REIMBURSEMENT		113033	05052022	0311.6334		MILEAGE REIMBURSEME
		18.72	ON CALL MILEAGE REIMBURSEMENT		113033	05052022	0452.6334		MILEAGE REIMBURSEME
		56.16	ON CALL MILEAGE REIMBURSEMENT		113033	05052022	9601.6334		MILEAGE REIMBURSEME
		112.32							
1003761	5/6/2022		115261 LOHSE JOHNSON,LAURA						
		95.86	REIMB MEALS EXPL CONF		113034	05052022	0211.6331		TRAVEL & LODGING
		95.86							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1003762	**5/6/2022**		**111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC**						**Continued**
		47.95	7650 SUNWOOD DR MAY 2022		113025	150-1681-4280 MAY 2022	9240.6315		MISCELLANEOUS PROFE
		27.95	6701 HWY 10 MAY 2022		113026	150-1687-1105 MAY 2022	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	5650 ALPINE DR MAY 2022		113027	150-1691-2206 MAY 2022	0220.6489		OTHER CONTRACTED SI
		35.90	7550 SUNWOOD DR MAY 2022		113028	150-1693-4968 MAY 2022	0194.6489		OTHER CONTRACTED SI
		52.95	14199 JASPAR ST Fire MAY 2022		113029	150-1696-8702 MAY 2022	0311.6489		OTHER CONTRACTED SI
		35.90	14199 JASPAR ST Secur MAY 2022		113030	150-1697-0601 MAY 2022	0311.6489		OTHER CONTRACTED SI
		228.60							
1003796	**5/13/2022**		**100011 ACE SALES**						
		266.50	EXPO JACKETS		113127	2954B	9230.6246	00923001	MARKETING & PROMOTI
		266.50							
1003797	**5/13/2022**		**115261 LOHSE JOHNSON,LAURA**						
		15.00	REIMB LUNCH-FIRST RESP REFRESH		113108	05122022	0211.6331		TRAVEL & LODGING
		15.00							
1003798	**5/13/2022**		**100291 MET COUNCIL SAC**						
		126,735.00	APR SAC REMITTANCE		113109	05122022	9602.2083		SAC CHARGES
		1,267.35-	APR SAC REMITTANCE- DISCOUNT		113109	05122022	9602.4356		SEWER AVAILABILITY CH
		125,467.65							
1003799	**5/13/2022**		**119258 RANKIN, DAVID**						
		53.82	REIMB MEALS/MILE-SEPTIC TRAIN		113110	05122022	0240.6334		MILEAGE REIMBURSEME
		204.81	REIMB MEALS/MILE-SEPTIC TRAIN		113110	05122022	0240.6331		TRAVEL & LODGING
		258.63							
1003800	**5/13/2022**		**100510 VERIZON WIRELESS**						
		130.00-	CREDIT - FEE REVERSED (ATTACH)		113128	9905473714	0192.6323		CELLULAR PHONES
		1,305.68	VERIZON-SQUADS-APR		113128	9905473714	0211.6415		OTHER EQUIPMENT REN
		498.15	VERIZON-STAFF PHONES-APR		113128	9905473714	0192.6323		CELLULAR PHONES
		45.06	DATA FOR LIFT STATION		113129	9905438462	9602.6323		CELLULAR PHONES
		1,718.89							
1003801	**5/13/2022**		**109886 WEBB, RICH**						
		15.00	REIMB LUNCH-EMR TRAIN AT ACSO		113111	05122022	0211.6331		TRAVEL & LODGING
		15.00							
1003802	**5/13/2022**		**111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC**						
		27.95	C/H FIRE MONITORING		113112	150-1681-6340 MAY 2022	0194.6489		OTHER CONTRACTED SI
		27.95	PD MONITORING MAY 2022		113114	150-1682-6501 MAY 2022	0211.6489		OTHER CONTRACTED SI
		55.90							
97051322	**5/13/2022**		**118579 ND CHILD SUPPORT DIVISION**						
		287.08			113135	05122212442814	9101.2185		GARNISHMENTS/SUPPO
		287.08							
98051322	**5/13/2022**		**115568 ALERUS FINANCIAL NA**						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
98051322	5/13/2022		115568 ALERUS FINANCIAL NA						Continued
		5,252.99			113134	05122212442813	9101.2176		LIFE/HEALTH-EMPLOYEE
		5,252.99							
99050622	5/6/2022		100629 MN DEPT OF REV SALES TX						
		267.26	April Sales & Use Tax		113031	04302022	9101.4305		RENTAL FEES
		2.97	April Sales & Use Tax		113031	04302022	9101.4328		ACCIDENT REPORTS
		2.35	April Sales & Use Tax		113031	04302022	9101.4308		SALES OF MAPS & PUBL
		.07-	April Sales & Use Tax		113031	04302022	9101.4609		OTHER MISCELLANEOUS
		235.08	April Sales & Use Tax		113031	04302022	9601.2082		SALES/USE TAX PAYABLE
		3,565.26	April Sales & Use Tax		113031	04302022	9601.2082		SALES/USE TAX PAYABLE
		134.15	April Sales & Use Tax		113031	04302022	9601.2085		ANOKA COUNTY TRANSI
		4,207.00							
99050722	5/6/2022		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		54.90	MISC SUPPLIES		113048	04282022	0194.6281		SMALL TOOLS & MINOR I
		1.10-	EARLY PAY DISCOUNT		113048	04282022	0194.6281		SMALL TOOLS & MINOR I
		53.80							
99050922	5/9/2022		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		6,730.29	April Surcharges		113038	04302022	9101.2081		SURCHARGES-PERMITS
		134.63-	April Surcharges		113038	04302022	9101.4604		SURCHARGES
		6,595.66							
99051322	5/13/2022		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,715.76			113131	05122212442810	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,715.76							
99051522	5/13/2022		108768 COMDATA NETWORK INC						
		139.98	TRACTOR SUPPLY- TRLR TIRE		113179	APR 2022 RIEMER	0452.6257		OTHER VEHICLE PARTS
		245.00	MN TRUCKING ASSN-TRNG POLZIN		113179	APR 2022 RIEMER	0311.6335		TRAINING
		275.00	API APA GPMI - PR MEMBERSHIP		113180	APR 2022 LUND	0153.6451		MEMBERSHIP DUES
		1,080.00	POST BOARD LICENSING-RENEWALS		113181	APR 2022 KATERS	0211.6451		MEMBERSHIP DUES
		914.96	FITGERS INN-CHIEF CONF LODGING		113181	APR 2022 KATERS	0211.6331		TRAVEL & LODGING
		26.00	INTL CODE COUN-MISC OFFICE SUP		113182	APR 2022 SZYKULSKI	0240.6208		MISCELLANEOUS OFFICI
		527.88	HAMPTON INNS- RANKIN TRAINING		113182	APR 2022 SZYKULSKI	0240.6335		TRAINING
		5.19	ECM SUBSCRIPTION - HERALD		113183	APR 2022 SULLIVAN	9230.6451		MEMBERSHIP DUES
		35.99	AMAZON CANDY		113183	APR 2022 SULLIVAN	9230.6249	00923001	MISCELLANEOUS OPER/
		4.02	MENARDS CRAYONS		113183	APR 2022 SULLIVAN	9230.6249	00923001	MISCELLANEOUS OPER/
		154.82	FACEBOOK - MARKETING		113183	APR 2022 SULLIVAN	9230.6246	00923001	MARKETING & PROMOTI
		2.00	TARGET 04/08/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPER/
		64.98	TARGET 04/08/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPER/
		33.06	TARGET 04/15/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPER/
		13.99	TARGET 04/20/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPER/
		103.12	TARGET 04/20/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPER/

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051522	**5/13/2022**		**108768 COMDATA NETWORK INC**						**Continued.**
		29.48	TARGET 04/14/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		50.00	TARGET 04/07/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		99.99	TARGET 04/19/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		166.33	TARGET 04/10/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		46.16	TARGET 04/07/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		19.99	TARGET 04/07/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		23.98	TARGET 04/14/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		19.98	TARGET 04/14/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		14.99	TARGET 04/13/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		19.98	TARGET 04/06/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		29.79	TARGET 04/12/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		48.92	TARGET 04/12/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		4.99	TARGET 04/08/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		25.00	TARGET 04/08/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		49.27	TARGET 04/05/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		8.00	TARGET 04/09/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		10.40	TARGET 04/09/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		99.99	TARGET 04/11/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		49.99	TARGET 04/11/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		99.99	TARGET 04/18/22 YOS		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		14.17-	TARGET 04/06/22 YOS TAX CRED		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		74.90	COBORN 04/12/22 CC MEALS		113184	APR 2022 SCHMITZ	0111.6249		MISCELLANEOUS OPERA
		9.96	COBORN 04/28/22 KURT RECEP		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		259.28	COBORN 04/28/22 KURT RECEP		113184	APR 2022 SCHMITZ	0130.6249		MISCELLANEOUS OPERA
		133.99	GRUBHUB 04/26/22 CC MEALS		113184	APR 2022 SCHMITZ	0111.6249		MISCELLANEOUS OPERA
		83.40	AMAZON 04/09/22 ELECTION SUPPL		113184	APR 2022 SCHMITZ	0141.6249		MISCELLANEOUS OPERA
		142.18	AMAZON- MISC. OPERATING		113185	APR 2022 KOHNER	0220.6249		MISCELLANEOUS OPERA
		200.00	ASSN OF MN EMER MGR-MEMBERSHIP		113185	APR 2022 KOHNER	0220.6451		MEMBERSHIP DUES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051522	5/13/2022		108768 COMDATA NETWORK INC						Continued.
		155.68	AMAZON- SMALL TOOLS		113185	APR 2022 KOHNER	0220.6281		SMALL TOOLS & MINOR I
		2,099.99	HOME DEPOT- STORAGE SYSTEM		113185	APR 2022 KOHNER	0220.6281		SMALL TOOLS & MINOR I
		24.00	UNLEADED		113186	APR 2022 PARKS FUEL	0452.6223		GASOLINE
		150.00	PSN MRWA-BACK FLOW TRAINING		113187	APR 2022 NELSON	9601.6335		TRAINING
		508.07	APRIL SQUAD FUEL		113188	APR 2022 PD FUEL	0211.6223		GASOLINE
		75.00	TLO TRA-ONLINE INV SEARCH TOOL		113189	APR 2022 FRANKFURTH	0211.6315		MISCELLANEOUS PROFE
		40.00	PAYPAL MINNESOTA-MACIA MSHP JH		113190	APR 2022 TORSETH	0211.6451		MEMBERSHIP DUES
		350.85	WEATHERTECH-NEW SQUAD 315		113191	APR 2022 BLUML	0211.6550		MOTOR VEHICLES
		119.95	WEATHERTECH-SQUAD 373 REPLACEM		113191	APR 2022 BLUML	0211.6257		OTHER VEHICLE PARTS
		42.50	PAYPAL-BACK DEFENSE SYSTEM CG		113191	APR 2022 BLUML	0211.6231		UNIFORMS & TURN-OUT
		1,513.32	BRENNTAG-DOWTHRM SR1 C/H		113192	APR 2022 BRAY	0194.6382		MACHINERY & EQUIPMEI
		272.95	GASOLINE FUEL		113193	APR 2022 FIRE FUEL	0220.6223		GASOLINE
		47.90	CD DEPT. FUEL		113194	APR 2022 BLDG FUEL	0240.6223		GASOLINE
		60.00	ELK RVR CHMB LUNCH-HAGEN/SULLI		113195	APR 2022 HAGEN	0191.6451		MEMBERSHIP DUES
		61.13	KITES SKY - KITE DAY KITES		113196	APR 2022 RIVERBLOOD	0452.6249		MISCELLANEOUS OPER/
		74.85	ARBOR DAY FNDN-TREE USA FLAGS		113197	APR 2022 ANDERSON	0191.6249		MISCELLANEOUS OPER/
		24.94	HIRSHFIELDS-PAINT ROLLER		113198	APR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		129.95	FLEET FARM- CANOE PADDLE		113198	APR 2022 BERGE	0452.6249		MISCELLANEOUS OPER/
		35.17	FACEBOOK AD - CA RECRUITMENT		113199	APR 2022 THORSTAD	0130.6249		MISCELLANEOUS OPER/
		52.94	JOANN FABRICS - B & C EVENT		113199	APR 2022 THORSTAD	0111.6249		MISCELLANEOUS OPER/
		126.35	COBORNS - CA INTERVIEW LUNCH		113200	APR 2022 LASHER	0130.6249		MISCELLANEOUS OPER/
		231.05	WALMART-EMPLOYEE MEETING BFAST		113200	APR 2022 LASHER	0130.6249		MISCELLANEOUS OPER/
		116.12	COMFORT STES - CA INTRVW TRVL		113200	APR 2022 LASHER	0130.6306		PERSONNEL TESTING &
		66.12	COBORNS CA INTERVIEW LUNCH		113200	APR 2022 LASHER	0130.6249		MISCELLANEOUS OPER/
		98.08	COBORNS EMPLOYEE MEETING BFAST		113200	APR 2022 LASHER	0130.6249		MISCELLANEOUS OPER/
		64.17	JIMMY JOHNS_CA INTER. MEALS		113200	APR 2022 LASHER	0130.6249		MISCELLANEOUS OPER/
		689.20	DELTA-CA CANDIDATE TRAVEL		113200	APR 2022 LASHER	0130.6306		PERSONNEL TESTING &
		110.77	QUALITY INN-JOE TRAINING		113201	APR 2022 WESTBY	0301.6331		TRAVEL & LODGING
		100.00	PAYPAL- CPAM TRNG (JOE)		113201	APR 2022 WESTBY	0301.6335		TRAINING
		12,873.80							
99515086	5/13/2022		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		11,311.33			113132	05122212442811	9101.2175		DEFERRED COMPENSAT
		11,311.33							
99516684	5/13/2022		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		37,156.19			113133	05122212442812	9101.2176		LIFE/HEALTH-EMPLOYEE
		37,156.19							
99565856	5/13/2022		100601 MN DEPT OF REV WH						
		12,936.21			113140	0512221244286	9101.2172		STATE WITHHOLDING
		12,936.21							
99603712	5/13/2022		101306 IRS						
		28,073.41			113141	0512221244287	9101.2171		FEDERAL WITHHOLDING

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99603712	**5/13/2022**		**101306 IRS**						**Continued**
		15,970.87			113142	0512221244288	9101.2173		FICA & MEDICARE-EMPL
		15,970.87			113143	0512221244289	9101.2182		FICA & MEDICARE-EMPL
		60,015.15							
99652235	**5/13/2022**		**100398 PUBLIC EMPLOYEES RETIREMENT ASSN**						
		25,687.22			113138	0512221244284	9101.2174		PERA-EMPLOYEE
		34,415.55			113139	0512221244285	9101.2183		PERA-EMPLOYER
		60,102.77							
99745947	**5/13/2022**		**100223 ICMA RETIREMENT TRUST 457**						
		1,763.61			113130	0512221244281	9101.2175		DEFERRED COMPENSAT
		1,763.61							
		389,137.89	Grand Total						

Payment Instrument Totals

Checks	46,632.19
EFT Payments	214,271.35
A/P ACH Payment	128,234.35
Total Payments	389,137.89

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Payment Group Control Number	3410		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2022		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
119144	ADVANCED ENGINEERING AND ENV SERV (AE2S)	PROJECT P05434-2020-002	PV	113252	001	00999	5/10/2022	80562	44,488.00
	ADVANCED ENGINEERING AND ENV SERV (AE2S) SUITE 200 4050 GARDEN VIEW DRIVE GRAND FORKS ND 58201			Summary Total					44,488.00
				Payment Amount					44,488.00
117757	ALTHOFF, REBECCA	WATER EFFICIENCY REBATE	PV	113256	001	00999	5/10/2022	051022	200.00
	REBECCA ALTHOFF 4915 155TH LANE NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
119379	ALWAYS EVENTFUL	5.4 FLORAL ARRANGEMENT CLASS	PV	113259	001	00999	5/3/2022	2153	360.00
	ALWAYS EVENTFUL - TLH CUSTOM DESIGNS INC 11817 LEVER STREET NE BLAINE MN 55449			Summary Total					360.00
				Payment Amount					360.00
102953	AMERIGAS OF ANOKA	ACCT 201398670	PV	113257	001	00999	4/30/2022	805367935	208.12
	AMERIGAS OF ANOKA P O BOX 660288 DALLAS TX 75266-0288			Summary Total					208.12
				Payment Amount					208.12
100618	ANCOM COMMUNICATIONS INC	SALES ORDER 46017-00	PV	113075	001	00999	5/5/2022	107952	108.25
	ANCOM COMMUNICATIONS INC 1800 EAST CLIFF ROAD SUITE 17 BURNSVILLE MN 55337			Summary Total					108.25
				Payment Amount					108.25
119366	ANDREASSEN, SCOTT	WATER EFFICIENCY REBATE	PV	113056	001	00999	5/4/2022	050422	200.00
	SCOTT ANDREASSEN 16042 IODINE STREET NW RAMSEY MN 55303			Summary Total					200.00

Payment Group Control Number	3410		
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Payment Instrument	Check Payment		
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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					200.00
100063	ASPEN MILLS	55303RPD	PV	113059	001	00999	4/27/2022	293022	106.00
	ASPEN MILLS			Summary Total					106.00
	8201 C CENTRAL AVE NE	55303RPD	PV	113060	001	00999	4/28/2022	293109	12.00
	SPRING LAKE PARK MN 55432			Summary Total					12.00
		55303RFD	PD	113076	001	00999	5/25/2022	CM4558	198.00-
				Summary Total					198.00-
		55303RPD	PV	113153	001	00999	5/2/2022	293308	18.00
				Summary Total					18.00
		55303RPD	PV	113154	001	00999	5/4/2022	293379	143.60
				Summary Total					143.60
		55303RPD	PV	113155	001	00999	5/6/2022	293577	59.95
				Summary Total					59.95
		55303RPD	PV	113156	001	00999	5/6/2022	293569	8.00
				Summary Total					8.00
		55303RFD	PV	113254	001	00999	5/11/2022	293788	560.27
				Summary Total					560.27
				Payment Amount					709.82
117389	AUGUSTA PLUMBING LLC	6086 146TH AVE-PERMIT CANCEL	PV	113258	001	00999	5/10/2022	05102022	26.00
	AUGUSTA PLUMBING LLC 24891 21ST AVENUE ST CLOUD MN 56301			Summary Total					26.00
				Payment Amount					26.00
117516	BEST OUTDOOR SERVICES	THE DRAW CITY PARK	PV	113208	001	00999	4/29/2022	1791	3,008.57
	BEST OUTDOOR SERVICES 3098 162ND LANE NW ANDOVER MN 55304			Summary Total					3,008.57
				Payment Amount					3,008.57
112722	CENAIKO EXPO INC		PV	113209	001	00999	5/2/2022	22RBE-01	2,397.00
	CENAIKO EXPO INC 9697 EAST RIVER ROAD MINNEAPOLIS MN 55433			Summary Total					2,397.00
				Payment Amount					

CITY OF RAMSEY
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Pay Through Date	12/31/2022		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									2,397.00
119240	CHEWYS TOOL&SUPPLY LLC (CORNWELL DEALER)		PV	113207	001	00999	5/11/2022	50944	376.95
	CHEWYS TOOL&SUPPLY LLC (CORNWELL DEALER) 14885 191ST AVENUE NW ELK RIVER MN 55330				Summary Total				376.95
					Payment Amount				376.95
100111	COMMERCIAL ASPHALT COMPANY	ACCT RA767	PV	113090	001	00999	4/30/2022	220430	496.31
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480				Summary Total				496.31
					Payment Amount				496.31
107733	CONNEXUS ENERGY	CUST FIS01102	PV	113100	001	00999	4/26/2022	DMG0001143	3,002.97
	CONNEXUS ENERGY CUSTOMER SERVICE 14601 RAMSEY BLVD NW RAMSEY MN 55303				Summary Total				3,002.97
					Payment Amount				3,002.97
119362	CRAMTON, MATT	WATER REBATE APPLICATION	PV	113052	001	00999	5/3/2022	050322	200.00
	MATT CRAMTON 5710 152ND WAY NW RAMSEY MN 55303				Summary Total				200.00
					Payment Amount				200.00
114117	CRAWFORD'S EQUIPMENT INC		PV	113210	001	00999	5/4/2022	01-62471	2,902.07
	CRAWFORD'S EQUIPMENT INC 4898 HIGHWAY 95 NW CAMBRIDGE MN 55008				Summary Total				2,902.07
					Payment Amount				2,902.07
107691	DEPT EMPLOYMENT AND ECONOMIC DEVELOPMENT	EMPL ACCT 07982002	PV	113159	001	00999	4/8/2022	04082022	4,517.88

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CITY OF RAMSEY

Create Payment Control Groups

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Payment Instrument	Check Payment		
Pay Through Date	12/31/2022		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DEPT EMPLOYMENT AND ECONOMIC DEVELOPMENT				Summary Total				4,517.88
	ATTN: EMPLOYER PAYMENTS: MN UI								
	PO BOX 4629								
	SAINT PAUL MN 55101-4629								
					Payment Amount				4,517.88
111093	DOUGLAS KERR UNDERGROUND LLC	22-05 PAY APP 1 RVRDL TRNK UTI	PV	113203	001	09437	5/24/2022	05242022	442,091.78
	DOUGLAS KERR UNDERGROUND LLC				Summary Total				442,091.78
	P O BOX 85								
	MORA MN 55051								
					Payment Amount				442,091.78
106624	EHLERS AND ASSOCIATES, INC	Inv #90511	PV	113216	001	00999	5/9/2022	90511	137.50
	EHLERS & ASSOCIATES, INC				Summary Total				137.50
	3060 CENTRE POINTE DRIVE								
	ROSEVILLE MN 55113-1105								
					Payment Amount				137.50
104267	ELITE SANITATION		PV	113218	001	00999	5/4/2022	28604	549.12
	ELITE SANITATION				Summary Total				549.12
	PO BOX 526								
	ELK RIVER MN 55330								
					Payment Amount				549.12
100169	EMERGENCY APPARATUS MAINTENANCE INC		PV	113217	001	00999	5/10/2022	123256	875.06
	EMERGENCY APPARATUS MAINTENANCE INC				Summary Total				875.06
	7512 4TH AVENUE		PV	113219	001	00999	5/10/2022	123217	369.62
	LINO LAKES MN 55014				Summary Total				369.62
					Payment Amount				1,244.68
100143	FERGUSON WATERWORKS # 2518	CUST 24740	PV	113047	001	00999	4/28/2022	0492588	90.00
	FERGUSON WATERWORKS 2516				Summary Total				90.00
	P O BOX 802817	CUST 24741	PV	113068	001	00999	4/27/2022	0489835-1	2,284.71
	CHICAGO IL 60680-2817				Summary Total				2,284.71
		CUST 24741	PV	113165	001	00999	4/29/2022	0489256	37,296.00

CITY OF RAMSEY
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Payment Instrument	Check Payment		
Pay Through Date	12/31/2022		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					37,296.00
				Payment Amount					39,670.71
119348	GILLAN, LEA	WATER EFFICIENCY REBATE	PV	113042	001	00999	4/27/2022	042722	189.00
	LEA GILLAN 15565 SODIUM WAY RAMSEY MN 55303			Summary Total					189.00
				Payment Amount					189.00
109910	GREAT NORTHERN LANDSCAPE INC		PV	113080	001	00999	4/26/2022	14835	1,416.00
	GREAT NORTHERN LANDSCAPE INC 19720 IGUANA STREET NW ELK RIVER MN 55330			Summary Total					1,416.00
				Payment Amount					1,416.00
117332	HEARTLAND TIRE INC		PV	113164	001	00999	5/2/2022	9027092	177.91
	HEARTLAND TIRE INC 7151 RIVERDALE DRIVE NW RAMSEY MN 55303			Summary Total					177.91
			PV	113225	001	00999	5/13/2022	9027314	793.59
				Summary Total					793.59
				Payment Amount					971.50
119369	HEINEMAN, NICK	WATER EFFICIENCY REBATE	PV	113227	001	00999	5/10/2022	051022	49.99
	NICK HEINEMANN 5752 155TH LANE NW RAMSEY MN 55303			Summary Total					49.99
				Payment Amount					49.99
115760	HENRY SCHEIN INC		PV	113061	001	00999	4/12/2022	19329431	4.35
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241			Summary Total					4.35
				Payment Amount					4.35
112160	HOLIDAY COMPANIES		PV	113072	001	00999	5/1/2022	046801052200	191.25
	HOLIDAY COMPANIES 4567 AMERICAN BLVD W			Summary Total					191.25

Payment Group Control Number	3410		
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Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BLOOMINGTON MN 55437								
				Payment Amount					191.25
107844	IN TIME SERVICES INC		PV	113167	001	00999	4/30/2022	11429	3,600.00
	IN TIME SERVICES INC 1465 SLATER ROAD FERNDALE WA 98248			Summary Total					3,600.00
				Payment Amount					3,600.00
106324	INSPECTRON INC		PV	113147	001	00999	5/3/2022	2022-298	7,975.50
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068			Summary Total					7,975.50
				Payment Amount					7,975.50
116383	INTELLIGENCE NEXUS LLC	CUST CODE CU2202-00004	PV	113232	001	00999	5/13/2022	FA2205-0004	240.00
	INTELLIGENCE NEXUS LLC 10611 BALTIMORE STREET NE #352 BLAINE MN 55449			Summary Total					240.00
				Payment Amount					240.00
119368	JACOBSON, TRAVIS	WATER EFFICIENCY REBATE	PV	113230	001	00999	5/10/2022	051022	200.00
	TRAVIS JACOBSON 5521 145TH AVENUE NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
119353	KOOSMAN, KEN	LICENSE NOT NEEDED	PV	113105	001	00999	5/3/2022	05032022	50.00
	KEN KOOSMAN 9757 EYOTH WAY ONAMIA MN 55359			Summary Total					50.00
				Payment Amount					50.00
119364	LAKE, ERIN	WATER EFFICIENCY REBATE	PV	113054	001	00999	5/3/2022	050322	389.00
	ERIN LAKE			Summary Total					389.00

Payment Group Control Number	3410		
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
	6112 146TH AVENUE RAMSEY MN 55303								
				Payment Amount					389.00
115822	LAMBERT, KRISTIN OR MARK	WATER EFFICIENCY REBATE	PV	113231	001	00999	5/10/2022	051022	358.00
	KRISTIN OR MARK LAMBERT 14180 NEON STREET NW RAMSEY MN 55303			Summary Total					358.00
				Payment Amount					358.00
119365	LANGNER, TODD	WATER EFFICIENCY REBATE	PV	113055	001	00999	5/4/2022	050422	200.00
	TODD LANGNER 6160 145TH LANE NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
100259	LEAGUE OF MN CITIES INS TRUST	AGREEMENT 1001389 CLAIM 471460	PV	113233	001	00999	5/1/2022	18976	1,668.59
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					1,668.59
				Payment Amount					1,668.59
119367	LEINER, MICHAEL	WATER EFFICIENCY REBATE	PV	113234	001	00999	5/10/2022	0510222	200.00
	MICHAEL LEINER 5141 155TH LANE NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
108208	METRO PRODUCTS INC		PV	113045	001	00999	4/28/2022	166428	277.40
	METRO PRODUCTS INC			Summary Total					277.40
	7401 CENTRAL AVENUE NE		PV	113046	001	00999	4/28/2022	166429	124.60
	FRIDLEY MN 55432			Summary Total					124.60
		Fastners	PV	113098	001	00999	5/4/2022	166561	21.50
				Summary Total					21.50
			PV	113099	001	00999	5/5/2022	166607	290.55

Payment Group Control Number 3410
Bank Account 999.1010 CASH IN BANK 00002224
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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
				Summary Total					290.55
			PV	113237	001	00999	5/4/2022	166578	788.30
				Summary Total					788.30
				Payment Amount					1,502.35
118388	MITCHELL 1	ACCT 1067454	PV	113041	001	00999	4/25/2022	IB27470070	80.00
	MITCHELL 1 25029 NETWORK PLACE CHICAGO IL 60673-1250			Summary Total					80.00
				Payment Amount					80.00
116334	MN BOARDWALKS LLC	JOB: LAKE ITASCA BOARDWALK	PV	113083	001	00999	5/3/2022	1752	82,800.00
	MN BOARDWALKS LLC 8617 80TH STREET GLENCOE MN 55336			Summary Total					82,800.00
				Payment Amount					82,800.00
119371	MYHRE, JOHN	WATER EFFICIENCY REBATE	PV	113238	001	00999	5/10/2022	051022	150.00
	JOHN MYHRE 6091 144TH LANE NW RAMSEY MN 55303			Summary Total					150.00
				Payment Amount					150.00
100345	NAPA AUTO PARTS ELK RIVER	Wiper Blades	PV	113091	001	00999	4/13/2022	157257	23.98
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW			Summary Total					23.98
			PV	113178	001	00999	5/6/2022	160287	51.47
	P O BOX 1041 ELK RIVER MN 55330			Summary Total					51.47
			PV	113239	001	00999	5/9/2022	160471	79.46
				Summary Total					79.46
				Payment Amount					154.91
119370	NEEDLES, BEVERLY	WATER EFFICIENCY REBATE	PV	113240	001	00999	5/10/2022	051022	200.00
	BEVERLY NEEDLES 6918 139TH LANE NW #8 RAMSEY MN 55303			Summary Total					200.00

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					200.00
119373	NEUFELD, JOSEPH	WATER EFFICIENCY REBATE	PV	113242	001	00999	5/10/2022	051022	200.00
	JOSEPH NEUFELD 7224 167TH TERRACE NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
100360	NORTH STAR TOWING INC		PV	113169	001	00999	4/29/2022	84173	25.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303			Summary Total					25.00
			PV	113170	001	00999	4/8/2022	83991	270.00
				Summary Total					270.00
			PV	113171	001	00999	4/18/2022	83972	183.00
				Summary Total					183.00
				Payment Amount					478.00
119372	SCHWAN, JESSICA	WATER EFFICIENCY REBATE	PV	113247	001	00999	5/10/2022	051022	200.00
	JESSICA SCHWAN 15372 IODINE STREET NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
118168	SERVICE GRINDING AND SHARPENING INC		PV	113248	001	00999	5/13/2022	50653	56.35
	SERVICE GRINDING AND SHARPENING INC 6190 FIELD STONE COURT STACY MN 55079			Summary Total					56.35
				Payment Amount					56.35
118921	SHRED RIGHT	CUST 62041	PV	113174	001	00999	4/28/2022	574014	15.00
	SHRED RIGHT 6301 WEST OLD SHAKOPEE ROAD BLOOMINGTON MN 55438			Summary Total					15.00
				Payment Amount					15.00
119354	SKRZYPEK, ASHLEY	WATER EFFICIENCY	PV	113043	001	00999	5/2/2022	050222	200.00

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		REBATE							
	ASHLEY SKRZYPEK 6721 153RD COURT NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
100474	SUPERIOR STRIPING INC		PV	113084	001	00999	5/1/2022	50363	895.00
	SUPERIOR STRIPING INC 14021 BASALT STREET NW RAMSEY MN 55303			Summary Total					895.00
				Payment Amount					895.00
119363	SWARTZ, SHAWNA	WATER EFFICIENCY REBATE	PV	113053	001	00999	5/3/2022	050322	200.00
	SHAWNA SWARTZ 6998 170TH TRAIL NW RAMSEY MN 55303			Summary Total					200.00
				Payment Amount					200.00
114151	TASC (FEES)	TASC ID 4106-0579-1547	PV	113093	001	00999	4/26/2022	IN2377032	235.00
	TASC			Summary Total					235.00
	CLIENT INVOICES	TASC ID 4106-0579-1547	PV	113094	001	00999	4/26/2022	IN2377031	135.50
	P O BOX 88278 MILWAUKEE WI 53288-0001			Summary Total					135.50
				Payment Amount					370.50
100495	TWIN CITIES FLAG SOURCE		PV	113071	001	00999	5/4/2022	36363	191.00
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303			Summary Total					191.00
				Payment Amount					191.00
119009	UNIVERSAL PAINTING & DRYWALL, INC		PV	113085	001	00999	4/30/2022	11013	15,400.00
	UNIVERSAL PAINTING & DRYWALL, INC			Summary Total					15,400.00
	SUITE 103		PV	113086	001	00999	4/30/2022	11015	1,780.00

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	5301 EAST RIVER ROAD			Summary Total					1,780.00
	FRIDLEY MN 55421		PV	113087	001	00999	4/30/2022	11014	2,530.00
				Summary Total					2,530.00
				Payment Amount					19,710.00
				Total Amount to be Processed					672,002.02
				Total Number of Payments to be Processed					54

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
116603	ADRENALINE SPORTS CENTER INC		PV	113151	001	00999	5/2/2022	CITYRAM-2022-01	1,500.00
	ADRENALINE SPORTS CENTER INC					Summary Total			1,500.00
	8310 147TH LANE NW								
	RAMSEY MN 55303								
						Payment Amount			1,500.00
110402	ADVANCE AUTO PARTS	APRIL 2022 PURCHASES	PV	113205	001	09101	4/30/2022	04302022	10.64
	ADVANCE AUTO PARTS	APRIL 2022 PURCHASES	PV	113205	002	09101	4/30/2022	04302022	69.28
	AAP FINANCIAL SERVICES	APRIL 2022 PURCHASES	PV	113205	003	09101	4/30/2022	04302022	55.61
	P O BOX 742063	APRIL 2022 PURCHASES	PV	113205	004	09101	4/30/2022	04302022	4,068.40
	ATLANTA GA 30374-2063					Summary Total			4,203.93
						Payment Amount			4,203.93
100017	AIRGAS USA, LLC	PAYER 2030987	PV	113049	001	00999	4/30/2022	9987805862	4.40
	AIRGAS USA LLC					Summary Total			4.40
	P O BOX 734445								
	CHICAGO IL 60673-4445								
						Payment Amount			4.40
110744	ALLINA HEALTH SYSTEM	CUST 10563	PV	113074	001	00999	1/27/2022	CI00015983	2,192.88
	ALLINA HEALTH SYSTEM					Summary Total			2,192.88
	MISC BILLING	CUST 10563	PV	113078	001	00999	4/30/2022	CI00020784	2,192.88
	NW 7710 P O BOX 9383					Summary Total			2,192.88
	MINNEAPOLIS MN 55440-9383								
						Payment Amount			4,385.76
117343	AMAZON CAPITAL SERVICES INC	ACCT A3VYUQ4FSATYMN	PV	113063	001	00999	5/2/2022	19HX-TDKC-TK6J	1,629.09
	AMAZON CAPITAL SERVICES INC					Summary Total			1,629.09
	PO BOX 035184								
	SEATTLE WA 98124-5184								
						Payment Amount			1,629.09
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	INV 42922	PV	113157	001	00999	4/29/2022	04292022	8,968.06
	ANOKA COUNTY PROPERTY RECORDS TAXATION					Summary Total			8,968.06
	2100 - 3RD AVENUE	Anoka County Recording	PV	113253	001	00999	5/3/2022	534 APRIL 2022	394.00

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	ANOKA MN 55303							Summary Total	394.00
								Payment Amount	9,362.06
106346	BAUER BUILT INCORPORATED	CUST 486995	PV	113251	001	00999	5/9/2022	940087600	2,711.60
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449							Summary Total	2,711.60
								Payment Amount	2,711.60
114740	BOND TRUST SERVICES CORPORATION	REF 327787	PV	113064	001	00999	4/13/2022	70775	5,425.00
	BOND TRUST SERVICES CORPORATION							Summary Total	5,425.00
	ATTEN: ACCOUNTS RECEIVABLE	REF 327741	PV	113065	001	00999	4/13/2022	70774	43,406.25
	3060 CENTRE POINTE DRIVE SUITE 110 ROSEVILLE MN 55113-1105							Summary Total	43,406.25
								Payment Amount	48,831.25
103641	BOYER TRUCKS	CUST 7645	PV	113103	001	00999	5/5/2022	003S5149	2,291.19
	BOYER TRUCKS P O BOX 512 ST MICHAEL MN 55376							Summary Total	2,291.19
								Payment Amount	2,291.19
116845	CADY BUSINESS TECHNOLOGIES INC	ACCT 16985	PV	113158	001	00999	5/2/2022	IN-800107282102	39.00
	CADY BUSINESS TECHNOLOGIES INC 3030 HARBOR LANE SUITE 104 PLYMOUTH MN 55447							Summary Total	39.00
								Payment Amount	39.00
116439	CANTEEN VENDING (COMPASS GROUP NAD)	ACCT 3934/001/00001	PV	113066	001	00999	5/4/2022	MSP44704	281.14
	CANTEEN VENDING P O BOX 91337 CHICAGO IL 60693-1337							Summary Total	281.14
								Payment Amount	281.14

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116197	CINTAS CORPORATION	PAYER# 12455483	PV	113077	001	00999	5/6/2022	4118636288	16.56
	CINTAS CORPORATION			Summary Total					16.56
	CINTAS LOC #4K	PAYER # 12455017	PV	113144	001	00999	5/6/2022	4118636296	36.25
	P O BOX 650838			Summary Total					36.25
	DALLAS TX 75265-0838	PAYER# 12455483	PV	113206	001	00999	5/12/2022	4119187897	13.20
				Summary Total					13.20
				Payment Amount					66.01
100141	DAVE PERKINS CONTRACTING INC	Watermain Location Parcel 52c	PV	113211	001	00999	5/5/2022	28037	2,943.00
	DAVE PERKINS CONTRACTING INC			Summary Total					2,943.00
	19745 NOWTHEN BLVD NW	LOCATION: FIRE STATION NO 1	PV	113261	001	00999	5/2/2022	28030	21,270.00
	ANOKA MN 55303-9655			Summary Total					21,270.00
				Payment Amount					24,213.00
100144	DEHN OIL COMPANY	ACCT 63040029	PV	113095	001	00999	4/29/2022	91622	3,635.00
	DEHN OIL COMPANY			Summary Total					3,635.00
	6735 141ST AVENUE NW	ACCT 63040029	PV	113212	001	00999	5/10/2022	25191217	2,601.69
	RAMSEY MN 55303			Summary Total					2,601.69
				Payment Amount					6,236.69
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	Inv 04 2022	PV	113067	001	00999	4/30/2022	04 2022	6,070.25
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082			Summary Total					6,070.25
				Payment Amount					6,070.25
100158	ECM PUBLISHERS INC	ACCT 370702	PV	113149	001	00999	4/29/2022	889777	91.38
	ECM PUBLISHERS INC			Summary Total					91.38
	4095 COON RAPIDS BLVD	ACCT 370702	PV	113160	001	00999	4/30/2022	890043	198.10
	COON RAPIDS MN 55433			Summary Total					198.10
		ACCT 370702	PV	113161	001	00999	4/29/2022	889778	89.88
				Summary Total					89.88
		ACCT 370702	PV	113162	001	00999	4/24/2022	888794	100.00
				Summary Total					100.00
		ACCT 370702	PV	113213	001	00999	4/30/2022	890044	164.35

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Payment Instrument	T	A/P ACH Payment	
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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					164.35
		ACCT 370702	PV	113214	001	00999	5/8/2022	891351	205.30
				Summary Total					205.30
		ACCT 370702	PV	113215	001	00999	4/29/2022	889775	37.63
				Summary Total					37.63
		ACCT 370702	PV	113260	001	00999	4/29/2022	889776	150.50
				Summary Total					150.50
				Payment Amount					1,037.14
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	113163	001	00999	5/6/2022	DL042222-20	41.67
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128			Summary Total					41.67
				Payment Amount					41.67
113321	FACTORY MOTOR PARTS CO	ACCT 13613	PV	113097	001	00999	5/4/2022	124-194303	32.23
	FACTORY MOTOR PARTS CO			Summary Total					32.23
	BIN 139107	ACCT 13613	PV	113148	001	00999	5/4/2022	128-140867	126.83
	P O BOX 9107			Summary Total					126.83
	MINNEAPOLIS MN 55480-9107	ACCT 13613	PD	113220	001	00999	5/25/2022	6-1620816	126.83-
				Summary Total					126.83-
		ACCT 13613	PV	113221	001	00999	5/10/2022	6-1620855	33.60
				Summary Total					33.60
		ACCT 13613	PV	113222	001	00999	5/9/2022	6-1620744	136.44
				Summary Total					136.44
				Payment Amount					202.27
100200	GOPHER STATE ONE CALL INC	ACCT MN00633	PV	113058	001	00999	4/30/2022	2040689	384.75
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317			Summary Total					384.75
				Payment Amount					384.75
100650	GRAINGER	ACCT 806511127	PV	113223	001	00999	5/9/2022	9305281082	543.77
	GRAINGER INC			Summary Total					543.77

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DEPT. 806511127	ACCT 806511127	PV	113226	001	00999	5/10/2022	9307409798	80.21
	PALATINE IL 60038-0001					Summary Total			80.21
						Payment Amount			623.98
112564	GROUP HEALTH INC WORKSITE	CUST 2861	PV	113092	001	00999	4/29/2022	W848504	94.00
	GROUP HEALTH INC WORKSITE M.S. # 21109A P O BOX 1309 MINNEAPOLIS MN 55440-1309					Summary Total			94.00
						Payment Amount			94.00
108628	GROVE NURSERY	ACCT 427141	PV	113224	001	00999	4/21/2022	32182600	635.00
	GROVE NURSERY 9650 TRAIL HAVEN ROAD CORCORAN MN 55340					Summary Total			635.00
						Payment Amount			635.00
100211	HAWKINS INC		PV	113057	001	00999	5/2/2022	6175575	4,197.88
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263					Summary Total			4,197.88
						Payment Amount			4,197.88
119037	HOLSTAD & KNAAK, PLC	0422 CIVIL	PV	113166	001	00999	5/9/2022	05092022	4,050.00
	HKB LAW 4501 ALLENDALE DRIVE WHITE BEAR LAKE MN 55127					Summary Total			4,050.00
						Payment Amount			4,050.00
112475	INNOVATIVE OFFICE SOLUTIONS	Innovative S27569	PV	113228	001	00999	5/5/2022	IN3779771	254.79
	INNOVATIVE OFFICE SOLUTIONS					Summary Total			254.79
	P O BOX 860627	CUST S27569	PV	113229	001	00999	5/4/2022	IN3777907	309.70
	MINNEAPOLIS MN 55486-0001					Summary Total			309.70
						Payment Amount			564.49
101172	KUECHLE UNDERGROUND INC	21-00 FINAL RVRDL DR IMPROVEMT	PV	113204	001	09402	5/24/2022	05242022	59,180.04

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Payment Instrument	T	A/P ACH Payment	
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	KUECHLE UNDERGROUND INC			Summary Total					59,180.04
	10998 STATE HWY 55								
	PO BOX 509								
	KIMBALL MN 55353								
				Payment Amount					59,180.04
100266	LOGIS		PV	113069	001	00999	5/1/2022	52045	19,974.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					19,974.00
	5750 DULUTH STREET		PV	113073	001	00999	4/30/2022	52114	2,177.50
	GOLDEN VALLEY MN 55422-4036			Summary Total					2,177.50
				Payment Amount					22,151.50
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	CLIENT NO 6023	PV	113235	001	00999	5/10/2022	52325	7,745.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC			Summary Total					7,745.00
	410 PARK NATIONAL BANK BLDG								
	5353 WAYZATA BLVD								
	MINNEAPOLIS MN 55416								
				Payment Amount					7,745.00
100283	MENARDS COON RAPIDS	ACCT 30280262	PV	113145	001	00999	5/2/2022	71844	10.60
	MENARDS COON RAPIDS			Summary Total					10.60
	3045 MAIN STREET	ACCT 30280262	PV	113236	001	00999	5/3/2022	71895	11.26
	COON RAPIDS MN 55433			Summary Total					11.26
				Payment Amount					21.86
100284	MENARDS ELK RIVER	acct 31250289	PV	113079	001	00999	4/23/2022	51136	17.97
	MENARDS ELK RIVER			Summary Total					17.97
	19521 EVANS STREET NW	acct 31250289	PV	113081	001	00999	4/25/2022	51301	34.99
	ELK RIVER MN 55330-1077			Summary Total					34.99
		acct 31250289	PV	113082	001	00999	4/26/2022	51375	235.89
				Summary Total					235.89
				Payment Amount					288.85
100285	MET COUNCIL ENVIRONMENTAL SRV	CUST 5156	PV	113070	001	00999	5/5/2022	0001139683	82,457.59
	MET COUNCIL ENVIRONMENTAL SRV			Summary Total					82,457.59
	P O BOX 856513								
	MINNEAPOLIS MN 55485-6513								

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				Payment Amount					82,457.59
100341	MTI DISTRIBUTING INC	CUST 180350	PV	113096	001	00999	5/2/2022	1342023-00	145.92
	MTI DISTRIBUTING INC			Summary Total					145.92
	SDS 12-1900	CUST 180350	PV	113101	001	00999	5/4/2022	1342023-01	106.56
	P O BOX 86			Summary Total					106.56
	MINNEAPOLIS MN 55486-1900	CUST 180350	PV	113102	001	00999	5/4/2022	1342028-00	41.15
				Summary Total					41.15
		CUST 180350	PV	113104	001	00999	5/5/2022	1342422-00	581.90
				Summary Total					581.90
				Payment Amount					875.53
114775	NEOGOV		PV	113241	001	00999	5/2/2022	INV-26042	3,919.83
	NEOGOV			Summary Total					3,919.83
	300 CONTINENTAL BLVD SUITE 565								
	EL SEGUNDO CA 90245								
				Payment Amount					3,919.83
115167	NET TRANSCRIPTS INC		PV	113168	001	00999	4/30/2022	#NT10522	180.44
	NET TRANSCRIPTS INC			Summary Total					180.44
	PO BOX 95777								
	CHICAGO IL 60694-5777								
				Payment Amount					180.44
100363	NORTHERN SANITARY SUPPLY CO	CUST R2298	PV	113044	001	00999	4/28/2022	204214	407.08
	NORTHERN SANITARY SUPPLY CO			Summary Total					407.08
	341 COON RAPIDS BLVD	CUST R2298	PV	113243	001	00999	5/12/2022	204320	478.60
	MINNEAPOLIS MN 55433			Summary Total					478.60
				Payment Amount					885.68
115071	NORTHLAND OCCUPATIONAL HEALTH		PV	113088	001	00999	5/4/2022	14531	100.00
	NORTHLAND OCCUPATIONAL HEALTH			Summary Total					100.00
	7533 SUNWOOD DRIVE NW SUITE 212		PV	113089	001	00999	5/2/2022	14499	50.00
	RAMSEY MN 55303			Summary Total					50.00
			PV	113244	001	00999	5/10/2022	14584	50.00

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				Summary Total					50.00
			PV	113245	001	00999	5/11/2022	14610	150.00
				Summary Total					150.00
			PV	113246	001	00999	5/12/2022	14628	150.00
				Summary Total					150.00
				Payment Amount					500.00
112421	PERRILL	Roway Software	PV	113146	001	00999	5/1/2022	257286	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00
111488	POPP.COM INC		PV	113175	001	00999	4/30/2022	992729500	802.00
	POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427			Summary Total					802.00
				Payment Amount					802.00
107978	PREMIER COMMERCIAL PROPERTIES INC	6781 Hwy 10 Prop Mgmt	PV	113150	001	00999	4/30/2022	8180	600.00
	PREMIER COMMERCIAL PROPERTIES INC 299 COON RAPIDS BLVD NW #200 COON RAPIDS MN 55433			Summary Total					600.00
				Payment Amount					600.00
116092	ROADKILL ANIMAL CONTROL		PV	113250	001	00999	4/30/2022	04302022	93.00
	ROADKILL ANIMAL CONTROL 520 HAROLD DRIVE BURNSVILLE MN 55337			Summary Total					93.00
				Payment Amount					93.00
107711	SCHINDLER ELEVATOR	BILLING ID 500143702	PV	113051	001	00999	5/1/2022	8105933050	722.07
	SCHINDLER ELEVATOR			Summary Total					722.07
	P O BOX 93050	CUST 5000143702	PV	113172	001	00999	4/28/2022	9100725718	84.90
	CHICAGO IL 60673-3050			Summary Total					84.90
		CUST 5000143702	PV	113173	001	00999	4/28/2022	9100725827	39.71
				Summary Total					39.71

Payment Group Control Number	3411		
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	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					846.68
119121	SLOTH INSPECTIONS INC		PV	113152	001	00999	5/4/2022	04302022	6,402.75
	SLOTH INSPECTIONS INC 2089 175TH LANE NW ANDOVER MN 55304			Summary Total					6,402.75
				Payment Amount					6,402.75
100469	STREICHER'S POLICE EQUIPMENT		PV	113249	001	00999	5/10/2022	I1567529	1,139.00
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441			Summary Total					1,139.00
			PV	113255	001	00999	5/9/2022	I1567295	1,947.00
				Summary Total					1,947.00
				Payment Amount					3,086.00
112688	TITAN MACHINERY	CUST 6263021	PV	113050	001	00999	4/29/2022	16913224 GP	471.75
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374			Summary Total					471.75
				Payment Amount					471.75
106351	WATER LABORATORIES, INC		PV	113062	001	00999	5/6/2022	9016	660.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					660.00
				Payment Amount					660.00
112515	WSB AND ASSOCIATES INC	PROJECT R-017243-000-10	PV	113176	001	00999	4/29/2022	R-017243-000-10	344.00
	WSB AND ASSOCIATES INC			Summary Total					344.00
	701 XENIA AVENUE SOUTH SUITE 300	PROJECT R-019569-000-1	PV	113177	001	00999	4/29/2022	R-019569-000-1 B	1,311.50
	MINNEAPOLIS MN 55416			Summary Total					1,311.50
				Payment Amount					1,655.50
				Total Amount to be Processed					316,680.55

R04570

CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3411		
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	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
								Total Number of Payments to be Processed	46

Accounts Payable

Checks #672,002.02

ACH 316,680.55

#988,682.57

includes pay estimates and debt service

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #22-122

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF MAY 5, 2022, THROUGH MAY 18, 2022

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of May 5, 2022, through May 18, 2022, in the amount of $1,577,695.31 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 May 5, 2022, through May 18, 2022, in the amount of $1,577,695.31.

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 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 11.**

Meeting Date: 05/24/2022

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #22-116 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Purpose/Background:

The purpose of this case is to consider a continued financial partnership with Anoka County Regional Economic Development Partnership *(*ACRED).

Anoka County Regional Economic Development Partnership - Anoka County along with its 21 communities, Connexus Energy and Metro North Chamber of Commerce identified the need for a regional economic development focus. A research study was completed by a Consultant, Ady Advantage, in December 2017 ("the Study") for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County. After a year of research, Ady provided a 200+page report with many goals and action steps to help the region grow to its full economic potential. Samantha Markman, Economic Development Director has been charged to tackle these goals and help many of the municipalities with their economic development needs/strategies. Ms. Markman's last day with ACRED is May 13, 2022. Anoka County is committed to the position and is in the process of hiring Ms. Markman's replacement.

The City of Ramsey has entered into a Memorandum of Understanding (MOU) setting up a framework for participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes.

The cost of this partnership to the City is $1,576.00 which is an increase of $70 dollars compared to last year. the increase is due to the updated population in Ramsey that was reported in the 2020 Census.

Notification:

N/A

Observations/Alternatives:

Samantha Markman, Anoka County Economic Development Director, provided a detailed presentation highlighting what ACRED worked on this past year and what is on the agenda moving forward to the EDA on May 12, 2022.

The City of Ramsey has worked closely with ACRED to market City owned properties on MNCAR, identify and submit site selection for regional RFP's, provide business leads, and participation with in-person and web based marketing activities highlighting the City of Ramsey and Anoka County. All 21 Anoka County cities have committed to this partnership in the past. Staff believes that the continued investment of $1,576 is worthwhile and does not recommending opting out of the Voluntary Cost Share Agreement.

Alternatives:

1) Adopt Resolution #22-116 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)
2) No Action

3) Something Else

Funding Source:

Originally, the cost for cities in Anoka County was $0.057 per person of population which amounted to $1,506.00. The cost for 2022 is now $1576.00 due to the population increase reported by the 2020 Census. The City has historically used the EDA Budget 9230.6246 (Marketing) for this expense.

Recommendation:

The EDA met on May 12, 2022 and unanimously recommend that the City Council participate in the Anoka County Economic Development Partnership and approval of the $1,576 continued voluntary cost share to the partnership.

Action:

Motion to Adopt Resolution #22-116 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Attachments

ACTION - Resolution #22-116
2022 Invoice
2022 VCSA ACRED
2022 VCSA Cost by City
2022 Budget
ACRED Presentation
2022 ACRED Handout
Excerpt from Draft EDA MIN 5.12.22

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	05/13/2022 02:31 PM
Brian Hagen	Brian Hagen	05/18/2022 06:28 PM
Form Started By: Sean Sullivan		Started On: 05/12/2022 09:22 AM
Final Approval Date: 05/18/2022		

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

RESOLUTION #22-116

RESOLUTION AUTHORIZING RENEWAL OF ANOKA COUNTY REGIONAL ECONOMIC DEVELOPMENT PARTNERSHIP (ACRED)

WHEREAS, the City of Ramsey is an Anoka County municipality, and as such is a rapidly growing and important segment of the Twin Cities Metropolitan Region, made up of a rich variety of vital and desirable communities; and

WHEREAS, the City of Ramsey has worked with ACRED to market City owned land, respond to regional RFP's and other participate in economic development and marketing projects; and

WHEREAS, the City of Ramsey has been a party to the Voluntary Cost Sharing Agreement (VCSA) with Anoka County since 2019 and has received a 2022 VCSA for consideration; and

WHEREAS, the City of Ramsey has received the attached Invoice # EC020422U in the amount of $1,576 for the 2022 Economic Development Cost Share.

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 of Ramsey authorizes execution the of the 2022 Voluntary Cost Sharing Agreement, in a Memorandum of Understanding for Anoka County Regional Economic Development activities.

2) That the City of Ramsey authorizes $1,576 of the City's EDA Fund (9230-6246) to pay to Invoice # EC020422U for the City's share of the Voluntary Cost Sharing Agreement, in a Memorandum of Understanding for Anoka County Regional Economic Development activities.

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 May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

Anoka County
MINNESOTA
Respectful, Innovative, Fiscally Responsible

Customer/Division Code: ECON

CITY OF RAMSEY
ATTN SEAN SULLIVAN
7550 SUNWOOD DR NW
RAMSEY, MN 55303

Customer Invoice

As of:	2/8/2022	Customer:	130878
Amount Due:	$1,576.00	**Due By:**	3/10/2022
Questions?	Please	Contact:	763-324-1700

Date	Transaction	Amount	Balance
	Prior Balance as of 01/01/2022:		**0.00**
Invoice: EC020422U			
2/4/2022	2022 ECONOMIC DEV COST SHARE	$1,576.00	
	Invoice: EC020422U Total:	**$1,576.00**	$1,576.00

Current	31 - 60 days	61 - 90 days	over 90 days	Total Due
$1,576.00	$0.00	$0.00	$0.00	$1,576.00

Amount Due By: 3/10/2022

Customer: **130878** Balance: **$1,576.00** Due By: **3/10/2022** Payment Amount: $_____.____

☐ Check ☐ Money Order ☐ VISA ☐ Master Card ☐ Discover

Make Checks Payable To:

Anoka County Treasury Office
2100 3rd Ave Suite 300
Anoka, MN 55303-5029

Credit Card:_____-_____-_____-_____ Ex-Date___/___ CSC 3 Digit Code_____

Card Holder's Name: _____ Phone:_____

Billing Address: _____

Signature: _____

ACHRA Contract # C0009107
Addendum # 19

VOLUNTARY COST SHARING AGREEMENT FOR ANOKA COUNTY ECONOMIC DEVELOPMENT (CALENDAR YEAR 2022)

THIS AGREEMENT is made between the County of Anoka, a political subdivision of the State of Minnesota ("County"), and the undersigned participating municipality ("City"), a municipal corporation organized under the laws of the State of Minnesota.

WITNESSETH

WHEREAS, the County and the City, along with other community partners, entered into a Memorandum of Agreement ("MOU") on January 1, 2019, to set goals, create an action plan, and implement shared objectives in promoting economic development within Anoka County;

WHEREAS, the MOU addresses the need for cost sharing between the County and municipalities of Anoka County to support continued services for website services, social media support, marketing assistance, and future services related to the county-wide economic development initiative;

WHEREAS, an annual budget for the above activities was developed, including a formula for each participating municipality to provide proportional cost sharing based upon its population;

NOW, THEREFORE, the parties understand and mutually agree as follows:

1. The budget for services related to website services, social media, marketing, and other supportive activities required for economic development, is currently set at $20,750.00 for calendar year 2022.

2. For 2022, the City agrees to contribute the sum of $0.057 per individual resident within its city limits, as a voluntary contribution to the economic development costs described above. For purposes of this calculation, population size of a City is based upon the Metropolitan Council's most recent population estimate.

3. The City shall provide such payment annually, by the end of the first quarter in each calendar year, beginning in 2022.

4. Each calendar year, the County will provide an annual budget and proposed formula for the City's use in calculating its contributions under this Agreement.

5. The City may opt out or cancel this Agreement by providing 30 days' written notice to the County Administrator: Rhonda Sivarajah, 2100 Third Avenue, Ste. 700, Anoka, MN 55303.

6. This agreement shall terminate concurrently with the MOU, unless a City chooses to opt out or cancel this agreement prior to its expiration, as provided above.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY:

By: _____
Scott Schulte, Chair
ACHRA Board of Trustees

Dated: _____

By: _____
Karen Skepper, Executive Director
ACHRA

Dated: _____

APPROVED AS TO FORM

By: _____
Christine Carney
Assistant County Attorney

CITY OF RAMSEY:

By: _____

Dated: _____

By: _____

Dated: _____

By: _____

ACHRA Contract # C0009107
Addendum # 19

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By: _____
Scott Schulte, Chair
ACHRA Board of Trustees

Dated: _____

By: _____
Karen Skepper, Executive Director
ACHRA

Dated: _____

APPROVED AS TO FORM

By: _____
Christine Carney
Assistant County Attorney

CITY OF RAMSEY:

By: _____

Dated: _____

By: _____

Dated: _____

By: _____

ACRED Annual Budget			
Fixed Cost	**2022 Budget**		**Change from 2021 Budget**
MNCAR Properties Listing	$	6,000.00	All Fixed Cost Expenses Remain the Same from 2021
MNCAR Exchange Access	$	2,320.00	
Website Hosting	$	1,190.00	
MMP	$	700.00	
Constant Contact	$	840.00	
MREJ Contract	$	4,500.00	
Marketing			
Marketing	$	3,500.00	Increased, Offset with Event Expenses *Hold incase of limited sponsors*
MNCAR Booth	$	1,100.00	Same from 2021
Events			
UpRiver Real Estate	$	500.00	Individual Event Decrease *Intended Sponsors or Marketing Funds*
Business + Banking Summit	$	500.00	
MN Tech Corridor Event	$	500.00	
Total Proposed Budget	**$**		**21,650.00**
Annual Working Balance	**$**		**22,750.00**
Program Expense Hold	**$**		**1,100.00**

ANOKA COUNTY
Regional Economic Development

CITY OF RAMSEY | EDA MEETING

May 12, 2022

Samantha Markman, Economic Development Director

QUICK FACTS

by the numbers.

- 21 Communities
- 423 Square Miles
- Population: 356,921
  - 4th Largest County in MN
- Labor Participation: 72%
- Median Household Income: $82,175

US Census Bureau 2015-2019



PARTNERSHIPS + COMMITTEES

EXECUTIVE COMMITTEE

- ALIGNMENT + REGIONALISM
  - CITIES
  - CHAMBERS
- MARKETING
  - GREATER MSP
  - MN DEED
- READINESS
  - OPEN TO BUSINESS
  - WORKFORCE DEVELOPMENT

ACRED GOALS + INITIATIVES



MARKETING

- Address and work to change the perception of Anoka County, among stakeholders, partners, developers, potential talent, etc.



READINESS

- Ensure Anoka County is ready for development from both a talent and product (sites and buildings) perspective



REGIONALISM & ALIGNMENT

- Clearly define roles within the county, as well as with regional partners, as it relates to economic development marketing, incentives, business retention and expansion, etc.

TARGET INDUSTRIES

- Light + Heavy Manufacturing
- Distribution + Trucking
- Data Centers + Technology Companies
- Back Office + Support Staff



2021 – YEAR IN REVIEW

EVENTS

2021 UpRiver Real Estate Event

- Hosted at Running Aces
  - Approx. 85 Pre-Registered – 70 Attended
  - Connexus & Minnesota Real Estate Exchangors

2021 MNCAR Expo

- Participated at The Depot Minneapolis
  - Approx. 600 in attendance
  - Booth Set-up with City Participation: Centerville

2021 3M/PGA Open

- Promoted County Opportunities at Hosted Tent
  - Sent 40 tickets per day (4-Day Tournament)
  - Emphasis on Businesses, Brokers, and Developers

2021 Minnesota Real Estate Journal Events

- Data Center Summit
  - Virtual: 04.14.2021
- Commercial Real Estate Forecast Summit
  - In-Person: 06.04.2021
- Young Professionals in Commercial Real Estate
  - In-Person: 06.10.2021
- North Metro MN Real Estate Summit
  - In-Person: 09.09.2021
- Industrial Real Estate Summit
  - In-Person: 11.12.2021

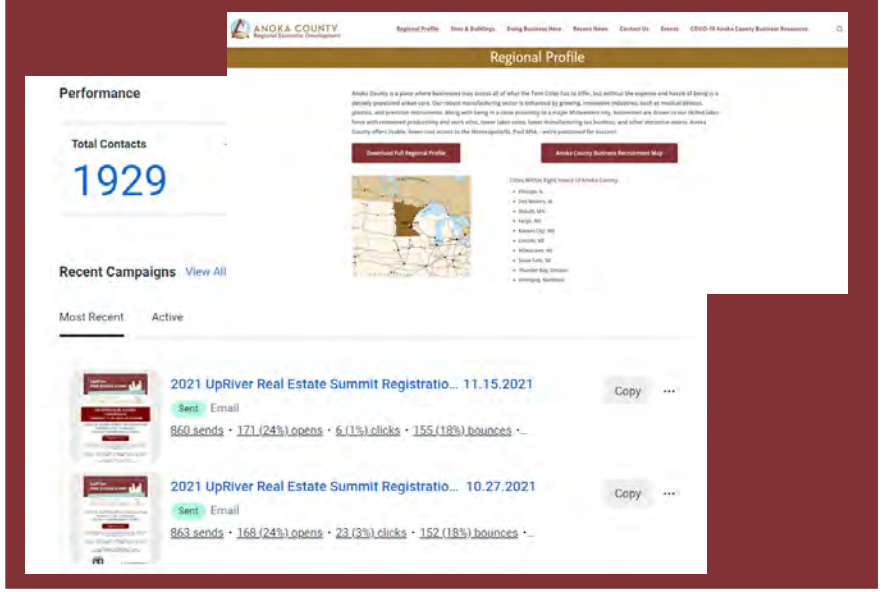
MINNESOTA REAL ESTATE EXCHANGORS
SINCE 1962
MREE1031.COM

CONNEXUS ENERGY





2021 – YEAR IN REVIEW



MARKETING TOOLS

Marketing Tools

- Website **(Budget: $1,190)**
  - www.anokacountysuccess.org
  - Continued COVID-19 Resource Matrix
  - Updated Events Page + Contact Info

- Constant Contact **(Budget: $840)**
  - 2020 -> 2021 contacts grew by 1,400 contacts (+385%)
  - Cities have access to creating content and access to sharing contact in the database

- MREJ Contact **(Budget: 4,500)**
  - Minimum 4 event sponsorships & participation
  - Cities have access to attending events on a comp pass and including marketing materials for the sponsor table

- MNCAR Exchange **(Budget: $8,320)**
  - Property + Available Land Database
  - Cities have access to link to the available land data base on ACRED website for real-time property listings and data
  - Support from Anoka County for detailed searches and property information can be provided

- Minnesota Marketing Partnership **(Budget: $700)**
  - Paid partnership to grow the marketing opportunities for the State of MN

- LinkedIn **(Budget: $0)**
  - 2020 -> 2021 contacts grew by 65 followers (+145%)

2021 – YEAR IN REVIEW

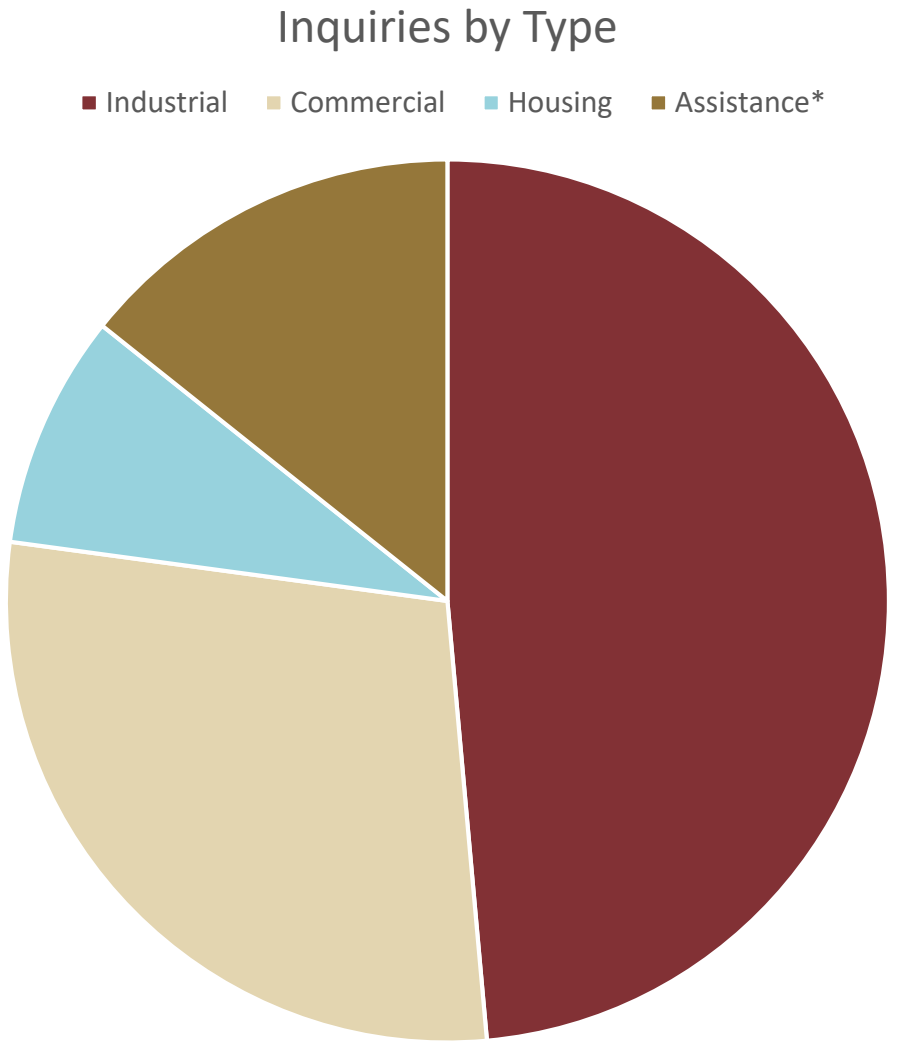
PROJECTS

Facilitated Approximately 30 Formal Inquiries

- Includes many additional “touch points”
  - Chart (right) indicates by Industry Type
  - Assistance does not include past/previous COVID-19 grant inquiries, but rather categorized as new business inquiries for development assistance or business start-up solutions

Direct Business Support

- Interest in Ramsey Opportunities
  - Worked to connect project inquiries directly with Ramsey staff



2022 – A LOOK AHEAD

Events

INITIATIVES

Regional Broadband Efforts

- Stakeholder Meetings to Identify Need
- Next Steps
    1. Regional Broadband Feasibility Study
    2. Funding Opportunities for Construction

Business Retention & Expansion

- Harmonize Community BRE Efforts
- Next Steps
    1. Regionalism & Alignment Subcommittee
    2. Benchmarking Common Data

Community Support

- Comes in MANY Shapes & Sizes
- Meeting individual communities where they're at individually

2022 Marketing Events

- ACRED Hosted Events
- MREJ Contract
- PGA 3M Open
- MNCAR Expo

2022 – A LOOK AHEAD

Events

EVENTS

ACRED Business & Banking Summit
- Location: TBD (May/June 2022)

ACRED UpRiver Real Estate Event
- Location: TBD (October/November 2022)

PGA 3M Open
- Location: TPC Blaine (July 21-24, 2022)

MNCAR Expo
- Location: The Depot Mpls (October 26, 2022)

Minnesota Real Estate Journal (MREJ)
- **Data Center Summit**
  - Location: Golden Valley CC (April 14, 2022)
- **Land Development Summit**
  - Location: Golden Valley CC (May 5, 2022)
- **North Metro Real Estate Summit**
  - Location: TPC Blaine (September 16, 2022)
- **Industrial Real Estate Summit**
  - Location: Golden Valley CC (November 10, 2022)

THANK YOU!

Stronger together.

On behalf of Anoka County, the Board of Commissioners, and all partners and stakeholders – we'd like to take this opportunity to thank the City of Ramsey for their continued support!

We are stronger, together! Working together to build a vibrant regional economy here in Anoka County.



QUESTIONS + COMMENTS

SAMANTHA MARKMAN
Economic Development Director
Anoka County

samantha.markman@co.anoka.mn.us
(o) 763.324.4609 | (c) 612.358.8925

www.anokacountysuccess.org

Anoka County
Regional Economic Development

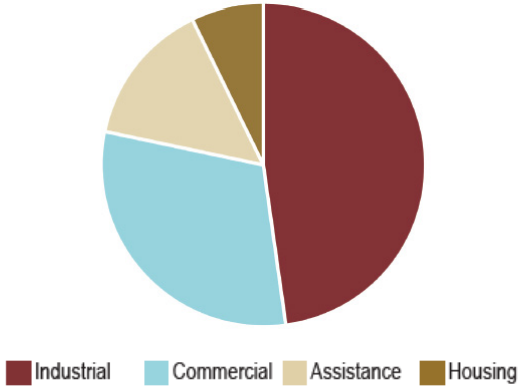
Marketing

Readiness

Regionalism & Alignment

Project Inquiries by Type

Overwhelmingly the project inquiries in 2021 fell into the industrial project type. By no surprise, businesses and developers alike are looking for expansion opportunities to accommodate their warehousing and logistical needs. This has resulted in a number of successful projects across Anoka County!



Initiatives to Highlight

Anoka County is conducting a **Broadband Feasibility Study** to determine gaps and opportunities across the network in the County

This Feasibility Study will help in securing future funding to help support the build out of reliable and redundant networks across all of Anoka County. To aid residents and businesses in their everyday work.

To learn more about this process or to request a copy of the residential and/or business survey, please reach out to our project email:

broadband@co.anoka.mn.us

Please watch for a residential survey to be mailed early May 2022, feedback is greatly appreciated to ensuring accurate data.



Interested in learning more? Contact us today!

Samantha Markman, Economic Development Director
Anoka County Regional Economic Development
c. 612.358.8925 | samantha.markman@co.anoka.mn.us
www.anokacountysuccess.org

Do you want to collaborate on workforce needs?

Our Anoka County Job Training Center can help!

Training Opportunities

Attract, develop, and retain your talent!

On-the-Job Training

Train new employees to your standards and receive wage reimbursement during the new-hire training period. For youth, adults, or seniors 55+.

Incumbent Worker Training

Create a skilled workforce or avert the need to lay off employees by assisted them in obtaining the necessary skills to retain staff. Assistance with training costs may be available for qualifying businesses.

Work Experience Program

Work experience opportunities available for youth, adults, and seniors 55+. Build foundational work-based skills and training to enhance employability. Wage subsidies paid through program funds.

Internships

Short-term work experience that provides career exploration and development, and an opportunity to learn new skills. Wage paid through program funds.

Hiring

Get ready. Get set. Get hired!

Hiring Events

Great opportunity for employers to connect with prospective employees. Contact Maria Lourey-Bowen to participate.

Work Opportunity Tax Credit

Federal tax credit available to employers for hiring individuals from certain targeted groups who face barriers to employment.

Career Development & Talent Matching Resources

Connects individuals to opportunities and provides valuable economic and employment development information for employers. CareerForce helps career seekers, employers, and Minnesota communities thrive.

www.careerforcemn.com

Interested in learning more about these resources?

Maria Lourey-Bowen, Workforce Development Specialist
Anoka County Job Training Center
763.324.2317 | maria.lourey-bowen@co.anoka.mn.us
www.anokacounty.us/jtc

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, May 12, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Michael Olson Member Chelsee Howell Member William MacLennan Member Chris Riley Member Shanna Stewart Member Scott Wiyninger
Members Absent:	Member Rachal Johnson
Also Present:	Sean Sullivan, Economic Development Manager

DRAFT

4.01: Consider Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Economic Development Manager Sullivan presented the staff report.

Samantha Markman, ACRED, thanked the City of Ramsey for its continued support for the partnership. She stated that her last day with Anoka County is the following day and introduced County Administrator Rhonda Sivarajah that will oversee the partnership until the position is filled. She stated that all 21 communities within the county participate in the partnership to varying degrees. She provided details on the structure of the group along with its goals and initiatives. She presented the 2021 year in review, highlighting different events, marketing tools, and projects. She also reviewed some initiatives looking ahead into 2022 along with a schedule of events for the year. She commented that it has been an incredible opportunity to see the communities come together and work cooperatively.

Chairperson Olson asked for specific benefits that Ramsey has received through the program.

Ms. Markman highlighted the different benefits that Ramsey receives through the partnership.

Economic Development Manager Sullivan commented that CBRE lists a number of City owned properties but there are four properties that are not listed with CBRE and are instead listed through MNCAR which is hosted through ACRED. He commented that it is money well spent.

Member Stewart asked how many properties have been sold through MNCAR.

Economic Development Manager Sullivan replied that there have been inquiries on those properties and leads generated through that tool. He commented that this is a relatively new tool as it just been used through the last three years.

The EDA thanked Ms. Markman for her presentation.

Motion by Member MacLennan, seconded by Member Wiyninger, to recommend to City Council participation in the Anoka County Economic Development Partnership (ACRED) and approval of the $1,576 continued voluntary cost-share to the partnership.

Motion carried. Voting Yes: Chairperson Olson, Members MacLennan, Wiyninger, Howell, Riley, and Stewart. Voting No: None. Absent: Member Johnson.

DRAFT

CC Regular Session **5. 12.**

Meeting Date: 05/24/2022

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #22-117 Approving Pre-Authorization to Import, Place and Compact Fill and Re-Establish Turf on Outlot B, Affinity at the COR

Purpose/Background:

Purpose:
The purpose of this case is to consider adoption of Resolution #22-117 pre-authorizing staff to import, place and compact fill and to re-establish turf for Outlot B, Affinity at the COR when cost effective opportunities present themselves.

Background:
Many city owned sites in the COR are in need of fill and or soil correction to make the sites developable and marketable as evidenced by the needed fill graphics created in 2018 and attached to the case. Since that time, the triangular parcel (Outlot A -Municipal Plaza Park) to the east of the subject parcel (Outlot B) has been brought up to grade utilizing Park funds. At that time the geotechnical work was done for both Outlots A and B with the EDA paying for the portion related to Outlot B. Approximately 8,200 cubic yards of fill is needed to bring the site up to a pad ready condition. Outlot B is a commercial lot that the City is currently marketing for development and it will not be part of the future Municipal Park along Center Street.

Both Outlot B and A are temporarily used for the Happy Days celebration so any soil work on Outlot B would need to be coordinated with that event. The topography of the site is currently not ideal due to Outlot B not being brought up to even grade with Outlot A. Staff believes that getting this site pad ready is a win / win for future development and the temporary use for Happy Days.

Recently, clean fill has become available from other projects (Riverdale Drive Extension, Ramsey Elementary) that can be obtained at a discount due to proximity to the COR and reduced trucking costs. The estimated cost to prepare Outlot B for soil import and to place and compact was approximately $33,000 as shown on the quote by Douglas-Kerr. Hydro seeding the lot to re-establish turf could cost an additional $4,000 based on an estimate obtained by the City Engineering Department. Typically there is not a lot of lead time for these opportunities and because of that the City is not able to take advantage of the cheaper fill. Staff is asking the City Council to consider pre-authorization of an amount not to exceed $40,000 to obtain fill, when the opportunity arises and to place, compact and re-establish turf on Outlot B, Affinity at the COR. The project would also need to be completed during a time frame as not to make the Happy Days site unusable for the annual event in September.

Notification:

Not required

Observations/Alternatives:

Observations:
Outlot B, Affinity at the COR is in need of fill and compaction to make it "Shovel Ready" for future development. In order to get this work done at the cheapest cost, staff needs to have flexibility to authorize the work when opportunities present themselves. Pre-authorization of up to $40,000 would give staff the flexibility to take advantage of "reduced" pricing situations to get the needed work done.

Alternatives:
1) Adopt Resolution #22-117 Approving Pre-Authorization to Import, Place and Compact Fill and Re-establish Turf for Outlot B, Affinity at the COR (Staff/EDA Recommendation)
2) No action
3) Something else

Funding Source:
An amount not to exceed $40,000 from the EDA Fund Balance. The current unencumbered EDA Fund balance as of April 18, 2022 is $1.145M. This activity would be considered site improvements and is an eligible expense from TIF District 14.

Recommendation:
The Ramsey EDA met on May 12, 2022 and unanimously recommended to the City Council to Pre-Authorize up to $40,000 to obtain clean fill, place, compact and re-establish turf for Outlot B, Affinity at the COR

Action:
Motion to Adopt Resolution #22-117 Approving Pre-Authorization to Import, Place and Compact Fill and Re-establish Turf for Outlot B, Affinity at the COR

Attachments

ACTION - Resolution #22-117
Site Location Map
Quote for Fill and Compaction
Fill Exhibits for COR
Excerpt EDA Minutes 5.12.22 DRAFT

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	05/13/2022 02:31 PM
Brian Hagen	Brian Hagen	05/18/2022 06:28 PM
Form Started By: Sean Sullivan		Started On: 05/12/2022 09:23 AM
Final Approval Date: 05/18/2022		

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

RESOLUTION #22-117

RESOLUTION APPROVING PRE-AUTHORIZATION TO IMPORT, PLACE, AND COMPACT FILL AND RE-ESTABLISH TURF FOR OUTLOT B, AFFINITY AT THE COR

WHEREAS, the City of Ramsey is the owner Outlot B, Affinity at the COR (the "Property") and is marketing the site for development; and

WHEREAS, the Property needs fill in order to bring the site up to grade to increase marketability and improve conditions for the temporary use for Happy Days celebration; and

WHEREAS, Clean fill occasionally becomes available on short notice when other projects in the city occur and it can be obtained at a discount based on reduced trucking costs and convenience for contractors; and

WHEREAS, the city process to authorize expenditures to import, place and compact fill and to re-establish turf can take up to a month which prohibits the City from being able to purchase the fill on short notice; and

WHEREAS, City staff has obtained estimates to import, place and compact fill and to reestablish turf on the Property (the "Project") and this could be accomplished for under $40,000; and

WHEREAS, the Ramsey EDA met on May 12, 2022 and made a unanimous recommendation to have the City Council Pre-Authorize import, place and compact fill and to re-establish turf on the Property in an amount not to exceed $40,000.

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 of Ramsey authorizes Approving Pre-Authorization to Import, Place and Compact Fill and Re-establish Turf for Outlot B, Affinity at the COR in an amount not to exceed $40,000 as long as it does not negatively impact the use of the Property for Happy Days.

2) That the City of Ramsey authorizes the expenditures for the Project to be allocated to the EDA Fund balance or to be from TIF 14 if funds are available.

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 May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

Outlot B, Affinity at the COR



Parcel Information:
28-32-25-31-0025

RAMSEY
MN 55303
Plat: AFFINITY AT THE COR

Approx. Acres: 1.74
Commissioner: MATT LOOK

Owner Information:
RAMSEY CITY OF
7550 SUNWOOD DRIVE
RAMSEY
MN
55303

Sean Sullivan | 1:2,400 | Date: 4/21/2022

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.

NORTH PINE AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To:	Douglas - Kerr Underground, LLC	**Contact:**	Ryan Kerr
Address:	PO Box 85	**Phone:**	(320) 679-8937
	Mora, MN 55051	**Fax:**	(320) 679-8940
Project Name:	Riverdale Drive, RevA	**Bid Number:**	22-024
Project Location:	SE Of Hwy-10 & Bowers Dr., Ramsey, MN	**Bid Date:**	4/12/2022
Addendum #:	2		

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1. Contract					
001	Mobilization	1.00	LS	$5,555.00	$5,555.00
002	Remove Miscellaneous Structure (Landscaping)	1.00	EACH	$425.00	$425.00
003	Remove Fence	220.00	LF	$3.05	$671.00
004	Remove Curb And Gutter	100.00	LF	$3.35	$335.00
005	Remove Bituminous Pavement	1,670.00	SY	$3.75	$6,262.50
006	Remove Concrete Pavement	90.00	SY	$8.65	$778.50
007	Granular Borrow (Cv)	1,000.00	CY	$5.10	$5,100.00
008	Excavation - Common (P) (Ev) *Export Excess To COR*	18,190.00	CY	$2.80	$50,932.00
009	Excavation - Channel And Pond	7,760.00	CY	$2.15	$16,684.00
010	Common Embankment (P) (Cv)	9,150.00	CY	$1.75	$16,012.50
011	Excavation - Subgrade (Ev)	2,500.00	CY	$2.45	$6,125.00
	Total Price for above 1. Contract Items:				**$108,880.50**
2. C.O.R. Extra Grading					
012	Strip Topsoil	3,100.00	CY	$1.00	$3,100.00
013	Place & Compact Imported Material (Measured)	8,178.00	CY	$3.20	$26,169.60
014	Replace Topsoil	3,100.00	CY	$1.10	$3,410.00
	Total Price for above 2. C.O.R. Extra Grading Items:				**$32,679.60**

Total Bid Price: $141,560.10

Notes:

- Price does not include: Bonds and Permits; Clearing & Grubbing; Site Surveying; Soil Testing; Subgrade Prep; Backfilling of Curb; Electrical; Irrigation; Monuments; Landscaping; Plantings;Gravel or Bituminous; Rock Entrances; Concrete Curb & Gutter;Traffic Control; Building or Structure Demolition; Hidden or Buried Debris; Hazardous Materials Removal; Street Sweeping; Dewatering; Site Utilities; Moving of Small Utilities; Import of Dirt, Any Subsoil Corrections or Trench Borrow Not Listed Above; **SWPPP Management/Maintenance outside of NPA Work; Any Erosion Control NOT Listed Above; Removal of Temporary Erosion/Sediment Control BMP's;**
- Pricing is based on the engineer(s) plans dated: 2/15/2022
- Proposal is valid for a period of 30 days from date of proposal.
- This proposal assumes an average topsoil depth of 1.0 foot.
- Any delays due to incomplete surveying or improper surveying could result in additional charges.
- Price does not include lowering/moving small utilities. If there are utilities not properly represented on plans, price is subject to change.
- All grading needs to be verified by civil engineer as grading is completed. North Pine Aggregate is not responsible for anything not to grade after utilities are installed.
- **Retainage is NOT to exceed 5% without prior approval, and is to be released/reduced as our work is approved.**
- ****Owner/Developer agrees that NPDES Permit will be transferred back to Owner/Developer, as New Contractor, within 10 days of completion of grading/storm sewer and site is stabilized, with either Erosion Blanket or Seed & Mulch.****
- ***Common Excavation price includes hauling excess suitable material to The Center of Ramsey, per sheet 2, note 9.**

NORTH PINE AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To:	Douglas - Kerr Underground, LLC	**Contact:**	Ryan Kerr
Address:	PO Box 85	**Phone:**	(320) 679-8937
	Mora, MN 55051	**Fax:**	(320) 679-8940
Project Name:	Riverdale Drive, RevA	**Bid Number:**	22-024
Project Location:	SE Of Hwy-10 & Bowers Dr., Ramsey, MN	**Bid Date:**	4/12/2022
Addendum #:	2		

Payment Terms:

Net due upon receipt of billing. A 1.5% per month service charge will be assessed on unpaid balance.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

North Pine Aggregate, Inc.

Authorized Signature:

Estimator: Jordan Erickson
651-888-7908 jordan@npainc.net

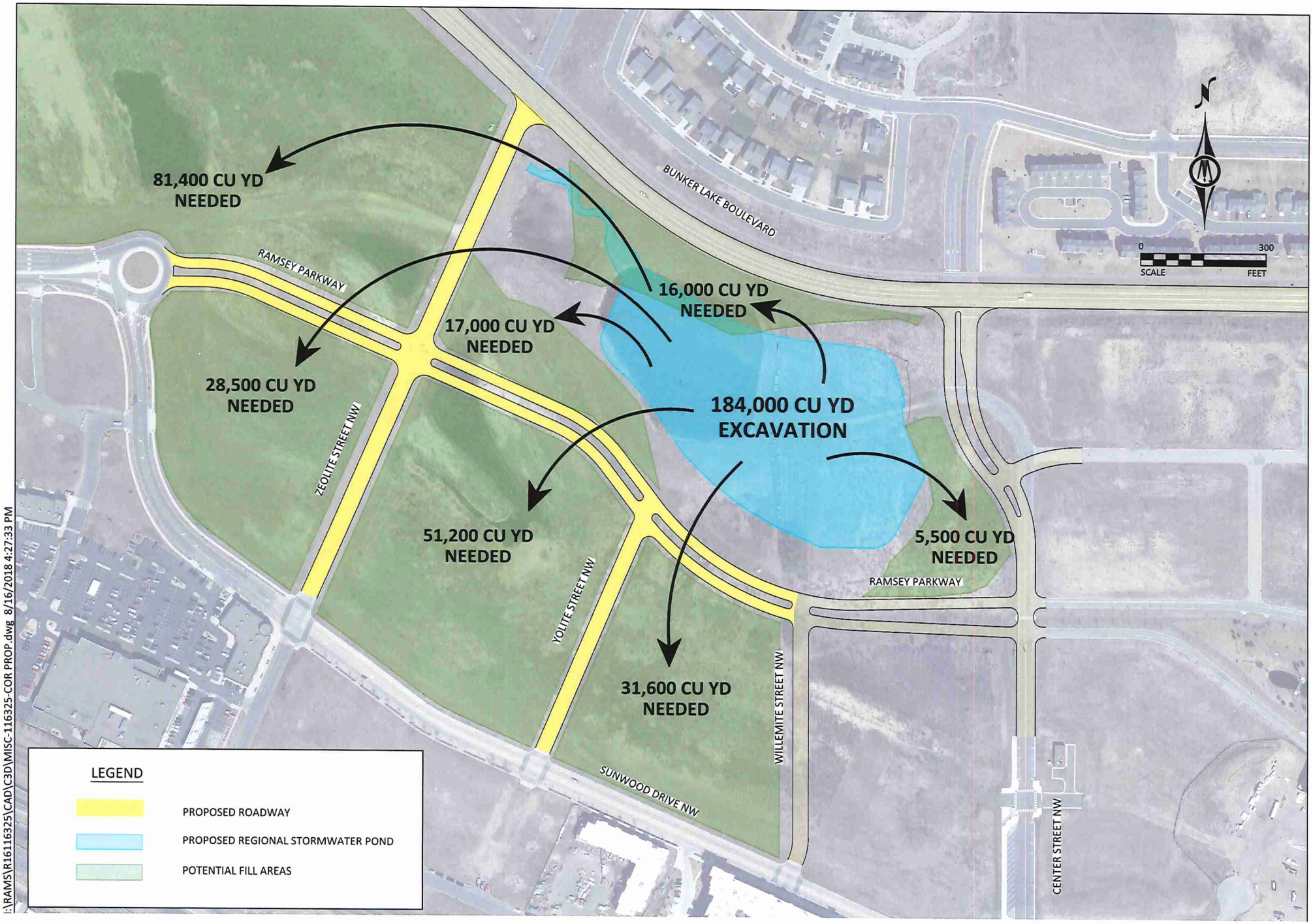
COR AREA DEVELOPMENT - POND EXCAVATION

CITY OF RAMSEY, MINNESOTA

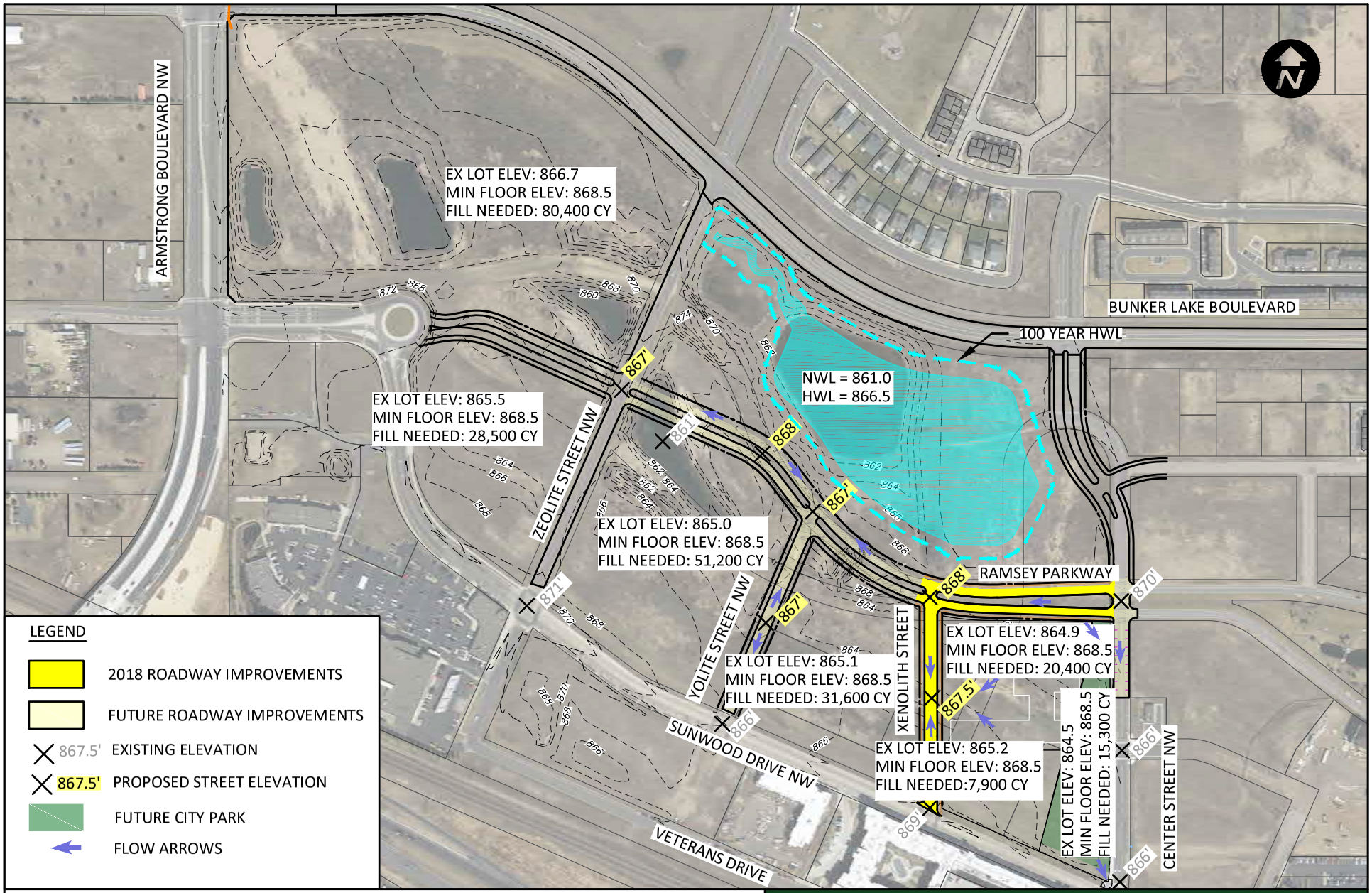
Figure 3

AUGUST 2018

BOLTON & MENK



I:\RAMS\R16116325\CAD\C3D\MISC-116325-COR PROP.dwg 8/16/2018 4:27:33 PM



BOLTON & MENK
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

City of RAMSEY

COR ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 12 - SITE GRADING
MARCH 2018

© Bolton & Menk, Inc. 2018, All Rights Reserved
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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, May 12, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Michael Olson Member Chelsee Howell Member William MacLennan Member Chris Riley Member Shanna Stewart Member Scott Wiyninger
Members Absent:	Member Rachal Johnson
Also Present:	Sean Sullivan, Economic Development Manager

DRAFT

4.02: Consider Authorization to Import, Place and Compact Fill for Outlot B, Affinity at The COR

Economic Development Manager Sullivan presented the staff report.

Chairperson Olson asked if the $40,000 would be a total cost to bring the site to grade.

Economic Development Manager Sullivan reviewed the elements would be covered in the cost and noted that the cost would cover the entirety of the process including re-establishment of turf.

Member Wiyninger asked how this would impact the ability to sell the site or the revenue that would be gained through sale of the property.

Economic Development Manager Sullivan replied that bringing the site to grade and to a marketable condition would save the developer from incurring the cost at a later date. He stated that there has been some interest in the site, therefore if it is closer to development ready it would make the site more attractive.

Member Riley commented that this is a great idea that would be opportunity driven as fill becomes available. He agreed that this would make the site more marketable.

Member MacLennan agreed that this would be a good idea. He asked what the desired development use of the property would be.

Economic Development Manager Sullivan replied that the property is zoned COR 1, which is mixed use, and therefore provides flexibility. He stated that in an ideal situation he would love to see a restaurant with a roof patio. He stated that it is a smaller site and therefore does not lend itself to an apartment type use. He noted that it could be a fast casual eatery as well.

Member MacLennan stated that his father recently moved into the Affinity complex and those residents would love to have something like that in this location that is easily walkable.

Motion by Member Wiyninger, seconded by Member MacLennan, to recommend to City Council that to pre-authorize up to $40,000 to obtain clean fill, place, compact, and re-establish turf for Outlot B, Affinity at The COR.

Motion carried. Voting Yes: Chairperson Olson, Members Wiyninger, MacLennan, Howell, Riley, and Stewart. Voting No: None. Absent: Member Johnson.

DRAFT

CC Regular Session **5. 13.**

Meeting Date: 05/24/2022

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #22-118 Authorizing Partial Payment to No. 1 to Douglas-Kerr Underground, LLC for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive.

Purpose/Background:

Resolution and Pay Application Request Attached.

Recommendation:

The Engineer Technician IV has inspected the completed work and recommends partial payment No. 1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota, for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bower Drive, in the amount of $442,091.78.

Action:

Motion to Adopt Resolution #22-118 Authorizing partial payment No. 1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bower Drive, in the amount of $442,091.78.

Attachments

Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	05/19/2022 11:58 AM
Brian Hagen	Brian Hagen	05/19/2022 02:42 PM
Form Started By: Marsha Weidner		Started On: 05/17/2022 11:15 AM
Final Approval Date: 05/19/2022		

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

RESOLUTION #22-118

RESOLUTION AUTHORIZING PARTIAL PAYMENT NO. 1 TO DOUGLAS-KERR UNDERGROUND, LLC., FOR IMPROVEMENT PROJECT #22-05, RIVERDALE DRIVE TRUNK UTILITY IMPROVEMENTS, LLAMA STREET TO BOWERS DRIVE

WHEREAS, pursuant to Ramsey City Council Resolution #21-305 adopted October 26, 2021, the City Council accepted the design services proposal of Bolton & Menk, Inc. for providing engineering services required to develop final plans and specifications for the purpose of soliciting bids for the construction of Improvement Project #22-05; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-040 the City Council approved the plans and specifications prepared by Bolton & Menk, Inc. for the making of such improvements, and authorized the advertisement of bids for the same improvements as City Improvement Project #22-05; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-072 the City Council authorized entering into a construction contract with Douglas-Kerr Underground, LLC., for the making of such improvements at the contract price of $2,163,890.22; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-087 the City Council authorized Change Order No. 1, reducing the contract price to $2,124,737.72; and

WHEREAS, as of May 24, 2022 $0.00 has been paid to date; and

WHEREAS, the Engineer Technician IV has inspected the completed work and recommends partial payment No. 1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota, for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bower Drive, in the amount of $442,091.78.

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

1) That the City Council hereby authorizes partial payment No. 1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bower Drive, in the amount of $442,091.78.

2) The City Council authorizes the Mayor and Interim City Administrator to sign and release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of May 24, 2021.

4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

Contractor's Application for Payment

Owner:	City of Ramsey	Owner's Project No.:	22-05
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0R1.127005
Contractor:	Douglas-Kerr Underground, L.L.C	Agency's Project No.:	S.A.P. 199-115-004
Project:	2022 Riverdale Drive Trunk Utility Improvements		
Contract:			

Application No.: 1 Application Date: 5/3/2022

Application Period: From 4/1/2022 to 4/30/2022

1. Original Contract Price	$	2,163,890.22
2. Net change by Change Orders	$	(39,152.50)
3. Current Contract Price (Line 1 + Line 2)	$	2,124,737.72
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	465,359.77
5. Retainage		
a. 5% X $ 465,359.77 Work Completed	$	23,267.99
b. X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	23,267.99
6. Amount eligible to date (Line 4 - Line 5.c)	$	442,091.78
7. Less previous payments		
8. Amount due this application	$	442,091.78
9. Balance to finish, including retainage (Line 3 - Line 4)	$	1,659,377.95

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Douglas-Kerr Underground, LLC

Signature: [signature] Date: May 4th, 2022

Name: Dennis D. Douglas Title: Manager

Recommended by Engineer		Approved by Owner	
By:	[signature]	By:	[signature]
Name:	Kevin P. Kielb	Name:	Bruce R. Westby
Title:	Project Engineer	Title:	City Engineer
Date:	5/3/2022	Date:	5/16/2022

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Douglas-Kerr Underground, LLC
Project:	2022 Riverdale Drive Trunk Utility Improvements
Contract:	

Owner's Project No.:	22-05
Engineer's Project No.:	0R1.127005
Contractor's Project No.:	
Agency's Project No.:	S.A.P. 199-115-004

Application No.: 1 Application Period: From 04/01/22 to 04/30/22 Application Date: 05/03/22

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	22,635.00	22,635.00		-	0.50	11,317.50		11,317.50	50%	11,317.50
2	CLEARING	35.00	EACH	300.00	10,500.00		-	35.00	10,500.00		10,500.00	100%	-
3	GRUBBING	35.00	EACH	87.50	3,062.50		-	35.00	3,062.50		3,062.50	100%	-
4	ABANDON & SEAL WELL	1.00	EACH	2,000.00	2,000.00		-	-	-		-		2,000.00
5	REMOVE MISCELLANEOUS STRUCTURE (LANDSCAPING)	1.00	EACH	271.50	271.50		-	-	-		-		271.50
6	REMOVE FENCE	220.00	LIN FT	3.90	858.00		-	120.00	468.00		468.00	55%	390.00
7	REMOVE CURB AND GUTTER	100.00	LIN FT	5.65	565.00		-	-	-		-		565.00
8	REMOVE BITUMINOUS PAVEMENT	1,670.00	SQ YD	2.00	3,340.00		-	-	-		-		3,340.00
9	REMOVE CONCRETE PAVEMENT	90.00	SQ YD	4.00	360.00		-	-	-		-		360.00
10	DEWATERING (UTILITY TRENCHES)	1.00	LUMP SUM	0.01	0.01		-	-	-		-		0.01
11	GRANULAR BORROW (CV)	1,000.00	CU YD	5.10	5,100.00		-	-	-		-		5,100.00
12	EXCAVATION - COMMON (P) (EV)	18,190.00	CU YD	2.80	50,932.00		-	18,190.00	50,932.00		50,932.00	100%	-
13	EXCAVATION - CHANNEL AND POND	7,760.00	CU YD	2.15	16,684.00		-	7,760.00	16,684.00		16,684.00	100%	-
14	COMMON EMBANKMENT (P) (CV)	9,150.00	CU YD	1.75	16,012.50		-	9,150.00	16,012.50		16,012.50	100%	-
15	EXCAVATION - SUBGRADE (EV)	2,500.00	CU YD	2.45	6,125.00		-	2,500.00	6,125.00		6,125.00	100%	-
16	STREET SWEEPER (WITH PICKUP BROOM)	12.00	HOUR	150.00	1,800.00		-	-	-		-		1,800.00
17	15" RC PIPE APRON	1.00	EACH	1,026.00	1,026.00		-	-	-		-		1,026.00
18	18" RC PIPE APRON	2.00	EACH	1,094.00	2,188.00		-	-	-		-		2,188.00
19	24" RC PIPE APRON	1.00	EACH	1,289.00	1,289.00		-	-	-		-		1,289.00
20	TRASH GUARD FOR 15" PIPE APRON	1.00	EACH	736.70	736.70		-	-	-		-		736.70
21	TRASH GUARD FOR 18" PIPE APRON	2.00	EACH	796.00	1,592.00		-	-	-		-		1,592.00
22	TRASH GUARD FOR 24" PIPE APRON	1.00	EACH	1,592.00	1,592.00		-	-	-		-		1,592.00
23	8" PVC PIPE SEWER SDR 26	3,360.00	LIN FT	47.20	158,592.00		-	3,179.00	150,048.80		150,048.80	95%	8,543.20
24	10" PVC PIPE SEWER SDR 26	50.00	LIN FT	78.10	3,905.00		-	-	-		-		3,905.00
25	15" PVC PIPE SEWER SDR 26	890.00	LIN FT	82.10	73,069.00		-	-	-		-		73,069.00
26	15" RC PIPE SEWER DESIGN 3006 CLASS V	985.00	LIN FT	55.80	54,963.00		-	-	-		-		54,963.00
27	18" RC PIPE SEWER DESIGN 3006 CLASS V	2,600.00	LIN FT	54.40	141,440.00		-	-	-		-		141,440.00
28	24" RC PIPE SEWER DESIGN 3006 CLASS III	2,040.00	LIN FT	66.10	134,844.00		-	-	-		-		134,844.00
29	8" PIPE PLUG	10.00	EACH	368.00	3,680.00		-	5.00	1,840.00		1,840.00	50%	1,840.00
30	CONNECT TO EXISTING SANITARY MANHOLE (CORE & BOOT)	1.00	EACH	2,182.00	2,182.00		-	-	-		-		2,182.00
31	CONNECT TO EXISTING SANITARY SEWER	2.00	EACH	0.01	0.02		-	-	-		-		0.02
32	CONNECT TO EXISTING STORM SEWER	2.00	EACH	2,270.00	4,540.00		-	-	-		-		4,540.00
33	12" FORCEMAIN HDPE PIPE SEWER DR 11	820.00	LIN FT	61.05	50,061.00		-	-	-		-		50,061.00
34	SANITARY MANHOLE COATING	11.00	LIN FT	227.30	2,500.30		-	-	-		-		2,500.30
35	CLEAN & TELEVISE PIPE SEWER	3,860.00	LIN FT	1.30	5,018.00		-	-	-		-		5,018.00
36	4" INSULATION	80.00	SQ YD	35.35	2,828.00		-	-	-		-		2,828.00
37	CONNECT TO EXISTING WATER MAIN	2.00	EACH	1,222.00	2,444.00		-	-	-		-		2,444.00
38	6" GATE VALVE & BOX	9.00	EACH	1,866.00	16,794.00		-	3.00	5,598.00		5,598.00	33%	11,196.00
39	8" GATE VALVE & BOX	13.00	EACH	2,602.00	33,826.00		-	1.00	2,602.00		2,602.00	8%	31,224.00
40	12" GATE VALVE & BOX	9.00	EACH	4,374.00	39,366.00		-	1.00	4,374.00		4,374.00	11%	34,992.00
41	HYDRANT (8.5' BURY)	10.00	EACH	5,434.00	54,340.00		-	3.00	16,302.00		16,302.00	30%	38,038.00
42	6" WATERMAIN DUCTILE IRON CL 53	80.00	LIN FT	48.65	3,892.00		-	29.00	1,410.85		1,410.85	36%	2,481.15
43	8" WATERMAIN DUCTILE IRON CL 52	900.00	LIN FT	59.25	53,325.00		-	-	-		-		53,325.00
44	12" WATERMAIN DUCTILE IRON CL 52	3,950.00	LIN FT	81.45	321,727.50		-	-	-		-		321,727.50
45	WATERMAIN FITTINGS	4,260.00	POUND	9.80	41,748.00		-	1,045.00	10,241.00		10,241.00	25%	31,507.00
46	CASTING ASSEMBLY (STORM)	3.00	EACH	1,340.00	4,020.00		-	-	-		-		4,020.00
47	CONSTRUCT SANITARY SEWER MANHOLE	232.00	LIN FT	364.50	84,564.00		-	176.76	64,429.02		64,429.02	76%	20,134.98
48	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	7.00	LIN FT	995.90	6,971.30		-	-	-		-		6,971.30
49	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	43.00	LIN FT	829.50	35,668.50		-	-	-		-		35,668.50
50	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	88.00	LIN FT	533.10	46,912.80		-	-	-		-		46,912.80
51	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	9.00	LIN FT	398.50	3,586.50		-	-	-		-		3,586.50
52	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1	44.00	LIN FT	430.10	18,924.40		-	-	-		-		18,924.40
53	CONSTRUCT 8" INSIDE DROP	4.00	LIN FT	373.00	1,492.00		-	-	-		-		1,492.00
54	RANDOM RIPRAP CL III	20.00	CU YD	137.70	2,754.00		-	-	-		-		2,754.00
55	8" CONCRETE DRIVEWAY PAVEMENT	55.00	SQ YD	124.00	6,820.00		-	-	-		-		6,820.00

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Douglas-Kerr Underground, L.L.C
Project:	2022 Riverdale Drive Trunk Utility Improvements
Contract:	

Owner's Project No.:	22-05
Engineer's Project No.:	0R1.127005
Contractor's Project No.:	
Agency's Project No.:	S.A.P. 199-115-004

Application No.: 1 Application Period: From 04/01/22 to 04/30/22 Application Date: 05/03/22

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
56	STEEL PLATE	50.00	EACH	125.00	6,250.00		-	13.00	1,625.00		1,625.00	26%	4,625.00
57	TRAFFIC CONTROL	1.00	LUMP SUM	1,450.00	1,450.00		-	-	-		-		1,450.00
58	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	3,058.00	3,058.00		-	-	-		-		3,058.00
59	STORM DRAIN INLET PROTECTION	34.00	EACH	188.10	6,395.40		-	-	-		-		6,395.40
60	SILT FENCE, TYPE MS	3,100.00	LIN FT	2.00	6,200.00		-	2,488.00	4,976.00		4,976.00	80%	1,224.00
61	SEDIMENT CONTROL LOG TYPE WOOD FIBER	1,400.00	LIN FT	3.00	4,200.00		-	-	-		-		4,200.00
62	FERTILIZER TYPE 3	1,425.00	POUND	0.70	997.50		-	-	-		-		997.50
63	ROLLED EROSION PREVENTION CAT. 20	4,840.00	SQ YD	1.25	6,050.00		-	-	-		-		6,050.00
64	SEEDING	5.30	ACRE	300.00	1,590.00		-	-	-		-		1,590.00
65	RAPID STABILIZATION METHOD 2	1.00	ACRE	1,000.00	1,000.00		-	-	-		-		1,000.00
66	SEEDING MIXTURE 25-121	425.00	POUND	5.45	2,316.25		-	-	-		-		2,316.25
67	SEEDING MIXTURE 35-241	55.00	POUND	15.10	830.50		-	-	-		-		830.50
68	HYDRAULIC BONDED FIBER MATRIX	15,875.00	POUND	1.25	19,843.75		-	-	-		-		19,843.75
69	MOBILIZATION	1.00	LUMP SUM	0.01	0.01		-	-	-		-		0.01
70	DEWATERING (LIFT STATION)	1.00	LUMP SUM	72,014.00	72,014.00		-	-	-		-		72,014.00
71	GRANULAR BORROW (CV)	50.00	CU YD	15.80	790.00		-	-	-		-		790.00
72	EXCAVATION - COMMON (P) (EV)	450.00	CU YD	11.95	5,377.50		-	-	-		-		5,377.50
73	COMMON EMBANKMENT (P) (CV)	270.00	CU YD	7.35	1,984.50		-	-	-		-		1,984.50
74	EXCAVATION - SUBGRADE (EV)	50.00	CU YD	9.00	450.00		-	-	-		-		450.00
75	AGGREGATE BASE (CV) FROM STOCKPILE	115.00	CU YD	15.60	1,794.00		-	-	-		-		1,794.00
76	TYPE SP 9.5 WEARING COURSE MIX (3,C)	125.00	TON	125.00	15,625.00		-	10.00	1,250.00		1,250.00	8%	14,375.00
77	10" PVC PIPE SEWER SDR 26	120.00	LIN FT	66.80	8,016.00		-	-	-		-		8,016.00
78	CONNECT TO EXISTING SANITARY SEWER	2.00	EACH	0.01	0.02		-	-	-		-		0.02
79	12" FORCEMAIN HDPE PIPE SEWER DR 11	75.00	LIN FT	64.90	4,867.50		-	-	-		-		4,867.50
80	CONNECT TO EXISTING WATER MAIN	1.00	EACH	0.01	0.01		-	-	-		-		0.01
81	6" GATE VALVE & BOX	1.00	EACH	2,000.00	2,000.00		-	-	-		-		2,000.00
82	HYDRANT (8.5' BURY)	1.00	EACH	5,434.00	5,434.00		-	-	-		-		5,434.00
83	6" WATERMAIN DUCTILE IRON CL 53	85.00	LIN FT	49.35	4,194.75		-	-	-		-		4,194.75
84	WATERMAIN FITTINGS	200.00	POUND	0.01	2.00		-	-	-		-		2.00
85	CONSTRUCT TRIPLEX LIFT STATION	1.00	LUMP SUM	397,001.00	397,001.00		-	-	-		-		397,001.00
86	8" CONCRETE DRIVEWAY PAVEMENT	112.00	SQ YD	120.00	13,440.00		-	-	-		-		13,440.00
87	BOLLARD	4.00	EACH	500.00	2,000.00		-	-	-		-		2,000.00
88	SEDIMENT CONTROL LOG TYPE WOOD FIBER	400.00	LIN FT	3.00	1,200.00		-	-	-		-		1,200.00
89	FERTILIZER TYPE 3	60.00	POUND	0.70	42.00		-	-	-		-		42.00
90	SEEDING	0.20	ACRE	1,500.00	300.00		-	-	-		-		300.00
91	SEEDING MIXTURE 25-121	20.00	POUND	5.45	109.00		-	-	-		-		109.00
92	HYDRAULIC BONDED FIBER MATRIX	800.00	POUND	2.00	1,600.00		-	-	-		-		1,600.00
				Original Contract Totals	$ 2,163,890.22		$ -		$ 379,798.17	$ -	$ 379,798.17	18%	$ 1,784,092.05

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey	Owner's Project No.:	22-05
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0R1.127005
Contractor:	Douglas-Kerr Underground, L.L.C	Contractor's Project No.:	
Project:	2022 Riverdale Drive Trunk Utility Improvements	Agency's Project No.:	S.A.P. 199-115-004
Contract:			

Application No.: 1 Application Period: From 04/01/22 to 04/30/22 Application Date: 05/03/22

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
						Change Orders							
CO1-1R	8" WATERMAIN DUCTILE IRON CL 52	(900.00)	LIN FT	59.25	(53,325.00)		-	-	-		-		(53,325.00)
CO1-2R	12" WATERMAIN DUCTILE IRON CL 52	(3,950.00)	LIN FT	81.45	(321,727.50)		-	-	-		-		(321,727.50)
CO1-1	8" PVC WATERMAIN	900.00	LIN FT	50.60	45,540.00		-	304.00	15,382.40		15,382.40	34%	30,157.60
CO1-2	12" PVC WATERMAIN	3,950.00	LIN FT	72.80	287,560.00		-	964.00	70,179.20		70,179.20	24%	217,380.80
CO2-1	REMOVE SEPTIC TANK	1.00	LUMP SUM	2,800.00	2,800.00			-	-		-		2,800.00
					-		-		-		-		-
				Change Order Totals	$ (39,152.50)		$ -		$ 85,561.60	$ -	$ 85,561.60	NA	$ 250,338.40
						Original Contract and Change Orders							
				Project Totals	$ 2,124,737.72		$ -		$ 465,359.77	$ -	$ 465,359.77	22%	$ 2,034,430.45

EJCDC C-620 Contractor's Application for Payment
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CC Regular Session **5. 14.**

Meeting Date: 05/24/2022

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #22-119 Approving Change Order #2 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #22-119 approving Change Order #2 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive.

Background:

The extension of Riverdale Drive between Llama Street and Bowers Drive is needed to support development in the area. In March 2022, Capstone Homes began construction on the first phase of Riverstone South, a residential development (244-units at full build out) east of Bowers Drive and south of U.S. Highway 10/169. Commercial development is also proposed on the land between U.S. Highway 10/169 and the proposed extension of Riverdale Drive. The developers will pay trunk utility fees as they develop to replenish the trunk utility funds used to pay for the trunk sanitary sewer and watermain improvements.

Improvement Project #22-05 proposes to construct the trunk sanitary sewer and watermain improvements along the proposed extension of Riverdale Drive NW between Llama Street NW and Bowers Drive, along with required storm sewer improvements. The trunk utility improvements are proposed to be constructed ahead of the street improvements project (Improvement Project #20-05) to better facilitate the proposed construction schedule for Riverstone South since the trunk utility plans did not need to follow the same plan review process at the Minnesota Department of Transportation (MnDOT) as the street improvement plans. This allowed the utility improvements to be bid and constructed months earlier, minimizing the construction schedule for Improvement Project #20-05.

During construction of Improvement Project #22-05, the existing septic system tank serving the abandoned property at 8846 Highway 10 NW, which was proposed to be removed during Improvement Project #20-05, collapsed requiring the emergency removal of the tank due to health and safety concerns. Bolton and Menk, the City's design engineer, worked with Douglas Kerr Underground and MnDOT to prepare the attached Change Order #2 authorizing Douglas Kerr Underground to immediately pump and remove the septic tank as part of this project at a cost of $2,800.

The City Engineer signed Change Order #2 before City Council approval was requested due to the health and safety risks associated with the collapsed septic tank. Staff is therefore requesting after-the-fact approval from the City Council.

Notification:

Notifications are not required for this case.

Funding Source:

Change Order #2 will be funded through Improvement Project #22-05 using Municipal State Aid funds since the damage occurred during road grading operations.

Recommendation:

Staff recommends adopting Resolution #22-119 approving Change Order #2 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive.

Action:

Adopt Resolution #22-119 approving Change Order #2 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive.

Attachments

ACTION: Resolution 22-119

Change Order No. 2

Change Order No. 2 City Engr Signed

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/19/2022 02:43 PM
Form Started By: Bruce Westby		Started On: 05/16/2022 02:53 PM
Final Approval Date: 05/19/2022		

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

RESOLUTION #22-119

RESOLUTION APPROVING CHANGE ORDER NO. 2 FOR IMPROVEMENT PROJECT #22-05, RIVERDALE DRIVE TRUNK UTILITY IMPROVEMENTS, LLAMA STREET TO BOWERS DRIVE

WHEREAS, pursuant to Ramsey City Council Resolution #21-305 adopted October 26, 2021, the City Council accepted the design services proposal of Bolton & Menk, Inc. for providing engineering services required to develop final plans and specifications for the purpose of soliciting bids for the construction of Improvement Project #22-05; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-040 the City Council approved the plans and specifications prepared by Bolton & Menk, Inc. for the making of such improvements, and authorizes the advertisement of bids for the same improvements as City Improvement Project #22-05; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-072 the City Council authorized entering into a construction contract with Douglas Kerr Underground for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-087 the City Council authorized executing Change Order No. 1 approving the installation of plastic watermain in lieu of ductile iron watermain to ensure utilities are operational in time to serve the Riverstone South development; and

WHEREAS, the existing septic system tank serving the abandoned property at 8846 Highway 10 NW, which was proposed to be removed during Improvement Project #20-05, collapsed during construction of Improvement Project #22-05, requiring the emergency removal of the tank due to health and safety concerns; and

WHEREAS, Douglas Kerr Underground removed the septic tank on May 3, 2022, at a cost of $2,800 in accordance with Change Order #2 as approved by the Minnesota Department of Transportation, Bolton and Menk, Inc., and the City Engineer.

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

1) The Ramsey City Council hereby provides after-the-fact approval of the emergency execution of Change Order No. 2 for City Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive, for and on behalf of the City of Ramsey.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

Rev. February 2018

SAP	199-115-004	MN Project No.:	NA	Change Order No.	2

Project	2022 Riverdale Drive Trunk Utility Improvements		
Local Agency	City of Ramsey	Local Project No.	22-05
Contractor	Douglas-Kerr Underground LLC		
Address/City/State/Zip	2142 330th Avenue, Mora, MN 55051		
Total Change Order Amount $	2,800.00		

During excavation activities on the 2022 Riverdale Drive Trunk Utility Improvements the residential septic tank, located at approximately STA 2+00 on Riverdale Drive, was encountered and it has collapsed. The residential home and septic tank were proposed to be demolished during the subsequent roadway project (SP 02020-121, SAP 199-115-005) later this year. Since this now presents a health and safety risk, the septic tank will be pumped and removed under this contract. Attached is the MPCA Abandonment form for reference.

Estimate Of Cost: *(Include any increases or decreases in contract items, any negotiated or force account items.)*

Item No.	Description	Unit	Unit Price	+ or – Quantity	+ or – Amount $
CO2 - 1	REMOVE SEPTIC TANK(2104.502)	LUMP SUM	$2,800.00	1	$2,800.00
				Net Change this Change Order	**$2,800.00**

Due to this change, the contract time: *(check one)*

(X) Is NOT changed	( ) May be revised as provided in MnDOT Specification 1806

Approved by Project Engineer: Kevin P Kielb Date: 4/26/2022

Print Name: Kevin P. Kielb, P.E. Phone: (651) 968-7760

Approved by Contractor: Darren Douglas Date: 4-26-22

Print Name: Darren Douglas Phone: 320-679-8937

Approved by City Engineer: _____ Date: _____

Print Name: _____ Phone: _____

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: ___ Federal Funding X State Aid Funding X Local funds

For District State Aid Engineer: Kyle Puent Digitally signed by Kyle Puent Date: 2022.04.27 14:26:10 -05'00' Date: _____

Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

SSTS Abandonment Reporting Form

Subsurface Sewage Treatment Systems (SSTS) Program)

Instructions

This form is offered to meet the abandonment requirements of Minn. R. 7080.2500 and Disclosure Requirements of Minn. Stat. § 115.55, subd. 6. Future water supply well placement can also be affected by an abandoned SSTS.

The use of this form is not mandatory; however the information on this form must be submitted to the local government unit (LGU) within 90 days after the abandonment. This form may be completed by a certified SSTS practitioner or by an individual who has direct knowledge of how the system was abandoned.

Property Information

Date of abandonment: 5-3-22 Reason for abandonment: Removal of house

Property owner name(s): City of Ramsey - Aaron Madsen

Property owner's address: 7550 Sunwood Dr. NW

City: Ramsey State: MN Zip: 55303

Site address (if different):

City: State: Zip:

Compliance Information

1. All solids and liquids removed from all tanks? ☒ Yes ☐ No
   Disposal Site: Nelson Sanitation
2. All electrical devices and devices containing mercury removed? ☐ Yes ☒ No
   Disposal Site: None Encountered
3. All underground sewage tanks crushed and filled with soil or rock material? ☐ Yes ☐ No **or**
   Removed and disposed off site? ☒ Yes ☐ No
   Disposal Site: East Central Solid Waste Commission - Mora Landfill
4. Contaminated materials* removed and disposed off site? ☒ Yes ☐ No
   Disposal Site: East Central Solid Wast Commission - Mora Landfill
5. All underground cavities** crushed and filled with soil or rock material? ☒ Yes ☐ No **or**:
   Removed and disposed off site? ☐ Yes ☐ No
   Disposal Site:
6. Future discharge to system permanently denied? ☒ Yes ☐ No
   Method(s) used: Permanently Abandonment

*Contaminated materials = *Distribution media, soil or sand within three feet of the system bottom, distribution pipes, geotextile fabric/rosin paper/straw, tanks, contaminated soil around leaking tanks, any soil that received sewage from a surface failure (7080.2500 subp.3).*

**Underground cavities = *Cesspools, leaching pits, drywells, seepage pits, vault privies, pit privies, pump chambers (7080.2500 subp. 1). Does not include chamber media, drop boxes, or distribution boxes.*

Map

Include location of building sewer, septic tank(s), soil dispersal system, cesspools, seepage pits, and other pits. Also include a permanent reference point(s) and dimensions.

↑ North

- See Attached Map

Certification

I hereby certify the system was abandoned in accordance with Minn. R. 7080.2500 and any local requirements.

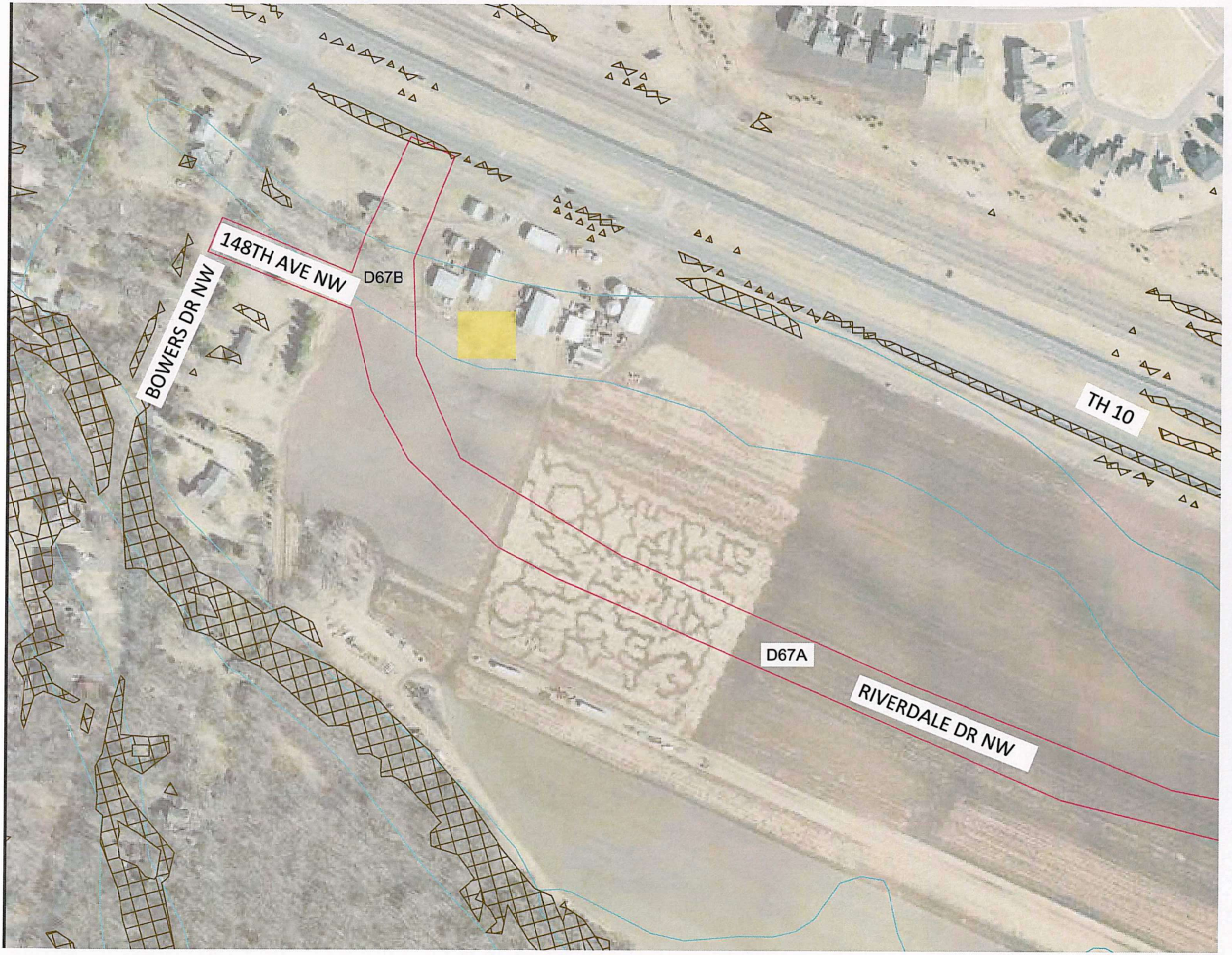
Name (please print): Ryan Kerr Title: Manager

Address: PO Box 85

City: Mora State: MN Zip: 55051

Phone: 320-679-8937 License # (if applicable):

Date: 4-25-22 Signature:


148TH AVE NW
BOWERS DR NW
D67B
TH 10
D67A
RIVERDALE DR NW

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

Rev. February 2018

SAP	199-115-004	MN Project No.:	NA	Change Order No.	2

Project	2022 Riverdale Drive Trunk Utility Improvements		
Local Agency	City of Ramsey	Local Project No.	22-05
Contractor	Douglas-Kerr Underground LLC		
Address/City/State/Zip	2142 330th Avenue, Mora, MN 55051		
Total Change Order Amount $	2,800.00		

During excavation activities on the 2022 Riverdale Drive Trunk Utility Improvements the residential septic tank, located at approximately STA 2+00 on Riverdale Drive, was encountered and it has collapsed. The residential home and septic tank were proposed to be demolished during the subsequent roadway project (SP 02020-121, SAP 199-115-005) later this year. Since this now presents a health and safety risk, the septic tank will be pumped and removed under this contract. Attached is the MPCA Abandonment form for reference.

Estimate Of Cost: *(Include any increases or decreases in contract items, any negotiated or force account items.)*

Item No.	Description	Unit	Unit Price	+ or – Quantity	+ or – Amount $
CO2 - 1	REMOVE SEPTIC TANK(2104.502)	LUMP SUM	$2,800.00	1	$2,800.00
				Net Change this Change Order	**$2,800.00**

Due to this change, the contract time: *(check one)*

(X) Is NOT changed	( ) May be revised as provided in MnDOT Specification 1806

Approved by Project Engineer: Kevin P Kielb Date: 4/26/2022

Print Name: Kevin P. Kielb, P.E. Phone: (651) 968-7760

Approved by Contractor: [signature] Date: 4-26-22

Print Name: Darren Douglas Phone: 320-679-8937

Approved by City Engineer: [signature] Date: 4/28/22

Print Name: Bruce Westby Phone: 763-433-9825

DSAE Portion: **The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.**

This work is eligible for: ___ Federal Funding X State Aid Funding X Local funds

For District State Aid Engineer: Kyle Puent Digitally signed by Kyle Puent Date: 2022.04.27 14:26:10 -05'00' Date: _____

CC Regular Session **5. 15.**

Meeting Date: 05/24/2022

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #22-121 Authorizing Final Payment to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard.

Purpose/Background:

Resolution and Pay App Request Attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from Kuechle Underground, Inc.:
1. IC 134 (Contractor's Withholding Affidavit showing compliance with the provisions of Minnesota Statute 290.92 requiring withholding state income tax)
2. Waiver of Mechanic's Lien Rights (Affidavits that all claims against Kuechle Underground, Inc. by reasons of the contract have been fully paid or satisfactorily secured)
3. Consent of Surety to Final Payment (Certification from the contractor's surety)
Following receipt of these items, final payment will be issued.

Recommendation:

The Engineer Technician IV has inspected the completed work and recommends authorizing final payment to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00, Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of $59,180.04.

Action:

Motion to adopt Resolution #22-121 Authorizing Final Payment to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00, Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of $59,180.04

Attachments

Resolution

Final Pay App

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	05/19/2022 11:56 AM
Brian Hagen	Brian Hagen	05/19/2022 02:37 PM
Form Started By: Marsha Weidner		Started On: 05/16/2022 03:50 PM
Final Approval Date: 05/19/2022		

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

RESOLUTION #22-121

RESOLUTION AUTHORIZING FINAL PARTIAL PAYMENT TO KUECHLE UNDERGROUND, INC. FOR IMPROVEMENT PROJECT #21-00, RIVERDALE DRIVE RECONSTRUCTION, FELDSPAR STREET TO SUNFISH LAKE BOULEVARD

WHEREAS, the City proposes to reconstruct Riverdale Drive NW between Feldspar Street NW and Sunfish Lake Boulevard in 2021 under City Improvement Project #21-00; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-248 adopted November 24, 2020, the City Council accepted the design services proposal of Bolton & Menk, Inc. for providing engineering services required to develop final plans and specifications for the purpose of soliciting bids for the construction of Improvement Project #21-00; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-022 adopted January 26, 2021, the City Council approved final plans and specifications as prepared by Bolton & Menk, Inc. and authorized advertisements for bids for the construction of Improvement Project #21-00; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on January 29th and February 5th, 2021; and

WHEREAS, eleven (11) bids were received, opened, and tabulated on March 2, 2021, and the bids were found to comply with the approved plans and specifications and advertisements for bids, and

WHEREAS, pursuant to Ramsey City Council Resolution #21-057 adopted March 9, 2021, the bid of Kuechle Underground Inc. of Kimball, Minnesota, in the amount of $771,913.13 for the construction of the said improvements was accepted; the Mayor and city Administrator were authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-128, adopted May 25, 2021, Kuechle Underground, Inc. incorporated the Dolomite Street Demolition work, as well as furnishing and installing 19 water gate valve boxes, in the amount of $73,988.48 into their contract for the Riverdale Drive Reconstruction project per Supplemental Agreement #1; and

WHEREAS, as of May 24, 2022 $788,177.74 has been paid to date; and

WHEREAS, the Engineer Technician IV has inspected the completed work and recommends final payment to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00 Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of $59,180.04.

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

1) That the City Council hereby authorizes final payment to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00, Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of $59,180.04.

2) The City Council hereby accepts the project and authorizes the Mayor and Interim City Administrator to sign the release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of May 24, 2022.

4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

22-121

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	CP# 21-00; 21-07
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.124017
Contractor:	Kuechle Underground, Inc.	**Agency's Project No.:**	SAP 199-108-004; 199-010-013
Project:	Riverdale Drive Improvements		
Contract:			
Application No.:	5	**Application Date:**	4/22/2022
Application Period:	From 8/1/2021	to	4/22/2022

1. Original Contract Price	$	771,913.13
2. Net change by Change Orders	$	73,988.48
3. Current Contract Price (Line 1 + Line 2)	$	845,901.61
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	847,357.78
5. Retainage		
a. ____ X $ 847,357.78 Work Completed	$	-
b. ____ X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	-
6. Amount eligible to date (Line 4 - Line 5.c)	$	847,357.78
7. Less previous payments (Line 6 from prior application)	$	788,177.74
8. Amount due this application	$	59,180.04
9. Balance to finish, including retainage (Line 3 - Line 4)	$	-

Contractor's Certification - Final Payment

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and
(4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Kuechle Underground, Inc.

Signature: David J Baker **Date:** 5-04-2022

Name: DAVID J BAKER **Title:** PROJ. MGR

Recommended by Engineer		**Approved by Owner (City of Ramsey)**	
By:	Kevin P Kielb	**By:**	Bruce R Westby
Name:	Kevin Kielb	**Name:**	Bruce R. Westby
Title:	Project Engineer	**Title:**	City Engineer
Date:	4/22/2022	**Date:**	5/16/2022

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Kuechle Underground, Inc.
Project:	Riverdale Drive Improvements
Contract:	

Owner's Project No.:	CP# 21-00; 21-07
Engineer's Project No.:	0R1.124017
Contractor's Project No.:	
Agency's Project No.:	SAP 199-108-004; 199-010-013

Application No.: 5 Application Period: From 08/01/21 to 04/22/22 Application Date: 04/22/22

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
					Original Contract						
1	MOBILIZATION	1.00	LUMP SUM	25,000.00	25,000.00	1.00	25,000.00		25,000.00	100%	-
2	REMOVE CATCH BASIN	6.00	EACH	200.00	1,200.00	6.00	1,200.00		1,200.00	100%	-
3	REMOVE CASTING	9.00	EACH	50.00	450.00	16.00	800.00		800.00	178%	(350.00)
4	SALVAGE GATE VALVE & BOX	3.00	EACH	50.00	150.00	3.00	150.00		150.00	100%	-
5	REMOVE GATE VALVE & BOX	2.00	EACH	50.00	100.00	2.00	100.00		100.00	100%	-
6	REMOVE PIPE SEWERS (STORM)	240.00	LIN FT	8.00	1,920.00	203.00	1,624.00		1,624.00	85%	296.00
7	REMOVE WATER MAIN	30.00	LIN FT	0.01	0.30	20.00	0.20		0.20	67%	0.10
8	REMOVE CURB AND GUTTER	6,140.00	LIN FT	2.50	15,350.00	6,344.00	15,860.00		15,860.00	103%	(510.00)
9	SAWING CONCRETE PAVEMENT (FULL DEPTH)	60.00	LIN FT	3.00	180.00	59.00	177.00		177.00	98%	3.00
10	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	550.00	LIN FT	3.00	1,650.00	779.00	2,337.00		2,337.00	142%	(687.00)
11	REMOVE BITUMINOUS PAVEMENT (DRIVEWAY)	690.00	SQ YD	3.00	2,070.00	578.55	1,735.65		1,735.65	84%	334.35
12	REMOVE CONCRETE WALK	120.00	SQ YD	3.00	360.00	90.00	270.00		270.00	75%	90.00
13	REMOVE CONCRETE PAVEMENT	120.00	SQ YD	3.00	360.00	132.00	396.00		396.00	110%	(36.00)
14	SALVAGE LANDSCAPE ROCK	10.00	SQ YD	5.00	50.00	8.00	40.00		40.00	80%	10.00
15	COMMON EXCAVATION (EV) (P)	2,205.00	CU YD	17.00	37,485.00	2,205.00	37,485.00		37,485.00	100%	-
16	SUBGRADE EXCAVATION (EV)	100.00	CU YD	0.01	1.00	-	-		-		1.00
17	DEWATERING	1.00	LUMP SUM	5,000.00	5,000.00	1.00	5,000.00		5,000.00	100%	-
18	HAUL & STOCKPILE RECLAIM MATERIAL (LV) (P)	3,610.00	CU YD	8.00	28,880.00	4,018.00	32,144.00		32,144.00	111%	(3,264.00)
19	GRANULAR BORROW	150.00	TON	0.01	1.50	-	-		-		1.50
20	STREET SWEEPER (WITH PICKUP BROOM)	20.00	HOUR	150.00	3,000.00	16.50	2,475.00		2,475.00	83%	525.00
21	AGGREGATE BASE CLASS 5 MODIFIED (TRAIL)	400.00	TON	0.01	4.00	-	-		-		4.00
22	AGGREGATE BASE (CV) FROM STOCKPILE (DRIVEWAYS)	150.00	CU YD	0.01	1.50	-	-		-		1.50
23	AGGREGATE BASE (CV) FROM STOCKPILE (ROADWAY)	2,065.00	CU YD	0.01	20.65	2,065.00	20.65		20.65	100%	-
24	FULL DEPTH RECLAMATION (9") (P)	13,965.00	SQ YD	3.00	41,895.00	13,965.00	41,895.00		41,895.00	100%	-
25	TYPE 9.5 WEARING COURSE MIX (3,C) (TRAIL)	190.00	TON	76.00	14,440.00	231.15	17,567.40		17,567.40	122%	(3,127.40)
26	TYPE 9.5 WEARING COURSE MIX (3,C) (DRIVEWAY)	120.00	TON	116.00	13,920.00	146.02	16,938.32		16,938.32	122%	(3,018.32)
27	TYPE 9.5 WEARING COURSE MIX (3,C) (ROADWAY)	1,390.00	TON	67.00	93,130.00	1,185.69	79,441.23		79,441.23	85%	13,688.77
28	TYPE 12.5 NON WEARING COURSE MIX (3,C) (ROADWAY)	1,390.00	TON	62.00	86,180.00	1,390.00	86,180.00		86,180.00	100%	-
29	CONCRETE FLUME	3.00	EACH	750.00	2,250.00	3.00	2,250.00		2,250.00	100%	-
30	12" RC PIPE SEWER DESIGN 3006 CLASS III	15.00	LIN FT	57.50	862.50	-	-		-		862.50
31	15" RC PIPE SEWER DESIGN 3006 CLASS III	986.00	LIN FT	55.50	54,723.00	993.00	55,111.50		55,111.50	101%	(388.50)
32	27" RC PIPE SEWER DESIGN 3006 CLASS III	52.00	LIN FT	81.25	4,225.00	69.00	5,606.25		5,606.25	133%	(1,381.25)
33	15" PIPE PLUG	1.00	EACH	85.00	85.00	1.00	85.00		85.00	100%	-
34	CONNECT TO EXISTING STORM SEWER	3.00	EACH	1,875.00	5,625.00	3.00	5,625.00		5,625.00	100%	-
35	CONNECT TO EXISTING WATER MAIN	4.00	EACH	2,000.00	8,000.00	4.00	8,000.00		8,000.00	100%	-
36	8" GATE VALVE & BOX	1.00	EACH	1,875.00	1,875.00	1.00	1,875.00		1,875.00	100%	-
37	12" GATE VALVE & BOX	1.00	EACH	3,550.00	3,550.00	1.00	3,550.00		3,550.00	100%	-
38	INSTALL GATE VALVE & BOX	3.00	EACH	700.00	2,100.00	3.00	2,100.00		2,100.00	100%	-
39	ADJUST VALVE & BOX	19.00	EACH	500.00	9,500.00	19.00	9,500.00		9,500.00	100%	-
40	RELOCATE HYDRANT & VALVE	1.00	EACH	1,575.00	1,575.00	1.00	1,575.00		1,575.00	100%	-
41	REPAIR WATER SERVICE	16.00	EACH	2,700.00	43,200.00	18.00	48,600.00		48,600.00	113%	(5,400.00)
42	6" WATERMAIN DUCTILE IRON CL 53	30.00	LIN FT	95.00	2,850.00	30.00	2,850.00		2,850.00	100%	-
43	WATERMAIN FITTINGS	132.00	POUND	8.00	1,056.00	151.00	1,208.00		1,208.00	114%	(152.00)
44	CASTING ASSEMBLY (STORM)	13.00	EACH	800.00	10,400.00	13.00	10,400.00		10,400.00	100%	-
45	CASTING ASSEMBLY (SANITARY)	9.00	EACH	1,000.00	9,000.00	9.00	9,000.00		9,000.00	100%	-

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Kuechle Underground, Inc.
Project:	Riverdale Drive Improvements
Contract:	

Owner's Project No.:	CP# 21-00; 21-07
Engineer's Project No.:	0R1.124017
Contractor's Project No.:	
Agency's Project No.:	SAP 199-108-004; 199-010-013

Application No.: 5 Application Period: From 08/01/21 to 04/22/22 Application Date: 04/22/22

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
46	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 2	1.00	EACH	20,000.00	20,000.00	1.00	20,000.00		20,000.00	100%	-
47	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	18.00	LIN FT	407.00	7,326.00	18.00	7,326.00		7,326.00	100%	-
48	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	15.00	LIN FT	605.00	9,075.00	15.05	9,105.25		9,105.25	100%	(30.25)
49	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1	20.00	LIN FT	292.00	5,840.00	20.00	5,840.00		5,840.00	100%	-
50	6" CONCRETE WALK	2,640.00	SQ FT	8.00	21,120.00	2,250.00	18,000.00		18,000.00	85%	3,120.00
51	CONCRETE CURB & GUTTER DES B618	6,360.00	LIN FT	14.00	89,040.00	6,344.00	88,816.00		88,816.00	100%	224.00
52	6" CONCRETE DRIVEWAY PAVEMENT	110.00	SQ YD	54.00	5,940.00	110.00	5,940.00		5,940.00	100%	-
53	7" CONCRETE VALLEY GUTTER	50.00	SQ YD	90.00	4,500.00	50.00	4,500.00		4,500.00	100%	-
54	TRUNCATED DOMES	210.00	SQ FT	50.00	10,500.00	144.00	7,200.00		7,200.00	69%	3,300.00
55	RELOCATE MAIL BOX	9.00	EACH	150.00	1,350.00	11.00	1,650.00		1,650.00	122%	(300.00)
56	INSTALL LANDSCAPE ROCK	10.00	SQ YD	20.00	200.00	-	-		-		200.00
57	WIRE FENCE DESIGN 48V-9322	55.00	LIN FT	92.00	5,060.00	55.00	5,060.00		5,060.00	100%	-
58	TRAFFIC CONTROL	1.00	LUMP SUM	2,500.00	2,500.00	1.00	2,500.00		2,500.00	100%	-
59	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	900.00	900.00	1.00	900.00		900.00	100%	-
60	STORM DRAIN INLET PROTECTION	18.00	EACH	250.00	4,500.00	31.00	7,750.00		7,750.00	172%	(3,250.00)
61	SILT FENCE, TYPE MS	960.00	LIN FT	2.60	2,496.00	-	-		-		2,496.00
62	COMMON TOPSOIL BORROW	500.00	CU YD	23.00	11,500.00	528.00	12,144.00		12,144.00	106%	(644.00)
63	FERTILIZER TYPE 3	360.00	POUND	1.00	360.00	142.00	142.00		142.00	39%	218.00
64	SODDING TYPE LAWN	3,590.00	SQ YD	6.80	24,412.00	3,750.00	25,500.00		25,500.00	104%	(1,088.00)
65	SEEDING	1.20	ACRE	1,150.00	1,380.00	1.42	1,633.00		1,633.00	118%	(253.00)
66	SEEDING MIXTURE 25-131	400.00	POUND	3.00	1,200.00	231.10	693.30		693.30	58%	506.70
67	HYDRAULIC BONDED FIBER MATRIX	4,200.00	POUND	1.10	4,620.00	4,164.80	4,581.28		4,581.28	99%	38.72
68	4" SOLID LINE MULTI COMP	3,100.00	LIN FT	0.26	806.00	3,335.00	867.10		867.10	108%	(61.10)
69	4" DBLE SOLID LINE MULTI COMP	2,750.00	LIN FT	0.52	1,430.00	2,887.00	1,501.24		1,501.24	105%	(71.24)
70	CROSSWALK MULTI COMP	258.00	SQ FT	8.46	2,182.68	258.00	2,182.68		2,182.68	100%	-
							-		-		-
							-		-		-
				Original Contract Totals	$ 771,913.13		$ 770,004.05	$ -	$ 770,004.05	100%	$ -

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Kuechle Underground, Inc.
Project:	Riverdale Drive Improvements
Contract:	

Owner's Project No.:	CP# 21-00; 21-07
Engineer's Project No.:	0R1.124017
Contractor's Project No.:	
Agency's Project No.:	SAP 199-108-004; 199-010-013

Application No.: 5 Application Period: From 08/01/21 to 04/22/22 Application Date: 04/22/22

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Change Orders										
SA1	MOBILIZATION	1.00	LUMP SUM	12,000.00	12,000.00	1.00	12,000.00		12,000.00	100%	-
SA2	REMOVE PIPE CULVERTS	95.00	LIN FT	11.00	1,045.00	95.00	1,045.00		1,045.00	100%	-
SA3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	145.00	LIN FT	3.50	507.50	146.00	511.00		511.00	101%	(3.50)
SA4	COMMON EXCAVATION (EV) (P)	160.00	CU YD	20.00	3,200.00	160.00	3,200.00		3,200.00	100%	-
SA5	HAUL & STOCKPILE RECLAIM MATERIAL	235.00	CU YD	9.20	2,162.00	451.00	4,149.20		4,149.20	192%	(1,987.20)
SA6	AGGREGATE SURFACING (CV) CLASS 5	16.00	CU YD	52.00	832.00	16.00	832.00		832.00	100%	-
SA7	STREET SWEEPER (WITH PICKUP BROOM)	4.00	HOUR	175.00	700.00	4.00	700.00		700.00	100%	-
SA8	FULL DEPTH RECLAMATION (6") (P)	1,740.00	SQ YD	3.50	6,090.00	1,740.00	6,090.00		6,090.00	100%	-
SA9	PORTABLE PRECAST CONCRETE BARRIER DES 8337	120.00	LIN FT	21.00	2,520.00	127.00	2,667.00		2,667.00	106%	(147.00)
SA10	TRAFFIC CONTROL	1.00	LUMP SUM	2,900.00	2,900.00	1.00	2,900.00		2,900.00	100%	-
SA11	TENPORARY IMPACT ATTENUATOR	1.00	AMBY	3,500.00	3,500.00	1.00	3,500.00		3,500.00	100%	-
SA12	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	2,100.00	2,100.00	1.00	2,100.00		2,100.00	100%	-
SA13	SEDIMENT CONTROL LOG TYPE COMPOST	600.00	LIN FT	3.75	2,250.00	-	-		-		2,250.00
SA14	SEDIMENT REMOVAL VAC TRUCK	4.00	HOUR	355.62	1,422.48	4.00	1,422.48		1,422.48	100%	-
SA15	COMMON TOPSOIL BORROW	325.00	CU YD	26.00	8,450.00	326.00	8,476.00		8,476.00	100%	(26.00)
SA16	FERTILIZER TYPE 3	155.00	POUND	0.85	131.75	90.00	76.50		76.50	58%	55.25
SA17	EROSION CONTROL BLANKETS CATEGORY 3N	550.00	SQ YD	2.30	1,265.00	-	-		-		1,265.00
SA18	SEEDING	0.50	ACRE	1,325.00	662.50	0.25	331.25		331.25	50%	331.25
SA19	SEEDING MIXTURE 25-121	55.00	POUND	5.35	294.25	30.00	160.50		160.50	55%	133.75
SA20	HYDRAULIC BONDED FIBER MATRIX	1,470.00	POUND	1.30	1,911.00	456.00	592.80		592.80	31%	1,318.20
SA21	4" SOLID LINE MULTI COMP	180.00	LIN FT	8.70	1,566.00	-	-		-		1,566.00
SA22	REMOVE VALVE BOX	19.00	EACH	430.00	8,170.00	19.00	8,170.00		8,170.00	100%	-
SA23	VALVE BOX	19.00	EACH	970.00	18,430.00	19.00	18,430.00		18,430.00	100%	-
					-		-		-		-
					-		-		-		-
					-		-		-		-
					-		-		-		-
				Change Order Totals	$ 82,109.48		$ 77,353.73	$ -	$ 77,353.73	94%	$ -
	Original Contract and Change Orders										
				Project Totals	$ 854,022.61		$ 847,357.78	$ -	$ 847,357.78	99%	$ -

EJCDC C-620 Contractor's Application for Payment
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CC Regular Session **5. 16.**

Meeting Date: 05/24/2022

Submitted For: Matt Kohner, Fire Department **By:** Matt Kohner, Fire Department

Information

Title

Adopt Resolution #22-126 Approving the City of Ramsey Volunteer Firefighters Relief Association Amended Bylaws

Purpose/Background:

The purpose of this case is for the Council to approve the City of Ramsey Volunteer Fire Relief Association's amended bylaws. The Relief Association Bylaws serve as the written pension plan for the Association which include all volunteer paid on-call members of the Fire Department.

Members of the Fire Relief Asscociation board recently attended a state sponsored workshop to ensure that Minnesota Fire Department Relief Association's comply with the most recent statutory requirements. After attending the workshop, there were a few items that were identified as out of date and not compliant with current State Statute, which included definition updates, military credit for leave and vested accounts accruing investment earnings as opposed to interest earnings. The changes were minor and do not result in any financial implications to the City.

Funding Source:

None required

Recommendation:

Staff recommends the City Council approve the City of Ramsey Volunteer Fire Relief Association's amended bylaws.

Action:

Motion to adopt Resolution #22-126 Approving the City of Ramsey Fire Relief Association amended bylaws.

Attachments

Fire Relief Bylaws 2022

Resolution #22-126

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	05/17/2022 02:13 PM
Brian Hagen	Brian Hagen	05/18/2022 06:35 PM
Form Started By: Matt Kohner		Started On: 05/17/2022 10:37 AM
Final Approval Date: 05/18/2022		

BYLAWS OF THE
CITY OF RAMSEY VOLUNTEER FIREFIGHTERS RELIEF ASSOCIATION

ARTICLE I
Name

The name of this association shall be the City of Ramsey Volunteer Firefighters Relief Association, a 501(c)4 nonprofit organization incorporated under the laws of the State of Minnesota.

ARTICLE II
Purpose

Section 1. This instrument constitutes the Bylaws of the City of Ramsey Volunteer Firefighters Relief Association, hereinafter referred to as "Association", adopted for the purpose of regulating and managing the internal affairs of the corporation and shall serve as the written pension plan for the Association. The Association is a governmental entity that receives and manages public money to provide retirement benefits for individuals providing the governmental services of firefighting. The Association is a defined contribution relief association subject to Minn. Stat. §§ 424A.015 and 424A.016. The objectives of the plan shall be to provide service pensions and ancillary benefits to members and beneficiaries of the City of Ramsey Fire Department, hereinafter referred to as "Fire Department." All benefits issued by this association shall be governed by these bylaws and Federal and State laws. The bylaws are hereby amended and restated generally **effective January 1, 2022**

Section 2. If the State of Minnesota or a court of competent jurisdiction determines that these amendments do not qualify for State Aid, a service pension shall be provided to members under the terms of the bylaws as they existed immediately prior to this amendment and restatement.

ARTICLE III
General Definitions

Section 1. Definitions. Whenever used in these bylaws, the following terms shall have the respective meanings set forth below, unless the context clearly requires otherwise.

Section 2. "Defined Contribution Relief Association." Volunteer firefighters' relief association that provides a service pension based solely on the member's vested portion of the Special Fund account rather than a specified annual lump sum or monthly benefit service pension amount.

Section 3. "Member Account" means the record of the amounts in the Special Fund credited to an individual under these bylaws pursuant to Article IX, plus contributions, forfeitures and investment earnings allocated under Article IX.

Section 4. "Allocation Date". The dates on which member's accounts are revalued, or on which contributions are made to the accounts.

Section 5. "Accounting Date". For the purposes of valuing assets to disburse funds from a member's account, the Association shall have four quarters during the fiscal year ending 3/31, 6/30, 9/30, and 12/31. The accounting date shall occur once annually as specified herein.

Section 6. "Beneficiary" means such person or persons who at any particular time shall be entitled to receive a survivor benefit from the Association in the event of the death of an Active, Deferred, Disabled, or Retired Member. For purposes of a survivor's benefit, the benefit will be paid in accordance with Minn. Stat. § 424A.016, subd. 7(d). A member shall be allowed to designate a beneficiary if there is no surviving spouse, child, or children. A trust created under chapter 501B may be a designated beneficiary. If no beneficiary is designated, survivor benefits shall be paid to the estate of the deceased member.

Section 7. "Surviving spouse" means any person who was the legally married dependent spouse of a deceased active member or retired former member living with the member at the time of the death of the active member or retired former member for at least one year prior to the date on which the member terminated active service and membership. Minnesota Statute 424A.001, Subdivision 6.

Section 8. "Trustees" are the individuals designated as such by Minnesota Statute 424A.04 and by virtue of elected office.

Section 9. "Qualified Domestic Relations Order" (QDRO). Any judgment, decree, or order (including approval of a property settlement agreement) that complies with the provisions of Minnesota Statute 518.58, 518.581.

Section 10. "Fiscal Year" means the twelve (12) month period which begins on Jan. 1 and ends on Dec. 31.

Section 11. "Account Valuation or value" A determination made by an investment manager, CPA, actuary or other professional as designated by the Board. A valuation shall include a calculation that determines the fair market value of the total assets. The fair market value shall be determined based on the value at which the investments could be sold on an open market. Valuation shall be made at least once annually. The Board shall have the discretion to value the assets or to conduct a valuation at any time during the year.

ARTICLE IV
Membership

Section 1. Membership Generally. All volunteer paid on-call members of the Fire Department are eligible for membership in the Association. Full-time Fire-Department members participating in the "Public Employees Retirement Association (PERA)" are not eligible to be members in the Relief Association. In order to be entitled to any service pension or ancillary benefits from the Relief Association, the volunteer paid on-call firefighter must be a member of the Relief Association.

Section 2. Membership Status

a. **"Active Service" Member** is a member of the Association who is serving on "active duty" as a paid on-call firefighter as defined in the Fire Department Personnel Policy, has been approved by the City Council, and has had their application approved by the Board of Trustees. Members not on active duty are not eligible to accrue City and State pension benefits; however, their whole balance will share in market gains and losses of the Special Fund as it relates to any vested and unvested allocations.

b. **"Deferred Member"** is a member who has separated from "active duty" with the Fire Department after having served at least ten (10) years of active service as a firefighter with the Fire Department, and who has been a member in good standing of the Association for at least ten (10) years prior to separation. A "Deferred" member type is also assigned to a person named in a domestic relations order (DRO), decree, or judgement (including approval of a property settlement agreement) that complies with the provisions of Minnesota Statute 518.58, 518.581, or 518.611. These members shall be subject to the same considerations as "Deferred Members".

c. "**Retired Member"** is a former member of the Association who has received a service pension from the Association.

d. **"Disabled Member"** is a member of the Association who is permanently disabled from active service in the Fire Department because of a service-related disability and is eligible to receive a disability benefit in lieu of retirement.

e. **"Leave of Absence (LOA) Member"** is a member of the Association on a Break in Service pursuant to a temporary leave of absence granted by the Fire Chief in accordance with Fire Department Personnel Policy. LOA members are not on "active duty," but they will continue as active members of the Relief Association and continue to pay dues. LOA members are ineligible to receive City and State pension benefits unless the Break in Service is a result of "active duty" with the Fire Department, or until such time as they return to active duty, as determined by the Fire Chief.

f. **"Inactive Member"** is a member of the Association who has terminated employment in the Fire Department; and who has an account balance that is 0% vested but which has not yet been forfeited pursuant to Article IX, Section 4, Subsection C.

g. **"Military Leave Member".** Subject to limitations stated in Section 16 in this article, a member on a Break in Service due to service in the uniformed services, as defined in 38 USC § 4303 (13), may receive an allocation as though the person was an active member for the period of the uniformed service, not to exceed five years, unless a longer period is required under the United States Code, 38 U.S.C § 4312. To be eligible for an investment return allocation under this section, the volunteer firefighter must return to firefighting service with coverage by this Association or its successor upon discharge from service in the uniformed service within the time frame required 38 U.S.C. § 4312(e). An allocation of any fire state aid, any municipal contributions and any investment return is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge, or under other than honorable conditions. Any investment allocation is not authorized if the firefighter fails to provide notice to the fire department that the individual is leaving to provide service in the uniformed services, unless it is not feasible to provide that notice due to the emergency nature of the situation.

Section 3. Service Requirements

a. **"Active Duty"** is the active performance of fire suppression duties or the supervision of fire suppression duties required by the Fire Department. The Fire Department certifies the members serving on "active duty" for the purposes of computing benefits or service pensions payable.
b. **"Quarter of Active Service"** is for the purposes of computing service pensions and ancillary benefits, or calculating vesting requirements. A "quarter of active service" is defined as a quarter in which the member meets the service requirements as outlined by the Ramsey Fire Department requirements and directives of the Fire Chief."
c. **"Year of Active Service."** For the purposes of computing benefits or service pensions payable, a year of service shall be defined as twelve (12) full months of "active service" in the Fire Department.
d. **Break in Service.** If a member is unable to perform the duties of a firefighter for any reason, including an approved leave of absence, the member will be considered to have a break in service and will not receive credit in the Association for that period of time. Active membership in the Association immediately resumes when a member returns to active service with the Fire Department, if the member's break in service was less than sixty (60) days.
e. **Return to Service.** Any firefighter who has ceased active duty for at least sixty (60) days will be eligible to resume Active Service membership in the Association should the firefighter resume active duty with the Fire Department, as determined by the Fire Chief. The resumption service requirements of this Section do not apply to leaves of absence or breaks in service made available by Federal or State statute, such as the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), Minn. Stat. § 424A.021, and the Family and Medical Leave Act (FMLA), 29 U.S.C. § 2601, et al. If the firefighter has not received payment of a service pension or disability benefit, the firefighter may be eligible for a service pension or benefit if the firefighter meets the vesting requirements defined in these bylaws based on the original and resumption years of service. The service pension will be calculated to include allocations credited to the firefighter's member account during the original and resumption periods of service and deductions for administrative expenses, if applicable, less any amounts previously forfeited based on these bylaws. Amounts forfeited under Article IX Section 4 (c) of these bylaws before a resumption of active service and membership remain forfeited and may not be reinstated upon the resumption of active service.

Section 4. Application. Applications for membership shall be made at the direction of the Secretary and payment for the Association's dues must be received no later than 60 days after membership commences. Each application shall be referred to the Board of Trustees for approval.

Section 5. Dues.

a. **General Fund Dues and Assessments.** Active Service and LOA members shall pay dues as determined annually by the Association for the purpose of supporting the General Fund and the Volunteer Firemen Benefit Association of Minnesota, payable to the Association by December

31 of each year as part of maintaining membership in good standing. Dues may be collected by the City through a payroll deduction. Any member whose dues are not paid on time shall be mailed a notice of his/her delinquency by the Secretary.

b. Exceptions to General Fund Dues and Assessments. Inactive, Military, and Disabled members do not meet the definition of "Active Service" and therefore are not responsible for General Fund membership dues.

Section 6. Termination of Membership. Any member who resigns or is terminated from employment with the Ramsey Fire Department shall automatically be terminated as a member of this association.

ARTICLE V
Board of Trustees and Officer Positions

Section 1. The Powers and Duties of the Board of Trustees. The Board of Trustees (the Board) is the governing board and has exclusive control of the investment of the Association's plan assets in conformance with Federal and State law including, but not limited to, Minnesota statutes and these bylaws. The members of the Board will act as Trustees, with a fiduciary responsibility to the Active, Deferred, and Inactive members of the Association, who are its beneficiaries; the taxpayers of the municipality, who help to finance the plan; and the State of Minnesota, which established the plan.

The Board will exercise all powers attendant to management of the Association's plan, assets, and benefit determinations as outlined in these Bylaws.

Pursuant to Minnesota Statutes, Section 69.051, Sub. 1, as amended, the Board, shall annually prepare an Annual Financial Report of the Association's receipts, disbursements, and balances in its special and general funds for the preceding calendar year ending December 31. In addition, the Board will submit this Annual Financial Report of the Association to the members at a regular meeting each year.

Section 2. Members of the Board of Trustees. The Board consists of nine members (Trustees); six General Trustees elected from the membership by the membership and three Municipal Trustees drawn from officials of the City of Ramsey. Of the three Municipal Trustees, one must be an elected official and one must be an elected or appointed municipal official, and both must be designated annually by the Ramsey City Council. The third municipal Trustee must be the fire chief.

Section 3. Qualifications of the General Trustees and Officers. General trustees and Officer positions shall be filled by Active Service members in good standing of the Association as determined by the Fire Chief. In the event no active firefighter is available for said board position, the position may be filled by an eligible retiree or LOA member, only in a non-paid position.

Section 4. Election and Terms of Office. A General Trustee shall hold office for the term of three years or until his/her successor has been elected and has qualified, or until he/she has resigned or been removed pursuant to Article V, Section 9. The President, Secretary and Treasurer will be elected by the Association membership for three (3) year terms and shall serve as the officers of the corporation. In no event will any Trustee hold more than one Officer position at any one time. In no event will any municipal Trustee hold an Officer position.

General Trustees will be voted in at the regular annual meeting of the membership. Election of the General Trustees will be staggered each year over three (3) years as follows:

- President and Vice President
- Secretary and One General Trustee
- Treasurer and One General Trustee

Terms of office commence upon election at the annual general membership meeting.

Section 5. Vacancies. A vacancy in the position of any non-municipal Trustee or Officer may be filled by a majority of the remaining Trustees at any regular membership meeting or special board meeting. The member selected to fill the vacancy holds office only until the next special or annual meeting of the Association membership when a successor must be elected by the membership.

Section 6. Authority and Duties. Officers have the authority and duties in the management of the business of the Association as outlined in the Ramsey Fire Relief Association Standard Operating Procedures. Those duties are incorporated herein by reference.

Section 7. Standard of Performance. A General Trustee shall discharge his/her duties in good faith and with the diligence and care which an ordinarily prudent person, in a like position and under similar circumstances, would exercise. General Trustees will attend annually, a minimum of 66% of scheduled meetings. Failure to attend the minimum number of meetings may result in the removal of a General Trustee. An Active Service Member serving as a General Trustee may remain on the Board if he/she becomes a LOA Member, as determined by the Fire Chief in accordance with Fire Department Personnel Policy related to LOA. Failure to return to Active Service status may be grounds for removal as a Trustee.

Section 8. Fiduciary responsibility. In the discharge of their respective duties, the officers and trustees shall be held to the standard of care enumerated in Minnesota Statute 11A.09. In addition, the trustees must act in accordance with Minnesota Statute 356A. No trustee of the Association shall cause the Relief Association to engage in a transaction, if the fiduciary knows or should know that a transaction constitutes one of the following direct or indirect transactions:

1. Sale or exchange or leasing of any real property between the Association and the Board Member;
2. Lending of money or other extension of credit between the Association and a Board Member or member of the Association;
3. Furnishing of goods, services, or facilities between the Association and the Board Member; or
4. Transfer to a Board Member, or use by or for the benefit of a Board Member, or any assets of the Association. Transfer of assets does not mean the payment of Association benefits or administrative expenses permitted by law.

Section 9. Removal. A General Trustee or an Officer, elected from the membership, may be removed for cause. Cause for removal shall include, but not be limited to, the breach of the duties and responsibilities described in Sections 1, 6, 7 and 8 of this Article. At a meeting of the members which is called for that purpose, one or all of the general trustees may be removed by a majority vote of those entitled to vote at election of officers and general trustees. Notice of the meeting at which removal is to be considered shall be given to each member entitled to vote and shall include the purpose of the meeting. The General Trustee shall be furnished with a statement of the particular charges at least five (5) days before the meeting. At the meeting he/she shall be given the opportunity to be fully heard as to each charge.

Section 10. Officer's Salaries and General Trustee Reimbursements. The President, Secretary and Treasurer shall receive an annual salary, the amount to be approved each year by the general membership of the Association at its regular annual meeting. This salary can be paid from the General Fund or the Special Fund. For all Trustees, itemized expenses eligible for reimbursement are limited to those expenses incurred as a result of fulfilling responsibilities as administrators of the Special Fund.

Section 11. Books and Records. The Association will keep, at minimum, correct and complete copies of its articles of incorporation and bylaws, accounting records, records documenting Special Fund transactions, records necessary to determine benefits payable and paid to individual members and their beneficiaries, and minutes of its meetings that record the votes of actions taken, in accordance with the Records Retention Schedule as outlined in Minnesota State Statute.

ARTICLE VI
Meeting of Members and the Board

Section 1. Annual Meeting.

a. Time. The membership shall hold an annual meeting for the election of General Trustees and Officers and for the transaction of any other business within sixty (60) days of the beginning of a calendar year.
b. Notice. Notice of each annual meeting of the Association's members will be provided to each member entitled to vote at the meeting at least five (5) days before the date of the meeting. Notice will contain the date, time, and place of the meeting.

Section 2. Special Meetings.

a. A special meeting of the Association's members may be called at any time by the President, Secretary, and one additional Trustee, or of 10 percent of the members of the Association.
b. Notice. Notice of each special meeting or membership of the Association's members will be provided to each member entitled to vote at the meeting at least five (5) days before the date of the meeting. Notice will contain the date, time, and place of the meeting

Section 3. Board Meetings.

a. Time and Place. The Board of Trustees shall meet at the minimum, at least four (4) times a year at any place within this State as designated by the Board, to discuss the investments, finances, benefits, and records of the Association. A Trustee may call a Board meeting by giving five (5) days' notice to all Trustees of the date, time, and place of the meeting. These meetings will be open to any member of the Association and to the public.
b. Notice. Notice requirements of the Minnesota Open Meeting Law will be followed for all Board Meetings. A schedule of the Board's regular meetings will be kept on file at the Board's primary office.
c. Special Board Meetings. For special meetings (including any regular meeting held at a time or place different from the time or place stated in the schedule of regular meetings), the Board will post written notice of the date, time, place, and purpose of the meeting on the Board's principal bulletin board, or if the Board has no such bulleting, on the door of its usual meeting room. The notice will also be mailed, emailed or delivered to each person who has filed a written request for notice with the Board. The notice will be posted and mailed, emailed or delivered at least three (3) days before the date of the meeting.
d. Recessed/Continued Session. If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

Section 4. Quorum for Annual and Special Meetings.

a. A simple majority of the Active Service members of the Association will constitute a quorum for the transaction of business at the annual or any special meeting of the Association which requires a vote by membership.
b. Subject to Clause (c) below, a quorum is necessary for the transaction of business at a meeting.
c. When a quorum has been present at a meeting and members have withdrawn from the meeting so that less than a quorum remains, the members still present may continue to transact business until adjourned.
d. In the absence of a quorum, a majority of the Board of Trustees present may adjourn a meeting from time to time until a quorum is present.

Section 5. Quorum for Board Meetings. A simple majority (one more than half) of the Trustees will constitute a quorum for the transaction of business at the meetings of the Board.

Section 6. Order of Business. All meetings shall be conducted according to Robert's Rules of Order.

Section 7. Voting at Annual and Special Meetings. Each Active Service, LOA or Deferred member in good standing of the Association present is entitled to one vote. Voting by proxy or absentee ballot is prohibited, unless specified prior to the vote. All votes, unless specified prior to the vote, will be conducted by a voice vote. If a majority cannot be determined by voice vote, the officer in charge of the vote will ask for a vote by roll call or by ballot.

Section 8. Voting at Board Meetings. The Board has a responsibility to vote on the investment and reinvestment of Association assets, the determination of benefits, the determination of eligibility for benefits, the determination of the amount or duration of benefits, the determination of funding requirements or the amounts of contributions, the maintenance of membership and financial records, the expenditure of Association assets, the selection of financial institutions and investment products, and on any other matter related to the business or affairs of the Association. An act of the majority of the Trustees present at a meeting at which a quorum is present is an act of the Board. Trustees are entitled to one vote and each has equal rights. Voting by proxy or absentee ballot is prohibited, unless specified prior to the vote. All votes, unless specified prior to the vote, will be conducted by a voice vote. If a majority cannot be determined by voice vote, the officer in charge of the vote will ask for a vote by roll call or by ballot.

Section 9. Elections. Nominations of candidates may be made from the floor at the regular annual meeting, including self-nominations, or any special meeting called for the purpose of electing any officer or trustee.

ARTICLE VII
Investments

Section 1. Standard of Fiduciary Conduct. Trustees owe a fiduciary duty to the active, deferred, and retired members of the Association, who are plan beneficiaries; to the taxpayers of the municipality, who help finance the plan; and to the State of Minnesota, which established the plan. The Trustees will act in good faith and exercise that degree of judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, considering the probable safety of plan capital as well as the probable investment return to be derived from the assets.

Section 2. Duty to Invest. The Board will approve an Investment Policy Statement (IPS) and will investigate and prepare for the safe and profitable investment of the Association funds. The investment of the funds of the Association shall be in the exclusive control of the Board of Trustees, in conformance with state statutes, the bylaws, and the IPS. The Special Fund assets will be invested only in securities that are authorized by Minn. Stat. §§ 424A.095; 356A.06, subd. 6; and 356A.06, subd. 7 (if the Association qualifies to use the expanded list). The Board shall order an audit of the books and accounts of the Secretary and Treasurer annually, according to law, and shall submit a written report of the condition of the Association to the members at the regular annual meeting. The Board will have on file a copy of the IPS of the Association. The Board will file a copy of the Association's IPS, and all changes to the policy, with the Office of the State Auditor.

Section 3. Financial Advisor. The Board of Trustees may solicit and contract with a financial advisor or company to make strategic investment decision on behalf of the Relief Association Funds. This engagement shall be made pursuant to the Investment Policy Statement. Any changes to this service shall be voted upon by the general membership pursuant to Article VI. It shall be the duty of the Board to regularly monitor the performance of the accounts and advise the membership if any change should be pursued.

Section 4. Broker's Certification. The Board of Trustees shall comply with Minnesota Statutes 356A.06, Subd. 8b that requires the Association to provide annually to any brokers, a written statement of investment restrictions pursuant to statute or the investment policy that applies to the Special Fund. Upon receipt of the written statement of investment restrictions, each broker handling investments of the Association shall acknowledge, in writing annually the receipt of the investment restrictions. The acknowledgment shall contain a statement of the broker's agreement to handle the Association's investments pursuant to the written restrictions. This certification must be completed by January 1 of each year.

ARTICLE VIII
Funds

Section 1. Association Funds. All money received by the Association shall be kept in a minimum of two separate funds. The Association will establish and maintain a Special Fund and a General Fund and any other funds as deemed necessary by the membership. Disbursements from the funds shall be in accordance with Minnesota Statutes and Rules and the Bylaws of the Relief Association.

Section 2. General Fund. Money received from miscellaneous sources, such as fundraising activities, dues, fines, entertainment, may be deposited into the General Fund. Funds may be disbursed by the Board for any purpose permitted by law and reasonably related to the welfare of the Association or its members, as authorized by a majority of the members present and voting at any annual, regular or special meeting of the members. All association expenses not specifically authorized by State statute to be paid out of the Special Fund must be paid out of the General Fund.

The Treasurer is the custodian of the assets of the General Fund and the recipient on behalf of the General Fund of all revenues payable to it. The Treasurer will maintain adequate records documenting any transactions involving the financial activities of the General Fund.

The financial records of the General Fund must be open for inspection by any member of the Association at reasonable times and places.

Section 3. Special Fund.

a. All public funds, such as state fire aid, municipal contributions, and supplemental benefits reimbursements, moneys or property donated, given, granted or devised, excluding fund-raiser proceeds, by any person which is specified for the use or the support of the Special Fund, any interest earned on the assets of the Special Fund, received by the Association will be deposited in the Special Fund.
b. The Treasurer is the custodian of the assets of the Special Fund and the recipient on behalf of the Special Fund of all revenues payable to it. The Treasurer will maintain adequate records documenting all transactions involving the financial activities of the Special Fund.
c. The financial records of the Special Fund are public.
d. Any tax sources and other money which may be directly donated or transferred to said fund, shall be kept in a separate account on the books of the Treasurer known as the Special Fund and shall be disbursed for the following purposes:

1. Payment of member's service pension benefits in accordance with these bylaws.
2. Payment of ancillary benefits in accordance with these bylaws.
3. Administrative expenses as limited by Minnesota Statute § 69.80.

All other expenses shall be paid out of the General Fund.

e. Each member account balance must be credited with net investment gains and losses at the rate actually earned by the Association on the investment of Special Fund assets. The service pension benefit is governed by state and federal law, the articles of incorporation, and the bylaws applicable on the date on which the member separated from active service with the fire department and active membership in the association. All members bear the full investment risk.

Section 4. Disbursements. No disbursements shall be made from the Special Fund except as authorized by Minn. Stat. §§ 69.80 and 424A.05, subd. 3. No disbursement of funds of this Association shall be made except with checks or electronic fund transfers drawn by the Treasurer and countersigned by the President or Secretary. Disbursements from the General Fund may be made for items approved by the Board of Trustees annually as represented in the General Fund Budget. Disbursements from the General Fund primary checking account or the Payroll Account shall be made drawn by the Treasurer and countersigned by the President or Secretary.

Section 5. Deposits and Investments. All money belonging to this Association shall be deposited to the credit of this Association in such banks, trust companies, savings and loan associations, or other depositories as the Board of Trustees shall designate. Deposits shall be initiated by the Treasurer and countersigned by the President or Secretary. In the event the Treasurer is unavailable to perform his or her duties, another member of the Board may act in their stead. The Board of Trustees shall make deposits in conformance with State Statutes, the bylaws and the IPS.

ARTICLE IX
Defined Contribution Accounts

Section 1. Type of Benefit. The exclusive pension provided by the Association for persons who became Active Service Members of the Ramsey Fire Department for the first time after July 1, 1989, is a defined contribution lump sum service pension governed under these bylaws and Minnesota Statutes §§ 24A.015, 424A.016, and 424A.092.

Section 2. Service Credit. Minnesota Law requires the fire chief to annually certify credit of each volunteer firefighter rendering active service with the fire department (per MN Stat. 424a.003). The amount of service credit certified by the fire chief must be the number of completed quarters of the previous year during which an active volunteer fire fighter rendered at least the minimum level of duties as specified and required by the fire department's rules, regulations and policies.

The fire chief must also notify each firefighter, who had active service during the previous calendar year, of the amount of service credited to the firefighter. The notification provided by the fire chief to each firefighter must include a description of the process and deadlines, for if the firefighter wants to challenge the fire chief's determination of service credit. The notification must be provided to each firefighter 60 days before the fire chief certifies the service credit amounts to the relief association and

municipality. If a firefighter challenges the service credit amount determined by the fire chief, the fire chief must accept and consider any additional and pertinent information and make a final determination of the service credit amount.

No more than one year of service credit may be certified for a calendar year. In addition, a firefighter cannot receive service credit in a relief association and in a fund operated by the Public Employees Retirement Association for the same hours of service (per MN Stat. 424a.01).

Section 3. Member Account Valuation

a. Contributions. An equal share of any amounts of state fire aid received by the Association, any amounts of municipal contributions received by the Association, and any amounts forfeited from member accounts as provided in this Article will credit to each active member account. Only Active Service member accounts will be credited with contributions.
b. Allocation rule. Each individual who was an eligible Active Service Member at any time during the fiscal year is eligible to share in the allocation of contributions for such fiscal year, based on the number of full quarters the individual is credited with service as a firefighter in the Fire Department during the fiscal year as compared to the total number of full quarters of credited service of all members as certified to the Association by the Fire Chief.
c. Allocation Rule LOA Exception: Leave of Absence (LOA) members are ineligible to receive City and State pension benefits during the LOA unless the LOA is a result of active duty with the Ramsey Fire Department, or until such time as they return to active duty as determined by the Fire Chief.
d. Annual Municipal Contribution. Contributions which may be received from the City of Ramsey pursuant to Minnesota Statute § 69.771 and 69.772, annually to the Special Fund based on the number of eligible firefighters in the Special Fund. Such payment will be made annually and will be calculated on the completed number of full quarters of active service for all eligible firefighters in the Special Fund for the year ending December 31.
e. Payment of State Aid. The City of Ramsey will make payment to the Special Fund of any fire state aid received as a result of Minnesota Statute § 69.011. Such payment will be made within thirty (30) days after receipt by the City.
f. Market Returns or Losses. All members of the Association share equally in the annual market returns or losses.
g. Annual Reports. A member shall be entitled to inspect their member account balance and transactions in the Fund as of the most recent accounting date by giving reasonable notice to the Secretary of the request. Annually at a general membership meeting the written report showing the most recent accounting date and account transactions from the Fund shall be made available to members for their review.

Section 4. Periodic Adjustment of Accounts.

a. Accounting Date Adjustments. As of the Accounting Date, the account valuation of each Active, Deferred, Disabled, Retired, or Military Leave Member or Beneficiary shall be revalued. As of the Accounting Date, the Trustees or their designee, shall value the assets of

the Special Fund at their fair market value and determine the net investment gain or loss of such assets since the preceding Accounting Date. In determining the net investment gain or loss (i) the accrual basis of accounting shall be used (unrealized appreciation or depreciation shall be taken into account), and (ii) contributions and other non-investment income received by the special fund and payments or distributions from the special fund to pay expenses or provide benefits for members and beneficiaries shall not be considered as investment gains or losses of the special fund. Any investment return on the assets of the Special Fund will be credited in proportion to the share of the assets of the Special Fund to the credit of each member account.

1. After the close of the annual accounting date, the net investment gain or loss for said calendar year shall be credited or debited to the respective member accounts containing such assets and which are existing on said Accounting Date in proportion to the value of each such account on the preceding Accounting Date, but reduced by forfeitures or distributions from said account made during the year.

2. The value of each member account, as adjusted by the preceding provisions of this Clause (a), increased by contributions and forfeitures allocated to such account and reduced by distributions or forfeitures from such account for the year, shall be the value of said account on the Accounting Date for that calendar year.

b. Adjustment on Direction. A valuation of the Special Fund shall be made annually for the purposes of calculating a retired member pension amount. A valuation of the Special Fund shall also be made as of any other date specified by the Board of Trustees. Any valuation of the Special Fund for the purposes of calculating a retired member pension amount, other than the annual accounting, shall be at the expense of the requesting member, unless so decided by the Board of Trustees.

c. Forfeitures. Any inactive Member whose Length of Service is less than ten (10) years when the member terminates from the Fire Department and does not return to service within five (5) years, shall forfeit the balance of their unvested account. Any unvested portion of a retired members account shall forfeit upon their retirement. The unvested balance will be reallocated as of December 31 in the calendar year containing the last day of service, to the accounts of members who are eligible to share in the allocation of contributions as determined on each of the four quarterly Accounting dates during the calendar year. Forfeitures are allocated in the same manner as municipal and state contributions, as per Article VIII.

Section 5. Administrative Expenses. Administrative Expenses payable from the Special Fund to be deducted in equal shares from all member accounts are: (1) the Special Fund Administration Fee; and (2) Other administrative Expenses authorized by state law.

ARTICLE X
Application for Benefits

Section 1. Forms. Applications for service pension benefits must be made in writing on the forms furnished by the Secretary.

Section 2. Applications for Service Pensions. Applications for service pensions must be submitted to the Secretary who shall submit the application to the Fire Chief for verification of length of active service, then to the Board of Trustees at a regular or special meeting of the Board of Trustees on or before the end of the quarter of the requested distribution of funds. An application for service pension shall be considered a valid notice of intent to retire. Upon receipt of the application for service pension or in conjunction therewith, the Secretary shall provide any notices to the applicant as required by state or federal law, including IRS rules and regulations, with respect to pension or benefit payments.

Applications must state the following:

1. The age, date-of-birth, and social security number of the applicant.
2. The length of service in the Fire Department, verified by the Fire Chief.
3. Date of retirement, verified by the Fire Chief.
4. The length of time the applicant has been a member of the Association.
5. Any additional information pertinent to retirement that the Board of Trustees may require.

Section 3. Application Approval. Applications for service pensions must be submitted to the Secretary prior to June 1 for payouts based on the preceding calendar years annual accounting. Payouts shall be made only once annually. Should a firefighter resign or retire without completing a full quarter, that firefighter shall not be eligible for payment on any interest or portion of the State aid or municipal contributions associated with that quarter. Should an applicant be entitled to funds for the year following the accounting, based on completion of one or more full quarter, the amount owed for the following year shall be paid out after the next annual accounting in accordance with this policy. The Secretary shall submit the application to the Board of Trustees. It shall be the duty of the Board to approve applications for service pensions if the applicant meets all of the eligibility requirements set forth in these bylaws. It shall also be the duty of the Board not to approve the application if any of the eligibility requirements are not met. No service pension, including any deferred service pension, or ancillary benefit will be paid until the Application for Distribution has been approved by a majority vote of the Board. If an application is not approved, the Board shall return the application to the applicant within thirty (30) days, noting thereon, with particularity, which requirements the applicant does not meet. Thereafter, the applicant shall be furnished with the opportunity to be heard by the full Board, pursuant to the procedure for review, in these bylaws. If the application is approved, the service pension shall be paid in the manner requested by the applicant, pursuant to Article XIV, Timing and Modes of Distribution. Should a member want to pursue an earlier payout, they may make application for such but any expenses associated with an additional accounting shall be solely born by the applicant. Exceptions to this provision may be made for special circumstances upon application to the board, each application shall be considered by the board on a case-by-case basis. Any determination on such application shall be at the discretion of the board based on the totality of the circumstances.

Section 4. Governing Benefit Plan Provision. All service pensions, deferred service pensions, and ancillary benefits payable by the Association are governed by and must be calculated based on the State law, the Association bylaws provisions, and the Association articles of incorporation that are in effect on the date that the member separates from active service with the Fire Department and active membership in the Association.

ARTICLE XI
Distribution of Benefits

Section 1. Service Pensions. Upon the member's meeting the requirements in Section 2 of this Article and following the submission and approval of an Application for Distribution, the Association will pay the member out of the Special Fund a service pension equal to the valuation of the member's vested account balance as determined on the accounting date at the end of the quarter in which the member retires.

Section 2. Pension Benefit Eligibility. In order to be entitled to receive a distribution of the valuation of the member's vested account balance, the member must:

1. Terminate affiliation with the Fire Department (Separate from Active Service as defined in Minn. Stat. § 424A.001, subd. 9), and terminate membership in the Association;
2. Be at least 50 years of age;
3. Be partially vested by having completed at least ten (10) years of active service with the Fire Department, or be fully vested by having completed at least twenty (20) years of active service with the Ramsey Fire Department;
4. Have at least ten (10) years of membership in the Association; and
5. Make written application to the Board of Trustee for payment of the benefit.

Section 3. Pension Benefit Distribution. The benefit application will be reviewed by the Board of Trustees at the meeting following the receipt of the application following timelines prescribed in Article X, and, if approved, payment will be made within sixty (60) days.

If a distribution is requested to be paid with an "as of" date other than the next annual payout, the retiring member will be responsible for any additional expenses incurred by the Association for services related to calculating the individual member account balance.

Section 4. Special Circumstances. Notwithstanding the foregoing, the Account of a member whose membership with the Association and with the Fire Department terminates at any time due to a fire-related disability or death caused while performing active service as a firefighter, shall become fully vested and immediately payable upon written application of the Beneficiary or Disabled Member. The written application of a Beneficiary or Disabled member shall include a certified copy of the member's death certificate or proof of disability.

Section 5. Deferred Pension Benefit. A member who has otherwise met the eligibility requirements defined in Section 2 of this Article but who has not reached the age of 50 may not collect a service pension at the time of separation from active service. The member will be placed on deferred status and be entitled to receive the service pension upon reaching the age of 50 and following submission and approval of an Application for Distribution. The deferred service pension is governed by and must be calculated based on the State law, the Association bylaw provisions, and the Association articles of incorporation that are in effect on the date that the deferred member separates from active service with the Fire Department and active membership in the Association. The entire vested balance of that Deferred Member's Account will be credited with net investment gains or losses at the rate actually earned by the Association on the investment of Special Fund assets, in accordance with Article IX, Section 3.

Section 6. Supplemental Benefit. Contingent upon and consistent with the program outlined in Minn. Stat. § 424A.10, a supplemental benefit will be paid out of the Special Fund to individuals who receive a lump-sum distribution of a service pension. The amount of the supplemental benefit is ten percent of the regular lump-sum distribution, excluding any interest that may have been earned during the period of deferral, but not to exceed $1,000.

ARTICLE XII
Ancillary Benefits

Section 1. Survivor Benefit Upon the death of a member of the Association and following the submission and approval of an Application for Distribution, a survivor benefit will be paid out of the Special Fund to the member's surviving spouse; if there is no surviving spouse, to the member's surviving children; if there is no surviving spouse and there are no surviving children, to the member's designated beneficiary. If no beneficiary has been designated and if the deceased member was active or deferred, the survivor benefit will be paid as a death benefit to the estate of the deceased member.

If there are no surviving children, the member's surviving spouse may waive, in writing, wholly or partially, the spouse's entitlement to a survivor benefit, so that the survivor benefit may be paid directly to the member's designated beneficiary.

A trust created under Chapter 501B may be a designated beneficiary if the survivor benefit will be distributed as a one-time lump-sum payment. If a trust was created and is payable to the surviving children and there is no surviving spouse, the survivor benefit will be paid to the trust.

For all ***active service*** members if, upon death, the member had not yet separated from active service, a survivor benefit equal to the vested and non-vested amount of the member's account balance will be paid.

For ***deferred*** **members**, a survivor benefit equal to the vested amount of the member's account balance will be paid.

Section 2. **Supplemental Survivor Benefit.** Contingent upon and consistent with the program outlined in Minn. Stat. § 424A.10, a supplemental survivor benefit will be paid out of the Special Fund when a lump-sum survivor benefit is paid to the surviving spouse or, if none, to the surviving child of a deceased active or deferred member. The amount of a supplemental survivor benefit to be paid is 20 percent of the survivor benefit, but not to exceed $2,000.

Section 3. No Additional Financial Relief. Except for the relief expressly identified for survivors in these bylaws, a member of former member's surviving spouse, child or children, designated beneficiary, and/or estate are not entitled to any other or further relief or benefits from the Association.

Section 4. Disability Benefit. An Active Service member who is permanently disabled from active duty with the Fire Department with a service-related disability, as determined by the Fire Department, is eligible for a disability benefit in lieu of their service pension benefit. The member who is permanently disabled with a service-related disability shall be eligible to collect a disability benefit in an amount equal to the full account balance (vested and non-vested amount) as of the last allocation date prior to the date on which the member stopped meeting the active duty requirements of the Fire Department. The member shall be eligible to receive the disability benefit immediately upon approval of the Board of Trustees of an Application for Distribution. Any such disability benefit paid in accordance with this section shall be in lieu of all rights to further service pension and survivor's benefit.

a. Procedure. All applications for disability benefits shall be made within six months after such applicant has ceased to be an active member of the Fire Department. Written application shall be made to the Board setting out the nature and cause of such disability, and include documentation of the disability by the Fire Department.
b. Grievance Procedure. If the applicant for disability benefits feels that he/she has been aggrieved by any action of the Board, the member shall, within sixty (60) days from the notice of such action of the Board, file written objections and the reasons thereof with the Board and shall be allowed to appeal the determination pursuant to the review procedures in these bylaws.

Section 5. Payment Options. The recipient of an ancillary benefit may elect, by making a written request, the manner of payment of the ancillary benefit. Options are listed in Article XIII, Section 1.

ARTICLE XIII
Timing and Modes of Distribution

Section 1. Because of varying circumstances in each member's retirement planning, optional benefit payment methods are offered. Selection should occur after the consultation with a tax consultant, insurance and/or estate planner, or an attorney. The retiring member may elect, by making a written request, the manner of payment of the service pension. Options include:

a. A single lump-sum payment payable to the retiring member (subject to current income tax withholding requirements).

b. A direct transfer (aka direct rollover) on an institution-by-institution basis of the retiring member's lump-sum payment to the member's individual retirement account (IRA).

Section 2. Lump-sum force pay out. When a vested member retires, or is terminated, and has attained the age of 50 and after the 5-year waiting period (if required), takes no action or election as to payout form, a single check payment shall be made to the eligible retire or designated financial organization. Reasonable efforts shall be made to inform the member of their options as to disbursement of their account.

Section 3. Method of Disbursement of Account. All benefits payable as a result of attaining age 50 and retiring, or as a result of death or disability shall be distributed pursuant to the method chosen from the optional payment methods listed in this Article. The member's account shall be eligible to share in the allocation date for the year in which the member retires, becomes disabled or deceased. The first payment shall be payable within sixty (60) days of approval of application for benefits by the board. The disbursement shall be based on the member's vested account balance as of most recent prior Accounting Date. The member or beneficiary shall receive a second disbursement check that includes the balance of the member's account, within sixty (60) days of the final Audit Date for the year in which the member retired, became disabled or died.

ARTICLE XIV
Partial Vesting Provision

Section 1. Partial Vesting Schedule. If an individual's membership with the Association and the Fire Department is terminated prior to attaining a length of Service of 20 years or more for any reason other than death or a fire-related disability, the association will pay a percentage of the member account balance to the retiring member. The reduced service pension may be paid when the retiring member meets the minimum age and service requirements of Article XI, section 2. The non-forfeitable percentage of pension amounts are increased upon a member achieving each full year of service as follows:

Length of Service	Vested Percentage
Less than 10	0%
10	60%
11	64%
12	68%
13	72%
14	76%
15	80%
16	84%
17	88%
18	92%
19	96%
20 or more	100%

ARTICLE XV
Procedure for Review

Section 1. In the event that the Board of Trustees denies an application for a service or ancillary pension benefit, the member shall be entitled to the right to appeal the determination.

Section 2. If an application is not approved, the Board shall return the application to the applicant within thirty (30) days, noting thereon, with particularity, which requirements the applicant does not meet. Thereafter, the applicant shall be furnished with the opportunity to be heard by the full Board, on the question of whether the applicant meets all of the eligibility requirements. The member shall indicate that the member intends to appeal by furnishing the Board with a written intent to appeal that is filed with the Secretary of the Association within thirty (30) days of receiving an adverse determination. The intent to appeal shall be certified by the member.

Section 3. Upon receipt of the written intent to appeal, the Board of Trustees shall hold a special meeting within sixty (60) days or receipt of the written intent to appeal. Timely notice of the meeting shall be given to the member at least fifteen (15) days prior to the special meeting. The member shall have the reasonable opportunity to be heard by the Board of Trustees at the special meeting with regard to the negative determination. The Board reserves the right to engage the services of an arbitrator or mediator, acceptable to both parties, at any time during the appeal. The mediator or arbitrator shall be selected from professional lists including the Rule 114 Supreme Court Roster. The cost of the mediator or arbitrator shall be split evenly between the parties.

ARTICLE XVI
Limits on Benefits

Section 1. Qualified Domestic Relations Order (QDRO). A qualified domestic relations order shall be accepted by the plan administrator if in compliance with state and federal law. No benefits shall be paid under a domestic relations order which requires the plan to provide any type or form of benefit, or any option, not otherwise provided under the plan or under state law. A QDRO must be provided to the Secretary of the Board with any request for distribution before a distribution determination can be made.

Section 2. Non-Assignability of benefits. Benefits paid or payable from the Special Fund are not subject to garnishment, judgment, execution, or other legal process, except as provided in Minn. Stat. §§ 518.58; 518.581; or 518A.53. Benefits paid or payable may not be assigned for any purpose.

Section 3. No person entitled to a service pension or ancillary benefits from the special fund of a relief association may assign any service pension or ancillary benefit payments, nor shall the Association have the authority to recognize any assignment or pay over any sum which has been assigned.

ARTICLE XVII
Unclaimed Benefits

Section 1. Unclaimed Benefits. In the event that the Association has made a reasonable effort to locate a member or a survivor of a member entitled to payment or distribution under these bylaws or by State law, and was unable to do so, the benefit distributable to such member or survivor of such member will be forfeited and will be credited to the Special Fund. Efforts to locate a member or survivor must be documented. Forfeiture will occur no earlier than thirty-six (36) months after the Board concludes the Association is unable to locate such member or survivor despite reasonable efforts to locate them.

Article XIII
Amendments

Section 1. General Rule. These bylaws may be amended, altered or repealed by a two-thirds vote of the active members present at an annual or special meeting, provided that written notice of intent to amend, alter, or repeal the bylaws has been given to each Active Member or mailed to each Active Member at their last known address at least 30, but no more than 45 days prior to the date set for such a meeting. Amendments to the Bylaws shall be made in accordance with the provisions of Minnesota Statutes, Section 317A.181 and 424A.016, subd. 8 as amended.

Section 2. Suspension of General Rule. The general rule requiring posting of amendments at least thirty (30) days prior to the date set for voting on the amendments may be suspended or modified on a prospective basis by a two-thirds (2/3) vote of the members present at an annual meeting or special meeting with respect to specific amendments under consideration by the Association. Any action taken by the members under this Section 2 shall expressly describe the scope of any amendments covered by such action and the manner in which any notice of the amendments shall be given to Active Members prior to the meeting at which they will be considered. This provision shall be effective immediately upon its approval by a two thirds (2/3) vote of the Active Members present at an annual or special meeting.

The Association will file a revised copy of these bylaws with the Office of the State Auditor upon the adoption of any such amendments.

ARTICLE XIX
Effective Date

These amended and restated bylaws are effective on January 1, 2022. The provisions of this restatement, shall apply only to individuals who are Active, LOA or Deferred Members of the Association on or after January 1, 2022. An individual shall not be considered a member of the Association after receiving a final distribution of his/her account.

Adopted by the Board of Trustees of the City of Ramsey Volunteer Firefighters Relief Association at its meeting on the {30 DAY} of {12 MONTH, 2021YEAR}.

Board of Trustees Attested:

By: _____ _____
Its President Its Secretary

The codification of the aforesaid Bylaws was approved by the City Council of the City of Ramsey on the {XX DAY} of {MONTH, YEAR}.

Attested:

_____ _____
Mayor Clerk

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

RESOLUTION #22-126

RESOLUTION TO APPROVE CITY OF RAMSEY VOLUNTEER FIREFIGHTERS RELIEF ASSOCIATION AMENDED BYLAWS

WHEREAS, the City of Ramsey Volunteer Firefighters Relief Association Bylaws were created in 1988; and

WHEREAS, the Board of Directors of the Relief Association amended the existing bylaws in 1994, 2003 and most recently in 2016; and

WHEREAS, City Staff has presented to Council newly amended bylaws of the City of Ramsey Volunteer Firefighters Relief Association.

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

1) The City Council hereby approves the amended City of Ramsey Volunteer Firefighters Relief Association Bylaws effective immediately

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 24th day of May, 2022.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session **6. 1.**

Meeting Date: 05/24/2022
Submitted For: Sean Sullivan, Community Development
By: Wendy Schlueter, Community Development

Information

Title:
PUBLIC HEARING: Approve Off-Sale Liquor for Cherokee Liquors Inc dba G-Will Liquors

Purpose/Background:
Purpose: To approve an off-sale liquor license for Cherokee Liquors Inc dba G-Will Liquors

Background: Cherokee Liquors Inc dba G-Will Liquors has properly applied for an off-sale liquor license at 5427 Alpine Dr NW, Ramsey. All application fees have been paid by the applicant.

This is a new liquor establishment.

Notification:
Notice of the public hearing was published in the Anoka County Union Herald on Friday, May 13, 2022.

Time Frame/Observations/Alternatives:
Police Chief Katers has completed the background investigation and found everything to be in order.

Funding Source:
This case is being handled as part of normal staff duties.

Recommendation:
City staff is recommending approval of off-sale liquor license for Cherokee Liquors Inc dba G-Will Liquors contingent upon completion and approval of background investigation by Police Chief.

Outcome/Action:
Motion to approve off-sale liquor license for Cherokee Liquors Inc dba G-Will Liquors.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	05/18/2022 04:13 PM
Brian Hagen	Brian Hagen	05/18/2022 06:24 PM
Form Started By: Wendy Schlueter		Started On: 05/06/2022 12:57 PM
Final Approval Date: 05/18/2022		

CC Regular Session **7. 1.**

Meeting Date: 05/24/2022

By: Brian Hagen, Community Development

Information

Title:

Closed Session - Administrative Services Director Performance Evaluation

Purpose/Background:

Councilmembers Howell and Musgrove have requested a closed meeting to discuss the performance of Administrative Services Director, Colleen Lasher.

Minnesota Statute 13D.05, Subd. 3a states that "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting."

Please note discussion regarding Ms. Lasher's performance is private and may not be discussed outside the closed session. As per state statute, the City Council's comments regarding Ms. Lasher's performance will be summarized at an open meeting.

Additional materials will be provided at the meeting.

Notification:

Under Minnesota Law, Ms. Lasher has the right to have the meeting be public, upon so notifying the City.

Time Frame/Observations/Alternatives:

N/A

Funding Source:

This case is being handled as part of normal staff duties.

Recommendation:

N/A

Outcome/Action:

To be determined based on direction provided by the City Council.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/19/2022 02:37 PM
Form Started By: Brian Hagen		Started On: 05/19/2022 09:12 AM
Final Approval Date: 05/19/2022		

CC Regular Session **7. 2.**

Meeting Date: 05/24/2022

By: Brian McCann, Community Development

Information

Title:

Adopt Resolution #22-114 Denying an Easement Encroachment Agreement for 16306 Lithium St NW (Project 22-122); Case of Igor Zhelavskyi

Purpose/Background:

The purpose of this case is to consider a request from Igor Zhelavskyi (the "Applicant") for a detached structure to continue to be placed within the property's drainage and utility easement near the west and south property lines of the property at 16306 Lithium St NW (the "Subject Property"). The Subject Property is approximately 0.31 acres. The currently placed building is a 10 x 12 foot shed to store items. The Subject Property is in the R-1 Residential (MUSA) Zoning District and guided as Low Density Residential in the Comprehensive Plan. The Subject Property is surrounded by other residential properties.

Notification:

Public notification is not required for an Easement Encroachment Agreement from the City Council.

Observations/Alternatives:

Summary

Igor Zhelavskyi (the "Applicant") has requested an Easement Encroachment Agreement to keep a 10' x 12' detached shed (the "Structure") within the drainage and utility easement of the Subject Property. The Subject Property is surrounded by a ten (10') foot drainage and utility easement; the structure would encroach roughly four (4') into the southern side yard easement, and five (5') feet into the western rear yard easement. The structure meets accessory structure setback requirements of the R-1 (MUSA) Zoning District, but requires the agreement to remain within the drainage and utility easement. Section 117-349 of City Code regarding Accessory Uses and Buildings does note that no portion of a structure may encroach on a drainage and utility easement.

The requested agreement is to allow the structure to encroach in the drainage and utility easement on the western and southern property lines. The Applicant was informed that City Staff would not be supportive of their request, and they were not willing to move the structure to another location on the property due to location of irrigation system lines. The Applicant would prefer to keep the structure in its current placement, which was not approved by City Staff and did not receive a permit prior to its construction.

The City discovered and enforced the structure through the code enforcement process, and the encroachment agreement was provided as a potential course for resolution to the case. The Applicant responded to the City's code enforcement process in a reasonable amount of time, and has properly applied for a zoning permit which is currently in review. The proposed location met setbacks, but did not stay outside of easements. The Applicant was then informed to apply for the agreement as a potential resolution. Multiple City departments reviewed this request as part of Development Review, and are not supportive of it.

City Code Sections

- 117-349 (Accessory Uses and Buildings)
- 117- 111 (R-1 Residential District).

Alternatives

Alternative 1**:** Deny an Easement Encroachment Agreement. The location of the irrigation system could be easily resolved, and Staff do not feel is reasonable justification to leave the structure in the easement. The easement is near the location of a force main for the area. If the agreement is denied, the structure would have to be relocated outside of the drainage and utility easement, as required by City Code. Once relocated, Staff would approve the zoning permit currently in review. If the structure is not moved, the structure could be subject to further code enforcement actions including citations and potential abatement of the structure. City Staff are supportive of this alternative.

Alternative 2**:** Approve an Easement Encroachment Agreement. The structure would be allowed to remain in its current placement, and could be removed if necessary as part of the agreement. No additional approvals would be required other than the active zoning permit that is still in review until this matter is resolved. If approved, Staff anticipate similar requests to come forward in the future. City Staff are not supportive of this alternative.

Funding Source:

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

Recommendation:

City Staff recommend adopting Resolution #22-114 denying an Easement Encroachment Agreement for an accessory structure at 16306 Lithium St NW.

Action:

Motion to adopt Resolution #22-114 denying an Easement Encroachment Agreement for an accessory structure at 16306 Lithium St NW.

Attachments

Site Location Map
Sketch Plan
First Notice of Violation
ACTION - Resolution #22-114

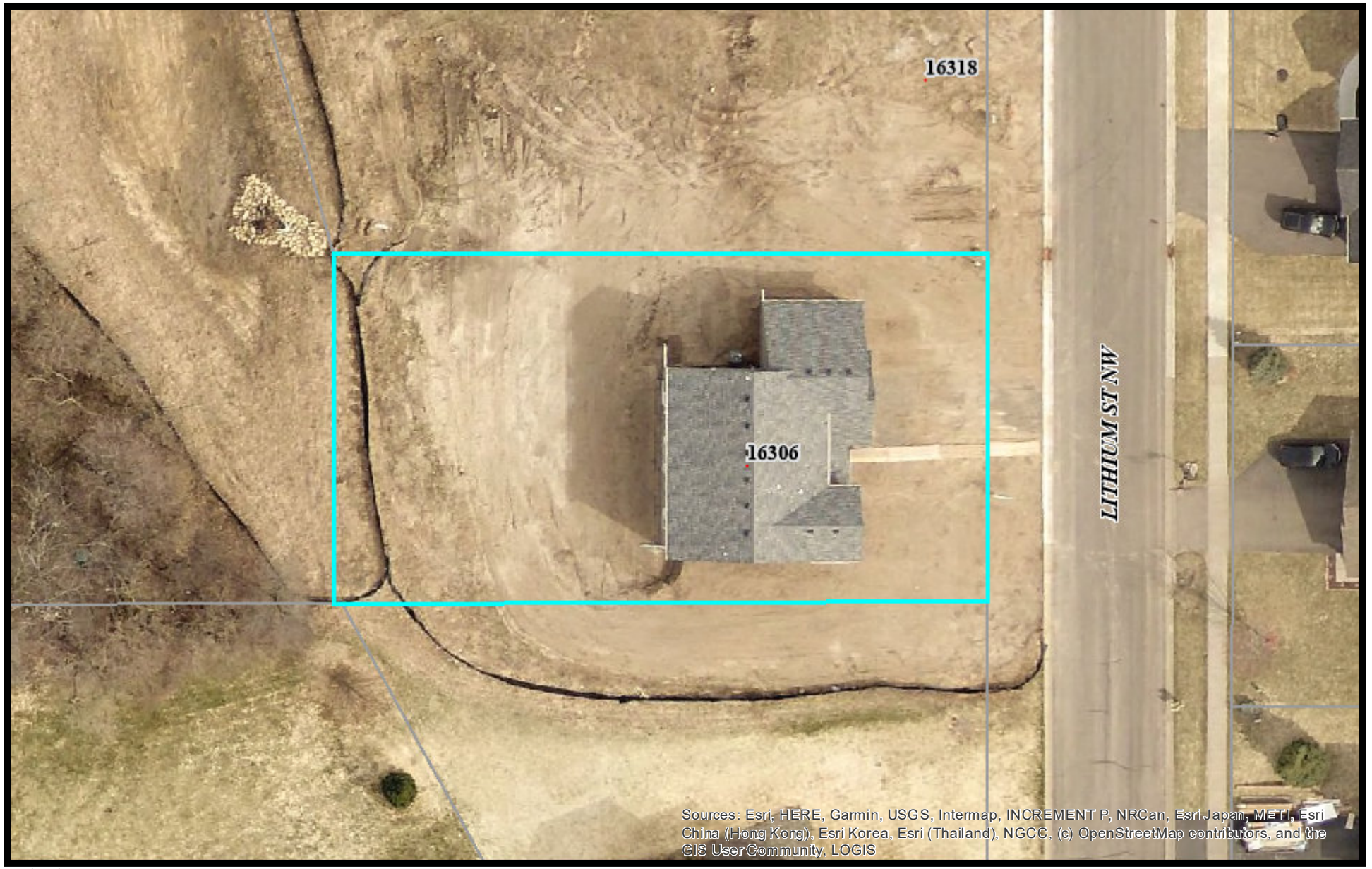
Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/18/2022 06:26 PM
Form Started By: Brian McCann		Started On: 05/09/2022 11:59 AM
Final Approval Date: 05/18/2022		

14-32-25-11-0026

16306 Lithium St NW

Easement Encroachment Agreement



05/09/2022

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RECEIVED
JUN 16 2020
BY:

Surveyors Certificate

Final Grade Survey For:

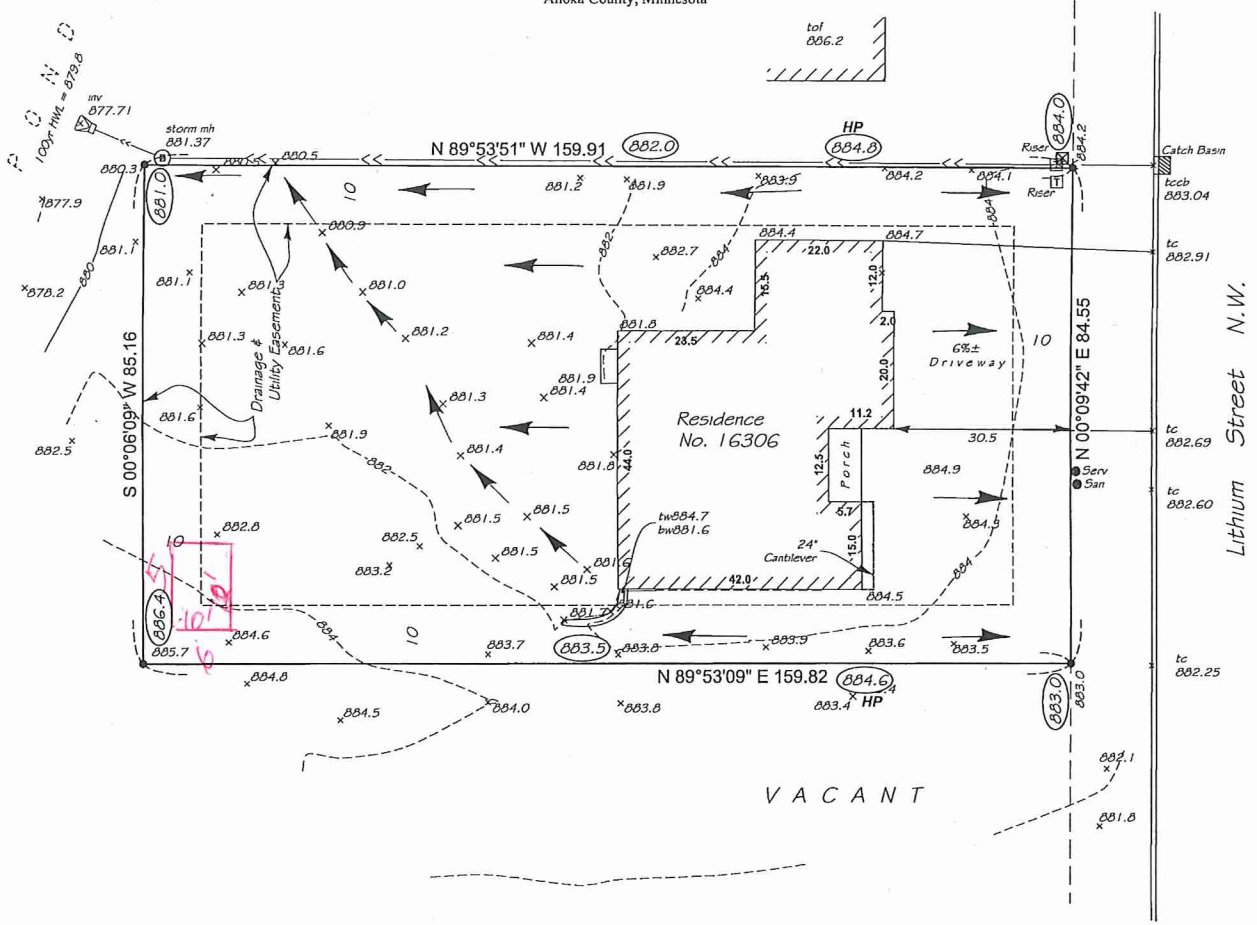
T.H. CONSTRUCTION OF ANOKA

Property located in Section
14, Township 32, Range 25,
Anoka County, Minnesota

Approved by
Ramsey Engineering Department
Date: 6-17-2020
Comments:

- Denotes Found Iron Monument
- Denotes Iron Monument
- Denotes Wood Hub Set for excavation only
- Denotes Existing Contours
- Denotes Proposed Contours
- xOOO.O Denotes Existing Elevation
- (OOO.O) Denotes Proposed Elevation
- Denotes Surface Drainage

Basis for bearings is assumed



"As-Built Elevations"

Top of Block	885.3
Garage Floor	885.0
Lowest Floor	882.3

NOTE: The only easements shown are from plats of record or information provided by client.

Legal Description

Lot 1, Block 2, ESTATES OF SILVER OAKS 2ND ADDITION
Anoka County, Minnesota

DEMARC
LAND SURVEYING & ENGINEERING
7601 73rd Avenue North
Minneapolis, Minnesota 55428
(763) 560-3093
demarcinc.com

Project No. 88146c	Scale: 1" = 20'
F.B.No. 1107-18	Drawn By J. Munson

Address: 16306 Lithium Street N.W.
Ramsey, MN

rev 06.15.20 new elevations

I 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.
Surveyed this 27th day of May 2020.

Signed _____
Gregory R. Prasch, Minn. Reg. No. 24992

F:\survey\estates of silver oaks 2nd - anoka\1-2\eso2-1-1inv88146 final grade.dwg

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

April 12, 2022

Igor Zhelavskyi
Or Current Owner
16306 Lithium St NW
Ramsey, MN 55303

- FIRST NOTICE OF VIOLATION -

RE: Violations on Anoka County PID # 14-32-25-11-0026 (16306 Lithium St NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint of an accessory structure without a permit, and that is too close to neighboring property lines. A recent inspection confirmed the following violations of Ramsey City Code:

- City Code Section 105-24. – Permits, inspections and fees.
  - A permit is required for any work done on a property, including adding an accessory structure of any size.
- City Code Section 117-349. – Accessory uses and buildings
  - Accessory structures cannot be located within setbacks or easements.

You have 14 days from the date of this letter to address the following (or you will receive a zoning citation of $75 – unpaid citations will be assessed to your property taxes):

- City Code Section 105-24. – Permits, inspections and fees and Section 117-349. – Accessory uses and buildings
  - Apply for the necessary accessory structure permit for your shed, and contact Staff with any questions you may have; and
  - Verify the building is not within setbacks or easements and relocate to the appropriate location if necessary.

Please contact me at (763) 433-9860 or bmccann@cityoframsey.com to answer any questions you may have, or to schedule an inspection.

Sincerely,

Brian McCann, City Planner
(763) 433-9860 | bmccann@ci.ramsey.mn.us
Planning Division | Community Development Department
City of Ramsey ♦ 7550 Sunwood Dr NW ♦ Ramsey, MN 55303
City Hall (763) 427-1410 ♦ Police Administration (763) 427-6812

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Exhibit 1: Evidence of violation(s)



STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL

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

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

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

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

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

RESOLUTION #22-114

RESOLUTION DENYING AN EASEMENT ENCROACHMENT AGREEMENT FOR A DETACHED ACCESSORY STRUCTURE IN A DRAINAGE AND UTILITY EASEMENT AT 16306 LITHIUM ST NW

WHEREAS, Igor Zhelavskyi, hereinafter referred to as the "**Applicant**," has requested an Easement Encroachment Agreement (the "**Agreement**") to maintain an existing ten foot by twelve (10' x 12') detached accessory structure (the "**Structure**") within a drainage and utility easement (the "**Easement**") on the property legally described as follows:

Lot 1 Block 2 Estates of Silver Oaks 2nd Addition, Anoka County, Minnesota

(the "**Subject Property**").

WHEREAS, the placement within the drainage and utility easement would require an Easement Encroachment Agreement, approved by the City Council; and

WHEREAS, the Applicant has a standard ten (10') foot Drainage and Utility Easement in the side yard; and

WHERAS, the City Council reviewed the request for an Easement Encroachment Agreement on the Subject Property for the Structure during their regular meeting on May 24, 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 request for an Easement Encroachment Agreement for an accessory structure to encroach into the drainage and utility easement is hereby denied due to the following:
    a. There is ample room around the property for the structure to be located; and
    b. Irrigation lines can be easily capped or removed to resolve the irrigation concern.

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 adopted by the Ramsey City Council this the 24th day of May, 2022.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **7. 3.**

Meeting Date: 05/24/2022

Submitted For: Bruce Westby, Engineering/Public Works

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #22-115 Accepting Bids and Awarding Contract for Sunwood Drive and Waco Street Reconstructions, Improvement Project #22-01

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #22-115 accepting bids and awarding a contract for Sunwood Drive and Waco Street Reconstruction, Improvement Project #22-01.

Background:

City Improvement Project 22-01 proposes to reconstruct Sunwood Drive between Trunk Highway 47 and Waco Street, and Waco Street between Sunwood Drive and 150th Avenue. The streets total approximately 2,500 lineal feet (0.48 miles) in length, and are 44 feet wide as measured to the face of curb.

Project History

- 2022 – 2031 Capital Improvement Program – listed as street reconstruction for 2022
- Resolution #21-194, adopted July 13, 2021; City Council ordered the City Engineer to request proposals for Topographic Survey, Geotechnical Evaluations and Utility Testing for 2022 Pavement Management Program projects.
- Resolution #21-224, adopted August 10, 2021; City Council awarded a proposal to Hakanson Anderson for Topographic Survey, and Haugo Geotechnical Services for a geotechnical report of the project area.
- Resolution #21-240, adopted August 24, 2021; City Council awarded a proposal to Hydro-Klean, LLC for cleaning and televising the sanitary sewer and storm sewer, and Water Conservation Services, Inc. for watermain leak testing of the project area.
- October 19, 2021; Public Works Committee gave City Staff direction to review the option of reducing the width of Waco Street within the project area from 46 feet to 34 feet as measured from the back of curb.
- Resolution #21-299, adopted October 26, 2021; City Council ordered the City Engineer to prepare plans and specifications for the improvement project.
- Resolution #21-345, adopted December 14, 2021; City Council approved reconstruction Waco Street to the existing pavement width as part of the improvement project. Staff review had found the estimated life cycle cost savings to have a significant shortfall to the initial costs.
- March 15, 2022; Public Works Committee gave recommendation for City Council approving plans and specifications and authorizing advertisement for bids for Sunwood Drive and Waco Street Reconstruction, Improvement Project #22-01.
- Resolution #22-073, adopted March 22, 2022; City Council approved plans and specifications and authorized advertisement for bids for Sunwood and Waco Street Reconstruction, Improvement Project #22-01.
- May 19, 2022; Staff publicly opened bid proposals.

Pavement History

Sunwood Drive and Waco Street were constructed in 1985 and 1992 respectively. Pavement maintenance has included crack seal / seal coat improvements in 1992 (Sunwood Drive only), 2006, and 2013. Maintenance crews have performed patching over the last several years, including extensive spray patching. No pavement overlay improvements have been performed on these street segments. 2021 PASER values were 3 for Sunwood Drive and

3 for Waco Street.

Ground Penetrating Radar (GPR) was performed on the street segments. Bituminous pavement thickness was found to have an average thickness of 4.20 inches on Sunwood Drive and 3.9 inches on Waco Street. GPR was not able to reliably identify the aggregate base thickness, however, the soil borings performed as part of the geotechnical report found an average of 6.4 inches.

Proposed Improvements

Sunwood Drive and Waco Street are Municipal State Aid (MSA) streets, and must comply with State Aid design requirements. MSA design requires these to be a 10-ton design. Based on the traffic counts performed in 2021 (1,800 ADT Sunwood, 580 ADT Waco), the required pavement section is 5-inches aggregate base and 4-inches bituminous pavement.

Staff review found existing pedestrian ramps within the project area did not meet current ADA requirements, and therefore will need to be removed and replaced. The concrete curb and gutter were found to generally be in good condition, and only spot repairs are proposed. Staff is proposing minimal impacts to the existing bituminous trail with the project beyond what is required for matching into the new pedestrian ramps. The south leg of trail at the intersection of Sunwood Drive and Trunk Highway 47 is proposed to be straightened, the current 90-degree corner is a hazard for plowing.

Review of the sanitary sewer and watermain did not find issues requiring repair. The City will be placing inflow and infiltration (I & I) barriers on the sanitary sewer manholes with this project. The City received I & I grant funding from the Metropolitan Council of Environmental Services for this work, which will reimburse the City for the costs associated with the I & I barriers.

Televising of the storm sewer system found more issues than anticipated, and will require removal and replacement of six storm sewer structures and their connecting pipes. The majority of this work will be concentrated at the intersection of Sunwood Drive and Zuni Street.

The current pavement marking layout meets State Aid standard, and the road is proposed to be marked back to the existing layout.

Generally, impacts to boulevards will be minor, just as necessary for removal and replacement of concrete curb and gutter, pedestrian ramp improvements, and excavation required for the storm sewer repairs.

Anticipated Construction Process

- Install traffic control measures
    - These are maintained throughout the project
    - Layout of traffic control may be adjusted to accommodate construction periodically
- Install I & I barriers on sanitary manholes
- Install erosion control measures
- Full-depth reclamation of existing bituminous pavement and aggregate base
- Storm sewer repairs
- Project removals (spot curb and gutter, pedestrian ramps, driveways as needed)
- Place new concrete curb and gutter and pedestrian ramps (5 to 7-day cure time)
- Remove excess reclaim material, shape and compact 5 inches of remaining material
    - Excess reclaim is stockpiled and will be used on future City projects
- Place first lift of new bituminous pavement
- Finish any trail and driveway repairs
- Restore the boulevard in any impacted areas
    - 4 inches topsoil, seed and hydro-mulch
- Place the final lift of new bituminous pavement
    - Remove traffic control measures as allowed
- Place all pavement marking, must wait 72 hours after paving

- Erosion control measures are removed after restoration has been completed

Preliminary Schedule Remaining

- Council awards Contract to the lowest responsible bidder
  - May 24, 2022
- Contractor begins construction
  - June 2022
- Contractor Substantially Completes construction
  - September 2, 2022
- Contractor Final Completion (project clean up, punch list created)
  - September 30, 2022

The proposed improvements are designated as City Improvement Project #22-01, Sunwood Drive and Waco Street Reconstruction.

Notification:

Advertisements were published in the Anoka Union Herald and in Finance & Commerce on April 1 and April 8, 2022. Bids were also advertised on-line on Quest CDN.

Letters will be mailed to property owners with updates on the project status. Engineering Staff maintains a project webpage, which will be updated as new information is made available throughout the project.

Time Frame/Observations/Alternatives:

Alternative #1 – Motion to adopt Resolution #22-115 accepting bids and awarding a construction contract for Sunwood Drive and Waco Street Reconstructions, Improvement Project #22-01, to Novco, Inc. for the bid in the amount of $560,896.85.

Alternative #2 – Motion to deny adoption of Resolution #22-115 at this time.

Funding Source:

On May 19, 2022 a total of three (3) bids were received, opened, and tabulated and the following bids were found to comply with the advertisement for bids.

CONTRACTOR	**TOTAL BID**
Novco, Inc.	$560,896.85
North Valley, Inc.	$568,293.90
Asphalt Surface Technologies Corp.	$709,380.90
Engineer's Estimate	*$447,283.25*

The bid of Novco, Inc. of Elk River, Minnesota in the amount of $560,896.85 for the total bid for construction of said improvement in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bid. Adding indirect costs for administrative, engineering, finance and legal costs in the amount of 23-percent brings total project costs to $689,903.13.

Per the final plans and specifications, estimated construction costs were $447,283.25. After adding 23-percent indirect costs, estimated project costs totaled $509,902.91.

The low bid is 25-percent more than the engineer's estimate. The engineer's estimate reflects bid item unit costs from early year projections. Because this estimate was calculated prior to opening bids on other City improvements, Staff did not adjust the unit costs based off of the more recent data. In addition to the higher than estimated bituminous pavement, hauling, and aggregate base construction costs observed with earlier bids, the bid prices received for this project for mobilization of equipment and iron also increased significantly.

Funding for this improvement is proposed to come from MSA Funds, Stormwater Utility Funds, and Sanitary Sewer Utility Funds. Sanitary Sewer Funds will be reimbursed through an Inflow & Infiltration Grant.

- Street Project Costs $599,824.08
- Storm Sewer Project Costs $79,132.05
- Sanitary Sewer Project Costs $10,947.00
- **Total Project Costs $689,903.13**

Hakanson Anderson proposes to provide construction staking in a total not-to-exceed amount of $3,055.00. These costs are included in the 23-percent indirect costs. Staff feels these costs are reasonable based on the scope of the proposed improvements and required staking and recommends accepting the proposal, which is attached for reference.

City Staff proposes to administer and inspect construction.

Plans and specifications were prepared in-house as part of Staff's normal duties.

Outside costs incurred to date as engineering indirect costs include:

- $4,920.00 for Haugo Geo Technical Services, LLC to supply a geotechnical report of the project area.
- $12,310.30 for Hydro-Klean, LLC to perform sanitary sewer and storm sewer cleaning and supply reports of pipe conditions within the project area.
- $435.00 for Water Conservation Services, Inc. to perform a water leak test on the watermain system in the project area.
- $2,500.00 for Hakanson Anderson to collect topographic survey of the project area.

Recommendation:

Staff recommends Alternative #1.

Outcome/Action:

Motion to adopt Resolution #22-115 accepting bids and awarding a construction contract for Sunwood Drive and Waco Street Reconstructions, Improvement Project #22-01, to Novco, Inc. for the bid in the amount of $560,896.85.

Attachments

22-01 Final Plans
22-01 Street Summary
Hakanson Staking Proposal
Res 22-115

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/19/2022 02:37 PM
Form Started By: Bruce Westby		Started On: 05/16/2022 02:51 PM
Final Approval Date: 05/19/2022		

CITY OF RAMSEY

STREET CONSTRUCTION PLANS FOR BITUMINOUS RECLAMATION AND PAVING.
S.A.P. 199-105-006 & S.A.P. 199-111-003

S.A.P. 199-105-006 LOCATED ON SUNWOOD DRIVE BETWEEN TRUNK HIGHWAY 47 AND WACO STREET & S.A.P. 199-111-003 LOCATED ON WACO STREET BETWEEN SUNWOOD DRIVE AND 150TH AVENUE.
FROM NE 1/4 OF THE NW 1/4 OF S25, T32, R25 TO SE 1/4 OF THE SE 1/4 OF S24, T32, R25





CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA
DISTRICT: METRO

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

NO.	PROJECT	STA. TO STA.	GROSS LENGTH	BRIDGE LENGTH	NET LENGTH	NET LENGTH (MILES)	ADT (2022)	ADT (2042)	DESIGN ESAL	R VALUE	TON DESIGN	DESIGN SPEED	DESIGN SPEED NOT MET	NUMBER OF LANES	WIDTH OF LANES	NUMBER OF PARKING LANES	WIDTH OF LANES	FUNCTIONAL CLASSIFICATION
①	S.A.P. 199-105-006 SUNWOOD DRIVE	0+51 TO 18+09	1758 FT	0 FT	1758 FT	0.33 MI	1750	1925	205,000	50	10	30	N/A	2	12'	2	10'	COLLECTOR
①	TRAIL SUNWOOD DRIVE	0+51 TO 18+08	1757 FT	0 FT	1757 FT	0.33 MI	N/A	N/A	N/A	50	N/A	20	N/A	1	8'	N/A	N/A	TRAIL
②	S.A.P. 199-111-003 WACO STREET	0+18 TO 8+33	815 FT	0 FT	815 FT	0.15 MI	520	1610	117,000	50	10	30	N/A	2	12'	2	10'	COLLECTOR
②	TRAIL CROSSING WACO STREET	7+19 TO 7+44	52 FT	0 FT	52 FT	0.01 MI	N/A	N/A	N/A	50	10	20	N/A	1	8'	N/A	N/A	TRAIL

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 26 SHEETS

SHEET NO.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03	TABULATIONS
04	ALIGNMENT LAYOUT
05	TYPICAL SECTION
06 - 07	CITY DETAILS
08 - 13	MNDOT PEDESTRIAN RAMP DETAILS
14 - 15	SWPPP
16	EROSION CONTROL
17	REMOVALS (SUNWOOD STA. 0+18 TO 6+00)
18	REMOVALS (SUNWOOD STA. 6+00 TO 12+25)
19	REMOVALS (SUNWOOD STA. 12+25 TO WACO STA. 3+50)
20	REMOVALS (WACO 3+50 TO 8+33)
21	STREET IMPROVEMENTS (SUNWOOD STA. 0+18 TO 6+00)
22	STREET IMPROVEMENTS (SUNWOOD STA. 6+00 TO 12+25)
23	STREET IMPROVEMENTS (SUNWOOD STA. 12+25 TO WACO STA. 3+50)
24	STREET IMPROVEMENTS (WACO STA. 3+50 TO 8+33)
25	PAVEMENT MARKING (SUNWOOD STA. 0+18 TO 12+25)
26	PAVEMENT MARKING (SUNWOOD STA. 12+25 TO WACO STA. 8+33)

LEGEND

SANITARY MANHOLE	Easement - Drainage & Utility
STORM SEWER MANHOLE	Easement - Roadway
CATCH BASIN MANHOLE	LOT LINE
CATCH BASIN	ELECTRIC LINE
CATCH BASIN - GROUT	ELECTRIC LINE - BURIED
CATCH BASIN - RESET	ELECTRIC LINE - OVERHEAD
FLARED END SECTION	GAS LINE
CULVERT END SECTION	TELECOMMUNICATION LINE
HYDRANT	TELECOMM - OVERHEAD
VALVE	FIBER OPTIC LINE
TREE - CONIFEROUS	TREE LINE
TREE - DECIDUOUS	LANDSCAPE
SHRUB	RETAINING WALL
LIGHT POLE	FENCE
SIGN	SILT FENCE
MAILBOX	WATERMAIN
PEDESTAL - TELECOM	SANITARY SEWER
PEDESTAL - ELECTRIC	STORM SEWER
HAND HOLE	DRAIN TILE
DRIVE - BITUMINOUS	LANDSCAPE - ROCK
DRIVE - CONCRETE	LANDSCAPE - MULCH
DRIVE - GRAVEL	LANDSCAPE - RIP RAP
CONCRETE WALK	PR. DRIVE - BITUMINOUS
BITUMINOUS TRAIL	PR. DRIVE - CONCRETE
REMOVE BIT PAVE	PR. DRIVE - GRAVEL
REMOVE CONCRETE PAVE	PR. CONCRETE WALK
REMOVE GRAVEL SURFACE	PR. CONCRETE
MILL BIT PAVEMENT	PR. SEEDING AREA
RECLAIM BIT PAVEMENT	

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.

JOE FERIANCEK, P.E. — 57095 LIC. NO. — DATE 3/11/22

APPROVED: _____ CITY ENGINEER, CITY OF RAMSEY — DATE 5/11/22

_____ For — DATE 5/11/2022
DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

_____ For — DATE 5/11/2022
STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

SHEET 01 OF 26 SHEETS

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STOPPING SIGHT DISTANCE BASED ON:
3.5 FT - HEIGHT OF EYE
2.0 FT - HEIGHT OF OBJECT

DATUM:
VERTICAL: NAVD 88
HORIZONTAL: ANOKA COUNTY COORDINATES (1996 ADJUSTMENT)

SAP 199-105-006
SAP 199-111-003

DATE	REVISION
5/10/22	⚠ ADJUST START STATION
5/10/22	UPDATED S.E.Q.

May 11, 2022 - 9:55am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Title Sheet.dwg

22-01 SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
STATEMENT OF ESTIMATED QUANTITIES

NOTES	ITEM NO.	MNDOT SPEC NO.	ITEM DESCRIPTION	UNIT	TOTAL	S.A.P. 199-105-006 PARTICIPATING STREET	S.A.P. 199-105-006 PARTICIPATING STORM	S.A.P. 199-105-006 NON-PARTICIPATING SANITARY	S.A.P. 199-111-003 PARTICIPATING STREET	S.A.P. 199-111-003 PARTICIPATING STORM	S.A.P. 199-111-003 NON-PARTICIPATING SANITARY
	1	2021.501	MOBILIZATION	LS	1	0.7			0.3		
1	2	2104.502	REMOVE CASTING	EA	6	2					4
1	3	2104.502	REMOVE STRUCTURE (STORM)	EA	7	6			1		
⚠ 1	4	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	558	418			140		
⚠ 1	5	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	196	128			68		
⚠ 1	6	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	562	442			120		
1	7	2104.503	REMOVE SEWER PIPE (STORM)	LF	236	228			8		
⚠ 1	8	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	186	120			66		
⚠ 1	9	2104.504	REMOVE CONCRETE PAVEMENT	SY	33	19			14		
⚠	10	2106.607	COMMON EXCAVATION (EV)	CY	43	34			9		
⚠ 9	11	2106.607	HAUL & STOCKPILE RECLAIM MATERIAL (LV)	CY	1627	1105			522		
	12	2112.519	SUBGRADE PREPARATION	RDST	26	18			8		
⚠	13	2130.523	WATER	MGAL	106	72			34		
⚠ 2	14	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV) 5.0"	CY	1641	1117			524		
⚠ 9	15	2215.504	FULL DEPTH RECLAMATION (9.0")	SY	11713	7955			3758		
⚠ 1	16	2232.504	MILL BITUMINOUS PAVEMENT 2.0"	SY	109	91			18		
⚠ 3	17	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	828	564			264		
⚠ 4	18	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	1323	899			424		
⚠ 4	19	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	1335	909			426		
4	20	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) DRIVEWAYS	TON	2				2		
4	21	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) TRAIL	TON	14	11			3		
10	22	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS III	LF	8					8	
10	23	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	76		76				
10	24	2503.503	27" RC PIPE SEWER DESIGN 3006 CLASS III	LF	45		45				
	25	2503.602	CONNECT TO EXISTING SEWER (STORM)	EA	4		3			1	
	26	2503.602	GROUT CATCH BASIN	EA	5		3			2	
10	27	2503.602	INTERIOR CHIMNEY SEAL	EA	4						4
	28	2504.602	ADJUST VALVE BOX	EA	5	3			2		
	29	2504.602	VALVE BOX SECTION	EA	3	2			1		
	30	2506.502	ADJUST FRAME AND RING CASTING	EA	15	10			5		
	31	2506.502	CASTING ASSEMBLY (SANITARY)	EA	4						4
	32	2506.502	CASTING ASSEMBLY (STORM)	EA	9		8			1	
10	33	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	EA	3		2			1	
10	34	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	1		1				
10	35	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EA	2		2				
⚠	36	2521.504	6" CONCRETE WALK	SY	78	52			26		
⚠	37	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	52	37			15		
⚠	38	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	451	451					
	39	2531.503	CONCRETE CURB & GUTTER DESIGN D418	LF	110				110		
⚠	40	2531.504	CONCRETE PAVEMENT DRIVEWAYS 6.0"	SY	15				15		
⚠	41	2531.618	TRUNCATED DOMES	SF	92	52			40		
	42	2540.601	LANDSCAPE RESTORATION	LS	1	0.25			0.75		
8	43	2563.601	TRAFFIC CONTROL	LS	1	0.5			0.5		
⚠ 8	44	2563.601	ALTERNATE PEDESTRIAN ROUTE	LS	1	0.6			0.4		
	45	2573.502	STORM DRAIN INLET PROTECTION	EA	12	9			3		
	46	2573.503	SILT FENCE; TYPE MS	LF	40	40					
⚠	47	2574.507	TOPSOIL (LV)	CY	56	45			11		
5	48	2574.508	FERTILIZER TYPE 3	LBS	15	10			5		
	49	2575.504	SODDING TYPE LAWN	SY	10	5			5		
	50	2575.505	SEEDING	ACRE	0.09	0.07			0.02		
7	51	2575.508	HYDRAULIC MULCH MATRIX	LBS	360	280			80		
6	52	2575.508	SEED MIXTURE 25-151	LBS	15	10			5		
	53	2582.503	4" DOUBLE SOLID LINE PAINT (EPOXY)	LF	2220	1610			610		
⚠	54	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	4285	3090			1195		
⚠	55	2582.518	CROSSWALK PAINT (EPOXY)	SF	360	168			192		
⚠	56	2582.518	PAVEMENT MESSAGE PAINT (EPOXY)	SF	15	15					

STANDARD PLATES

THE FOLLOWING STANDARD PLATES, APPROVED BY THE FEDERAL HIGHWAY ADMINISTRATION, SHALL APPLY ON THIS PROJECT

3000M	REINFORCED CONCRETE PIPE (6 SHEETS)
3006H	GASKET JOINT FOR R.C. PIPE (2 SHEETS)
3007F	SHEAR REINFORCEMENT FOR PRECAST DRAINAGE STRUCTURES
4006L	MANHOLE OR CATCH BASIN PRECAST - DESIGNS G AND H
4011 E	PRECAST CONCRETE BASE
4020 J	MANHOLE OR CATCH BASIN (FOR USE WITH OR WITHOUT TRAFFIC LOADS) (2 SHEETS)
4022A	MANHOLE OR CATCH BASIN COVER (3 FT. X 2 FT. OPENING)
4026A	CONCRETE ENCASED CONCRETE ADJUSTING RINGS
4108 F	ADJUSTING RINGS FOR CATCH BASINS AND MANHOLES
4180 J	MANHOLE OR CATCH BASIN STEP
7038 A	DETECTABLE WARNING SURFACE TRUNCATED DOMES
7100 H	CONCRETE CURB AND GUTTER (DESIGN B AND DESIGN V)
⚠2 7102 K	CONCRETE CURB AND GUTTER (DESIGN D, DESIGN S, AND DESIGN R)
8000K	TEMPORARY CHANNELIZERS (3 SHEETS)

PAY ITEM NOTES:

1. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
2. EV TO CV CONVERSION FACTOR = 1.25.
3. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 0.07 GAL/SY.
4. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 113 LB/SY-IN.
5. ESTIMATED QUANTITY BASED ON 100 LB/ACRE.
6. ESTIMATED QUANTITY BASED ON 120 LB/ACRE.
7. ESTIMATED QUANTITY BASED ON 4000 LB/ACRE.
8. LUMP SUM QUANTITY SHALL INCLUDE ALL COST REQUIRED FOR MAINTAINING ALL FLAGGING OPERATIONS AS NECESSARY, MAINTAINING PEDESTRIAN ACCESS ROUTES, ANY SIGNAGE AND BARRICADES AS NECESSARY.
9. EXCESS RECLAMATION MATERIAL SHALL BE HAULED FROM THE ONSITE STOCKPILE LOCATION TO THE CITY OF RAMSEY PUBLIC WORKS CAMPUS, 14100 JASPER STREET. THE EXPECTED RECLAMATION DEPTH IS 9 INCHES. THE TOP 4 INCHES ARE PROPOSED TO BE REMOVED.
10. THE EXCAVATION REQUIRED FOR UTILITY INSTALLATION IS INCIDENTAL TO THE UTILITY PAY ITEM.

GENERAL NOTES:

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
2. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING IRRIGATION SYSTEMS WITHIN THE PROJECT CONSTRUCTION LIMITS BEFORE COMMENCING WORK. THE CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO IRRIGATION SYSTEMS WHERE POSSIBLE.
3. PERMANENT SIGN REMOVAL AND INSTALLATION IS TO BE PERFORMED BY CITY OF RAMSEY PUBLIC WORKS DEPARTMENT.

DATE	REVISION
5/10/22	⚠ UPDATED BID ITEM
5/10/22	⚠ UPDATED STANDARD PLATE

May 11, 2022 - 10:55am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Title Sheet.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STATEMENT OF ESTIMATED QUANTITIES

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

PROPOSED STORM SEWER TABULATION

STRUCTURE	ALIGNMENT	STATION, OFFSET	RIM	INVERT	INVERT	PIPE	PIPE	PIPE	PIPE	STRUCTURE
			ELEV.	ELEV.	DIRECTION	DIA. (IN.)	MATERIAL	GRADE (%)	LENGTH (LF)	CONNECTED TO:
PR. CBMH 01	SUNWOOD DRIVE	6+92.56, R 21.2	866.57	857.68	E	27	RCP	-0.41	8	EX. STORM SEWER
				857.68	NW	27	RCP	0.35	37	PR. STMH 02
PR. STMH 02	SUNWOOD DRIVE	6+73.65, L 11.0	867.13	857.81	SE	27	RCP	-0.35	37	PR. CBMH 01
				857.81	W	29	ARCH RCP			EX. STORM SEWER
				862.45	NE	15	RCP	0.93	24	PR. CB 03
PR. CB 03	SUNWOOD DRIVE	6+93.99, L 22.8	866.67	862.67	SW	15	RCP	-0.93	24	PR. STMH 02
PR. CBMH 04	SUNWOOD DRIVE	6+18.61, R 19.3	866.98	863.50	W	15	RCP	-0.25	8	EX. STORM SEWER
				863.50	N	15	RCP	0.34	44	PR. CB 05
PR. CB 05	SUNWOOD DRIVE	6+18.84, L 24.2	866.66	863.65	S	15	RCP	-0.34	44	PR. CBMH 04
PR. CB 06	WACO STREET	5+10.74, L 21.0	877.61	874.01	E	12	RCP	-1.95	8	EX. STORM SEWER

CASTING & VALVE SCHEDULE

STRUCTURE	ALIGNMENT	STRUCTURE ID	STRUCTURE TYPE	UTILITY TYPE	PAY ITEM	CASTING TYPE	RIM ELEVATION	NOTE
STATION, OFFSET								
2+30.36, L 7.9	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	ADJUST FRAM & RING CASTING	EXISTING	870.63	ADJUST EXISTING CASTING, 0.02 BELOW FINISH GRADE
2+73.14, R 22.9	SUNWOOD DRIVE	N/A	CATCH BASIN MANHOLE	STORM SEWER	GROUT CATCH BASIN	EXISTING	869.40	GROUT EXISTING CATCH BASIN INCLUDING RINGS
2+73.60, L 21.6	SUNWOOD DRIVE	N/A	CATCH BASIN MANHOLE	STORM SEWER	GROUT CATCH BASIN	EXISTING	869.38	GROUT EXISTING CATCH BASIN INCLUDING RINGS
3+43.83, R 21.5	SUNWOOD DRIVE	N/A	CATCH BASIN MANHOLE	STORM SEWER	GROUT CATCH BASIN	EXISTING	868.57	GROUT EXISTING CATCH BASIN INCLUDING RINGS
4+74.47, R 38.8	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	CASTING ASSEMBY	R-1733	869.20	EXPOSE BURIED STRUCTURE, F&I CASTING
4+95.08, L 13.7	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	ADJUST FRAME & RING CASTING	EXISTING	867.85	ADJUST EXISTING CASTING, 0.02 BELOW FINISH GRADE
6+18.61, R 19.3	SUNWOOD DRIVE	PR. CMBH 04	48" CATCH BASIN MANHOLE	STORM SEWER	CASTING ASSEMBY	R-3246R	866.98	NEW CATCH BASIN MANHOLE, INSTALL CASTING TO MATCH EXISITNG CURB FLOW LINE
6+18.84, L 24.2	SUNWOOD DRIVE	PR. CB 05	2'X3' CATCH BASIN	STORM SEWER	CASTING ASSEMBY	R-3246R	866.66	NEW CATCH BASIN, INSTALL CASTING TO MATCH EXISITNG CURB FLOW LINE
6+66.68, L 19.1	SUNWOOD DRIVE	N/A	WATER VALVE BOX	WATERMAIN	ADJUST VALVE BOX	EXISTING	866.96	ADJUST VALVE BOX TO 0.02 BELOW FINISH GRADE
6+73.65, L 11.0	SUNWOOD DRIVE	PR. STMH 02	60" MANHOLE	STORM SEWER	CASTING ASSEMBY	R-1733	867.13	NEW STORM SEWER MANHOLE, ADJUST CASTING TO 0.02 BELOW FINISH GRADE
6+92.56, R 21.2	SUNWOOD DRIVE	PR. CBMH 01	60" CATCH BASIN MANHOLE	STORM SEWER	CASTING ASSEMBY	R-3246R	866.57	NEW CATCH BASIN MANHOLE, INSTALL CASTING TO MATCH EXISITNG CURB FLOW LINE
6+93.99, L 22.8	SUNWOOD DRIVE	PR. CB 03	2'X3' CATCH BASIN	STORM SEWER	CASTING ASSEMBY	R-3246R	866.67	NEW CATCH BASIN, INSTALL CASTING TO MATCH EXISITNG CURB FLOW LINE
10+77.06, R 20.3	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	ADJUST FRAME & RING CASTING	R-1733	876.11	ADJUST EXISTING CASTING, 0.02 BELOW FINISH GRADE
11+16.91, L 11.2	SUNWOOD DRIVE	N/A	WATER VALVE BOX	WATERMAIN	ADJUST VALVE BOX	EXISTING	875.63	ADJUST VALVE BOX TO 0.02 BELOW FINISH GRADE
14+06.80, L 19.0	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	CASTING ASSEMBY	R-1733	868.81	EXISTING MANHOLE HAD INCORRECT CASTING, REPLACING WITH NEW
14+25.35, R 21.9	SUNWOOD DRIVE	N/A	MANHOLE	STORM SEWER	CASTING ASSEMBY	R-1733	869.05	EXISTING MANHOLE HAD INCORRECT CASTING, REPLACING WITH NEW
17+98.88, L 9.9	SUNWOOD DRIVE	N/A	WATER VALVE BOX	WATERMAIN	ADJUST VALVE BOX	EXISTING	880.34	ADJUST VALVE BOX TO 0.02 BELOW FINISH GRADE
0+36.09, R 6.5	WACO STREET	N/A	WATER VALVE BOX	WATERMAIN	ADJUST VALVE BOX	EXISTING	881.63	ADJUST VALVE BOX TO 0.02 BELOW FINISH GRADE
1+08.54, L 8.1	WACO STREET	N/A	MANHOLE	SANITARY SEWER	CASTING ASSEMBY	R-1733	881.00	REPLACING EXISTING CASTING WITH NEW CASTING, INSTALL INTERIOR CHIMNEY SEAL
1+19.50, L 9.0	WACO STREET	N/A	MANHOLE	SANITARY SEWER	CASTING ASSEMBY	R-1733	880.79	REPLACING EXISTING CASTING WITH NEW CASTING, INSTALL INTERIOR CHIMNEY SEAL
1+21.40, R 12.1	WACO STREET	N/A	WATER VALVE BOX	WATERMAIN	ADJUST VALVE BOX	EXISTING	880.73	ADJUST VALVE BOX TO 0.02 BELOW FINISH GRADE
1+96.30, R 21.9	WACO STREET	N/A	CATCH BASIN MANHOLE	STORM SEWER	GROUT CATCH BASIN	EXISTING	879.93	GROUT EXISTING CATCH BASIN INCLUDING RINGS
4+25.19, L 0.8	WACO STREET	N/A	MANHOLE	SANITARY SEWER	CASTING ASSEMBY	R-1733	878.81	REPLACING EXISTING CASTING WITH NEW CASTING, INSTALL INTERIOR CHIMNEY SEAL
5+10.74, L 21.0	WACO STREET	PR. CB 06	2'X3' CATCH BASIN	STORM SEWER	CASTING ASSEMBY	R-3246R	877.61	NEW CATCH BASIN, INSTALL CASTING TO MATCH EXISTING CURB FLOW LINE
5+10.78, R 22.0	WACO STREET	N/A	CATCH BASIN MANHOLE	STORM SEWER	GROUT CATCH BASIN	EXISTING	877.67	GROUT EXISTING CATCH BASIN INCLUDING RINGS
7+17.16, R 1.5	WACO STREET	N/A	MANHOLE	SANITARY SEWER	CASTING ASSEMBY	R-1733	880.40	REPLACING EXISTING CASTING WITH NEW CASTING, INSTALL INTERIOR CHIMNEY SEAL

DESCRIPTION	ALIGNMENT	DIRECTION	STATION		PAVEMENT MESSAGE (EPOXY)		4" SOLID LINE (EPOXY)	4" DOUBLE SOLID LINE (EPOXY)
			START	END	CROSS WALK	LEFT TURN	WHITE	YELLOW
					SF	EA*	LF	LF
FOG LINE / SHOULDER	SUNWOOD	WB	0+51	6+19			575	
FOG LINE / SHOULDER	SUNWOOD	EB	0+55	2+66			210	
TURN LANE	SUNWOOD	WB	0+51	1+45			95	
CENTERLINE	SUNWOOD		0+51	2+68				215
PVT MSSG	SUNWOOD	WB	1+30			1		
CENTERLINE	SUNWOOD		1+49	2+68				120
CENTERLINE	SUNWOOD		3+28	6+26				300
SHOULDER	SUNWOOD	EB	3+35	6+18			285	
CENTERLINE	SUNWOOD		6+86	10+44				360
SHOULDER	SUNWOOD	EB	6+92	10+24			335	
SHOULDER	SUNWOOD	WB	6+94	14+01			710	
CROSSWALK	SUNWOOD		8+43	8+55	168			
CENTERLINE	SUNWOOD		11+07	14+05				300
SHOULDER	SUNWOOD	EB	11+13	13+89			280	
SHOULDER	SUNWOOD	EB	14+75	17+72			300	
CENTERLINE	SUNWOOD		14+77	17+93				315
SHOULDER	SUNWOOD	WB	14+83	17+78			300	
CENTERLINE	WACO		1+06	7+19				610
SHOULDER	WACO	NB	1+24	7+19			600	
SHOULDER	WACO	SB	1+25	7+19			595	
CROSSWALK	WACO		7+21	7+41	192			
TOTALS					360	1	4285	2220
					* TURN ARROWS 15.00 SQUARE FEET INSTALL AREA			

DATE	REVISION
5/10/22	UPDATE QUANTITIES DUE TO PROJECT START LOCATION ADJ.

May 11, 2022 - 10:37am
E:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Title Sheet.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

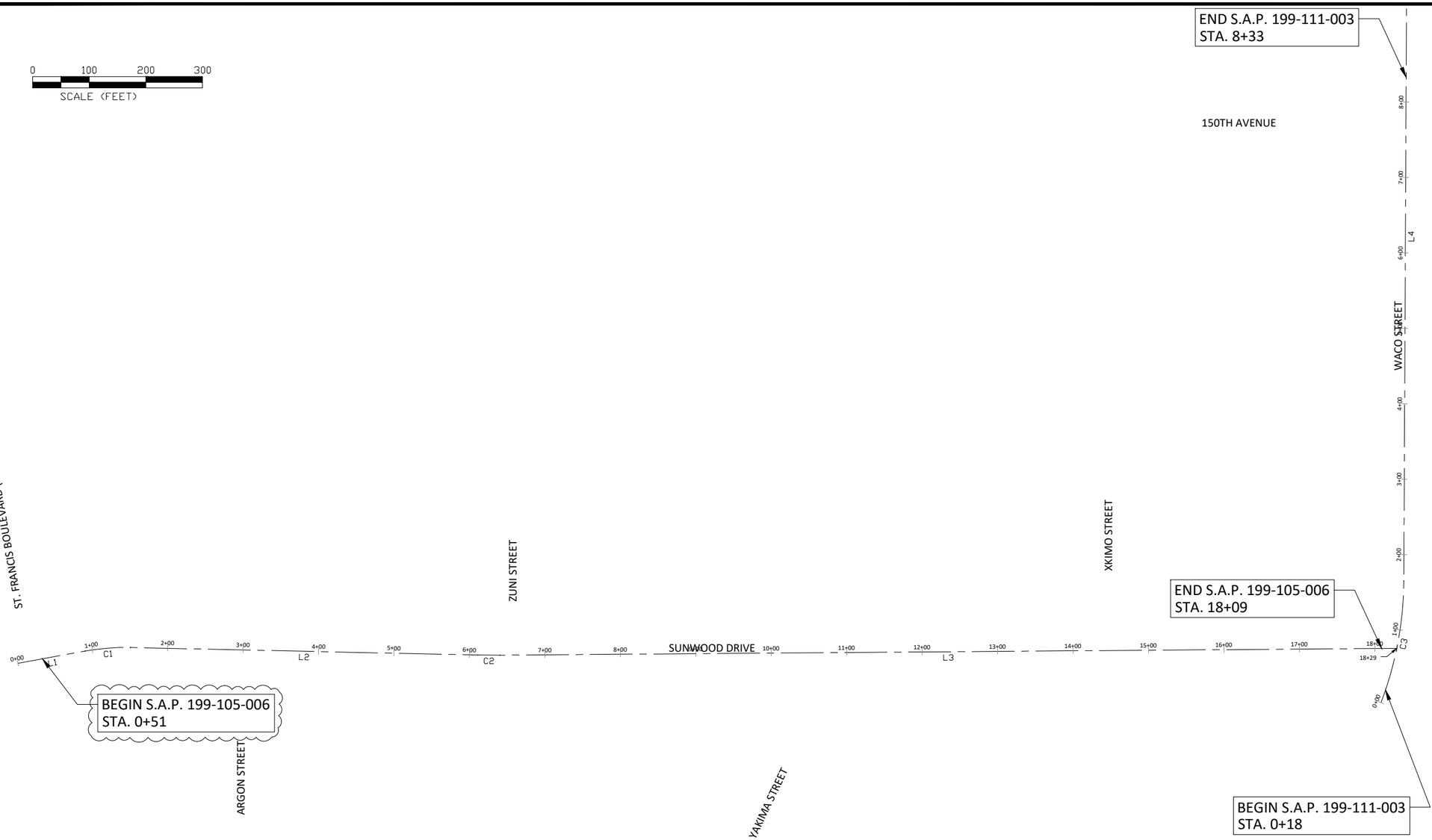
DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/10/22
CHECKED BY:	JJF	FILE:	22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

TABULATIONS

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA



Line Table: Alignments				
Line #	Length	Direction	Start Point	End Point
L1	90.361	N79° 43' 56.34"E	(465224.5094,175068.9071)	(465313.4236,175085.0138)
L2	460.722	S88° 45' 41.60"E	(465373.3817,175089.7480)	(465833.9962,175079.7903)
L3	1188.529	N89° 33' 50.90"E	(465863.2166,175079.5856)	(467051.7113,175088.6269)
L4	913.592	N00° 16' 24.46"E	(467060.9309,175178.0926)	(467065.2912,176091.6746)

Curve Table: Alignments					
Curve #	Radius	Length	Chord Direction	Start Point	End Point
C1	300.000	60.246	N85° 29' 07.37"E	(465313.4236,175085.0138)	(465373.3817,175089.7480)
C2	1000.000	29.222	S89° 35' 55.35"E	(465833.9962,175079.7903)	(465863.2166,175079.5856)
C3	460.000	165.167	N10° 33' 34.98"E	(467030.8247,175016.5939)	(467060.9309,175178.0926)

DATE	REVISION
5/10/22	ADJUST PROJECT START STATION.

May 11, 2022 - 10:38am
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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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

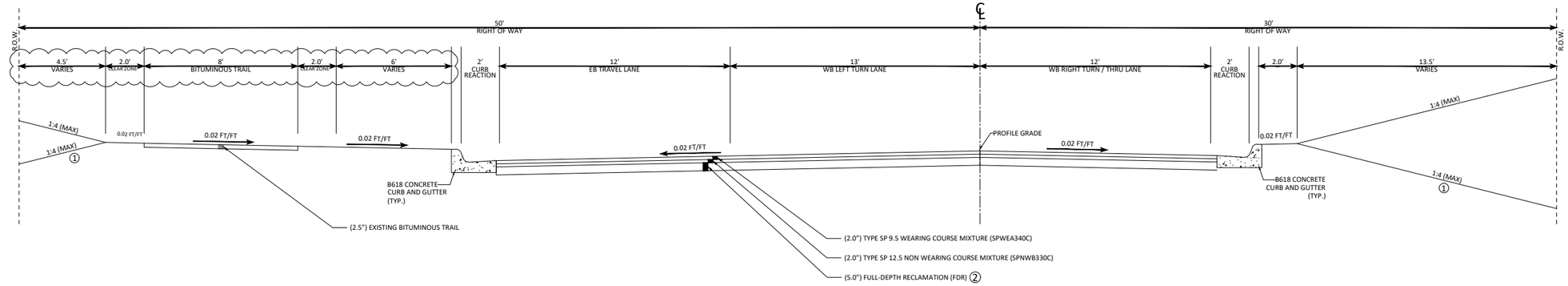
ALIGNMENT LAYOUT

S.A.P. 199-105-006 & S.A.P. 199-111-003

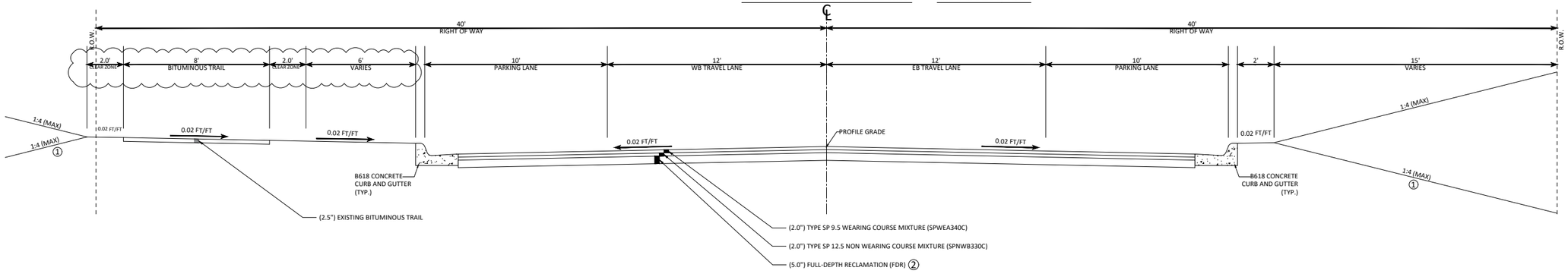
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 04 OF 26 SHEETS

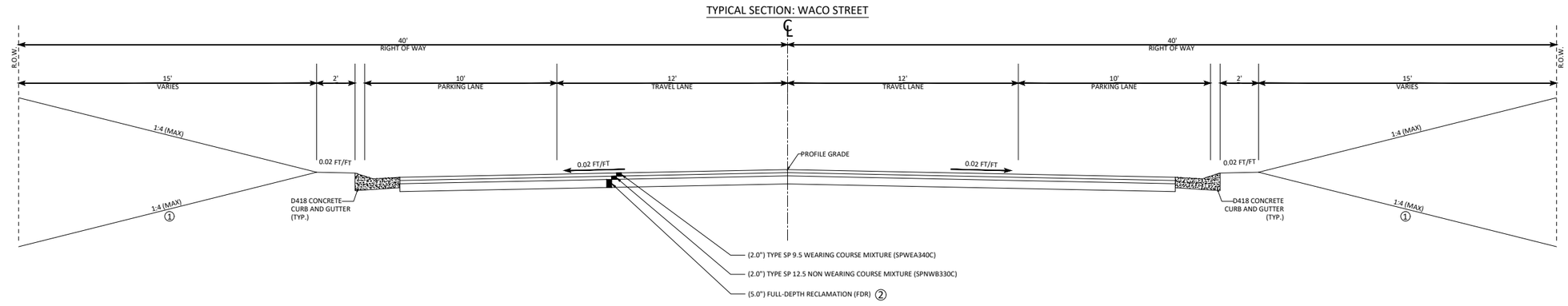
TYPICAL SECTION: SUNWOOD DRIVE TURN LANE STA. 0+51 TO 1+50



TYPICAL SECTION: SUNWOOD DRIVE STA. 1+50 TO 18+09



TYPICAL SECTION: WACO STREET



PAVEMENT DESIGN:
S.A.P. 199-105-006

20 YR DESIGN LANE BESALS:	205,000
DESIGN R-VALUE:	50

MINIMUM REQUIRED

MINIMUM BIT (GE)	7.00
MIN. AGG. BASE (GE)	3.53
TOTAL REQUIRED GE	10.53

PROPOSED DESIGN

WEARING COURSE (2.0")	4.50
NON-WEAR COURSE (2.0")	4.50
FDR UNSTABILIZED (5.0")	5.00
TOTAL DESIGN GE	14.00

PAVEMENT DESIGN:
S.A.P. 199-111-003

20 YR DESIGN LANE BESALS:	117,000
DESIGN R-VALUE:	50

MINIMUM REQUIRED

MINIMUM BIT (GE)	7.00
MIN. AGG. BASE (GE)	3.88
TOTAL REQUIRED GE	10.00

PROPOSED DESIGN

WEARING COURSE (2.0")	4.50
NON-WEAR COURSE (2.0")	4.50
FDR UNSTABILIZED (5.0")	5.00
TOTAL DESIGN GE	14.00

REFERENCE NOTES:

1. GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151. SEE CITY DETAIL ERO-6 FOR TOPSOIL REQUIREMENTS.

2. CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING CLASS 5 AGGREGATE BASE. THIS PROCESS SHALL BE INCIDENTAL TO THE SUBGRADE PREPARATION PAY ITEM.

NOTE: NOT TO SCALE

DATE	REVISION
5/10/22	2' CLEAR ZONE ADJACENT TO TRAIL

May 11, 2022 - 10:48am
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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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

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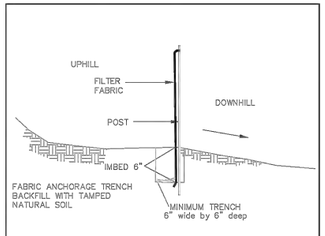
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

TYPICAL SECTION

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 05 OF 26 SHEETS

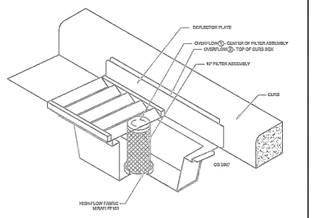


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1



INLET PROTECTION – WIMCO OR EQUAL

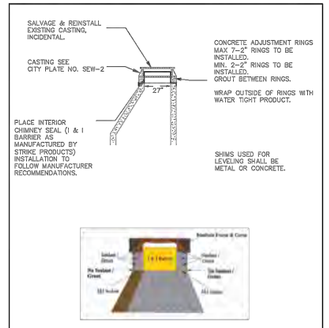
N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: TOPSOIL REQUIREMENTS
		CITY PLATE No. ERO–2

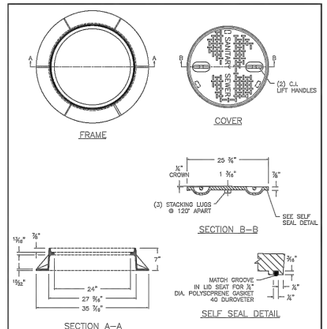
Notes:
1. INSTALLATION OF 4" OF TOPSOIL REQUIRED ACROSS ALL DISTURBED AREAS.
2. TOPSOIL IS DEFINED AS BLACK DIRT COMPOSED OF UNCONSOLIDATED MATERIAL, LARGELY UNDECOMPOSED ORGANIC MATTER WHICH IS SUITABLE FOUNDATION FOR VEGETATIVE GROWTH.
3. THE COMPOSITION OF TOPSOIL SHOULD CONTAIN NO MORE THAN THIRTY-FIVE PERCENT (35%) SAND CONTENT.

APPROVED: 7 – 2019	City of RAMSEY	STANDARD DETAILS: TOPSOIL REQUIREMENTS
		CITY PLATE No. ERO–6



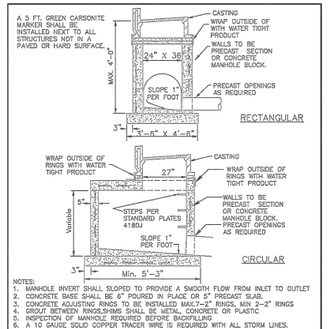
NOT TO SCALE

APPROVED: 1 – 2022	City of RAMSEY	STANDARD DETAILS: SANITARY MANHOLE ADJUSTING RINGS & CHIMNEY SEAL
		CITY PLATE No. SEW–7



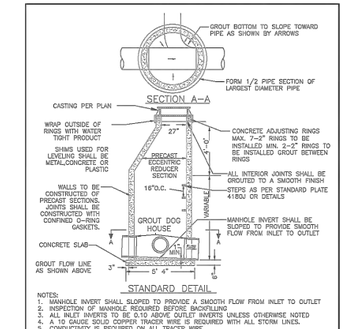
NOTIC NOT TO SCALE

APPROVED: 11 – 2015	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. SEW–2



NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7–2" RINGS, MIN 2–2" RINGS
4. GROUT BETWEEN RINGS,SHIMS SHALL BE METAL, CONCRETE OR PLASTIC
5. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
6. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
9. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

APPROVED: 4 – 2007	City of RAMSEY	STANDARD DETAILS: CATCH BASIN
		CITY PLATE No. STO–1

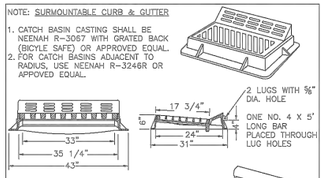


NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
3. ALL INLET INVERTS TO BE 0.10 ABOVE OUTLET INVERTS UNLESS OTHERWISE NOTED
4. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
5. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
6. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
7. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: STORM MANHOLE
		CITY PLATE No. STO–3

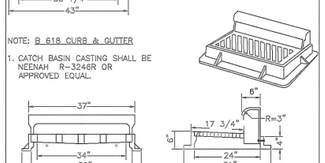
NOTE: SURMOUNTABLE CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R–3067 WITH GRATED BACK (BICYLE SAFE) OR APPROVED EQUAL.
2. FOR CATCH BASINS ADJACENT TO RADIUS, USE NEENAH R–3246R OR APPROVED EQUAL.



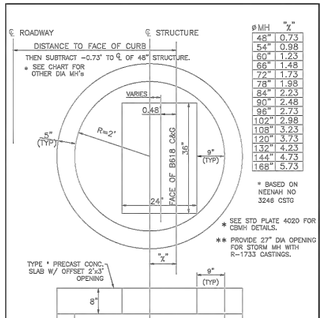
NOTE: B 618 CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R–3246R OR APPROVED EQUAL.



STANDARD CATCHBASIN CASTING

APPROVED: 7 – 2016	City of RAMSEY	STANDARD DETAILS: STORMWATER CASTING
		CITY PLATE No. STO–4



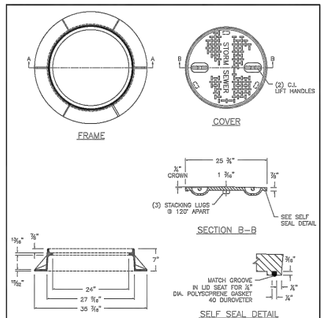
ØMH	"X"
48"	0.73
54"	0.98
60"	1.23
66"	1.48
72"	1.73
78"	1.98
84"	2.23
90"	2.48
96"	2.73
102"	2.98
108"	3.23
120"	3.73
132"	4.23
144"	4.73
168"	5.73

* BASED ON NEENAH NO 3248 CSTG

* SEE STD PLATE 4020 FOR CBMH DETAILS.

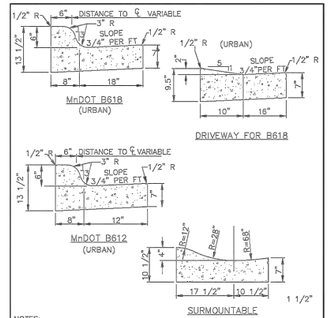
** PROVIDE 27" DIA OPENING FOR STORM MH WITH R–1733 CASTINGS.

APPROVED: 4 – 2005	City of RAMSEY	STANDARD DETAILS: SLAB TOP MANHOLE COVER
		CITY PLATE No. STO–5



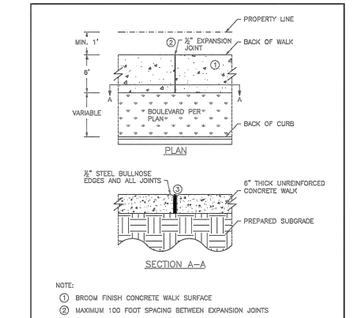
NOTE: NOT TO SCALE

APPROVED: 2 – 2019	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. STO–14



NOTES:
1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

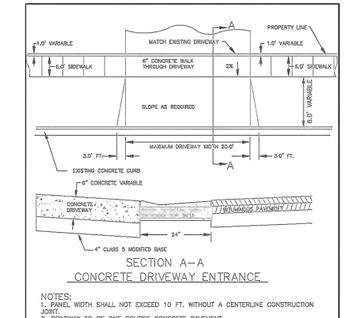
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: CURB AND GUTTER
		CITY PLATE No. STR–1



NOTE:
1. BROOM FINISH CONCRETE WALK SURFACE
2. MAXIMUM 100 FOOT SPACING BETWEEN EXPANSION JOINTS
3. 1/2" EXPANSION JOINT MEETING MNDOT SPEC 3702. PROVIDE ONE PIECE OF FILLER FOR THE ENTIRE DEPTH AND WIDTH OF THE JOINT

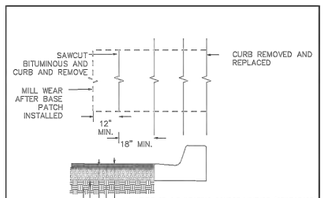
NOT TO SCALE

APPROVED: 10 – 2015	City of RAMSEY	STANDARD DETAILS: CONCRETE SIDEWALK
		CITY PLATE No. STR–3



NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. GUTTER TO BE PAVED INTEGRAL WITH DRIVEWAY.
4. 6" THICK FOR RESIDENTIAL, 8" THICK FOR COMMERCIAL DRIVEWAYS AND ALLEYS.
5. 1/2" EXPANSION JOINT, 1/2" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPARATELY.)

APPROVED: 2 – 2004	City of RAMSEY	STANDARD DETAILS: RESIDENTIAL DRIVEWAY
		CITY PLATE No. STR–19



NOTES:
1. BITUMINOUS SHALL BE SAWCUT AND REMOVED AFTER CURB IS REPLACED.
2. CLASS 5 AND BITUMINOUS COURSES SHALL BE MECHNICALLY COMPACTED.
3. SEE CITY PLATE STR–26 FOR MODIFIED CLASS 5 SPECIFICATIONS.

APPROVED: 6 – 2016	City of RAMSEY	STANDARD DETAILS: STREET PATCHING STANDARDS
		CITY PLATE No. STR–25

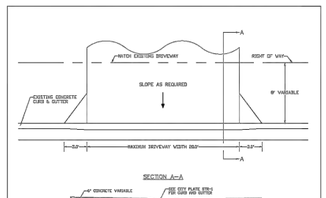
TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

% 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

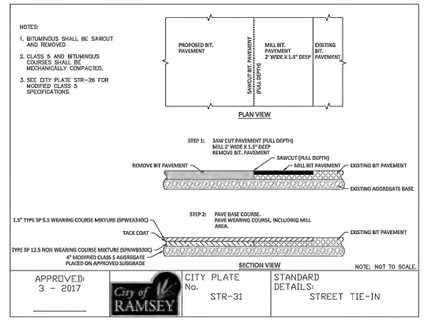
NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3.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

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



NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. CONCRETE DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. CONCRETE DRIVEWAYS TO BE 6" THICK.
4. ½" EXPANSION JOINT, ½" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPERATELY.)
5. BITUMINOUS DRIVEWAYS MINIMUM 2" THICK, MATCH EXISTING BITUMINOUS PAVEMENT THICKNESS.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: RESIDENTIAL DRIVEWAY – NO SIDEWALK
		CITY PLATE No. STR–30



APPROVED: 3 – 2017	City of RAMSEY	CITY PLATE No. STR–31	STANDARD DETAILS: STREET TIE–IN

DATE	REVISION
5/10/22	REMOVE UNNECESSARY DETAILS.

May 10, 2022 - 10:56am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Details.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

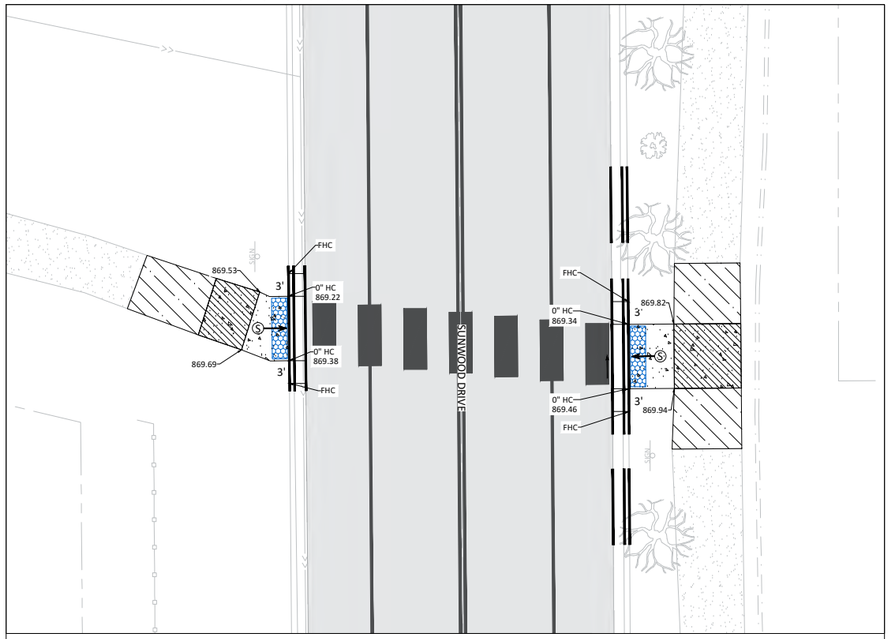
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CITY DETAILS

S.A.P. 199-105-006 & S.A.P. 199-111-003

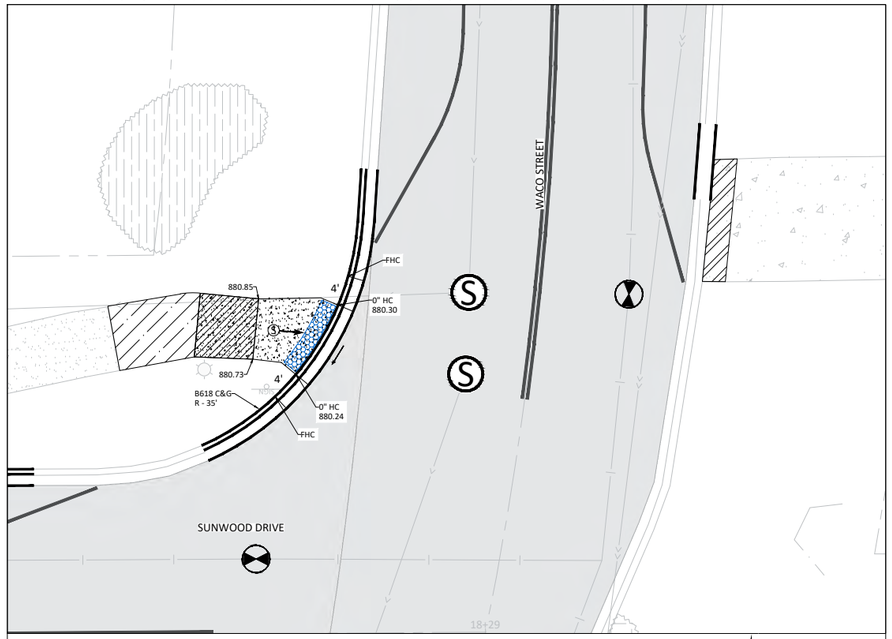
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 06 OF 26 SHEETS



SUNWOOD DRIVE TRAIL CROSSING STATION 8+50

SCALE 1" = 20'

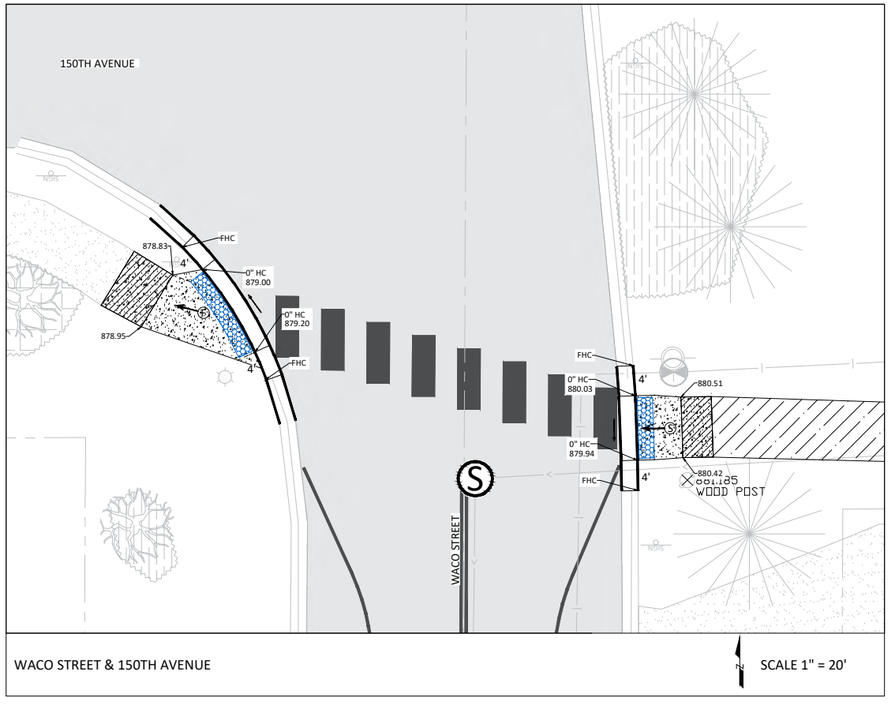


NW SUNWOOD DRIVE & WACO STREET

SCALE 1" = 20'

PED RAMP LEGEND

- (S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
- (F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
- LANDING AREA - 4'X4' MIN. DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS.
- DRAINAGE FLOW ARROW



WACO STREET & 150TH AVENUE

SCALE 1" = 20'

DATE	REVISION
5/10/22	REVISE PEDESTRIAN RAMP LAYOUTS TO 20' SCALE. COMBINE LAYOUTS TO SHOW INTERSECTION. REMOVE PEDESTRIAN RAMPS AT SUNWOOD & TH 47

May 11, 2022 - 11:03am
E:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Details.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

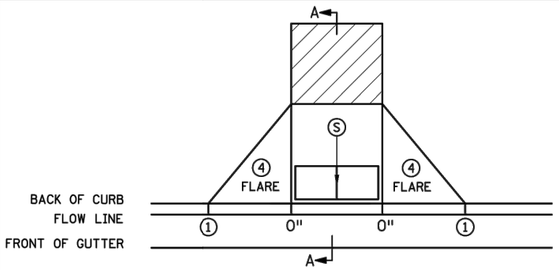
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CITY DETAILS

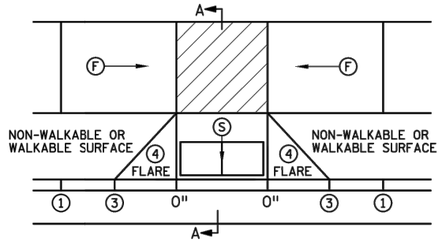
S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

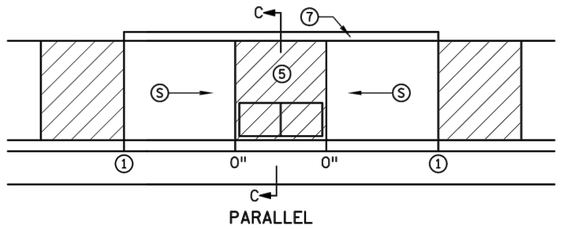
SHEET 07 OF 26 SHEETS



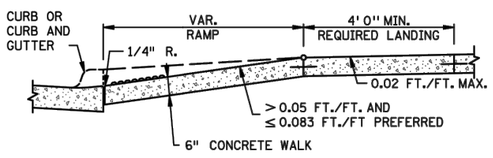
PERPENDICULAR



TIERED PERPENDICULAR

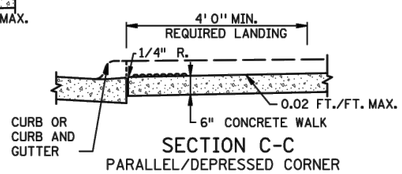


PARALLEL



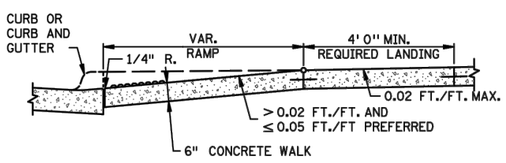
SECTION A-A

PERPENDICULAR/TIERED/DIAGONAL



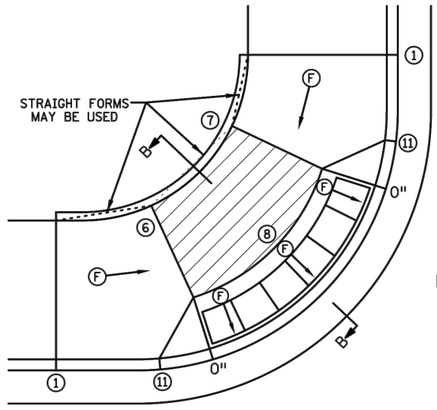
SECTION C-C

PARALLEL/DEPRESSED CORNER

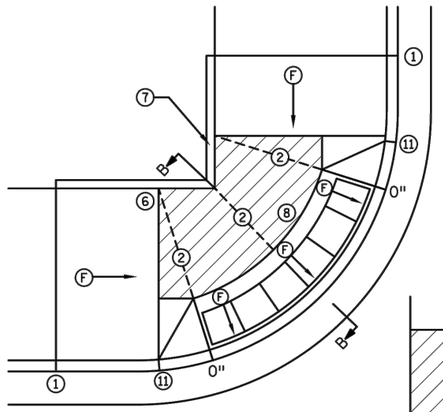


SECTION B-B

FAN

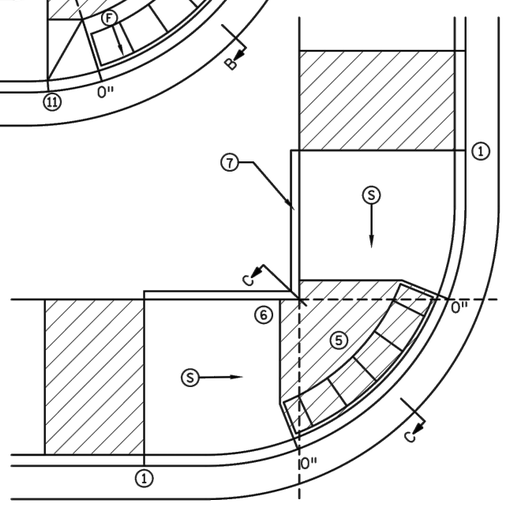


FAN⑩

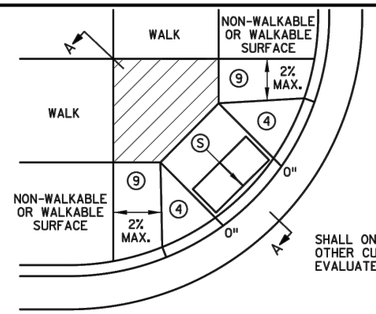


MODIFIED FAN⑩

USED WHEN RIGHT-OF-WAY IS CONSTRAINED



DEPRESSED CORNER



DIAGONAL

SHALL ONLY BE USED AFTER ALL OTHER CURB RAMP TYPES HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH. (EXCEPT AS STATED IN ⑥ BELOW.

TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 OF 6 FOR ALL SEPARATELY POURED INITIAL LANDINGS.

WHEN SIDEWALK IS AT BACK OF CURB, TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

MAINTAIN POSITIVE BOULEVARD DRAINAGE TO TOP OF CURB.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.

① MATCH FULL HEIGHT CURB.
② 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.
③ 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.
④ SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS.
⑤ DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
⑥ THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)
⑦ WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS LESS THAN 5% RUNNING SLOPE SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
⑧ A 7' MIN TOP RADIUS GRADE BREAK IS REQUIRED TO BE CONSTRUCTIBLE.
⑨ PAVE FULL WALK WIDTH.
⑩ "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.
⑪ INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3" CURB HEIGHT. REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 1 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

DATE	REVISION
5/10/22	UPDATED STANDARD PLANS TO LATEST EDITION

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

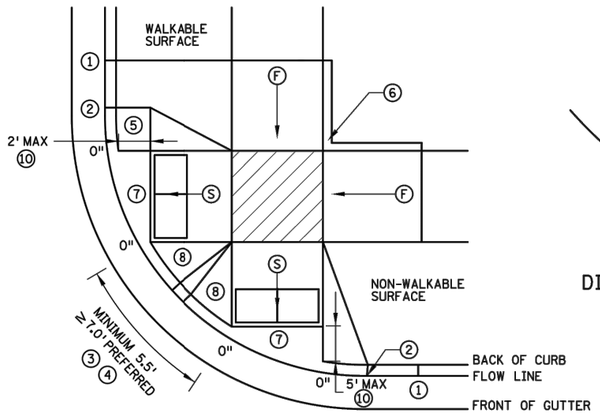
MNDOT PEDESTRIAN RAMP DETAILS

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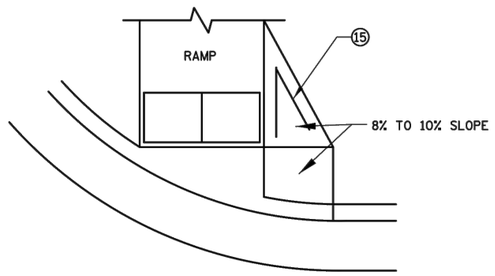
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 08 OF 26 SHEETS

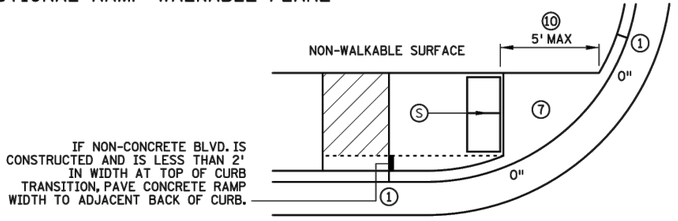
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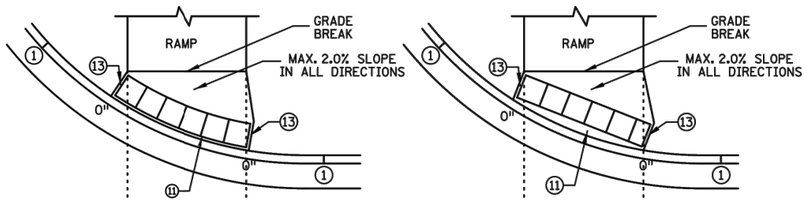
COMBINED DIRECTIONAL



DIRECTIONAL RAMP WALKABLE FLARE

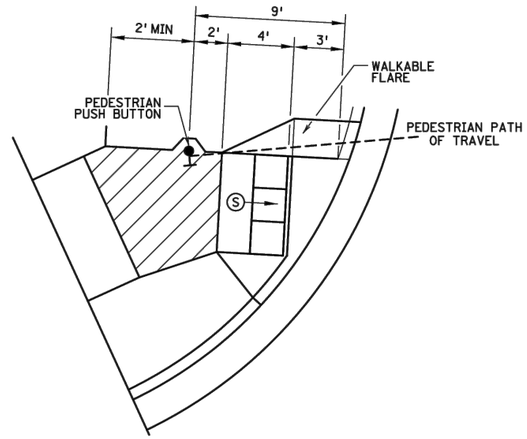


STANDARD ONE-WAY DIRECTIONAL ⑨



DETECTABLE WARNING PLACEMENT WHEN SETBACK CRITERIA IS EXCEEDED ⑫

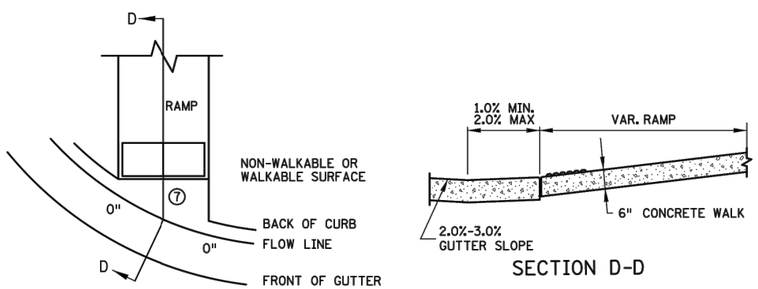
ONE-WAY DIRECTIONAL WITH DETECTABLE WARNING AT BACK OF CURB



SEMI-DIRECTIONAL RAMP ③④⑨

3' DOME SETBACK, 4' LONG RAMP AND PUSH BUTTON 9' FROM THE BACK OF CURB

PRIMARILY USED FOR APS APPLICATIONS WHERE THE PAR DOES NOT CONTINUE PAST THE PUSH BUTTON (DEAD-END SIDEWALK)



SECTION D-D

CURB FOR DIRECTIONAL RAMPS ⑭

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOP GRADE BREAK OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH.

TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISION (PROSECUTION OF WORK).

TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB. SEE NOTES ⑩ & ⑪ FOR INFORMATION REGARDING RECTANGULAR DETECTABLE WARNING PLACEMENT.

① MATCH FULL CURB HEIGHT.

② 3" HIGH CURB WHEN USING A 3' LONG RAMP
4" HIGH CURB WHEN USING A 4' LONG RAMP.

③ 3" MINIMUM CURB HEIGHT (5.5' MIN. DISTANCE REQUIRED BETWEEN DOMES)
4" PREFERRED (7' MIN. DISTANCE REQUIRED BETWEEN DOMES).

④ THE "BUMP" IN BETWEEN THE RAMPS SHOULD NOT BE IN THE PATH OF TRAVEL FOR COMBINED DIRECTIONAL RAMPS. IF THIS OCCURS MODIFY THE RAMP LOCATION OR SWITCH RAMP TO A FAN/DEPRESSED CORNER.

⑤ WHEN USING CONCRETE PAVED FLARES ON THE OUTSIDE OF DIRECTIONAL RAMPS, AND ADJACENT TO A WALKABLE SURFACE, DIRECTIONAL RAMP FLARES SHALL BE USED. SEE THE DETAIL ON THIS SHEET.

⑥ GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.

⑦ MAX. 2.0% SLOPE IN ALL DIRECTIONS IN FRONT OF GRADE BREAK AND DRAIN TO FLOW LINE. SHALL BE CONSTRUCTED INTEGRAL WITH CURB AND GUTTER.

⑧ 8% TO 10% WALKABLE FLARE.

⑨ PLACE DOMES AT THE BACK OF CURB WHEN ALLOWABLE SETBACK CRITERIA IS EXCEEDED.

⑩ FRONT EDGE OF DETECTABLE WARNING SHALL BE SET BACK 2' MAXIMUM WHEN ADJACENT TO WALKABLE SURFACE, AND 5' MAXIMUM WHEN ADJACENT TO NON-WALKABLE SURFACE WITH ONE CORNER SET 3" FROM BACK OF CURB. A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

⑪ RECTANGULAR DETECTABLE WARNINGS MAY BE SETBACK UP TO 9" FROM THE BACK OF CURB WITH CORNERS SET 3" FROM BACK OF CURB. IF 9" SETBACK IS EXCEEDED USE RADIAL DETECTABLE WARNINGS.

⑫ FOR DIRECTIONAL RAMPS WITH THE DETECTABLE WARNINGS PLACED AT THE BACK OF CURB, THE DETECTABLE WARNINGS SHALL COVER THE ENTIRE WIDTH OF THE WALK/PATH. THIS ENSURES A DETECTABLE EDGE AND HELPS ELIMINATE THE CURB TAPER OBSTRUCTING THE PATH OF PEDESTRIAN TRAVEL.

⑬ THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE BACK OF CURB. MAINTAIN 3" BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑭ TO BE USED FOR ALL DIRECTIONAL RAMPS, EXCEPT WHERE DOMES ARE PLACED ALONG THE BACK OF CURB.

⑮ PLACE 2 NO. 4 BARS 4 INCHES FROM SIDE OF FORMS WITH A MINIMUM 2 INCHES OF CONCRETE COVER ALONG EACH SIDE OF FLARE (INCIDENTAL).

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 2 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. | (T.H.) | SHEET NO. OF SHEETS

DATE	REVISION
5/10/22	UPDATED STANDARD PLANS TO LATEST EDITION

May 11, 2022 - 11:02am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Details.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/10/22
CHECKED BY:	JJF	FILE:	22-01

City of RAMSEY

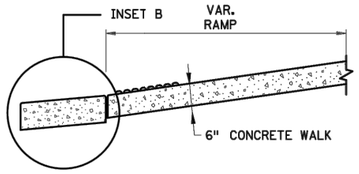
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

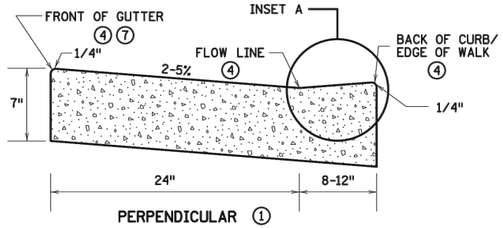
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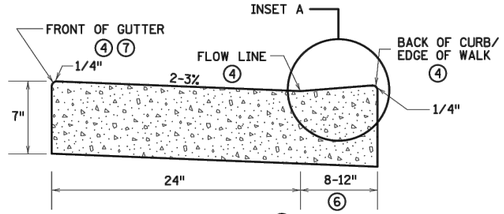
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 09 OF 26 SHEETS

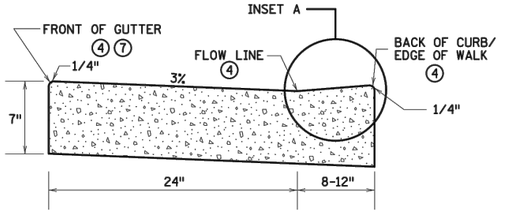




PERPENDICULAR ①

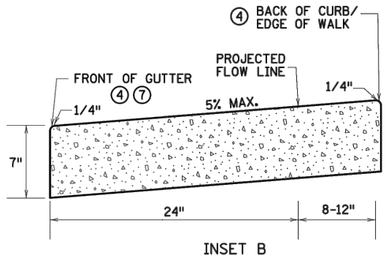


NON PERPENDICULAR ②

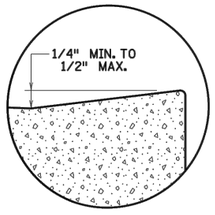


FOR CURB MACHINE PLACEMENT AROUND RADIUS ③
(REGARDLESS OF RAMP TYPE)

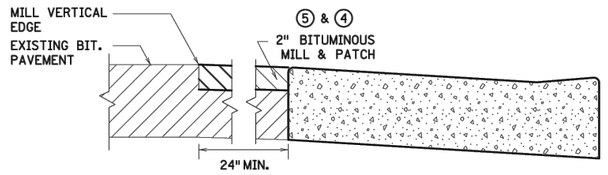
PEDESTRIAN ACCESS ROUTE CURB & GUTTER DETAIL

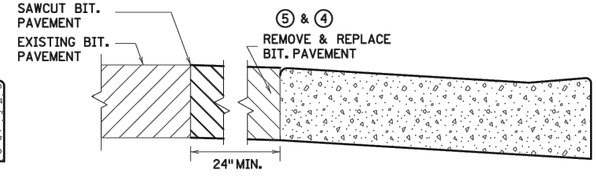


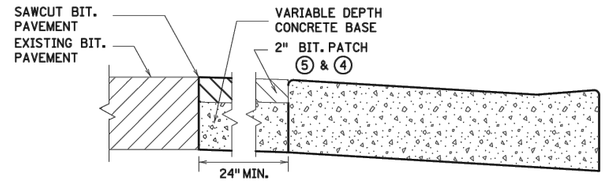
INSET B
OUTFLOW GUTTER ⑧



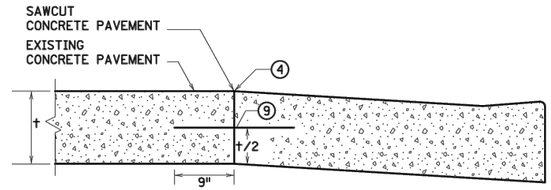
INSET A





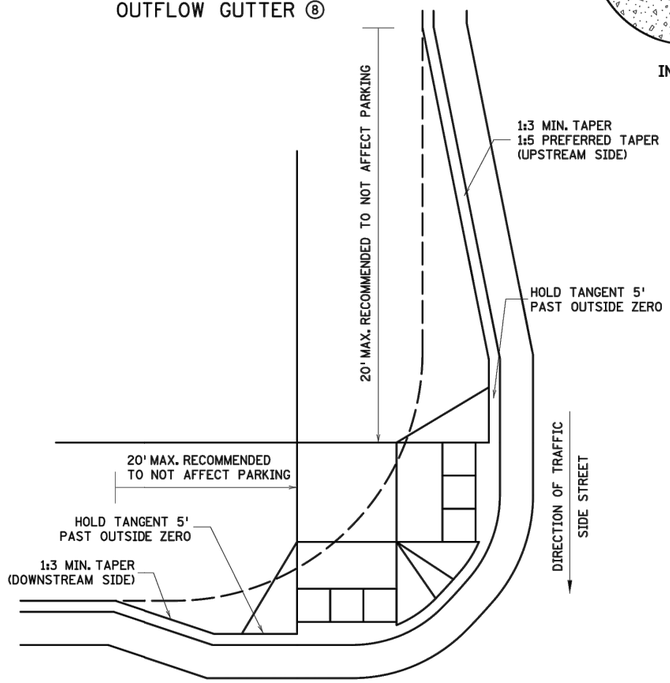


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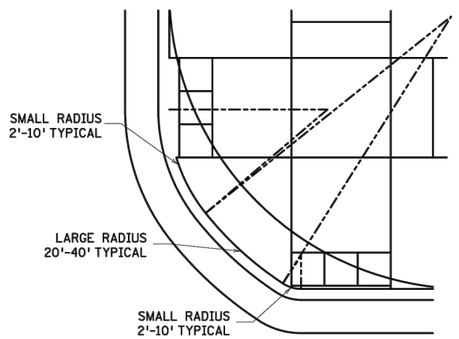


PAVEMENT TREATMENT OPTIONS IN FRONT OF CURB & GUTTER

FOR USE ON CURB RAMP RETROFITS



ADA CURB EXTENSION WITH COMPOUND RADIUS (BUMP OUT) ⑪



COMBINED DIRECTIONAL ⑩
(COMPOUND RADIUS)

NOTES:

POSITIVE FLOW LINE DRAINAGE SHALL BE MAINTAINED THROUGH THE PEDESTRIAN ACCESS ROUTE (PAR) AT A 2% MAXIMUM.
NO PONDING SHALL BE PRESENT IN THE PAR.
ANY VERTICAL LIP THAT OCCURS AT THE FLOW LINE SHALL NOT BE GREATER THAN 1/4 INCH.

① FOR USE AT CURB CUTS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: PERPENDICULAR, TIERED PERPENDICULAR, PARALLEL, AND DIAGONAL RAMPS.
② FOR USE AT CURB RAMPS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED NON PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: FANS & DEPRESSED CORNERS.
③ BEGIN GUTTER SLOPE TRANSITION 10' OUTSIDE OF ALL CURB RAMPS.
④ THERE SHALL BE NO VERTICAL DISCONTINUITIES GREATER THAN 1/4".
⑤ ELEVATION CHANGE TAKES PLACE FROM THE EXISTING TO NEW FRONT OF GUTTER. PATCH IS USED TO MATCH THE NEW GUTTER FACE INTO THE EXISTING ROADWAY.
⑥ VARIABLE WIDTH FOR DIRECTIONAL CURB APPLICATIONS. SEE SHEET 2 FOR DIRECTIONAL CURB SLOPE REQUIREMENTS.
⑦ TOP FRONT OF GUTTER SHALL BE CONSTRUCTED FLUSH WITH PROPOSED ADJACENT PAVEMENT ELEVATION. TOP 1.5" OF THE GUTTER FACE MUST BE A FORMED EDGE. PAR GUTTER SHALL NOT BE OVERLAID.
⑧ SHOULD BE USED AT VERTICALLY CONSTRAINED AREAS WHEN AT A DRAINAGE HIGH POINT OR SUPER ELEVATED ROADWAY SEGMENTS.
⑨ DRILL AND GROUT NO. 4 EPOXY-COATED 18" LONG TIE BARS AT 30" CENTER TO CENTER INTO EXISTING CONCRETE PAVEMENT 1' MINIMUM FROM ALL JOINTS.
⑩ HELPS PROVIDE TWO SEPARATE RAMPS, REDUCES THE DOME SETBACK LENGTH AND MINIMIZES DIRECTIONAL CURB. THIS RADIUS DESIGN CLOSELY FOLLOWS THE TURNING VEHICLE PATH WHILE OPTIMIZING CURB RAMP LENGTH.
⑪ CURB EXTENSIONS SHOULD BE USED IN VERTICALLY CONSTRAINED AREAS, USUALLY IN DOWNTOWN ROADWAY SEGMENTS WHERE ON-STREET PARKING IS AVAILABLE. CURB EXTENSIONS SHOULD BE CONSIDERED FOR APS INTERSECTIONS WHERE SPACE IS LIMITED.
PUSH BUTTONS MUST MEET APS CRITERIA AS DESCRIBED IN THE PUSH BUTTON LOCATION DETAIL SHEET.

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 3 OF 6

APPROVED: 11-04-2021
REVISED:
THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

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May 11, 2022 - 11:04am
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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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

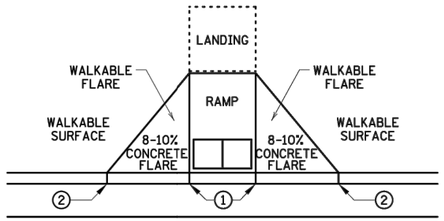
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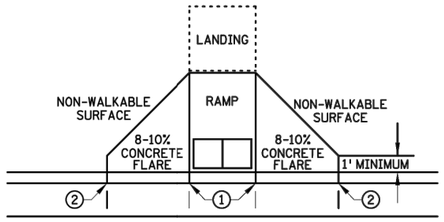
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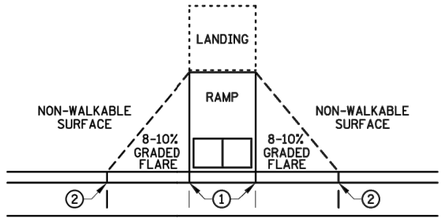
SHEET 10 OF 26 SHEETS



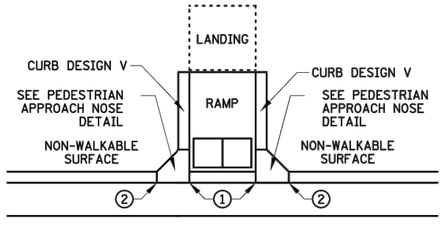
PAVED FLARES
ADJACENT TO WALKABLE SURFACE



PAVED FLARES
ADJACENT TO NON-WALKABLE SURFACE

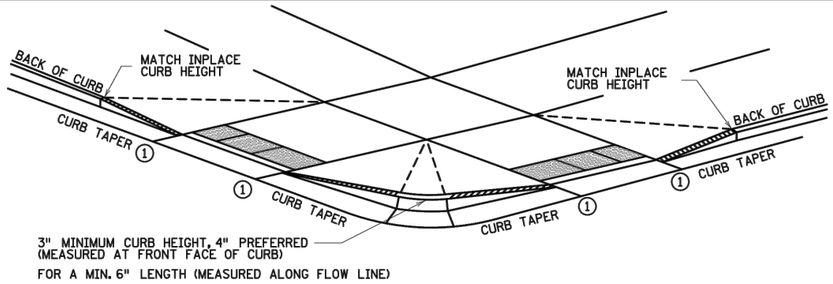


GRADED FLARES

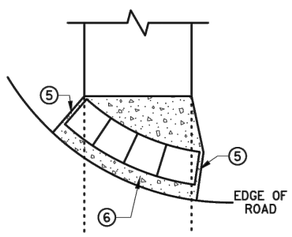


RETURNED CURB ④

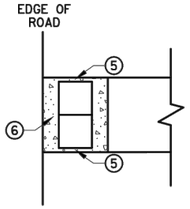
TYPICAL SIDE TREATMENT OPTIONS ③ ⑩



DETECTABLE EDGE WITH ⑦
CURB AND GUTTER

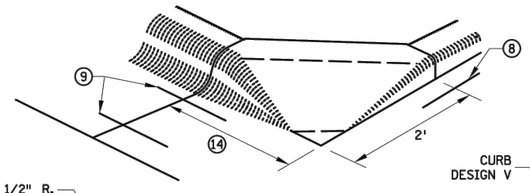


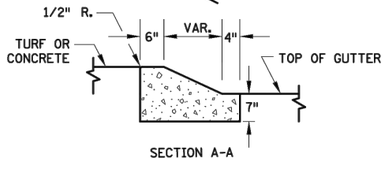
RADIAL DETECTABLE WARNING



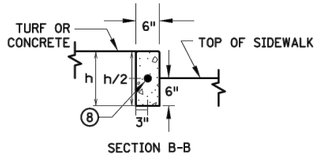
RECTANGULAR DETECTABLE WARNING

DETECTABLE EDGE WITHOUT CURB AND GUTTER

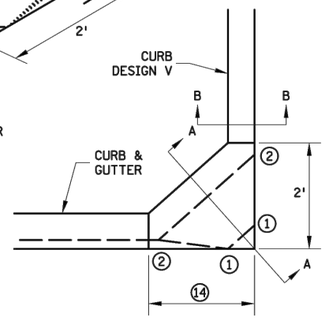




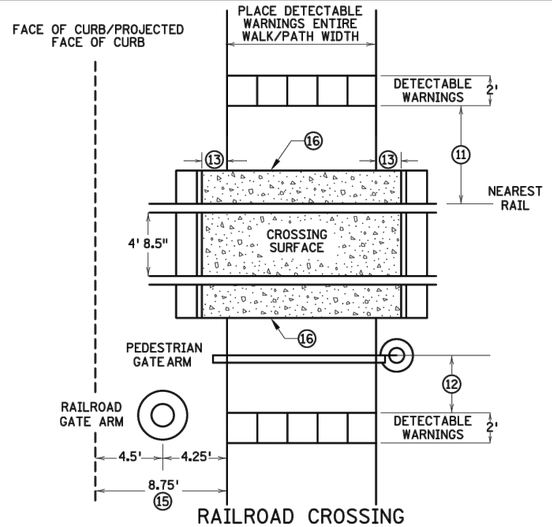
SECTION A-A



SECTION B-B



PEDESTRIAN APPROACH
NOSE DETAIL
(FOR RETURNED CURB
SIDE TREATMENT)



RAILROAD CROSSING
PLAN VIEW

NOTES:

INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3 INCH CURB HEIGHT. INCREASE CURB TAPER LENGTH AT LESS THAN 8% OR REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

SEE STANDARD PLATE 7038 AND THIS SHEET FOR ADDITIONAL DETAILS ON DETECTABLE WARNING.

A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

CONCRETE FLARE LENGTHS ADJACENT TO NON-WALKABLE SURFACES SHOULD BE LESS THAN 8' LONG MEASURED ALONG THE RAMPS FROM THE BACK OF CURB.

① 0" CURB HEIGHT. SEE INSET A ON SHEET 3 OF 6.

② FULL CURB HEIGHT.

③ SIDE TREATMENTS ARE APPLICABLE TO ALL RAMP TYPES AND SHOULD BE IMPLEMENTED AS NEEDED AS FIELD CONDITIONS DICTATE. THE ENGINEER SHALL DETERMINE THE RAMP SIDE TREATMENTS BASED ON MAINTENANCE OF BOTH ROADWAY AND SIDEWALK, ADJACENT PROPERTY CONSIDERATIONS, AND MITIGATING CONSTRUCTION IMPACTS.

④ TYPICALLY USED FOR MEDIANS AND ISLANDS.

⑤ WHEN NO CONCRETE FLARES ARE PROPOSED, THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE EDGE OF ROADWAY. MAINTAIN 3" MAX. BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑥ IF NO CURB AND GUTTER IS PLACED IN RURAL SECTIONS, DETECTABLE WARNINGS SHALL BE PLACED 1' FROM THE EDGE OF BITUMINOUS ROADWAY AND/OR BITUMINOUS SHARED-USE PATH TO PROVIDE VISUAL CONTRAST.

⑦ ALL CONSTRUCTED CURBS MUST HAVE A CONTINUOUS DETECTABLE EDGE FOR THE VISUALLY IMPAIRED. THIS DETECTABLE EDGE REQUIRES DETECTABLE WARNINGS WHEREVER THERE IS ZERO-INCH HIGH CURB. CURB TAPERS ARE CONSIDERED A DETECTABLE EDGE WHEN THE TAPER STARTS WITHIN 3" OF THE EDGE OF THE DETECTABLE WARNINGS. AND UNIFORMLY RISES TO A 3-INCH MINIMUM CURB HEIGHT. ANY CURB NOT PART OF A CURB TAPER AND LESS THAN 3 INCHES IN HEIGHT IS NOT CONSIDERED A DETECTABLE EDGE AND THEREFORE IS NOT COMPLIANT WITH ACCESSIBILITY STANDARDS.

⑧ DRILL AND GROUT 1 - NO. 4 12" LONG REINFORCEMENT BAR (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE V CURB.

⑨ DRILL AND GROUT 2 - NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE CURB AND GUTTER.

⑩ SIDE TREATMENT EXAMPLES SHOWN ARE WHEN THE INITIAL LANDING IS APPROXIMATELY LEVEL WITH THE FULL HEIGHT CURB (I.E. 6' LONG RAMP FOR 6" HIGH CURB). WHEN THE INITIAL LANDING IS MORE THAN 1" BELOW FULL HEIGHT CURB REFER TO SHEETS 1 & 2 TO MODIFY THE CURB HEIGHT TAPERS AND MAINTAIN POSITIVE BOULEVARD DRAINAGE. CONSTRUCT THESE TAPERS AT 0"-3" AT 8-10%, THEN LESS THAN 5% FROM 3" CURB TO FULL CURB HEIGHT.

⑪ NEAREST EDGE OF DETECTABLE WARNING SURFACES SHALL BE PLACED 12' MINIMUM TO 15' MAXIMUM FROM THE NEAREST RAIL. FOR SKEWED RAILWAYS IN NO INSTANCE SHALL THE DETECTABLE WARNING BE CLOSER THAN 12' MEASURED PERPENDICULAR TO THE NEAREST RAIL.

⑫ WHEN PEDESTRIAN GATES ARE PROVIDED, DETECTABLE WARNING SURFACES SHALL BE PLACED ON THE SIDE OF THE GATES OPPOSITE THE RAIL, 2' FROM THE APPROACHING SIDE OF THE GATE ARM. THIS CRITERIA GOVERNS OVER NOTE ⑪.

⑬ CROSSING SURFACE SHALL EXTEND 2' MINIMUM PAST THE OUTSIDE EDGE OF WALK OR SHARED-USE PATH.

⑭ 3' FOR MEDIANS AND SPLITTER ISLANDS. NOSE CAN BE REDUCED TO 2' ON FREE RIGHT ISLANDS.

⑮ SIDEWALK TO BE PLACED 8.75' MIN. FROM THE FACE OF CURB/PROJECTED FACE OF CURB. THIS ENSURES MIN. CLEARANCE BETWEEN THE SIDEWALK AND GATE ARM COUNTERWEIGHT SUPPORTS.

⑯ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A-E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 4 OF 6

APPROVED: 11-04-2021
REVISED:
THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. | (TH) | SHEET NO. OF SHEETS

DATE	REVISION
5/10/22	UPDATED STANDARD PLANS TO LATEST EDITION

May 11, 2022 - 11:00am
E:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Details.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

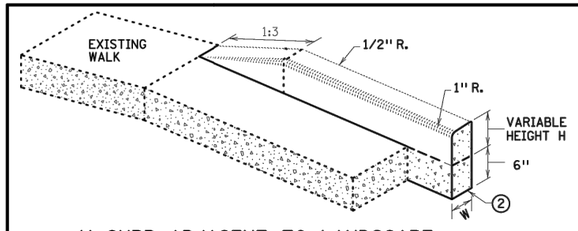
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

MNDOT PEDESTRIAN RAMP DETAILS

S.A.P. 199-105-006 & S.A.P. 199-111-003

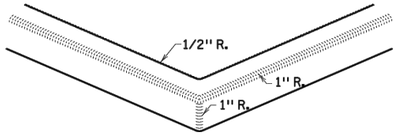
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 11 OF 26 SHEETS



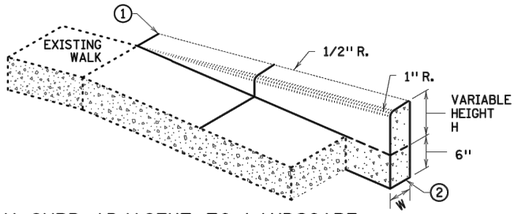
V CURB ADJACENT TO LANDSCAPE

CURB WITHIN SIDEWALK LIMITS



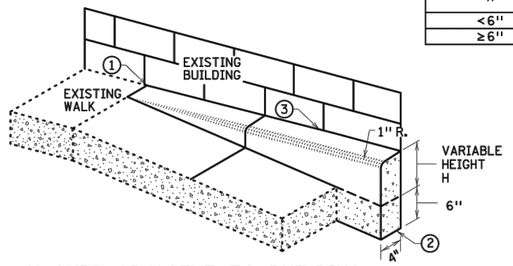
V CURB INTERSECTION

CONCRETE CURB DESIGN V	
CURB HEIGHT H	CURB WIDTH W
<6"	4"
≥6"	6"

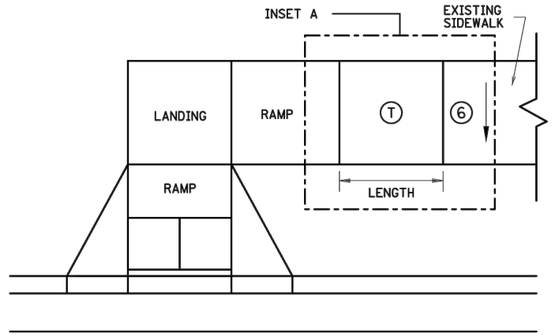


V CURB ADJACENT TO LANDSCAPE

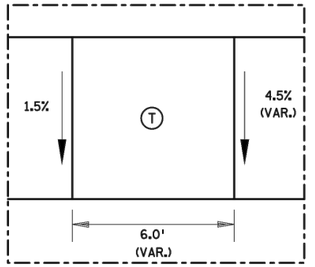
CURB OUTSIDE SIDEWALK LIMITS



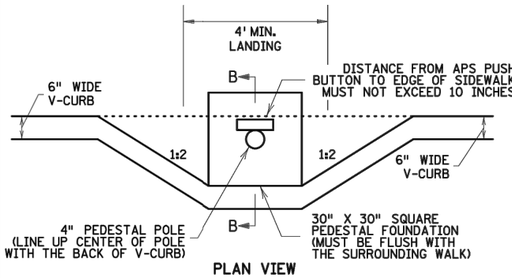
V CURB ADJACENT TO BUILDING OR BARRIER



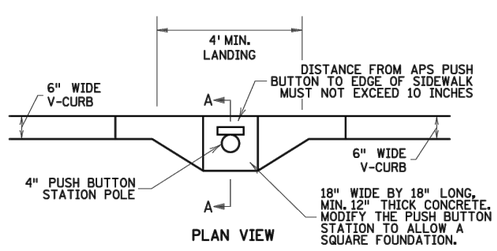
TRANSITION PANEL ④⑤



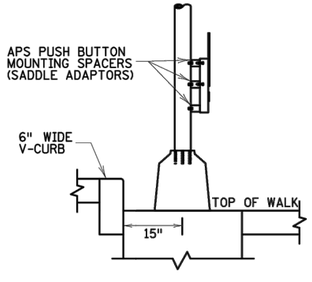
INSET A



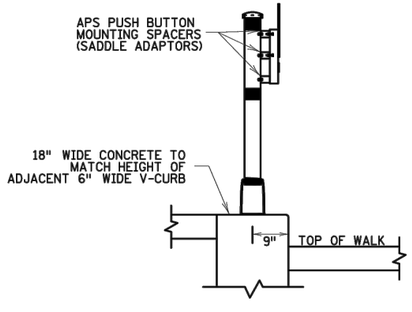
PLAN VIEW



PLAN VIEW



SECTION B-B



SECTION A-A

SIGNAL PEDESTAL & PUSH BUTTON (V-CURB)

PUSH BUTTON STATION (V-CURB)

NOTES:

A WALKABLE FLARE IS AN 8-10% CONCRETE FLARE THAT IS REQUIRED WHEN THE FLARE IS ADJACENT TO A WALKABLE SURFACE, OR WHEN THE PEDESTRIAN PATH OF TRAVEL OF A PUSH BUTTON TRAVERSES THE FLARE.

ALL V CURB CONTRACTION JOINTS SHALL MATCH CONCRETE WALK JOINTS.

WHERE RIGHT-OF-WAY ALLOWS, USE OF V CURB SHOULD BE MINIMIZED. GRADING ADJACENT TURF OR SLOPING ADJACENT PAVEMENT IS PREFERRED.

V CURB SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS.

V CURB NEXT TO BUILDING SHALL BE A 4" WIDTH AND SHALL MATCH PREVIOUS TOP OF SIDEWALK ELEVATIONS.

① END TAPERS AT TRANSITION SECTION SHALL MATCH INPLACE SIDEWALK GRADES.

② ALL V CURB SHALL MATCH BOTTOM OF ADJACENT WALK.

③ CONSTRUCT USING APPROVED EXPANSION MATERIAL PER MNDOT TYPE A-E EXPANSION. LEAVE A MINIMUM ½" TOP GAP AND SEAL WITH MNDOT APPROVED SILICONE PER MNDOT SPEC 3722.

④ THE MAX. RATE OF CROSS SLOPE TRANSITIONING IS 1' LINEAR FOOT OF SIDEWALK PER HALF PERCENT CROSS SLOPE. WHEN PAR WIDTH IS GREATER THAN 6' OR THE RUNNING SLOPE IS GREATER THAN 5%, DOUBLE THE CALCULATED TRANSITION LENGTH.

⑤ TRANSITION PANELS ARE TO ONLY BE USED AFTER THE RAMP, OR IF NEEDED, LANDING ARE AT THE FULL CURB HEIGHT (TYPICAL SECTION).

⑥ EXISTING CROSS SLOPE GREATER THAN 2.0%.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

Ⓢ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

Ⓣ TRANSITION PANEL(S) - TO BE USED FOR TRANSITIONING THE CROSS-SLOPE OF A RAMP TO THE EXISTING WALK CROSS-SLOPE. RATE OF TRANSITION SHOULD BE 0.5% PER 1 LINEAR FOOT OF WALK. SEE THIS SHEET FOR ADDITIONAL INFORMATION.

REVISION:

APPROVED: 11-04-2021

JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 5 OF 6

APPROVED: 11-04-2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

DATE	REVISION
5/10/22	UPDATED STANDARD PLANS TO LATEST EDITION

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

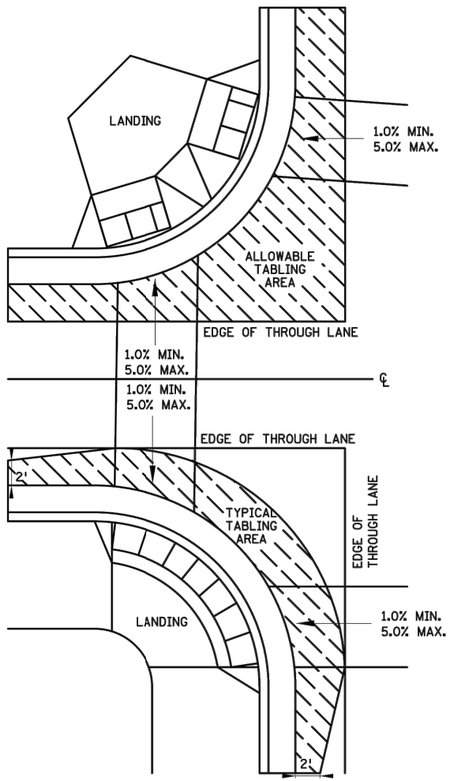
MNDOT PEDESTRIAN RAMP DETAILS

S.A.P. 199-105-006 & S.A.P. 199-111-003

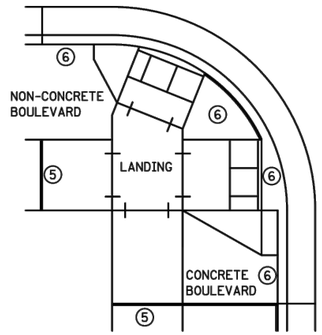
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 12 OF 26 SHEETS

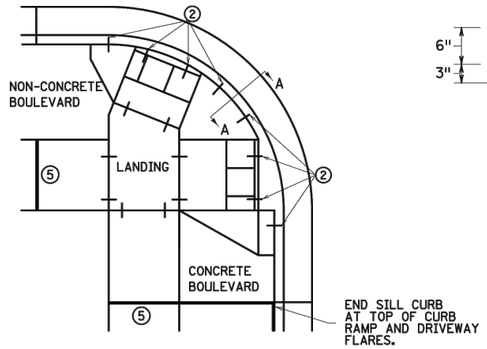
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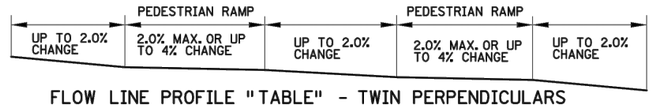
CURB LINE AND ROAD CROSSING ADJUSTMENTS



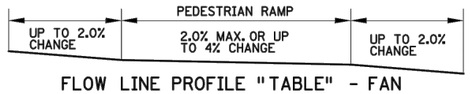
EXPANSION MATERIAL PLACEMENT FOR CONCRETE ROADWAYS



CURB LINE REINFORCEMENT ④ PLACEMENT ON BITUMINOUS ROADWAYS



FLOW LINE PROFILE "TABLE" - TWIN PERPENDICULARS



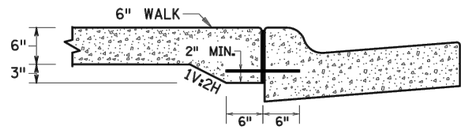
FLOW LINE PROFILE "TABLE" - FAN



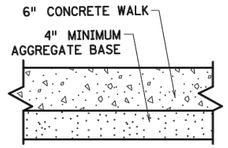
FLOW LINE PROFILE RAISE - TWIN PERPENDICULARS



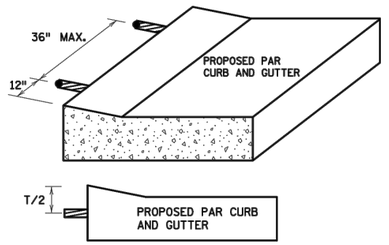
FLOW LINE PROFILE RAISE - FAN



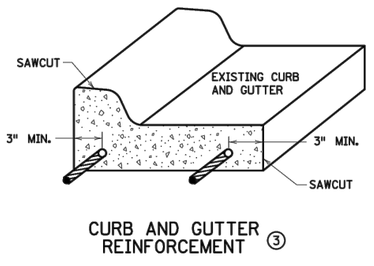
SECTION VIEW A-A
THICKENED SECTION
THROUGH CURB RAMP FLARES



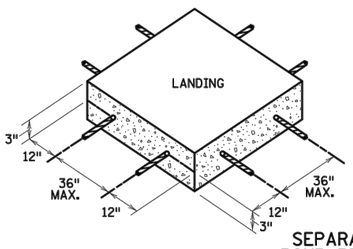
TYPICAL SIDEWALK SECTION
WITHIN INTERSECTION CORNER

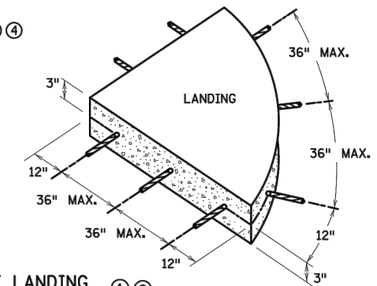


CURB RAMP REINFORCEMENT DETAILS ②④



CURB AND GUTTER REINFORCEMENT ③





SEPARATE LANDING POUR REINFORCEMENT ①②

GENERAL NOTES:

"TABLING" OF CROSSWALKS MEANS MAINTAINING LESS THAN 2% CROSS SLOPE WITHIN A CROSSWALK, IS REQUIRED WHEN A ROADWAY IS IN A STOP OR YIELD CONDITION AND THE PROJECT SCOPE ALLOWS.

RECONSTRUCTION PROJECTS: ON FULL PAVEMENT REPLACEMENT PROJECTS "TABLING" OF ENTIRE CROSSWALK SHALL OCCUR WHEN FEASIBLE.

MILL & OVERLAY PROJECTS: "TABLING" OF FLOW LINES, IN FRONT OF THE PEDESTRIAN RAMP, IS REQUIRED WHEN THE EXISTING FLOW LINE IS GREATER THAN 2%. WARPING OF THE BITUMINOUS PAVEMENT CAN NOT EXTEND INTO THE THROUGH LANE. TABLE THE FLOW LINE TO 2% OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:

1) 1.0% MIN. CROSS-SLOPE OF THE ROAD
2) 5.0% MAX. CROSS-SLOPE OF THE ROAD
3) "TABLE" FLOW LINE UP TO 4% CHANGE FROM EXISTING SLOPE IN FRONT OF PEDESTRIAN RAMP
4) UP TO 2% CHANGE IN FLOW LINE FROM EXISTING SLOPE BEYOND THE PEDESTRIAN CURB RAMP

STAND-ALONE ADA RETROFITS: FOLLOW MILL & OVERLAY CRITERIA ABOVE HOWEVER ALL PAVEMENT WARPING IS DONE WITH BITUMINOUS PATCHING ON BITUMINOUS ROADWAYS AND FULL-DEPTH APRON REPLACEMENT ON CONCRETE ROADWAYS.

RAISING OF CURB LINES SHOULD OCCUR IN VERTICALLY CONSTRAINED AREAS. RAISE THE CURB LINES ENOUGH TO ALLOW COMPLIANT RAMPS OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA:

1) 1.0% MIN. AND 5.0% MAXIMUM CROSS-SLOPE OF THE ROAD
2) 1.0% MIN. FLOW LINE (ON EITHER SIDE OF PEDESTRIAN RAMP) TO MAINTAIN POSITIVE DRAINAGE
3) 5.0% RECOMMENDED MAX. FLOW LINE
4) LONGITUDINAL THROUGH LANE ROADWAY TAPERS SHOULD BE 1" VERTICAL PER 15' HORIZONTAL

NOTES:

① TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON THIS SHEET FOR ALL SEPARATELY POURED INITIAL LANDINGS.

② DRILL AND GROUT NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) AT 36" MAXIMUM CENTER TO CENTER MINIMUM 12" SPACING FROM CONSTRUCTION JOINTS. BARS TO BE ADJUSTED TO MATCH RAMP GRADE. BARS TO BE PAID BY EACH.

③ DRILL AND GROUT 2 - NO. 4 X 12" LONG (6" EMBEDDED) REINFORCEMENT BARS (EPOXY COATED). REINFORCEMENT REQUIRED FOR ALL CONSTRUCTION JOINTS. BARS TO BE PAID BY EACH.

④ THIS CURB LINE REINFORCEMENT DETAIL SHALL BE USED ON BITUMINOUS ROADWAYS. FOR CONCRETE ROADWAYS, SEE NOTE 6.

⑤ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A-E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

⑥ USE AN APPROVED TYPE F (1/4 INCH THICK) SEPARATION MATERIAL. SEPARATION MATERIAL SHALL MATCH FULL HEIGHT DIMENSION OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5-297.250 | 6 OF 6

APPROVED: 11-04-2021
REVISED:
THOMAS STYRBICKI
STATE DESIGN ENGINEER

PEDESTRIAN CURB RAMP DETAILS

STATE PROJ. NO. (TH) SHEET NO. OF SHEETS

DATE	REVISION
5/10/22	UPDATED STANDARD PLANS TO LATEST EDITION

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/10/22
CHECKED BY:	JJF	FILE:	22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

MNDOT PEDESTRIAN RAMP DETAILS

S.A.P. 199-105-006 & S.A.P. 199-111-003

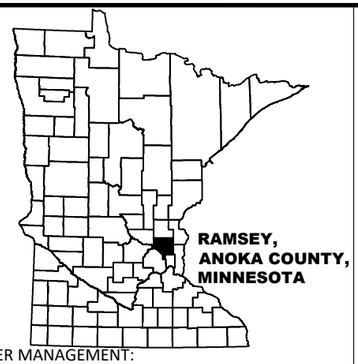
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 13 OF 26 SHEETS

May 11, 2022 - 11:06am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Details.dwg

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
S.A.P. 199-105-006 & S.A.P. 199-111-003
CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA



DESCRIPTION OF CONSTRUCTION ACTIVITIES AND STORMWATER MANAGEMENT:
Construction activities include; Site Grading, Storm Sewer Construction, Temporary Erosion and Sediment Control, Roadway Construction, and Permanent Stabilization.
Project Description:This project consists of reconstruction of 0.49 miles of existing bituminous streets, using full-depth reclamation, replacing bituminous street to the existing grade, spot concrete curb and gutter replacement and minor storm sewer repairs. The drainage for the existing streets uses the curb and gutter to direct flow into storm water catch basins located at low points. Storm water pipes collect the runoff, with Waco Street and the eastern half of Sunwood Drive directed into the Rum River. The western half of Sunwood Drive is directed into a regional settling pond at the NE quadrant of Sunwood Drive and Trunk Highway 47. The settling pond overflows into a trunk sewer, which connects with the other runoff from this project, and into the same outlet to the Rum River at the intersection of Waco Street and Sunwood Drive. There is no change to the outfall location of the storm water runoff proposed with this project.

RESPONSIBLE PARTIES:

The Contractor and Owner must apply for coverage under the MPCA's General Storm Water Permit for Construction Activity as required by the National Pollution Discharge Elimination System (NPDES) Phase II program. Coverage under the permit will begin automatically 7 calendar days after the electronic submittal date or after the postmarked date of a complete application. (Longer time frames will apply to areas disturbing 50 acres or discharge within 1 mile of a special water).

	COMPANY	CONTACT PERSON	PHONE
OWNER:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825
SWPPP DESIGNER:	CITY OF RAMSEY	JOE FERIANCEK, PE	763-433-9893
CONTRACTOR:			
STIE MANAGER:			
PARTY RESPONSIBLE FOR LONG TERM O&M:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825

Individuals listed above, including the SWPPP preparer, individual overseeing implementation of, revising and amending the SWPPP, Individuals performing or supervising the installation, maintenance and repair of BMP's must be trained. At least one individual present on the permitted project, or available within 72 hours shall be trained in the applicable job duties. Documentation showing training commensurate with the job duties and responsibilities is required to be included in the SWPPP prior to any work beginning on the site. Copies of the SWPPP preparer information is included in the Project Manual. The Contractor shall provide information for the individual(s) overseeing implementation, supervising installation, maintenance, and repair of BMP's to be included in the Project Manual prior to the start of construction. This information shall be kept up to date until the project NOT is filed.

Documentation shall include:

a. Names of trained personnel associated with this project.
b. Dates of training, names of instructor(s) and entity providing training.
c. Content of training course or workshop including the number of hours trained.
d. As an alternative to a, b, and c listed above, a photocopy of the current Erosion and Stormwater Management card issued by the University of Minnesota can be attached to the SWPPP as suitable documentation of training.

DOCUMENTATION RETENTION:
The following documentation will be retained for a period of not less than 3-years form the date of submittal of the NOT.
1. The final SWPPP.
2. Copies of all stormwater related permits required for the project.
3. Records of all inspection and maintenance conducted during construction.
4. Copies of all permanent operation and maintenance agreements; including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance.
5. All required calculations for design of temporary and permanent BMP's.

IMPLEMENTATION SCHEDULE AND PHASING:
1. Furnish & Install perimeter sediment control and inlet protection.
2. Reclamation of existing bituminous pavement.
3. Rough grade site.
4. Furnish & install bituminous pavement.
5. Add additional temporary BMP's as necessary during construction based on inspection reports.
6. Submit Notice of Termination (NOT) to MPCA within 30 days of final stabilization.

FINAL STABILIZATION:
The permittee(s) must ensure final stabilization of the site. The permittee(s) must submit a NOT within 30 days after final stabilization is complete, or another owner/operator (permittee) has assumed control over all areas of the site which have not undergone final stabilization. Final stabilization can be achieved in one of the following ways:
1. All soil disturbing activities at the site have been completed and all soils must be stabilized by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions and;
a. All drainage ditches, constructed to drain water from the site after construction is complete, must be stabilized to preclude erosion;
b. All temporary synthetic, and structural erosion prevention and sediment control BMP's (such as silt fence) must be removed as part of the site final stabilization; and
c. The permittee(s) must clean out all sediment from conveyances and from temporary sedimentation basins to be used as permanent water quality management basins. Sediment must be stabilized to prevent it from being washed back into the basin, conveyances or drainage ways discharging off-site or to surface waters. The cleanout of permanent basins must be sufficient to return the basin to design capacity.
2. Final vegetation cover shall be in the Project Specifications.
3. For residential construction only, final stabilization has been achieved when temporary erosion protection and down gradient perimeter control for individual lots has been completed and the residence has been transferred to the homeowner. Additionally, the permittee must distribute the MPCA "Homeowner fact sheet" to the homeowner to inform the homeowner of the need for, and benefits of, final stabilization.

SPECIAL ENVIRONMENTAL CONSIDERATIONS:

Was an environmental review required for this project or any part of a common plan of development or sale that includes all or any portion of this project?	NO
Does any portion of the site have the potential to affect threatened or endangered species?	NO
Does any portion of this site discharge to a Calcareous Fen and the letter of approval from the DNR is located in the Project Manual?	NO
Will any portion of this site potentially affect properties listed on the National Register of Historic Places or a Known or Discovered Archeological site?	NO
Have any Karst features been identified in the project vicinity?	NO
Is compliance with temporary or permanent stormwater management design requirements infeasible for this project?	NO

POLLUTION PREVENTION MANAGEMENT MEASURES:
The permittee(s) shall implement the following pollution prevention management measures on the site:
1. Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal regulations.
2. Hazardous materials: oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
3. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed on site.

GENERAL STORMWATER DISCHARGE REQUIREMENTS:
All requirements listed in Part 15 of the permit for the design of permanent stormwater treatment system and discharge have been included in the preparation of this SWPPP. These include but are not limited to:
1. The expected amount, frequency, intensity and duration of precipitation.
2. The nature of stormwater runoff and run-on at the site.
3. Peak flow rates and stormwater volumes to minimize erosion at outlets and downstream channel and stream bank erosion.
4. The range of soil particle sizes expected to be present on the site.

RECEIVING WATERS:
Recieving waters, including surface water, wetlands, Public Waters, and stormwater ponds are identified on the USGS 7.5min quad map within 1 mile of the project boundary. Receiving waters that are impaired, the impairment and WLA are listed as follows. All specific BMP's relative to construction activities listed in this permit for special and impaired waters have been incorporated into this plan. All specific BMP's listed in approved TMDLs and those BMP's listed for construction related waste load allocations have also been incorporated.

NAME OF WATER BODY	TYPE (DITCH, POND, WETLAND, LAKE, ETC.)	APPENDIX A SPECIAL WATER?	FLOWS TO IMPAIRED WATER WITHIN 1 MILE?	USEPA APPROVED TMDL?
RUM RIVER	RIVER	YES	YES	YES
IMPAIRMENTS: NOT FOR CONSTRUCTION, MERCURY AND FISH CONSUMPTION				

PROJECT AREAS:

Total project size (disturbed area) =	2.56	acres
Existing area of impervious surface =	2.47	acres
Post construction area of impervious surface =	2.47	acres
New impervious surface area created =	0.00	acres

Planned construction start date: June 2022
Planned construction completion date: September 2022

PROJECT LOCATION:

County: ANOKA Township: 32 Range: 25 Section: 26 Latitude: 45.241132 Longitude: -93.394591

PERMANENT STORMWATER MANAGEMENT SYSTEM:
Type of storm water management used if more than 1 acre of new impervious surface is created:
a. Wet Sedimentation Pond
b. Infiltration / Filtration
c. Regional Pond
d. Permanent Stormwater Management Not Required

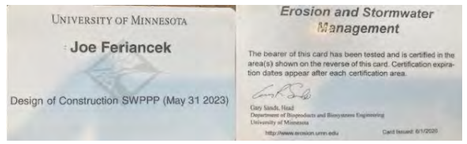
LOCATION OF SWPPP REQUIREMENTS IN PROJECT PLAN:

DESCRIPTION	LOCATION
TEMPORARY EROSION CONTROL MEASURES	SHEETS No. 16
FINAL STABILIZATION	SHEETS No. 21 - 24
STORM SEWER TABULATION	SHEETS No. 03
EROSION AND SEDIMENT CONTROL DETAILS	SHEETS No. 06

EROSION AND SEDIMENT CONTROL QUANTITIES:

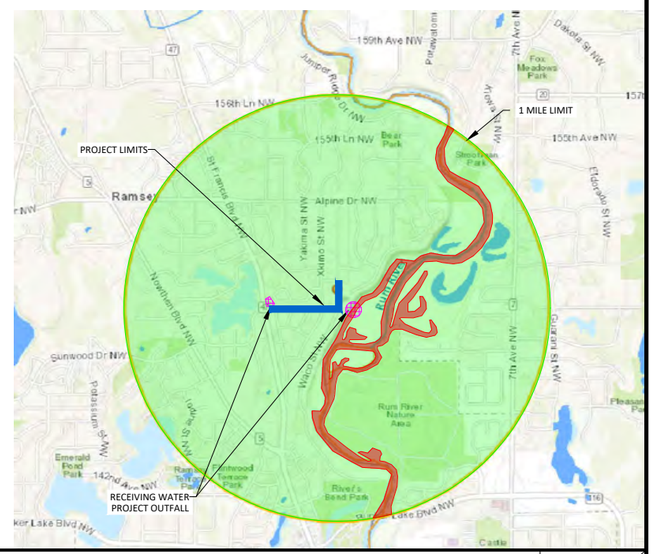
DESCRIPTION	QUANTITY
SILT FENCE TYPE MS	40 LF
STORM DRAIN INLET PROTECTION	12 EA.
HYDOMULCH	360 LBS.
SEEDING AREA	0.09 ACRES

CERTIFICATION:



LEGEND

PROJECT LIMITS
1 MILE LIMIT
RECEIVING WATER
IMPAIRED WATER



DATE	REVISION

May 31, 2022 - 11:07am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 SWPPP.dwg

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Joe Feriancek
JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/10/22
CHECKED BY:	JJF	FILE:	22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 14 OF 26 SHEETS

SEQUENCE OF CONSTRUCTION:

Construction shall proceed in the following sequence:

1. Contractor shall schedule and conduct a pre-construction meeting with the City.
2. Contractor shall secure all necessary permits and licenses.
3. Furnish & install erosion control measures.
4. Maintain erosion control measures, i.e. silt fence, inlet protection.
5. Reclaim existing bituminous pavement and base.
6. Scarify, grade and compact 1' below reclaim section.
7. Re-install reclamation material as necessary, grade and compact reclamation material.
8. Furnish & install base course of bituminous pavement
9. Complete concrete curb and gutter repairs, install restoration per plan.
10. Furnish & install bituminous pavement.
11. Remove erosion control after vegetation is established.

ADDITIONAL STORMWATER POLLUTION PREVENTION, GRADING PLAN, AND SCHEDULE NOTES:

1. All slopes to be 1:4 unless approved by the city engineer.
2. Below grade structures shall be protected and meet drainage requirements per the city engineer.
3. Construction operation hours are from 7:00 a.m. - 10:00 p.m. Monday through Saturday.
4. Call Gopher State One Call for utility locations prior to any work at 1-800-252-1166.
5. Permittee may need to modify SWPPP if the general objectives of controlling pollutants is not being met.
6. Operator shall implement these and any other BMP's that may be required to meet the general permit requirements.
7. Site is not in karst area or pollution or remediation site.
8. Silt fence to be installed downhill from any grading activity.
9. If tracking onto adjacent streets occurs a street sweeper shall be used to clean streets within 8 hours or as directed by the engineer.
10. Dust control may be necessary during rough grading. No grading can take place if wind speed exceeds 25 mph.
11. Solid waste shall be collected and disposed of properly and must comply with MPCA disposal requirements.
12. Hazardous materials shall be stored properly to prevent spills and vandalism.
13. No engine degreasing is allowed on site. External washing of vehicles shall be limited to a defined area (bone yard) on site.
14. Permittee(s) shall adhere to all SWPPP specifications on the plan and other MPCA permit requirements.

EROSION PREVENTION PRACTICES:

1. The permittee(s) must plan for and implement appropriate construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices that minimize erosion, so that the inspection and maintenance requirements are complied with. The location of areas not to be disturbed must be delineated (e.g. with flags, stakes, signs, silt fence, etc.) on the development site before work begins.
2. All exposed soil areas must be stabilized as soon as practical, but in no case later than 7 days after the construction area has temporarily or permanently ceased.
   These areas include constructed stormwater management pond side slopes, and any exposed soil areas with a positive slope to a stormwater conveyance system, such as a curb and gutter system, storm sewer inlet, temporary or permanent drainage ditch or other natural or man made systems that discharge to a surface water.
3. The normal wetted perimeter of any temporary or permanent drainage ditch that drains water from a construction site, or diverts water around a site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge to any surface water. Stabilization must be completed within 24 hours of connecting to a surface water.
4. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours of connection to a surface water.
5. All disturbed areas, except roadways, building areas, parking areas, islands and sidewalk, shall be restored with minimum 4 inches topsoil, seeded and mulched within 7 days of completion of site grading. Seeding shall be in accordance with MnDOT Specification 2575. Where side slopes exceed or equal 1:3 and running slope is greater than 1:50, a polypropylene netting or wood fiber blanket shall be provided and staked over the mulched area. Seed and mulch types and applications rates are per plan and specification.
6. Refer to restoration plan for areas to be seeded or sodded for erosion control.

DEWATERING AND BASIN DRAINING:

1. Dewatering or basin draining (e.g. pumped discharges, trench/ditch cuts for drainage) related to the construction activity that may have turbid or sediment laden discharge water must be discharged to a temporary or permanent sedimentation basin on the project site whenever possible. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMP's, such that the discharge does not adversely affect the receiving water or downstream landowners. The permittee(s) must ensure that discharge points are adequately protected from erosion and scour. The discharge must be dispersed over natural rock rip rap, sand bags, plastic sheeting or other accepted energy dissipation measures. Adequate sedimentation control measures are required for discharge water that contains suspended solids.
2. All water from dewatering or basin draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing significant adverse impact to the wetland.

SEDIMENT CONTROL PRACTICES:

1. Sediment control practices must minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
   a. Temporary or permanent drainage ditches and sediment basins that are designed as part of a treatment system (e.g. ditches with rock check dams) require sediment control practices only as appropriate for site conditions.
   b. If the down gradient treatment system is overloaded, additional upgradient sediment control practices must be installed to eliminate the overloading, and the SWPPP must be amended to identify these additional practices.
   c. In order to maintain sheet flow and minimize rills and/or gullies, there shall be no unbroken slope length of greater than 75 feet for slopes with a grade of 1:3 or steeper.
2. Sediment control practices must be established on all down gradient perimeters before any upgradient land disturbing activities begin. These practices shall remain in place until final stabilization has been established.
3. The timing of the installation of sediment control practices may be adjusted to accommodate short-term activities such as clearing or grubbing, or passage of vehicles. Any short-term activity must be completed as quickly as possible and the sediment control practices must be installed immediately after the activity is completed. However, sediment control practices must be installed before the next precipitation event even if the activity is not complete.
4. All storm drain inlets must be protected by appropriate BMP's during construction until all sources with potential for discharging to the inlet have been stabilized.
5. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.
6. Stockpile areas which remain on the site for more than seven days shall be seeded, mulched, and surrounded by silt fence.
7. Vehicle tracking of sediment from the construction site must be minimized by BMP's such as stone pads, concrete or steel wash racks, or equivalent systems. Street sweeping must be used if such BMPs are not adequate to prevent sediment from being tracked onto the street.
8. The permittee must install temporary sedimentation basins as required.

INSPECTIONS AND MAINTENANCE:

1. The permittee(s) (either the owner or operator, whoever is identified in the SWPPP) must routinely inspect the construction site once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5-inches in 24 hours. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted within 7 days.
2. All inspections and maintenance conducted during construction must be recorded in writing and these records must be retained with the SWPPP. Records of each inspection and maintenance activity shall include:

a. Date and time of inspections;
b. Name of persons conducting inspections;
c. Accurate findings of inspections, including the specific location where corrective actions are needed;
d. Corrective actions taken (including dates, times, and party completing maintenance activities);
e. Date of all rainfall events greater than ½ inches in 24 hours, and the amount of rainfall for each event. Permittee(s) must obtain rainfall amounts by either a properly maintained rain gauge installed onsite, a weather station that is within one (1) mile of your location, or a weather reporting system that provides site specific rainfall data from radar summaries;
f. If permittee(s) observe a discharge (i.e., color, odor, settled or suspended solids, oil sheen, and other obvious indicators of pollutant(s);
g. Any amendments to the SWPPP proposed as a result of the inspection must be documented as required in Section 6 of the general permit within seven (7) calendar days.

3. Where parts of the construction site have undergone final stabilization, but work remains on other parts of the site, inspections of the stabilized areas may be reduced to once per month. Where work has been suspended due to frozen ground conditions, the required inspections and maintenance must take place within 24 hours after runoff occurs at the site or 24 hours prior to resuming construction, whichever occurs first.
4. All erosion prevention and sediment control BMP's must be inspected to ensure integrity and effectiveness. All nonfunctional BMP's must be repaired, replaced, or supplemented with functional BMP's. The permittee(s) must investigate and comply with the following inspection and maintenance requirements:

a. All silt fence must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches ⅓ of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
b. Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches ½ the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access.
c. Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of sediment being deposited by erosion. The permittee(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems, and restabilize the areas where sediment removal results in exposed soil. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The permittee shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The permittee is responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work.
d. Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces within 3 hours after notification by the City that sweeping is required.
   e.The permittee(s) are responsible for the operation and maintenance of temporary and permanent water quality management BMP's as well as all erosion prevention and sediment control BMP's, for the duration of the construction work at the site. The permittee(s) are responsible until another permittee has assumed control over all areas of the site that have not been finally stabilized or the site has undergone final stabilization, and a NOT has been submitted to the MPCA.
e. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a manner and at a frequency sufficient to minimize off-site impacts (e.g. fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).

5. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activities is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.
6. Storm sewer pipes and structures to be inspected and cleaned out.

DATE	REVISION

May 11, 2022 - 11:08am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 SWPPP.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

0 60 120 180
SCALE (FEET)

N

END S.A.P. 199-111-003
STA. 8+33

150TH AVENUE

14990
14980
14970
14960
14950
14940
14931

WACO STREET

8+00
7+00
6+00
5+00
4+00
3+00
2+00
1+00
0+00

INLET PROTECTION (2)

INLET PROTECTION

INLET PROTECTION (2)

XKIMOS STREET

ST. FRANCIS BOULEVARD (TH 47)

INLET PROTECTION (3)

INLET PROTECTION (4)

5250
5200
5190
5180
5170
5160

ZUNI STREET

1+00 2+00 3+00 4+00 5+00 6+00 7+00 8+00 9+00 10+00 11+00 12+00 13+00 14+00 15+00 16+00 17+00 18+00 18+29

SUNWOOD DRIVE

BEGIN S.A.P. 199-105-006
STA. 0+51

END S.A.P. 199-105-006
STA. 18+09

BEGIN S.A.P. 199-111-003
STA. 0+18

14880
14881
14880
14881
14884
14887
14882
14885

SILT FENCE (TYP.)

ARGON STREET

YAKIMA STREET

LEGEND

- INLET PROTECTION
- SILT FENCE

DATE	REVISION
5/10/22	ADJUST PROJECT START STATION.

May 11, 2022 - 11:00am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Erosion Control.dwg

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/10/22
CHECKED BY:	JJF	FILE:	22-01

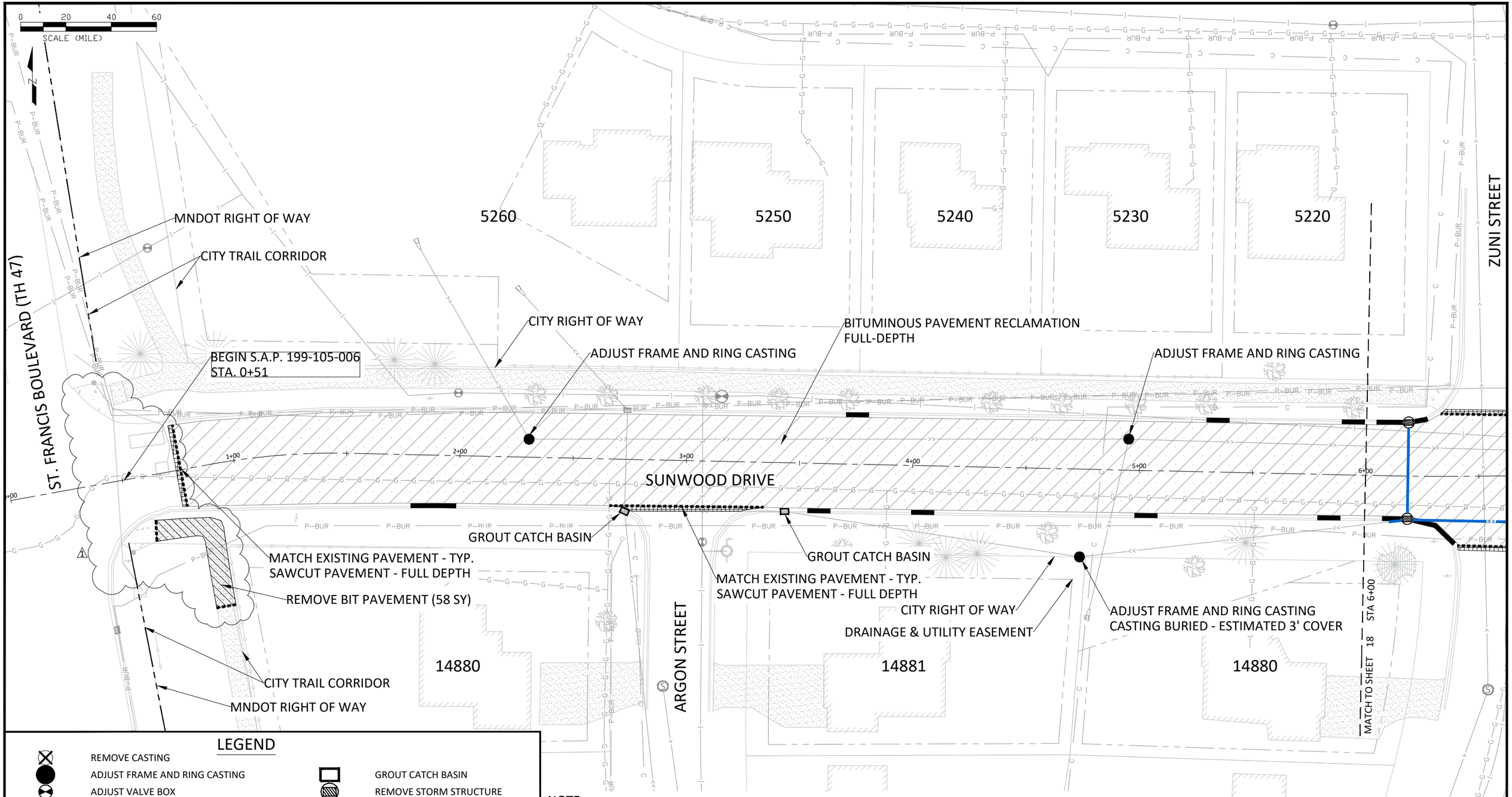
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EROSION CONTROL

S.A.P. 199-105-006 & S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 16 OF 26 SHEETS



LEGEND

- REMOVE CASTING
- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH
- GROUT CATCH BASIN
- REMOVE STORM STRUCTURE
- REMOVE STORM SEWER PIPE
- BURIED POWER LINE
- FIBER OPTIC LINE
- COMMUNICATION LINE
- GAS LINE
- SIGNAL LOOP DETECTOR LINE

NOTE:
1. CONCRETE CURB AND GUTTER REMOVALS ARE SHOWN IN AN APPROXIMATE WAY ONLY. REMOVALS SHALL BE MINIMUM FULL PANEL LENGTH.
2. REMOVALS WILL BE MARKED IN THE FIELD BY CITY STAFF. ALL REMOVALS MUST BE SAWCUT.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.

DATE	REVISION
5/10/22	⚠ ADJUST PROJECT START STATION.

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

JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

REMOVALS
STA. 0+51 TO 6+00
S.A.P. 199-105-006

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

May 11, 2022 - 11:14am
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0 20 40 60
SCALE (MILE)

N

ZUNI STREET

MATCH TO SHEET 17 STA 6+00

MATCH TO SHEET 19 STA 12+25

5200 5190 5180 5170 5160 5150

SUNWOOD DRIVE

6+00 7+00 8+00 9+00 10+00 11+00 12+00

MATCH EXISTING PAVEMENT - TYP.
SAWCUT PAVEMENT - FULL DEPTH

REMOVE CATCH BASIN

REMOVE STORM SEWER (43 LF)

ADJUST VALVE BOX

REMOVE STORM SEWER (2 LF)

REMOVE STORM SEWER MANHOLE

REMOVE STORM SEWER (32 LF)

REMOVE CATCH BASIN

REMOVE CONCRETE PAVEMENT (8 SY)
REMOVE BIT PAVEMENT (25 SY)

RIGHT OF WAY

BITUMINOUS PAVEMENT RECLAMATION
FULL-DEPTH

ADJUST VALVE BOX

REMOVE STORM SEWER (43 LF)

REMOVE CATCH BASIN MANHOLE

REMOVE STORM SEWER (26 LF)

REMOVE STORM SEWER MANHOLE

REMOVE STORM SEWER (74 LF)

REMOVE CATCH BASIN
MANHOLE

REMOVE STORM SEWER (8 LF)

14881

MATCH EXISTING PAVEMENT - TYP.
SAWCUT PAVEMENT - FULL DEPTH

REMOVE BIT PAVEMENT (19 SY)

RIGHT OF WAY

14884

YAKIMA STREET

ADJUST FRAME AND RING CASTING

14887

MATCH EXISTING PAVEMENT - TYP.
SAWCUT PAVEMENT - FULL DEPTH

LEGEND

- REMOVE CASTING
- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH
- GROUT CATCH BASIN
- REMOVE STORM STRUCTURE
- REMOVE STORM SEWER PIPE
- P - BUR — BURIED POWER LINE
- F O — FIBER OPTIC LINE
- C — COMMUNICATION LINE
- G — GAS LINE
- SIGNAL LOOP DETECTOR LINE

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DATE	REVISION

May 11, 2022 - 11:16am
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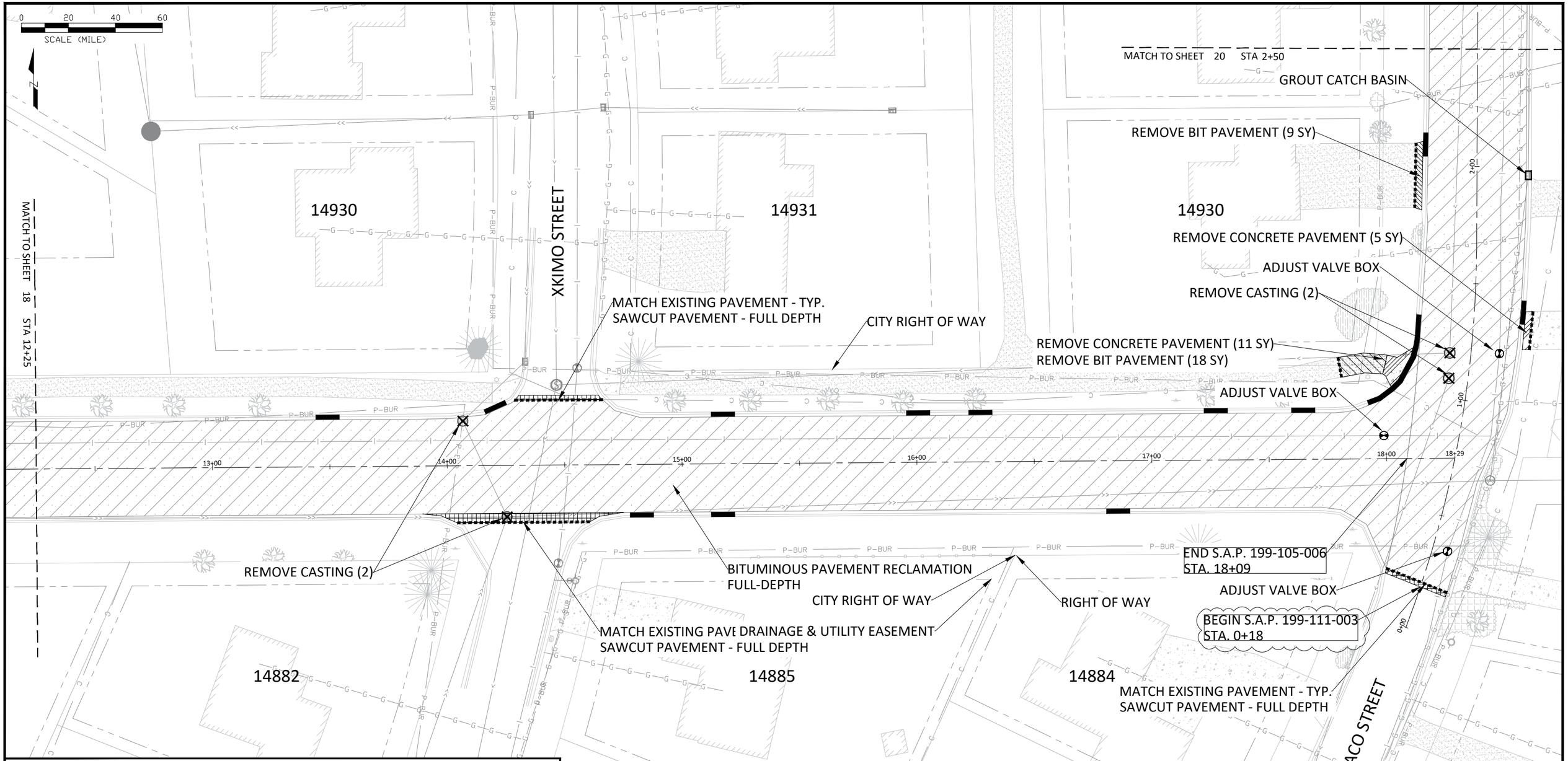
JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

REMOVALS
STA. 6+00 TO 12+25
S.A.P. 199-105-006

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA



LEGEND

- REMOVE CASTING
- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH
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DATE	REVISION
5/10/22	CORRECT S.A.P. NUMBER TYPO

May 11, 2022 - 11:21am
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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

REMOVALS
STA. 12+25 TO 2+50
S.A.P. 199-105-006 & 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

0 20 40 60
SCALE (MILE)

N

MATCH TO SHEET 19
STA 2+50

14940 14950 14960 14970 14980 14990

14931 14941 14951 14961 14971 14981 14991

150TH AVENUE

WACO STREET

2+00 3+00 4+00 5+00 6+00 7+00 8+00

REMOVE CONCRETE PAVEMENT (9 SY)

CITY RIGHT OF WAY

REMOVE BIT PAVEMENT (7 SY)

REMOVE CATCH BASIN

REMOVE STORM SEWER (8 LF)

MATCH EXISTING PAVEMENT - TYP.
SAWCUT PAVEMENT - FULL DEPTH

REMOVE BIT PAVEMENT (17 SY)

BITUMINOUS PAVEMENT RECLAMATION
FULL-DEPTH

REMOVE CASTING

CITY RIGHT OF WAY

DRAINAGE & UTILITY EASEMENT

GROUT CATCH BASIN

REMOVE CASTING

REMOVE BIT PAVEMENT (33 SY)

END S.A.P. 199-111-003
STA. 8+33

MATCH EXISTING PAVEMENT - TYP.
SAWCUT PAVEMENT - FULL DEPTH

LEGEND

- REMOVE CASTING
- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH
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DATE	REVISION
5/10/22	CORRECT STATION TYPO

May 11, 2022 - 11:20am
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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

REMOVALS
STA. 2+50 TO 8+33
S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

0 20 40 60
SCALE (FEET)

N

MNDOT RIGHT OF WAY

CITY TRAIL CORRIDOR

BEGIN S.A.P. 199-105-006
STA. 0+51

ST. FRANCIS BOULEVARD (TH 47)

5260

5250

5240

5230

5220

DRAINAGE & UTILITY EASEMENT

CITY RIGHT OF WAY

45' B-B

ZUNI STREET

1+00 2+00 3+00 4+00 5+00 6+00

SUNWOOD DRIVE

6" CONCRETE WALK (12 SY)

8' WIDE BIT. TRAIL (40 SY)

PROTECT FENCE

CITY TRAIL CORRIDOR

MNDOT RIGHT OF WAY

14880

ARGON STREET

MATCH EXISTING PAVEMENT - TYP.

INSTALL SOLID STORM CASTING
RIM ELEV. 869.20

14881

14880

MATCH TO SHEET 22 STA 6+00

LEGEND

STORM SEWER PIPE	6" THICK CONCRETE WALK
CATCH BASIN	CONCRETE DRIVEWAY
CATCH BASIN MANHOLE	BITUMINOUS DRIVEWAY
STORM SEWER MANHOLE	BITUMINOUS TRAIL
GROUT CATCH BASIN	BITUMINOUS PAVEMENT
SANITARY SEWER MANHOLE	SEEDING AREA
WATERMAIN VALVE	B618 CONCRETE CURB & GUTTER
	D418 CONCRETE CURB & GUTTER
	MATCHLINE - EXISTING PAVEMENT

NOTE:
RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY. RESTORE ALL DISTURBED AREAS WITH 4" TOPOSIL & HYDROSEED UNLESS OTHERWISE NOTED.
CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL LANDSCAPING TO AS GOOD OR BETTER CONDITION. PAYMENT MADE UNDER LANDSCAPE RESTORATION.

DATE	REVISION
5/10/22	⚠ ADJUST PROJECT START STATION.

May 11, 2022 - 11:30am
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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

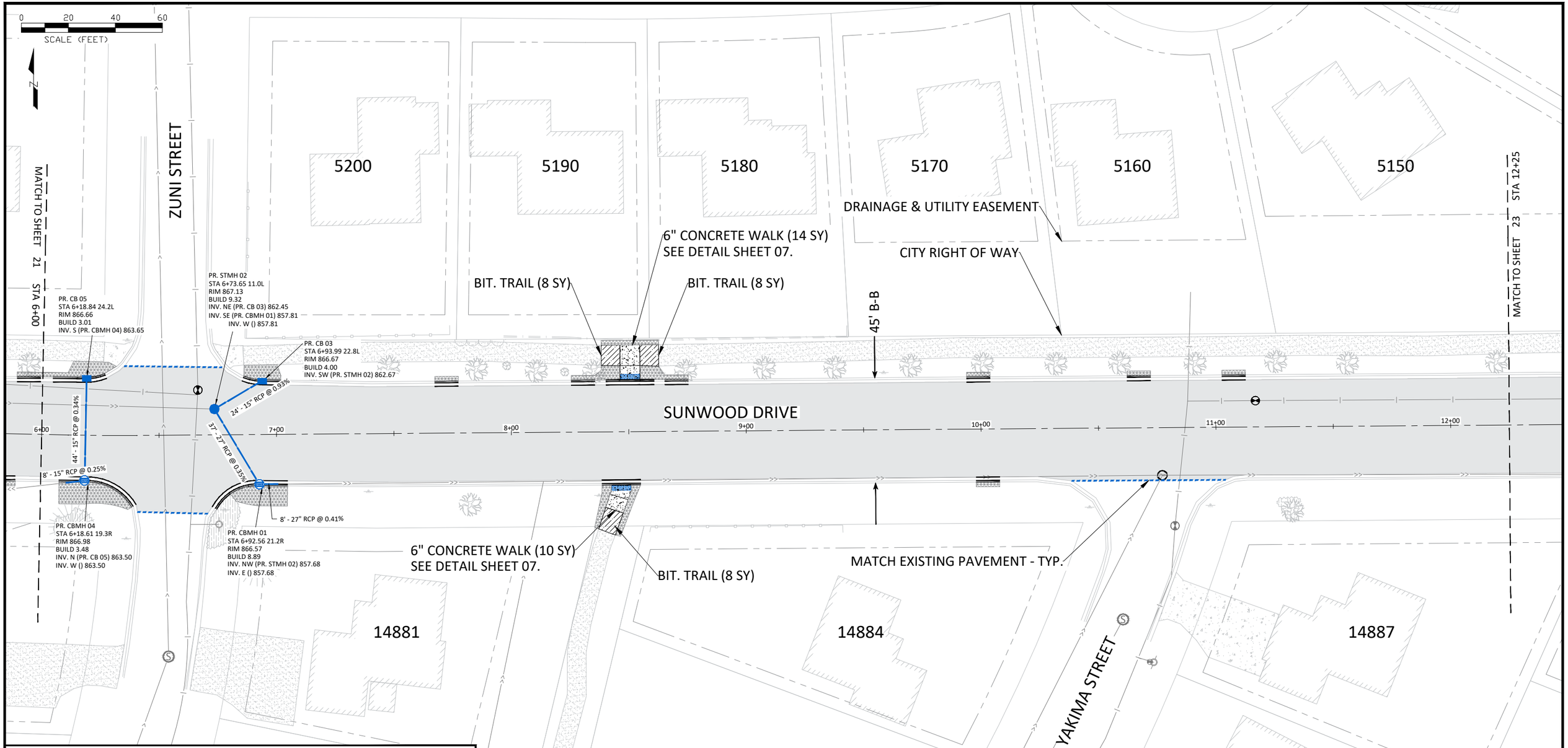
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DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET IMPROVEMENTS
STA. 0+51 TO 6+00
S.A.P. 199-105-006

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA



LEGEND

- STORM SEWER PIPE
- CATCH BASIN
- CATCH BASIN MANHOLE
- STORM SEWER MANHOLE
- GROUT CATCH BASIN
- SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- 6" THICK CONCRETE WALK
- CONCRETE DRIVEWAY
- BITUMINOUS DRIVEWAY
- BITUMINOUS TRAIL
- BITUMINOUS PAVEMENT
- SEEDING AREA
- B618 CONCRETE CURB & GUTTER
- D418 CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

NOTE:
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DATE	REVISION

May 11, 2022 - 11:32am
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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET IMPROVEMENTS
STA. 6+00 TO 12+25
S.A.P. 199-105-006

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 22 OF 26 SHEETS

0 20 40 60
SCALE (FEET)

N

MATCH TO SHEET 22 STA 12+25

MATCH TO SHEET 24 STA 2+50

14930

14931

14930

XKIMO STREET

45' B-B

45' B-B

BITUMINOUS DRIVEWAY (10 SY)
MATCH EXISTING

CONCRETE DRIVEWAY (6 SY)
MATCH EXISTING

SANITARY SEWER CASTING (2)

6" CONCRETE WALK (16 SY)
SEE DETAIL SHEET 07.

BIT. TRAIL (11 SY)

SOLID STORM SEWER CASTING (2)

13+00 14+00 15+00 16+00 17+00 18+00 18+29

2+00

1+00

0+00

SUNWOOD DRIVE

MATCH EXISTING PAVEMENT - TYP.

CITY RIGHT OF WAY

DRAINAGE & UTILITY EASEMENT

END S.A.P. 199-105-006
STA. 18+09

BEGIN S.A.P. 199-111-003
STA. 0+18

14882

14885

14884

WACO STREET

LEGEND

- STORM SEWER PIPE
- CATCH BASIN
- CATCH BASIN MANHOLE
- STMH STORM SEWER MANHOLE
- GROUT CATCH BASIN
- S SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- 6" THICK CONCRETE WALK
- CONCRETE DRIVEWAY
- BITUMINOUS DRIVEWAY
- BITUMINOUS TRAIL
- BITUMINOUS PAVEMENT
- SEEDING AREA
- B618 CONCRETE CURB & GUTTER
- D418 CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

NOTE:
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DATE	REVISION
5/10/22	CORRECT S.A.P. NUMBER TYPO

May 11, 2022 - 11:34am
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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET IMPROVEMENTS
STA. 12+25 TO 2+50
S.A.P. 199-105-006 & 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 23 OF 26 SHEETS

0 20 40 60
SCALE (FEET)

N

MATCH TO SHEET 23 STA 2+50

14940 14950 14960 14970 14980 14990

150TH AVENUE

MATCH EXISTING PAVEMENT - TYP.

CONCRETE DRIVEWAY (9 SY)
MATCH EXISTING

BITUMINOUS DRIVEWAY (7 SY)
MATCH EXISTING

PR. CB 06
STA 18+22.23 435.2L
RIM 877.61
BUILD 3.60
INV. E () 874.01

45' B-B

8' - 12" RCP @ 1.95%

6" CONCRETE WALK (17 SY)
SEE DETAIL SHEET 07.

R - 40'

WACO STREET

2+00 3+00 4+00 5+00 6+00 7+00 8+00

SANITARY SEWER CASTING

CITY RIGHT OF WAY

DRAINAGE & UTILITY EASEMENT

SANITARY SEWER CASTING

6" CONCRETE WALK (9 SY)
SEE DETAIL SHEET 07.

BIT. TRAIL (21 SY)

END S.A.P. 199-111-003
STA. 8+33

14961 14971 14981 14991

LEGEND

- STORM SEWER PIPE
- CATCH BASIN
- CATCH BASIN MANHOLE
- STORM SEWER MANHOLE
- GROUT CATCH BASIN
- SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- 6" THICK CONCRETE WALK
- CONCRETE DRIVEWAY
- BITUMINOUS DRIVEWAY
- BITUMINOUS TRAIL
- BITUMINOUS PAVEMENT
- SEEDING AREA
- B618 CONCRETE CURB & GUTTER
- D418 CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

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DATE	REVISION

May 11, 2022 - 11:35am
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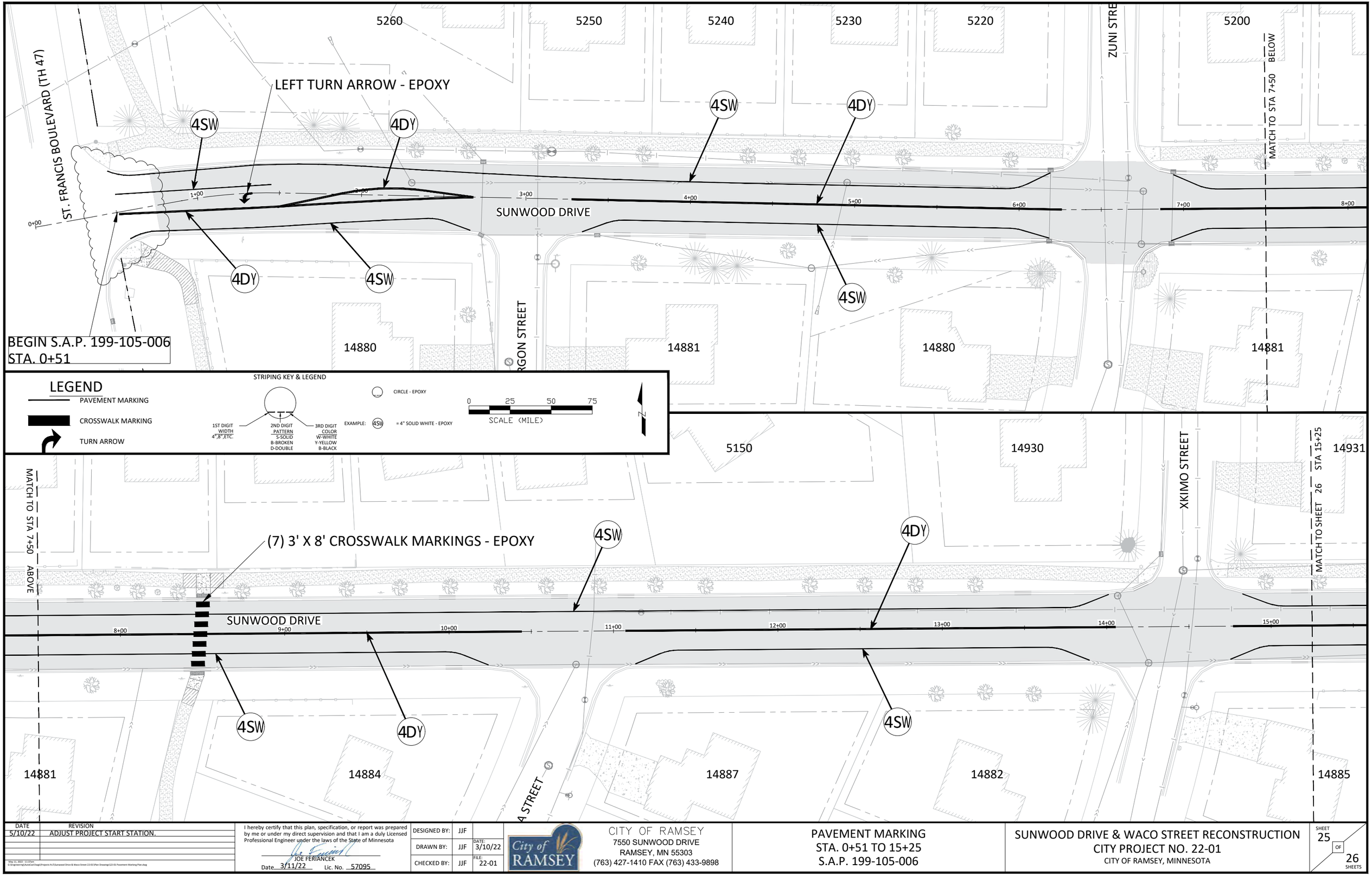
JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET IMPROVEMENTS
STA. 2+50 TO 8+33
S.A.P. 199-111-003

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA



DATE	REVISION
5/10/22	ADJUST PROJECT START STATION.

May 11, 2022 - 11:37am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Pavement Marking Plan.dwg

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JOE FERIANCEK
Date 3/11/22 Lic. No. 57095

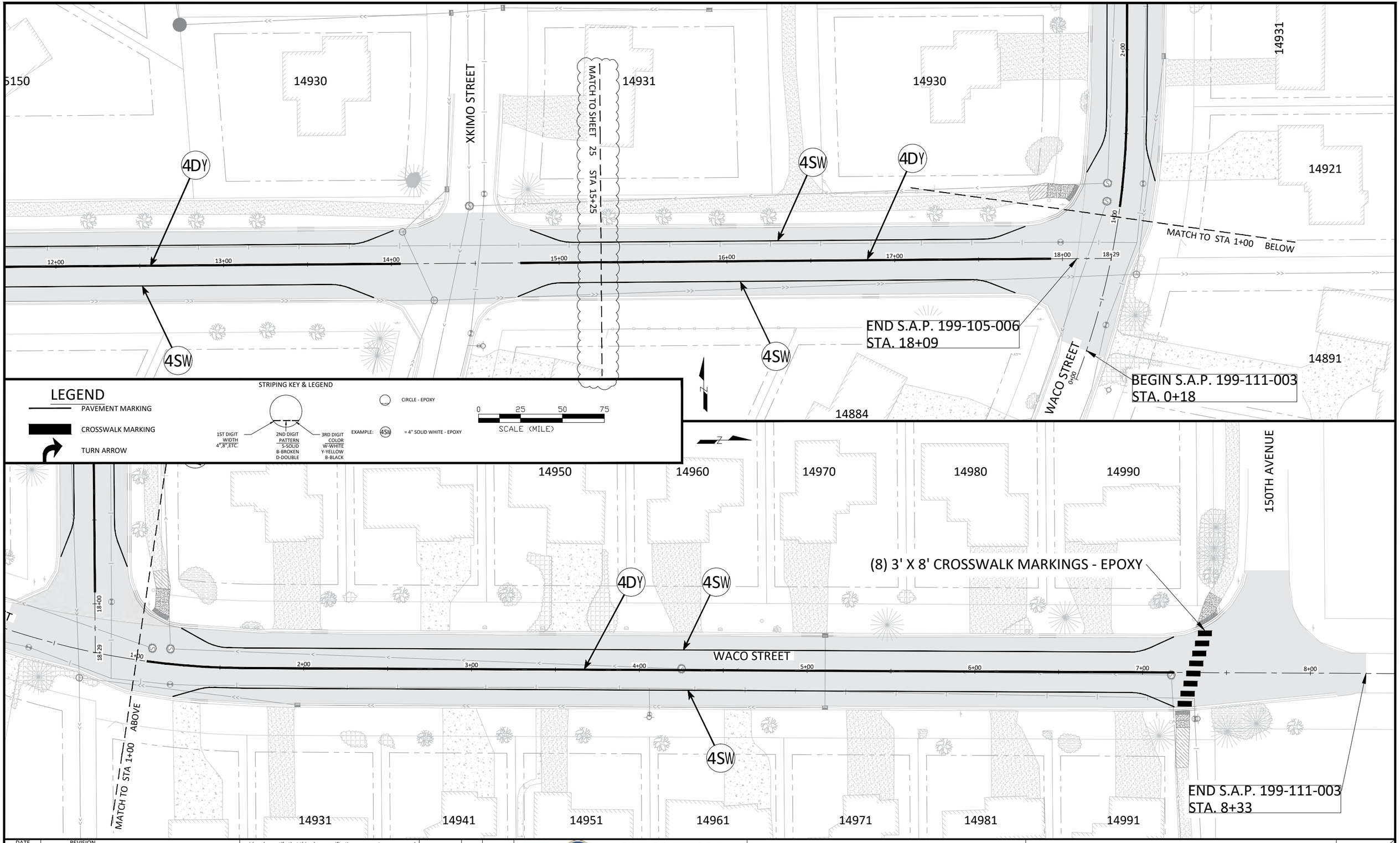
DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

CITY OF RAMSEY
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RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

PAVEMENT MARKING
STA. 0+51 TO 15+25
S.A.P. 199-105-006

SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 25 OF 26 SHEETS



DATE	REVISION
5/10/22	ADJUST MATCH LINE STATIONING

May 11, 2022 - 11:42am
E:\Engineering\AutoCad Dwgs\Projects N-Z\Sunwood Drive & Waco Street 22-01\Plan Drawings\22-01 Pavement Marking Plan.dwg

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Date 3/11/22 Lic. No. 57095

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DRAWN BY:	JJF	DATE: 3/10/22
CHECKED BY:	JJF	FILE: 22-01

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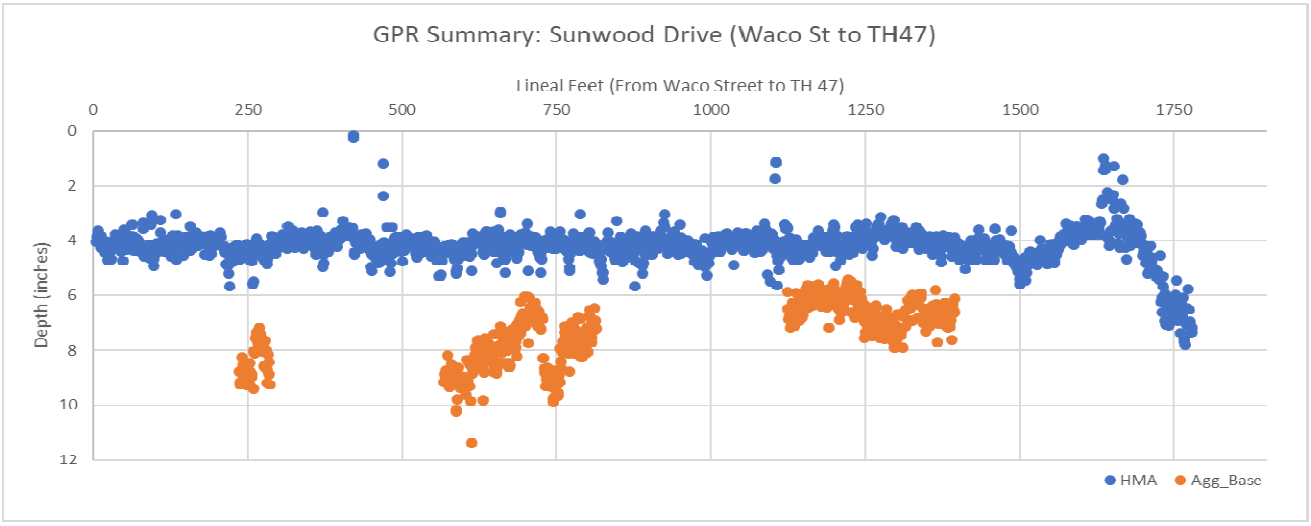
PAVEMENT MARKING
STA. 15+25 TO 8+33
S.A.P. 199-105-006 & 199-111-003

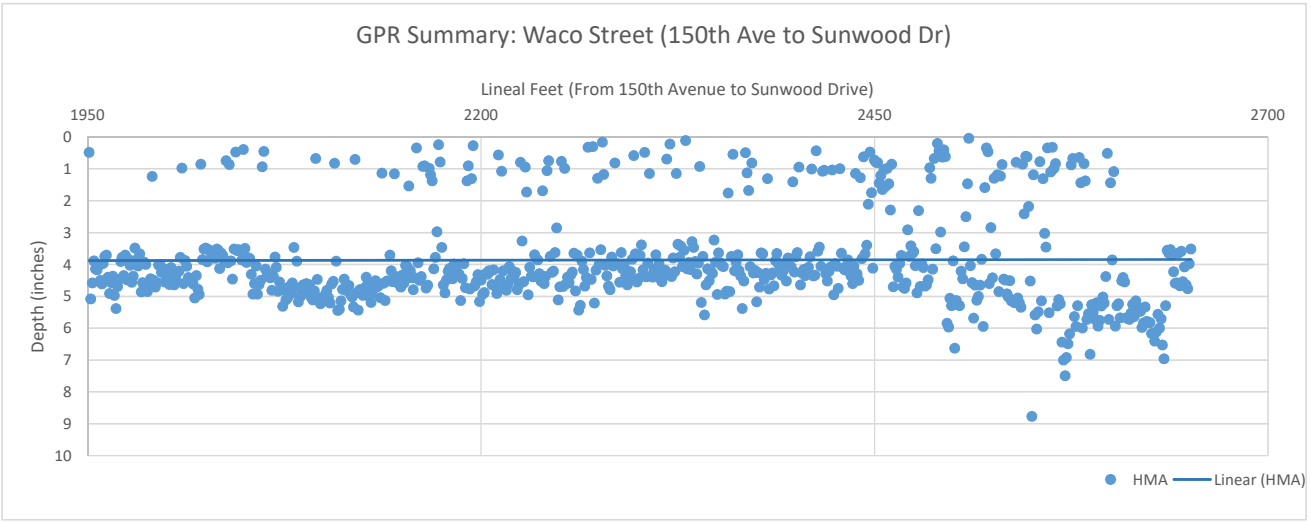
SUNWOOD DRIVE & WACO STREET RECONSTRUCTION
CITY PROJECT NO. 22-01
CITY OF RAMSEY, MINNESOTA

SHEET 26 OF 26 SHEETS

IP 22-01 Sunwood Drive & Waco Street Reconstruction
Street Segment Summary

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





Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860
www.haa-inc.com

45 YEARS

April 29, 2022 SENT VIA EMAIL: jferiancek@ci.ramsey.mn.us

Joe Feriancek
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Construction Staking Services – City of Ramsey Projects 22-01, 22-04 & 22-06

Dear Mr. Feriancek:

Thank you for the opportunity to submit a proposal for our services on the above projects. I understand that the scope of our services is to provide construction staking services as needed and directed.

Hakanson Anderson proposes to conduct this work on an hourly basis based upon the attached hourly rate schedule.

SCOPE OF WORK

Project 22-01
- Office setup and coordination
- Stake the 7 pedestrian ramps
- Stake 6 storm structures and 129 feet of storm sewer

Hourly not to Exceed…….……...…… $3,055.00

Project 22-04
- Office setup and coordination
- Stake the 26 pedestrian ramps

Hourly not to Exceed…….……...…… $4,700.00

Project 22-06
- Office setup and coordination
- Stake the 4 pedestrian ramps
- Stake 30 feet of curb and 30 feet of silt fence

Hourly not to Exceed…….……...…… $1,410.00

  - As-built Surveys are not included in this estimate
  - Blue Tops if required by the contractor will be billed hourly as an extra

The above stated hourly amount is based on survey control points being found in place, electronic files of necessary construction documents being available for our use and a one-time staking per item. Significant re-staking and services provided in addition to those proposed will be billed hourly per our standard fee schedule.

To better serve you, we request that final plans and specifications for new projects arrive in our office a minimum of five working days before staking is needed on site. After staking has started on site, a two to three-day notice for return visits is requested. It is the contractor's responsibility to provide shop drawings or updated plans when applicable.

If this proposal meets with your approval, please sign the acceptance below and return a copy to our office. If you have any questions or need any further information, feel free to call at your convenience. 763-852-0486

Sincerely,
Hakanson Anderson Associates



Brian Person PLS
Vice President

ACCEPTANCE OF PROPOSAL: The above fees and conditions are satisfactory and hereby accepted. Hakanson Anderson Associates is authorized to do the work as specified. Invoices for the above work will be issued on a monthly basis and at the completion of the project. Payment for invoices will be due within thirty (30) days of the date of billing.

Accepted by: _____ Date: _____

Name/Title

Hakanson Anderson

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

RESOLUTION #22-115

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR SUNWOOD DRIVE AND WACO STREET RECONSTRUCTION, IMPROVEMENT PROJECT #22-01

WHEREAS, the City of Ramsey proposes to reconstruct Sunwood Drive between Trunk Highway 47 and Waco Street, and Waco Street between Sunwood Drive and 150th Avenue; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-194, adopted July 13, 2021, the City Council ordered the City Engineer to request proposals for Topographic Survey, Geotechnical Evaluations and Utility Testing for proposed 2022 Pavement Management Program projects, including IP 22-01; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-224, adopted August 10th, 2021, the City Council awarded a proposal to Hakanson Anderson for Topographic Survey, and Haugo Geotechnical Services for a geotechnical report of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-240, adopted August 24, 2021, the City Council awarded a proposal to Hydro-Klean, LLC for cleaning and televising the sanitary and storm sewer, and Water Conservation Services, Inc. for watermain leak testing of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-299, adopted October 26, 2021, the City Council ordered the City Engineer to prepare plans and specifications for improvement project #22-01, Sunwood Drive and Waco Street Reconstruction; and

WHEREAS, per direction given by committee at the October 19, 2021 Public Works Committee meeting, Staff has reviewed the option of reducing the width of Waco Street within the project area from 46 feet to 34 feet as measured from the back of curb; and

WHEREAS, Staff review estimates an additional project cost of $86,000 to reduce the width of Waco Street with said improvement project; and

WHEREAS, Staff review estimates 60-year life cycle cost saving shortfall of $23,500 to $46,000 to reduce the width of Waco Street with said improvement project; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-345, adopted December 14, 2021, the City Council has approved reconstructing Waco Street to the existing pavement width as part of improvement project; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-073, adopted March 22, 2022, the City Council approved final plans and specifications as prepared by the City Engineer and authorized advertisement for bid for said improvements; and

WHEREAS, three (3) bids were received, opened, and tabulated on May 19, 2022, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

Contractor	Bid
Novco, Inc.	$560,896.85
North Valley, Inc.	$568,293.90
Asphalt Surface Technologies Corp.	$709,380.90

WHEREAS, the bid of Novco, Inc., of Elk River, Minnesota, in the amount of $560,896.85 for the total bid for construction of the improvements in accordance with the approved plans and specifications and advertisements for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted.

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

1.) The Mayor and Interim City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 4.**

Meeting Date: 05/24/2022

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #22-120 Approving Joint Powers Agreement with Anoka County for Roundabout Improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #22-120 approving a Joint Powers Agreement with Anoka County for proposed 2023 roundabout improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

Background:

Anoka County received grant funds in the amount of $1,350,000 through the Highway Safety Improvement Program for construction of a single-lane roundabout at the intersection of Alpine Drive and Armstrong Boulevard/County State Aid Highway (CSAH) 83 in 2023 to improve safety. The legs of this intersection are skewed and there have been a higher than average number of crashes at this intersection over the years.

The attached Joint Powers Agreement (JPA) includes a layout showing the preliminary roundabout design that extends approximately 600 feet south of Alpine Driver and 600 feet north of Alpine Drive on CSAH 83/Armstrong Boulevard, and approximately 500 feet west and 500 feet east of CSAH 83. The cost shares identified within the JPA are based on this design, which was used to develop the 60-percent plans.

The City’s total cost share per the attached JPA is $28,667.64.

Notification:

Notifications are not required for this case.

Time Frame/Observations/Alternatives:

Time Frame:

Staff anticipates 10 minutes will be required to present this case and respond to questions.

Alternatives:

Alternative #1 – Motion to adopt Resolution #22-120 approving a Joint Powers Agreement with Anoka County for proposed 2023 roundabout improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

Alternative #2 – Motion to deny adoption of Resolution #22-120 at this time.

Funding Source:

Per the attached JPA, the City’s cost share for street improvements including curb and gutter, pavement sections, storm sewer, trails, ADA compliant pedestrian curb ramps, and turf,,is $28,667.64. The proposed funding source for these costs is Municipal State Aid Funds.

Also, the JPA references the City's plan to extend existing watermain from east of Armstrong Boulevard, under the roundabout, then west along Alpine Drive to the west end of the proposed reconstruction of Alpine Drive as part of

this project. This work is proposed to be completed in advance of the proposed 2024 extension of watermain along Alpine Drive between Armstrong Boulevard and Puma Street as identified in project 17-STR-011 of the Capital Improvement Plan, thereby preventing the need to reconstruct any of the improvements constructed as part of this project. The costs for the proposed watermain extension, which are not yet known as Staff is still working to complete these plans, will be paid from the Water Utility Fund.

Recommendation:

Staff recommends adopting Resolution #22-120 approving a Joint Powers Agreement with Anoka County for proposed 2023 roundabout improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

Outcome/Action:

Adopt Resolution #22-120 approving a Joint Powers Agreement with Anoka County for proposed 2023 roundabout improvements at Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

Attachments

JPA IP2303
Resolution 22-120

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/19/2022 04:18 PM
Brian Hagen	Kathy Schmitz	05/20/2022 11:38 AM
Bruce Westby (Originator)	Bruce Westby	05/20/2022 12:25 PM
Bruce Westby (Originator)	Bruce Westby	05/20/2022 12:25 PM
Brian Hagen	Kathy Schmitz	05/20/2022 12:27 PM
Form Started By: Bruce Westby		Started On: 05/16/2022 02:55 PM
Final Approval Date: 05/20/2022		

JOINT POWERS AGREEMENT
FOR THE CONSTRUCTION OF ROUNDABOUT AT THE INTERSECTION OF COUNTY STATE AID HIGHWAY 83 AND ALPINE DRIVE IN THE CITY OF RAMSEY, MN
County Project SP 002-683-006 and City Project SAP 199-112-009, IP 23-03

THIS AGREEMENT is made by the parties on the last date executed below, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as "County", and the City of Ramsey, 7550 Sunwood Dr NW, Ramsey, MN 55303, hereinafter referred to as "City".

WITNESSETH

WHEREAS, the parties to this agreement agree it is in the best interest of the traveling public to reconstruct County State Aid Highway 83 (Armstrong Blvd NW) between 600 feet south of Alpine Dr and 600 feet north of Alpine Dr, and Alpine Dr NW between 500 feet west of County State Aid Highway 83 and 500 feet east of County State Aid Highway 83 (hereinafter “the Project”); and,

WHEREAS, the County has prepared preliminary design plans for the reconstruction of the Project in accordance with City, Anoka County and the Minnesota Department of Transportation standards to a staff approved layout condition; and,

WHEREAS, the County has jurisdiction over County State Aid Highway 83 (Armstrong Blvd NW); and,

WHEREAS, the City has jurisdiction over Alpine Drive; and,

WHEREAS, the parties agree that it is in their best interest that the cost of said project be shared; and,

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the state to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of constructing the roundabout, and reconstructing the roadway, drainage system, trail, as well as other utilities on County State Aid Highway 83 (Armstrong Blvd NW) between 600 feet south of Alpine Dr and 600 feet north of Alpine Dr., and Alpine Dr. NW between 500 feet west of County State Aid Highway 83 and 500 feet east of County State Aid Highway 83; as described in the preliminary design plans. Said engineering plans are filed in the office of the Anoka County Highway Department and incorporated herein by reference.

The parties to this Joint Powers Agreement (JPA) agree in principle that construction of the Project is in the best interest of the traveling public and that the Preliminary Layout as shown in Exhibit “A” defines the preliminary design of the Project.

It is agreed that the Exhibit "A" Layout dated February, 2022 has been reviewed and accepted by the parties and is suitable for preparation of final construction documents. Any significant changes made hereafter to the design as presented in the Exhibit "A" Layout will require approval by the parties as an amendment to this JPA. These same changes will require a change in the cost share to include any additional design engineering costs that may occur.

II. METHOD

The County shall cause the construction of the Project described herein.

IMPROVEMENTS:

It is agreed by the parties that in 2023, the intersection of CSAH 83 and Alpine Drive will be reconstructed to include a single-lane roundabout with concrete median, to the extent shown in 'Exhibit A'. Improvements include but are not limited to, roundabout construction, concrete curb & gutter, storm sewer and associated ponding, turn lane, shoulders and bituminous trails as needed. The costs of these improvements have been estimated for this agreement and will be finalized after bids have been received. These costs will be shared by the County and the City.

INTERSECTIONS**:**

As agreed by the parties, improvements to the following intersections have been incorporated in the Exhibit "A" Layout design:

CSAH 83 @ Alpine Drive NW: Roundabout – Full Access

RIGHT OF WAY**:**

The parties agree that the County will acquire all necessary right-of-way and easements for the Project. Acquisition of any additional right-of-way and/or easements needed for improvements to the City street intersections beyond what is defined in the Exhibit "A" Layout will be the responsibility of the City. It is agreed by the parties that all necessary right of way and easements will be in legal possession of the County prior to acceptance of bids for the project. The City will transfer necessary City owned property or easements required for the construction, to the County at no cost. Additionally, the City will allow the County to perform work required for the construction within any City owned easements at no cost to the County.

DRAINAGE**:**

The City shall pay for a percentage of the cost of the storm sewer system, including the detention basins and their outlet structures. The City portion of the cost is based on contributing flow through the storm sewer system to the detention basin determined by the product of contributing area and runoff coefficient.

BITUMINOUS TRAIL**:**

The parties agree that the construction of the bituminous trail along the north, south, east, and west side of the roadway as shown in Exhibit "A" is eligible for federal funds and that the City will be responsible for the local match in areas where no trail exists, and the County will be responsible for the local match where a trail currently exists. This trail location has been agreed to by the City. If this location changes in the future, the additional costs associated with this change will be the responsibility of the City.

The parties understand that the cost for the trail includes, bituminous surfacing, aggregate base, excavation (including muck excavation), borrow material (granular and topsoil), ADA compliant pedestrian curb ramps and turf establishment. The parties agree that the County will pay for the design of the trail, wetland mitigation required by impacts caused by the trail, the additional right of way and easements required to construct the trail at the proper location, and any removal items, with the exception of any soils correction in areas of existing trails, required to construct the trail.

TRAFFIC CONTROL**:**

The parties understand and agree that CSAH 83 will be open to two-way traffic and Alpine Dr will closed to thru traffic during some phases of construction, but access for local traffic and emergency vehicles will be maintained during construction. Traffic on Alpine Dr will be detoured through Puma St NW and Bunker Lake Blvd NW. Closures will be limited and will not occur during the annual Game Fair event at Armstrong Ranch Kennels. The parties agree and understand the cost share for traffic control for the city shall be a prorated share based on the city project cost divided by the total project cost.

DRIVEWAYS**:**

The parties agree that all driveways affected (excluding those identified for removal) by the Project will be reconstructed in kind at 100% project cost with the cost of any upgrades requested by the City, including concrete aprons, to be the sole responsibility of the City.

LANDSCAPING/STREETSCAPING:

The parties agree that if the City wishes to include landscaping or streetscape features in the project including the roundabout center island, they shall be designed in accordance with Anoka County Highway Department Landscape/Streetscape Guidelines. The City shall supply the signed plans, specifications, and estimated quantities (using MnDOT Item Numbers) and cost for the proposed landscape/streetscape. The total cost of the design as well as the construction cost above standard median cost will be at the expense of the requesting City. All construction documents must be submitted to the County by July 29, 2022. Future maintenance of any landscaping/streetscaping will be the sole responsibility of the City.

LIGHTING:

The parties agree that the roundabout intersection lighting costs will be shared per the standard County cost share for new traffic signals, with the City paying for 75% of the roundabout lighting. If the City would like additional lighting on the project, or requests upgraded lighting materials (e.g. decorative poles, fixtures, and luminaires), this additional cost would be 100% City responsibility. Lighting will be installed in accordance with the City lighting ordinance and will contain LED fixtures wherever possible and provided such lighting is within the budget for the Project.

UTILITIES**:**

The parties agree that the Exhibit "A" Layout does not include specific proposed utility locations, as those will be determined during later stages of the design process. The City will be responsible for the design of any sanitary sewer and water main improvements and/or relocations due to road reconstruction, which will be incorporated into the project bid documents. The cost of the design of these features shall be the responsibility of the City. In areas where relocations are solely due to the road reconstruction federal funds shall be applied.

The City's design of any sanitary sewer and water main utilities are to include signed plans, specifications, and estimated quantities (using MnDOT Item Numbers) and cost. All construction documents must be submitted to the County by September 01, 2022.

PERMITS:

The parties agree that the County will secure all necessary permits for this Project. The City agrees to coordinate with the County in securing the permits required by the Lower Rum River Watershed Management Organization, city permits, as well as any other permits that may be required. The County also requests that the City inform the County of any ordinances or city regulations that affect construction at the time of the signing of this JPA (e.g. setbacks, tree clearing ordinances, or any other city ordinances).

III. COSTS

The cost estimate for the Project is attached as Exhibit B and incorporated as part of this Agreement.

The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the "actual construction costs" and shall be so referred to herein. "Estimated construction costs" are good faith projections of the costs, which will be incurred for this project. Actual costs will vary and those will be the costs for which the relevant parties will be responsible. The cost below does not include city watermain improvement costs and associated construction cost.

The estimated total construction cost of the project is $1,524,188.90.

Federal funds available for the Project are capped at $1,350,000.00. The federal funds shall be split based on the ratio of eligible cost incurred by each party to the total eligible project cost. Eligible costs are the costs of items that can participate in federal funding as shown on Exhibit B.

The total estimated construction cost to the City is $147,536.70 (prior to application of federal funds available). After federal funding percentage is applied, the cost to the City for their share of the construction items of the Project is $16,864.70 ($147,536.70 minus $130,672.00, the federal funds available to the City).

The City participation in construction engineering will be at a rate of eight percent (8%) of their designated construction share of $147,536.70. The estimated cost to the City for construction engineering is $11,802.94. In summary, the total City share of this project is $159,399.64 (includes construction and construction engineering costs). The total cost to the city after federal funds have been applied including construction engineering is *** $28,667.64 (see summary below).**

*($147,536.70 – $130,672.00+ $11,802.94) = **$28,667.64**. Note: construction engineering costs are not federally eligible)

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project estimated at $27,234.26. Prior to billing, this estimate will be updated by the County to reflect the actual bid prices as awarded. An updated cost estimate shall be provided to the City at the time of billing. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include engineering design and administrative expenses incurred by the County.

After final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

The County agrees to submit to the City for review final quantities and cost within one year of project substantial completion.

IV. TERM / TERMINATION

This Agreement shall become effective immediately upon execution, and will remain in effect until the Project and all restoration activities are completed, *with exception* of the ownership and maintenance provisions within this Agreement which shall continue indefinitely.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformance to the State laws.

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and shall be made upon request by either party. Prior to city payment to the County, Anoka County shall provide the City a copy of all cost participation documents submitted to MnDOT State Aid to assist the city in their application for MSA funding.

VIII. ROUNDABOUT LIGHTING POWER

The City shall at their sole expense, install and cause the installation of an adequate electrical power source for roundabout lighting. The City shall be the lead agency in this matter. Upon completion of said lighting installations, the ongoing cost of the electrical power shall be the sole cost and expense of the City.

IX. MAINTENANCE

A. Maintenance of the completed watermain, sanitary sewer, storm sewer (except catch basins and catch basin leads), and detention basins (including ponds and their outlet structures and grit chambers/collectors) shall be the sole obligation of the City.

B. Maintenance of the bituminous trails shall be the responsibility of the City. The City shall be responsible for general routine maintenance, such as sweeping, clearing, plowing, trash removal and other incidental items, and shall be responsible for long-term maintenance, such as bituminous overlays, crack sealing and replacement.

C. Maintenance of crosswalk pavement markings shall be the responsibility of the City and the County. The County will be responsible for the maintenance of the crosswalk pavement marking for the crossings at the roundabout intersection. The City will be responsible for all crosswalk pavement markings for any trail/sidewalk crossings at all city streets.

D. Maintenance of streetlights and cost of electrical power to the streetlights shall be the sole obligation of the City. The City will be responsible for long-term maintenance and replacement of the complete street light system including items such as: poles, fixtures, luminaires, and control cabinets.

E. The City shall be responsible for maintenance of the luminaries, luminaire relamping, and luminaire painting.

F. The City shall be responsible for the maintenance and up-keep of the center islands located within the roundabout.

X. NOTICE

For purposes of delivery of any notices herein, the notice shall be effective if delivered to the County Administrator of Anoka County, 2100 Third Avenue, Anoka, Minnesota 55303, on behalf of the County, and to the City Administrator of Ramsey, 7550 Sunwood Dr NW, Ramsey, MN 55303, on behalf of the City.

XI. INDEMNIFICATION

The City and County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

XIII. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF ANOKA

By: _____
Rhonda Sivarajah
County Administrator

CITY OF RAMSEY

By: _____
Mark E. Kuzma
Mayor

Dated: _____

By: _____
Brian Hagen
Interim City Administrator

Dated: _____

RECOMMENDED FOR APPROVAL:

By: _____
Joseph J. MacPherson, P.E.
Transportation Division Manager

By: _____
Bruce Westby, P.E.
City Engineer

Dated: _____

APPROVED AS TO FORM AND EXECUTION:

By: _____
Christine V. Carney
Assistant County Attorney

By: _____
Fritz Knaak
City Attorney

Dated: _____

EXHIBIT "A"

Layout

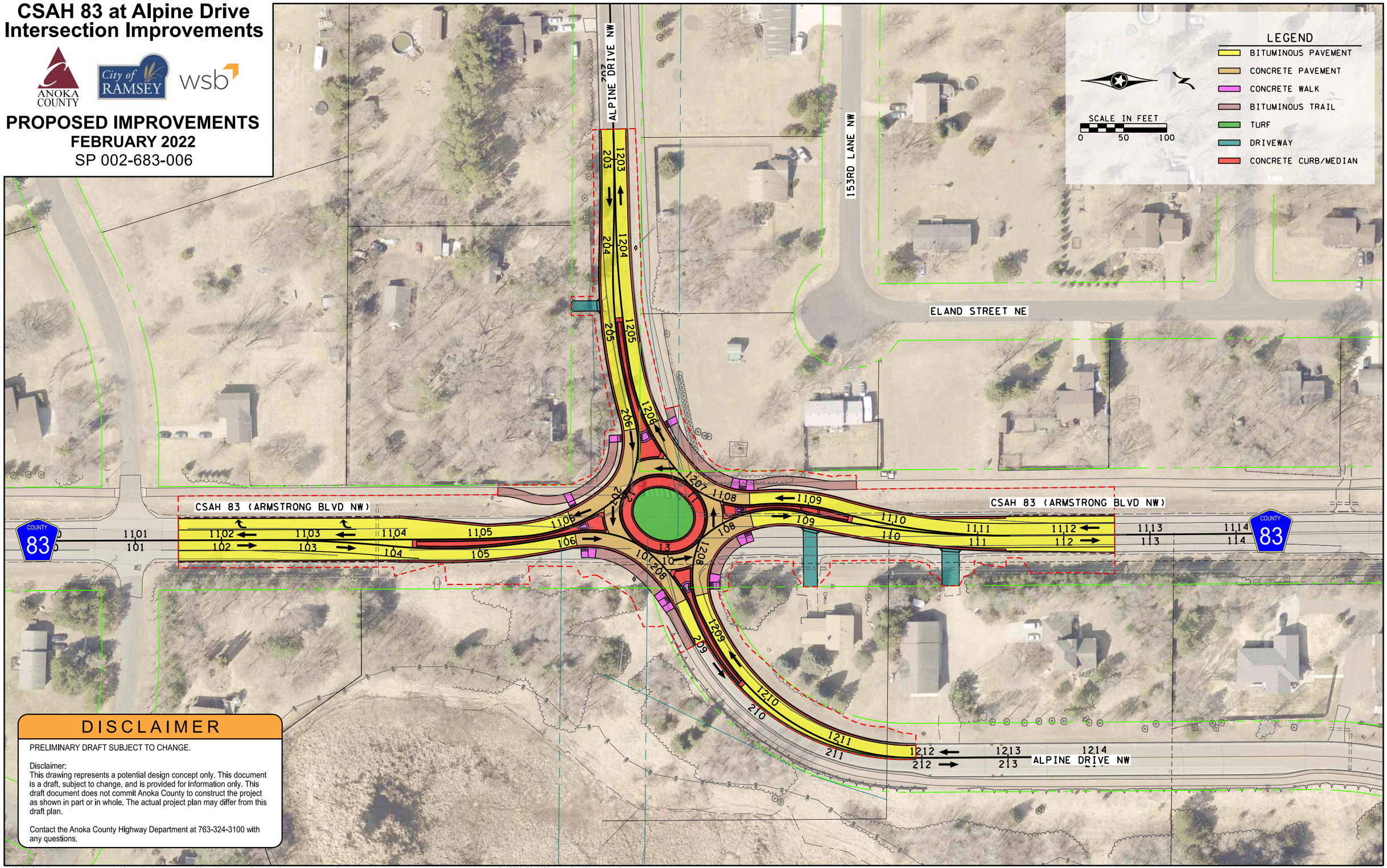
CSAH 83 at Alpine Drive Intersection Improvements

ANOKA COUNTY | City of RAMSEY | wsb

PROPOSED IMPROVEMENTS

FEBRUARY 2022

SP 002-683-006



DISCLAIMER

PRELIMINARY DRAFT SUBJECT TO CHANGE.

Disclaimer:
This drawing represents a potential design concept only. This document is a draft, subject to change, and is provided for information only. This draft document does not commit Anoka County to construct the project as shown in part or in whole. The actual project plan may differ from this draft plan.

Contact the Anoka County Highway Department at 763-324-3100 with any questions.

WSB FILE: Projects\Minnesota\019344-000\Cad\Layout\019344-000_Layout_ProposedImprovements_11x17.dgn

PLOTTED/REVISED: 2/17/2022 9:40:23 AM

EXHIBIT "B"

Cost Distribution Spreadsheet

						PARTICIPATING - FEDERAL FUNDS						NON-PARTICIPATING-LOCAL FUNDS	
ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL PROJECT QUANTITIES ESTIMATED	ESTIMATE		ANOKA COUNTY 002-683-006 ROADWAY QUANTITIES ESTIMATED	ANOKA COUNTY 002-683-006 COST	CITY OF RAMSEY 199-112-009 ROADWAY QUANTITIES ESTIMATED	CITY OF RAMSEY 199-112-009 ROADWAY COST	DRAINAGE QUANTITIES ESTIMATED	DRAINAGE COST	CITY OF RAMSEY 199-112-009 ROADWAY QUANTITIES ESTIMATED	CITY OF RAMSEY 199-112-009 ROADWAY COSTS
				Unit Cost	Total								
2021.501	MOBILIZATION	LUMP SUM	1	$100,000.00	$100,000.00	0.74	$74,000.00	0.06	$6,000.00	0.20	$20,000.00		
2101.502	CLEARING	EACH	22	$220.00	$4,840.00	22	$4,840.00						
2101.502	GRUBBING	EACH	22	$82.00	$1,804.00	22	$1,804.00						
2101.505	CLEARING	ACRE	0.4	$5,000.00	$2,000.00	0.4	$2,000.00						
2101.505	GRUBBING	ACRE	0.4	$5,000.00	$2,000.00	0.4	$2,000.00						
2102.503	PAVEMENT MARKING REMOVAL	LIN FT	600	$1.00	$600.00	600	$600.00						
2104.502	REMOVE PIPE APRON	EACH	9	$212.00	$1,908.00	9	$1,908.00						
2104.502	REMOVE PIPE APRON (TEMPORARY)	EACH	1	$212.00	$212.00	1	$212.00						
2104.502	REMOVE LIGHTING UNIT	EACH	2	$350.00	$700.00	2	$700.00						
2104.502	REMOVE CASTING (TEMPORARY)	EACH	2	$245.00	$490.00	2	$490.00						
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	1	$438.00	$438.00	1	$438.00						
2104.502	REMOVE DRAINAGE STRUCTURE (TEMPORARY)	EACH	2	$438.00	$876.00	2	$876.00						
2104.502	REMOVE SIGN	EACH	21	$50.00	$1,050.00	21	$1,050.00						
2104.502	SALVAGE MAIL BOX SUPPORT	EACH	3	$200.00	$600.00	3	$600.00						
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	702	$4.00	$2,808.00	702	$2,808.00						
2104.503	REMOVE PIPE CULVERTS	LIN FT	431	$16.00	$6,896.00	431	$6,896.00						
2104.503	REMOVE SEWER PIPE (STORM)(TEMPORARY)	LIN FT	200	$16.00	$3,200.00	200	$3,200.00						
2104.503	REMOVE CURB AND GUTTER	LIN FT	1488	$3.50	$5,208.00	1488	$5,208.00						
2104.503	REMOVE FENCE	LIN FT	502	$4.00	$2,008.00	502	$2,008.00						
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	11	$13.00	$143.00	11	$143.00						
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	105	$9.00	$945.00	105	$945.00						
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	10767	$5.20	$55,988.40	10767	$55,988.40						
2104.518	REMOVE BITUMINOUS WALK	SQ FT	8409	$1.30	$10,931.70	8409	$10,931.70						
2104.518	REMOVE CONCRETE WALK	SQ FT	268	$1.30	$348.40	268	$348.40						
2106.507	EXCAVATION - COMMON (P)	CU YD	3815	$8.00	$30,520.00	3815	$30,520.00						
2106.507	EXCAVATION - SUBGRADE (P)	CU YD	3844	$8.00	$30,752.00	3844	$30,752.00						
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	2054	$14.00	$28,756.00	2054	$28,756.00						
2106.507	COMMON EMBANKMENT (P)	CU YD	3964	$5.00	$19,820.00	3964	$19,820.00						
2123.510	DOZER	HOUR	10	$160.00	$1,600.00	10	$1,600.00						
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10	$115.00	$1,150.00	10	$1,150.00						
2123.610	1.5 CU YD BACKHOE	HOUR	10	$135.00	$1,350.00	10	$1,350.00						
2118.507	AGGREGATE SURFACING (CV) CLASS 2 (P)	CU YD	71	$55.00	$3,905.00	71	$3,905.00						
2130.523	WATER	MGAL	100	$40.00	$4,000.00	100	$4,000.00						
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	2345	$24.00	$56,280.00	2317	$55,608.00	28	$672.00				
2231.509	BITUMINOUS PATCHING MIXTURE	TON	10	$250.00	$2,500.00	10	$2,500.00						
2301.502	DOWEL BAR	EACH	1200	$9.00	$10,800.00	1200	$10,800.00						
2301.504	CONCRETE PAVEMENT 7.0"	SQ YD	1544	$75.00	$115,800.00	1544	$115,800.00						
2301.504	CONCRETE PAVEMENT 7.0" SPECIAL	SQ YD	312	$85.00	$26,520.00	312	$26,520.00						
2301.504	CONCRETE PAVEMENT 7.0" SPECIAL 1	SQ YD	58	$95.00	$5,510.00	58	$5,510.00						
2301.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	52	$15.00	$780.00	52	$780.00						
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	419	$2.00	$838.00	419	$838.00						
2360.504	TYPE SP 12.5 WEARING COURSE MIX (3,C) 3.0" THICK	SQ YD	261	$12.00	$3,132.00	261	$3,132.00						
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	181	$88.00	$15,928.00	170	$14,960.00	11	$968.00				
2360.509	TYPE SP 12.5 NON-WEAR COURSE MIX (3,B)	TON	471	$60.00	$28,260.00	471	$28,260.00						
2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	2054	$60.00	$123,240.00	2054	$123,240.00						
2501.502	15" RC PIPE APRON	EACH	7	$930.00	$6,510.00					7	$6,510.00		
2501.502	15" RC PIPE APRON (TEMPORARY)	EACH	1	$930.00	$930.00	1	$930.00						
2501.502	24" RC PIPE APRON	EACH	1	$1,025.00	$1,025.00					1	$1,025.00		
2501.503	15" RC PIPE CULVERT	LIN FT	58	$105.00	$6,090.00					58	$6,090.00		
2503.503	15" RC PIPE SEWER DES 3006 CL V	LIN FT	1278	$71.00	$90,738.00					1278	$90,738.00		
2503.503	15" RC PIPE SEWER DES 3006 CL V (TEMPORARY)	LIN FT	200	$71.00	$14,200.00	200	$14,200.00						
2503.503	18" RC PIPE SEWER DES 3006 CL V	LIN FT	333	$75.00	$24,975.00					333	$24,975.00		
2503.503	24" RC PIPE SEWER DES 3006 CL III	LIN FT	44	$75.00	$3,300.00					44	$3,300.00		
2504.602	ADJUST GATE VALVE & BOX	EACH	1	$555.00	$555.00	1	$555.00						
2506.502	CASTING ASSEMBLY	EACH	38	$930.00	$35,340.00					38	$35,340.00		
2506.502	CASTING ASSEMBLY (TEMPORARY)	EACH	4	$930.00	$3,720.00	4	$3,720.00						
2506.503	CONST DRAINAGE STRUCTURE DESIGN G	LIN FT	23.4	$450.00	$10,530.00					23.4	$10,530.00		
2506.503	CONST DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	18.9	$600.00	$11,340.00					18.9	$11,340.00		
2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	LIN FT	111.9	$455.00	$50,914.50					111.9	$50,914.50		
2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	LIN FT	17.7	$640.00	$11,328.00					17.7	$11,328.00		
2506.503	CONST DRAINAGE STRUCTURE DES 60-4020 (TEMPORARY)	LIN FT	12.0	$640.00	$7,680.00	12.0	$7,680.00						
2506.602	CONNECT TO EXISTING STORM SEWER	EACH	1	$975.00	$975.00					1	$975.00		
2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	42	$4.00	$168.00					42	$168.00		
2511.507	RANDOM RIPRAP CLASS III	CU YD	10	$90.00	$900.00					10	$900.00		
2521.518	4" CONCRETE WALK	SQ FT	2188	$7.00	$15,316.00	2188	$15,316.00						
2521.518	4" CONCRETE WALK SPECIAL	SQ FT	1082	$8.00	$8,656.00	1082	$8,656.00						
2521.518	6" CONCRETE WALK	SQ FT	1983	$10.50	$20,821.50	1983	$20,821.50						

EXHIBIT B
SP 002-683-006, SAP 199-112-009, IP 23-03

						PARTICIPATING - FEDERAL FUNDS						NON-PARTICIPATING-LOCAL FUNDS	
ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL PROJECT QUANTITIES ESTIMATED	ESTIMATE		ANOKA COUNTY 002-683-006 ROADWAY QUANTITIES ESTIMATED	ANOKA COUNTY 002-683-006 COST	CITY OF RAMSEY 199-112-009 ROADWAY QUANTITIES ESTIMATED	CITY OF RAMSEY 199-112-009 ROADWAY COST	DRAINAGE QUANTITIES ESTIMATED	DRAINAGE COST	CITY OF RAMSEY 199-112-009 ROADWAY QUANTITIES ESTIMATED	CITY OF RAMSEY 199-112-009 ROADWAY COSTS
				Unit Cost	Total								
2531.501	CONCRETE CURB AND GUTTER DESIGN R418	LIN FT	308	$35.00	$10,780.00	308	$10,780.00						
2531.501	CONCRETE CURB AND GUTTER DESIGN R418 SPEC	LIN FT	52	$45.00	$2,340.00	52	$2,340.00						
2531.501	CONCRETE CURB AND GUTTER DESIGN B418 (MOD)	LIN FT	1479	$24.00	$35,496.00	1479	$35,496.00						
2531.501	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	1094	$21.00	$22,974.00	547	$11,487.00	547	$11,487.00				
2531.501	CONCRETE CURB AND GUTTER DESIGN B424	LIN FT	1841	$20.00	$36,820.00	1032	$20,640.00	809	$16,180.00				
2531.501	CONCRETE CURB AND GUTTER DESIGN B424 SPEC	LIN FT	135	$30.00	$4,050.00	135	$4,050.00						
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	12	$60.00	$720.00	12	$720.00						
2531.618	TRUNCATED DOMES	SQ FT	269	$42.00	$11,298.00	269	$11,298.00						
2540.602	INSTALL MAIL BOX SUPPORT	EACH	3	$625.00	$1,875.00	3	$1,875.00						
2545.502	LIGHTING UNIT TYPE 9-40	EACH	12	$4,000.00	$48,000.00	3	$12,000.00	9	$36,000.00				
2545.502	LIGHT FOUNDATION DESIGN E	EACH	12	$975.00	$11,700.00	3	$2,925.00	9	$8,775.00				
2545.502	SERVICE CABINET -TYPE L1	EACH	1	$5,900.00	$5,900.00	1	$5,900.00						
2545.502	SERVICE EQUIPMENT	EACH	1	$1,600.00	$1,600.00	1	$1,600.00						
2545.502	EQUIPMENT PAD B	EACH	1	$1,170.00	$1,170.00	1	$1,170.00						
2545.503	2" NON-METALLIC CONDUIT	LIN FT	1300	$6.50	$8,450.00	1300	$8,450.00						
2545.503	UNDERGROUND WIRE 1/C 8 AWG	LIN FT	5330	$1.30	$6,929.00	5330	$6,929.00						
2554.502	GUIDE POST TYPE B	EACH	8	$80.00	$640.00					8	$640.00		
2563.601	TRAFFIC CONTROL	LUMP SUM	1	$125,000.00	$125,000.00	0.74	$92,500.00	0.06	$7,500.00	0.20	$25,000.00		
2563.602	RAISED PAVEMENT MARKER TEMPORARY	EACH	252	$1.75	$441.00	252	$441.00						
2564.518	SIGN PANELS TYPE C	SQ FT	336	$63.00	$21,168.00	336	$21,168.00						
2564.602	DELINEATOR / MARKER PANEL	EACH	8	$200.00	$1,600.00	8	$1,600.00						
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	$7,500.00	$7,500.00	1.00	$7,500.00						
2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	1	$25,000.00	$25,000.00	1.00	$25,000.00						
2573.502	STORM DRAIN INLET PROTECTION	EACH	41	$145.00	$5,945.00	41	$5,945.00						
2573.502	CULVERT END CONTROLS	EACH	5	$170.00	$850.00	5	$850.00						
2573.503	SILT FENCE, TYPE MS	LIN FT	957	$2.55	$2,440.35	957	$2,440.35						
2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	842	$3.20	$2,694.40	842	$2,694.40						
2574.505	SOIL BED PREPARATION	ACRE	2.8	$155.00	$434.00	2.8	$434.00						
2574.507	FERTILIZER TYPE 3	POUND	560	$1.00	$560.00	560	$560.00						
2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	11108	$1.50	$16,662.00	11108	$16,662.00						
2575.505	SEEDING	ACRE	2.8	$190.00	$532.00	2.8	$532.00						
2575.508	SEED MIXTURE 22-111	POUND	35	$2.40	$84.00	35	$84.00						
2575.508	SEED MIXTURE 25-141	POUND	57	$3.70	$210.90	57	$210.90						
2575.508	SEED MIXTURE 25-151	POUND	69	$4.65	$320.85	69	$320.85						
2575.508	HYDRAULIC MULCH MATRIX	POUND	2405	$0.90	$2,164.50	2405	$2,164.50						
2581.503	REMOVABLE PREFORM PAVEMENT MARKING TAPE	LIN FT	17200	$1.20	$20,640.00	17200	$20,640.00						
2581.603	REMOVABLE PREFORM PLASTIC MASK (BLACK)	LIN FT	980	$2.00	$1,960.00	980	$1,960.00						
2882.503	4" SOLID LINE MULTI-COMPONENT	LIN FT	4101	$0.80	$3,280.80	4101	$3,280.80						
2882.503	24" SOLID LINE MULTI-COMPONENT	LIN FT	83	$15.50	$1,286.50	83	$1,286.50						
2582.503	4" BROKEN LINE MULTI COMP	LIN FT	100	$1.45	$145.00	100	$145.00						
2582.503	4" DOUBLE SOLID LINE MULTI COMPONENT	LIN FT	1717	$1.30	$2,232.10	1717	$2,232.10						
2582.503	4" SOLID LINE PREFORM THERMO	LIN FT	2199	$6.00	$13,194.00	2199	$13,194.00						
2582.503	12" DOTTED LINE PREFORM THERMO	SQ FT	61	$14.00	$854.00	61	$854.00						
2582.518	PAVT MSSG PREF THERMO	SQ FT	16	$50.00	$800.00	16	$800.00						
2582.518	CROSSWALK PREFORM THERMOPLASTIC	SQ FT	480	$25.00	$12,000.00	480	$12,000.00						
			BASE BID TOTAL:		**$ 1,524,188.90**		**$1,136,833.40**		**$ 87,582.00**		**$ 299,773.50**		**$ -**
							$937,392.40		$74,082.00		$254,773.50		

Federal Funding Type:	**HSIP**	Funding Group:			Group 1	Group 2	Group 3	Group 4
HSIP Project Cost:	**$1,350,000.00**	Totals:	$1,524,188.90		$1,136,833.40	$87,582.00	$299,773.50	
HSIP Amendment needed if project costs above:		Total Federal Eligible Items:	$1,524,188.90		$1,136,833.40	$87,582.00	$299,773.50	
$2,025,000.00		Federal Funds Available:	$1,350,000.00		$1,006,912.65	$77,572.87	$265,514.48	
		% Federal Funding	88.57%	Rounded to:	$1,006,910.00	$77,570.00	$265,510.00	

SP 002-683-006 - CSAH 83 at Alpine Drive Intersection Improvements - FUNDING SPLITS

	PROJECT TOTALS	ANOKA COUNTY TOTALS	ANOKA COUNTY FEDERAL FUNDS	ANOKA COUNTY STATE AID FUNDS	ANOKA COUNTY LOCAL FUNDS	CITY OF RAMSEY TOTALS	CITY OF RAMSEY FEDERAL FUNDS	CITY OF RAMSEY STATE AID FUNDS	CITY OF RAMSEY LOCAL FUNDS	
ROADWAY	$1,224,415.40	$1,136,833.40	$1,006,910.00	$129,923.40		$87,582.00	$77,570.00	$10,012.00		CITY WATERMAIN IMPROVEMENTS COSTS TO BE DETERMINED
DRAINAGE (County 80%, City 20%)	$299,773.50	$239,818.80	$212,408.00	$27,410.80		$59,954.70	$53,102.00	$6,852.70		
CONSTRUCTION TOTAL	$1,524,188.90	$1,376,652.20	$1,219,318.00	$157,334.20		$147,536.70	$130,672.00	$16,864.70		
8% CONSTRUCTION ENGINEERING	$121,935.11	$110,132.18		$110,132.18		$11,802.94		$11,802.94		
PROJECT TOTAL	**$1,646,124.01**	**$1,486,784.38**	**$1,219,318.00**	**$267,466.38**		**$159,339.64**	**$130,672.00**	**$28,667.64**		

EXHIBIT "C"

FOR PROJECTS CONSTRUCTED IN ANOKA COUNTY

ITEMS	COUNTY SHARE	CITY SHARE
Concrete Curb & Gutter	50%	50%
Concrete Curb & Gutter for Median and Center Island Construction	100%	0%
Concrete Median	100%	0*1
Concrete Sidewalk	0%	100%
Concrete Sidewalk Replacement	100%	0%
Bikeways	0%	100%
Bikeway Replacement	100%, Unless existing trail not placed at edge of R/W	0%
Construction or Adjustment of Local Utilities	0%	100%
Grading, Base and Bituminous	100%	0%
Storm Sewer	based on state aid letter*2	based on state aid letter*2
Driveway Upgrades	100%, in-kind	100%, of up-grades
Traffic Signals, new (communities larger than 5,000) w/ State Aid approved SJR	½ the cost of its legs of the intersection	the cost of its legs of the intersection plus ½ the cost of the County legs of the intersection
Traffic Signals, replacement (communities larger than 5,000) w/ State Aid approved SJR	the cost of its legs of the intersection	the cost of its legs of the intersection
Traffic Signals, new & replacements (communities less than 5,000) w/ State Aid approved SJR	100%	0%
Traffic Signal, w/o State Aid approved SJR	0%	100%
EVP	0%	100%
Engineering Services	*3	*3
Right-of-Way	100%*4	0%
Street Lights	0%	100%
Noise Walls	100%, if not previously notified*5	100%, if previously notified*5

*1 The County pays for 100% of Standard Median Design such as plain concrete. If a local unit of government requests decorative median such as brick, stamped concrete, or landscaping, the local unit will pay the additional cost above the cost of standard median.

*2 In the event no State Aid is being used, or in the event the state aid letter does not determine cost split percentages, drainage cost shares will be computed by the proportion of contributing flow outside the County right of way to the total contributing flow.

*3 Engineering shall be paid by the Lead Agency except that any participating agency will pay construction engineering in the amount of 8% of the construction costs paid by that agency.

*4 In the event that the Township or City requests purchase of right-of-way in excess of those right-of-ways required by County construction, the Township or City participates to the extent an agreement can be reached in these properties. For instance, a Township or City may request a sidewalk be constructed alongside a County roadway which would require additional right-of-way, in which case the Township or City may pay for that portion of the right-of-way. Acquisition of right-of-way for new alignments shall be the responsibility of the Township or City in which the alignment is located. This provision may be waived by agreement with the County Board if the roadway replaces an existing alignment and the local unit of government takes jurisdiction of that existing alignment. In addition, any costs, including right-of-way costs, incurred by the County because a Township or City did not acquire sufficient right-of-way during the platting process or redevelopment process as requested by the County shall be paid by the Township or City.

*5 Notification includes any letter to the agency indicating that noise will potentially be an issue in the future, likely received during the Plat Review Process. Maintenance shall be the responsibility of the agency paying for the initial installation. When the County is the responsible agency, it shall pay 100% of Standard Noise Wall Cost. If a local agency requests decorative noise walls, the requesting agency will pay the additional cost above the cost of standard noise wall.

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

RESOLUTION #22-120

RESOLUTION APPROVING JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR ROUNDABOUT IMPROVEMENTS AT ALPINE DRIVE AND ARMSTRONG BOULEVARD/COUNTY STATE AID HIGHWAY 83

WHEREAS, the City of Ramsey and Anoka County desire to work cooperatively to improve traffic and pedestrian safety at the intersection of Alpine Drive and Armstrong Boulevard/County State Aid Highway (CSAH) 83; and

WHEREAS, Anoka County received grant funds in the amount of $1,350,000 through the Highway Safety Improvement Program for construction of a single-lane roundabout at said intersection in 2023 to improve safety; and

WHEREAS, Anoka County has prepared preliminary design plans for the proposed roundabout improvements in accordance with City, Anoka County, and Minnesota Department of Transportation standards to a staff approved layout condition; and

WHEREAS, Anoka County has jurisdiction over Armstrong Boulevard/CSAH 83; and

WHEREAS, the City has jurisdiction over Alpine Drive; and

WHEREAS, the parties agree that it is in their best interest that the cost of said project be shared; and

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the state to enter into joint powers agreements for the joint exercise of powers common to each; and

WHEREAS, Anoka County requests that the City of Ramsey enter into a Joint Powers Agreement to define the respective costs and responsibilities of both parties for the proposed improvements.

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

1) That the City of Ramsey desires to work cooperatively with Anoka County to improve traffic and pedestrian safety at the intersection of Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

2) That the Mayor, Interim City Administrator, City Engineer and City Attorney are hereby directed to execute the Joint Powers Agreement for the proposed roundabout improvements at the intersection of Alpine Drive and Armstrong Boulevard/County State Aid Highway 83.

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 24th day of May, 2022.

_____
Mayor

ATTEST:

_____
City Clerk