# City of Ramsey
# Agenda
# Regular City Council
# Monday, August 8, 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**

**3. Citizen Input**

**4. Approve Agenda**

**5. Consent Agenda**

**1.** Receive Cash and Investments for Period Ending July 31, 2022

**2.** Note the Following Boards, Commissions, and Committee Meeting Minutes:
- Environmental Policy Board Dated May 16, 2022
- Economic Development Authority Dated June 9, 2022
- Parks and Recreation Commission May 12, 2022
- Planning Commission Meeting Minutes Dated June 23, 2022
- Public Works Committee Dated June 21, 2022

**3.** Approve the Following Meeting Minutes:

1. City Council Work Session dated 07/12/2022
2. City Council Regular Session dated 07/12/2022
3. City Council Work Session dated 07/26/2022
4. City Council Regular Session dated 07/26/2022

**4.** Approve State of MN Joint Powers Agreements with the City of Ramsey on behalf of its Police Department.

**5.** Approve Business Licenses

**6.** Approve Rental Licenses

**7.** Authorization to Hire a Part-time Planning Division Administrative Assistant

**8.** Authorization to Hire a Streets Maintenance Worker to Fill a Current Vacancy

**9.** Authorization to Hire an Accounting Clerk

**10.** Adopt Resolution #22-178 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 21, 2022, through August 3, 2022

**11.** Adopt Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto)

**12.** Adopt Resolution #22-181 Authorizing the City Administrator the Authority to Hire Temporary and Seasonal Employees

**6. Public Hearing**

**7. Council Business**

**1.** Consider a Home Occupation Permit and Conditional Use Permit for Your Computer Hero at 5435 180th Ln NW (Project 22-127)

**2.** Green Valley Greenhouse/Davis Farms 2nd Addition Plat, CUP Amendment, Comprehensive Plan Amendment, and Rezoning

**3.** Consider Waiver of St. Katharine Drexel Land Use Review Fees (Project #21-103)

**4.** Introduce Ordinance #22-23 Amending Section 117-57 - Nonconforming Structures and Land Use

**5.** Adopt Resolution #22-176 Accepting Bids and Awarding Contract for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive

**6.** Adopt Resolution #22-175 Accepting Bids and Awarding Contract for Autumn Heights Street Reconstructions, Improvement Project #22-02

**7.** Consider Site Plan for Water Treatment Plant (Project No. 22-104); Case of City of Ramsey

**8. Mayor/Council/Staff Input**

**9. Adjournment**

**CC Regular Session** **5. 1.**

**Meeting Date:** 08/08/2022

**By:** Diana Lund, Finance

## Information

**Title**

Receive Cash and Investments for Period Ending July 31, 2022

**Purpose/Background:**

Purpose: Receive reports of the city's cash and investments for the period ending July 31, 2022.

Cash and investment report shows the monthly cash flow - receipts and expenditures through July 31, 2022 with the current listing of the city's investment portfolio.

**Recommendation:**

No action required. Informational only.

**Action:**

No action required. Informational only.

## Attachments

Cash & Investments for Period Ending July 31, 2022

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 09:45 AM |
| Form Started By: Diana Lund | | Started On: 08/02/2022 08:05 AM |
| Final Approval Date: 08/04/2022 | | |

# CITY OF RAMSEY
# REPORT OF POOLED CASH FLOWS
# Period Ended July 31, 2022

| | July-22 CURRENT MONTH | 2022 YEAR-TO-DATE |
|---|---|---|
| **CASH AND TEMPORARY INVESTMENTS** | | |
| **BEGINNING BALANCE (Includes PW Bond Proceeds)** | $ 87,805,320.92 | $ 88,776,714.25 |
| CASH INFLOWS: | | |
| Daily Deposit | 2,275,873.21 | 7,334,442.18 |
| Tax Settlements | 3,869,869.33 | 9,041,699.19 |
| U/B Receipts | 17,208.84 | 1,047,555.77 |
| Credit Cards (Includes Utility Billing) | 148,104.30 | 2,295,341.61 |
| Interest Earnings [Net of Interest Paid on Investments] | 109,004.59 | 642,580.26 |
| Bond Proceeds-int | - | |
| TOTAL CASH INFLOW | $ 6,420,060.27 | $ 20,361,619.01 |
| **TOTAL CASH AVAILABLE** | $ 94,225,381.19 | $ 109,138,333.26 |
| CASH OUTFLOWS: | | |
| Prepaid Checks | 1,609,309.72 | 6,910,224.51 |
| Bills Lists | 567,302.48 | 4,821,020.65 |
| Pay Estimates | 708,182.76 | 2,991,681.68 |
| Credit Cards | 3,876.54 | 45,691.41 |
| Payroll - Net | 412,685.61 | 3,115,710.43 |
| Flex Reimbursement | 3,400.51 | 21,571.50 |
| Void Checks/Dormant Checks Paid | - | (19,943.54) |
| Debt Service | - | 329,263.06 |
| Miscellaneous [Bank Charges; etc.] | 849.92 | 3,339.91 |
| **TOTAL CASH OUTFLOW** | $ 3,305,607.54 | $ 18,218,559.61 |
| **POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE** | **$ 90,919,773.65** | **$ 90,919,773.65** |
| **MEMO - NET 2022 CASH INFLOW ( OUTFLOW)** | **3,114,452.73** | **2,143,059.40** |
| **INVESTMENT PORTFOLIO SUMMARY** | | |
| **BEGINNING BALANCE** | **$ 69,918,480.51** | **71,817,760.66** |
| Purchases | 250,000.00 | 7,740,668.35 |
| Maturities/Sales | (797,342.12) | (10,187,290.62) |
| **ENDING BALANCE** | **$ 69,371,138.39** | **$ 69,371,138.39** |

Prepared by the City of Ramsey Finance Department
8/2/2022

## 2022 CASH AND INVESTMENT ACTIVITY

| CITY INVEST # | STATED MAT DATE | BROKER | SECURITY DESCRIP | FDIC # | CUSIP | PRIN BAL 1/1/2022 | PURCH 2022 | SOLD/ MATURE 2022 | BV PRIN BAL 12/31/2022 |
|---|---|---|---|---|---|---|---|---|---|
| 191008C | 12/1/2022 | BAIRD | ROCK ISLAND IL TAX | | 7724872K9 | 270,000.00 | | 0.00 | 270,000.00 |
| | | | | | | | | | 270,000.00 |
| 180727A | 7/27/2022 | ICD SEC | CD-KANSAS STATE | 19899 | 50116CBY4 | 245,000.00 | | 245,000.00 | 0.00 |
| 191227A | 12/27/2022 | ICD SEC | CD-PROMISEONE B/ | 58657 | 74348HAB4 | 245,000.00 | | 0.00 | 245,000.00 |
| 191230D | 12/30/2022 | ICD SEC | CD-FIRST NATIONA | 03330 | 32112UDL2 | 245,000.00 | | 0.00 | 245,000.00 |
| | | | | | | | | | 490,000.00 |
| 210401 | 12/1/2027 | Northland | RUSH COUNTY KANSAS TAX | | 781834-D4-9 | 180,000.00 | | 0.00 | 180,000.00 |
| 220322 | 2/15/2023 | Northland | SPARTA TOWNSHIP NJ TAX | | 84677-KV-6 | | 135,000.00 | 0.00 | 135,000.00 |
| 220714 | 7/1/2023 | Northland | MANCHESTER NH TAX | | 562333-QS-6 | | 250,000.00 | 0.00 | 250,000.00 |
| 210615 | 8/1/2030 | Northland | MN STATE TAX | | 60412A-VP-5 | 500,000.00 | | 0.00 | 500,000.00 |
| 210625 | 7/15/2026 | Northland | EAST LYME CONN TAX | | 273587-P3-3 | 200,000.00 | | 0.00 | 200,000.00 |
| 200123 | 12/15/2022 | Northland | LUVERNE MN TAX | | 550629-VE-6 | 330,000.00 | | 0.00 | 330,000.00 |
| 201230 | 5/1/2025 | Northland | FREEPORT NY TAX | | 356731-CA-5 | 300,000.00 | | 0.00 | 300,000.00 |
| 200130D | 3/1/2022 | Northland | RICHLAND SCHOOL DISTRICT | | 764080-FN-2 | 130,000.00 | | 130,000.00 | 0.00 |
| 200113 | 3/1/2027 | Northland | RICHLAND SCHOOL DISTRICT | | 764080-FT-9 | 165,000.00 | | 0.00 | 165,000.00 |
| 200326A | 4/1/2023 | Northland | TULSA COUNTY OK TAX | | 899525-TR-0 | 100,000.00 | | 0.00 | 100,000.00 |
| 200625 | 3/1/2029 | Northland | LAWRENCE MASS TAX | | 520228-6Q-5 | 180,000.00 | | 0.00 | 180,000.00 |
| 200825A | 8/1/2027 | Northland | CENTINELA VALLEY CA HS | | 15239-RP-4 | 250,000.00 | | 0.00 | 250,000.00 |
| 200825B | 8/1/2029 | Northland | CENTINELA VALLEY CA HS | | 15239-RR-0 | 270,000.00 | | 0.00 | 270,000.00 |
| 200914 | 8/1/2028 | Northland | BURLESON TX IDS ZERO CPN | | 121403-4E6 | 500,000.00 | | 0.00 | 500,000.00 |
| 200923 | 7/15/2029 | Northland | WILKINSBURGO BORO PA TAX | | 968529-JV-0 | 265,000.00 | | 0.00 | 265,000.00 |
| 141104 | 2/1/2022 | Northland | DULUTH MN TAXABLE | | 264438-G5-5 | 150,000.00 | | 150,000.00 | 0.00 |
| 150430 | 2/1/2022 | Northland | MINNETONKA ISD #276 | | 604195-YG-6 | 270,000.00 | | 270,000.00 | 0.00 |
| 190826 | 3/1/2022 | Northland | OCONOMOWOC WIS TAX BOND | | 675635-KW-5 | 250,000.00 | | 250,000.00 | 0.00 |
| 190703 | 4/1/2022 | Northland | WEST ALLIS WIS TAX | | 951173-JA-2 | 180,000.00 | | 180,000.00 | 0.00 |
| 190424 | 5/15/2022 | Northland | TEXAS A&M TAX | | 88213AEH4 | 130,000.00 | | 130,000.00 | 0.00 |
| 170109 | 6/1/2022 | Northland | DESMOINES IA TAX | | 250097-J3-7 | 200,000.00 | | 200,000.00 | 0.00 |
| 150109 | 10/1/2022 | Northland | HUBBARD COUNTY TAX | | 443348-DE-4 | 135,000.00 | | 0.00 | 135,000.00 |
| 190515 | 11/1/2022 | Northland | MICHICAN STATE SCHOOL TAX | | 594612-CY-7 | 205,000.00 | | 0.00 | 205,000.00 |
| 120308B | 12/1/2022 | Northland | SHOREWOOD WIS TAX | | 825230-KW-4 | 75,000.00 | | 0.00 | 75,000.00 |
| 190628B | 4/1/2023 | Northland | WEST ALLIS WIS TAX | | 951173NP4 | 240,000.00 | | 0.00 | 240,000.00 |
| 160812 | 5/1/2023 | Northland | MONROE MI TAX | | 611101-MF-0 | 190,000.00 | | 0.00 | 190,000.00 |
| 191107A | 6/1/2023 | Northland | NEWTON IOWA TAX | | 652810-YZ-9 | 190,000.00 | | 70,000.00 | 120,000.00 |
| 190726B | 6/1/2023 | Northland | DESMOINES IA COMM COLLEGE TAX | | 250097L75 | 250,000.00 | | 0.00 | 250,000.00 |
| 180913 | 7/31/2023 | Northland | CD-BANK NEW ENGLAND SALEM | | 06426K-AN-8 | 245,000.00 | | 0.00 | 245,000.00 |
| 121228B | 9/1/2023 | Northland | MIDDLETON WIS REFUND | | 596782-T6-7 | 300,000.00 | | 0.00 | 300,000.00 |
| 190220B | 11/1/2023 | Northland | HAWAII ST GO BONDS | | 214471-PA-6 | 200,000.00 | | 0.00 | 200,000.00 |
| 161114B | 2/1/2024 | Northland | ANDOVER MN TAX | | 034313-ZU-3 | 300,000.00 | | 0.00 | 300,000.00 |
| 180730 | 10/1/2024 | Northland | HUBBARD COUNTY TAX | | 443348-DG-9 | 100,000.00 | | 0.00 | 100,000.00 |
| 120214B | 9/1/2025 | Northland | MIDDLETON WIS REFUND | | 596782-TJ-1 | 315,000.00 | | 0.00 | 315,000.00 |
| 190227 | 12/1/2025 | Northland | COOK COUNTY SCHOOL DISTRICT | | 032879-TC-2 | 500,000.00 | | 0.00 | 500,000.00 |
| 190404 | 9/1/2026 | Northland | TUSCOLA COUNTY MISC TAX | | 900764RL7 | 395,000.00 | | 0.00 | 395,000.00 |
| 191003A | 12/1/2026 | Northland | SCOTT BLUFF CTY SCHOOL DIST | | 810164-CQ-4 | 385,000.00 | | 0.00 | 385,000.00 |
| 120308C | 12/1/2027 | Northland | SHOREWOOD WIS TAX | | 825230-LB-9 | 225,000.00 | | 0.00 | 225,000.00 |
| 190402 | 2/1/2028 | Northland | CLOQUET MN TAX | | 189036-PS-9 | 150,000.00 | | 0.00 | 150,000.00 |
| 191016B | 4/1/2028 | Northland | COLUMBUS OH TAX | | 199492E339 | 285,000.00 | | 0.00 | 285,000.00 |
| 211020A | 7/15/2028 | Northland | MOUNT HILLS TOWNSHIP SCHOOL | | 6215S3-E6-7 | 430,000.00 | | 0.00 | 430,000.00 |
| 120308D | 12/1/2028 | Northland | SHOREWOOD WIS TAX | | 825230-LC-7 | 465,000.00 | | 0.00 | 465,000.00 |
| | | | | | | | | | 9,135,000.00 |
| 210107 | 6/1/2031 | UBS | SAN JOSE CA FING AUTHO | | 798153NL2 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 220207A | 7/1/2028 | UBS | PHOENIX AZ CIVIC | | 71883RRS4 | | 165,000.00 | 0.00 | 165,000.00 |
| 220207B | 4/1/2029 | UBS | BAY AREA CA TOLL AUTHORITY | | 072024XF4 | | 250,000.00 | 0.00 | 250,000.00 |
| 220414A | 1/15/2023 | UBS | US TREASURY NOTE | | 912828Z29 | | 1,245,000.00 | 0.00 | 1,245,000.00 |
| 220414B | 2/15/2023 | UBS | US TREASURY NOTE | | 912828UN8 | | 1,240,000.00 | 0.00 | 1,240,000.00 |
| 220414C | 3/15/2023 | UBS | US TREASURY NOTE | | 912828ZD5 | | 1,260,000.00 | 0.00 | 1,260,000.00 |
| 220414D | 4/15/2023 | UBS | US TREASURY NOTE | | 912828ZH6 | | 1,265,000.00 | 0.00 | 1,265,000.00 |
| 220419 | 3/1/2025 | UBS | MARYLAND STATE COMM DEV TAX | | 57419RC78 | | 750,000.00 | 0.00 | 750,000.00 |
| 211206 | 5/1/2027 | UBS | PIMA COUNTY AZ | | 72178JAF0 | 500,000.00 | | 0.00 | 500,000.00 |
| 211209 | 9/15/2032 | UBS | CAPE MAY COUNTY NJ TAX | | 139501SB7 | 470,000.00 | | 0.00 | 470,000.00 |
| 211223 | 8/1/2025 | UBS | HAWAII STATE | | 41972YQ3 | 500,000.00 | | 0.00 | 500,000.00 |
| 211231 | 3/15/2029 | UBS | NEW YORK STATE URBAN DEV | | 650036AX4 | 500,000.00 | | 0.00 | 500,000.00 |
| 210107 | | UBS | UBS PRIME FUND | | | 62,674.20 | | 62,674.20 | 0.00 |
| 211109 | 8/1/2023 | UBS | UPPER SANTA CLARA VY | | 916544ES4 | 200,000.00 | | 0.00 | 200,000.00 |
| 211115 | 10/1/2031 | UBS | INFRASTRUCTURE BANK | | 76223MAL6 | 580,000.00 | | 0.00 | 580,000.00 |
| 211130 | | UBS | UBS PRIME FUND | | | 219,604.08 | | 219,604.08 | 0.00 |
| 211008 | 11/1/2023 | UBS | SAN FRAN CA CITY & COUNTY UTIL | | 79771FAW7 | 140,000.00 | | 0.00 | 140,000.00 |
| 211020B | 8/15/2031 | UBS | ALABAMBA FEDERAL AID HWY | | 010268CT5 | 500,000.00 | | 0.00 | 500,000.00 |
| 211014 | 5/1/2030 | UBS | ST. JOHN'S PUBLIC SCHOOL | | 790450HN3 | 550,000.00 | | 0.00 | 550,000.00 |
| 210909 | 7/1/2022 | UBS | MAINE HEALTH | | 56042RH96 | 500,000.00 | | 500,000.00 | 0.00 |
| 210910 | 9/1/2030 | UBS | BROWNSVILLE TX UTIL | | 1164753D4 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210930 | 8/1/2028 | UBS | CHARTER OAKS CA | | 1612855D4 | 250,000.00 | | 0.00 | 250,000.00 |
| 210825A | 8/25/2028 | UBS | CD-CELTIC BANK | 57056 | 15118RWG8 | 245,000.00 | | 0.00 | 245,000.00 |

# 2022 CASH AND INVESTMENT ACTIVITY

| CITY INVEST # | STATED MAT DATE | BROKER | SECURITY DESCRIP | FDIC # | CUSIP | PRIN BAL 1/1/2022 | PURCH 2022 | SOLD/ MATURE 2022 | BV PRIN BAL 12/31/2022 |
|---|---|---|---|---|---|---|---|---|---|
| 210825B | 8/15/2028 | UBS | NEW HAMPSHIRE MUNI | | 64465QHA7 | 550,000.00 | | 0.00 | 550,000.00 |
| 210824A | 8/15/2023 | UBS | US TREASURY NOTE | | 91282CAF8 | 2,500,000.00 | | 0.00 | 2,500,000.00 |
| 210824B | 10/15/2023 | UBS | US TREASURY NOTE | | 91282CAP6 | 2,500,000.00 | | 0.00 | 2,500,000.00 |
| 210824C | 9/15/2023 | UBS | US TREASURY NOTE | | 91282CAK7 | 2,500,000.00 | | 0.00 | 2,500,000.00 |
| 210826 | | UBS | UBS PRIME FUND | | | 35,408.43 | | 35,408.43 | 0.00 |
| 220131 | | UBS | UBS PRIME FUND | | | 0.00 | 253,882.73 | 253,882.73 | 0.00 |
| 220331 | | UBS | UBS PRIME FUND | | | 0.00 | 576,785.62 | 569,650.42 | 7,135.20 |
| 220316 | 3/16/2026 | UBS | CD-GOLDMAN SACHS | | | 0.00 | 245,000.00 | 0.00 | 245,000.00 |
| 220519 | 3/15/2026 | UBS | NEW YORK DEV | | 6500355P6 | 0.00 | 105,000.00 | 0.00 | 105,000.00 |
| 210713 | 2/1/2028 | UBS | TEXAS PUB FIN AUTHORITY | | 882669BW3 | 325,000.00 | | 0.00 | 325,000.00 |
| 210716 | 4/12/2022 | UBS | CP-FIRST BOST NY | | 2254EBDC2 | 5,000,000.00 | | 5,000,000.00 | 0.00 |
| 210604 | 7/1/1930 | UBS | FLORIDA STATE BOARD TAX | | 341271AF1 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210630 | 7/15/2026 | UBS | MICHIGAN CITY IND SCHOOL | | 594381HJ7 | 500,000.00 | | 0.00 | 500,000.00 |
| 210617A | 7/1/2028 | UBS | EL SEGUNDO CA PENSION | | 284035AG7 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210617B | 6/1/2029 | UBS | ORANGE COUNTY TAX | | 684184TC8 | 110,000.00 | | 0.00 | 110,000.00 |
| 210621 | 11/1/2026 | UBS | REGIONAL TRANSPORTATION | | 759136VD3 | 500,000.00 | | 0.00 | 500,000.00 |
| 210408A | 7/1/2028 | UBS | PHOENIX AZ CIVIC | | 71884AH44 | 500,000.00 | | 0.00 | 500,000.00 |
| 210408B | 1/15/2027 | UBS | APACHE COUNTY ARIZ | | 03743TAF9 | 590,000.00 | | 0.00 | 590,000.00 |
| 210430 | 6/1/2028 | UBS | BEVERLY HILLS CA PUB | | 088006KC4 | 500,000.00 | | 0.00 | 500,000.00 |
| 210111 | 6/1/2031 | UBS | SAN JOSE CA FING AUTHO | | 798153NL2 | 320,000.00 | | 0.00 | 320,000.00 |
| 210113 | 5/1/2029 | UBS | NYC TRANSITIONAL | | 64971XSZ2 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210114 | 12/1/2029 | UBS | FRANKLIN COUNTY OH | | 353174JE6 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210121 | 10/1/2027 | UBS | MIAMI DADE COUNTY TAX | | 59333NV91 | 750,000.00 | | 0.00 | 750,000.00 |
| 210219 | 9/1/2027 | UBS | VIRGINIA COLLEGE BLDG | | | 500,000.00 | | 0.00 | 500,000.00 |
| 210224B | 11/1/2028 | UBS | WILL COUNTY ILL COMMUNITY | | 969078QN7 | 2,500,000.00 | | 0.00 | 2,500,000.00 |
| 210301 | 8/1/2028 | UBS | SAN JOSE CA FING AUTHO | | 79818186P30 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 210302 | 8/1/2027 | UBS | VISTA CA UNI SCHOOL | | 928346P45 | 1,050,000.00 | | 0.00 | 1,050,000.00 |
| 210308A | 6/1/2029 | UBS | RIO RANCHO NEW MEXICO TAX | | 767169ER2 | 500,000.00 | | 0.00 | 500,000.00 |
| 210308B | 6/1/2027 | UBS | RIO RANCHO NEW MEXICO TAX | | 767169EP6 | 580,000.00 | | 0.00 | 580,000.00 |
| 210309 | 6/1/2026 | UBS | BEVERLY HILLS CA PUB | | 088006KA8 | 300,000.00 | | 0.00 | 300,000.00 |
| 210311 | 1/1/2027 | UBS | FORT LAUDERDALE FLA SPL | | 347622CW0 | 500,000.00 | | 0.00 | 500,000.00 |
| 210326 | 9/1/2028 | UBS | CHINO CALIF PUB FING | | 169548FP4 | 615,000.00 | | 0.00 | 615,000.00 |
| 210514 | 10/1/2026 | UBS | BOSSIER CITY LA UTIL | | 100216FZ8 | 500,000.00 | | 0.00 | 500,000.00 |
| 160601 | 2/15/2022 | UBS | MCALLEN TAX' | | 582018Ff5 | 200,000.00 | | 200,000.00 | 0.00 |
| 151104 | 3/1/2022 | UBS | NEW YORK TAXALBE | | 64966KQC0 | 500,000.00 | | 500,000.00 | 0.00 |
| 190322 | 3/22/2022 | UBS | CD-MEDALLION BA | 57449 | 58404DDP3 | 245,000.00 | | 245,000.00 | 0.00 |
| 160727 | 5/1/2022 | UBS | NORTH BRANCH SCHOOL TAX | | 657740F50 | 500,000.00 | | 500,000.00 | 0.00 |
| 190710 | 5/15/2022 | UBS | CONVENTION CENTER AUTHORITY | | 32115AAG7 | 175,000.00 | | 175,000.00 | 0.00 |
| 001127 | 7/25/2022 | UBS | FNR G92-35 | | 31358PHV2C | 10.35 | | 10.50 | -0.15 |
| 160830C | 8/1/2022 | UBS | NEW YORK CITY TAXABLE | | 64966MED7 | 300,000.00 | | 0.00 | 300,000.00 |
| 021004 | 8/25/2022 | UBS | FNR 1992-125L | | 31358PS40C | 33.70 | | 33.44 | 0.26 |
| 180108 | 10/1/2022 | UBS | PALM BEACH COUNTY SOLID WASTE | | 696560LD1 | 450,000.00 | | 0.00 | 450,000.00 |
| 020826 | 10/15/2022 | UBS | FHR 1391D | | 312912LUO | 29.90 | | 26.82 | 3.08 |
| 201119B | 12/1/2022 | UBS | WARREN HEIGHTS OH BUILDING | | 936121JU7 | 165,000.00 | | 0.00 | 165,000.00 |
| 191213 | 12/13/2022 | UBS | CD-WELLS FARGO N | 27389 | 949495AA3 | 245,000.00 | | 0.00 | 245,000.00 |
| 161216B | 12/16/2022 | UBS | CD-MERCANTIL COI | 22953 | 58733ADQ9 | 245,000.00 | | 0.00 | 245,000.00 |
| 200116 | 1/17/2023 | UBS | CD-MORGAN STANI | 32992 | 6169OURY8 | 245,000.00 | | 0.00 | 245,000.00 |
| 161208A | 4/1/2023 | UBS | NEW HOPE CULTURAL ED TAX | | 64542WAY6 | 250,000.00 | | 0.00 | 250,000.00 |
| 150812 | 6/1/2023 | UBS | CHARLOTTE TAXABLE | | 161037L61 | 300,000.00 | | 0.00 | 300,000.00 |
| 010328 | 6/25/2023 | UBS | FHG14A | | 312916PD5R | 2,000.00 | | 1,000.00 | 1,000.00 |
| 180628 | 6/28/2023 | UBS | CD-COMENITY BAN | 27499 | 981996UP3 | 200,000.00 | | 0.00 | 200,000.00 |
| 191230B | 6/30/2023 | UBS | CD-RAYMOND JAMI | 33893 | 75472RAR2 | 245,000.00 | | 0.00 | 245,000.00 |
| 201119C | 12/1/2023 | UBS | WARREN HEIGHTS OH BUILDING | | 936121JV5 | 165,000.00 | | 0.00 | 165,000.00 |
| 190118C | 5/22/2024 | UBS | CD-CAPITAL ONE | 4297 | 14042RLP4 | 245,000.00 | | 0.00 | 245,000.00 |
| 190118C | 5/22/2024 | UBS | CD-CAPITAL ONE U! | 33954 | 14042TAP2 | 245,000.00 | | 0.00 | 245,000.00 |
| 190315 | 3/15/2024 | UBS | CD-COMENITY CAPI | 57570 | 20033AS31 | 245,000.00 | | 0.00 | 245,000.00 |
| 190325 | 3/25/2024 | UBS | CD-BANK HAPOALI | 33686 | 06251AW48 | 245,000.00 | | 0.00 | 245,000.00 |
| 200325 | 4/1/2024 | UBS | NEW YORK HOUSING | | 6498833S2 | 500,000.00 | | 0.00 | 500,000.00 |
| 161018 | 7/1/2024 | UBS | SELMA ALA TAX | | 816459QV6 | 500,000.00 | | 0.00 | 500,000.00 |
| 161026 | 10/1/2024 | UBS | HONOLULU TAX | | 4386705W7 | 300,000.00 | | 0.00 | 300,000.00 |
| 151023 | 10/1/2024 | UBS | MADISON TAXABLE | | 55844RKN3 | 640,000.00 | | 0.00 | 640,000.00 |
| 161208B | 11/1/2024 | UBS | MICHIGAN FIN AUTH REV | | 59447TJX2 | 250,000.00 | | 0.00 | 250,000.00 |
| 191127 | 11/27/2024 | UBS | CD-STATE BANK IN | 33682 | 856285RS2 | 245,000.00 | | 0.00 | 245,000.00 |
| 201119D | 12/1/2024 | UBS | WARREN HEIGHTS OH BUILDING | | 93612JW3 | 165,000.00 | | 0.00 | 165,000.00 |
| 191107B | 12/1/2024 | UBS | CORPUS CHRISTI TEX TRANS | | 220228BK5 | 400,000.00 | | 0.00 | 400,000.00 |
| 190418 | 12/5/2024 | UBS | CD-DELTA NATIONA | 26633 | 2477RBD6 | 200,000.00 | | 0.00 | 200,000.00 |
| 180629C | 6/1/2025 | UBS | MARYLAND STATE TAX | | 57420PGR1 | 300,000.00 | | 300,000.00 | 0.00 |
| 161114A | 7/1/2025 | UBS | LEXINGTON FAYETTE AIRPORT | | 52909MCA0 | 300,000.00 | | 0.00 | 300,000.00 |
| 191101 | 8/1/2025 | UBS | MASSACHUSETTS ST WATER | | 576051VFO | 400,000.00 | | 0.00 | 400,000.00 |
| 201119E | 12/1/2025 | UBS | WARREN HEIGHTS OH BUILDING | | 936121JX1 | 175,000.00 | | 0.00 | 175,000.00 |
| 191122A | 12/1/2025 | UBS | WARRENSVILLE HEIGHTS OHIO | | 936121JM5 | 500,000.00 | | 0.00 | 500,000.00 |
| 191105 | 3/1/2026 | UBS | MARYLAND STATE COMM DEV | | 57419TDZ1 | 320,000.00 | | 0.00 | 320,000.00 |
| 201105 | 4/1/2026 | UBS | PARAMUS NJ SCHOOL | | 699347LF5 | 500,000.00 | | 0.00 | 500,000.00 |
| 200113 | 4/15/2026 | UBS | PHILADELPHIA AUTHORITY-ZERO COUP | | 71781LBU2 | 300,000.00 | | 0.00 | 300,000.00 |
| 201204 | 4/15/2026 | UBS | LONG BEACH CITY SCHOOL DIS | | 542535LY3 | 750,000.00 | | 0.00 | 750,000.00 |
| 191115A | 7/1/2026 | UBS | LEXINGTON FAYETEE URBAN COUNTY | | 52909MDR2 | 470,000.00 | | 0.00 | 470,000.00 |

## 2022 CASH AND INVESTMENT ACTIVITY

| CITY INVEST # | STATED MAT DATE | BROKER | SECURITY DESCRIP | FDIC # | CUSIP | PRIN BAL 1/1/2022 | PURCH 2022 | SOLD/ MATURE 2022 | BV PRIN BAL 12/31/2022 |
|---|---|---|---|---|---|---|---|---|---|
| 200326B | 8/1/2026 | UBS | SAN BERNARDINO COMM | | 79672ONA47 | 500,000.00 | | 0.00 | 500,000.00 |
| 191219B | 11/1/2026 | UBS | OPELIKA ALABAMA TAX | | 683489ZE1 | 400,000.00 | | 0.00 | 400,000.00 |
| 191016A | 12/1/2026 | UBS | DENVER CITY & COUNTY HSG | | 24917NAG6 | 500,000.00 | | 0.00 | 500,000.00 |
| 200925 | 4/1/2027 | UBS | WESTERN WASHINGTON UNIV | | 959878RJO | 500,000.00 | | 0.00 | 500,000.00 |
| 191219A | 6/1/2027 | UBS | UNIVERSITY OF NORTHERN COLORADO | | 914733DY3 | 360,000.00 | | 0.00 | 360,000.00 |
| 191022 | 10/1/2027 | UBS | NEW YORK NY TAX | | 64966QEK2 | 500,000.00 | | 0.00 | 500,000.00 |
| 160802 | 12/1/2027 | UBS | TOOLE CITY UT TAX | | 89033RBU7 | 400,000.00 | | 0.00 | 400,000.00 |
| 190725A | 12/1/2027 | UBS | WRIGHT COUNTY TAXABLE | | 982276BK2 | 630,000.00 | | 0.00 | 630,000.00 |
| 201007 | 8/1/2028 | UBS | SAN BERNARDINO CALIFORN UNIV TAX | | 796711H44 | 1,000,000.00 | | 0.00 | 1,000,000.00 |
| 191108 | 8/1/2028 | UBS | CORONA-NORCO CAL | | 219764SC2 | 405,000.00 | | 0.00 | 405,000.00 |
| 200320 | 9/1/2028 | UBS | PENNSYLVANIA UNIV TAX | | 709235P25 | 425,000.00 | | 0.00 | 425,000.00 |
| 191212 | 10/1/2028 | UBS | UNIVERSITY OF ALABAMA TAX | | 914745GG2 | 400,000.00 | | 0.00 | 400,000.00 |
| 191024 | 2/1/2029 | UBS | PULASKI COUNTY | | 745401EGO3 | 400,000.00 | | 0.00 | 400,000.00 |
| 200630A | 7/1/2029 | UBS | NEW YORK STATE DORM AUTH | | 64990GS86 | 430,000.00 | | 0.00 | 430,000.00 |
| 200611 | 11/1/2029 | UBS | VENTURA COUNTY CA | | 923078CZ0 | 400,000.00 | | 0.00 | 400,000.00 |
| 200324 | 3/1/2030 | UBS | NEW YORK CITY TAXABLE | | 64966QJL5 | 500,000.00 | | 0.00 | 500,000.00 |
| 200921 | 7/1/2030 | UBS | FLORIDA STATE REV BOND | | 341271AF1 | 500,000.00 | | 0.00 | 500,000.00 |
| 101013 | 12/1/2030 | UBS | HIDALGO COUNTY TEX TAX | | 429343BT3 | 500,000.00 | | 0.00 | 500,000.00 |
| 201102 | 12/1/2030 | UBS | XENIA OH COMM SCHOOL | | 984071CC2 | 720,000.00 | | 0.00 | 720,000.00 |
| 200417 | 9/1/2031 | UBS | CITY OF NORFOLK VA TAX | | 655867G94 | 220,000.00 | | 0.00 | 220,000.00 |
| 201221 | 10/01/26 | UBS | LANCASTER OH SCHOOL DIST | | 514264FGO | 1,675,000.00 | | 0.00 | 1,675,000.00 |
| 201218 | 12/18/2024 | UBS | CD-TEXAS EXCHANGE | | 88241TJQ4 | 248,000.00 | | 0.00 | 248,000.00 |
| | | | | | | - | | | |
| | | | | | | | | | 59,476,138.39 |
| | TOTAL INVESTMENTS | | | | | 71,817,760.66 | 7,740,668.35 | 10,187,290.62 | **69,371,138.39** |
| | | | Unamortized Premiums | | | 1,751,676.99 | 7,798.04 | | 1,759,475.03 |
| | | | Unamortized Discounts | | | (4,291,366.40) | (43,303.60) | | (4,334,670.00) |
| | | | BOW | | | 9,361,050.93 | 25,364,607.32 | 32,560,398.60 | 2,165,259.65 |
| | | | Money Market Accounts | | | 15,909,640.01 | 7,048,930.57 | 1,000,000.00 | 21,958,570.58 |
| | | | Net Cash and Investments | | | 94,548,762.19 | 40,118,700.68 | 43,747,689.22 | 90,919,773.65 |

**CC Regular Session** **5. 2.**

**Meeting Date:** 08/08/2022

**Submitted For:** Nicole Laubach, Community Development

**By:** Brian McCann, Community Development

## Information

**Title**

Note the Following Boards, Commissions, and Committee Meeting Minutes:

- Environmental Policy Board Dated May 16, 2022
- Economic Development Authority Dated June 9, 2022
- Parks and Recreation Commission May 12, 2022
- Planning Commission Meeting Minutes Dated June 23, 2022
- Public Works Committee Dated June 21, 2022

**Purpose/Background:**

N/A

**Recommendation:**

N/A

**Action:**

N/A

## Attachments

EPB May Minutes

EDA Minutes

Park & Rec May Minutes

PC June Minutes

Public Works June Minutes

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Mary Jo Warner | MaryJo Warner | 08/02/2022 09:02 AM |
| Brian Hagen | Brian Hagen | 08/04/2022 08:48 AM |
| Form Started By: Nicole Laubach | | Started On: 08/01/2022 10:22 AM |
| Final Approval Date: 08/04/2022 | | |

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

On Monday, May 16, 2022, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

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

Members Absent: None

Also Present: Senior Planner Chris Anderson

## 1. CALL TO ORDER

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

## 2. CITIZEN INPUT

None.

## 3. APPROVE AGENDA

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

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

## 4. APPROVE MINUTES

### 4.01: Approve Meeting Minutes Dated April 18, 2022

Motion by Board Member Hiatt and seconded by Board Member Little to approve the regular meeting minutes dated April 18, 2022.

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

## 5. POLICY BOARD BUSINESS

### 5.01: Consider Natural Resources Elements for PACT Charter School Site Plan,

**Preliminary Plat and Final Plat (Project No. 22-107); Case of JB Vang on Behalf of PACT Charter School**

Senior Planner Anderson presented the staff report. He stated that the City has received an application from JB Vang Partners on behalf of PACT Charter School for review of a Site Plan, Preliminary Plat and Final Plat related to a proposed new, second school campus to be located at 7633 161st Avenue NW. The subject property is presently owned by The Church of Saint Katharine Drexel. As the EPB will recall, the City previously reviewed a Sketch Plan along with requested Comprehensive Plan Amendment and Zoning Amendment related to the same project. The City Council ultimately approved the Comprehensive Plan Amendment and Zoning Amendment, contingent upon approval of the Preliminary Plat. He noted that several public comments were received related to drainage. He noted that those plans are being reviewed by the engineering department as well as the Lower Rum River Water Management Organization (LRRWMO), which is the Board that would review and approve of the stormwater management plans.

Chairperson Moore invited the applicant to address the Board.

Justin Fincher, JB Vang, spoke in representation of the applicant and stated that they have been working diligently for the past few months to develop more detailed plans for the project and stormwater management. He stated that they did look at relocating a smaller catch basin onsite in terms of stormwater management but was unsure if that needed to be addressed tonight.

Senior Planner Anderson replied that they did not need to review that level of specificity as that is not under the purview of this Board. He noted that the overall level of treatment would not be reduced by shifting the location of the basin.

Chairperson Moore referenced the northern corner and asked if that is a wetland or oak forest.

Senior Planner Anderson replied that area is delineated wetland, which is being reviewed by the LRRWMO. He stated that the oak forest area is to the west of that delineated wetland. He commented that there would be impacts to the oak forest area, but areas within the wetland setback would be protected. He commented that the majority of the trees on the school site would be removed as part of the project.

Chairperson Moore recognized that there has been discussion with the parks department to extend plantings into Central Park and asked for details.

Senior Planner Anderson replied that staff does not release its comments until the agenda for the public hearing is released, which will be later in the week, therefore the applicant has not seen those comments. He stated that he did have a brief discussion with the applicant prior to the meeting but did not want to put the applicant in the position to address comments he has not yet seen.

Chairperson Moore asked if 161st would need to be widened.

Senior Planner Anderson replied that the traffic study has been submitted and is being reviewed by City staff. He commented that improvements may be needed, but preliminarily that

improvement was not mentioned but it is still being reviewed and staff will provide comments at the Planning Commission meeting.

Board Member Fetterley stated that staff indicated that 444 trees were needed in total and that the applicant was not meeting that threshold. She asked if the applicant was aware they would be under the threshold.

Senior Planner Anderson replied that summary came from the tree preservation plan submitted by the applicant, therefore they are aware of the standards. He stated that it is not uncommon that those calculations need to be adjusted. He stated that this is not an official public hearing, as that will be held on May 26th by the Planning Commission. He noted that resident input can still be obtained tonight.

Chairperson Moore invited residents to provide input.

Jason Patrow, 16209 Sapphire Street NW, commented that he has concern with the vegetation being planted around the retention ponds. He commented that there will be steep banks and vegetation will be needed to prevent erosion. He also asked what would prevent water from spilling into the wetland.

Senior Planner Anderson replied that a staff member has made comments to suggest additional plantings on the downslope side to create root structure and stability. He reviewed the stormwater standards that would need to be met by the applicant and noted that engineering would be ensuring the plans and construction meet those requirements.

Ron Lindenberg, 7600 163rd Lane NW, commented that he previously spoke about the oak trees on his property which range in age from 75 to 125 years. He was concerned that the construction could impact trees on his property. He stated that he would not want changes to the subject property to impact other properties. He commented that water does travel through the system but was concerned that the removal of the trees on the subject property could negatively impact other properties.

Danielle Holder, 7826 161st Avenue, stated that she has a lot of concerns but will focus her comments tonight on the trees. She commented that there are old growth oaks throughout the site and trees replanted will never reach that size. She stated that the wildlife that relies on those trees will leave that area. She stated that 161st will most likely need to be widened because it is a narrow road and there will need to be room for buses and the mentioned trail, which will remove more trees.

Matt Boe, 7650 163rd Lane, echoed the comments made by the previous residents.

Amanda Patrow, 16209 Sapphire Street, stated that one of the main concerns she has is related to the floodplain area. She stated that she has another concern with noise and asked if a sound study has been completed.

Senior Planner Anderson replied that there will be a PA system.

Ms. Patrow commented that the neighborhood can already hear noise from Central Park and additional trees would help to buffer that noise. She stated that if this is going to go into a residential neighborhood, there should be assurance that this will not impact those homes. She stated that the staff presentation mentioned that Variolite St access was eliminated for safety reasons but noted that she watched the PACT School Board meeting, and it was said that option was eliminated because of a lack of funding.

Kristy Haight, 7600 163rd Lane NW, stated that there has been a large amount of rain in the last week which has filled the ditches. She stated that they have concern that removing the trees and developing the site could cause additional issues with water if the water is not managed appropriately on the site.

Mr. Patrow stated that the oak forest that will be removed to make space for the retention pond will also remove the shade provided by the forest to the wetland. He stated that could change the character of the wetland. He asked for additional details on a prevention system that would ensure that the pond does not overflow into the wetland.

Jeff Lubarski, 7826 161St Avenue, stated that he is concerned that all the traffic will now be placed on 161st which means the road needs to be widened and trees on adjacent properties will be damaged. He stated that if the road is widened it will also lend itself to commercial vehicles coming down the residential road. He was concerned with the safety of the children in the neighborhood because of the increased traffic.

Board Member Hiatt referenced the photos provided by residents related to rainfall levels and asked how often this situation is occurring.

Mr. Lindenberg replied that those photos are of his property and that typically happens a few times per season, maybe three times. He noted that the current system is not designed to handle much more water and confirmed that he has voiced concerns to the City in the past.

Mr. Fincher commented that funding was one aspect for eliminating Variolite, but it was not the only aspect of that decision. He stated that the way he understood it there are no specific light or noise ordinances that apply to this type of project. He stated that they have addressed the lighting concern with submission of their lighting plan. He stated that in terms of noise, they would be less programmed than Central Park in terms of how their football field would be used for events.

Board Member Hiatt asked the projected seating capacity for the football field.

Mr. Fincher estimated seating for 600, which would have 300 spaces per side. He noted that calculation is not exact but that would be the maximum.

Eric Meyer, Larson Engineering, commented that the stormwater management would be the same for the site, regardless of the type of development. He provided additional details on the LRRWMO stormwater management requirements that have to be met. He stated that with the platting of the property, the school would have the park dedication and dedication of right-of-way. He noted that the improvements to widen the road and add the trail would happen on the school and church properties.

Board Member Fetterley commented that it does sound like there is frequent filling of yards and wetlands now and asked if there would be a net zero flow or whether more water could even be moved out to help those other properties. She asked what would happen after development if there were issues with water flow.

Mr. Meyer commented that if there are drainage issues along 161st it would make sense to make those improvements when the improvements to the road are made.

Mr. Lindenberg commented that he coached at Central Park for ten years and noted that the proposed stadium is further north, near those homes. He stated that Central Park does not have stadium lighting or speakers but is still very bright and very loud. He commented that the football field will be much brighter and louder than the park activity.

Mr. Patrow commented that it sounds like the water from the pond would drain to the wetland, which he views as a concern. He commented on the contamination that would be contained in the runoff from the parking lot and fertilized areas on the school property that could damage the wetlands and plant communities.

Senior Planner Anderson asked the focus to come back to the purview of this Board. He noted that the comments related to drainage can be forwarded to the engineering department. He stated that impacts from deicing and fertilizers is not limited to this property and would apply to all residential and commercial properties.

Ms. Patrow asked when the traffic study was completed. She stated that she noticed the study on a Thursday, Friday, Saturday during Easter break therefore kids were only in school one of those days. She believed that in order to be accurate the study should be done on days kids are going to school and parents are going to work.

Ms. Holder commented that the MPCA states that noise pollution is considered anytime noise travels onto residential property in excess of 60 decibels for more than 50 percent of an hour. She stated that the park activity measured at 70 decibels in her child's room for seven hours. She stated that the MPCA also suggests that the City not place development in areas where it would impact residential properties. She stated that there is no room for a tree buffer to be installed with the development size proposed.

Mr. Fincher commented that the study was completed during three weekdays during peak school hours. He noted that a study was also done on Sunday in order to consider the plans for the church. He stated that information is detailed within the report that will be reviewed at the Planning Commission meeting. He stated that the stadium continues to be mentioned but the school is viewing this as field space for soccer and football and the area will not be programmed to the high level that Central Park is.

Board Member Fetterley commented that there are lots of things happening with the planning of this plot and the school use. She stated that in looking at this from the normal objective of the Board, specific to plantings and trees, she does not love the plan to remove large trees with replacement by small trees and/or restitution. She stated that she would prefer to see more trees preserved or planted on the school site, rather than spreading more onto Central Park.

Board Member Arts agreed with those comments.

Senior Planner Anderson stated that it is not uncommon to see adjustments to the number or quantity of trees on a plan. He stated that the Board could recommend that the required number of plantings be accommodated on site, but there has to be consideration that it would be hard to fit that number of trees without impacting growth characteristics therefore it could be helpful to allow additional plantings on Central Park property. He stated that the trees could be strategically placed in attempt to mitigate concerns raised.

Board Member Fetterley stated that the project is working well to meet the guidelines of the City. She stated that they can advocate for trees and the environment the best they can but must consider the rules in place as well.

Board Member Hiatt asked if there is a timeline on the reports from engineering and the LRRWMO, as that watershed issue is a key piece in this discussion.

Senior Planner Anderson replied that the City staff review should be wrapped up later this week to prepare for the public hearing that will be conducted by the Planning Commission. He noted that after that meeting, the case would be sent to the LRRWMO. He stated that the wetland delineation has been submitted to the LRRWMO for review as well.

Board Member Hiatt asked if the City considers stormwater retention an issue in this area currently.

Senior Planner Anderson replied that the stormwater management staff person is out of the office, therefore is he unsure if those photos are common. He stated that he does not doubt the statements of the residents but cannot confirm that either without that staff person.

Board Member Fetterley referenced the comments related to improvements to 161st and asked for details on that potential project.

Senior Planner Anderson replied that if this project is the premise to need to widen 161st, that would fall as a cost to the developer. He stated that the project is in the CIP for a reconstruction for 2024. He stated that there are discussions to perhaps move that to a 2023 project to better correspond with the timing of this project. He stated that improvements that would be needed because of the project (turn lanes, widening, trails) would be a cost of the developer. He stated that the developer is dedicating right-of-way on the north side of 161st, therefore those improvements, if needed, likely would go to the north.

Board Member Arts referenced the tree preservation along 161st and supports that. He stated that a trail was mentioned that would remove those plantings. He stated that he would recommend not to put the trail in and instead tie in Central Park to Variolite with sidewalks in order to preserve additional trees. He referenced the northeast portion of the property which shows a lot of tree removal. He believed that preservation of some of those trees would assist in providing a buffer as well.

Senior Planner Anderson commented that there are oaks in that area, which is classified as an oak forest, but there are other species of trees in there as well.

Chairperson Moore summarized some of the comments that had been received tonight and recognized that some revisions would be needed to the plan. She stated that the Board would like to see as many of the native plants and trees retained as possible. She recognized that technically speaking the requirements of the City have generally been met by the request.

Senior Planner Anderson recognized the comments of the Board to work with the applicant in an attempt to preserve additional trees in the northeast corner of the site and to maximize the reforestation onsite in strategically placed locations to mitigate resident concerns.

Board Member Hiatt asked if the Board could recommend a percentage of reforestation, such as no more than 50 percent of reforestation could be done monetarily.

Senior Planner Anderson commented that the Board could make that as part of its recommendation, and it would be the decision of the City Council as to whether to incorporate that into their action.

Motion by Board Member Fetterley and seconded by Board Member Little to recommend approval of the Landscape and Tree Preservation Plans, contingent upon compliance with staff review comments, the applicant review the plan to focus on preservation of trees in the northeast portion of the property, and that tree preservation be focused on the property with no more than 50 percent of the reforestation to occur through restitution.

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

Senior Planner Anderson reminded the group that a public hearing will be held by the Planning Commission next week, at which time all staff review should be completed.

Board Member Fetterley thanked all the residents that came to speak tonight and recognized that this development proposal is causing some havoc in that neighborhood.

**5.02: Arbor Day Recap**

Senior Planner Anderson presented the staff report. He stated that on Friday, April 29, 2022, the City, in conjunction with a local Ramsey business, Dedicated Networks, celebrated Arbor Day by planting a ceremonial oak tree along with six maple trees. The planting event occurred at Dedicated Networks and the adjacent City owned property. Approximately 20 staff from Dedicated Networks participated in the event. Chairperson Moore kicked things off by talking about Arbor Day and some of the many benefits provided by trees. City staff also took the opportunity to review proper planting techniques with the volunteers. The event also satisfied the Tree City USA requirement of an observance of Arbor Day.

Chairperson Moore commented that it was a great event.

**5.03: Rain Barrel and Compost Bin Sale Update**

Senior Planner Anderson presented the staff report. He stated that as of Monday, May 9, 2022, there were 36 rain barrels and 42 compost bins still available for purchase. The Recycling

Association of Minnesota (RAM) has said that as other distribution events come and go, they are promoting this opportunity more and more to individuals interested in purchasing. Staff has information on the sale on the City's website and published information in the May/June issue of the *Ramsey Resident* newsletter. The distribution event will occur on June 13, 2022, from 3 p.m. to 6 p.m. at the City's Public Works facility.

Board Member Hiatt commented that he purchased a rain barrel last time and it has been great, noting that he waters his garden from the barrel.

Chairperson Moore noted that she did as well and agreed that it has worked out great.

## 6. BOARD / STAFF INPUT

- **Spring Recycling Day**

Senior Planner Anderson reported that the event was held on May 7th and reviewed the preliminary results.

Chairperson Moore noted the focus on the environment articles that will be included in the *Ramsey Resident.* She noted that a deadline was included showing when those articles would need to be provided to staff. She encouraged the members of the Board to provide articles to staff.

Board Member Little volunteered to write the tree trimming article.

## 7. ADJOURNMENT

Motion by Board Member Hiatt and seconded by Board Member Bernard to adjourn the meeting.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Chris Anderson
Senior Planner

ATTEST:

Nicole Laubach
Planning Administrative Assistant

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

**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, June 9, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

| | |
|---|---|
| Members Present: | Chairperson Michael Olson<br>Member Chelsee Howell<br>Member Rachal Johnson<br>Member Chris Riley<br>Member Shanna Stewart<br>Member Scott Wiyninger (remote attendee) |
| Members Absent: | Member William MacLennan |
| Also Present: | Sean Sullivan, Economic Development Manager |

## 1. CALL TO ORDER

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

## 2. APPROVE AGENDA

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

A roll call vote was performed:

| | |
|---|---|
| Member Howell | aye |
| Member Riley | aye |
| Member Wiyninger | aye |
| Chairperson Olson | aye |
| Member Johnson | aye |
| Member Stewart | aye |

Motion carried.

## 3. APPROVE MINUTES

### 3.01: Approve Meeting Minutes Dated May 12, 2022

Motion by Member Riley, seconded by Member Howell, to approve the May 12, 2022 minutes as presented.

A roll call vote was performed:

| | |
|---|---|
| Member Stewart | aye |
| Member Johnson | aye |
| Chairperson Olson | aye |
| Member Wiyninger | aye |
| Member Riley | aye |
| Member Howell | aye |

Motion carried.

## 4. EDA BUSINESS

### 4.01: Highway 10 Construction Project Presentation

Economic Development Manager Sullivan introduced the members present to provide presentations.

Kent Barnard, MnDOT, provided an overview of projects in the area and an overview of the Anoka Highway 10 project.

Codie Leseman, MnDOT, reviewed the business and stakeholder engagement that has been completed thus far as well as the engagement that will continue forward. He stated that his focus has been on business engagement while other members of the communications team handle communications with the County, City, and residents.

Economic Development Manager Sullivan commented that information is helpful as the City will need to develop a communications plan for the Ramsey project. He explained that the Anoka project is MnDOT led, with the Ramsey project will be County led.

Member Riley recognized the difference between the lead agencies. He noted that residents have mentioned the end date of 2023/2024, which is true for the Anoka portion of the project but commented that will lead directly into the Ramsey project, therefore that time length is not correct.

Mr. Leseman confirmed that on the overview of projects in the area the other area projects are included but agreed that they could be more specific in that time length. He reviewed a broad overview of 2022 work zone and closures. He provided details on the Thursday meetings they have been holding and other methods where stakeholders can gain updates and information.

Mr. Barnard commented that Mr. Leseman's involvement is more on the business side, and he provided details on the communications plan they are following with residents including the use of social media.

Mr. Leseman provided additional details on the low clearance alerts that will begin in July through November 2023, limiting clearance to less than ten feet. He also reviewed what to expect during

the winter months and through spring of 2024. He stated that the Anoka project will be completed by spring of 2024. He also provided contact information and explained how they follow up to input received from businesses and stakeholders.

Jason Orcutt, project manager for the Ramsey Highway 10 project, noted that he was the lead for the Armstrong interchange project as well and therefore is familiar with completing projects in Ramsey. He reviewed the proposed improvements for the Ramsey Highway 10 project and needed right-of-way. He noted the flexibility of design which has allowed them to downsize the needed right-of-way and impacts to businesses. He stated that this time they are at 60 percent design and reviewed the proposed staging for the project. He stated that there will be a communications person brought on board for the project to ensure that there are good lines of communication. He stated that the next open house will be June 29th, with businesses hosted in the morning and general public in the afternoon/evening.

Economic Development Manager Sullivan referenced the businesses north of Highway 10 that currently have individual access and asked when it would be anticipated to convert that access to a frontage road.

Mr. Orcutt commented that will occur once the frontage road is constructed. He noted that the businesses will always have access during the project.

**4.02: Consider Contracting Services for Traffic Count Updates in COR and Surrounding Area**

Economic Development Manager Sullivan presented the staff report.

Chairperson Olson asked if the Highway 10 construction would impact the numbers.

Economic Development Manager Sullivan commented that they could follow up once the project is completed as well, noting that the City was previously collecting this data every two years but was delayed because of COVID and its impacts. He noted the large residential projects and industrial developments that have been completed since the last count was done in 2017.

Member Riley asked if Bunker Lake Boulevard would be counted in this work, as his driving is focused along Bunker rather than Highway 10 at this time.

Economic Development Manager Sullivan highlighted the area that would be included in the counts.

Member Riley commented that sometimes businesses use this information, but others complete the counts themselves. He asked if this information would be used.

Economic Development Manager Sullivan commented that while traffic counts from the County are available, this provides more accurate local numbers. He stated that this type of information is helpful to share with businesses that may be interested in coming to Ramsey and is also helpful information for the City to have.

Motion by Member Wiyninger, seconded by Member Howell, to recommend to City Council to Contract Services to update traffic counts for the COR and surrounding area.

Further discussion: Member Johnson stated that the traffic patterns have changed because of the highway construction and asked if there is a way to isolate the Bunker segment to identify that increase. She commented that the results would most likely be skewed as Bunker is a main access during construction. Economic Development Manager Sullivan confirmed that there would be detailed information at each intersection. He noted that this would provide the City with good data on how people are getting to where they are going.

A roll call vote was performed:

| | |
|---|---|
| Member Stewart | aye |
| Member Johnson | aye |
| Chairperson Olson | aye |
| Member Wiyninger | aye |
| Member Riley | aye |
| Member Howell | aye |

Motion carried.

**4.03: Receive 2022 Business Expo Summary and Select 2023 Venue and Date**

Economic Development Manager Sullivan presented the staff report.

Member Johnson asked if there are any holidays around the two dates proposed.

Economic Development Manager Sullivan replied that there are not any holidays around those dates and staff is not yet aware of any overlapping events.

Member Howell commended staff for their hard work in running a successful event.

Member Stewart noted the low marketing score and asked if there is a plan to improve that.

Economic Development Manager Sullivan replied that the marketing score was 4.7 out of 5, which is very high.

Member Stewart stated that she would link that result to traffic flow.

Economic Development Manager Sullivan stated that they reduced the scale by a few booths to improve the flow of traffic within the building. He stated that they added Facebook for marketing and believe that helped as the attendance was up this year.

Chairperson Olson asked if the comments are tracked year to year to determine if there have been improvements.

Member Stewart asked for clarification on what traffic flow means.

Economic Development Manager Sullivan recognized that traffic flow can mean different things to vendors and stated that perhaps a better question is developed. He stated that he interpreted it as the number of people getting to a booth.

Chairperson Olson stated that overall, they were great scores and a great event.

Motion by Member Johnson, seconded by Member Stewart, to select Adrenaline Sports Center as the home of the 2023 Business Expo and to reserve the venue for April 22 or April 29 and to allocate $5,000 from the EDA.

A roll call vote was performed:

| | |
|---|---|
| Member Howell | aye |
| Member Riley | aye |
| Member Wiyninger | aye |
| Chairperson Olson | aye |
| Member Johnson | aye |
| Member Stewart | aye |

Motion carried.

## 5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided an update on recent and upcoming development activity.

## 6. ADJOURNMENT

Motion by Member Johnson, seconded by Member Stewart, to adjourn the meeting.

A roll call vote was performed:

| | |
|---|---|
| Member Stewart | aye |
| Member Johnson | aye |
| Chairperson Olson | aye |
| Member Wiyninger | aye |
| Member Riley | aye |
| Member Howell | aye |

Motion carried. Voting Yes: Chairperson Olson, Members Howell, Johnson, Riley, Stewart, and Wiyninger. Voting No: None. Absent: MacLennan

The regular meeting of the Economic Development Authority adjourned at 8:47 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

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

**PARK AND RECREATION COMMISSION**
**CITY OF RAMSEY**
**ANOKA COUNTY**
**STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on May 12, 2022, at Alpine Park, 6600 Alpine Drive NW, Ramsey, Minnesota.

| | |
|---|---|
| Commission Members Present: | Chair Shane Bennett<br>Vice Chair Brandon Sis<br>Commissioner Nathan Barten<br>Commissioner Jennifer Leistico<br>Commissioner Justin Loss<br>Commissioner Brian Walker |
| Commission Members Absent: | Commissioner Dean Olson (excused) |
| Also Present: | Parks & Asst. Public Works Superintendent Mark Riverblood<br>Recreation Specialist Marla Martinez-Flynn |

## 1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

## 2. CITIZEN INPUT

None.

## 3. APPROVE AGENDA

Chair Bennett requested to change the order of Item 5.1 and 5.2.

Motion by Commissioner Barten, seconded by Commissioner Sis, to approve the Park and Recreation Commission meeting agenda as amended.

Motion carried. Voting Yes: Chair Bennett; Commissioners Barten, Sis, Leistico, Loss, and Walker. Voting No: None. Absent: Commissioner Olson.

## 4. APPROVE MINUTES

### 4.01: Approve Park and Recreation Commission Meeting Minutes

Commissioner Sis noted that he watched the City Council meeting and up to $8,000 was added an additional line item for a gaga pit. He noted that was in addition of what was approved by the Commission.

Motion by Commissioner Barten, seconded by Commissioner Loss, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- Park and Recreation Commission minutes dated April 14, 2022

Motion carried. Voting Yes: Chair Bennett; Commissioners Barten, Loss, Leistico, Sis, and Walker. Voting No: None. Absent: Commissioner Olson.

## 5. COMMISSION BUSINESS

### 5.02: Affirm Park Dedication for PACT Charter School

Parks & Assistant Public Works Superintendent Riverblood stated that this item does not require action tonight. He noted that the applicant has submitted preliminary and final plat requests to the City, which staff is currently reviewing. He stated that the EPB and Planning Commission will be reviewing those requests at their May meetings. He noted that the Commission previously reviewed the land around Central Park to determine Park Dedication and ultimately it was decided that a parcel of land northeast of Central Park should be obtained to satisfy Park Dedication. He noted that would allow the expansion of ball field six to serve as an additional flex use field. He stated that the applicant's plans included a little under one acre of Park Dedication land in its sketch plan, which satisfies that recommendation previously made by the Commission.

Commissioner Barten asked if that Park Dedication would satisfy both parcels, or only the PACT site.

Parks & Assistant Public Works Superintendent Riverblood stated that was an astute question, and noted that would only be for the PACT site and additional Park Dedication would be due when the church develops the remainder of the parcel. He did not believe that land would be desired for Park Dedication in that scenario.

Chair Bennett welcomed any comments from the public.

Ron Lindenburg, 7600 163rd Lane NW, asked if the change in land use would change the access point at 163rd and Yolite.

Parks & Assistant Public Works Superintendent Riverblood replied that there has not been an additional access proposed from Yolite.

Commissioner Barten asked if the new flex field would be accessed from existing park access roads.

Parks & Assistant Public Works Superintendent Riverblood confirmed that access to the new field area would be similar to the access to field six.

Commissioner Walker stated that this request came before the Planning Commission less than 90 days ago and asked how all the engineering would have been done to get from sketch plan to

preliminary and final plat in that amount of time. He expressed concern about the wetlands and neighboring properties.

Parks & Assistant Public Works Superintendent Riverblood stated that there is concern with all the engineering, but there is a lot of people working on it because they would like to begin grading in August. He stated that staff will be reviewing those plans to ensure they are complete and noted that the Lower Rum River Water Management Organization will also be reviewing the plans. He recognized the wet conditions recently due to the large amount of rain.

A resident expressed concern with drainage because of the wet conditions in the area.

Parks & Assistant Public Works Superintendent Riverblood commented that does not fall under the role of this Commission. He recommended that the residents reach out to the developer to ask about more information on the ponds and water treatment.

**5.01: Review Fitness Courses as a Potential New Capital Improvement Project**

Parks & Assistant Public Works Superintendent Riverblood presented a concept for an element that is not currently included in the City's park and recreation system, nor within the Capital Improvement Plans.

Mike Basich of St. Croix Recreation commented that he has worked with the City on different recreation projects in the past. He provided information on Elevate which is a fitness recreation course. He also provided different cost options noting that the intent is to provide active, challenging, sports play activity targeted at people 13 plus years of age.

Chair Bennett stated that the Commission has desired adding unique elements to the park system and believed this would be a good concept if there was an update or new playground/park design. He agreed that the ninja warrior courses are gaining in popularity.

Commissioner Loss commented that his family will travel to parks and noted a similar park concept in another community that his family has visited. He stated that people love those types of opportunities and will travel to visit it.

Commissioner Walker commented that he would understand the reason to have the equipment at Elmcrest or Alpine as those parks are well used but would also wonder about placing the equipment in a lesser used park because it is not already busy. He stated that perhaps this type of equipment is placed in an underutilized pocket park.

Chair Bennett commented that this would be a tool in the toolbox and the Commission could consider this use when thinking of new playground ideas or equipment replacement. He noted that this could be a unique amenity that could draw people to a community park.

Parks & Assistant Public Works Superintendent Riverblood commented that 18 to 20 percent of Ramsey's population is retired and that is why some of the ergonomic equipment seemed appealing as it would provide recreation and socialization opportunities for the older population.

Chair Bennett agreed that those pieces of equipment could be good to locate near senior living areas.

## 6. COMMISSION/STAFF INPUT

Recreation Specialist Martinez-Flynn provided an update on recent recreational events and programing. She also highlighted upcoming events and activities.

Parks & Assistant Public Works Superintendent Riverblood provided additional information on the upcoming Art Fair. He commented that two residents were unhappy about playground equipment removal at a park.

Commissioner Walker asked if any resident were notified that the equipment was going to be removed.

Parks & Assistant Public Works Superintendent Riverblood replied that they did not as the density threshold for notification was not met.

Commissioner Walker commented that communication would have been an important step in that process.

Parks & Assistant Public Works Superintendent Riverblood provided additional details on the policies related to playgrounds.

## 7. ADJOURNMENT

Motion by Commissioner Barten, seconded by Commissioner Walker, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett; Commissioners Barten, Walker, Leistico, Loss, and Sis. Voting No: None. Absent: Commissioner Olson.

The Park and Recreation Commission meeting adjourned at 7:11 p.m.

Respectfully submitted,

_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

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

**PLANNING COMMISSION**
**CITY OF RAMSEY**
**ANOKA COUNTY**
**STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 23, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

| | |
|---|---|
| Members Present: | Chairperson Randy Bauer<br>Commissioner Bruce Anderson<br>Commissioner Cheri Gengler<br>Commissioner Tom Hunt<br>Commissioner Eric Peters<br>Commissioner Gary VanScoy<br>Commissioner Brian Walker |
| Members Absent: | None |
| Also Present: | Planning Manager Todd Larson<br>City Administrator Brian Hagen<br>City Council Liaison Matt Woestehoff<br>City Engineer Bruce Westby |

## 1. CALL TO ORDER

Chairperson Bauer called the regular meeting to order at 7:00 p.m.

## 2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

## 3. CITIZEN INPUT

None.

## 4. APPROVAL OF AGENDA

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Peters, Anderson, Gengler, Hunt, and Walker. Voting No: None. Absent: None.

## 5. CONSENT AGENDA

**5.01: Approve the May Planning Commission Meeting Minutes**

Motion by Commissioner Peters, seconded by Commissioner Gengler, to approve the consent agenda as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Peters, Gengler, Anderson, Hunt, VanScoy, and Walker. Voting No: None. Absent: None.

## 6. PUBLIC HEARINGS/COMMISSION BUSINESS

**6.01: Public Hearing: Anoka Ramsey Athletic Association (KRH Land LLC/ISE Inc.) Rezoning and Zoning Code Text Amendment at 14622 and 14650 Ferret Street**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 7:02 p.m.

**Presentation**

Planning Manager Larson presented the staff report stating that staff recommends approval of Ordinance #22-21 for rezoning property from COR to E-3 and Ordinance #22-22 for a text amendment adding Medical Clinics as a permitted use in the E-3 district.

Commissioner VanScoy referenced the COR requirements and noted that it seems that all of those uses would be allowed. He asked the rational for the change to E-3 and then to also change the text of E-3.

Planning Manager Larson stated that it is his understanding that the fitness centers within the COR were imagined at a smaller scale than what is proposed. He noted that this would not follow the COR design principals and provided examples.

Commissioner VanScoy commented that it would then seem the architectural standards are the issue as the proposed uses would seem to be allowed within the COR districts.

Planning Manager Larson confirmed that to be correct.

Chairperson Bauer noted that exceptions have been made to the architectural standards and asked if that could be done in this case.

Planning Manager Larson noted that it would be a very large exception in this case.

Commissioner Anderson asked the proposed square footage of the medical center.

Planning Manager Larson replied that the site plan is still in flux.

Commissioner Anderson asked if the developer has looked at the medical zoning area near the VA clinic as a possible location. He explained that he is trying to envision why all these uses would be in one spot.

Planning Manager Larson replied that the intent is that these buildings and structures work together as the clinic will have a strong sports medicine component, noting that the physicians would take their clients to the dome for their exercises. He stated that if approved, the Commission would see the actual plans for the project come forward in the normal planning process.

**Citizen Input**

Reese Sudtelgte, ISG, spoke in representation of the applicant and stated that they are still working on options and iterations for the site. He stated that they are excited to place the facility in this location and are looking at the three uses together. He welcomed any questions the Commission may have.

Motion by Commissioner Peters, seconded by Commissioner Walker, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Peters, Walker, Anderson, Gengler, Hunt, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:11 p.m.

**Commission Business**

Commissioner Walker referenced the concept drawing provided by the applicant and asked for clarification on the numbers.

Chairperson Bauer noted there is a key in the upper righthand corner.

Motion by Commissioner Walker, seconded by Commissioner Peters, to recommend that City Council adopt Ordinance #22-21 Rezoning 14622 and 14650 Ferret Street Northwest from COR to E-3 Employment District.

**Further discussion**

Commissioner Anderson stated that he agrees with Commissioner VanScoy that the COR district would allow these are permitted uses and therefore was unsure why the zoning would be changed. City Administrator Hagen stated that it boils down to the fact that there is not a definition of health club and how that use could be interpreted. He clarified that the question of use would be the dome and whether that would be classified as a health club, in addition to the architectural standards within the COR. Commissioner VanScoy commented that he understands that the intent would be for the building to look similar to the industrial buildings adjacent to the site. Planning Manager Larson confirmed that this scale would fit better with the industrial buildings rather than the smaller building envisioned for the COR. Commissioner VanScoy stated that he does like the

concept and although he had questions in the beginning, he does understand that this would fit better under the standards of the E-3 district.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Walker, Peters, Anderson, Gengler, Hunt, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner Peters, seconded by Commissioner Walker, to recommend that City Council adopt Ordinance #22-22 Amending Section 117-124(b) of City Code to Allow Medical Clinics as a Permitted Use in the E-3 Employment District.

**Further discussion**

Commissioner VanScoy asked the current zoning districts that would allow this type of medical use. Planning Manager Larson replied that B-1 and B-2 currently allow medical clinic uses. He stated that the rational to adding the use to E-3, would be that medical clinics do employ people and therefore an employment district would seem to be an appropriate fit. He stated that later tonight the Commission will have a discussion related to the zoning districts and some issues with terminology. He confirmed that the change would apply across the E-3 district.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Peters, Walker, Anderson, Gengler, Hunt, and VanScoy. Voting No: None. Absent: None.

### 6.02: Public Hearing: Armstrong Boulevard Interchange/Highway 10 Signage Overlay District Zoning Code Text Amendment

**Public Hearing**

Chairperson Bauer called the public hearing to order at 7:20 p.m.

**Presentation**

Planning Manager Larson presented the staff report stating that staff recommends approval of the proposed Code Amendment, Ordinance #22-20.

Commissioner VanScoy asked for details on how the park would be protected from signage.

Planning Manager Larson replied that the park land is within the proposed district boundaries, but it is a more open area and therefore a business would most likely not desire higher signage in that area.

Commissioner VanScoy asked if Anoka County was involved in these discussions.

Planning Manager Larson replied that the County did provide some comments but did not provide further participation. He noted that the area more impacted is closer to Sunfish Lake Boulevard.

**Citizen Input**

John Hapca, Property Manager for Sunfish Commons, stated that they currently have a pylon sign which will not be visible after the overpass is constructed. He stated that the business would be interested in having a higher sign that would be visible to vehicle and asked if there would be funds available to assist with that cost. He stated that he was informed that the sign would need to be removed and relocated as an additional entrance would be added.

City Administrator Hagen stated that the City has not yet had those discussions. He invited the City Engineer to provide input on this type of project that would have impact to a property and whether the City would have an obligation to recreate what was there.

City Engineer Westby stated that they are in the final design process, therefore the elevations have not yet been set. He stated that they do work with property owners but noted that Anoka County is leading the project therefore he cannot speak to their policies. He noted that Anoka County did work with property owners on sign design during the Armstrong interchange project. He stated that he is unsure which signs will be impacted as part of the project but noted that perhaps this property owner has already been in discussions with the County. He stated that potential funding for assistance is still to be determined.

City Administrator Hagen provided details on a meeting with Anoka County about the project next Wednesday that will have two parts, one with businesses and one with residents.

Motion by Commissioner Walker, seconded by Commissioner VanScoy, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Walker, VanScoy, Anderson, Gengler, Hunt, and Peters. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:29 p.m.

**Commission Business**

Motion by Commissioner Walker, seconded by Commissioner Peters, to recommend that City Council adopt Ordinance #22-20 Amending Section 117-1 (Definitions) and Section 117-519 (Business Type Districts) of the City Code of Ramsey, Minnesota.

**Further discussion**

Commissioner VanScoy stated that while he does not like the idea of many signs along Highway 10, this is a situation that is being created which makes it difficult for businesses to communicate with vehicles passing by and therefore supports this action.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Walker, Peters, Anderson, Gengler, Hunt, and VanScoy. Voting No: None. Absent: None.

## 7. COMMISSION BUSINESS

**7.01: Consider Site Plan and Preliminary Plat Request for a New PACT Charter School 6-12 Grade Campus at 7633 161st Avenue NW (Project No. 22-107)**

**Presentation**

Chairperson Bauer stated that because of their relationship with the Church of Saint Katharine Drexel, he and Commissioner VanScoy will continue to recuse themselves from the discussion and related vote.

City Administrator Hagen presented the Staff Report stating that staff supports either alternative one or two within the staff report. He noted that the applicant is making progress on plan revisions, and it is not unusual for a recommendation of approval to be contingent upon compliance with the staff review comments.

**Commission Business**

Acting Chairperson Gengler invited the applicant to speak.

Justin Fincher, JB Vang, spoke in representation of the applicant.

Commissioner Anderson stated that at the last meeting it was requested that the applicant analyze the potential right-in access for buses off Variolite as well as a noise study. He asked if the noise study provided was recently completed.

Mr. Fincher confirmed that the sound study is recent as they conducted that once it was requested. He noted that it is still in draft form.

Commissioner Anderson stated that within the case he did not see anything about the right-in from Variolite. He asked if that analysis has been completed.

Mr. Fincher confirmed that was completed. He stated that the requested analysis was completed but was unsure what was included in the staff report. He stated that from their perspective a third access is not needed as the two proposed access points would operate as a level of service A. He stated that there would be sight distance obstructions because of the hill on Variolite and advised that a right-in only access would be hard to enforce as there would be no medians or anything to restrict turning movements along Variolite. He invited the traffic engineer to provide more details.

Jeff Bednar, traffic engineer, provided details on the level of service and queuing for the proposed access. He commented that the issue with access from Variolite to the school site is that due to the curve and vertical alignment/profile of Variolite north of 161st Avenue would likely cause a sight disruption that would cause traffic concerns. He stated that a right-in/right-out can be effective if traffic movements that are not desired can be prevented, using the example of a median that would prevent left turns in or out. He commented that it would be difficult to control a bus only access. He stated that they do not recommend access to Variolite be provided to the school site.

Mr. Fincher commented that a part of that conversation is related to the two curb cuts that they would already propose. He commented that they met with the neighborhood to discuss their concerns about parent pick-up and queuing on the site.

Mr. Bednar stated that they reviewed the onsite circulation for buses and parent pick-up in addition to student driver circulation in and around the site. He commented that drop off activity moves very smoothly as children exit the vehicle and enter the school quickly.

Mr. Fincher commented that typically, the most critical time is for pick-up times. He stated that about five percent of the total enrollment would be the maximum queuing which would equal about 40 vehicles. He noted that there would be queuing for 46 vehicles, and they could accommodate another 29 vehicles on the north and northwest side if needed in order to keep vehicles from queuing on 161st. He stated that they also plan to have shared parking with the church, therefore additional space would be available there as well.

Commissioner Anderson asked if the 40 cars includes the buses.

Mr. Fincher replied that count is specific for parent pick-up as the buses had a separate study. He stated that the analysis takes into account the buses, parent pick-up, and student drivers.

City Administrator Hagen displayed the proposed traffic circulation for the site.

Mr. Fincher identified the areas where parent pick-up/drop-off, buses, and student driver activity would be as well as the path those vehicles would take to access their locations. He also identified an area where a connection to the church parking lot could occur.

Commissioner Hunt asked the peak a.m. and p.m. time for buses.

Josh Nyquist, representing the applicant, replied that the times for the secondary school would currently be 8 a.m. to 3:05 p.m., noting that those times are subject to change due to busing availability.

Commissioner Hunt asked if PACT has Fridays off.

Mr. Nyquist replied that typically they have two Fridays per month off.

Commissioner Anderson asked the time buses would be expected to arrive.

Mr. Nyquist replied that bus drop off would be about 7:50 a.m.

Commissioner Hunt referenced the sound study and asked for clarification on the different maps provided.

Mr. Fincher replied that the second and third pages are the cut sheets showing how the analysis is completed and for reference only. He stated that the first page shows the location of the field, bleachers, perimeter property line, and decibels around the property line.

Commissioner Hunt commented that during the winter months there would not be much going on and assumed the same for the summer months, therefore the majority of activity would take place in the spring and fall.

Mr. Fincher agreed that the most intense use of the field for sporting events would be in the spring and fall. He stated that for football there are ten to 12 games per year and not all of those games are held at the school site. He noted that the same would be true for track and field and soccer.

Acting Chairperson Gengler commented that there have been some changes to the stormwater ponding and asked for clarification on those changes and what is hoped to be gained from those changes.

Mr. Fincher stated that one of the biggest changes was looking at the grading to the basin. He noted that the original plans met the requirements, but they lowered that grade and made the basin wider. He stated that staff also requested that a topographical survey be done showing the impact to neighboring properties, which was completed and updated. He stated that the neighbors are concerned about stormwater and noted that they do hear those concerns and do not want to compound the existing issues in that area, therefore they want to work as a member of the team to ensure their design does not contribute to the standing water issues those residents experience after rain events. He stated that once the building and site are completed, the rain runoff would be at a slower rate than it currently is, which allows the wetland to drain in a better manner. He commented that they would be willing to look into reducing the size of the pipe from their basin into the wetland but noted that they would want input from staff and the Lower Rum River Water Management Organization (LRRWMO).

Chairperson Gengler asked if the capacity of the basin increased, or whether it was just a change to the shape.

Mr. Fincher replied that it was a change to the overall shape of the basin.

Eric Meyer, Larson Engineering, stated that they did meet with the neighbors to discuss the flooding and runoff from the wetland that the neighbors experience. He stated that on the east side of Variolite there is a 15-inch pipe that crosses Variolite. He noted that their original plan included a 30-inch pipe from the basin to the wetland, but they could reduce that pipe to a 15-inch pipe if desired.

Commissioner Walker referenced the comment that the design as proposed would produce a lesser rate of runoff than currently exists. He stated that he does not fully understand that as any water hitting the site at this time could filter through the dirt, whereas after development there will be concrete and rooftop where dirt previously existed.

Mr. Meyer confirmed that the stormwater basin would collect the water and hold it back to release at a slower rate. He explained that even though the site is dirt currently, it can only soak in so much before water runoff is discharged from the site.

Councilmember Woestehoff asked if the infiltration basin as proposed is not entirely on the PACT property.

Mr. Meyer confirmed that some of that does go into the outlot of the church and there would be a shared use agreement for that similar to the shared parking agreement that would be in place.

Councilmember Woestehoff stated that the purview of the Commission is solely related to this plat and would caution against considered a second plat that has not yet been considered.

Commissioner Walker agreed with that comment and stated that he also has concern with the runoff that would be created from an expanded church and parking on the adjacent site. He stated that he has concern with the runoff in this area as a whole. He stated that once the school and church are built, any problems with water will be problems for the residents in that area. He asked who would be responsible if basements are flooded as a result.

Mr. Meyer stated that they reviewed the information available on the wetland when the flooding concerns arose. He displayed the subwatershed map from the LRRWMO and identified the school site, noting that they are attempting to find more information on the wetland with the WMO.

Commissioner Walker asked if the engineer could answer who would be responsible if there were flooding of basements after the school and church are developed.

Mr. Meyer stated that he is unsure he could say that and was unsure that an attorney could provide that answer because it would depend on the circumstances.

Mr. Fincher replied that with the stormwater designs there is a stormwater maintenance agreement put into place that stipulates what would be needed to ensure proper maintenance of the stormwater facility.

Mr. Meyer stated that if the wetland overflows over the City culvert, into the City storm sewer, and County ditch, it would be difficult to pinpoint who would be responsible.

Commissioner Walker stated that he looks out for the residents when reviewing applications. He stated that he lives up Variolite and has viewed the high water levels in the ditches along Variolite after storms. He stated that his concern is whether there would be an impact following the development of these sites and what would be done if there were an impact to homeowners in that area.

Mr. Meyer stated that they would work to ensure their storm water management is properly designed and can work with staff to ensure this works on a regional aspect if that information is available.

Acting Chairperson Gengler asked staff to speak to some of the concerns related to adjacent properties and potential liabilities as well as part of the basin being located on another plat.

City Administrator Hagen commented that it is not uncommon for a stormwater basin to jump a property line. He stated that when that it is proposed, staff reviews the easement documents that would be recorded against both properties. He stated that given that the northern lot is being platted as an outlot, it is quite common for a stormwater pond to be located in an outlot. He noted that even if the outlot were replatted, the easement would remain as a permanent easement.

Commissioner Hunt asked who approves the documents once the plans are finalized.

City Administrator Hagen stated that the LRRWMO would review and approve the stormwater plans. He noted that those plans would be reviewed by City staff as well as Barr Engineering, who completes the engineering review for the LRRWMO. He confirmed that the people reviewing the plans are experts in those fields.

Commissioner Hunt commented that he would defer to those that are experts in those fields.

Commissioner Anderson asked if the church has been consulted about the shared stormwater pond and whether the potential development of the church site has been accounted for in the stormwater pond capacity as well.

Mr. Fincher replied that they have been in discussion with the church about the stormwater pond as proposed and agreed with that easement. He stated that this pond is designed for the PACT site and does not account for future development on the church site. He stated that the church would go through the same process and account for runoff and stormwater management in their design as well.

Randy Bauer spoke in representation for the Church of Saint Katharine Drexel and stated that the current purchase agreement has a number of issues related to shared elements. He stated that the church has had a long relationship with PACT, even holding mass in the PACT building until their expansion was completed. He stated that there would be shared parking, utility, and stormwater pond easements as well as a trail/sidewalk connection. He commented that the church is aware that a future project on the church site would need to meet the stormwater requirements as well. He stated that the church does not have any plans for development of the north outlot.

Commissioner Hunt stated that one request at the last meeting was for the developer to have more interaction with the residents. He asked if that seemed productive and beneficial.

Mr. Fincher replied that they did meet with residents in the neighborhood the previous week and believed that it was productive. He stated that they focused on a few key areas including stormwater and traffic.

Acting Chairperson Gengler commented that although this is not a public hearing, she would still allow public comments to be made.

Jason Patrow, 16209 Sapphire Street NW, noted the 15-inch culvert going down Variolite noting that it may be pitched in the wrong direction. He referenced the potential to decrease the pipe from the basin from 30 inches to 15 inches which seems logical but means that more water would build up in the pond or spill over. He stated that the pond is not designed for the future expansion. He referenced the north side donated property noting that part of the drainage would go into the donated park land. He referenced the added tree removal for the expanded pond and commented that the pond is only designed to a 10-year storm event, and not a 100-year event. He referenced the parent pick-up/drop-off, noting that if there is stacking for 46 vehicles, that would still leave 150 vehicles off-site. He recognized that there is not much concern for drop-off as that cycles quickly but had concern with parent pick-up times. He stated that there was a comment that 15 buses would be used and noted a previous comment that there would be 12 buses. He did not believe there would be space for 12 to 15 buses. He noted that if there are buses in the identified area, visitors could not get out from those spaces. He stated that if there were a right-in for buses off Variolite that would provide additional space for staging the buses. He asked how an emergency vehicle would access the site during the time when buses are staged, and parents are waiting for pick-up. He referenced the noise study and noted that only addressed the PA system and did not address the HVAC equipment. He stated that the bigger issue with noise would be from those attending the games rather than the PA system. He asked for other uses of the field, such as band practice.

Acting Chairperson Gengler asked which future expansion plan the resident mentioned.

Mr. Patrow commented that there are two areas which reflect space for future expansion of the school.

City Administrator Hagen stated that even though there are areas marked for potential future expansion, the applicant would need to come back to show how the site could support such expansion and treat additional stormwater.

Cindy McKay, 7855 157th Avenue NW, commented that they moved to Ramsey because it was what they could afford and commented that it has become a nice community. She believed that the combination of the park, church and school would be a great combination for this area. She believed that the water issues in the area would improve with the treatment that would be added through this development. She encouraged the community to continue to build and grow and believed that this school would be an amenity for the City and its residents.

Ron Lindenberg, 7600 163rd Lane NW, stated that he is not an engineer and asked if those studies completed were based on a 100-year storm event. He stated that things do not operate in the optimum conditions currently. He stated that without accounting for a 100-year storm event, plus flooding, he has concerns with impacts to properties. He commented that the concern is whether the land would operate as it should after being developed to ensure the water is properly managed. He stated that he would also want assurance that the church would properly manage its water if a development application were to come forward in the future.

Dan Goepfert, 7601 163rd Lane, expressed the same concerns as the previous speaker with the water problems. He believed that this should be tabled until the water concerns could be addressed.

Danielle Holder, 7826 161st Avenue NW, stated that her biggest concern is the traffic on 161st, the stacking for parent pickup, and the traffic that would occur in the mornings. She stated that while the traffic flow looks great on paper, that is often not how it works in real life. She stated that she would like to see more wiggle room rather than a project designed to minimum standards. She believed that the size of the school should be reduced to properly manage the site or expand the area purchased to fit the additional needs. She expressed a concern from her neighbor to the north which mentioned that the sound study was only related to the PA system and not the attendees of the events. She asked how many days the residents would have to abstain from using their properties because of the noise from the games. She noted that not everyone enjoys the noise from sporting activities, and they should not have to be subjected to that. She asked that a study be done on the entire property including the noise from game attendees and HVAC units. She asked that this case be tabled until all those items are considered.

Commissioner Walker asked if Ms. Holder participated in the neighborhood meeting with PACT and asked her interpretation of how that meeting went from a resident perspective.

Ms. Holder commented that she felt that PACT listened to them and allowed them to speak but the response was that they would consider that further and welcome ideas as to how things could be fixed. She stated that residents are not engineers and are simply alerting everyone to the issues. She stated that she does not want to see the stadium require neighbors to stay in their homes on game days or get black out curtains to prevent the lights from shining in their windows. She recognized that the developer did listen to their concerns but did not feel that solutions were discussed.

Amanda Patrow, 16209 Sapphire Street, commented that there are still many concerns after meeting with the PACT team. She stated that their concerns were expressed in great detail, and they feel that those issues have not been resolved including traffic and stacking for parent pick-up. She stated that the PACT team has stated that there is additional room on the north and west sides for parent pick-up but there did not seem to be adequate space on their plans. She noted that the issues of sound and lighting are also still issues for the surrounding residents. She asked the type of lighting that would be used for the sports field. She noted that the retention plan is not based on a 100-year flood event and therefore there could be impacts to the residents. She commented on the Federal floodplain that exists to the north, which is in the backyards of many residents. She commented that the retention pond was increased in size but still does not meet the requirements. She believed that many modifications would need to be made to the plans in order to prevent negative impacts to the residents in this area.

Mr. Lindenberg commented that this children attended Anoka High School which has Castle Field for baseball. He noted that the PACT facility would probably be better than most of the other facilities where sporting events could be held. He explained that when there is a newer facility of better quality, the school is able to draw a majority of their opponents to their home field because of the quality of the facility. He asked that the Commission consider that when they are talking about the number of days the field could be in use. He noted that the field would be used for other spring, summer and fall sports as it will be an appealing facility. He asked that the Commission consider that the facility could also be rented for other use.

Councilmember Woestehoff asked staff to provide input on the improvements for 161st. He noted that the Public Works Committee recently discussed the potential project and trail.

City Engineer Westby commented that typically a road would be reconstructed to the same conditions unless another need comes forward. He stated that staff has concern with p.m. pick-up from parents and therefore they could potentially provide queuing on the street, but they would want to ensure that is not used for parking during the other hours. He stated that generally they would reconstruct the road without parking on either side and then an off-road trail for pedestrians. He stated that it would be hard to plan for a queuing lane when they are not aware of where vehicles would be coming from for parent pick-up.

Councilmember Woestehoff stated that his hope was to show residents that the City is looking at 161st as part of this project and there will be changes made. He noted that the trail/sidewalk is a big project and recognized the tree loss concerns. He stated that they are attempting to reduce the tree loss to the extent possible.

Commissioner Anderson asked why there could not be a right-in or right-out for buses off Variolite.

City Engineer Westby stated that the sight distances are not good on Variolite because of the crest and curve, therefore staff has concern with the sight distances and related safety concerns for a head on collision of vehicles attempting to pass buses turning right into that access.

Commissioner Anderson asked if those concerns would equally apply to that access being an exit only.

City Engineer Westby confirmed that his concerns would remain as a vehicle could attempt to pass a bus entering the road from the site and could have a head on collision with vehicles coming from the other direction. He also had concern with a bus being able to come up to speed going up the hill towards 161st.

Commissioner Hunt asked if the sight distance are based off current speeds or school zone speed limits.

City Engineer Westby replied that they could look to enact a school zone speed limit on the road, noting that is an MSA road and therefore MnDOT would need to be involved as there are additional requirements MnDOT would have to enact a school zone. He noted that his comments were based on the existing speed of the road. He stated that he understands the concern with drainage and the visibility of high water levels in the ditches after rain events but explained that those ditches are meant to fill up and hold water until it can be released downstream. He explained that just because a ditch is filled does not mean it is not functioning as it should be. He stated that the drainage design submitted by the applicant is reviewed diligently by staff as well as the LRRWMO engineering staff to ensure proper design. He stated that the City ensures that all developers are held to the standards for the two-, ten- and 100-year events noting that post development has to

result in the same or lesser than the existing conditions. He stated that the design that does not address a 100-year event would not be approved by the WMO.

Councilmember Woestehoff asked when the LRRWMO would be reviewing the case.

City Engineer Westby stated that it is his understanding that the developer intends to submit to the LRRWMO in July for review at its August meeting.

Commissioner Hunt asked if those meetings are open to public comments. He noted that perhaps residents with concerns about drainage should bring those concerns to the WMO.

City Engineer Westby confirmed that those meetings are also open to the public and provided details on where those meetings dates and packets can be found.

Councilmember Woestehoff stated that the WMO is a multi-jurisdictional organization and Councilmember Musgrove is the current Chair of the WMO Board.

City Engineer Westby confirmed that the WMO Board has representatives from Anoka, Ramsey, and Andover.

Jeff Lubarski, 7826 161st Avenue, reference the comments that a Variolite access would be unsafe. He noted that 161st is on top of the hill and therefore a vehicle moving up the hill could not see a bus taking a righthand turn.

Mr. Patrow commented that he is aware of the LRRWMO meeting dates and has submitted comments to that organization as well. He stated that the water issues were discussed in detail at the meeting with PACT and the neighborhood. He noted that some potential solutions were discussed and stated that perhaps the City could provide input on whether those options would be feasible, such as connecting to the storm drain that could service the church and PACT. He noted that another suggestion was to use permeable asphalt and concrete.

Mr. Fincher replied that permeable asphalt is incredibly more expensive than traditional asphalt which is why it is not commonly used as it is cost prohibitive. He stated that the funding model for a public charter school is very different than a traditional school and therefore it would be challenging to add that cost. He stated that he has also heard about the incredible amount of maintenance that would be required to ensure the asphalt remains permeable. He referenced the mentioned storm drain connection and in order to do that they would still need to treat the water before tying into the connection. He stated that in order to treat the water and make the connection, that would need to occur on the south portion of the site where a lot of the mature trees are located. He was unsure of the cost that would be required to make that connection as well and recognized the desire to preserve trees in that area.

Mr. Meyer commented that they did reach out to the City for as-builts of utilities at Variolite and 161st as they will connect to sewer and water in those locations. He stated that their stormwater would still need to be treated through a pond. He stated that once they receive the as-built information from the City they could investigate whether that would be a feasible connection. He

stated that they did design their stormwater to meet a 100-year event. He noted that if the pipe leaving the basin were reduced to 15 inches, they would raise the berm by four inches to ensure the water would remain within the pond. He noted that reducing the pipe size to match the culvert size would significantly reduce the rate of water leaving the site, well below the required rate.

Commissioner Walker asked if this project is funded at all.

Mr. Fincher replied that the funding is also in process. He stated that the preliminary bonding resolution was passed by the City Council and once that approval is finished by the City, it would go to the underwriting team for sale of the bonds. He stated that everyone is confident that this would be a successful transaction given the success and enrollment numbers for PACT. He did not feel that financing would be an issue for PACT.

Commissioner Walker commented that it was his understanding that the City of Ramsey is not going to be part of the financing.

Mr. Fincher clarified that the bonds used are conduit issuer bonds and therefore are issued through a municipality to receive tax exempt status. He stated that the City of Ramsey and State of Minnesota would not be backing the bonds and the bonds would be the sole responsibility of PACT. He commented that the City of Ramsey would not be providing any dollars and would actually collect a fee on an annual basis to cover any administrative costs.

Councilmember Woestehoff confirmed that the City would not have any fiscal risk in this.

Commissioner Walker commented that it seems that stormwater, lights, and noise continue to be concerns. He asked if the City has had any discussions with PACT to complete a joint stadium effort for any location other than this property. He commented that if the stadium were moved from this site onto Central Park, the stadium could benefit the school and all of Ramsey. He noted that it would also provide more space on the school site for parking and traffic circulation and prevent additional tree loss.

City Administrator Hagen replied that Central Park is utilized quite well with the current amenities. He was unsure there was capacity in Central Park to use for this type of purpose. He was unsure there was a park in Ramsey that could accommodate that type of use which would require PACT to purchase additional land. He noted that would create issues of function with PACT getting to the other location to use it.

Commissioner Walker stated that he is trying to find a path forward that would address resident concerns and allow PACT to move forward. He asked PACT to contact parks staff to determine if there would be potential for that concept.

Councilmember Woestehoff stated that he does not imagine the Council would support that, noting that he cannot speak for the entire Council. He commented that Central Park is already well used with established relationships with other organizations such as ARAA. He agreed that perhaps the residents would be more accepting of the project if there were no stadium or field but did not imagine that works for the school.

Commissioner Walker commented that he was not suggesting Central Park as the only location but believed there would be benefit to a shared facility of that type.

Acting Chairperson Gengler reviewed the available options for the Commission to consider.

City Administrator Hagen reviewed the possible actions and available review time. He noted that the City is already within the 60-day extension for the review.

Councilmember Woestehoff stated that he believes the City would benefit overall if the Commission could take action tonight as that would ensure the Council would have sufficient time to review the case and would have the ability to table if needed. He stated that these comments from the residents have been made on multiple occasions and noted that at a certain point the Commission needs to take action.

Commissioner Hunt agreed that he did not believe much would be gained by tabling the matter again.

Commissioner Anderson stated that he is torn as there is a lot, he does not like but he does like the idea of a school and its benefits. He stated that he is unhappy with parking and traffic flow. He noted that there are 125 items on the list provided by the City which need attention. He stated that he wants this to go forward but has concerns and will rely heavily on Councilmember Woestehoff to relay the discussion and concerns of the Planning Commission when the Council reviews this item.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council approval of the site plan and preliminary plat contingent upon compliance with staff review comments.

**Further discussion**

Commissioner Hunt asked if the Commission would need to be more specific on the contingencies. City Administrator Hagen confirmed that would be broad enough to ensure the City can continue to review and make revisions where needed. Commissioner Walker stated that he made the statement that he fights for the residents whether he agrees with them or not as he feels it is his duty to represent the residents. He stated that a lot of times it is easy for those sitting on a Council or Commission to make a decision when they are not impacted by a project. He stated that frustrates him when he feels that the resident voices are not heard. He believed there are too many questions and unresolved issues and therefore cannot support the request until the residents support the project. Acting Chairperson Gengler commented that the input of residents has made a difference throughout this process and has brought attention to issues that need attention. She stated that while they look at the needs of the neighbors nearby, they also need to consider the needs of the overall community. She felt that there is progress towards the issue of stormwater that will continue to be developed. She also felt that there has been progress towards the impact of noise and there has been discussion related to traffic that will resolve that issue as well. She felt comfortable supporting the request. Commissioner Hunt agreed that everyone is taking into

account the residents. He recognized the comments of the residents that live nearby but noted that there are also thousands of other residents in Ramsey and the school would be good for the community as a whole. He stated that he has spoken to residents that are excited for the school and he is comfortable moving forward. Commissioner Walker asked how many of the members of the Commission would trade their home with someone that lives in this area. Acting Chairperson Gengler commented that she would. Commissioner Walker stated that he is simply trying to put himself in the position of those residents. He recognized that the residents already deal with Central Park but purchased their home knowing the park was there.

Motion Carried. Voting Yes: Acting Chairperson Gengler, Commissioners Anderson, Peters, and Hunt. Voting No: Commissioner Walker. Absent: None.

City Administrator Hagen replied that this is tentatively scheduled to go forward to the July 12th City Council meeting.

Chairperson Bauer and Commissioner VanScoy rejoined the Commission.

**7.02: Zoning Code Update Preliminary Discussion**

**Presentation**

Planning Manager Larson presented the Staff Report requesting direction on any areas that the Planning Commission would like to discuss or explore. Time will be scheduled over the next several months, keeping in mind other public hearing and development proposed on the agenda, to discuss various topics the Commission has interest in.

**Commission Business**

Chairperson Bauer stated that many of the districts have specific uses allowed but other things are not mentioned specifically. He encouraged staff to ensure that the list is comprehensive or has allowances for certain things.

Planning Manager Larson stated that zoning establishes rights and very little of what is reviewed by the Planning Commission is discretionary. He stated that something cannot be denied simply because it is not liked. He stated that if there is a Comprehensive Plan amendment or change of that nature, it would provide the Commission with more discretion. He explained that parameters should then be included in the zoning code to ensure that the Commission would be happy with the allowed use. He also provided details on nonconformities and the ability to expand through a CUP, which then makes it a conforming use.

Commissioner Gengler asked if any other municipalities have aligned their Code to other codes, such as those used by the IRS, that provide specificity to the business use.

Planning Manager Larson commented that while some of those codes can be specific, some are very simple.

Commissioner Gengler stated that she would be interested in talking about lighting and would like to see more information on nonconformities. She agreed that the topics on the list are all good.

Commissioner Anderson agreed and liked the suggestion of tackling one or two topics at a time.

Planning Manager Larson welcomed any additional comments the Commission may think of between meetings that they would like to discuss. He noted that the list were some ideas from staff. He noted that there would also be proposed reorganization to make the Code more user friendly, such as consolidating all permit application information into one area.

Commissioner Anderson stated that he would be interested in what could be done to ensure Highway 10 does not turn into a corridor of signage.

Chairperson Bauer commented that this is an excellent idea and Planning Manager Larson has an impressive background with a lot of experience that will be helpful in this process. He thanked Planning Manager Larson for taking on this task and suggested he develop the plan for tackling this issue. He agreed with the approach of using 30 minutes or so of each meeting to review one or two topics. He suggested reviewing issues that have had multiple variances to determine if a change to the Code would be appropriate.

Planning Manager Larson commented that they would also be doing a public engagement survey to gather input.

Commissioner VanScoy referenced the subdistricts of the COR and asked if there could be clarification on the zoning for the section of the COR west of Armstrong.

City Administrator Hagen stated that part of this is following the adoption of the Comprehensive Plan to ensure the zoning and guidance match throughout the community.

Commissioner VanScoy did not believe the City has been consistent in applying the COR framework towards applications and would like to see that addressed.

Planning Manager Larson stated that if the Commission were interested in gaining input on other topics or entities, such as the purpose of the LRRWMO, perhaps presentations could be provided on those things as well.

Chairperson Bauer recognized that there are other agencies that have approval authority over certain issues, such as water management in the case of the LRRWMO. He stated that the Commission then places contingencies, but those issues are dealt with by the other entity and therefore perhaps it would make sense to better understand those review processes.

Planning Manager Larson thanked the Commission for their input and noted that they will begin to bring topics forward but recognized that this process will take a while to complete.

Commissioner Anderson suggested that staff begin with an issue that causes time delays for staff.

Commissioner VanScoy recognized concerns that are expressed by residents and found it helpful for the standard to be reviewed by the City Engineer which helps to address those concerns.

## 8. COMMISSION / STAFF INPUT

City Administrator Hagen recognized the staffing changes within the City. He noted that he has officially been hired as the City Administrator but would still have regular involvement in Community Development until a new Director is hired. He reviewed some of the other staffing changes.

Chairperson Bauer congratulated City Administrator Hagen on the new position.

## 9. ADJOURNMENT

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Gengler, Hunt, Peters, and Walker. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 10:08 p.m.

Respectfully submitted,

Todd Larson
Planning Manager

ATTEST:

Nicole Laubach
Planning Administrative Assistant

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

**PUBLIC WORKS COMMITTEE**
**CITY OF RAMSEY**
**ANOKA COUNTY**
**STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, June 21, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Debra Musgrove
Councilmember Matt Woestehoff

Also Present: Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
Civil Engineer II Joe Feriancek
Finance Director Diana Lund
Community Development Director/Deputy City Admin Brian Hagen

## 1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:30 p.m.

## 2. CITIZEN INPUT

There was none.

## 3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

## 4. APPROVE MINUTES

### 4.01: Approve May 17, 2022, Meeting Minutes

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to approve the following minutes:

Regular Meeting Minutes dated May 17, 2022

Further discussion: Councilmember Musgrove noted on page nine, paragraph seven, it should state, "…indicates ~~they~~ we…"

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

## 5. COMMITTEE BUSINESS

City Engineer Westby suggested first considering case 5.02 as a resident is not yet present for case 5.01.

### 5.02: Review Bicycle and Pedestrian Facilities as Part of the 161st Avenue Street Reconstruction

Civil Engineer II Feriancek reviewed the staff report and stated that staff recommends alternative one, reconstructing 161st Avenue as a minimum width two lane road with a six-foot boulevard and ten-foot bituminous trail on the north side.

City Engineer Westby referenced an email he received from Councilmember Woestehoff who asked about running a trail between the fields and PACT. He stated that staff did look at that option but that would place the trail within the foul area of the ball field. He commented on the high cost to move fields. He stated that staff could review that option in more detail, but it may interfere with field use and rental. He commented that this is an MSA road, therefore they are limited in the options for design. He stated that the City does have the ability to change its MSA routes, if desired, but noted that it a lengthy process as well and it would still most likely make sense to widen the road.

Councilmember Woestehoff asked if PACT could be asked to have an easement and put the trail on their property as it would provide mutual benefit. He commented that the neighborhood does not want to see loss of mature trees and it would also change the look of Central Park dramatically. He stated that he would not be in favor of the bike lane as he believed people will most likely park in that lane.

Civil Engineer II Feriancek stated that the current plan has a ten-foot gap between the property line and parking lot.

Chairperson Riley stated that is an option he would be interested in finding out more about. He stated that of the options given, option three would seem to be the best fit for safety and to lose the minimum number of trees.

Councilmember Musgrove stated that she agrees that tree removal should be avoided to the extent possible. She agreed that removing a number of trees would impact the character of the park and therefore would like to look at the possibility of another trail placement that could avoid more tree loss. She stated that she does appreciate the staff time and thought in developing these creative ideas for trails.

Civil Engineer II Feriancek confirmed the consensus of the Committee to work with the developer and try to keep the trail north, staying out of the playing fields.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to direct staff to further investigate option three as well as alternative to negotiate with PACT for a ten-foot trail on the western boundary to the fields.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

**5.01: Consider Recommendation to City Council Authorizing Preparation of Plans and Specifications for 2022 Argon Street Drainage Improvements**

City Engineer Westby reviewed the staff report and recommendation to recommend City Council authorization to prepare plans and specifications for 2022 Argon Street Drainage Improvements.

Chairperson Riley referenced the replacement of the septic system that was mentioned and asked if there was flooding before that replacement occurred.

Luke Buchholz, 15407 Argon Street, replied that he was not aware of flooding before the previous owner replaced the septic system.

Councilmember Woestehoff asked the pavement rating for Argon and when the road is scheduled for work next.

Public Works Superintendent Riemer replied that he believed the road had a rating of five or six.

Councilmember Woestehoff asked if the improvement could be delayed until work is done on the road. He stated that perhaps if a pavement management project is planned at a future time, the improvement could become part of that project and be budgeted for. He commented that he would have a hard time developing plans and specifications and spending $500,000 for something that only impacts four homes.

Chairperson Riley noted that the next road improvement would be an overlay, not a reconstruction.

City Engineer Westby replied that the resident has had water in their basement at least twice now and the rain events are becoming more intense each year which will lead to further flooding.

Councilmember Woestehoff stated that nothing in the case makes this seem like this was caused by the City. He stated that when he lived in Richfield his basement flooded on multiple occasions and he did not call the City to regrade his yard. He stated that he would not have a problem assisting with plans and specifications but believed there are better ways to spend $500,000.

Mr. Buchholz stated that he did not think going to the south with a pipe would be feasible because of the grade. He commented that all the water already goes to the west. He stated that the City already did a regrading once, but it was not done correctly. He believed a proper swale would have provided a solution and suggested curving the swale around the septic. He commented that the culvert under Argon Street was not properly sized for all the water that it handles. He commented that after the last overlay, the road surface is almost at the same level as the curb, so

half the water is running off the roads into the driveways and ditches. He believed that regrading a better swale and resizing the culvert would provide a solution. He believed the pond to the west was adequately sized.

Chairperson Riley commented that again it seems that the replacement of the septic system was the cause of these issues.

City Engineer Westby replied that typically when a new system is installed it is put in a new location and perhaps that was part of the issue. He stated that staff could look to see what perpetuated the drainage issue, look at potential costs for regrading, and potential impacts.

Chairperson Riley recognized the hesitancy of the Committee to spend $500,000 to fix something that was caused by replacement of a septic system.

Councilmember Musgrove asked if this would be a situation where a rain garden could help.

City Engineer Westby replied that he is unsure of the soil types in that area or level of the water table. He commented that with the wetland complex to the west he would guess the water table could be high. He identified other properties that have reached out to the City with complaints on this topic. He commented that when the original property owner put the septic system in, he did have problems with water coming into his basement.

Mr. Buchholz commented that per the MS4 Permit, the City is not allowed to send water from the right-of-way onto private land. He commented that if there is not drainage and utility easement through Mr. Ridgeway's property, drainage cannot be sent into that area.

City Engineer Westby replied that there is an issue, and Staff's proposed design would prevent that from occurring and prevent the City from having to purchase an easement. He explained that when the City was incorporated, it incorporated the existing drainage systems and issues.

Chairperson Riley commented that he is shocked at the cost.

Councilmember Woestehoff referenced property four in the diagram which he believed does have an easement. He asked if the issue is that the easements are not in the right place and in order to use that easement there would need to be significant tree removal.

City Engineer Westby stated that in order to direct water to that location, water would need to be rerouted which would include regrading.

Councilmember Woestehoff commented that there is an easement between properties seven and four.

City Engineer Westby replied that there is easement but that is not where the drainage wants to go. He stated that if they were going to perpetuate drainage through the yard, an easement would need to be purchased.

Councilmember Woestehoff stated that it is nice that staff has been helpful even though this does not appear to be the fault of the City at any time.

City Engineer Westby confirmed the consensus of the Committee, directing staff to pursue a less costly option.

**5.03: Consider Recommending City Council Approving Plans and Specifications and Authorizing Advertisement for Bids for Autumn Heights Street Reconstructions, Improvement Project #22-02**

Civil Engineer II Feriancek reviewed the staff report and recommendation to recommend that the City Council approve plans and specifications and authorize advertisement for bids for Autumn Heights Street Reconstructions, Improvement Project #22-02. Alternatively, the Committee could recommend revising the plans to include the "reclamation light" design at an estimated 43 percent cost savings, however, these streets would then have a different design than all other recently reconstructed streets in Ramsey which would provide a lesser pavement design strength and shorter design life.

Councilmember Musgrove asked for clarification on the eight feet of existing driveways mentioned in the report. She also asked whether there is a need for curb and gutter or whether that is just needed on one section.

Civil Engineer II Feriancek replied that 167th west of Armstrong goes uphill and turns left. He stated that the drainage along the hill goes to the ditches as there are no swales. He stated that curb and gutter would be added to that section to manage that drainage and keep soil from spilling into the road. He stated that the eight feet of driveways provides enough space to tie into the new pavement. He stated that over time parts of the road sink or raise and therefore space is needed to recreate the profile, which will cause some driveways to be slightly adjusted as well.

Councilmember Musgrove asked if the curb and gutter is only in that section.

Civil Engineer II Feriancek confirmed that the curb and gutter is only along that portion of 167th.

Councilmember Woestehoff asked how a reclamation and overlay would differ.

Civil Engineer II Feriancek replied that an overlay would mill out the top layer, but reflective cracking still occurs. He stated that there is a lot of alligator cracking on the road, which would cause the overlay to break up. He stated that a reclaim will mill off additional material to create new class five material.

Councilmember Woestehoff asked if they could do that without doing a full depth reclamation, specifically asking for more explanation on the reclamation light option.

Civil Engineer II Feriancek stated that the reclaim light would mill off the top and a little into the gravel.

City Engineer Westby replied that the reclaim is still the same in both the full depth and light options. He explained that in a full depth reclamation they remove some of the reclaim and put two lifts of pavement, whereas the light version removes less reclaim and puts one layer of pavement on top.

Chairperson Riley referenced the cost difference, noting that the light version is less than half the cost.

Civil Engineer II Feriancek stated that the reduced cost does not include the other improvements proposed, noting that the grade would not be adjusted and therefore it may not be as smooth and it would also remove the curb and gutter, culvert replacement, and other proposed improvements for the project.

City Engineer Westby replied that the road would be a touch better than the originally constructed road. He explained that the City currently constructs roads to a seven-ton design load, whereas this would only be rated for perhaps five tons. He stated that 60 years is the typical lifespan for a new road, whereas this would be maybe between 25 and 40 years.

Councilmember Woestehoff stated that doing these types of improvements could help to solve the bubble situation and spread some repairs over time and the lower cost would help to spread needed repairs to more areas.

Councilmember Musgrove asked if this project was on the 2022 CIP.

City Engineer Westby confirmed that this road was planned for 2022.

Councilmember Musgrove stated that she could support the light version if there were a plan for how many roads could be placed into that category. She stated that she also has a desire to see the road project move forward as planned.

Chairperson Riley asked if this neighborhood would be a good candidate for the light option. He asked all residential neighborhoods would be equally available for the light option or whether it would not be recommended for some roads.

City Engineer Westby replied that it would depend upon the subgrade soils. He stated that it sounds like there were some poor subgrade sections in this area where soil corrections were going to be done and if that does not happen the road would fail faster. He stated that he would target the light option on streets that have better subgrade sections.

Public Works Superintendent Riemer commented that the east side of the project basically only sees traffic from the people living there while the west side has a fair amount of cut-through traffic.

Civil Engineer II Feriancek commented that the subgrade soils on the east side are worse and the subgrade on the west side are better, but people do cut through the west side to get to other neighborhoods.

Councilmember Woestehoff stated that because this is rural residential with less density it would seem like a prime candidate for the light reclaim option. He asked if there would be a hybrid option.

Chairperson Riley asked for details on the half cul-de-sac proposed.

Civil Engineer II Feriancek replied that would allow turn around space for emergency vehicles. He did not believe residents would provide additional right-of-way for a full cul-de-sac as it would significantly impact the resident to the north and take most of his driveway.

Chairperson Riley commented that this was planned for last year and is now planned for this year but is just being brought forward now which means it may not be completed. He asked why this did not come forward earlier.

City Engineer Westby replied that this was the last project and staff has had a heavy workload.

Councilmember Musgrove asked staff for details on a potential hybrid option and whether the reclaim light would be proposed for the west or east portion. She also asked the impact of doing a reclaim light on the eastern portion.

Civil Engineer II Feriancek replied that if the subgrade soils on the east are not corrected, that would fail faster. He commented that perhaps 20 years could be gotten, but maybe not.

Chairperson Riley stated that the Committee would be interested in hearing which projects would be feasible for reclaim light and acknowledged that if there are poor soils those roads would not be good for the reclaim light option.

City Engineer Westby commented that staff will need to track where reclaim light is done to ensure the proper maintenance schedule is followed in the future.

Councilmember Woestehoff asked if it would make sense to split the project into two projects, full reclaim on the east side and reclaim light on the west side, for tracking purposes. He believed that the light reclaim will be a viable option going forward for some roads in order to complete more improvements at a lesser cost.

City Engineer Westby stated that staff could figure out how to track this and would prefer to keep the entire project together.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to recommend City Council approval of plans and specifications and authorizing advertisement for bids for Autumn Heights Street Reconstructions, Improvement Project #22-02 with the assumption that the eastern portion will be full-depth reclaim and the western portion will be reclaim light.

Further discussion: Councilmember Musgrove asked where the cul-de-sac is located and whether that would still be constructed. Civil Engineer II Feriancek replied that while the cul-de-sac is on the western portion, that portion could be full-depth in order to complete that improvement.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

**5.04: Consider Recommendation to City Council to Temporarily Increase Funding for Pavement Management Program**

City Engineer Westby reviewed the staff report and recommendation to temporarily increase annual PMP funding to mitigate immediate street reconstruction bubble needs and minimize annual maintenance costs in as few years as practical. It is important to consider that the longer the bubble continues, the greater the impacts related to street maintenance including equipment and material cost, professional services, and potentially staffing. On the flip side, the higher the annual PMP funding, the greater the impacts related to engineering costs including engineering staff and potential professional services. These costs must therefore be considered as well.

Chairperson Riley asked if the reclaim light is done, would that preclude a mill and overlay in the future.

City Engineer Westby confirmed that generally that would be true as there would not be enough pavement for that option. He commented that an overlay could be done to lengthen the lifespan, but a mill and overlay would not be an option.

Civil Engineer II Feriancek explained the differences in the proposed costs of the last case between full-depth reclaim and reclaim light.

City Engineer Westby replied that staff will provide better cost estimates at the next meeting.

Councilmember Woestehoff stated that he likes getting 25 percent more roads done. He stated that as much as he does not love the reclaim light option, it does help to spread the improvements out better over time.

Chairperson Riley confirmed the consensus of the Committee that the available ARPA funds mentioned should be spent on road projects.

Councilmember Woestehoff asked if the police body cams were still funded using ARPA dollars.

Finance Director Lund replied was excluded from the numbers and noted the estimate of the police cameras was about $268,000 in total for the entire system.

Councilmember Musgrove asked if the ARPA funds have to be used within a certain period of time.

Finance Director Lund stated that the first half of funds were received in 2021 and the next half will be received in 2022. She stated that contracts have to be in place by December 2023 and the funds have to be spent one year after that date.

Councilmember Musgrove referenced the road rating which helps to categorize the improvements needed and asked if the subgrade information could also be included to identify the streets that would be available for reclaim light.

City Engineer Westby replied that geotechnical work would need to be done with soil borings to review the soil conditions.

Chairperson Riley asked if the radar would provide that information.

City Engineer Westby replied that only provides details on the bituminous and aggregate section depths but does not identify soil types.

Chairperson Riley asked if engineering would have sufficient time to plan for improvements next year if the additional funding is approved now.

City Engineer Westby commented that if staff can start moving on it right away, that should be possible. He commented that they would have a Civil Engineer working on plans full time after this construction season is done. He commented that Civil Engineer II Feriancek would also be working on plans.

Civil Engineer II Feriancek reviewed the projects currently scheduled for the following year and stated that with the additional staff person assisting, they should be able to complete those plans.

Councilmember Woestehoff asked if the intent would be to use the additional funds for reconstructs, or to focus on the reclaim light projects.

Chairperson Riley commented that is part of the discussion.

Community Development Director/Deputy City Admin Hagen commented that if the additional funding is used on roads, every project for 2023 would use that funding in order to ensure the funds are spent on time.

Councilmember Woestehoff stated that his question was more of whether this is focused on getting the most miles of roads done. He asked if staff has some of the geotechnical data on about half the roads scheduled for reconstruction.

City Engineer Westby did not believe that would be accurate. He noted that there may be data from previous projects or developments in that area. He stated that the next step for the 2023 projects was to award contracts for geotechnical and topographical surveys.

Councilmember Woestehoff asked the cost to have geotechnical work done on all the roads proposed on the CIP for the next set of years.

City Engineer Westby noted that there are some streets that have known issues and perhaps just a boring or two would be adequate to confirm that information.

Civil Engineer II Feriancek provided more details on the estimated cost for that service.

Chairperson Riley commented that there is a known CIP schedule and perhaps it would be a good idea to do the projects planned for 2023 and then attempt to get the most number of miles completed with the additional funding.

City Engineer Westby replied that if City Council approvals could be gained immediately, staff could focus on that task.

Chairperson Riley asked what that would mean.

City Engineer Westby replied that perhaps if a dome project were to come forward, that engineering work would need to be contracted out in order for City staff to stay focused on roads.

Councilmember Woestehoff asked how finance feels about spending those funds on roads.

Finance Director Lund replied that they are going into budget discussions and roads were planned to be on the levy, therefore she would assume they would stay on that tract with the additional funding for roads. She stated that roads would then be $1,800,000 within the proposed budget. She clarified that contracts would need to be in place by December of 2024 for ARPA funds and spent by December 2026.

City Engineer Westby stated that the plan for 2023 is great but they would still need a plan for the next ten years.

Councilmember Musgrove asked some of the options.

Chairperson Riley commented that most of these are residential streets and could not use MSA funding. He confirmed that an additional $2,500,000 is needed each year for the next ten years.

Finance Director Lund provided details on the typical terms of bonding.

Councilmember Woestehoff asked if it would be smarter to do a larger amount to get more work done if they were to use bonding.

Finance Director Lund provided details on bonding and the timeline in which the funds have to be used.

Councilmember Musgrove asked if there would be an opportunity to use the consortium if a larger amount were bonded for.

City Engineer Westby replied that the consortium does sealcoating and crack sealing. He stated that the City could bond a larger amount and that costs could be spread over up to ten years.

Chairperson Riley commented that it seems that roads need to be reconstructed rather than overlaid and asked what is driving that.

City Engineer Westby replied that these are the roads that were inherited and the roads are at or near their life expectancy. He stated that the City does about two times the number of overlays compared to reconstructs. He commented that is due to the age of the roads and lack of maintenance in the past. He explained that if there was additional maintenance done in the past, they could be doing move overlays but now the roads have deteriorated past that point and need to be reconstructed.

Chairperson Riley referenced Ute Street, south of Alpine, and asked why that would not qualify as an overlay.

City Engineer Westby replied it has a rating of three or four.

Public Works Superintendent Riemer commented on the number of potholes and wearing of the road.

City Engineer Westby replied that staff can move forward with the plan for 2023 as discussed, or staff could bring additional information back for the July meeting if desired.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to recommend City Council approval to temporarily increase Pavement Management Program using the available ARPA funds, directing staff to move forward with the planned 2023 CIP road projects and use the additional funds to provide the most benefit to roads possible.

Further discussion:

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

Chairperson Riley commented that in terms of planning for the years after, it would make sense to hear more information about bonding and the use of outside engineering consultants.

Councilmember Woestehoff stated that it would also be helpful to have information on future impacts to taxpayers as well.

Finance Director Lund noted that she would need to know the amount that would be bonded for in order to provide that information.

Councilmember Woestehoff stated that he is comfortable with the plan for 2023 but would want more information following that because there are other costs, such as the Water Treatment Plant, that will have impacts.

City Engineer Westby stated that if the decision is to add projects, that work needs to be done in the fall, so the discussion cannot be pushed too far down the road as there is not a funding source identified.

Community Development Director/Deputy City Admin Hagen stated that this will need to be part of the budgeting discussions because funding may need to start increasing in 2023 in order to have the needed funding for the roads going forward and spread that cost out.

Finance Director Lund commented that because she does not know what the levy will be this year and with fluctuating costs, it is hard to project. She noted that the CIP costs are based on estimates prior to this market and those may increase as well. She stated that there has to be something locked in for the levy increase and did not believe five percent is accurate for a growing city.

Chairperson Riley recognized that is more of a budget discussion that could be discussed by the full Council. He stated that if staff has a recommendation that may help the Council make that decision, that would be helpful.

Finance Director Lund stated that for the July budget meeting she will be using the current proposal as the starting point.

Chairperson Riley referenced patching methods and costs and stated that he asked for more information on that and asked what else could be done.

Public Works Superintendent Riemer provided details on the different methods of patching and associated costs.

Chairperson Riley recognized that residents continue to demand repairs, and this helps to show the work that is being done. He asked if funds are available or whether funds need to be directed in order to allocate more funds towards patching.

Public Works Superintendent Riemer believed there would be funds in the budget that could absorb the additional cost.

Chairperson Riley commented that it seems to make sense to follow the more efficient path.

Councilmember Musgrove agreed that this would be more efficient and less impact to the public works staff people.

PW Street Supervisor Shane Turner provided additional details on the more efficient patching method. He confirmed that the machinery is trailered, and that the City has the trailers available.

Public Works Superintendent Riemer noted the only piece that would be new equipment.

PW Street Supervisor Shane Turner commented that there would be a secondary bucket that would go with the machine.

Councilmember Musgrove asked how soon the equipment could be obtained if approved.

PW Street Supervisor Shane Turner commented that there is one available right now at Lano Equipment, therefore it could be a quick turnaround.

Public Works Superintendent Riemer commented that even this method would not provide a solution for some roads that need to be reconstructed, but it would be more efficient for others.

Chairperson Riley asked if this information could be shared with residents to reassure them that their concerns are being addressed.

Finance Director Lund noted that the line item was budgeted for and therefore does not need additional approval.

## 6. COMMITTEE / STAFF INPUT

### 6.01: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby provided an update on current and proposed City, County, and MnDOT improvement projects and studies and on other items of interest to the Committee.

### 6.02: Review Future Topics Calendar

City Engineer Westby reviewed the future topics calendar.

Chairperson Riley recognized that this is the last Public Works Committee meeting for Public Works Superintendent Riemer. He thanked him for the contributions he has made to the City of Ramsey.

## 7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 8:11 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

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

**CC Regular Session** **5. 3.**

**Meeting Date:** 08/08/2022

**By:** Katie Schmidt, Administrative Services

## Information

**Title**

Approve the Following Meeting Minutes:

1. City Council Work Session dated 07/12/2022
2. City Council Regular Session dated 07/12/2022
3. City Council Work Session dated 07/26/2022
4. City Council Regular Session dated 07/26/2022

**Purpose/Background:**

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

Background: Attached are the meeting minutes referenced above.

**Recommendation:**

Approve the meeting minutes.

**Action:**

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 07/12/2022
2. City Council Regular Session dated 07/12/2022
3. City Council Work Session dated 07/26/2022
4. City Council Regular Session dated 07/26/2022

## Attachments

7-12-22 CCWS
7-12-22 Mtg
7-26-22 CCWS
7-26-22 Mtg

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 09:48 AM |
| Form Started By: Katie Schmidt | | Started On: 08/04/2022 09:07 AM |

Final Approval Date: 08/04/2022

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 12, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Brian Hagen
Administrative Services Director Colleen Lasher
Police Captain Brad Bruml
Fire Chief Matt Kohner
City Attorney Fritz Knaak
Finance Director Diana Lund
City Engineer/Interim Public Works Director Westby

## 1. CALL TO ORDER

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

## 2. TOPICS FOR DISCUSSION

### 2.01: Discuss a Police Department Staffing Issue- Portions of this Meeting may be closed to the public

Administrative Services Director Lasher stated this case will be closed per Minnesota State Statute 13d. 05 subdiv. 3 to discuss medical data on an employee.

Motion by Councilmember Riley, second by Councilmember Musgrove, to recess to Closed Session.

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

Mayor Kuzma recessed the meeting to Closed Session at 5:32 p.m.

The meeting reconvened to Open Session at 5:55 p.m.

Administrative Services Director Lasher provided a summary for the record stating the Council discussed an employee that is out on a medical leave and gave Staff direction which will be followed through on at the next City Council meeting on July 26, 2022.

Administrative Services Director Lasher stated there is a different officer who is out on leave that is not anticipated to return due to other employment. She stated Staff would like to have permission with the recruitment to seek two officers that in the likely event there will be two vacancies. She stated given the timing of this and how long it takes, by the time they got to the hiring process they would know whether or not the other officer actually does have other employment and could change course if needed.

Councilmember Musgrove asked if Staff is required to give a resignation notice.

Administrative Services Director Lasher replied yes, a two-week notice is required to be considered resigning in good standing. If this isn't done the employee doesn't get their leave approved that would normally be paid out and would not be eligible for rehire.

The consensus of the Council was to approve recruitment for two officers.

**2.02: Discussion Regarding Restructuring the Fire Department**

Fire Chief Kohner reviewed the Staff report and request to restructure the Fire Department by eliminating the 27-hour per week Fire Tech position and creating a full time Captain of Administration position.

Mayor Kuzma stated there is no doubt that the population has risen and the call volume has gone up substantially so he thought another person would be needed and supported the request.

Councilmember Riley stated this year the cost was listed at $13,000 and asked what the cost would be next year.

Fire Chief Kohner replied $61,000.

Councilmember Riley stated this decision will be made for the budget that they will be talking about.

Councilmember Woestehoff asked if the $61,000 would be in addition to what is being paid this year in adding the position.

Fire Chief Kohner replied it would be in addition, adding that is not just the salary but includes benefits.

Finance Director Diana Lund commented that $61,000 is the net of the position, less the amount if the Fire Technician was paid.

Councilmember Musgrove asked for clarification about the difference in the titles and the roles.

Fire Chief Kohner replied this Fire Tech's primary job is to manage the incident reporting system which goes to the State and generates numbers that are submitted for payroll. That takes 27 hours. The remaining time would be used for responding and other tasks. The reporting could be done during the course of a 40-hour work week to accommodate taking calls.

Councilmember Musgrove commented she was supportive of this but asked to hear back if it isn't working because there isn't dedicated time to get the reporting done. She asked if Fire Chief Kohner had thought that out.

Fire Chief Kohner replied he had thought it out and AnnMarie gave a month's notice so they have had time to prepare including contacting other cities. He stated Anoka and Andover both use something similar to this.

Councilmember Riley asked if there would be any impact on pay equity.

Administrative Services Director Lasher replied no it would not, it would be a newly created position.

Councilmember Specht commented he was supportive and appreciated the efforts to keep costs down.

The consensus of the Council was to restructure the Fire Department by eliminating the 27-hour per week Fire Tech position and creating a full time Captain of Administration position.

**2.03: Discuss the Community Development Director Interview Panels**

Administrative Services Director Lasher stated the purpose of the case was to discuss the process for the interview panels. She reviewed the Staff report and the request for who Council would like on the panels.

Councilmember Musgrove commented that the last recruitment in hiring Mr. Larson that it worked well. She stated she appreciated being on the panel and found it helpful. She stated she would like to follow the same process but asked for feedback about having the Planning Commission Chair was on the panel but wasn't sure if other commissioners were. She asked how Council felt about that.

Councilmember Woestehoff concurred and suggested that the Planning Commission Chair and EDA Chair be included on the interview panel.

City Administrator Hagen recommended extending an invitation to EPB as well because Community Development works with the EPB board.

Councilmember Woestehoff asked if Parks and Rec should be included as well.

City Administrator Hagen replied they don't work as closely with Parks and Rec so he thought the three boards in the case were representative of that department.

Councilmember Howell commented that by the third interview series they have done that a good format was determined so she would like to see that pattern followed. She declined being a part of the first round of interviews because she wanted to take a break and have other Councilmembers step up and be involved. She thought it was important for Councilmembers to have input.

Mayor Kuzma asked if Councilmember Musgrove wanted to be on the panel.

Councilmember Musgrove replied she was interested.

Mayor Kuzma asked Councilmember Woestehoff if he was interested.

Councilmember Woestehoff replied he was.

Councilmember Specht declined to be included in the first round.

Mayor Kuzma commented Councilmember Heineman wouldn't be able to attend but the invitation was there.

Councilmember Riley and Mayor Kuzma both declined being on the first round panel as well.

Mayor Kuzma stated Councilmember Woestehoff and Councilmember Musgrove would attend for the Council.

Administrative Services Director Lasher stated for first round interviews the panel would consist of Councilmember Woestehoff and Councilmember Musgrove. She asked for Council feedback on having Commission Chairs being included on second interviews.

Councilmember Howell replied she supported the EDA and Planning Commission Chairs but not the EPB Chair.

Administrative Services Director Lasher asked if it was for both.

Councilmember Riley asked if Councilmember Howell had a reason for excluding the EPB.

Councilmember Howell replied it seemed to her that the EDA and Planning Commission were more relevant.

Councilmember Specht commented that he supported having the Councilmembers in on the interviews. He noted if City Administrator Hagen thought it was important to have the EBP on it but he was neutral on it. He thought the more active ones in the development area would be the Planning and EDA so he would like to see those two for sure.

Mayor Kuzma stated he would support the EPB being consulted as well.

Councilmember Musgrove asked Mayor Kuzma if that would be for the second round.

Mayor Kuzma replied he would suggest for both.

Councilmember Heineman asked if having the EPB on the committee, if that is a voting position, or an advisory one.

Mayor Kuzma replied it would be an advisory position.

Councilmember Heineman replied if it is an advisory position he would be okay with it because it couldn't hurt to have another person there.

Mayor Kuzma stated there is support for all three on both interview panels.

Administrative Services Director Lasher asked if it was correct that the full City Council wanted to be involved in the second interview.

Mayor Kuzma replied yes.

Administrative Services Director Lasher asked for the remaining positions Staff would like discretion to reach out to the remaining individuals and offer it up based on their availability. She asked if that was acceptable.

Councilmember Musgrove asked who Administrative Services Director Lasher was going to ask for their availability.

Administrative Services Director Lasher to offer to two department heads on the first interview and offer to all department heads on the second interview. For the first and second interview, depending on schedules, all division managers who would be reporting to this individual and herself and City Administrator Hagen.

Councilmember Howell commented on the point system that was mentioned. She stated when they did the initial hiring when Brian came on board former City Administrator Ulrich had chosen not to score based on points and simply put in his thoughts. For the City Administrator position former City Administrator Ulrich had suggested not using the score system because it could pigeonhole them into hiring a candidate.

Administrative Services Director Lasher asked Councilmember Howell if she was referring to the scoring of applications to determine who is invited to an interview or the actual interview process scoring.

Councilmember Howell replied the process where they are pointing candidates.

Administrative Services Director Lasher replied like each interview question they are pointing. She stated she didn't recall pointing interview questions but thought they just made a determination in general whether they wanted the person to advance.

Councilmember Howell replied yes for the City Administrator position but when Brian Hagen initially interviewed, they pointed each section but she didn't think that was very helpful.

Administrative Services Director Lasher asked if Councilmember Howell's preference was to not use a pointing system and agreed with that.

Mayor Kuzma commented he agreed as well.

Councilmember Musgrove commented that the case indicated the first interview would be the first week of August 2022 and the second one would be the second week of August 2022. She asked if Tuesdays would work for everyone's schedules or if not she requested being told as soon as possible.

Administrative Services Director Lasher stated she indicated first interviews would be the week of August 1, 2022 and second interviews would be the week of August 15, 2022, which is the first and third week.

Councilmember Woestehoff commented Tuesdays don't work for him.

Councilmember Musgrove replied as soon so they can find out the dates then she can let work know.

Administrative Services Director Lasher replied she would do her best.

**2.04: Discuss the Draft Communication Coordinator Job Description**

Administrative Services Director Lasher presented the staff report and draft Communication Coordinator job description. She stated Staff feel this is more than enough to keep someone working full time very busy doing strictly communications. She continued they feel this job description, when put into action, is going to be much more engaging for the community including information about what is happening at Council meetings and in the community.

Councilmember Specht commented he was really impressed with the job description and thought it was very encompassing of what is wanted. He suggested adding something about having social media skills, training or experience. He asked for Council feedback.

Councilmember Woestehoff concurred with that. He added a concern with having graphic design as the first key function bullet point because he didn't want that to be the priority focus for someone applying because it doesn't mesh with the entire job description. He referenced the heading Knowledge, Skills, and Abilities and read "extensive knowledge with Adobe Creative Suite" and under "Minimum Qualifications" which reads "a working knowledge of design software such as

Illustrator and Photoshop." He suggested removing one of them, the adjective, or creating a balance between extensive knowledge and working knowledge.

Councilmember Riley referenced page three under the heading "Knowledge, Skills and Abilities" and read "knowledge of English, spelling, grammar, punctuation." And then under the heading "Minimum Qualifications," it reads "excellent spelling, grammar, punctuation." He thought it was the same thing.

Mayor Kuzma asked if Council was comfortable with the job description with the changes that were mentioned.

Councilmember Musgrove replied she appreciated the information and format of this. She stated she had some appreciation with what Parks does with their annual photo contest and how that helps with some of the graphic design. She stated she was supportive of this.

The consensus of the Council was in favor of the draft Communication Coordinator job description with the changes mentioned.

Administrative Services Director Lasher stated she will move forward with putting the draft into a final form and start recruitment next week. She stated additional conversations about events, Happy Days in particular, and how to address that.

**2.05: Preliminary 2023 General Fund Budget/Levy Review**

Finance Director Lund reviewed the Staff report and Preliminary 2023 General Fund Budget and Levy.

Mayor Kuzma asked if this takes into consideration the moves made tonight as far as personnel.

Finance Director Lund replied she didn't know what happened on the first case, but in regard to the Fire Department, that one was documented that it was accepted tonight. She stated in the notes section she will go through and show which ones she said if it was a 2022 item that was approved but not a part of the 2022 budget so Council could see why they are increasing. She stated there is currently a Drug Enforcement Officer who will work until the end of September but they are not going out for the grant again so that will add back about $70,000 worth of expense for salaries only so they can have another officer on the streets.

Councilmember Musgrove asked who "they" is.

Finance Director Lund corrected that it was the Driving Under the Influence Task Force Officer, not the Drug Task Force Officer.

Councilmember Woestehoff commented what Councilmember Musgrove was asking was who was stopping the funding for the grant.

Finance Director Lund replied the Police Chief.

Councilmember Musgrove asked what the reason was.

Finance Director Lund replied that officer is dedicated strictly to the driving under the influence so that takes time away from the department.

Police Captain Bruml stated they were fortunate to have that position for two of the fiscal years and it has been great for the department and the officers to get dedicated time when they are just out looking for drunk drivers, speeders, people not wearing their seat belts. But with staffing issues and call increases, Chief Katers made the decision to not put in for the grant so they could have more people taking calls for service right now.

Councilmember Musgrove asked if they would try for it next year potentially.

Police Captain Bruml replied the other factor is that there is a cycle generally of getting the grant for two years, being denied on the third year and then getting it again for two years. He stated it wasn't for sure but he thought they may not have been given it this year anyway.

Mayor Kuzma commented he knew the contracts were negotiated but stated his concern is with inflation as high as it is, he asked if there would problems with the lease contract with other cities poaching Staff because they are only at 3% or 3.5%. He asked if an adjustment would need to be made at some point and if that is something that needs to be talked about today.

Finance Director Lund replied it is a contract settlement and she wasn't sure what other cities across the board are locked into contracts too because a lot of cities were up at the same time. She stated in about 2025 when contracts are over is probably when there will be a big request to get up to market.

Police Captain Bruml commented with the last recruitment they had a very low level of number of applicants, only seven came to first interviews with final being down to three people. He stated the way cities are handling that now is with money. Down payments are being given to come. He stated he didn't think Ramsey's Police Chief was in favor of that because it is perpetuating the problem and stealing from other agencies but it is something they are aware of and trying to make sure Ramsey is still an attractive department. He stated he thought they were with some of the other incentives but cities like Maple Grove offer a lot more money and are getting officers that way.

Administrative Services Director Lasher commented that January 1, 2023 the starting wage starts at 75% of the pay scale rather than 70% of the pay scale so the City is bumping employees up sooner which should help.

Mayor Kuzma stated he wanted to bring it up because he thought they were going to get caught in a big market rate adjustment. Since they are talking budgets it is something they want to have a contingency plan on.

Finance Director Lund reviewed information related to increases for the employee retirement plan, health insurance, worker's comp, positions that were added.

Councilmember Specht referenced the new Community Development Director and asked if the assumption a similar salary level as Mr. Hagen came in as.

Finance Director Lund replied yes. She reviewed information related to Capital Equipment Requests.

Councilmember Woestehoff referenced a note about the equipment fund will need to change excess revenue policy and asked if the equipment fund one that rolls into that.

Finance Director Lund replied yes, 30%.

Councilmember Woestehoff replied when Finance Director Lund says it may need to be changed if it empties, the suggested idea is it may need a higher percentage.

Finance Director Lund replied if it is at zero the question would be do they keep it as one of the funds that still gets it or does it go negative, or do they decide in that year that it doesn't contribute to any negative amount, only to positive. She stated it has to be a future discussion.

Councilmember Woestehoff commented that helps.

Finance Director Lund reviewed information from the staff report related to other State grants and aids.

Mayor Kuzma asked if the body cameras have come online yet.

Finance Director Lund replied more discussion is needed because there are body camera and the squad cameras and they want to go with the same vendor. She stated the body cameras are to be funded, they are about $280,000 based off the latest bid, at the budget discussion for 2022 was to use the ARPA funds. The net amount that was listed on the case, they received about $3.1 million there is about $2.75 remaining in ARPA Funds that has been offset to cover the police cameras but they have not ordered them yet because of the squad video side of it.

Mayor Kuzma asked if that was going to happen this year.

Police Captain Bruml replied yes hopefully. He stated they are currently developing the policy and he has quotes from the two main vendors, Panasonic and Axon. He asked if there was $117,000 set aside from ARPA.

Finance Director Lund replied originally there was $117,000 set aside just for the body cameras and then it went up to $280,000 based on where the market is today.

Mayor Kuzma asked about LOGIS with the increase in storing all this video which he thought was going to be expensive.

Police Captain Bruml replied part of the estimate is for storage. He stated the cameras are not the bulk of the cost, the main piece is storage, and redaction which is time consuming. He stated to have that working well is very important, that is what led them to pursue Axon versus Panasonic. He stated several years ago they started with about $80,000 and are now up to $360,000. They were pretty set on Panasonic until about three years ago. That quote got up to $299,000 and at that point he asked for due diligence because it was so far from the original $80,000. He stated that is what, from many different organizations including Anoka PD and Elk River PD, was giving feedback with issues Panasonic had with the cameras and with redaction. They have decided they would prefer Axon but are not at the point to buy because they need public input and Council approval. He stated the officers he spoke to want the cameras for protection to be able to record the officer's version of what happened when going on calls especially in domestic situations. He stated he wanted this purchase to go ahead and not wait.

Mayor Kuzma commented there is consensus to go ahead with the cameras but expressed concern that if there are not enough funds available that it should be a line item in the budget for that.

Finance Director Lund replied it has been said that the ARPA funds will cover the cost of the police cameras so what ever the cost is will come from the ARPA fund and what ever is remaining is what is spent, most likely on the roads.

Councilmember Woestehoff referenced the heading Capital Outlay, noting there is an upgrade or replacement for the squad video cameras. He asked if that is so they work together and is that an ARPA eligible fund as well and should they be looking at that as a funding source as opposed to the General Fund.

Police Captain Bruml replied Councilmember Woestehoff was right, it is so the cameras work together and store cases together. The Panasonic system that is in now has been great for the squad cameras and he had no doubts about it for that but when working with two systems they would need to request a full time person for evidence management because now with the addition of the body cams there would be two sets of camera data and different ways of producing videos for court. Also the video trigger for the cameras to turn on would be different. He stated there are many benefits to having one system eventually but they are trying not to do it all at once because it is a large price tag.

Finance Director Lund replied in regard to the ARPA funds, when they made the special ruling that anything $10 million and under was considered a funding loss for the cities it can be spent towards any item.

Finance Director Lund continued review of the Staff report.

Councilmember Riley referenced Finance Director's information about an increase in health insurance and asked if that is a known increase or if it is an estimate.

Finance Director Lund replied that is a known increase from the carrier.

Councilmember Musgrove referenced the Capital Equipment and Finance Director Lund's statement that there was a request but it was two years out. She asked if half of it could be budgeted in one year and half of it in another year like they did with the fire truck.

Finance Director Lund replied it is a plow truck and there is a plow truck that is included in this list but she believed there is going to be one that is requested for 2024 also because of the additional roads that are being put in place with new developments. Because there is such a time lag with ordering the equipment and it being two years out, the question is should they be ordered together, that is the request.

City Engineer/Interim Public Works Director Westby stated what is being proposed is they have about three new miles of frontage roads that are proposed with the Highway 10 improvements and with more developments they are looking at adding more miles of roads and they are already falling behind the eight-hour target window. Knowing it is two years from the time a plow is ordered to when it is delivered they are proposing to order one now, which doesn't mean it needs to be paid for it all up front. He stated they could pay for the under carriage now or pay for it upon delivery.

Councilmember Woestehoff commented these are big numbers that look very scary however he commented that the estimated tax capacity rate goes down a percent so that is potentially good news.

Finance Director Lund replied it goes down but the taxable value went up about 20% so there is still going to be a tax increase for the majority of people. She stressed these are estimates as of today.

## 3. TOPICS FOR FUTURE DISCUSSION

### 3.01: Review Future Topics/ Calendar

Noted.

## 4. MAYOR / COUNCIL / STAFF INPUT

None.

## 5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:57 p.m.

Respectfully submitted,

_____

Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Joni Helmeke
*TimeSaver Off Site Secretarial, Inc.*

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

The Ramsey City Council conducted a Closed Session on Tuesday, July 12, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma
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
Police Captain Brad Bruml
City Attorney Fritz Knaak
City Administrator Brian Hagen

## 1. CALL TO ORDER

Mayor Kuzma called the Closed Session of the City Council to order at 5:31 p.m.

## 2. COUNCIL BUSINESS

### 2.01: Discuss a Police Department Staffing Issue-Portions of this Meeting may be closed to the public (Closed to the Public)

Administrative Services Director Lasher explained that the purpose of the case is for the Council to discuss medical data on an employee.

The City Council discussed the issue, asked questions of Staff, and provided direction.

## 3. ADJOURNMENT

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to adjourn the Closed Session

A roll call vote was performed:

| | |
|---|---|
| Councilmember Riley | aye |
| Councilmember Musgrove | aye |
| Councilmember Howell | aye |

| | |
|---|---|
| Councilmember Specht | aye |
| Councilmember Woestehoff | aye |
| Mayor Kuzma | aye |
| Councilmember Heineman | aye |

Motion carried.

The Closed Session was adjourned at 5:54 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
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, July 12, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma
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: City Administrator Brian Hagen
City Attorney Fritz Knaak
Planning Manager Todd Larson
City Engineer/Interim Public Works Director Bruce Westby
Finance Director Diana Lund

## 1. CALL TO ORDER

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

## 2. PRESENTATION

None.

## 3. CITIZEN INPUT

Jim Bendtsen, 14131 Junkite Street NW, stated he was a Charter Commission member. He stated at the Council meeting on June 14, 2022 he found out that Councilmember Woestehoff had written to the judge who appoints Charter Commission members complaining about the opinions of a Charter Commission member, which Councilmember Woestehoff deemed unacceptable and claiming the members wants to "dismantle government." He stated Councilmember Woestehoff should be reminded of the meaning of the words in the Pledge of Allegiance which includes the phrase "with liberty and justice for all." This includes the liberty to express opinions about events and peoples' motivations in public or social media whether Councilmember Woestehoff agrees with them or not. He stated last week Councilmember Woestehoff publicly decided to double down on his desire to publicly cancel those who don't agree with him using the words "belittle our democracy" and presented a conspiracy theory about a Charter Commission member possibly

manipulating elections. He stated he was unclear who Councilmember Woestehoff's accusations were directed against because he stated his intentions have always been total election integrity and improving government. He stated he suspected the baseless accusations represent projection of Councilmember Woestehoff's own motivations.

Jim Gutzwiller, 16651 Quicksilver Street NW, asked if there are any updates on the North entrance to Elm Crest Park.

City Attorney Knaak replied the City agreed to a proposal but one final thing has to be resolved having to do with the size of trees. He thought there was complete agreement but there was a little issue with that one item. He recognized they have indicated they were close before but that is all he was able to say.

City Administrator Hagen asked City Attorney Knaak to explain the next steps the City is looking at regarding moving the lot lines and such.

City Attorney Knaak replied once there is an agreement, they will have to do some surveying and a few other things but the real obstacle is getting the deal done, which is close. He stated that is the level of detail he was able to share.

## 4. APPROVE AGENDA

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

A roll call vote was performed:

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

Motion carried.

## 5. CONSENT AGENDA

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to approve the following items on the Consent Agenda:

5.01: Note the Following Boards, Commissions, and Committee Meeting Minutes:
1) Economic Development Authority dated May 12, 2022
2) Planning Commission Meeting Minutes dated May 26, 2022
3) Public Works Committee dated May 17, 2022

5.02: Approve the Following Meeting Minutes
1) City Council Work Session dated June 28, 2022
2) City Council Regular Session dated June 28, 2022
5.03: Approve Rental Licenses
5.04: Approve Business Licenses
5.05: Authorization to Hire an IT Security Administrator
5.06: Adopt Resolution #22-159 Approving Cash Disbursements Made and Authorizing Payment of accounts Payable invoicing Received During the Period of June 23, 2022 through July 6, 2022
5.07: Adopt Resolution #22-143 Appointing Election Judges for the Primary Election on August 9, 2022
5.08: Adopt Resolution #22-153 Approving Easement Agreement with PSD, LLC for Riverdale Drive Extension, Llama Street to Bowers Drive, Improvement Project #20-05
5.09: Adopt Resolution #22-154 Appointing a Replacement Councilmember Liaison to the Parks and Recreation Commission
5.10: Adopt Resolution #22-158 Approving Cooperative Construction Agreement #1050030 for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive

A roll call vote was performed:

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

Motion carried.

## 6. PUBLIC HEARING

None.

## 7. COUNCIL BUSINESS

### 7.01: Introduce Ordinances #22-21 and #22-22 for Anoka Ramsey Athletic Association Rezoning and Zoning Code text amendment at 14622 and 14650 Ferret St. NW

Planning Manager Larson reviewed the staff report and request by ARAA to rezone the property as a part of the purchase agreement obligations and to add medical clinics to the list of permitted uses in the E-3 district.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to introduce Ordinance #22-21 Rezoning 14622 and 14650 Ferret Street Northwest from COR to E-3 Employment District.

A roll call vote was performed:

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

Motion carried.

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to introduce Ordinance #22-22 amending Section 117-124(b) of City Code to allow Medical Clinics as a permitted use in the E-3 Employment District.

A roll call vote was performed:

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

Motion carried.

**7.02: Consider a 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 and recommendation to approve a home occupation permit. He stated the architectural analysis showed that remodeling of the accessory building was feasible to meet building and fire codes. He highlighted that the Planning Commission recommended approving just the warehousing, not manufacturing portion of the application.

Councilmember Riley noted all the City Council have seen is that it is "feasible" but it doesn't mean it doesn't take effect until the architectural things have been built or how that does work procedurally if this moves forward.

Planning Manager Larson replied the draft report is written with the worst case scenario of where the applicant is asked to stop all operations, come in to get a building permit, get the building permit approved, do the work, get the work approved, and then start business. He stated if Council

would like some sort of time window to allow the applicant to continue to work while construction is in progress, Staff is open to that.

Councilmember Riley asked if there is some enforcement on that even though Council is being asked to approve the permit, Staff is saying it would take place after the construction of the requested items.

Planning Manager Larson replied once everything is built then it would be operating under the permit. It would be monitored until whatever time the Council deems it must be done by to ensure compliance. He stated preparing the detailed plans by the architect will likely take a couple of weeks, review by the building staff will likely take a couple more weeks and construction could take a couple months.

Councilmember Woestehoff asked for clarification if it was correct that Staff's original recommendation was to deny the HOP.

Planning Manager Larson replied that is correct.

Councilmember Woestehoff asked if the City has a recollection of any other Home Occupation Permits (HOP) that have required any architectural code analysis as well as the addition of things like a bathroom to a HOP. He stated it seems a little more commercial than traditional HOPs.

Planning Manager Larson replied that is true, and from his understanding there hasn't been one proposed in an accessory building this large and that when they are in a building this large, they would fall into the commercial code category rather than residential. He stated a lot of the smaller ones are residential style garages or in house.

Councilmember Musgrove noted if a portion of the home was used for an HOP it already comes with a bathroom so it wouldn't be a requirement. Part of the architectural design request or requirement has to do with the size of the building. She asked if that was correct.

Planning Manager Larson replied that is correct.

Councilmember Musgrove asked regarding the warehousing portion separate from the manufacturing, based on how this is written in the title, noting if Council approved it the warehousing is already there and the Planning Commission was okay with that. She asked is it the case that Council would approve or deny just the other section based on whether the applicant could get it done in a certain timeframe. She also asked if that is what Council is being asked to do, to delineate out the manufacturing portion of it.

Planning Manager Larson replied if Council is inclined to approve the manufacturing portion as well, they would need to add that to the motion. He stated Mr. Hillman is in attendance to talk about a reasonable timeframe to give Council an idea of a deadline to include in the resolution should they decide to approve the request.

Mayor Kuzma referenced the request from the Fire Department to put a road in or fire lane and talk about putting in fire suppression also at one point. He asked for an update on that.

Planning Manager Larson replied the fire wall to separate the space and the access road are in lieu of a sprinkler system which is something the building code would allow.

Mayor Kuzma asked Mr. Hillman, the applicant, to address if manufacturing isn't approved but the warehousing is approved, if that is acceptable.

Mr. Hillman replied anything is better than nothing but they would like to get everything under one roof to eliminate having to transport materials back and forth. He stated if they are going to invest money into the building to get it to a feasible area then they would like to have everything together. He stated they are willing to do it because they are not a big company but to keep growing this location is where they need to be versus renting a commercial space.

Councilmember Howell asked if this conversation would be had to this degree if the building were not oversized and a commercial-sized facility.

Planning Manager Larson replied if the business were in a much smaller building they would have been done with this by now most likely.

Councilmember Howell replied that is one thing she is taking into consideration. She stated she feels the HOP limits what the applicant is allowed to do in a larger facility. The fact that there is a larger facility there makes him have to address certain issues the City wouldn't anyway but they are not allowing him to expand to what could be done in a commercial space. She referenced the hours section in the resolution and asked Mr. Hillman if he had certain hours in mind for Monday through Friday and the weekend if during the week there was a holiday or inclement weather.

Mr. Hillman replied right now he works 6:00 a.m. to 6:00 p.m. or 8:00 p.m. so he is putting a lot of hours in but if he has employees, it is 7:00 a.m. to 3:30 p.m. He stated deliveries could be up to 5:00 p.m. He suggested 8:00 a.m. to 5:00 p.m. He stated multiple times he works on both Saturday and Sunday but if it is busy, it would be 7:00 a.m. to noon.

Councilmember Howell asked if an owner goes into their own facility and it is just them, not their employees on a weekend, are they precluded from being able to work on a Saturday or Sunday in their facility like the employees with those hours.

Planning Manager Larson replied he thought, reasonably speaking, if it was quiet work it would be fine. However, if it is driving a truck around or using machinery that is going to make noise it would be outside of the spirit of these hours.

Councilmember Woestehoff stated the language could be amended to say no machinery could be operated to have the concern understood.

Councilmember Howell replied she was thinking of the trucks but if someone is sitting quietly working on something inside their building that would not be disruptive to the neighborhood. So if it could be amended to include that if this passes.

Councilmember Heineman asked if the applicant could describe what manufacturing compared to warehousing means in his setting because it is a broad term.

Mr. Hillman explained the manufacturing is like a table saw and a radio arm saw, like a smaller version of a cabinet shop. He stated the assembling of it is gluing boxes, that is considered manufacturing but is hand work which doesn't require any equipment.

Kelly Schmidt, 6000 177th Lane, stated this process has been going on for so long because a 15,000 square foot building wasn't mentioned to the Fire Department because they have State codes that need to be followed whether it is warehousing or not. She asked if the applicant has four businesses and if they will be looking at operating four business out of that same building and just applying for one or will he eventually be applying for the other three. She also asked if it is approved if the applicant could be required to put some kind of screening, such as fencing, from the neighborhood because it is very close to the neighbors.

Mr. Hillman replied they have already applied to put a full privacy fence along the whole back north side to block it from the neighbors and have already planted about 25 trees. He stated he has been partners with other businesses before but this is currently the only business he is in.

Motion by Councilmember Howell, seconded by Councilmember Specht, to adopt alternative number one Resolution #22-085 approving a Home Occupation Permit request with the modifications noted in the architectural code analysis, with the applicant to work out reasonable hours with City Staff understanding he may individually need to go in to work on the weekends.

Further discussion:
City Administrator Hagen asked Councilmember Howell if she wanted to address the manufacturing or just warehousing aspect. Councilmember Howell replied she was thinking alternative one addressed allowing both the warehousing and manufacturing and asked if that was correct. City Administrator Hagen replied the resolution itself, that title, only calls out warehousing so he asked for clarification.

Amended motion by Councilmember Howell, seconded by Councilmember Specht, to adopt alternative number one Resolution #22-085 approving a Home Occupation Permit request with the modifications noted in the architectural code analysis, with the applicant to work out reasonable hours with City Staff understanding he may individually need to go in to work on the weekends, and adding limited manufacturing as discussed with City Staff that falls within the HOP.

Further Discussion:
Councilmember Woestehoff commented this is a tough one. He stated he can see the need and purpose for it but he couldn't support it because it makes him nervous to allow a HOP in a building that requires an architectural review, a handicap stall, a bathroom, and things like that. He stated he understood the balance that the business, personnel, and volume may not be very high but this

is taking up a lot of space. He stated he wished the applicant success but will be voting against it. Councilmember Riley commented with a HOP, the way he sees it is someone working out of their basement or garage and hoping to make a bigger business someday. He thought this business did outgrow the garage and was moved to a much bigger garage so he didn't feel this is the reason they would give an HOP. He would love to see this business in an area that allows warehousing and manufacturing which would be a fabulous addition to Ramsey but didn't feel in a neighborhood this is fitting the nature of an HOP so he would be against it. Councilmember Specht commented he could see both sides and agreed it is a complex issue. He stated the building is already there and there isn't a request to build a large building on existing property. He stated the building has been approved in the past for different uses and they approve larger garages so he can see how it fits within the HOP and will be supporting it. Mayor Kuzma commented he will not be supporting it. He stated he understood the applicant wanting to keep it on their home property but he felt it was more of a commercial operation and wasn't designed for being in a neighborhood.

A roll call vote was performed:

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

Motion carried.

**7.03 Adopt Resolution #22-125 Approving Site Plan, Preliminary Plat and Final Plat for PACT Addition and PACT Charter School**

City Administrator Hagen reviewed the staff report and request to adopt Resolution #22-125 approving site plan, preliminary plat and final plat for PACT addition and PACT Charter School. He noted three options for the Council to consider as well as a City consideration deadline of August 26, 2022 so there is time for plan revision and Staff review.

Councilmember Musgrove stated it looks like the case is written with the final plat and asked if they are past the preliminary plat and onto the final when normally both are not stated at the same time.

City Administrator Hagen replied it can be done both ways where the preliminary plat goes through the review period and then the developer comes back with final plat, which is more typical on a larger subdivision or a bigger project. In this case, where only four lots are being created in essence, there is not a lot of detail from a public infrastructure standpoint so it is not uncommon to see a final plat come forward at the same time as a preliminary plat.

Councilmember Woestehoff stated the preliminary plat is really just the land boundary designations rather than the site plan itself in terms of its official title. The site plan is different than preliminary plat which is what gives the developer entitlement to that land.

City Administrator Hagen replied correct, the details of how the site is going to look. The plat itself is just parcel size, boundaries and things of that nature.

Councilmember Woestehoff commented one of the questions he hasn't been able to get a good answer on or provide input on through the conversations is the .9 acre park dedication. He stated he personally would rather concede the park back to PACT if it means a secondary retention pond or some other use that is more pertinent to that particular location and take the park dedication in fees as opposed to in land. A part of that is that even in looking at the site plan there are indications that they plan to use part of Central Park anyway. He asked for feedback and Council discussion on letting the school keep the .9 acres and use it for other things rather than take it as dedication but then only get to use part of it and have a shared park agreement.

Councilmember Riley commented he thought it was a good question because the proposal seems to give it to the City and then use it. He stated he liked Councilmember Woestehoff's idea. He stated he would like to hear from the developer and Staff about the Variolite access and the idea that Council had come to them before as he thought that was an important part of it and it is no longer there now that it is coming with the actual plan. He wanted to know why it was removed and hear Staff talk about it with turn lanes.

Justin Fincher, with JB Vang, the developer, and the owner's rep for PACT, stated they had SRF as a part of the first Planning Commission hearing. The recommendation was tabled in order for them to look at the condition with the Variolite access and what the outcome of that would be. He stated they worked with SRF Consulting as the traffic engineer. He stated essentially the right in, right out access doesn't do anything for the project, creates concerns about safety as far as the SRF analysis and from City Staff with the condition of Variolite Street and the rise in grade. Additionally, what is shown here today with the two accesses off of 161st, the traffic memo concluded that even with just two accesses they are operating at what is called a level of service A and B so those are very good levels of service to operate on. That assumes full enrollment which isn't anticipated for another five years. He stated what also isn't included in the SRF memo but felt was worth mentioning that they are in conversation with the church, the seller, on a shared use agreement that would include parking and also maneuvering on their site if needed.

Councilmember Riley asked if City Engineer/Interim Public Works Director Westby would comment as well.

City Engineer/Interim Public Works Director Westby stated this is a higher functioning road and is a major collector road. He stated they try to prevent private accesses or access onto those roads and keep them at prescribed intersections. The other item associated with this is the vertical curve on Variolite Street, basically the crest of the hill is just north of 161st. He stated the access they are thinking would be used, which is where the existing access is about 300 feet north of that intersection so it is fairly close to that intersection and doesn't allow good site lines or stopping sight distances. Anyone trying to pull out from that intersection would have a hard time seeing

someone coming over the hill and vice versa, if someone were to try to go around there would be very little reaction time so it is a safety concern. He asked if a turn lane could be considered and answered they could but as noted in the memo from SRF they would have to try to provide left turn movements into that site as well which are really dangerous movements. He stated those are difficult to build and enforce. He stated for those reasons Staff has concerns about an access at that point.

Councilmember Woestehoff asked if there is a risk or perpetuation by not having that access off of Variolite Street and pushing it up to 161st because that is a fairly difficult intersection as it is because of the hill and now all of the traffic would be put there as opposed to spreading it out onto the Variolite side. He stated it is a no-win situation either way but asked for feedback from the survey on having all of the traffic coming off 161st and will they see more accidents or the same amount.

City Engineer/Interim Public Works Director Westby replied anytime traffic is added to an intersection, typically it decreases traffic operations and safety at that intersection. There is a risk of more accidents but the intersection is designed for those movements and as noted in SRF's study and follow-up memo the level of service is still acceptable even after full build out and full use of that site. He stated he has to rely on the SRF engineer in doing a good job, they are a reputable firm and he doesn't have any reason to not believe the results of their memo and study which seem reasonable. He stated the traffic counts seem reasonable and compare favorably to the Trout Brook North studies that were completed. He stated they haven't gotten a lot of information on where the students are coming from so they don't know how many busses and cars are coming from each direction but that will change over time so even if that was given today it would be different in time.

Councilmember Specht asked for feedback from PACT about the parcel of land dedicated for Central Park.

Mr. Fincher replied Councilmember Woestehoff had a very intriguing comment and he thought that would be something they could look into. He stated some sketching would have to be done to ensure that moving that back over would adequately allow for more trees to be preserved on the site. He would be interested in looking at that with the project team and PACT. He commented that one of the suggested approvals was to put this on hold until a more refined set of plans have been developed. He stated he thought great progress has been made on the plans and he would hate to delay the schedule any further than it is but if there is a way to consider the move with removing the park dedicated land they would love to look at it.

Councilmember Woestehoff asked if he was reading the site plan correctly that the field area will be fenced in.

Mr. Fincher replied that is the intent and the plans of how PACT would like to program that field from site security, access, ticketing and things of that nature for sporting events.

Councilmember Woestehoff asked if there is any way to entertain it to stretch all the way to the Central Park boundary. He stated part of his concern if they go the shared park route then he

wouldn't want a fence although he understood the need for a fence from a ticketing standpoint but shared use could mean many things. He stated conversely if they are going to move forward with the site as designed, increasing the fencing area might help keep anyone in Central Park from entering into PACT's property line because it looks like there is shot put or other field aspects there. It would potentially reduce the number of times where PACT activities spill into Central Park which will naturally happen but the public park has to be for public park purposes. He wanted to be cognizant of that shared boundary and making sure it is the most respected between the two organizations and between the two property lines. He asked for feedback on that.

Mr. Fincher replied those are great comments and things that they should work through the details with Staff through Staff comments prior to issuing a building permit or if there were to be a shared use agreement with Central Park. He thought that would be another adequate way to address the concerns but felt it was in everyone's best interest to work out those details.

Councilmember Woestehoff referenced the Staff's review, noting it isn't depicted in the plan, but he wanted to reiterate his desire for a trail from Variolite Street to Central Park. He stated in discussions with Public Works at a recent meeting they had talked about using the PACT/ Central Park boundary and then going north along that as the trail potentially and then cutting in between the two baseball fields as opposed to going across 161st. He asked from a border perspective if they have discovered if there is enough room to put the trail on the Central Park side or if it is another potential overlap between properties.

City Engineer/Interim Public Works Director Westby replied Staff looked at that and there is an easement along that edge and roughly ten feet between the property line and the back of the curb so it would be tight but there is an opportunity to add a trail through that corridor. He stated the grades would have to be looked at to make sure they could tie back down at Central Park on the west side.

Councilmember Musgrove asked if the bus area will be fenced or just the field area.

City Engineer/Interim Public Works Director Westby replied he wasn't sure what that would look like so he would have to better understand.

Councilmember Musgrove referenced the map and asked if that is where the trail would come up.

City Engineer/Interim Public Works Director Westby replied that is correct, along the west property line.

Councilmember Musgrove stated she didn't know where the fencing comes along the west side.

City Engineer/Interim Public Works Director Westby replied he wasn't certain what end either so he would like to look at it.

Councilmember Woestehoff commented he thought the question was whether the parking lot or any of the accesses are going to have any fencing at the edge of the parking lot or is the only fence that is being discussed and proposed around the field.

Mr. Fincher replied he would have to defer to the project team on the location of the entire fence but he know they talked about the fencing around the field but wasn't certain what was shown on the site plan at this time.

Councilmember Musgrove commented it was hard to tell if it is a fence or an outside easement area but that would be a safety feature for the trail if there was fencing along that side where the trail is too.

City Engineer/Interim Public Works Director Westby replied he wasn't aware of any proposed fencing along that property line.

Mr. Fincher agreed it isn't on there right now.

Councilmember Riley commented he had heard an idea from the Planning Commission to consider removing the football field because then that fixes a lot of problems such as the water, sound and light but they are still building a school which is meeting the main goal. He asked if that has been considered.

Mr. Fincher replied Councilmember Riley is correct that that is a comment that came up at the Planning Commission meeting but it wasn't considered because the long term needs of PACT included a football field. To consider relocating it opens a logistics conversation and site location. He stated also if it isn't here the football field would be somewhere else. Since PACT is investing in a long-term facility they would prefer the field to be at the same location.

Councilmember Heineman stated having the football field makes a lot of sense because they are trying to draw families to Ramsey and create a better community environment and the football field does that with PACT. He thought the location was suited being next to a park made a lot of sense and was confirmed by the light and noise studies. He understood the concern with noise and light but felt the team at PACT has done a great job of addressing the concerns and the results are exceptional.

Ron Lindenberg, 7600 163rd Lane NW, has the property the farthest northeast corner of it. He stated his concerns remain the same and questioned whether the results of the studies are accurate. He stated there are 80-foot light poles 60 feet from neighboring homes. He stated fences are being discussed but they haven't determined whether the retention ponds are accurate and the final numbers haven't come back for that. He stated that is a top concern for him and his property. He stated he is being pushed into a corner where it is either a fight or flight situation for his property. He stated he didn't feel they would be able to maintain the water properly because of the shape of the land and the land north of them. He stated he understood dropping the football field wasn't ideal but suggested considering other locations. He mentioned the traffic studies and putting all of the traffic on 161st and questioned if they were accurate. He stated this is not a good safe plan for the location and the neighborhood. He felt his property would be in jeopardy if this project goes through and would consider legal representation to protect his property if issues don't get resolved prior to the project going any further.

Kristi Haight, 7600 163rd Lane NW, Ron's wife, asked why can't the existing football field at Central Park be used. She suggested the City share the space and build the football field there, then they could move the school back and preserve the existing trees that would be cut down with the ten foot easement. She asked if the trees would be cut down if the trail goes in.

Danielle Holder, 7826 161st Avenue NW, stated she lives across the street from Central Park and down the road from the proposed school. She stated the plan was for the school to go in but in looking at the site plan she felt it was too big of a project for the space. She questioned if there was enough money to properly control the water, noise and lights through engineering. She supported removing the football field to resolve some of these issues and felt it doesn't fit next to the neighborhood.

Cynthia McKay, 7855 157th Avenue NW, stated she could see the Central Park lights from her kitchen window four blocks away. She stated she moved to Ramsey to be part of a community and having a church, school and stadium together seems like a good community. She thought it was a good plan. As far as the watershed she trusted the engineers and thought they would do a good job.

Amanda Patrow, 16209 Sapphire Street NW, right off Variolite, stated the traffic is still a concern because it could mean 450 cars turning off of Variolite or Armstrong onto 161st and it wouldn't make sense that the flow of traffic would work. She stated at the Planning Commission meeting concerns were raised about the parent pick up line and the need for space for 197 vehicles and asked where the vehicles would go. She stated pick up at Brookside is a mess. She stated this is her neighborhood and Variolite is the only way for her to get there. She stated she supported removing the football field to allow extra space for the school, parent pick up and busses. She also expressed concern about the retention ponds and water run-off. She asked for consideration and protection for existing families in the neighborhood.

Jason Patrow, 16209 Sapphire Street NW, expressed concerns about the watershed and the retention plan design which he felt currently doesn't work and attempts to make revisions have spilled into church land resulting in plans to remove more trees. He expressed concerns that the school wouldn't be able to afford to follow a plan that would be costly but solve the problem properly. He stated the traffic study was done over Easter break so wasn't the normal amount of traffic and didn't take into consideration the future traffic from the residential building project north on Variolite. He didn't feel the intersections would pass under normal conditions. He stated having another access point would provide a staging area for parent pick up because there isn't enough space on site. He expressed concern about the noise from the stadium and the roof top air conditioners. He asked if this has been presented to the Fire Marshall for a safety review and stated there is no room during peak time for emergency responders to make it through the property. He answered the question about taking the trees out to make room for the trail on the north side. He referenced a note that was put in recently about Blandings turtles which are a protected species in Minnesota that are in the wetlands which he thought may effect construction. He stated several concerns and comments that haven't been addressed but the plans have come up for approval. He stated he and others weren't against having a high school in Ramsey but didn't feel this is the proper location for it.

Mr. Fincher addressed some of the comments. He stated stormwater has been discussed at Planning Commission meetings and ensure concerns are heard by Staff and at the Lower Rum Region during their review. He deferred to the review process for the final approval of the stormwater design. He stated several comments were made tonight regarding the retention pond capacity that are untrue. He stated there are standards that the City has as well as the Lower Rum Region that need to be met. He stated drawings have been resubmitted and are under review. He stated he thought the team has done great job of listening to the neighbor's comments and that PACT wants to be a good neighbor. He stated he needed to correct himself, that at the last Planning Commission meeting he did say 15 busses, but it is 12 busses as shown on the plan. He stated as far as traffic flow and lining up on 161st SRF's traffic memo speaks to that and based off of their analysis they anticipate needing queuing up of 40 cars for parent pick up. He stated they have other alternatives on the site to que additional cars on the east side and northwest side of the site.

Councilmember Specht commented he appreciated all the work that has gone into this and all the feedback from the residents which helps make it a great project. He stated the experts can be trusted and will hear what the Lower Rum has to say and the other groups.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to adopt Resolution #22-125 with the understanding that they are going to be going through the Lower Rum River Water Management Organization (LRRWMO) process as well and knowing that there could be discussion about the parcel and if there is agreed upon changes that Staff and PACT would see as beneficial.

Further discussion:
Councilmember Musgrove offered a friendly amendment to include Staff comments, the Lower Rum River Water Management Organization and park land. Councilmember Specht asked if she was saying that all three of those are discussed. Councilmember Musgrove replied no, that all three of those are included specifically for contingencies. She wasn't sure if all three were included.

Councilmember Riley stated that a comment was made that the Fire Department hasn't looked at this and asked if that is true or if this plan been approved.

City Administrator Hagen replied the Fire Department is included in what is called the development review committee so they have been reviewing this project from early on. He continued the Fire Department have had an opportunity to review the site plan and plat and provide feedback so their comments would have been included. He stated beyond this, when the building comes in for a building permit the Fire Department will review it from a fire suppression standpoint, emergency exits and such as well.

Councilmember Riley commented that it looks like there are 30 Staff comments still open and asked if it is the case those have all been cleared or new plans have come in that would address those.

City Administrator Hagen replied they have not received another revision of plans so that is one of the conditions as a part of approval is compliance with Staff review comments. He stated that

is where remaining comments are addressed and they would have to make sure that between Staff and them they are on the same page and they implement improvements to their plans.

Councilmember Riley asked if that was roughly 30 comments.

City Administrator Hagen replied roughly yes.

Councilmember Riley stated that WMO still has to look at this but that is after the City has given it initial approval that it is good enough to get to the WMO and it is not to that point yet.

City Administrator Hagen replied that is correct however in talking to the developer they submitted plans last Friday, City Staff is looking at that, and this Thursday is the deadline of when the plan would have to be in to City Staff. The Lower Rum River deadline is next Thursday. He stated once Staff looks at it, it would be forwarded on and there is a condition in the resolution that the necessary permits must be obtained.

Councilmember Riley stated that it was brought up earlier that this is preliminary and final plat approval at the same time and he isn't used to seeing it that way. He stated the preliminary is where the developer is given the rights to do most of what they want and then there is a final plat later. He asked why this is being combined so it seems out of the ordinary.

City Administrator Hagen replied preliminary plat is where a lot of the details occur, most often in the form of public infrastructure including water and sewer lines, stormwater, as well as looking at it overall. In this case there is virtually no public infrastructure being proposed so there isn't that complexity. He stated the other time Council will see a preliminary plat come separate from a final plat is in residential when there is a phasing aspect to the final plat. Knowing that this isn't a phased project it makes sense to come at the same time.

Councilmember Riley commented that although these plans have come a long way from various meetings, he isn't ready to move this forward.

Councilmember Musgrove referenced a resident comment made about a ten-foot setback versus a five and asked which is required.

Planning Manager Larson replied he believed the gentleman was referring to a drainage utility easement as ten feet versus five. He stated typically they request ten feet adjacent to a right-of-way and five feet adjacent to interior property lines. He stated most of the utility easements are there when there is a residential neighborhood that is masqueraded and between homes along common property lines, there is a little drainage spoil that is created. He explained with a property that is more institutional typically there isn't that masquerading when then they have drainage patterns around. He stated it isn't as critical unless that it a cut through for utilities which isn't proposed here.

Councilmember Musgrove asked if it is correct that where it is five feet it is good, and if it needed to be it would move into the ten feet for utilities.

Planning Manager Larson replied correct.

Councilmember Musgrove commented the trees along 161st she thought the goal was to preserve as many mature trees as possible and still provide a trail if possible. She asked if it is the plan to maintain as many mature trees along the front of 161st?

City Engineer/Interim Public Works Director Westby replied that is the plan and to construct the trail as a part of the 161st Ave reconstruction project and that would then be shown in the developer's plan. He stated there are a couple renditions on that including a connection along the west lot line which does a ten-foot setback where a green space is. He stated the trees through the park property are generally able to be saved as well as those along the school site, there is a green area between 161st and the front edge of the drive aisle. He stated there will be some trees lost.

Councilmember Howell commented that she hoped this project would be in The COR and was disappointed to have it move up towards the residential area. She stated she is supportive of having a high school coming in and trusts that the Staff and the Lower Rum River Watershed Management Organization and everyone will be able to work together with the developer and get this project where it needs to be to address the resident's concerns. She stated she will be supporting this.

Councilmember Woestehoff referenced the retention pond spilling into the church lot and asked if it is common to have those type of shared use as part of a plan set when there isn't a plan for the outlot. He stated it seems awkward to have a large retention pond on a lot that is not currently being reviewed.

Planning Manager Larson replied in his past role it was very common that multiple properties would share stormwater basins because it is more efficient to have one instead of many small ones. He stated spilling over on the property lines there needs to be an agreement for maintenance and when the church comes forward with its plans that it is included in the agreements and any plans for new construction would work.

Randy Bauer 14942 Quintana Street, representing St. Catherine Drexel Church where he serves as the parish business administrator and he has been the point person on this purchase agreement. He stated the purchase agreement with PACT spells out some shared things that they need to work out specifics on, that is why there is a variance on the east side because shared parking which will give the school another access point off of 161st. There is a shared pond on the north lot and the church doesn't have plans to do construction there. He stated they are looking to share things to avoid unnecessary duplication.

Councilmember Woestehoff asked if the City could encourage or put a condition on this particular approval denoting there is an agreement between the two parties. He stated he didn't want the maintenance of those things to get lost if the church gets built and in ten years it gets demolished so having some oversite into those type of agreements may be nice.

Planning Manager Larson replied those are legitimate conditions that could be added to the resolution with review of the agreement by the City attorney's office.

Councilmember Woestehoff stated he won't be supporting this because he felt they should spend more time looking at the stadium and the relation to Central Park and if there is a better way to utilize all of that area between all of the organizations. He asked if Councilmembers would be amenable to a friendly amendment that there be an additional condition around the development agreement between PACT and the church regarding shared uses.

Councilmember Musgrove asked if the agreement that PACT would have with the church is a part of Staff's comments that is already something that is integrated to their concerns to ensure that the stormwater retention pond has the size and ability to manage the water.

City Administrator Hagen asked City Engineer/Interim Public Works Director Westby if they are going to need a stormwater maintenance agreement on this project.

City Engineer/Interim Public Works Director Westby replied this would be a maintenance agreement between two private property owners which the City isn't typically party to those. He stated he didn't recall that they require those agreements to be built into the development agreements. He stated they could be as far he knew.

City Administrator Hagen commented he didn't think it would hurt, and if they could establish that there is an agreement between two property owners and Staff has an opportunity to review it, it may prevent future questions of whether the pond for the school can be on church property.

Councilmember Heineman commented that he will be supporting it. He stated he thought PACT has done a great job of addressing resident concerns and that there are solutions and several organizations reviewing the plans. He thought a better location couldn't be found than next to a park.

Councilmember Specht asked if the question was if the City would have a chance to review the shared agreement. He stated he has confidence in that and it has to pass the Lower Rum River.

Mayor Kuzma asked if Councilmember Specht was agreeing to the friendly amendment.

Councilmember Specht replied yes if it just that the City can review it without additional requirements.

Councilmember Woestehoff commented the point of having the City involved is to be a known advocate for residents affected by this, especially those on the drainage side so if something were to happen the City would have the confidence to say that these two parties did agree to maintain this and the City has reviewed it.

Councilmember Musgrove commented she was okay with accepting the friendly amendment. She stated she believed it was standard practice that cities do make sure that it stays with the property owner or owners.

Councilmember Specht asked for feedback from the church or school because it is a private sale.

Mr. Fincher replied there is a draft of a shared parking and stormwater maintenance agreement and encompasses snow removal, landscaping, and other things. He stated that is pending the outcome of tonight before circulation to the seller.

City Attorney Knaak asked if they are anticipating some sort of development agreement with the City.

Mr. Fincher replied correct.

City Attorney Knaak continued most of the details that are being talked about are things that get finalized in the development agreement. He stated the preliminary plat and final plat are basically the picture that gets filed with the City of what it is supposed to look like. Other details of where drainage is going to be, what agreements are going to be required, and where the water is going to go, almost all such details are almost always in a development agreement with the City. When the City signs off on these things Council will get a chance to review them. He stated that is the normal course on these things and he didn't hear anyone say an exception would be made to not have a development agreement. He stated the concerns will be addressed by Staff and by Council. He stated he was getting the sense that the feeling is that once this is approved they won't be able to review the details, which isn't true.

Councilmember Woestehoff withdrew the suggested friendly amendment because it sounded like it will be included in the development agreement.

City Attorney Knaak asked Mayor Kuzma if anything he just said was untrue.

Mayor Kuzma replied no.

A role call vote was performed:

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

Motion carried.

**7.04: Adopt Resolution #22-157 Authorizing the Issuance of Charter School Lease Revenue Refunding Bonds to Finance and Refinance a Public (Charter) School Project Pursuant to Minnesota Law, and Authorizing the Execution of Various Documents in Connection Therewith (PACT Charter School Project)**

Finance Director Lund stated with the current approval of the site plan and final plat PACT is asking for the City to issue lease revenue bonds on their behalf. She reviewed the staff report and

recommendation to adopt Resolution #22-157 authorizing the issuance of PACT Charter school lease revenue bonds in a not-to-exceed amount of $43 million.

Mayor Kuzma stated this would tie them up this year and asked if it still follows for next year.

Finance Director Lund replied the $10 million dollars is strictly for the year of issuance so they would issue in 2022, if they were to issue to 2023 it starts over for the new calendar year.

Councilmember Woestehoff stated the case lists one and a half percent and asked if it is one and a half percent or one half.

Finance Director Lund replied it is one half percent.

Motion by Councilmember Specht, seconded by Councilmember Woestehoff, to adopt Resolution #22-157 authorizing the issuance of charter school lease revenue refunding bonds for PACT Charter School in a not-to-exceed amount of $43 million.

A roll call vote was performed:

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

Motion carried.

**7.05: Introduce Ordinance #22-20 Armstrong Boulevard Interchange/ Highway 10 Signage Overlay District Zoning Code Text Amendment**

Planning Manager Larson reviewed the staff report and recommendation to introduce Ordinance #22-20.

Councilmember Musgrove commented she thought this ordinance made sense given the construction and this would be a proactive step. She referenced a comment from Anoka County parks which said they didn't want any signage blocking their signage and she didn't know if that needed to be added because this is an ordinance.

Planning Manager Larson replied he thought their concern was the impact of signs from a park user's perspective. He showed a map indicating where people are most active in the park and stated that signs couldn't be seen by someone in the park. He stated the nearest businesses would be east of Ramsey Blvd and he didn't think a sign would be visible from there. He stated he thought the concern was addressed.

Councilmember Howell referenced the ordinance and read "or 300 square feet" and Planning Manager Larson's comments introducing the case that some signs are slightly over that size. She asked if that is correct.

Planning Manager Larson replied the largest of those signs that were approved with the conditional use permit is 334 square feet.

Councilmember Howell suggested changing the phrasing to read "approximately 300 square feet" to account for something like that without putting into a conditional use situation.

Planning Manager Larson replied an exact number is needed.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to introduce Ordinance #22-20 amending section117-1 (DEFINITIONS) and Section 117-519 (BUSINESS TYPE DISTRICTS) of the City Code of Ramsey, Minnesota.

A roll call vote was performed:

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

Motion carried.

## 8. MAYOR, COUNCIL AND STAFF INPUT

Councilmember Woestehoff announced another Draw concert is this Thursday.

Mayor Kuzma stated he thought Rhino is performing and it is a pretty good show.

City Administrator Hagen announced Super Soccer Saturday this Saturday at Elm Crest Park. He announced an EDA meeting this Thursday morning and a Parks and Rec Commission meeting this Thursday evening. He stated the Public Works Committee meeting is next Tuesday evening. He noted at the last Public Works Committee meeting it was discussed that Public Works buy an attachment for a skid loader to be able to address potholes. He stated that was tested today and Staff indicated it was working well.

Councilmember Woestehoff thanked the Rum River Art Center. This weekend was the Elm Crest Art Fair which his family attended and had a good time at. He stated there are a lot of good artists in the area.

Councilmember Specht announced Green Valley Garden Center will be having open tours both this Thursday and Saturday at 9:00 a.m. He thanked the Veteran's League for the event they did on Saturday raising funds to prevent soldier suicide.

## 9. ADJOURNMENT

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

A roll call vote was performed:

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

Motion carried.

The regular meeting of the City Council adjourned at 9:14 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
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, July 26, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Brian Hagen
Administrative Services Director Colleen Lasher
City Engineer/Interim Public Works Director Bruce Westby
Interim Parks and Assistant Public Works Director Mark Riverblood
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
City Attorney Fritz Knaak
Economic Development Manager Sean Sullivan

## 1. CALL TO ORDER

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

## 2. TOPICS FOR DISCUSSION

### 2.01: Provide Direction: Highway 10 Frontage Road Between Ramsey Blvd & Armstrong Blvd

City Administrator Hagen introduced Jason Orcutt from the Anoka County Transportation Division. He stated they are looking for Council direction on the frontage road between Ramsey Boulevard and Armstrong Boulevard which would be a dead-end cul-du-sac and extending it toward EZ Auto to provide access to it.

Mr. Orcutt stated this could potentially be a large cost savings to the taxpayers, and to the project as a whole. He added it could also potentially offset some of the City and County costs. He asked for discussion and direction around design attributes. He stated since they met last time a gated access was added because the cul-du-sac would be longer than what a typical City street would allow. He stated the proposed break-a-way gates would allow access to Fire and Police. He stated

that would allow for extending the cul-du-sac to provide access for the last business on that street. He stated they are obligated by statute to look for opportunities to avoid buying properties. He stated in this case there is an opportunity. With the number of renters that would have to be relocated if the City were to acquire this property there is a substantially high cost to the tax payers. He stated it would also allow for City owned properties to potentially be put back on the tax rolls for the City and they could control what is done there. He stated the extension costs roughly $250,000. He highlighted benefits including a cost savings of potentially several million, allowing the property owner to stay, they would utilize their property instead of the two rental lots and that would accommodate the business. He added this also allows for a potential crossing in the future.

Councilmember Specht asked if it was correct that there isn't a way to have it connect all the way to Armstrong Boulevard.

Mr. Orcutt replied that is correct at this time. He stated in the future if the property owner decided to move or sell, or if a one-way was run in front of them to connect with the ramp but it is a timing issue. They didn't want to jeopardize funds that they have to deliver the project. He stated this allows for an opportunity to either go under with the extension and do some of those other components.

Councilmember Woestehoff referenced the two rental properties and asked if they are rented to the owner of EZ Auto.

Economic Development Manager Sullivan confirmed this. He stated the City has a lease with them stating in effect that as soon as the Highway 10 project happens they can terminate the lease with no cause giving a year to vacate those properties.

Councilmember Woestehoff asked if they could move the cul-du-sac to the empty third property and sell the two properties to EZ Auto if they were interested.

Economic Development Manager Sullivan replied there haven't been any discussions about the sale of any of the RALF properties because they have been told until the official mapping is in place they can't be put on the market. He speculated the owner may be interested.

Councilmember Specht commented that is a good point because it would be one big lot there.

Councilmember Riley referenced an email received from City Administrator Hagen in the afternoon providing information about those parcels and why they may not be great for development including water and sewer concerns. He asked for a further explanation.

City Administrator Hagen replied at the Staff level they discussed the type of future development that is likely and if it is development the City desires. He stated there isn't water and sewer down the frontage road now but in the event that it is needed due to failing septic systems in the future that couldn't be replaced, they start to look at putting infrastructure in the ground for half the benefit. If there were development on both sides of the road it would make more sense. In this case there are only three or four parcels depending on how the larger RALF property develops. He stated the future on-going maintenance cost is a recurring concern for Staff along with annual

maintenance such as snow plowing that will occur with more roadway. He stated this is a larger extension that was originally planned for. He referenced Mr. Orcutt's suggestion of tunneling under Highway 10 and stated the feasibility of that idea was unknown.

Economic Development Manager Sullivan asked if project costs are being saved now what costs are the City going to be incurring in the future. He stated if the road is run, there is the initial cost savings but what is cost of what the future of that area is going to be. He asked if it is envisioned that EZ Auto is going to be there for another 25 years and that is what the City wants for the vision of Highway 10. He asked if it might be best to look at what the vision is for the front door of the COR, is it car lots or should it be green space. He stated there are other things that don't have answers for. He stated in the end the City will have two parcels that are difficult to develop. He thought there was one lot that may have development potential. He speculated whether or not the City will be pushed to liquidate some of these properties to get money back into the RALF program of it they will be able to hold these properties and wait until more development can occur. He stated his understanding is that with the proposed plan the outlined land would be acquired and proportionally the RALF loans would be paid for the square footage. He thought Finance Director Lund was excited to retire these RALF properties and to bring back on the tax rolls. He expressed concerns that there is an expectation from the RALF program that they are going to receive a good amount back on these properties. He stated the reality is the agreements stated that if it is not used for highway purposes they are to sell the properties at what is considered market values. He stated he thought the appraisals are going to come in less than the loan value the City has on them. He added without having sewer and water to these parcels from a market value standpoint he thought they are going to be valued lower. He was unclear what direction the RALF program would give.

Mr. Orcutt commented he thought they would want to be made whole, whether it was for the product or not, depending on how the loan was written. He suggested not looking at the long-range vision but to ask the question if they can avoid this property and not take it. He stated that is the obligation from a design stand-point. He stated he understood the differing opinions of the City Staff. He stated the real risk is buying out a property and ten tenants which is a lot of risk and money. He stated if it can be shown that it can be avoiding there is a legal basis there as well. He stated it should be looked at from that stand-point and encouraged them to speak with the attorney. He stated there will be four lots there and someone is likely to try to put a private drive there at which point the County would liquidate the property and selling it off at value. He stated this gives a different opportunity potentially. He thought someone would want to do something in the future but it was unclear what that would be or what would be allowed. He stated it is a design option that he is looking for direction on and will move forward with whatever is best for the City.

Mayor Kuzma asked when a decision would need to be made.

Mr. Orcutt replied the attorney would like to have something by the first part of August. He repeated a potential savings of several million dollars.

Councilmember Woestehoff commented the map shows the frontage road extension and asked where the frontage road is currently proposed to end.

Mr. Orcutt showed the proposed end on the map.

Councilmember Musgrove asked about current plans for getting sewer and water there versus any potential options.

City Engineer/Interim Public Works Director Westby replied water can be pulled from the north under the railroad tracks or from Ramsey Boulevard. He stated sewer would be best pulled from the north under the tracks. He stated they have some spots to do that. To pull it from the Ramsey Boulevard in the east would require putting in a lift station and forced main back to 134rd and Ramsey. He confirmed there are options.

Councilmember Musgrove referenced comments about future businesses in the area but thought there could be potential businesses seeing those properties as prime land. She stated having all green space has a cost also. She stated she liked that they may have potential to leave it open to providing water and sewer and potential business. She stated it may not look like it would work but thought it may and asked that be considered evenly with leaving as green space.

Councilmember Riley asked if the plan had been to acquire this land.

Mr. Orcutt replied they did look at this because it was wanting to stop the cul-du-sac, there was an extension, with the City's length that is usually allowed. He stated Council was generous with that and once they got further into negotiations they looked at that as being an acquisition. He stated that was the last aggregate intersection between 35 W and the County line. He stated that was a discussion that Federal Highways and Mn/DOT would like to see that driveway relocated. By extending the road over. At that time it wasn't seen as a feasible option but once they got into the data they saw it more clearly. He stated in this time with inflation being so high production costs have to be looked at and other items. He stated they balanced it as a fiscal decision and the wishes of a potential property owner wanting to stay.

Councilmember Riley asked if Mr. Orcutt was saying Mr. Runyon is saying he wants to stay.

Mr. Orcutt replied no, he wasn't saying that but through the years there have been many discussion between their agents. In this case providing this option he thought has to at least be explored.

Councilmember Riley asked if it was really a negotiations issue because prices haven't been set but are being negotiated.

Mr. Orcutt replied it is being negotiated, an offer has been sent out. He stated with this option that offer could be changed potentially and looking at getting the ability to stay. He stated in looking at the cul-du-sac length and the other cul-du-sac length by the Implement Dealer on the east end of the project, it was noticed that the distances, while not equal they are similar which is something that warranted discussion. He stated then the RALF properties wouldn't be acquired from the project which could be good or bad. He stated they are looking at project bottom line and seeing that there is an opportunity to save a substantial amount of money and provide access that is why he is before the Council.

Councilmember Riley replied it has been pointed out that there are a lot of other things to consider, not just the up-front costs.

Councilmember Specht commented that he thought it was a good idea and would open up potential for the future by making more land that could be sold and developed at some point. He stated if it allows the business to stay if they desire. Long term he thought future connections could be made to Armstrong Boulevard or other things that may come up. He stated he thought the negatives would be outweighed by the potential for the future.

Economic Development Manager Sullivan stated one of two things happen with RALF properties according to the agreements. If the land is acquired for highway purposes the City pays what the outstanding loan amount is. In under 4.02 of the agreements the discharge due to changes in the plans for the highway so if a highway is going to be constructed that would constitute a change for the highway construction. In the event that happens unfortunately it says that the recipient shall repay to the Council within 30 days the fair market value of the property, not the loan value. If these are deemed not to be used for the highway project or not acquired as part of the highway project, he thought the City's exposure is going to be limited to what market value is. He stated he anticipated that market value is probably less than what the City acquired these properties for. He stated a lot of the properties have buildings on them so when they were acquired there was property value and relocation value in moving the businesses. He stated there may be some comfort that in the event these properties have to be sold it is market value versus loan value which may be less exposure for the City.

Councilmember Woestehoff asked if the City doesn't extend, but they acquire the lots because the highway needs them, hypothetically, but then the City could sell them after that once the highway is done. He asked if so, isn't the value extremely low in terms of market value because there is no resources to them. He asked if he understood correctly.

Economic Development Manager Sullivan confirmed this.

Councilmember Woestehoff asked if they extend there is still no water and sewer which is another big bill to get those things to that space in order for someone to market them appropriately but the City would still be the seller. He asked if at one point there was a scenario where the County would acquire these, or has it always going to be the City's responsibility after the project.

Economic Development Manager Sullivan replied if they were to bulb the cul-du-sac at the green area on the map, the County would buy everything to the left of it. The County would also pay off the loan values and initially when costing was done for this project, that is how it was costed. He continued if the County doesn't then the City retains the land and has to sell the lots.
Councilmember Woestehoff asked if it was correct that with the first scenario where the County owns the lots the City has much less discretion on what goes on those properties if the County decides to sell them.

Economic Development Manager Sullivan replied yes but the discretion would be pretty simple because there wouldn't be access. The lots couldn't really be sold because there wouldn't be a use for them and there wouldn't be access.

Councilmember Woestehoff agreed and asked if they would be off the City's tax roll.

Economic Development Manager Sullivan confirmed this.

Councilmember Riley replied to Councilmember Specht's comments that if this was going to help a Ramsey business and help them stay there. He stated if that was the case he could feel differently but he had heard that the business doesn't choose to stay but is looking for a fair buy-out. He stated if they were doing this to save a business that wanted to be there and keep their location he thought it could change his mind but that isn't what they want.

Councilmember Specht replied that was good for him to know.

Councilmember Musgrove replied to Councilmember Riley's question and stated the EZ Auto property isn't RALF property she asked if that was what was being referred to, that business owner or was he referring to the City RALF properties.

Councilmember Riley replied he was referring to the EZ Auto property.

Councilmember Musgrove commented according to the map, that is a whole different framework because it isn't in the City RALF property acquisition.

Councilmember Riley replied that is what they are discussing.

Councilmember Specht added it is why they had to buy them out in millions.

Councilmember Woestehoff clarified the discussion is to buy the red property.

Councilmember Musgrove replied her thought was that it wasn't needed for the highway so it wasn't continuing. She stated she thought they were talking about just extending the road through the RALF projects, not necessarily a buy-out.

Mayor Kuzma asked if Council isn't able to come to a reasonable amount, can they not just take it.

Mr. Orcutt replied that is correct, they could use eminent domain on that. He stated what is being decided tonight is whether Council choses to not extend the road they are buying all those properties, the business and the ten tenants. He stated that is what they are deciding, he just wanted to bring this forward. He stated he respects the City as a partner and want to do what is best but it also warrants discussion because what they are taking on is big. He stated he agreed that both sides want what is fair and reasonable but it is sometimes hard to get there. He stated at the same time they are showing that an extension would allow this. He agreed with Economic Development Manager Sullivan that if the loan says they have to sell it at market value, it is whatever market value is and he would hold strong to that as well because if that is the way the loan is written it is literal not for interpretation.

Councilmember Specht referred to some of the legal questions that came up such as if there is a way to save a business the City has to and asked City Attorney Knaak to comment.

City Attorney Knaak replied go right ahead.

Councilmember Specht asked if City Attorney Knaak thought the City was legally required to extend it then.

City Attorney Knaak replied he didn't think they were required to but whether or not that is a good idea in terms of policy is something that could be decided.

Councilmember Specht replied if he understood correctly that the law says if there is a way to save a business the City has to so it seemed like there was a legal obligation to extend that to save that.

City Attorney Knaak replied where that can come into play is if the City is taking it and they challenge the taking and say it isn't necessary the City could lose on the taking issue. He stated usually it is hard to lose on a taking issue when they are dealing with highway related projects in his experience.

Mr. Orcutt commented he doesn't answer legal questions usually but he stated if they don't get an agreement they like, the public purpose can be questioned because they can get a road to that location

City Attorney Knaak replied if he were on the other side that would be his tac.

Mr. Orcutt stated he is trying to present this in a way, not to divulge additional information, but he is saying that they need to look at it from protecting the City and County because they are all in this until everything is settled. He stated if they could not make a lot like this work here but the City could make it work somewhere else, they have to make sure there is a reason why and it's not just the vision. He stated he is just bringing this forward and will go with whatever Council decides. He asked for a relatively timely decision to move forward.

Councilmember Woestehoff commented he could see both sides of it and asked for a non-committal perspective from everyone else. He stated he was leaning towards not extending it but wanted to hear everyone else's thoughts. He commented it sounded like Councilmember Specht was more in favor of extending it.

Councilmember Specht replied he was thinking of both as well especially if EZ Auto doesn't want to stay, the City may need to do a buy-out either way. He stated he didn't know how a road would benefit the City then.

Councilmember Woestehoff replied saving $4 million.

Councilmember Specht asked if it was correct that the idea was that if the road was extended the City wouldn't buy EZ Auto, they would have to stay then.

Councilmember Woestehoff replied or they could sell.

Councilmember Specht agreed they would have to sell to someone else.

Mayor Kuzma asked where the $4 million dollars is coming from, the City or the Federal funds.

Mr. Orcutt replied that would be an overall project cost. The County and City are both in for $4 million dollars which has been agreed upon. He stated their goal is to utilize all the other funds the County has been able to bring in to help offset that so at the end there is a savings. He stated he understood there will be future maintenance which will be taken into consideration. He thought there would be some latitude for negotiation but ultimately the lower the project comes in the less it is and they try to spend those allocations first and then they do the last as they go along. He stated he isn't trying to go against any City Staff or elected official, he is just trying to bring this forward and get it done.

Councilmember Musgrove commented she could see the benefit of extending the road whether EZ Auto stays or not but at the same time, she could see that may put the City at a loss with those three properties. She asked if there wouldn't have to be a road along there for anything they wanted to put there such as green space or something that comes up as a unique property in there. She asked if a road wouldn't be needed anyway for fire or safety purposes.

Councilmember Woestehoff replied if there are no buildings there, then no.

Councilmember Riley commented it would be development cost if someone wanted to put something there. If a neighborhood was put in, there would be streets.

Councilmember Musgrove commented it was hard with the unknowns with the cost to the City because now it is unknown. She asked if that is what is being said if they have to make a decision based on whether all the unknowns are known or not.

Councilmember Heineman asked if the City has any properties with preexisting buildings that the City could move EZ Auto into. He suggested a mutual agreement where the City buys that location for very little money and sells a mutual location for very little money. Improvements could be made to that property to bring it to standard and then move them in and then get rid of some of these questions.

Economic Development Manager Sullivan replied as far as RALF related properties they don't, the only ones with buildings are really Independent auto which is being leased by Power Lodge and then NAU. As far as other buildings for sale along Highway 10 to relocate this to. He stated it is his understanding that as a part of the project and Anoka County being the lead agency, if it is a relocation situation that is exactly what Anoka would do is to find a replacement property or a payoff. He stated right now the City is not in that capacity, that is what Anoka County is doing and right now the City has been asked to stay out of that process.

Councilmember Heineman asked if Power Lodge was happy to stay in their location and they are not looking to move with the construction.

Economic Development Manager Sullivan replied at this point Power Lodge is content to stay where they are. He stated he knew Power Lodge has larger aspirations on wanting to upgrade their facility and potentially relocate to another location within Ramsey. He stated the problem with that location is, in looking at the footprint of what EZ Auto is now, there isn't that large of a footprint to have all of those autos in that area.

Councilmember Heineman asked if EZ Auto going to have a choice to continue there with the amount of cars seen on the map if the frontage road was extended and take up the two RALF lots. He asked if there has been discussion about that.

Councilmember Specht referenced Councilmember Riley's comments about hearing EZ Auto doesn't want to stay.

Councilmember Riley replied correct.

Councilmember Specht commented hearing that the desire is to sell or relocate it would mean the City would have an empty building.

Economic Development Manager Sullivan replied to Councilmember Heineman's question explaining the because of the process they are in now, they are not allowed to engage in those discussions and have been asked by the County not to do so because the County is currently engaged in negotiations.

Mr. Orcutt stated it is a part of the Uniform Relocation Act. He explained if two people owned a business and were willing to make a trade that is how it works outside of a federal project. But in a project like this the County has to pay the business owner so they do a market value and do all that process, then they have to pay them. Then if the City wanted to work with the EDA. But it isn't allowed to move a business for the City benefit. He stated one thing to consider is those are rental lots and if the City decides not to rent them anymore, that is their business. He stated he thought there is still an opportunity to use them but will move forward with the direction given.

Mayor Kuzma commented his thoughts were to stay with the original, he would like to keep that open for future visions even though it is unknown. He stated if the road is extended it locks the City in to what is going on versus having a clean slate. He asked for consensus from Council.

Councilmember Specht commented he could see the benefit of the second emergency accesses because it is one of the longest frontage roads. He didn't think in the future it would be easy to add, but it is a special project right now.

Mr. Orcutt commented the decision is if Council will extend it based on the City's requirements. He thought that is the way to approach this. It is not about the future but more of question of will the City allow a cul-du-sac this long. He stated that is the best way to make a decision on this. He stated that allows them to look at if it is the best interest of the City to have a cul-du-sac this long is the question they should be looking at.

Councilmember Riley asked if it is twice as long as what is normally allowed. He stated they had said no once from a public safety stand-point.

Mr. Orcutt replied at that point Mn/DOT would not allow that access, that was one of the concerns, and then when the County told them that some of these issues that are being raised such as public purpose and needs, Mn/DOT looked at that as something that exists at other locations so they were willing to oblige that for safety.

Councilmember Riley asked again if this cul-du-sac is twice as long or three times as long as the City allows.

City Engineer/Interim Public Works Director Westby replied it is all of that. He didn't know the exact measurements but he thought it was around 1,400 to 1,600 feet.

Councilmember Riley asked if it is correct that 600 feet is usually allowed.

Mr. Orcutt replied one of the big things is when the other one was noticed that is almost the same length. He stated the County didn't want to make this decision without the City's blessing because they understand it is their City and want to be good partners.

Councilmember Woestehoff asked if the other end of it went to Ramsey Boulevard or if it goes somewhere closer.

City Administrator Hagen replied if it goes to Ramsey Boulevard is about 4,000 feet.

Councilmember Musgrove asked if it was 4,000 feet on the short one or the extension.

Councilmember Woestehoff replied the long one, the extension.

Councilmember Musgrove stated she thought there has been discussion that any long cul-du-sacs in the City have been unique to the character and location of that land. She gave the example of Bowers Drive which is unique to that area and they wouldn't want to have another one. She stated in knowing that and having that understanding, she was okay with having it just to the City and then if the City needs to, with development or whatever comes after that, extending it out farther. She stated it might not even be a cul-du-sac then. She noted Mr. Orcutt has tried to explain about the different properties with pros and cons and she thought having the short is more in line with the rest of the City's policies as far as the length.

Councilmember Woestehoff commented he agreed. He stated he just pulled up the GIS and if they could get it on the other side of the other property, the one that is currently owned by Majestic Holdings in the other city property and shorten it up by another property he would be ok with that. He thought 4,000 feet was really long.

Mr. Orcutt replied it is 4,000 feet if it is extended this far. He stated if that is done they cut the access off to a business and would be looking at buying that next business.

Councilmember Woestehoff replied not if they did a cul-du-sac with a bib on it.

Mr. Orcutt replied they would have to get in front of that business and give them a reasonable access. He stated he thought there should be consideration on how to handle it if someone tries to put a private drive back there. He thought they should keep that in mind if the City sells that property someday if they will allow a driveway back there or not. He stated the County will try to recoup as much as possible for the project in the end. He stated he thought that made sense for the tax payer. He stated eventually they will have to give to Mn/DOT what they want, dedicate back to the City what they need for the frontage road and then those locations the City will dispose of. He stated maybe they have no value.

Mayor Kuzma asked for Council comment.

Councilmember Riley commented he wouldn't want to extend it based on a safety standpoint.

Councilmember Specht commented he would lean toward allowing it to extend.

Councilmember Howell commented she preferred the shorter one.

Councilmember Heineman commented he preferred the shorter one also.

The consensus of the Council was to keep it with the original plan.

Mr. Orcutt replied that is what they will do.

**2.02: Continued Discussion on 2023 Budget/Levies**

Finance Director Diana Lund continued discussion on the 2023 budget with a focus on road funding. She distributed three handouts to Council and reviewed the information related to tax capacity value estimates and housing prices.

Councilmember Specht asked if the increase was mainly due to house value or does the City have that many more houses. He asked, hypothetically, if two years from now house prices crash and there is a high budget now and house values go down significantly. Or is it that there are more buildings and houses.

Finance Director Lund replied it is everything. It is new construction based off of a year or two ago, because it takes a couple years to come online, and then because what houses are selling for. She stated it is all encompassing.

Finance Director Lund reviewed the handout related to roads. She stated at the last couple of Public Works meetings that there is a so-called bubble of about $13 million worth of road costs that they are looking at improving over the next ten years so everything doesn't come online all at once again. She asked City Engineer/Interim Public Works Director Westby if that was correct.

City Engineer/Interim Public Works Director Westby replied it is actually so the roads don't completely fall apart.

Finance Director Lund replied it is spread out instead of bonding for everything in one year. She explained the handout related to the roads outlining different scenarios. She asked for Council discussion on where they are comfortable with for road funding and direction on putting it as additional levy for this year to get the roads going.

Councilmember Riley commented there were a lot of numbers and Finance Director Lund did everything right but he offered to put his spin on it. He referenced the handout and the number at the top and stated they already have a ten-year CIP so there is already ten years of improvements planned. He stated the very top line, Staff have figured out, that in addition to the ten years of roads that need to be reconstructed, they are behind as is known. He stated there are additional things, streets, that weren't in the CIP but essentially need to be rebuilt now. He stated the top two numbers are indicating that is what is known now needs to be rebuilt or reconstructed in the next ten years. He stated they have already talked about the funding, which is the next line down. Last year the City levied $1.6 million and Finance Director Lund has grown it for 5% every year but that still leaves the City way behind to cover what needs to be done and they had talked to Public Works about wanting to front-load some of this and get ahead of it. That is what the middle section of the handout was doing. He explained either they put it all on the levy and take out bonds and then the different periods of paying that back. He stated in discussions with Public Works the question was brought forward what does it look like if the City takes out bonds or put it on the levy to meet needs and get more done up front.

Councilmember Specht commented that hearing second-hand from the Public Works meeting, he asked if there was discussion about borrowing ahead on State Aid and if that is a different plan.

Finance Director Lund replied these are non MSA roads.

Councilmember Musgrove thanked Finance Director Lund for getting Council the numbers and bringing it to Council's attention. She stated there is clearly a need and the public has been demanding that the City take care of the roads. She stated she supported either option one or two. She stated she wasn't sure if option three or four is better. She thought option one or two takes care of the need as close as necessary for that. She asked if these numbers are run with the 2.6 ARPA funds.

Finance Director Lund replied yes, that is subtracted out at the top. She added a suggestion to chose option one over option two because they would be paying more for option two for getting the same thing.

Councilmember Woestehoff asked for clarification on options two, three and four if that includes any extra increase on the levy or is it just the proposed 5%.

Finance Director Lund referenced the handout and stated at the bottom of the page is the total levy debt. She explained for 2023 payable levy of $1,756,000 and adding the 1.238, that would be what would fund the needs for the CIP and the additional roads.

Councilmember Musgrove asked if that includes the ARPA funds.

Finance Director Lund replied yes, this whole page is calculated off the $11,142,000.

Councilmember Musgrove stated she saw that and wanted to make sure because she was hoping they could start in 2024 using the ARPA funds now. She stated she could see how the numbers look nicer to have it as a gradual increment up and have it included this way.

Finance Director Lund replied this is averaging it out so even if the ARPA funds were used it is still going into the pavement management fund.

Councilmember Specht commented he didn't want to see the budget go crazy but thought public safety and roads are really what need to be strong in the City. He stated he would be in favor of option one. He stated they could see if there are other places that could be cut but thought that was very viable and they know they need to get going on roads. He stated he appreciated Finance Director Lund's work on this.

Councilmember Riley commented the way it is presented he agreed that number one was the best but asked if it was correct that it doesn't give the ability to front-load doing the projects.

Finance Director Lund replied the ARPA funds will be available to begin with so she is looking at the over all average. She referenced the hand out and the numbers listed. She stated there would be $3 million but there will also be ARPA funds on top of it.

Councilmember Riley agreed, adding this is averaging it over ten-years whereas it was talked about getting more of this done up front in the next three or four years to get ahead of it instead of taking ten years.

Finance Director Lund replied they did talk about this also.

City Engineer/Interim Public Works Director Westby commented they did talk about that so this is averaging out so if they bonded for the money up front, if Council wanted to front-end it and get more projects out the door. They could look at how much Staff could do and how much could be contracted out, so that is an option.

Councilmember Riley stated that was another discussion that was had is that the City's staff only has certain capabilities and they discussed being okay with having to hire out some of the engineering to get more roads done than the staff could handle. He stated he is leaning toward that as a good idea or at least something to discuss.

Councilmember Woestehoff commented he concurred. He stated the outline is a good representation of what it potentially costs the City. He stated to Councilmember Riley's point, if they do a 20-year levy and front load all those projects from ten years to five years because it's on the bond. He stated it costs more in that time period but they get through more and they still have 20 years to pay it back and the average costs per year in option four is $1.9 million, option three

is $2.4 million in their given time frames per year if they are averaged out. He stated overall he thought if they area going to do it, he would rather bond either option three or option four and try to get done as much as possible in five years and spread the costs over the next 15 or 20 years. He stated the fact that they have a CIP that's $22 million in roads and an additional $13 million in projects that are not in the CIP but still need to get done immediately is his concern. He stated even though it costs more in interest, hopefully by the year 2030 a lot of those other projects or needs will not be as high and they wouldn't be sending out teams to fill potholes for weeks at a time which is costly. He stated he hates paying interest on things but he is in favor of this because the roads need extra attention right now.

Mayor Kuzma asked when City Hall will be paid for and Fire Station Two, when does that come off to be able to off-set some of this stuff.

Finance Director Lund replied they have a Public Works campus also. She stated the debt of City Hall was set up that it comes off in 2031 and the Public Works comes on full bore.

Councilmember Musgrove addressed Councilmember Woestehoff's comments. She asked if they do a lot in five years because they bond out, then in 40 to 60 years there is another bubble at five years because they have that same number of roads that would potentially need to be redone. She stated they may be built better and may have less deterioration and better practices with regard to what is out there in technology, such as seal coating. She stated with those improvements it may make the bubble in the future less but she thought the $907,000 per year would actually have to be more in order to meet the needs to stay ahead of it because they are behind. She thought they would have to save more to keep up with it and not be behind.

Councilmember Heineman asked for option four, taking for example there is $11 million dollars for repairs, he asked if in 2037 they are still repairing the bubble of road work that needs to be done.

Finance Director Lund replied, yes, this sheet is based off of if it was done over a ten-year average time frame. They are only seeing $907,686 on option four because it is a 20-year bond and when they get to year 2038, the additional five years, they are only seeing the debt service on this, they are not seeing the additional road levy that is a part of the 5% because that would continue on after year 2032 for other CIP road projects.

Councilmember Heineman asked if either way all the work is being done by 2031, it's just whether they are paying for it. He stated he was concerned that the dollar wouldn't go as far in 2037 as it would now but it makes sense.

Finance Director Lund stated they would be bonding for the full $11,150,000, and if she understood correctly, Councilmember Riley is saying to take that $11,150,000 and do projects over three years and use up the bond proceeds and this is just the payment schedule to pay back that.

Councilmember Heineman stated he would be in favor of front loading as much of the work as possible as long as they take into consideration what Councilmember Musgrove stated about not having all the work come back on line 30 years from now.

Councilmember Specht asked for feedback on that because it was a good point.

City Engineer/Interim Public Works Director Westby replied they had that discussion at Public Works. He stated there are some options they are looking at. He stated they gave it a name "reclamation rehabilitation." They are looking at doing a recon light on some of the roads that they can where they are reclaiming the road as they do now, recycling the pavement and putting it back down as base but instead of putting three and half inches of pentamerous on top, doing one layer to keep the cost down. He stated they would be trying to minimize costs off the roadway, less boulevard restoration and things like that. He stated they would be focusing on rehabbing the pavement. He stated they could get the same work done for 50-85% of the cost, however the life of the pavement is going to be less than the 60 years, more like somewhere between 25 and 40 years. He stated if they did that on some of the roads it would space the bubble out.

Councilmember Specht asked if the quality would be high enough that aren't going to be potholes every year. He asked if for 20 years it would be like a new road and would it be worth it.

City Engineer/Interim Public Works Director Westby replied that would generally be what they had out to start with on the streets and they generally got 30 to 40 years on those streets so it would basically be replacing like with like right now.

Councilmember Musgrove asked if those roads would have to qualify for certain conditions in order to do that, they wouldn't just pick ten miles of roads and do them that way and not have issues with deterioration.

Mayor Kuzma commented he wasn't happy with this plan at all and didn't support it. He stated he was for getting the roads fixed but thought this is going to be a continual increase on the levy and didn't know how to stop it. He stated the property values have gone up 26%. He stated he thought the franchise fee worked well to raise $2.1 for the time they were on, they had very few complaints. He suggested putting on the ballot to vote for it and agree putting a set amount such as $200 that everyone would put towards roads. He stated that way they could put the levy back down to a manageable level and the people would have voted and want to have it done. He stated if they keep going the way they are going there is going to be looking at a 15-20% tax increases from here on out which he thought was unacceptable. He stated he didn't support this.

Councilmember Woestehoff commented he had almost the same thoughts at Public Works but he changed his mind; he was thinking a temporary solution. He stated the down side is that there is an advantage right now because they are on property values and everyone's property values are going up which means the City takes in more money. He stated although he wasn't happy with it in terms of a transition and they are taking in less last year, there is potentially a higher dollar value that the City is going to get in this year and because of inflation it will continue to go up. He stated the problem is it isn't that the City is gaining any extra money at that point, the problem is that the roads are also going to continue to also cost an equivalent. Because it is such a crazy environment

for buying and selling. He stated in general conditions, he would agree that a value initiative for a franchise fee specific for maintenance is appropriate. He stated he didn't think the public wanted to talk about it anymore and that the City was in a more flexible position because they are on the property tax levy now, even though they brought in less money than they should have.

Councilmember Heineman commented he would probably disagree with the franchise fee, but agreed with Councilmember Woestehoff that everyone is tired of talking about it. He stated they would need to raise the franchise fee or raise the levy because $11 million came out of nowhere regardless of how they are funding the general levy. He stated he thought that is a moot point. He asked if it comes to a question of a Council vote or putting it on the ballot. He stated his fear about putting it on the ballot is that it is a nuanced issue and at some point the Council has to take responsibility for the decision they made. He stated they are going to be held responsible for the decisions that previous Councils have made. He stated usually he would suggest putting something like this on the levy but at this point it is so convoluted that they are dealing with decades of bad decisions and at some point they have to fix the roads. He stated it wasn't favorable to have to raise taxes but asked what else can be done because the roads have to get fixed by any other means and the City has to pay for them somehow. He stated he would be in favor of doing this because there are no other options other than to let the roads deteriorate and become worse for later generations.

Councilmember Specht stated he supported front-loading and that makes a lot of sense and took back what he said earlier. He stated he would like to see, if they could, a 15 versus a 20. He stated another reason for front loading is because of the Highway 10 construction and people are going to be tired of it so as much as they can get done at the same time as the 2024/2025 project is being done, even if there is a little more overlap he thought they should do that and try to get it done as soon as possible. He stated if they are stretching it out and doing a little bit at a time people are getting tired of it and won't want to see as much.

Councilmember Howell commented she would support number one or number three. She stated she thought they needed to get this done. She suggested taking a look at not raising taxes elsewhere and see what can be cut.

Finance Director Lund stated there are $750,000 also related to spray patching, so that is something additional against the levy. She stated it is something that doesn't fit within this bonding but is something that will also effect the levy.

Councilmember Riley commented this is more immediate, it's more maintenance. He stated for years $500,000 had been budgeted for maintenance and that included the seal coating that was stopped a few years ago. He stated the proposal is to go back to $500,000 of maintenance and most of that increase goes towards spray patching. He stated they have the striping issue where the edges of the roads are coming apart, the spray patching helps that. It's not the forever fix but it makes it better for usability and helps the road last longer because it keeps the water from sitting there. He stated it is an immediate fix and helps the road last longer. He stated he thought it was a $300,000 increase which there is $750,000 of spray patching that they are going to try to get done over the next few years and that was how Public Works came up with it.

Councilmember Specht asked since there is a budget for roads, could they bond more for those roads and take some of those funds and put it towards spray patching.

Finance Director Lund replied bonding normally can't go toward maintenance. She asked if they noticed she didn't mention special assessments. She stated these bonds, since they are street reconstruction, it has a special ruling that says there doesn't have to be special assessments on them so they can't be used towards maintenance.

Councilmember Specht asked if they could use money they are already allocating towards maintenance.

Finance Director Lund replied they could use the ARPA funds or something of the $300,000 towards it and then increase the bonding amount.

Councilmember Specht asked if it wouldn't hit the levy directly.

Councilmember Riley replied that is a good idea but.

Councilmember Specht finished no one wants to have more increase.

Councilmember Riley replied right. He stated they were looking at if it needed to be spread over a few years and maintenance they were identifying as falling behind so increasing maintenance made sense but he didn't know how to fund it.

Finance Director Lund replied it wasn't included so she wanted to put it out there that that is an additional amount.

Councilmember Riley commented he didn't think they talked about spending any more money at Public Works so he thought they were done with that now.

Finance Director Lund asked for Council direction if they want to do $300,000 against the ARPA and bond for the additional amount or if they want to increase the levy by $300,000 and see where it is and keep the bond based off of what the net is right now. She stated she could run numbers on the effect to the tax payer.

Councilmember Woestehoff asked if the total amount was $750,000 for spray patching. He stated he could see the point about raising that bucket of maintenance to $500,000 and he is inclined to say take the $750,000 straight from ARPA, even though he stated he hates continuing to take from ARPA for other things but treat that as a capital expense project to get all of that $750,000 removed from ARPA funds and that takes it off of the responsibility of the levy for this discussion it only reduces the amount of roads that can be reconstructed. He stated it increases the bond but they can because at Public Works the direction has been to get ready for next year to include an extra $2.5 million because of the ARPA funds. If they are talking about doing a little loan swapping it becomes $1.9 million next year.

Councilmember Specht asked how long it takes to get the money from the bonds if they were to do that.

Finance Director Lund replied it is a month to two-month process.

Councilmember Specht asked if for next year they could potentially have it.

Finance Director Lund replied they would issue it this fall so they would have the money for 2023. Because they are putting it on this levy so they have to issue the debt so the debt service is known.

Councilmember Specht asked if it was correct that it would have to be over $10 million.

Finance Director Lund replied yes.

Councilmember Woestehoff asked if would make more sense then to stick with the levy and the ARPA funds for 2023 and know that in 2024 is when they start the bonding. So instead of taking the bond and having it available in 2023, having everything ready to go in 2024. Because 2023 was covered by what is budgeted.

Councilmember Musgrove commented she thought they could benefit from doing it this year.

City Administrator Hagen asked if Council was going to stick to this plan.

Councilmember Woestehoff replied that is a good question.

Councilmember Riley asked what does the new Council do next year.

Councilmember Woestehoff replied he thought it was fair.

Councilmember Musgrove commented she likes to keep the maintenance separate and increase it because that is going to be an on-going need and it is a smaller amount to increase. She thought there was a benefit to doing the bonds this year. She stated she supported option one or three.

Finance Director Lund asked if $750,000 against the ARPA funds, increase the bonding amount by $750,000 or keep the bonding amount the same and push everything further, she wasn't sure.

Councilmember Specht replied increase the bond, he didn't want to reduce the amount of roads that are going to be done next year.

Finance Director Lund asked if Council was okay with options one and three or if they wanted to see four different scenarios on the tax payer.

There was Council consensus for this.

## 3. TOPICS FOR FUTURE DISCUSSION

**3.01: Review Future Topics/Calendar**

Noted.

## 4. MAYOR /COUNCIL /STAFF INPUT

None.

## 5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:58 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
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, July 26, 2022, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

| | |
|---|---|
| Members Present: | Mayor Mark Kuzma<br>Councilmember Ryan Heineman (attended remotely)<br>Councilmember Chelsee Howell<br>Councilmember Debra Musgrove<br>Councilmember Chris Riley<br>Councilmember Dan Specht<br>Councilmember Matt Woestehoff |
| Members Absent: | None |
| Also Present: | City Administrator Brian Hagen<br>Interim Parks and Assistant Public Works Director Mark Riverblood |

## 1. CALL TO ORDER

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

## 2. PRESENTATION

None.

## 3. CITIZEN INPUT

None.

## 4. APPROVE AGENDA

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

A roll call vote was performed:

| | |
|---|---|
| Councilmember Musgrove | aye |
| Councilmember Specht | aye |
| Councilmember Riley | aye |
| Councilmember Howell | aye |

| | |
|---|---|
| Councilmember Woestehoff | aye |
| Councilmember Heineman | aye |
| Mayor Kuzma | aye |

Motion carried.

## 5. CONSENT AGENDA

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

5.01: Receive May 2022 Financial Reports- General Fund and Enterprise Funds
5.02: Receive Cash and Investments for Period ending June 30, 2022
5.03: Approve Business Licenses
5.04: Approve Rental Licenses
5.05: Authorization to Hire an Accounting Clerk
5.06: Authorization to Hire Building Inspectors/ Plans Examiners
5.07: Adopt Resolution #22-168 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 7, 2022, through July 20, 2022
5.08: Adopt Resolution #22-155 Authorizing Partial Payment to Douglas Kerr Underground, LLC. For Improvement Project #22-05 Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive
5.09: Adopt Resolution #22-160 Approving Purchase Agreement and Sale of Parcel 51, Anoka County ROW Plat 103 for Ramsey Gateway Project
5.10: Adopt Resolution #22-161 Approving First Amendment to Purchase Agreement for Parcel 50; Case of Java Properties
5.11: Adopt Resolution #22-163 Authorizing Final Payment to North Valley, Inc. for Improvement Project #21-10, Fire Station No. 1 Parking Lot Improvements
5.12: Adopt Resolution #22-169 Approving Subordination Agreement and Estoppel for Oppidan Project
5.13: Adopt Resolution #22-170 Approving Change Order #3 for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive
5.14: Adopt Resolution #22-172 Accepting $100 Cash Donation from Mr. John King
5.15: Adopt Resolution #22-171 Approving Proposal for Exploratory Watermain Excavation for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements

A roll call vote was performed:

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

Motion carried.

## 6. PUBLIC HEARING

None.

## 7. COUNCIL BUSINESS

### 7.01: Adopt Resolution #22-162 Approving Grant from Sign and Awning Program: Miss Iz Ice Cream LLC

City Administrator Hagen reviewed the proposed resolution and the EDA recommendation for approval. He noted the applicant is in the audience.

Ethan Pratt from Miss Iz Ice Cream and Soda Pop Shop stated the business will be located at 14050 St. Francis Boulevard, Suite B2 #10. They plan to open in the coming months, this is his second business, and his wife couldn't attend the meeting tonight because she was running the other business in Anoka. He stated they hope to open an ice cream shop in Ramsey in the former Papa Murphy's space. He stated there has been positive feedback from the community about it. He stated his vision is for a family friendly establishment. He stated his one-year daughter has an affinity for ice cream and the business is named after her.

Mayor Kuzma commented he was excited for Mr. Pratt and appreciated that he plans to open an ice cream shop in Ramsey.

Councilmember Howell welcomed Mr. Pratt and stated she was excited to have him be a part of the community. She hoped this meeting could be a little bit of a promotion for his new business.

Councilmember Musgrove welcomed Mr. Pratt to Ward Four. She stated she wasn't happy when Papa Murphy's left but she understood why. She stated she is excited and is looking forward to the business coming into the area. She stated she thought it will be a benefit to the neighborhood.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to adopt Resolution #22-162 Approving Grant from Sign and Awning Program to Miss Iz Ice Cream LLC

Further discussion:
Councilmember Specht welcomed Mr. Pratt and commented on a cute picture of Mr. Pratt's Facebook page. He stated he thought it looks like it will be a great establishment. Councilmember Riley commented he is looking forward to it also. He stated this is through the EDA program in Ramsey trying to bring in restaurants and this is one of the items the EDA thought they could do is help with the awnings. He stated there are a couple other programs which wouldn't apply in this case but he thought this was a good use of these dollars. Councilmember Woestehoff also thanked Mr. Pratt for doing this and stated his family is excited as well.

A roll call vote was performed:

| | |
|---|---|
| Councilmember Musgrove | aye |
| Councilmember Specht | aye |
| Councilmember Riley | aye |
| Councilmember Howell | aye |
| Councilmember Woestehoff | aye |
| Councilmember Howell | aye |
| Mayor Kuzma | aye |

Motion carried.

**7.02: Adopt Ordinances #22-21 and #22-22 for Anoka Ramsey Athletic Association Rezoning and Code text amendment at 14622 and 14650 Ferret St. NW**

City Administrator Hagen reviewed the staff report and recommendation to waive reading the ordinances aloud and adopt the ordinances as written. He stated the applicants are in the audience.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to waive the Charter requirements to read the Ordinance aloud and adopt Ordinance #22-21 Rezoning 14622 and 14650 Ferret Street NW from COR to E-3 Employment District.

Further discussion:
Councilmember Heineman commented on the previous case that he and his family are big fans of ice cream. He congratulated the previous Anoka resident. He commented he also wanted to voice his support and stated he is really looking forward to this. He stated he thought Ramsey's position and growth depended on bringing more retail as the last case and this case and the sporting complex that is going to bring in more young families.

A roll call vote was performed:

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

Motion carried.

Motion by Councilmember Woestehoff, second by Councilmember Musgrove, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #22-22 Amending Section 117-124b of City Code to allow medical clinics as a permitted use in the E-3 Employment District.

A roll call vote was performed:

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

Motion carried.

**7.03 Approve Updated Policy Relating to Non-programmed Activity as part of the Summer Concert Series**

City Administrator Hagen stated Councilmember Musgrove asked to pull this item from the Consent agenda because of concern about title wording.

Councilmember Musgrove noted the policy is stated as more of a resolution. She read "a policy to preserve leisure and quality of experience for park patrons." She thought it needs to include the Draw for the summer concert series if this going to be a policy for the park series as stated in the first "whereas." She stated secondly, the policy they had in the first case on the grant awning is more of the policy framework and format that has information on, and just to state that policy has a program eligibility, application, work completion, and distribution process. She stated all of those things were delineated out. She would like to see this policy in a Work Session. She stated she thought it could be done quickly, but wanted to frame the policy and bring it up with all of the processes in it. She thought this resolution was missing that.

Mayor Kuzma asked for more clarification from Councilmember Musgrove.

Councilmember Musgrove replied this policy says there are certain things that can and can't be done at certain events. She stated this event calls out specifically the Draw and there is no process for application if someone wanted to, there is no process for where a resident may find out who was seeking to participate in the Draw concerts. She stated it doesn't call out the process for sponsoring an event such as where to go, the types of sponsorships, and how that would be connected to the Draw events. She noted the process is stated generically instead of specifically. She gave the example from the awning policy that was attached to the previous case.

Councilmember Woestehoff commented he thought he understood what Councilmember Musgrove is trying to say. He asked if it was correct that she was addressing the structure of the actual policy rather than the content of it. He also asked if that was in terms of understanding and in terms of how people can sponsor and those sorts of things. He agreed that it reads more like a resolution instead of a policy and asked if she was referring to the structure of the document, the content, or both.

Councilmember Musgrove replied a little bit of both. She added it definitely is a resolution on a policy that isn't there. She stated they weren't given a policy in the case but were referred to this

form, which is a resolution. She stated it is hard to support this without actually seeing a policy and the processes that go with that.

Councilmember Howell commented after looking at this more in-depth after it got pulled from the consent agenda, there is a point to it looking more like a resolution than an actual policy. She referenced the document and the section with the heading Purpose/Background and stated it discusses business interests, or people who are mingling with patrons at the park, and people campaigning for political office and perhaps annoying people. She referenced the sixth "whereas" and stated it only addresses advertising and soliciting. She stated her concern about not allowing advertising and soliciting. She didn't know what the rules are for doing that at parks versus going door-to-door but she wouldn't like speech to be curtailed and people being able to move freely about with political materials. She thought people could choose not to talk to those who had religious or political materials.

Councilmember Musgrove commented she understood the concern for wanting to change this and update it, which she thought was important. She would like to see this as a Work Session case to go through the framework.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to hear this case, the Preserve Leisure and Quality of Experience for Park Patrons, in a Work Session to be developed into a policy and brought back to the Council at the next meeting if possible.

A roll call vote was performed:

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

Motion carried.

**7.04 Adopt Ordinance #22-20 Armstrong Boulevard Interchange/ Highway 10 Signage Overlay District Zoning Code Text Amendment**

City Administrator Hagen reviewed the staff report and recommendation to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #22-20 as recommended by the Planning Commission.

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to waive the Charter requirement to read the ordinance aloud adopt Ordinance #22-20 amending section 117-1 Definitions and 117-519 Business Type Districts of the City Code of Ramsey, MN.

A roll call vote was performed:

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

Motion carried.

## 8. MAYOR, COUNCIL AND STAFF INPUT

Councilmember Musgrove announced the Anoka County fair is this week. She encouraged residents to check out the events at the Anoka County Fair.

Councilmember Specht highlighted the Inglesia Christ church sale, noting the church is fundraising for a possible expansion there. He stated they are a Spanish speaking church off Highway 10. He also announced Stories Manor Market. He stated right where the Stories Foundation is going to be officially built on Yolite and Sunwood Road, they are having a market highlighting some great organizations this Friday.

Councilmember Riley announced his granddaughter was born last Wednesday.

City Administrator Hagen announced the Planning Commission meeting this Thursday evening at 7:00 p.m. He noted the Night to Unite is next Tuesday. He stated there was an opportunity to sign up and attend those events. He stated Police and Fire will be going out to the events. He stated there are just over 50 which is a good turn out for parties. He gave an update about doing a mailing for new polling places. He stated numbers were run on what that would take. He noted that the State sent out to all registered voters with the polling place so each registered voter will get something soon with an address on where to vote. He stated they had discussed sending out something very specific to those that changed polling places. He stated to do that they would need to overlay the old precinct maps with the new and then go and find them. He stated it would be pretty time consuming. He stated Staff discussed if it could get done before the Primary and thought it was unlikely. He stated they could send a bright postcard encouraging voters to go to the poll finder that is updated. If they did that it would go to every property that get the *Ramsey Resident* whereas the State's mailer only went to registered voters so some unregistered voters could be captured in time for the primaries. He stated that would cost $3,664.40 to that. He stated what could be done is to work more diligently to send something to each address before the general election with their polling location. He stated with that the postage alone would be $4,000 plus paper and printing fees. He asked for Council direction on doing that for the general election or if they thought the State's mailing and the City's more generic poll finder mailer would be enough.

Mayor Kuzma recommended doing the first one directing people to the poll finder and stated he thought that would be adequate.

Councilmember Musgrove agreed.

City Administrator Hagen replied it has been put in a number of other places as well such as Facebook but this would be brightly colored and hopefully not missed by residents.

Mayor Kuzma announced the concerts on Thursday.

## 9. ADJOURNMENT

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

A roll call vote was performed:

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

Motion carried.

The regular meeting of the City Council adjourned at 7:26 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Joni Helmeke
*TimeSaver Off Site Secretarial, Inc.*

**CC Regular Session** **5. 4.**

**Meeting Date:** 08/08/2022

**By:** Katie Schmidt, Administrative Services

## Information

**Title**

Approve State of MN Joint Powers Agreements with the City of Ramsey on behalf of its Police Department.

**Purpose/Background:**

The City of Ramsey on behalf of its Police Department desires to enter into Joint Powers Agreements (JPA) with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network (CJDN) for which the City is eligible. The JPA further provides the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

This is a renewal of existing JPAs between the parties.

**Observations/Alternatives:**

The JPA's are required for the Police Department to receive and submit criminal justice data from the Minnesota Bureau of Criminal Apprehension and MN Courts. This JPA was last updated on 5/5/2021. If there are changes in city leadership or other signing parties, these documents need to be updated.

**Funding Source:**

CJDN access fees are budgeted for annually and there are no additional costs.

**Recommendation:**

Approve Resolution #22-179 and sign attached JPA's so these services can continue.

**Action:**

Approve Resolution #22-179.

## Attachments

Master JPA
Court Ammendment
Resolution #22-179

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Jeff Katers | Jeff Katers | 08/03/2022 04:54 PM |
| Brian Hagen | Brian Hagen | 08/04/2022 09:47 AM |
| Form Started By: Katie Schmidt | | Started On: 08/03/2022 01:48 PM |
| Final Approval Date: 08/04/2022 | | |

SWIFT Contract # 190469
MN0021300

# State of Minnesota
# Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Ramsey of behalf of its Police Department ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as “Parties.”

**Recitals**

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

**Agreement**

**1 Term of Agreement**

**1.1 Effective Date.** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.

**1.2 Expiration Date.** This Agreement expires five years from the date it is effective.

**2 Agreement Between the Parties**

**2.1 General Access.** BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

**2.2 Methods of Access.**

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit’s equipment to access the BCA’s systems and tools. This is generally accomplished by an individual user entering a query into one of BCA’s systems or tools.

B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA’s systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.

C. **Computer-to-Computer System Interface** occurs when the Governmental Unit’s computer exchanges data and information with BCA’s computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these methods to use BCA’s systems and tools as described in this Agreement. Governmental Unit will select a

method of access and can change the methodology following the process in Clause 2.10.

**2.3 Federal Systems Access.** In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

**2.4 Governmental Unit Policies.** Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system**,** and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at https://bcanextest.x.state.mn.us/launchpad/.

**2.5 Governmental Unit Resources.** To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at https://bcanextest.x.state.mn.us/launchpad/cjisdocs/docs.cgi?cmd=FS&ID=795&TYPE=DOCS.

**2.6 Access Granted.**

A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.

**2.7 Future Access.** On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

**2.8 Limitations on Access.** BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

**2.9 Supersedes Prior Agreements.** This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.

**2.10 Requirement to Update Information.** The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

**2.11 Transaction Record.** The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Governmental Unit conducted a

particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

**2.12 Court Information Access.** Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.

**2.13 Vendor Personnel Screening.** The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

## 3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. §299C.46. The bills are sent quarterly for the amount of Three Hundred Ninety Dollars ($390.00) or a total annual cost of One Thousand Five Hundred Sixty Dollars ($1,560.00).

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

## 4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name: Dana Gotz, Deputy Superintendent
Address: Minnesota Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Avenue
Saint Paul, MN 55106

Telephone: 651.793.2007
Email Address: Dana.Gotz@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his/her successor:

Name: Jeff Katers, Chief
Address: 7500 Sunwood Dr NW
Ramsey, MN 55303
Telephone: 763.433.9882
Email Address: jkaters@ci.ramsey.mn.us

**5 Assignment, Amendments, Waiver, and Agreement Complete**

**5.1 Assignment.** Neither party may assign nor transfer any rights or obligations under this Agreement.

**5.2 Amendments.** Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.

**5.3 Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

**5.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

**6 Liability**

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

**7 Audits**

**7.1** Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

**7.2** Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

**7.3** If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.

**7.4** If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA: the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.

**7.5** To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

**8 Government Data Practices**

**8.1 BCA and Governmental Unit.** The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

**8.2 Court Records.** If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

**9 Investigation of Alleged Violations; Sanctions**

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

**9.1 Investigation**. The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.

**9.2 Sanctions Involving Only BCA Systems and Tools.**

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.

**9.2.1** For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.

**9.2.2** If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

**9.3 Sanctions Involving Only Court Data Services**

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and

the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

**9.3.1** Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

**9.3.2** Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

## 10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 11 Termination

**11.1 Termination.** The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

**11.2 Termination for Insufficient Funding**. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

## 12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

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***The Parties indicate their agreement and authority to execute this Agreement by signing below.***

**1. GOVERNMENTAL UNIT**

Name: _____Mark Kuzma_____
(PRINTED)

Signed: _____

Title: _____Mayor_____ _____
(with delegated authority)

Date: _____

Name: _____Brian Hagen_____ _____
(PRINTED)

Signed: _____

Title: _____City Administrator_____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**3. COMMISSIONER OF ADMINISTRATION**
As delegated to the Office of State Procurement

By: _____

Date: _____

# COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment ("Subscriber Amendment") is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, ("BCA") and the City of Ramsey on behalf of its Police Department ("Agency"), and by and for the benefit of the State of Minnesota acting through its State Court Administrator's Office ("Court") who shall be entitled to enforce any provisions hereof through any legal action against any party.

**Recitals**

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 190469, of even or prior date, for Agency use of BCA systems and tools (referred to herein as "the CJDN Subscriber Agreement"). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions**. Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

**a.** **"Authorized Court Data Services"** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA.

**b.** **"Court Data Services"** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

**c.** "**Court Records**" means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

i. "**Court Case Information**" means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.

ii. "**Court Confidential Case Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.

iii. "**Court Confidential Security and Activation Information"** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.

iv. "**Court Confidential Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

**d.** "**DCA**" shall mean the district courts of the state of Minnesota and their respective staff.

**e.** "**Policies & Notices**" means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber's use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

**f.** "**Rules of Public Access**" means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

**g.** "**Court**" shall mean the State of Minnesota, State Court Administrator's Office.

**h.** **"Subscriber"** shall mean the Agency.

**i.** "**Subscriber Records**" means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

**3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES.** Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

**a.** **Activation**. Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

**b.** **Rejection**. Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

**c.** **Requests for Termination of One or More Authorized Court Data Services**. The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

**4. SCOPE OF ACCESS TO COURT RECORDS LIMITED.** Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

**5. GUARANTEES OF CONFIDENTIALITY.** Subscriber agrees:

**a.** To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

**b.** To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

**c.** To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

**d.** That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

**e.** That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

**6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS.** Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

**7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS.** During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

**a. Court Data Services Programs.** Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

**b. Court Data Services Databases.** Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

**c. Marks.** Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

**d. Restrictions on Duplication, Disclosure, and Use.** Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

**e. Proprietary Notices.** Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

**f. Title; Return.** The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

**8. INJUNCTIVE RELIEF**. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

**9. LIABILITY.** Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

**10. AVAILABILITY.** Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

**11**. [reserved]

**12. ADDITIONAL USER OBLIGATIONS.** The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

**a. Judicial Policy Statement.** Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

**b. Access and Use; Log.** Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

**c. Personnel.** Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

**d. Minnesota Data Practices Act Applicability**. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

**13. FEES; INVOICES.** Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

**14. MODIFICATION OF FEES.** Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

**15. WARRANTY DISCLAIMERS.**

**a. WARRANTY EXCLUSIONS.** EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

**b. ACCURACY AND COMPLETENESS OF INFORMATION.** WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

**16. RELATIONSHIP OF THE PARTIES.** Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

**17. NOTICE.** Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

**18. NON-WAIVER.** The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

**19. FORCE MAJEURE.** Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

**20. SEVERABILITY.** Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

**21. ASSIGNMENT AND BINDING EFFECT.** Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

**22. GOVERNING LAW.** This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

**23. VENUE AND JURISDICTION.** Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

**24. INTEGRATION**. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

## 1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____Mark Kuzma_____
(PRINTED)

Signed: _____

Title: _____Mayor_____
(with delegated authority)

Date: _____

Name: ____ ___Brian Hagen_____
(PRINTED)

Signed: _____

Title: _____City Administrator_____

(with delegated authority)

Date: _____

## 2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

## 3. COMMISSIONER OF ADMINISTRATION

delegated to Materials Management Division

By: _____

Date: _____

## 4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

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

**RESOLUTION #22-179**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF RAMSEY ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

**WHEREAS,** the City of Ramsey on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five-year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Ramsey on behalf of its Police Department, are hereby approved.

2. That the Chief of Police, Jeff Katers, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

3. That Mark Kuzma, the Mayor for the City of Ramsey and Brian Hagen, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

Mayor Kuzma
Councilmember Musgrove
Councilmember Specht
Councilmember Heineman
Councilmember Howell

Councilmember Riley
Councilmember Woestehoff

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of August, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

**CC Regular Session** **5. 5.**

**Meeting Date:** 08/08/2022

**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

Bus License Apps

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Sean Sullivan | Sean Sullivan | 08/03/2022 08:52 AM |
| Brian Hagen | Brian Hagen | 08/04/2022 09:46 AM |
| Form Started By: Wendy Schlueter | | Started On: 08/02/2022 02:55 PM |
| Final Approval Date: 08/04/2022 | | |

Report Name: License Report - License Types
Council Dates: 8/9/2022 to 8/9/2022
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 |
|---|---|---|---|---|---|---|
| **Special Events** | | | | | | |
| Adrenaline Sports Center | Jason Jacob | 8310 147th La NW | ASC - RV Show | 10/2/2022 | 8/9/2022 | A |
| | | | | | **Special Events License Count:** | **1** |
| **Transient Merchant/Peddler/Solicitor** | | | | | | |
| Pati's Books | Patrycja Pilimon | | | 12/31/2022 | 8/9/2022 | A |
| Julia’s Books | Julia Kazmirska | | | 12/31/2022 | 8/9/2022 | A |
| JWT Heavenly Springers | Tamara Marie Winkelman | 8241 161st Ave NW | David Richards Resi | 12/31/2022 | 8/9/2022 | A |
| | | | | | **Transient Merchant/Peddler/Solicitor License Count:** | **3** |
| | | | | | **Total Licenses:** | **4** |

**CC Regular Session** **5. 6.**

**Meeting Date:** 08/08/2022

**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 | 08/04/2022 08:48 AM |
| Form Started By: Nicole Laubach | | Started On: 08/01/2022 11:06 AM |
| Final Approval Date: 08/04/2022 | | |

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

# City of Ramsey
# License Report - License Types

Printed: 8/1/2022


| Company | Applicant | Location | Complex | Exp. Date | Council Date | Status |
|---|---|---|---|---|---|---|
| **Multi-Family Rental** | | | | | | |
| CT Corporation | Sabra Ramsey TRS, LLC | 14401 Nowthen Blvd NW | Stoney River Assiste | 6/12/2024 | 8/8/2022 | A |
| | | | | | **Multi-Family Rental License Count:** | **1** |
| **Rental** | | | | | | |
| SFR Acquisitions 3 LLC | SFR Acquisitions 3 LLC | 6020 145th La NW | | 8/12/2025 | 8/8/2022 | A |
| Don Volner | | 8141 154th Ave NW | | 8/12/2025 | 8/8/2022 | A |
| | | | | | **Rental License Count:** | **2** |
| | | | | | **Total Licenses:** | **3** |

**CC Regular Session** **5. 7.**

**Meeting Date:** 08/08/2022

**By:** Colleen Lasher, Administrative Services

## Information

**Title:**

Authorization to Hire a Part-time Planning Division Administrative Assistant

**Purpose/Background:**

The purpose of this case is to authorize filling the soon to be vacant part-time Administrative Assistant position.

On June 28, 2022, the City Council approved promoting Ms. Nicole Laubach to the position of Human Resources Specialist. As a result, the part-time Administrative Assistant position required filling. Ms. Laubach is currently splitting her time between the Planning Division and Administrative Services. Once the new Administrative Assistant is on board, Ms. Laubach will train the new employee and be relieved of the Planning Division duties.

Staff conducted an internal and external recruitment process and interviewed several candidates. Ms. Dana Verbeek was selected for the position and has passed the City's pre-employment testing. The City extended a contingent job offer which is pending City Council approval. If hired, Ms. Verbeek will be subject to a six-month probationary period, the personnel policy and the AFSCME labor agreement.

The Administrative Assistant position provides a variety of responsible administrative support functions for the Community Development Department, especially the Planning Division. Position responsibilities include providing excellent customer service to residents, contractors, staff and others; routing phone calls, attending city events, scheduling meetings, writing business letters and documents, and counter help at the Community Development / Economic Development windows.

This is a part-time twenty (20) hours per week position; working Monday - Friday 8:00 am to 12:00 pm.

**Funding Source:**

The funding for this position is included in the 2022.

**Recommendation:**

To hire Ms. Dana Verbeek as a part-time Administrative Assistant, effective on or near August 29, 2022, at $25.589 per hour, which is step 3 of the 2022 wage scale.

**Outcome/Action:**

Motion to hire Ms. Dana Verbeek as a part-time Administrative Assistant, effective on or near August 29, 2022, at $25.589 per hour, which is step 3 of the 2022 wage scale.

## Attachments

Job Description

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|

| | | |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 09:46 AM |
| Form Started By: Colleen Lasher | | Started On: 08/03/2022 11:32 AM |
| Final Approval Date: 08/04/2022 | | |

# Planning Administrative Assistant

Class Code: 11019

Bargaining Unit: AFSCME

CITY OF RAMSEY
Established Date: Jun 22, 2021
Revision Date: Oct 6, 2021

## SALARY RANGE

$22.59 - $24.84 Hourly

## PRIMARY OBJECTIVE OF POSITION:

The primary objective of this position is to provide a variety of responsible administrative support functions for the Community Development Department, specifically the Planning Division. This may include, but is not limited to: providing excellent customer service to residents, contractors, staff and others; routing phone calls, attending city events, scheduling meetings, writing business letters and documents, and counter help at the Community Development / Economic Development windows.

This is a part-time twenty (20) hours per week position; working Monday - Friday 8:00 am to 12:00 pm. Paid leave benefits are pro-rated based on hours worked per week (vacation, sick & holiday time).

**NOTE - This is an AFSCME union position**
Hiring Range - $22.585 to $24.843/hour / DOQ
Full 2021 Salary Range -$22.585 to $28.231/hour

## MINIMUM QUALIFICATIONS:

- Must be 18 years of age or older
- Must have a high school diploma or equivalent
- Must have a valid state driver's license with a good driving record
- Must have at least three (3) years of related experience in a responsible administrative support position, a combination of experience and education will be considered
- Must have intermediate to advanced Microsoft Office knowledge and skills
- Must be able to accurately type at least forty (40) words per minute
- Must have data entry and data base management experience
- Must have excellent written and verbal communication skills

- Must have the ability to provide excellent Customer Service

**Equivalent combination of education and experience will be considered**

Desired Qualifications:

- Previous experience working for a county or municipality
- Associates Degree in Business or Business, Industry & Technology
- Previous experience with Laserfiche Records Management software
- Previous experience coordinating Zoom Video Conferencing
- Previous experience with customer or resident service (dealing with the public)

## ESSENTIAL JOB FUNCTIONS:

- Provides in-person administrative support to the Planning Division of the Community Development Department; this includes Planning Technicians, Zoning Code Enforcement Officers and City Planners
- Serve as the department receptionist and provide effective customer service in a courteous and helpful manner
- Maintain department records and files in an orderly and acceptable manner
- Compile commission agendas and reports for the Planning Commission, Environmental Policy Board, Development Review and inter-department meetings
- Use routine features of word processing, spreadsheet, and other software applications
- Administer property identification numbers
- Manage addresses for new developments and address changes
- Manage land use applications
- Manage City resolutions
- Administer landuse signs
- Back-up to other Community Development Administrative Assistant positions, as needed
- Perform a wide range of tasks (within the ability and resources of the Planning Administrative Assistant) at the verbal or written direction of the Senior Planner or their designee

## KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of city government
- Skilled at effective communication, both in-person and over-the-phone, as well as business writing
- Considerable ability to keep an organized schedule, follow-through, handle details accurately and meet deadlines
- Ability to learn and utilize basic software systems and keep up with advancing technology
- Ability to establish effective working relationships with City staff, elected officials and the general public
- Ability to work independently and as a member of a team

## JOB ACTIVITY REQUIREMENTS:

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

- Standing
- Sitting
- Walking
- Reaching
- Handling objects
- Repetitive hand motion
- Use of Arm Muscles over extended periods
- Use of Leg Muscles over extended periods
- Stationary desk or bench work

This position requires employees to be able to lift and carry up to 24 pounds without assistance.

The following are the working conditions of this position:

- Working indoors
- Working outdoors
- Driving a City vehicle or personal vehicle

**CC Regular Session** **5. 8.**

**Meeting Date:** 08/08/2022

**By:** Colleen Lasher, Administrative Services

## Information

**Title**

Authorization to Hire a Streets Maintenance Worker to Fill a Current Vacancy

**Purpose/Background:**

The purpose of this case is to authorize hiring a full-time Streets Maintenance Worker to fill a current vacancy.

Staff conducted an internal and external recrutiement process and interviewed several candidates. Mr. Matthew Bowes was selected for the position and has passed the City's pre-employment testing. The City extended a contingent job offer which is pending City Council approval. If hired, Mr. Bowes will be subject to a 6-month probationary period, the Personnel Policy and the AFSCME labor agreement.

The Street Maintenance Worker position is responsible for constructing and maintaining streets, parking lots and related property; performing snow related activities; performing general maintenance activities; performing general labor; performing vehicle and motorized equipment maintenance; performing and assisting with landscape, grounds care, and forestry/naturalist activities; providing assistance with preparation of community events; performing mechanical building maintenance and repair; as well as a wide range of other tasks as required.

In addition, the Streets 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.

**Funding Source:**

The funding required for this position is included in the 2022 budget.

**Recommendation:**

To hire Mr. Matthew Bowes as a full-time Public Works Streets Maintenance Worker, effective on or near Monday, August 29, 2022, at $24.389 per hour, which is step 1 of the 2022 wage scale with a credit of five vacation days.

**Action:**

Motion to to hire Mr. Matthew Bowes as a full-time Public Works Streets Maintenance Worker, effective on or near Monday, August 29, 2022, at $24.389 per hour, which is step 1 of the 2022 wage scale with a credit of five vacation days.

## Attachments

*No file(s) attached.*

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 09:46 AM |
| Form Started By: Colleen Lasher | | Started On: 08/03/2022 11:38 AM |

Final Approval Date: 08/04/2022

**CC Regular Session** **5. 9.**

**Meeting Date:** 08/08/2022

**By:** Colleen Lasher, Administrative Services

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**Information**

**Title**

Authorization to Hire an Accounting Clerk

**Purpose/Background:**

The purpose of this case is for the City Council to authorize hiring a full-time Accounting Clerk.

Ms. Barb Hollom has been selected to fill the Accounting Clerk position that was previously filled by Ms. Chanda Stephan. Staff feels very fortunate to have had a very strong applicant pool and contacted Ms. Hollom upon receiving Ms. Stephan's resignaton. Ms. Hollom went through the same recruitment process along with Ms. Stephan and others. Ms. Stephan was hired to fill the position and worked from August 1, 2022 through August 4, 2022; however, she has since resigned. Her last day worked was Thursday, August 4, 2022.

As the City Council is aware, this is not a new position, but rather a replacement for Ms. Tammy Oakes, who was promoted to Accountant I following a reorganization in the Finance Department. That reorganization was approved by the City Council on June 14, 2022.

Recruitment Process for the Accounting Clerk

In order to fill the position, a recruitment process was conducted. Staff interviewed many candidates, including Ms. Barb Hollom. Ms. Hollom completed the necessary pre-employment background checks and staff recommends Ms. Hollom for the full-time regular position of Accounting Clerk. Ms. Hollom will be subject to a 6-month probationary period, the City's Personnel Policy and AFSCME union contract.

Accounting Clerk Position Responsibilities

1. Verify, code and enter accounts payable invoices and support documentation
2. Verify, code and enter accounts receivable invoices
3. Review cash receipts and permit software upload preparation
4. Process Comdata transfer account information, prepare statements and process payment
5. Compile financial reporting information
6. Perform general accounting, administrative activities and other duties as assigned
7. Maintain records for A/P, A/R and cash receipts according to the applicable retention schedule
8. Promote good relations amongst staff and public
9. Serve as back-up for processing bi-weekly payroll

**Funding Source:**

The funding required to fill this position is included in the approved 2022 budget and represents a savings when compared to the current budgeted amount for this position.

**Recommendation:**

Staff recommends hiring Ms. Barb Hollom as a full-time Accounting Clerk, effective on or near August 29, 2022 at $23.262 per hour, which is step 1 of the 2022 Accounting Clerk wage scale with a credit of three vacation days.

**Action:**

Motion to hire Ms. Barb Hollom as a full-time Accounting Clerk, effective on or near August 29, 2022 at $23.262 per hour, which is step 1 of the 2022 Accounting Clerk wage scale with a credit of three vacation days.

## Attachments

*No file(s) attached.*

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/08/2022 11:30 AM |
| Form Started By: Colleen Lasher | | Started On: 08/08/2022 10:44 AM |
| Final Approval Date: 08/08/2022 | | |

**CC Regular Session** **5. 10.**

**Meeting Date:** 08/08/2022

**By:** Tammy Oakes, Finance

## Information

**Title**

Adopt Resolution #22-178 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 21, 2022, through August 3, 2022

**Purpose/Background:**

Adopt Resolution #22-178 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 21, 2022, through August 3, 2022

**Recommendation:**

Staff Recommends to Adopt Resolution #22-178 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 21, 2022, through August 3, 2022

**Action:**

Motion to Adopt Resolution #22-178 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 21, 2022, through August 3, 2022

## Attachments

Bills List 8/8/2022

Resolution 22-178

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Diana Lund | Diana Lund | 08/04/2022 08:41 AM |
| Brian Hagen | Brian Hagen | 08/04/2022 09:48 AM |
| Form Started By: Tammy Oakes | | Started On: 08/03/2022 02:46 PM |
| Final Approval Date: 08/04/2022 | | |

CITY OF RAMSEY - FINANCE OFFICE PRINTED 8/3/2022

**RAMSEY CITY COUNCIL MEETING**

**8.8.2022**

**BILLS LIST**

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

| DISBURSEMENT TYPE: | SUBMITTED FOR APPROVAL |
|---|---|
| Purchase Journal: | |
| Prepaids 7.21.2022 - 8.3.2022 | $ 1,240,307.64 |
| Accounts Payable 7.21.2022 - 8.3.2022 | 259,290.35 |
| Payroll 7.22.2022 | 219,243.64 |
| Debt Service | |
| Pay Estimates- Projects | |
| **TOTAL SUBMITTED FOR APPROVAL THIS MEETING** (Invoices Available for Reviewal) | **$ 1,718,841.63** |

**DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:**

| | APPROVED PREVIOUS MTG | 2022 Y.T.D. |
|---|---|---|
| PREPAIDS | $ 280,692.70 | $ 5,669,825.50 |
| PREPAID ADJUSTMENTS | | |
| ACCOUNTS PAYABLE INVOICING | | |
| BILLS LIST SUBMITTED | 449,086.22 | 4,821,020.65 |
| ADD (DELETE) BILLS LIST SUBMITTED | | |
| NET PAYROLL TOTAL | 193,441.97 | 2,896,466.79 |
| CORRECTION TO PAYROLL | | |
| DEBT SERVICE | | 329,263.06 |
| CORRECTION TO DEBT SERVICE | | |
| PAY ESTIMATE(S) - PROJECTS | 708,182.76 | 2,991,681.68 |
| **TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED** | **$ 1,631,403.65** | **$ 16,708,257.68** |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| **115289** | **7/21/2022** | | **111377 ANOKA MUNICIPAL UTILITY** | | | | | | |
| | | 31.08 | STREET LIGHTING | | 114271 | 22-610280-00 JUN 2022 | 9603.6371 | | ELECTRIC UTILITIES |
| | | 78.80 | STREET LIGHTING | | 114272 | 22-990005-01 JUN 2022 | 9603.6371 | | ELECTRIC UTILITIES |
| | | 42.59 | TRAFFIC SIGNALS | | 114273 | 22-612000-01 JUN 2022 | 0260.6371 | | ELECTRIC UTILITIES |
| | | 65.62 | TRAFFIC SIGNALS | | 114274 | 22-613120-01 JUN 2022 | 0260.6371 | | ELECTRIC UTILITIES |
| | | 218.09 | | | | | | | |
| **115290** | **7/21/2022** | | **119524 CACKMAN, JEANNE** | | | | | | |
| | | 100.00 | AR ROOM DEP REF FROM 7/17/22 | | 114278 | 07212022 | 9101.2201 | | DEPOSITS PAYABLE |
| | | 100.00 | | | | | | | |
| **115291** | **7/21/2022** | | **100297 CENTERPOINT ENERGY** | | | | | | |
| | | 31.29 | 6/7-7/8/22 ELECTRIC USE | | 114267 | 6011580-5 JUN 2022 | 9410.6373 | 00041012 | GAS |
| | | 1,355.42 | C/H GAS BILL | | 114275 | 6702493-5JUN 2022 | 0194.6373 | | GAS |
| | | 82.55 | NATURAL GAS AT PH#3 | | 114276 | 8782239-1 JUN 2022 | 9601.6373 | | GAS |
| | | 1,469.26 | | | | | | | |
| **115292** | **7/21/2022** | | **100116 CONNEXUS ENERGY** | | | | | | |
| | | 2,934.22 | ELECTRIC | | 114270 | 759126-303106 JUN 2022 | 0452.6371 | | ELECTRIC UTILITIES |
| | | 664.21 | ELECTRIC | | 114270 | 759126-303106 JUN 2022 | 0311.6371 | | ELECTRIC UTILITIES |
| | | 650.18 | ELECTRIC | | 114270 | 759126-303106 JUN 2022 | 9601.6371 | | ELECTRIC UTILITIES |
| | | 650.18 | ELECTRIC | | 114270 | 759126-303106 JUN 2022 | 9602.6371 | | ELECTRIC UTILITIES |
| | | 650.18 | ELECTRIC | | 114270 | 759126-303106 JUN 2022 | 9605.6371 | | ELECTRIC UTILITIES |
| | | 5,548.97 | | | | | | | |
| **115293** | **7/21/2022** | | **110759 NORTHERN STAR COUNCIL** | | | | | | |
| | | 420.00 | EXPLORERS POST MEMBERSHIPS | | 114269 | 08022022 | 0280.6451 | | MEMBERSHIP DUES |
| | | 420.00 | | | | | | | |
| **115294** | **7/21/2022** | | **119526 QUIST, ROBERT** | | | | | | |
| | | 1,000.00 | REFUND ESCROW DEPOSIT AND FEE | | 114280 | 07212022 | 9101.4209 | | CONDITIONAL USE PERM |
| | | 1,000.00 | | | | | | | |
| **115295** | **7/21/2022** | | **119062 RIVERSTONE DEVELOPMENT, LLC** | | | | | | |
| | | 136,875.00 | REIM SANITARY SEWER FORCEMAIN | | 114277 | 07212022 | 9602.1730 | | IMPROVEMENTS OTHER |
| | | 136,875.00 | | | | | | | |
| **115296** | **7/21/2022** | | **111467 TOENSING, CHRISTOPHER OR REGINA** | | | | | | |
| | | 100.00 | AR ROOM DEP REF FROM 7/16/22 | | 114281 | 07212022 | 9101.2201 | | DEPOSITS PAYABLE |
| | | 100.00 | | | | | | | |
| **115297** | **7/21/2022** | | **119520 TOP GEAR DBA HELMETS R US INC** | | | | | | |
| | | 1,546.55 | SAFETY CAMP BIKE HELMETS | | 114268 | 63039 | 0237.6249 | | MISCELLANEOUS OPER/ |
| | | 1,546.55 | | | | | | | |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| 115297 | 7/21/2022 | | 119520 TOP GEAR DBA HELMETS R US INC | | | | | | Continued. |
| 115298 | 7/21/2022 | | 114178 TOP LINE FENCE | | | | | | |
| | | 950.00 | CENTRAL PARK ROOF REPLACE | | 114266 | 1918 | 0452.6381 | | BUILDING & STRUCTURE |
| | | 950.00 | | | | | | | |
| 115299 | 7/21/2022 | | 119513 TRUCK GEAR USA | | | | | | |
| | | 34.00 | TOPPER SHOCK | | 114265 | 4797 | 0220.6388 | | OTHER VEHICLE REPAIR |
| | | 34.00 | | | | | | | |
| 115338 | 7/28/2022 | | 117700 A HARD DAYS NIGHT TRIBUTE TO THE BEATLES | | | | | | |
| | | 1,955.00 | CONCERT PERFORMANCE | | 114338 | 072522 | 9270.6315 | | MISCELLANEOUS PROFE |
| | | 1,955.00 | | | | | | | |
| 115339 | 7/28/2022 | | 117732 AFFINITY AT RAMSEY LLC | | | | | | |
| | | 80,861.75 | TIF PAYMENT #5-PRN | | 114341 | 07262022 | 9214.6433 | | REFUNDS |
| | | 11,364.78 | TIF PAYMENT #5-INT | | 114341 | 07262022 | 9214.6433 | | REFUNDS |
| | | 92,226.53 | | | | | | | |
| 115340 | 7/28/2022 | | 117080 BLIP II LLC | | | | | | |
| | | 21,029.97 | TIF PAYMENT #7-PRN | | 114340 | 07262022 | 9216.6433 | | REFUNDS |
| | | 3,433.22 | TIF PAYMENT #7-INT | | 114340 | 07262022 | 9216.6433 | | REFUNDS |
| | | 24,463.19 | | | | | | | |
| 115341 | 7/28/2022 | | 100297 CENTERPOINT ENERGY | | | | | | |
| | | 23.52 | GAS UTILITIES ST 1 | | 114335 | 5914352-9 JUN 2022 | 0220.6373 | | GAS |
| | | 105.65 | GAS UTILITIES ST 2 | | 114336 | 5961540-1 JUN 2022 | 0220.6373 | | GAS |
| | | 119.39 | MONTHLY GAS CHARGES | | 114351 | 8000014064-2 JUN 2022 | 0452.6373 | | GAS |
| | | 47.22 | MONTHLY GAS CHARGES | | 114351 | 8000014064-2 JUN 2022 | 0311.6373 | | GAS |
| | | 47.22 | MONTHLY GAS CHARGES | | 114351 | 8000014064-2 JUN 2022 | 9601.6373 | | GAS |
| | | 47.22 | MONTHLY GAS CHARGES | | 114351 | 8000014064-2 JUN 2022 | 9602.6373 | | GAS |
| | | 47.22 | MONTHLY GAS CHARGES | | 114351 | 8000014064-2 JUN 2022 | 9605.6373 | | GAS |
| | | 437.44 | | | | | | | |
| 115342 | 7/28/2022 | | 110734 CITY OF RAMSEY | | | | | | |
| | | 126.00 | CASH UB PAYMENT ACCT 49473964 | | 114356 | 07282022 | 9601.4651 | | WATER REVENUE |
| | | 126.00 | | | | | | | |
| 115343 | 7/28/2022 | | 100116 CONNEXUS ENERGY | | | | | | |
| | | 696.74 | ELMCREST IRRIGATION (JUNE) | | 114344 | 444931-267449 JUN 2022 | 0452.6371 | | ELECTRIC UTILITIES |
| | | 696.74 | | | | | | | |
| 115344 | 7/28/2022 | | 100167 CORNERSTONE FORD | | | | | | |
| | | 522.09 | TRK. #692 A/C,FAN/MOTOR ASSBLY | | 114346 | 15382041 | 0311.6257 | | OTHER VEHICLE PARTS |
| | | 353.22 | TRK. #678-A/C | | 114347 | 15382825 | 0452.6257 | | OTHER VEHICLE PARTS |
| | | 8.26 | TRK. #680-KIT-JET | | 114348 | 15383224 | 0311.6257 | | OTHER VEHICLE PARTS |
| | | 8.26 | TRK.#680-KIT-JET | | 114349 | 15383190 | 0311.6257 | | OTHER VEHICLE PARTS |
| | | 46.16 | POLICE #396-VALVE ASY | | 114350 | 15383159 | 0311.6257 | | OTHER VEHICLE PARTS |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| 115344 | 7/28/2022 | | 100167 CORNERSTONE FORD | | | | | | Continued |
| | | 937.99 | | | | | | | |
| 115345 | 7/28/2022 | | 118611 DELTA MOD TECH | | | | | | |
| | | 64,019.14 | TIF PAYMENT #3 PRN | | 114339 | 07262022 | 9217.6433 | | REFUNDS |
| | | 64,019.14 | | | | | | | |
| 115346 | 7/28/2022 | | 115607 DVS | | | | | | |
| | | 14.25 | UNMARKED SQUAD 359 TABS | | 114353 | C169001 JUL 2022 | 0211.6249 | | MISCELLANEOUS OPER/ |
| | | 14.25 | | | | | | | |
| 115347 | 7/28/2022 | | 107556 KNOLL PROPERTIES II | | | | | | |
| | | 475,425.00 | RELEASE FINANCIAL GUAR #118882 | | 114357 | 07282022 | 9804.6433 | 00118882 | REFUNDS |
| | | 475,425.00 | | | | | | | |
| 115348 | 7/28/2022 | | 115826 LIFE FITNESS | | | | | | |
| | | 4,490.49 | TIF PAYMENT #11 PRN FINAL | | 114342 | 07262022 | 9215.6433 | | REFUNDS |
| | | 112.26 | TIF PAYMENT #11 INT FINAL | | 114342 | 07262022 | 9215.6433 | | REFUNDS |
| | | 4,602.75 | | | | | | | |
| 115349 | 7/28/2022 | | 106962 LOHMILLER ENTERPRISES DBA FIRE-FIRE INST | | | | | | |
| | | 1,750.00 | TRAINING BURN | | 114345 | 5641 | 0220.6335 | | TRAINING |
| | | 1,750.00 | | | | | | | |
| 115350 | 7/28/2022 | | 119531 MEADOW CREEK BUILDERS, INC | | | | | | |
| | | 1,119.14 | RELEASE INSP ESCROW #116696 | | 114358 | 07282022 | 9804.6433 | 00116696 | REFUNDS |
| | | 1,119.14 | | | | | | | |
| 115351 | 7/28/2022 | | 100391 POSTMASTER | | | | | | |
| | | 2,374.40 | 2022 ELECTION POSTCARD | | 114352 | 072722 | 0141.6249 | | MISCELLANEOUS OPER/ |
| | | 2,374.40 | | | | | | | |
| 115352 | 7/28/2022 | | 114811 RESIDENCE AT THE COR APARTMENTS LLC | | | | | | |
| | | 121,668.86 | TIF PAYMENT #15-PRN | | 114343 | 07262022 | 9214.6433 | | REFUNDS |
| | | 64,504.15 | TIF PAYMENT #15-INT | | 114343 | 07262022 | 9214.6433 | | REFUNDS |
| | | 186,173.01 | | | | | | | |
| 115353 | 7/29/2022 | | 117922 ADAM PRICE INC | | | | | | |
| | | 59.14 | UB REF 5075 XKIMO COURT NW | | 114359 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 59.14 | | | | | | | |
| 115354 | 7/29/2022 | | 113045 ANCONA TITLE AND ESCROW | | | | | | |
| | | 303.96 | UB REF 5911 148TH AVE | | 114360 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 303.96 | | | | | | | |
| 115355 | 7/29/2022 | | 115243 ARDEN TITLE LLC | | | | | | |
| | | 416.36 | UB REF 16816 MARBLE STREET | | 114361 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 416.36 | | | | | | | |
| 115356 | 7/29/2022 | | 119533 B&L HOUSING SOLUTIONS | | | | | | |
| | | 62.41 | UB REF 14657 QUARTZ TERRACE | | 114362 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 62.41 | | | | | | | |
| 115357 | 7/29/2022 | | 117923 BURNET TITLE | | | | | | |
| | | 219.35 | UB REF 14944 RABBIT STREET | | 114363 | 07292022 | 9601.4651 | | WATER REVENUE |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| 115357 | 7/29/2022 | | 117923 BURNET TITLE | | | | | | Continued |
| | | 219.35 | | | | | | | |
| 115358 | 7/29/2022 | | 119534 BUSTROM, CARLA OR RODNEY | | | | | | |
| | | 275.18 | UB REF 15171 SODIUM STREET | | 114364 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 275.18 | | | | | | | |
| 115359 | 7/29/2022 | | 119237 CLOSING HUB | | | | | | |
| | | 52.21 | UB REF 14701 COBALT ST UNIT 43 | | 114365 | 07292022A | 9601.4651 | | WATER REVENUE |
| | | 52.21 | | | | | | | |
| 115360 | 7/29/2022 | | 119237 CLOSING HUB | | | | | | |
| | | 46.98 | UB REF 6450 167TH AV NW | | 114366 | 07292022B | 9601.4651 | | WATER REVENUE |
| | | 46.98 | | | | | | | |
| 115361 | 7/29/2022 | | 119535 CROSS, JEFFREY OR CELESTE | | | | | | |
| | | 43.77 | UB REF 5730 142ND AVE | | 114367 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 43.77 | | | | | | | |
| 115362 | 7/29/2022 | | 119536 DAVIS, JEANINE OR MICHAEL | | | | | | |
| | | 426.68 | UB REF 6031 144TH LANE | | 114368 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 426.68 | | | | | | | |
| 115363 | 7/29/2022 | | 100870 EDINA REALTY TITLE | | | | | | |
| | | 149.98 | UB REF 14660 COBALT ST UNIT 32 | | 114369 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 149.98 | | | | | | | |
| 115364 | 7/29/2022 | | 100870 EDINA REALTY TITLE | | | | | | |
| | | 299.47 | UB REF 7203 170TH TRAIL NW | | 114370 | 07292022B | 9601.4651 | | WATER REVENUE |
| | | 299.47 | | | | | | | |
| 115365 | 7/29/2022 | | 111356 EXECUTIVE TITLE OF MN | | | | | | |
| | | 43.97 | UB REF 9041 160TH LANE NW | | 114371 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 43.97 | | | | | | | |
| 115366 | 7/29/2022 | | 118143 FIRST AMERICAN TITLE INSURANCE CO | | | | | | |
| | | 190.87 | UB REF 14608 PERIDOT STREET | | 114372 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 190.87 | | | | | | | |
| 115367 | 7/29/2022 | | 118143 FIRST AMERICAN TITLE INSURANCE CO | | | | | | |
| | | 196.72 | UB REF 5355 140TH LANE | | 114373 | 07292022B | 9601.4651 | | WATER REVENUE |
| | | 196.72 | | | | | | | |
| 115368 | 7/29/2022 | | 111335 FIRST FINANCIAL TITLE AGENCY OF MN | | | | | | |
| | | 216.81 | UB REF 16111 IODINE STREET | | 114374 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 216.81 | | | | | | | |
| 115369 | 7/29/2022 | | 119538 HOLMBERG, KYLE | | | | | | |
| | | 392.92 | UB REF 15270 SODIUM STREET | | 114375 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 392.92 | | | | | | | |
| 115370 | 7/29/2022 | | 119539 KRUGER JR, RICHARD | | | | | | |
| | | 116.03 | UB REF 7350 150TH LANE | | 114376 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 116.03 | | | | | | | |
| 115371 | 7/29/2022 | | 117259 LEGACY TITLE | | | | | | |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| 115371 | 7/29/2022 | | 117259 LEGACY TITLE | | | | | | Continued |
| | | 201.59 | UB REF 15499 TUNGSTEN STREET | | 114377 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 201.59 | | | | | | | |
| 115372 | 7/29/2022 | | 117358 LEGACY TITLE | | | | | | |
| | | 280.49 | UB REF 6250 RIVERDALE DR | | 114378 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 280.49 | | | | | | | |
| 115373 | 7/29/2022 | | 117686 LENDSERV | | | | | | |
| | | 192.85 | UB REF 7091 148TH AVE | | 114379 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 192.85 | | | | | | | |
| 115374 | 7/29/2022 | | 119540 LINDBERG LAW OFFICE | | | | | | |
| | | 226.13 | UB REF 7319 E RAMSEY PKWY | | 114380 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 226.13 | | | | | | | |
| 115375 | 7/29/2022 | | 119541 MINNESOTA TITLE | | | | | | |
| | | 276.18 | UB REF 7011 137TH AVE | | 114381 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 276.18 | | | | | | | |
| 115376 | 7/29/2022 | | 119542 OCONNELL, WILLIAM OR JACQUELINE | | | | | | |
| | | 482.91 | UB REF 6132 146TH AVE | | 114382 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 482.91 | | | | | | | |
| 115377 | 7/29/2022 | | 119543 QUIST, STEVEN OR PATTY | | | | | | |
| | | 257.63 | UB REF 14630 FLUORINE STREET | | 114383 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 257.63 | | | | | | | |
| 115378 | 7/29/2022 | | 118008 REALTECH TITLE LLC | | | | | | |
| | | 196.78 | UB REF 5360 141ST AVE | | 114384 | 07292022A | 9601.4651 | | WATER REVENUE |
| | | 196.78 | | | | | | | |
| 115379 | 7/29/2022 | | 118008 REALTECH TITLE LLC | | | | | | |
| | | 254.61 | UB REF 7031 137TH LANE | | 114385 | 07292022B | 9601.4651 | | WATER REVENUE |
| | | 254.61 | | | | | | | |
| 115380 | 7/29/2022 | | 118008 REALTECH TITLE LLC | | | | | | |
| | | 255.70 | UB REF 7051 147TH AVE | | 114386 | 07292022C | 9601.4651 | | WATER REVENUE |
| | | 255.70 | | | | | | | |
| 115381 | 7/29/2022 | | 118008 REALTECH TITLE LLC | | | | | | |
| | | 334.28 | UB REF 7034 168TH LANE | | 114387 | 07292022D | 9601.4651 | | WATER REVENUE |
| | | 334.28 | | | | | | | |
| 115382 | 7/29/2022 | | 117219 RESULTS TITLE | | | | | | |
| | | 399.50 | UB REF 5801 157TH LANE | | 114389 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 399.50 | | | | | | | |
| 115383 | 7/29/2022 | | 118908 RESULTS TITLE | | | | | | |
| | | 146.68 | UB REF 14973 SNOWY OWL STREET | | 114388 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 146.68 | | | | | | | |
| 115384 | 7/29/2022 | | 119544 SAFFRIN, DAVID OR SHANNA | | | | | | |
| | | 374.56 | UB REF 5922 151ST LANE | | 114390 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 374.56 | | | | | | | |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| 115385 | 7/29/2022 | | 119545 SARGENT, LOGAN | | | | | | Continued |
| | | 219.12 | UB REF 15410 GERMANIUM STREET | | 114391 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 219.12 | | | | | | | |
| 115386 | 7/29/2022 | | 119546 SMITH, DEBRA | | | | | | |
| | | 213.86 | UB REF 14575 OLIVINE ST | | 114392 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 213.86 | | | | | | | |
| 115387 | 7/29/2022 | | 114865 STEWART TITLE CO | | | | | | |
| | | 218.45 | UB REF 14170 XENON ST UNIT 16 | | 114393 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 218.45 | | | | | | | |
| 115388 | 7/29/2022 | | 113038 THE TITLE GROUP | | | | | | |
| | | 60.18 | UB REF 6966 139TH AVE | | 114394 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 60.18 | | | | | | | |
| 115389 | 7/29/2022 | | 116866 TITLESMART INC | | | | | | |
| | | 202.41 | UB REF 14780 ARGON ST | | 114395 | 07292022 | 9601.4651 | | WATER REVENUE |
| | | 202.41 | | | | | | | |
| 1004011 | 7/22/2022 | | 100291 MET COUNCIL SAC | | | | | | |
| | | 14,910.00 | SAC REMITTANCE | | 114279 | 07212022 | 9602.2083 | | SAC CHARGES |
| | | 149.10- | SAC REMITTANCE- DISCOUNT | | 114279 | 07212022 | 9602.4356 | | SEWER AVAILABILITY CH |
| | | 14,760.90 | | | | | | | |
| 1004012 | 7/22/2022 | | 100510 VERIZON WIRELESS | | | | | | |
| | | 45.04 | DATA FOR LIFT STATION | | 114264 | 9910093931 | 9602.6323 | | CELLULAR PHONES |
| | | 45.04 | | | | | | | |
| 1004058 | 7/29/2022 | | 100158 ECM PUBLISHERS INC | | | | | | |
| | | 15.00 | ANOKA UNION 06-30-22 | | 114332 | 28976 | 0130.6452 | | SUBSCRIPTIONS |
| | | 15.00 | | | | | | | |
| 1004059 | 7/29/2022 | | 100283 MENARDS COON RAPIDS | | | | | | |
| | | 45.22 | WATER FOR STATION 1 | | 114337 | 75509 | 0220.6249 | | MISCELLANEOUS OPER/ |
| | | 45.22 | | | | | | | |
| 1004060 | 7/29/2022 | | 100459 STANDARD INSURANCE COMPANY | | | | | | |
| | | 2,206.60 | JULY 2022 LIFE PREMIUMS | | 114354 | 7725960722 | 9101.2176 | | LIFE/HEALTH-EMPLOYEE |
| | | 2,206.60 | | | | | | | |
| 1004061 | 7/29/2022 | | 100469 STREICHER'S POLICE EQUIPMENT | | | | | | |
| | | 1,449.00 | KATERS BALLISTIC PLATES & HELM | | 114333 | I1561827 | 0211.6231 | | UNIFORMS & TURN-OUT |
| | | 34.97 | REFINISHING BADGE 25 | | 114334 | I1569015 | 0211.6231 | | UNIFORMS & TURN-OUT |
| | | 1,483.97 | | | | | | | |
| 1004062 | 7/29/2022 | | 114486 SUN LIFE ASSURANCE COMPANY OF CANADA | | | | | | |
| | | 458.06 | JULY 2022 LTD PREMIUMS | | 114355 | 237724 JUL 2022 | 9101.2170 | | DENTAL/DISABILITY/LIFE |
| | | 394.64 | JULY 2022 LTD PREMIUMS | | 114355 | 237724 JUL 2022 | 9101.2170 | | DENTAL/DISABILITY/LIFE |
| | | 852.70 | | | | | | | |
| 1004063 | 7/29/2022 | | 100510 VERIZON WIRELESS | | | | | | |
| | | 2,343.59 | CITY STAFF CELL PHONES - JULY | | 114331 | 9910728382 | 0192.6323 | | CELLULAR PHONES |
| | | 2,343.59 | | | | | | | |
| 1004064 | 7/29/2022 | | 100257 LAW ENFORCEMENT LABOR SRV INC | | | | | | |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| **1004064** | **7/29/2022** | | **100257 LAW ENFORCEMENT LABOR SRV INC** | | | | | | **Continued** |
| | | 845.00 | | | 114086 | 0707221202452 | 9101.2177 | | UNION DUES |
| | | 845.00 | | | 114287 | 0721221101412 | 9101.2177 | | UNION DUES |
| | | 1,690.00 | | | | | | | |
| **1004065** | **7/29/2022** | | **100298 MN AFSCME COUNCIL 5** | | | | | | |
| | | 510.72 | | | 114087 | 0707221202453 | 9101.2177 | | UNION DUES |
| | | 510.72 | | | 114288 | 0721221101413 | 9101.2177 | | UNION DUES |
| | | 1,021.44 | | | | | | | |
| **96072222** | **7/22/2022** | | **100301 MN CHILD SUPPORT PAYMENT CNTR** | | | | | | |
| | | 324.73 | | | 114129 | 0718221052431 | 9101.2185 | | GARNISHMENTS/SUPPO |
| | | 324.73 | | | | | | | |
| **97072222** | **7/22/2022** | | **107962 TOTAL ADMINISTRATIVE SERVICE CORP** | | | | | | |
| | | 1,227.00 | | | 114283 | 07212211014110 | 9101.2176 | | LIFE/HEALTH-EMPLOYEE |
| | | 1,227.00 | | | | | | | |
| **98072222** | **7/22/2022** | | **115568 ALERUS FINANCIAL NA** | | | | | | |
| | | 5,452.98 | | | 114286 | 07212211014113 | 9101.2176 | | LIFE/HEALTH-EMPLOYEE |
| | | 5,452.98 | | | | | | | |
| **99072222** | **7/22/2022** | | **107885 DEPARTMENT OF LABOR AND INDUSTRY** | | | | | | |
| | | 1,909.61 | JUNE 2022 SURCHARGE REMITTANCE | | 114295 | 07222022 | 9101.2081 | | SURCHARGES-PERMITS |
| | | 38.15- | JUNE 2022 SURCHARGE REMITTANCE | | 114295 | 07222022 | 9101.4604 | | SURCHARGES |
| | | 2.00- | JUNE 2022 SURCHARGE REMITTANCE | | 114295 | 07222022 | 9101.4604 | | SURCHARGES |
| | | 1,869.46 | | | | | | | |
| **99072922** | **7/29/2022** | | **100219 HOME DEPOT COMMERCIAL ACCT PROGRAM** | | | | | | |
| | | 443.84 | WOODRACK RESTOCK | | 114411 | 07192022 | 0452.6381 | | BUILDING & STRUCTURE |
| | | 31.62- | REFUND SALES TAX | | 114411 | 07192022 | 0452.6381 | | BUILDING & STRUCTURE |
| | | 14.23- | EARLY PAY DISCOUNT | | 114411 | 07192022 | 0452.6381 | | BUILDING & STRUCTURE |
| | | 397.99 | | | | | | | |
| **99107989** | **7/22/2022** | | **101306 IRS** | | | | | | |
| | | 260.94 | | | 114131 | 0718221052433 | 9101.2171 | | FEDERAL WITHHOLDING |
| | | 1,833.60 | | | 114132 | 0718221052434 | 9101.2173 | | FICA & MEDICARE-EMPL |
| | | 1,833.60 | | | 114133 | 0718221052435 | 9101.2182 | | FICA & MEDICARE-EMPL |
| | | 375.00 | | | 114177 | 0718221446484 | 9101.2171 | | FEDERAL WITHHOLDING |
| | | 258.72 | | | 114178 | 0718221446485 | 9101.2173 | | FICA & MEDICARE-EMPL |
| | | 258.72 | | | 114179 | 0718221446486 | 9101.2182 | | FICA & MEDICARE-EMPL |
| | | 25,516.81 | | | 114292 | 0721221101417 | 9101.2171 | | FEDERAL WITHHOLDING |
| | | 15,270.70 | | | 114293 | 0721221101418 | 9101.2173 | | FICA & MEDICARE-EMPL |
| | | 15,270.70 | | | 114294 | 0721221101419 | 9101.2182 | | FICA & MEDICARE-EMPL |
| | | 60,878.79 | | | | | | | |
| **99661581** | **7/22/2022** | | **100398 PUBLIC EMPLOYEES RETIREMENT ASSN** | | | | | | |
| | | 108.33 | | | 114174 | 0718221446481 | 9101.2174 | | PERA-EMPLOYEE |
| | | 108.33 | | | 114175 | 0718221446482 | 9101.2183 | | PERA-EMPLOYER |
| | | 24,622.83 | | | 114289 | 0721221101414 | 9101.2174 | | PERA-EMPLOYEE |
| | | 33,100.86 | | | 114290 | 0721221101415 | 9101.2183 | | PERA-EMPLOYER |
| | | 57,940.35 | | | | | | | |
| **99731220** | **7/22/2022** | | **114790 GREAT WEST LIFE AND ANNUITY INS CO** | | | | | | |
| | | 10,400.68 | | | 114284 | 07212211014111 | 9101.2175 | | DEFERRED COMPENSAT |
| | | 10,400.68 | | | | | | | |

| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description |
|---|---|---|---|---|---|---|---|---|---|
| **99731220** | **7/22/2022** | | **114790 GREAT WEST LIFE AND ANNUITY INS CO** | | | | | | **Continued** |
| **99732368** | **7/22/2022** | | **114790 GREAT WEST LIFE AND ANNUITY INS CO** | | | | | | |
| | | 50,289.06 | | | 114285 | 07212211014112 | 9101.2176 | | LIFE/HEALTH-EMPLOYEE |
| | | 50,289.06 | | | | | | | |
| **99786074** | **7/22/2022** | | **100223 ICMA RETIREMENT TRUST 457** | | | | | | |
| | | 1,668.00 | | | 114282 | 0721221101411 | 9101.2175 | | DEFERRED COMPENSAT |
| | | 1,668.00 | | | | | | | |
| **99855136** | **7/22/2022** | | **100601 MN DEPT OF REV WH** | | | | | | |
| | | 231.44 | | | 114130 | 0718221052432 | 9101.2172 | | STATE WITHHOLDING |
| | | 50.00 | | | 114176 | 0718221446483 | 9101.2172 | | STATE WITHHOLDING |
| | | 12,223.53 | | | 114291 | 0721221101416 | 9101.2172 | | STATE WITHHOLDING |
| | | 12,504.97 | | | | | | | |
| | | 1,240,307.64 | Grand Total | | | | | | |

Payment Instrument Totals

| | |
|---|---|
| Checks | 1,012,889.17 |
| EFT Payments | 202,954.01 |
| A/P ACH Payment | 24,464.46 |
| Total Payments | 1,240,307.64 |

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| 118476 | ACTS-TREME TALENT LLC | 8/11/22 CONCERT PERFORMANCE | PV | 114396 | 001 | 00999 | 7/25/2022 | 072522 | 1,020.00 |
| | ACTS-TREME TALENT LLC | | | Summary Total | | | | | 1,020.00 |
| | N4495 385TH STREET | 8/18/22 CONCERT PERFORMANCE | PV | 114397 | 001 | 00999 | 7/25/2022 | 072522B | 2,210.00 |
| | MENAMONIE WI 54751 | | | Summary Total | | | | | 2,210.00 |
| | | | | Payment Amount | | | | | 3,230.00 |
| 119525 | AIR COMFORT HEATING & AIR CONDITIONING | REFUND DUPLICATE PERMIT | PV | 114325 | 001 | 00999 | 7/18/2022 | 071822 | 26.00 |
| | AIR COMFORT HEATING & AIR CONDITIONING<br>19170 JASPAR STREET NW<br>RAMSEY MN 55303 | | | Summary Total | | | | | 26.00 |
| | | | | Payment Amount | | | | | 26.00 |
| 100046 | ANOKA COUNTY SHERIFF'S OFFICE | | PV | 114461 | 001 | 00999 | 7/27/2022 | 07272022 | 1,400.00 |
| | ANOKA COUNTY SHERIFF'S OFFICE<br>13301 HANSON BLVD NW<br>ANDOVER MN 55304 | | | Summary Total | | | | | 1,400.00 |
| | | | | Payment Amount | | | | | 1,400.00 |
| 100058 | ANOKA RAMSEY FARM AND GARDEN | | PV | 114297 | 001 | 00999 | 7/14/2022 | 07142022 | 21.00 |
| | ANOKA RAMSEY FARM AND GARDEN<br>7435 HIGHWAY 10<br>RAMSEY MN 55303 | | | Summary Total | | | | | 21.00 |
| | | | | Payment Amount | | | | | 21.00 |
| 108636 | ASCAP | ACCT 500613612 | PV | 114466 | 001 | 00999 | 7/20/2022 | 500613612 JULY 2022 | 403.42 |
| | ASCAP<br>P O BOX 331608-7515<br>NASHVILLE TN 37203-9998 | | | Summary Total | | | | | 403.42 |
| | | | | Payment Amount | | | | | 403.42 |
| 100063 | ASPEN MILLS | | PV | 114457 | 001 | 00999 | 7/26/2022 | 297654 | 104.90 |
| | ASPEN MILLS<br>8201 C CENTRAL AVE NE<br>SPRING LAKE PARK MN 55432 | | | Summary Total | | | | | 104.90 |

Payment Group Control Number 3453
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 | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Payment Amount | | | | | 104.90 |
| 117516 | BEST OUTDOOR SERVICES | | PV | 114462 | 001 | 00999 | 7/27/2022 | #2210 | 3,128.91 |
| | BEST OUTDOOR SERVICES<br>3098 162ND LANE NW<br>ANDOVER MN 55304 | | | Summary Total | | | | | 3,128.91 |
| | | | | Payment Amount | | | | | 3,128.91 |
| 108513 | BLAINE LOCK AND SAFE INC | | PV | 114402 | 001 | 00999 | 7/21/2022 | 34014 | 1,005.00 |
| | BLAINE LOCK AND SAFE INC<br>10136 SUNSET AVENUE<br>BLAINE MN 55014 | | | Summary Total | | | | | 1,005.00 |
| | | | | Payment Amount | | | | | 1,005.00 |
| 119529 | CALL2RECYCLE, INC | Battery Recycling | PV | 114478 | 001 | 00999 | 7/20/2022 | PS-INV0453035 | 19.00 |
| | CALL2RECYCLE, INC<br>1000 PARKWOOD CIRCLE, SUITE 200<br>ATLANTA GA 30339 | | | Summary Total | | | | | 19.00 |
| | | | | Payment Amount | | | | | 19.00 |
| 119530 | CORNERSTONE CHEVROLET, LLC | SHORT PAY TAX-$10.52 | PV | 114408 | 001 | 00999 | 7/18/2022 | 5082192 | 142.65 |
| | CORNERSTONE CHEVROLET, LLC<br>1005 HIGHWAY 25 SOUTH<br>MONTICELLO MN 55362 | | | Summary Total | | | | | 142.65 |
| | | | | Payment Amount | | | | | 142.65 |
| 100167 | CORNERSTONE FORD | DISCOUNT OF $58.01 TAKEN | PV | 114479 | 001 | 00999 | 7/28/2022 | 15383759 | 522.09 |
| | CORNERSTONE FORD<br>17219 HIGHWAY 10 NW<br>PO BOX 304<br>ELK RIVER MN 55330 | | | Summary Total | | | | | 522.09 |
| | | | | Payment Amount | | | | | 522.09 |
| 106624 | EHLERS AND ASSOCIATES, INC | INV 91229 | PV | 114309 | 001 | 00999 | 7/14/2022 | 91229 | 4,200.00 |

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 |
|---|---|---|---|---|---|---|---|---|---|
| | EHLERS & ASSOCIATES, INC<br>3060 CENTRE POINTE DRIVE<br>ROSEVILLE MN 55113-1105 | | | Summary Total | | | | | 4,200.00 |
| | | | | Payment Amount | | | | | 4,200.00 |
| 118931 | ELECTRIC SYSTEMS SOLUTIONS | | PV | 114444 | 001 | 00999 | 7/28/2022 | 8183 | 225.00 |
| | ELECTRIC SYSTEMS SOLUTIONS<br>6021 167TH AVENUE NW<br>RAMSEY MN 55303 | | | Summary Total | | | | | 225.00 |
| | | | | Payment Amount | | | | | 225.00 |
| 104267 | ELITE SANITATION | | PV | 114407 | 001 | 00999 | 7/19/2022 | 28899 | 676.96 |
| | ELITE SANITATION<br>PO BOX 526<br>ELK RIVER MN 55330 | | | Summary Total | | | | | 676.96 |
| | | | | Payment Amount | | | | | 676.96 |
| 100733 | ELK RIVER WINLECTRIC CO | | PV | 114455 | 001 | 00999 | 7/25/2022 | 360319 | 35.67 |
| | ELK RIVER WINLECTRIC CO<br>12777 MEADOWVALE ROAD<br>SUITE A<br>ELK RIVER MN 55330 | | | Summary Total | | | | | 35.67 |
| | | | | Payment Amount | | | | | 35.67 |
| 100169 | EMERGENCY APPARATUS MAINTENANCE INC | | PV | 114310 | 001 | 00999 | 7/18/2022 | 123544 | 208.23 |
| | EMERGENCY APPARATUS MAINTENANCE INC<br>7512 4TH AVENUE<br>LINO LAKES MN 55014 | | | Summary Total | | | | | 208.23 |
| | | | | Payment Amount | | | | | 208.23 |
| 100143 | FERGUSON WATERWORKS # 2518 | CUST 24741 | PV | 114319 | 001 | 00999 | 7/21/2022 | 0498014 | 2,203.90 |
| | FERGUSON WATERWORKS 2516 | | | Summary Total | | | | | 2,203.90 |
| | P O BOX 802817 | CUST 24741 | PV | 114320 | 001 | 00999 | 7/21/2022 | 0493831-1 | 882.33 |
| | CHICAGO IL 60680-2817 | | | Summary Total | | | | | 882.33 |
| | | CUST 24740 | PV | 114443 | 001 | 00999 | 7/28/2022 | 0498513 | 411.06 |
| | | | | Summary Total | | | | | 411.06 |

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Payment Amount | | | | | 3,497.29 |
| 113711 | FOSTER TRUCKING AND EXCAVATING | | PV | 114440 | 001 | 00999 | 7/19/2022 | 5573 | 900.00 |
| | FOSTER TRUCKING AND EXCAVATING<br>1561 BUNKER LAKE BLVD NE<br>HAM LAKE MN 55304 | | | Summary Total | | | | | 900.00 |
| | | | | Payment Amount | | | | | 900.00 |
| 117332 | HEARTLAND TIRE INC | | PV | 114422 | 001 | 00999 | 7/20/2022 | 9028517 | 591.96 |
| | HEARTLAND TIRE INC<br>7151 RIVERDALE DRIVE NW<br>RAMSEY MN 55303 | | | Summary Total | | | | | 591.96 |
| | | | | Payment Amount | | | | | 591.96 |
| 115760 | HENRY SCHEIN INC | | PV | 114303 | 001 | 00999 | 7/12/2022 | 22912565 | 8.82 |
| | HENRY SCHEIN INC<br>DEPT CH 10241<br>PALATINE IL 60055-0241 | | | Summary Total | | | | | 8.82 |
| | | | | Payment Amount | | | | | 8.82 |
| 100256 | LANO EQUIPMENT INC | | PV | 114427 | 001 | 00999 | 7/23/2022 | 02-928018 | 835.00 |
| | LANO EQUIPMENT INC<br>6140 HIGHWAY 10 NW<br>ANOKA MN 55303 | | | Summary Total | | | | | 835.00 |
| | | | PV | 114434 | 001 | 00999 | 7/25/2022 | 02-928051 | 22.26 |
| | | | | Summary Total | | | | | 22.26 |
| | | | PV | 114447 | 001 | 00999 | 6/30/2022 | 02-922807 | 105,457.90 |
| | | | | Summary Total | | | | | 105,457.90 |
| | | | | Payment Amount | | | | | 106,315.16 |
| 117918 | MACQUEEN EMERGENCY | | PV | 114311 | 001 | 00999 | 7/22/2022 | P02957 | 300.00 |
| | MACQUEEN EMERGENCY<br>1125 7TH STREET E<br>ST PAUL MN 55106 | | | Summary Total | | | | | 300.00 |
| | | | | Payment Amount | | | | | 300.00 |
| 100270 | MACQUEEN EQUIPMENT INC | | PV | 114471 | 001 | 00999 | 7/29/2022 | P43931 | 36.60 |
| | MACQUEEN EQUIPMENT INC | | | Summary Total | | | | | 36.60 |

CITY OF RAMSEY
Create Payment Control Groups

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 |
|---|---|---|---|---|---|---|---|---|---|
| | 1125 7TH STREET EAST<br>ST PAUL MN 55106 | | | | | | | | |
| | | | | Payment Amount | | | | | 36.60 |
| 109360 | MAGC | | PV | 114460 | 001 | 00999 | 7/27/2022 | 00933 | 85.00 |
| | MAGC<br>5775 WAYZATA BLVD SUITE 700<br>ST LOUIS PARK MN 55416 | | | Summary Total | | | | | 85.00 |
| | | | | Payment Amount | | | | | 85.00 |
| 108208 | METRO PRODUCTS INC | | PV | 114406 | 001 | 00999 | 7/20/2022 | 168140 | 6.40 |
| | METRO PRODUCTS INC<br>7401 CENTRAL AVENUE NE<br>FRIDLEY MN 55432 | | | Summary Total | | | | | 6.40 |
| | | | PV | 114412 | 001 | 00999 | 7/14/2022 | 167996 | 257.28 |
| | | | | Summary Total | | | | | 257.28 |
| | | | PV | 114421 | 001 | 00999 | 7/20/2022 | 168139 | 15.48 |
| | | | | Summary Total | | | | | 15.48 |
| | | | PV | 114473 | 001 | 00999 | 7/27/2022 | 168277 | 66.01 |
| | | | | Summary Total | | | | | 66.01 |
| | | | | Payment Amount | | | | | 345.17 |
| 118475 | MICK STERLING PRESENTS LLC | 8/25/22 CONCERT PERFORMANCE | PV | 114398 | 001 | 00999 | 7/25/2022 | 072522 | 4,250.00 |
| | MICK STERLING PRESENTS LLC<br>8014 OLSON MEMORIAL HWY # 155<br>GOLDEN VALLEY MN 55427 | | | Summary Total | | | | | 4,250.00 |
| | | | | Payment Amount | | | | | 4,250.00 |
| 100345 | NAPA AUTO PARTS ELK RIVER | | PV | 114305 | 001 | 00999 | 7/16/2022 | 169729 | 79.54 |
| | NAPA AUTO PARTS ELK RIVER<br>17137 YALE STREET NW<br>P O BOX 1041<br>ELK RIVER MN 55330 | | | Summary Total | | | | | 79.54 |
| | | | PV | 114435 | 001 | 00999 | 7/25/2022 | 170796 | 22.89 |
| | | | | Summary Total | | | | | 22.89 |
| | | | PV | 114439 | 001 | 00999 | 7/25/2022 | 170797 | 21.72 |
| | | | | Summary Total | | | | | 21.72 |
| | | | PV | 114454 | 001 | 00999 | 7/25/2022 | 170846 | 25.27 |
| | | | | Summary Total | | | | | 25.27 |
| | | | PV | 114474 | 001 | 00999 | 7/29/2022 | 171415 | 19.79 |
| | | | | Summary Total | | | | | 19.79 |
| | | | PV | 114475 | 001 | 00999 | 7/29/2022 | 171398 | 209.99 |

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Summary Total | | | | | 209.99 |
| | | | PV | 114476 | 001 | 00999 | 7/29/2022 | 171481 | 116.67 |
| | | | | Summary Total | | | | | 116.67 |
| | | | | Payment Amount | | | | | 495.87 |
| 119474 | PHILKOT INC DBA THE MPX GROUP & MINUTEMA | | PV | 114463 | 001 | 00999 | 7/28/2022 | 172262 | 42.65 |
| | THE MPX GROUP<br>7105 MEDICINE LAKE ROAD<br>GOLDEN VALLEY MN 55427 | | | Summary Total | | | | | 42.65 |
| | | | | Payment Amount | | | | | 42.65 |
| 100393 | PRAIRIE RESTORATIONS INC | Inv #33520 | PV | 114403 | 001 | 00999 | 7/15/2022 | #33520 | 2,806.00 |
| | PRAIRIE RESTORATIONS INC<br>31646 128TH STREET<br>PRINCETON MN 55371 | | | Summary Total | | | | | 2,806.00 |
| | | | | Payment Amount | | | | | 2,806.00 |
| 115671 | RCM EQUIPMENT COMPANY LLC | | PV | 114414 | 001 | 00999 | 7/14/2022 | 8562 | 41,802.50 |
| | RCM EQUIPMENT COMPANY LLC<br>12090 MARGO AVE SO SUITE B<br>HASTINGS MN 55033 | | | Summary Total | | | | | 41,802.50 |
| | | | | Payment Amount | | | | | 41,802.50 |
| 108480 | RIVARD COMPANIES DBA CENTRAL WOOD PROD | | PV | 114451 | 001 | 00999 | 7/19/2022 | 495780 | 1,356.00 |
| | CENTRAL WOOD PRODUCTS<br>19801 HIGHWAY 65 NE<br>EAST BETHEL MN 55011 | | | Summary Total | | | | | 1,356.00 |
| | | | | Payment Amount | | | | | 1,356.00 |
| 119374 | SIGN SOLUTIONS USA, LLC | | PV | 114420 | 001 | 00999 | 7/20/2022 | 402514 | 1,085.78 |
| | SIGN SOLUTIONS USA, LLC<br>PO BOX 1408<br>FARGO ND 58107-1408 | | | Summary Total | | | | | 1,085.78 |
| | | | | Payment Amount | | | | | 1,085.78 |

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CITY OF RAMSEY

Create Payment Control Groups

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|---|---|---|---|
| Payment Group Control Number | 3453 | | |
| 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 |
|---|---|---|---|---|---|---|---|---|---|
| 119550 | WEAKLY, GLENN | WATER EFFICIENCY REBATE 2022-2 | PV | 114441 | 001 | 00999 | 7/28/2022 | 072822 | 199.99 |
| | GLEN WEAKLY | | | Summary Total | | | | | 199.99 |
| | 5931 151ST LANE NW | WATER EFFICIENCY REBATE 2022-2 | PV | 114442 | 001 | 00999 | 7/28/2022 | 072822A | 169.99 |
| | RAMSEY MN 55303 | | | Summary Total | | | | | 169.99 |
| | | | | Payment Amount | | | | | 369.98 |
| 100529 | WENDELL'S INC | | PV | 114317 | 001 | 00999 | 7/20/2022 | 2713485 | 6.45 |
| | WENDELL'S INC | | | Summary Total | | | | | 6.45 |
| | 6601 BUNKER LAKE BLVD | | PV | 114438 | 001 | 00999 | 7/26/2022 | 2714717 | 5.23 |
| | PO BOX 458 | | | Summary Total | | | | | 5.23 |
| | RAMSEY MN 55303-0458 | | | | | | | | |
| | | | | Payment Amount | | | | | 11.68 |
| | | | | Total Amount to be Processed | | | | | 179,649.29 |
| | | | | Total Number of Payments to be Processed | | | | | 34 |

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| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Document Ty | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | GLENCOE MN 55336 | | | | | | | | |
| | | | | Payment Amount | | | | | 20,700.00 |
| 100313 | MN RECREATION AND PARK ASSN | | PV | 114413 | 001 | 00999 | 7/14/2022 | 10501 | 125.00 |
| | MN RECREATION AND PARK ASSN<br>200 CHARLES STREET NE<br>FRIDLEY MN 55432 | | | Summary Total | | | | | 125.00 |
| | | | | Payment Amount | | | | | 125.00 |
| 113909 | MOBILE VEHICLE INTEGRATION | | PV | 114452 | 001 | 00999 | 7/20/2022 | 21-07049 | 222.50 |
| | MOBILE VEHICLE INTEGRATION<br>835 XENIA AVENUE NW<br>ELK RIVER MN 55330 | | | Summary Total | | | | | 222.50 |
| | | | | Payment Amount | | | | | 222.50 |
| 115167 | NET TRANSCRIPTS INC | | PV | 114405 | 001 | 00999 | 7/15/2022 | #NT11710 | 70.18 |
| | NET TRANSCRIPTS INC<br>PO BOX 95777<br>CHICAGO IL 60694-5777 | | | Summary Total | | | | | 70.18 |
| | | | | Payment Amount | | | | | 70.18 |
| 100363 | NORTHERN SANITARY SUPPLY CO | | PV | 114307 | 001 | 00999 | 7/22/2022 | 204846 | 663.03 |
| | NORTHERN SANITARY SUPPLY CO | | | Summary Total | | | | | 663.03 |
| | 341 COON RAPIDS BLVD | | PV | 114446 | 001 | 00999 | 7/27/2022 | 204888 | 259.93 |
| | MINNEAPOLIS MN 55433 | | | Summary Total | | | | | 259.93 |
| | | | | Payment Amount | | | | | 922.96 |
| 115071 | NORTHLAND OCCUPATIONAL HEALTH | | PV | 114314 | 001 | 00999 | 7/21/2022 | 15371 | 150.00 |
| | NORTHLAND OCCUPATIONAL HEALTH | | | Summary Total | | | | | 150.00 |
| | 7533 SUNWOOD DRIVE NW<br>SUITE 212 | | PV | 114315 | 001 | 00999 | 7/25/2022 | 15381 | 50.00 |
| | RAMSEY MN 55303 | | | Summary Total | | | | | 50.00 |
| | | | PV | 114316 | 001 | 00999 | 7/22/2022 | 15390 | 150.00 |
| | | | | Summary Total | | | | | 150.00 |
| | | | PV | 114456 | 001 | 00999 | 7/26/2022 | 15413 | 150.00 |

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|---|---|---|---|
| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Document Ty | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | BIN 139107<br>P O BOX 9107<br>MINNEAPOLIS MN 55480-9107 | | | | | | | | |
| | | | | Payment Amount | | | | | 80.76 |
| 107099 | FASTENAL | | PV | 114469 | 001 | 00999 | 7/27/2022 | MNTC8203618 | 36.77 |
| | FASTENAL COMPANY<br>P O BOX 1286<br>WINONA MN 55987 | | | Summary Total | | | | | 36.77 |
| | | | | Payment Amount | | | | | 36.77 |
| 100211 | HAWKINS INC | | PV | 114324 | 001 | 00999 | 7/18/2022 | 6241480 | 9,388.86 |
| | HAWKINS INC<br>P O BOX 860263<br>MINNEAPOLIS MN 55486-0263 | | | Summary Total | | | | | 9,388.86 |
| | | | | Payment Amount | | | | | 9,388.86 |
| 100273 | MALLOY MONTAGUE KARNOWSKI RADOSEVIC | CLIENT 6023 | PV | 114299 | 001 | 00999 | 7/14/2022 | 52710 | 866.82 |
| | MALLOY MONTAGUE KARNOWSKI RADOSEVIC | | | Summary Total | | | | | 866.82 |
| | 410 PARK NATIONAL BANK BLDG | CLIENT 6024 | PV | 114300 | 001 | 00999 | 7/14/2022 | 52709 | 4,375.00 |
| | 5353 WAYZATA BLVD<br>MINNEAPOLIS MN 55416 | | | Summary Total | | | | | 4,375.00 |
| | | | | Payment Amount | | | | | 5,241.82 |
| 100284 | MENARDS ELK RIVER | acct 31250289 | PV | 114312 | 001 | 00999 | 7/14/2022 | 56489 | 300.40 |
| | MENARDS ELK RIVER | | | Summary Total | | | | | 300.40 |
| | 19521 EVANS STREET NW | acct 31250289 | PV | 114313 | 001 | 00999 | 7/16/2022 | 56585 | 134.87 |
| | ELK RIVER MN 55330-1077 | | | Summary Total | | | | | 134.87 |
| | | acct 31250289 | PV | 114322 | 001 | 00999 | 7/11/2022 | 56223 | 100.28 |
| | | | | Summary Total | | | | | 100.28 |
| | | acct 31250289 | PV | 114323 | 001 | 00999 | 7/15/2022 | 56518 | 778.43 |
| | | | | Summary Total | | | | | 778.43 |
| | | | | Payment Amount | | | | | 1,313.98 |
| 116334 | MN BOARDWALKS LLC | | PV | 114330 | 001 | 00999 | 7/19/2022 | 1757 | 20,700.00 |
| | MN BOARDWALKS LLC<br>8617 80TH STREET | | | Summary Total | | | | | 20,700.00 |

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| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Document Ty | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | 9401 JAMES AVENUE SOUTH SUITE 162<br>BLOOMINGTON MN 55431-2549 | | | | | | | | |
| | | | | Payment Amount | | | | | 647.51 |
| 100144 | DEHN OIL COMPANY | | PV | 114424 | 001 | 00999 | 7/21/2022 | 89894 | 3,775.00 |
| | DEHN OIL COMPANY<br>6735 141ST AVENUE NW<br>RAMSEY MN 55303 | | | Summary Total | | | | | 3,775.00 |
| | | | | Payment Amount | | | | | 3,775.00 |
| 100158 | ECM PUBLISHERS INC | ACCT 370702 | PV | 114301 | 001 | 00999 | 7/15/2022 | 902221 | 75.25 |
| | ECM PUBLISHERS INC | | | Summary Total | | | | | 75.25 |
| | 4095 COON RAPIDS BLVD | ACCT 370702 | PV | 114306 | 001 | 00999 | 7/15/2022 | 902219 | 91.38 |
| | COON RAPIDS MN 55433 | | | Summary Total | | | | | 91.38 |
| | | ACCT 370702 | PV | 114326 | 001 | 00999 | 7/15/2022 | 902218 | 80.63 |
| | | | | Summary Total | | | | | 80.63 |
| | | ACCT 370702 | PV | 114328 | 001 | 00999 | 7/15/2022 | 902220 | 96.75 |
| | | | | Summary Total | | | | | 96.75 |
| | | ACCT 370702 | PV | 114416 | 001 | 00999 | 7/15/2022 | 902217 | 198.88 |
| | | | | Summary Total | | | | | 198.88 |
| | | | | Payment Amount | | | | | 542.89 |
| 108737 | EMERGENCY AUTOMOTIVE TECHNOLOGY INC | | PV | 114436 | 001 | 00999 | 7/25/2022 | DL070722-21 | 212.28 |
| | EMERGENCY AUTOMOTIVE TECHNOLOGY INC<br>2755 GENEVA AVE N<br>OAKDALE MN 55128 | | | Summary Total | | | | | 212.28 |
| | | | | Payment Amount | | | | | 212.28 |
| 100904 | ESS BROTHERS AND SONS INC | | PV | 114472 | 001 | 00999 | 7/21/2022 | CC5406 | 721.60 |
| | ESS BROTHERS AND SONS INC<br>9350 CTY ROAD 19<br>LORETTO MN 55357 | | | Summary Total | | | | | 721.60 |
| | | | | Payment Amount | | | | | 721.60 |
| 113321 | FACTORY MOTOR PARTS CO | | PV | 114419 | 001 | 00999 | 7/19/2022 | 6-1625439 | 80.76 |
| | FACTORY MOTOR PARTS CO | | | Summary Total | | | | | 80.76 |

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|---|---|---|---|
| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Document Ty | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Summary Total | | | | | 102.79 |
| | | | PV | 114432 | 001 | 00999 | 7/26/2022 | 003P24585 | 26.89 |
| | | | | Summary Total | | | | | 26.89 |
| | | | PV | 114433 | 001 | 00999 | 7/25/2022 | 003P24552 | 116.63 |
| | | | | Summary Total | | | | | 116.63 |
| | | | | Payment Amount | | | | | 343.83 |
| 103975 | BROZAK, LUANN | | PV | 114459 | 001 | 00999 | 7/27/2022 | 1019 | 425.00 |
| | LUANN BROZAK<br>18790 GARNET STREET NW<br>ANOKA MN 55303 | | | Summary Total | | | | | 425.00 |
| | | | | Payment Amount | | | | | 425.00 |
| 116439 | CANTEEN VENDING (COMPASS GROUP NAD) | | PV | 114437 | 001 | 00999 | 7/26/2022 | MSP48999 | 380.96 |
| | CANTEEN VENDING<br>P O BOX 91337<br>CHICAGO IL 60693-1337 | | | Summary Total | | | | | 380.96 |
| | | | | Payment Amount | | | | | 380.96 |
| 111496 | CENTRAL TURF AND IRRIGATION SUPPLY | | PV | 114296 | 001 | 00999 | 7/14/2022 | 6080390-00 | 3,096.90 |
| | CENTRAL TURF AND IRRIGATION SUPPLY<br>8 WILLIAMS STREET<br>ELMSFORD NY 10523 | | | Summary Total | | | | | 3,096.90 |
| | | | | Payment Amount | | | | | 3,096.90 |
| 116197 | CINTAS CORPORATION | SHORT PAY TAX- PAYER 12455017 | PV | 114409 | 001 | 00999 | 7/15/2022 | 4125445563 | 39.23 |
| | CINTAS CORPORATION | | | Summary Total | | | | | 39.23 |
| | CINTAS LOC #4K | PAYER# 12455017 | PV | 114426 | 001 | 00999 | 7/22/2022 | 4126120003 | 44.27 |
| | P O BOX 650838<br>DALLAS TX 75265-0838 | | | Summary Total | | | | | 44.27 |
| | | | | Payment Amount | | | | | 83.50 |
| 113306 | DEFINITIVE TECHNOLOGY SOLUTIONS INC | ACCT C013 | PV | 114404 | 001 | 00999 | 7/22/2022 | INV239773 | 647.51 |
| | DEFINITIVE TECHNOLOGY SOLUTIONS INC | | | Summary Total | | | | | 647.51 |

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CITY OF RAMSEY
Create Payment Control Groups

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| Payment Group Control Number | 3454 | | |
| 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 | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| 116015 | AXON ENTERPRISE INC | | PV | 114458 | 001 | 00999 | 7/26/2022 | INUS088144 | 225.81 |
| | AXON ENTERPRISE INC<br>DEPT 2018<br>PO BOX 29661<br>PHOENIX AZ 85038 | | | Summary Total | | | | | 225.81 |
| | | | | Payment Amount | | | | | 225.81 |
| 106346 | BAUER BUILT INCORPORATED | | PV | 114415 | 001 | 00999 | 7/15/2022 | 940089656 | 594.52 |
| | BAUER BUILT INCORPORATED<br>8270 W 35W SERVICE DR<br>BLAINE MN 55449 | | | Summary Total | | | | | 594.52 |
| | | | | Payment Amount | | | | | 594.52 |
| 100647 | BOLTON AND MENK INC | PROJECT 0R1.124986 | PV | 114417 | 001 | 00999 | 7/18/2022 | 0293408 | 581.70 |
| | BOLTON AND MENK INC<br>1960 PREMIER DRIVE<br>MANKATO MN 56001-5900 | | | Summary Total | | | | | 581.70 |
| | | PROJECT 0R1.125908 | PV | 114418 | 001 | 00999 | 7/18/2022 | 0293409 | 4,093.50 |
| | | | | Summary Total | | | | | 4,093.50 |
| | | PROJECT 0R1.127172 | PV | 114448 | 001 | 00999 | 7/18/2022 | 0293407 | 2,475.00 |
| | | | | Summary Total | | | | | 2,475.00 |
| | | PROJECT 0R1.125907 | PV | 114449 | 001 | 00999 | 7/18/2022 | 0293411 | 2,855.00 |
| | | | | Summary Total | | | | | 2,855.00 |
| | | PROJECT 0R1.127005 | PV | 114450 | 001 | 00999 | 7/18/2022 | 0293410 | 2,355.00 |
| | | | | Summary Total | | | | | 2,355.00 |
| | | PROJECT 0R1.126299 | PV | 114465 | 001 | 00999 | 7/18/2022 | 0293412 | 1,215.00 |
| | | | | Summary Total | | | | | 1,215.00 |
| | | | | Payment Amount | | | | | 13,575.20 |
| 103641 | BOYER TRUCKS | | PV | 114423 | 001 | 00999 | 7/21/2022 | 003P24401 | 5.51 |
| | BOYER TRUCKS<br>P O BOX 512<br>ST MICHAEL MN 55376 | | | Summary Total | | | | | 5.51 |
| | | | PV | 114425 | 001 | 00999 | 7/21/2022 | 003P24380 | 194.80 |
| | | | | Summary Total | | | | | 194.80 |
| | | | PD | 114428 | 001 | 00999 | 8/10/2022 | 003P24576 | 102.79- |
| | | | | Summary Total | | | | | 102.79- |
| | | | PV | 114429 | 001 | 00999 | 7/25/2022 | 003P24443.02 | 102.79 |
| | | | | Summary Total | | | | | 102.79 |
| | | | PD | 114430 | 001 | 00999 | 8/10/2022 | 003P24570 | 102.79- |
| | | | | Summary Total | | | | | 102.79- |
| | | | PV | 114431 | 001 | 00999 | 7/22/2022 | 003P24443 | 102.79 |

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| Payment Group Control Number | 3454 | | |
| 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 | Ty | Document Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| 115149 | ADVANCED FIRST AID INC | | PV | 114304 | 001 | 00999 | 7/18/2022 | 0722-442 | 2,475.00 |
| | ADVANCED FIRST AID INC<br>9724 VALE STREET NW<br>MINNEAPOLIS MN 55433 | | | | Summary Total | | | | 2,475.00 |
| | | | | | Payment Amount | | | | 2,475.00 |
| 100625 | ALEX AIR APPARATUS INC | | PV | 114308 | 001 | 00999 | 7/11/2022 | 5703 | 254.40 |
| | ALEX AIR APPARATUS INC<br>11897 COUNTY ROAD 87 SE<br>ALEXANDRIA MN 56308 | | | | Summary Total | | | | 254.40 |
| | | | | | Payment Amount | | | | 254.40 |
| 117343 | AMAZON CAPITAL SERVICES INC | ACCT A3VYUQ4FSATYMN | PV | 114318 | 001 | 00999 | 7/25/2022 | 1WHM-MMTK-9YP3 | 249.39 |
| | AMAZON CAPITAL SERVICES INC | | | | Summary Total | | | | 249.39 |
| | PO BOX 035184 | ACCT A3VYUQ4FSATYMN | PV | 114321 | 001 | 00999 | 7/25/2022 | 1XH3-9YT1-CCFT | 745.62 |
| | SEATTLE WA 98124-5184 | | | | Summary Total | | | | 745.62 |
| | | ACCT A3VYUQ4FSATYMN | PV | 114399 | 001 | 00999 | 7/25/2022 | 1QD4-9PT6-7P4N | 94.53 |
| | | | | | Summary Total | | | | 94.53 |
| | | ACCT A3VYUQ4FSATYMN | PV | 114400 | 001 | 00999 | 7/25/2022 | 1JD7-MNKX-9R6M | 294.70 |
| | | | | | Summary Total | | | | 294.70 |
| | | | | | Payment Amount | | | | 1,384.24 |
| 109256 | AMERICAN ENGINEERING TESTING INC | | PV | 114445 | 001 | 00999 | 7/20/2022 | INV-083395 | 2,636.50 |
| | AMERICAN ENGINEERING TESTING INC | | | | Summary Total | | | | 2,636.50 |
| | PO BOX 860678 | | PV | 114453 | 001 | 00999 | 7/21/2022 | INV-081924 | 2,985.00 |
| | MINNEAPOLIS MN 55486 | | | | Summary Total | | | | 2,985.00 |
| | | | | | Payment Amount | | | | 5,621.50 |
| 107587 | ANOKA COUNTY TREASURY DEPARTMENT | | PV | 114470 | 001 | 00999 | 7/21/2022 | B220720M | 492.00 |
| | ANOKA COUNTY TREASURY DEPARTMENT<br>2100 THIRD AVENUE<br>ANOKA MN 55303 | | | | Summary Total | | | | 492.00 |
| | | | | | Payment Amount | | | | 492.00 |

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|---|---|---|---|
| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Ty | Document Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Summary Total | | | | | 150.00 |
| | | | | Payment Amount | | | | | 500.00 |
| 110547 | NORTHWEST LIGHTING SYSTEMS CO. | | PV | 114298 | 001 | 00999 | 7/18/2022 | 125674 | 651.00 |
| | NORTHWEST LIGHTING SYSTEMS CO.<br>736 CRAIG AVENUE<br>TRACY MN 56175 | | | Summary Total | | | | | 651.00 |
| | | | | Payment Amount | | | | | 651.00 |
| 113444 | PRECISE | | PV | 114467 | 001 | 00999 | 7/27/2022 | 200-1037917 | 875.00 |
| | PRECISE<br>501 EAST CLIFF ROAD<br>SUITE 100 | | | Summary Total | | | | | 875.00 |
| | | | PV | 114468 | 001 | 00999 | 7/28/2022 | 200-1038045 | 82.18 |
| | BURNSVILLE MN 55337 | | | Summary Total | | | | | 82.18 |
| | | | | Payment Amount | | | | | 957.18 |
| 107978 | PREMIER COMMERCIAL PROPERTIES INC | 6701 Hwy 10 Prop Mgmt | PV | 114327 | 001 | 00999 | 7/18/2022 | 8346 | 16.02 |
| | PREMIER COMMERCIAL PROPERTIES INC<br>299 COON RAPIDS BLVD NW #200<br>COON RAPIDS MN 55433 | | | Summary Total | | | | | 16.02 |
| | | | | Payment Amount | | | | | 16.02 |
| 110330 | RESHETAR SYSTEM INC | | PV | 114477 | 001 | 00999 | 7/25/2022 | 22-32161 | 2,418.00 |
| | RESHETAR SYSTEM INC<br>730 BUNKER LAKE BLVD NW<br>ANOKA MN 55303 | | | Summary Total | | | | | 2,418.00 |
| | | | | Payment Amount | | | | | 2,418.00 |
| 100431 | SAFETY KLEEN CORPORATION | ACCT CI23667 | PV | 114410 | 001 | 00999 | 7/7/2022 | CN15075494 | 110.97 |
| | SAFETY KLEEN CORPORATION<br>PO BOX 975201<br>DALLAS TX 75397-5201 | | | Summary Total | | | | | 110.97 |
| | | | | Payment Amount | | | | | 110.97 |
| 107711 | SCHINDLER ELEVATOR | CONTRACT 4100052395 | PV | 114464 | 001 | 00999 | 8/1/2022 | 8106012707 | 761.79 |
| | SCHINDLER ELEVATOR | | | Summary Total | | | | | 761.79 |

R04570

CITY OF RAMSEY

Create Payment Control Groups

| | | | |
|---|---|---|---|
| Payment Group Control Number | 3454 | | |
| Bank Account | 999.1010 | CASH IN BANK | 00002224 |
| Version | LOGIS004V | | |
| Originator | TOAKES | | |
| Payment Instrument | T | A/P ACH Payment | |
| Pay Through Date | 12/31/2022 | | |

| Payee Number | Name / Mailing Address | Stub Message | Document Ty | Number | Itm | Co | Due Date | Invoice Number | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| | P O BOX 93050<br>CHICAGO IL 60673-3050 | | | | | | | | |
| | | | | Payment Amount | | | | | 761.79 |
| 110313 | SUMMIT FIRE PROTECTION | | PV | 114401 | 001 | 00999 | 7/25/2022 | 130052858 | 237.50 |
| | SUMMIT FIRE PROTECTION<br>P O BOX 6205<br>CAROL STREAM IL 60197-6205 | | | Summary Total | | | | | 237.50 |
| | | | | Payment Amount | | | | | 237.50 |
| 100485 | TIMESAVER OFF SITE SECRETARIAL INC | | PV | 114302 | 001 | 00999 | 7/18/2022 | M27469 | 556.63 |
| | TIMESAVER OFF SITE SECRETARIAL INC<br>21021 KAROLINE COURT N<br>FOREST LAKE MN 55025 | | | Summary Total | | | | | 556.63 |
| | | | | Payment Amount | | | | | 556.63 |
| 112515 | WSB AND ASSOCIATES INC | PROJECT R-019569-000-3 | PV | 114329 | 001 | 00999 | 7/8/2022 | R-019569-000-3 | 477.00 |
| | WSB AND ASSOCIATES INC<br>701 XENIA AVENUE SOUTH SUITE 300<br>MINNEAPOLIS MN 55416 | | | Summary Total | | | | | 477.00 |
| | | | | Payment Amount | | | | | 477.00 |
| | | | | Total Amount to be Processed | | | | | 79,641.06 |
| | | | | Total Number of Payments to be Processed | | | | | 38 |

Accounts Payable

Checks $179,649.29

ACH 79,641.06

$259,290.35

Councilmember  introduced the following resolution and moved for its adoption:

**RESOLUTION #22-178**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JULY 21, 2022, THROUGH AUGUST 3, 2022**

**WHEREAS,** the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of July 21, 2022, through August 3, 2022, in the amount of $1,718,841.63 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 July 21, 2022, through August 3, 2022, in the amount of $1,718,841.63.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of August, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

**CC Regular Session** **5. 11.**

**Meeting Date:** 08/08/2022

**By:** Sean Sullivan, Community Development

## Information

**Title**

Adopt Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto)

**Purpose/Background:**

The purpose of this case is to consider adoption of Resolution #22-180 to authorize early termination of a land lease with Todd Bialon. The City acquired Tax ID parcels 28-32-25-31-0020 and 28-32-25-31-0007 in 2011 utilizing the Right of Way Acquisition Loan Fund (RALF) Program to secure future Right of Way for the Highway 10 project. Section 2 of the attached lease, which was executed in 2018, gives either party the right to terminate the lease without cause. Anoka County has commenced acquisition of parcels in the Hwy 10 Corridor for the Ramsey Gateway Highway 10 Project. Anoka County has asked the city to issue a notice of termination of lease for Tax ID parcels 28-32-25-31-0020 and 28-32-25-31-0007. Staff is asking the City Council to consider the early termination the attached lease.

**Notification:**

None required

**Observations/Alternatives:**

The City has been working with the RALF program since 2004 to acquire properties and to hold them for future Highway 10 improvements. The City has leased the above referenced property back to Todd Bialon for over 10 years. The current lease with Todd Bialon gives the City the right to terminate the lease without cause as outlined in Section 2. Staff is asking the City Council to consider termination of the attached lease

Alternatives:
1) Adopt Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto) (as presented); subject to City Attorney review
2) Adopt Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto) (with changes); subject to City Attorney review
3) Something else

**Funding Source:**

This item is being handled under normal staff duties.

**Recommendation:**

Staff Recommends Adoption of Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto) (as presented); subject to City Attorney review

**Action:**

Motion to Adopt Resolution #22-180 Authorizing Early Termination of Lease with Todd Bialon (EZ Auto) (as presented); subject to City Attorney review

## Attachments

Site Location Map
ACTION - Resolution #22-180
ACTION - Draft Early Termination Notice
REFERENCE - Bialon Lease Agreement

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 02:58 PM |
| Form Started By: Sean Sullivan | | Started On: 08/04/2022 09:32 AM |
| Final Approval Date: 08/04/2022 | | |

# Lease Property (Todd Bialon - EZ Auto)

**Parcel Information:** Approx. Acres:

28-32-25-31-0020 and 28-32-25-31-0007 Commissioner:

Plat:

**Owner Information:**

City of Ramsey

| Sean Sullivan | 1:1,200 | Date: 8/4/2022 |
|---|---|---|

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

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

**RESOLUTION #22-180**

**RESOLUTION AUTHORIZING EARLY TERMINATION OF LEASE WITH TODD BIALON (EZ AUTO)**

**WHEREAS,** the City of Ramsey (the "Landlord" has entered into a lease with Todd Bialon (the "Tenant") dated October 24, 2018 (the "Lease"); and

**WHEREAS,** leased property is described as:

Parcel 1 – PIN 28-32-25-31-0020

Parcel 2 – PIN 28-32-25-31-0007

The legal descriptions for Parcel 1 and Parcel 2 are as set forth in Anoka County property records. To the extent those records conflict with the legal descriptions in the Lease Data Sheet for Parcel 1 and Parcel 2, the property records control.

;and

**WHEREAS,** Section 2, Term: Early Termination permits the Landlord the right to terminate this Lease without cause at any time with one year's written notice; and

**WHEREAS,** Anoka County has requested the Landlord to issue a notice of termination as referenced in Section 2 of the Lease.

**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 authorize the City Administrator, or designee to provide written notice to Tenant for Early Termination of the Lease between The City of Ramsey and Todd Bialon dated October 24, 2018.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of August, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

August 9, 2022

Todd Bialon
15940 York Circle NW
Ramsey, MN 55303

**RE: Notice of Early Termination of Lease for Tax ID 28-32-25-31-0020 and 28-32-25-31-0007**

Dear Mr. Bialon:

This correspondence is written notice of early termination of the lease dated October 24, 2018 by the City of Ramsey and Todd Bialon. Section 2 of the lease provides for early termination of the lease by the Landlord without cause at any time with one year's written notice. The lease will terminate one year after the date of this written notice and Tenant must have vacated the property by that date. Please contact me if you have any questions at 763-433-9845 or bhagen@cityoframsey.com.

Sincerely,

Brian Hagen, City Administrator

Attachment: Lease Dated October 24, 2018

# LEASE AGREEMENT

**This Lease Agreement**, dated this 24th day of October, 2018, (this "Lease") by and between the **CITY OF RAMSEY**, Anoka County, Minnesota, a Minnesota municipal corporation ("Landlord") and **Todd Bialon** ("Tenant").

## 1. LEASED PROPERTY:

Premises. The lease premises consists of 32,626 square feet of paved parking surface space located on Parcel 1 and Parcel 2 immediately east of 7551 Highway 10 NW in Ramsey

; as identified by the following Anoka County property identification numbers:

a. Parcel 1 – PIN 28-32-25-31-0020

b. Parcel 2 – PIN 28-32-25-31-0007

The legal descriptions for Parcel 1 and Parcel 2 are as set forth in Anoka County property records. To the extent those records conflict with the legal descriptions in the Lease Data Sheet for Parcel 1 and Parcel 2, the property records control.

## 2. TERM:

**Term**. The term of this lease is for a period of five years commencing on the 3rd day of November, 2018 (sometimes called "the Commencement Date") and expiring the 2nd day of November, 2023 (sometimes called "Expiration Date"), unless sooner terminated as hereinafter provided.

**Early Termination**. Notwithstanding Term described in 2(a) and 2(b) above, Landlord and Tenant reserve the right to terminate this Lease without cause at any time with one year's written notice.

**Option to Renew.** Tenant shall notify Landlord, in writing, at least sixty (60) days before the Expiration Date of Tenant's intent to renew the Lease Term for an additional thirty six (36) months ("Option Period "). Monthly rent in the Option Period shall be equal to the monthly rent in the last year of the initial lease term.

## 3. BASE RENT:

a. **Rent.** Tenant shall pay Landlord, a total monthly rent payment in advance without offset, deduction or demand, as follows:

| | |
|---|---|
| $1,762.00 | per month on November 3, 2018 and a like amount on each first day of the month thereafter through November 2, 2019; and |
| $1,806.00 | per month on November 3, 2019 and a like amount on each first day of the month thereafter through November 2, 2020; and |

$1,851.00 per month on November 3, 2020, and a like amount on each first day of the month thereafter through November 2, 2021; and

$1,897.00 per month on November 3, 2021 and a like amount on each first day of the month thereafter through November 2, 2022; and

$1,945.00 per month on November 3, 2022 and a like amount on each first day of the month thereafter through November 2, 2023.

The rent described in paragraph 3 is hereinafter referred to as the "Base Rent."

b. **Late Fee.** If Landlord does not receive rent by the tenth day of the month, Tenant must pay a late fee equal to five percent of the overdue rent payment as additional rent. Rent is deemed "paid" upon receipt by Landlord, not when mailed or sent by Tenant.

c. **Real Estate Tax Increase.** Notwithstanding the Base Rent described above, in the event the annual real estate property taxes levied against the Leased Property exceed 50% of the annual Base Rent, the Base Rent shall be increased so that the annual real estate property taxes is never greater than 50% of Base Rent. To effectuate this minimum rent requirement, the monthly Base Rent due on the next succeeding June 1 of the year in which the real estate property tax increase is effective, and each succeeding first day of the month thereafter, shall be increased to equal one 1/12 of the annual real estate property taxes then levied against the Leased Property, greater than 50% of Base Rent.

**4. ADDITIONAL RENT:**

a. **Operating Expenses**. Tenant shall pay all operating expenses including utilities incurred by Tenant in operating the Leased Property. The term "Operating Expenses" includes but is not limited to the maintenance, repair and operation of utilities and lighting, parking and landscaped areas and signs, as well as snow removal and non-structural repair and maintenance of the exterior of the building, all associated with the premises being rented. Failure to pay operating expenses when due shall constitute a default under this lease.

The payment of the sums set forth in this paragraph 4 shall be in addition to the Base Rent payable pursuant to paragraph 3 of this Lease. If Tenant fails to pay the Operating Expenses when due, Landlord may pay same and the same shall be immediately due to Landlord from Tenant together with 10% interest per annum.

The above is sometimes called the "Additional Rent."

b. Tenant shall not be responsible for the payment of any real estate taxes. Real estate taxes shall be the sole responsibility of Landlord, except as required in paragraph 3.

**5. COVENANTS TO PAY RENT:**

The covenants of Tenant to pay the Base Rent and the Additional Rent are each independent of any other covenant, condition, provision or agreement contained in this Lease. All rents are

payable to Landlord at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota, or such other place as Landlord may designate.

## 6. UTILITIES:

Tenant shall provide mains and conduits to supply electricity to the Leased Property. Tenant shall pay, when due, all charges for garbage disposal, refuse removal, electricity, telephone and/or other utility services or energy source furnished to the Leased Property during the term of this Lease, or any renewal or extension thereof. In addition, Tenant shall be responsible to pay the City of Ramsey's quarterly storm water utility charge. If Landlord elects to furnish any of the foregoing utility services or other services furnished to Tenant, then the rate charged by Landlord shall not exceed the rate Tenant would be required to pay to a utility company or service company furnishing any of the foregoing utilities or services. The charges thereof shall be deemed Additional Rent in accordance with paragraph 4. Tenant shall not be entitled to any abatement or reduction of Base Rent by reason of Landlord's failure to furnish any of the foregoing utilities when such failure is caused by accident, breakage, repairs (including replacements), strikes, lockouts or other labor disturbances or labor disputes of any character, or for any other causes.

## 7. CARE AND REPAIR OF LEASED PROPERTY:

Tenant shall, at all times throughout the term of this Lease, including any renewals and extensions, and at its sole expense, keep and maintain the Leased Property in a clean, safe, sanitary and first class condition and in compliance with all applicable laws, codes, ordinances, rules and regulations. Tenant's obligations hereunder shall include but not be limited to the maintenance and repair of all lighting and equipment, fixtures, motors and machinery including the overhead door opening systems, all interior walls, partitions, doors and windows, including the regular painting thereof, all exterior entrances, windows and doors and the replacement of all broken glass. Tenant shall keep and maintain all portions of the Leased Property and the sidewalk and areas adjoining the same in a clean and orderly condition, free of accumulation of dirt, rubbish, snow and ice. Tenant shall be responsible for all outside maintenance of the Leased Property, including grounds and parking areas. Tenant shall properly utilize, maintain and repair the septic system and associated drain field. No parking of any vehicles or equipment is allowed on the drain field.

If Tenant fails, refuses or neglects to maintain or repair the Leased Property as required in this Lease after notice shall have been given Tenant, in accordance with paragraph 31 of this Lease, Landlord may make such repairs without liability to Tenant for any loss or damage that may accrue to Tenant's merchandise, fixtures or other personal property or to Tenant's business by reason thereof, and upon completion thereof, Tenant shall pay to Landlord all costs incurred by Landlord in making such repairs upon presentation to Tenant of bill therefore.

Landlord shall repair, at its expense, the structural portions of the Leased Property, provided, however, where structural repairs are required to be made by reason of the acts of Tenant, the costs thereof shall be borne by Tenant and payable by Tenant to Landlord upon demand.

## 8. SIGNS:

Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, or visible from the exterior of the Leased Property, must be approved in advance by Landlord and installed at Tenant's expense and be in compliance with all City of Ramsey sign code regulations. Tenant may not post any political signs in relation to City, School District, County, or State elections or policy initiatives. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge Tenant the expense incurred for such removal.

## 9. ALTERATIONS, INSTALLATION, FIXTURES:

a. **AS IS Condition**. Except as may be expressly modified herein, Tenant leases the Leased Property in an 'AS IS" condition and Landlord shall not be responsible for any repairs or modifications thereto.

b. Except as hereinafter provided, Tenant shall not make any alternation, additions, or improvements in or to the Leased Property or add, disturb or in any way change any plumbing or wiring therein without the prior written consent of Landlord. In the event alterations are required by any governmental agency by reason of the use and occupancy of the Leased Property by Tenant, Tenant shall make such alterations at its own cost and expense after first obtaining Landlord's approval of plans and specifications therefore and furnishing such indemnification as Landlord may reasonably require against liens, costs, damages and expenses arising out of such alterations. Alterations or additions by Tenant must be done in compliance with all laws, ordinances and governmental regulations affecting the Leased Property and Tenant shall warrant to Landlord that all such alterations, additions, or improvements shall be in strict compliance with all relevant laws, ordinances, governmental regulations, and insurance requirements. Construction of such alterations or additions shall commence only upon Tenant obtaining and exhibiting to Landlord the requisite approvals, licenses and permits and indemnification against liens. All alterations, installations, physical additions or improvements to the Leased Property made by Tenant shall at the option of Landlord become the property of Landlord and shall be either removed by Tenant at Tenant's sole cost or surrendered to Landlord upon the termination of this Lease; provided, however, this clause shall not apply to movable equipment or furniture owned by Tenant which may be removed by Tenant at the end of the term if this Lease is not then in default.

## 10. POSSESSION:

Except as hereinafter provided Landlord shall deliver possession of the Leased Property to Tenant in the condition required by this Lease on or before the Commencement Date, but delivery of possession prior to or later than such Commencement Date shall not affect the expiration date of this Lease. The rentals herein reserved shall commence on the date when possession of the Leased Property is delivered by Landlord to Tenant. Any occupancy by Tenant prior to the beginning of the term shall in all respects be the same as that of Tenant under this Lease. Landlord shall have no responsibility or liability for loss or damage to fixtures, facilities or equipment installed or left on the Leased Property. If Leased Property is not ready for occupancy by Commencement Date and possession is later than Commencement Date, rent shall

begin on date of possession. If for any reason, Landlord cannot deliver possession of the Leased Property to Tenant by the Commencement Date, in no event shall landlord be subject to any liability for a delay in delivery and such failure shall not affect the validity of this Lease or the obligations of tenant under, and Tenant's remedies for such delay shall be limited to termination of this Lease in the event that Landlord fails to deliver the Leased Property to Tenant within 30 days of the Commencement Date.

## 11. SECURITY AND DAMAGE DEPOSIT:

Tenant contemporaneously with the execution of this Lease, has deposited with Landlord the sum of One Thousand Seven Hundred Sixty-two and 00/100 Dollars ($1,762.00), receipt of which is hereby acknowledged by Landlord, which deposit is to be held by Landlord, as a security and damage deposit for the faithful performance by Tenant during the term hereof or any extension hereof. Prior to the time when Tenant shall be entitled to the return of this security deposit, Landlord may commingle such deposit with Landlord's own funds and to sue such security deposit for such purpose as Landlord may determine. In the event of the failure of Tenant to keep and perform any of the terms, covenants and conditions of this Lease to be kept and performed by Tenant during the term hereof or any extension hereof, then Landlord, either with or without terminating this Lease may (but shall not be required to) apply such portion of said deposit as may be necessary to compensate or repay Landlord for all losses or damages sustained or to be sustained by Landlord due to such breach on the part of Tenant, including, but not limited to overdue and unpaid rent, any other sum payable by Tenant to Landlord pursuant to the provisions of this Lease, damages or deficiencies in the reletting of the Leased Property, and reasonable attorney's fees incurred by Landlord. Should the entire deposit or any portion thereof, be appropriated and applied by Landlord, in accordance with the provisions of this paragraph, Tenant upon written demand by landlord, shall remit forthwith to Landlord a sufficient amount of cash to restore said security deposit to the original sum deposited, and tenant's failure to do so within five (5) days after receipt of such demand shall constitute a breach of this Lease. Said security deposit shall be returned to Tenant, less any depletion thereof as the result of the provisions of this paragraph, at the term of this Lease or upon the earlier termination of this Lease. Tenant shall have no right to anticipate return of said deposit by withholding any amount required to be paid pursuant to the provision of this Lease or otherwise.

## 12. USE:

The Leased Property shall be used and occupied by Tenant solely for the purposes of the sale of vehicles and such use by Tenant shall at all times be in full compliance with all applicable laws, ordinances and governmental regulations affecting the Leased Property. The use shall include outside parking of customer and employee vehicles. Parking of vehicles and equipment shall be permitted only on paved areas on the Lease Property. In no event are vehicles or equipment to be parked within the area overlying the septic system. The Leased Property shall not be used in such manner that, in accordance with any requirement of law or of any public authority, Landlord shall be obligated on account of the purpose or manner of said use to make any addition or alteration to or in the Leased Property. The Leased Property shall not be used in any manner which will increase the rates required to be paid for public liability or for fire and extended coverage insurance covering the Leased Property. Tenant shall occupy the Leased Property, conduct its business and control its agents, employees, invitees and visitors in such a

way as is lawful and reputable, and will not permit or create any nuisance, noise, odor, or otherwise interfere with, annoy or disturb any other Tenant in the Leased Property in its normal business operations or Landlord in its management of the Leased Property. Tenant's use of the Leased Property shall conform to all Landlords' rules and regulations relating to the use of the Leased Property as listed on Exhibit A attached hereto.

## 13. ACCESS TO LEASED PROPERTY:

The Tenant agrees to permit Landlord and the authorized representatives of Landlord to enter the Leased Property at all times during usual business hours for the purpose of inspecting the same and making any necessary repairs to the Leased Property and performing any work therein that may be necessary to comply with any laws, ordinances, rules, regulations or requirements of any public authority or of the Board of Fire Underwriters or any similar body or that Landlord may deem necessary to prevent waste or deterioration in connection with the Leased Property. Nothing herein shall imply any duty upon the part of Landlord to do any such work that, under any provision of this Lease, Tenant may be required to perform and the performance thereof by Landlord shall not constitute a waiver of Tenant's default in failing to perform the same. The Landlord may, during the progress of any work in the Leased Property, keep and store upon the Leased Property all necessary materials, tools and equipment. The Landlord shall not in any event be liable for inconvenience, annoyance, disturbance, loss of business, or other damage of Tenant by reason of making repairs or the performance on any work in the Leased Property, or on account of bringing materials, supplies and equipment into or through the Leased Property during the course thereof and the obligations of Tenant under this Lease shall not thereby be affected in any manner whatsoever.

Landlord reserves the right to enter upon the Leased Property at any time in the event of an emergency and at reasonable hours to exhibit the Leased Property to prospective Tenants and to display "For Lease" or similar signs on windows or doors in the Leased Property during the last one hundred eighty (180) days of the term of this Lease, all without hindrance or molestation by Tenant.

## 14. EMINENT DOMAIN:

In the event of any eminent domain or condemnation proceeding or private sale in lieu thereof in respect to the Leased Property during the term thereof, the following provisions shall apply:

a. **Leased Property Acquired** If the whole of the Leased Property shall be acquired or condemned by eminent domain for any public or quasi-public use or purpose, then the term of this Lease shall cease and terminate as of the date possession shall be taken in such proceeding and all rentals shall be paid up to that date. Notwithstanding the above, Landlord, upon receipt of written notice of a condemnation proceeding regarding the Property being filed in a Court of competent jurisdiction, shall forth with notify Tenant in writing of said Notice. Upon receipt of same, Tenant shall have the right to terminate the Lease upon 30 days written notice to Landlord.

b. **Part of Leased Property Acquired.** If any part constituting less than the whole of the Leased Property shall be acquired or condemned as aforesaid, and in the event that such

partial taking or condemnation shall materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, then the term of this Lease shall cease and terminate as of the date possession shall be taken by the condemning authority and rent shall be paid to the date of such termination.

In the event of a partial taking or condemnation of the Leased Property which shall not materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, this Lease shall continue in full force and effect but with a proportionate abatement of the Base Rent and Additional Rent based on the portion if any, of the Leased Property taken. Landlord reserves the right, at its option, to restore the Leased Property to substantially the same condition as they were prior to such condemnation. In such event, Landlord shall give written notice to Tenant within 30 days following the date possession shall be taken by the condemning authority, of Landlord's intention to restore. Upon Landlord's notice of election to restore, Landlord shall commence restoration and shall restore the Leased Property with reasonable promptness, subject to delays beyond Landlord's control and delays in the making of condemnation or sale proceeds adjustment by Landlord; and Tenant shall have no right to terminate this Lease except as herein provided. Upon completion of such restoration, the rent shall be adjusted based upon the portion, if any, of the Leased Property restored.

c. **Tenant Waiver.** Subject to the notice provision in paragraph 13 a. above, in the event of any condemnation or taking as aforesaid, whether whole or partial, Tenant shall not be entitled to any part of the award paid for such condemnation and Landlord is to receive the full amount of such award, Tenant hereby expressly waives any right to claim to any part thereof.

d. **Tenant Damages.** Although all damages in the event of any condemnation shall belong to Landlord whether such damages are awarded as compensation for diminution in value of the leasehold or to the fee of the Leased Property, Tenant shall have the right to claim and recover from the condemning authority, but not from Landlord, such compensation as may be separately awarded or recoverable by Tenant in Tenant's own right on account of any and all damage to Tenant's business by reason of the condemnation and of or on account of any cost or loss to which Tenant might be put in removing Tenant's merchandise, furniture, fixtures, leasehold improvements and equipment. However, Tenant shall have no claim against Landlord or make any claim with the condemning authority of the loss of its leasehold estate, any unexpired term of loss of any possible renewal or extension of said lease or loss of any possible value of said lease, any unexpired term, renewal or extension of said Lease.

## 15. DAMAGE OR DESTRUCTION:

In the event of any damage or destruction to the Leased Property by fire or other cause during the term hereof, the following provisions shall apply:

a. **Significant Damages.** If the Leased Property is damaged by fire or any other cause to such extent that the cost of restoration, as reasonably estimated by Landlord, will equal or exceed twenty percent (20%) of the replacement value of the Leased Property (exclusive of foundations) just prior to the occurrence of the damage, then Landlord may, no later than the sixtieth ($60^{th}$) day following the damage, give Tenant written notice of Landlord's election to terminate this Lease.

b. **Date of Termination.** In the event Landlord elects to terminate this Lease, it shall be deemed to terminate on the date of the occurrence of damage or destruction and all rentals shall be paid up to that date. Tenant shall have no claim against Landlord for the value of any unexpired term of this Lease except for prepaid rent.

Notwithstanding anything contained in this paragraph 14 to the contrary, Landlord shall only be obligated to restore the Leased Property to the extent of the insurance proceeds actually received, but if the insurance proceeds actually received do not permit Landlord to restore the Leased Property, Landlord shall so notify Tenant and either Landlord or Tenant may terminate this Lease by written notice given within 60 days after Landlord's notice. If Landlord restores the Leased Property in accordance with the provisions of this Section, then Tenant shall not have any right to terminate this Lease because of such damage pursuant to (i) any common law rights, (ii) Minnesota Statutes §504.131 as now in effect or as it may be hereafter amended or supplemented, or (iii) any comparable right established b a similar statute.

c. **Tenant Repair of Significant Damages.** In the event Landlord elects to terminate this Lease, the Tenant may make a written proposal to repair Significant Damages to the Leased Property at the sole cost of the Tenant, within 10 days of the Landlord's original notice outlined in Section 15, Paragraph A. The Landlord shall retain full discretion to reject or accept the Tenant's proposal to repair Significant Damages.

**16. CASUALTY INSURANCE:**

a. **Landlord and Tenant Obligations.** Landlord shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring the Leased Property against loss or damage by fire, explosion or other insurable hazards and contingencies for the full insurance value, provided that Landlord shall not be obligated to insure any furniture, equipment, machinery, goods or supplies not covered by this Lease which Tenant may bring upon the Leased Property or any additional improvements which Tenant may construct or install on the Leased Property. Tenant shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring its property of whatever nature against loss or damage by fire, expulsion or other insurable hazards and contingencies for the full insurable value of said Tenant's property, including Tenants improvements to the Leased Property and Tenant's personal Property.

b. **Tenant Restriction.** Tenant shall not carry any stock of goods or do anything in or about the Leased Property which will in any way impair or invalidate the obligation of the insurer under any policy of insurance required by this Lease.

c. **Waiver of Liability.** Landlord hereby waives and releases all claims, liabilities and causes of action against Tenant and its agents, servants and employees for loss or damage to, or destruction of, the Leased Property or any portion thereof, including the buildings and other improvements situated thereon, resulting from fire, explosion and other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. Likewise, Tenant hereby waives and releases all claims, liabilities and causes of

action against Landlord and its agents, servants and employees for loss or damage to, or destruction of, any of the improvements, fixtures, equipment, supplies, merchandise and other Leased Property, whether that of Tenant or of others, upon or about the Leased Property resulting from fire, explosion or the other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. The waiver shall remain in force whether or not Tenant's insurer shall consent thereto.

d. **Tenant Payment.** In the event that the use of the Leased Property by Tenant increases the premium rate for insurance carried by Landlord, Tenant shall pay Landlord, upon demand, the amount of such premium increase. If tenant installs any electrical equipment that overloads the power lines to the building or its wiring, Tenant shall, at its own expense, make whatever changes are necessary to comply with the requirements of the insurance underwriter, insurance rating bureau and governmental authorities having jurisdiction.

## 17. PUBLIC LIABILITY INSURANCE:

Tenant shall during the term hereof keep in full force and effect at its expense a policy or policies of public liability insurance with respect to the Leased Property and the business of Tenant, on terms with companies approved in writing by Landlord, in Landlord and Landlord's designees are named as additional insured under prudent limits of liability not less than: $500,000.00 for injury/death to any one person; $1,000,000.00 for injury/death to more than one person, and $500,000.00 with respect to damage to Leased Property. Such policy(ies) shall: (i) provide that such policies are primary and landlord's policy(ies) are noncontributing; (ii) include a cross-liability endorsement, and (iii) require that at least 30 days prior written notice must be given to Landlord prior to cancellation, expiration or material adverse changes to such policy(ies). Tenant shall furnish evidence satisfactory to Landlord at the time this Lease is executed that such coverage is in full force and effect.

## 17A. DEFAULT OF TENANT:

a. **Failure to Pay Rent.** In the event of any failure of Tenant to pay any rent due within ten (10) days after the rent is due, or any failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by Tenant for more than 20 days after written notice of such failure shall have been given to Tenant, or if Tenant or an agent of Tenant shall falsify any report required to be furnished to Landlord pursuant to the terms of this Lease, or if Tenant or any guarantor of this Lease shall become bankrupt or insolvent, or file any debtor proceedings or any person shall take or have against Tenant or any guarantor of this Lease in any court pursuant to any statute either of the United States or of any state a petition of bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a portion of Tenant's or any such guarantor's Leased Property, or if Tenant or any such guarantor makes an assignment for the benefit of creditors, or petitions for or enters into an arrangement, or if Tenant shall abandon the Leased Property or suffer this Lease to be taken under any writ of execution, then in any such event Tenant shall be in default hereunder, and Landlord, in addition to other rights of remedies it may have, shall have the immediate right of re-entry and may remove all personal property from the Leased Property and store it in a public warehouse or elsewhere at Tenant's cost without service of notice or resort to legal process and

without being guilty of trespass, or becoming liable for any loss or damage which may be occasioned thereby.

b. **Landlord's Rights.** Should Landlord elect to re-enter the Leased Property, as herein provided, or should it take possession of the Leased Property pursuant to legal proceedings or pursuant to any notice provided for by law, it may either terminate this Lease or it may from time to time, without terminating this Lease, make such alterations and repairs as may be necessary in order to relet the Leased Property, and relet the Leased Property or any part thereof upon such term or terms (which may be for a term extending beyond the term of this Lease) and at such rental or rentals and upon such other terms and conditions as Landlord in its sole discretion may deem advisable. Upon each such subletting all rentals received by Landlord from such reletting shall be applied first to the payment of any indebtedness other than rent due hereunder from Tenant to Landlord; second, to the payment of any costs and expenses of such reletting, including brokerage fees and attorney's fees and costs of such alterations and repairs; third, to the payment of the rent due and unpaid payment of future rent as the same may become due and payable hereunder. If such rentals received from such reletting during any month be less than that to be paid during that month by Tenant hereunder, possession of the Leased Property by Landlord shall be construed as an election on its part to terminate this Lease unless a written notice of such intention be given to Tenant or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such reletting without termination, Landlord may at any time after such re-entry and reletting elect to terminate this Lease for any such breach, in addition to any other remedies it may have, it may recover from Tenant all damages it may incur by reason of such breach, including the cost of recovering the Leased Property, reasonable attorney's fees, and including the worth at the time of such termination of the excess, if any, of the amount of rent and charges equivalent to rent reserved in this Lease for the remainder of the stated term, minus the amount of rental loss which Tenant proves could have been reasonably avoided, all of which amounts shall be immediately due and payable from Tenant to Landlord. Landlord shall also be entitled to any other amounts necessary to compensate Landlord for all detriment proximately caused by Tenant's failure to comply with the requirements of this Lease.

c. **Landlord May Cure Default.** Landlord may, at its option, instead of exercising any other rights or remedies available to it in this Lease or otherwise by law, statute or equity spend such money as is reasonably necessary to cure any default of Tenant herein and the amount so spent, and costs incurred, including attorney's fees incurring such default, shall be paid by Tenant, and additional rent, upon demand.

d. **Tenant Payment.** In the event suit is brought for recovery of possession of the Leased Property, for the recovery of rent of any other amount due under the provisions of this Lease, or because of the breach of any other covenant herein contained on the part of Tenant to be kept or performed, and a breach shall be established, Tenant shall pay to Landlord all expenses incurred therefore, including a reasonable attorney's fee, together with interest on all such expenses at a reasonable the rate of interest from the date of such breach of the covenants of this Lease.

e. **Waiver of Rights of Redemption.** Tenant hereby expressly waives any and all rights of redemption granted by or under any present or future laws in the event of Tenant being

evicted or dispossessed for any cause, or in the event of Landlord obtaining possession of the Leased Property, by reason of the violation by Tenant of any of the covenants or conditions of this Lease, or otherwise. Tenant also waives any demand for possession of the Leased Property, and any demand for payment of rent and any notice of intent to re-enter the Leased Property, or of intent to terminate this Lease, other than the notices above provided in this paragraph, and waives any and every other notice or demand prescribed by any applicable statutes or laws.

f. **No Exclusive Remedy.** No remedy herein or elsewhere in this Lease or otherwise by law, statute or equity, conferred upon or reserved to Landlord or Tenant shall be exclusive of any other remedy, but shall be cumulative, and may be exercised from time to time and as often as the occasion may arise.

## 17B. DEFAULT OF LANDLORD:

**Landlord Payment.** In the event suit is brought by the Tenant because of the breach of any covenant herein contained on the part of Landlord to be kept or performed, and a breach shall be established, Landlord shall pay to Tenant all expenses incurred therefore, including reasonable attorney's fees, together with interest on all such expenses at the rate of interest established pursuant to Minnesota Statutes section 549.09 from the date of such breach of the covenants of this Lease.

## 18. BUSINESS REGISTRATION CERTIFICATE (BRC):

The City of Ramsey requires that every business obtain a Business Registration Certificate/Business License (BRC) annually in order to operate in the City. The BRC application must be received 30 days PRIOR to your intended occupancy in the city. Upon receipt of the application and required fee, City staff will review the application and determine if the business is in compliance with City and the Minnesota State Building and Fire Codes. Upon receipt of your approved BRC, you will then be able to occupy your space and operate your business. The BRC must be displayed in a location that can be viewed by the public.

## 19. INDEMNITY & HOLD HARMLESS:

Except to the extent that liability for damages or loss is caused by the gross negligence of Landlord, its agents or employees, Tenant shall indemnify, protect, defend (at Landlord's request and with counsel approved by Landlord) and hold Landlord and each of its respective officers and employees harmless from and against every demand, claim, cause of action, judgment and expense, including, but not limited to, reasonable attorney's fees and disbursements of counsel, whether suit is initiated or not, and all loss and damage arising from: (a) any injury, loss or damage to the person or property of Tenant, or to any other person rightfully in the Leased Property, specifically including the owners who are renting space in the Leased Property for the storage of boats, RV vehicles and other similar type recreation equipment and vehicles stored in the Leased Property, (i) occurring in or about the Leased Property, or (ii) caused by the negligence or misconduct of Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors, or (iii) resulting from the violation of any legal requirements or the provisions of this Lease by Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors; (b) any loss or damage, however

caused, to books, records, computer or other electronic equipment or data or media, files, artwork, money, securities, negotiable instruments or papers in the Leased Property; or (c) any loss or damage resulting from interference with or obstruction of deliveries to or from the Leased Property caused by Tenant or Tenant's affiliates or any of their respective employees, representatives, agents or contractors. All property kept, maintained or stored on the Leased Property shall be so kept, maintained or stored at the sole risk of Tenant. If any mechanic's lien is filed against any part of the Leased Property for work claimed to have been done for, or materials claimed to have been furnished to Tenant, such mechanic's lien shall be discharged by Tenant within ten (10) days thereafter, at Tenant's sole cost and expense, by the payment thereof or by making any deposit required by law or by posting a bond with such surety, in such amount and in such form as landlord deems proper. Tenant shall immediately notify Landlord of any mechanic's lien or other lien filed against the Leased Property or any part thereof by a contractor or subcontractor of Tenant or otherwise by reason of work claimed to have been done for or materials claimed to have been furnished to Tenant. If Tenant fails to remove such lien or post such bond within the ten (10) day period following the filing thereof, Landlord may, at its sole discretion and without waiving its right and remedies based on such breach by Tenant and without releasing Tenant from any of its obligations, cause such lien to be released by any means it shall deem proper, including payment in satisfaction of the claim giving rise to such lien. Tenant shall, in such event, pay to Landlord at once, upon notice by Landlord, any sum paid by Landlord to remove such lien, together with interest at a reasonable rate from the date of such payment by Landlord. Landlord shall have the right at all times to post and keep posted on the Leased Property any notices permitted or required by applicable law, or that Landlord shall deem proper for the protection of Landlord, the Leased Property, the property of and any other party having an interest therein, from liens. All material suppliers, contractors, artisans, mechanics, laborers and other parties contracting with Tenant for the furnishing of any labor, services, materials, supplies or equipment with respect to any portion of the Leased Property are hereby charged with notice that they must look solely to Tenant for payment of the same and Tenant's purchase orders, contracts and subcontracts in connection therewith must clearly state this requirement.

**20. NON-LIABILITY:**

Subject to the terms and conditions of paragraph 14 hereof, Landlord shall not be liable for damage to any property of Tenant or of others located on the Leased Property specifically including the Tenant's and Tenant's customers' equipment, golf carts, vehicles, and other similar types of recreation equipment stored in the Leased Property, nor for the loss of or damage to any property of Tenant or of others by theft or otherwise. Landlord shall not be liable for any injury or damage to persons or property resulting from fire, explosion, falling plaster, steam, gas, electricity, water, rain or snow or leaks from any part of the Leased Property or from the pipes, appliances, or plumbing works or from the roof, street or subsurface or from any other place or by dampness or by any other cause of whatsoever nature. Landlord shall not be liable for any such damage caused by Tenants or persons in the Leased Property, occupants of adjacent property, of the buildings, or the public or caused by operations in connection of any private, public or quasi-public work. Landlord shall not be liable for any latent defect in the Leased Property. All property of Tenant kept or stored on the Leased Property shall be so kept or stored at the risk of Tenant only and Tenant shall hold Landlord harmless from any claims arising out of damage to the same, including subrogation claims by Tenant's insurance carrier.

## 21. ASSIGNMENT OR SUBLETTING:

Tenant agrees to use and occupy the Leased Property throughout the entire term hereof for the purpose or purposes herein specified and for no other purposes, in the manner and to substantially the extent now intended, and not to assign, sublet, license, concession or otherwise transfer this Lease or Tenant's rights in the Leased Property, or any part thereof, whether by voluntary act, operation of law, or otherwise, without obtaining the prior written consent of Landlord in each instance. Tenant shall seek such consent of Landlord by a written request therefore, setting forth such information as Landlord may deem necessary. Consent by Landlord to any assignment of this Lease or to any subletting of the Leased Property shall not be a waiver of Landlord's rights under this paragraph as to any subsequent assignment or subletting. Landlord's rights to assign this Lease are and shall remain unqualified. No such assignment or subleasing shall relieve Tenant from any of Tenant's obligations in this Lease contained, nor shall any assignment or sublease or other transfer of this Lease be effective unless the assignees, subtenant or transferee shall at the time of such assignment, sublease or transfer, assume in writing for the benefit of Landlord, its successors or assigns, all of the terms, covenants and conditions of this Lease thereafter to be performed by Tenant and shall agree in writing to be bound thereby. Should Tenant sublease in accordance with the terms of this Lease, fifty percent (50%) of any increase in rent received by Tenant over the per square foot rental rate which is being paid by Tenant shall be forwarded to and retained by Landlord, which increase shall be in addition to the Base Rent and Additional Rent due landlord under this Lease.

## 22. ATTORNMENT:

In the event of any sale, transfer or assignment of Landlord's interest in the Leased Property, or this Lease, or if the Leased Property comes into custody or possession of a mortgagee or any other party whether because of a mortgage foreclosure, or otherwise, Tenant shall attorn to such assignee or other party and recognize such party as Landlord hereunder; provided, however, Tenant's peaceable possession will not be disturbed so long as Tenant faithfully performs it obligations under this Lease. Tenant shall execute, on demand, any attornment agreement required by any such party to be executed, containing such provisions and such other provisions as such party may require.

## 22. SUCCESSORS AND ASSIGNS:

The terms, covenants and conditions hereof shall be binding upon and inure to the successors and assigns of the parties hereto.

## 23. REMOVAL OF FIXTURES:

Notwithstanding anything contained in paragraph 8, paragraph 29 or elsewhere in this Lease, if Landlord requests then Tenant will promptly remove at the sole cost and expense of Tenant all fixtures, equipment and alterations made by Tenant simultaneously with vacating the Leased Property and Tenant will promptly restore the Leased Property to the condition that existed immediately prior to said fixtures, equipment and alterations having been made all at the sole cost and expense of Tenant.

**24. QUIET ENJOYMENT:**

Landlord warrants that it has full right to execute and to perform this Lease and to grant the estate demised, and that Tenant, upon payment of the rents and other amounts due and the performance of all the terms, conditions, covenants and agreements on Tenant's part to be observed and performed under this Lease, may peaceably and quietly enjoy the Leased Property for the business uses permitted hereunder, subject, nevertheless, to the terms and conditions of this Lease.

**25. RECORDING:**

Tenant shall not record this Lease without the written consent of Landlord. However, upon the request of either party hereto, the other party shall join in the execution of the Memorandum lease for the purposes of recordation. Said Memorandum lease shall describe the parties, the Leased Property and the term of the Lease and shall incorporate this Lease by reference.

**26. OVERDUE PAYMENTS:**

All monies due under this Lease from Tenant to Landlord shall be due on demand, unless otherwise specified and if not paid when due, shall result in the imposition of a service charge for such late payment in the amount of five percent (5%) of the amount due.

**27. SURRENDER:**

On the Expiration Date or upon the termination hereof upon a day other than the Expiration Date, Tenant shall peaceably surrender the Leased Property broom-clean in good order, condition and repair, reasonable wear and tear only excepted. On or before the Expiration Date or upon termination of this Lease on a day other than the Expiration Date, Tenant shall, at its expense, remove all trade fixtures, personal property and equipment and signs from the Leased Property and any not removed shall be deemed to have been abandoned. Any damage caused by removal of such items shall be repaired by Tenant at its expense. All alterations, additions, improvements and fixtures (other than trade fixtures) which shall have been made or installed by Landlord or Tenant upon the Leased Property and all floor covering so installed shall at the option of Landlord remain upon and be surrendered with the Leased Property as a part thereof, without disturbance, molestation or injury, and without charge, at the expiration or termination of this Lease. If the Leased Property is not surrendered on the Expiration Date or the date of termination, Tenant shall indemnify Landlord against loss or liability, claims, without limitation, made by any succeeding Tenant founded on such delay. Tenant shall promptly surrender all keys for the Leased Property to Landlord at the place then fixed for payment of rent and shall inform Landlord of combinations of any locks and safes on the Leased Property.

**28. HOLDING OVER:**

In the event of a holding over by Tenant after expiration or termination of this Lease without the consent in writing of Landlord, Tenant shall be deemed a Tenant at sufferance and shall pay rent for such occupancy at the rate of twice the lease-current aggregate Base and Additional Rent, prorated for the entire holdover period, plus all attorney's fees and expenses incurred by Landlord in enforcing its rights hereunder, plus any other damages occasioned by such holding

over. Except as otherwise agreed, any holding over with the written consent of Landlord shall constitute Tenant as a month-to-month Tenant.

**29. ABANDONMENT:**

In the event Tenant shall remove its fixtures, equipment or machinery or shall vacate the Leased Property or any part thereof prior to the Expiration Date of this Lease, or shall discontinue or suspend the operation of its business conducted on the Leased Property for a period of more than thirty (30) consecutive days (except during any time when the Leased Property may be rendered untenantable by reason of fire or other casualty), then in any such event Tenant shall be deemed to have abandoned the Leased Property and Tenant shall be in default under the terms of this Lease.

**30. CONSENTS BY LANDLORD:**

Whenever provision is made under this Lease for Tenant securing the consent or approval by Landlord, such consent or approval shall only be in writing.

**31. NOTICES:**

Any notice required or permitted under this Lease shall be deemed sufficiently given or secured if sent by registered or certified return receipt mail to Tenant at 15940 York Circle NW, Ramsey, Minnesota 55303, and to Landlord at the address then fixed for the payment of rent as provided in paragraph 5 of this Lease, and either party may by like written notice at any time designate a different address to which notices shall subsequently be sent or rent to be paid.

**32. RULES AND REGULATIONS:**

Tenant shall observe and comply with the rules and regulations as Landlord may prescribe and as listed on Exhibit A attached hereto, on written notice to Tenant for the safety, care and cleanliness of the Leased Property.

**33. INTENT OF PARTIES:**

Except as otherwise provided herein, Tenant covenants and agrees that if it shall any time fail to pay any such cost or expenses, or fail to take out, pay for, maintain or deliver any of the insurance policies above required, or fail to make any other payment or perform any other act on its part to be made or performed as in this Lease provided, then Landlord may, but shall not be obligated so to do, and without notice to or demand upon Tenant and without waiving or releasing Tenant from any obligations of Tenant in this Lease contained, pay any such cost or expense, effect any such insurance coverage and pay premiums therefore, and may make any other payment or perform any other act on the part of Tenant to be made and performed as in this Lease provided, in such manner and to such extent as Landlord may deem desirable, and in exercising any such right, to also pay all necessary and incidental costs and expenses, employ counsel and incur and pay reasonable attorney's fees. All sums so paid by Landlord and all necessary and incidental costs and expenses in connection with the performance of any such act by Landlord, together with interest thereon at the a reasonable rate from the date of making of such expenditure, by Landlord, shall be deemed Additional Rent hereunder, and shall be payable to Landlord on demand. Tenant covenants to pay any such sum or sums with interest as

aforesaid and landlord shall have the same rights and remedies in the event of the non-payment thereof by Tenant as in the case of default by Tenant in the payment of the Base Rent payable under this Lease.

**34. GENERAL:**

a. **Landlord Tenant Relationship.** This Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between Landlord and Tenant, the sole relationship between the parties hereto being that of Landlord and Tenant.

b. **Effect of Waivers.** No waiver of any default of Tenant hereunder shall be implied from any omission by Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord shall not then be construed as a wavier of a subsequent breach of the same covenant, term or condition. The consent to or approval by Landlord of any act by Tenant requiring Landlord's consent or approval shall not waive or render necessary Landlord's consent to or approval of any subsequent similar act by Tenant. No action required or permitted to be taken by or on behalf of Landlord under the terms or provisions of this Lease shall be deemed to constitute an eviction or disturbance of Tenant's possession of the Leased Property. All preliminary negotiations are merged into and incorporated in this Lease. The laws of the State of Minnesota shall govern the validity, performance and enforcement of this Lease.

c. **Entire Agreement.** This Lease and the exhibits, if any, attached hereto and forming a part hereof, constitute the entire agreement between Landlord and Tenant affecting the Leased Property and there are no other agreements, either oral or written, between them other than are herein set forth. No subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and executed in the same form and manner in which this Lease is executed.

d. **Enforceability of Provisions.** If any agreement, covenant or condition of this Lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such agreement, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each agreement, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

e. **No Personal Obligations.** The obligations of Landlord under this Lease do not constitute the personal obligations of the individual officers or employees of Landlord. If Landlord shall fail to perform any covenant, term or condition of this Lease required of landlord, Tenant shall be required to deliver to Landlord written

notice of the same. If, as a consequence of such default, Tenant shall recover a money judgment against Landlord, such judgment shall be satisfied only out of the proceeds of sale received upon execution of such judgment and levied thereon against the right, title and interest of Landlord in the Leased Property and out of rent or other income from the Leased Property receivable by Landlord, or out of consideration received by Landlord from the sale or other disposition of all or any part of Landlord's right, title or interest in the Leased Property, and no action for any deficiency may be sought or obtained by Tenant.

**35. NO WASTE OR NUISANCE AND COMPLIANCE WITH LAWS:**

a. **Leased Property Use.** The Leased Property shall be used by and/or at the sufferance of Tenant only for the purpose set forth in paragraph 12 above and for no other purposes. Tenant shall not use or permit the use of the Leased Property in any manner that will tend to create waste or a nuisance. Tenant, its employees and all persons visiting or doing business with Tenant in the Leased Property shall be bound by and shall observe the reasonable rules and regulations as listed on Exhibit A attached hereto, made by Landlord relating to the Leased Property, of which notice in writing shall be given to Tenant, and all such rules and regulations shall be deemed to be incorporated into and form a part of this Lease.

b. **Obey Laws.** Tenant covenants throughout the Lease Term, at Tenant's sole cost and expense, promptly to comply with all laws and ordinances and the orders, rules and regulations and requirements of all federal, state and municipal governments and appropriate departments, commissions, boards, and officers thereof, and the orders, rules and regulations of the Board of Fire Underwriters where the Leased Property are situated, or any other body now or hereafter created with jurisdiction over the Leased Property, and whether or not the same require structural repairs or alterations, which may be applicable to the Leased Property, or the use or manner of use of the Leased Property. Tenant will likewise observe and comply with the requirements of all policies of public liability, fire and all other policies of insurance at any time in force with respect to the buildings and improvements on the Leased Property and the equipment thereof.

**36. HAZARDOUS MATERIAL:**

In the event any Hazardous material (hereinafter defined) is brought or caused to be brought into or onto the Leased Property by Tenant, Tenant shall handle any such material in compliance with all applicable federal, state and/or local regulations. For purposes of this paragraph, "Hazardous Material" means and includes any hazardous, toxic or dangerous waste, substance or material defined as such in (or for purposes of) the Comprehensive Environmental Response, Compensation, and Liability Act, and so-called "Superfund" or "Super lien" law, or any federal, state or local statute, law, ordinance, code, rule, regulation, order decree regulation, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic or dangerous waste, substance or material, as now or at any time hereafter in effect. Tenant shall submit to Landlord on annual basis copies of its approved hazardous materials communication plan, OSHA monitoring plan, and permits required by the Resource Recovery and Conservation Act of 1976, if Tenant is required to prepare, file or obtain any such plans or permits. Tenant will indemnify and hold harmless Landlord from any losses, liabilities, damages, costs or expenses

(including reasonable attorney's fees) which Landlord may suffer or incur as a result of Tenant's introduction into or onto the Leased Property, of any Hazardous Material. This paragraph shall survive the expiration or sooner termination of this Lease.

**37. CAPTIONS:**

The captions are inserted only as a mater of convenience and for reference, and in no way define, limit or describe the scope of this Lease nor the intent or any provision thereof.

**38. ATTACHMENTS:**

See the Exhibits attached hereto and made a part hereof.

| **Exhibit** | **Description** |
|---|---|
| Exhibit A | Leased Property Rules and Regulations |
| Exhibit B | Graphic Depiction of Leased Property |
| Exhibit C | Lease Guarantee by Todd Bialon |

**39. SUBMISSION:**

Submission of this instrument to Tenant or proposed Tenant or its agents or attorneys for examination, review, consideration or signature does not constitute or imply an offer to lease, reservation of space, or option to lease, and this instrument shall have no binding legal effect until execution hereof by both Landlord/Owner and Tenant or its agents.

**40. LEASE GUARANTEE:**

This Lease shall not be a valid legally binding agreement between the parties hereto until the Lease Guarantee by Todd Bialon, attached hereto as Exhibit C, has been executed.

**IN WITNESS WHEREOF**, landlord and Tenant have caused these presents to be executed in form and manner sufficient to bind them at law, as of the day and year first above written.

**LANDLORD:**

**CITY OF RAMSEY, a Minnesota Municipal Corporation**

By:_____
John LeTourneau, Acting Mayor

ATTEST:

By:_____
Kurt Ulrich, City Administrator

**TENANT:**

**Todd Bialon**

By:_____
Todd Bialon

**EXHIBIT A**
**TO LEASE AGREEMENT**
**DATED October 24, 2018**

## LEASED PROPERTY RULES AND REGULATIONS

1. Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, shall be installed at Tenant's sole cost and expense, and in such manner, character and style as Landlord may approve in writing. Anything herein to the contrary notwithstanding, signs shall be subject to Landlord's approval which may be withheld in Landlord's sole discretion. In the event of a violation of the foregoing by Tenant, landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

2. Tenant assumes full responsibility for protecting its space from theft, robbery and pilferage, which includes keeping doors locked and other means of entry to the Leased Property closed and secured after normal business hours.

3. Tenant shall comply with all applicable federal, state and municipal laws, ordinances and regulations, and building rules and shall not directly or indirectly make any use of the Leased Property which may be prohibited by any of the foregoing or which may be dangerous to persons or Leased Property or may increase the cost of insurance or require additional insurance coverage.

4. The Leased Property shall not be used for cooking (as opposed to heating of food), lodging, sleeping or for any immoral or illegal purpose.

5. Unless expressly permitted by Landlord, no additional locks or similar devices shall be attached to any door or window and no keys other than those provided by Landlord shall be made for any door. If more than two keys for one lock are desired by Tenant, Landlord may provide the same upon payment by Tenant. Upon termination of this Lease or of Tenant's possession, Tenant shall surrender all keys of the Leased Property and shall explain to Landlord all combination locks on safes, cabinets and vaults.

6. The restrooms, drinking fountains and other plumbing fixtures shall not be used for any purpose other than for which they are constructed, and no sweepings, rubbish, rags, coffee grounds or other substances shall be thrown therein. All damages resulting from any misuse of the fixtures shall be borne by Tenant who, or whose employees, agents, visitors or licensees have caused same. No person shall waste water by interfering or tampering with the faucets or otherwise.

7. Tenant shall be responsible for any damage to the building or the Leased Property of its employees or others and injuries sustained by any person whomsoever resulting from the use or moving of such articles in or out of the Leased Property, and shall make all repairs and improvements required by Landlord or governmental authorities in connection with the use or moving of such articles.

8. Wherever in these Leased Property Rules and Regulations the word "Tenant" occurs, it is understood and agreed that it shall mean Tenant's associates, employees, agents, clerks, invitees, and visitors. Wherever the word "Landlord" occurs, it is understood and agreed that it shall mean Landlord's assigns, agents, clerks, and visitors.

9. Landlord shall have the right to enter upon the Leased Property at all reasonable hours for the purpose of inspecting the same.

10. Landlord shall have the right to enter the Leased Property at hours convenient to Tenant for the purpose of exhibiting the same to prospective tenants.

11. Tenant shall be responsible for all repair and maintenance of mechanical systems and devices if any associated with the Leased Property, including, but not limited to the electrical system, and the garage door opening system.

12. Alterations of any nature to the Leased Property by Tenant costing in excess of $3,000.00 shall require written approval of Landlord. Such approval shall be at the sole discretion of Landlord. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

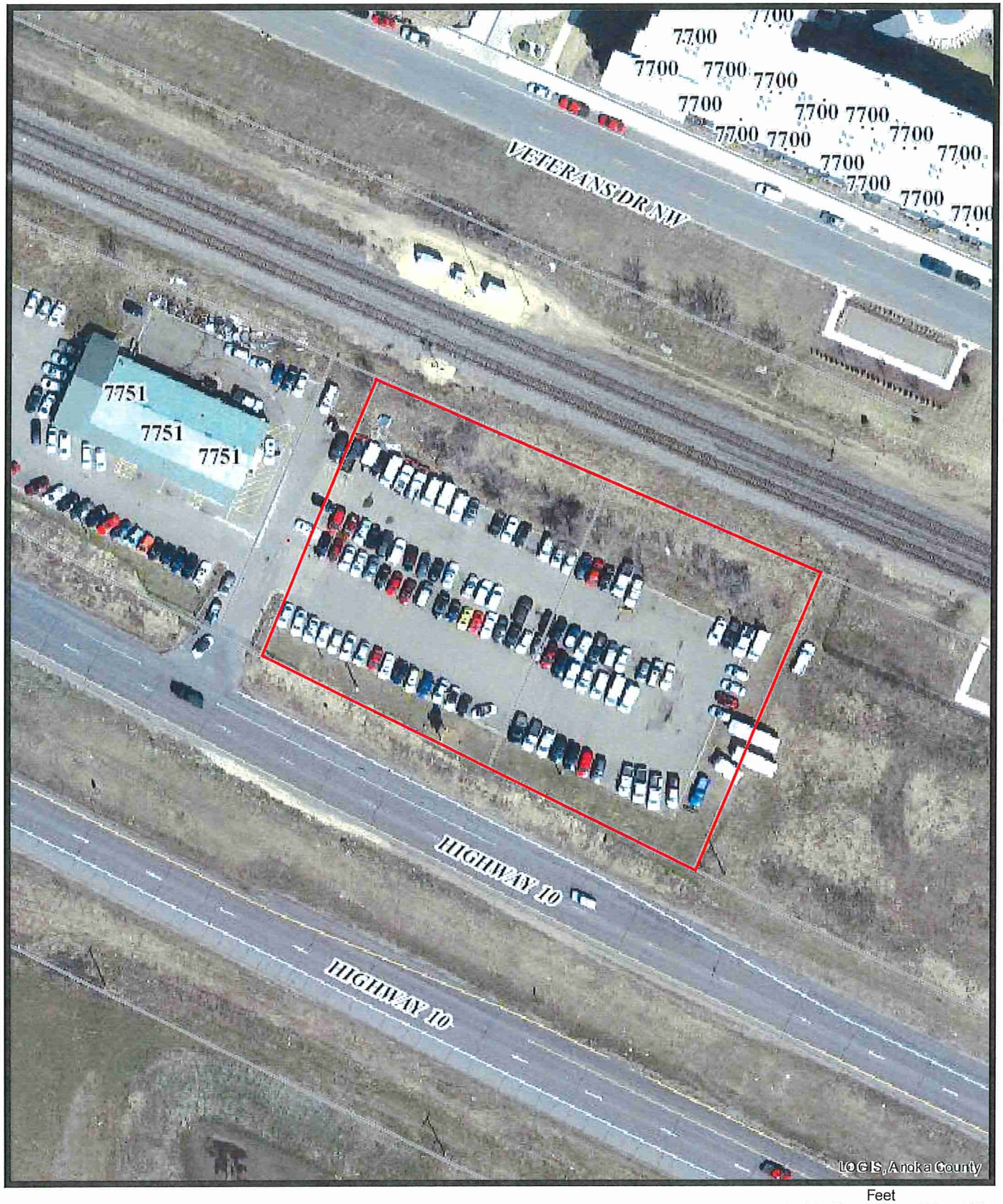
13. Tenant and Tenant's employees, agents, visitors and licensees shall observe faithfully and comply strictly with the foregoing rules and regulations and such other and further appropriate rules and regulations as Landlord or Landlord's agent may from time to time adopt. Reasonable notice of any additional rules and regulations shall be given in such manner as Landlord may reasonably elect.

14. Landlord reserves the right at any time to rescind, alter or waive, in whole or in part, any of these Rules and Regulations when deemed necessary, desirable, or proper, in Landlord's judgment, for its best interest. Tenant reserves the right to refuse compliance with any subsequent additional rules and regulations added to those agreed to at the time of signing the Lease.

15. To the extent these rules are in conflict with the terms of the Lease, the terms of the Lease shall rule and govern.

# Exhibit B

Graphic Depiction of Lease Property



## EXHIBIT C

## LEASE GUARANTY

The undersigned ("Guarantor") in consideration of, and in order to induce **City of Ramsey,** a Municipal corporation ("Landlord") to enter into the attached Lease with **Todd Bialon** ("Tenant") does hereby unconditionally guarantee to Landlord and Landlord's hers, successors and assigns the payment of rent and the performance of all obligations expressed as to be performed by Tenant under the terms and provisions of the Lease, including payment of damages for any breach of the Lease, and any liability of Tenant accruing under the Lease for any period preceding as well as any period following the term of the Lease (collectively, the "Lease Obligations"). The Guarantor's obligation under this Guaranty shall extend through the term of the Lease, and any renewals, extensions or holdovers thereof, and shall be binding upon Guarantor's heirs, successors and assigns.

Whether or not any existing relationship between the Guarantor and Tenant has been changed or ended and whether or not this Guaranty has been revoked, Landlord may, but shall not be obligated to, enter into transactions resulting in the modification, creation or continuance of the Lease Obligations, without any consent or approval by Guarantor and without any notice to Guarantor. The liability of Guarantor shall not be affected or impaired by any of the following acts or things (which Landlord is expressly authorized to do, omit or suffer from time to time, both before and after revocation of this Guaranty): (i) any one or more extensions or renewals of the Lease Obligations (whether or not for longer than the original period) or any modification of the contractual terms applicable to the Lease Obligations; (ii) any waiver or indulgence granted to Tenant, any delay or lack of diligence in the enforcement of the Lease obligations, or any failure to institute proceedings, file a claim, give any required notices or otherwise protect any other person liable in respect of any of the Lease Obligations; (iii) the assertion by Landlord of any right or remedy available under the Lease, including without limitation the termination thereof; (iv) any full or partial release of, settlement with, or agreement no to sue, Tenant or any other guarantor or other person liable in respect of any of the Lease Obligations; or (v) any release or discharge of Tenant in any creditors', receivership, bankruptcy or other proceeding; the impairment, limitation or modification of any liability of Tenant or remedy against Tenant in any such proceeding; or the rejection, disaffirmance, disallowance or the like of the Lease or this Guaranty in any such proceeding.

The Guarantor hereby waives notice of acceptance hereof, or any action taken or omitted in reliance hereof, or of any default of Tenant under the Lease. Guarantor hereby further waives any requirement that Landlord first exhaust or pursue Landlord's remedies available under the Lease or any other guaranty or security for Tenant's obligations under the Lease before Landlord proceeds directly, and recovers, against the Guarantor.

Guarantor will not exercise or enforce any right of contribution, reimbursement, recourse or subrogation available to Guarantor against any person liable for payment of the Lease Obligations, or as to any collateral security therefore, unless and until all of the Lease Obligations shall have been fully paid and discharged.

The Guarantor agrees to pay all costs and expenses, including reasonable attorney's fees, incurred by Landlord in connection with the protection, defense or enforcement of this Guaranty.

October 24, 2018

Todd Bialon

**CC Regular Session** **5. 12.**

**Meeting Date:** 08/08/2022

**By:** Colleen Lasher, Administrative Services

## Information

**Title**

Adopt Resolution #22-181 Authorizing the City Administrator the Authority to Hire Temporary and Seasonal Employees

**Purpose/Background:**

The purpose of this case is to grant the City Administrator the authority to approve hiring temporary and seasonal employees without approval of the City Council so long as the funding for these positions is within the annual budget.

Annually, the City of Ramsey budgets for and employs temporary and seasonal employees to work in various departments. These positions typically last less than one year. Furthermore, Council considers these positions annually through the budget approval.

It is necessary to streamline the onboarding of these employees in order to be competitive in the workplace. Eliminating the need for City Council approval for each hire will remove the delay in onboarding employees, which has become an impediment to the City's hiring process. This will efficiency after final interviews, thus reducing the risk of losing top candidates to other employment offers.

These employees do not meet the definition of a Public Employee as defined by the Public Employees Labor Relations Act or are allowed for within the City labor agreements as being temporary.

Staff consulted with the City Attorney on this matter and he advises that granting the City Administrator the authority to hire these temporary and seasonal employees without approval from the City Council is permissible.

**Funding Source:**

There is no funding necessary for this action.

**Recommendation:**

To authorize the City Administrator the authority to approve hiring temporary and seasonal employees without approval of the City Council so long as the funding for these positions is within the annual budget.

**Action:**

Motion to adopt resolution #22-181 as follows: 1) Authorize the City Administrator the authority to approve hiring temporary and seasonal employees without approval of the City Council so long as the funding for these positions is within the annual budget.

## Attachments

Resolution 22-181

## Form Review

| Inbox | Reviewed By | Date |
| --- | --- | --- |
| Brian Hagen | Brian Hagen | 08/04/2022 11:39 AM |
| Form Started By: Colleen Lasher | | Started On: 08/01/2022 04:30 PM |
| Final Approval Date: 08/04/2022 | | |

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #22-181**

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR THE AUTHORITY TO HIRE TEMPORARY AND SEASONAL EMPLOYEES**

**WHEREAS,** annually, the City of Ramsey employs temporary and seasonal employees; and

**WHEREAS,** these are employees that do not meet the definition of being Public Employees as defined by the Public Employees Labor Relations Act or are allowed for within the City labor agreements being temporary; and

**WHEREAS,** the funding for these employees is included in the annual budget; and

**WHEREAS**, the requirement to delay hiring in order to seek City Council approval has proven to be an impediment to the City's hiring process; and

**WHEREAS,** it is necessary to streamline the onboarding of these employees in order to be competitive in the workplace; and

**WHEREAS**, the City Attorney advises that granting the City Administrator the authority to hire these employees without approval from the City Council is permissible.

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

1) Authorize the City Administrator the authority to approve hiring temporary and seasonal employees without approval of the City Council so long as the funding for these positions is within the annual budget.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of August 2022.

_____
Mayor

ATTEST:

_____
City Clerk

**CC Regular Session** **7. 1.**

**Meeting Date:** 08/08/2022

**By:** Brian McCann, Community Development

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**Information**

**Title:**

Consider a Home Occupation Permit and Conditional Use Permit for Your Computer Hero at 5435 180th Ln NW (Project 22-127)

**Purpose/Background:**

The City has received an application for a Home Occupation Permit and a Conditional Use Permit from the business owners, William and Jenna MacLennan, of Your Computer Hero to operate their computer servicing business from a two-story 45' x 30' accessory structure at their home at 5435 180th Ln NW (the "Subject Property").

**Notification:**

Staff attempted to notify property owners within 350 feet of the Subject Property, as reflected in the Anoka County Property Records, of the request for Home Occupation Permit and Conditional Use Permit consideration and the Public Hearing to be held by the Planning Commission on July 28, 2022. A notice of the Public Hearing was also published in the Anoka County UnionHerald, the City's official newspaper.

**Observations/Alternatives:**

**Subject Property**

The Subject Property is 0.77 acres in size and is zoned and guided R-1 Residential (Rural Developing). Surrounding parcels to the east, west, and south are also zoned and guided Rural Developing. There are currently two accessory structures on the property, but Zoning Code would allow for a third structure as long as it does not exceed the total maximum allowed square footage for the property of 1,800 square feet.

**Home Occupation Permit**

The Applicants currently have an existing operation in the COR in Suite 300 of the 7962 Sunwood Dr NW multi-tenant building, but they are planning to move locations to their residential home due to the limited number of foot traffic received at their current space. They are proposing to move the business to their residential property, and eliminate the retail aspect of their business which would decrease the number of vehicle trips to and from the property. Your Computer Hero only services businesses, not residential properties, and the business mainly involves staging equipment with a lot of virtual/remote operations. They are not proposing any signage, nor a separate address for the detached structure. A copy of the Home Occupation Questionnaire is attached, as well as proposed Resolution #22-164 to approve the requested Home Occupation.

**Conditional Use Permit**

The Applicants are also proposing to build a new accessory structure near the northern border of the property. The proposed structure will have a second driveway accessing Erkium St NW, with the home's driveway accessing 180th Ln NW. An existing accessory structure on the north side of the property will be moved further east, and the additional driveway will connect to the new building. The structure will meet all Zoning Code standards for size and location, but requires the CUP due to the second story. Architectural plans and survey showing the proposed building are attached, as well as proposed Resolution #22-164 approving the Conditional Use Permit.

**Public Comment**

The City received a call from a nearby resident that received a copy of the public hearing notice. They stated they were not able to attend the meeting, but were advised to submit a letter to the Planning Commission to be entered for the record. They did not state if they were in favor or opposed to the request. Two additional emails were

received prior to the public hearing that stated they were in opposition to the request. The emails are attached to this case.

**Planning Commission - July 28, 2022**

The Planning Commission held a public hearing on the request during their regular meeting on July 28, 2022 and recommended the City Council approve the Conditional Use Permit and Home Occupation Permit with a 4-2 vote on each action.

**City Code Sections**

Section 117-51. - Conditional use permits.
Section 117-111. - R-1 Residential District.
Section 117-349. - Accessory uses and buildings
Section 117-351. - Home occupations.

**Alternatives**

Alternative 1: Approve the Home Occupation Permit and Conditional Use Permit as recommended by the Planning Commission. The proposed use will generate minimal traffic and does not appear to be an intense home occupation. A two-story accessory structure is a reasonable request to store any vehicles, along with equipment or office space for the operation.

Alternative 2: Approve only one of the applications (either HOP or CUP). The Planning Commission and Staff do not support this alternative as both requests are reasonable, and both would be necessary to move their operation to their residential property.

Alternative 3: Deny the Home Occupation Permit and Conditional Use Permit based on certain findings. The Planning Commission and Staff do not support this alternative.

**Funding Source:**

All costs associated with this request are the Applicant's responsibility.

**Recommendation:**

The Planning Commission recommends the City Council adopt Resolutions #22-164 and #22-165 approving the Conditional Use Permit and Home Occupation Permit on the Subject Property.

**Action:**

Motion to adopt Resolution #22-164 approving a Conditional Use Permit to allow a two-story accessory structure at 5435 180th Lane Northwest.

-and-

Motion to adopt Resolution #22-165 approving a Home Occupation Permit to allow a computer business at 5435 180th Lane Northwest.

---

**Attachments**

Public Hearing Notice
Site Location Map
Land Use Application
HOP Questionnaire
Property Survey with Building
Architectural Plans

Public Comments Received

CUP Resolution #22-164

HOP Resolution #22-165

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## Form Review

| Inbox | Reviewed By | Date |
| --- | --- | --- |
| Brian Hagen | Brian Hagen | 08/04/2022 08:48 AM |
| Form Started By: Brian McCann | | Started On: 07/29/2022 07:58 AM |
| Final Approval Date: 08/04/2022 | | |

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

**NOTICE OF PUBLIC HEARING**
**PROJECT NO. 22-127: YOUR COMPUTER HERO**

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

**TO WHOM IT MAY CONCERN:**

Notice is hereby given that the Planning Commission of the City of Ramsey will hold a Public Hearing on Thursday, July 28, 2022 at 7:00 p.m. at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, MN 55303. All interested persons are invited to attend and comment on the proposed requests.

The purpose of this hearing is to consider a request for a Home Occupational Permit for a computer programming business and Conditional Use Permit for a two-story accessory building located on the property generally known as 5435 180th Ln NW and legally described as follows:

> LOT 1, BLOCK 10, FORD BROOK ESTATES (SUBJECT TO EASEMENTS AS SHOWN ON PLAT), Anoka County, Minnesota

The City of Ramsey complies with the Americans with Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Nicole Laubach at 763-433-9824 by noon on Wednesday, July 20, 2022.

All interested persons are invited to watch the meeting from a PC, Mac, Linus, IOS, or Android at www.cityoframsey.com/meetings.

Comments are welcome and shall be sent to planning@cityofframsey.com or addressed to the Ramsey Planning Commission, at 7550 Sunwood Drive NW, Ramsey, MN 55303. Any comments must be received at the above email or address prior to 4:00 p.m. on July 28, 2022. For any other inquiries relating to this project contact Brian McCann at 763-433-9860 or bmccann@cityofframsey.com.

Brian McCann
City Planner

Date: July 13, 2022

# Your Computer Hero

**PID #: 01-32-25-22-0024**

5435 180th Ln NW

Print Date: June 27, 2022

0 0.0022 0.0045 0.009 0.0135 0.018
mi

# Land Use Application

| | | |
|---|---|---|
| ☐ Plat – Sketch Plan | ☐ Plat – Preliminary Plat | ☐ Plat – Final Plat |
| ☐ Administrative Plat | ☐ Site Plan Review | ☐ Easement/ROW Vacation |
| ☐ Conditional Use Permit | ☐ Interim Use Permit | ☐ Comprehensive Plan Amendment |
| ☐ Zoning Amendment | ☐ Home Occupation Permit | ☐ Variance |
| ☐ Dwelling Moving Permit | ☐ Environmental Permit | ☐ Registered Land Survey |
| ☐ Non-Traditional Animal License | ☐ Beekeeping License | ☐ Private Kennel License |

## Applicant Contact Information

*Please note: All official communication will be routed through this contact.*

| | | | |
|---|---|---|---|
| Name: | | | |
| Street Address: | | | |
| City, State, ZIP: | | | |
| Home Phone: | | Work Phone: | |
| Email: | | Fax Number: | |
| Name of Business (if applicable): | | | |
| Business Address (if applicable) | | | |
| Business City, State, ZIP | | | |
| Business Phone: | | Business Fax: | |

## Subject Property Information

*(Location of Application)*

| | |
|---|---|
| Address | |
| PIN | |
| Legal Description | |
| Zoning District | |

*Contact the Planning Division at 763-433-9824 or planning@cityofframsey.com to request a Zoning Verification*

# Property Owner Information

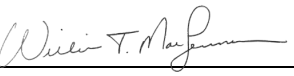
*(If different than Applicant)*

| | | | |
|---|---|---|---|
| Name: | | | |
| Street Address: | | | |
| City, State, ZIP: | | | |
| Home Phone: | | Work Phone: | |
| Email: | | Fax Number: | |

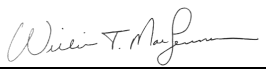
Please provide a detailed description of your request and attached a copy of a scaled site plan

| |
|---|
| |
| A complete description can be found in the HOP Permit Ap. |
| |
| |
| |
| |
| |
| |

***A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.***

| | | | |
|---|---|---|---|
| Applicant Signature | | Co-Applicant Signature |  |
| Printed Name | Jenna MacLennan | Printed Name | William MacLennan |
| Title | Owner | Title | Owner |
| Date | 6.22.22 | Date | 6.22.22 |

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

| | | | |
|---|---|---|---|
| Property Owner Signature | | Property Owner Signature |  |
| Printed Name | Jenna MacLennan | Printed Name | William MacLennan |
| Title | Owner | Title | Owner |
| Date | 6.22.22 | Date | 6.22.22 |

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

# Home Occupation Permit Guide

*A guide for land use applications in the City of Ramsey*

*Created January, 2012*
*Revised April, 2022*

## Home Occupation Permit Basics

A Home Occupation Permit is required in order to operate a business within a principal dwelling or an accessory structure on a residential property.

Home occupation means any business or commercial activity that is conducted on a property that is zoned for residential use. There are two (2) types of Home Occupation Permits. Level I Home Occupation do not require a permit if they do not exceed the requirements in Section 117-351, item 1. Level II Home Occupation Permits require approval by the City Council after public hearing and recommendation by the Planning Commission.

## Application Fee and Escrow

| | |
|---|---|
| Application Fee (non-refundable): | $200 |
| Minimum Escrow: | $800* |

*Required escrows are minimum escrows. Remaining surplus shall be refunded to the Applicant after all remaining obligations are completed and accepted by the City. The Applicant shall be responsible for all costs incurred by the City above the minimum escrow.

## Home Occupation Procedures

1. Fill out the enclosed applicable application, supplemental questionnaire and pay the applicable application and escrow fee. Applications ***cannot*** be processed until the application and escrow fees have been paid.
2. Provide a detailed description of your request (attach a separate sheet if necessary).
3. Provide a site plan identifying detailed information regarding the request. Such information may include building and structure locations (existing and proposed) with dimensions, parking areas, screening (existing and required), additional information as required by the City.

## Home Occupation Process

1. Applications must be submitted to Staff thirty (30) days prior to the Planning Commission meeting (see attached meeting date schedule).
2. The City has 15 days to determine if the application is complete. In the event that the application is incomplete, Staff will notify the Applicant within the 15 days and provide direction on what information is still required.
3. Properties located within at least 350 feet of the subject property will be notified of the request and the public hearing date to be held by the Planning Commission.
4. City Staff will prepare a report detailing the information related to the request, findings of fact and proposed Home Occupation Permit.
5. The City Council meets on the second and fourth Tuesday of every month.

Address: __5435 180th Ln NW, Ramsey, MN 55303_____

# Home Occupation Supplemental Questionnaire

Does the home occupation owner live in the home on the property? Yes

Does the home occupation owner rent or own the property? Own

Will any part of the occupation be conducted in the home? No

If so, what activities will be conducted in the home and in which room(s)?

What is the gross living area of the home? 2000 sq. ft.

How much of that area will be used for the occupation? 0 sq. ft.

Will an attached garage or any detached accessory building or garage be used for the occupation? Yes

If so, explain: We are proposing a detached 4 car garage with a loft be built on the property. The structure will include space for 2 cars, additionally an area for programming and preparing computer equipment for off site installation. The loft will include 2 offices and a conference room.

Will there be at least 200 square feet of garage space reserved for indoor residential parking and storage related to the residential use on the property? Yes

Will any structural additions or alterations to home or garages be required for this occupation? Yes

If so, explain: We are proposed plans include the building of a 2 story detached structure that has a footprint of approximately 30'x45'

Will you employ persons that do not live in the home on the property? Yes

If yes, how many non-resident employees will work on the site? 1

How many non-resident employees will work off-site? 5

Will it be necessary employees working off-site to come to the home? Occasionally

If so, explain: Non-resident employees may occasionally come to the site to pick-up computers, program technology for deployment or attend a meeting.

Will customers or clients come to the property? No

How many vehicle trips per day do you anticipate entering and leaving the property in a typical 24 hour period? (this includes employees, customers, deliveries, etc.)?

1-2. This will be mostly deliveries and occasionally an employee.

Will any vehicles, other than your private car(s), be used in connection with the home occupation? No

If so, provide number, size and type of vehicles:

Do you intend to store supplies and/or materials on the site? Yes

Please describe items to be stored and where?

We will temporarily store computers, switches, firewalls, low voltage wire, etc. on site a these items are scheduled and prepared installation at clients' business.

Are any of the home occupation processes or materials subject to review and permitting by Anoka County Environmental Services? No

If so, explain and/or provide necessary documents.

Homeowner's Name: Jenna MacLennan Date: 06.22.2022

Homeowner's Signature:

Email: jennam@yourcomputerhero.com Phone: 763-229-3072

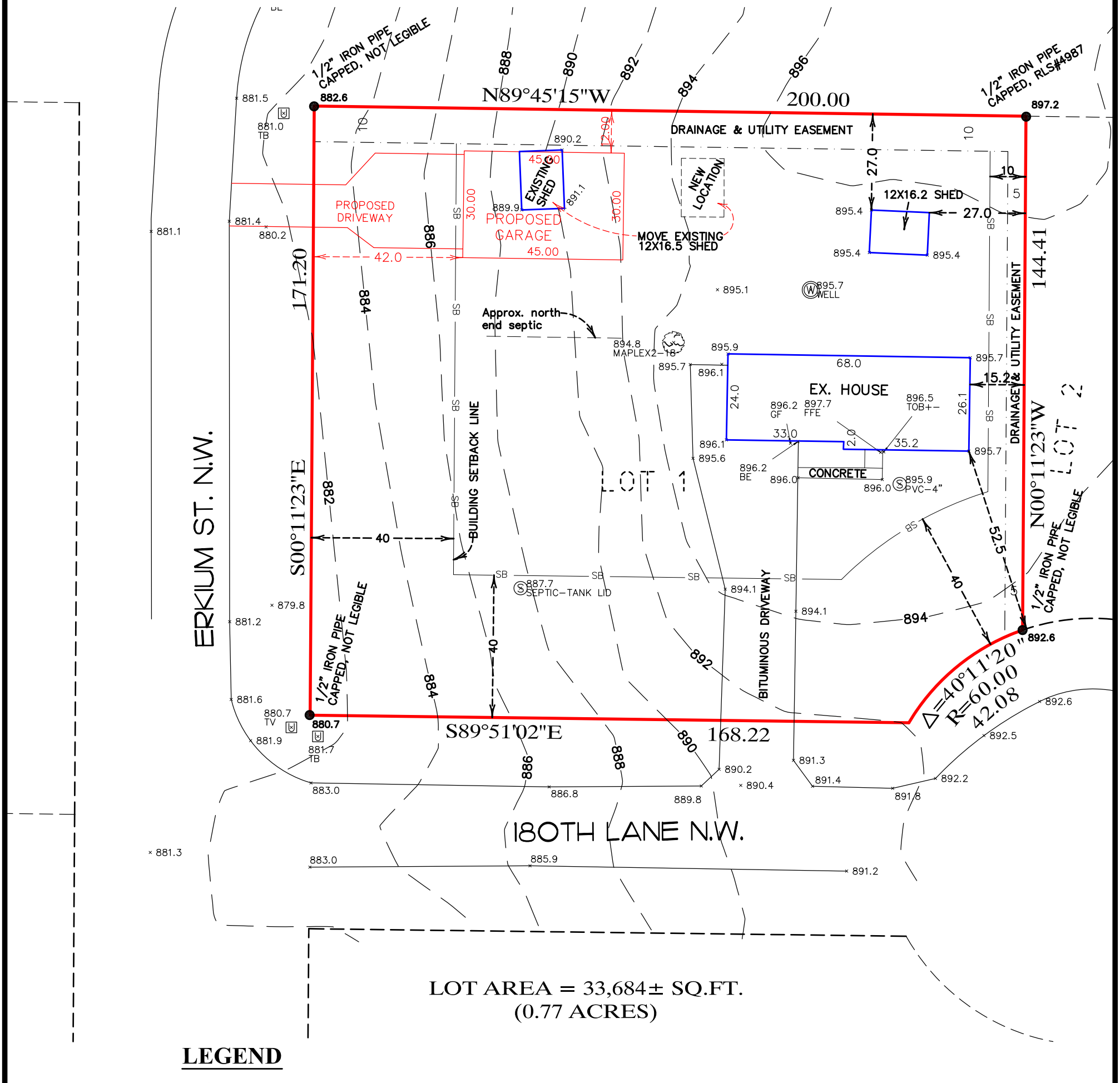
Brief Description of Home Occupation:

Your Computer Hero has been renting a space across from Acapulco in downtown Ramsey for the past 5 years. Since our lease will be up in that location, we have decided to let go of the PC repair portion of our business to focus on our business clients. At this time we have 2 support staff people that are 100% virtual and do not live in the area, we have 2 technicians that do on site computer work and both owners Jenna and Bill MacLennan work in some capacity in the business. The majority of work for our clients is done remotely or on site at the clients' place of business. The portion of work that will be done at the residential location is the staging and preparation of computer equipment before it is deployed to the client's business where it is installed.

# CERTIFICATE OF SURVEY

**PROPERTY ADDRESS: #5435 - 180TH LANE N.W., RAMSEY, MN**

**FOR: JENNA MACLENNAN**




LOT AREA = 33,684± SQ.FT.
(0.77 ACRES)

## LEGEND

- ● DENOTES IRON MONUMENT FOUND
- Ⓦ DENOTES WELL
- x1011.2 DENOTES EXISTING ELEVATION.
- DENOTES EXISTING TREE
- SB DENOTES BUILDING SETBACK LINE

NORTH

0 30

( IN FEET )
1 inch = 30 ft.

## EXISTING PROPERTY DESCRIPTION

Lot 1, Block 10, FORD BROOK ESTATES, Anoka County, Minnesota.

## BENCHMARK

BASIS FOR ELEVATION: NAVD 88 (VIA REAL TIME GPS MEASUREMENTS UTILIZING MINNESOTA DEPARTMENT OF TRANSPORTATION VRS NETWORK)

## NOTES

- CITY TO VERIFY ALL BUILDINGS ELEVATIONS AND SETBACKS.
- Bearing's shown are on assumed datum.
- Field survey conducted on 06/09/2022.
- This survey was prepared without the benefit of titlework. Easement, appurtenances and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a title insurance commitment or

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

Eric R. Vickaryous

ERIC R. VICKARYOUS

Date: June 27th, 2022 Reg. No. 44125


ACRE LAND SURVEYING
Serving Twin Cities Metro area and beyond
763-458-2997 acrelandsurvey@gmail.com


0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20

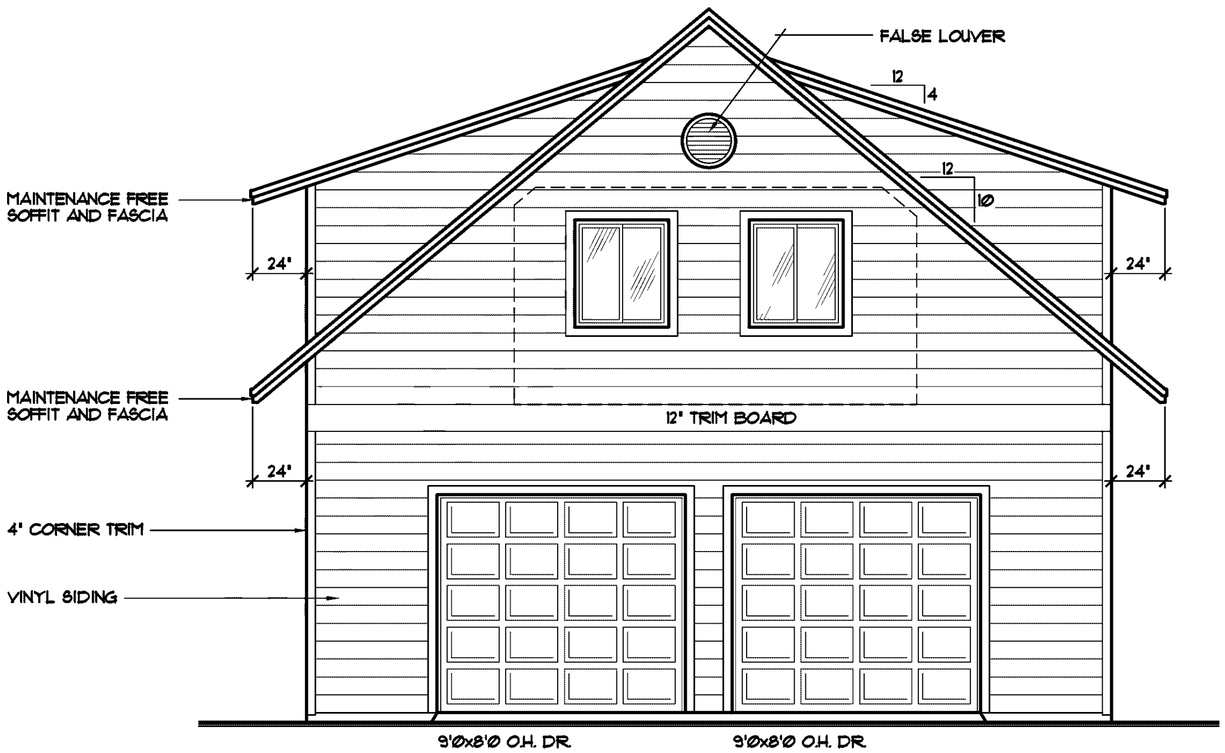
**JOB #22158hs**

C:\Users\ericj\OneDrive\CAD-1D\22158 CERT RAMSEY JENNA\dwg\22158cert-PROPOSED.dwg 6/27/2022 9:17:19 AM CDT

LEFT ELEVATION 1/4"=1'-0"

| LEVEL HEIGHT INFORMATION TABLE | | |
|---|---|---|
| LEVEL | R.C.H. | TOP OF WINDOW R.O. |
| MAIN LEVEL | 9'-1 1/8" | 7'-10 1/2" |
| UPPER LEVEL | 8'-1 1/8" | 6'-10 1/2" |

- GENERIC WINDOWS SPEC'D.
- VINYL SIDING SHOWN
- MAINTENANCE FREE SOFFITS & FASCIA
- DOOR & WINDOW TRIM WHERE SHOWN




FRONT ELEVATION 1/4"=1'-0"

615 SQFT. MAIN LEVEL
1263 SQFT. UPPER LEVEL
1878 SQFT. ABOVE GRADE

NOTE!!! PROVIDE STANDARD ENERGY HEEL @ 4/12 ROOF TRUSSES (TYP.)

NOTE!!! PROVIDE 51" HEEL @ 10/12 ROOF TRUSSES & BONUS ROOM TRUSSES

NOTE!!! PROVIDE 26 1/4" HEEL @ 10/12 PARALLEL CHORD ROOF TRUSSES @ STAIRWELL

NEW GARAGE FOR:
MACLENNAN

© COPYRIGHT 2022 NOTICE, ALL RIGHTS RESERVED
CROIX DESIGN and DRAFTING, INC.

| REVISIONS | BY |
|---|---|
| XXXXX | XX. |
| | |
| | |
| | |
| | |

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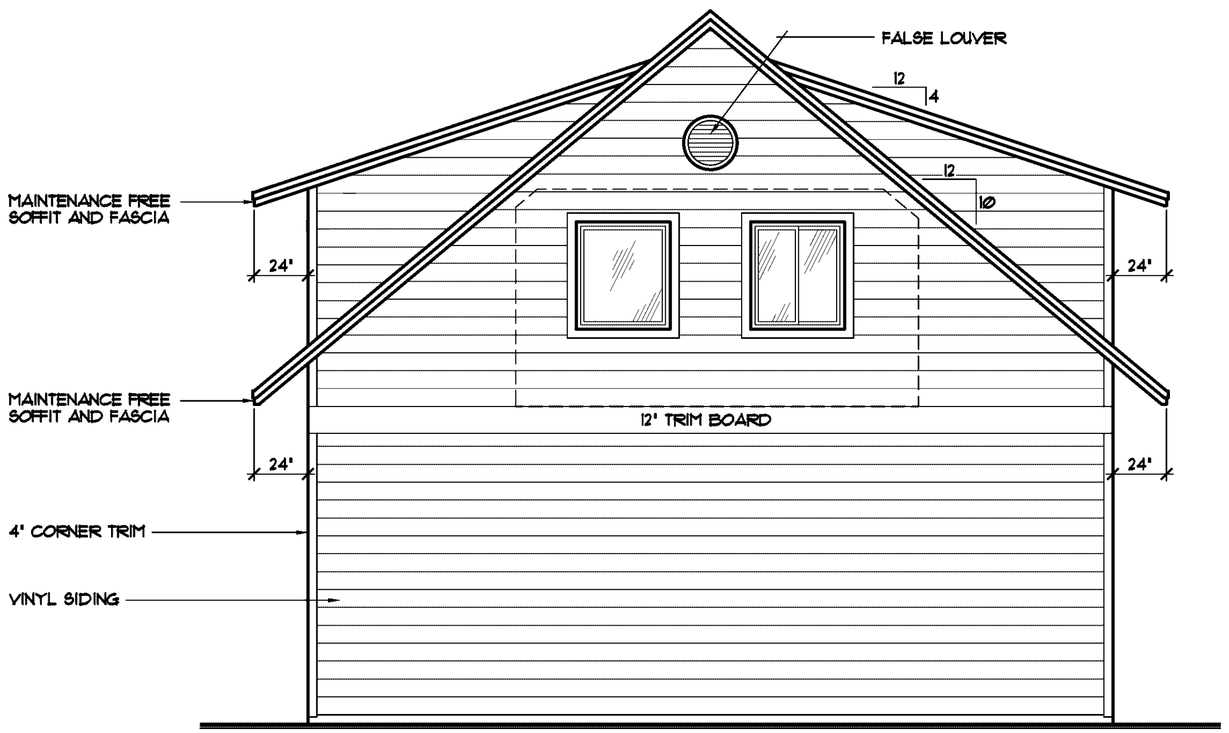
| | |
|---|---|
| DRAWN | R.V.S. |
| CHECKED | XX. |
| DATE: | 06/27/2022 |
| SCALE: | AS NOTED |
| CADD FILE # | 22167 |

SHEET 1 OF 9

RIGHT ELEVATION 1/4"=1'-0"




REAR ELEVATION 1/4"=1'-0"

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SHEET 2 OF 9

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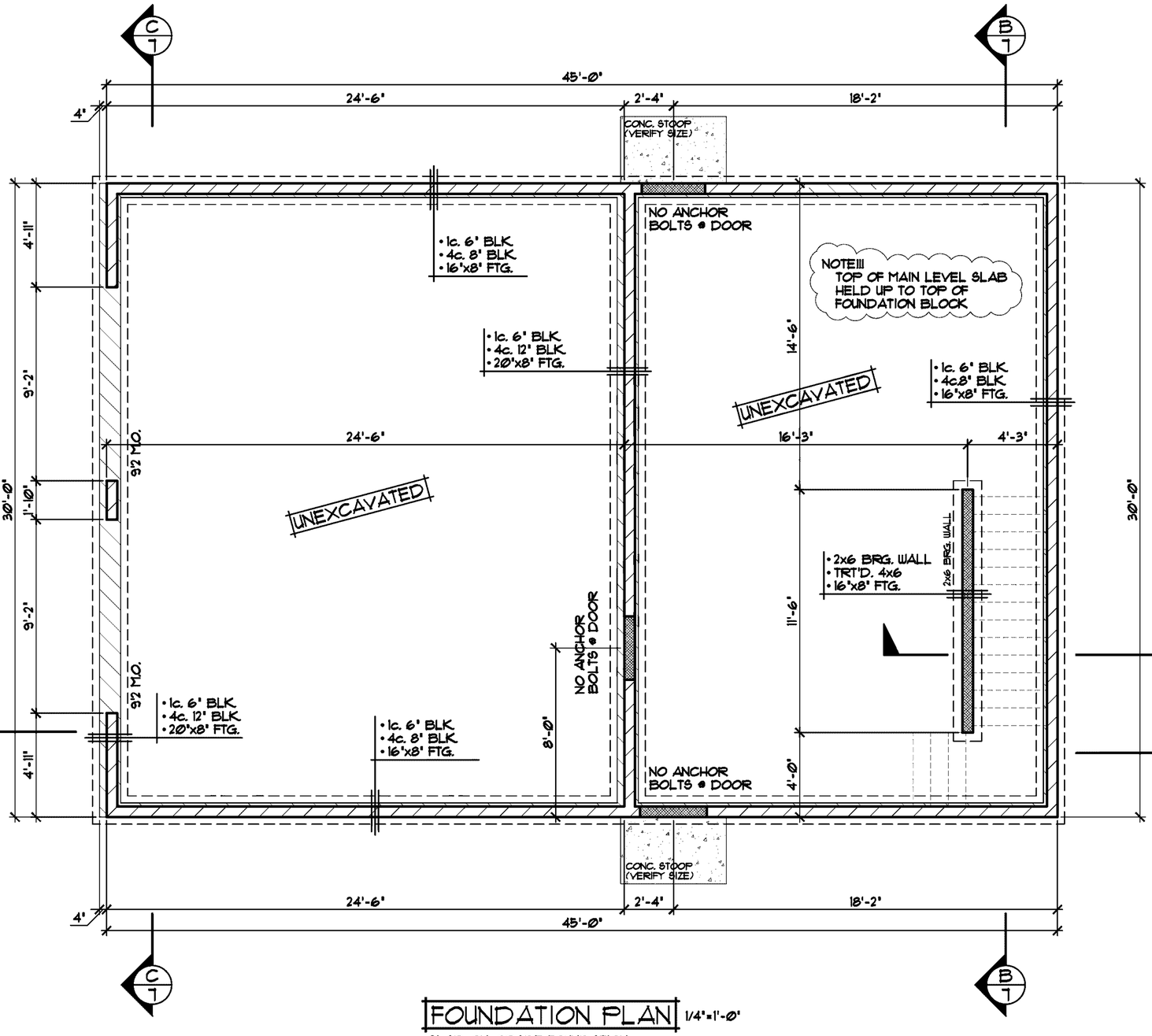
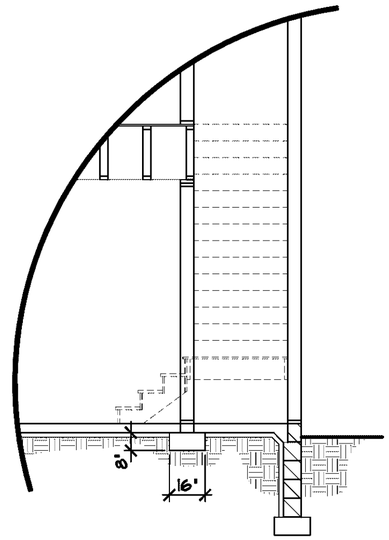



FOUNDATION PLAN 1/4"=1'-0"

SLAB-ON-GRADE FOUNDATION




CROSS SECTION "D" 1/4"=1'-0"

ALL HEIGHT CALCULATIONS FOR FOUNDATIONS ARE BASED ON THE USE OF FULL 8" HIGH BLOCK with 3/8" JOINTS. IF MODULAR BLOCK IS USED, CONTRACTORS SHOULD ADJUST HEIGHTS ACCORDINGLY

## FOUNDATION CONST. NOTES

- SOLID CAP BLOCK at TOP COURSE & GROUT SOLID WHERE ANCHOR BOLTS ARE USED & BRICK LEDGES
- PROVIDE 2" RIØ FOAM BOARD INSULATION @ INTERIOR FOUNDATION WALLS
- INSULATION & AIR BARRIER TO BE CONT. OVER TOP OF FOUNDATION WALLS (TYP.)
- PROVIDE (2)#4 BAR AT ALL CONC. FOOTINGS (TYP.)

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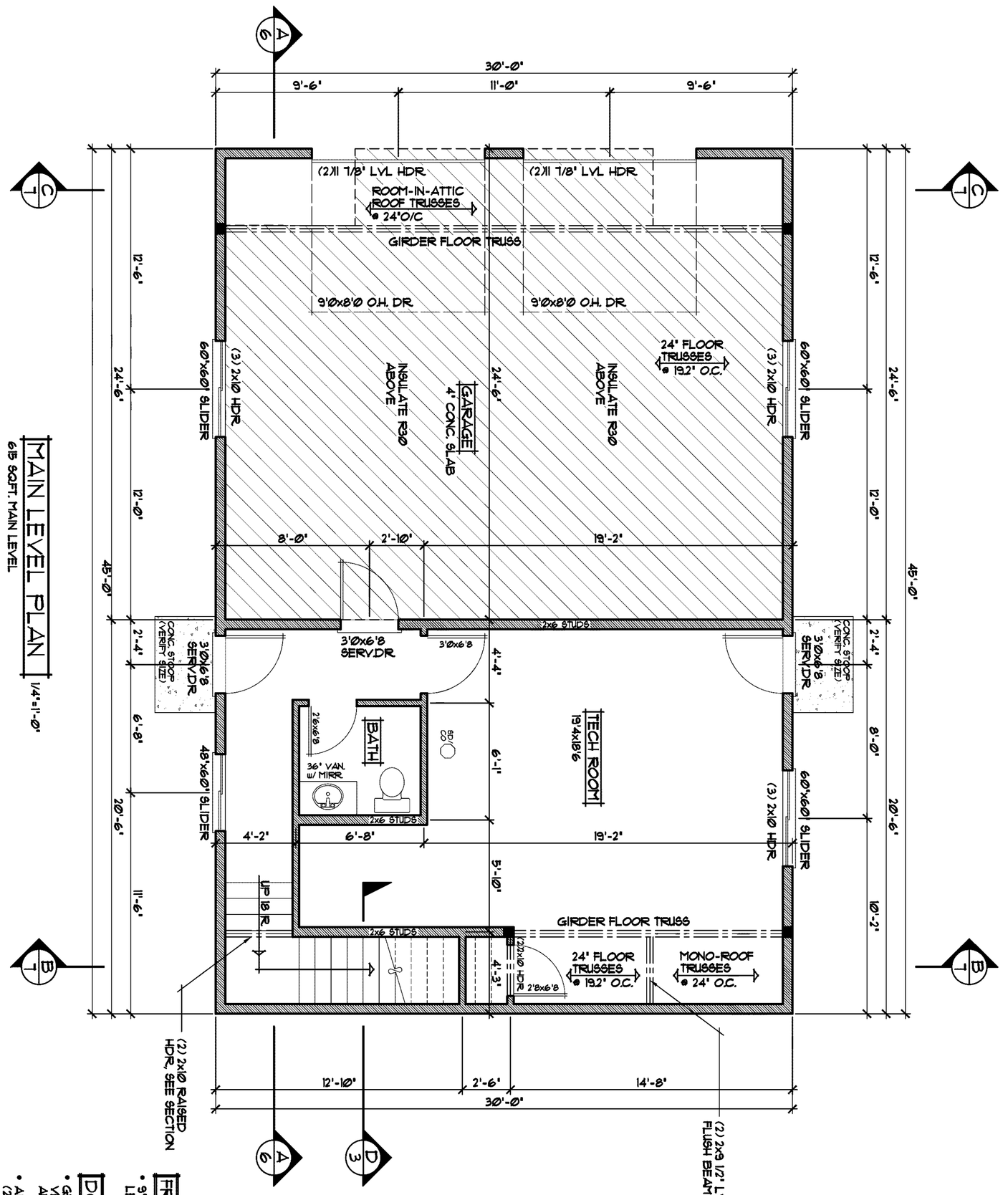
# FRONT




## MAIN LEVEL PLAN

615 SQFT. MAIN LEVEL

1/4"=1'-0"

NOTE!!! VERIFY ALL MECHANICAL EQUIPMENT LOCATIONS. LOCATIONS ON PLAN ARE REPRESENTATION ONLY

### FRAMING NOTES

- 9'-1 1/8" PLATE HEIGHT @ ENTIRE MAIN LEVEL

### DOOR & WINDOW NOTES

- GENERIC WINDOWS SPECIFIED VERIFY ROUGH OPENING SIZES FOR DOORS AND WINDOWS W/ MANUFACTURER
- ALL WINDOW & DOOR OPENINGS TO HAVE (2)2x10 @ GRADE HEADER OR BETTER (UNLESS NOTED OTHERWISE)
- TOP OF R.O. FOR ALL WINDOWS ON MAIN LEVEL TO BE 7'-10 1/2" FROM TOP OF SLAB (UNLESS NOTED OTHERWISE)

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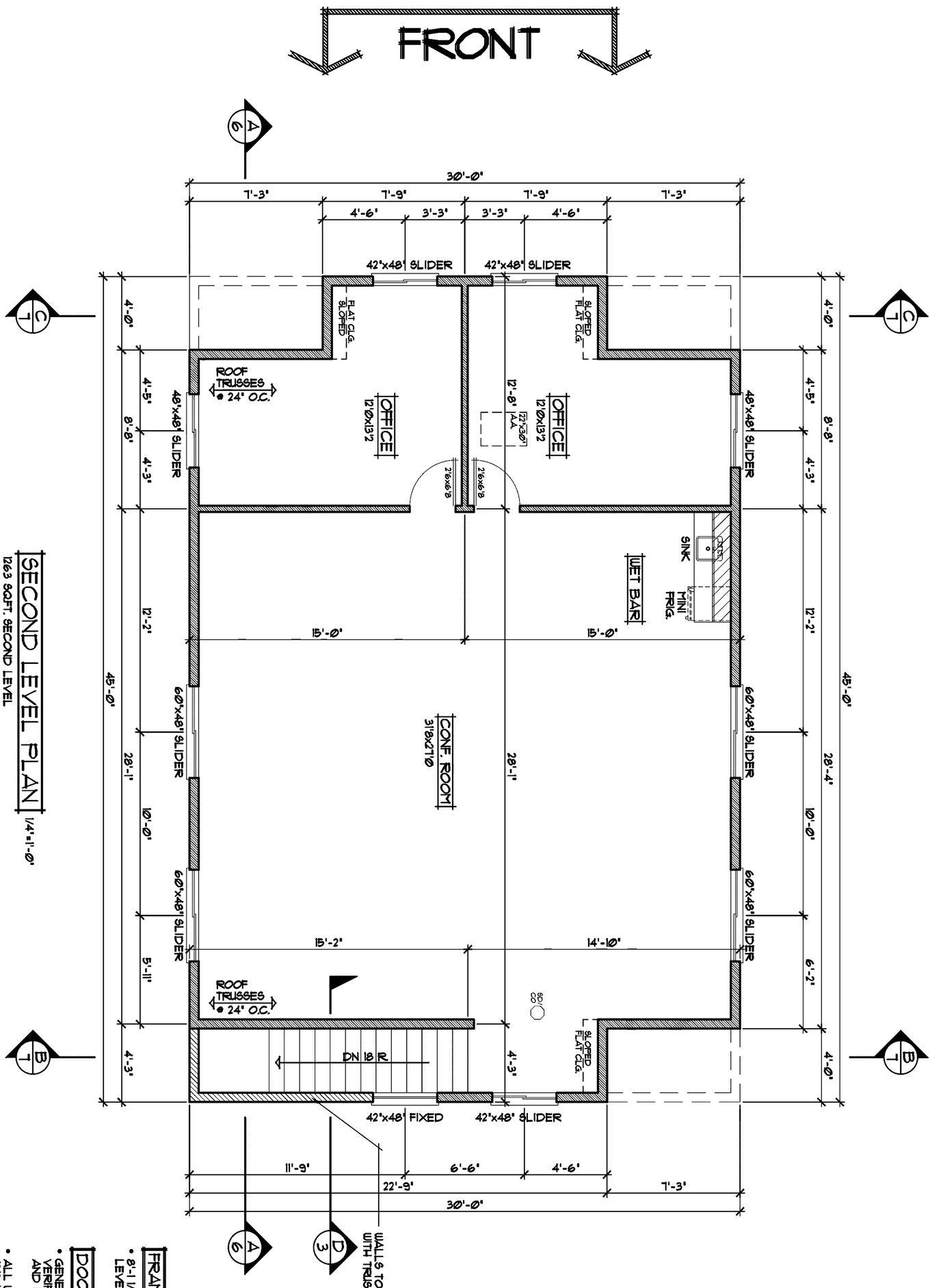


## SECOND LEVEL PLAN

1/4"=1'-0"

1263 SQFT. SECOND LEVEL

### FRAMING NOTES

- 8'-1 1/8" PLATE HEIGHT @ ENTIRE MAIN LEVEL (UNLESS NOTED OTHERWISE)

### DOOR & WINDOW NOTES

- GENERIC WINDOWS SPECIFIED VERIFY ROUGH OPENING SIZES FOR DOORS AND WINDOWS W/ MANUFACTURER
- ALL WINDOW & DOOR OPENINGS TO HAVE (2)2x10 @ GRADE HEADER or BETTER (UNLESS NOTED OTHERWISE)
- TOP OF R.O. FOR ALL WINDOWS ON MAIN LEVEL TO BE 6'-10 1/2" FROM TOP OF SLAB (UNLESS NOTED OTHERWISE)

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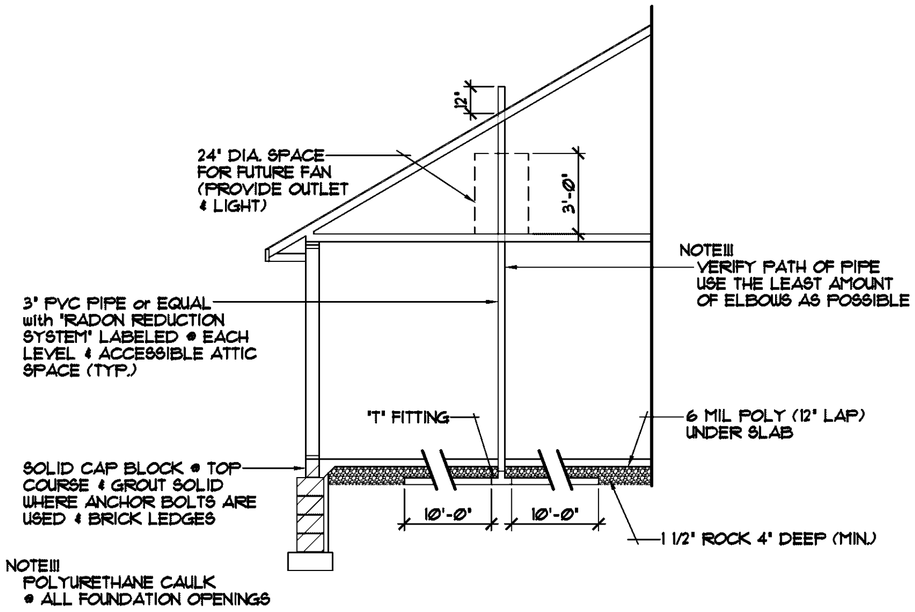
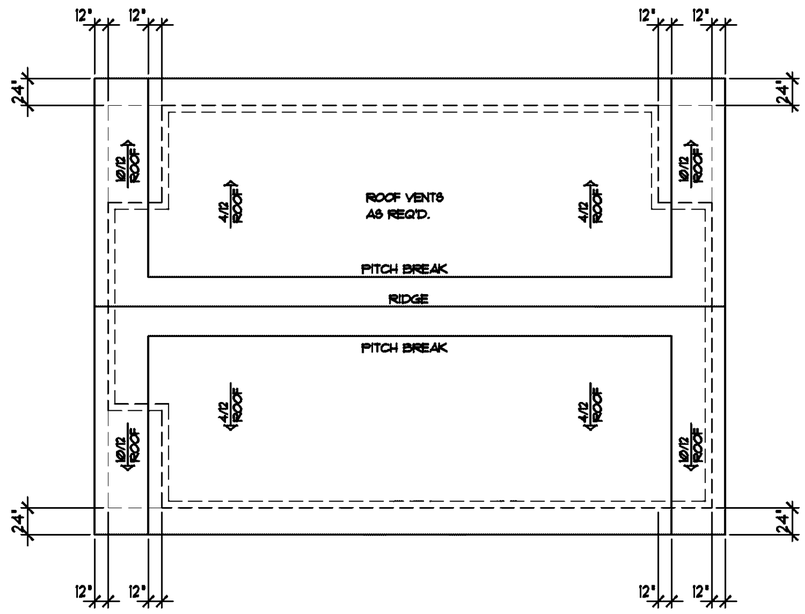
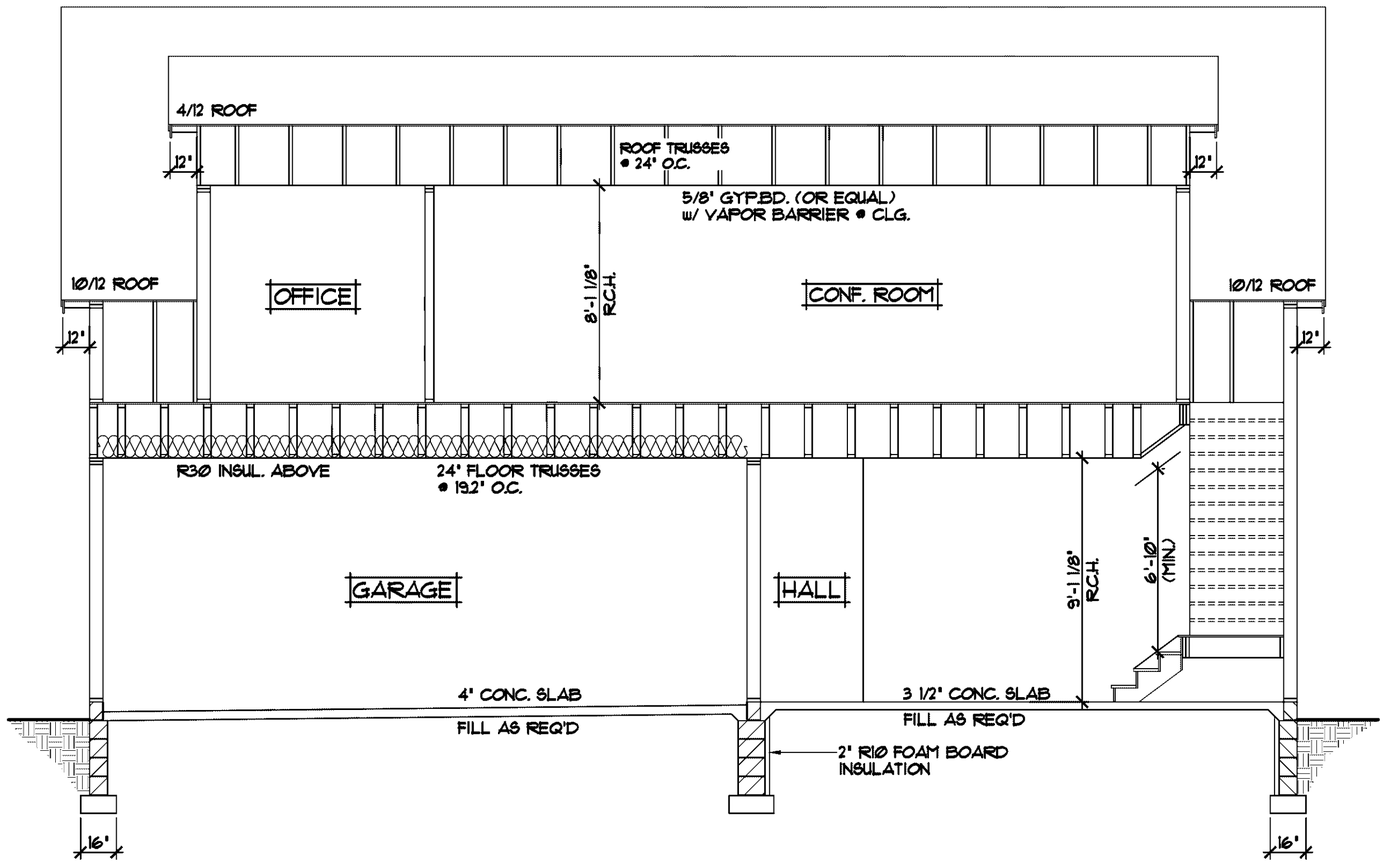



## ALTERNATE METHOD FOR PASSIVE RADON MITIGATION SYSTEM




## BIRDS EYE ROOF PLAN 1/8"=1'-Ø"




## CROSS SECTION "A" 1/4"=1'-Ø"

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**ROOF CONSTRUCTION:**

- MANUFACTURED ROOF TRUSSES ENGINEERED BY SUPPLIER - SLOPES VARY - SEE PLAN
- R49 BLOWN FIBERGLASS INSULATION
- 1/150 ROOF VENT AT SOFFITS, 1/150 VENT AT RIDGE
- AIR CHUTE AT EACH TRUSS SPACE
- 15/32" ROOF SHEATHING
- 15# ROOFING FELT
- ICE & WATER MEMBRANE APPLIED 24" PAST EXTERIOR WALL
- METAL SEAM ROOF

**SOFFIT / FASCIA:**

- 2x6 SUB-FASCIA
- MAINTENANCE FREE FASCIA COVER
- MAINTENANCE FREE VENTED SOFFIT

**WALL CONSTRUCTION:**

- HOUSE WRAP
- 7/16" OSB SHEATHING
- 2x6 STUDS @ 16" O.C.
- WINDOWS PER SPEC'S.
- R-20 F.G. BATT INSULATION
- 4 MIL POLY VAPOR RETARDER
- 1/2" GYPSUM BOARD

**RIM AREA CONSTRUCTION:**

- CLOSED CELL SPRAYED FOAM INSUL. R20 (MINIMUM) @ RIM AREA AND R30 (MINIMUM) @ CANTS.

**WALL CONSTRUCTION:**

- HOUSE WRAP
- 7/16" OSB SHEATHING
- 2x6 STUDS @ 16" O.C.
- WINDOWS PER SPEC'S.
- R-20 F.G. BATT INSULATION
- 4 MIL POLY VAPOR RETARDER
- 1/2" GYPSUM BOARD

**SILL CONSTRUCTION:**

- 2x6 SILL PLATE & SEALER w/ 1/2" ANCHOR BOLTS @ 72" O.C.

**SLAB CONSTRUCTION:**

- 4" POURED CONCRETE FLOOR
- 6 MIL POLY VAPOR RETARDER UNDER SLAB
- UNIFORM LAYER OF 3/4" CLEAN AGGRIGATE 4" THICK (MINIMUM)
- SAND FILL AS REQUIRED

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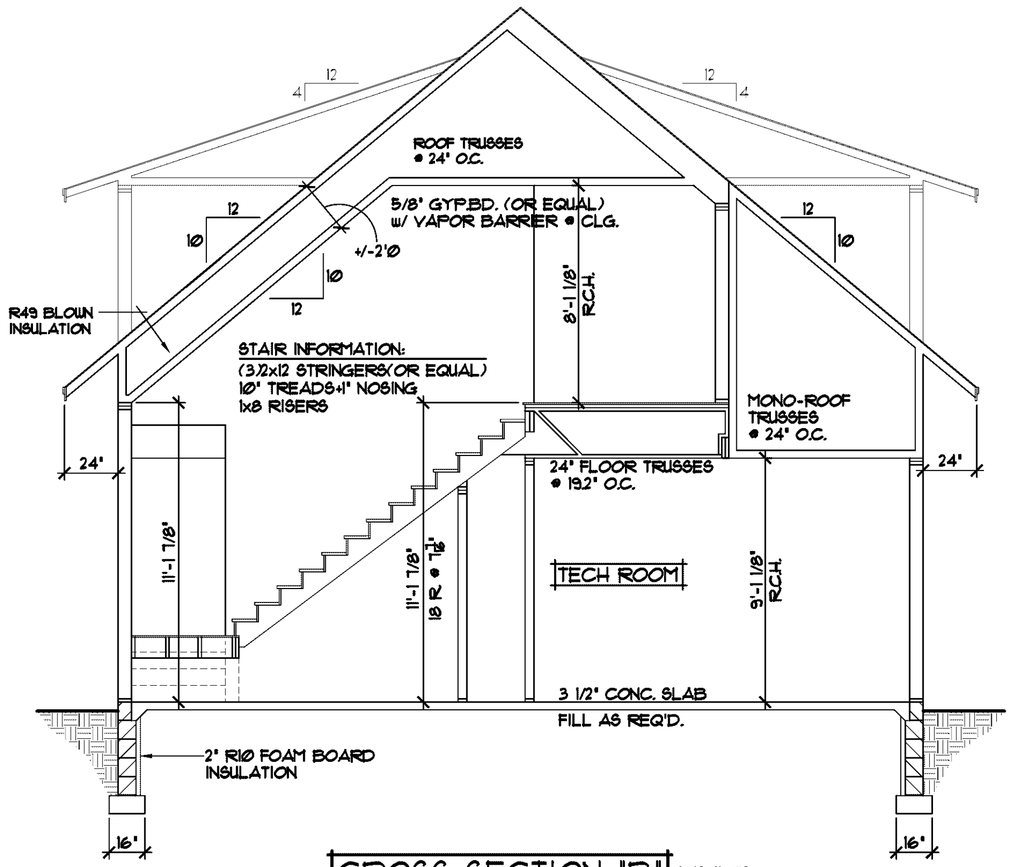


CROSS SECTION "B" 1/4"=1'-0"

NOTE!!!
PROVIDE STANDARD ENERGY HEEL @ 4/12 ROOF TRUSSES (TYP.)

NOTE!!!
PROVIDE 51" HEEL @ 10/12 ROOF TRUSSES & BONUS ROOM TRUSSES

NOTE!!!
PROVIDE 26 1/4" HEEL @ 10/12 PARALLEL CHORD ROOF TRUSSES @ STAIRWELL

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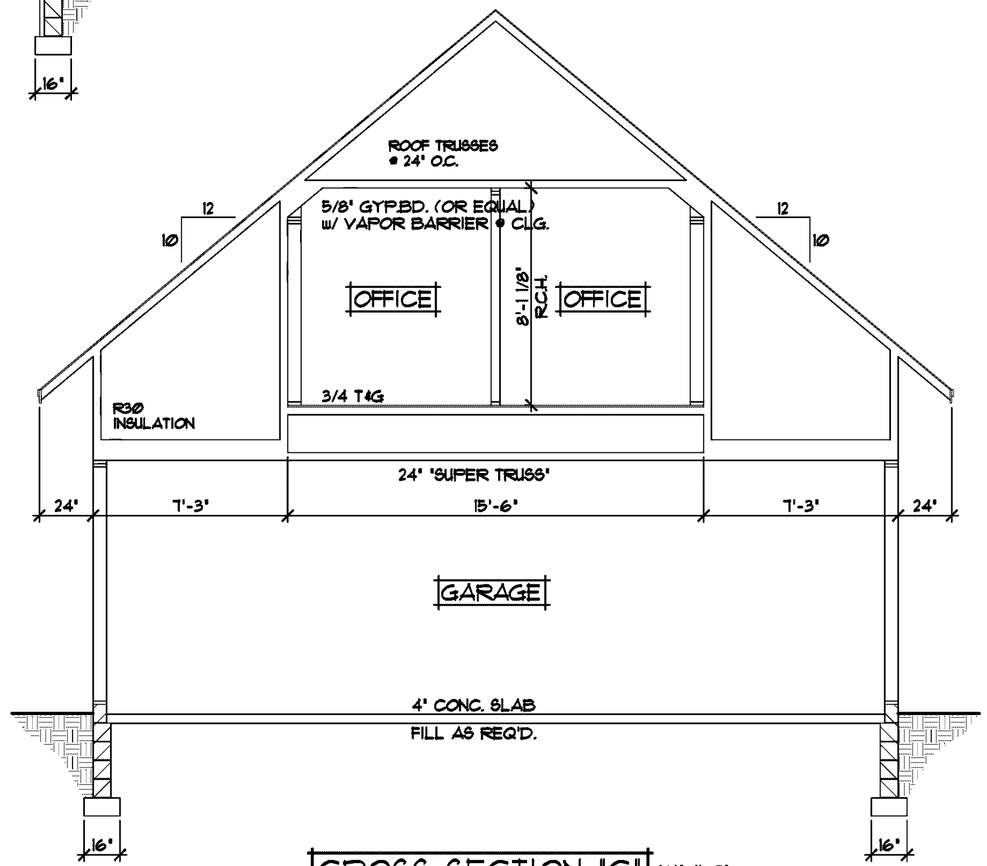


CROSS SECTION "C" 1/4"=1'-0"

ROOF CONSTRUCTION:
- MANUFACTURED ROOF TRUSSES ENGINEERED BY SUPPLIER - SLOPES VARY - SEE PLAN
- R49 BLOWN FIBERGLASS INSULATION
- 1/150 ROOF VENT AT SOFFITS, 1/150 VENT AT RIDGE
- AIR CHUTE AT EACH TRUSS SPACE
- 15/32" ROOF SHEATHING
- 15# ROOFING FELT
- ICE & WATER MEMBRANE APPLIED 24" PAST EXTERIOR WALL
- METAL SEAM ROOF

SOFFIT / FASCIA:
- 2x6 SUB-FASCIA
- MAINTENANCE FREE FASCIA COVER
- MAINTENANCE FREE VENTED SOFFIT

WALL CONSTRUCTION:
- HOUSE WRAP
- 7/16" OSB SHEATHING
- 2x6 STUDS @ 16" O.C.
- WINDOWS PER SPEC'S.
- R-20 F.G. BATT INSULATION
- 4 MIL POLY VAPOR RETARDER
- 1/2" GYPSUM BOARD

RIM AREA CONSTRUCTION:
- CLOSED CELL SPRAYED FOAM INSUL. R20 (MINIMUM) @ RIM AREA AND R30 (MINIMUM) @ CANTS.

WALL CONSTRUCTION:
- HOUSE WRAP
- 7/16" OSB SHEATHING
- 2x6 STUDS @ 16" O.C.
- WINDOWS PER SPEC'S.
- R-20 F.G. BATT INSULATION
- 4 MIL POLY VAPOR RETARDER
- 1/2" GYPSUM BOARD

SILL CONSTRUCTION:
- 2x6 SILL PLATE & SEALER w/ 1/2" ANCHOR BOLTS @ 72" O.C.

SLAB CONSTRUCTION:
- 4" POURED CONCRETE FLOOR
- 6 MIL POLY VAPOR RETARDER UNDER SLAB
- UNIFORM LAYER OF 3/4" CLEAN AGGREGATE 4" THICK (MINIMUM)
- SAND FILL AS REQUIRED


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SHEET 7 OF 9

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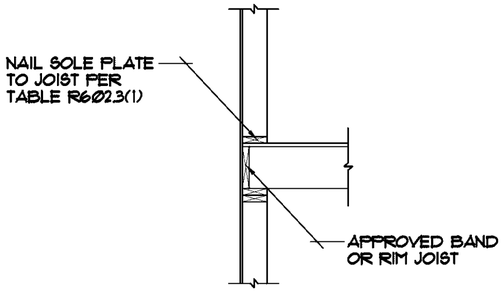
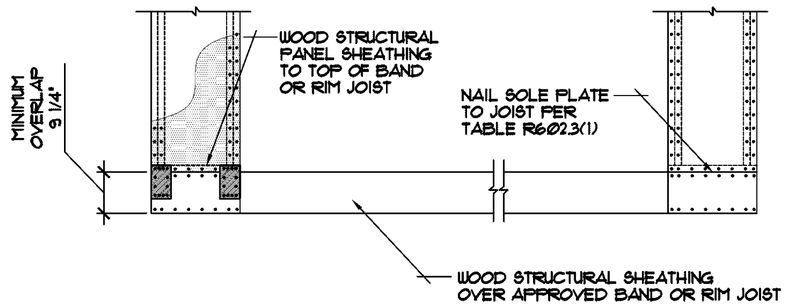
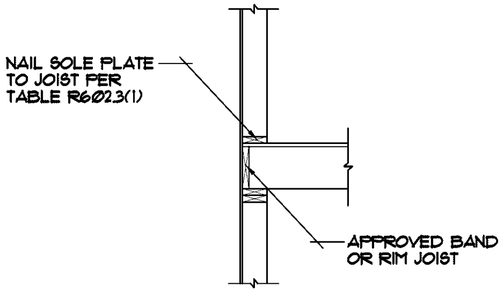



SECTION




FRONT ELEVATION

OVER RAISED WOOD FLOOR - FRAMING ANCHOR OPTION

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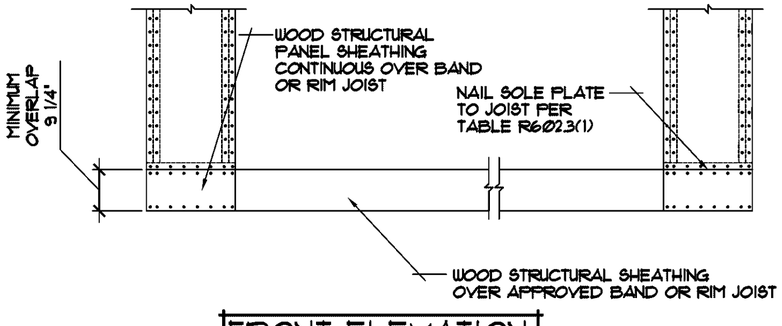
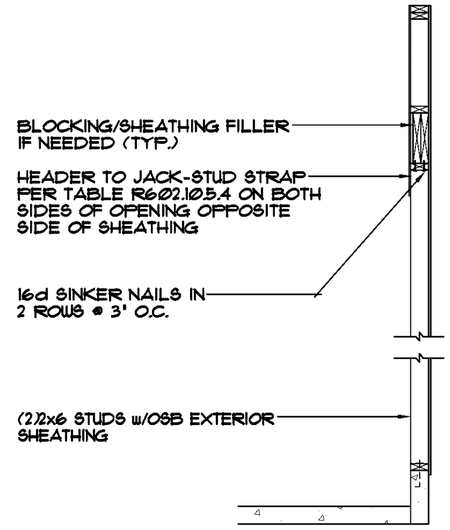
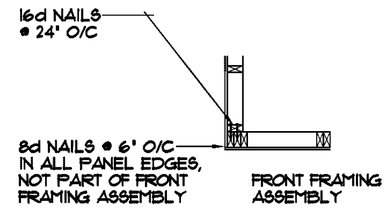



FRONT ELEVATION

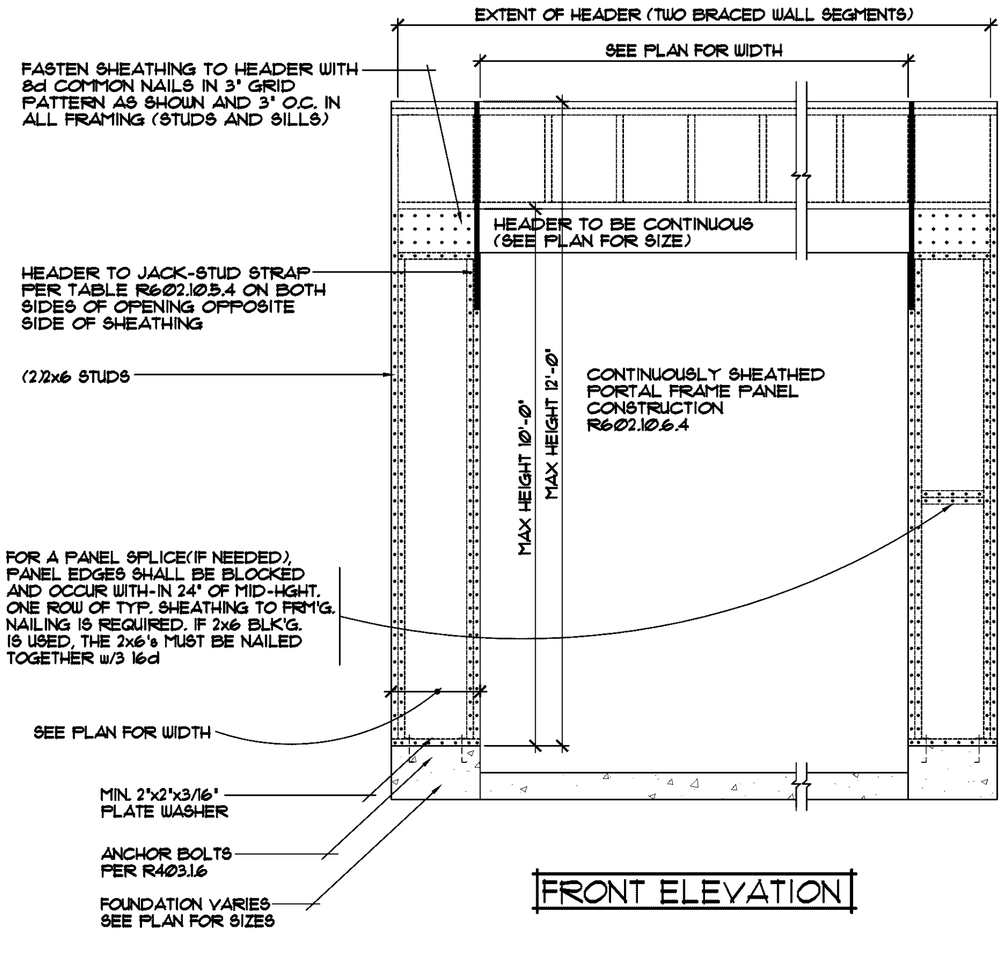
OVER RAISED WOOD FLOOR - OVERLAP OPTION




SIDE ELEVATION




CORNER FRAMING DETAIL




FRONT ELEVATION

CONTINUOUSLY SHEATHED PORTAL FRAME PANEL CONSTRUCTION 1/2"=1'-0"

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SHEET 8 OF 9

CADD FILE # 22167

TABLE R602.3(3) REQUIREMENTS FOR WOOD STRUCTURAL PANEL WALL SHEATHING USED TO RESIST WIND PRESSURE a,b,c

| MINIMUM NAIL | | MINIMUM WOOD STRUCTURAL PANEL SPAN RATING | MINIMUM NOMINAL PANEL THICKNESS (INCHES) | MAXIMUM WALL STUD SPACING (INCHES) | PANEL NAIL SPACING | | MAXIMUM WIND SPEED (MPH) | | |
|---|---|---|---|---|---|---|---|---|---|
| SIZE | PENETRATION (INCHES) | | | | EDGES (INCHES O.C.) | FIELD (INCHES O.C.) | WIND EXPOSURE CATEGORY | | |
| | | | | | | | B | C | D |
| 6d COMMON (2.0"x0.113") | 1.5 | 24/0 | 3/8 | 16 | 6 | 12 | 140 | 115 | 110 |
| 8d COMMON (2.5"x0.131") | 1.75 | 24/16 | 7/16 | 16 | 6 | 12 | 170 | 140 | 135 |
| | | | | 24 | 6 | 12 | 140 | 115 | 110 |

FOR SI: 1" = 25.4mm, 1 mile per hour = 0.447 m/s

a. Panel strength axis parallel or perpendicular to supports. three-ply plywood sheathing with studs spaced more than 16 inches on center shall be applied with panel strength axis perpendicular to supports

b. Table is based on wind pressures acting toward and away from building surfaces per Section R301.2. Lateral bracing requirements shall be in accordance with Section R602.10

c. Wood structural panels with span ratings of Wall-16 or Wall-24 shall be permitted as an alternate to panels with a 24/0 span rating. Plywood siding rated 16"o.c. or 24"o.c. shall be permitted as an alternate to panels with a 24/16 span rating. Wall-16 and Plywood siding 16"o.c. shall be used with studs spaced a maximum of 16 inches on center.

NOTE!!!
BRACED WALL PANELS TO BE FRAMED FROM FLOOR TRUSS ATTACHMENT POINTS TO ROOF TRUSS ATTACHMENT POINTS BEHIND ROOF TRUSSES PER R602.10.2 @ ENTIRE UPPER LEVEL (TYP.)

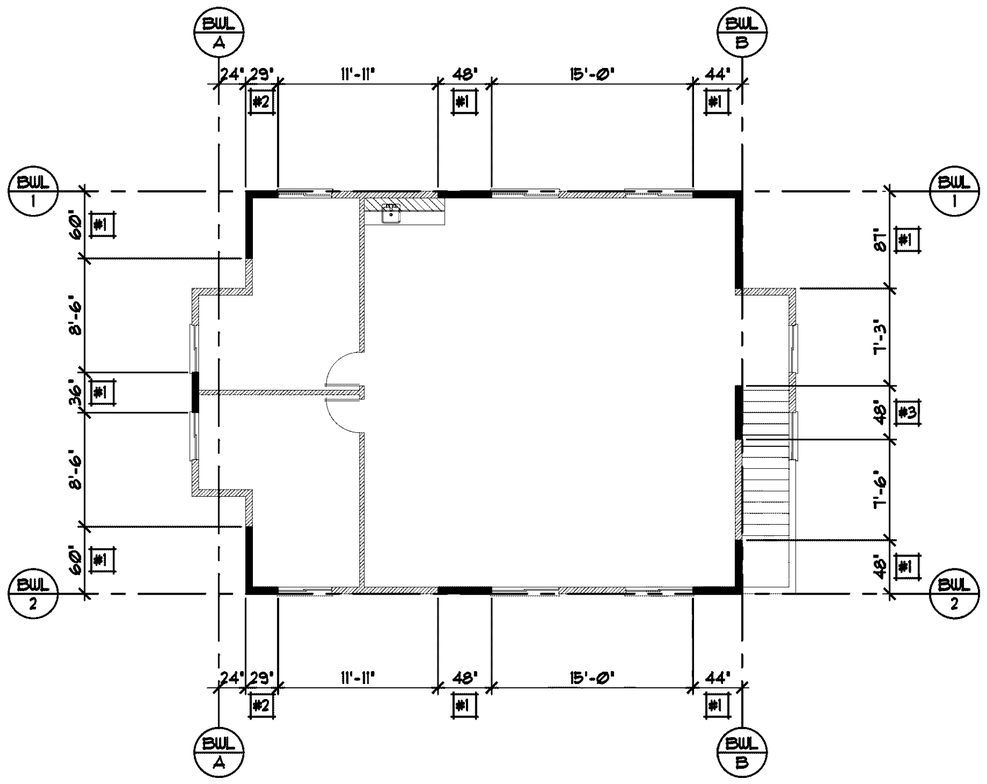
NOTE!!!
APPROVED UPLIFT FRAMING CONNECTORS TO BE SPECIFIED BY TRUSS MANUFACTURER/ SUPPLIER TO PROVIDE A CONTINUOUS LOAD PATH TO A POINT WHERE UPLIFT FORCES ARE 100plf OR LESS (PER R602.3.5 AND PER SECTION R802.11

| | WALL BRACING METHOD | DESCRIPTION |
|---|---|---|
| #1 | CS-WSP | (CONTINUOUSLY SHEATHED WOOD STRUCTURAL PANEL) PER TABLE 602.3 (3) |
| #2 | CS-PF | (CONTINUOUSLY SHEATHED PORTAL FRAMING) SEE THE CS-PF DETAIL (SHEET #9) |
| #3 | GB | (GYPSUM BOARD) NAILS OR SCREWS PER TABLE R602.3(1) @ EXTERIOR LOCATIONS & PER TABLE R702.3.5@ INTERIOR LOCATIONS |

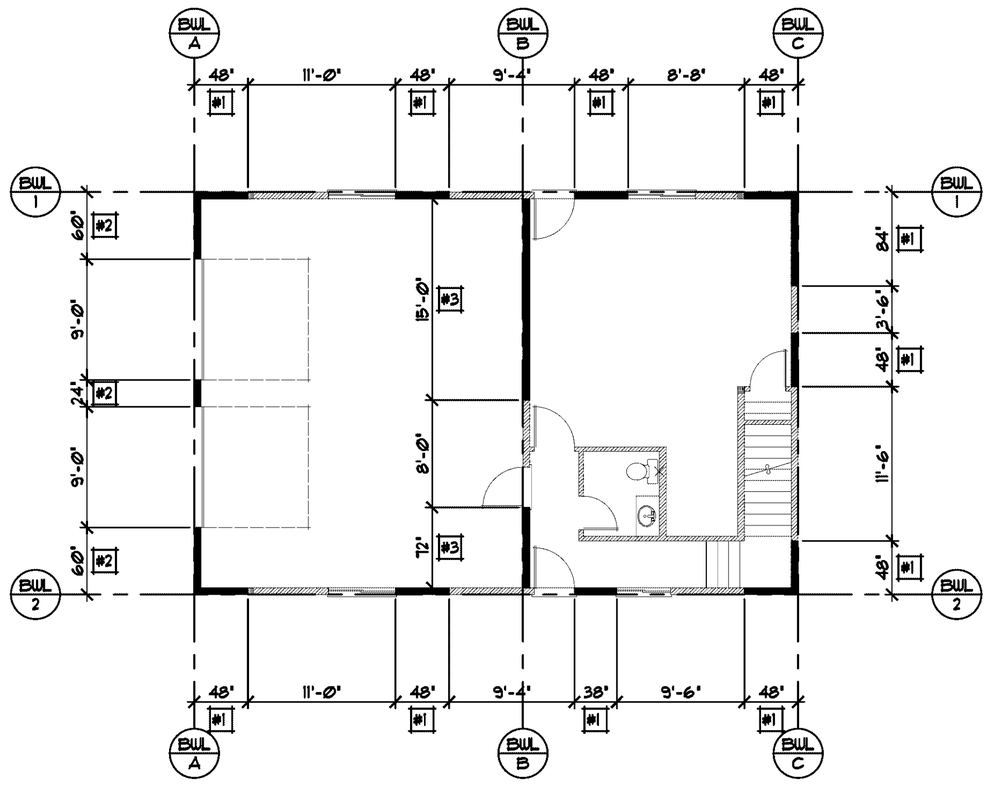
ALL BRACED PANEL LENGTHS GIVEN ARE TO BE TREATED AS MINIMUMS.

WIND EXPOSURE CATEGORY IS TO BE CATEGORY "B" PER SECTION R301.2.1.4

WIND SPEED RESISTANCE TO BE MEASURED LESS THAN OR EQUAL TO 90 MPH.




UPPER LEVEL WALL BRACING PLAN 1/8"=1'-0"




MAIN LEVEL WALL BRACING PLAN 1/8"=1'-0"

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SHEET 9 OF 9

CADD FILE # 22167

| | |
|---|---|
| **From:** | Ramsey Planning |
| **To:** | "John Thomas" |
| **Cc:** | Brian McCann; Sean Sullivan |
| **Subject:** | RE: project 22-127 planning meeting July 28th |
| **Date:** | Wednesday, July 27, 2022 11:01:43 AM |
| **Attachments:** | image001.png |

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John,
Thanks for your comments. We will forward them on to the Planning Commission for the public record.
Todd


**Todd A. Larson**

Todd A. Larson
Planning Manager | City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9821 (Direct)
763-228-3660 (Cell)
763-427-1410 (City Hall)
tlarson@cityoframsey.com

www.cityoframsey.com

*Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective and efficient government services*


**From:** John Thomas <cmjohnthomas@aol.com>
**Sent:** Wednesday, July 27, 2022 8:59 AM
**To:** Ramsey Planning <planning@cityoframsey.com>
**Subject:** project 22-127 planning meeting July 28th

City of Ramsey Planning Commission,

I am responding with my strong objections to the Home Occupation Permit portion of the project 22-127 in the City of Ramsey Minnesota. My family moved out to our home back in February of 1989. We moved from Coon Rapids to escape the traffic in the area to live in a peaceful cul-de-sac to raise our three children. Things have changed a lot over the past 33 years with all of the home deliveries and increased housing in our area. We have a 8 year old grandchild who visits weekly to play in our neighborhood with all of the other small children in our neighborhood. There are times we may have as many as seven young children playing in our cul-de-sac. We also have a 16 month old that we will be raising permanently. I am strongly opposed to turning our quiet cul-de-sac into a small business. Not only will we be subjected to the increased traffic and the security threat of unknown persons in our neighborhood, if we ever decide to sell our property, we would be forced to disclose we live across from a small business which would decrease our home value. It has been said there will be just a few customers daily but a business plan always contains growth and the numbers will always increase unchecked. The city of Ramsey has done a lot of planning to separate business from rural family living and allowing this to creep into our neighborhoods is wrong. If allowing one household a Home Occupation Permit would open the doors many others wanting to turn their homes into a business in our family neighborhood.

In regards to the CUP for the structure on the property, I have no objections as long as it is assured it will not turn into a future business.

Thank you for your time,

***John Thomas***
5434 180th Lane NW
Ramsey, Minnesota 55303
763-248-5938

| | |
|---|---|
| **From:** | Mike Hierlinger |
| **To:** | Ramsey Planning |
| **Cc:** | Brian McCann |
| **Subject:** | Re: Public Hearing Project No. 22-127: Your Computer Hero |
| **Date:** | Wednesday, July 27, 2022 2:14:34 PM |
| **Attachments:** | image001.png |

---

Mike and Tracy Hierlinger
18145 Erkium St NW
Anoka, MN 55303  (I use Anoka for mailing address purpose)

Thanks
Mike

On Wednesday, July 27, 2022 at 11:00:56 AM CDT, Ramsey Planning <planning@cityoframsey.com> wrote:

Hi Mike and Tracy,

Thanks for your comments.  What is your address for the public record?  Then, we'll pass the comments on to the Planning Commission.

Thanks,

Todd


*Todd A. Larson*

Todd A. Larson
Planning Manager | City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9821 (Direct)
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---

**From:** Mike Hierlinger <mhierlinger@yahoo.com>
**Sent:** Wednesday, July 27, 2022 10:42 AM
**To:** Ramsey Planning <planning@cityoframsey.com>
**Subject:** Public Hearing Project No. 22-127: Your Computer Hero

Ramsey Planning Commission-

We live on the back side of the MacLennan's property and our property is adjacent to the MacLennan's property. They are very decent people and decent neighbors.

We are **not** in favor of any business's in our residential neighborhood. Our neighborhood consists of a mix of young families and adults. There is a Ramsey park around the corner from the MacLennan's property, that is visited every day by young children. My main concern is more traffic from employees, customers and deliveries for the purpose of a business.

Wanted to mention Jenna MacLennan did stop by our house to discuss and provide information about their plans. I did sign a document that she said was to indicate that we had discussed the project. My signature did not not in any way suggest that I approved of their project. (I hope that was not the intent of the document).

Sincerely,

Mike and Tracy Hierlinger

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

**RESOLUTION #22-164**

**A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT FOR A TWO-STORY ACCESSORY STRUCTURE ON THE PROPERTY GENERALLY KNOWN AS 5435 180TH LANE NW AND DECLARING TERMS OF SAME.**

**RECITALS**

1. William and Jenna MacLennan, hereinafter referred to as the "**Permittees**", have properly applied for a Conditional Use Permit (the "**Permit**") to allow a 45' x 30', two-story accessory structure (the "**Structure**") on the property located at 5435 180th Ln NW and legally described as follows:

   FORD BROOK ESTATES LOT 1 BLK 10 FORD BROOK ESTATES (SUBJECT TO EASEMENT AS SHOWN ON PLAT), Anoka County, Minnesota

   (the "**Subject Property**")

2. That on June 26, 2022, the **Permittees** submitted a completed questionnaire, land use application, property survey, architectural plans, and fees regarding the **Permit** for the **Structure** on the **Subject Property**.

3. That the **Subject Property** is zoned R-1 Residential (Rural Developing) and the surrounding parcels to the east, west, and south are also zoned R-1 Residential (Rural Developing). The parcels to the north are in the City of Nowthen.

4. That the **Subject Property** is approximately 0.77 acres in size and is surrounded by lots ranging in size from 0.17 acres to 1.01 acres.

5. That the **Subject Property** is guided for Rural Developing (residential) in the City's Future Land Use Map.

6. The Applicant has stated that the accessory building will be used for a home occupation, which will require an approved Home Occupation Permit pursuant to Section 117-351 of Ramsey City Code. The building will not be used for habitation.

7. The proposed structure will have an exterior finish of vinyl siding to match the principal structure.

8. That the Planning Commission met and held a duly noticed public hearing on July 28, 2022, during their regularly scheduled meeting and recommended approval of the **Permit.**

9. That the City Council reviewed the request during their regularly scheduled meeting on August 9, 2022, and approved/denied the request.

**FINDINGS OF FACT**

1. That the proposed use **will not** adversely impact traffic in the area.

2. That the proposed use **will not** be compatible with the residential neighborhood due to (in part) density, lot size and use of the surrounding lots.

3. That the proposed use **will not** be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use or the public welfare.

4. That the proposed use **will not** substantially or adversely impair the use, enjoyment, or market value of neighboring properties.

5. That the proposed use **will not** be hazardous or disturbing to existing or future neighboring uses.

6. That the proposed use **will** be served adequately by public facilities and services such as highways and streets.

7. That the proposed use **will not** create excessive additional requirements at public cost for public facilities and services, and it will be detrimental to the economic welfare of the community.

8. That the proposed use **will not** involve activities and uses that would be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") for a two-story accessory structure (the "**Structure**") on the **Subject Property** pursuant to Section 117-51 of the Ramsey City Code and contingent upon the following conditions:

**CONDITIONS**

1. That there shall be no additional accessory structures constructed on the **Subject Property**, unless in accordance with City Code.

2. That the **Permittee** shall construct the **Building** in accordance with all other provisions of City Code Section 117-349 (Accessory Uses and Buildings) and City Code Section 117-111 (R-1 Residential District).

3. That the **Permittee** shall utilize a secondary driveway to provide access to the **Building** and that the driveway shall comply with the standards in City Code Section 117-111.

4. That the **Permittee** agrees that there will not be any commercial activities within the detached accessory building unless in full compliance with City Code Section 117-351 (Home Occupations).

5. That the **Permittee** agrees that there will not be any habitation within the detached accessory building.

6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.

8. That the **Permittee** shall obtain all necessary permits prior to commencing any construction of the **Building,** including a Building Permit.

9. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time, upon reasonable request.

10. That this **Permit** shall automatically expire if the use is not initiated by August 9, 2023 and issuance of the Building Permit shall constitute initiation.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Shryock, 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 9th day of August, 2022.

_____

Mayor

**ATTEST:**

_____
City Clerk

**PERMITTEES**

William and Jenna MacLennan, owners of fee title to the **Subject Property**, hereby acknowledge receipt of this **Permit** and have reviewed the conditions of this **Permit** and have agreed to comply with the terms of this **Permit**.

WILLIAM MACLENNAN

_____

JENNA MACLENNAN

_____

STATE OF MINNESOTA )
) ss.
COUNTY OF _____ )

On this _____ day of _____, 2022, before me a Notary Public, personally appeared William and Jenna MacLennan, fee title owners of the **Subject Property**, to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

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

**RESOLUTION #22-165**

**A RESOLUTION APPROVING A HOME OCCUPATION PERMIT FOR OPERATIONS OF A COMPUTER BUSINESS ON THE PROPERTY LOCATED AT 5435 180TH LN NW AND DECLARING TERMS OF PERMIT**

**RECITALS**

1. William and Jenna MacLennan, hereinafter referred to as the "**Permittees**", have properly applied for a Home Occupation Permit (the "**Permit**") to operate a computer business (the "**Home Occupation**") on the property located at 5435 180th Ln NW and legally described as follows:

   FORD BROOK ESTATES LOT 1 BLK 10 FORD BROOK ESTATES (SUBJECT TO EASEMENT AS SHOWN ON PLAT), Anoka County, Minnesota

   (the "**Subject Property**")

2. That on June 26, 2022, the **Permittee** submitted a completed questionnaire, land use application, property survey, architectural plans, and fees regarding the **Home Occupation** for a computer business on the **Subject Property**.

3. That the **Subject Property** is zoned R-1 Residential (Rural Developing) and the surrounding parcels to the east, west, and south are also zoned R-1 Residential (Rural Developing). The parcels to the north are in the City of Nowthen.

4. That the **Subject Property** is approximately 0.77 acres in size and is surrounded by lots ranging in size from 0.17 acres to 1.01 acres.

5. That the **Subject Property** is guided for Rural Developing (residential) in the City's Future Land Use Map.

6. That the **Permittee** owns the **Subject Property**, and will occupy the dwelling while conducting business on the **Subject Property**.

7. That the **Home Occupation** is proposed to be based out of the proposed 1,350 square foot, two-story accessory structure on site where the computer equipment and personal vehicles will be stored.

8. That the **Permittees** have stated there will be at least 400 square feet of garage space reserved for indoor residential parking and storage in an attached garage related to residential use on the **Subject Property**, as established in City Code Section 117-351 (Home Occupation).

9. There will not be any business signs at the **Subject Property**.

10. That the **Permittees** have stated there will be no more than one (1) employee vehicle coming to the property per day.

11. That the **Home Occupation** employs six (6) other employees.

12. That the **Permittees** have stated employee parking will be off of the public street on the driveway.

13. That the **Home Occupation** does not involve operating methods that include transactions with the public (customers, clients, consultants, subcontractors, etc.) on the **Subject Property** but does involve operating the business via phone call and email in an office inside the home. Customers do not come to the **Subject Property**.

14. Hours of operation – 9:00 am through 5:00 pm Monday through Friday. The **Permittees** are permitted to work quietly outside of these hours and on weekends.

15. That the City finds the **Home Occupation** operates beyond the parameters of Level I home occupation permit requirements (City Code Section 117-351 and Ordinance #22-06) and therefore requires Planning Commission and City Council review and approval.

16. That the Planning Commission met and held a duly noticed public hearing on July 28, 2022, during their regularly scheduled meeting and recommended approval of the **Permit.**

17. That the City Council reviewed the request during their regularly scheduled meeting on August 9, 2022, and approved/denied the request.

**FINDINGS OF FACT**

1. That the proposed use **will not** adversely impact traffic in the area.

2. That the proposed use **will not** be compatible with the residential neighborhood due to (in part) density, lot size and use of the surrounding lots.

3. That the proposed use **will not** be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use or the public welfare.

4. That the proposed use **will not** substantially or adversely impair the use, enjoyment, or market value of neighboring properties.

5. That the proposed use **will not** be hazardous or disturbing to existing or future neighboring uses.

6. That the proposed use **will** be served adequately by public facilities and services such as highways and streets.

7. That the proposed use **will not** create excessive additional requirements at public cost for public facilities and services, and it will be detrimental to the economic welfare of the community.

8. That the proposed use **will not** involve activities and uses that would be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.

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

That the request for a Home Occupation Permit (the "**Permit**") for the operation of Your Computer Hero on the **Subject Property** is hereby approved pursuant to Sections 117-51 and 117-351 of the Ramsey City Code with the following conditions:

1. That this agreement shall permit the **Home Occupation** of a computer business on the **Subject Property** pertaining to computer repair and maintenance operations.

2. That customers never visit the **Subject Property**.

3. That equipment and vehicles will be placed on the driveway, or inside the structure; not at any time on the public streets.

4. That the **Permittees** shall necessary permits, inspections, and approvals prior to conducting business operations.

5. That the **Permittees** agree there will be no exterior evidence of the **Home Occupation** permitted on the **Subject Property** unless in compliance with Chapter 117-351 (Home Occupations) of City Code except employee vehicles during hours of operation.

6. That the **Permittees** are responsible to verify and ensure that the structure(s) is compliant with all applicable state and local codes.

7. That should the **Permittees** die or should the **Subject Property** be sold, the **Permit** shall be automatically terminated, except that in the case of death, should a surviving spouse or child, residing at the same address, desire to continue the **Home Occupation**, written notice to that effect shall be given to the Zoning Administrator may authorize continuation of the **Permit** without further hearing.

8. The **Permittees** shall reside on the **Subject Property**; if the **Permittees** do not reside on the **Subject Property**, the **Permit** shall be automatically terminated.

9. That the **Permittees** agree that if the operation expands, they will notify the City of Ramsey and reapply for a **Permit**, including any operations pertaining to manufacturing of the corrugated boxes.

10. That adequate water supply and on-site sewage disposal facilities shall be the responsibility of the **Permittees**.

11. The **Permittees** shall be responsible for obtaining and having in full force and effect all applicable State, County and City licenses. This includes a Business License with the City and registering with the State of Minnesota.

12. The **Permittees** shall be responsible for all costs incurred in the administration and enforcement of this **Permit**.

13. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time, upon reasonable request to the **Permittees**.

14. That this **Permit** does not authorize a future homeowner of the **Subject Property** from utilizing the detached accessory building for a home-based business.

15. That there shall be no outdoor storage at any time related to the **Home Occupation** besides the single employee vehicle per day.

16. That the use shall not cause any other nuisance violations or City Code violations, and the **Subject Property** must remain in compliance with off-street parking violations, public nuisance code provisions, and in compliance with the International Property Maintenance Code. This includes but is not limited to: no junk being stored outside, parking only on the driveway(s), no driving on the grass, etc.

17. That the City reserves the right to revoke the permit for any violation of the above conditions.

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 approved and adopted by the Ramsey City Council this the 9th day of August, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

**PERMITTEES**

William and Jenna MacLennan, owners of fee title to the **Subject Property**, hereby acknowledge receipt of this **Permit** and have reviewed the conditions of this **Permit** and have agreed to comply with the terms of this **Permit**.

WILLIAM MACLENNAN

_____

JENNA MACLENNAN

_____

STATE OF MINNESOTA )
) ss.
COUNTY OF _____ )

On this _____ day of _____, 2022, before me a Notary Public, personally appeared William and Jenna MacLennan, fee title owners of the **Subject Property**, to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

**CC Regular Session** **7. 2.**

**Meeting Date:** 08/08/2022

**By:** Todd Larson, Community Development

**Information**

**Title:**

Green Valley Greenhouse/Davis Farms 2nd Addition Plat, CUP Amendment, Comprehensive Plan Amendment, and Rezoning

**Purpose/Background:**

**Background**

Green Valley Greenhouse (GVG) has been in operation for many years along the south side of Green Valley Road. Over the years, the business has expanded after receiving the proper approvals. The most recent approval, in 2018, identified an overall area for additional greenhouses to be installed in phases over the years. GVG is planning to purchase a 22-acre portion of the property to the west owned by the Hunt family to expand the greenhouse operations further. The portion southwest of the meandering ditch will be retained by the Hunt family.

**Notification:**

Staff mailed a public hearing notice to property owners within 700 feet of the parcels included in the plat on July 28, 2022. A notice of the Public Hearing was also published in the Anoka County UnionHerald, the City's official newspaper.

**Observations/Alternatives:**

**Zoning**

The GVG property is zoned R-1 MUSA. The Hunt property is split with the eastern half also being zoned R-1 MUSA-80 and the western half being zoned R-2. Commercial greenhouses are an allowed conditional use in the R-1 districts, though the use is not allowed in R-2. In order to expand greenhouses fully onto the adjacent property, it must be zoned entirely R-1 to accommodate it. Approximately six acres are affected. In exchange, a 6.73-acre portion of the Hunt property (conveniently drawn from two lot corners) is proposed to be rezoned to R-2.

**Comprehensive Plan Amendment**

Simply rezoning the R-2 to R-1 MUSA-80 on the Hunt property cannot be accomplished since that portion of land is also guided for medium density residential uses in the Comprehensive Plan. Zoning designations must be in conformance with the Comprehensive Plan per state statutes. An amendment to the Comprehensive Plan is proposed that re-guides the medium density land to low density residential.

In recent years, the City has been under pressure from the Metropolitan Council to maintain or increase overall density to justify its investment in the sanitary sewer system in Ramsey. Getting the Metropolitan Council to sign off on downgrading approximately six acres is extremely unlikely as our existing overall density is at 2.9 units/acre (3.0 units/acre is the benchmark). Therefore, the applicant is looking to swap density on the Hunt's property to the south. This land is still adjacent to other medium density property. Once the density is swapped, the rezoning can occur for both the area that GVG is purchasing and what the Hunt family is retaining.

Since maintaining areas for medium- and high-density residential property is important, should the Planning Commission and Council want, additional portions of the Hunt property can be up-guided/up-zoned to provide the City the density cushion it needs--up to a total of 40.85 acres. The Hunt property is encumbered by wetlands, the ditch easement, and a pipeline easement that will make a traditional single-family development difficult. The medium density designation could be more forgiving in that attached or clustered home sites could offset the open areas that are restricted due to these easements or odd shapes between easement. Representatives of the Hunt family have stated that they have no desire to develop their property in the foreseeable future.

**Plat**
The proposed plat of Davis Farms 2nd Addition is proposed to turn these three existing parcels into two lots. By incorporating the area southwest of the ditch into the Hunt's southern parcel in the plat, the possibility of a landlocked parcel is eliminated.

**Conditional Use Permit Amendment**
Like in 2017, GVG is proposing a site plan that shows the extent of future greenhouses. It is anticipated that the additional area will take several years before it is filled with greenhouses. The applicant has indicated that the business is not expected to generate additional employees with the expansion and that their delivery trucks have become more efficient, so traffic is not expected to be noticeably increased with the expansion.

**Funding Source:**
All costs associated with the application is the responsibility of the applicant.

**Recommendation:**
At its meeting on July 28, 2022, the Planning Commission recommended (6-1) to approve the proposal. Concerns about noise and traffic were discussed along with different options for guiding/zoning the Green Valley Greenhouse property.

**Action:**
Three motions are required at this time:

Motion to adopt Resolution #22-173 approving a Comprehensive Plan amendment re-guiding lands between Low Density Residential and Medium Density Residential southeast of Green Valley Road NW and Nowthen Blvd. NW., subject to review by the Metropolitan Council.

Motion to introduce ordinance #22-24 rezoning lands between R-1 MUSA-80 and R-2 southeast of Green Valley Road NW and Nowthen Blvd. NW.

Motion to adopt Resolution #22-174 approving a Conditional Use Permit amendment for the expansion of a commercial greenhouse at 6530 Green Valley Road NW., subject to approval of a Comprehensive Plan amendment and rezoning.

The motion for final plat approval will be brought forward with the easement vacation resolution on August 26 along with the second reading of the rezoning ordinance. The hearing for the easement vacation was noticed for the meeting on 8/26.

---

**Attachments**

Location Map
Narrative
Sketch Plan/CUP Site Plan
Existing CUP
Davis Farms 2nd Addition Final Plat
Land Use Application
Zoning/Land Use Exhibits
Draft Comp Plan Resolution #22-173
Draft CUP Resolution #22-174
Draft Rezoning Ordinance #22-24

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# Form Review

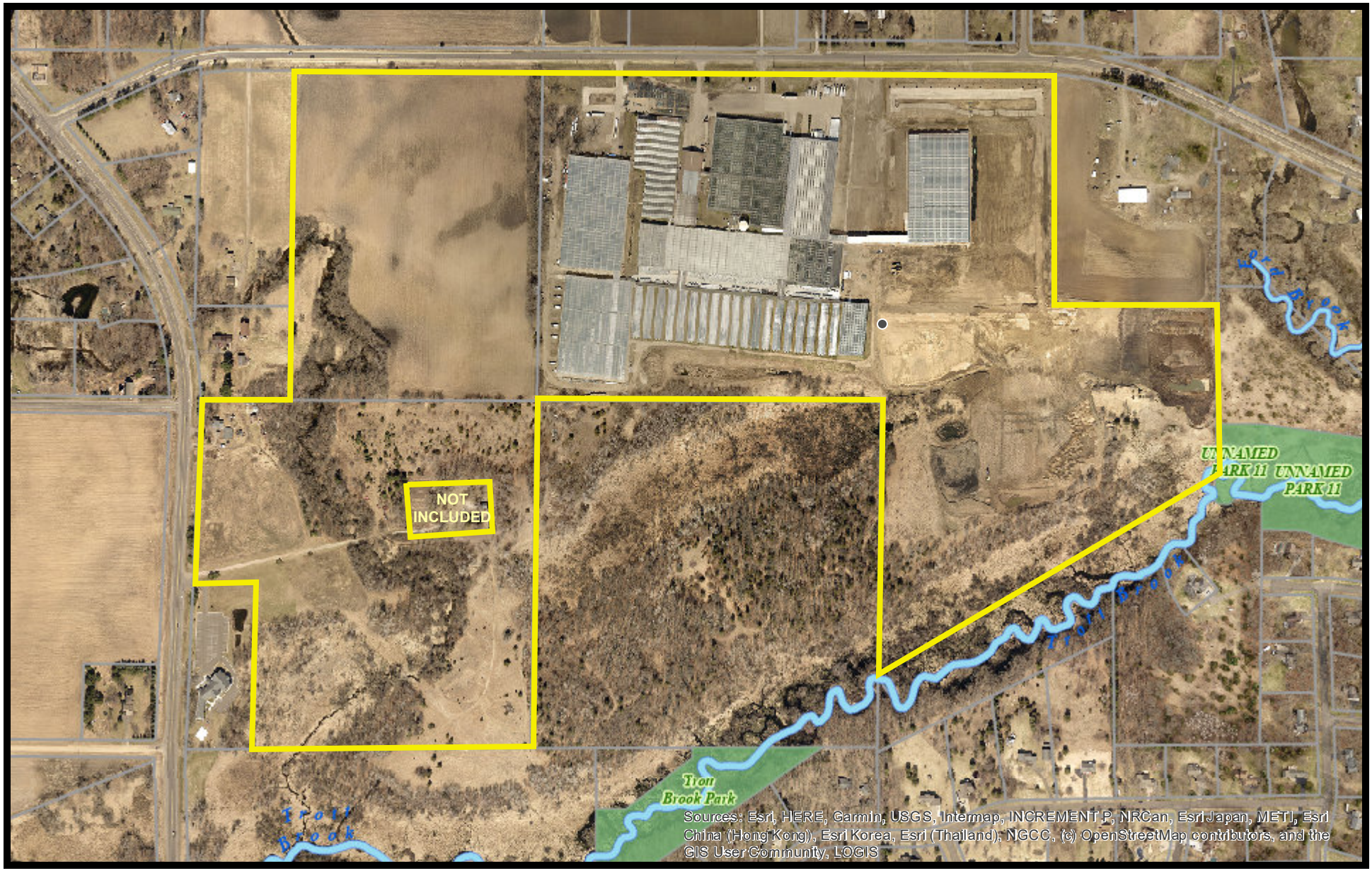
| Inbox | Reviewed By | Date |
| --- | --- | --- |
| Brian Hagen | Brian Hagen | 08/04/2022 09:36 AM |

Form Started By: Todd Larson
Started On: 08/01/2022 03:11 PM
Final Approval Date: 08/04/2022

***PID #'s:***
***03-32-25-42-0002***
***03-32-25-43-0006***
***03-32-25-41-0005***

# Green Valley Greenhouse

6530 and 6750 Green Valley Road NW




Print Date: July 12, 2022

0 0.0375 0.075 0.15 0.225 0.3 mi

Green Valley GREENHOUSE
www.GVGH.com
**6530 Green Valley Rd. Ramsey, MN 55303 (763) 753-1621**

July 29, 2022

To The City of Ramsey:

We are interested in purchasing approximately 22 acres of land directly west of our property that is currently owned by Judith Hunt. Our purpose for the purchase is to use the property for greenhouse buildings growing crops like recent buildings we erected on the east side of our property.

**We <u>do not anticipate any increase in traffic</u> on Green Valley Road** for these reasons:

1. We are not adding retail space and retail traffic will remain unchanged.
2. Our employee count will not increase due to increased efficiencies from robotics and automation.
3. We currently have crops grown at off-site facilities that are transported to our facility and then shipped to our customers. We will eliminate the need to transport that product to our facility which will reduce traffic on Green Valley Road.

**We have done several things in recent years to <u>reduce/eliminate noise</u>**. The buildings on this property will be the new style of open roof natural ventilation resulting in no ventilation fans.

We are actively exploring the idea of reclaiming rainwater and all irrigation water used on the new site. Our desire is to not dig a new well for the new site and use reclaimed water for all our irrigation needs.

Currently there is a 6.3-acre area zoned R-2 on the site. The Hunt family has agreed to move that to their property and the desire is to have at least the same amount of buildable area as before in the new R-2 zoned area.

To accomplish this plan, we are requesting a zoning amendment, comprehensive plan amendment, master site plan review, new plat, and an updated conditional use permit allowing greenhouse use on the new property.

As part of the master site plan, we are adding a proposed greenhouse on the south side of our far east greenhouses in the area that is currently outdoor mum field. We anticipate building on that site within the next three years.

We anticipate building greenhouses on the new 22-acre site in about five years and expect it will take 7-10 years for the buildout to be complete.

Thank you for considering these requests.

Brad Wolf, CEO
Aaron Davis, President
Phil Johnson, CFO

# CERTIFICATE OF SURVEY/SKETCH PLAN/SITE PLAN

## ~for~ GREEN VALLEY GREENHOUSE

## ~of~ PROPOSED DAVIS FARMS SECOND ADDITION

## PROPERTY DESCRIPTION

Parcel 1:
Lot 1, Block 1, HUNT ADDITION, Anoka County, Minnesota.

Parcel 2:
Lot 2, Block 1, TROTT BROOK ADDITION, Anoka County, Minnesota.

Parcel 3:
Lot 1, Block 1, DAVIS FARMS ADDITION, Anoka County, Minnesota.

## NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 6/9/2022.
- Bearings shown are on Anoka County datum.
- Parcel ID Numbers:
  03-32-25-42-0002 (Parcel 1)
  03-32-25-43-0003 (Parcel 2)
  03-32-25-41-0005 (Parcel 3)
- Curb shots are taken at the top and back of curb.
- This survey was prepared using a Title Commitment No. 86728, issued by Gibraltar Title Agency, LLC as agent for Stewart Title Guaranty Company. The Title Commitment is dated effective on May 16, 2022.

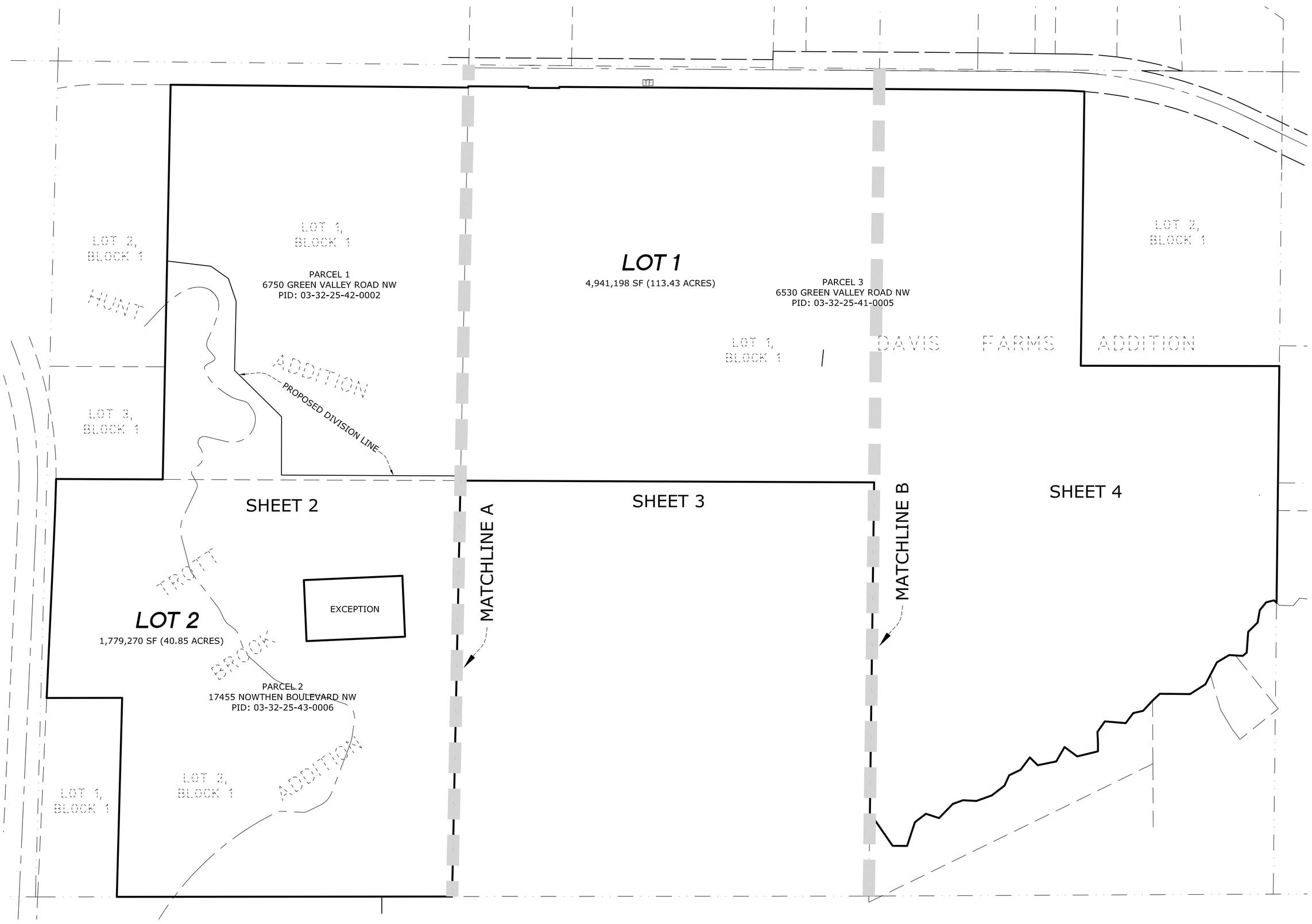
## LEGEND

- DENOTES IRON MONUMENT FOUND MARKED RLS 41578 (UNLESS OTHERWISE NOTED)
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- X 952.36 — DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING CONTOURS
- OHU — DENOTES POWER POLE AND OVERHEAR WIRES
- x — x — DENOTES FENCE
- E — DENOTES ELECTRICAL BOX
- T — DENOTES TELEPHONE PEDESTAL
- F — DENOTES FIBER OPTIC BOX
- DENOTES STORM SEWER APRON
- W — DENOTES WELL
- DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY PER PLAT OF DAVIS FARMS ADDITION
- WET — DENOTES WETLAND DELINEATED BY JACOBSON ENVIRONMENTAL IN 2017
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES PAVER SURFACE
- PIN No. 17-119-22-14-0008 / Owner: City of X / Address: Unassigned — DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

## BENCHMARK

ANOKA COUNTY BENCHMARK NO. 3078
ELEVATION 867.97 (NAVD88)

## OVERALL PARCEL SKETCH




GRAPHIC SCALE

200 0 100 200 400

1 INCH = 200FEET

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

JASON E. RUD

Date: 6/22/2022 License No. 41578


E.G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com


| DRAWN BY: BAB | JOB NO: 17457PP | DATE: 6/21/2022 |
|---|---|---|
| CHECK BY: JER | FIELD CREW: RW/MR | |

| NO. | DATE | DESCRIPTION | BY |
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# CERTIFICATE OF SURVEY/SKETCH PLAN/SITE PLAN

**~for~ GREEN VALLEY GREENHOUSE**

**~of~ PROPOSED DAVIS FARMS SECOND ADDITION**

SEE SHEET 1 FOR LEGEND AND NOTES

NORTH

PIN No. 03-32-25-13-0001
Owner: Ronald Hunt Trustee
Address: 6787 Green Valley Rd. NW

PID: 03-32-25-13-0001
Owner: HUNT RONALD E & JUDITH A
Address: UNASSINGED

PIN No. 03-32-25-14-0001
Owner: Matthew Baird
Address: 6501 Green Valley Rd. NW

PIN No. 03-32-25-42-0003
Owner: Ernest Majla
Address: 6780 Green Valley Rd. NW

PIN No. 03-32-25-42-0005
Owner: Ryan Hunt
Address: 17525 Nowthen Blvd. NW

PIN No. 03-32-25-43-0004
Owner: Spencer Butler Jr. Trustee
Address: 17405 Nowthen Blvd. NW

PIN No. 03-32-25-43-0005
Owner: Trott Brook Hall
Address: 17301 Nowthen Blvd. NW

PIN No. 10-32-25-12-0009
Owner: Janice Wright Trustee
Address: 17105 Nowthen Blvd. NW

NORTH LINE OF LOT 1, BLOCK 1, HUNT ADDITION
S89°27'56"E 965.97

S89°38'15"E 194.98

S89°40'50"E 100.03

S1°47'38"W 3.86

S1°08'50"W 4.01

WEST LINE OF LOT 1, BLOCK 1, HUNT ADDITION
S1°08'50"W 1281.43

SOUTH LINE OF LOT 1, BLOCK 1, HUNT ADDITION
S89°45'52"E 346.05

NORTH LINE OF LOT 2, BLOCK 1, TROTT BROOK ADDITION
S89°56'28"W 1088.18

SOUTH LINE OF LOT 2, BLOCK 1, TROTT BROOK ADDITION
N89°56'27"E 244.94

EAST LINE OF LOT 1, BLOCK 1, HUNT ADDITION
N2°36'23"E 519.02

EAST LINE OF LOT 1, BLOCK 1, DAVIS FARMS ADDITION
N1°08'50"E 1350.40

WEST LINE OF LOT 2, BLOCK 1, TROTT BROOK ADDITION
N1°33'00"E 646.25

Δ=1°02'21"
R=10614.95
192.52

S87°26'42"W 320.00
N2°34'20"W 198.00
S2°34'20"E 198.00
S87°26'42"W 320.00

PROPOSED INGRESS/EGRESS EASEMENT

DRAINAGE AND UTILITY EASEMENT PER PLAT OF HUNT ADDITION

DRAINAGE AND UTILITY EASEMENT TO BE VACATED

DRAINAGE AND UTILITY EASEMENT

PROPOSED INGRESS/EGRESS EASEMENT

PRIVATE INGRESS/EGRESS EASEMENT PER DOC. NO. 2180865.005

PRIVATE INGRESS/EGRESS EASEMENT PER DOC. NO. 2180865.004

UNDERGROUND PIPELINE EASEMENT PER DOC. NO. 577201

DRAINAGE AND UTILITY EASEMENT PER PLAT OF TROTT BROOK ADDITION

PROPOSED POND

PROPOSED GREEN HOUSE

EXISTING BUILDING

GREEN HOUSE

EXISTING PARKING LOT

EXISTING BUILDING

GRAIN BINS

HOUSE

SHOP

GARAGE

HOUSE

CONCRETE SLAB

EXCEPTION

CENTERLINE OF COUNTY DITCH NO. 27 AS FIELD LOCATED

(C.S.A.H. NO

MATCHLINE A
(SEE SHEET 3 OF 4 SHEETS)


E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com


GRAPHIC SCALE
100 0 50 100 200
1 INCH = 100FEET

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

JASON E. RUD
Date: 6/22/2022 License No. 41578

| DRAWN BY: BAB | JOB NO: 17457PP | DATE: 6/21/2022 |
|---|---|---|
| CHECK BY: JER | FIELD CREW: RW/MR | |

| NO. | DATE | DESCRIPTION | BY |
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# CERTIFICATE OF SURVEY/SKETCH PLAN/SITE PLAN

**~for~ GREEN VALLEY GREENHOUSE**

**~of~ PROPOSED DAVIS FARMS SECOND ADDITION**

SEE SHEET 1 FOR LEGEND AND NOTES

NORTH

MATCHLINE A
(SEE SHEET 2 OF 4 SHEETS)

MATCHLINE B
(SEE SHEET 4 OF 4 SHEETS)

**E. G. RUD & SONS, INC.**
EST. 1977
**Professional Land Surveyors**
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**Lino Lakes, MN 55014**
**Tel. (651) 361-8200 Fax (651) 361-8701**
www.egrud.com

GRAPHIC SCALE
100 0 50 100 200
1 INCH = 100FEET

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JASON E. RUD
Date: 6/22/2022 License No. 41578

| DRAWN BY: BAB | JOB NO: 17457PP | DATE: 6/21/2022 |
|---|---|---|
| CHECK BY: JER | FIELD CREW: RW/MR | |

| NO. | DATE | DESCRIPTION | BY |
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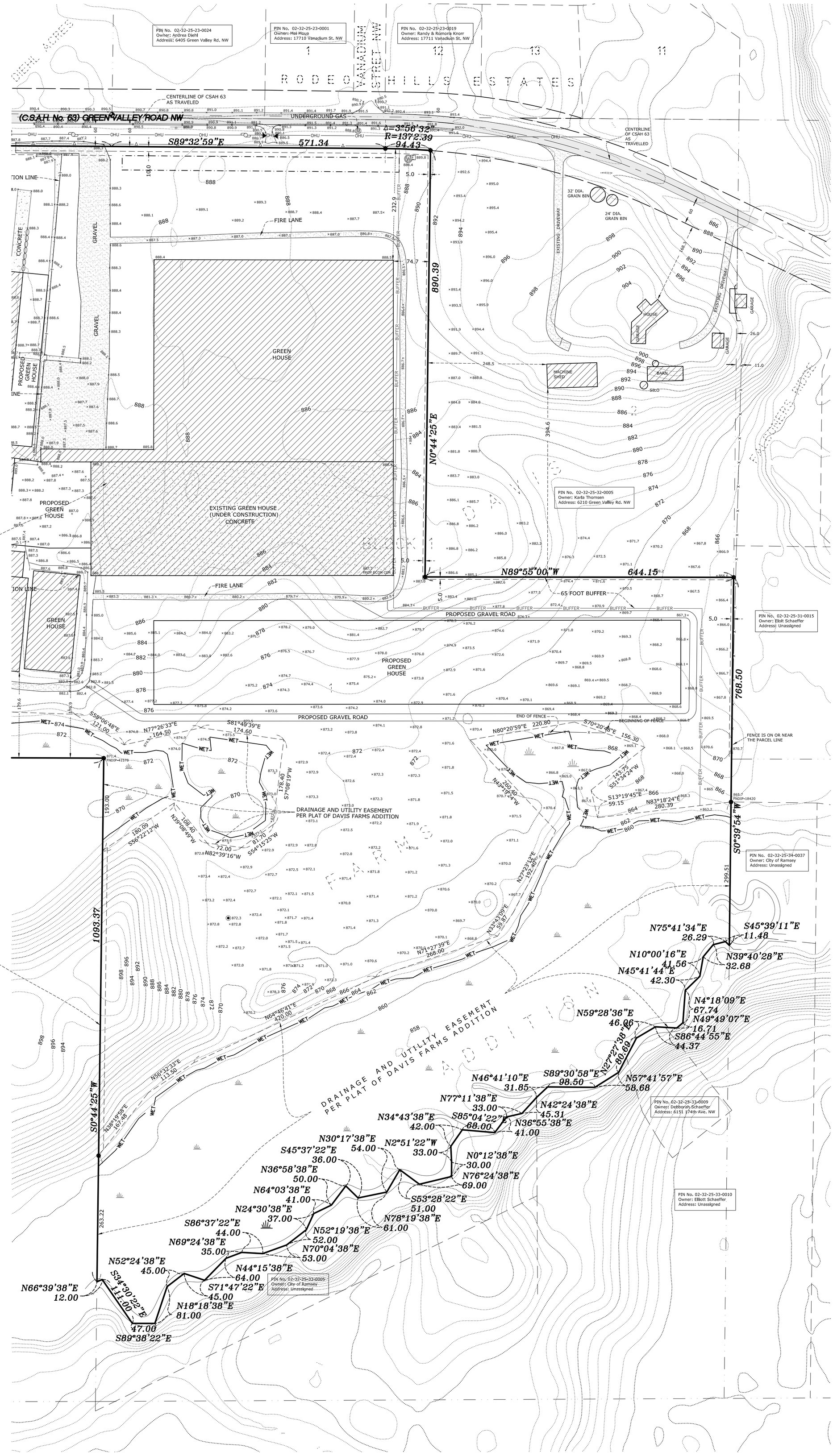
# CERTIFICATE OF SURVEY/SKETCH PLAN/SITE PLAN

**~for~ GREEN VALLEY GREENHOUSE**

**~of~ PROPOSED DAVIS FARMS SECOND ADDITION**

SEE SHEET 1 FOR LEGEND AND NOTES

NORTH




MATCHLINE B
(SEE SHEET 3 OF 4 SHEETS)

**E. G. RUD & SONS, INC.**
EST. 1977
www.egrud.com
**Professional Land Surveyors**
**6776 Lake Drive NE, Suite 110**
**Lino Lakes, MN 55014**
**Tel. (651) 361-8200 Fax (651) 361-8701**

GRAPHIC SCALE
100 0 50 100 200
1 INCH = 100FEET

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

JASON E. RUD

Date: 6/22/2022 License No. 41578

| | | | |
|---|---|---|---|
| DRAWN BY: BAB | JOB NO: 17457PP | | DATE: 6/21/2022 |
| CHECK BY: JER | FIELD CREW: RW/MR | | |
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| 3 | | | |
| NO. | DATE | DESCRIPTION | BY |



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

**RESOLUTION #18-178**

**A RESOLUTION APPROVING THE ISSUANCE OF AN AMENDED CONDITIONAL USE PERMIT TO ALLOW FOR EXPANSIONS OF THE GREEN VALLEY GREENHOUSE OPERATIONS IN A RESIDENTIAL DISTRICT AT 6530/6560 GREEN VALLEY ROAD**

**RECITALS**

1. Green Valley Greenhouse, Inc., hereinafter referred to as the "**Permittee**", has properly applied for a Conditional Use Permit to expand greenhouse operations on the properties generally known as 6530/6560 Green Valley Road NW, legally described as follows:

   Lot 1, Block 1, Davis Farms Addition and the Southeast One Quarter of the Southeast One Quarter of Section 3, Township 32, Range 25, Anoka County, Minnesota

   (the "**Subject Property**")

2. That Green Valley Greenhouse, Inc. (the "**Permittee**") is the owner of the **Subject Property**.

3. The City of Ramsey received an application to amend the existing conditional use permit for greenhouse operations and site plan approval to expand existing greenhouse operations on the **Subject Property** on July 9th, 2018.

4. That on July 31, 1990, the City of Ramsey issued a Conditional Use Permit on the subject property to expand the lawful, non-conforming greenhouse use, which was initiated in 1977 to increase the size of the warehouse from 4,050 square feet to 8,910 square feet and add another 13,000 square feet of greenhouse space.

5. That on November 28, 2000, the City of Ramsey approved an amendment to the Conditional Use Permit to add a 528 square foot permanent accessory structure to the greenhouse operation.

6. That on August 24, 2004 the City of Ramsey approved Resolution 04-08-231 amending the Conditional Use Permit and establishing an ultimate business growth area on the property.

7. That on September 27, 2005, the City of Ramsey approved an amendment to the Conditional Use Permit to allow for outdoor storage of bulk landscape materials, including crushed rock, wood mulch, and soil.

8. That on September 22, 2015, the City of Ramsey approved a Conditional Use Permit for expanded greenhouse operations, restricting outdoor storage onsite.

9. That the **Subject Property** is located within the R-1 MUSA Residential District and surrounded by residentially zoned properties in both the R-1 MUSA and R-1 Rural Development Residential Districts.

10. That greenhouse operations are listed as a conditional use in the R-1 District.

11. That the **Subject Property** is 89.84 acres total.

12. That the **Permittee** plans to build two new greenhouses, connected to the existing greenhouses. The proposed greenhouses are 620 x 576 feet and 144 x 192 feet.

13. That the **Permittee** plans to add two parking areas and a fire lane along the east side of the building.

14. That the **Permittee** plans to add three growing fields south of the proposed greenhouse building.

15. That the **Permittee** is proposing the buildings be served by private well and septic, which is currently on the site.

16. That there is currently a Conditional Use Permit in place for greenhouse operations.

17. That when the original greenhouse was built, there was a home on the property. The home was recently removed from the property, and the property is now entirely commercial greenhouse operations.

18. That the proposed use would not produce fire hazard or noxious emissions that will not disturb or endanger neighboring properties.

## FINDINGS OF FACT

1. That the greenhouse expansion will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That the greenhouse expansion will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the greenhouse expansion will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That the greenhouse expansion will not be hazardous to existing or future neighboring uses.

5. That the greenhouse expansion will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That the greenhouse expansion will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

7. That the greenhouse expansion will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") and Site Plan for greenhouse expansion on the **Subject Property** contingent upon the following conditions:

**CONDITIONS**

1. That this amended Conditional Use Permit (the "Permit") for Green Valley Greenhouse shall supersede and replace the Conditional Use Permit approved by City Council in Resolution #15-09-226, issued on September 22, 2015.

2. That this **Permit** shall be perpetual in its duration so long as the conditions imposed herein are complied with.

3. That this **Permit** allows for greenhouse expansion and greenhouse operations on the **Subject Property**.

4. The **Permittee** shall be responsible for maintaining a fifty (50) foot wide no-build area along the entire perimeter of the **Subject Property** to serve as a buffer yard between the commercial operations and the adjacent residential and public road right-of way.

5. That the **Permittee** shall obtain a permit from the Lower Rum River Water Management Organization (LRRWMO) prior to any improvements being made to the **Subject Property** and the **Permittee** shall provide the **City** with a copy of the permit received from the LRRWMO.

6. That the **Permittee** shall be responsible for providing the City Engineering Department with timely information (within 30 days of completion of any adjustments to building coverage) relating to each addition or reduction of the greenhouse facility for the purposes of accurately calculating REU stormwater fees on the **Subject Property**.

7. That all new construction and expansion of existing structures shall comply with applicable requirements of the Ramsey City Code and the Minnesota State Building Code. It is herein agreed that all structures are subject to Site Plan review and approval in accordance with City Code.

8. That the Permittee herein agrees that as of December 31, 2015, this **Permit** shall no longer allow for the storage and/or sale of bulk landscape materials on the **Subject Property.**

9. That the **Permittee** shall continue to coordinate with the **City's** Fire Department to ensure there is sufficient fire apparatus access throughout the Green Valley Greenhouse operations in accordance with Section 503.1 of the Fire Code.

10. That the Permittee shall be responsible for regularly monitoring County Road 63 (Green Valley Road) between County Road 5 and Trunk Highway 47, and removing spillage of any materials resulting from business operations on the **Subject Property.**

11. The Community Development Department of the **City** shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request. In the event the **Permittee** is determined to be in violation of any of the conditions set forth herein, the **City** shall give the **Permittee** written notice of the violation. The **Permittee** shall be given 30 days to correct the violation and submit a written response to the notice.

12. That the **Permittee** shall obtain all necessary permits as determined by the Building Official prior to construction of the building on the **Subject Property**.

13. That the **Permittee** shall comply with all applicable local, state, and federal regulations.

14. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.

15. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

16. That this **Permit** shall automatically expire if the use is not initiated by September 25, 2019; issuance of a Zoning Permit for the tenant improvements shall be considered as initiating the use.

17. That the **Permittee** and the **City** complete a development fee credit agreement for stormwater, parks, trails, and other required development fees.

18. The proposed structures on the **Subject Property** cannot exceed the 35% lot coverage restriction.

19. That the **Permittee** shall submit a landscaping plan for review and approval by the City for proposed landscaping and berming.

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

Acting Mayor LeTourneau
Councilmember Riley
Councilmember Johns
Councilmember Kuzma
Councilmember Shryock

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy
Existing Vacancy

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th of September, 2018

**PERMITTEE**

Green Valley Green House hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

**PROPERTY OWNER**

Davis Farms, LLC hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

**CITY OF RAMSEY:**

By:_____ By:_____
Acting Mayor City Clerk

STATE OF MINNESOTA )
) ss.
COUNTY OF ANOKA )

On this _____ day of _____, ____, before me a Notary Public personally appeared John LeTourneau and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Acting Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said John LeTourneau and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

This document reviewed by:
Ratwik, Roszak & Maloney
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

PRELIMINARY COPY
LAST SAVED BY: BBYER on Tuesday, June 21, 2022 at 4:30:49 PM
LOCATION: C:\USERS\BBYER.EGRUD\DESKTOP\REMOTE JOBS\17457 GREEN VALLEY
FILENAME: 17457-2022-FINAL PLAT.DWG
FILESIZE: 61.11MB

# DAVIS FARMS SECOND ADDITION

**City of Ramsey**
**County of Anoka**
**Sec. 2 & 3, T32, R25**

KNOW ALL PERSONS BY THESE PRESENTS: That Davis Farms, LLC, a Minnesota Limited Liability Corporation, owner, of the following described property:

Lot 1, Block 1 DAVIS FARMS ADDITION, Anoka County, Minnesota.

and that Judith A. Hunt, as trustee of the Ronald E. Hunt Trust dated March 20, 2020 (as to an undivided 1/2 interest) and Judith A. Hunt, as trustee of the Judith A. Hunt Trust dated March 20, 2020 (as to an undivided 1/2 interest), owners of the following described property:

Lot 1, Block 1, HUNT ADDITION, Anoka County, Minnesota.

AND

Lot 2, Block 1, TROTT BROOK ADDITION, Anoka County, Minnesota.

Have caused the same to be surveyed and platted as DAVIS FARMS SECOND ADDITION and do hereby dedicate to the public for public use the drainage and utility easements as shown by this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 63 as shown on this plat.

In witness whereof said Davis Farms, LLC, a Minnesota Limited Liability Corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20___.

DAVIS FARMS, LLC

_____ , as _____,
_____.

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____ , 20___ by _____ , as _____ of Davis Farms, LLC, a Minnesota Limited Liability Corporation, on behalf of the corporation.

_____
_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said Judith A. Hunt as trustee of the Ronald E. Hunt Trust dated March 20, 2020, has hereunto set her hand this _____ day of _____, 20____.

_____
Judith A. Hunt as trustee of the Ronald E. Hunt Trust
dated March 20, 2020

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____ , 20___ by Judith A. Hunt as trustee of the Ronald E. Hunt Trust dated March 20, 2020.

_____
_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said Judith A. Hunt as trustee of the Judith A. Hunt Trust dated March 20, 2020, has hereunto set her hand this _____ day of _____, 20____.

_____
Judith A. Hunt as trustee of the Judith A. Hunt Trust
dated March 20, 2020

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____ , 20___ by Judith A. Hunt as trustee of the Judith A. Hunt Trust dated March 20, 2020.

_____
_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this ____ day of _____ , 20___.

_____
Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____ , 20___ by Jason E. Rud.

_____
_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

City Council, City of Ramsey, Minnesota

This plat of DAVIS FARMS SECOND ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this___ day of _____ , 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By _____ Mayor

By _____ Clerk

County Surveyor

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

_____
David M. ZiegImeier
Anoka County Surveyor

County Auditor/Treasurer

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

_____
Property Tax Administrator

By _____, Deputy

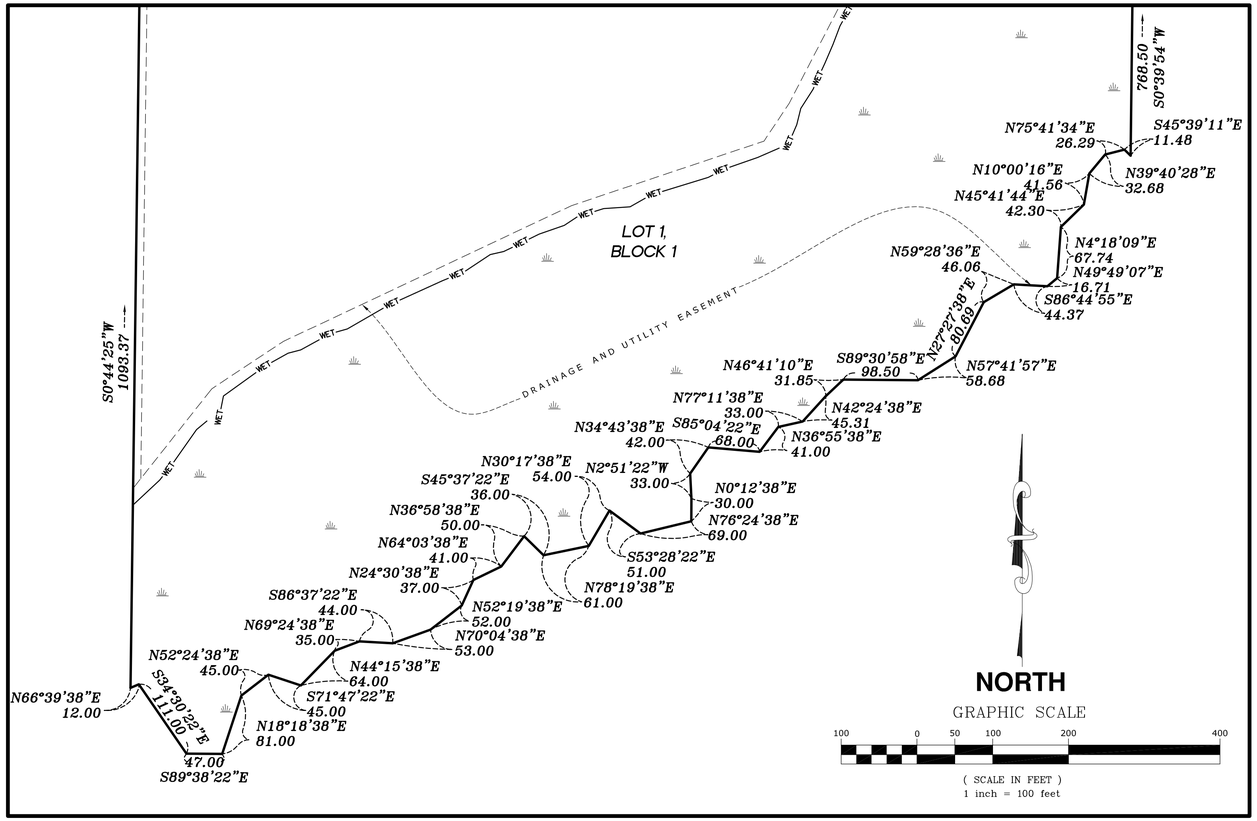
County Recorder/Registrar of Titles County
of Anoka, State of Minnesota

I hereby certify that this plat of DAVIS FARMS SECOND ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ___ day of _____ , 20___, at ___ o'clock __.M. and was duly recorded as Document Number _____.

_____
County Recorder/Registrar of Titles

By _____, Deputy

## "DETAIL A"




**E. G. RUD & SONS, INC.**
EST. 1977
**Professional Land Surveyors**

PRELIMINARY COPY

LAST SAVED BY: BBYER on Wednesday, June 22, 2022 at 1:28:37 PM
LOCATION: C:\USERS\BBYER.EGRUD\DESKTOP\REMOTE JOBS\17457 GREEN VALLEY
FILENAME: 17457-2022-FINAL PLAT.DWG
FILESIZE: 61.20MB

# DAVIS FARMS SECOND ADDITION

**City of Ramsey**
**County of Anoka**
**Sec. 2 & 3, T32, R25**

- DENOTES ANOKA COUNTY MONUMENT
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET, MARKED BY RLS NO. 41578.
- DENOTES SET WASHER AND NAIL STAMPED RLS NO. 41578.
- DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY.
- WET — DENOTES WETLAND DELINEATED BY JACOBSON ENVIRONMENTAL IN 2017.
- DENOTES APPROXIMATE EDGE OF WETLAND PER AERIAL MAPPING.

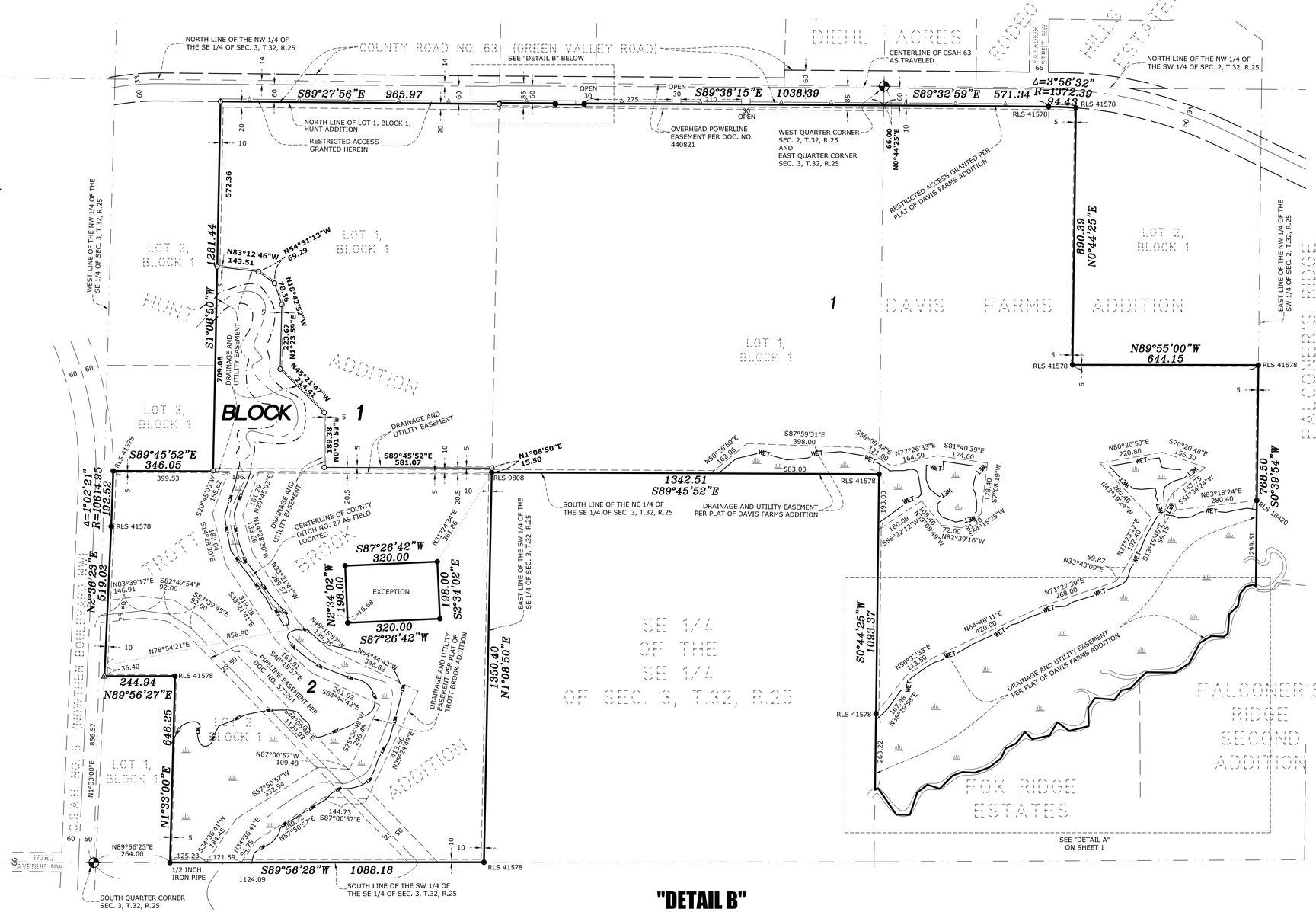
FOR THE PURPOSES OF THIS PLAT THE NORTH LINE OF LOT 1, BLOCK 1, HUNT ADDITION IS ASSUMED TO HAVE A BEARING OF SOUTH 89 DEGREES 27 MINUTES 56 SECONDS EAST.

NORTH

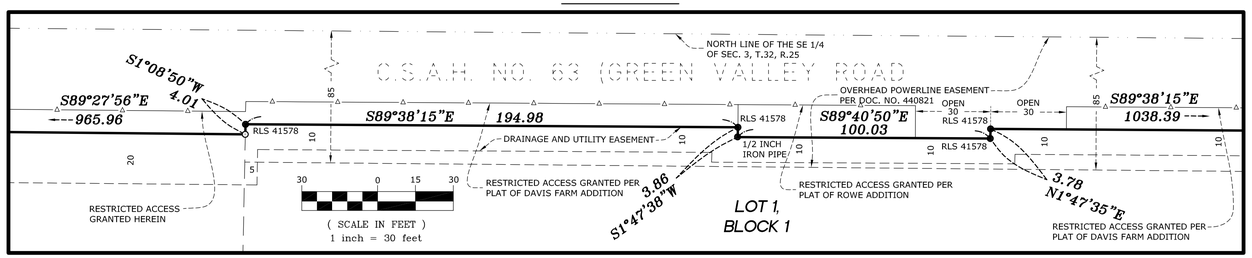
GRAPHIC SCALE

200 0 100 200 400 800

( SCALE IN FEET )
1 inch = 200 feet




## "DETAIL B"




**E. G. RUD & SONS, INC.**
EST. 1977
Professional Land Surveyors

RECEIVED
JUN 16 2022

City of RAMSEY

# Land Use Application

| | | |
|---|---|---|
| ■ Plat – Sketch Plan | ☐ Plat – Preliminary Plat | ■ Plat – Final Plat |
| ☐ Administrative Plat | ■ Site Plan Review | ☐ Easement/ROW Vacation |
| ■ Conditional Use Permit | ☐ Interim Use Permit | ■ Comprehensive Plan Amendment |
| ■ Zoning Amendment | ☐ Home Occupation Permit | ☐ Variance |
| ☐ Dwelling Moving Permit | ☐ Environmental Permit | ☐ Registered Land Survey |
| ☐ Non-Traditional Animal License | ☐ Beekeeping License | ☐ Private Kennel License |

## Applicant Contact Information

*Please note: All official communication will be routed through this contact.*

| | | | |
|---|---|---|---|
| Name: | Phil Johnson | | |
| Street Address: | 6530 Green Valley Rd. | | |
| City, State, ZIP: | Ramsey, MN 55303 | | |
| Home Phone: | 612-816-9798 | Work Phone: | 763-753-1621 |
| Email: | pjohnson@gvgh.com | Fax Number: | 763-753-5943 |
| Name of Business (if applicable): | Green Valley Greenhouse, Inc. | | |
| Business Address (if applicable) | 6530 Green Valley Rd. | | |
| Business City, State, ZIP | Ramsey, MN 55303 | | |
| Business Phone: | 763-753-1621 | Business Fax: | 763-753-5943 |

## Subject Property Information

*(Location of Application)*

| | |
|---|---|
| Address | 6530 and 6750 Green Valley Rd. |
| PIN | 03-32-25-42-0002 03-32-25-43-0006 03-32-25-41-0005 |
| Legal Description | Lot 1 Block 1 Davis Farms Addition, |
| Zoning District | Lot 2 Block 1 Trott Brook Addition, Lot 1 Block 1 Hunt Addition |

*Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification*

## Property Owner Information

*(If different than Applicant)*

| | | | |
|---|---|---|---|
| Name: | Davis Farms, LLC | Judith A. Hunt, Trustee | |
| Street Address: | 6530 Green Valley Rd. | 17455 Nowthen Blvd. NW | |
| City, State, ZIP: | Ramsey, MN 55303 | Ramsey, MN 55303 | |
| Home Phone: | | Work Phone: | |
| Email: | pjohnson@gvgh.com<br>tmlywld@gmail.com | Fax Number: | |

Please provide a detailed description of your request and attached a copy of a scaled site plan

Change zoning from R2 to R 1-80 on western side of Lot 1 Block 1 Hunt Addition and add R2 to ~~northern portion of Lot 2 Block 1 Trott Brook Addition.~~

Change Comp Plan to reflect zoning change.

Minor plat to add approximately 22 acres of Lot 1 Block 1 Hunt Addition to Lot 1 Block 1 Davis Farms Addition and add approximately 6 acres from Lot 1 Block 1 Hunt Addition to Lot 2 Block 1 Trott Brook Addition

~~Amend CUP Resolution #18-178 to include approximately 22 acres of Lot 1 Block 1 Hunt Addition~~ Site Plan review for master building plan on Lot 1 Block 1 Davis Farms Addition.

***A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.***

| | | | |
|---|---|---|---|
| Applicant Signature | | Co-Applicant Signature | |
| Printed Name | Phil Johnson | Printed Name | Brad Wolf |
| Title | CFO | Title | CEO |
| Date | 6/15/2022 | Date | 6/15/2022 |

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

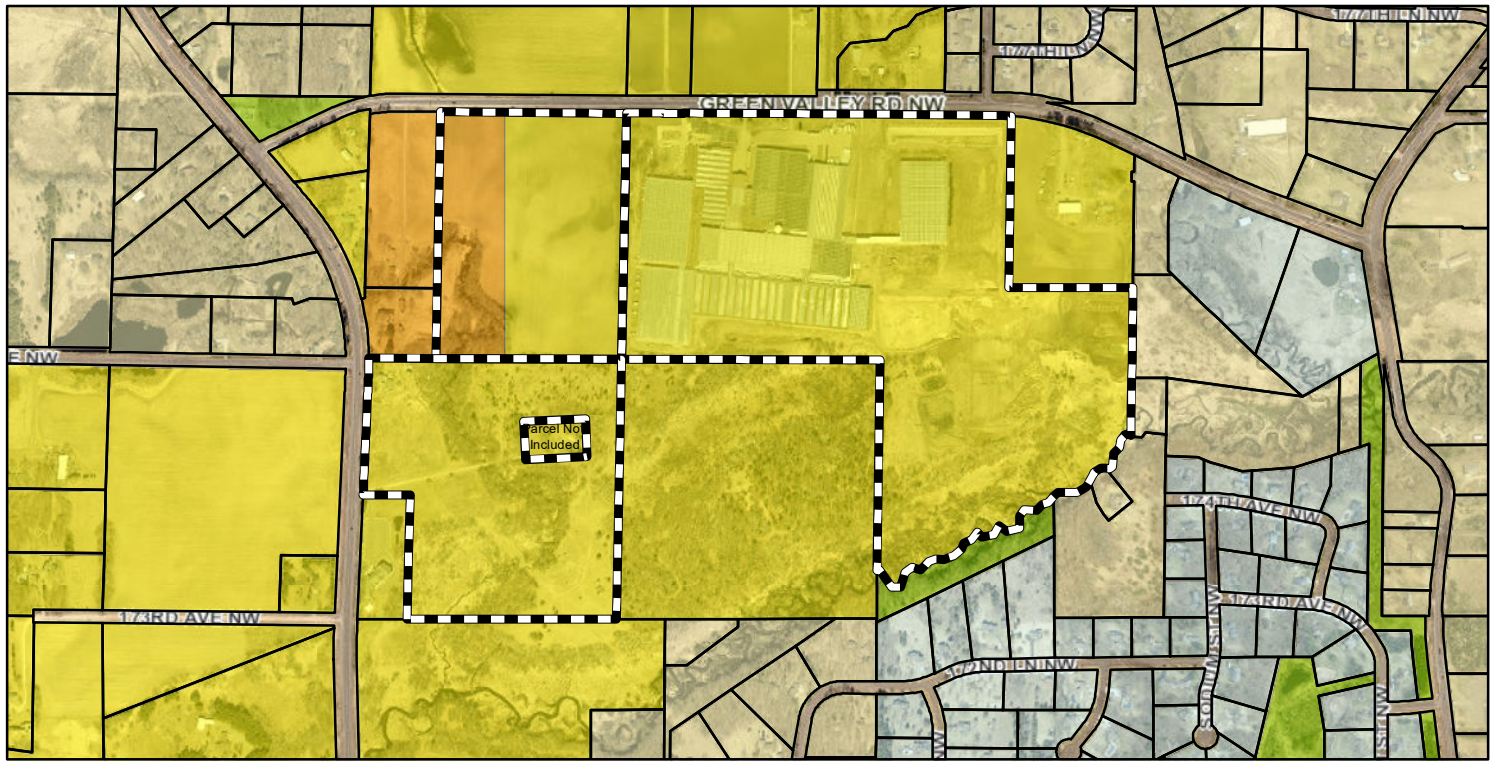
| | | | |
|---|---|---|---|
| Property Owner Signature | | Property Owner Signature | Judith A. Hunt |
| Printed Name | Brad Wolf | Printed Name | Judith A. Hunt, Trustee |
| Title | Owner | Title | Owner |
| Date | 6/15/2022 | Date | 6/15/2022 |

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

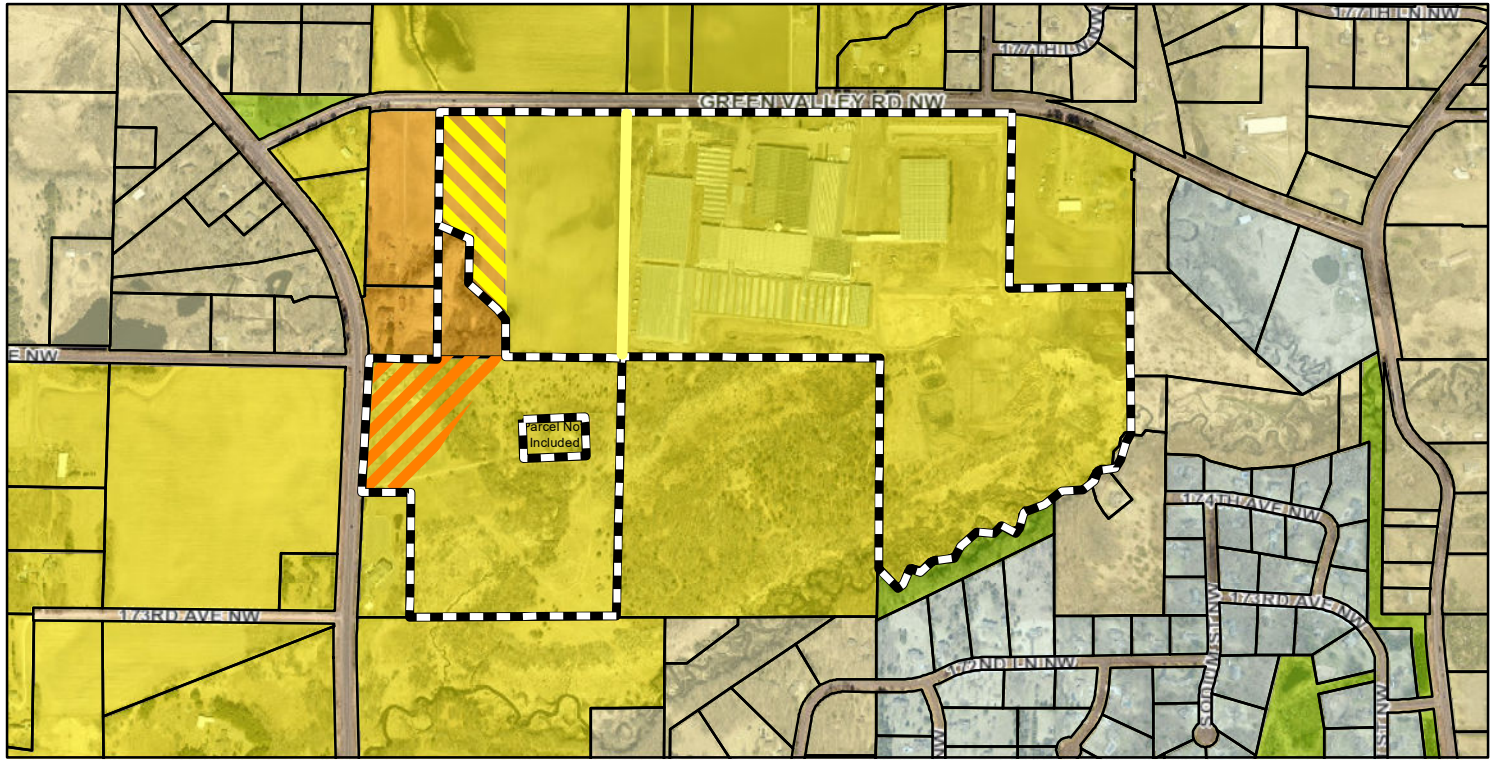
# Green Valley Greenhouse/ Davis Farms 2nd Addition

Planning Commission
July 28, 2022

## Existing Zoning




## Proposed Zoning

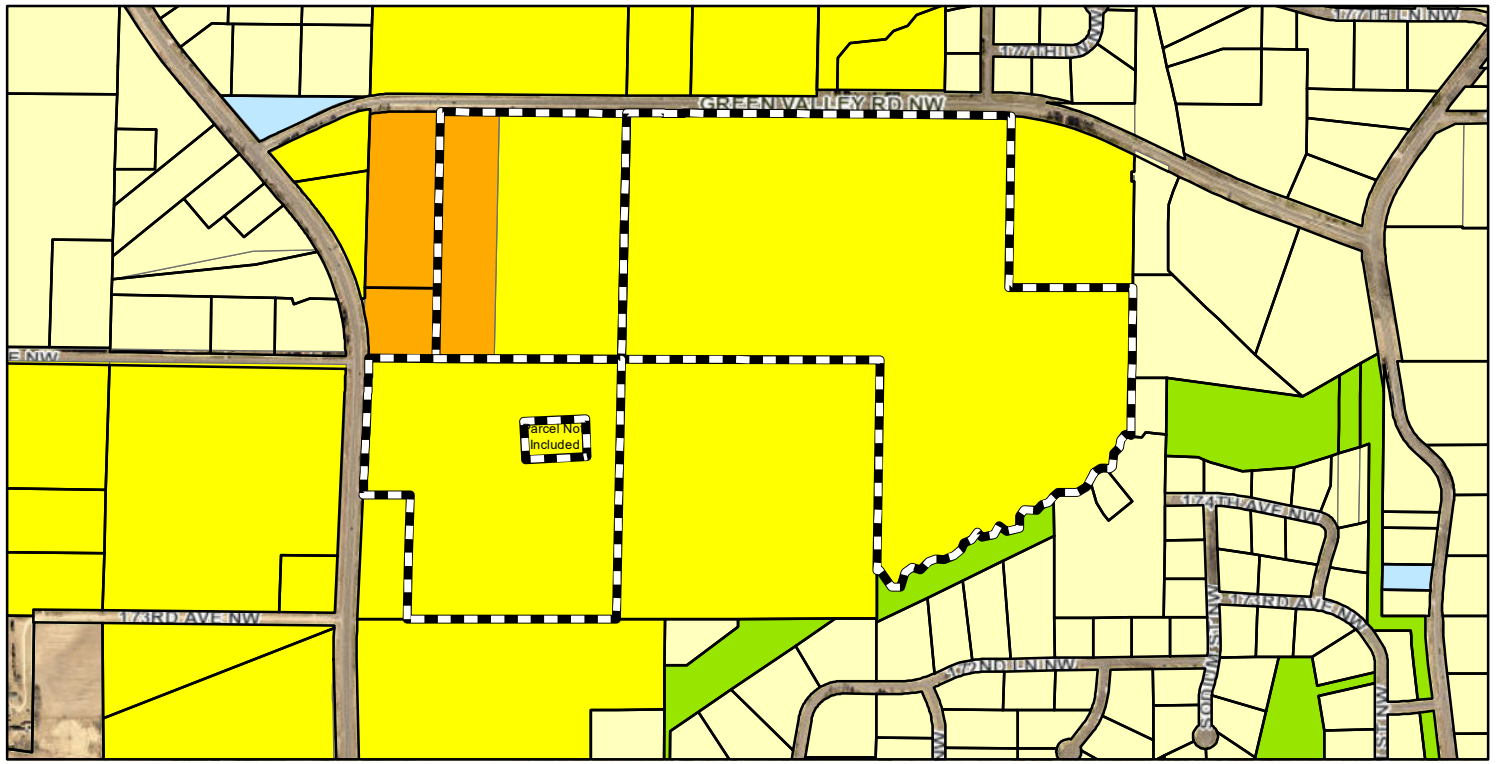



- R-1 Rural Developing
- R-1 MUSA-80
- R-2
- PUD
- P Parks
- Subject Parcels
- Proposed R-1 MUSA-80
- Proposed R-2

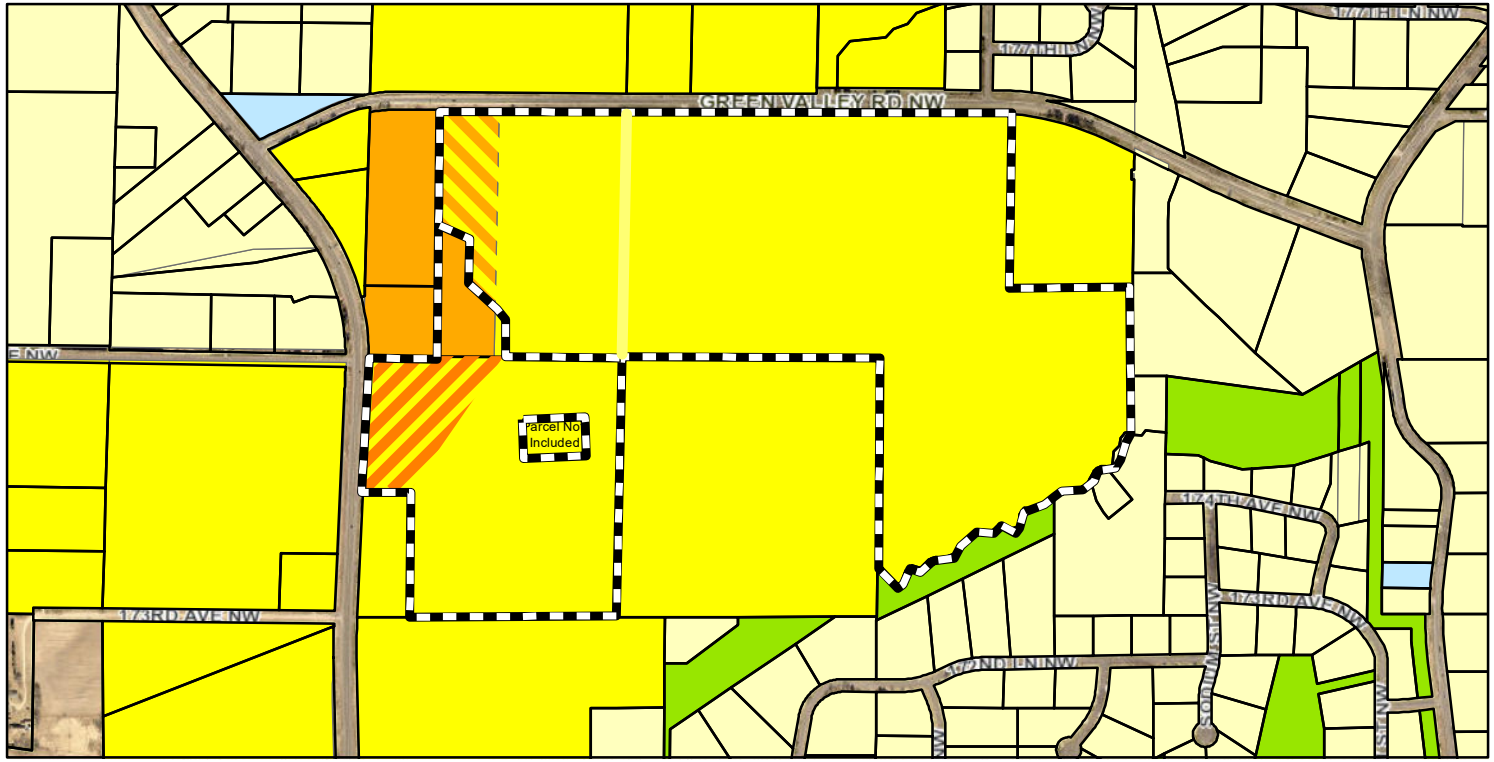
# Green Valley Greenhouse/ Davis Farms 2nd Addition

Planning Commission
July 28, 2022

## Existing Guiding




## Proposed Guiding




**Land Use 2040**

- Low Density Residential
- Medium Density Residential
- Park
- Public/Quasi Public
- Rural Developing
- Subject Parcels
- Proposed LDR
- Proposed MDR

**RESOLUTION #22-173**

**RESOLUTION AMENDING THE CITY'S 2040 COMPREHENSIVE PLAN FOR MODIFYING AREAS OF LOW- AND MEDIUM-DENSITY RESIDENTIAL IN DAVIS FARMS SECOND ADDITION**

**WHEREAS,** the City Council has recently reviewed a preliminary plat request for land Southeast of Nowthen Boulevard and Green Valley Road NW, and finds it necessary to amend the City's Comprehensive Plan to allow the exchange of densities (the 'Subject Properties'); and

**WHEREAS,** the Planning Commission met and reviewed the associated Preliminary Plat for Davis Farms Second Addition on July 28, 2022, and were supportive of densities as requested aligning with the proposed lot lines; and

**WHERERAS**, the proposed amendment does not reduce the overall density of the community while considering easements for Ditch 27; and

**WHEREAS**, the City Council reviewed the Comprehensive Plan amendment on September 9, 2022 and _____ of the proposed comprehensive plan amendment with contingencies as listed below.

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

1) That the Ramsey City Council hereby grants a Comprehensive Plan amendment for the plat of Davis Farms Second Addition in accordance with relevant City Codes, contingent upon review and approval by Metropolitan Council
2) That the Ramsey City Council hereby authorizes Staff to notify adjacent jurisdictions, complete necessarydocumentation, and work with the Metropolitan Council on submission and follow up on said amendment.

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 ___ day of___, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

**Exhibit A: Subject Properties**

**From Medium Density Residential to Low Density Residential:** Generally, that northwestern 6(+/-) acres of Lot 1, Block 1, Davis Farms Second Addition.

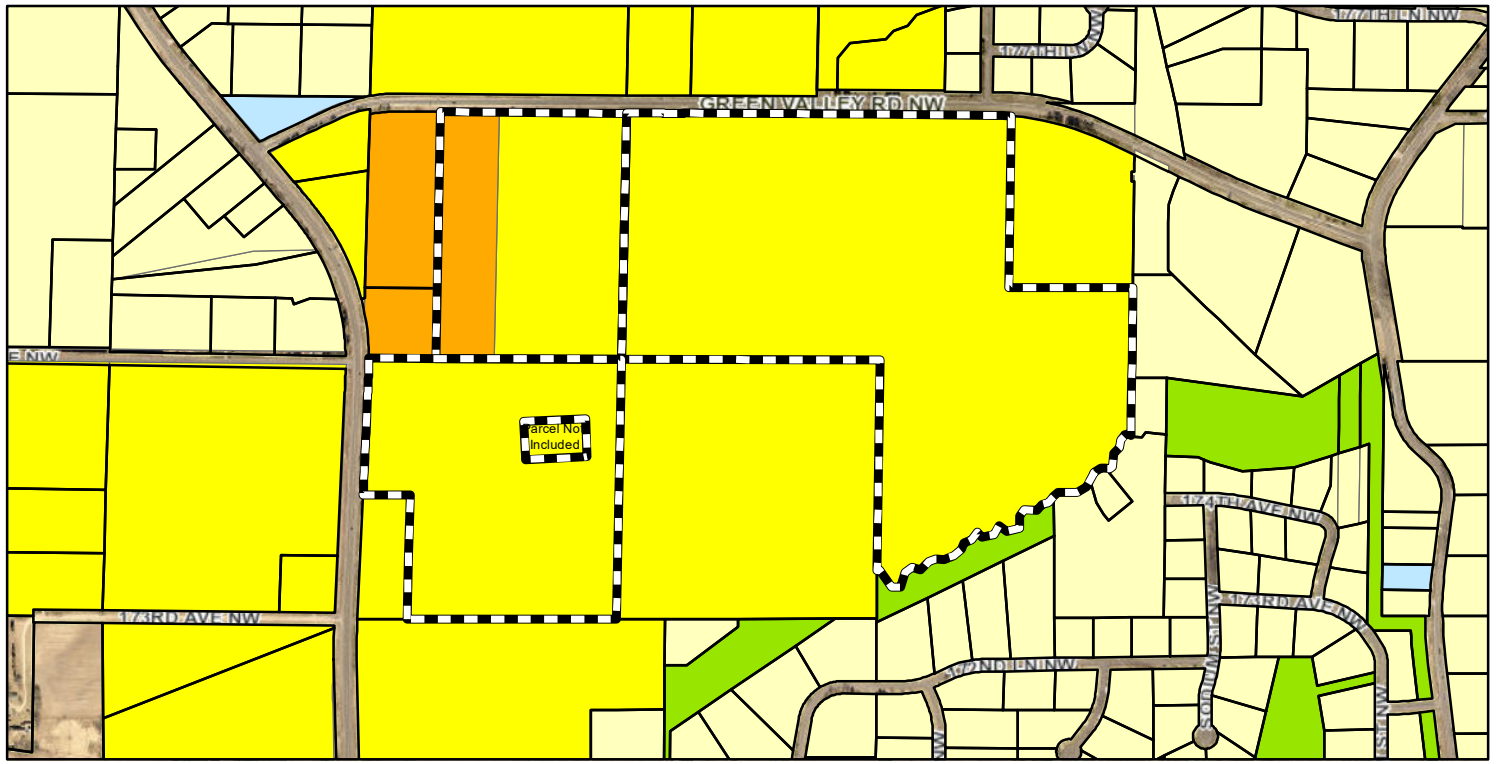
**From Low Density Residential to Medium Density Residential:** Generally, the northwestern 7(+/-) acres of Lot 2, Block 1, Davis Farms Second Addition.

***Graphic on the next page.***

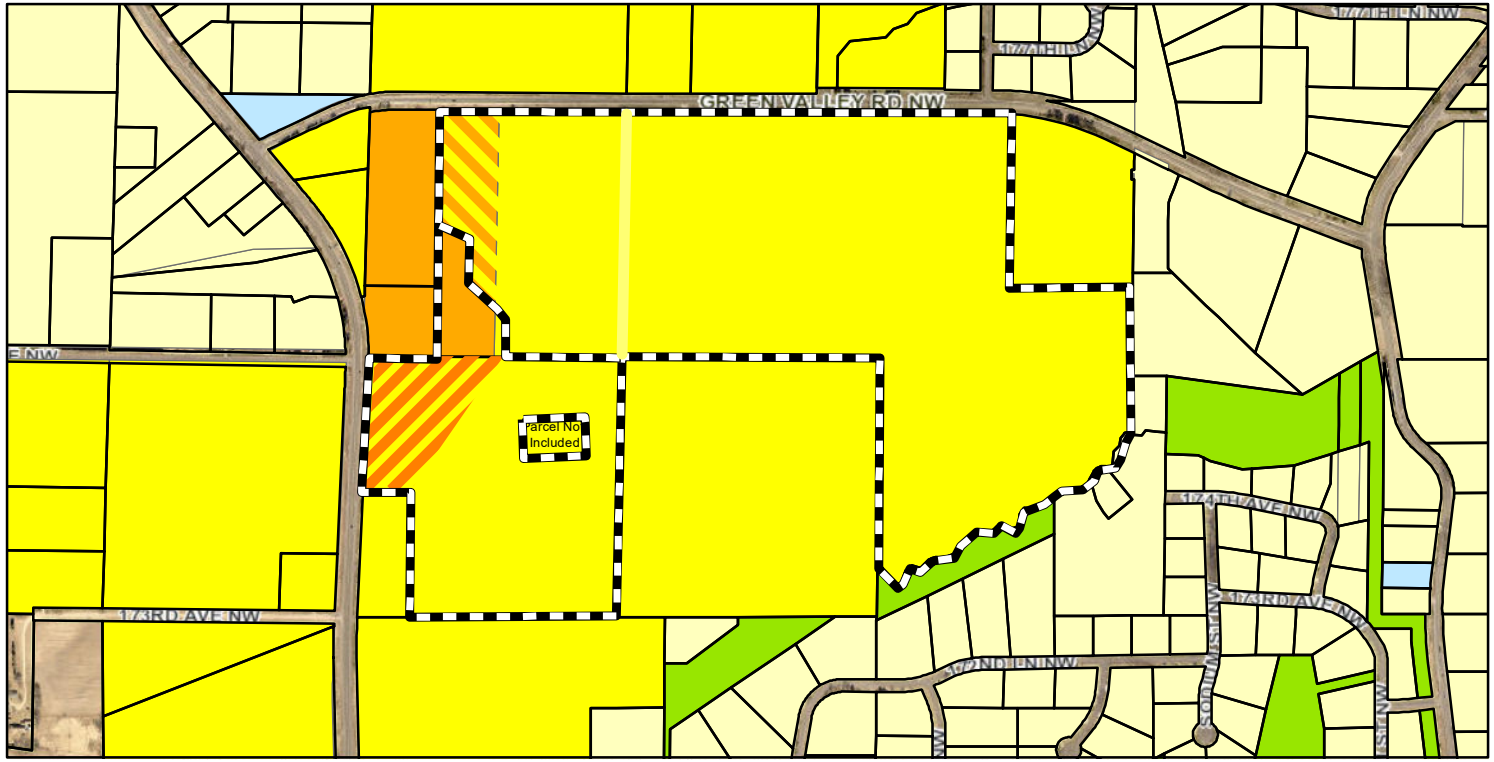
# Green Valley Greenhouse/ Davis Farms 2nd Addition

Planning Commission
July 28, 2022

## Existing Guiding




## Proposed Guiding




**Land Use 2040**

- Low Density Residential
- Medium Density Residential
- Park
- Public/Quasi Public
- Rural Developing
- Subject Parcels
- Proposed LDR
- Proposed MDR

**RESOLUTION #22-174**

**A RESOLUTION APPROVING THE ISSUANCE OF AN AMENDED CONDITIONAL USE PERMIT TO ALLOW FOR EXPANSIONS OF THE GREEN VALLEY GREENHOUSE OPERATIONS IN A RESIDENTIAL DISTRICT AT 6530/6560 GREEN VALLEY ROAD**

**RECITALS**

1. Green Valley Greenhouse, Inc., hereinafter referred to as the "**Permittee**", has properly applied for a Conditional Use Permit to expand greenhouse operations on the properties generally known as 6530/6560 Green Valley Road NW, legally described as follows:

   Lot 1, Block 1, Davis Farms Second Addition, Anoka County, Minnesota

   (the "**Subject Property**")

2. That Green Valley Greenhouse, Inc. (the "**Permittee**") is the owner of the **Subject Property**.

3. The City of Ramsey received an application to amend the existing conditional use permit for greenhouse operations and site plan approval to expand existing greenhouse operations on the **Subject Property** on June 16, 2022.

4. That on July 31, 1990, the City of Ramsey issued a Conditional Use Permit on the subject property to expand the lawful, non-conforming greenhouse use, which was initiated in 1977 to increase the size of the warehouse from 4,050 square feet to 8,910 square feet and add another 13,000 square feet of greenhouse space.

5. That on November 28, 2000, the City of Ramsey approved an amendment to the Conditional Use Permit to add a 528 square foot permanent accessory structure to the greenhouse operation.

6. That on August 24, 2004 the City of Ramsey approved Resolution 04-08-231 amending the Conditional Use Permit and establishing an ultimate business growth area on the property.

7. That on September 27, 2005, the City of Ramsey approved an amendment to the Conditional Use Permit to allow for outdoor storage of bulk landscape materials, including crushed rock, wood mulch, and soil.

8. That on September 22, 2015, the City of Ramsey approved a Conditional Use Permit for expanded greenhouse operations, restricting outdoor storage onsite.

9. That on September 25, 2018, the City of Ramsey approved an amended Conditional Use Permit for expanded greenhouse operations.

10. That the **Subject Property** is located within the R-1 MUSA-80 Residential District and surrounded by residentially zoned properties in both the R-1 MUSA-80 and R-1 Rural Development Residential Districts.

11. That greenhouse operations are listed as a conditional use in the R-1 Districts.

12. That the **Subject Property** is 113.43 acres, upon recording of the plat of Davis Farms Second Addition.

13. That the **Permittee** plans to build new greenhouses over the next several years in areas designated as "proposed green house" on site plans dated 6/21/2022.

14. That the **Permittee** is proposing the buildings be served by private well and septic, which is currently on the site.

15. That there is currently a Conditional Use Permit in place for greenhouse operations.

16. That when the original greenhouse was built, there was a home on the property. The home was recently removed from the property, and the property is now entirely commercial greenhouse operations.

17. That the proposed use would not produce fire hazard or noxious emissions that will not disturb or endanger neighboring properties.

## FINDINGS OF FACT

1. That the greenhouse expansion will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That the greenhouse expansion will not substantially adversely impair the use or enjoyment of the surrounding properties.

3. That the greenhouse expansion will be maintained so as to be in good appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That the greenhouse expansion will not be hazardous to existing or future neighboring uses.

5. That the greenhouse expansion will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That the greenhouse expansion will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") and Site Plan for greenhouse expansion on the **Subject Property** contingent upon the following conditions:

**CONDITIONS**

1. That this amended Conditional Use Permit (the "Permit") for Green Valley Greenhouse shall supersede and replace the Conditional Use Permit approved by City Council in Resolution #18-178, issued on September 25, 2018.

2. That this **Permit** shall be perpetual in its duration so long as the conditions imposed herein are complied with.

3. That this **Permit** allows for greenhouse expansion and greenhouse operations on the **Subject Property** over the years in areas identified as "proposed green house."

4. The **Permittee** shall be responsible for maintaining a fifty (50) foot wide no-build area along the entire perimeter of the **Subject Property** to serve as a buffer yard between the commercial operations and the adjacent residential and public road right-of way.

5. That the **Permittee** shall obtain a permit from the Lower Rum River Water Management Organization (LRRWMO) prior to any improvements being made to the **Subject Property** and the **Permittee** shall provide the **City** with a copy of the permit received from the LRRWMO.

6. That the **Permittee** shall be responsible for providing the City Engineering Department with timely information (within 30 days of completion of any adjustments to building coverage) relating to each addition or reduction of the greenhouse facility for the purposes of accurately calculating REU stormwater fees on the **Subject Property**.

7. That all new construction and expansion of existing structures shall comply with applicable requirements of the Ramsey City Code and the Minnesota State Building Code. It is herein agreed that all structures are subject to Site Plan review and approval in accordance with City Code.

8. That the **Permittee** shall continue to coordinate with the **City's** Fire Department to ensure there is sufficient fire apparatus access throughout the Green Valley Greenhouse operations in accordance with Section 503.1 of the Fire Code.

9. That the Permittee shall be responsible for regularly monitoring County Road 63 (Green Valley Road) between County Road 5 and Trunk Highway 47, and removing spillage of any materials resulting from business operations on the **Subject Property.**

10. The Community Development Department of the **City** shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request. In the event the **Permittee** is determined to be in violation of any of the conditions set forth herein, the **City** shall give the **Permittee** written notice of the violation. The **Permittee** shall be given 30 days to correct the violation and submit a written response to the notice.

11. That the **Permittee** shall obtain all necessary permits as determined by the Building Official prior to construction of the building on the **Subject Property**.

12. That the **Permittee** shall comply with all applicable local, state, and federal regulations.

13. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.

14. The proposed structures on the **Subject Property** cannot exceed the 35% lot coverage restriction.

15. That the **Permittee** shall submit a landscaping plan for review and approval by City staff for installation of a total of twenty (20) overstory and evergreen trees along the western property line for screening purposes.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Johns, 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 __ of ___, 2022

**PERMITTEE**

Green Valley Green House hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

**PROPERTY OWNER**

Davis Farms, LLC hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA )
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

**ORDINANCE #22-24**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.**

## SECTION 1. AMENDMENTS

The following legally described property is hereby rezoned from R-1 MUSA-80 and R-2 to R-1 MUSA-80:

**6530 and 8750 Green Valley Road Northwest**
Lot 1, Block 1, Davis Farms Second Addition, Anoka County, Minnesota

The following legally described property is hereby rezoned from R-1 MUSA-80 and R-2 to R-1 MUSA-80 and R-2:

**17455 Nowthen Boulevard Northwest:**
Lot 2, Block 1, Davis Farms Second Addition, Anoka County, Minnesota

*Both parcels are depicted on the attached exhibit.*

## SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

## SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the __ day of ____, 2022.

_____

Mayor

ATTEST:

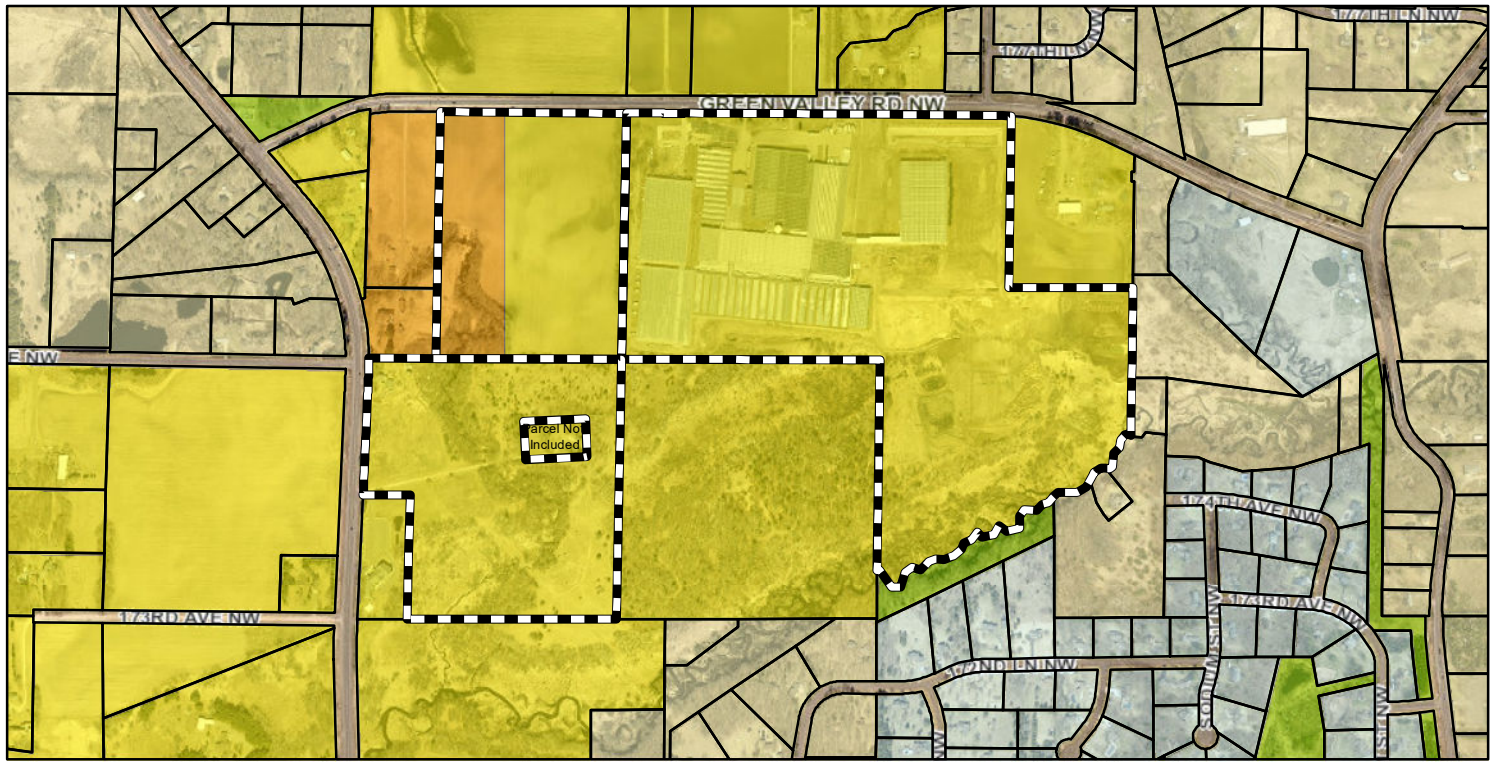
_____
City Clerk

Introduction:
Posting dates:
Adoption date:
Publication date:
Effective date:

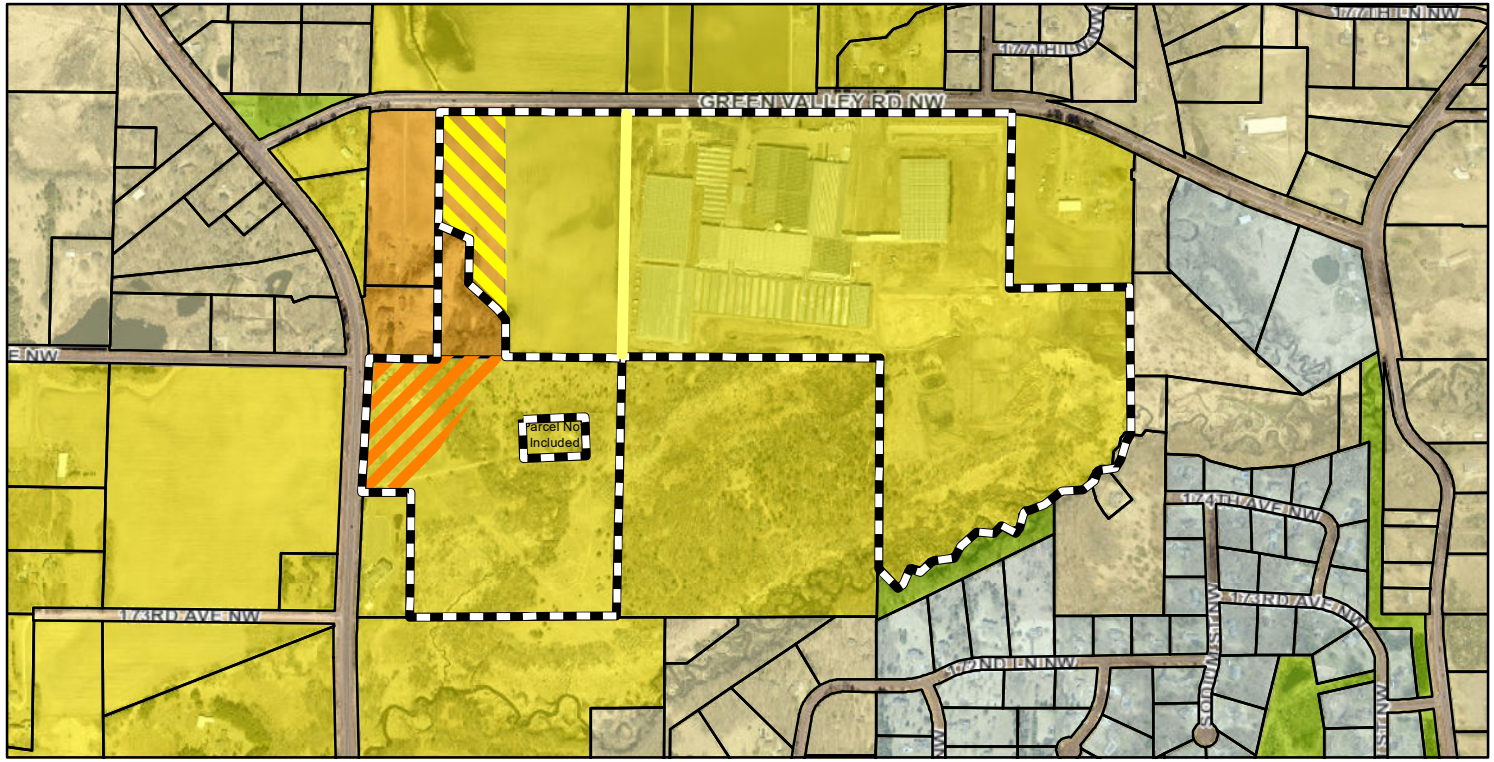
# Green Valley Greenhouse/ Davis Farms 2nd Addition

Planning Commission
July 28, 2022

## Existing Zoning




## Proposed Zoning




- R-1 Rural Developing
- R-1 MUSA-80
- R-2
- PUD
- P Parks
- Subject Parcels
- Proposed R-1 MUSA-80
- Proposed R-2

**CC Regular Session** **7. 3.**

**Meeting Date:** 08/08/2022

**By:** Brian Hagen, Administrative Services

**Information**

**Title:**

Consider Waiver of St. Katharine Drexel Land Use Review Fees (Project #21-103)

**Purpose/Background:**

In 2021 the Church of St. Katharine Drexel received approval of an Interim Use Permit (IUP) for the purpose of constructing a shed on their property located north of 161st Ave NW and east of Central Park. As part of the approval, two resolutions were adopted. The first #21-054 approved an IUP for a shed with a second #21-218 amending the original to identify the inclusion of restroom facilities and connection to city water and sewer services.

The amended IUP was recommended by staff mainly for two reasons. First, the original plans for the shed did not show restroom facilities. Second, for transparency purposes given the fact that two Planning Commission abstained from discussions due to their involvement with the Church of St. Katharine Drexel.

As part of land use applications, applicants are required to provide escrow funds to offset costs associated with the review of the application. In this scenario, the escrow fund had not been released after the initial approval and staff opted to not require a new application to amend the IUP. Instead, the original escrow fund was utilized to finish the review. It is common for additional steps after Council approval. In this case, the engineering department incurred time on the request due to water and sewer line questions, and planning staff incurred time to finish establishing an address for the site and to mail an executed IUP to the applicant.

St. Katharine Drexel has submitted a letter requesting a refund of fees that occurred after the original approval by the City Council. The Church recalls staff explaining that no additional costs would be incurred to the escrow for the amendment. No charges were passed to the applicant for the amendment other than engineering time related to water and sewer questions.

Some staff involved at the time of the review have since moved on to other employers. Current staff did reach out to the prior staff to confirm how charges would be identified. It was confirmed that current charges identified are accurate from a staff perspective.

**Time Frame/Observations/Alternatives:**

Alternative #1: Collect fees identified. This recognizes costs incurred by the City to finalize the request and to answer questions related to water and sewer services. Staff supports this alternative.

Alternative #2: Grant the Church's request to waive fees incurred after Council approved the IUP in March 2021.

**Recommendation:**

**Outcome/Action:**

Motion to collect fees identified in invoices sent by the City's Finance Department.

- or -

Motion to waive fees incurred against the project after City Council approval in March 2021.

## Attachments

Fee Waiver Request
Project Charges
Resolution #21-054
Resolution #21-218
07-27-21 CC Minute Exerpt

---

## Form Review

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 11:30 AM |
| Form Started By: Brian Hagen | | Started On: 08/01/2022 03:23 PM |
| Final Approval Date: 08/04/2022 | | |

The Catholic Church of
St. Katharine Drexel

7101 143rd Avenue NW, Suite G ◆ Ramsey MN 55303 (763) 323-4424

July 25, 2022

Cindy Nelson
City of Ramsey
7550 Sunwood Dr NW
Ramsey MN 55303

Dear Cindy,

We have been receiving regular "Statement of Account" from you regarding our escrow #118173 for our Interim Use Permit for our storage building. We made an initial deposit of $600 into this escrow account 1/13/22.

This request was reviewed by the Planning Commission at their March 4, 2021 meeting with a Public Hearing. The Planning Commission recommended to the City Council that the IUP be granted. The City Council approved Resolution #21-054 as part of the Consent Agenda at their March 23, 2021 meeting to grant the IUP.

Subsequent to that meeting, Chloe McGuire Brigl of the Planning Office informed us that since she had not made it clear in her original presentation that our building would have sewer and water, she wanted to present the IUP to the Council a second time. She said she was doing this to make sure there was full transparency with the Public Hearing at the March 4 Planning Commission meeting since Gary Van Scoy and I served as the vice chair and chair of the Planning Commission. We had recused ourselves from the Public Hearing and subsequent action by the Planning Commission. She stated that since it was at her initiative, we would not bear any additional costs for this action.

This was acted on at the July 27, 2021 City Council meeting. The Council approved Resolution #21-218. Again, this second resolution was entirely at the request of City Planning Staff in the interest of full transparency. This was not to incur any additional expense to St Katharine Drexel after the initial approval of the IUP at the March 23, 2021 City Council meeting. Therefore, the charges of $398.62 that were all after the initial IUP was approved were not to be charged to St. Katharine Drexel. Instead of owing an additional $97.83, we are actually due a refund of $300.79. Please have that amount sent to St Katharine Drexel.

Sincerely,

Randy Bauer
cc: Mayor Mark Kuzna, City Administrator Brian Hagen, Planning Office

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

DATE: 08/24/2021

ACCOUNT # 118173

Church of St. Katharine Drexel

7101 143rd Ave NW, Ste G

Ramsey MN 55303

The charges have exceeded the dollar amount that was originally deposited into this escrow account. In accordance with city code, the applicant is responsible for any costs in excess of the estimated processing costs.

Please pay the current balance of $97.83; **DUE UPON RECEIPT**

The charges shown on the enclosed invoice/statement include city staff services and other expenses submitted through 07/31/2021. There may be additional charges that will appear on future invoice/statements.

If you have any questions or concerns about your account, you may contact me at 763-433-9822.

Thank you for your prompt attention to this matter.

Sincerely,

Cindy Nelson

Accountant II, Finance Department

# STATEMENT OF ACCOUNT

**Remit To:**

CITY OF RAMSEY
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303



**Statement Number**
**103431**

Date 1/31/2022
Account 118173

**Billing Address:**

CHURCH OF ST. KATHARINE DREXEL
7101 143RD AVE NW
SUITE G
RAMSEY MN 55303

| Document Type | Invoice Number | Pay Itm | Due Date | Remark | Previous Balance | New Invoices | Payments Received | Outstanding Balance |
|---|---|---|---|---|---|---|---|---|
| 118173 | CHURCH OF ST. KATHARINE DREXEL | | | | | | | |
| Unapplied Cash | 3461 | 001 | 1/13/2021 | #118173 CHURCH ST. KATHARINE | 600.00- | | | 600.00- |
| Invoice | 28462 | 001 | 2/28/2021 | Planning Tech:02/2021 Services | 202.03 | | | 202.03 |
| Invoice | 28494 | 001 | 2/28/2021 | Feb 2021 postage due | 21.93 | | | 21.93 |
| Invoice | 28569 | 001 | 3/11/2021 | ECM/ Publish hearing notice | 75.25 | | | 75.25 |
| Invoice | 28629 | 001 | 4/30/2021 | Planning Tech: 4/2021 Services | 17.69 | | | 17.69 |
| Invoice | 28664 | 001 | 4/30/2021 | April 2021 postage due | .51 | | | .51 |
| Invoice | 28724 | 001 | 5/31/2021 | Comm Dev Asst:05/2021 Services | 113.05 | | | 113.05 |
| Invoice | 28736 | 001 | 5/31/2021 | Postage due 05/2021 | 5.10 | | | 5.10 |
| Invoice | 28801 | 001 | 6/30/2021 | Civil Eng:Jun 2021 Services | 108.95 | | | 108.95 |
| Invoice | 28810 | 001 | 6/30/2021 | Eng Tech4:Jun 2021 Services | 44.37 | | | 44.37 |
| Invoice | 28902 | 001 | 7/31/2021 | Civil Eng:Jul 2021 Services | 108.95 | | | 108.95 |
| | | | | | 97.83 | | | 97.83 |
| | | | | | | TOTAL BALANCE DUE | | 97.83 |

NET DUE UPON RECEIPT

If applicable, the non-refundable Application Fee paid with your original escrow deposit is not reflected on this Statement.
For your convenience, we now accept VISA, MASTERCARD and DISCOVER CARD payments. Call (763) 427-1410 to make a payment.
All eligible accounts with an outstanding balance exceeding 60 days may be submitted to our collection agency for collections.

# STATEMENT OF ACCOUNT

**Remit To:**

CITY OF RAMSEY
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303



**Statement Number**
**97478**

Date 7/31/2021
Account 118173

**Billing Address:**

CHURCH OF ST. KATHARINE DREXEL
7101 143RD AVE NW
SUITE G
RAMSEY MN 55303

| Document Type | Invoice Number | Pay Itm | Due Date | Remark | Previous Balance | New Invoices | Payments Received | Outstanding Balance |
|---|---|---|---|---|---|---|---|---|
| 118173 | CHURCH OF ST. KATHARINE DREXEL | | | | | | | |
| Unapplied Cash | 3461 | 001 | 1/13/2021 | #118173 CHURCH ST. KATHARINE | 600.00- | | | 600.00- |
| Invoice | 28462 | 001 | 2/28/2021 | Planning Tech:02/2021 Services | 202.03 | | | 202.03 |
| Invoice | 28494 | 001 | 2/28/2021 | Feb 2021 postage due | 21.93 | | | 21.93 |
| Invoice | 28569 | 001 | 3/11/2021 | ECM/ Publish hearing notice | 75.25 | | | 75.25 |
| Invoice | 28629 | 001 | 4/30/2021 | Planning Tech: 4/2021 Services | 17.69 | | | 17.69 |
| Invoice | 28664 | 001 | 4/30/2021 | April 2021 postage due | .51 | | | .51 |
| Invoice | 28724 | 001 | 5/31/2021 | Comm Dev Asst:05/2021 Services | 113.05 | | | 113.05 |
| Invoice | 28736 | 001 | 5/31/2021 | Postage due 05/2021 | 5.10 | | | 5.10 |
| Invoice | 28801 | 001 | 6/30/2021 | Civil Eng:Jun 2021 Services | | 108.95 | | 108.95 |
| Invoice | 28810 | 001 | 6/30/2021 | Eng Tech4:Jun 2021 Services | | 44.37 | | 44.37 |
| Invoice | 28902 | 001 | 7/31/2021 | Civil Eng:Jul 2021 Services | | 108.95 | | 108.95 |
| | | | | | 164.44- | 262.27 | | 97.83 |
| | | | | | | TOTAL BALANCE DUE | | 97.83 |

NET DUE UPON RECEIPT

* The non-refundable Application Fee paid with your original escrow deposit is not reflected on this Statement.

For your convenience, we now accept VISA, MASTERCARD and DISCOVER CARD payments. Visit www.cityoframsey.com for more information.

All accounts with an outstanding balance exceeding 60 days will be submitted to our collection agency for collections.

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

**RESOLUTION #21-054**

**RESOLUTION APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW AN ACCESSORY STRUCTURE FOR THE CHURCH OF ST. KATHARINE DREXEL AND DECLARING TERMS OF SAME**

**RECITALS**

1. The Church of St. Katharine Drexel, hereinafter referred to as the "**Permittee**" has properly applied for an Interim Use Permit to allow the use of an accessory structure (the "**Structure**") on the property generally located east of Central Park, north of 161st Ave NW, west of Variolite St, and legally described as follows:

   THE SE1/4 OF NW1/4 OF SEC 16 TWP 32 RGE 25, EX W 185 FT THEREOF, EX RD, SUBJ TO EASE OF REC, Anoka County, Minnesota

   (the "**Subject Property**")

2. That The Church of St. Katharine Drexel, owns the **Subject Property** and has signed off on the application.

3. That the **Subject Property** is zoned R-1 Residential District (MUSA), and is approximately 33.18 acres in size between two parcels.

4. That the **Subject Property** abuts Variolite St NW to the east, 161st Ave NW to the south, and nearby parcels to the east and west of the **Subject Property** are zoned R-1 Residential District (MUSA), while nearby parcels to the north and south of the **Subject Property** are zoned R-1 Residential District (Rural Developing).

5. That the **Structure** is proposed to be thirty (30) feet wide by forty (40) feet long, approximately eighteen (18) feet tall, with aluminum or similar metal siding, painted earth-tone color.

6. That the **Permittee** is proposing to temporarily utilize the **Structure** for storage purposes onsite until the main church building can be constructed.

**FINDINGS OF FACT**

1. That the **Structure** will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That the **Structure** will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the **Structure** will be harmonious with and in accordance with the specific objectives of the comprehensive plan.

4. That the **Structure** will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

5. That the **Structure** will not be hazardous to existing or future neighboring uses.

6. That the **Structure** will not impact essential public facilities and services, such as highways, streets, police and fire protection.

7. That the **Structure** will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

8. That the **Structure** will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

9. That the **Structure** will be consistent with the intent and purposes of the Zoning Chapter.

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

1) That the Ramsey City Council hereby grants approval of an Interim Use Permit for an AccessoryStructure on the **Subject Property** contingent upon the following conditions:

## CONDITIONS

1. That this **Permit** allows for use on the **Subject Property** for five (5) years.

2. That the **Permittee** shall obtain all necessary permits on the **Subject Property**.

3. That the **Permittee** shall maintain the **Subject Property** in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking) and 117-111 (R-1 Residential District); Chapter 117 (Zoning and Subdivisions) Article II (Zoning) Division 6 (Performance Standards); and Chapter 30 (Nuisances) at all times.

4. That the **Permittee** shall maintain the **Structure** in compliance with City Code Section 117-349. The **Structure** must be kept in good repair and good condition.

5. That the **Permittee** shall obtain all necessary permits to construct the **Structure**.

6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this Permit.

8. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

9. That this **Permit** approves the **Structure** in the location as seen in Exhibit A. There shall not be any additional outdoor storage without an amendment to this **Permit**.

10. That areas outside of the proposed location for the **Structure** may not be used for outdoorstorage. The **Structure** may be used to store items, but additional outdoor storage is not allowed (any items that could become a public nuisance).

11. That the **Structure** must be in compliance with Chapter 30 of City Code, and the International Property Maintenance Code.

12. That this **Permit** shall automatically expire if the use is not initiated by March 23rd, 2022.

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

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 23rd day of March, 2021.

Mayor

**ATTEST:**

City Clerk

**Exhibit A: Structure location noted near center of the parcel**

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

**RESOLUTION #21-218**

**RESOLUTION AMENDING RESOLUTION #21-054 APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW AN ACCESSORY STRUCTURE FOR THE CHURCH OF ST. KATHARINE DREXEL AND DECLARING TERMS OF SAME**

**RECITALS**

1. The Church of St. Katharine Drexel, hereinafter referred to as the "**Permittee**" has properly applied for an Interim Use Permit to allow the use of an accessory structure (the "**Structure**") on the property generally located east of Central Park, north of 161st Ave NW, west of Variolite St, and legally described as follows:

2. THE SE1/4 OF NW1/4 OF SEC 16 TWP 32 RGE 25, EX W 185 FT THEREOF, EX RD,
3. SUBJ TO EASE OF REC, Anoka County, Minnesota(the "**Subject Property**")
4. That The Church of St. Katharine Drexel, owns the **Subject Property** and has signed off on the application.

5. That the **Subject Property** is zoned R-1 Residential District (MUSA), and is approximately 33.18 acres in size between two parcels.

6. That the **Subject Property** abuts Variolite St NW to the east, 161st Ave NW to the south, and nearby parcels to the east and west of the **Subject Property** are zoned R-1 Residential District (MUSA), while nearby parcels to the north and south of the **Subject Property** are zoned R-1 Residential District (Rural Developing).

7. That the **Structure** is proposed to be thirty (30) feet wide by forty (40) feet long, approximately eighteen (18) feet tall, with aluminum or similar metal siding, painted earth-tone color.

8. That the **Permittee** is proposing to temporarily utilize the **Structure** for storage purposes with the inclusion of restroom facilities with sewer and water connections onsite until the main church building can be constructed.

**FINDINGS OF FACT**

1. That the **Structure** will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That the **Structure** will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the **Structure** will be harmonious with and in accordance with the specific objectives of the comprehensive plan.

4. That the **Structure** will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

5. That the **Structure** will not be hazardous to existing or future neighboring uses.

6. That the **Structure** will not impact essential public facilities and services, such as highways, streets, police and fire protection.

7. That the **Structure** will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

8. That the **Structure** will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

9. That the **Structure** will be consistent with the intent and purposes of the Zoning Chapter.

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

That the Ramsey City Council hereby grants approval of an Interim Use Permit for an Accessory Structure on the **Subject Property** contingent upon the following conditions:

**CONDITIONS**

1. That this **Permit** allows for use on the **Subject Property** for five (5) years.

2. That the **Permittee** shall obtain all necessary permits on the **Subject Property**.

3. That the **Permittee** shall maintain the **Subject Property** in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking) and 117-111 (R-1 Residential District); Chapter 117 (Zoning and Subdivisions) Article II (Zoning) Division 6 (Performance Standards); and Chapter 30 (Nuisances) at all times.

4. That the **Permittee** shall maintain the **Structure** in compliance with City Code Section 117-349. The **Structure** must be kept in good repair and good condition.

5. That the **Permittee** shall obtain all necessary permits to construct the **Structure**.

6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this Permit.

8. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

9. That this **Permit** approves the **Structure** in the location as seen in Exhibit A. There shall not be any additional outdoor storage without an amendment to this **Permit**.

10. That areas outside of the proposed location for the **Structure** may not be used for outdoor storage. The **Structure** may be used to store items, but additional outdoor storage is not allowed (any items that could become a public nuisance).

11. That the **Structure** must be in compliance with Chapter 30 of City Code, and the International Property Maintenance Code.

12. That this amended **Permit** shall automatically expire if the use is not initiated by July 27th, 2022.

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

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of July 2021.

Mayor

**ATTEST:**

City Clerk

**Exhibit A: Structure location noted near center of the parcel**

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

The Ramsey City Council conducted a regular meeting on Tuesday, July 27, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
City Engineer Bruce Westby
Senior Planner Chloe McGuire Brigl
Planning Technician Brian McCain – attended remotely
Zoning Code Enforcement Officer Bria Raines – attended remotely
Utilities Supervisor John Nelson

## 1. CALL TO ORDER

Mayor Kuzma called the regular meeting of the Ramsey City Council to order at 7:05 p.m., followed by the Pledge of Allegiance led by Mayor Kuzma.

City Administrator Kurt Ulrich stated a Councilmember requested that Agenda Item 5.16 be removed from Consent Agenda. He added this will be addressed as Agenda Item 7.8.

## 2. PRESENTATION

None.

## 3. CITIZEN INPUT

Liam Steinberg, 15440 Yakima Street NW, stated he is 9 years old. He requested the City Council's consideration of an Ordinance amendment to allow ducks on properties of 3 acres or more, which is the same regulations as chickens. He stated ducks should have the same parameters as chickens. He added ducks are an under-appreciated species, and they do not need much water

Senior Planner McGuire Brigl stated the City Council adopted a Code enforcement policy that would be helpful to discuss at an upcoming work session for potential amendment.

Councilmember Musgrove stated the City Council should review the appeal process again, to improve communication.

Councilmember Musgrove asked whether City Staff will keep a record of the plan verifying the number of violations during a specific time frame. Ms. McGuire confirmed this, adding there is a lengthy record in the permit system.

Councilmember Musgrove stated the past year has been difficult for local businesses, with Covid restrictions, business limitations and financial issues. She added it is reasonable to take into consideration the business climate over the past year, with Covid restrictions, Covid-related limitations, and struggling businesses.

Motion by Councilmember Musgrove, seconded by Councilmember Heineman, to postpone abatement of 6336 Highway 10 NW indefinitely as the property owner appears to be in compliance, and no action is required.

Motion carried 6-1. Voting Yes: Mayor Kuzma, Councilmembers Heineman, Howell, Musgrove, Riley, and Woestehoff. Voting No: Councilmember Specht

**7.08: Adopt Resolution #21-218 Granting Amended Interim Use Permit for St. Katharine Drexel**

Senior Planner McGuire Brigl reviewed an Interim Use Permit (IUP) that has already been granted to St. Katharine Drexel Church for a storage building on their site, to be constructed prior to construction of the new church. She added restrooms are proposed to be added to the storage building, which will require a water line. She noted City Staff recommend that the IUP be amended to clarify and include details about the new water line.

Senior Planner McGuire Brigl stated, at the Planning Commission meeting, the IUP was approved with two Planning Commissioners abstaining as their involvement in the church construction project. She added this is another reason to amend the IUP rather than handle it administratively, in the interest of transparency.

Councilmember Musgrove asked whether the location of the proposed storage building has changed. Ms. McGuire stated the location was not specified as the site plan was not refined.

A resident, representing St. Katharine Drexel Church, stated the exact location of the storage building was not finalized. He added the building was originally proposed to be located closer to Central Park but was moved east of the tree line to keep development options open.

Councilmember Musgrove asked whether the IUP is for the water line. The applicant stated the IUP amendment is being recommended by City Staff to show the restrooms on the inside of the storage building, since the buildings were empty on the original drawings.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adopt Resolution #21-218 Granting Amended Interim Use Permit for St. Katharine Drexel.

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

## 8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich stated the Ramsey Business Expo will be held again this year, and the EDA is looking for people to put out booths. He added it will be great to get back into it and invite the public. Mr. Ulrich stated National Night Out is Tuesday, August 3, and many neighborhoods are holding parties and events. He added Police and Fire Department representatives, as well as City Councilmembers, will be visiting parties.

City Administrator Ulrich stated the City Council's next regular meeting is scheduled for Tuesday, August 10, 2021.

Councilmember Riley stated today is his 30-year wedding anniversary. He wished his wife, Brenda, a happy anniversary.

Councilmember Musgrove stated today is the last day that public comment will be taken on the Lower Rum River 4th Generation Plan. She added residents can visit the Watershed Management Organization's website to make comments.

## 9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 10:31 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

**CC Regular Session** **7. 4.**

**Meeting Date:** 08/08/2022

**By:** Todd Larson, Community Development

## Information

**Title:**

Introduce Ordinance #22-23 Amending Section 117-57 - Nonconforming Structures and Land Use

**Purpose/Background:**

Representatives from Anoka County are working with property owners on acquisitions for the upcoming Highway 10/Ramsey Gateway project. Some of the acquisitions will seem relatively minor--a few feet off the front of a property, for example. In some of these cases, the loss of just a few feet will put the existing buildings out of conformance with the setback rules for the zoning districts those buildings are in, even though they were constructed legally. The taking then makes the structure a non-conformity. The same thing could occur with a minimum lot area requirement.

Many communities have a provision in their City Codes calling out this type of non-conformity as a legal nonconformity giving the property owner rights to make improvements to the property and/or structure. Ramsey's City Code discusses nonconformities, but is silent with the takings scenario for public projects. Anoka County representatives are recommending adding a section to assist the property owners after portions of their properties are taken for the road project.

A second clause is proposed that would give the Planning Commission the ability to consider a taking as a practical difficulty for a variance request should the property owner desire to make more improvements to the property. The Commission will still have to determine if the request that property owner is making is reasonable.

**Notification:**

A public hearing notice was published in the July 28 Anoka County Union Herald.

**Observations/Alternatives:**

1. Introduce the ordinance as recommended by the Planning Commission staff.
2. Introduce the ordinance with modifications.
3. Deny the ordinance keeping the existing regulations in place.

**Funding Source:**

None associated with this request.

**Recommendation:**

At the Planning Commission on July 28, 2022, the Planning Commission unanimously recommended approval of the ordinance.

**Action:**

Motion to introduce Ordinance #22-23 amending Section 117-57 of City Code.

## Attachments

Draft Ordinance #22-23

# Form Review

| Inbox | Reviewed By | Date |
| --- | --- | --- |
| Brian Hagen | Brian Hagen | 08/04/2022 09:21 AM |

Form Started By: Todd Larson
Started On: 08/01/2022 03:07 PM
Final Approval Date: 08/04/2022

**ORDINANCE #22-23**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTION 117-57 (NONCONFORMING STRUCTURES AND USES) OF THE CITY CODE OF RAMSEY, MINNESOTA.**

The City of Ramsey ordains:

**SECTION 1. AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2. AMENDMENT**

Sec 117-57 shall be amended to read as follows (additions indicated by underlined text):

Sec. 117-57. - Nonconforming structures and uses.

(a) Intent. It is the purpose of this section to provide for the regulation of nonconforming buildings, structures and uses and to specify those requirements, circumstances and conditions under which nonconforming buildings, structures and uses will be operated and maintained. This chapter establishes separate districts, each of which is an appropriate area for the location of uses that are allowed in that district. It is necessary and consistent with the establishment of these districts that nonconforming buildings, structures and uses not be allowed to continue without restriction. Furthermore, it is the intent of this section that all nonconforming uses shall be eventually brought into conformity or terminated.

(b) Regulations.

(1) Whenever a lawful nonconforming use of a structure or land or occupancy is discontinued for a continuous period of one year, any future use of said structure or lands shall be made to conform with the provisions of this chapter.

(2) Notwithstanding any other provisions of this chapter, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion, unless it is a nonconforming use that is destroyed by fire or other peril to the extent of

greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.

(c) Creation of nonconformities by public action

(1) Where there exists as of the date of adoption of this section a conforming land use, lot of record, sign, structure, and/or site improvement and a subsequent taking by a governmental body occurs under eminent domain or negotiated sale which renders such land use, lot of record, structure, or site improvement in violation of one or more provisions of this chapter, such land use, lot of record, sign, structure or site improvements becomes a legal non-conformity and may be used thereafter only in accordance with the provisions of this section.

(2) The Planning Commission may consider government taking as a practical difficulty used with a request for a variance to a setback regulation for pre-existing buildings, parking lots, and/or signs.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota, the ___ day of ___, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date: ___, 2022
Posting dates:
Adoption date: ___, 2022
Publication date:
Effective date:

**CC Regular Session** **7. 5.**

**Meeting Date:** 08/08/2022

**By:** Bruce Westby, Engineering/Public Works

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**Information**

**Title:**

Adopt Resolution #22-176 Accepting Bids and Awarding Contract for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive

**Purpose/Background:**

**Purpose:**

The purpose of this case is to adopt Resolution #22-176 accepting bids and awarding a construction construct for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive.

**Background:**

The extension of Riverdale Drive between Llama Street and Bowers Drive is needed to support future development in the area. Capstone Homes is currently constructing the first phase of the Riverstone South residential development, which upon completion will include 244 single-family units northeast of Bowers Drive and south of U.S. Highway 10/169. Commercial development is also proposed between U.S. Highway 10/169 and the proposed extension of Riverdale Drive. Also, approximately 100 acres of undeveloped property exists immediately east of the Riverstone South development.

Improvement Project #22-05 is currently under construction to extend trunk municipal utilities (sanitary sewer and watermain) along the proposed extension of Riverdale Drive between Llama Street and Bowers Drive, a sanitary sewer list station, and required storm sewer improvements for Riverdale Drive. These utility improvements are being constructed ahead of Improvement Project #20-05 to facilitate the construction schedule of Riverstone South.

Improvement Project #20-05 proposes to reconstruct the segment of Riverdale Drive east of Llama Street that was not reconstructed with the Armstrong Boulevard and Highway 10 interchange improvements, which measures approximately 1,280 linear feet (0.24 miles). This project also proposes to extend Riverdale Drive and a regional trail from Llama Street to Bowers Drive, which measures approximately 4,250 linear feet (0.8 miles). Both street segments will be constructed with bituminous pavement meeting a 10-ton design strength measuring 40-feet wide between the concrete curb and gutter faces. The bituminous trail will be 10-feet wide. This extension of Riverdale Drive will become part of the City's Municipal State Aid (MSA) street system, meaning it will generate MSA funds moving forward and must therefore be constructed to MnDOT design standards.

Additionally, this project proposes to construct a trunk watermain line to connect the trunk watermain lines under Riverdale Drive and Bunker Lake Boulevard. This watermain will be installed in a sleeve under Highway 10 and the BNSF railway, and will provide a looped watermain system.

**Notification:**

Advertisements for bids were published in the Anoka Union Herald and in Finance & Commerce as required by State Statute. The project was also advertised and bid electronically through QuestCDN.

Engineering Staff maintains a project webpage, which will be updated with new information throughout construction.

**Time Frame/Observations/Alternatives:**

**Observations:**
On July 29, 2022, a total of four (4) bids were received, opened, tabulated, and found to comply with the advertisement for bids.

| CONTRACTOR | TOTAL BID |
|---|---|
| Douglas-Kerr Underground, L.L.C. | $2,342,102.66 |
| Forest Lake Contracting, Inc. | $2,368,094.65 |
| New Look Contracting, Inc. | $2,441,445.45 |
| North Valley, Inc. | $2,463,365.28 |
| *Engineer's Estimate* | *$2,346,670.50* |

The bid of Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, in the amount of $2,342,102.66 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs of 23-percent for administrative, engineering, finance, and legal costs brings total project costs based on the low bid to $2,880,786.27.

The 4 bids received were very competitive. The low bid is 0.2-percent less than the engineer's estimate.

Bid results were sent to the MnDOT State Aid Agreements Engineer for concurrence. Attached is a copy of the bid concurrence letter received from MnDOT, which is one of two requirements of MnDOT before allowing a contract for construction to be executed. The other requirement is for the Cooperative Construction Agreement to be executed by MnDOT. At the time this case was published, Staff had not yet received an executed Cooperative Construction Agreement from MnDOT. An update will be provided while presenting this case to Council. Resolution #22-176 requires Cooperative Construction Agreement #1050030 to be executed by MnDOT before a contract for construction can be executed for Improvement Project #20-05.

**Alternatives:**
Alternative #1:
Motion to adopt Resolution #22-176 accepting bids and awarding a construction contract for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive, to Douglas-Kerr Underground, L.L.C. for their bid in the amount of $2,342,102.66.

Alternative #2:
Motion denying adoption of Resolution #22-176 at this time.

**Funding Source:**
Total project costs based on the low bid are estimated at $2,880,786.27.

The engineer's estimate from February 2022 was $1,456,310.50. Costs have generally increased since then due to;

- Increased material prices for the watermain loop between Riverdale Drive and Bunker Lake Boulevard.
- Increased bituminous prices.
- Including the reconstruction of Riverdale Drive east of Llama Street.
- Including the MnDOT required median cable barrier along Highway 10, though this will be reimbursed by MnDOT.
- Including sewer and water services on the west end of the project, though this cost will be reimbursed by the developer through a separate cost-share agreement that will be presented to the City Council for approval before the improvements are constructed. If an agreement is not executed, this work will not be completed.
- Inflation across all remaining bid items.

Bolton and Menk, Inc. prepared final plans and specifications for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive, at a not-to-exceed fee of $89,024. This cost is being shared among the project funding partners per the previously approved, executed and recorded assessment agreements.

Bolton and Menk, Inc. has submitted the attached proposal for construction related services in the amount of

$49,775.00. These services cannot be completed by Staff and are required for the construction of Improvement Project #20-05 to be completed. This indirect cost is also being shared among the project funding partners per the previously approved, executed and recorded assessment agreements.

Staff will present a thorough summary of project costs when presenting this case to Council.

**Recommendation:**

Staff recommends alternative #1.

Bolton and Menk recommends alternative #1 once Cooperative Construction Agreement #1050030 is fully executed, if the City of Ramsey decides to award the project to the low bidder.

Due to the timing of the bid opening, Staff was not able to secure a recommendation from the Public Works Committee.

**Outcome/Action:**

Motion to adopt Resolution #22-176 accepting bids and awarding a construction contract for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive, to Douglas-Kerr Underground, L.L.C. for their bid in the amount of $2,342,102.66.

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**Attachments**

Resolution 22-176
BMI Construction Services Proposal
MnDOT Bid Concurrence Ltr
BMI Recommendation Memo

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**Form Review**

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 02:55 PM |
| Form Started By: Bruce Westby | | Started On: 08/02/2022 07:40 AM |
| Final Approval Date: 08/04/2022 | | |

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

**RESOLUTION #22-176**

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR IMPROVEMENT PROJECT #20-05, RIVERDALE DRIVE EXTENSION, LLAMA STREET TO BOWERS DRIVE**

**WHEREAS,** existing Riverdale Drive between Sunfish Lake Boulevard and Armstrong Boulevard functions as the south frontage road to U.S. Highway 10/169; and

**WHEREAS,** the City of Ramsey proposes to extend Riverdale Drive between Llama Street and Bowers Drive to extend the south frontage road system south of U.S. Highway 10/169 to Bowers Drive; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #21-267 adopted September 14, 2021, the City Council accepted the awarded amount of $612,000 in Local Partnership Program (LPP) funds to pay for a portion of Improvement Project #20-05; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #21-304 adopted October 26, 2021, the City Council accepted a design services proposal of Bolton & Menk, Inc. to develop final plans and specifications and solicit bids for Improvement Project #20-05; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #22-071 adopted March 22, 2022, the City Council approved three Assessment Agreements for Improvement Project #20-05; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #22-088 adopted April 12, 2022, the City Council approved including the reconstruction of Riverdale Drive between Llama Street and the segment of Riverdale Drive constructed as part of the Armstrong Boulevard & Highway 10 interchange under Improvement Project #20-05; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #22-148 adopted June 28, 2022, the City Council approved the plans and specifications prepared by Bolton & Menk, Inc. and authorized the advertisement of bids for Improvement Project #20-05; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #22-158 adopted July 12, 2022, the City Council approved Cooperative Construction Agreement #1050030 with the State of Minnesota, Department of Transportation, as related to City Improvement Project #20-05; and

**WHEREAS,** four (4) bids were received, opened and tabulated by Bolton & Menk, Inc. on July 29, 2022, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

| CONTRACTOR | TOTAL BID |
|---|---|
| Douglas-Kerr Underground, L.L.C. | $2,342,102.66 |
| Forest Lake Contracting, Inc. | $2,368,094.65 |
| New Look Contracting, Inc. | $2,441,445.45 |
| North Valley, Inc. | $2,463,365.28 |
| *Engineer's Estimate* | *$2,346,670.50* |

**WHEREAS,** the bid of Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, in the amount of $2,342,102.66, 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 City Administrator are hereby authorized and directed to enter into a contract with Douglas-Kerr Underground, L.L.C. in the amount of $2,342,102.66 for the construction of said improvements for and on behalf of the City of Ramsey once Cooperative Construction Agreement #1050030 is fully executed.

2) The City Administrator is hereby authorized and directed to accept the proposal from Bolton & Menk, Inc. in the amount of $49,775.00 for construction related services for 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 8th day of August, 2022.

_____
Mayor

**ATTEST:**

_____
City Clerk

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

June 22, 2022

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Construction Related Services – 2022 Riverdale Drive Roadway Improvements
City Project No. 20-05

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the Riverdale Drive Roadway Improvements. Our scope and fees were prepared based on our understanding of the project and our previous experience in assisting the City of Ramsey with similar project types. Our proposed services will be as described below:

**Contract Preparation** – Assist with Notice of Award, Contracts, and Notice to Proceed. Prepare sets of contract documents (plans and specifications) for City and Contractor.

**Pre-Construction Conference** – Attend Pre-Construction Conference to address questions that may arise related to project design or construction staking.

**Shop Drawing / Submittal Review** – Review submittals for key project components.

**Construction Staking** – Includes the following:

- Staking Calculations and Preparation of Data,
- Establishing Survey Control,
- Staking of Erosion Control,
- Staking of Roadways (Edge of Bituminous and Curblines),
- Staking of Sanitary Gravity and Water Services,
- Staking of Water Main and Fittings, and
- Staking of Storm Sewer.

**Railroad Monitoring** – Our survey crews will monitor the rails during the directional drilling process. We have assumed 10 days monitoring plus initial setup and reporting.

**Pay Application Assistance** – Work with City and Contractor to complete payment documents.

**As-Built Survey and Record Drawings** – Survey key project components after completion of construction and prepare of Record Drawings.

**Construction Revisions / Plan Updates / O & M Manual Reviews** – To be performed as needed during construction. We have assumed a total of 58 hours for this task.

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. Our proposed Not-To-Exceed fees for the work are $49,775.00.

If there are any questions related to this proposal, please call me at (651) 968-7760.

Sincerely,

**Bolton & Menk, Inc.**

**Kevin P. Kielb, P.E.**
Principal Engineer

ATTACHMENT – Fee Spreadsheet

# DETAILED COST ESTIMATE

| CLIENT: City of Ramsey<br>PROJECT: 2022 Riverdale Drive Roadway Improvements | BOLTON & MENK, INC. | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **WORK TASK DESCRIPTION** | **Project Manager** | **Project Engineer** | **Design Engineer** | **EIT** | **Survey Technician** | **Survey** | **Clerical** | **Total Hours** | **Cost** |
| **Construction Services Assistance** | | | | | | | | | |
| **Contract Preparation** | 1 | 0 | 2 | 0 | 0 | 0 | 4 | **7** | $850 |
| **Pre-Con** | 1 | 2 | 2 | 0 | 1 | 0 | 0 | **6** | $1,015 |
| **Construction Staking** | 0 | 0 | 4 | 0 | 18 | 74 | 0 | **96** | $16,310 |
| **Railroad Monitoring** | 0 | 0 | 8 | 0 | 2 | 58 | 0 | **68** | $11,370 |
| **Shop Drawing Review** | 2 | 8 | 16 | 4 | 0 | 0 | 1 | **31** | $4,710 |
| **Pay Application Assistance** | 0 | 0 | 12 | 0 | 0 | 0 | 0 | **12** | $1,740 |
| **As-Built Survey** | 0 | 0 | 0 | 0 | 2 | 8 | 0 | **10** | $1,710 |
| **Record Drawings** | 0 | 2 | 12 | 6 | 0 | 0 | 0 | **20** | $2,840 |
| **Revisions / Plan Updates** | 4 | 24 | 24 | 6 | 0 | 0 | 0 | **58** | $9,230 |
| **Total Bolton & Menk Hours** | **8** | **36** | **80** | **16** | **23** | **140** | **5** | **308** | |
| | | | | **TOTAL for Staking and Construction Admin** | | | | | **$49,775** |

DEPARTMENT OF TRANSPORTATION

**Office of State Aid – Metro District**
**1500 West County Rd B2**
**Roseville, MN 55113-3174**

August 1, 2022

Bruce Westby
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: State Concurrence of Low Bid for SP 0202-121 (TH 10=003)
Agreement Number 1050030
City of Ramsey

Dear Mr. Westby,

I have received a copy of the certified low bid and Abstract of Bids for the above referenced project. The letting (bid opening) date was July 29, 2022. The tabulation shows that the apparent low bidder is **Douglas-Kerr Underground, LLC** at **$2,342,102.66** which is **0.20**% under the engineer's estimate of **$2,346,670.50** for the total project. In addition, I have verified that **Douglas-Kerr Underground, LLC** has not employed more than 40 full-time employees on a single working day in Minnesota within the previous 12 months. Therefore, is not required to hold a certificate of Compliance issued by the **Minnesota Department of Human Rights**. I have reviewed the low bid price and the variance is acceptable. The City of Ramsey is hereby authorized to award this project after the Cooperative Construction Agreement 1050030 has been fully executed by the City and MnDOT.

See the attached sheet for people to contact for the pre-con meeting.

If you have any questions or additional comments, please let me know.

Sincerely,

Justin Attipou
Local Partnership Project Manager
Metro State Aid

ecopy: Melissa Barnes, MnDOT-Metro Program Delivery
Jennifer Wiltgen, MnDOT-Metro Program Delivery
Malakai Ruranika, MnDOT-Municipal Agreements *
Elliot Keyes, MnDOT-Municipal Agreements *
Ashley Hansen, MnDOT-Metro Traffic Engineering
John Korth, Waters Edge Office, RTMC Building
Geoff Prelgo, Waters Edge Office, RTMC Building

Mike Pretel, MnDOT-Metro State Aid Construction
Kyle Puent, MnDOT-Metro State Aid Construction
Kevin Kielb, Bolton & Menk
Project File

* Separate email to be sent with attachments for records

## Pre-Con Meeting

When a pre-construction conference is arranged for this project please include:

- Mike Pretel (michael.pretel@state.mn.us) (State Aid Construction)
- Kyle Puent (kyle.puent@state.mn.us) (State Aid Construction)
- Chris Dochniak (christopher.dochniak@state.mn.us) (SIGNS)
- Mike Dittel (michael.dittel@state.mn.us) (SIGNALS)
- Pete Ellwanger (peter.ellwanger@state.mn.us) (SIGNALS)
- Curt Krohn (curt.krohn@state.mn.us) (SIGNALS)
- MetroSignalOperations.DOT@state.mn.us (SIGNALS)
- John Korth (john.korth@state.mn.us) (RTMC)
- Sarah Thompson (sarah.thomson@state.mn.us) (SWPPP)
- Ryan Rupp (ryan.rupp@state.mn.us) (SWPPP)

on the notification list. I have included the web address of the Project Contact Information Form. The form needs to be filled out and returned one week before construction begins or at the pre-construction conference. The web address is http://www.dot.state.mn.us/metro/stateaid/thcontact.pdf

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

# M E M O R A N D U M

**Date:** **July 29, 2022**
**To:** **Bruce Westby, P.E., City Engineer**
**From:** **Kevin Kielb, P.E., Project Manager**
**Subject:** **Bid Results and Recommendation**
**2022 Riverdale Drive Extension**
**City Project No: 20-05**

---

Four bids were received for the 2022 Riverdale Drive Extension Project (City Project #20-05). The bids were publicly read aloud at 10:00 A.M. on July 29, 2022. The bids were then reviewed, tabulated and the results are summarized below:

| CONTRACTOR | TOTAL BID |
|---|---|
| Douglas-Kerr Underground, L.L.C | $2,342,102.66 |
| Forest Lake Contracting, Inc. | $2,368,094.65 |
| New Look Contracting, Inc. | $2,441,445.45 |
| North Valley, Inc. | $2,463,365.28 |
| Engineer's Estimate | $2,346,670.50 |

The bid results have been sent to the MnDOT State Aid Agreements Engineer for concurrence. Once concurrence is received in writing by MnDOT and the agreement is fully executed, if the City of Ramsey decides to award the project to the low bidder, we recommend awarding the contract to Douglas-Kerr Underground, L.L.C. in the amount of $2,342,102.66

If you have any questions, please contact me at (651) 968-7760.

Bolton & Menk is an equal opportunity employer.

**CC Regular Session** **7. 6.**

**Meeting Date:** 08/08/2022

**Submitted For:** Bruce Westby, Engineering/Public Works

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

---

**Information**

**Title:**

Adopt Resolution #22-175 Accepting Bids and Awarding Contract for Autumn Heights Street Reconstructions, Improvement Project #22-02

**Purpose/Background:**

**Purpose:**

The purpose of this case is to adopt Resolution #22-175 Accepting Bids and Awarding Contract for Autumn Heights Street Reconstructions, Improvement Project #22-02.

**Background:**

City Improvement Project 22-02 proposes to reconstruct the streets within the Autumn Heights subdivision, generally located along both sides of Armstrong Boulevard between the 167th and 169th blocks. The streets total approximately 8,500 linear feet (1.61 miles) in length, and are 24-foot wide rural section with drainage swales along both sides of the streets. A street segment summary is attached to this case.

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 #21-300, adopted October 26, 2021; City Council ordered the City Engineer to prepare plans and specifications for the improvement project.
- June 21, 2022; Public Works Committee gave recommendations for City Council approving plans and specifications and authorizing advertisement for bids for Autumn Heights Street Reconstructions, Improvement Project #22-02.
- Resolution #22-150, adopted June 28, 2022; City Council approved plans and specifications and authorized advertisement for bids.
- August 3, 2022; Staff publicly opened bid proposals.

Pavement History

The streets within the subdivision were built between 1977 and 1988. Pavement maintenance has included an initial round of crack seal / seal coat improvements, and overlay between 1990 and 2002, followed by 2 more rounds of crack seal / seal coat improvements in 1997 and 2004. Maintenance crews have performed patching over the last several years, including extensive spray patching. 2021 PASER values were 2 for all street segments. PASER values of 2 are as low as any street segments within the City.

Ground Penetrating Radar (GPR) was performed on the street segments. Bituminous pavement thickness averages were between 3.3 and 3.9 inches thick on the various street segments. Aggregate base thickness was found to vary between 3.1 and 4.0 inches thick. The weighted average total section thickness was 7.0 inches.

Proposed Improvements

Staff review of the geotechnical report found the majority of sub-base material to be poorly graded sand and poorly graded sand with silt, these materials are well suited for pavement support and are considered non-frost susceptible and are also free draining materials. An approximately 600-foot section of 167th Lane east of Armstrong Boulevard found undesirable materials in the top 3 feet of sub-base. These materials are proposed to be replaced with 2 feet of select granular material on top of geotechnical fabric.

For the project east of Armstrong Boulevard, Staff if proposing to use the current standard City pavement section of 4 inches aggregate base, and 3.5 inches new bituminous pavement. The 4 inches of aggregate base is proposed to be composed of recycled reclamation material.

For the project west of Armstrong Boulevard, Staff is proposing to use a modified reclamation rehabilitation. This will include reclamation of the existing bituminous and underlying aggregate base, removal of 2 inches reclamation material, and placement of 2 inches new bituminous pavement. This will leave 4 to 5 inches of reclamation material in-place as support for the new 2 inches of bituminous pavement. This method will remove the need to remove and replace driveway tie-ins, and greatly reduce the required boulevard restoration.

This project proposes to add a half cul-de-sac to the dead end on 169th Avenue west of Rabbit Street. The half cul-de-sac can be constructed within the existing right-of-way on the south half of 169th Avenue. Extensive review found no right-of-way or roadway easements currently exist for the north half of 169th Avenue. Internal Staff discussions with public safety and public works support this proposed improvement. Any improvements beyond the existing roadway would require easements, and would have severe impacts on the property along the north side of 169th Avenue.

The current swales along the streets are not proposed to be re-graded as part of this project beyond minor grading associated with replacing the street culverts, no issues with the drainage was discovered during project design. The existing metal culverts crossing the streets are proposed to be removed and replaced with concrete culverts. This is to ensure the culverts will last at least through the proposed 60-year design life of the fully reconstructed streets.

Build Process

- Install traffic control and erosion control measures
  - These are maintained throughout the project
- Project removals (streets east of Armstrong Blvd)
  - Perform any subsoil corrections
- Place new concrete curb and gutter (approx. 400-foot section of 167th Lane west of Armstrong Blvd)
  - Existing bituminous curbing will not hold up to reclamation process
- Remove excess reclaim material, shape and compact remaining material
  - Remove approx. 1.5 inches on streets east of Armstrong Blvd
  - Remove 2 inches on streets west of Armstrong Blvd
  - Excess reclaim is stockpiled and will be used on future City projects
- Place first lift of bituminous pavement on streets east of Armstrong Blvd
- Finish driveway repairs
- Restore the boulevard in any impacted areas
  - 2 inches topsoil, seed and hydro-mulch
  - Due to project timing, dormant seeding may be required
- Traffic Control devices are removed as the project allows
- Place the final lift of bituminous pavement
- Erosion control measures are removed after restoration has been completed

Preliminary Schedule Remaining

- Council Awards Contract to the lowest responsible bidder
  - August 8, 2022
- Contractor begins construction
  - August 2022
- Contractor Substantially Completes construction

    - October 31, 2022
- Contractor Final Completion (final turf restoration, project clean up, punch list created)
    - May 30, 2023

The proposed improvements are designated as City Improvement Project #22-02, Autumn Heights Street Reconstructions.

**Notification:**

Advertisements were published in the Anoka Union Herald and in Finance & Commerce on July 1 and July 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 #22-175 Accepting Bids and Awarding Contract for Autumn Heights Street Reconstructions, Improvement Project #22-02, to GMH Asphalt Corporation for the bid in the amount of $897,894.48.

Alternative #2 – Motion to deny adoption of Resolution #22-175 at this time.

**Funding Source:**

On August 3, 2022 a total of five (5) bids were received, opened, tabulated, and found to comply with the advertisement for bids.

| **CONTRACTOR** | **TOTAL BID** |
|---|---|
| GMH Asphalt Corporation | $897,894.48 |
| Douglas-Kerr Underground, L.L.C. | $930,751.25 |
| North Valley, Inc. | $978,417.86 |
| C.S. McCrossan Construction, Inc. | $1,022,556.15 |
| Meyer Contracting, Inc. | $1,216,370.64 |
| *Engineer's Estimate* | *$974,783.92* |

The bid of GMH Asphalt Corporation of Chaska, Minnesota, in the amount of $897,894.48 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs in the amount of 23-percent brings total project costs to $1,104,410.21.

Per the final plans and specifications, estimated construction costs were $974,783.92. After adding 23-percent indirect costs for administrative, engineering, finance, and legal costs, estimated project costs totaled $1,198,984.22. The low bid is 8-percent less than the engineer's estimate, and the estimate was generally in the middle of bidding costs.

Funding for this improvement is proposed to come from Pavement Management Funds, and Stormwater Utility Funds.

- Street Project Costs $968,693.24
- Storm Sewer Project Costs $135,716.97
- **Total Project Costs $1,104,410.21**

Hakanson Anderson proposes to provide construction staking in a total not-to-exceed amount of $10,840.00. 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:

- $11,900.00 for Haugo Geo Technical Services, LLC to supply a geotechnical report of the project area.
- $4,500.00 for Hakanson Anderson to collect topographic survey of the project area.

**Recommendation:**

Staff recommends Alternative #1.

**Outcome/Action:**

Motion to adopt Resolution #22-175 Accepting Bids and Awarding Contract for Autumn Heights Street Reconstructions, Improvement Project #22-02, to GMH Asphalt Corporation for the bid in the amount of $897,894.48.

---

**Attachments**

22-02 Final Plans

22-02 Street Summary

HHA Staking Proposal

Resolution

---

**Form Review**

| Inbox | Reviewed By | Date |
|---|---|---|
| Bruce Westby | Bruce Westby | 08/04/2022 09:39 AM |
| Brian Hagen | Brian Hagen | 08/04/2022 09:45 AM |
| Form Started By: Joe Feriancek | | Started On: 08/01/2022 10:31 AM |
| Final Approval Date: 08/04/2022 | | |

# CITY OF RAMSEY
## AUTUMN HEIGHTS STREET RECONSTRUCTIONS
### CITY IMPROVEMENT PROJECT NO. 22-02

## LOCATION MAP




## 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 60 SHEETS


| SHEET No. | DESCRIPTION |
|---|---|
| 01 | TITLE SHEET |
| 02 | STATEMENT OF ESTIMATED QUANTITIES |
| 03 | DETAILS |
| 04 | TYPICAL SECTIONS |
| 05 | ALIGNMENT LAYOUT WEST |
| 06 | ALIGNMENT LAYOUT EAST |
| 07 - 08 | SWPPP |
| 09 - 12 | EROSION CONTROL WEST |
| 13 - 15 | EROSION CONTROL EAST |
| 16 - 22 | EXISTING CONDITIONS & REMOVALS WEST |
| 23 - 28 | EXISTING CONDITIONS & REMOVALS EAST |
| 29 - 35 | STREET & STORM WEST |
| 36 - 41 | STREET & STORM EAST |
| 42 - 51 | CROSS SECTIONS WEST |
| 52 - 60 | CROSS SECTIONS EAST |


## 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.
CIVIL ENGINEER II

57095 LIC. NO.

DATE 7/7/22

| DATE | REVISION |
|---|---|
| 7/20/22 | ADDITIONAL CULVERT REPLACEMENTS |
| | |
| | |
| | |

SHEET 01 OF 60 SHEETS

0 200 400 600
SCALE (FEET)

N

City of RAMSEY


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


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


Jul 21, 2022 - 9:05am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Title Sheet.dwg

**IP 22-02 AUTUMN HEIGHTS STREET RECONSTRUCTIONS**

**STATEMENT OF ESTIMATED QUANTITIES**

| Item No. | MnDOT No. | Note | Item Description | Unit | Quantity |
|---|---|---|---|---|---|
| 1 | 2021.501 | | MOBILIZATION | LS | 1 |
| 2 | 2101.502 | 1 | CLEARING TREE | EA | 13 |
| 3 | 2101.502 | 1 | GRUBBING TREE | EA | 13 |
| 4 | 2101.503 | 1 | REMOVE CULVERT | LF | 519 |
| 5 | 2104.503 | 1 | SAWING BITUMINOUS PAVEMENT - FULL DEPTH | LF | 1082 |
| 6 | 2104.503 | 1 | SAWING CONCRETE PAVEMENT - FULL DEPTH | LF | 290 |
| 7 | 2104.504 | 1 | REMOVE CONCRETE PAVEMENT - DRIVEWAYS | SY | 128 |
| 8 | 2104.504 | 1 | REMOVE BITUMINOUS PAVEMENT - DRIVEWAYS | SY | 329 |
| 9 | 2104.504 | 1 | REMOVE BITUMINOUS PAVEMENT - ROADWAYS | SY | 1852 |
| 10 | 2104.504 | 1 | REMOVE GRAVEL SURFACE - DRIVEWAYS | SY | 68 |
| 11 | 2104.502 | 14 | SALVAGE AND INSTALL MAIL BOX SUPPORT | EA | 24 |
| 12 | 2540.602 | | TEMPORARY MAIL BOX CLUSTER | EA | 2 |
| 13 | 2105.607 | | COMMON EXCAVATION (EV) | CY | 695 |
| 14 | 2105.607 | 2 | SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIALS (EV) | CY | 1213 |
| 15 | 2106.607 | 2 , 10 | HAUL & STOCKPILE RECLAIM MATERIAL (LV) | CY | 1540 |
| 16 | 2106.507 | 2 | SELECT GRANULAR BORROW (CV) | CY | 1213 |
| 17 | 2112.519 | 11 | SUBGRADE PREPARATION | RDST | 6 |
| 18 | 2130.523 | | WATER | MGAL | 225 |
| 19 | 2211.507 | 2 | AGGREGATE BASE CLASS 5 - MODIFIED (CV) | CY | 380 |
| 20 | 2215.504 | 10, 11 | FULL DEPTH RECLAMATION | SY | 22995 |
| 21 | 2105.507 | | GEOTEXTILE FABRIC TYPE 4 | SY | 109 |
| 22 | 2108.504 | | GEOTEXTILE FABRIC TYPE 5 | SY | 1819 |
| 23 | 2232.504 | | MILL BITUMINOUS PAVEMENT (2.0") | SY | 28 |
| 24 | 2357.506 | 4 | BITUMINOUS MATERIAL FOR TACK COAT | GAL | 790 |
| 25 | 2360.509 | 5 | TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C) | TON | 1339 |
| 26 | 2360.509 | 5 | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) | TON | 2831 |
| 27 | 2360.509 | 5 | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 2.5" TRAIL | TON | 2 |
| 28 | 2360.509 | 5 | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) DRIVEWAYS | TON | 35 |
| 29 | 2501.503 | 15 | 15" CS PIPE CULVERT | LF | 27 |
| 30 | 2501.503 | 15 | 15" RC PIPE SEWER DESIGN 3006 CLASS III | LF | 427 |
| 31 | 2501.503 | 15 | 18" RC PIPE SEWER DESIGN 3006 CLASS III | LF | 95 |
| 32 | 2502.503 | | 4" PERF PVC PIPE DRAIN | LF | 437 |
| 33 | 2501.502 | | 15" CS PIPE APRON | EA | 2 |
| 34 | 2501.502 | | 15" RC PIPE APRON | EA | 18 |
| 35 | 2501.502 | | 18" RC PIPE APRON | EA | 4 |
| 36 | 2502.502 | | 4" PRECAST CONCRETE HEADWALL | EA | 1 |
| 37 | 2531.503 | | CONCRETE CURB & GUTTER DESIGN B418 | LF | 718 |
| 38 | 2531.504 | | 6" CONCRETE PAVEMENT DRIVEWAY | SY | 151 |
| 39 | 2531.504 | | GRAVEL SURFACE | SY | 25 |
| 40 | 2575.602 | 13 | LANDSCAPE RESTORATION | EA | 26 |
| 41 | 2563.601 | 9 | TRAFFIC CONTROL | LS | 1 |
| 42 | 2573.502 | | STORM DRAIN INLET PROTECTION - CULVERT | EA | 24 |
| 43 | 2573.503 | | SEDIMENT CONTROL LOG TYPE STRAW | LF | 2580 |
| 44 | 2573.503 | | SILT FENCE, TYPE MS | LF | 3445 |
| 45 | 2573.501 | | STABILIZED CONSTRUCTION EXIT | EA | 1 |
| 46 | 2574.507 | 3, 12 | TOPSOIL (LV) | CY | 821 |
| 47 | 2574.508 | 6 | FERTILIZER TYPE 3 | LBS | 175 |
| 48 | 2511.509 | | RANDOM RIPRAP CLASS III | CY | 26 |
| 49 | 2575.505 | | SEEDING | ACRE | 1.43 |
| 50 | 2575.508 | 8 | HYDRAULIC MATRIX TYPE MULCH | LBS | 5720 |
| 51 | 2575.508 | 7 | SEED MIXTURE 25-151 | LBS | 145 |
| | | | | | |
| | | | | | |

PAY ITEM NOTES:

1. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
2. LV TO CV CONVERSION FACTOR = 1.25.
3. LV TO CV CONCERSION FACTOR = 1.30.
4. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 0.07 GAL/SY.
5. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 113 LB/SY-IN.
6. ESTIMATED QUANTITY BASED ON 100 LB/ACRE.
7. ESTIMATED QUANTITY BASED ON 120 LB/ACRE.
8. ESTIMATED QUANTITY BASED ON 4000 LB/ACRE.
9. 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.
10. 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 7 INCHES.
11. SHAPING OF RECLAMATION MATERIAL TO PROFILE AND CROSS SLOPES MATCHING THE PLANS IS INCIDENTAL TO THE FULL-DEPTH RECLAMATION PAY ITEM.
12. STOCKPILING OF ANY SALVAGED TOPSOIL USED IS INCIDENTAL TO THE TOPSOIL PAY ITEM.
13. CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL LANDSCAPING TO AS GOOD OR BETTER CONDITION. THE EACH QUANTITY CONSIST OF LANDSCAPING PER LOT.
14. SALVAGED MAILBOX POSTS TO BE PLACED TO ORIGINAL LOCATION OR AS DIRECTED BY THE ENGINEER.
15. LINEAR FOOT MEASUREMENT INCLUDES FLARED END SECTION.

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. STREET INTERSECTION CURB & GUTTER RADII ASSUMED 20', UNLESS OTHERWISE NOTED.
4. PERMANENT SIGN REMOVAL AND INSTALLATION IS TO BE PERFORMED BY CITY OF RAMSEY PUBLIC WORKS DEPARTMENT.
5. IN THE RECONSTRUCTION AREA (STREETS EAST OF ARMSTRONG BOULEVARD) THE CENTERLINE PROFILES ARE GENERALLY BEING RAISED 2 INCHES. THIS IS PROPOSED TO BE ACHIEVED BY RECLAIMING THE EXISTING BITUMINOUS AND AGGREGATE BASE FULL-DEPTH, REMOVAL OF 1.5 INCHES RECLAIM MATERIAL, SHAPE AND COMPACT REMAINING IN-PLACE RECLAIM MATERIAL, PLACEMENT OF 2 INCHES NON-WEAR COURSE BITUMINOUS PAVEMENT AND PLACEMENT OF 1.5 INCHES WEAR COURSE BITUMINOUS PAVEMENT.
6. IN THE RECLAMATION REHABILITATION AREA (STREETS WEST OF ARMSTRONG BOULEVARD) THE CENTERLINE PROFILE IS PROPOSED TO GO BACK TO THE EXISTING ELEVATION. THIS IS PROPOSED TO BE ACHIEVED BY RECLAIMING THE EXISTING BITUMINOUS AND AGGREGATE BASE FULL-DEPTH, REMOVAL OF 2.0 INCHES RECLAIM MATERIAL, SHAPE AND COMPACT REMAINING IN-PLACE RECLAIM MATERIAL, PLACEMENT OF 2 INCHES WEAR COURSE BITUMINOUS PAVEMENT MATCHING THE EXISTING PROFILE AT CENTERLINE AND PAVEMENT EDGE.

| DATE | REVISION |
|---|---|
| 7/20/22 | UPDATE QUANTITIES ASSOCIATED WITH ADD. CULVERT REPLACEMENTS. |

Jul 21, 2022 - 9:00am
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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

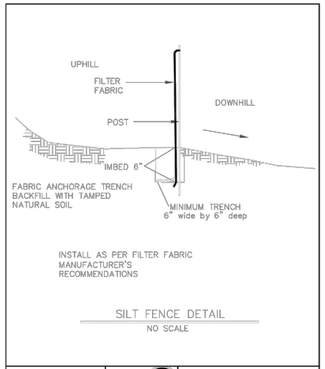
JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STATEMENT OF ESTIMATED QUANTITIES

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

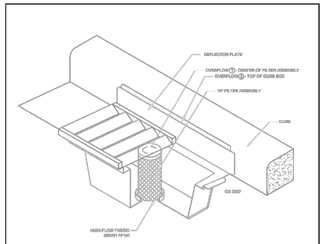



INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016 | City of RAMSEY | STANDARD DETAILS: SILT FENCE | CITY PLATE No. ERO–1

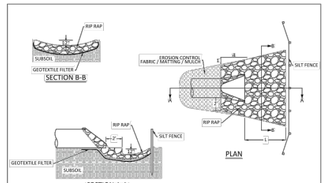



INLET PROTECTION – WIMCO OR EQUAL

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: INLET PROTECTION | CITY PLATE No. ERO–2

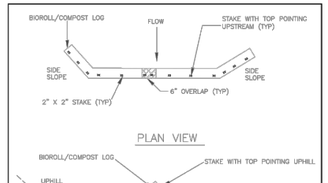



NOTES:
1. ON SLOPES 4:1 OR GREATER, ANCHOR OR STRAIGHT DISKED STRAW MULCH, SEEDED NETTING, GABRIC, OR MATTING SUCH AS EXCELSIOR SHALL BE USED TO STABILIZE DISTURBED SOILS. THESE EXPOSED SOILS MUST BE STABILIZED IMMEDIATELY AFTER GRADING OF SOIL IS COMPLETE.
2. A SKIRTING OF EROSION CONTROL FABRIC OR MULCH MUST BE USED TO PROTECT OUTLETS AS ILLUSTRATED REGARDLESS OF SLOPE.
3. RIP RAP IS CLASS III PLACED 18" THICK.
4. FOR PIPE GREATER THAN 48" DIAMETER OR 58" SPAN, QUANTITY OF GEOTEXTILE FABRIC AND RIP RAP WILL BE HANDLED IN A CASE BY CASE MANNER.
5. GEOTEXTILE FABRIC SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIP RAP MATERIAL.

| RIP RAP AT RCP OUTLETS | | | |
|---|---|---|---|
| DIA. OF PIPE (IN.) | L (FT.) | GEOTEXTILE 18" DEPTH FABRIC (SY) | RIP RAP (CU. YD) |
| 15 | 8 | 10.6 | 4.7 |
| 18 | 9 | 12.8 | 5.6 |
| 24 | 10 | 15.6 | 6.4 |
| 30 | 11 | 17.8 | 7.3 |
| 36 | 12 | 20.0 | 8.2 |
| 42 | 13 | 22.2 | 9.1 |
| 48 | 14 | 24.4 | 10.0 |
| 54 | 15 | 26.7 | 10.9 |
| 60 | 16 | 28.9 | 11.8 |
| 66 | 17 | 31.1 | 12.7 |
| 72 | 18 | 33.3 | 13.7 |

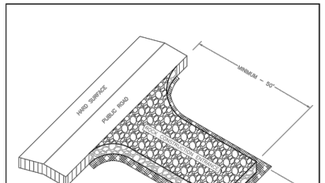
| RIP RAP AT RCP-A OUTLETS | | | |
|---|---|---|---|
| SPAN OF PIPE (IN.) | L (FT.) | GEOTEXTILE 18" DEPTH FABRIC (SY) | RIP RAP (CU. YD) |
| 14 | 10 | 20.0 | 8.2 |
| 19 | 11 | 22.2 | 9.1 |
| 24 | 13 | 26.7 | 10.9 |
| 29 | 14 | 28.9 | 11.8 |
| 34 | 15 | 31.1 | 12.7 |
| 38 | 16 | 33.3 | 13.7 |

APPROVED: 9 – 2016 | City of RAMSEY | STANDARD DETAILS: RIP–RAP | CITY PLATE No. ERO–3




NOTE:
STAKE INTO GROUND WITH WOOD STAKES DRIVING STAKE 6" INTO GROUND AND PROTRUDING 2" ABOVE LOG
WOOD STAKES ARE A MINIMUM 0.5" X 2" X 16" AND PLACED EVERY 1' UNLESS PRECLUDED BY A ROCK
WHEN MORE THAN 1 BIOROLL/COMPOST LOG IS NEEDED, OVERLAP ENDS A MINIMUM OF 6" AND STAKE
WOOD STAKES ARE DRIVEN THROUGH BACK HALF OF BIOROLL OR COMPOST LOG AT 45° ANGLE WITH TOP OF STAKE POINTING UPHILL

APPROVED: 3 – 2016 | City of RAMSEY | STANDARD DETAILS: BIO ROLL (COMPOST LOG) | CITY PLATE No. ERO–4




NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

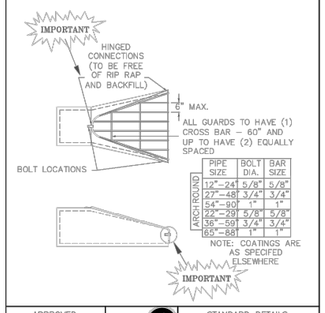
NOT TO SCALE

APPROVED: 1 – 2016 | City of RAMSEY | STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE | CITY PLATE No. ERO–5

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.

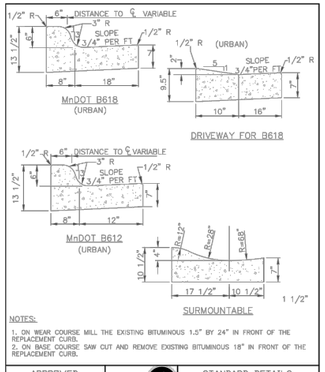
APPROVED: 7 – 2019 | City of RAMSEY | STANDARD DETAILS: TOPSOIL REQUIREMENTS | CITY PLATE No. ERO–6

NOTE:
GUARDS MUST BE INCORPORATED ON ALL INSTALLATIONS EXCEPT WHERE SPECIFICALLY ALLOWED OTHERWISE BY THE CITY ENGINEER.



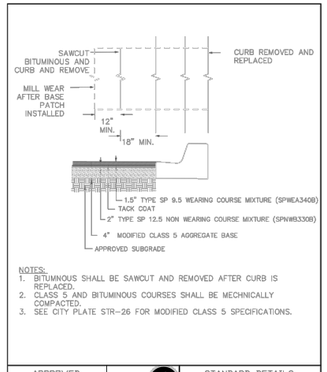

| ARCH ROUND PIPE SIZE | BOLT DIA. | BAR SIZE |
|---|---|---|
| 12"–24" | 5/8" | 5/8" |
| 27"–48" | 3/4" | 3/4" |
| 54"–90" | 1" | 1" |
| 22"–29" | 5/8" | 5/8" |
| 36"–59" | 3/4" | 3/4" |
| 65"–88" | 1" | 1" |

APPROVED: 2 – 2006 | City of RAMSEY | STANDARD DETAILS: TRASH GUARD | CITY PLATE No. STO–8




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




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.

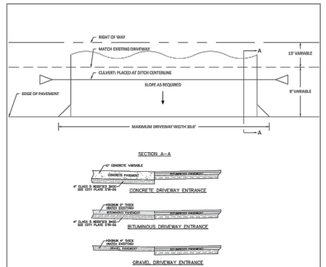
APPROVED: 6 – 2016 | City of RAMSEY | STANDARD DETAILS: STREET PATCHING STANDARDS | CITY PLATE No. STR–25

# 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 |

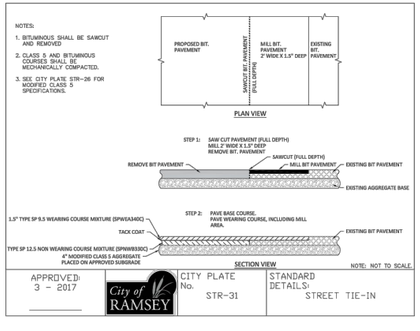
NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROMISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. 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

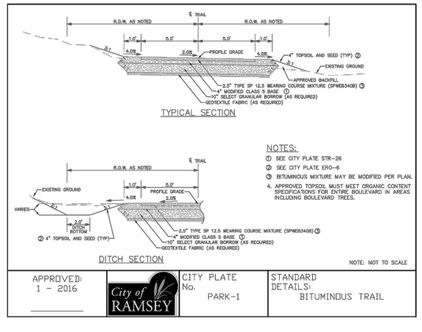



NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CONTORLINE CONSTRUCTION JOINT.
2. CONCRETE DRIVEWAYS SHALL BE CONSTRUCTED OF CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. CONCRETE DRIVEWAYS TO BE 6" THICK.
4. 30" EXPANSION JOINT, 1/2" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHERE 2 CONCRETE AREAS ARE POURED SEPERATELY.)
5. BITUMINOUS DRIVEWAYS MINIMUM 2" THICK, MATCH EXISTING BITUMINOUS PAVEMENT THICKNESS.
6. GRAVEL DRIVEWAYS USE MODIFIED BASE PER CITY PLATE STR–26, UNLESS SPECIFIED ELSEWHERE.
7. CULVERTS SHALL BE REINFORCED CONCRETE PIPE OR CORRUGATED METAL PIPE.
8. PLACE CULVERT AT THE DITCH CENTERLINE AND AS PER PLAN.
9. CULVERTS MUST BE PLACED FAR ENOUGH FROM DRIVEWAY PAVEMENT EDGE FOR MAX 1:3 GRADING SLOPE.

APPROVED: 2 – 2019 | City of RAMSEY | STANDARD DETAILS: RESIDENTIAL DRIVEWAY – RURAL SECTION | CITY PLATE No. STR–33




APPROVED: 3 – 2017 | City of RAMSEY | CITY PLATE No. STR–31 | STANDARD DETAILS: STREET TIE–IN




APPROVED: 1 – 2016 | City of RAMSEY | CITY PLATE No. PARK–1 | STANDARD DETAILS: BITUMINOUS TRAIL

| DATE | REVISION |
|---|---|
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Jul 07, 2022 - 10:51am
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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

JOE FERIANCEK

Date 7/7/22 Lic. No. 57095

| | | | |
|---|---|---|---|
| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

City of RAMSEY

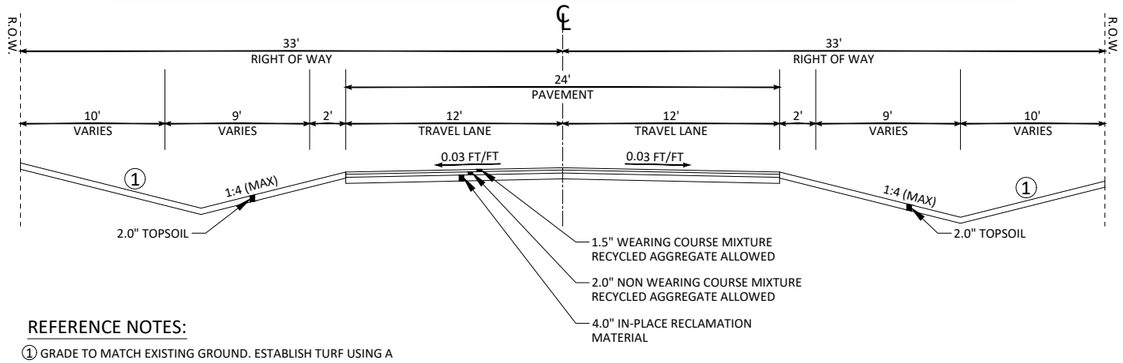
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

DETAILS

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 03 OF 60 SHEETS

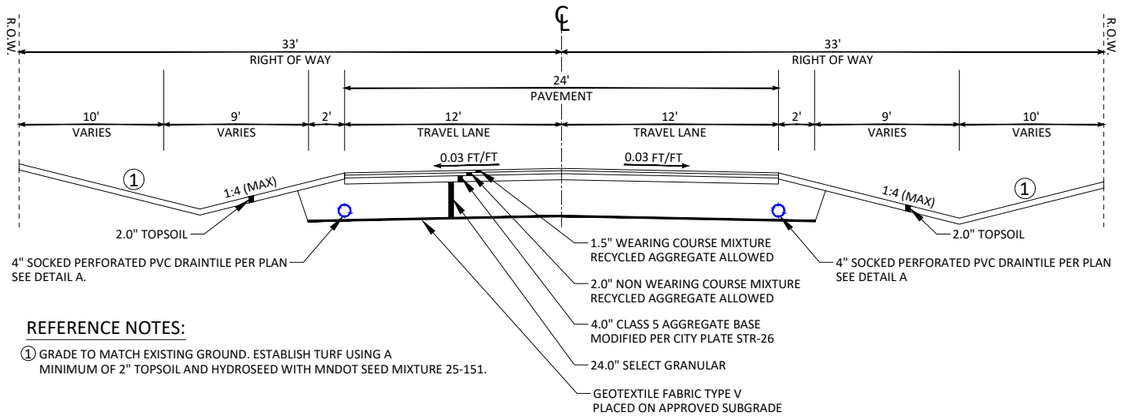
## TYPICAL SECTION: RECONSTRUCTION (STREETS EAST OF ARMSTRONG BOULEVARD)




### REFERENCE NOTES:

① GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 2" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151.

## TYPICAL SECTION: SOIL CORRECTION AREA

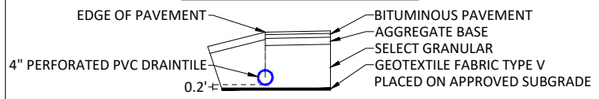



### REFERENCE NOTES:

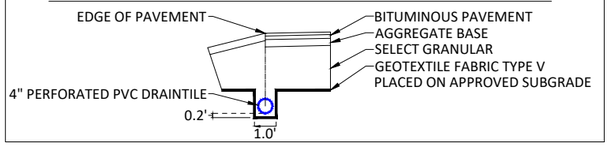
① GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 2" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151.

## DETAIL A: DRAINTILE INSTALLATION

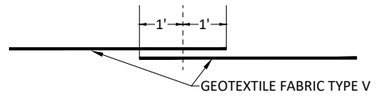
### TYPICAL DRAINTILE INSTALLATION




### DRAINTILE INSTALLATION: DRAINTILE BELOW SELECT GRANULAR GRADE

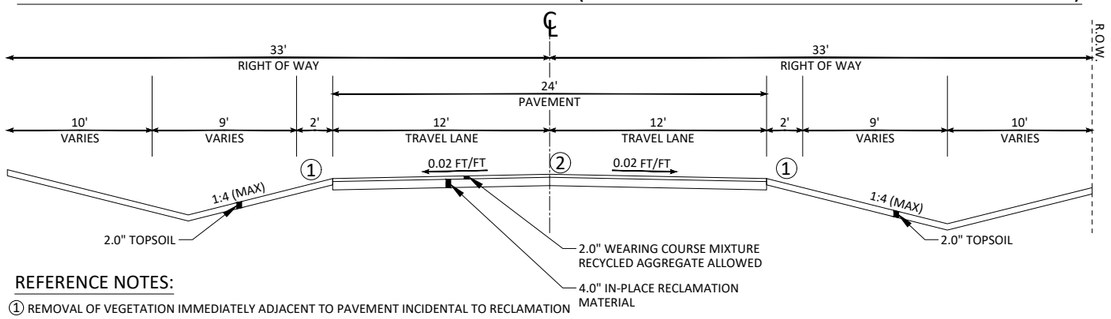



## DETAIL B: GEOTEXTILE FABRIC SEAM




1. GEOTEXTILE FABRIC SHALL BE OVERLAPPED 2-FEET AS SHOWN.
2. THE GEOTEXTILE FABRIC MUST BE SECURED SO THAT IT IS NOT DISPLACED DURING SUBSEQUENT CONSTRUCTION. NO TRAFFIC OR CONSTRUCTION EQUIPMENT IS TO OPERATE DIRECTLY ON THE FABRIC, 1-FOOT OF SELECT GRANULAR FILL MUST BE PLACED FIRST.
3. MEASUREMENT FOR PAYMENT DOES NOT INCLUDE ALLOWANCE FOR SEAMS OR OVERLAPS.

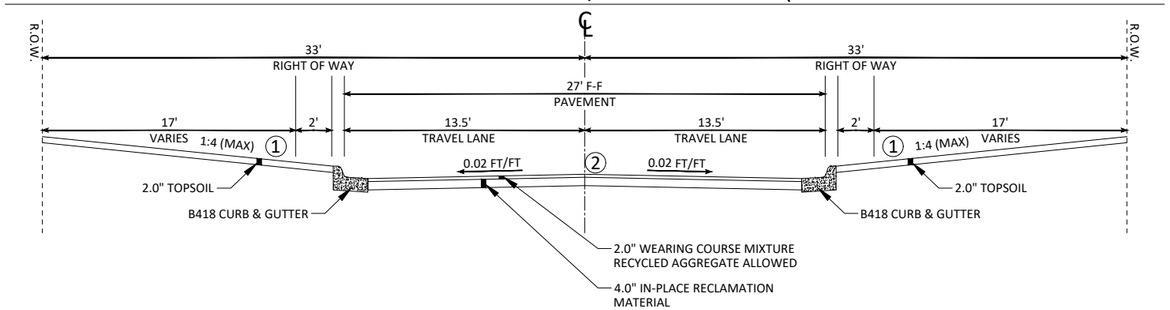
## TYPICAL SECTION: RECLAMATION REHABILITATION (STREETS WEST OF ARMSTRONG BOULEVARD)




### REFERENCE NOTES:

① REMOVAL OF VEGETATION IMMEDIATELY ADJACENT TO PAVEMENT INCIDENTAL TO RECLAMATION GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 2" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151.
② MATCH EXISTING STREET PROFILE AT CENTERLINE AND EDGE OF PAVEMENT. HAUL-OFF 2" RECLAIM MATERIAL; PLACE 2" BITUMINOUS WEAR COURSE

## TYPICAL SECTION: RECLAMATION REHABILITATION W/CURB & GUTTER (167TH LANE STA. 15+80 TO 18+30




### REFERENCE NOTES:

① REMOVAL OF VEGETATION IMMEDIATELY ADJACENT TO PAVEMENT INCIDENTAL TO RECLAMATION GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 2" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151.
② MATCH EXISTING STREET PROFILE HAUL-OFF 2" RECLAIM MATERIAL; PLACE 2" BITUMINOUS WEAR COURSE

| DATE | REVISION |
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Jul 07, 2022 - 10:54am
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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 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


TYPICAL SECTIONS

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 04 OF 60 SHEETS

0 75 150 225
SCALE (FEET)

N

## 169TH AVENUE: CDS TO RABBIT STREET

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L1 | 203.749 | S89° 34' 20.33"E | (442244.3442,188420.6094) | (442448.0877,188419.0885) |
| L2 | 85.971 | S67° 18' 44.22"E | (442568.1043,188394.5450) | (442647.4229,188361.3853) |
| L3 | 98.298 | S69° 41' 21.08"E | (442655.1420,188358.3447) | (442747.3284,188324.2242) |
| L4 | 39.961 | S50° 20' 55.60"E | (442802.5354,188292.3748) | (442833.3032,188266.8751) |
| L5 | 36.674 | S78° 24' 46.26"E | (442891.9532,188238.7506) | (442927.8796,188231.3843) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C1 | 317.299 | 123.274 | S78° 26' 32.27"E | (442448.0877,188419.0885) | (442568.1043,188394.5450) |
| C2 | 200.000 | 8.297 | S68° 30' 02.65"E | (442647.4229,188361.3853) | (442655.1420,188358.3447) |
| C3 | 189.715 | 64.039 | S60° 01' 08.34"E | (442747.3284,188324.2242) | (442802.5354,188292.3748) |
| C4 | 134.132 | 65.699 | S64° 22' 50.93"E | (442833.3032,188266.8751) | (442891.9532,188238.7506) |

## 168TH AVENUE: (WEST) CDS TO (EAST) CDS

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L7 | 702.626 | S87° 55' 30.83"E | (442528.2562,187918.5751) | (443230.4217,187893.1375) |
| L8 | 262.369 | S66° 14' 33.95"E | (443435.3978,187846.1314) | (443675.5340,187740.4328) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C5 | 559.038 | 211.557 | S77° 05' 02.39"E | (443230.4217,187893.1375) | (443435.3978,187846.1314) |

## RABBIT STREET: 168TH AVENUE TO ARMSTRONG BOULEVARD (CSAH 83)

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L6 | 484.212 | N01° 24' 23.23"E | (442919.8511,187904.3887) | (442931.7360,188388.4547) |

## PUMA STREET: 167TH LANE TO 168TH AVENUE

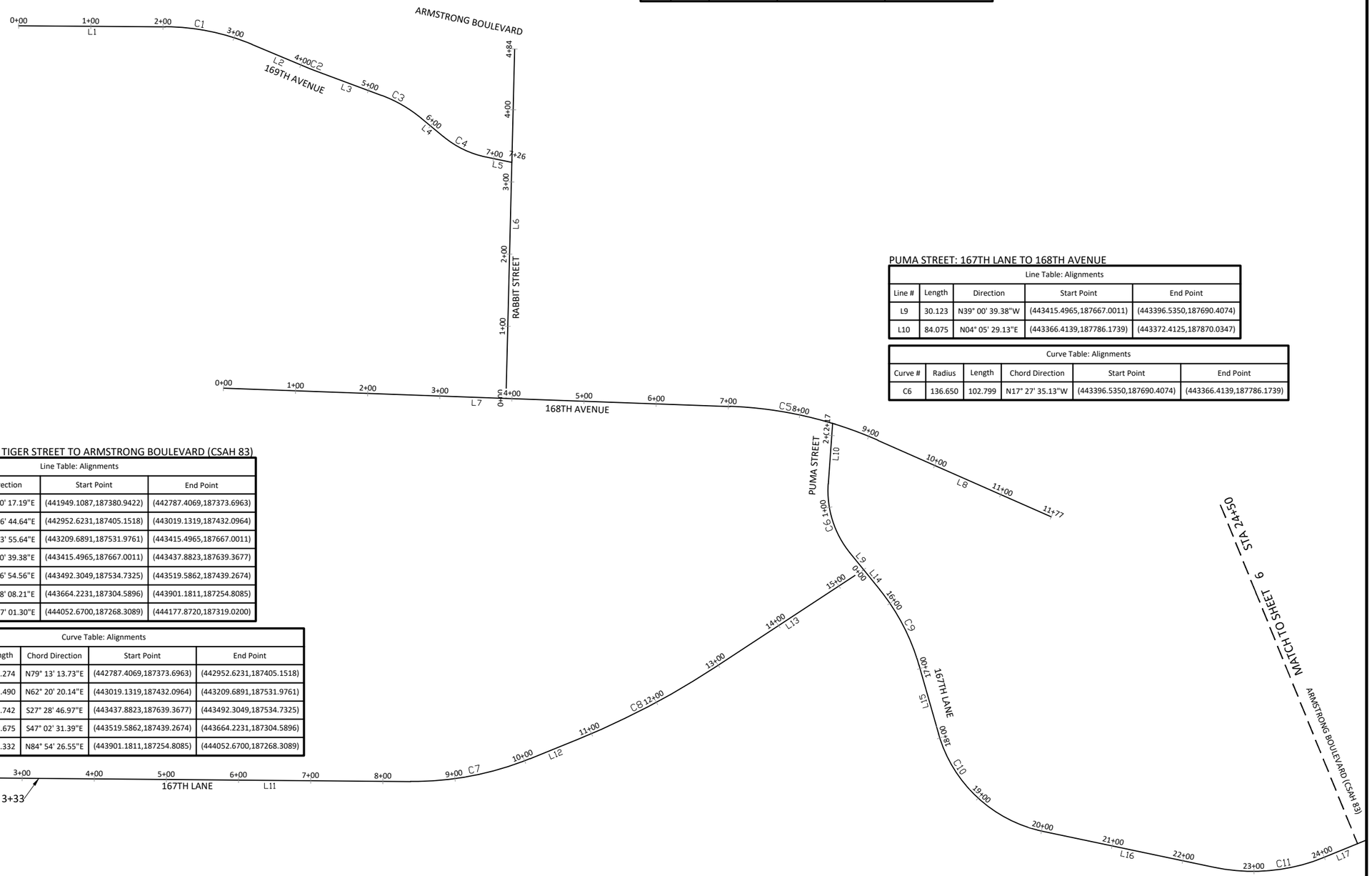
| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L9 | 30.123 | N39° 00' 39.38"W | (443415.4965,187667.0011) | (443396.5350,187690.4074) |
| L10 | 84.075 | N04° 05' 29.13"E | (443366.4139,187786.1739) | (443372.4125,187870.0347) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C6 | 136.650 | 102.799 | N17° 27' 35.13"W | (443396.5350,187690.4074) | (443366.4139,187786.1739) |

## 167TH LANE (WEST): TIGER STREET TO ARMSTRONG BOULEVARD (CSAH 83)

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L11 | 838.330 | S89° 30' 17.19"E | (441949.1087,187380.9422) | (442787.4069,187373.6963) |
| L12 | 71.760 | N67° 56' 44.64"E | (442952.6231,187405.1518) | (443019.1319,187432.0964) |
| L13 | 246.147 | N56° 43' 55.64"E | (443209.6891,187531.9761) | (443415.4965,187667.0011) |
| L14 | 35.563 | S39° 00' 39.38"E | (443415.4965,187667.0011) | (443437.8823,187639.3677) |
| L15 | 99.287 | S15° 56' 54.56"E | (443492.3049,187534.7325) | (443519.5862,187439.2674) |
| L16 | 242.131 | S78° 08' 08.21"E | (443664.2231,187304.5896) | (443901.1811,187254.8085) |
| L17 | 135.082 | N67° 57' 01.30"E | (444052.6700,187268.3089) | (444177.8720,187319.0200) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C7 | 430.107 | 169.274 | N79° 13' 13.73"E | (442787.4069,187373.6963) | (442952.6231,187405.1518) |
| C8 | 1101.044 | 215.490 | N62° 20' 20.14"E | (443019.1319,187432.0964) | (443209.6891,187531.9761) |
| C9 | 295.000 | 118.742 | S27° 28' 46.97"E | (443437.8823,187639.3677) | (443492.3049,187534.7325) |
| C10 | 191.341 | 207.675 | S47° 02' 31.39"E | (443519.5862,187439.2674) | (443664.2231,187304.5896) |
| C11 | 260.736 | 154.332 | N84° 54' 26.55"E | (443901.1811,187254.8085) | (444052.6700,187268.3089) |




| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 10:55am
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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

JOE FERIANCEK

Date 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

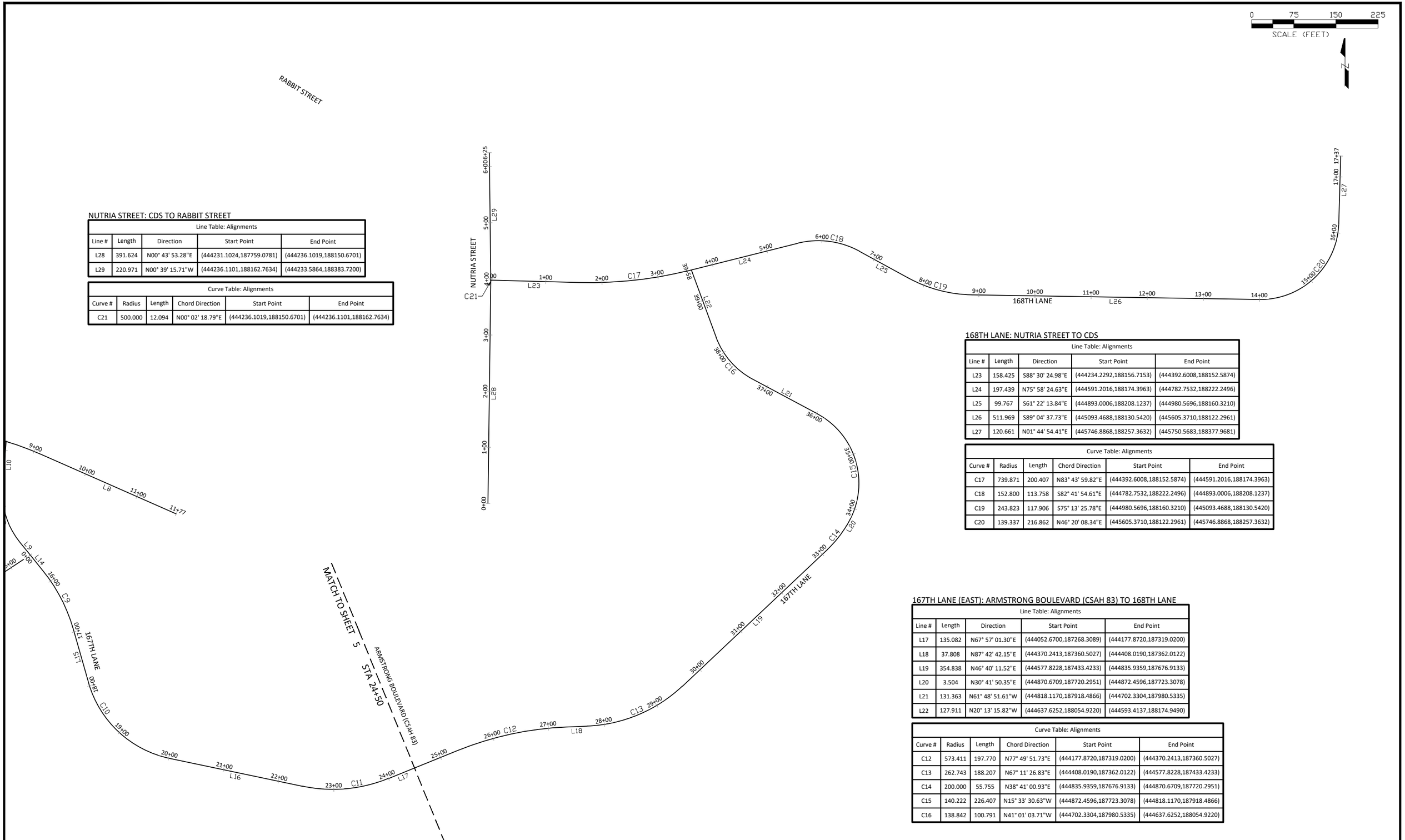
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

ALIGNMENT LAYOUT WEST

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 05 OF 60 SHEETS




NUTRIA STREET: CDS TO RABBIT STREET

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L28 | 391.624 | N00° 43' 53.28"E | (444231.1024,187759.0781) | (444236.1019,188150.6701) |
| L29 | 220.971 | N00° 39' 15.71"W | (444236.1101,188162.7634) | (444233.5864,188383.7200) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C21 | 500.000 | 12.094 | N00° 02' 18.79"E | (444236.1019,188150.6701) | (444236.1101,188162.7634) |

168TH LANE: NUTRIA STREET TO CDS

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L23 | 158.425 | S88° 30' 24.98"E | (444234.2292,188156.7153) | (444392.6008,188152.5874) |
| L24 | 197.439 | N75° 58' 24.63"E | (444591.2016,188174.3963) | (444782.7532,188222.2496) |
| L25 | 99.767 | S61° 22' 13.84"E | (444893.0006,188208.1237) | (444980.5696,188160.3210) |
| L26 | 511.969 | S89° 04' 37.73"E | (445093.4688,188130.5420) | (445605.3710,188122.2961) |
| L27 | 120.661 | N01° 44' 54.41"E | (445746.8868,188257.3632) | (445750.5683,188377.9681) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C17 | 739.871 | 200.407 | N83° 43' 59.82"E | (444392.6008,188152.5874) | (444591.2016,188174.3963) |
| C18 | 152.800 | 113.758 | S82° 41' 54.61"E | (444782.7532,188222.2496) | (444893.0006,188208.1237) |
| C19 | 243.823 | 117.906 | S75° 13' 25.78"E | (444980.5696,188160.3210) | (445093.4688,188130.5420) |
| C20 | 139.337 | 216.862 | N46° 20' 08.34"E | (445605.3710,188122.2961) | (445746.8868,188257.3632) |

167TH LANE (EAST): ARMSTRONG BOULEVARD (CSAH 83) TO 168TH LANE

| Line Table: Alignments | | | | |
|---|---|---|---|---|
| Line # | Length | Direction | Start Point | End Point |
| L17 | 135.082 | N67° 57' 01.30"E | (444052.6700,187268.3089) | (444177.8720,187319.0200) |
| L18 | 37.808 | N87° 42' 42.15"E | (444370.2413,187360.5027) | (444408.0190,187362.0122) |
| L19 | 354.838 | N46° 40' 11.52"E | (444577.8228,187433.4233) | (444835.9359,187676.9133) |
| L20 | 3.504 | N30° 41' 50.35"E | (444870.6709,187720.2951) | (444872.4596,187723.3078) |
| L21 | 131.363 | N61° 48' 51.61"W | (444818.1170,187918.4866) | (444702.3304,187980.5335) |
| L22 | 127.911 | N20° 13' 15.82"W | (444637.6252,188054.9220) | (444593.4137,188174.9490) |

| Curve Table: Alignments | | | | | |
|---|---|---|---|---|---|
| Curve # | Radius | Length | Chord Direction | Start Point | End Point |
| C12 | 573.411 | 197.770 | N77° 49' 51.73"E | (444177.8720,187319.0200) | (444370.2413,187360.5027) |
| C13 | 262.743 | 188.207 | N67° 11' 26.83"E | (444408.0190,187362.0122) | (444577.8228,187433.4233) |
| C14 | 200.000 | 55.755 | N38° 41' 00.93"E | (444835.9359,187676.9133) | (444870.6709,187720.2951) |
| C15 | 140.222 | 226.407 | N15° 33' 30.63"W | (444872.4596,187723.3078) | (444818.1170,187918.4866) |
| C16 | 138.842 | 100.791 | N41° 01' 03.71"W | (444702.3304,187980.5335) | (444637.6252,188054.9220) |

| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 10:56am
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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 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

# ALIGNMENT LAYOUT EAST

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 06 OF 60 SHEETS

# STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

## AUTUMN HEIGHTS STREET RECONSTRUCTIONS

## CITY OF RAMSEY
## ANOKA COUNTY, MINNESOTA

DESCRIPTION OF CONSTRUCTION ACTIVITIES AND STORMWATER MANAGEMENT:

Construction activities include; Site Grading, Storm Culvert Construction, Temporary Erosion and Sediment Control, Roadway Construction, and Permanent Stabilization.

Project Description: This project consists of reconstructing 1.61 miles of existing bituminous streets, using full-depth reclamation, replacing bituminous street to approximately 2 inches above existing grade, replacing existing storm culverts to existing locations and elevations. The drainage for the existing streets uses ditches along both sides of the streets and cross street culverts to direct flow generally to Trott Brook, County Ditch 51 and the Armstrong Boulevard ditch, generally located south of the proposed street improvements. There is no change to the outfall location of 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: | | | |
| SITE 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? |
|---|---|---|---|---|
| TROTT BROOK | RIVER | YES | YES | YES |
| DO; FISHESBIO; INVERTBIO | | | | |

PROJECT AREAS:

| | | |
|---|---|---|
| Total project size (disturbed area) = | 5.40 | acres |
| Existing area of impervious surface = | 3.95 | acres |
| Post construction area of impervious surface = | 3.97 | acres |
| New impervious surface area created = | 0.02 | acres |

Planned construction start date: August 2022
Planned construction completion date: June 2023

PROJECT LOCATION:

County: ANOKA Township: 32 Range: 25 Section: 8 Latitude: 45.275804 Longitude: -93.483431

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

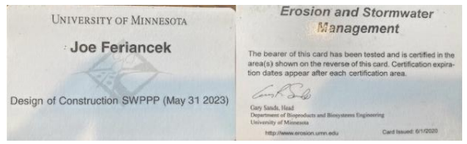
LOCATION OF SWPPP REQUIREMENTS IN PROJECT PLAN:

| DESCRIPTION | LOCATION |
|---|---|
| TEMPORARY EROSION CONTROL MEASURES | SHEETS No. 09 - 15 |
| FINAL STABILIZATION | SHEETS No. 29 - 41 |
| EROSION AND SEDIMENT CONTROL DETAILS | SHEETS No. 03 |
| | |

EROSION AND SEDIMENT CONTROL QUANTITIES:

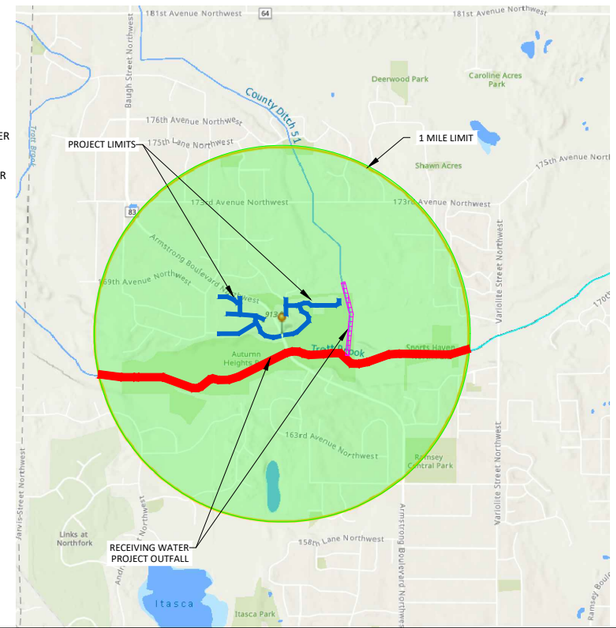
| DESCRIPTION | QUANTITY |
|---|---|
| STORM DRAIN INLET PROTECTION - CULVERT | 24 EA. |
| SEDIMENT CONTROL LOG - TYPE STRAW | 2580 LF |
| SILT FENCE - TYPE MS | 3445 LF |
| STABILIZED CONSTRUCTION EXIT | 1 EA |
| RANDOM RIPRAP CLASS III | 26 CY |
| HYDRAULIC MATRIX TYPE MULCH | 5720 LBS |

CERTIFICATION:




LEGEND

- PROJECT LIMITS
- 1 MILE LIMIT
- RECEIVING WATER
- IMPAIRED WATER




| DATE | REVISION |
|---|---|
| 7/20/22 | UPDATE QUANTITIES ASSOCIATED WITH ADD. CULVERT REPLACEMENTS. |

Jul 21, 2022 - 9:03am
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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 7/7/22 Lic. No. 57095

| | | | |
|---|---|---|---|
| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

City of RAMSEY


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


SWPPP

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 07 OF 60 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. Haul-off excess reclamation material.
7. Grade and compact remaining in-place reclamation material.
8. Furnish & install base course of bituminous pavement
9. Complete restoration per plan.
10. Furnish & install wear course 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 |
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Jul 07, 2022 - 10:56am
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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 7/7/22 Lic. No. 57095

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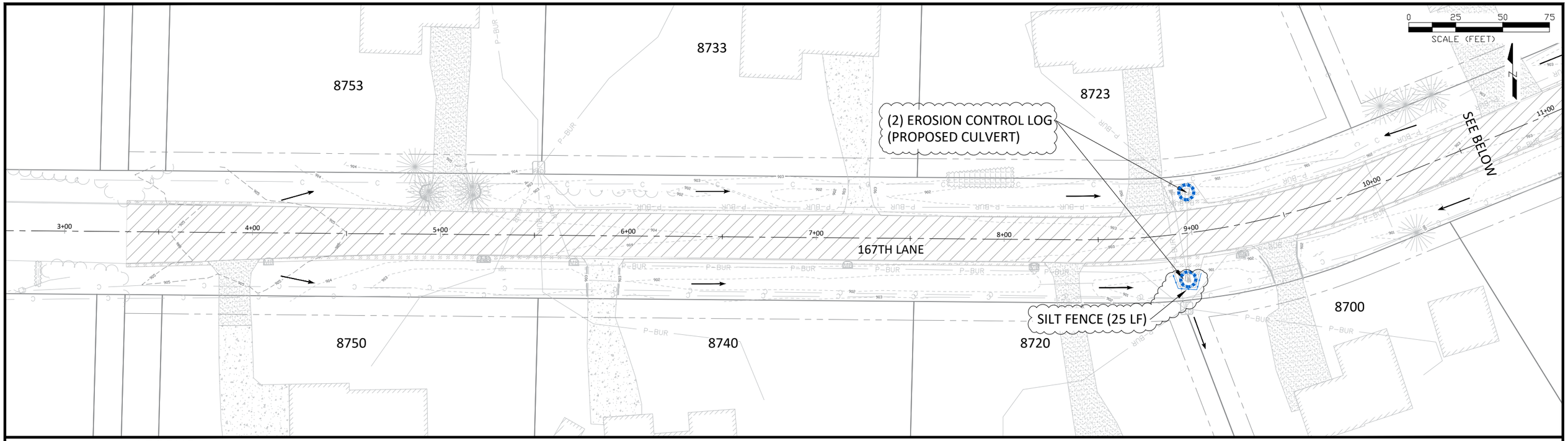
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- SILT FENCE
- EROSION CONTROL LOG
- CONSTRUCTION EXIT
- RIPRAP CLASS III
- DRAINAGE ARROW

NOTE:

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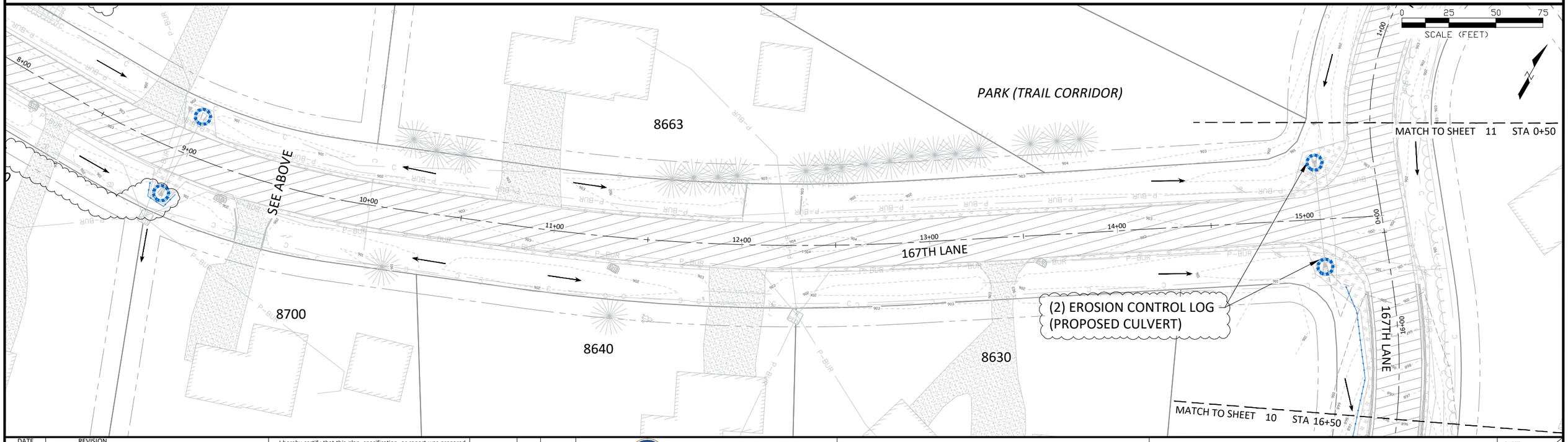


| DATE | REVISION |
|---|---|
| 7/20/22 | ADD SILT FENCE FOR REPLACE CULVERT |

Jul 20, 2022 - 3:19pm
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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 7/7/22 Lic. No. 57095

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|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

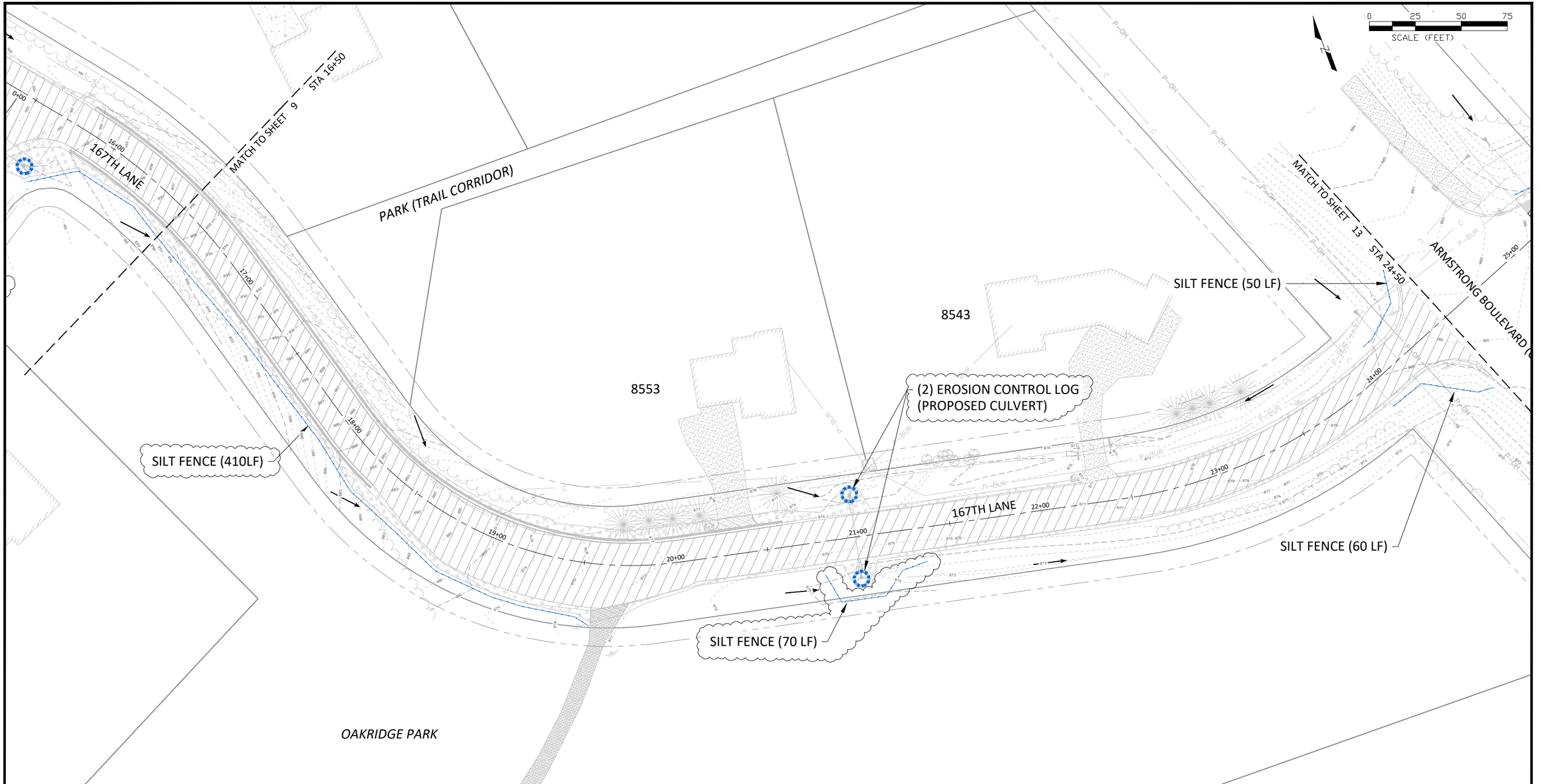
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EROSION CONTROL
167TH LN STA. 0+00 TO 16+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 09 OF 60 SHEETS




## LEGEND

- CONSTRUCTION EXIT
- RIPRAP CLASS III
- DRAINAGE ARROW
- SILT FENCE
- EROSION CONTROL LOG

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| DATE | REVISION |
|---|---|
| 7/20/22 | ADD SILT FENCE FOR PROPOSED CULVERT |

Jul 21, 2022 - 8:16am
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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 7/7/22 Lic. No. 57095

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|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

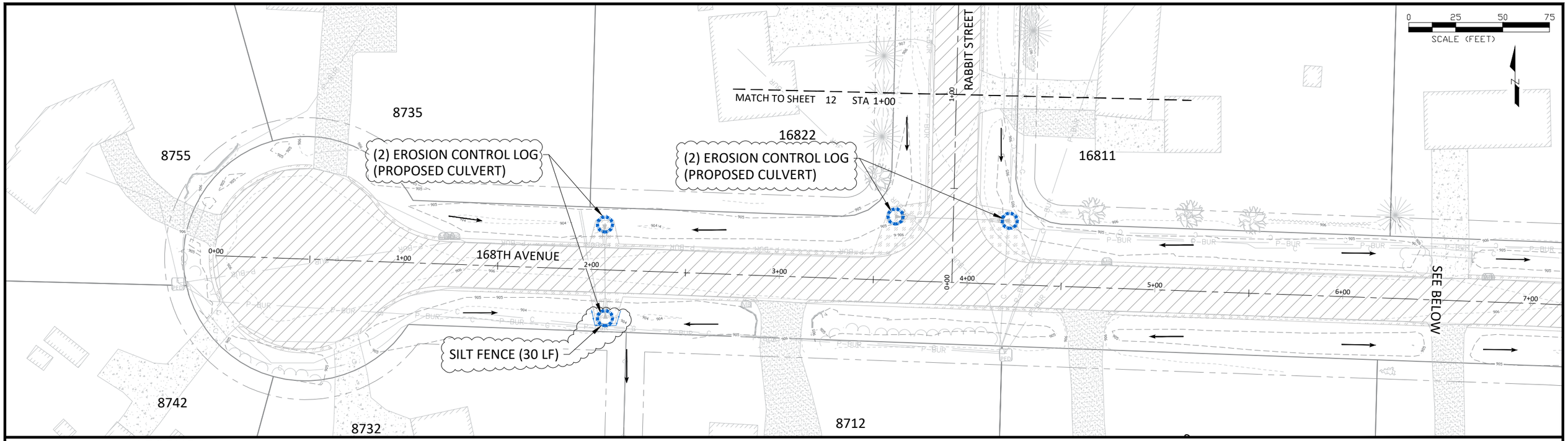

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EROSION CONTROL
167TH LN STA. 16+50 TO 24+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 10 OF 60 SHEETS




## LEGEND

- SILT FENCE
- EROSION CONTROL LOG
- CONSTRUCTION EXIT
- RIPRAP CLASS III
- DRAINAGE ARROW

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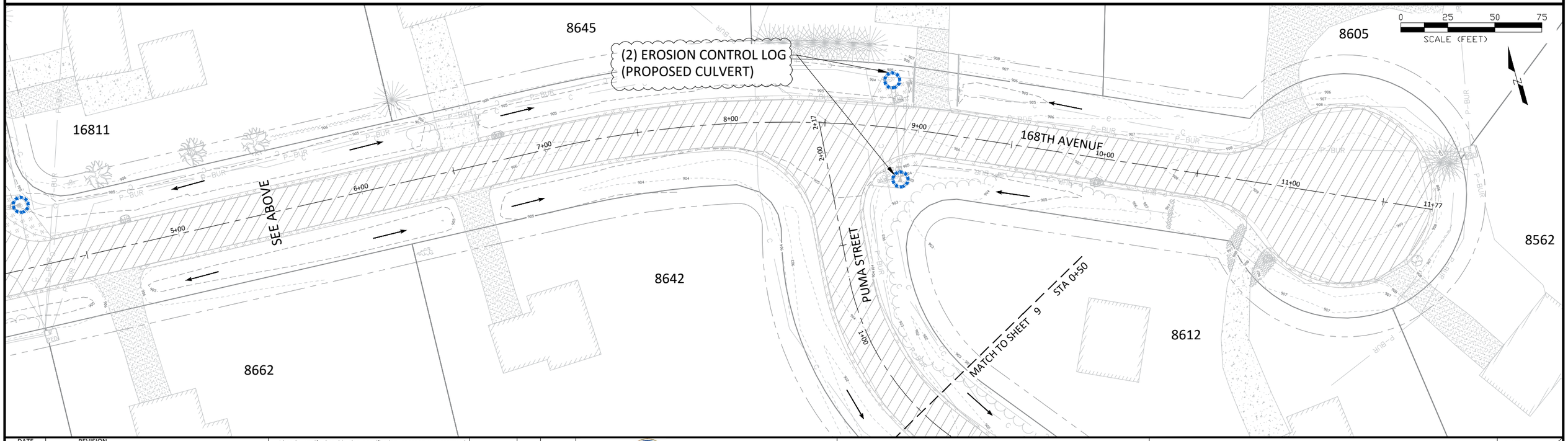


| DATE | REVISION |
|---|---|
| 7/20/22 | ADD SILT FENCE FOR REPLACING CULVERT |

Jul 20, 2022 - 3:44pm
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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 7/7/22 Lic. No. 57095

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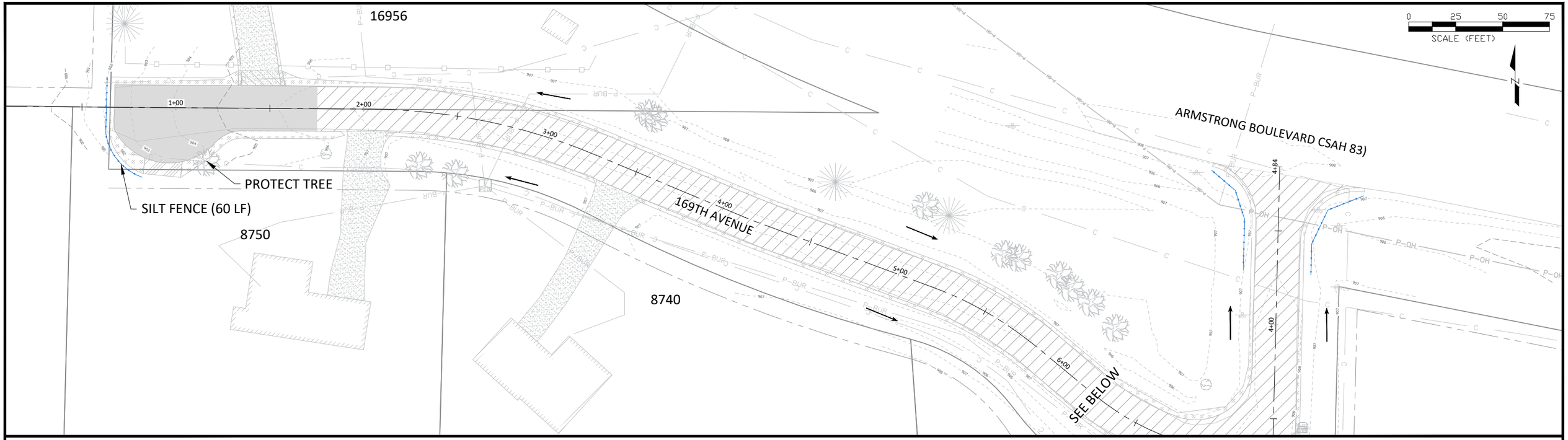
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EROSION CONTROL
168TH AVENUE

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- SILT FENCE
- EROSION CONTROL LOG
- CONSTRUCTION EXIT
- RIPRAP CLASS III
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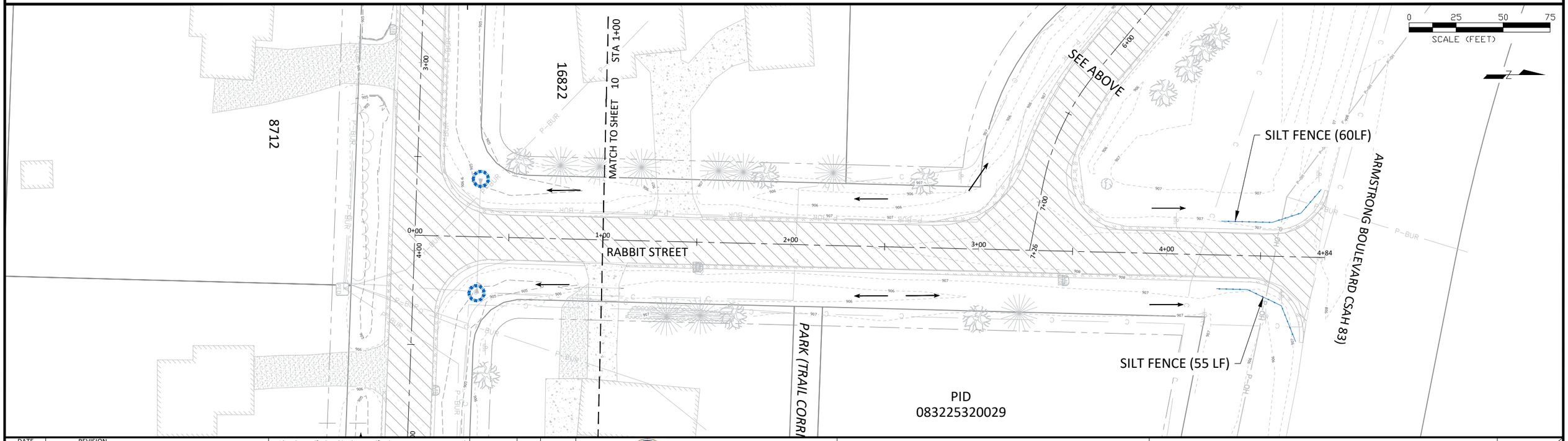


| DATE | REVISION |
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JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EROSION CONTROL
RABBIT & 169TH AVENUE

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 12 OF 60 SHEETS


Jul 07, 2022 - 11:03am
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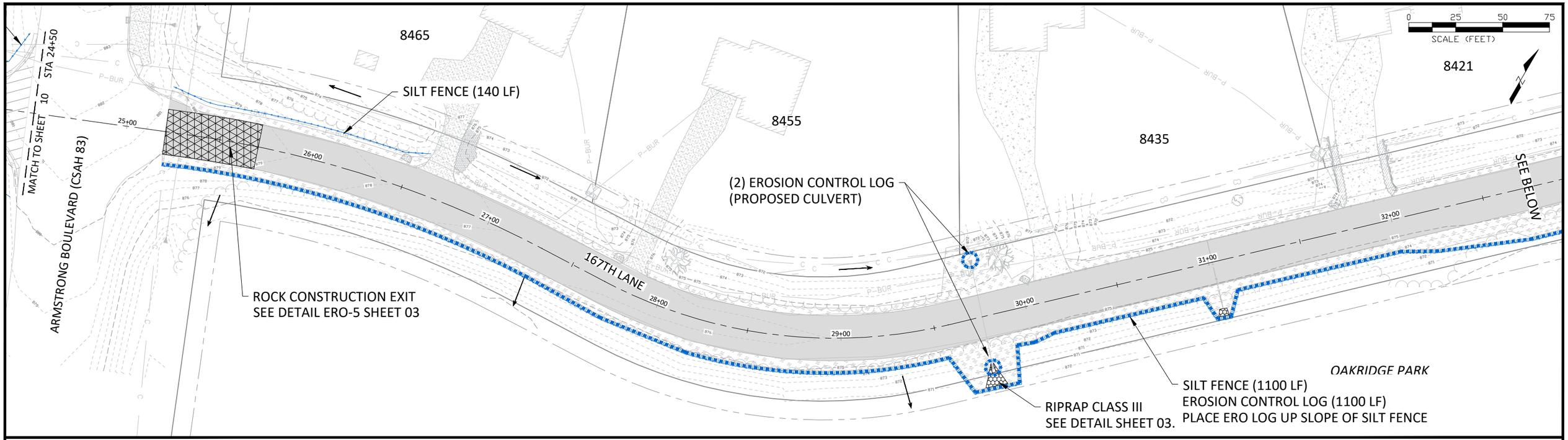


## LEGEND

- SILT FENCE
- EROSION CONTROL LOG
- CONSTRUCTION EXIT
- RIPRAP CLASS III
- DRAINAGE ARROW

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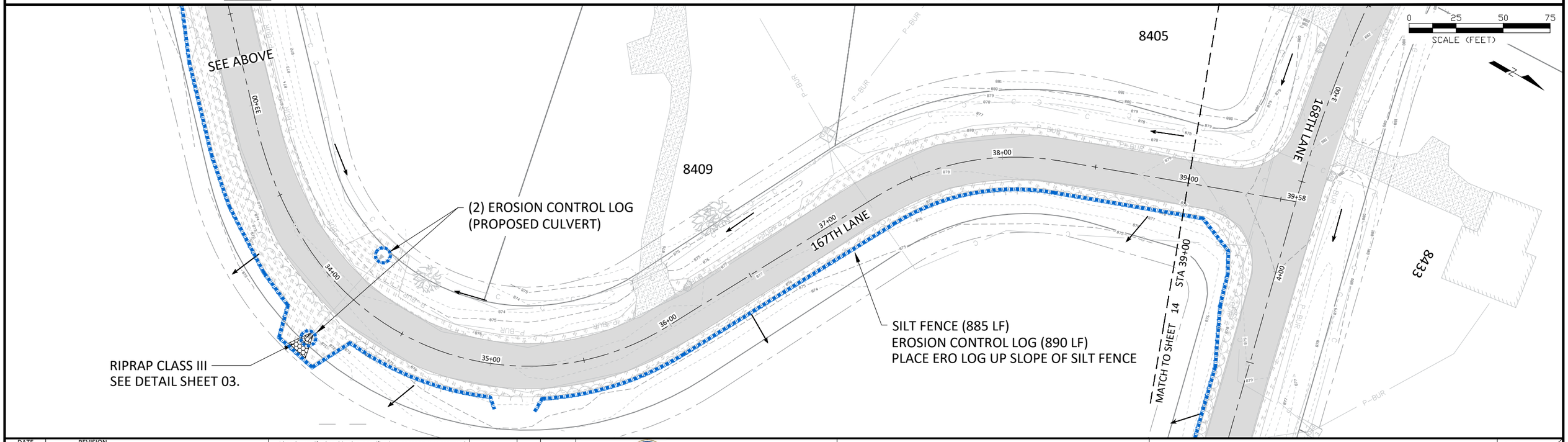


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Jul 07, 2022 - 11:07am
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JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

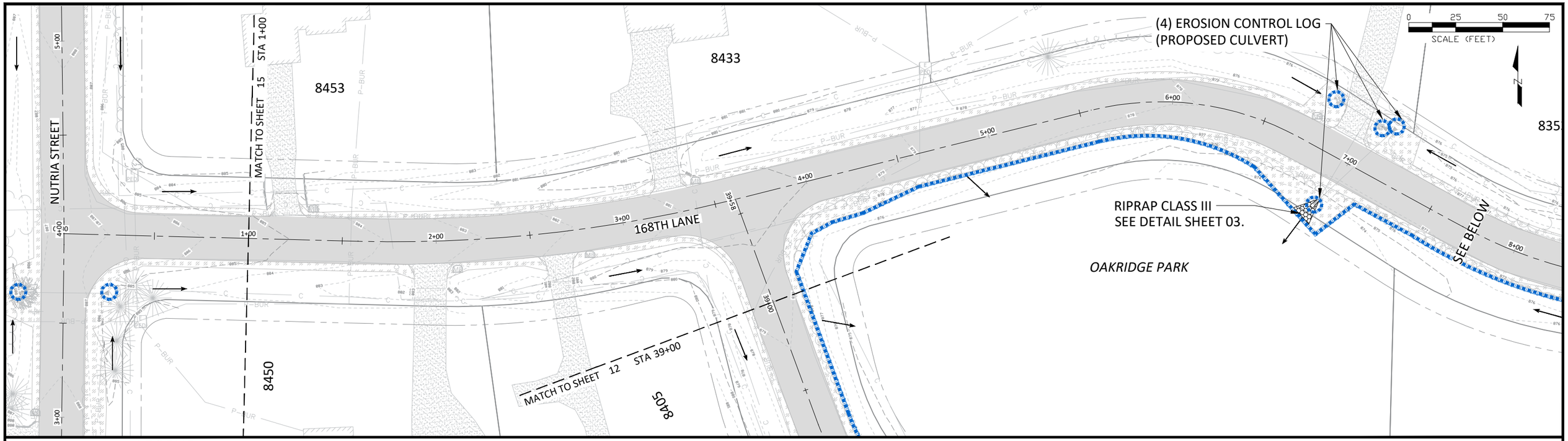
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EROSION CONTROL
167TH LN STA. 24+50 TO 39+58

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 13 OF 60 SHEETS




## LEGEND

- SILT FENCE
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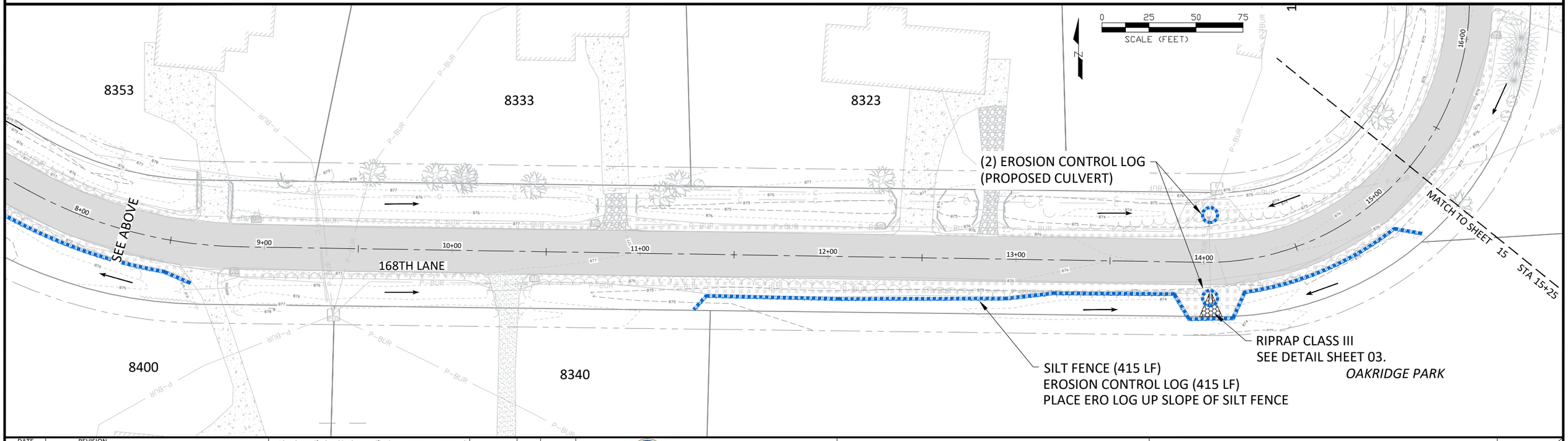


| DATE | REVISION |
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JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EROSION CONTROL
168TH LANE STA. 0+00 TO 15+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 14 OF 60 SHEETS


Jul 07, 2022 - 11:08am
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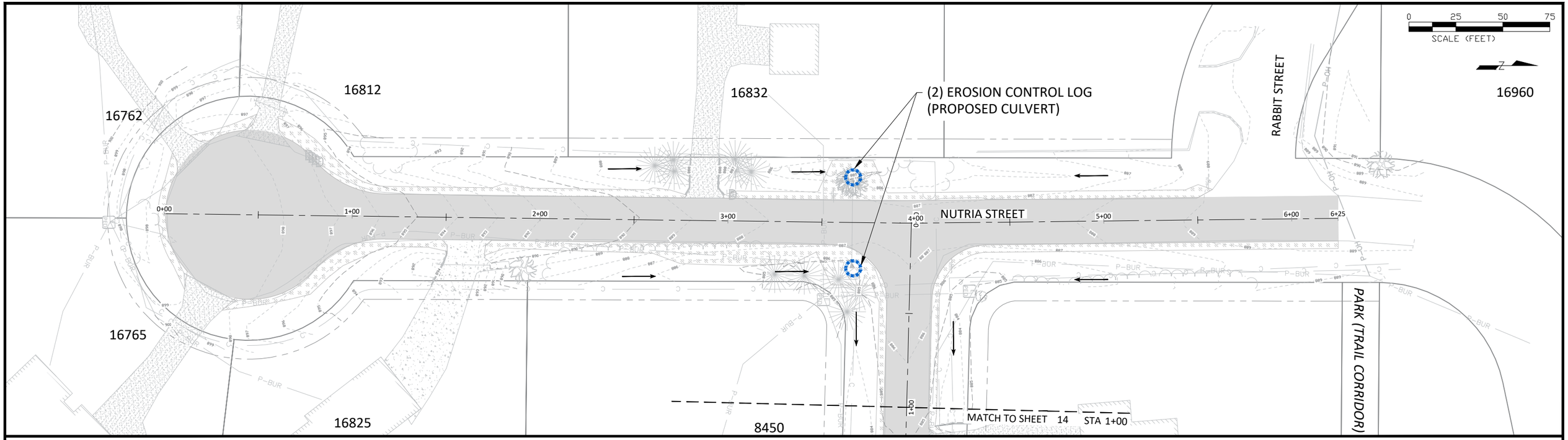


## LEGEND

- SILT FENCE
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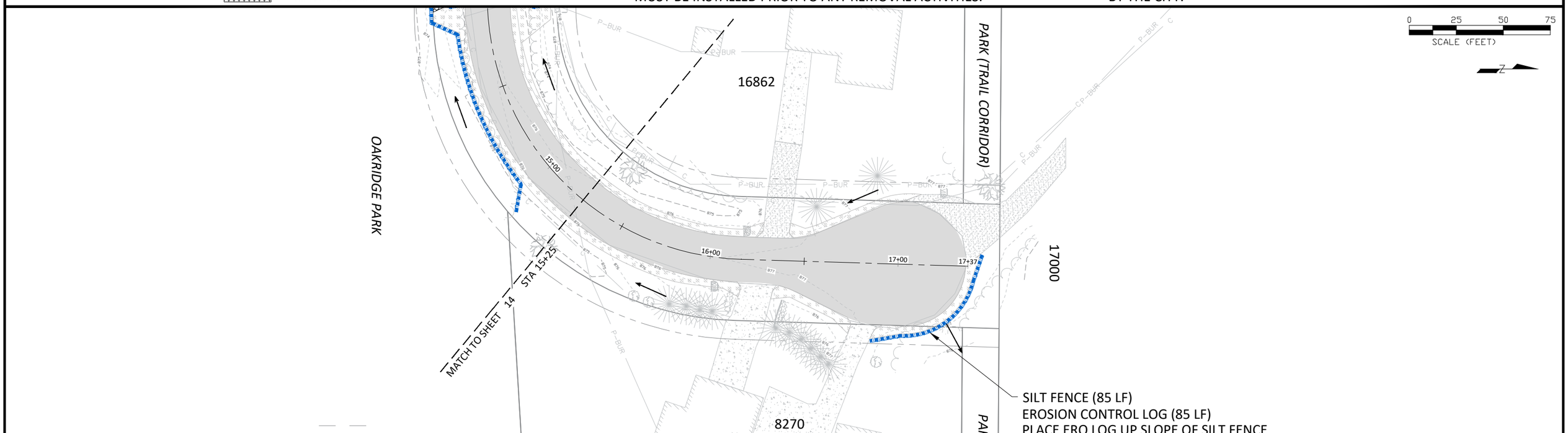


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Jul 07, 2022 - 11:32am
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JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

| | | |
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| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EROSION CONTROL
168TH LN CDS & NUTRIA STREET

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

0 25 50 75
SCALE (FEET)

N

MATCH TO SHEET 17
STA 10+50

BEGIN CONSTRUCTION STA. 3+33
2' X 2" DEEP EDGE MILL
SEE CITY DETAIL STR-31

SAW CUT AT EDGE OF PAVEMENT

SAW CUT AT EDGE OF PAVEMENT

SAW CUT AT EDGE OF PAVEMENT

REMOVE CULVERT (44 LF)

SAW CUT AT EDGE OF PAVEMENT

FULL DEPTH RECLAMATION
HAUL OFF 2-INCHES

SAW CUT AT EDGE OF PAVEMENT

SAW CUT AT EDGE OF PAVEMENT

SAW CUT AT EDGE OF PAVEMENT

8753
8733
8723
8750
8740
8720
8700

3+00 4+00 5+00 6+00 7+00 8+00 9+00 10+00 11+00

24'

167TH LANE

P-BUR

## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT (MB)
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- REMOVE SURFACE - GRAVEL
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- EASEMENT - DRAINAGE & UTILITY
- MINOR CONTOUR
- MAJOR CONTOUR
- LOT LINE
- T - OH — OVERHEAD COMMUNICATION LINE
- P - OH — OVERHEAD POWER LINE
- F O — FIBER OPTIC LINE
- C — COMMUNICATION LINE
- G — GAS LINE

NOTE:
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2. CULVERT REMOVAL LENGTH INCLUDES END SECTIONS.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.
4. EROSION CONTROL MUST BE IN-PLACE PRIOR TO REMOVALS. SEE SHEET 09.

| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 3:54pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Removals West.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

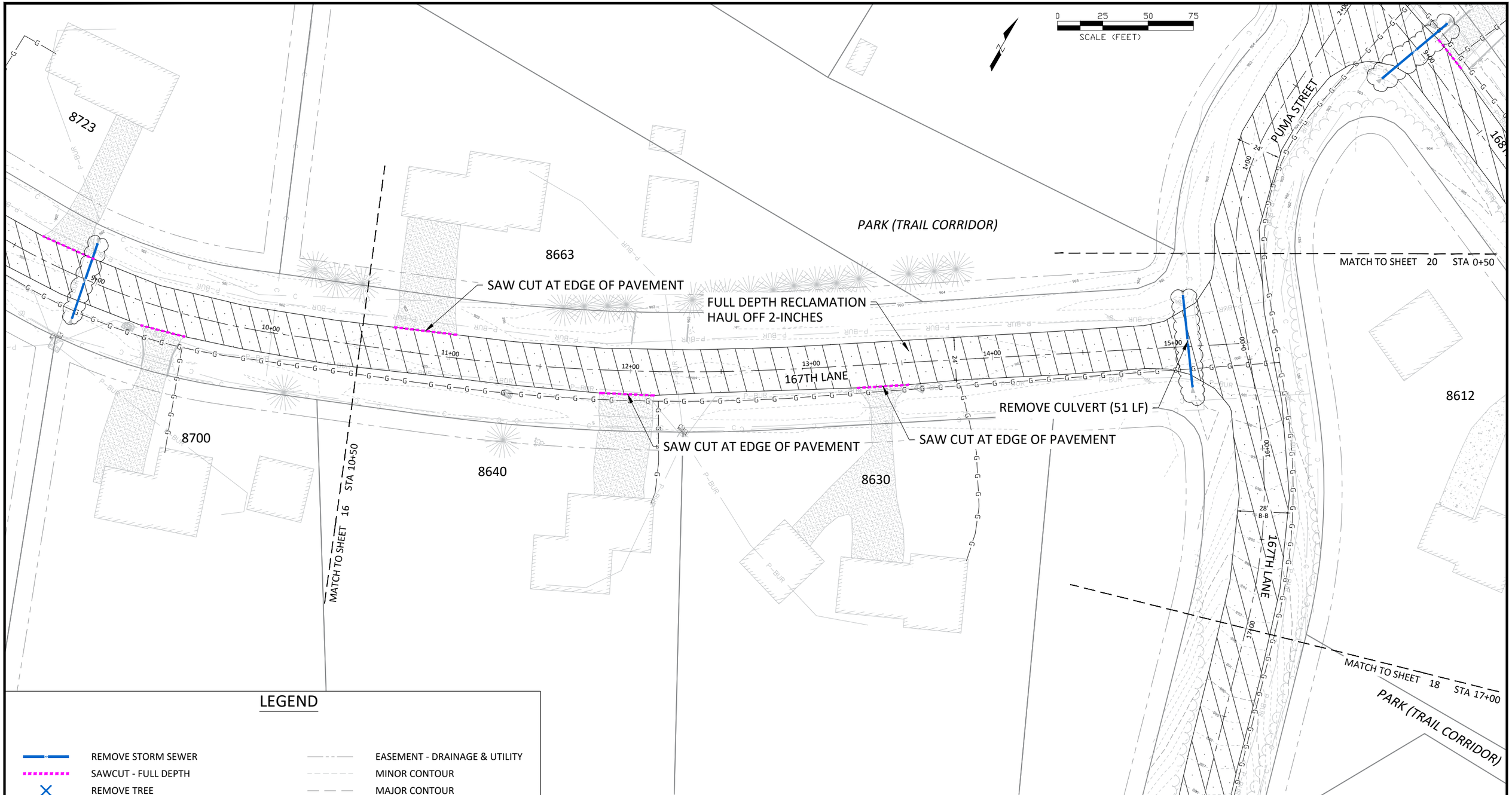
JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
167TH LN STA. 0+00 TO 10+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- REMOVE SURFACE - GRAVEL
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
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Jul 20, 2022 - 3:54pm
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| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
167TH LN STA. 10+50 TO 17+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 17 OF 60 SHEETS

0 25 50 75
SCALE (FEET)

PARK (TRAIL CORRIDOR)

167TH LANE

MATCH TO SHEET 17 STA 17+00

ARMSTRONG BOULEVARD (CSAH 83)

START CONSTRUCTION STA. 24+47
SAW CUT AT EDGE OF COUNTY RD.

MATCH TO SHEET 23 STA 24+50

8543

8553

SAW CUT AT EDGE OF PAVEMENT

REMOVE BIT. DRIVE (15 SY)

SAW CUT AT EDGE OF PAVEMENT

REMOVE CULVERT (41 LF)

FULL DEPTH RECLAMATION
HAUL OFF 2-INCHES

## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
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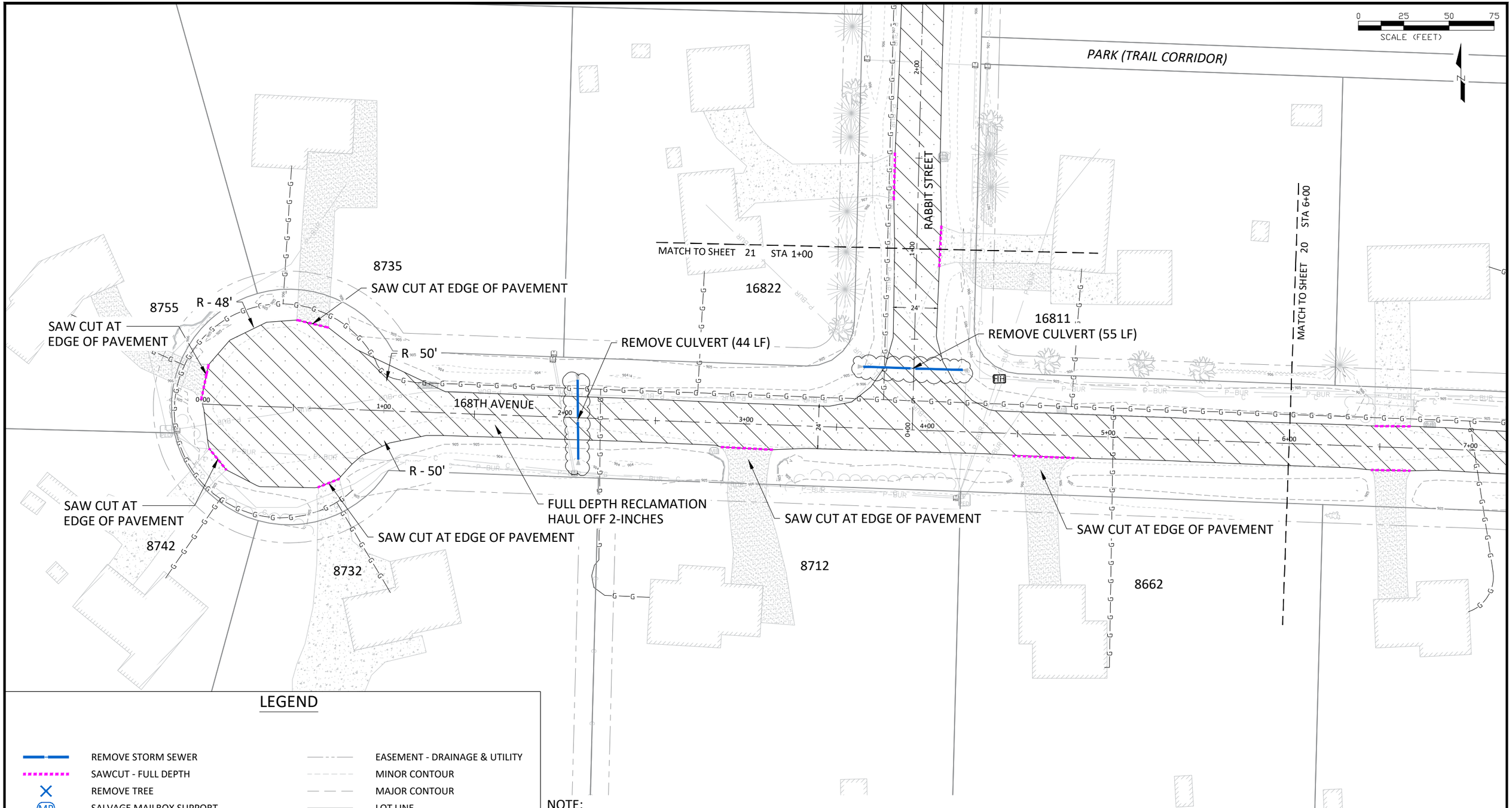
| CHECKED BY: | JJF | FILE: 22-02 |


City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
167TH LN STA. 17+00 TO 24+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 18 OF 60 SHEETS




## LEGEND

| | |
|---|---|
| REMOVE STORM SEWER | EASEMENT - DRAINAGE & UTILITY |
| SAWCUT - FULL DEPTH | MINOR CONTOUR |
| REMOVE TREE | MAJOR CONTOUR |
| SALVAGE MAILBOX SUPPORT | LOT LINE |
| FULL DEPTH RECLAMATION | OVERHEAD COMMUNICATION LINE |
| REMOVE PAVEMENT - BITUMINOUS | OVERHEAD POWER LINE |
| REMOVE PAVEMENT - CONCRETE | FIBER OPTIC LINE |
| REMOVE SURFACE - GRAVEL | COMMUNICATION LINE |
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|---|---|
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Jul 20, 2022 - 4:02pm
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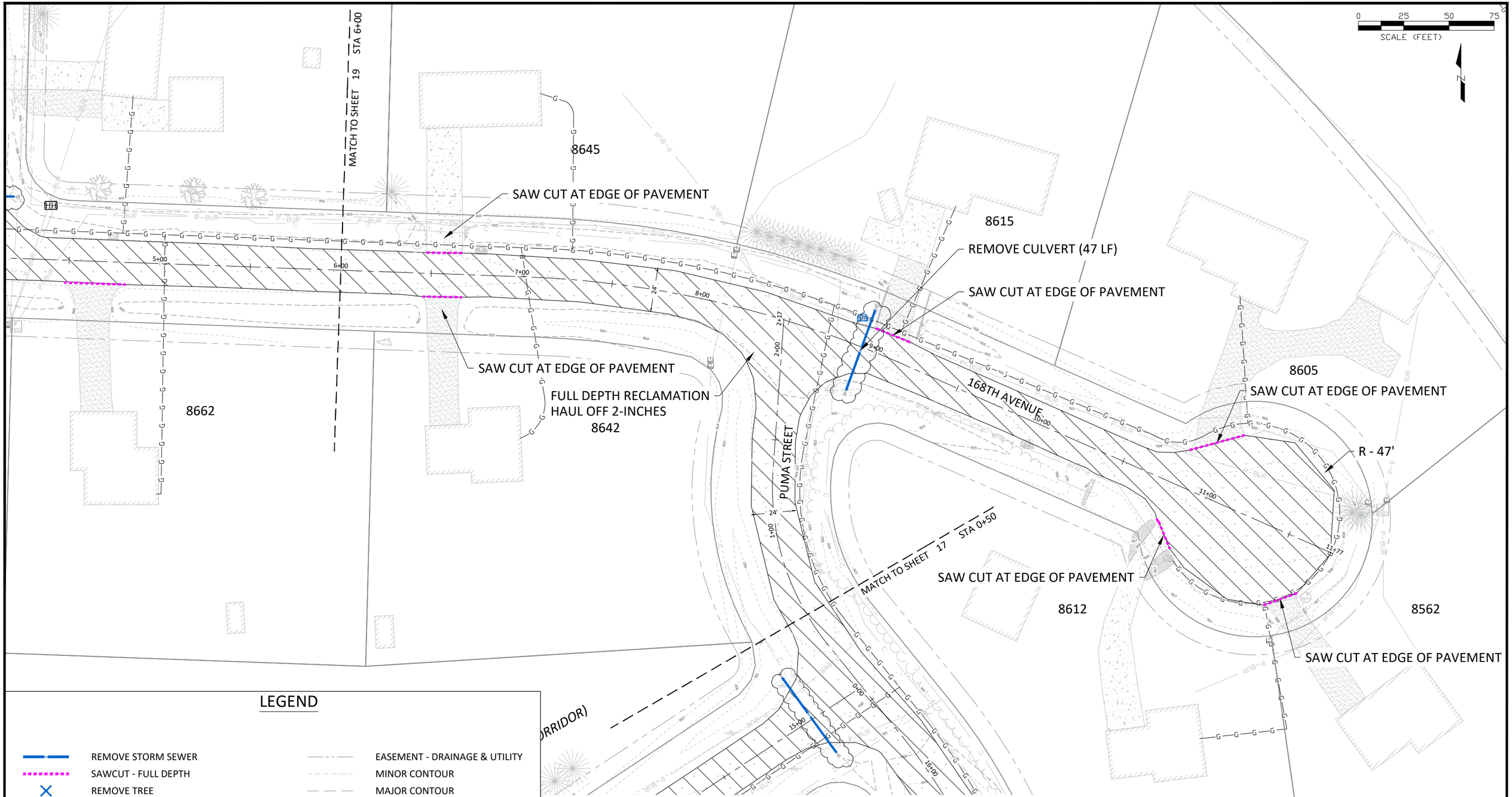
| CHECKED BY: | JJF | FILE: 22-02 |


City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
168TH AVE STA. 0+00 TO 6+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 19 OF 60 SHEETS




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
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| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 21, 2022 - 9:22am
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| DESIGNED BY: | JJF | |
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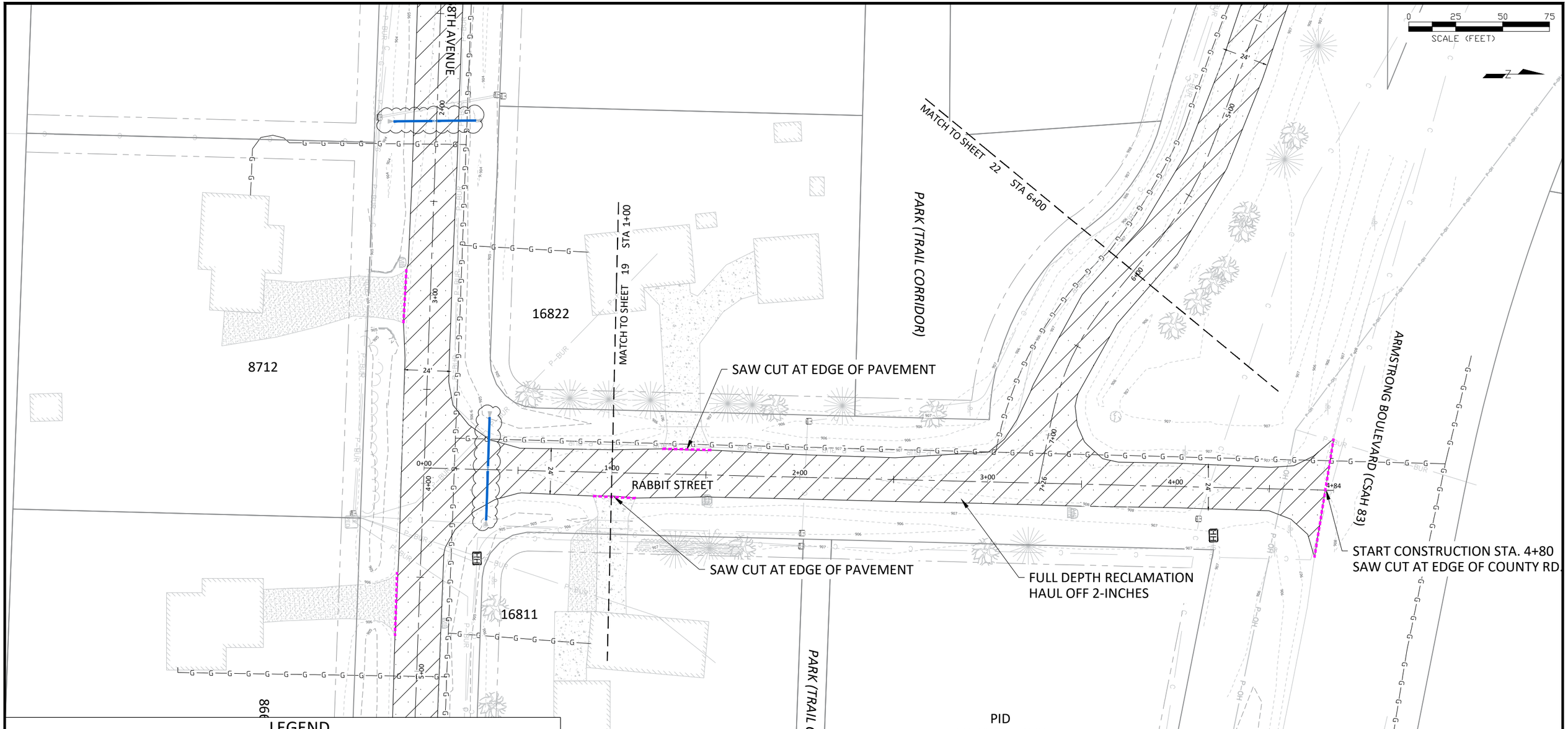
| CHECKED BY: | JJF | FILE: 22-02 |


City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
168TH AVE STA. 6+00 TO 11+77

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 20 OF 60 SHEETS




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
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| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 4:04pm
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| CHECKED BY: | JJF | FILE: 22-02 |

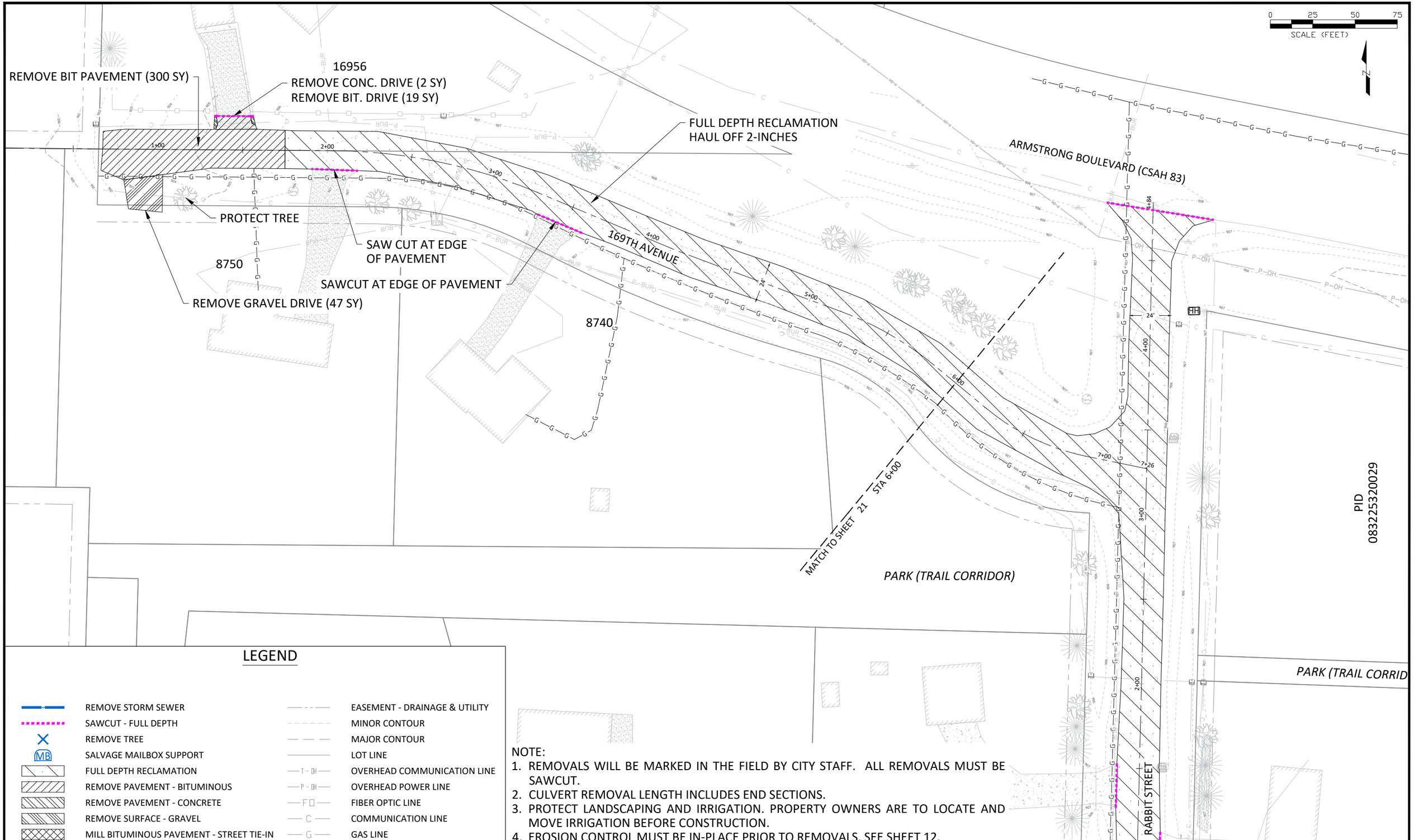
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS & REMOVALS
RABBIT STREET

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 21 OF 60 SHEETS




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
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| DATE | REVISION |
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| | |

Jul 07, 2022 - 11:20am
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| CHECKED BY: | JJF | FILE: 22-02 |

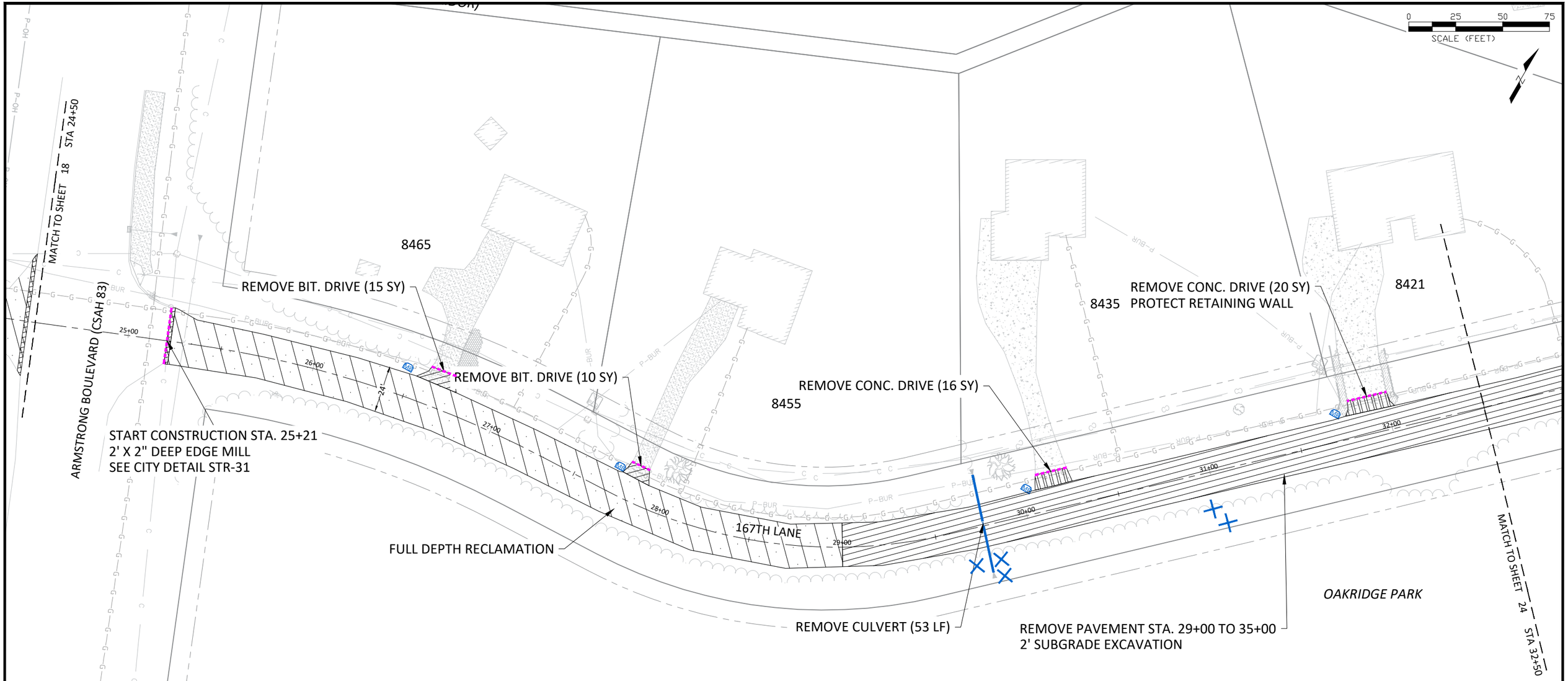
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS & REMOVALS
169TH AVENUE

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 22 OF 60 SHEETS




## LEGEND

| | |
|---|---|
| REMOVE STORM SEWER | EASEMENT - DRAINAGE & UTILITY |
| SAWCUT - FULL DEPTH | MINOR CONTOUR |
| REMOVE TREE | MAJOR CONTOUR |
| SALVAGE MAILBOX SUPPORT | LOT LINE |
| FULL DEPTH RECLAMATION | OVERHEAD COMMUNICATION LINE |
| REMOVE PAVEMENT - BITUMINOUS | OVERHEAD POWER LINE |
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| DATE | REVISION |
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Jul 07, 2022 - 11:22am
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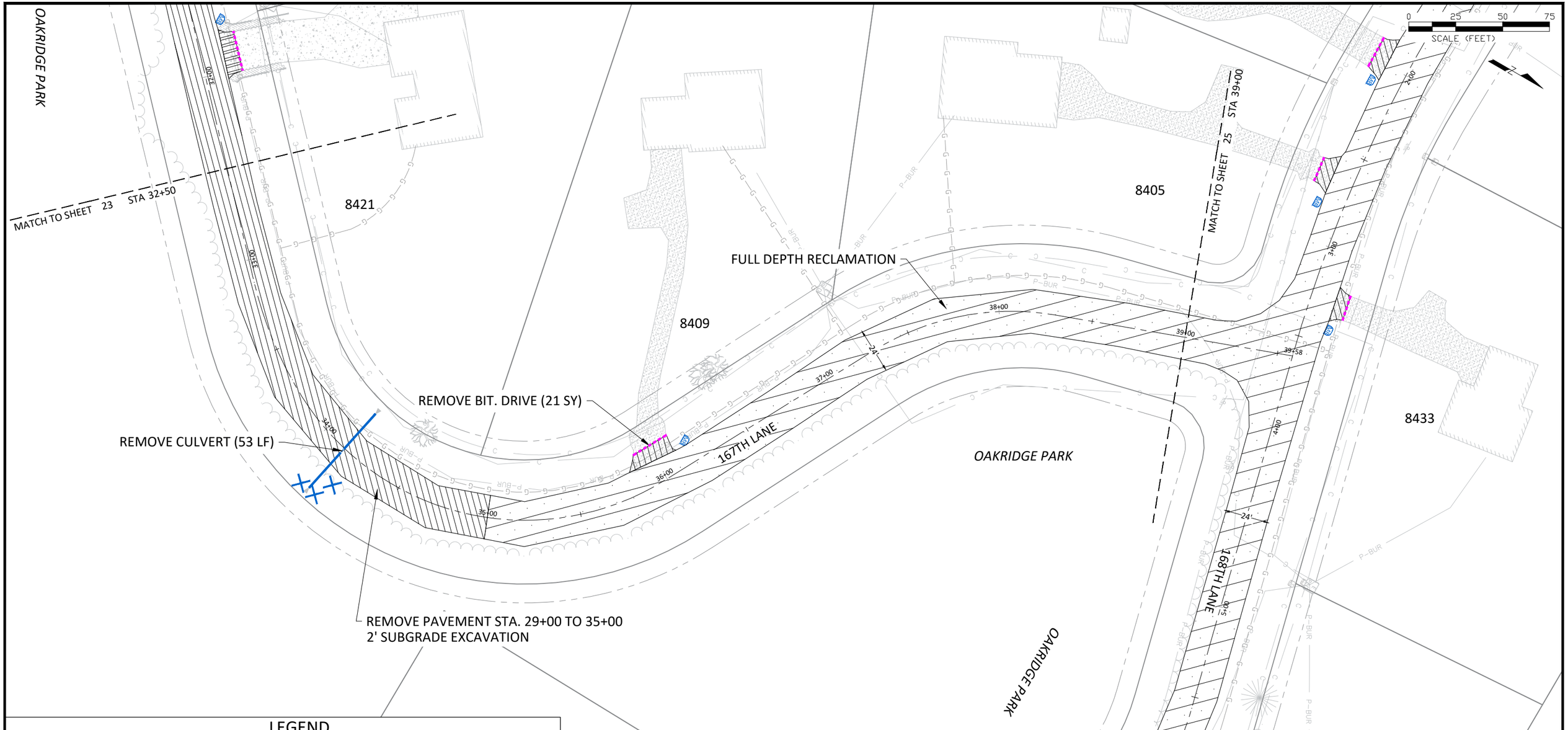
City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS
167TH LN STA. 25+00 TO 32+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

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- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
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| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 11:22am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Removals East.dwg

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CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
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EXISTING CONDITIONS & REMOVALS
167TH LN STA. 32+50 TO 39+58

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 24 OF 60 SHEETS

PARK (TRAIL CORRIDOR)

0 25 50 75
SCALE (FEET)

N

MATCH TO SHEET 28 STA 0+50

NUTRIA STREET

168TH LANE

8453

8433

8413

8450

8405

8353

8400

REMOVE BIT. DRIVE (12 SY)

REMOVE BIT. DRIVE (12 SY)

REMOVE BIT. DRIVE (32 SY)

REMOVE CULVERT (27 LF)

REMOVE CULVERT (51 LF)

REMOVE BIT. DRIVE (18 SY)

REMOVE BIT. DRIVE (15 SY)

MATCH TO SHEET 24 STA 39+00

OAKRIDGE PARK

MATCH TO SHEET 26 STA 8+00

## LEGEND

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- SAWCUT - FULL DEPTH
- REMOVE TREE
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- FULL DEPTH RECLAMATION
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Jul 07, 2022 - 11:24am
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CITY OF RAMSEY
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RAMSEY, MN 55303
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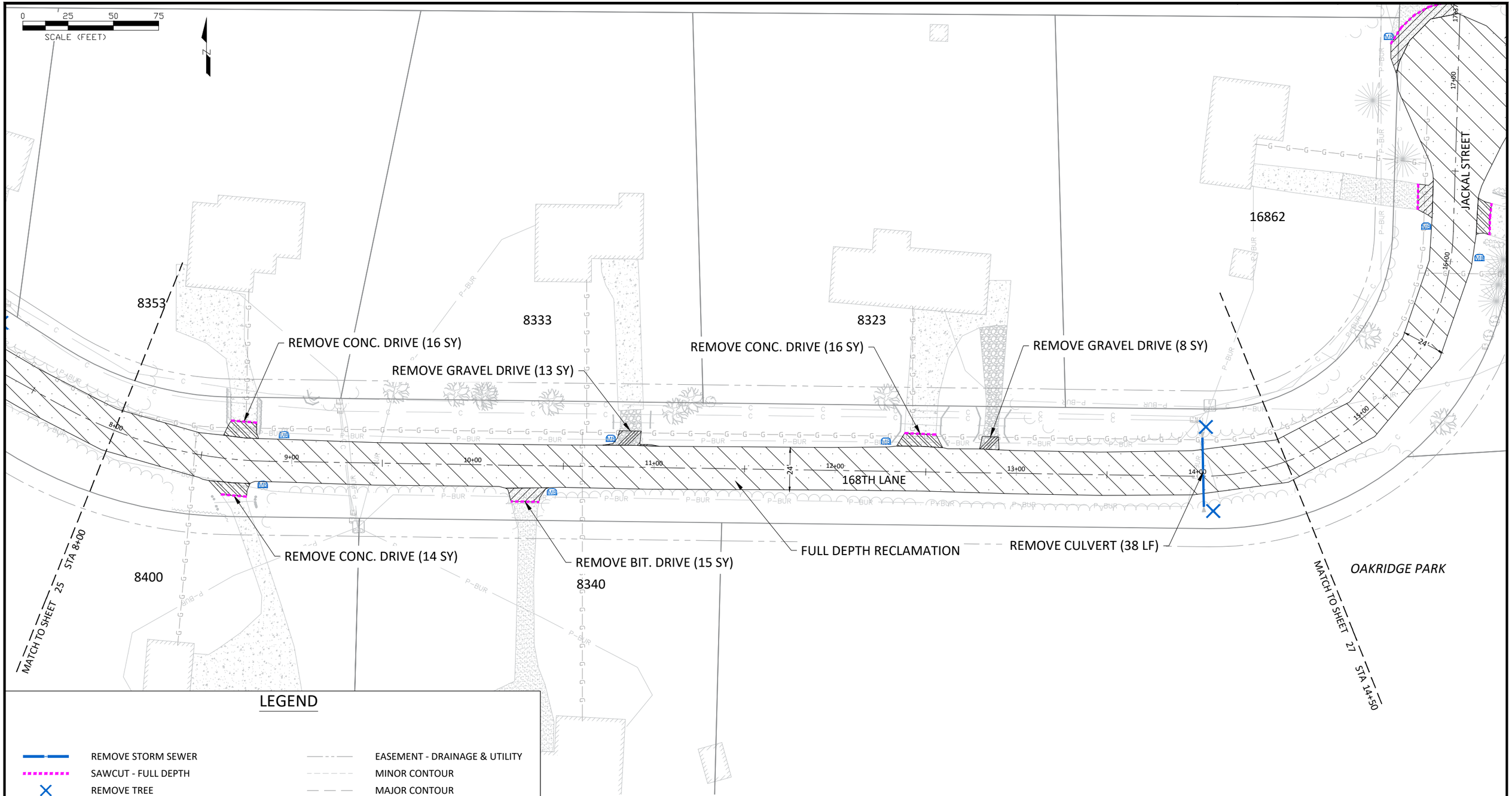
EXISTING CONDITIONS & REMOVALS
168TH LN STA. 0+00 TO 8+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 25 OF 60 SHEETS




## LEGEND

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| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 11:25am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Removals East.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

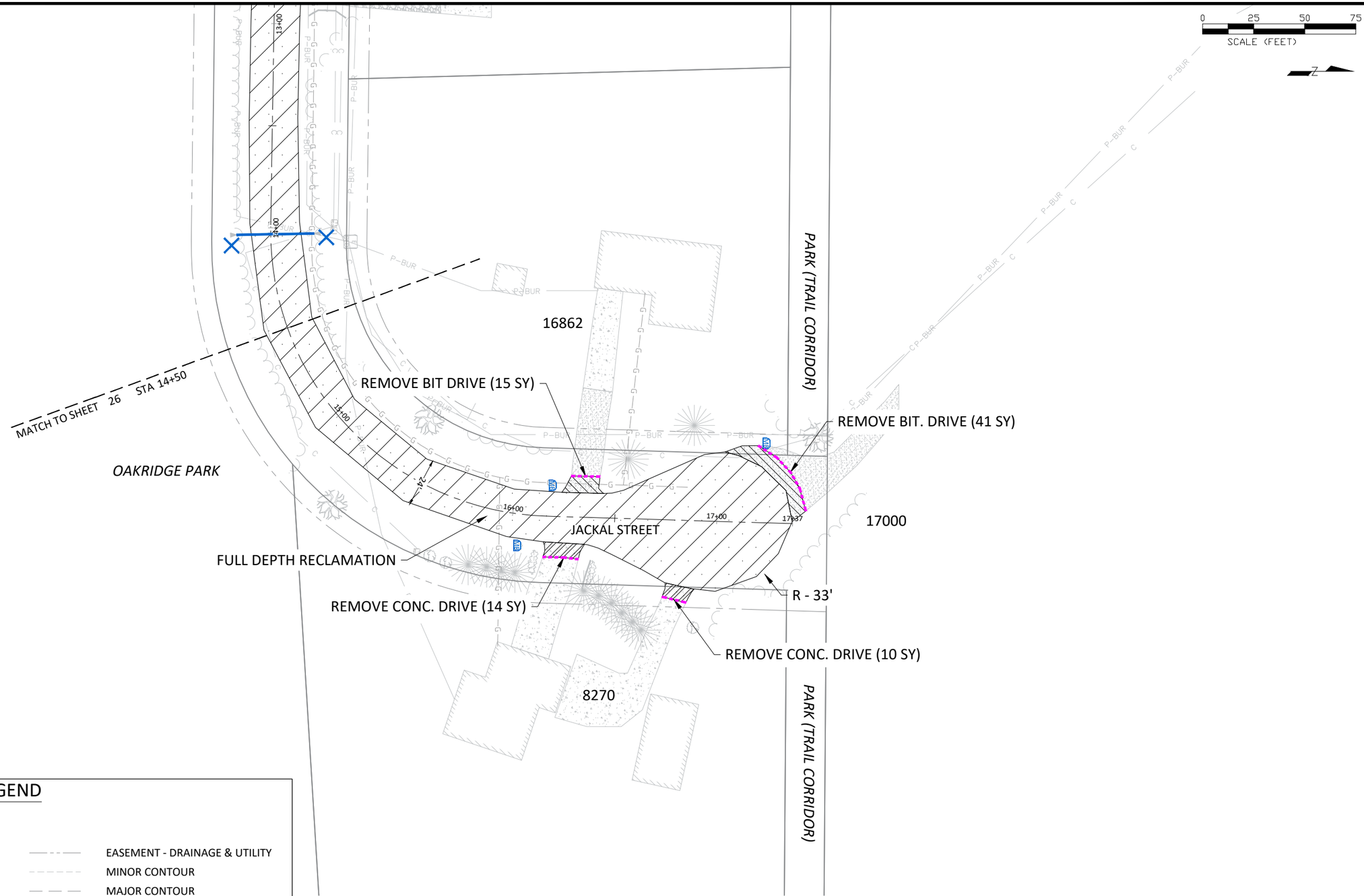
JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITOINS & REMOVALS
168TH LN STA. 8+00 TO 14+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- REMOVE SURFACE - GRAVEL
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- EASEMENT - DRAINAGE & UTILITY
- MINOR CONTOUR
- MAJOR CONTOUR
- LOT LINE
- OVERHEAD COMMUNICATION LINE
- OVERHEAD POWER LINE
- FIBER OPTIC LINE
- COMMUNICATION LINE
- GAS LINE

NOTE:
1. REMOVALS WILL BE MARKED IN THE FIELD BY CITY STAFF. ALL REMOVALS MUST BE SAWCUT.
2. CULVERT REMOVAL LENGTH INCLUDES END SECTIONS.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.
4. EROSION CONTROL MUST BE IN-PLACE PRIOR TO REMOVALS. SEE SHEET 15.

| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 11:26am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Removals East.dwg

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JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

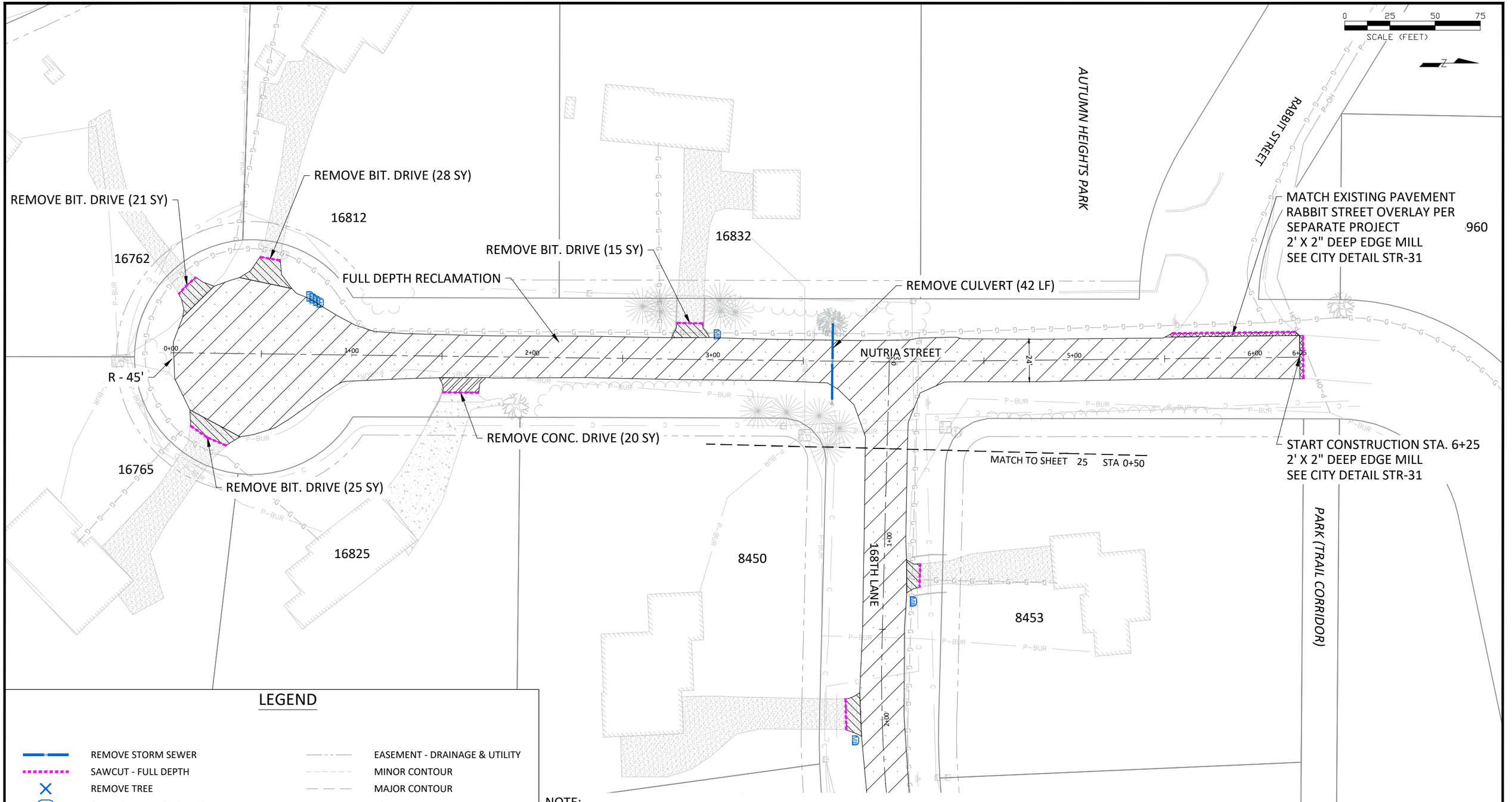
| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS & REMOVALS 168TH LN STA. 14+50 TO 17+37

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- REMOVE TREE
- SALVAGE MAILBOX SUPPORT
- FULL DEPTH RECLAMATION
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- REMOVE SURFACE - GRAVEL
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- EASEMENT - DRAINAGE & UTILITY
- MINOR CONTOUR
- MAJOR CONTOUR
- LOT LINE
- T - OH — OVERHEAD COMMUNICATION LINE
- P - OH — OVERHEAD POWER LINE
- FO — FIBER OPTIC LINE
- C — COMMUNICATION LINE
- G — GAS LINE

NOTE:

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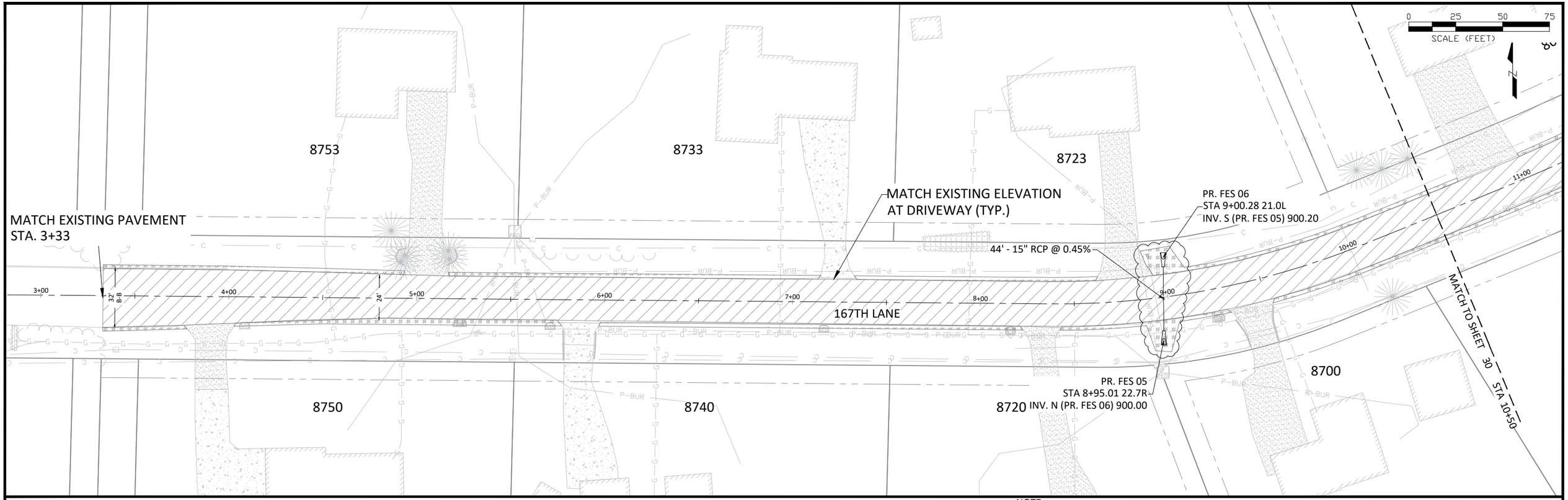
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


EXISTING CONDITIONS & REMOVALS NUTRIA STREET

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

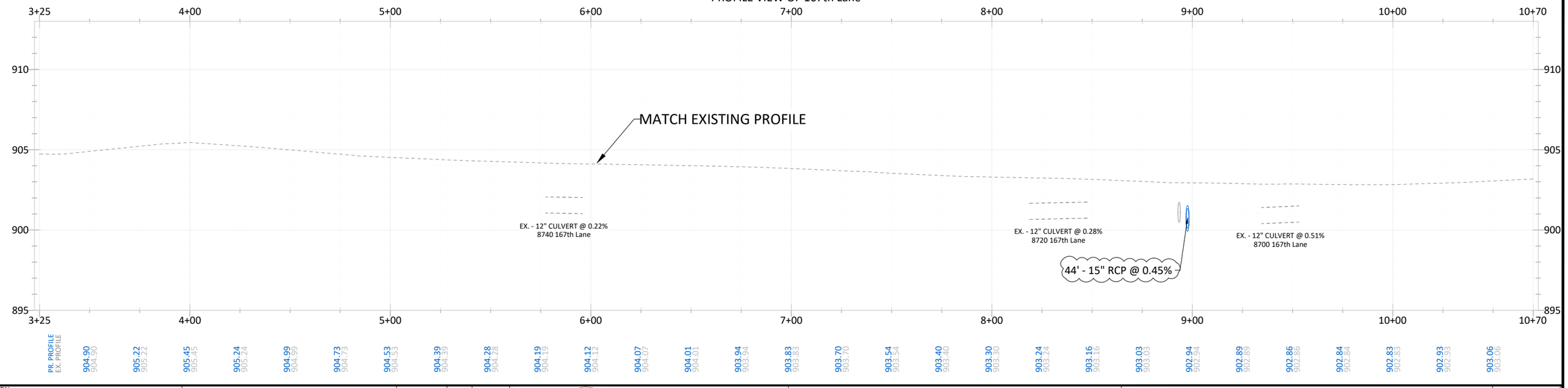



## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
- PR. DRAIN TILE
- PR. STORM SEWER
- PR. FLARED END SECTION
- B418 CURB & GUTTER
- RIPRAP CLASS III
- SEEDING AREA

NOTE:
1. ALL RADII TO BE CONSTRUCTED AT 30' UNLESS OTHERWISE NOTED.
2. TYPICAL SECTION SEE SHEET 04.
3. RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY.
4. RESTORE ALL DISTURBED AREAS WITH 2" TOPSOIL, HYDROSEED, MNDOT SEED MIX 25-151, AND HYDRAULIC MATRIX TYPE MULCH UNLESS OTHERWISE NOTED.

PROFILE VIEW OF 167th Lane




| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 2:57pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Street & Storm West.dwg

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Date 7/7/22 Lic. No. 57095

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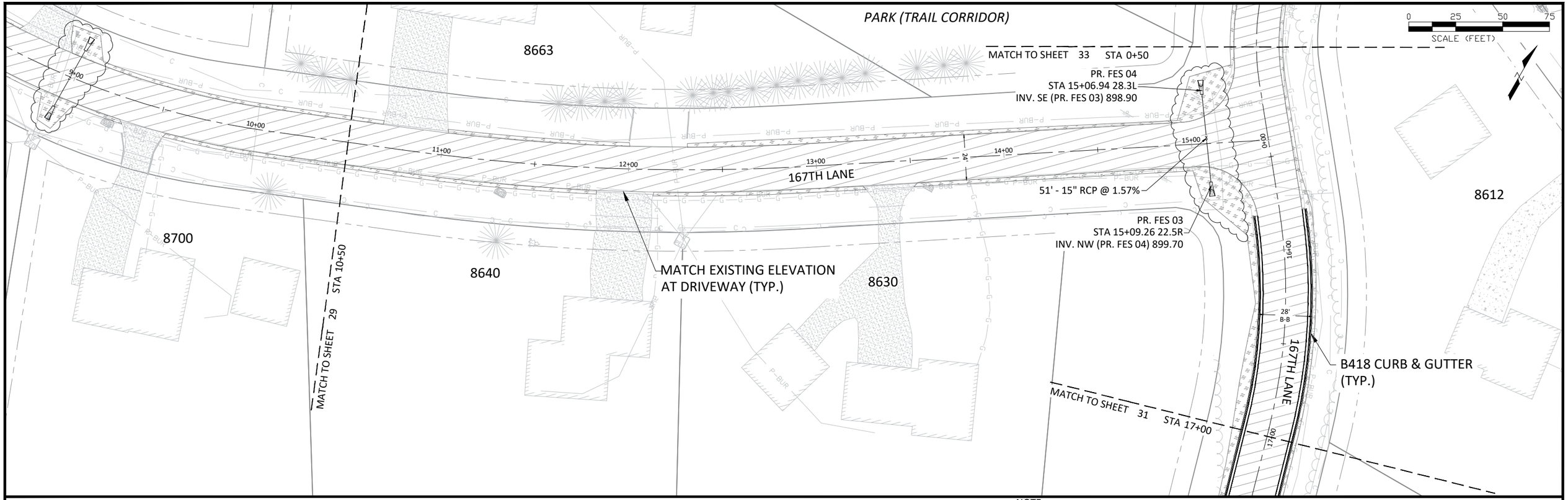
| CHECKED BY: | JJF | FILE: | 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


STREET & STORM SEWER
167TH LN STA. 0+00 TO 10+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
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- PR. STORM SEWER
- PR. FLARED END SECTION
- B418 CURB & GUTTER
- RIPRAP CLASS III
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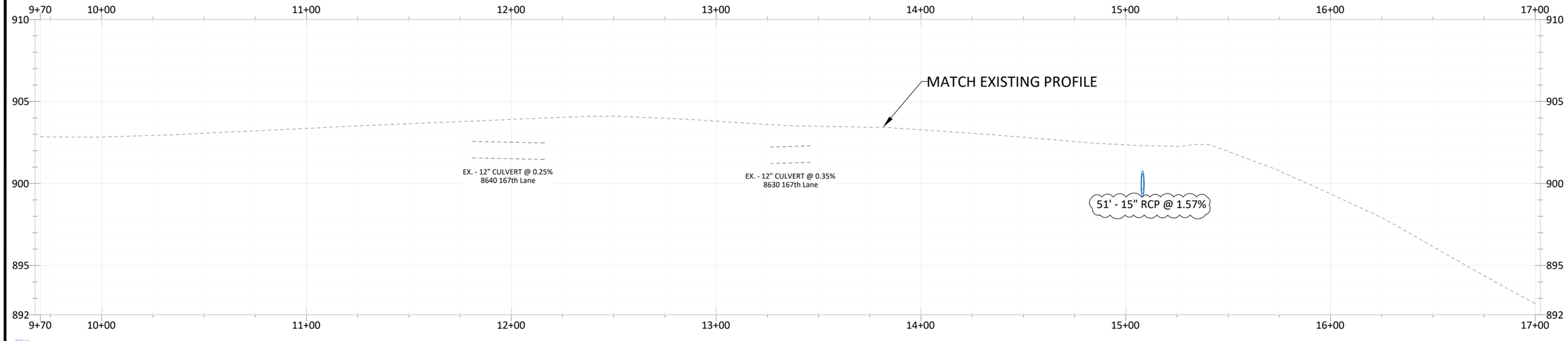
PROFILE VIEW OF 167th Lane




| PR. PROFILE | EX. PROFILE |
|---|---|
| 902.84 | 902.84 |
| 902.83 | 902.83 |
| 902.93 | 902.93 |
| 903.06 | 903.06 |
| 903.21 | 903.21 |
| 903.36 | 903.36 |
| 903.51 | 903.51 |
| 903.65 | 903.65 |
| 903.77 | 903.77 |
| 903.90 | 903.90 |
| 904.03 | 904.03 |
| 904.10 | 904.10 |
| 903.97 | 903.97 |
| 903.80 | 903.80 |
| 903.60 | 903.60 |
| 903.49 | 903.49 |
| 903.43 | 903.43 |
| 903.27 | 903.27 |
| 903.06 | 903.06 |
| 902.82 | 902.82 |
| 902.56 | 902.56 |
| 902.35 | 902.35 |
| 902.25 | 902.25 |
| 901.95 | 901.95 |
| 900.78 | 900.78 |
| 899.36 | 899.36 |
| 897.91 | 897.91 |
| 896.15 | 896.15 |
| 894.37 | 894.37 |

| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 2:54pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Street & Storm West.dwg

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Joe Feriancek
JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

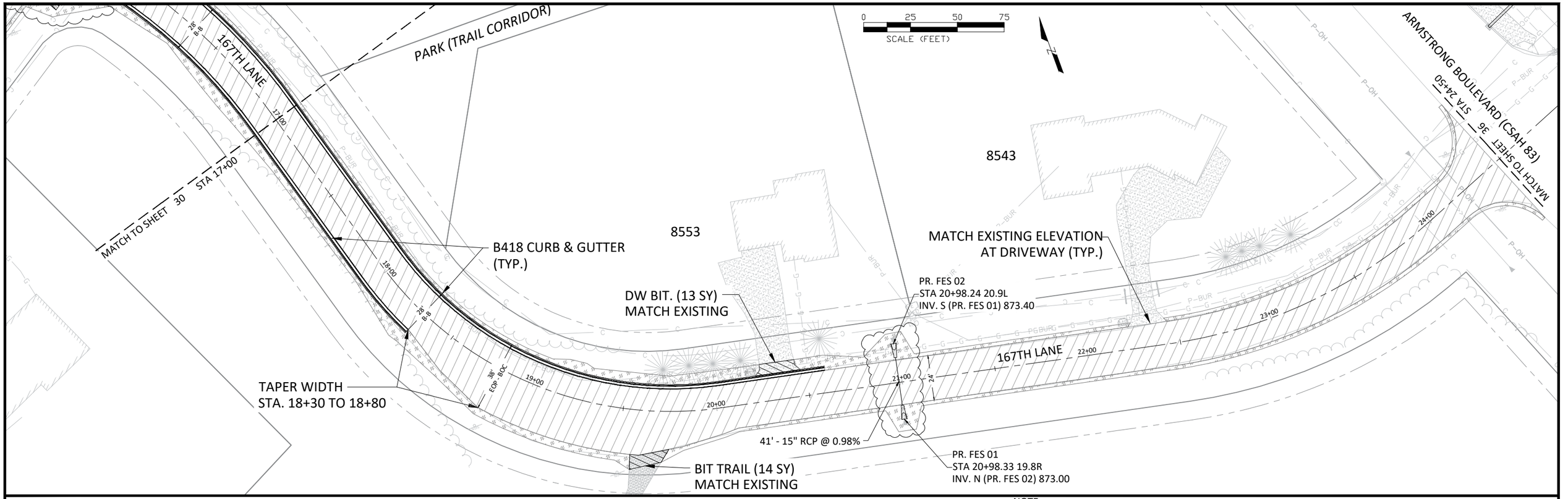
| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
167TH LN STA. 10+50 TO 17+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
- PR. DRAIN TILE
- PR. STORM SEWER
- PR. FLARED END SECTION
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- SEEDING AREA

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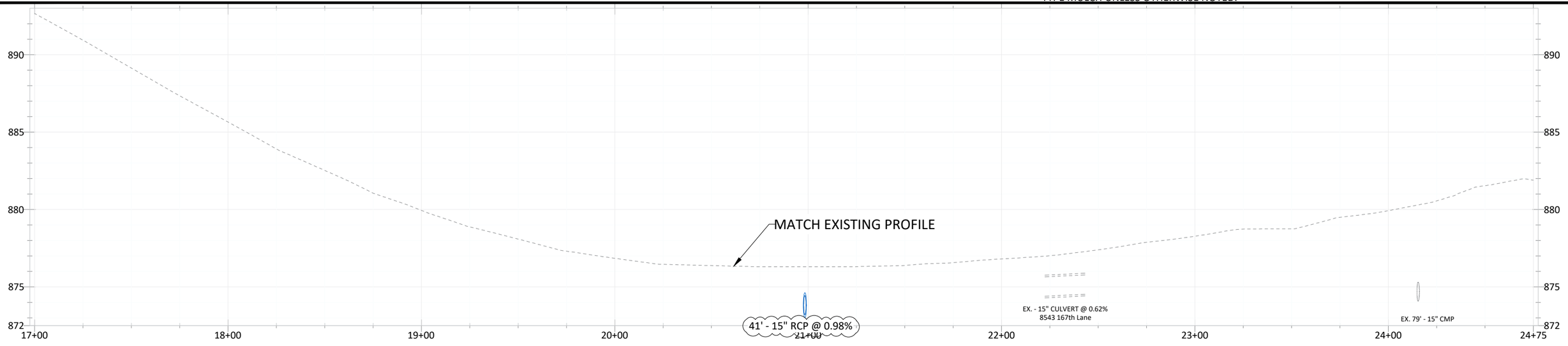


| DATE | REVISION |
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| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 2:57pm
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| DESIGNED BY: | JJF | | |
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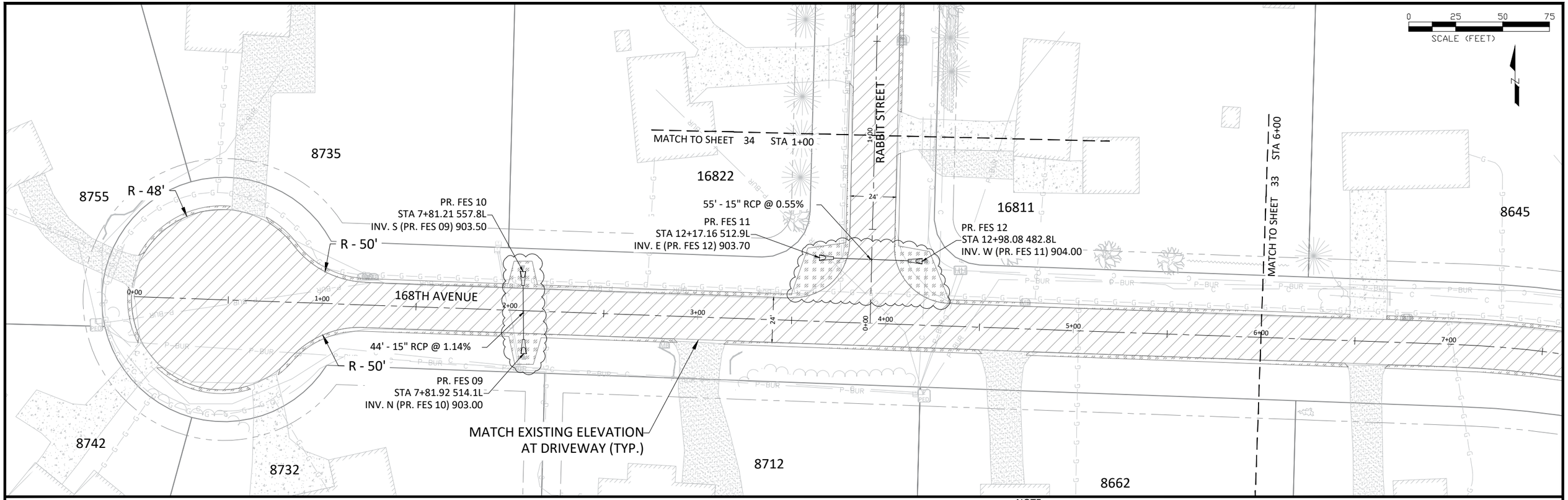
| CHECKED BY: | JJF | FILE: | 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


STREET & STORM SEWER
167TH LN STA. 17+00 TO 24+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
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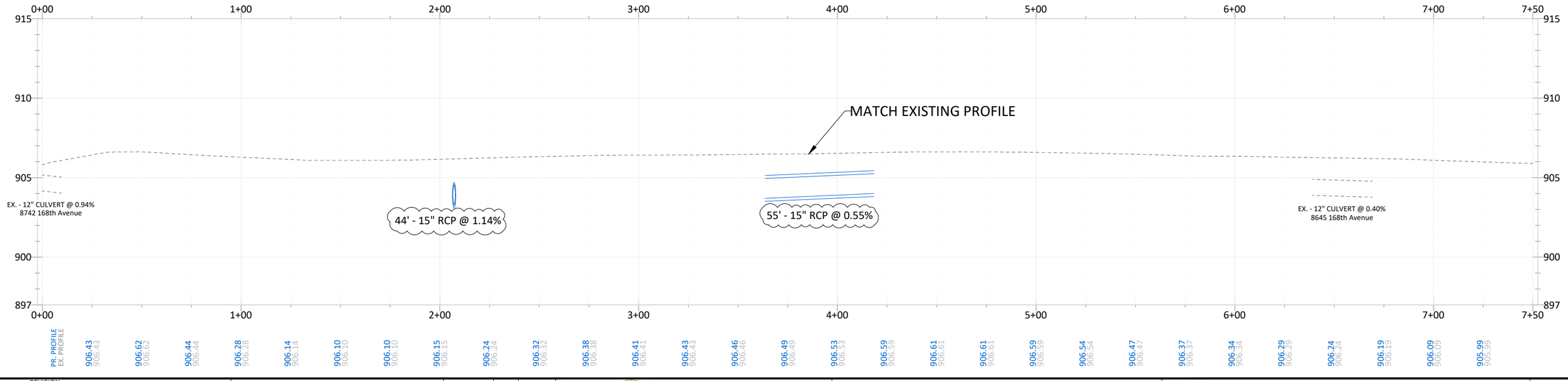
PROFILE VIEW OF 168th Ave CL




| DATE | REVISION |
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| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 2:58pm
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Joe Feriancek

JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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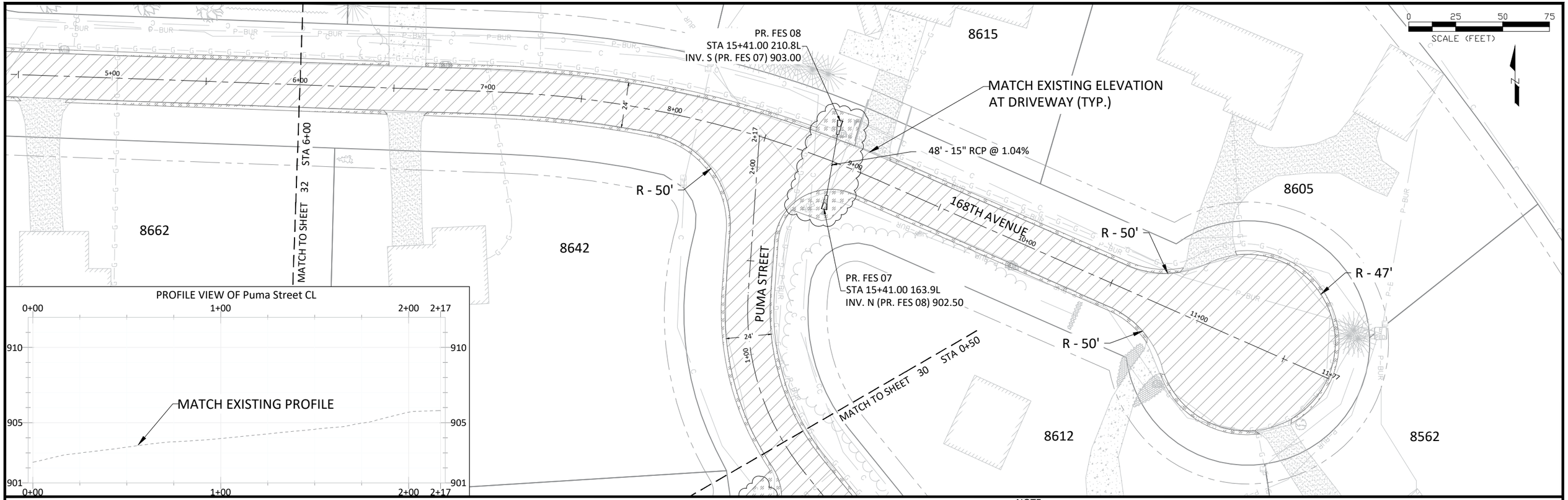
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
168TH AVE STA. 0+00 TO 6+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA







## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
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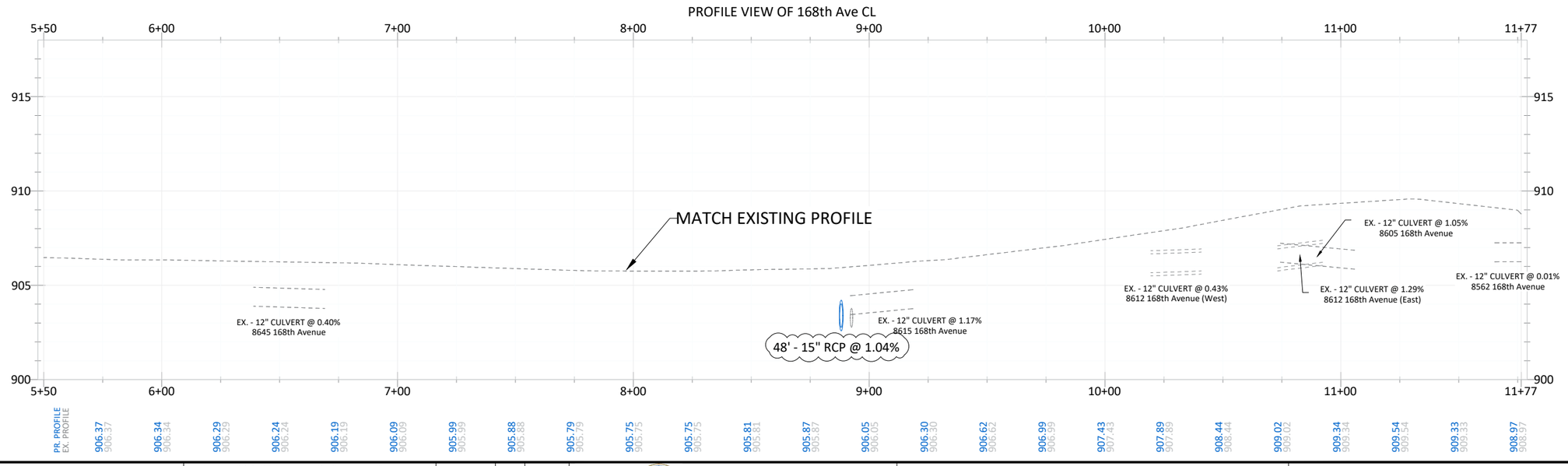


| DATE | REVISION |
|---|---|
| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 2:59pm
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Joe Feriancek

JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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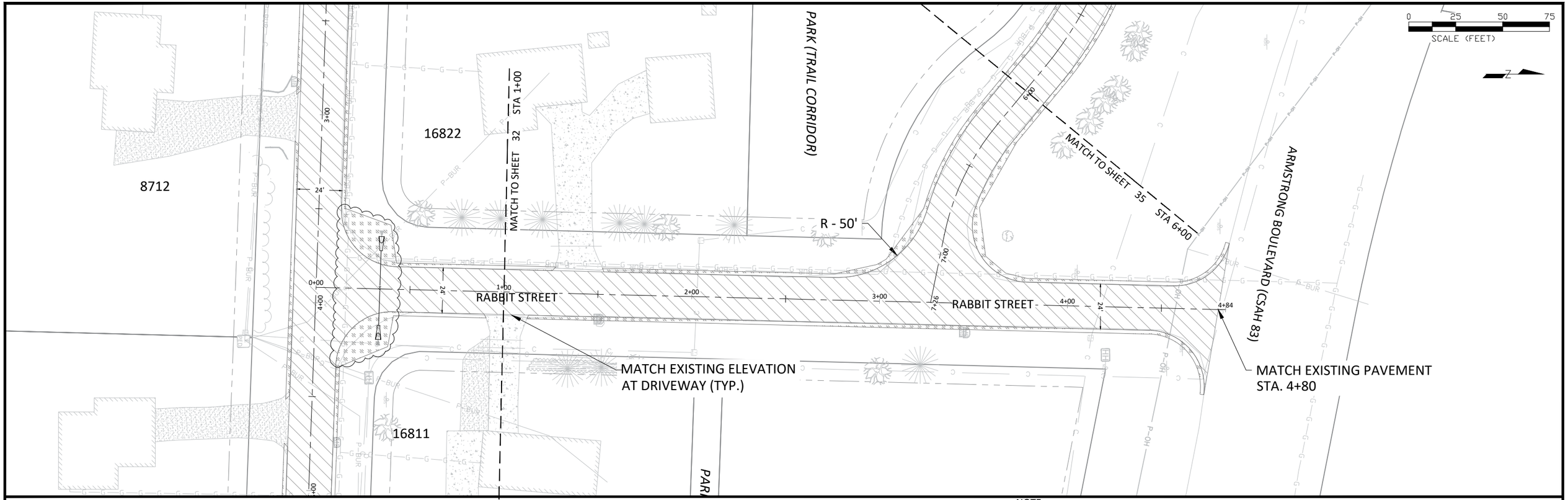
|---|---|---|---|
| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
168TH AVE STA. 6+00 TO 11+77

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

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- BIT PAVEMENT - 2" WEAR
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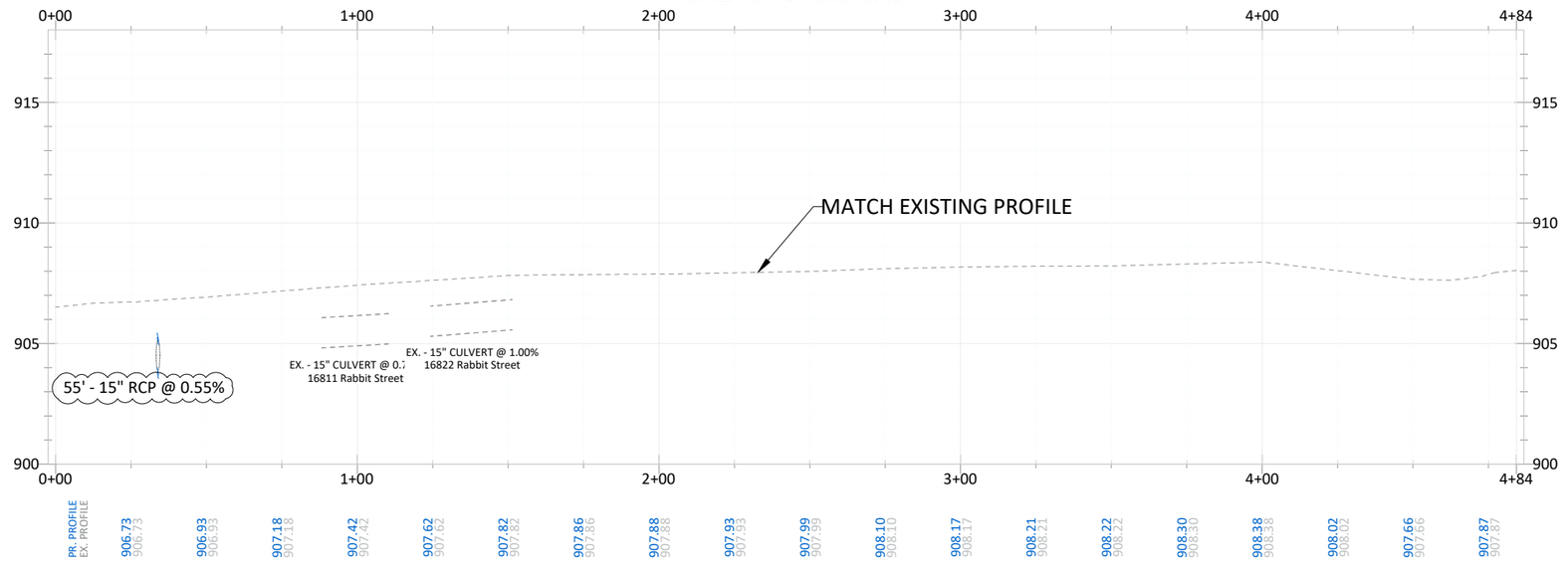
PROFILE VIEW OF Rabbit St CL




| DATE | REVISION |
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| 7/20/22 | REPLACE CULVERT |

Jul 20, 2022 - 3:00pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Street & Storm West.dwg

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Joe Feriancek

JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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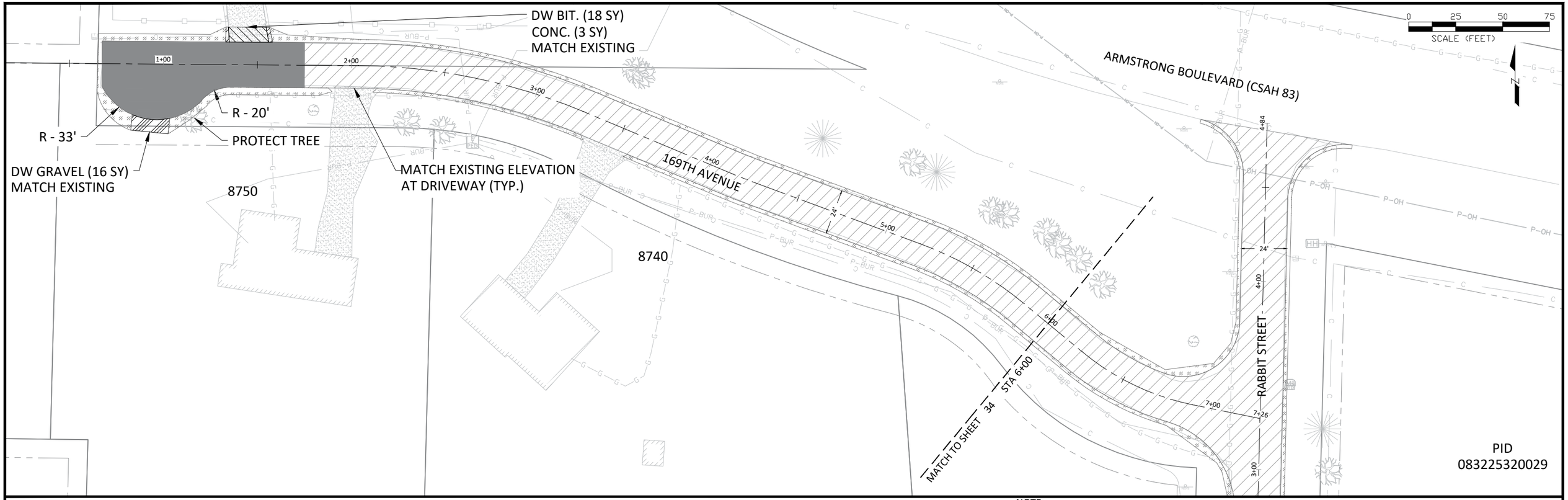
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
RABBIT STREET

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
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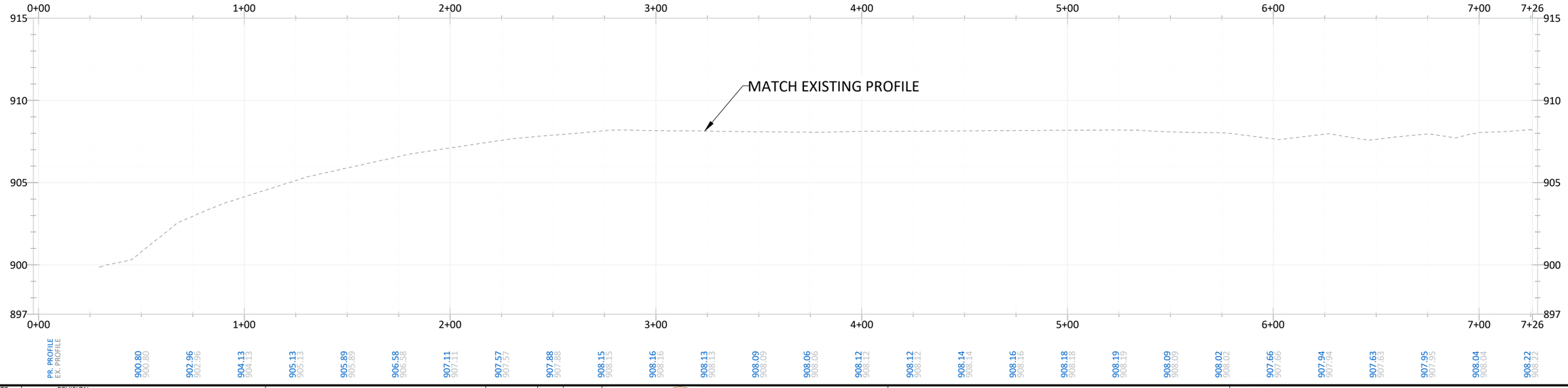
PROFILE VIEW OF 169th Ave CL

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
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| DATE | REVISION |
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| | |

Jul 07, 2022 - 11:53am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 Street & Storm West.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 7/7/22 Lic. No. 57095

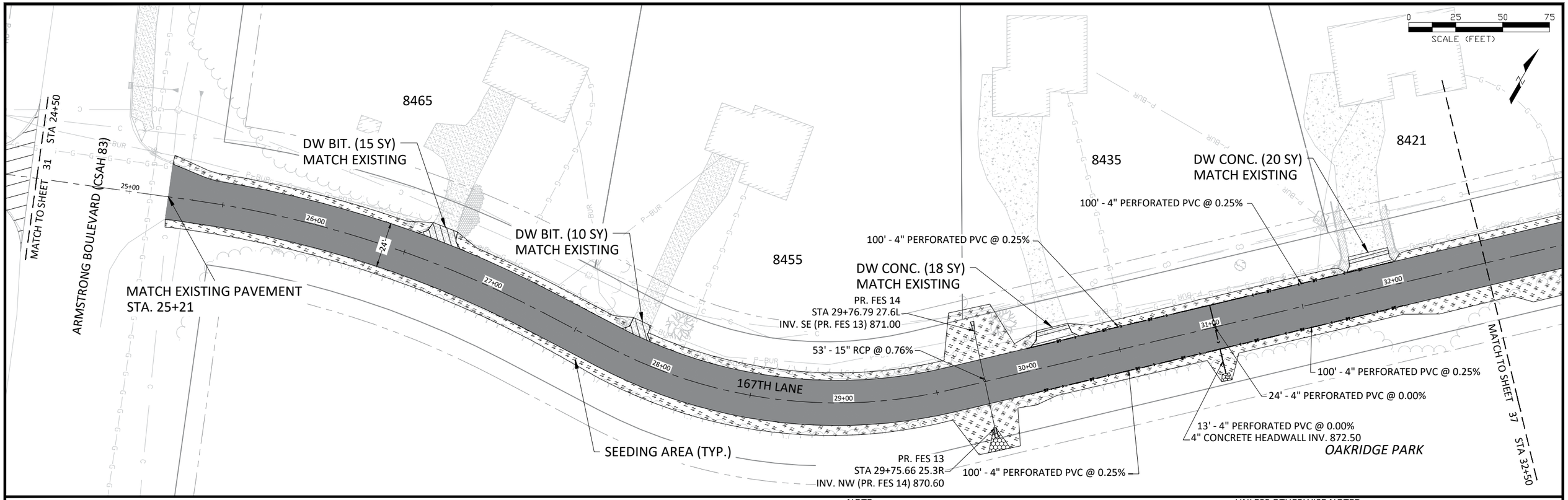
| | | | |
|---|---|---|---|
| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
169TH AVENUE

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 35 OF 60 SHEETS

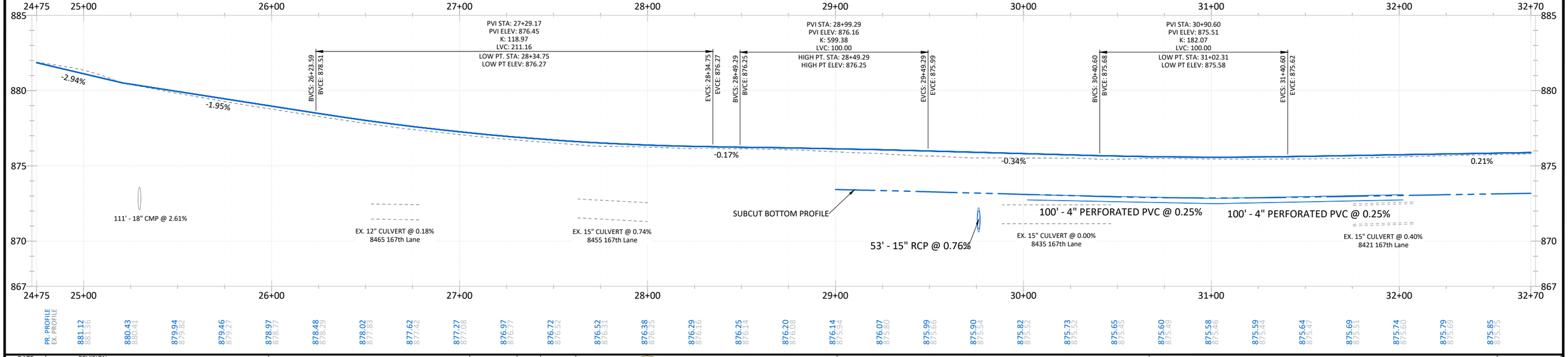



## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
- PR. DRAIN TILE
- PR. STORM SEWER
- PR. FLARED END SECTION
- PR. CS FLARED END
- B418 CURB & GUTTER
- RIPRAP CLASS III
- SEEDING AREA

NOTE:
1. ALL RADII TO BE CONSTRUCTED AT 30' UNLESS OTHERWISE NOTED.
2. TYPICAL SECTION SEE SHEET04.
3. RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY.
4. RESTORE ALL DISTURBED AREAS WITH 2" TOPSOIL, HYDROSEED, MNDOT SEED MIX 25-151, AND HYDRAULIC MATRIX TYPE MULCH UNLESS OTHERWISE NOTED.
5. 4" PERFORATED DRAIN TILE W/4" CONCRETE HEADWALL, DAYLIGHT MIN. 1' ABOVE DITCH BOTTOM.
6. SEE STANDARD PLATE 3131C.

PROFILE VIEW OF 167TH LANE CENTERLINE




| DATE | REVISION |
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Jul 07, 2022 - 11:57am
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Joe Feriancek

JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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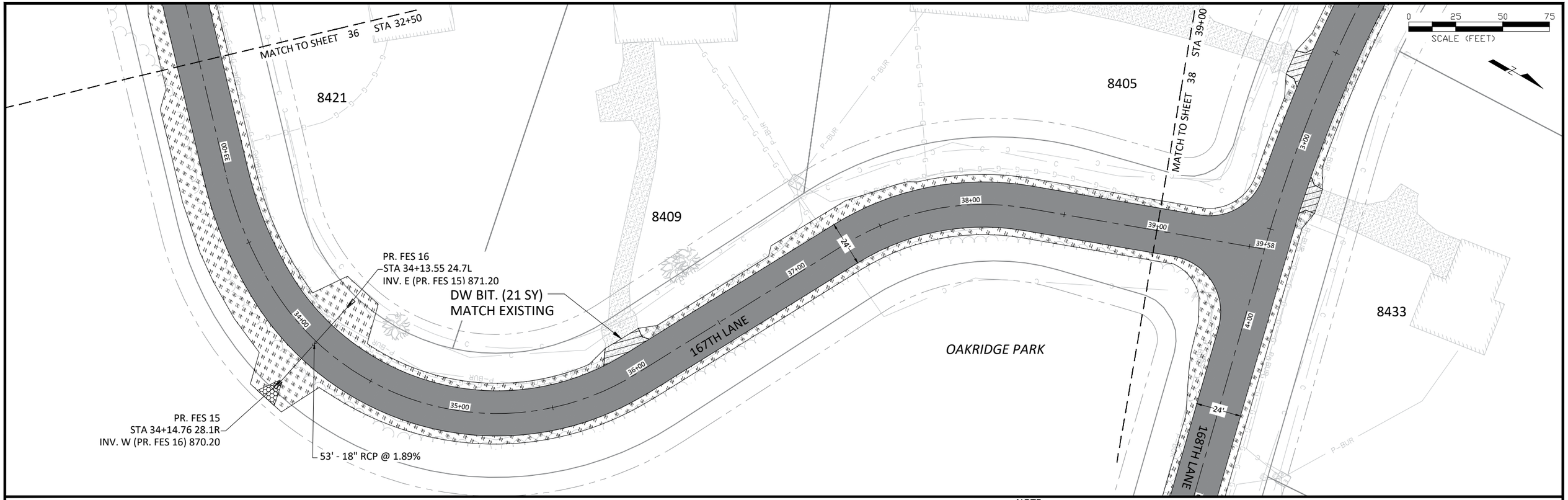
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


STREET & STORM SEWER
167TH LN STA. 25+00 TO 32+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
- PR. DRAIN TILE
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- PR. CS FLARED END
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- RIPRAP CLASS III
- SEEDING AREA

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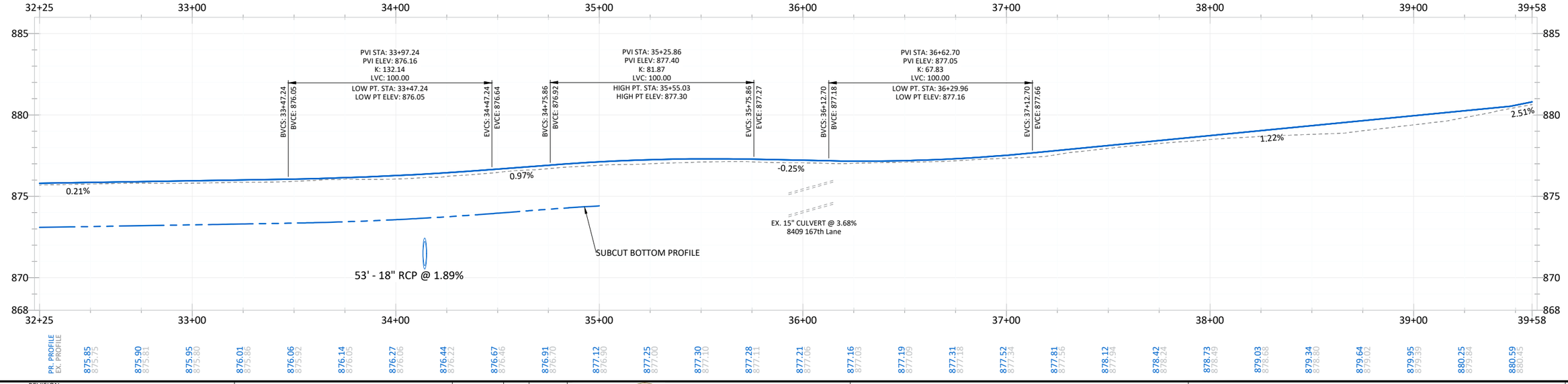
PROFILE VIEW OF 167TH LANE CENTERLINE




| DATE | REVISION |
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Jul 07, 2022 - 11:58am
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Joe Feriancek
JOE FERIANCEK
Date 7/7/22 Lic. No. 57095

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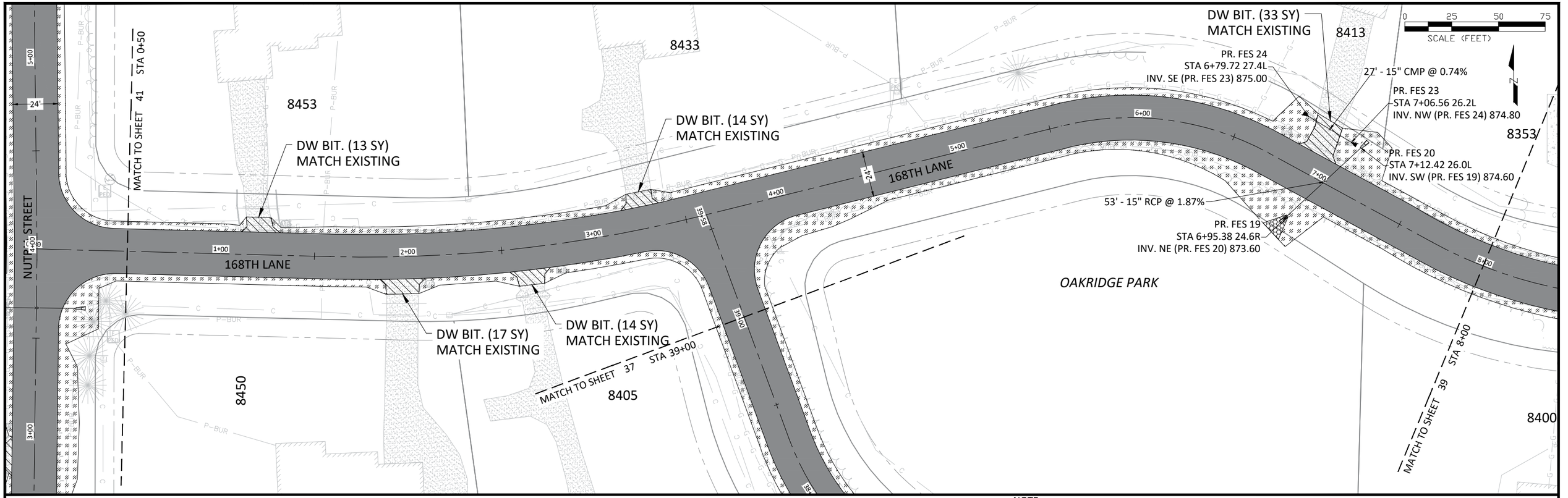
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


STREET & STORM SEWER
167TH LN STA. 32+50 TO 39+58

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA




## LEGEND

- BIT PAVEMENT - FULL SECTION
- BIT PAVEMENT - 2" WEAR
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- NEW DRIVEWAY - BITUMINOUS
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- PR. CS FLARED END
- B418 CURB & GUTTER
- RIPRAP CLASS III
- SEEDING AREA

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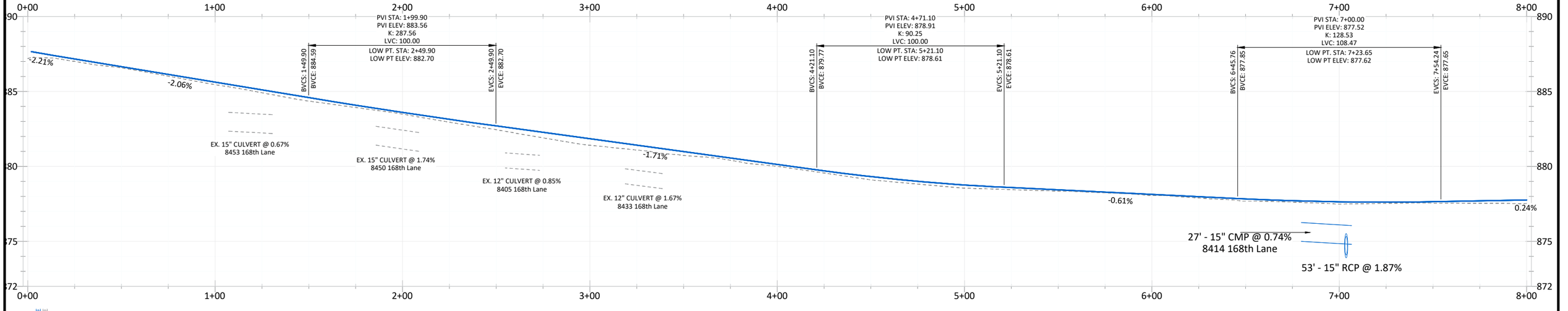
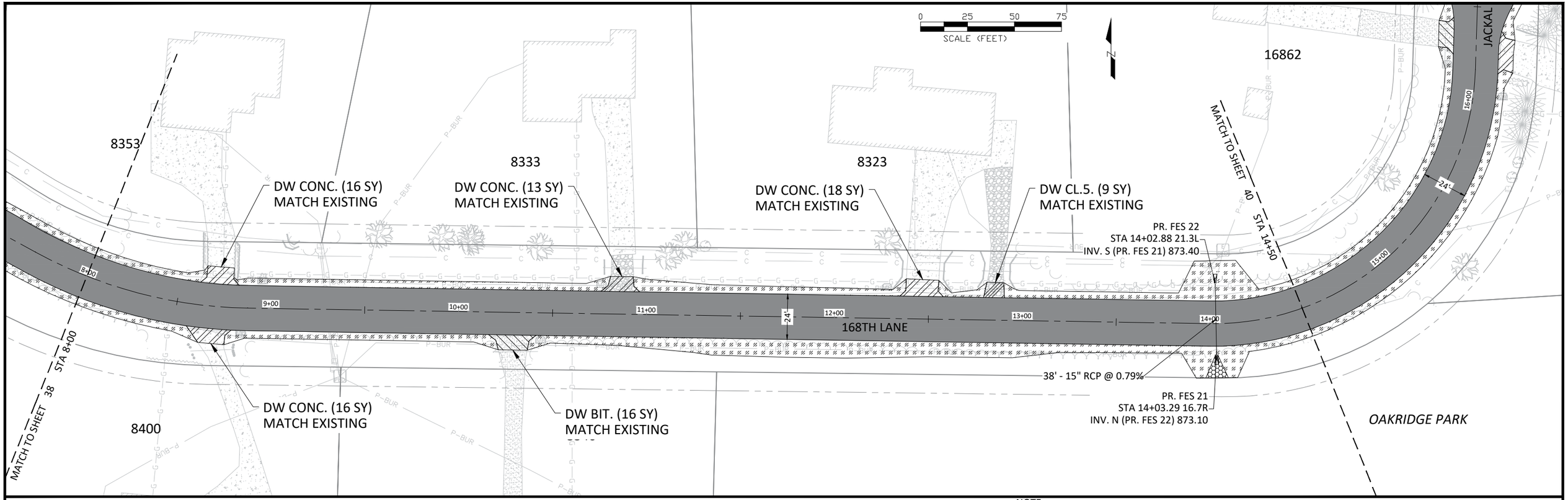
## PROFILE VIEW OF 168TH LANE CENTERLINE




| PR. PROFILE | EX. PROFILE | | |




## LEGEND

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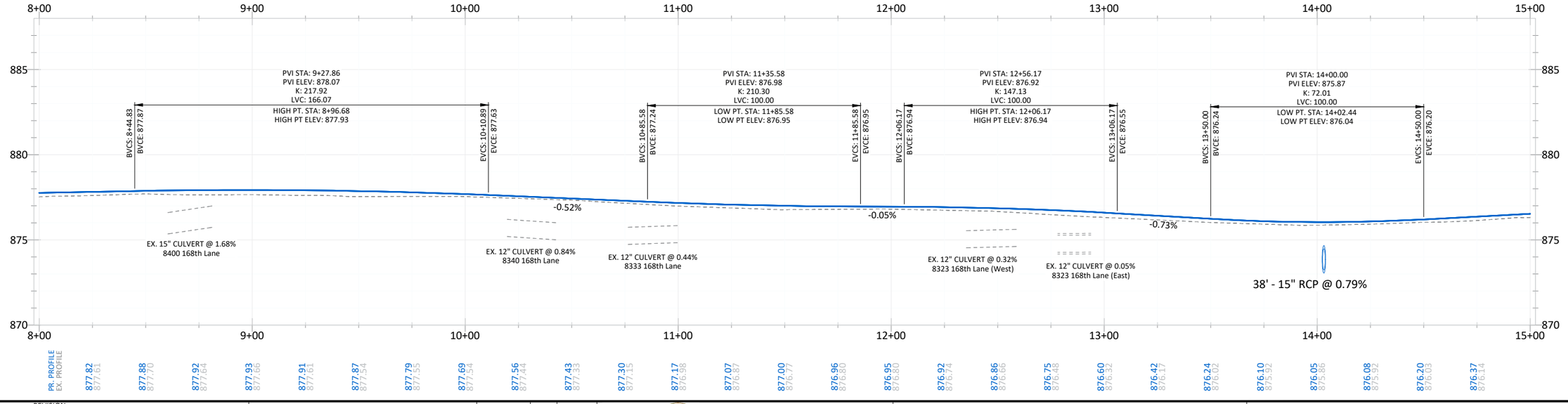
### PROFILE VIEW OF 168TH LANE CENTERLINE




| | 8+00 | 9+00 | 10+00 | 11+00 | 12+00 | 13+00 | 14+00 | 15+00 |
|---|---|---|---|---|---|---|---|---|
| PR. PROFILE | 877.82 | 877.88 | 877.92 | 877.93 | 877.91 | 877.87 | 877.79 | 877.69 |
| EX. PROFILE | 877.61 | 877.70 | 877.64 | 877.66 | 877.61 | 877.54 | 877.55 | 877.54 |
| | 877.56 | 877.43 | 877.30 | 877.17 | 877.07 | 877.00 | 876.96 | 876.95 |
| | 877.44 | 877.33 | 877.15 | 876.98 | 876.87 | 876.77 | 876.80 | 876.80 |
| | 876.92 | 876.86 | 876.75 | 876.60 | 876.42 | 876.24 | 876.10 | 876.05 |
| | 876.74 | 876.66 | 876.48 | 876.32 | 876.17 | 876.02 | 875.92 | 875.86 |
| | 876.08 | 876.20 | 876.37 | | | | | |
| | 875.92 | 876.03 | 876.14 | | | | | |

| DATE | REVISION |
|---|---|
| | |

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Joe Feriancek

JOE FERIANCEK

Date 7/7/22 Lic. No. 57095

| | | | |
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| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


STREET & STORM SEWER
168TH LN STA. 8+00 TO 14+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA



Jul 07, 2022 - 12:00pm
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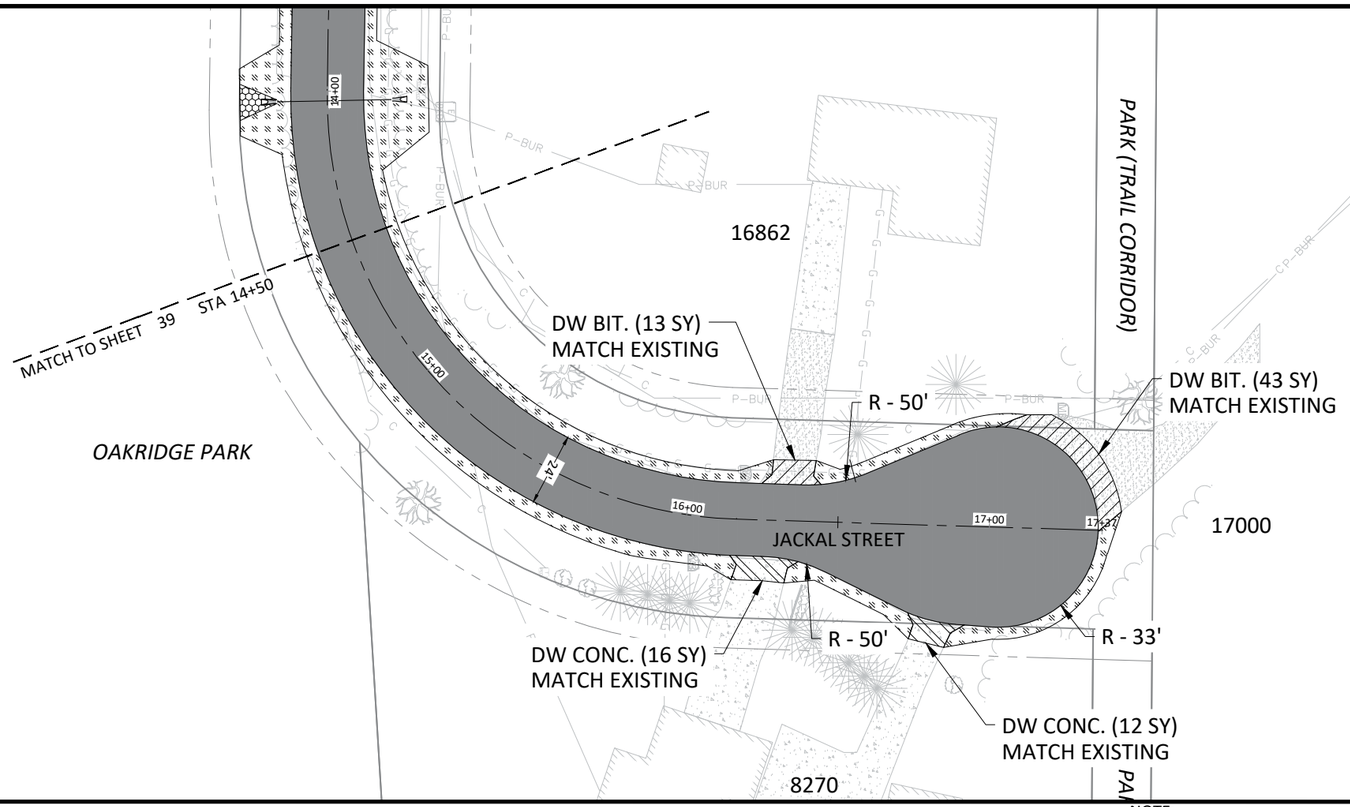


0 25 50 75
SCALE (FEET)

N

## LEGEND

- BIT PAVEMENT - FULL SECTION
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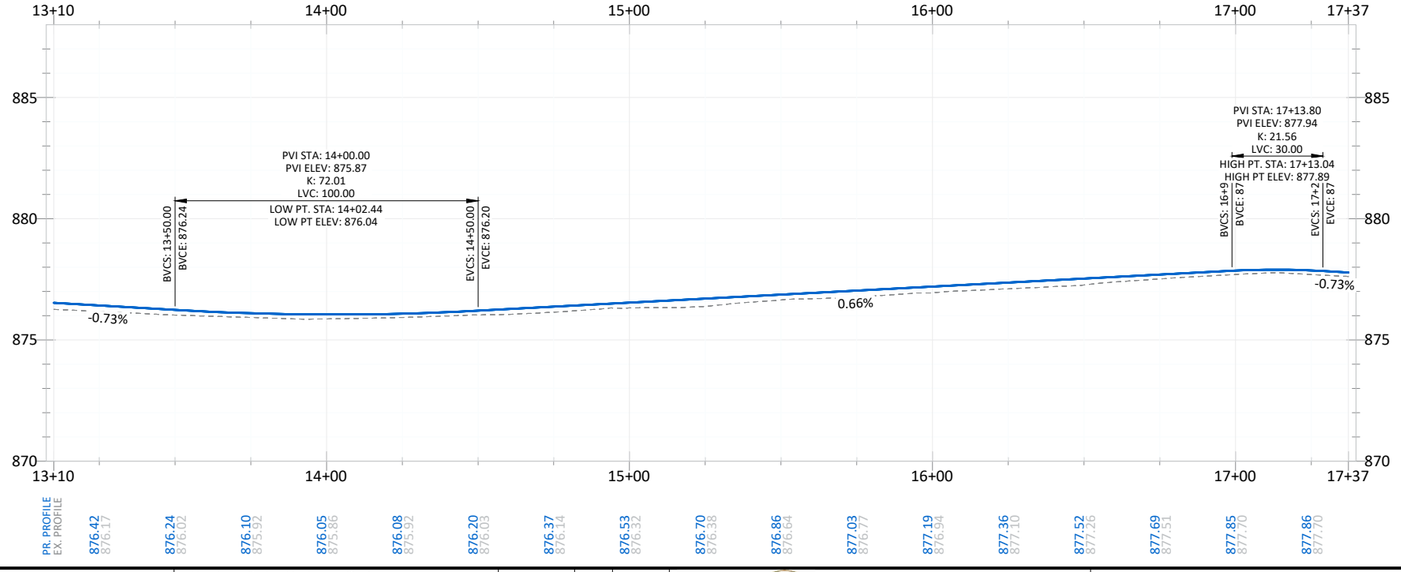
PROFILE VIEW OF 168TH LANE CENTERLINE

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| EX. PROFILE | 876.17 | 876.02 | 875.92 | 875.86 | 875.92 | 876.03 | 876.14 | 876.32 | 876.38 | 876.64 | 876.77 | 876.94 | 877.10 | 877.26 | 877.51 | 877.70 | 877.70 |

| DATE | REVISION |
|---|---|
| | |

Jul 07, 2022 - 12:00pm
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Date 7/7/22 Lic. No. 57095

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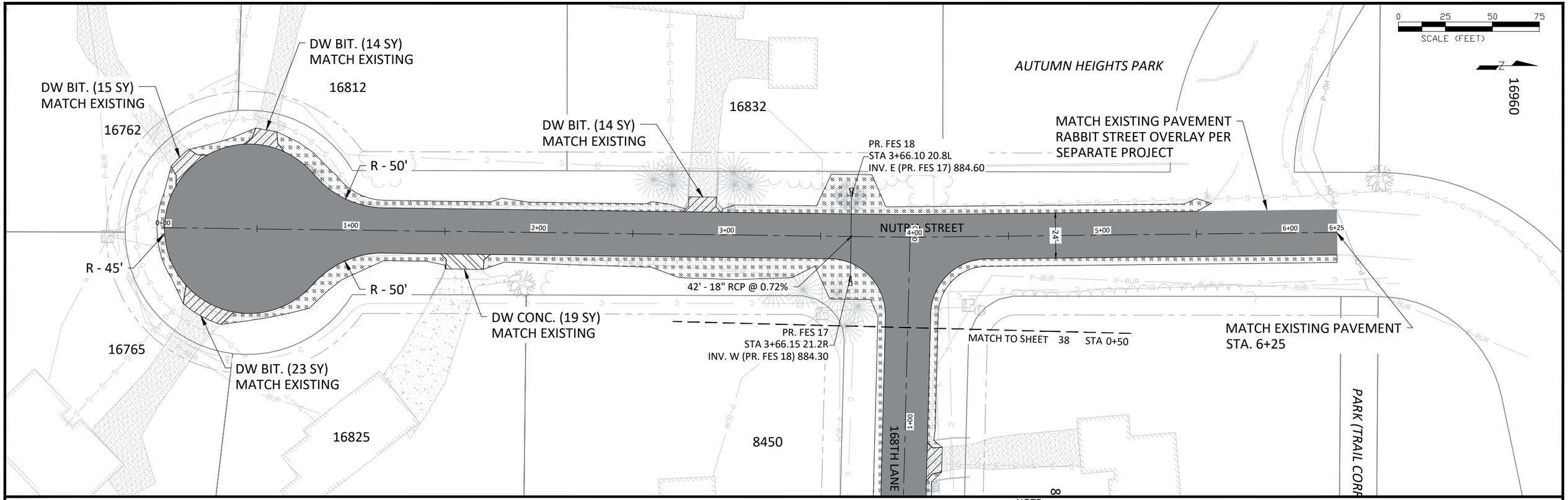
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET & STORM SEWER
168TH LN STA. 14+50 TO 17+37

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 40 OF 60 SHEETS




## LEGEND

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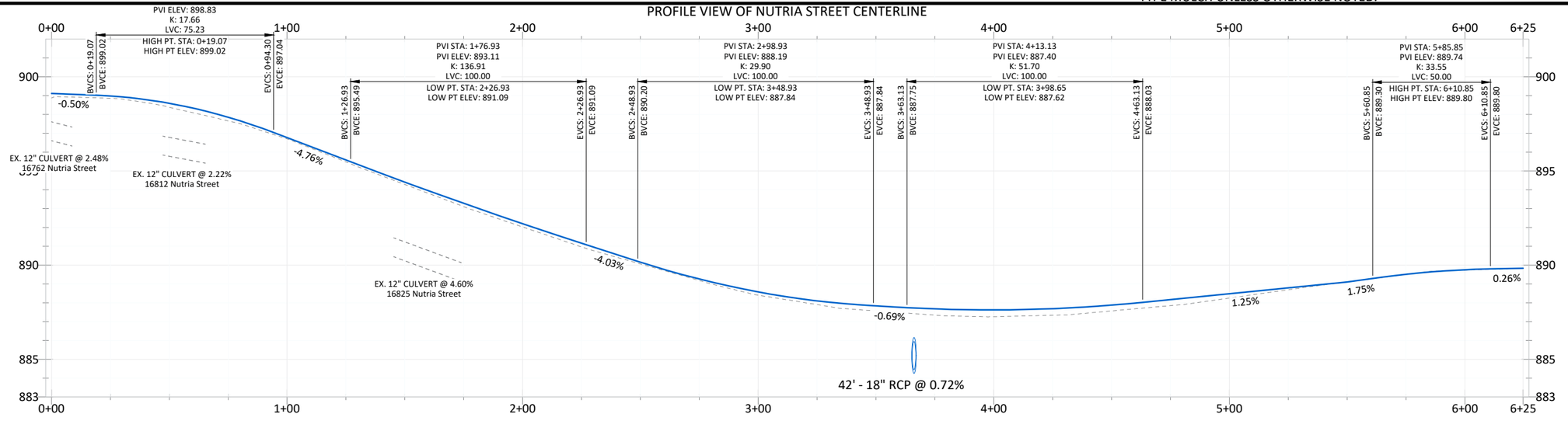
PROFILE VIEW OF NUTRIA STREET CENTERLINE




| DATE | REVISION |
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CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
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STREET & STORM SEWER
NUTRIA STREET

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 41 OF 60 SHEETS

Jul 07, 2022 - 12:03pm
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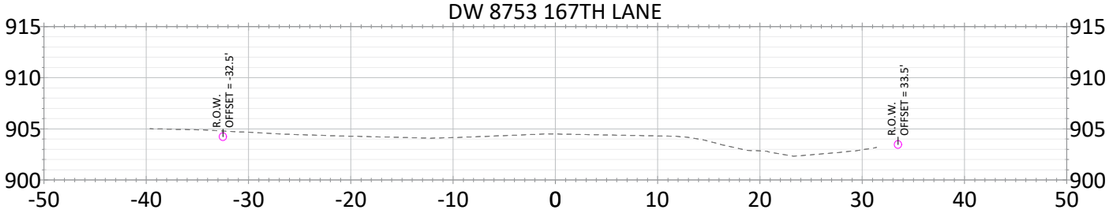
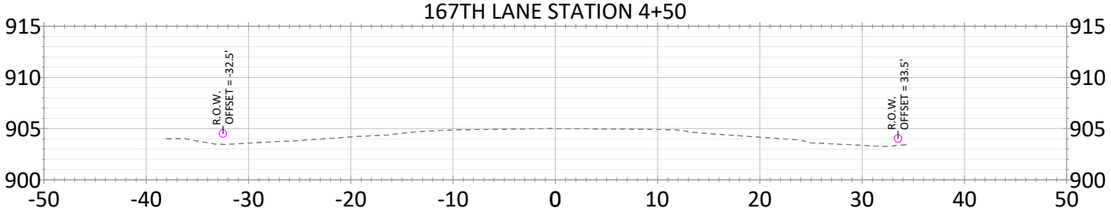
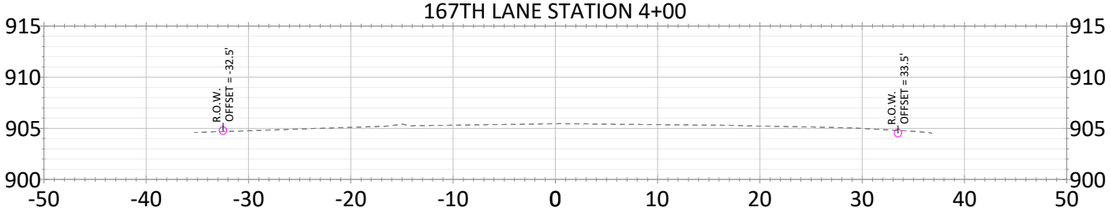
167TH LANE STATION 5+05
DW 8753 167TH LANE



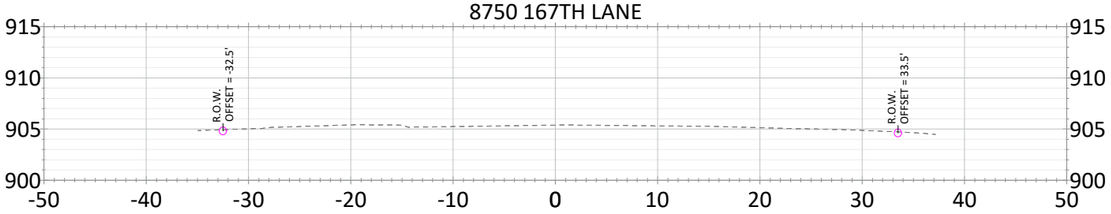

167TH LANE STATION 4+50



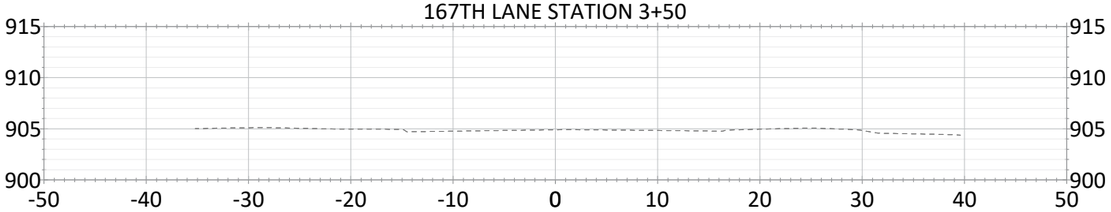

167TH LANE STATION 4+00



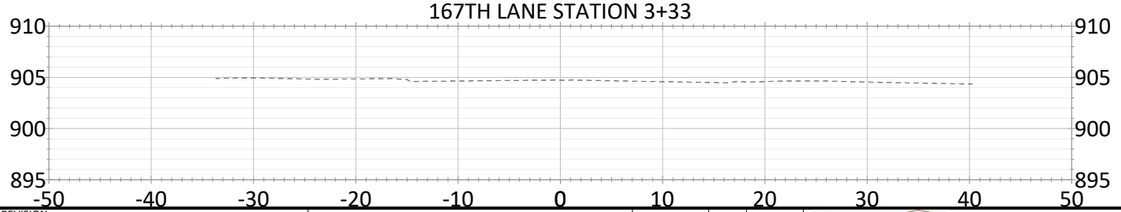

167TH LANE STATION 3+90
8750 167TH LANE



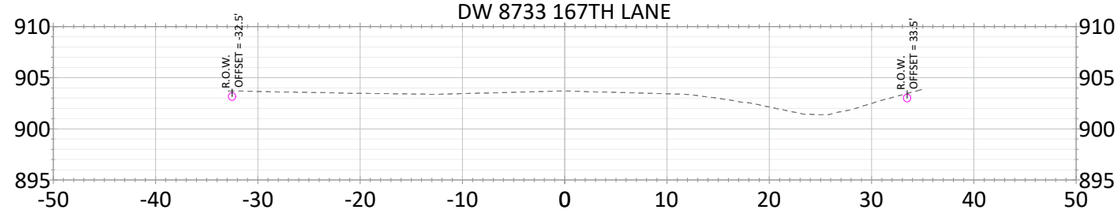

167TH LANE STATION 3+50



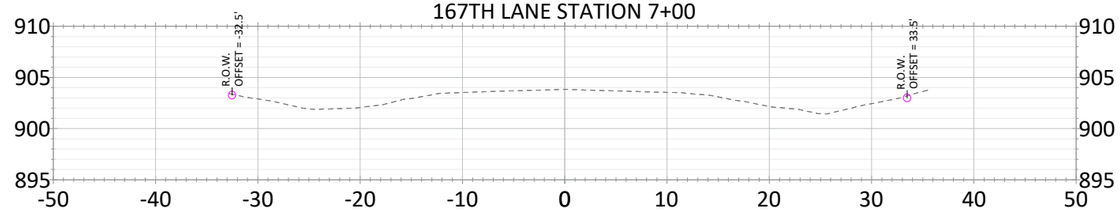

167TH LANE STATION 3+33



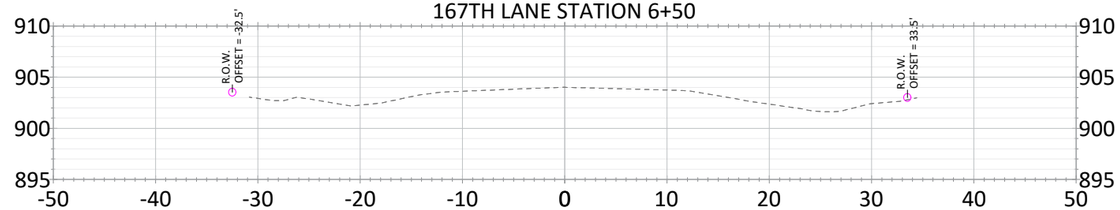

167TH LANE STATION 7+23
DW 8733 167TH LANE



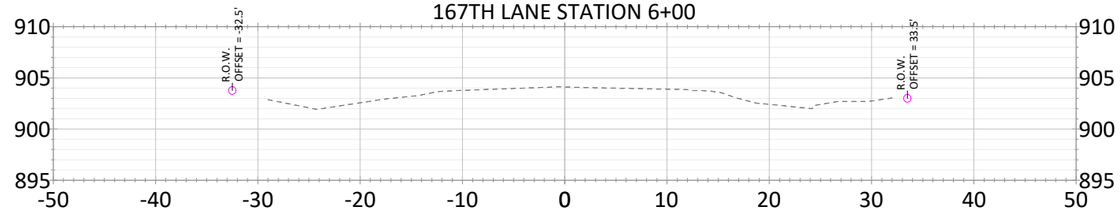

167TH LANE STATION 7+00



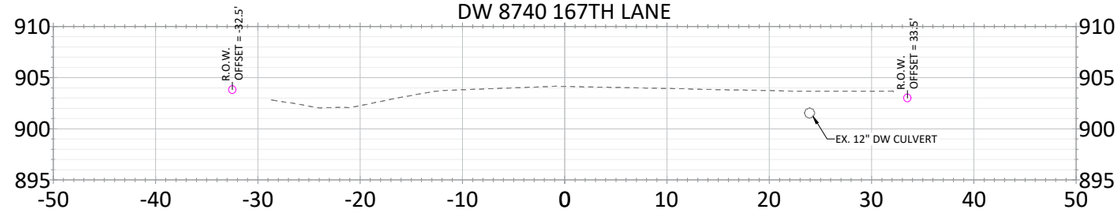

167TH LANE STATION 6+50



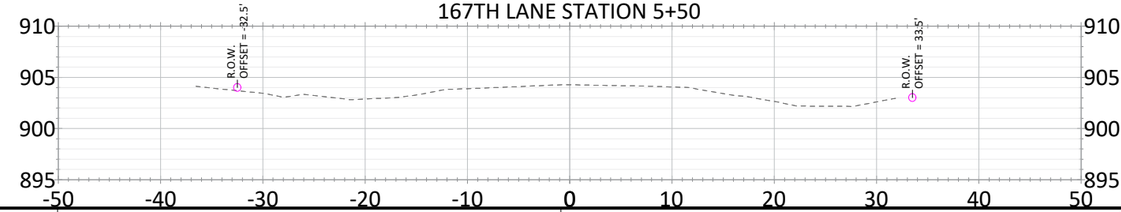

167TH LANE STATION 6+00




167TH LANE STATION 5+87
DW 8740 167TH LANE




167TH LANE STATION 5+50




| DATE | REVISION |
|---|---|
| | |

Jul 01, 2022 - 9:57am
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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

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| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

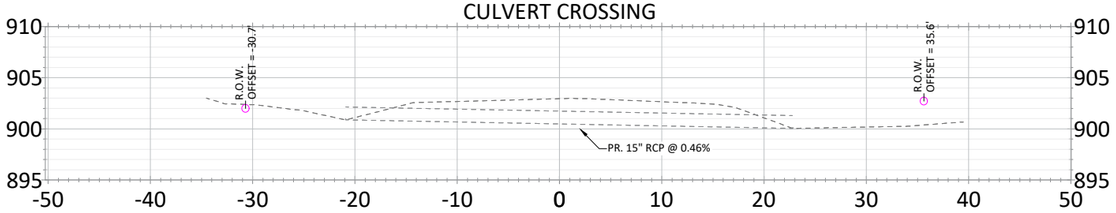
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
167TH LN 3+33 TO 7+23

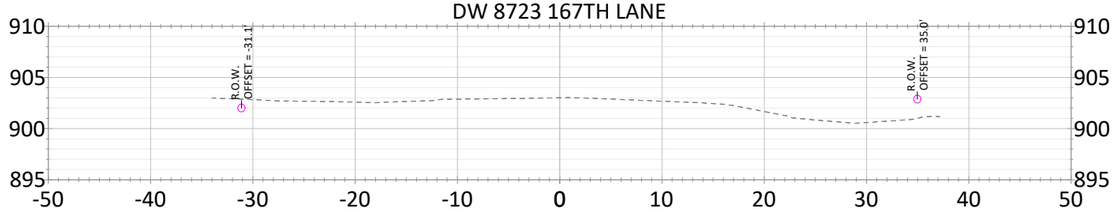
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 42 OF 60 SHEETS

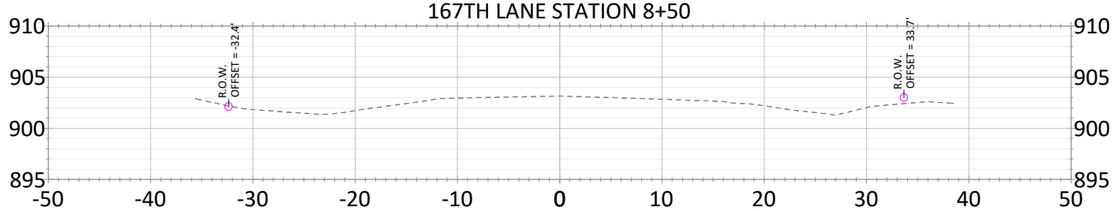
## 167TH LANE STATION 8+94
CULVERT CROSSING



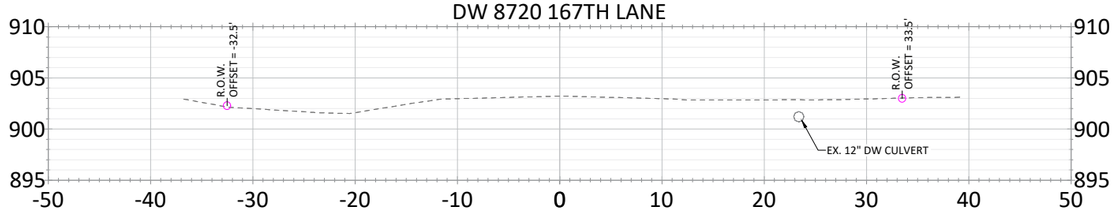

## 167TH LANE STATION 8+78
DW 8723 167TH LANE



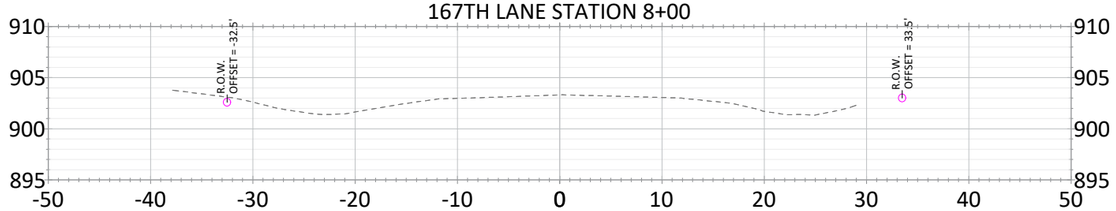

## 167TH LANE STATION 8+50



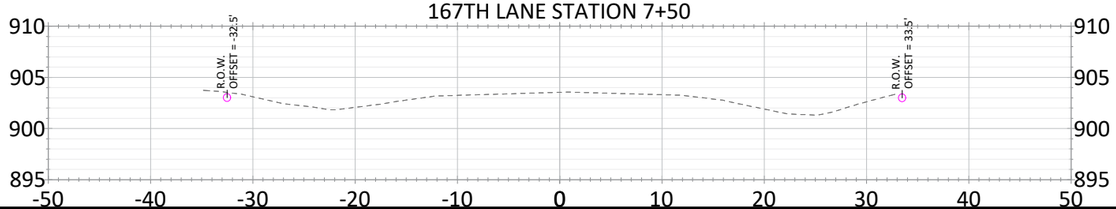

## 167TH LANE STATION 8+34
DW 8720 167TH LANE



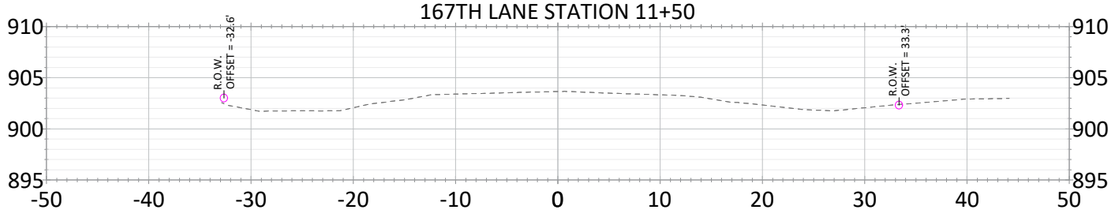

## 167TH LANE STATION 8+00



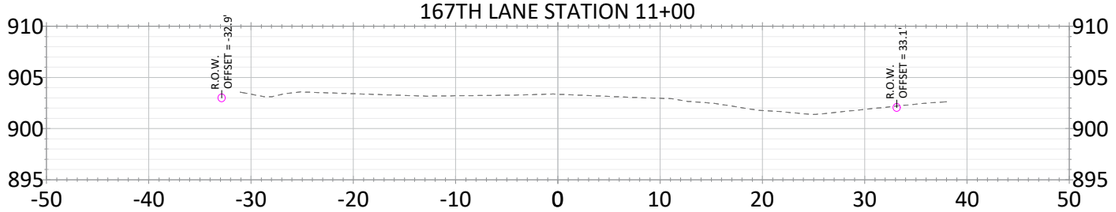

## 167TH LANE STATION 7+50



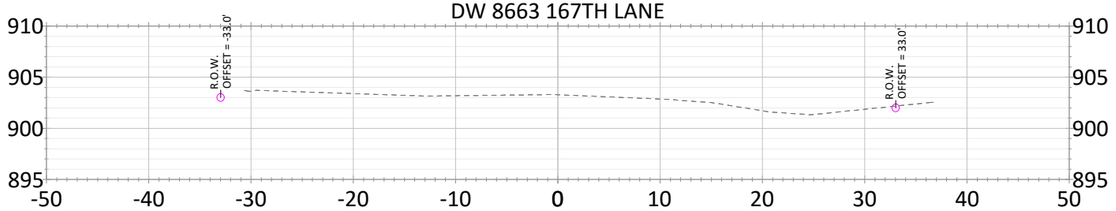

## 167TH LANE STATION 11+50



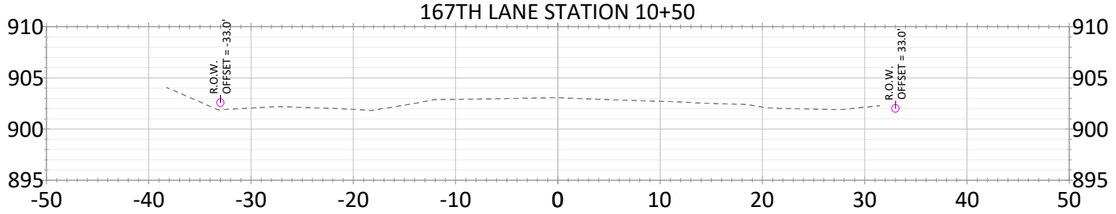

## 167TH LANE STATION 11+00



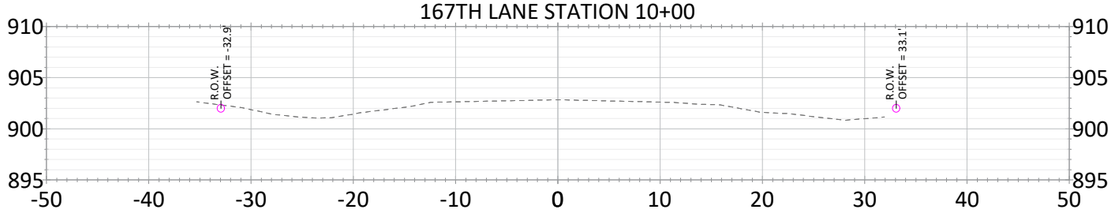

## 167TH LANE STATION 10+88
DW 8663 167TH LANE



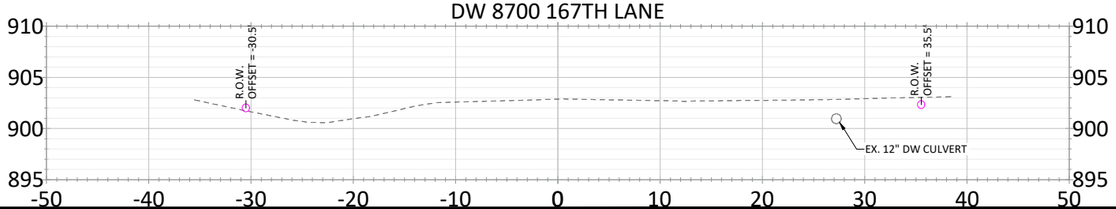

## 167TH LANE STATION 10+50




## 167TH LANE STATION 10+00




## 167TH LANE STATION 9+43
DW 8700 167TH LANE




| DATE | REVISION |
|---|---|
| | |

Jul 01, 2022 - 10:01am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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 --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

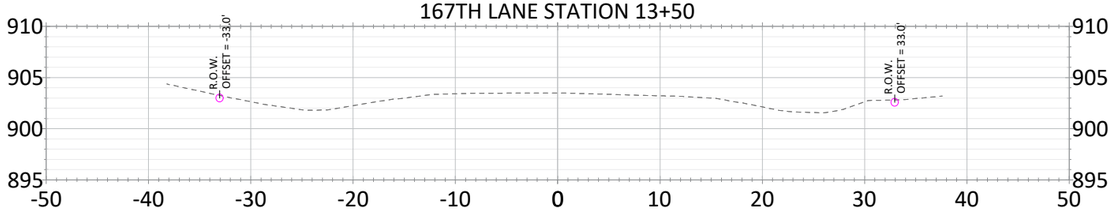
City of RAMSEY

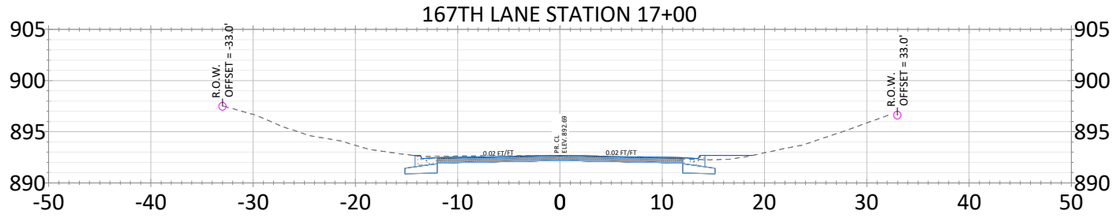
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

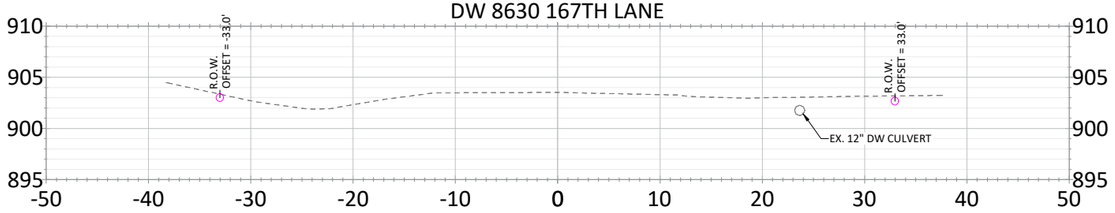
CROSS SECTIONS
167TH LN 7+50 TO 11+50

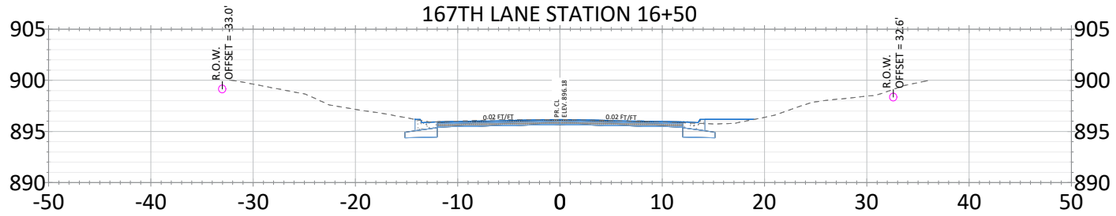
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

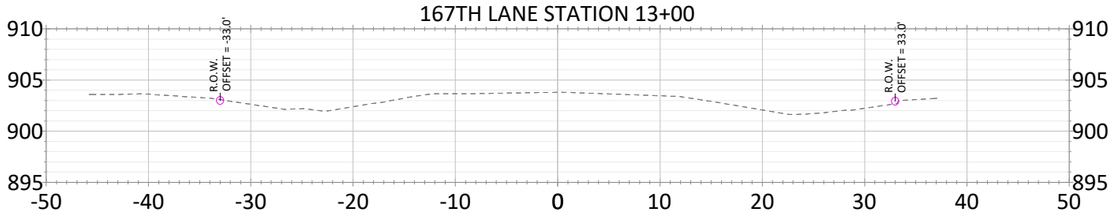
SHEET 43 OF 60 SHEETS

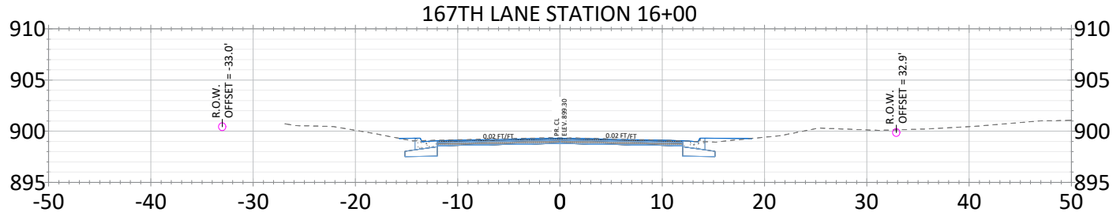


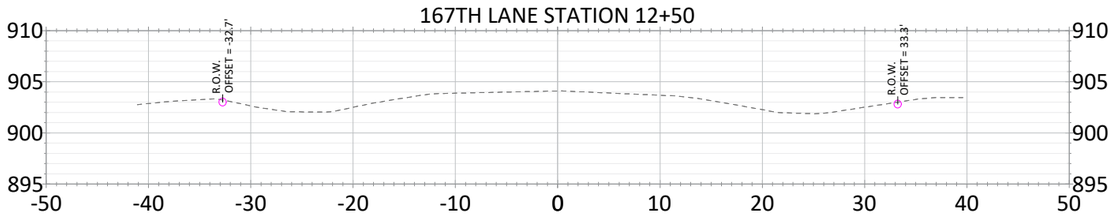



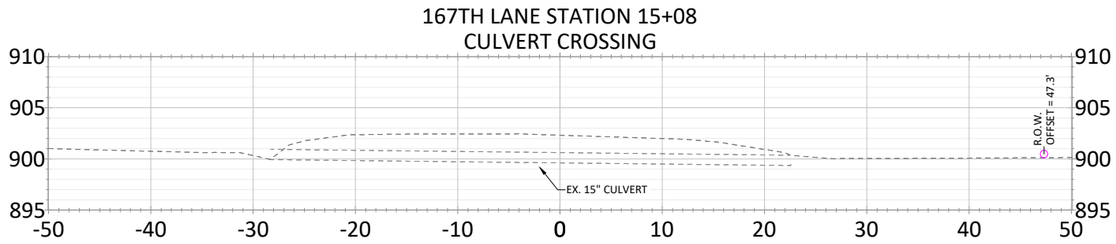



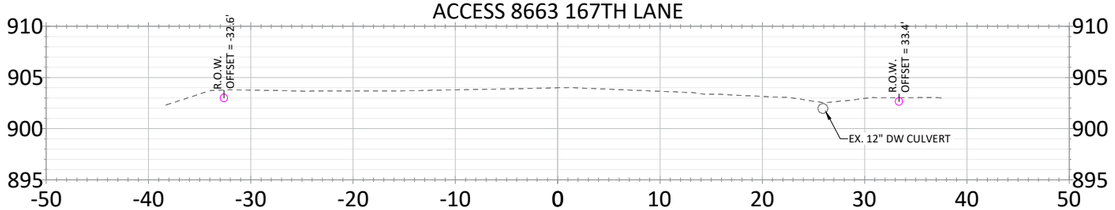



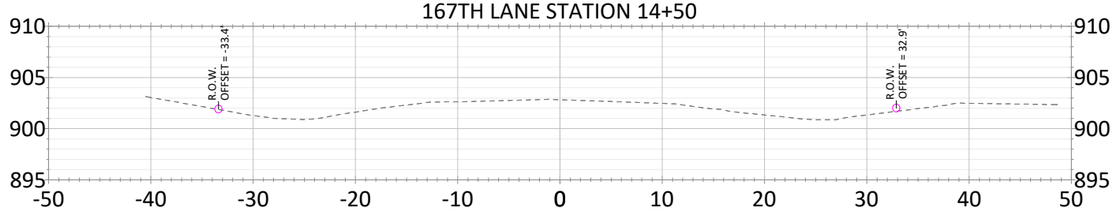



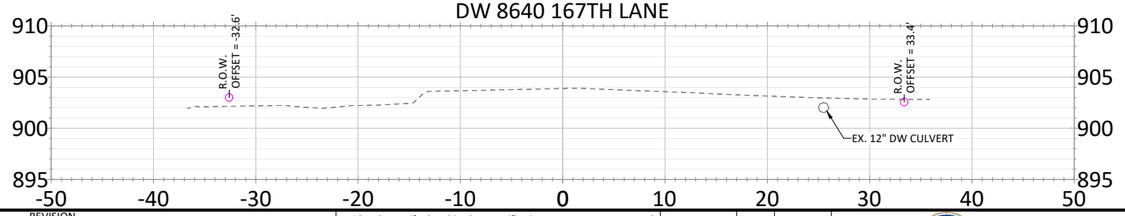



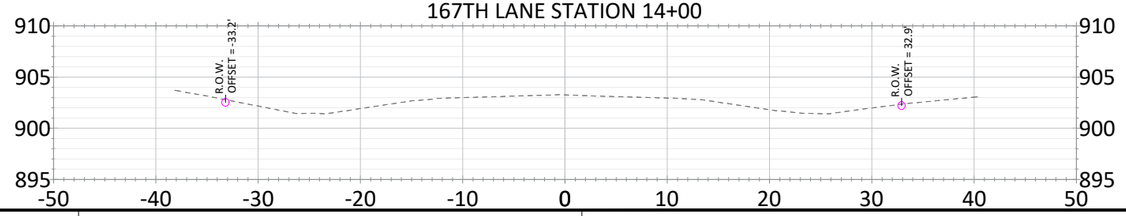




| DATE | REVISION |
|---|---|
| | |

Jul 01, 2022 - 10:06am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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

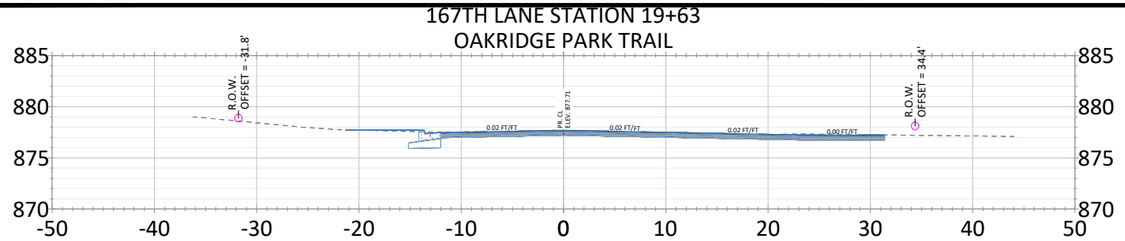
JOE FERIANCEK
Date --/--/-- Lic. No. 57095

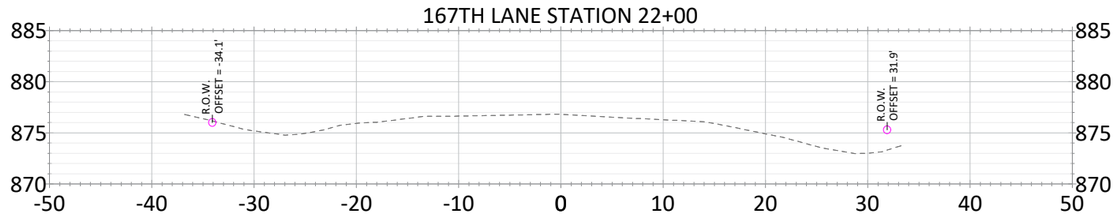
| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

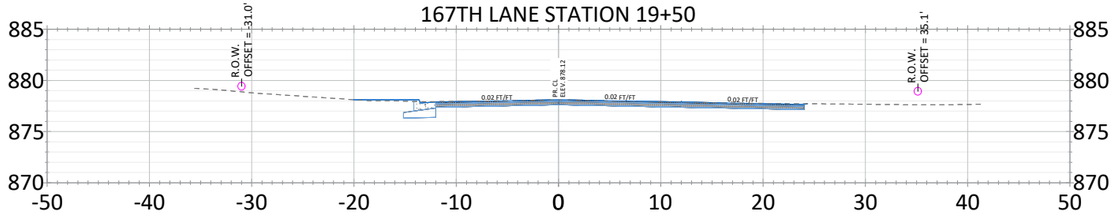

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

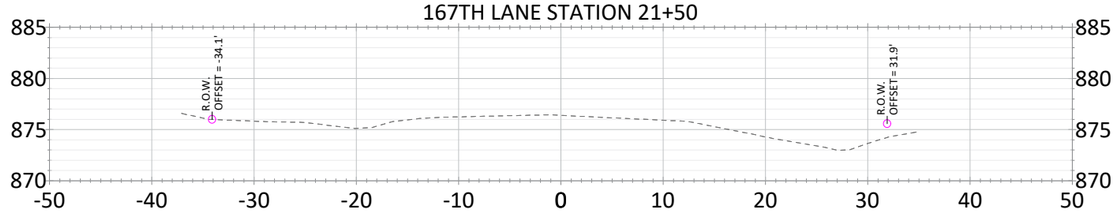

CROSS SECTIONS
167TH LN 11+98 TO 17+00

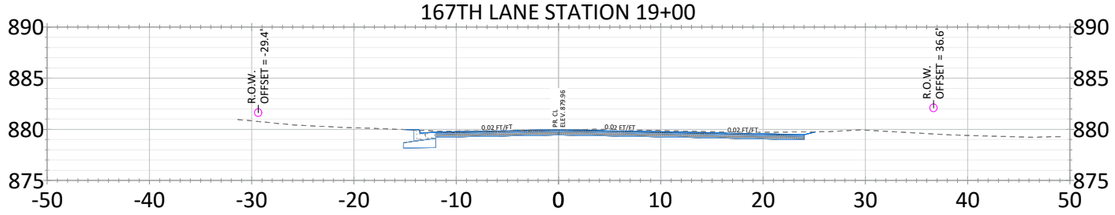
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

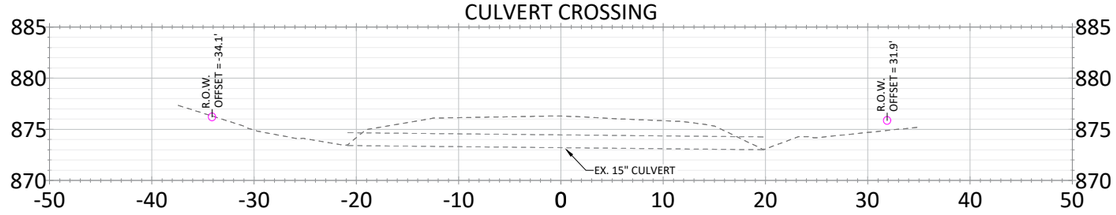


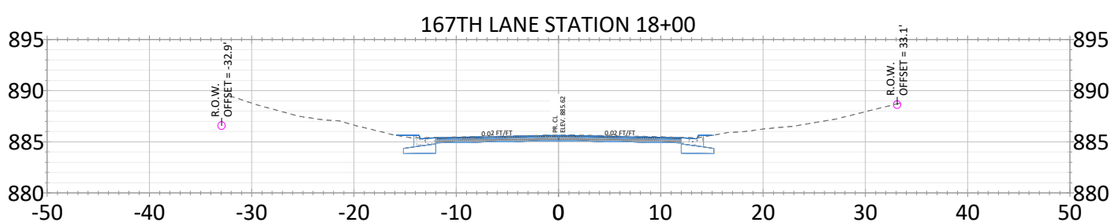



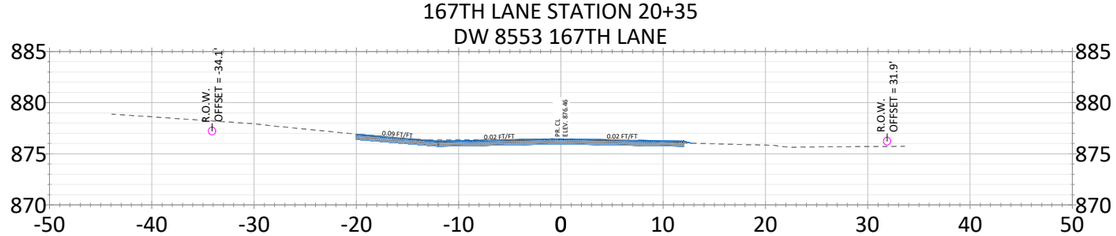



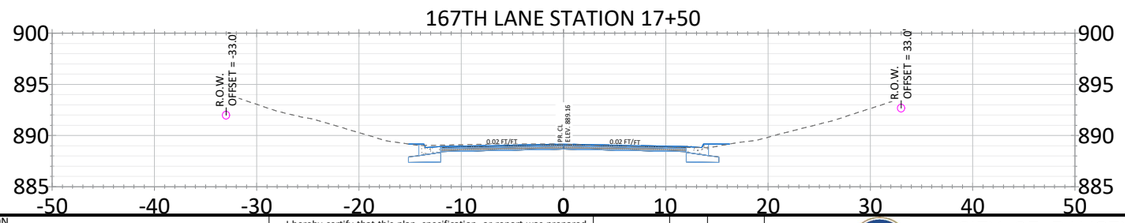


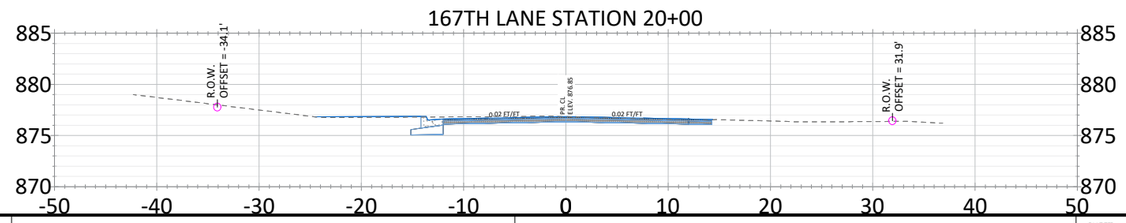





| DATE | REVISION |
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| | |

Jul 01, 2022 - 10:08am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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 --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

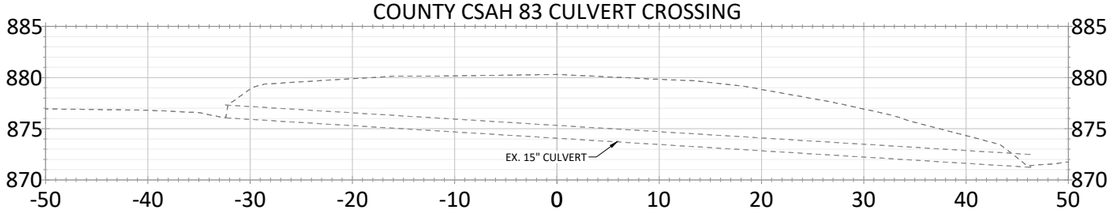
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
167TH LN 17+50 TO 22+00

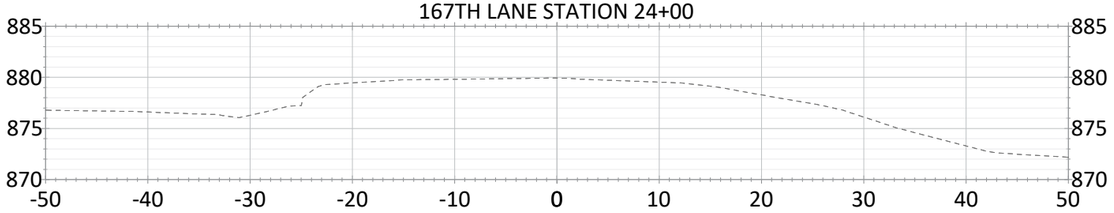
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 45 OF 60 SHEETS

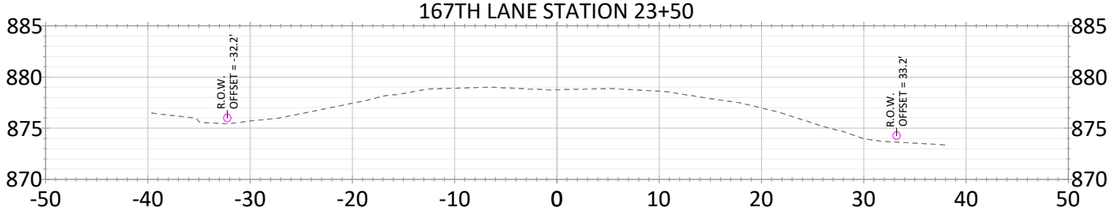
167TH LANE STATION 24+15
COUNTY CSAH 83 CULVERT CROSSING



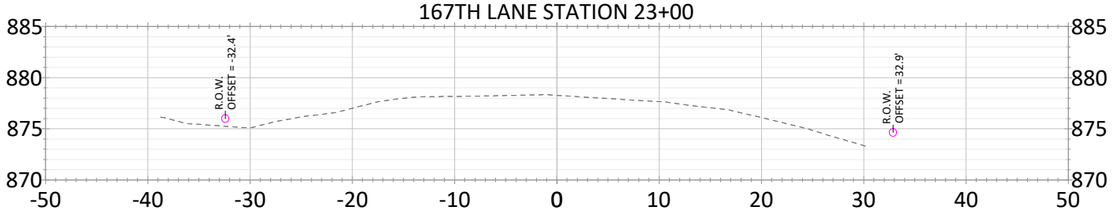

167TH LANE STATION 24+00



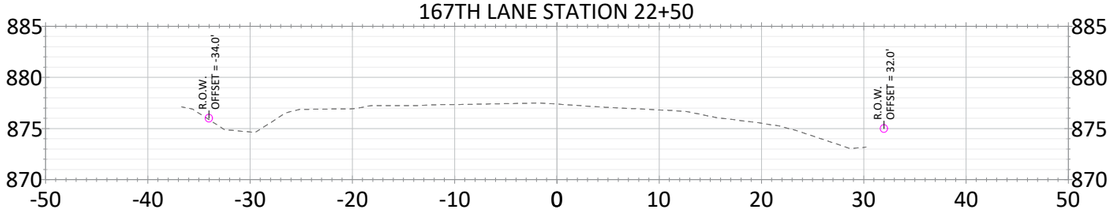

167TH LANE STATION 23+50



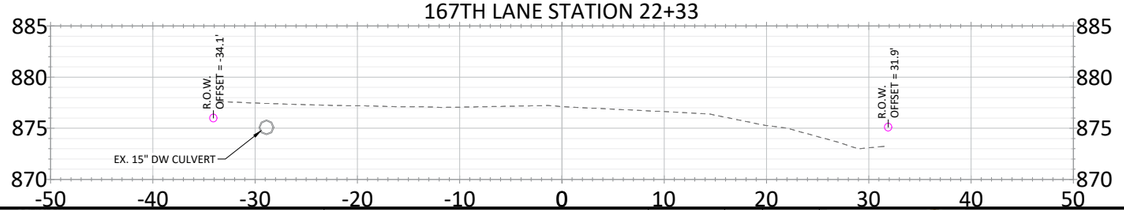

167TH LANE STATION 23+00



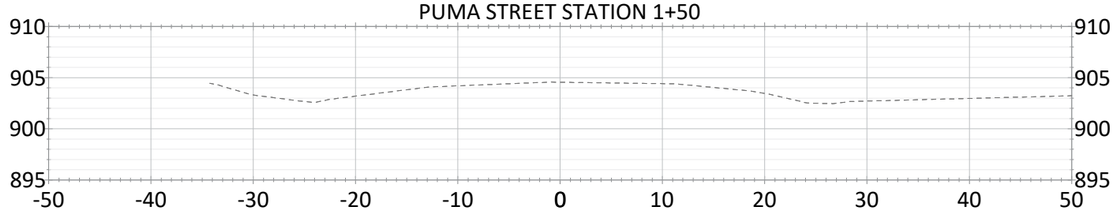

167TH LANE STATION 22+50



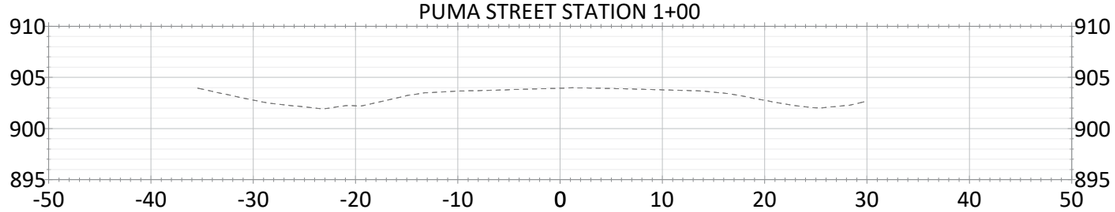

167TH LANE STATION 22+33



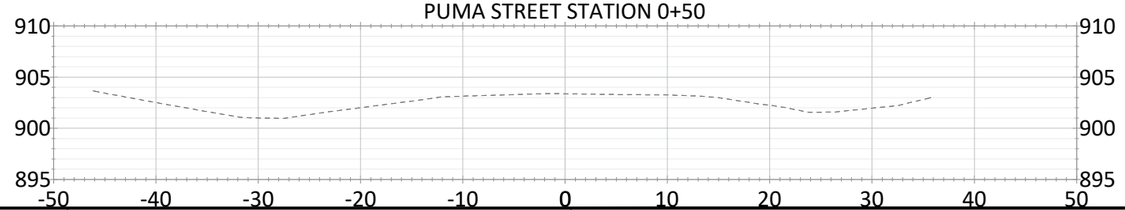

PUMA STREET STATION 1+50




PUMA STREET STATION 1+00




PUMA STREET STATION 0+50




| DATE | REVISION |
|---|---|
| | |

Jul 01, 2022 - 10:06am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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 --/--/-- Lic. No. 57095

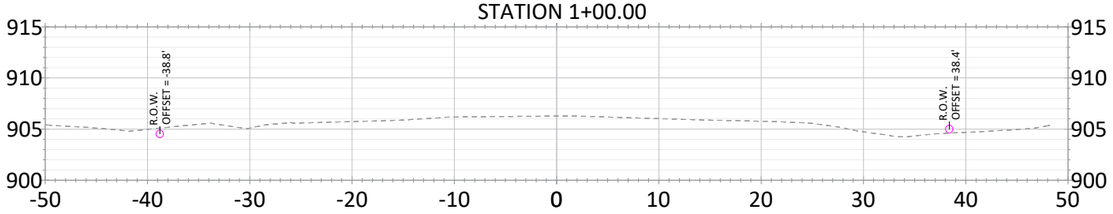
| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

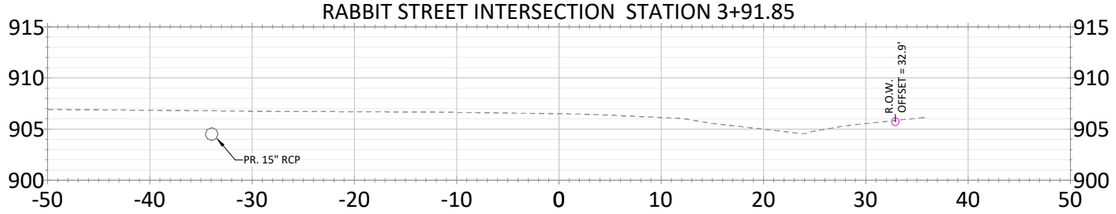

CROSS SECTIONS
167TH LN 22+35 TO 24+15
& PUMA ST

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

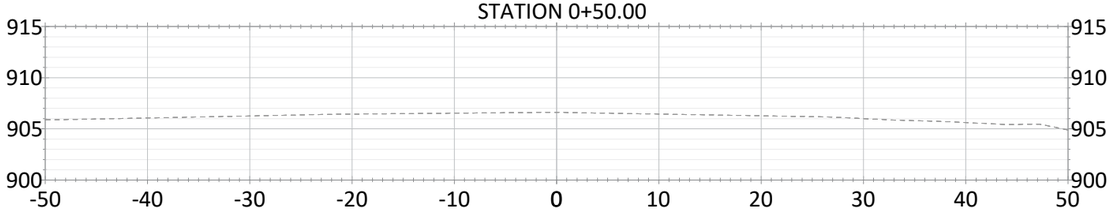
168TH AVENUE
STATION 1+00.00



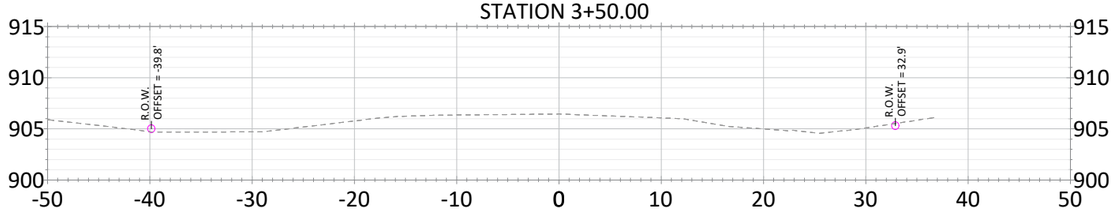

168TH AVENUE
RABBIT STREET INTERSECTION STATION 3+91.85



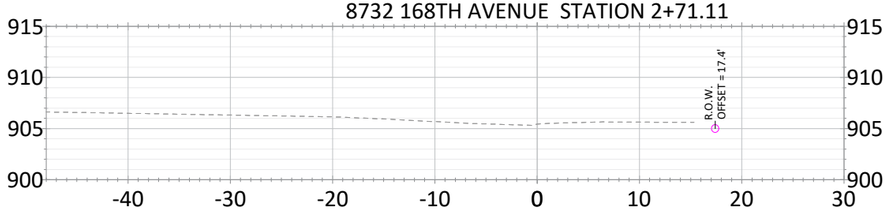

168TH AVENUE
STATION 0+50.00



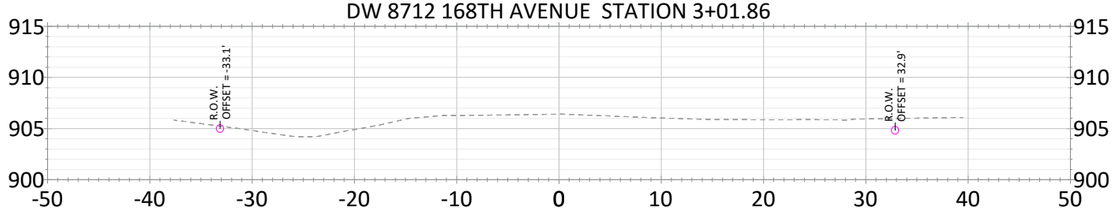

168TH AVENUE
STATION 3+50.00



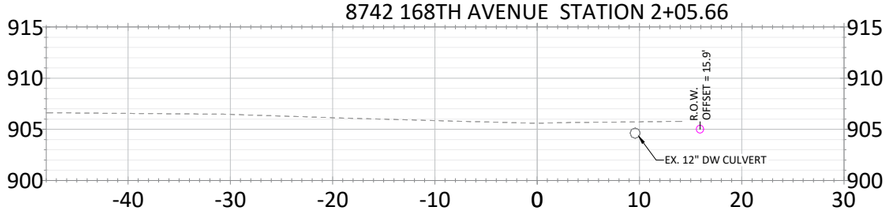

168TH AVENUE (WEST) CDS
8732 168TH AVENUE STATION 2+71.11



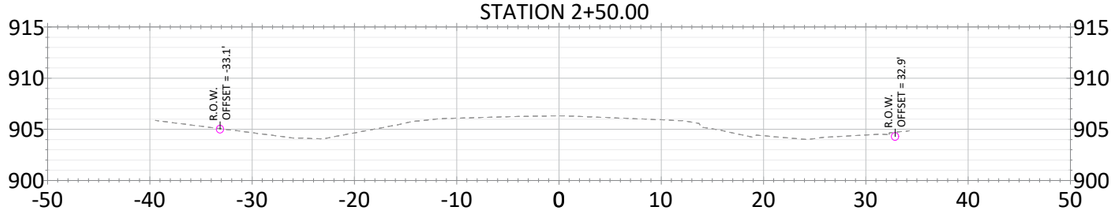

168TH AVENUE
DW 8712 168TH AVENUE STATION 3+01.86



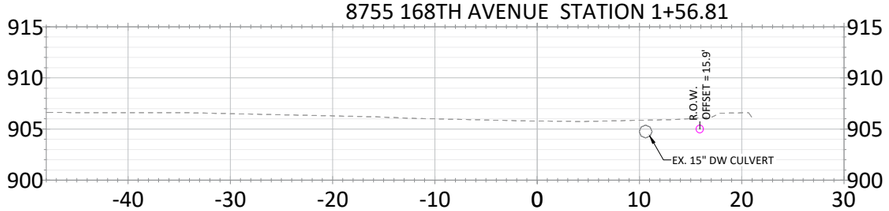

168TH AVENUE (WEST) CDS
8742 168TH AVENUE STATION 2+05.66



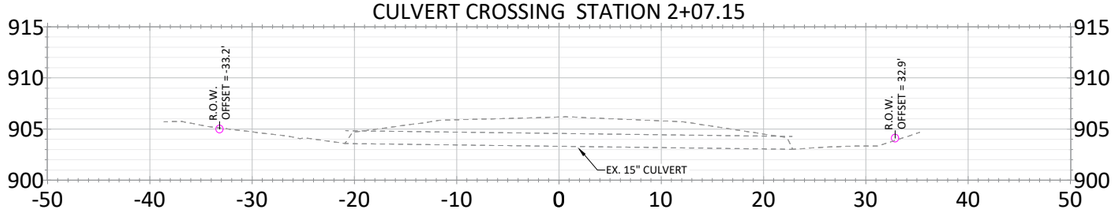

168TH AVENUE
STATION 2+50.00



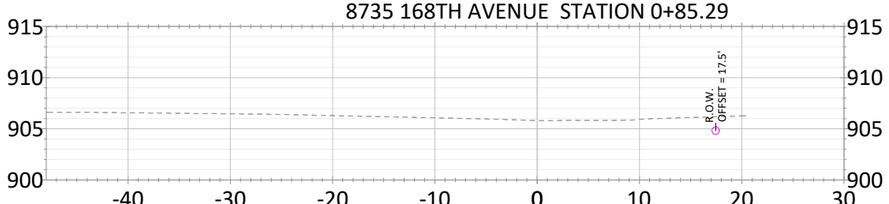

168TH AVENUE (WEST) CDS
8755 168TH AVENUE STATION 1+56.81



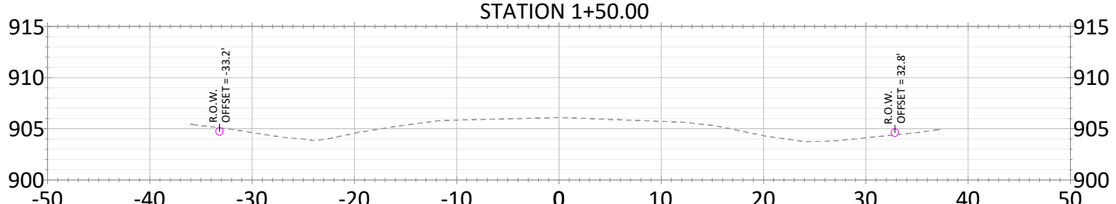

168TH AVENUE
CULVERT CROSSING STATION 2+07.15




168TH AVENUE (WEST) CDS
8735 168TH AVENUE STATION 0+85.29




168TH AVENUE
STATION 1+50.00




| DATE | REVISION |
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Jul 01, 2022 - 10:10am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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 --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

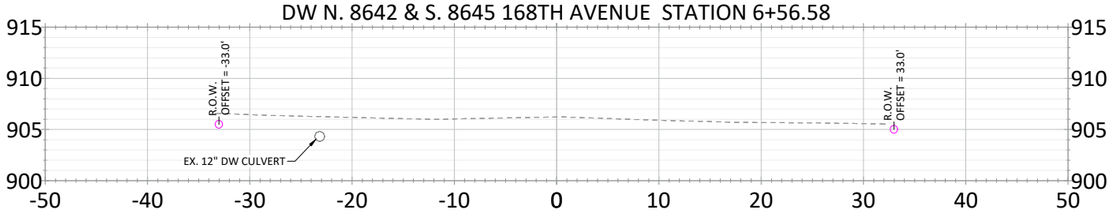
City of RAMSEY


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

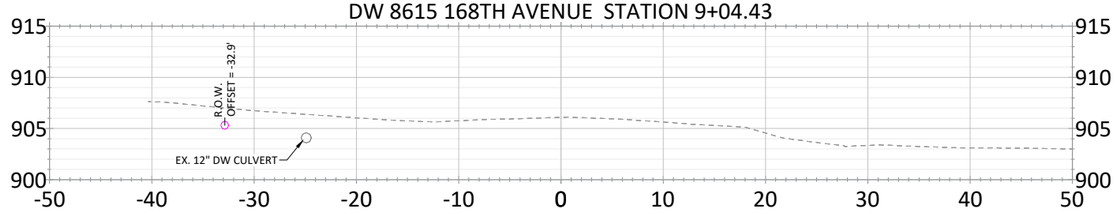

CROSS SECTIONS
168TH AVE W.CDS TO 3+92

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

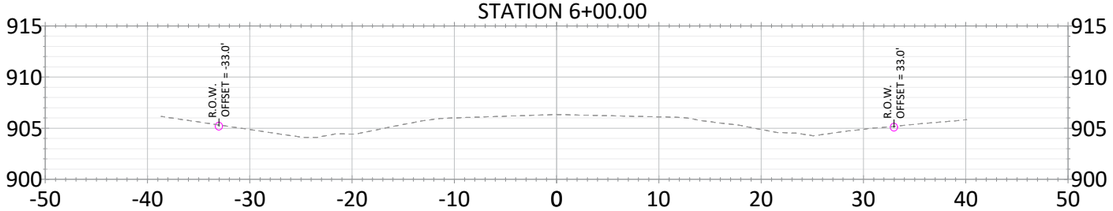
168TH AVENUE
DW N. 8642 & S. 8645 168TH AVENUE STATION 6+56.58



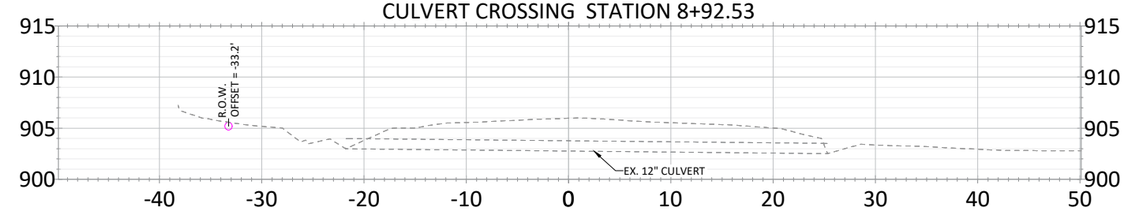

168TH AVENUE
DW 8615 168TH AVENUE STATION 9+04.43



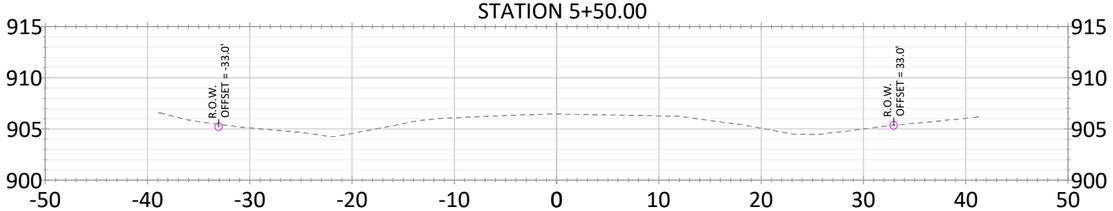

168TH AVENUE
STATION 6+00.00



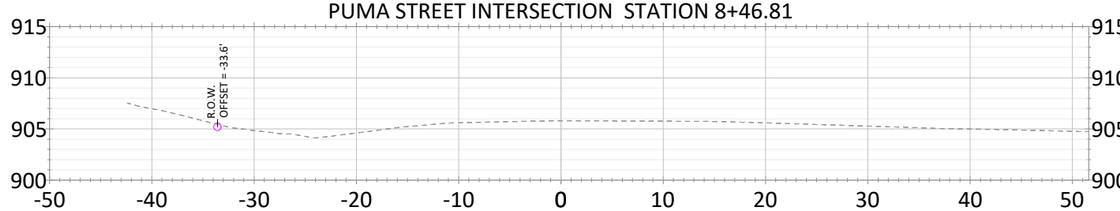

168TH AVENUE
CULVERT CROSSING STATION 8+92.53



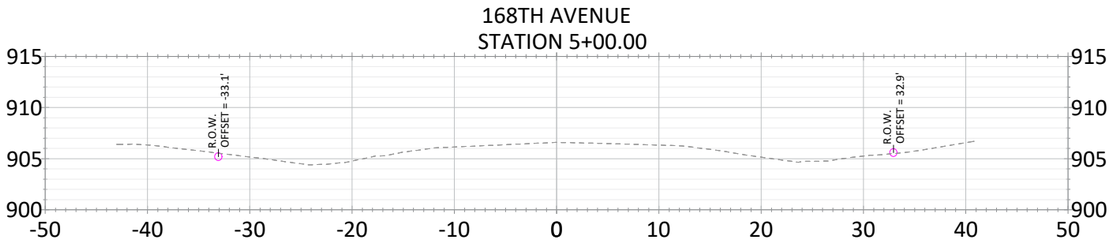

168TH AVENUE
STATION 5+50.00



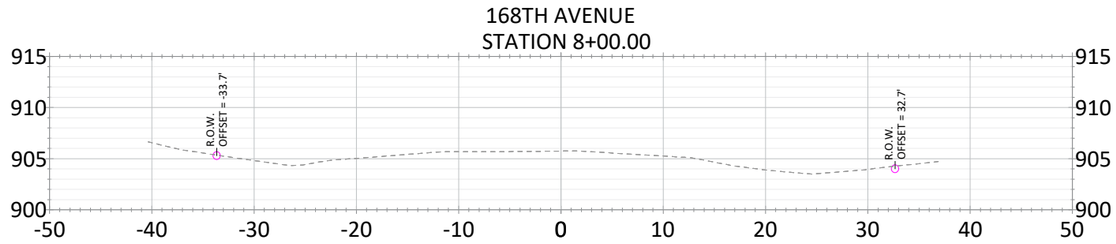

168TH AVENUE
PUMA STREET INTERSECTION STATION 8+46.81



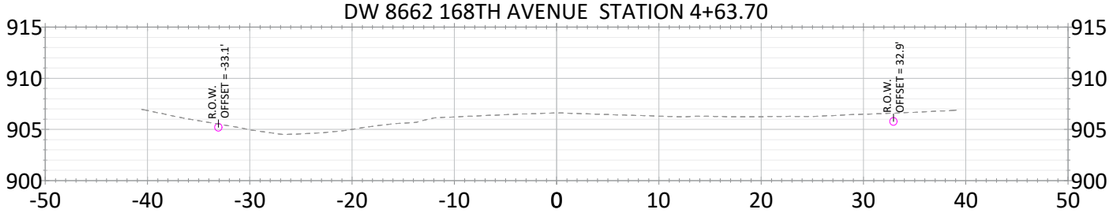

168TH AVENUE
STATION 5+00.00



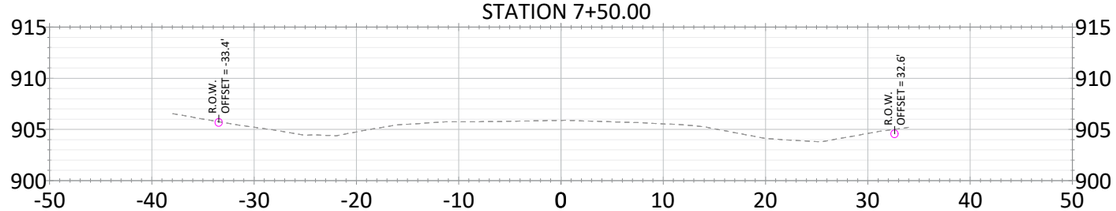

168TH AVENUE
STATION 8+00.00



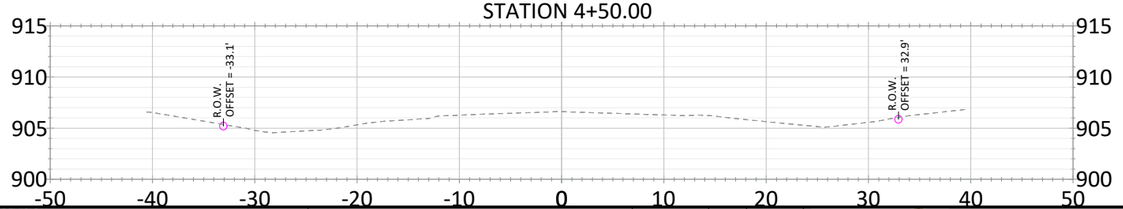

168TH AVENUE
DW 8662 168TH AVENUE STATION 4+63.70




168TH AVENUE
STATION 7+50.00




168TH AVENUE
STATION 4+50.00

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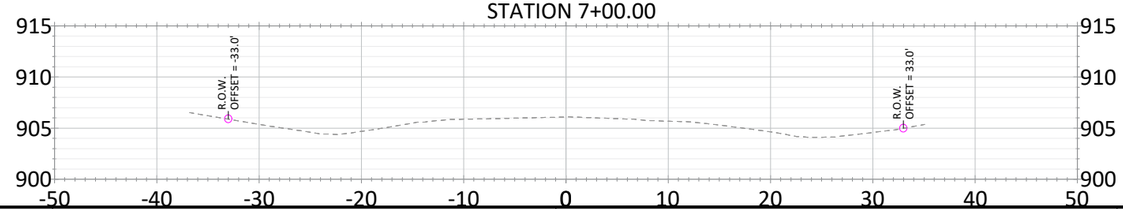


| DATE | REVISION |
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Jul 01, 2022 - 10:16am
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

JOE FERIANCEK
Date --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

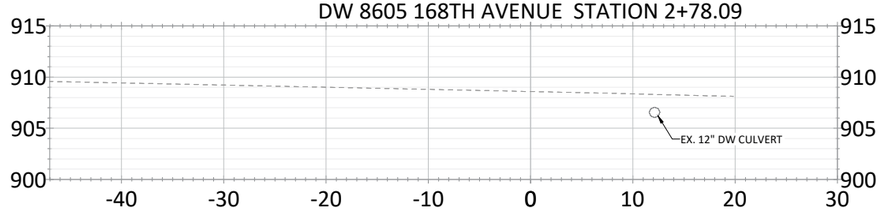
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
168TH AVE 4+50 TO 9+04

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 48 OF 60 SHEETS

168TH AVENUE (EAST) CDS
DW 8605 168TH AVENUE STATION 2+78.09

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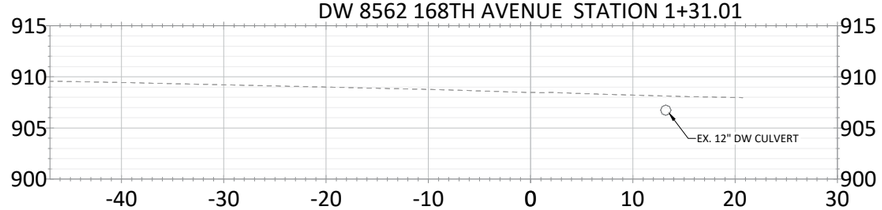
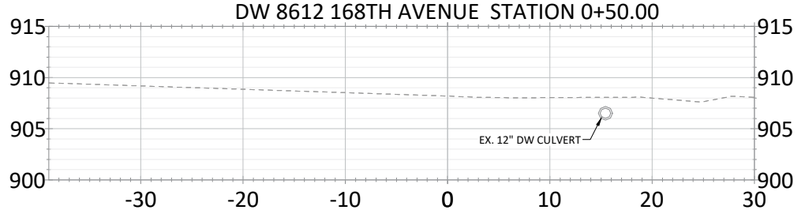
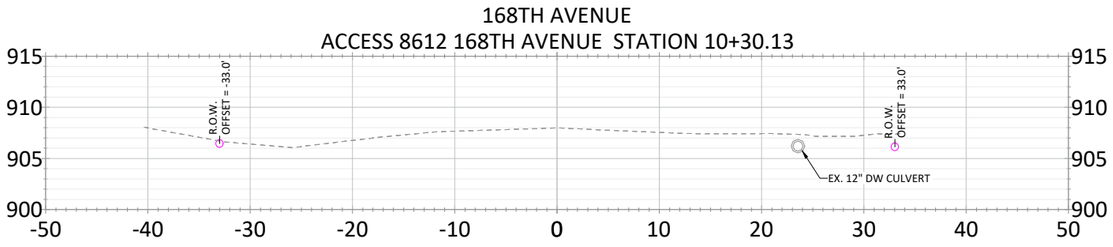
DW 8562 168TH AVENUE STATION 1+31.01



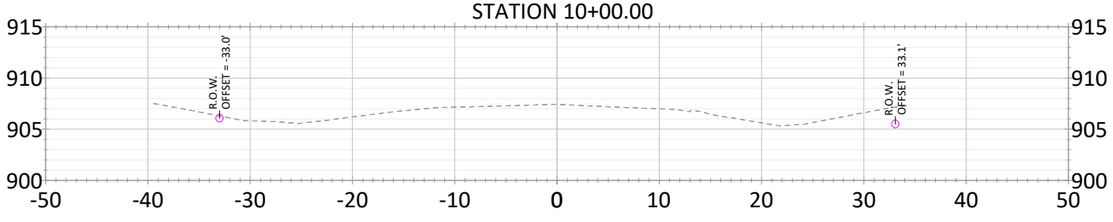

168TH AVENUE (EAST) CDS
DW 8612 168TH AVENUE STATION 0+50.00



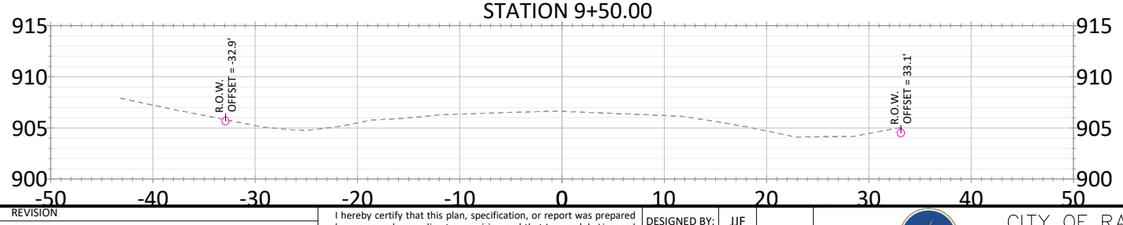

168TH AVENUE
ACCESS 8612 168TH AVENUE STATION 10+30.13



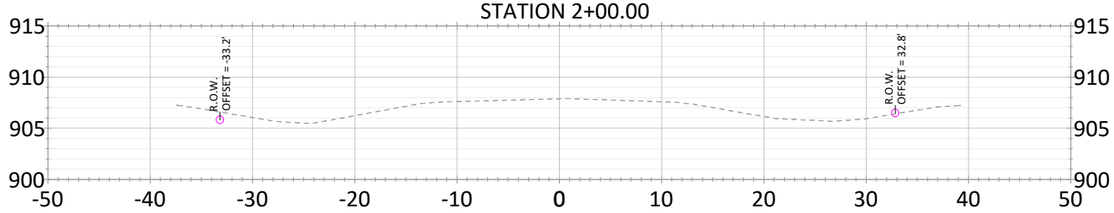

168TH AVENUE
STATION 10+00.00



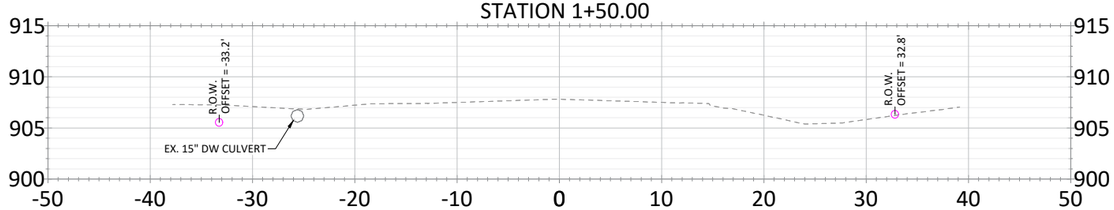

168TH AVENUE
STATION 9+50.00



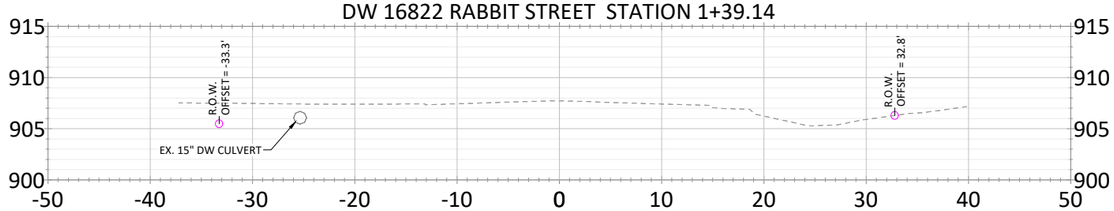

RABBIT STREET
STATION 2+00.00



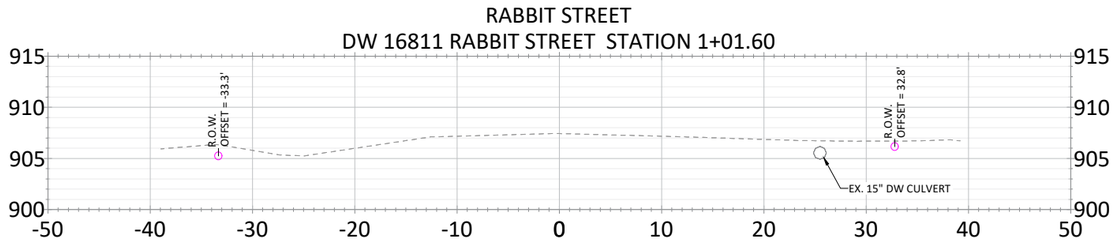

RABBIT STREET
STATION 1+50.00



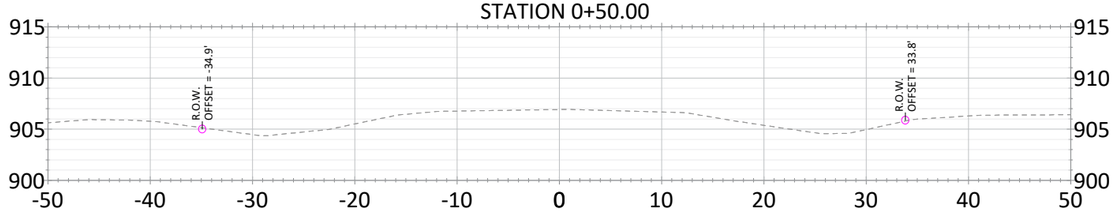

RABBIT STREET
DW 16822 RABBIT STREET STATION 1+39.14



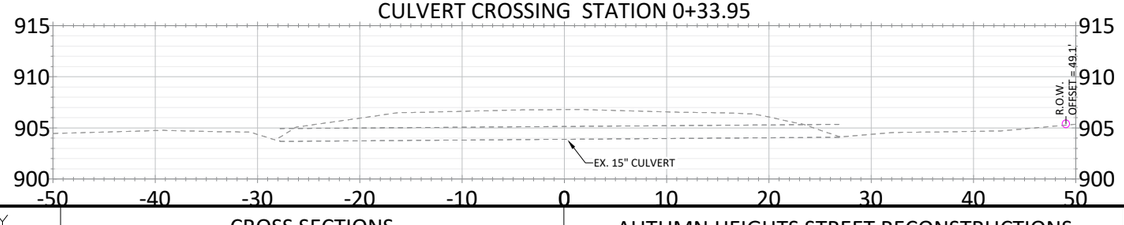

RABBIT STREET
DW 16811 RABBIT STREET STATION 1+01.60




RABBIT STREET
STATION 0+50.00




RABBIT STREET
CULVERT CROSSING STATION 0+33.95




| DATE | REVISION |
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Jul 01, 2022 - 10:11am
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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 --/--/-- Lic. No. 57095

| | | | |
|---|---|---|---|
| DESIGNED BY: | JJF | | |
| DRAWN BY: | JJF | DATE: | 6/28/22 |
| CHECKED BY: | JJF | FILE: | 22-02 |

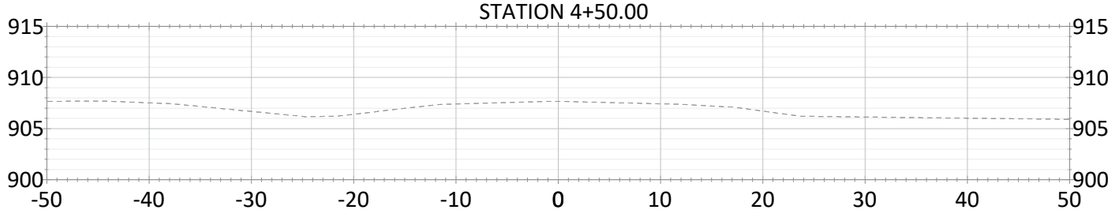
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
168TH AVE E. END &
RABBIT 0+34 TO 2+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

RABBIT STREET
STATION 4+50.00

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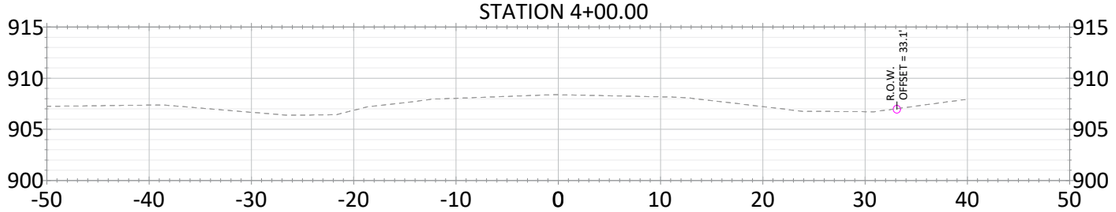
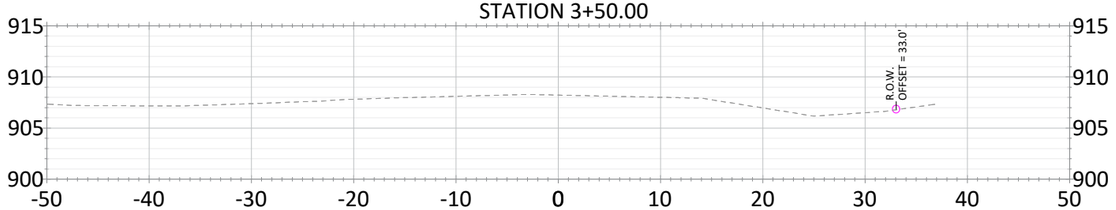
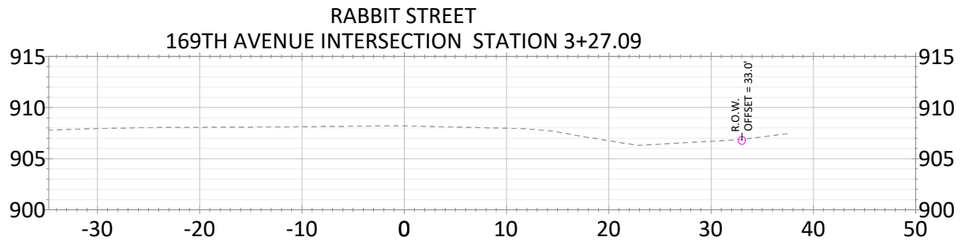
STATION 4+00.00



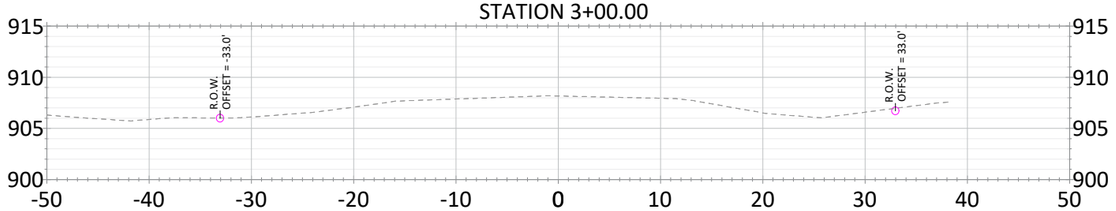

RABBIT STREET
STATION 3+50.00



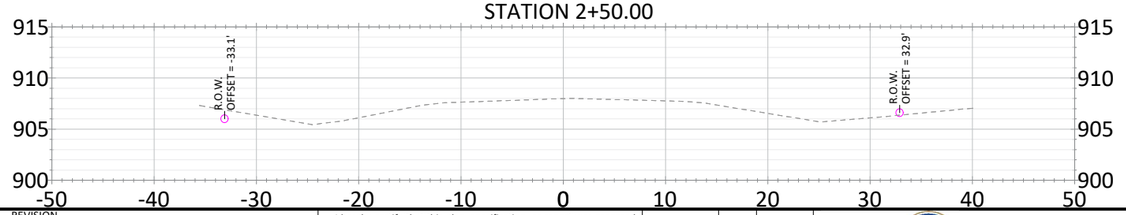

RABBIT STREET
169TH AVENUE INTERSECTION STATION 3+27.09



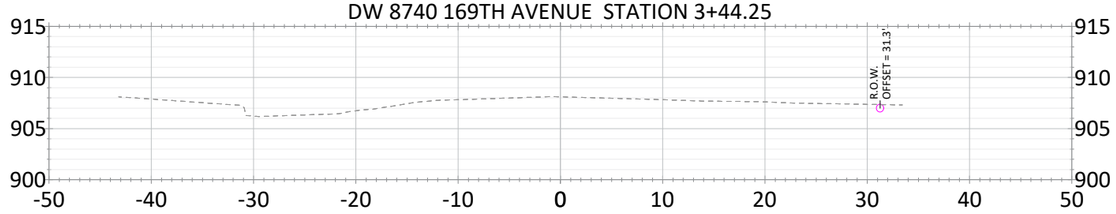

RABBIT STREET
STATION 3+00.00



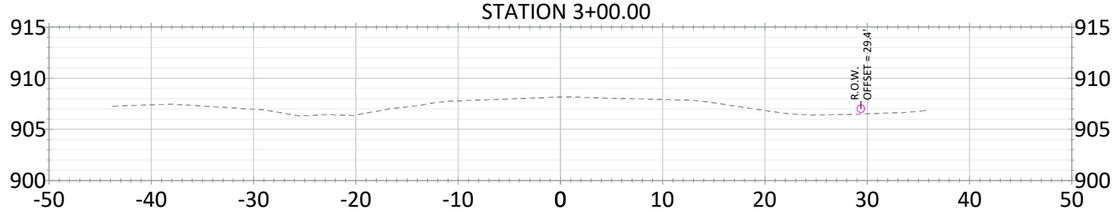

RABBIT STREET
STATION 2+50.00




169TH AVENUE
DW 8740 169TH AVENUE STATION 3+44.25




169TH AVENUE
STATION 3+00.00

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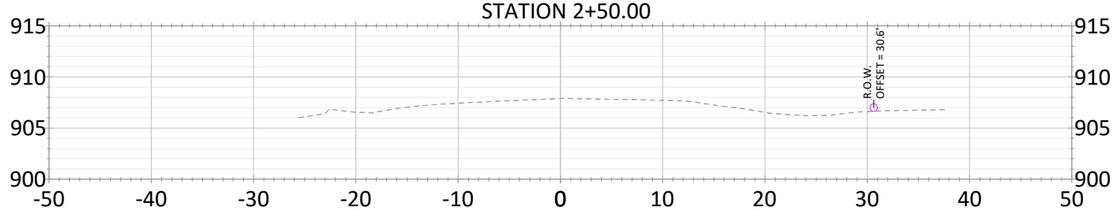
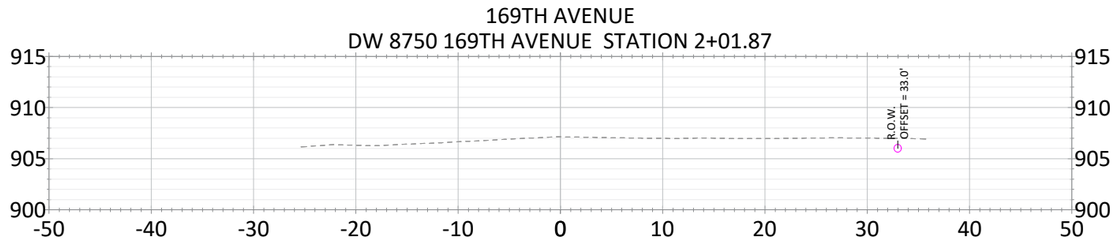
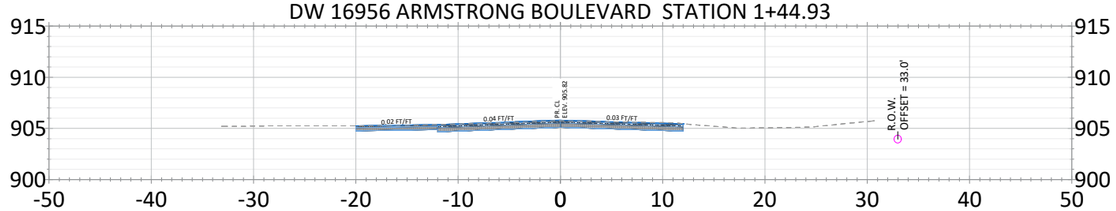
STATION 2+50.00



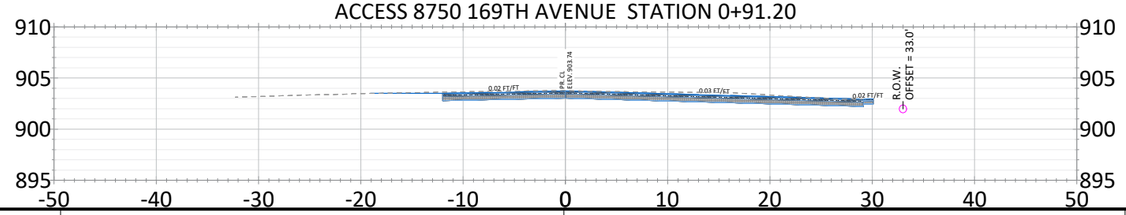

169TH AVENUE
DW 8750 169TH AVENUE STATION 2+01.87




169TH AVENUE
DW 16956 ARMSTRONG BOULEVARD STATION 1+44.93




169TH AVENUE
ACCESS 8750 169TH AVENUE STATION 0+91.20




| DATE | REVISION |
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Jul 01, 2022 - 10:12am
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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

| | | |
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| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

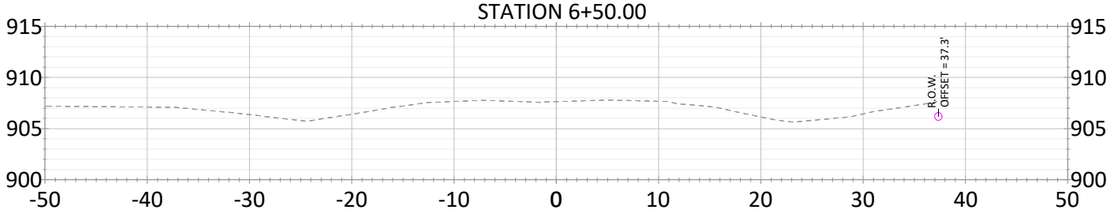
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
RABBIT 2+50 TO 4+50 &
169TH AVE WEST END

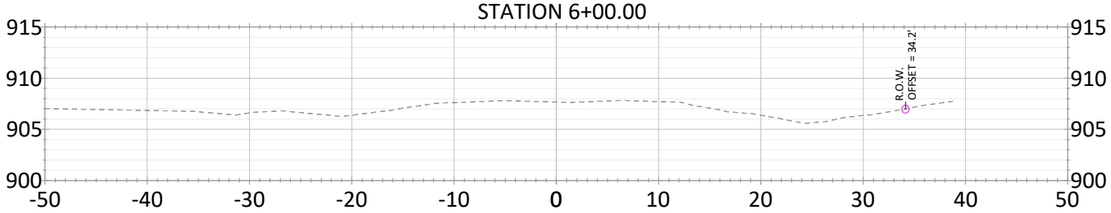
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 50 OF 60 SHEETS

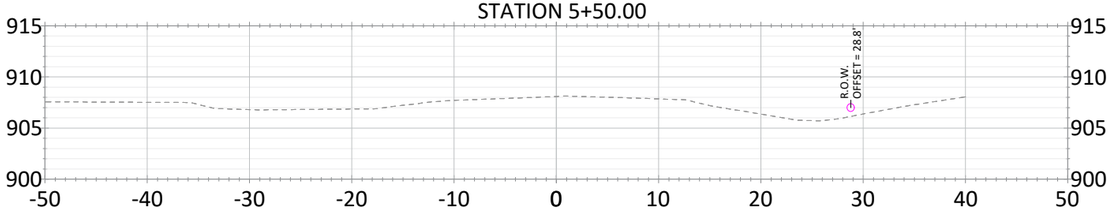
169TH AVENUE
STATION 6+50.00



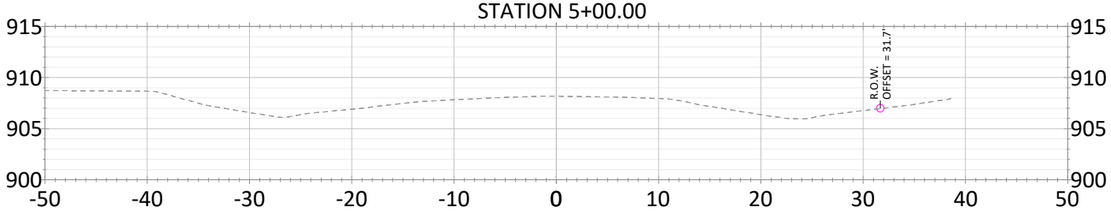

169TH AVENUE
STATION 6+00.00



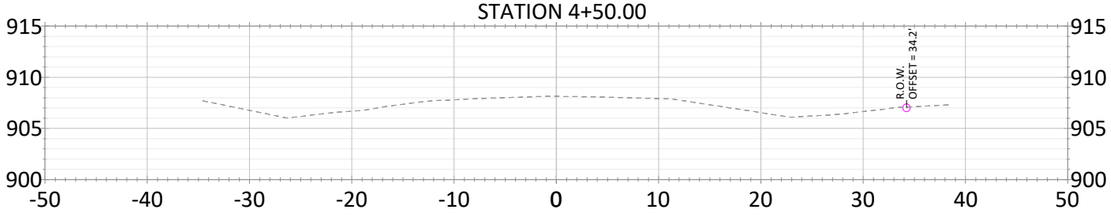

169TH AVENUE
STATION 5+50.00



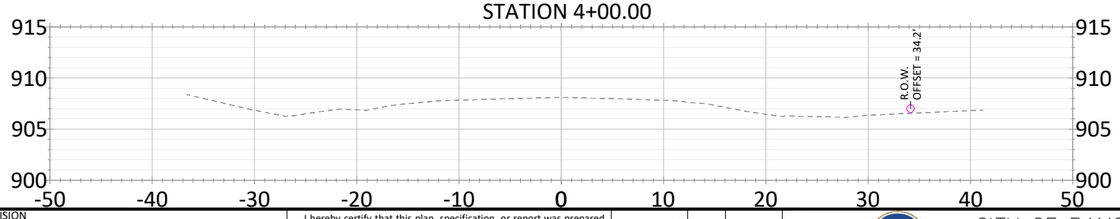

169TH AVENUE
STATION 5+00.00



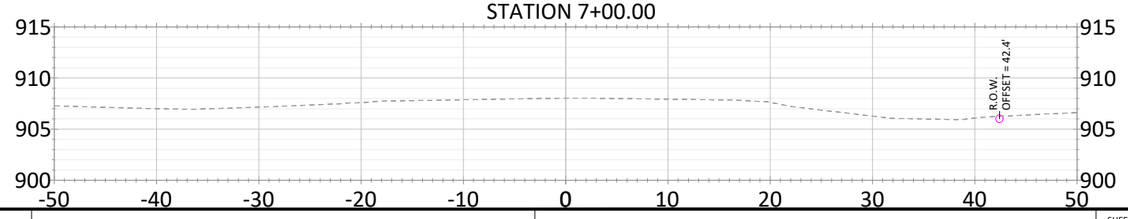

169TH AVENUE
STATION 4+50.00




169TH AVENUE
STATION 4+00.00




169TH AVENUE
STATION 7+00.00




| DATE | REVISION |
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Jul 01, 2022 - 10:11am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections West.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 --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

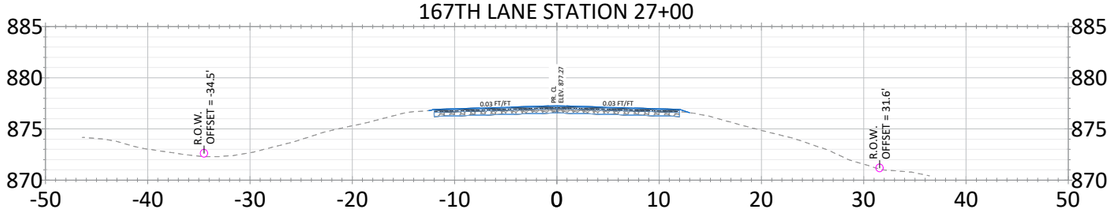
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

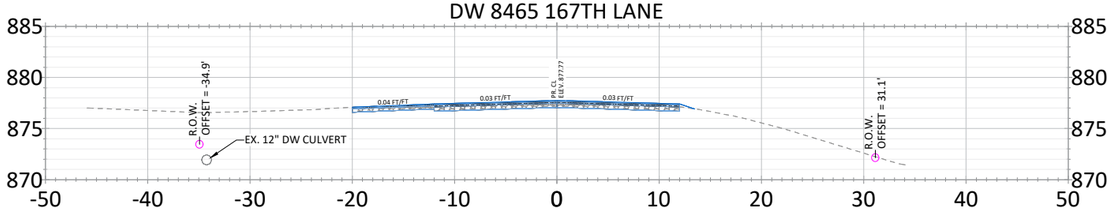
CROSS SECTIONS
169TH AVE 4+00 TO 7+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

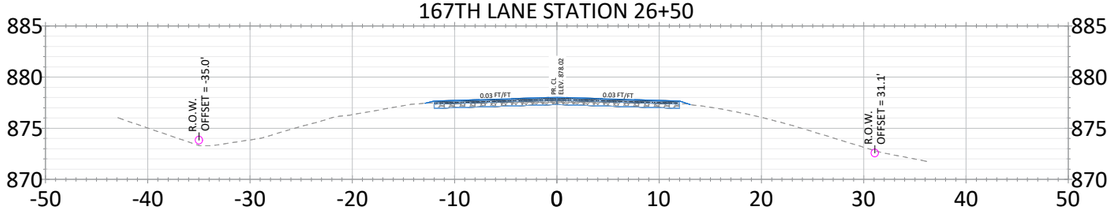
## 167TH LANE STATION 27+00



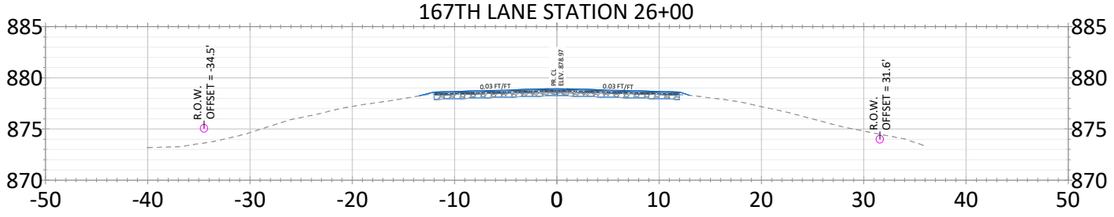

## 167TH LANE STATION 26+66
## DW 8465 167TH LANE



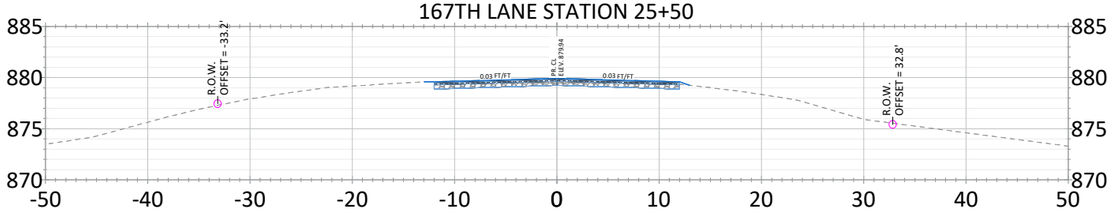

## 167TH LANE STATION 26+50



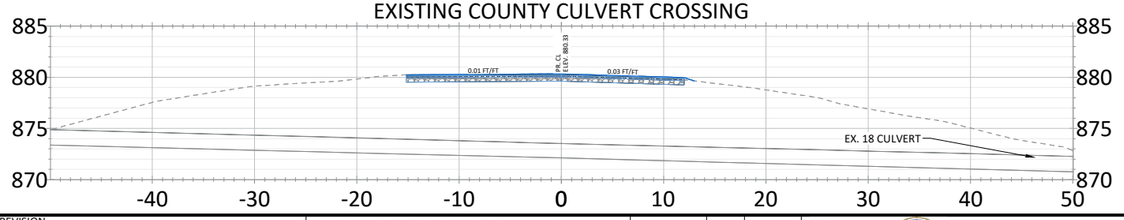

## 167TH LANE STATION 26+00



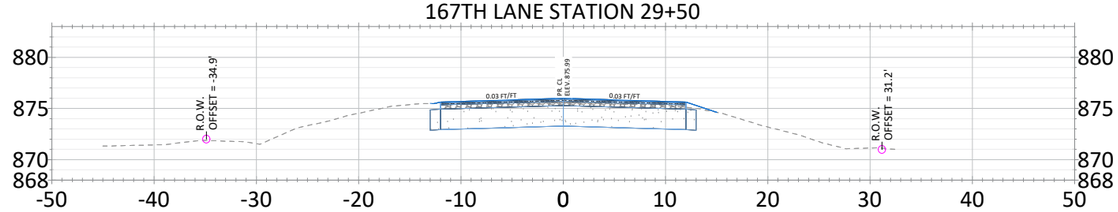

## 167TH LANE STATION 25+50



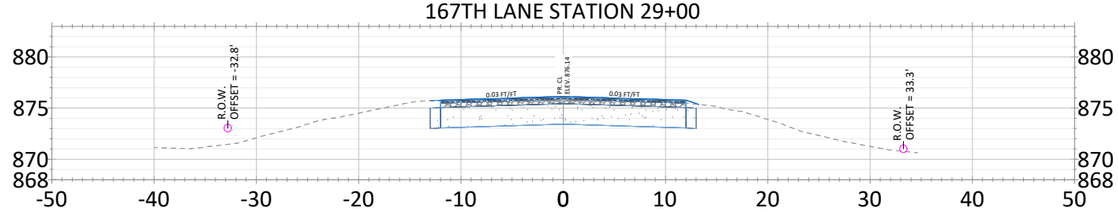

## 167TH LANE STATION 25+30
## EXISTING COUNTY CULVERT CROSSING



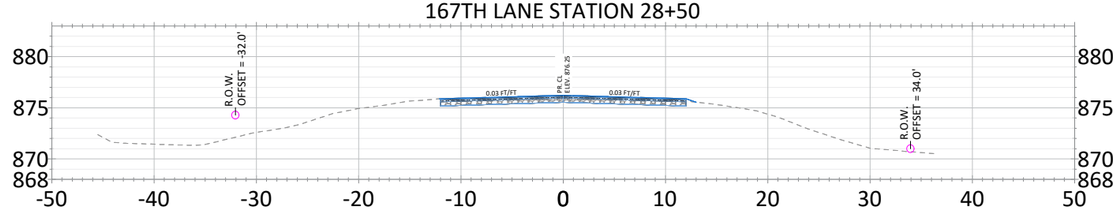

## 167TH LANE STATION 29+50




## 167TH LANE STATION 29+00




## 167TH LANE STATION 28+50

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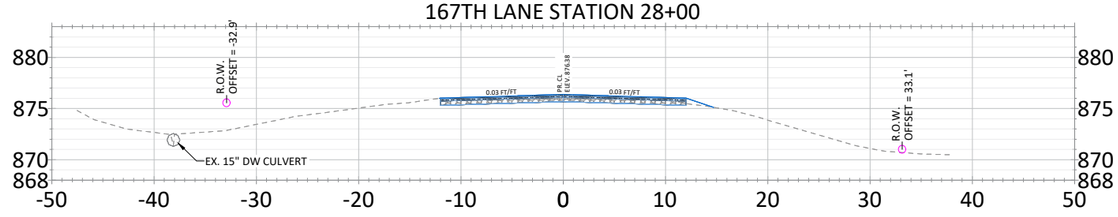
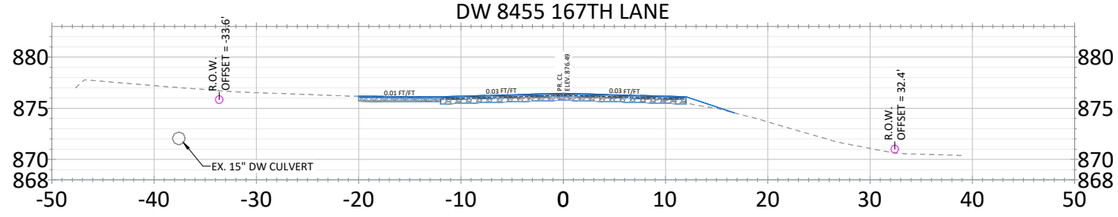
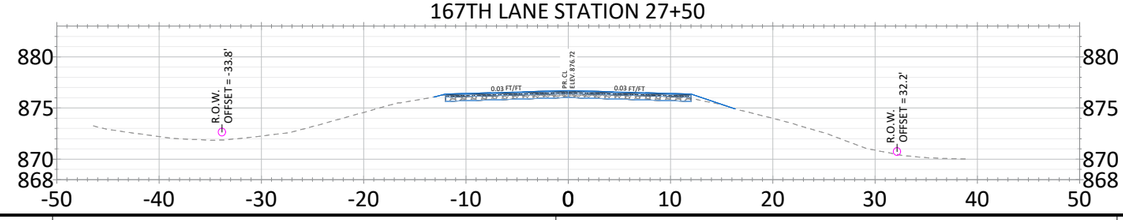



## 167TH LANE STATION 27+81
## DW 8455 167TH LANE




## 167TH LANE STATION 27+50




| DATE | REVISION |
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Jul 01, 2022 - 10:16am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

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| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

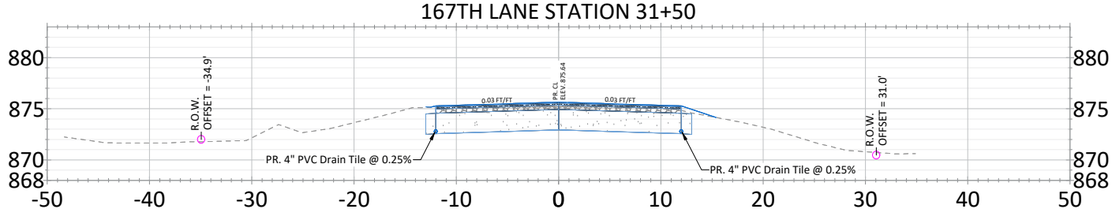

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


CROSS SECTIONS
167TH LN 25+30 TO 29+50

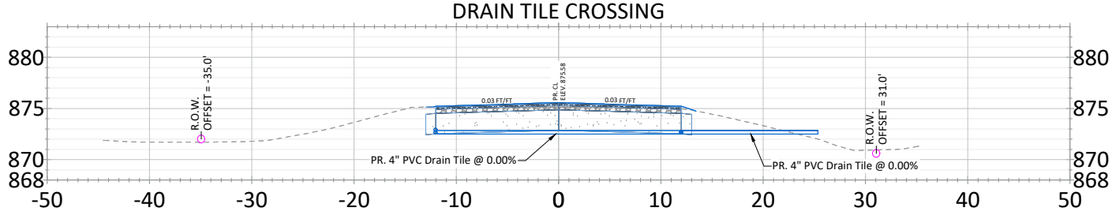
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 52 OF 60 SHEETS

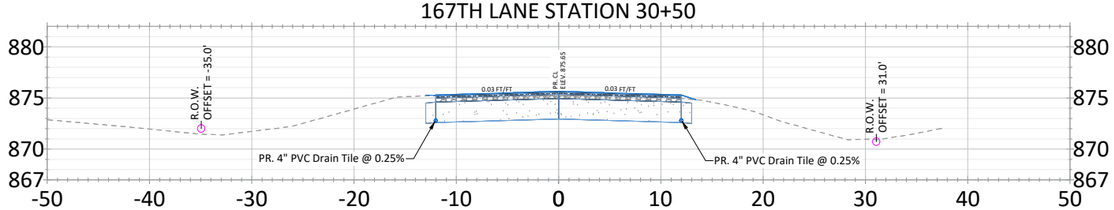
## 167TH LANE STATION 31+50



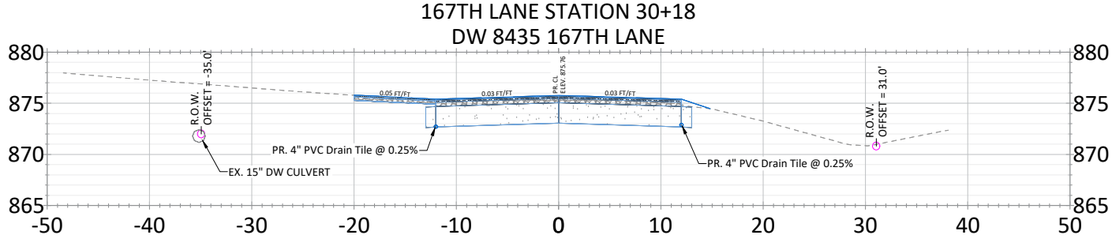

## 167TH LANE STATION 31+02
## DRAIN TILE CROSSING



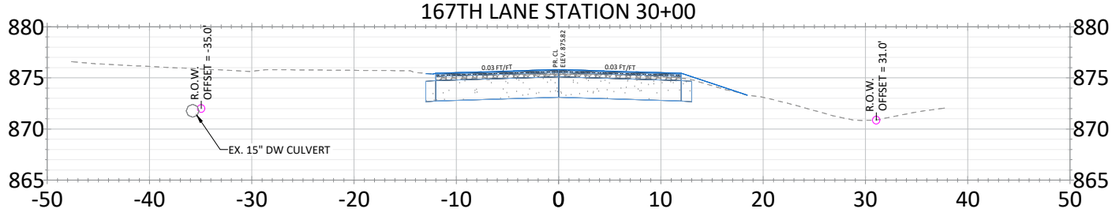

## 167TH LANE STATION 30+50



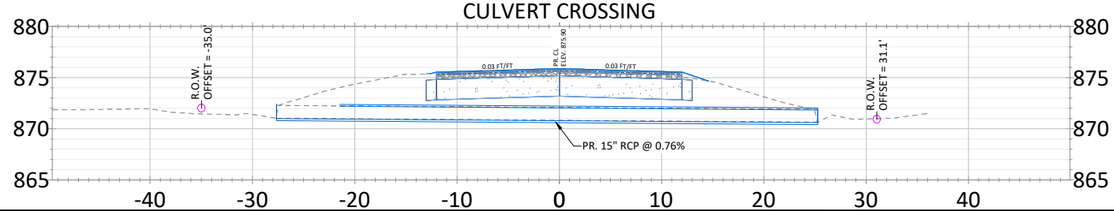

## 167TH LANE STATION 30+18
## DW 8435 167TH LANE



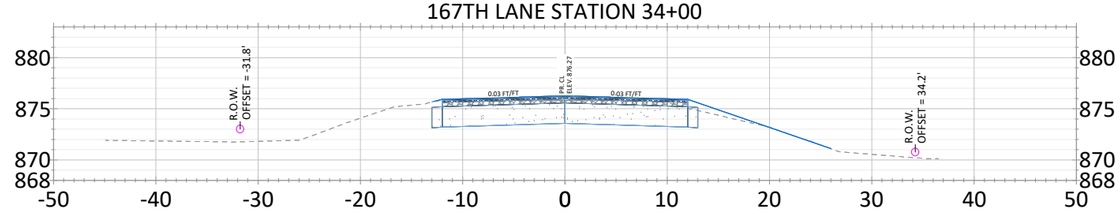

## 167TH LANE STATION 30+00



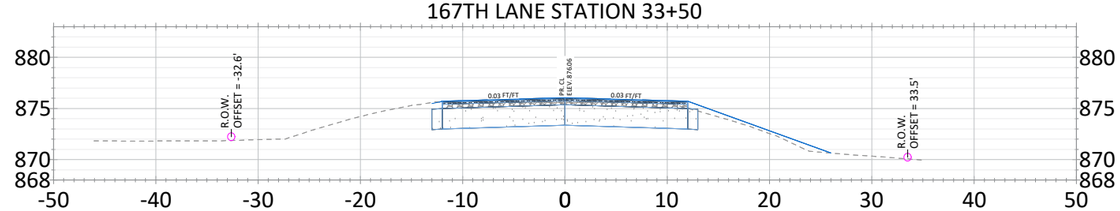

## 167TH LANE STATION 29+76
## CULVERT CROSSING



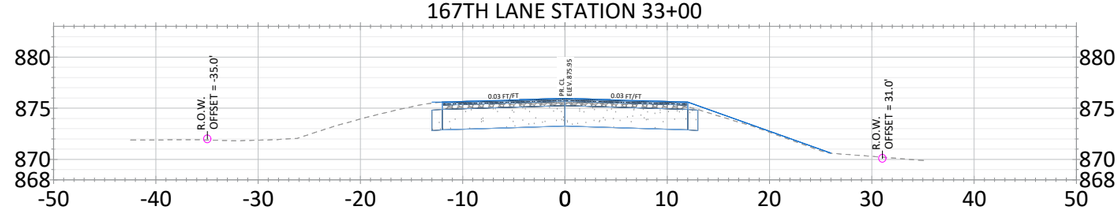

## 167TH LANE STATION 34+00



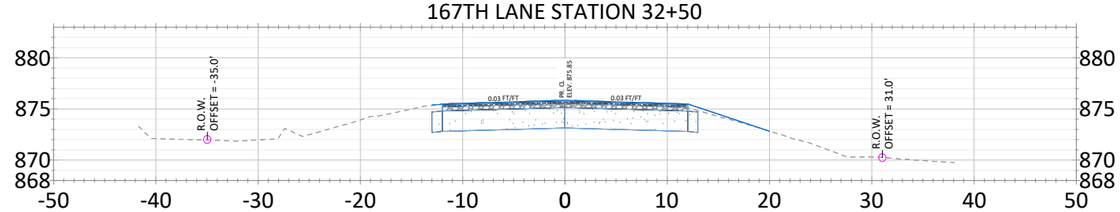

## 167TH LANE STATION 33+50



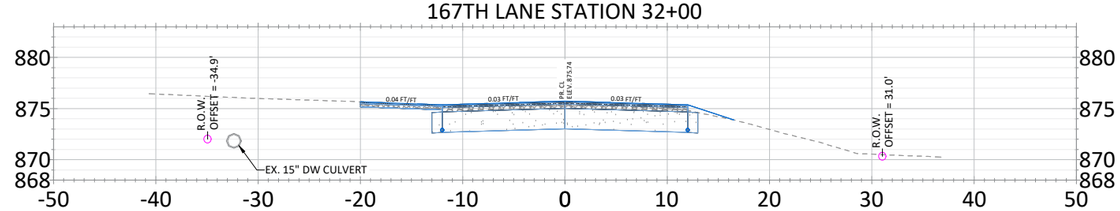

## 167TH LANE STATION 33+00



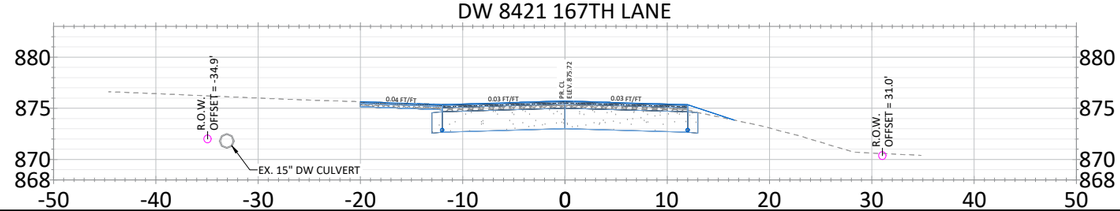

## 167TH LANE STATION 32+50




## 167TH LANE STATION 32+00




## 167TH LANE STATION 31+90
## DW 8421 167TH LANE




| DATE | REVISION |
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Jul 01, 2022 - 10:11am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

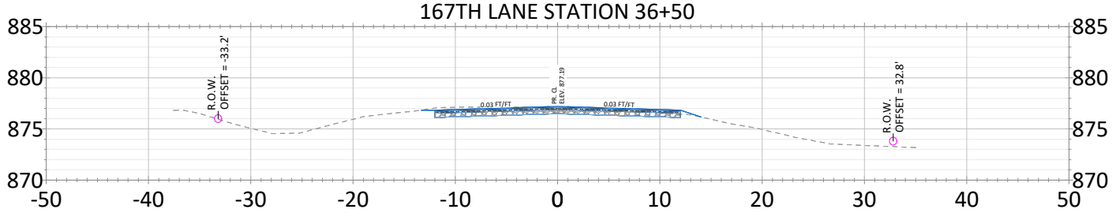

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


CROSS SECTIONS
167TH LN 29+76 TO 34+00

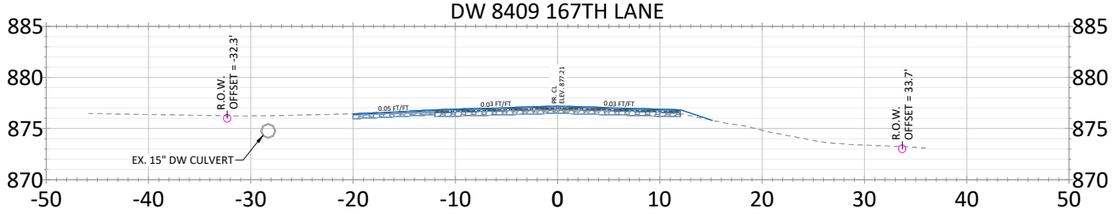
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 53 OF 60 SHEETS

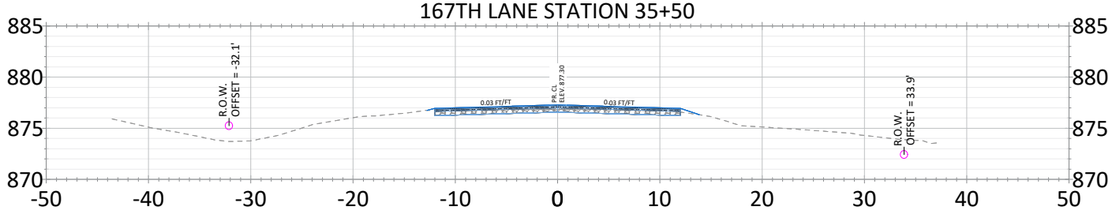
## 167TH LANE STATION 36+50



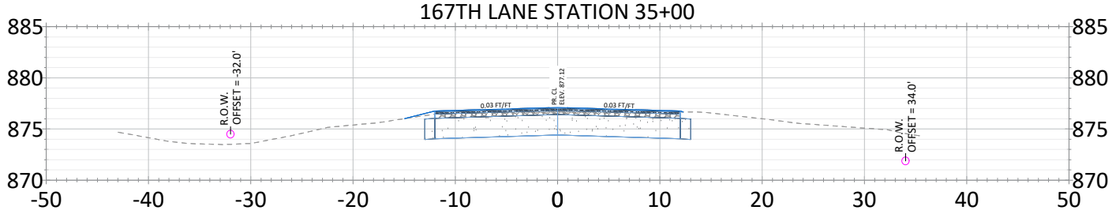

## 167TH LANE STATION 36+02
## DW 8409 167TH LANE



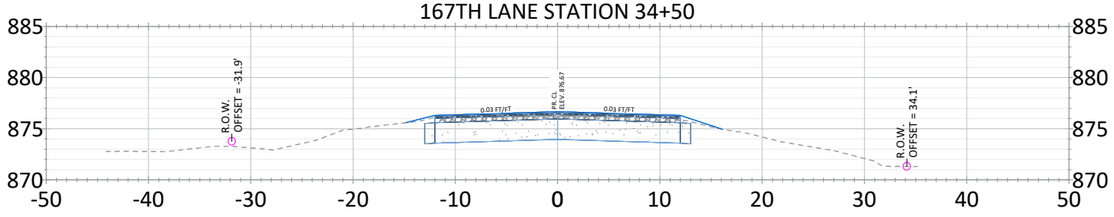

## 167TH LANE STATION 35+50



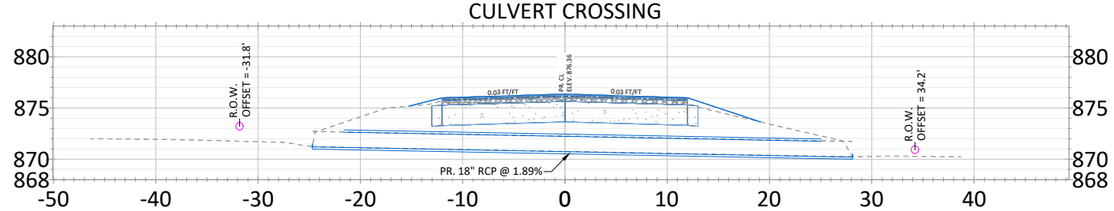

## 167TH LANE STATION 35+00



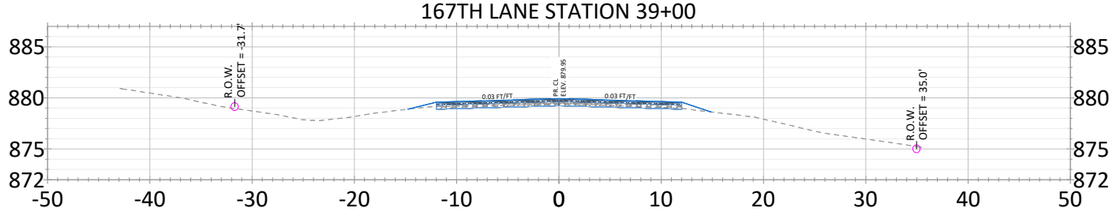

## 167TH LANE STATION 34+50



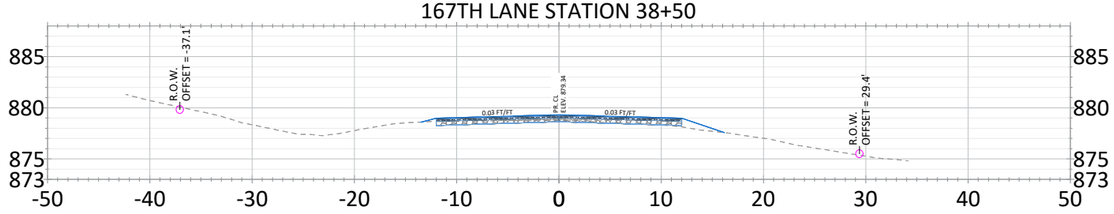

## 167TH LANE STATION 34+14
## CULVERT CROSSING




## 167TH LANE STATION 39+00




## 167TH LANE STATION 38+50

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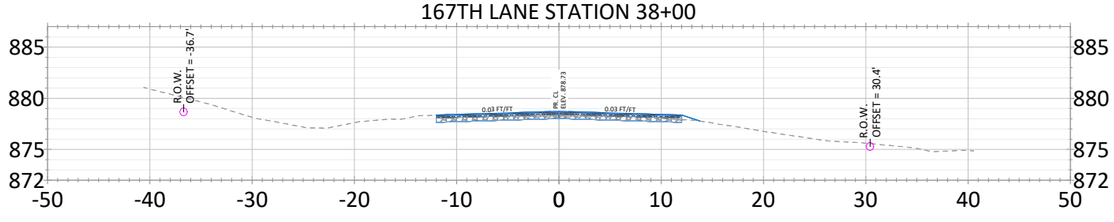


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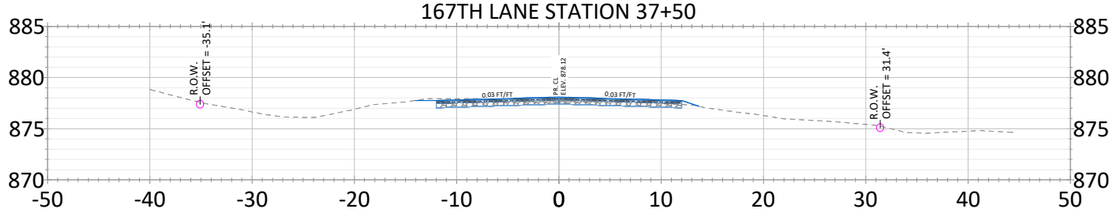
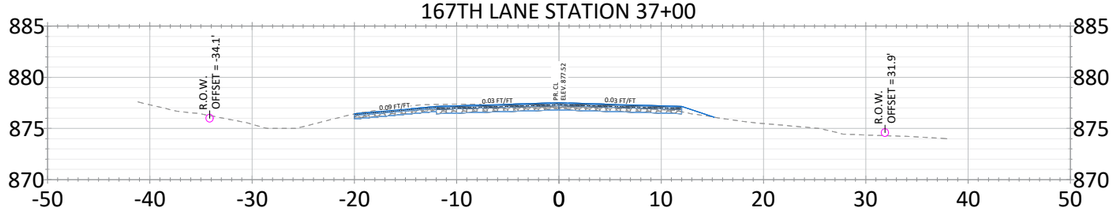



## 167TH LANE STATION 37+00




| DATE | REVISION |
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Jul 01, 2022 - 10:18am
G:\Engineering\Acad\Cad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.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 --/--/-- Lic. No. 57095

| | | |
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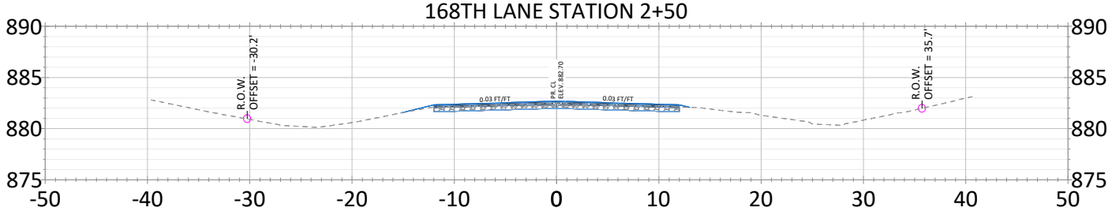
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

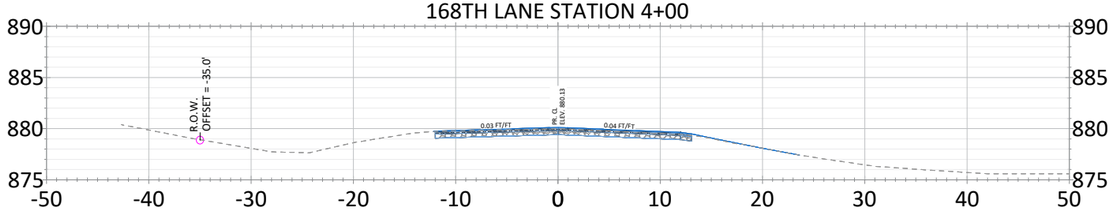

City of RAMSEY

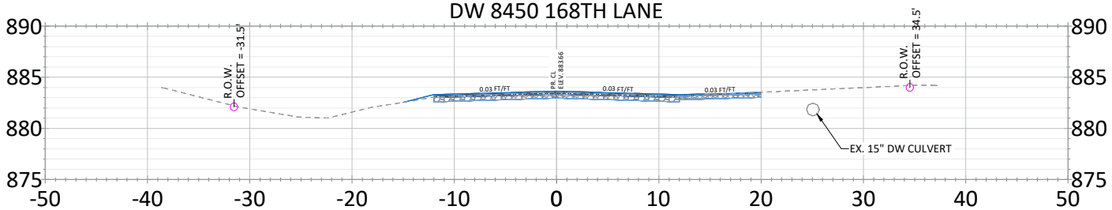
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

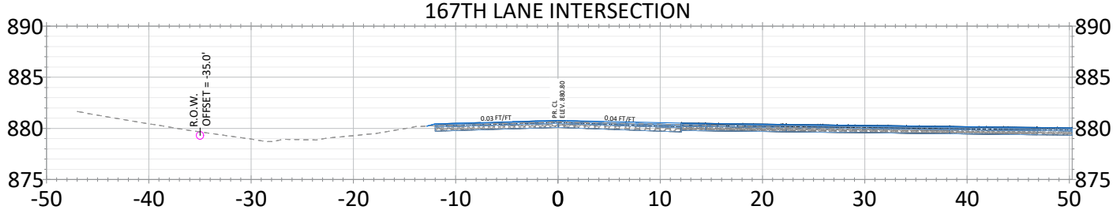

CROSS SECTIONS
167TH LN 34+14 TO 39+00

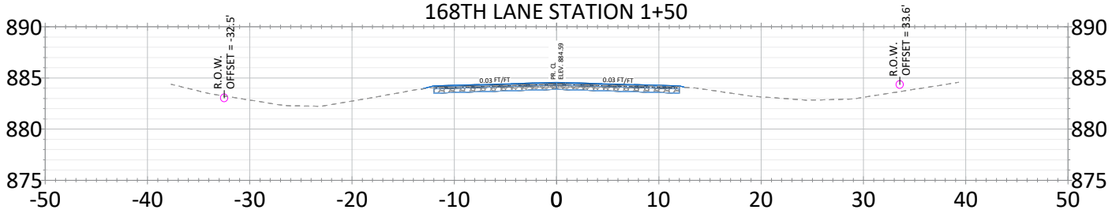
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

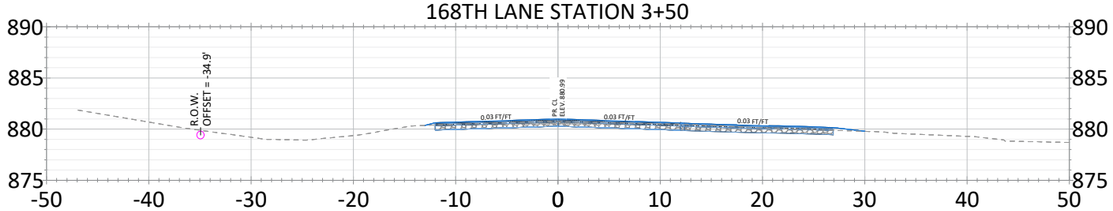


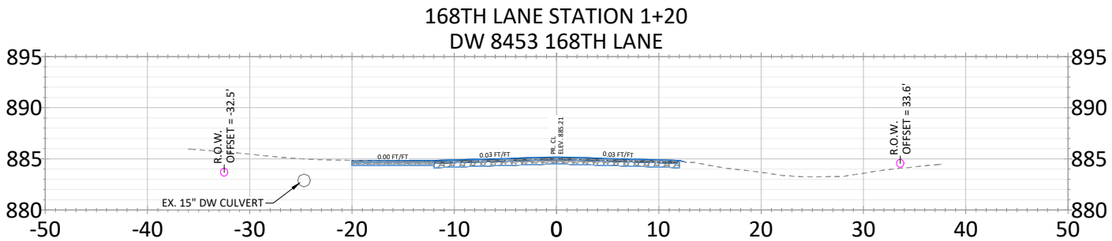



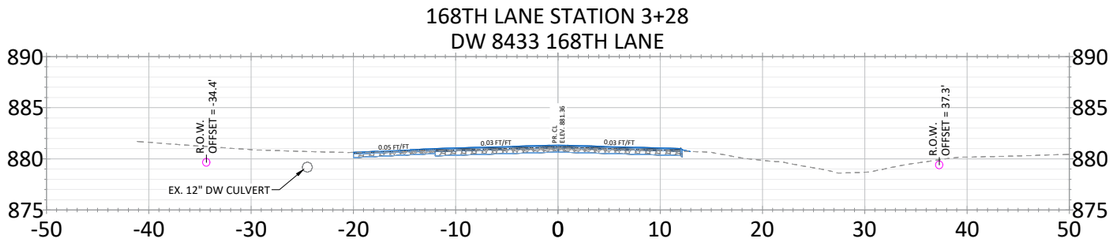



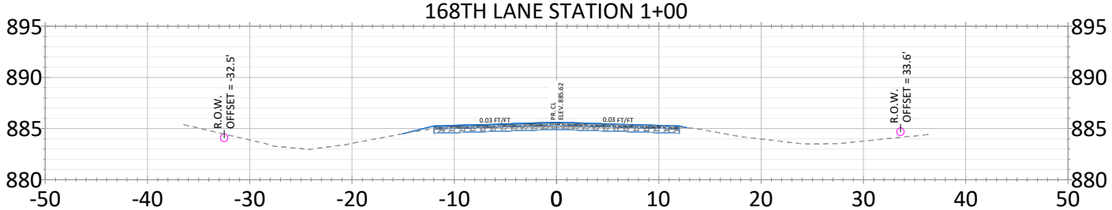



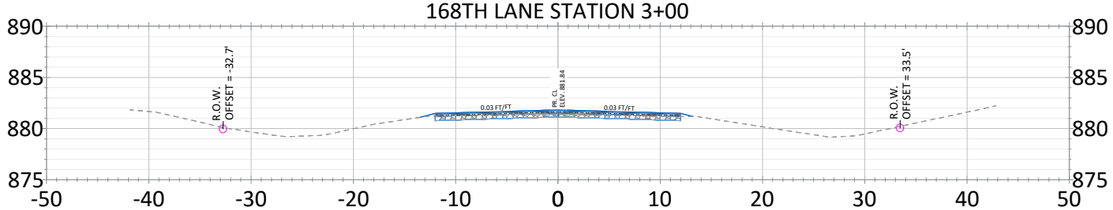



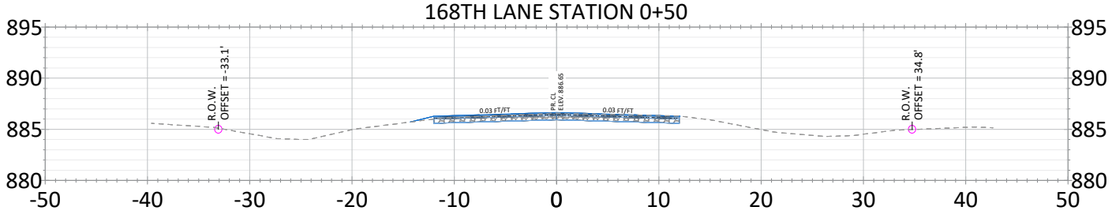



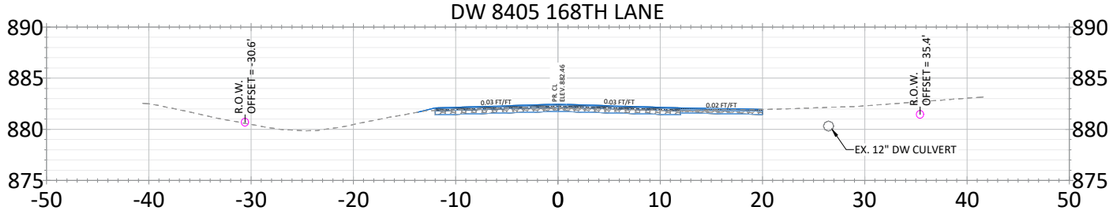




| DATE | REVISION |
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Jul 01, 2022 - 10:18am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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 --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

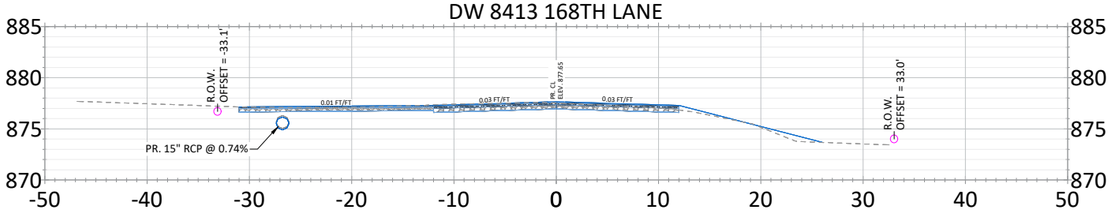
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
168TH LN 0+50 TO 4+00

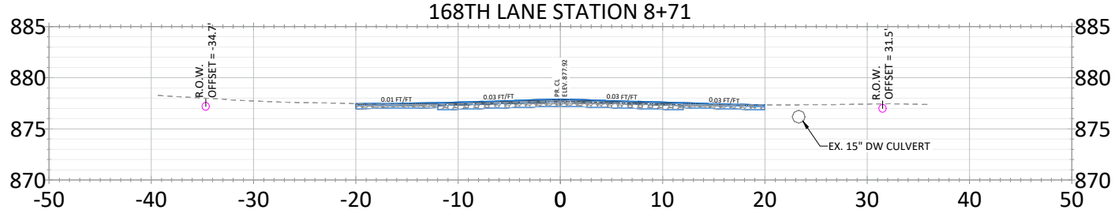
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 55 OF 60 SHEETS

## 168TH LANE STATION 6+94
DW 8413 168TH LANE




## 168TH LANE STATION 8+71

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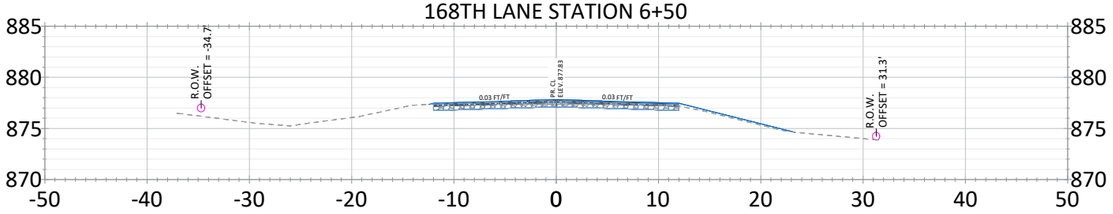
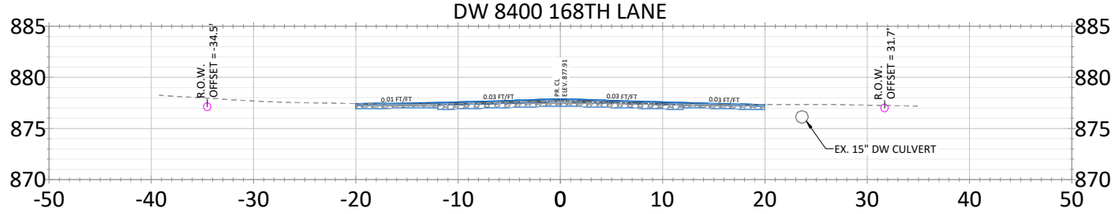
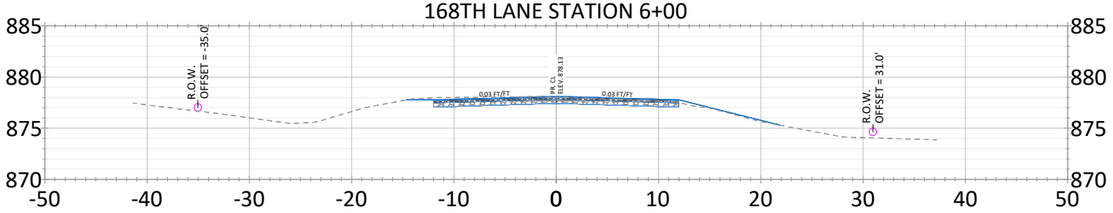



## 168TH LANE STATION 8+69
DW 8400 168TH LANE




## 168TH LANE STATION 6+00

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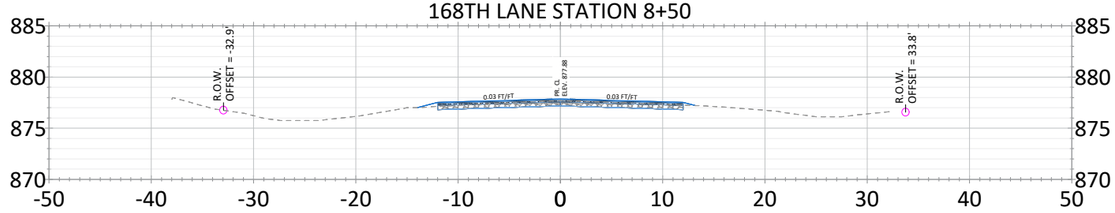


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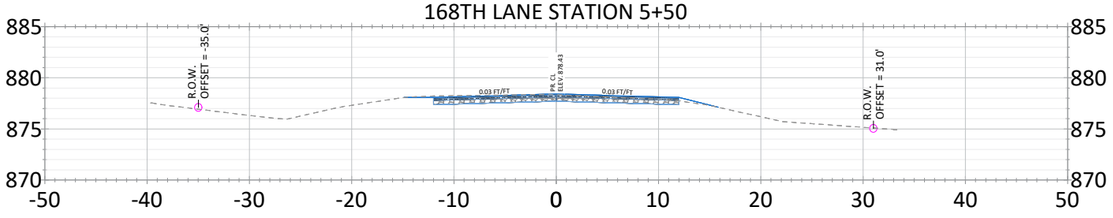
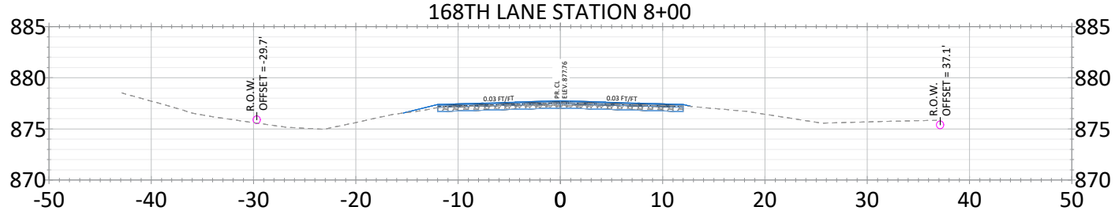
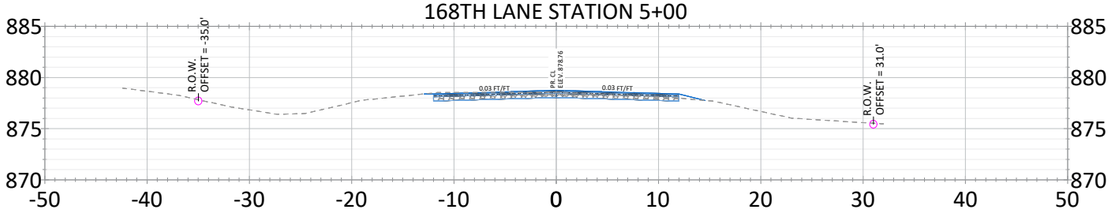


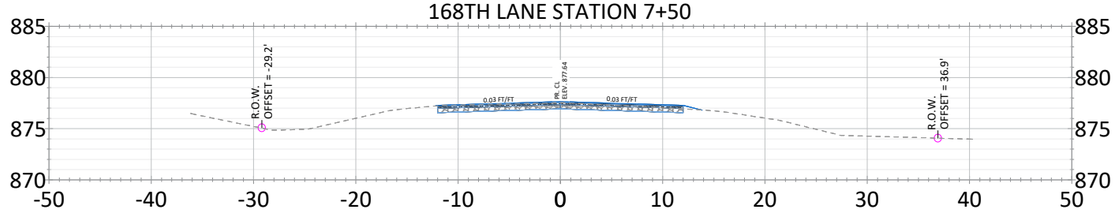

## 168TH LANE STATION 8+00



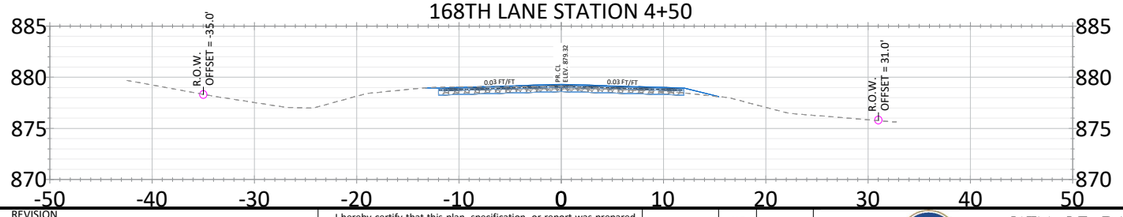

## 168TH LANE STATION 5+00



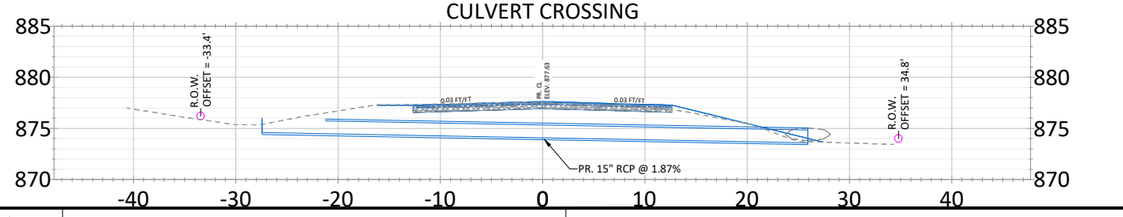

## 168TH LANE STATION 7+50




## 168TH LANE STATION 4+50




## 168TH LANE STATION 7+04
CULVERT CROSSING




| DATE | REVISION |
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Jul 01, 2022 - 10:20am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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JOE FERIANCEK
Date: --/--/-- Lic. No. 57095

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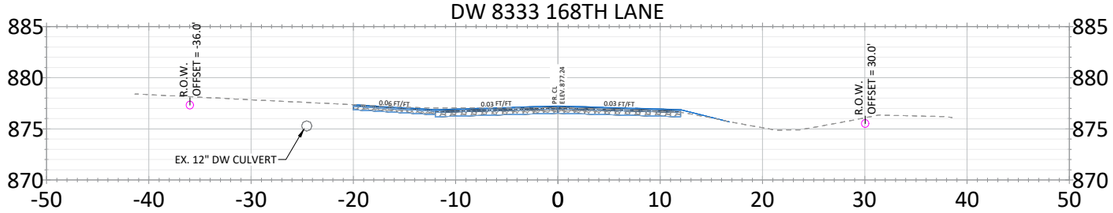
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

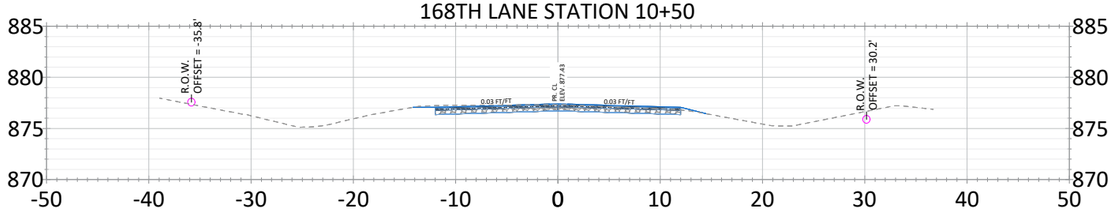

CROSS SECTIONS
168TH LN 4+50 TO 8+71

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

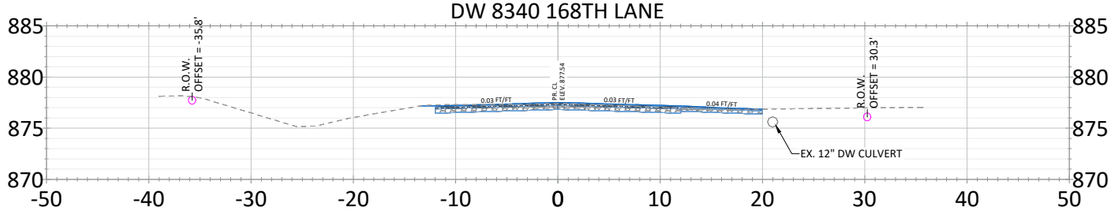
168TH LANE STATION 10+86
DW 8333 168TH LANE



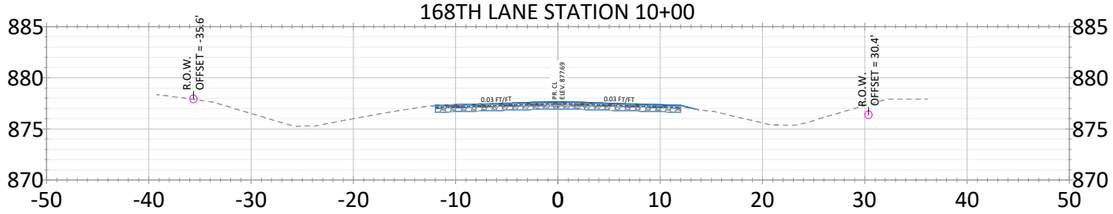

168TH LANE STATION 10+50



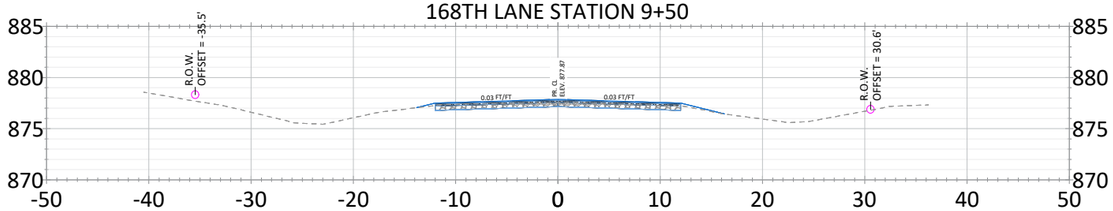

168TH LANE STATION 10+29
DW 8340 168TH LANE



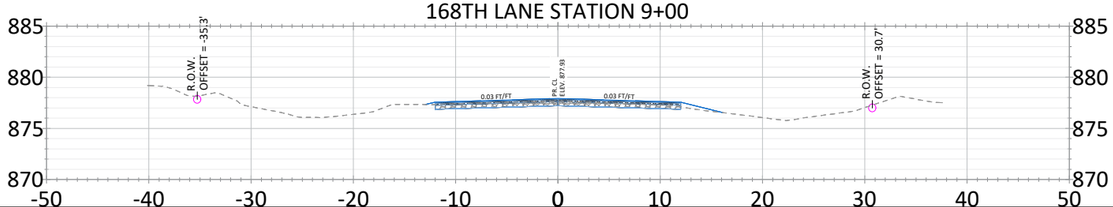

168TH LANE STATION 10+00



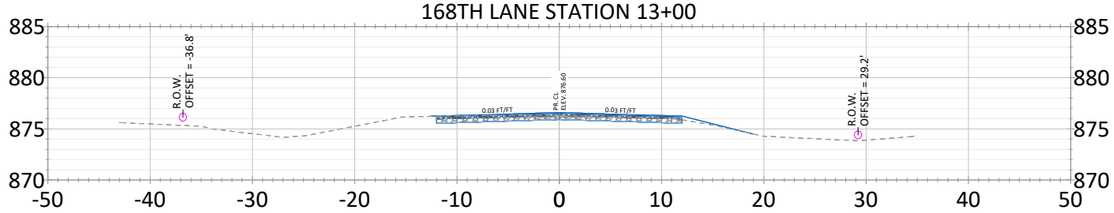

168TH LANE STATION 9+50



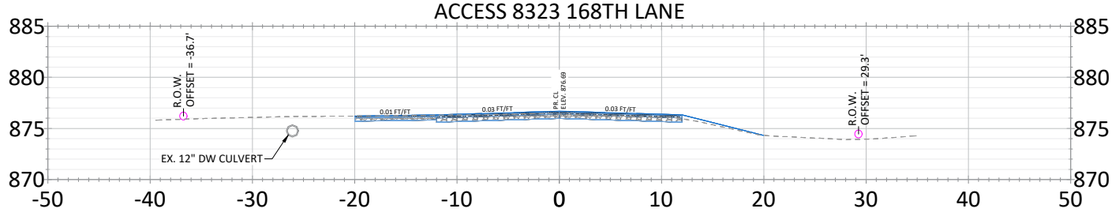

168TH LANE STATION 9+00



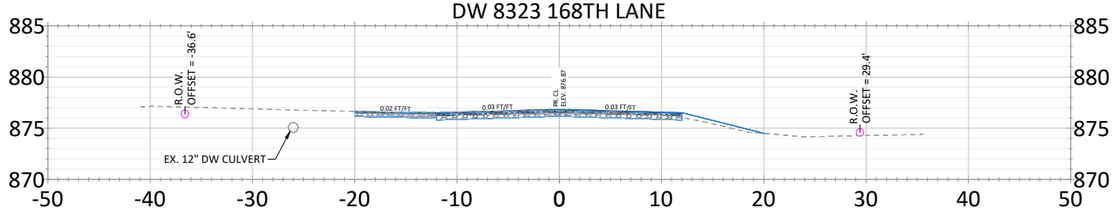

168TH LANE STATION 13+00



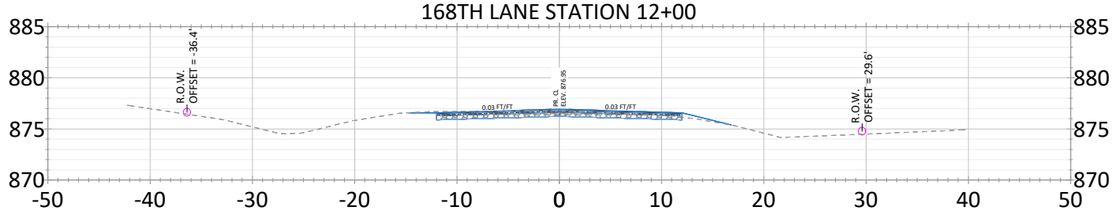

168TH LANE STATION 12+85
ACCESS 8323 168TH LANE



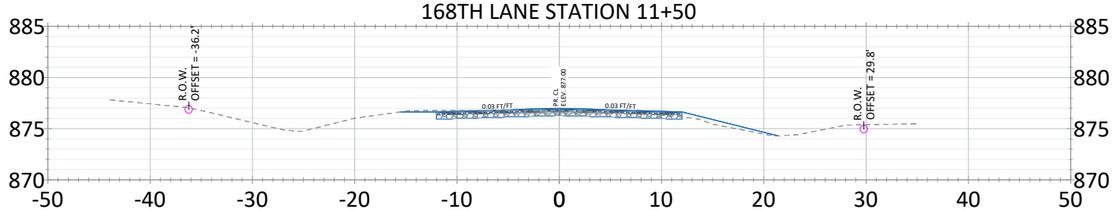

168TH LANE STATION 12+46
DW 8323 168TH LANE




168TH LANE STATION 12+00




168TH LANE STATION 11+50

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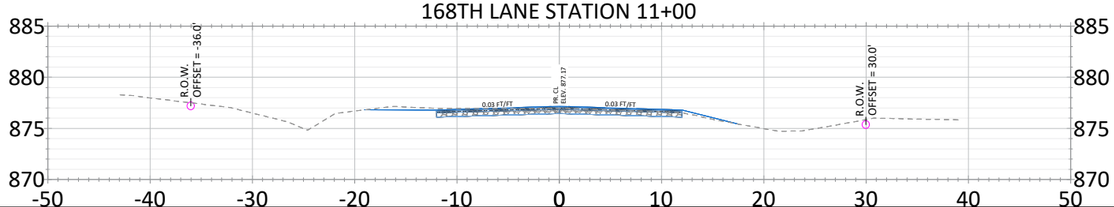


| DATE | REVISION |
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Jul 01, 2022 - 10:21am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

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| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

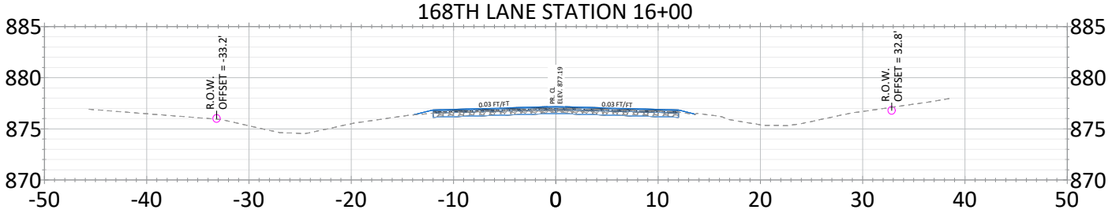
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
168TH LN 9+00 TO 13+00

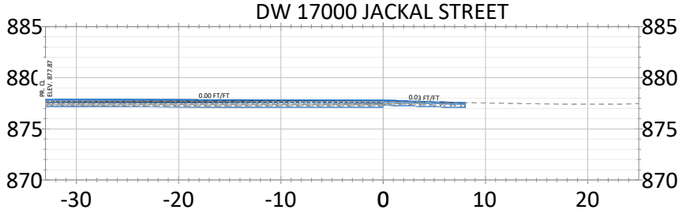
AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 57 OF 60 SHEETS

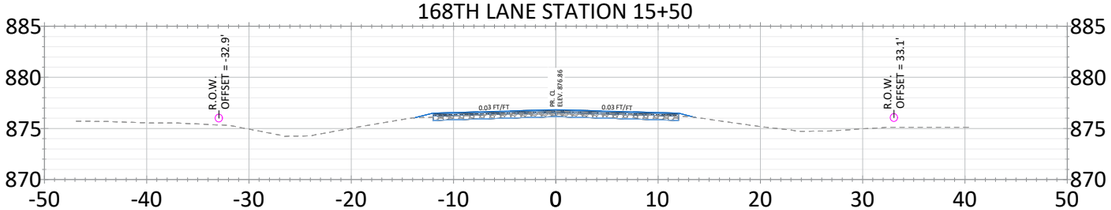
168TH LANE STATION 16+00



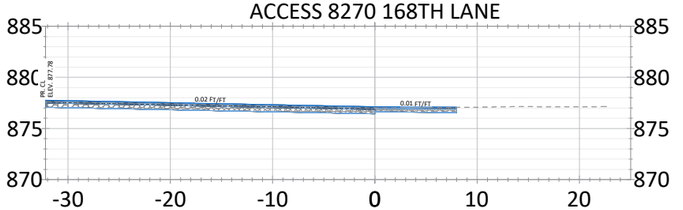

JACKAL STREET CDS STATION 1+58
DW 17000 JACKAL STREET



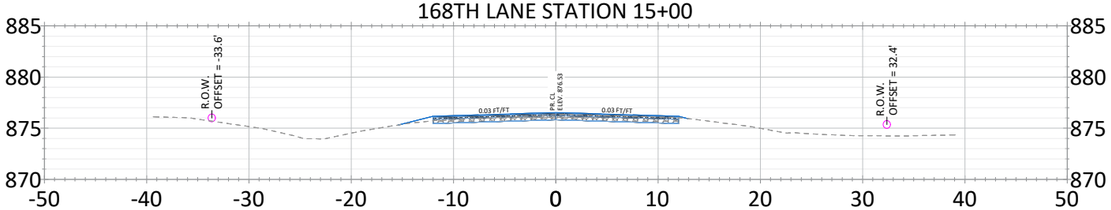

168TH LANE STATION 15+50



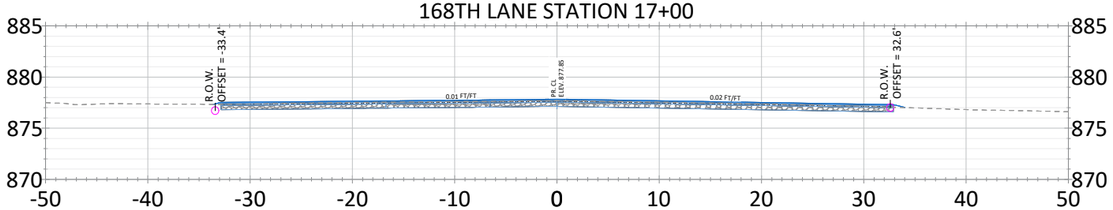

JACKAL STREET CDS STATION 0+69
ACCESS 8270 168TH LANE



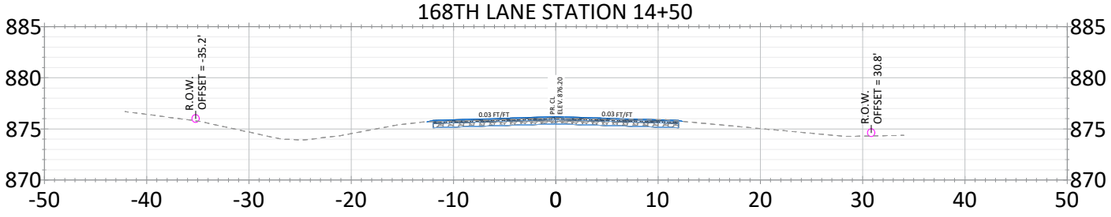

168TH LANE STATION 15+00



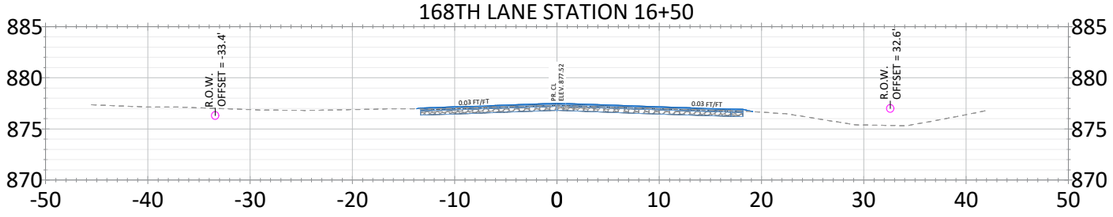

168TH LANE STATION 17+00



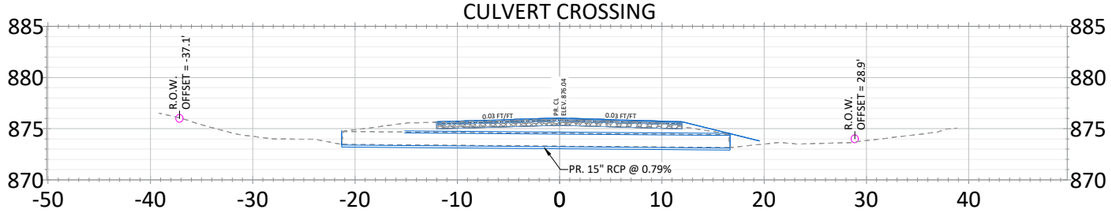

168TH LANE STATION 14+50



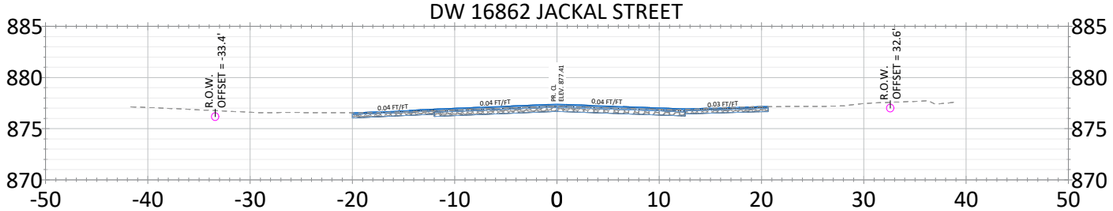

168TH LANE STATION 16+50



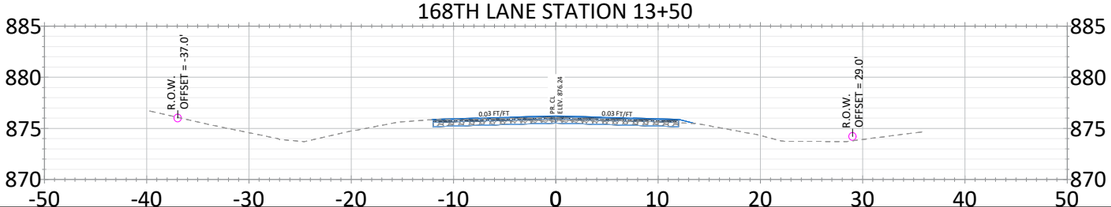

168TH LANE STATION 14+03
CULVERT CROSSING



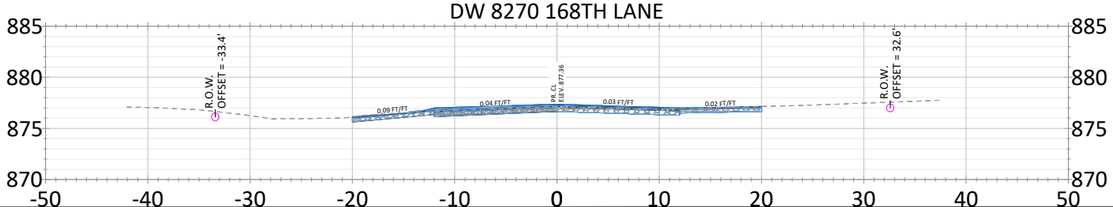

168TH LANE STATION 16+33
DW 16862 JACKAL STREET




168TH LANE STATION 13+50




168TH LANE STATION 16+26
DW 8270 168TH LANE




| DATE | REVISION |
|---|---|
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Jul 01, 2022 - 10:22am
G:\Engineering\AutoCad Dwgs\Projects A-M\Autumn Heights Reconstruction 22-02\Plan Drawings\22-02 X Sections East.dwg

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JOE FERIANCEK
Date --/--/-- Lic. No. 57095

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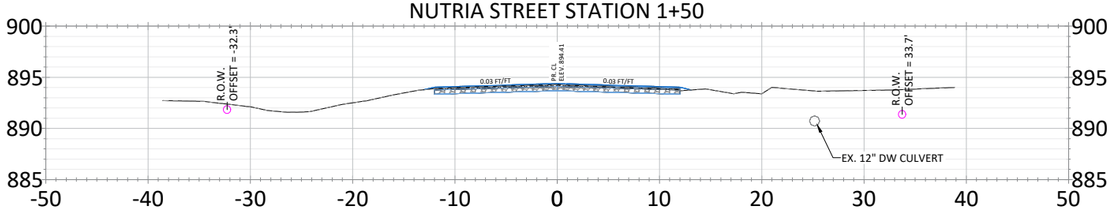
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


CROSS SECTIONS
168TH LN 13+50 TO
JACKAL ST CDS

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

## NUTRIA STREET STATION 1+50

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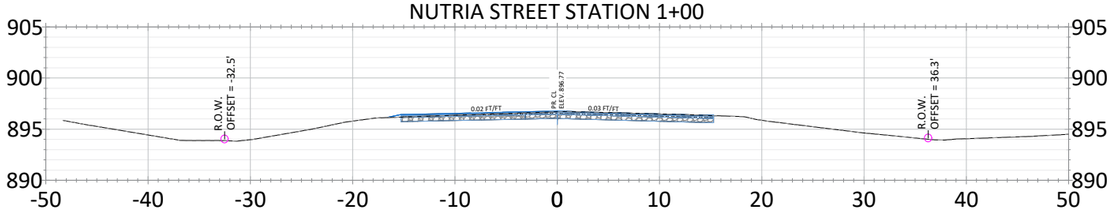


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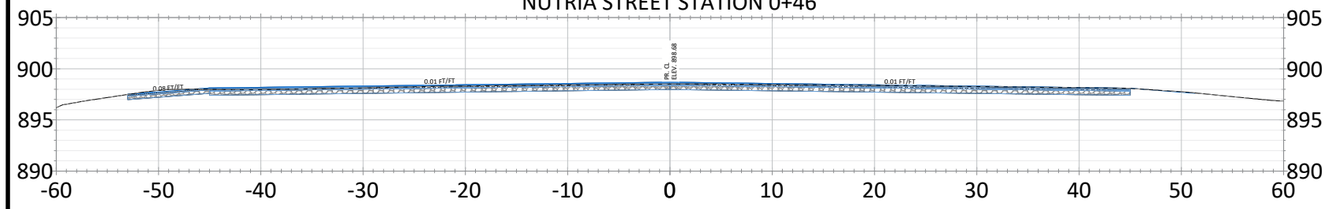


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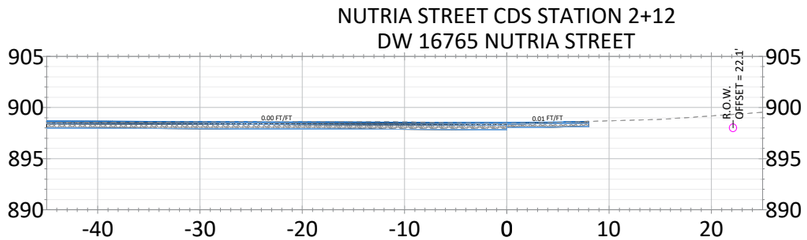
## DW 16765 NUTRIA STREET

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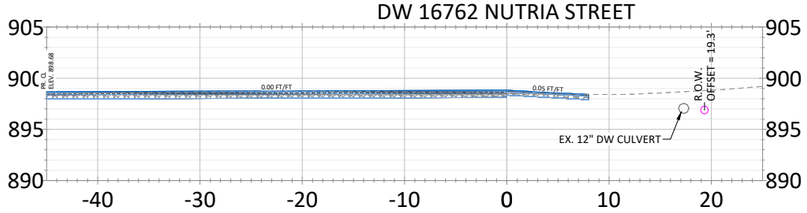
## DW 16762 NUTRIA STREET

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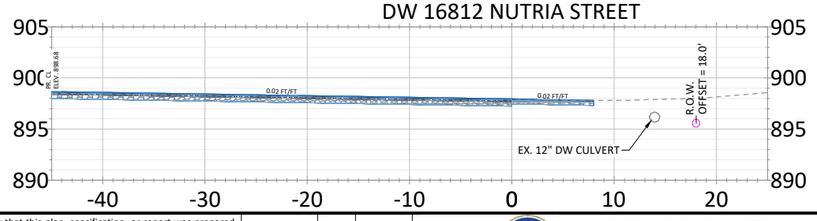


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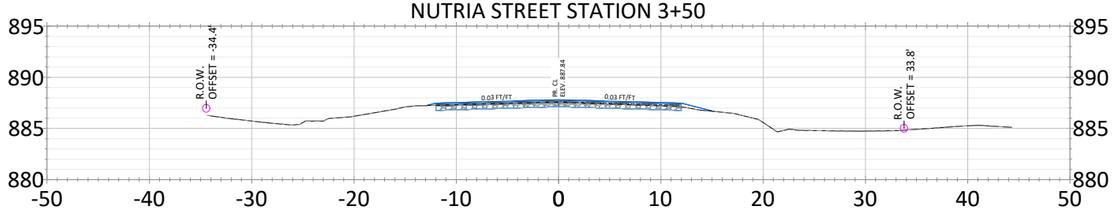


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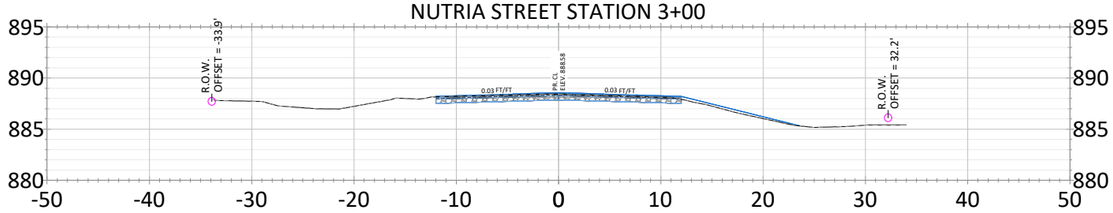


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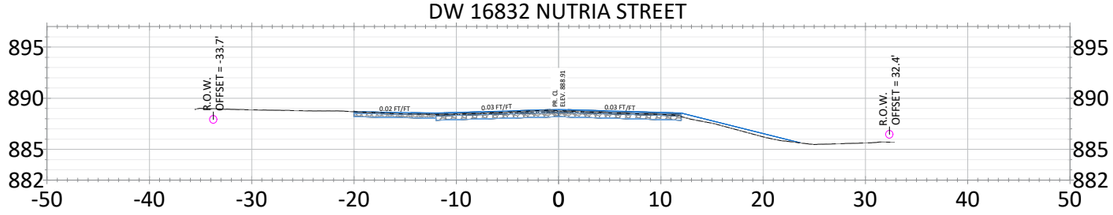


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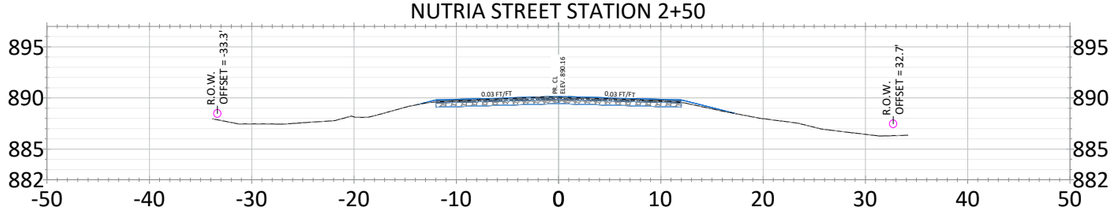


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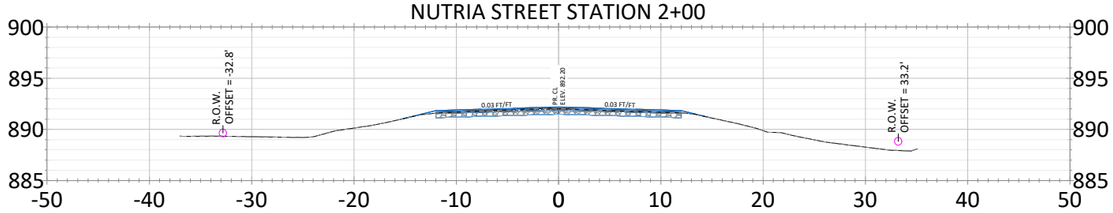


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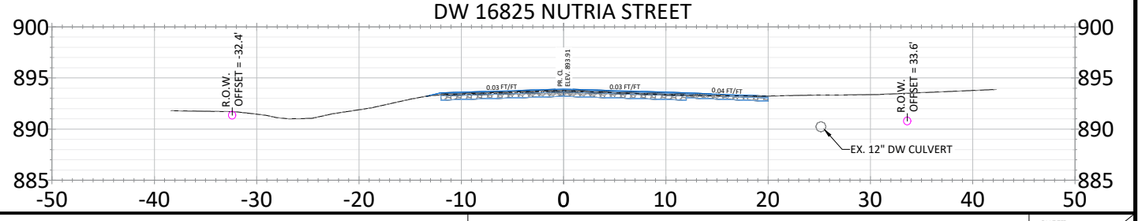


| DATE | REVISION |
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Jul 01, 2022 - 10:22am
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

JOE FERIANCEK
Date --/--/-- Lic. No. 57095

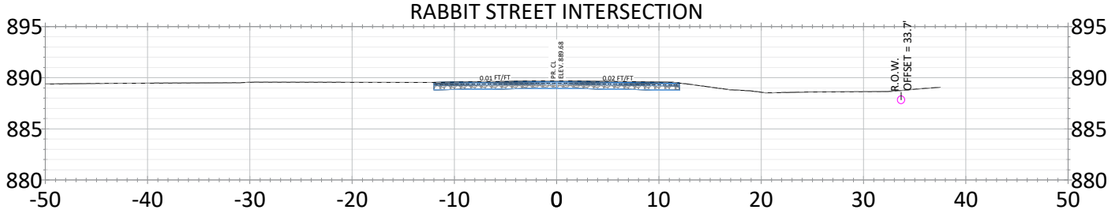
| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |


CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898


CROSS SECTIONS
NUTRIA S. CDS TO 3+50

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

NUTRIA STREET STATION 5+89
RABBIT STREET INTERSECTION

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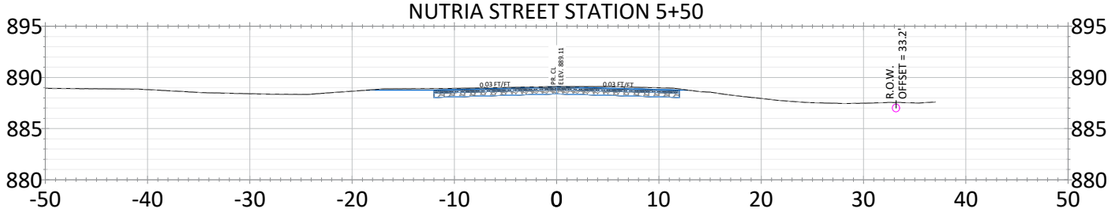


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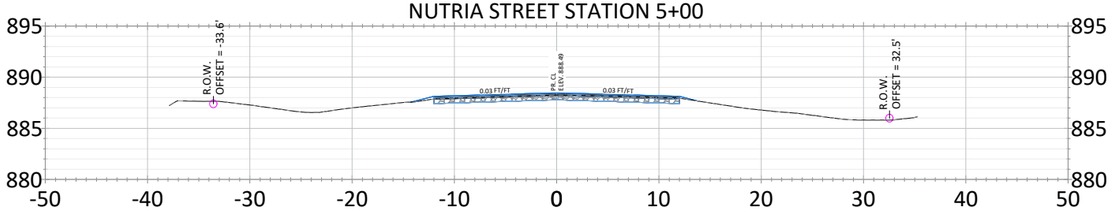


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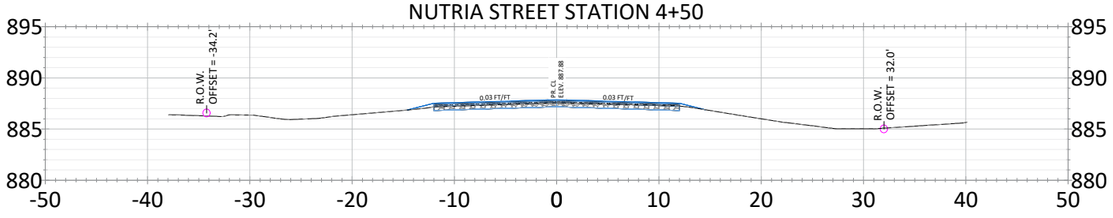


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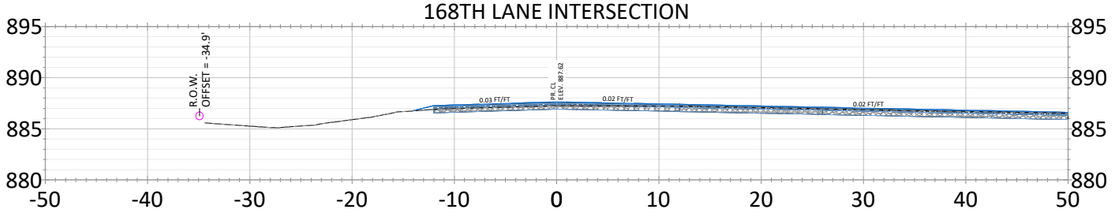
168TH LANE INTERSECTION

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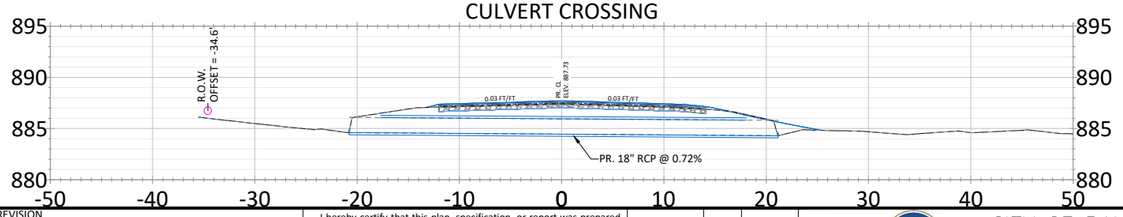
CULVERT CROSSING

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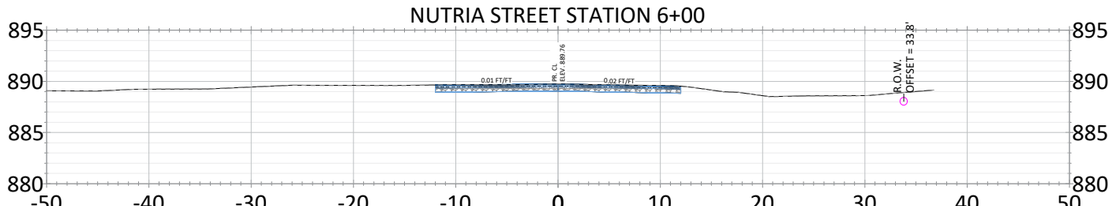


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Jul 01, 2022 - 10:21am
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

JOE FERIANCEK
Date --/--/-- Lic. No. 57095

| | | |
|---|---|---|
| DESIGNED BY: | JJF | |
| DRAWN BY: | JJF | DATE: 6/28/22 |
| CHECKED BY: | JJF | FILE: 22-02 |

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS
NUTRIA ST 3+66 TO 6+00

AUTUMN HEIGHTS STREET RECONSTRUCTIONS
CITY PROJECT NO. 22-02
CITY OF RAMSEY, MINNESOTA

SHEET 60 OF 60 SHEETS

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

| Street Description | | | | Street History | | | | | | GPR Summary | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Street** | **Segment Description** | **Length (feet)** | **Section (Urban / Rural)** | **2020 PASER** | **Year Built** | **Maint. 1** | **Maint. 2** | **Maint. 3** | **Maint. 4** | **Avg HMA (inches)** | **Avg Agg. Base (inches)** | **Avg Section (inches)** |
| 167th Lane | Armstrong Boulevard / 168th Lane | 1494 | Rural | 2 | 1984 | SC 1991 | OL 1998 | SC 1997 | SC 2004 | 3.5 | 3.5 | 7.0 |
| 167th Lane | Puma Street / Armstrong Boulevard | 919 | Rural | 2 | 1977 | SC 1983 | OL 1990 | SC 1997 | SC 2004 | 3.5 | 3.7 | 7.2 |
| 167th Lane | W EOP / Puma Street | 1191 | Rural | 2 | 1983 | SC 1990 | OL 1997 | SC 1997 | SC 2004 | 3.9 | 4.0 | 7.9 |
| 168th Avenue | Puma Street / CDS | 331 | Rural | 2 | 1985 | SC 1992 | OL 1999 | SC 1997 | SC 2004 | 3.5 | 3.4 | 6.9 |
| 168th Avenue | Rabbit Street / CDS | 386 | Rural | 2 | 1981 | SC 1988 | OL 1995 | SC 1997 | SC 2004 | 3.5 | 3.4 | 6.9 |
| 168th Avenue | Rabbit Street / Puma Street | 457 | Rural | 2 | 1980 | SC 1987 | OL 1994 | SC 1997 | SC 2004 | 3.5 | 3.4 | 6.9 |
| 168th Lane | 167th Lane / N EOP | 1387 | Rural | 2 | 1978 | SC 1985 | OL 1992 | SC 1997 | SC 2004 | 3.6 | 3.1 | 6.7 |
| 168th Lane | Nutria Street / 167th Lane | 355 | Rural | 2 | 1979 | SC 1986 | OL 1993 | SC 1997 | SC 2004 | 3.6 | 3.1 | 6.7 |
| 169th Avenue | W EOP / Rabbit Street | 640 | Rural | 2 | 1977 | SC 1984 | OL 1991 | SC 1997 | SC 2004 | 3.5** | 3.4** | 6.9** |
| Nutria Street | 168th Lane / CDS | 401 | Rural | 3 | 1986 | SC 1993 | OL 2000 | SC 1997 | SC 2004 | 3.4 | n/a * | n/a * |
| Nutria Street | N EOP / 168th Lane | 242 | Rural | 3 | 1982 | SC 1989 | OL 1996 | SC 1997 | SC 2004 | 3.4 | n/a * | n/a * |
| Puma Street | 167th Lane / 168th Avenue | 226 | Rural | 2 | 1987 | SC 1994 | OL 2001 | SC 1997 | SC 2004 | 3.9 | n/a * | n/a * |
| Rabbit Street | 168th Avenue / Armstrong Boulevard | 473 | Rural | 2 | 1988 | SC 1995 | OL 2002 | SC 1997 | SC 2004 | 3.3 | 3.1 | 6.4 |
| | | | | | | | | | | | | |
| | **Total Length** | **8,502** | **1.61 mi.** | | | | | | | | | |

** GPR not able to detect Agg. Base*

*** Estimated Depths, GPR not available*

Hakanson Anderson

**Main Office:**
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860
www.haa-inc.com

45 YEARS

July 26, 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 22-02 Autumn Heights**

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 22-02

- Office setup and coordination
- Stake the silt fence
- Stake 6 culverts
- Stake drain tile
- Grade stakes for 600 feet of subgrade excavation
- Blue top centerline
- Stake edge of pavement for 169th cul-de-sac
- Stake curb and gutter

**Hourly not to Exceed…….……...…… $10,840.00**

- As-built Surveys are not included in this estimate

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

Hakanson Anderson

**Main Office:**
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com

45 YEARS

# HAKANSON ANDERSON
# 2022 HOURLY BILLING RATES

| | |
|---|---|
| Principal Engineer, P.E. | $140.00 |
| Senior Project Manager / Design Engineer | $130.00 |
| Design Engineer / Project Manager | $80.00 - $120.00 |
| Civil Technician | $80.00 - $108.00 |
| GIS Technician | $85.00 - $105.00 |
| Principal Land Surveyor, P.L.S. | $140.00 |
| Land Surveyor P.L.S. | $130.00 |
| Survey Project Manager | $110.00 - $130.00 |
| Survey Office Technician | $85.00 - $108.00 |
| Senior Survey Field Technician | $108.00 |
| Survey Field Technician | $75.00 - $100.00 |
| GPS/Robotic Total Station | $35.00 |
| Hydrographic Survey Equipment | $60.00 |
| Senior Construction Observer | $108.00 |
| Construction Observer | $80.00 - $100.00 |
| Wetland Specialist | $105.00 |
| Administrative Assistant | $65.00 |
| Mileage | IRS Rate |

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

**RESOLUTION #22-175**

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR AUTUMN HEIGHTS STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #22-02**

**WHEREAS,** the City of Ramsey proposes to reconstruct Autumn Heights Subdivision; 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 22-02 Autumn Heights Subdivision; and

**WHEREAS,** pursuant to Ramsey City Council Resolution #21-224, adopted August 8th, 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 #21-300, adopted October 26, 2021, City staff has received and reviewed the Topographic Survey, Geotechnical Evaluations; and

**WHEREAS,** pursuant to Ramsey City Council resolution #22-150, adopted June 28, 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,** five (5) bids were received, opened, and tabulated on August 3, 2022, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

| Contractor | Bid |
|---|---|
| GMH Asphalt Corporation | $897,894.48 |
| Douglas-Kerr Underground, L.L.C. | $930,751.25 |
| North Valley, Inc. | $978,417.86 |
| C.S. McCrossan Construction, Inc. | $1,022,556.15 |
| Meyer Contracting, Inc. | $1,216,370.64 |

**WHEREAS,** the bid of GMH Asphalt Corporation, of Chaska, Minnesota, in the amount of $897,894.48 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:**

1) The Mayor and 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.

2) The City Administrator is hereby authorized and directed to accept Hakanson Anderson's proposal for construction staking for 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 8th day of August, 2022.

_____
Mayor

ATTEST:

_____
City Clerk

**CC Regular Session** **7. 7.**

**Meeting Date:** 08/08/2022

**By:** Chris Anderson, Community Development

---

**Information**

**Title:**

Consider Site Plan for Water Treatment Plant (Project No. 22-104); Case of City of Ramsey

**Purpose/Background:**

The City is planning to construct a new Water Treatment Plant north of the Public Works building located at 14199 Jaspar Street (the "Subject Property"). The City is attempting to get the civil plans approved so that the project can be bid this fall. This was noticed as a Public Hearing for the July 28, 2022 Planning Commission meeting, as it was anticipated that a plat was also going to be available for review. However, the plat was not completed in time for this meeting. Once completed, the plat will be added to a future City Council agenda for consideration.

**Notification:**

Staff attempted to notify property owners within 700 feet of the Subject Property, as reflected in the Anoka County Property Records, of the request for a Minor Plat and Site Plan review at a Public Hearing held by the Planning Commission on July 28, 2022. A notice of the Public Hearing was also published in the Anoka County UnionHerald, the City's official newspaper.

Please note, staff originally considered a plat creating four (4) parcels thus requiring a major plat. It has since been determined no additional benefit would be had by creating four (4) parcels, and instead a minor plat will be proposed creating three (3) total parcels. The resulting parcels would separate the Public Works Facility, the Water Treatment Plant and the Cemetery.

**Time Frame/Observations/Alternatives:**

**Project Summary**

The City is proposing construction of a new Water Treatment Plant directly north of the Public Works building, located at 14199 Jaspar Street (the "Subject Property"). The Water Treatment Plant is designed to remove both iron and manganese from the municipal drinking water and will have an initial capacity to treat up to ten million gallons per day. The project includes a primary building as well as an accessory building (water reservoir).

**Zoning and Land Use**

The Subject Property is in the E-2 Employment District. Governmental and public utility buildings and structures are a permitted use in this district. The Subject Property is guided as Business Park, which is intended for office and industrial development.

**Subdivision**

The City is working with a consultant to develop a plat to split this portion from the remainder of the Public Works Plant area. The plat will be subject to the bulk standards of the E-2 Employment District. All resulting parcels will need to be at least one (1) acre in size and each buildable parcel must also have at least 200 feet along a public road. This will be processed as a Minor Plat, as it is anticipated to result in three (3) lots. A Minor Plat, per City Code, would only be reviewed by Staff and City Council.

**Setbacks**

The E-2 Employment District requires a thirty-five (35) foot front setback and twenty-five (25) foot side and rear setback. Both the building and the water reservoir exceed the minimum setbacks on all sides of the property.

**Building Height and Building Coverage**
Buildings in the E-2 Employment District are restricted to sixty-five (65) feet or less in height and shall not cover more than forty-five percent (45%) of a lot. At its tallest point, the Water Treatment Facility will be forty-seven (47) feet tall. The Water Treatment Plant will be 19,000 square feet and the water reservoir will be 12,000 square feet in area. Combined, this equates to about seventeen percent (17%) building coverage.

**Architecture**
The exterior finish of this building will be a combination of prefinished concrete wall panels, ribbed metal paneling, flush metal paneling, and glass windows. The exterior finish of the reservoir will be a combination of EIFS (Exterior Insulation and Finish Systems) and a prefinished metal parapet cap. The exterior finishes comply with the architectural standards of the E-2 Employment District.

**Trash Enclosure**
There is no trash enclosure proposed. It is anticipated that there would be the equivalent of one staff person on site for half a day. Thus, there will be minimal waste generated. The waste that is generated will be disposed of in the dumpster on the south side of the Public Works building.

**Access**
A single access is proposed off of 143rd Avenue. However, an internal connection to the Public Works property to the south is also proposed. Thus, there will ultimately be two (2) access points to the Water Treatment Plant.

**Parking and Maneuvering Areas**
All parking and maneuvering areas shall be at least twenty (20) feet from the right-of-way. As proposed, the drive aisle along the north side of the building (paralleling 143rd Avenue) is about forty (40) feet from the property boundary. All other maneuvering areas are even further from the public road right-of-way.

Industrial developments are required to provide one (1) parking stall per 1,000 square feet of floor space. The Water Treatment Plant is 19,000 square feet, which equates to a minimum of nineteen (19) parking stalls. The Site Plan indicates ten (10) parking stalls that will be constructed directly north of the water reservoir. The Site Plan also includes proof of parking with an additional eleven (11) stalls that could be added, if needed, in the future. Four (4) are on the south side of the Water Treatment Plant and seven (7) are north of the water reservoir.

**Landscaping and Tree Preservation**
The Landscape Plan includes a mixture of coniferous and deciduous trees and shrubs. All species are acceptable. Three (3) different seed mixes are proposed across the site. A low maintenance turf mix, a stormwater seed mix (for the stormwater basin on the west side of the Water Treatment Facility), and a mesic prairie mix around the water reservoir.

There are very few 'significant' trees on the Subject Property, and they are located in the southeast corner of the site (around the perimeter of the cemetery). These consist of Siberian Elm and Black Locust, both of which are invasive species. The Environmental Policy Board has recommended that those trees be removed and the seeding be expanded, along with planting of more desirable tree species.

**Alternatives**
Alternative 1: Motion to approve the Site Plan. There are no major or significant issues with the Site Plan. A plat, which is still needed, would not create a parcel less than what is shown on the Site Plan and therefore, would not result in any deficiencies in terms of bulk standards. Staff supports this option.

Alternative 2: Motion to approve the Site Plan with modifications. This action would be appropriate if the City Council identifies specific items that it desires to see added, removed, or modified.

Alternative 3: Motion to deny the Site Plan. As proposed, there are no significant, unresolved issues with the Site Plan and thus, Staff does not support this alternative.

**Funding Source:**

This case is being handled as part of Staff's regular duties.

**Recommendation:**

The Planning Commission recommends approval of the Site Plan, contingent upon compliance with Staff review comments (this includes the need for a plat).

**Outcome/Action:**

Motion to approve the Site Plan, contingent upon compliance with Staff review comments.

---

**Attachments**

Site Location Map
Aerial of Site with Public Works Building
Color Renderings
Site Plan
Plan Sheets with Review Comments
Draft Planning Commission Meeting Minutes Dated July 28, 2022
Res 22-166 Site Plan

---

**Form Review**

| Inbox | Reviewed By | Date |
|---|---|---|
| Brian Hagen | Brian Hagen | 08/04/2022 09:43 AM |
| Form Started By: Chris Anderson | | Started On: 08/02/2022 07:53 AM |
| Final Approval Date: 08/04/2022 | | |

# Site Location Map: Water Treatment Plant

Print Date: July 11, 2022

0 0.0375 0.075 0.15 0.225 0.3 mi

143rd Ave NW
143rd Ave NW
143rd Ave NW
The Cleaning
Authority - Anoka
Molin Conc
Jasper St NW
142nd Ave NW
Ramsey Public Works
Jasper St NW
Jasper St NW
Point
ruction Inc
RM Golf Carts
Golf cart dealer
Auto Fitness &
Service Center
Star Auto and
Google

# MAIN ENTRY | FEB. 2022

- THE RAMSEY WTP FACILITY DESIGN CONSIDERS BOTH THE FUNCTIONAL PROGRAM OF THE WATER TREATMENT PROCESS AND EXISTING CAMPUS AESTHETIC. BUILDING MASS IS BROKEN UP INTO THREE TIERS, ADMINISTRATION, FILTRATION, AND FLOCULATION, LINKED TOGETHER BY A SERIES OF CASCADING TRANSLUCENT/GLAZED OPENINGS. THE ADMINISTRATION TIER IS THE FRONT OF HOUSE AND MOST RESEMBLES THE RECENTLY CONSTRUCTURED PUBLIC WORKS. THE FILTRATION TIER IS A SOLID PRECAST BOX TO BEST HANDLE THE MOIST AND CORROSIVE ENVIRONMENT ASSOCIATED WITH THE FILTRATION PROCESS. THE FLOCULATION TIER IS THE TALLEST TO ACCOMODATE THE THREE STORY PLATE SETTLERS.

City of RAMSEY

OERTEL ARCHITECTS

# VIEW FROM PUBLIC WORKS | FEB. 2022

- THE RAMSEY WTP FACILITY DESIGN CONSIDERS BOTH THE FUNCTIONAL PROGRAM OF THE WATER TREATMENT PROCESS AND EXISTING CAMPUS AESTHETIC. BUILDING MASS IS BROKEN UP INTO THREE TIERS, ADMINISTRATION, FILTRATION, AND FLOCULATION, LINKED TOGETHER BY A SERIES OF CASCADING TRANSLUCENT/GLAZED OPENINGS. THE ADMINISTRATION TIER IS THE FRONT OF HOUSE AND MOST RESEMBLES THE RECENTLY CONSTRUCTURED PUBLIC WORKS. THE FILTRATION TIER IS A SOLID PRECAST BOX TO BEST HANDLE THE MOIST AND CORROSIVE ENVIRONMENT ASSOCIATED WITH THE FILTRATION PROCESS. THE FLOCULATION TIER IS THE TALLEST TO ACCOMODATE THE THREE STORY PLATE SETTLERS.

City of RAMSEY

OERTEL ARCHITECTS

# VIEW FROM PUBLIC WORKS | FEB. 2022

- THE RAMSEY WTP FACILITY DESIGN CONSIDERS BOTH THE FUNCTIONAL PROGRAM OF THE WATER TREATMENT PROCESS AND EXISTING CAMPUS AESTHETIC. BUILDING MASS IS BROKEN UP INTO THREE TIERS, ADMINISTRATION, FILTRATION, AND FLOCULATION, LINKED TOGETHER BY A SERIES OF CASCADING TRANSLUCENT/GLAZED OPENINGS. THE ADMINISTRATION TIER IS THE FRONT OF HOUSE AND MOST RESEMBLES THE RECENTLY CONSTRUCTURED PUBLIC WORKS. THE FILTRATION TIER IS A SOLID PRECAST BOX TO BEST HANDLE THE MOIST AND CORROSIVE ENVIRONMENT ASSOCIATED WITH THE FILTRATION PROCESS. THE FLOCULATION TIER IS THE TALLEST TO ACCOMODATE THE THREE STORY PLATE SETTLERS.

City of RAMSEY

OERTEL ARCHITECTS

# RESERVOIR AND FILTERS

FEB. 2022

- THE RAMSEY WTP FACILITY DESIGN CONSIDERS BOTH THE FUNCTIONAL PROGRAM OF THE WATER TREATMENT PROCESS AND EXISTING CAMPUS AESTHETIC. BUILDING MASS IS BROKEN UP INTO THREE TIERS, ADMINISTRATION, FILTRATION, AND FLOCULATION, LINKED TOGETHER BY A SERIES OF CASCADING TRANSLUCENT/GLAZED OPENINGS. THE ADMINISTRATION TIER IS THE FRONT OF HOUSE AND MOST RESEMBLES THE RECENTLY CONSTRUCTURED PUBLIC WORKS. THE FILTRATION TIER IS A SOLID PRECAST BOX TO BEST HANDLE THE MOIST AND CORROSIVE ENVIRONMENT ASSOCIATED WITH THE FILTRATION PROCESS. THE FLOCULATION TIER IS THE TALLEST TO ACCOMODATE THE THREE STORY PLATE SETTLERS.

City of RAMSEY

OERTEL ARCHITECTS

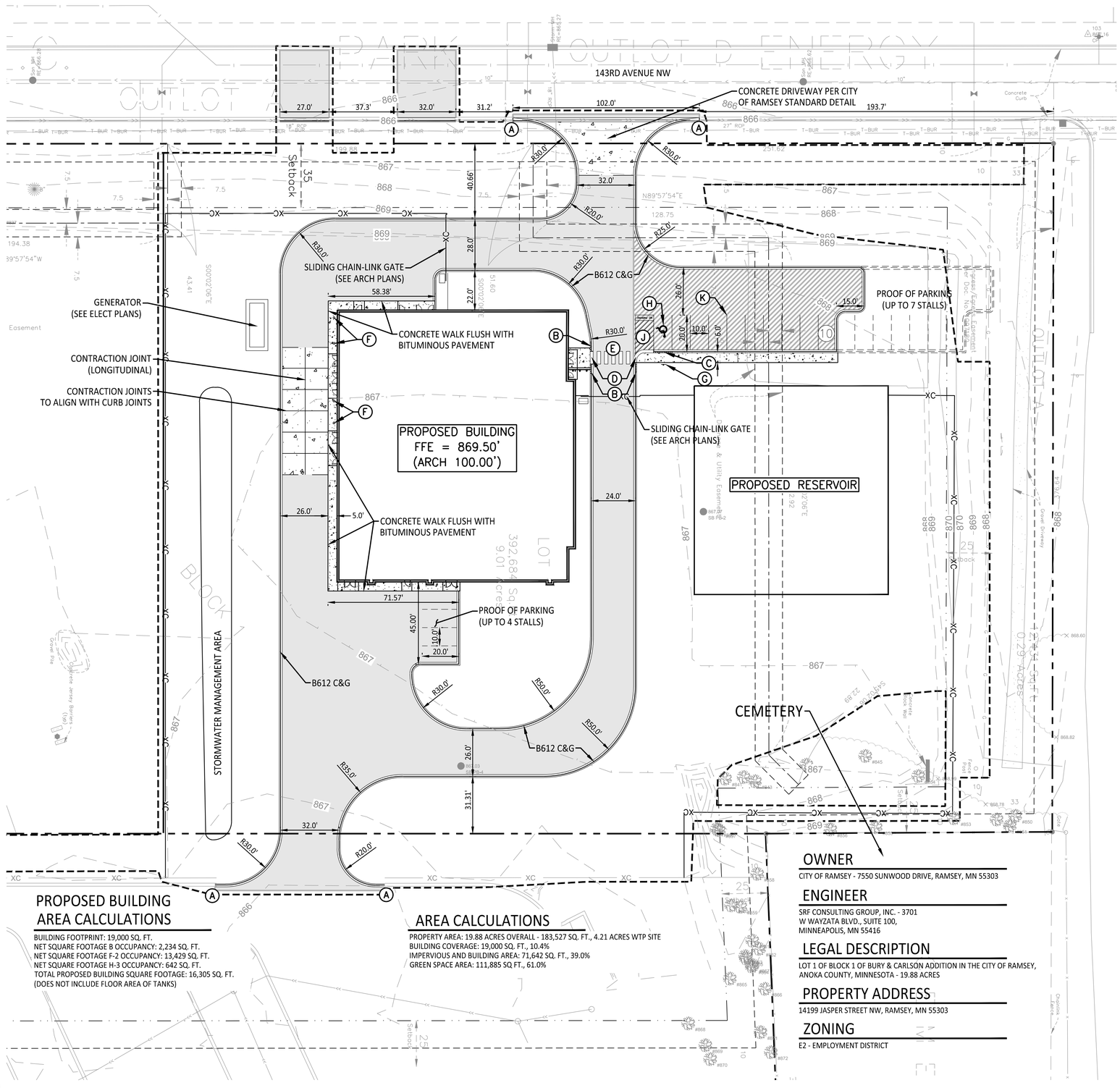
# MAIN ENTRY | FEB. 2022

- THE RAMSEY WTP FACILITY DESIGN CONSIDERS BOTH THE FUNCTIONAL PROGRAM OF THE WATER TREATMENT PROCESS AND EXISTING CAMPUS AESTHETIC. BUILDING MASS IS BROKEN UP INTO THREE TIERS, ADMINISTRATION, FILTRATION, AND FLOCULATION, LINKED TOGETHER BY A SERIES OF CASCADING TRANSLUCENT/GLAZED OPENINGS. THE ADMINISTRATION TIER IS THE FRONT OF HOUSE AND MOST RESEMBLES THE RECENTLY CONSTRUCTURED PUBLIC WORKS. THE FILTRATION TIER IS A SOLID PRECAST BOX TO BEST HANDLE THE MOIST AND CORROSIVE ENVIRONMENT ASSOCIATED WITH THE FILTRATION PROCESS. THE FLOCULATION TIER IS THE TALLEST TO ACCOMODATE THE THREE STORY PLATE SETTLERS.

City of RAMSEY

OERTEL ARCHITECTS

Layout: 22X34
File: H:\Projects\14000\14770\Design\PlanSheets\SFR-14770_Site Plan-SFR.dwg




## SITE LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE (PER CODE)
- EXISTING CONDITIONS
- LIGHT-DUTY BITUMINOUS PAVEMENT
- HEAVY-DUTY BITUMINOUS PAVEMENT
- 6" CONCRETE WALK
- 8" CONCRETE DRIVEWAY PAVEMENT
- CURB AND GUTTER
- XC — CHAIN LINK FENCE (SEE ARCH. PLANS)
- PARKING LOT POLE LIGHT (SEE ELEC. PLANS)
- 16 — PARKING SPACES PER ROW
- LIMITS OF DISTURBANCE

N

0 30 60
SCALE IN FEET

## SITE NOTES

1. SEE EXISTING CONDITIONS AND REMOVAL PLAN, ALONG WITH ANY RELATED SURVEYS FOR DETAILS ON PROPERTY BACKGROUND INFORMATION.
2. REFER TO ARCHITECTURAL PLANS FOR MORE INFORMATION ON BUILDINGS, MONUMENT SIGNS, TRASH ENCLOSURES, AND OTHER RELATED ITEMS. VERIFY WITH ARCHITECTURAL PLANS THE EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, TRUCK DOCKS/SERVICE, AND OTHER RELATED BUILDING ITEMS.
3. SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING LOCATIONS, DETAILS AND PHOTOMETRICS.
4. ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF CONCRETE, OR EXTERIOR FACE OF BUILDING, UNLESS NOTED OTHERWISE.
5. ALL CURB RADII SHALL BE 5.0 FEET (TO FACE OF CURB), UNLESS OTHERWISE NOTED.
6. ALL CURB AND GUTTER SHALL BE CONCRETE B612 UNLESS OTHERWISE NOTED.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS, AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES IN PUBLIC RIGHT-OF-WAY SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS, OR AS APPROVED.
8. BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER, OR AS NOTED. PAVEMENT AND OTHER IMPROVEMENTS TO ADHERE TO ALL AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS FOR ACCESSIBILITY, INCLUDING SLOPE. CONTACT ENGINEER IMMEDIATELY INVOLVING ANY DISCREPANCIES.
9. CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
10. CONTRACTOR SHALL PROVIDE ALL CONSTRUCTION STAKING.
11. CONTRACTOR SHALL PROVIDE ALL SITE GOVERNMENTAL PERMITS AND FEES.

## SIGNAGE AND STRIPING NOTES

1. ALL TRAFFIC SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE STANDARDS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD), OR AS NOTED OTHERWISE.
2. PARKING LOT STRIPING SHALL BE 4" WIDE COLOR WHITE, TWO COATS OF PAINT. CONTRACTOR SHALL PAINT ANY/ALL DIRECTIONAL TRAFFIC ARROWS AS SHOWN IN WHITE (TWO COATS).
3. ACCESSIBLE PARKING SIGNS AND MARKINGS PER LATEST ADA CODE AND REQUIREMENTS. CONTRACTOR SHALL PAINT THE INTERNATIONAL SYMBOL OF ACCESSIBILITY IN EACH DESIGNATED ACCESSIBLE STALL IN BLUE BACKGROUND WITH WHITE BORDER (TWO COATS OF PAINT). CONTRACTOR SHALL PAINT THE WORDS "NO PARKING" IN EACH ACCESSIBLE ISLE ADJACENT TO AN ACCESSIBLE SPACE IN WHITE LETTERS MINIMUM 12" IN HEIGHT. SIGNS TO BE LOCATED AT THE HEAD OF THE PARKING SPACE. SEE ACCESSIBLE PARKING DETAILS.
4. ALL SIGNS SHALL INCLUDE MOUNTING HARDWARE, POST, CONCRETE FOOTING AND CASING WHERE REQUIRED. CONCRETE CASING REQUIRED IN LOCATIONS WHERE POST IS NOT PROTECTED BY CURB.
5. IF NOTED, ALL STOP SIGNS SHALL INCLUDE A 12" WIDE PAINTED STOP BAR IN WHITE PAINT (TWO COATS) PLACED AT THE STOP SIGN LOCATION, A MINIMUM OF 4' FROM CROSSWALK. ALL STOP BARS SHALL EXTEND FROM DIRECTIONAL TRANSITION BETWEEN LANES TO THE CURB.
6. ALL SIGNS SHALL BE PLACED 18" BEHIND THE BACK OF CURB, UNLESS OTHERWISE NOTED.

## Ⓐ SITE KEY NOTES

- A. MATCH INTO EXISTING BITUMINOUS AND CURB & GUTTER
- B. CONCRETE CURB AND GUTTER - TAPER (5 FT LENGTH)
- C. CONCRETE CURB AND GUTTER - TAPER (5% MAX SLOPE)
- D. CONCRETE CURB AND GUTTER - FLUSH (0" HEIGHT; SEE GRADING PLAN)
- E. CROSSWALK PAVEMENT MARKINGS (FIVE 2' X 7' BARS WITH 2' SPACING)
- F. CONCRETE BOLLARD (SEE DETAIL)
- G. TRAFFIC SIGNAGE - INSTALL ACCESSIBLE PARKING SIGN (R7-8m) AND VAN ACCESSIBLE SIGN (R7-8b) PER MINNESOTA BUILDING CODE
- H. PAVEMENT MARKING - INTERNATIONAL SYMBOL OF ACCESSIBILITY
- J. PAVEMENT MARKING - "NO PARKING" AND ADA ACCESS AISLE CROSS HATCH STRIPING
- K. PAVEMENT MARKING - 4" WHITE STRIPING (PAINT)

## PROPOSED BUILDING AREA CALCULATIONS

BUILDING FOOTPRINT: 19,000 SQ. FT.
NET SQUARE FOOTAGE B OCCUPANCY: 2,234 SQ. FT.
NET SQUARE FOOTAGE F-2 OCCUPANCY: 13,429 SQ. FT.
NET SQUARE FOOTAGE H-3 OCCUPANCY: 642 SQ. FT.
TOTAL PROPOSED BUILDING SQUARE FOOTAGE: 16,305 SQ. FT.
(DOES NOT INCLUDE FLOOR AREA OF TANKS)

## AREA CALCULATIONS

PROPERTY AREA: 19.88 ACRES OVERALL - 183,527 SQ. FT., 4.21 ACRES WTP SITE
BUILDING COVERAGE: 19,000 SQ. FT., 10.4%
IMPERVIOUS AND BUILDING AREA: 71,642 SQ. FT., 39.0%
GREEN SPACE AREA: 111,885 SQ.FT., 61.0%

## OWNER

CITY OF RAMSEY - 7550 SUNWOOD DRIVE, RAMSEY, MN 55303

## ENGINEER

SRF CONSULTING GROUP, INC. - 3701
W WAYZATA BLVD., SUITE 100,
MINNEAPOLIS, MN 55416

## LEGAL DESCRIPTION

LOT 1 OF BLOCK 1 OF BURY & CARLSON ADDITION IN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA - 19.88 ACRES

## PROPERTY ADDRESS

14199 JASPER STREET NW, RAMSEY, MN 55303

## ZONING

E2 - EMPLOYMENT DISTRICT

I HEREBY CERTIFY THAT THIS PLAN 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.

SIGNATURE:
PRINT NAME: MICHAEL C. AARON
DATE: 6/20/2022 LIC. NO.: 25721

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|
| | | | |

SRF

AES

RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MINNESOTA
SITE PLAN

DRAWING TYPE: PRELIMINARY
PREPARED BY: BPR
CHECKED / APPROVED: MCA / MCA
DATE: JUNE 2022
PROJECT NUMBER: 05434-2020-002

DRAWING: C200

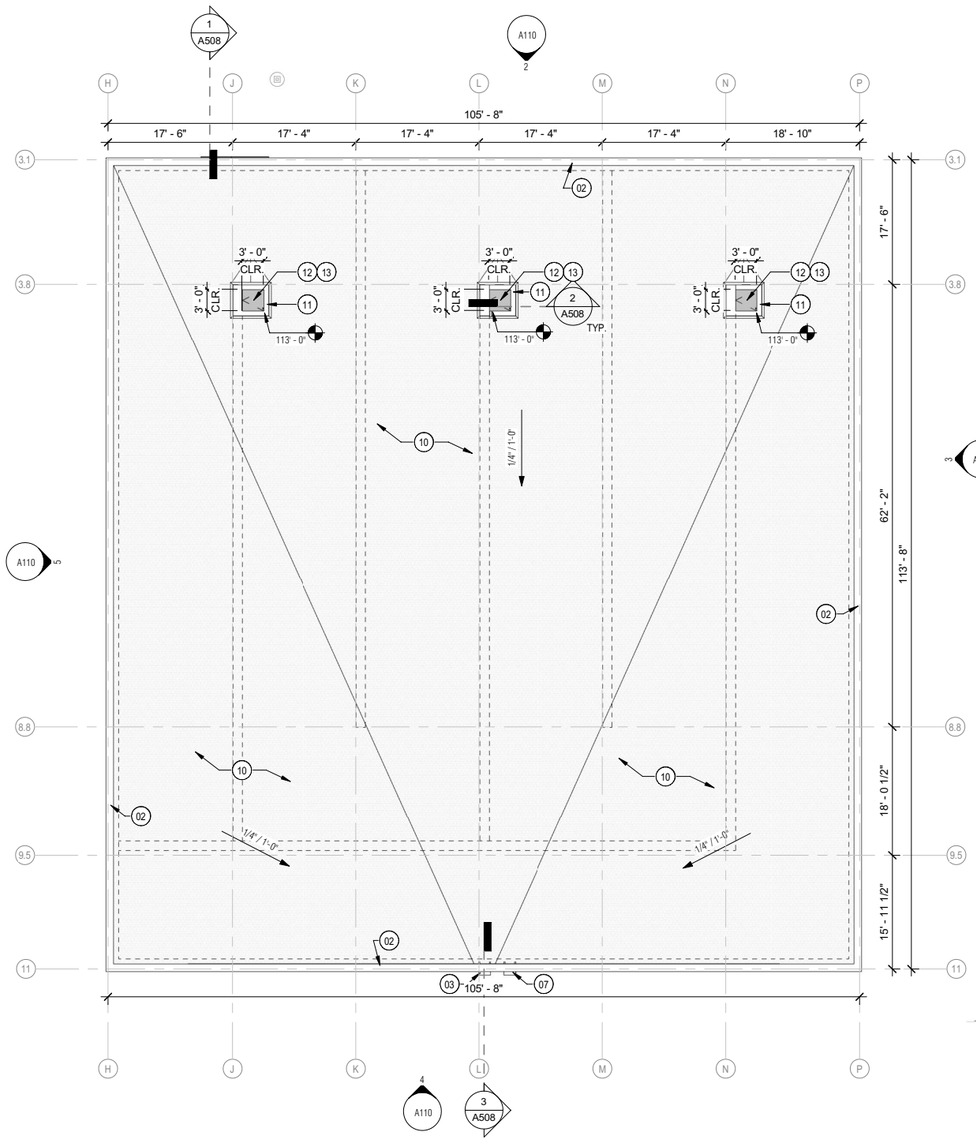
Plotted By: Nicholas Schaufenbuel Date: Thursday, June 23, 2022
Last Saved By: Nicholas Schaufenbuel Date: Thursday, June 23, 2022 8:09:46 AM

Layout: 22x34
BIM 360://05434-2020-002 Ramsey Water Treatment Plant/Ramsey WTP_A_V20.rvt

## RESERVOIR KEYNOTES:

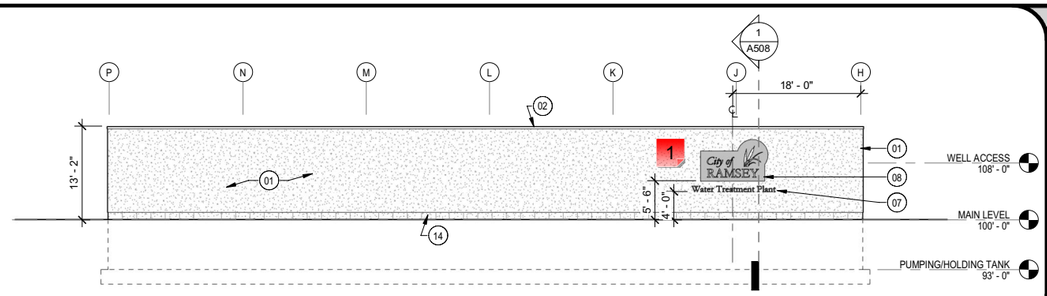
01 DRAINABLE EIFS WALL SYSTEM OVER 3" OF RIGID INSULATION, PAINT
02 PRE-FINISHED MTL. PARAPET CAP
03 20" x 6" PRE-FINISHED MTL. THRU-WALL SCUPPER
04 20" x 6" PRE-FINISHED MTL. THRU-WALL OVERFLOW SCUPPER - BOTTOM OF SCUPPER 2" ABOVE MAIN ROOF SCUPPER
05 SITE BERMING - SEE CIVIL
06 LANDSCAPING - SEE CIVIL/SITE PLAN
07 12" TALL WALL MOUNTED ANODIZED ALUM. BUILDING LETTERS
08 WALL MOUNTED ANODIZED ALUM. CITY LOGO SIGNAGE
09 SITE FENCING - SEE SITE PLAN FOR TYPE AND EXTENTS
10 BALLASTED EPDM ROOFING MEMBRANE OVER TAPERED INSULATION AND MIN. 5.2" POLYISO ROOF INSULATION
11 C.I.P. CONCRETE RESERVOIR ACCESS CURB
12 WATERTIGHT FLUSH ALUM. RESERVOIR ACCESS HATCH WITH INTEGRAL DRAINAGE CHANNEL
13 WALL MOUNTED FRP TANK LADDER WITH FALL ARRESTOR - SEE DETAIL 2/A508 FOR MORE INFORMATION
14 CONCRETE FACED INSULATED WALL PANEL, PAINT - CONTINUE BELOW GRADE

- - - - INDICATES INTERIOR RESERVOIR WALLS BELOW

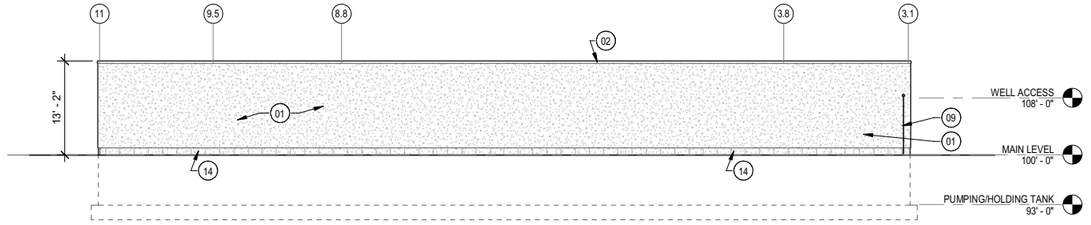



1 RESERVOIR ROOF PLAN
0 4' 8' 12' 16' 20'

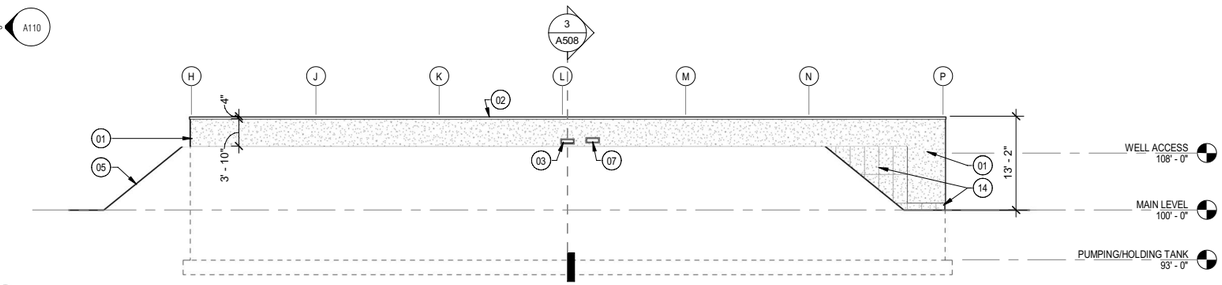
NORTH



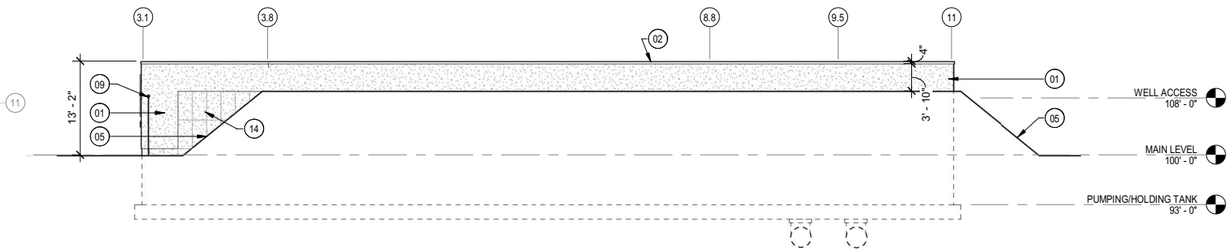

2 RESERVOIR NORTH ELEVATION
0 4' 8' 12' 16' 20'




3 RESERVOIR EAST ELEVATION
0 4' 8' 12' 16' 20'




4 RESERVOIR SOUTH ELEVATION
0 4' 8' 12' 16' 20'




5 RESERVOIR WEST ELEVATION
0 4' 8' 12' 16' 20'

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 ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE:

TYPED NAME: ANDREW N. COOPER REG. NO. 46485

MAY , 2022

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|
| | | | |

OERTEL ARCHITECTS

AE2S

RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MN

RESERVOIR ROOF PLAN AND ELEVATIONS

DRAWING TYPE: PRELIMINARY
PREPARED BY: DCE
CHECKED / APPROVED: ANC / ANC
DATE: JUNE 2022
PROJECT NUMBER: 21-24
DRAWING: A110

6/22/2022 12:56:38 PM

A110.pdf V1 - Changemark Notes ( 1 Note )

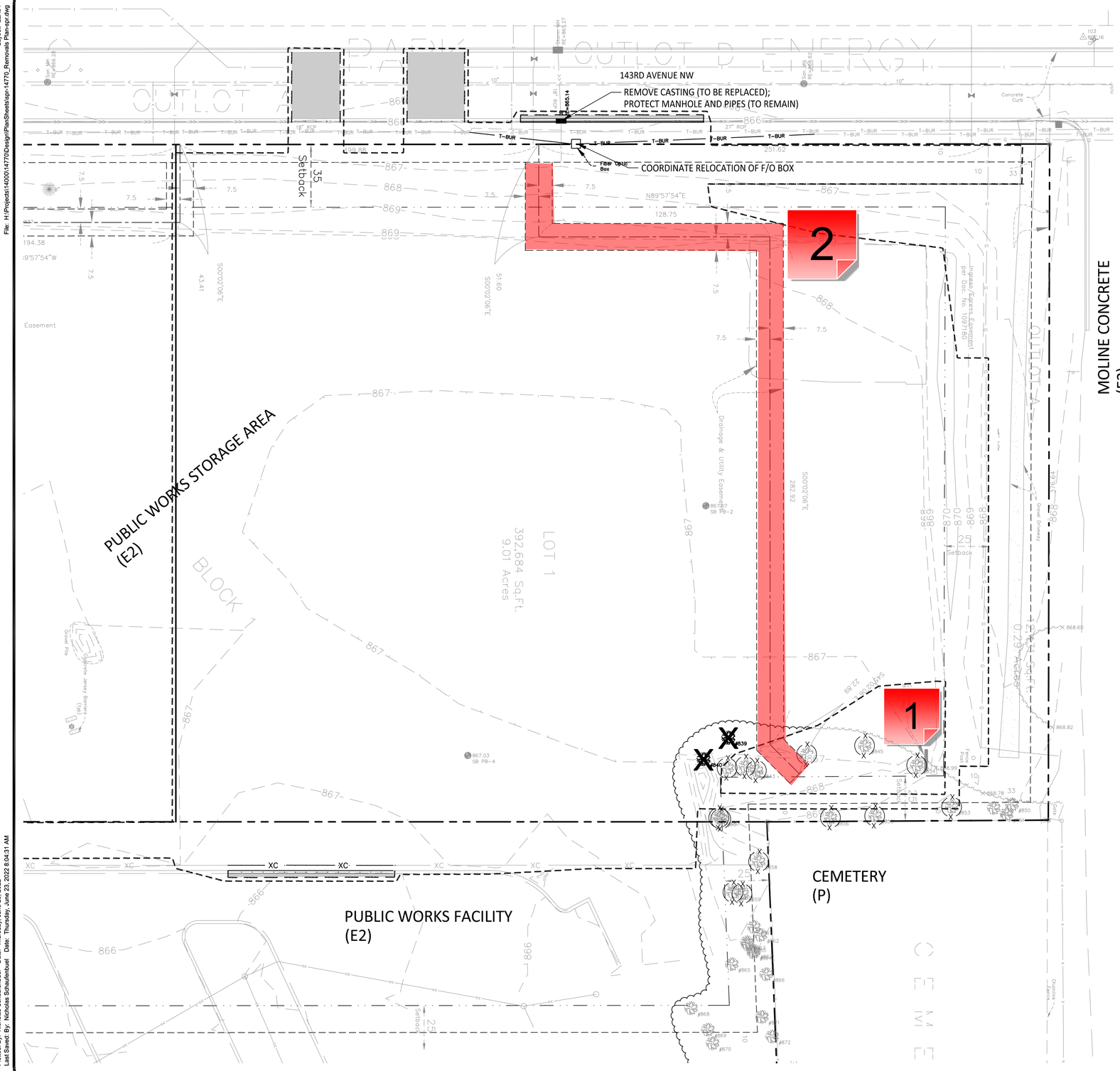
## 1 - Sign Permit

Created by: Chris Anderson
On: 07/19/2022 11:39 AM

A Permanent Sign Permit will be required for the proposed signage. Please have sign contractor provide schematic drawing, including dimensions, and application for review.

--------- 0 Replies ---------

Layout: 22X34
File: H:\Projects\14000\14770\Design\PlanSheets\spr-14770_Removals Plan-spr.dwg




## REMOVALS LEGEND

- PROPERTY LINE
- EXISTING TOPOGRAPHY TO REMAIN (GRAY/FADED LINEWORK, TYP.)
- ITEMS TO BE REMOVED (BLACK LINEWORK, TYP.)
- REMOVE BITUMINOUS PAVEMENT
- CLEAR AND GRUB (TREE)
- TREE PROTECTION
- SAWCUT PAVEMENT (FULL-DEPTH)
- REMOVE CURB AND GUTTER
- REMOVE CHAIN-LINK FENCE
- LIMITS OF DISTURBANCE

N

0 30 60
SCALE IN FEET

## EXISTING CONDITIONS AND SITE REMOVALS NOTES

1. EXISTING CONDITIONS BASED ON TOPOGRAPHIC SURVEY BY SRF CONSULTING GROUP, DATED 11-23-2021.
2. CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS PRIOR TO THE START OF CONSTRUCTION, AND NOTIFYING THE CIVIL ENGINEER AND OWNER IMMEDIATELY OF ANY DISCREPANCIES. THIS INCLUDES, BUT NOT LIMITED TO, TOPOGRAPHY, ELEVATIONS, UTILITIES, VEGETATION, AND OTHER RELATED ITEMS.
3. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL UTILITY LOCATES. THE CONTRACTOR SHALL SUBMIT A TICKET FOR PUBLIC UTILITY LOCATES 48 HOURS PRIOR TO ANY GRADING, EXCAVATION, OR UTILITY WORK THROUGH "GOPHER STATE ONE CALL" (GSOC) AT WWW.GSOCSUBMIT.ORG, OR CALLING 811, ALONG WITH ANY FOLLOW-UP TO MISSING INFORMATION. THE CONTRACTOR MUST HIRE A PRIVATE UTILITY LOCATING SERVICE TO LOCATE PRIVATE UTILITIES IN THE CONSTRUCTION AREA PRIOR TO ANY EXCAVATION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
4. CONTRACTOR SHALL PLACE ALL NECESSARY EROSION CONTROL MEASURES REQUIRED TO MAINTAIN SITE STABILITY PRIOR TO EXECUTING ANY SITE REMOVALS AND IMPROVEMENTS. SEE EROSION CONTROL PLAN AND STORMWATER POLLUTION PREVENTION PLAN (SWPPP) AND RELATED DOCUMENTS.
5. CONTRACTOR SHALL COORDINATE LIMITS OF REMOVALS WITH PROPOSED IMPROVEMENTS AND FIELD VERIFY CONDITION OF EXISTING APPURTENANCES TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING, REPAIRING, OR REPLACING MISCELLANEOUS ITEMS (SUCH AS FENCES, SIGNS, IRRIGATION HEADS, ETC.) THAT MAY BE DAMAGED BY CONSTRUCTION. CONTRACTOR SHALL PROTECT SURFACE AND SUBSURFACE FEATURES NOT NOTED FOR REMOVAL. PROVIDE SAWCUT AT PAVEMENT EDGE REMOVAL. PROVIDE SMOOTH TRANSITION OF ANY REMOVAL OR IMPROVEMENTS AT DISTURBANCE EDGE. HAUL AND DISPOSE OF ALL REMOVAL ITEMS OFF-SITE.
6. CONTRACTOR SHALL DEMOLISH AND REMOVE ALL ITEMS ILLUSTRATED ON THE PLANS AND OTHER ITEMS, AS NECESSARY FOR THE PROJECT AND RELATED IMPROVEMENTS. THIS INCLUDES ITEMS SUCH AS BUILDINGS, ACCESSORY STRUCTURES, FOUNDATIONS, PAVEMENTS, DEBRIS, VEGETATION, SUBSURFACE ITEMS (UTILITIES), UNDESIRED SOIL, AND OTHER RELATED ITEMS. VERIFY ALL SOIL CORRECTIONS WITH GEOTECH REPORT AND RECOMMENDATIONS, UNLESS NOTED OTHERWISE. HAUL AND DISPOSE OF ALL REMOVAL ITEMS OFF-SITE.
7. CONTRACTOR SHALL REMOVE, REPAIR AND/OR RELOCATE EXISTING PRIVATE OR PUBLIC UTILITIES AS NECESSARY, WHETHER STATED ON THE PLANS OR NOT, INCLUDING ANY RELATED PERMITS AND FEES. CONTRACTOR TO COORDINATE AND RECEIVE APPROVAL FOR ACTIVITIES WITH OWNER AND UTILITY COMPANIES BEFORE STARTING WORK.
8. CLEAR, GRUB, AND REMOVE ALL TREES AND VEGETATION WITHIN THE CONSTRUCTION LIMITS, OR AS NOTED. STRIP TOPSOIL, STOCKPILE, AND REDISTRIBUTE PER GRADING PLAN.
9. TREE PROTECTION FENCING SHALL BE INSTALLED AT THE DRIP LINE OF TREES TO REMAIN, OR AS ILLUSTRATED, WITHIN LIMITS OF DISTURBANCE PRIOR TO THE START OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT. NO DETRIMENTAL CONDITIONS TO OCCUR AT TREE PRESERVATION AREAS, SUCH AS STORAGE OF EQUIPMENT/MATERIALS, CHEMICAL WASH, OR EXCAVATION.
10. CONTRACTOR SHALL PROVIDE ALL STAGING AND TEMPORARY TRAFFIC CONTROL FOR THE PROJECT, AS APPROVED BY THE OWNER AND GOVERNING AGENCY. PROVIDE MINIMAL DISRUPTION TO ADJACENT PROPERTIES AND STREETS, OR AS DIRECTED BY PROPERTY OWNER.
11. CONTRACTOR SHALL PROVIDE TEMPORARY CONDITIONS, SUCH AS CONSTRUCTION TRAILER, TEMPORARY FENCING, AND OTHER SECURITY MEASURES FOR THE LENGTH OF THE ENTIRE PROJECT.
12. ALL CONSTRUCTION PERMITS, APPLICATIONS AND FEES ARE THE RESPONSIBILITY OF THE CONTRACTOR, UNLESS NOTED OTHERWISE.
13. FOR ANY SALVAGE AND/OR REINSTALL ITEMS, CONTRACTOR TO PROVIDE ALL WORK RELATED TO RE-LOCATION (TEMP AND PERMANENT), STORAGE, AND PROTECTION.

I HEREBY CERTIFY THAT THIS PLAN 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.

SIGNATURE:
PRINT NAME: MICHAEL C. AARON
DATE: 6/20/2022 LIC. NO.: 25721

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|
| | | | |

SRF

AE2S

# RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MINNESOTA
REMOVALS PLAN

DRAWING TYPE: PRELIMINARY
PREPARED BY: BPR
CHECKED / APPROVED: MCA / MCA
DATE: JUNE 2022
PROJECT NUMBER: 05434-2020-002

DRAWING
C100

Plotted By: Nicholas Schaufenbuel Date: Thursday, June 23, 2022
Last Saved By: Nicholas Schaufenbuel Date: Thursday, June 23, 2022 8:04:31 AM

C100.pdf V1 - Changemark Notes ( 2 Notes )

1 - Remove

Created by: Chris Anderson
On: 07/12/2022 08:49 AM

These trees appear to be siberian elm and black locust, both of which are considered invasive species. These should be removed, and the area should be established with mesic seed mix and more desirable tree species.

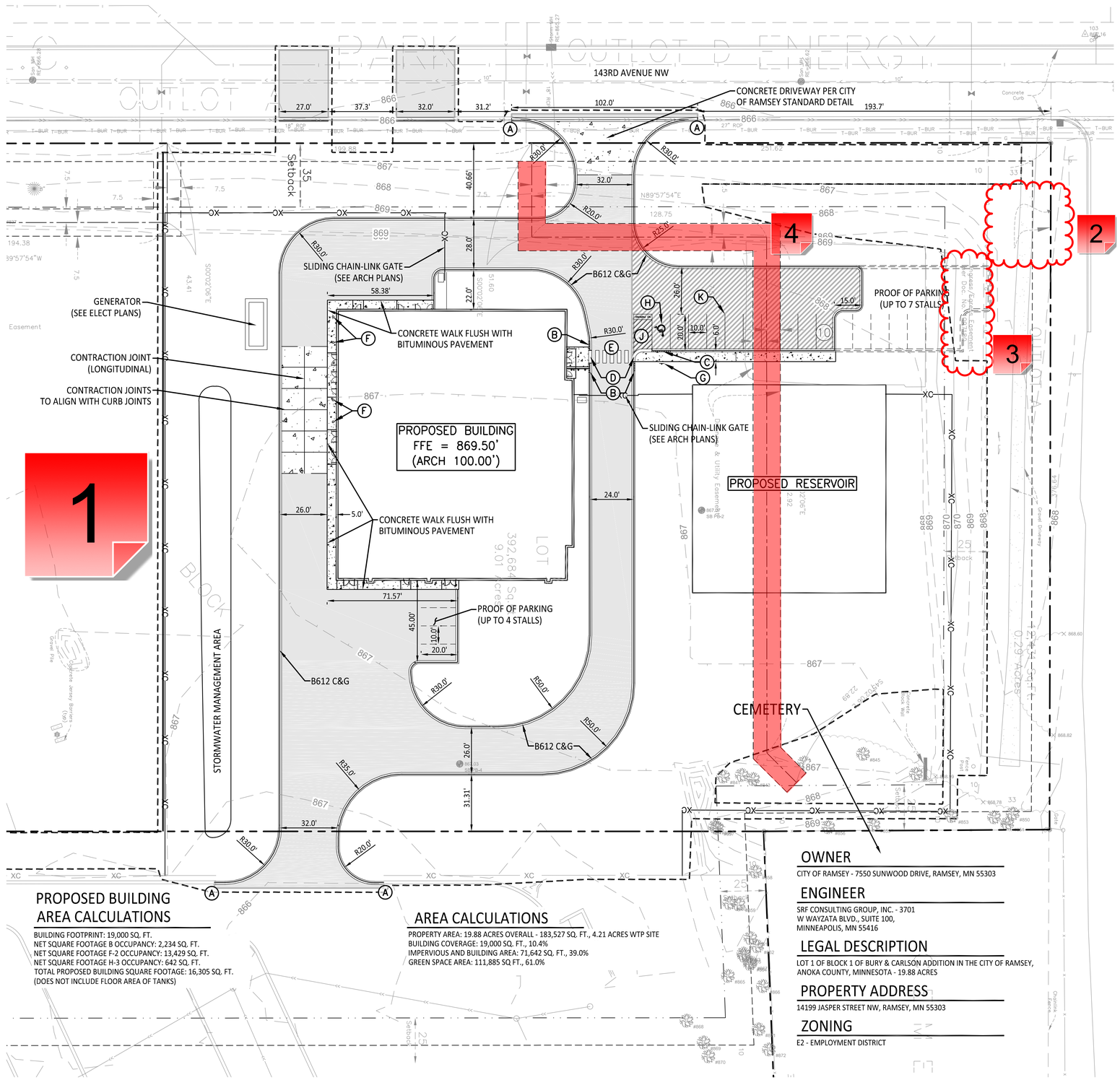
--------- 0 Replies ---------

2 - Easement

Created by: Chris Anderson
On: 07/19/2022 11:38 AM

Is this easement still necessary? If not, please prepare an exhibit and legal description and the city will initiate the easement vacation process.

--------- 0 Replies ---------




## SITE LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE (PER CODE)
- EXISTING CONDITIONS
- LIGHT-DUTY BITUMINOUS PAVEMENT
- HEAVY-DUTY BITUMINOUS PAVEMENT
- 6" CONCRETE WALK
- 8" CONCRETE DRIVEWAY PAVEMENT
- CURB AND GUTTER
- XC — CHAIN LINK FENCE (SEE ARCH. PLANS)
- PARKING LOT POLE LIGHT (SEE ELEC. PLANS)
- (16) PARKING SPACES PER ROW
- LIMITS OF DISTURBANCE

N

0 30 60
SCALE IN FEET

## SITE NOTES

1. SEE EXISTING CONDITIONS AND REMOVAL PLAN, ALONG WITH ANY RELATED SURVEYS FOR DETAILS ON PROPERTY BACKGROUND INFORMATION.
2. REFER TO ARCHITECTURAL PLANS FOR MORE INFORMATION ON BUILDINGS, MONUMENT SIGNS, TRASH ENCLOSURES, AND OTHER RELATED ITEMS. VERIFY WITH ARCHITECTURAL PLANS THE EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, TRUCK DOCKS/SERVICE, AND OTHER RELATED BUILDING ITEMS.
3. SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING LOCATIONS, DETAILS AND PHOTOMETRICS.
4. ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF CONCRETE, OR EXTERIOR FACE OF BUILDING, UNLESS NOTED OTHERWISE.
5. ALL CURB RADII SHALL BE 5.0 FEET (TO FACE OF CURB), UNLESS OTHERWISE NOTED.
6. ALL CURB AND GUTTER SHALL BE CONCRETE B612 UNLESS OTHERWISE NOTED.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS, AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES IN PUBLIC RIGHT-OF-WAY SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS, OR AS APPROVED.
8. BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER, OR AS NOTED. PAVEMENT AND OTHER IMPROVEMENTS TO ADHERE TO ALL AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS FOR ACCESSIBILITY, INCLUDING SLOPE. CONTACT ENGINEER IMMEDIATELY INVOLVING ANY DISCREPANCIES.
9. CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
10. CONTRACTOR SHALL PROVIDE ALL CONSTRUCTION STAKING.
11. CONTRACTOR SHALL PROVIDE ALL SITE GOVERNMENTAL PERMITS AND FEES.

## SIGNAGE AND STRIPING NOTES

1. ALL TRAFFIC SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE STANDARDS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD), OR AS NOTED OTHERWISE.
2. PARKING LOT STRIPING SHALL BE 4" WIDE COLOR WHITE, TWO COATS OF PAINT. CONTRACTOR SHALL PAINT ANY/ALL DIRECTIONAL TRAFFIC ARROWS AS SHOWN IN WHITE (TWO COATS).
3. ACCESSIBLE PARKING SIGNS AND MARKINGS PER LATEST ADA CODE AND REQUIREMENTS. CONTRACTOR SHALL PAINT THE INTERNATIONAL SYMBOL OF ACCESSIBILITY IN EACH DESIGNATED ACCESSIBLE STALL IN BLUE BACKGROUND WITH WHITE BORDER (TWO COATS OF PAINT). CONTRACTOR SHALL PAINT THE WORDS "NO PARKING" IN EACH ACCESSIBLE ISLE ADJACENT TO AN ACCESSIBLE SPACE IN WHITE LETTERS MINIMUM 12" IN HEIGHT. SIGNS TO BE LOCATED AT THE HEAD OF THE PARKING SPACE. SEE ACCESSIBLE PARKING DETAILS.
4. ALL SIGNS SHALL INCLUDE MOUNTING HARDWARE, POST, CONCRETE FOOTING AND CASING WHERE REQUIRED. CONCRETE CASING REQUIRED IN LOCATIONS WHERE POST IS NOT PROTECTED BY CURB.
5. IF NOTED, ALL STOP SIGNS SHALL INCLUDE A 12" WIDE PAINTED STOP BAR IN WHITE PAINT (TWO COATS) PLACED AT THE STOP SIGN LOCATION, A MINIMUM OF 4' FROM CROSSWALK. ALL STOP BARS SHALL EXTEND FROM DIRECTIONAL TRANSITION BETWEEN LANES TO THE CURB.
6. ALL SIGNS SHALL BE PLACED 18" BEHIND THE BACK OF CURB, UNLESS OTHERWISE NOTED.

## Ⓐ SITE KEY NOTES

- A. MATCH INTO EXISTING BITUMINOUS AND CURB & GUTTER
- B. CONCRETE CURB AND GUTTER - TAPER (5 FT LENGTH)
- C. CONCRETE CURB AND GUTTER - TAPER (5% MAX SLOPE)
- D. CONCRETE CURB AND GUTTER - FLUSH (0" HEIGHT; SEE GRADING PLAN)
- E. CROSSWALK PAVEMENT MARKINGS (FIVE 2' X 7' BARS WITH 2' SPACING)
- F. CONCRETE BOLLARD (SEE DETAIL)
- G. TRAFFIC SIGNAGE - INSTALL ACCESSIBLE PARKING SIGN (R7-8m) AND VAN ACCESSIBLE SIGN (R7-8b) PER MINNESOTA BUILDING CODE
- H. PAVEMENT MARKING - INTERNATIONAL SYMBOL OF ACCESSIBILITY
- J. PAVEMENT MARKING - "NO PARKING" AND ADA ACCESS AISLE CROSS HATCH STRIPING
- K. PAVEMENT MARKING - 4" WHITE STRIPING (PAINT)

## PROPOSED BUILDING AREA CALCULATIONS

BUILDING FOOTPRINT: 19,000 SQ. FT.
NET SQUARE FOOTAGE B OCCUPANCY: 2,234 SQ. FT.
NET SQUARE FOOTAGE F-2 OCCUPANCY: 13,429 SQ. FT.
NET SQUARE FOOTAGE H-3 OCCUPANCY: 642 SQ. FT.
TOTAL PROPOSED BUILDING SQUARE FOOTAGE: 16,305 SQ. FT.
(DOES NOT INCLUDE FLOOR AREA OF TANKS)

## AREA CALCULATIONS

PROPERTY AREA: 19.88 ACRES OVERALL - 183,527 SQ. FT., 4.21 ACRES WTP SITE
BUILDING COVERAGE: 19,000 SQ. FT., 10.4%
IMPERVIOUS AND BUILDING AREA: 71,642 SQ. FT., 39.0%
GREEN SPACE AREA: 111,885 SQ FT., 61.0%

## OWNER

CITY OF RAMSEY - 7550 SUNWOOD DRIVE, RAMSEY, MN 55303

## ENGINEER

SRF CONSULTING GROUP, INC. - 3701
W WAYZATA BLVD., SUITE 100,
MINNEAPOLIS, MN 55416

## LEGAL DESCRIPTION

LOT 1 OF BLOCK 1 OF BURY & CARLSON ADDITION IN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA - 19.88 ACRES

## PROPERTY ADDRESS

14199 JASPER STREET NW, RAMSEY, MN 55303

## ZONING

E2 - EMPLOYMENT DISTRICT

I HEREBY CERTIFY THAT THIS PLAN 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.

SIGNATURE:
PRINT NAME: MICHAEL C. AARON
DATE: 6/20/2022 LIC. NO.: 25721

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|
| | | | |

SRF

AES

# RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MINNESOTA
SITE PLAN

DRAWING TYPE: PRELIMINARY
PREPARED BY: BPR
CHECKED / APPROVED: MCA/MCA
DATE: JUNE 2022
PROJECT NUMBER: 05434-2020-002

DRAWING
C200

File: H:\Projects\14000\14770\Design\PlanSheets\SFR-14770_Site Plan-SFR.dwg
Layout: 22X34
Plotted By: Nicholas Schaefenbuel Date: Thursday, June 23, 2022
Last Saved By: Nicholas Schaefenbuel Date: Thursday, June 23, 2022 8:09:46 AM

C200.pdf V1 - Changemark Notes ( 4 Notes )

1 - Plat?

Created by: Chris Anderson
On: 07/11/2022 08:45 AM

A plat is required to create this lot. Please submit.

--------- 0 Replies ---------

2 - What is this Pointing to?

Created by: Chris Anderson
On: 07/11/2022 08:49 AM

--------- 0 Replies ---------

3 - Easement

Created by: Chris Anderson
On: 07/11/2022 08:49 AM

Show this easement on the Site Plan. Recommend that it get platted as separate outlot.

--------- 0 Replies ---------

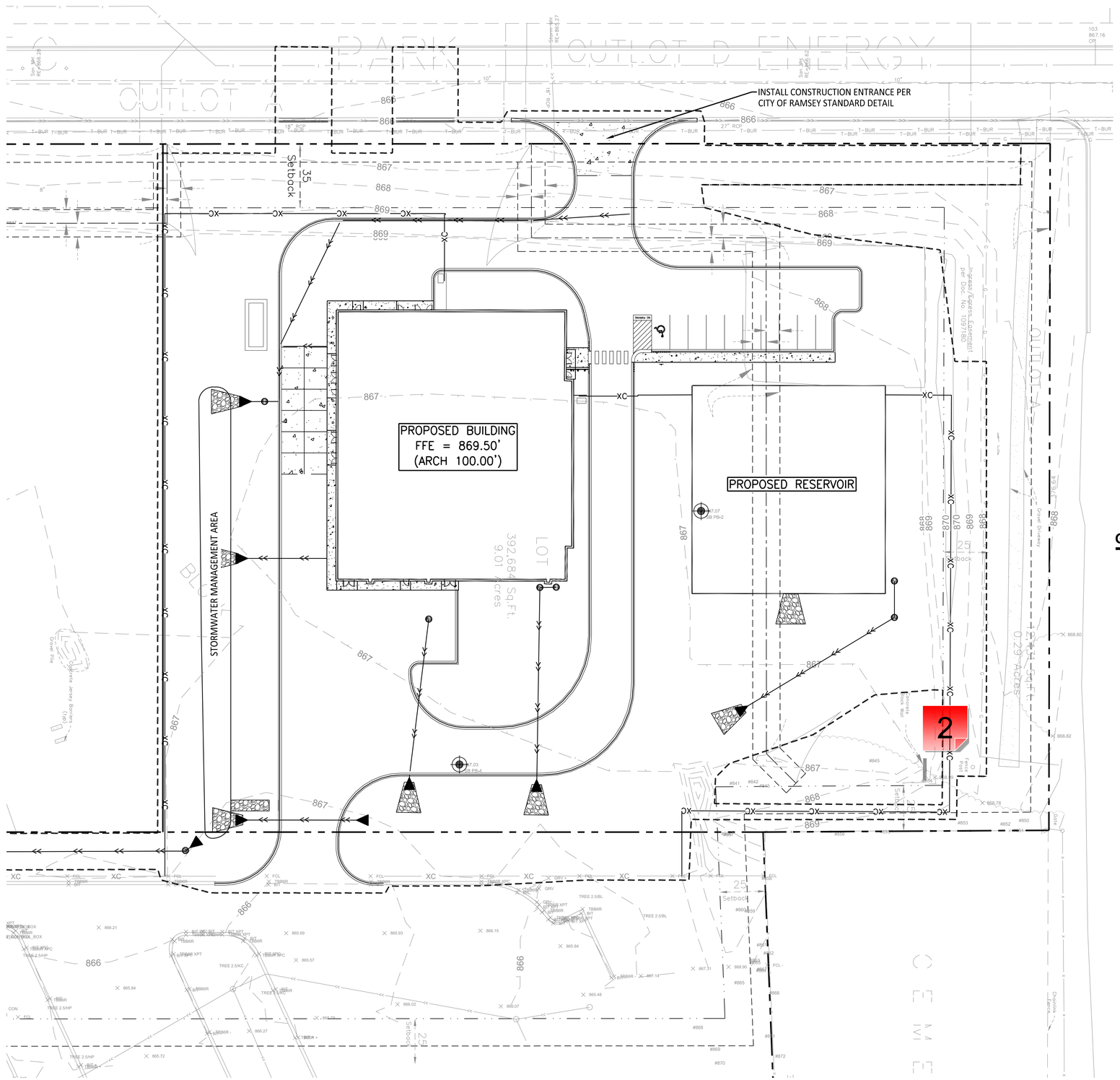
4 - D/U Easement

Created by: Chris Anderson
On: 07/19/2022 11:05 AM

What is the purpose of this d/u easement and is it needed any more? If not, an exhibit should be prepared, including legal description, and this should be vacated as part of this process.

--------- 0 Replies ---------

Layout: 22X34
File: H:\Projects\140001\14770\Design\PlanSheets\14770_GradingPlan.dwg


INSTALL CONSTRUCTION ENTRANCE PER CITY OF RAMSEY STANDARD DETAIL
PROPOSED BUILDING
FFE = 869.50'
(ARCH 100.00')
PROPOSED RESERVOIR
STORMWATER MANAGEMENT AREA
Setback
35
25
392,684 Sq.Ft.
9.01 Acres
1,129,547 Sq.Ft.
25.93 Acres
12,870 Sq.Ft.
0.29 Acres
Proposed Easement
Grade Flat
Grade Slope
Grade Slope
Grade Flat
Grade Flat
Grade Slope
Grade Flat
Grade Slope
Grade Flat
Grade Slope

C300.pdf V1 - Changemark Notes ( 2 Notes )

## 1 - Grading Plan

Created by: Len Linton
On: 07/18/2022 10:07 AM

Turn on the spot elevations, proposed contours and information to guide the contractor in grading athe site.

--------- 0 Replies ---------

## 2 - Grade this area

Created by: Chris Anderson
On: 07/19/2022 11:41 AM

There's just Siberian Elm and Black Locust trees in here, both are invasive.  These trees, along with the rubble piles, should be removed, the area graded, seeded with mesic prairie mix, and planted with more desirable trees.

--------- 0 Replies ---------

Layout: 22X34
File: H:\Projects\14000\14770\Design\PlanSheets\14770_Utility Plan.dwg

SAN MANHOLE 2
CONSTRUCT OVER EXISTING SEWER LINE
RIM = 868.30
INV (N) = 855.60
INV (S) = 855.80
INV (W) = 855.80

20 LF - 8" PVC SDR 26 SAN @ 4.0%

SAN MANHOLE 3
RIM = 868.50
INV (E) = 856.60
INV (S) = 856.70
BOTTOM = 852.60
(SEE DETAIL)

SAN MANHOLE 1
CONSTRUCT OVER EXISTING SEWER LINE
RIM = 865.86
INV (S) = 852.50
EX. INV = 851.91

62 LF - 8" PVC SDR 26 SAN @ 5.0%

CONNECT TO EXISTING 6" WATER SERVICE STUB

INSTALL CASTING ASSEMBLY C-4

STM CB 102
2'X3' BOX, C - 1
RIM = 868.88
INV (W) = 864.36
INV (E) = 864.46

54 LF - 18" RCP STM @ 0.5%

STM CB 104
48" DIAM, C - 1
RIM = 868.15
INV (SW) = 863.75
INV (E) = 863.85

102 LF - 18" PVC SCH 40 STM @ 0.5%

WAT 6" DIP
45 BEND

56 LF - 4" PVC SCH 40 SAN
SERVICE LINE @ 9.63%

54 LF - 8" PVC SCH
40 SAN @ 4.0%

STM CB 100
2'X3' BOX, C - 1
RIM = 867.67
INV = 864.73

APPROX PROP GAS LINE;
COORDINATE WITH OWNER

WAT 6" DIP
GATE VALVE
HYDRANT

WAT 6" DIP

74 LF - 18" PVC SCH 40 STM @ 0.5%

WAT 4" DIP (IRRIGATION)

WAT 6" DIP

STUB 5' FROM BLDG
6" PVC SCH 40
INV = 858.86

STUB 5' FROM BLDG
4" PVC SCH 40
INV = 861.00

STM CB 106
48" DIAM, C - 1
RIM = 869.01
INV (NE,S) = 863.38
INV (E) = 865.00

WAT 24" DIP
WAT 20" DIP
7 LF - 18" RCP STM @ 0.5%

STUB 5' FROM BLDG
8" PVC SCH 40
INV = 865.12

STM APRON 110
18" RCP
INV = 863.00

24 LF - 8" PVC SCH 40 STM @ 0.5%

28 LF - 18" RCP 40 STM @ 0.5%

14 LF - 18" RCP STM @ 0.5%

STM MH 109
60" DIAM DESIGN SPECIAL 2
WATER QUALITY BAFFLE, C - 3
RIM = 867.10
INV (E) = 863.07
INV (W) = 863.07
SUMP = 857.07

STM CB 108
27" DIAM, C - 1
RIM = 868.62
INV (W) = 863.14
INV (N) = 863.24

PROPOSED BUILDING
FFE = 869.50'
(ARCH 100.00')

STM MH 118
48" DIAM, C - 2
RIM = 869.00
INV (W) = 865.85

PROPOSED RESERVOIR

STUB 5' FROM BLDG
8" PVC SCH 40
INV = 863.50

STM MH 120
48" DIAM, C - 2
RIM = 869.00
INV (E) = 865.78
INV (S) = 865.78

WAT 24" DIP

STM MH 112
27" DIAM, C - 2
RIM = 870.00
INV (S) = 865.61

STM MH 114
48" DIAM, C - 3
RIM = 870.00
INV (SW) = 865.51
INV (N) = 865.51

50 LF - 8" PVC SCH 40 STM @ 0.5%

STM APRON 111
8" METAL FES
INV = 863.25

STM MH 124
48" DIAM, C - 2
RIM = 868.75
INV (S) = 865.59

9 LF - 24" PVC SCH
40 STM @ 0.7%

20 LF - 15" RCP
STM @ 0.5%

122 LF - 24" PVC SCH
40 STM @ 0.7%

84 LF - 24" PVC SCH
40 STM @ 0.7%

101 LF - 15" RCP
STM @ 0.5%

STM APRON 116
15" RCP
INV = 865.00

STORMWATER MANAGEMENT AREA

STM CB 134
DESIGN SPECIAL 3
RIM = 866.90
INV (W) = 863.11

STM CB 126
2'X3' BOX, C - 1
RIM = 867.13
INV (N) = 865.05
INV (S) = 865.05

STM APRON 132
12" RCP
INV = 863.00

STM APRON 138
18" RCP
INV = 863.00

STM APRON 128
24" METAL FES
INV = 865.00

STM APRON 122
24" METAL FES
INV = 865.00

STM APRON 130
12" RCP
INV = 864.50

MATCH LINE - SEE BOTTOM RIGHT

STM OCS 140
48" DIAM, DES SP 1
RIM = 866.30
INTERNAL WEIR = 864.50
INV = 862.35

73 LF - 12 RCP STM @ 0.4%

MATCH LINE - SEE BOTTOM LEFT

CONNECT INTO EXISTING STRUCTURE
INV = 860.95

300 LF - 18" RCP STM @ 0.50%

## UTILITY LEGEND

- PROPERTY LINE
- STORM SEWER (RCP)
- DRAIN TILE
- SANITARY SEWER (PVC)
- WATER MAIN (DIP)
- TELEPHONE (BURIED)
- NATURAL GAS LINE
- LIMITS OF DISTURBANCE
- DRAINAGE & UTILITY EASEMENTS
- STORM MANHOLE/CATCH BASIN
- STORM FLARED END SECTION
- CLEAN OUT (CO)
- SANITARY MANHOLE
- HYDRANT
- GATE VALVE

N

0 30 60
SCALE IN FEET

ELEVATION 869.50 CIVIL = 100.00 ARCHITECTURAL

## UTILITY NOTES

1. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
2. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL UTILITY LOCATES. CONTACT GOPHER SATE ONE CALL PER STATE STATUTES FOR PUBLIC UTILITY LOCATES PRIOR TO ANY EXCAVATION. THE CONTRACTOR MUST HIRE A PRIVATE UTILITY LOCATING SERVICE TO LOCATE PRIVATE UTILITIES IN THE CONSTRUCTION AREA PRIOR TO ANY EXCAVATION.
3. SEE EXISTING CONDITIONS FOR SURVEY INFORMATION. THE ENGINEER CAN NOT BE HELD RESPONSIBLE FOR INACCURACIES RELATED TO THE SURVEY INFORMATION.
4. COMPLY WITH ALL LOCAL AND STATE REQUIREMENTS FOR UTILITY MATERIALS, INSTALLATION, AND TESTING.
5. OBTAIN ALL PERMITS OR APPROVALS FROM LOCAL UTILITY OWNERS PRIOR TO BEGINNING UTILITY INSTALLATIONS. NOTIFY UTILITY OWNERS OF THE START OF CONSTRUCTION FOR THE PROJECT AND ANY SPECIFIC UTILITY WORK AT LEAST 48 HOURS IN ADVANCE.
6. FIELD VERIFY AND COORDINATE ALL BUILDING UTILITY CONNECTIONS AND PUBLIC UTILITY SERVICE CONNECTIONS PRIOR TO CONSTRUCTION, INCLUDING LOCATION, TYPE, SIZE, AND INVERT ELEVATION. NOTIFY ENGINEER OF ANY DISCREPANCIES FROM THE PLAN FOR RESOLUTION PRIOR TO BEGINNING UTILITY INSTALLATIONS.
7. ADJUST, OR ARRANGE TO BE ADJUSTED BY UTILITY OWNER, ALL STRUCTURES, PUBLIC AND PRIVATE, TO PROPOSED GRADES WHERE DISTURBED. COMPLY WITH ALL REQUIREMENTS OF UTILITY OWNERS. STRUCTURES RESET IN PAVED AREAS TO MEET OWNER'S TRAFFIC LOADING REQUIREMENTS.
8. SERVICE UTILITIES, SUCH AS ELECTRIC (TRANSFORMER), GAS, TELEPHONE, CABLE, FIBER OPTIC, AND OTHER RELATED SMALL UTILITIES, MAY BE SHOWN FOR GENERAL REFERENCE AND ARE DEEMED CONCEPTUAL LOCATIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING AND COORDINATING ALL LOCATIONS OF SERVICE UTILITY CONNECTIONS AND RELATED ITEMS WITH SERVICE PROVIDERS.
9. WATERMAIN AND WATER SERVICE CONNECTIONS GREATER THAN 6" TO BE CLASS 52 DUCTILE IRON PIPE (DIP), AND ALL WATERMAIN 6" OR LESS SHALL BE DIP CLASS 53. MAINTAIN 7.5' OF COVER ON ALL NEW WATERMAIN, PROVIDE WATERMAIN THRUST RESTRAINTS AT CHANGE OF DIRECTION, AND PROVIDE 18" SEPARATION BETWEEN SEWER PIPE. ADJUST WATERMAIN VERTICALLY, AS NECESSARY, AS APPROVED BY THE ENGINEER. IF INSULATION IS REQUIRED, PROVIDE DOW STYROFOAM HI BRAND 35 OR EQUIVALENT, AT 4-INCH THICKNESS.
10. WATERMAIN SHALL BE INSTALLED IN CONFORMANCE WITH THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA (CEAM) STANDARDS OR THE CITY'S WATERMAIN INSTALLATION STANDARDS. WHERE CONFLICTS OCCUR, THE MORE RESTRICTIVE REQUIREMENT SHALL GOVERN.
11. SANITARY SEWER PIPE OUTSIDE THE BUILDING SHALL BE POLYVINYL CHLORIDE (PVC) SDR 26. SDR 26 REQUIRED FOR DEPTHS GREATER THAN 15 FT.
12. STORM SEWER PIPE SHALL BE REINFORCED CONCRETE PIPE (RCP), WITH R-4 GASKETS. RCP CLASS 5 FOR PIPE DIAMETERS 18" OR SMALLER, CLASS 3 FOR PIPE DIAMETERS 21" AND LARGER UNLESS OTHERWISE NOTED. POLYVINYL CHLORIDE PIPE (PVC) TO BE SCHEDULE 40. IF ALLOWED BY THE CITY, HIGH DENSITY POLYETHYLENE PIPE (HDPE) SHALL MEET REQUIREMENTS OF ASTM F2648. PIPE SHALL BE WATER TIGHT ACCORDING TO ASTM D3212 REQUIREMENTS. FLARED END SECTIONS SHALL BE RCP WITH TRASH GUARDS AND ROCK RIP-RAP.
13. OUTSIDE OF PUBLIC RIGHT OF WAY, INLET AND OUTLET CONNECTIONS TO SEWER STRUCTURES SHALL USE APPROVED RESILIENT RUBBER JOINTS TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCH BASINS, AND OTHER STRUCTURES.
14. ALL MANHOLE COVERS TO BE STAMPED EITHER SANITARY OR STORM SEWER.
15. PIPE LENGTHS THAT MAY BE SHOWN ARE HORIZONTALLY FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
16. SITE UTILITY SERVICES TYPICALLY TERMINATE 5 FEET FROM BUILDING, UNLESS NOTED OTHERWISE.
17. ALL EXCAVATIONS MUST COMPLY WITH THE REQUIREMENTS OF OSHA 29 CFR, PART 1926, SUBPART P, "EXCAVATIONS AND TRENCHES." THIS DOCUMENT STATES THAT EXCAVATION SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
18. DRAINTILE LOCATIONS AND QUANTITIES ARE APPROXIMATE AS ILLUSTRATED. FIELD VERIFY FINAL LOCATIONS.
19. AFTER CONSTRUCTION IS COMPLETE, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN AS-BUILT RECORD OF UTILITY CONSTRUCTION. THE AS-BUILT SHALL INCLUDE LOCATION AND LENGTH DEVIATIONS OR CHANGES TO THE PLAN. CONTRACTOR TO VERIFY WITH OWNER OR ENGINEER WHETHER A PLAN WITH POST-CONSTRUCTION ELEVATIONS IS REQUIRED.

I HEREBY CERTIFY THAT THIS PLAN 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.

SIGNATURE:
PRINT NAME: MICHAEL C. AARON
DATE: 6/20/2022 LIC. NO.: 25721

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|
| | | | |

SRF

AES2

# RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MINNESOTA
UTILITY PLAN

DRAWING TYPE: PRELIMINARY
PREPARED BY: BPR
CHECKED / APPROVED: MCA/MCA
DATE: JUNE 2022
PROJECT NUMBER: 05434-2020-002

DRAWING
C400

Plotted By: Nicholas Schaufenbuel Date: Wednesday, June 22, 2022
Last Saved By: Nicholas Schaufenbuel Date: Monday, June 20, 2022 8:43:32 AM

C400.pdf V1 - Changemark Notes ( 3 Notes )

## 1 - Water Main

Created by: Logan Czech
On: 07/20/2022 07:52 AM

Provide iformation on these two water lines and connection point

--------- 0 Replies ---------

## 2 - 6" Water Service

Created by: Logan Czech
On: 07/20/2022 07:52 AM

Add gate valve at connection point so that contractor does not have to test existing line

--------- 0 Replies ---------

## 3 - CB 134

Created by: Logan Czech
On: 07/20/2022 07:58 AM

This structure does not appear to be connected with any outlet

--------- 0 Replies ---------

Layout: landscape plan (2)
File: H:\Projects\114000\114770\Design\PlanSheets\14770_LandscapePlan.dwg

## PLANT SCHEDULE

| DECIDUOUS TREES | | | | | | | |
|---|---|---|---|---|---|---|---|
| **Botanical** | **Common** | **Size** | **Container** | **Remarks** | **Quantity** | **Canopy Cover (SF)** | **Total Canopy Cover (SF)** |
| CELTIS OCCIDENTALIS | COMMON HACKBERRY | 2.5" CAL. | B&B | SINGLE, STRAIGHT LEADER | 5 | 922 | 4,610 |
| GLEDITSIA TRIACANTHOS INERMIS `SKYCOLE` TM | SKYLINE HONEYLOCUST | 2.5" CAL. | B&B | SINGLE, STRAIGHT LEADER | 3 | 415 | 1,245 |
| QUERCUS BICOLOR | SWAMP WHITE OAK | 2.5" CAL. | CONT. | SINGLE, STRAIGHT LEADER | 6 | 718 | 4,308 |
| QUERCUS MACROCARPA | BUR OAK | 2.5" CAL. | CONT. | SINGLE, STRAIGHT LEADER | 7 | 3,910 | 27,370 |
| SALIX NIGRA | BLACK WILLOW | 2.5" CAL. | B&B | SINGLE, STRAIGHT LEADER | 4 | 460 | 1,840 |
| TILIA AMERICANA `BOULEVARD` | BOULEVARD LINDEN | 2.5" CAL. | B&B | SINGLE, STRAIGHT LEADER | 3 | 354 | 1,062 |
| ULMUS AMERICANA `NEW HARMONY` | NEW HARMONY ELM | 2.5" CAL. | B&B | SINGLE, STRAIGHT LEADER | 7 | 3,910 | 27,370 |
| **SHRUBS** | | | | | | | |
| **Botanical** | **Common** | **Size** | **Container** | **Remarks** | **Quantity** | **Canopy Cover (SF)** | **Total Canopy Cover (SF)** |
| AMELANCHIER ALNIFOLIA `REGENT` | REGENT SERVICEBERRY | #5 | CONT. | PLANT 4` O.C. | 50 | 18 | 900 |
| ARONIA MELANOCARPA `MORTON` TM | IROQUIS BEAUTY BLACK CHOKEBERRY | #5 | CONT. | PLANT 4` O.C. | 52 | 10 | 520 |
| CORNUS STOLONIFERA `FARROW` | ARCTIC FIRE RED TWIG DOGWOOD | #5 | CONT. | PLANT 4` O.C. | 45 | 32 | 1,440 |
| DIERVILLA LONICERA | DWARF BUSH HONEYSUCKLE | #5 | CONT. | PLANT 3` O.C. | 78 | 2 | 156 |
| **PERENNIALS AND GRASSES** | | | | | | | |
| **Botanical** | **Common** | **Size** | **Container** | **Remarks** | **Quantity** | **Canopy Cover (SF)** | **Total Canopy Cover (SF)** |
| GERANIUM MACULATUM | WILD GERANIUM | #1 | CONT. | PLANT 18" O.C. | 45 | 0 | 0 |
| SPOROBOLUS HETEROLEPIS | PRAIRIE DROPSEED | #1 | CONT. | PLANT 24" O.C. | 35 | 0 | 0 |
| | | | | | **TOTAL CANOPY COVER (SF)** | | **89,911** |

(3) ARCTIC FIRE RED TWIG DOGWOOD
3/4 " TRAP ROCK MULCH
(32) DWARF BUSH HONEYSUCKLE
STEEL LANDSCAPE EDGER
LIMESTONE BOULDER , TYP.
(10) ARCTIC FIRE RED TWIG DOGWOOD

1

EXTEND PLANTING BED MULCH (SEE DETAIL) TO CONCRETE WALK/DOOR

PROPOSED BUILDING
FFE = 869.50

NOTE:
TREES, SHRUBS, AND PERENNIALS TO BE INSTALLED BY OTHERS

2

(50) REGENT SERVICEBERRY
(35) PRAIRIE DROPSEED
4' TYP.
(46) DWARF BUSH HONEYSUCKLE
STEEL LANDSCAPE EDGER
WATER RESERVOIR

3

867.07
SB PB-2

(30) ARCTIC FIRE RED TWIG DOGWOOD
(2) ARCTIC FIRE RED TWIG DOGWOOD
LIMESTONE BOULDER , TYP.
3/4 " TRAP ROCK MULCH
STEEL LANDSCAPE EDGER
(52) IROQUIS BEAUTY BLACK CHOKEBERRY

### LANDSCAPE LEGEND

- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUBS/PERENNIALS
- LIMESTONE BOULDERS
- SOD
- LOW MAINTENANCE TURF (MNDOT SEED MIX 25-131)
- SEED MIX 35-241 MESIC PRAIRIE GENERAL
- STORMWATER SOUTH AND WEST (MNDOT SEED MIX 33-261)
- 3/4" TAP ROCK MULCH
- EXISTING TREE/SHRUBS TO REMAIN
- LIMITS OF DISTURBANCE
- LANDSCAPE EDGER

N

0 10 20
SCALE IN FEET

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE:
PRINT NAME: JONATHAN W. FILLMORE
DATE: 6/20/2022 LIC. NO.: 58679

| SYM | DATE | DESCRIPTION | APPR |
|---|---|---|---|

RAMSEY WATER TREATMENT PLANT
CITY OF RAMSEY
RAMSEY, MINNESOTA
LANDSCAPE ENLARGEMENT PLAN

DRAWING TYPE: PRELIMINARY
PREPARED BY: BPR
CHECKED / APPROVED: MCA / MCA
DATE: JUNE 2022
PROJECT NUMBER: 05434-2020-002
DRAWING: L101

Plotted By: Nicholas Schaufenbuel Date: Wednesday, June 22, 2022
Last Saved By: Nicholas Schaufenbuel Date: Monday, June 20, 2022 9:58:46 AM

L101.pdf V1 - Changemark Notes ( 3 Notes )

## 1 - Shrub Size

Created by: Chris Anderson
On: 07/11/2022 08:34 AM

Shrubs shall be at least 24" in height. Update Plant Schedule to speciy size as 24" rather than container size.

--------- 0 Replies ---------

## 2 - Coniferous Tree Info

Created by: Chris Anderson
On: 07/11/2022 08:36 AM

The Plant Schedule is missing the coniferous trees. Please update to include the Norway Spruce and White Pines proposed on the plan sheet.

--------- 0 Replies ---------

## 3 - Management Plan

Created by: Chris Anderson
On: 07/11/2022 08:37 AM

Please provide a detailed 3-5 year management plan for the prairie area. The plan shall describe the prescribed management activities, include a calendar of when these activities shall occur. A competent subcontractor shall be identified to perform the management activities.

--------- 0 Replies ---------

**6.03: Public Hearing: Consider Site Plan for Water Treatment Plant (Project No. 22-104); Case of City of Ramsey**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 8:00 p.m.

**Presentation**

Senior Planner Anderson presented the staff report stating that staff recommends approval of the Site Plan, contingent upon compliance with Staff review comments, which includes the need for a plat.

Chairperson Bauer noted that there was a comment that the needed materials were not ready prior to the meeting and therefore asked if the item should be continued to the August meeting. He stated that sketch plan does not require formal action, final plat is not considered by the Commission and on a minor plat, preliminary plat can be approved by staff. He asked if the continuance would really be necessary.

Senior Planner Anderson stated that when he drafted the case it had not been settled whether the request would be three or four parcels. He noted that four parcels would require a preliminary plat, but it has been settled that it will only be three parcels which does not require a continuance.

Commissioner Anderson stated that he would want to ensure there is a road to the cemetery with space for parking of one or two vehicles.

Senior Planner Anderson commented that nothing proposed would impact the existing conditions for the cemetery. He stated that there are no plans for a paved driveway. He stated that there is a curb cut that would remain and vehicles can be parked.

Commissioner Anderson stated that currently it is basically a cattle trail, and he would want to see gravel access at a minimum to ensure public access.

Chairperson Bauer asked who owns the cemetery.

Senior Planner Anderson replied that the City owns the cemetery. He stated that if grant funds were to become available, the City could perhaps attempt to more formally identify additional gravesites that may exist.

**Citizen Input**

No comments.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to close the public hearing.

DRAFT

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Peters, Gengler, Hunt, and Walker. Voting No: None. Absent: Commissioner VanScoy.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

**Commission Business**

Motion by Commissioner Anderson, seconded by Commissioner Gengler, to recommend that City Council approve the Site Plan, contingent upon compliance with Staff review comments with an additional condition related to a request for gravel access to the cemetery.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Gengler, Hunt, Peters, and Walker. Voting No: None. Absent: Commissioner VanScoy.

DRAFT

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

**RESOLUTION #22-166**

**A RESOLUTION APPROVING THE SITE PLAN FOR A WATER TREATMENT PLANT**

**RECITALS**

1. The City of Ramsey, hereinafter referred to as the "Permittee", has properly applied for Site Plan approval for a new Water Treatment Facility on the property generally known as 14199 Jaspar St NW and legally described as follows:

   LOT 1, BLOCK 1 BURY AND CARLSON ADDITION, Anoka County, Minnesota

   ("Subject Property")

2. That the Permittee is the fee owner of the Subject Property.

3. That the Permittee shall complete a subdivision to create a separate parcel for the Water Treatment Plant.

4. That the Subject Property is zoned E-2 Employment District and is guided as Business Park in the 2040 Comprehensive Plan.

5. That Governmental and Public Utility Buildings and Structures are a permitted use in the E-2 Employment District.

6. That the Environmental Policy Board reviewed the Site Plan on July 18, 2022 and recommended approval.

7. That the Planning Commission reviewed the Site Plan on July 28, 2022, and recommended approval.

8. That the City Council reviewed the Site Plan on August 8, 2022.

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

That the Ramsey City Council hereby grants approval of the Site Plan for the Water Treatment Plant on the Subject Property contingent upon the following conditions:

**CONDITIONS**

1. That the Permittee complete a subdivision to create a separate parcel for the Water Treatment Plant.

2. Compliance with Staff review comments.
3. That a separate building permit and sign permits are required.

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 8th day of August, 2022.

**CITY OF RAMSEY:**

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA )
) ss.
COUNTY OF ANOKA )

On this _____ day of _____, 2022, before me a Notary Public personally appeared Mayor Mark E. Kuzma and Katie Schmidt, to me personally known, who, being each by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and Mark E. Kuzma and Katie Schmidt acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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