City of Ramsey
Agenda
Regular City Council
Tuesday, March 14, 2023
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 January 2023 Financial Reports - General Fund, Enterprise Funds and Economic Development Authority (EDA) Fund

2. Receive Cash and Investments for Period Ending February 28, 2023

3. Note the Following Boards, Commissions, and Committee Meeting Minutes:
- Economic Development Authority Dated January 12, 2023
- Parks and Recreation Commission Dated January 12, 2023
- Planning Commission Meeting Minutes Dated January 26, 2023
- Public Works Committee Dated January 17, 2023

4. Approve the Following Meeting Minutes:

1. City Council Work Session dated 2/28/2023
2. City Council Regular Session dated 2/28/2023

5. Approve Business Licenses

6. Approve Rental Licenses

7. Authorization to Hire an Engineering Technician II

8. Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 23, 2023 through March 8, 2023.

9. Adopt Resolution #23-050 Approving a Development Agreement and Stormwater Maintenance Agreement at 6710 Highway 10 NW (Project No. 22-106) ; Case of Blue Line Collision

10. Adopt Resolution #23-051 Approving Plans and Specifications and Authorizing Advertisement for Bids for 161st Avenue Reconstruction, Improvement Project #23-01

11. Adopt Resolution #23-052 Accepting Municipal Utility Testing Proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12

12. Adopt Resolution #23-055 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) Fund.

13. Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement for Part of Outlot C, Affinity at COR; Case of COR Trust Bank
(Portions may be closed to the public)

14. Adopt Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

6. Public Hearing

7. Council Business

1. Adopt Resolution #23-042 Approving the Preliminary Plat for Parkside Townhomes (Project No. 22-143); Case of COR at Ramsey LLC

2. Adopt Resolution #23-054 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #23-12, HY-10 Ramsey Improvements

3. Adopt Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents

4. Adopt Ordinance #23-03 Amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **5. 1.**

Meeting Date: 03/14/2023

By: Diana Lund, Finance

Information

Title

Receive January 2023 Financial Reports - General Fund, Enterprise Funds and Economic Development Authority (EDA) Fund

Purpose/Background:

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

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

Recommendation:

No action required. Informational ony.

Action:

No action required. Informational only.

Attachments

January 2023 General Fund Financial Report - Budget to Actual

January 2023 Enterprise Funds Financial Reports - Budget to Actual

January 2023 Summary of Adopted budgets/expenditures to date

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:53 PM
Form Started By: Diana Lund		Started On: 03/06/2023 06:51 AM
Final Approval Date: 03/08/2023		

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: January 31, 2023

GENERAL FUND EXPENDITURES
- BY DEPARTMENT -

Dept	2023 BUDGET	2023 YTD GENERAL LEDGER
Admin (inlcd elections, legal & newsletter)	1,212,108.00	106,333.31
Building Inspections	721,415.00	58,783.53
Council/Commissions (incld charter, council contingen	258,433.00	20,816.78
Data Processing	818,662.00	33,517.59
Engineering	554,975.00	65,808.62
Finance (incld assessing)	516,910.00	39,628.89
Fire (incld Civil Defense)	1,805,110.00	76,594.94
Gen Govt Buildings	667,254.00	29,620.06
Parks	1,661,536.00	84,158.76
Planning & Zoning	854,650.00	72,118.57
Police (incld animal control & comm orient)	5,527,998.00	365,935.31
Streets (incld traffic eng & snow/ice)	2,456,102.00	110,349.71
Grand Total	**17,055,153.00**	**1,063,666.07**

GENERAL FUND EXPENDITURES
- BY CATEGORY -

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Capital Outlay	1,074,183.00	
Other Services & Charges	2,939,067.00	89,760.03
Personal Services	11,609,269.00	937,661.86
Supplies	1,326,261.00	36,256.18
Transfers out	106,373.00	
Grand Total	**17,055,153.00**	**1,063,678.07**

GENERAL FUND REVENUES
- BY CATEGORY -

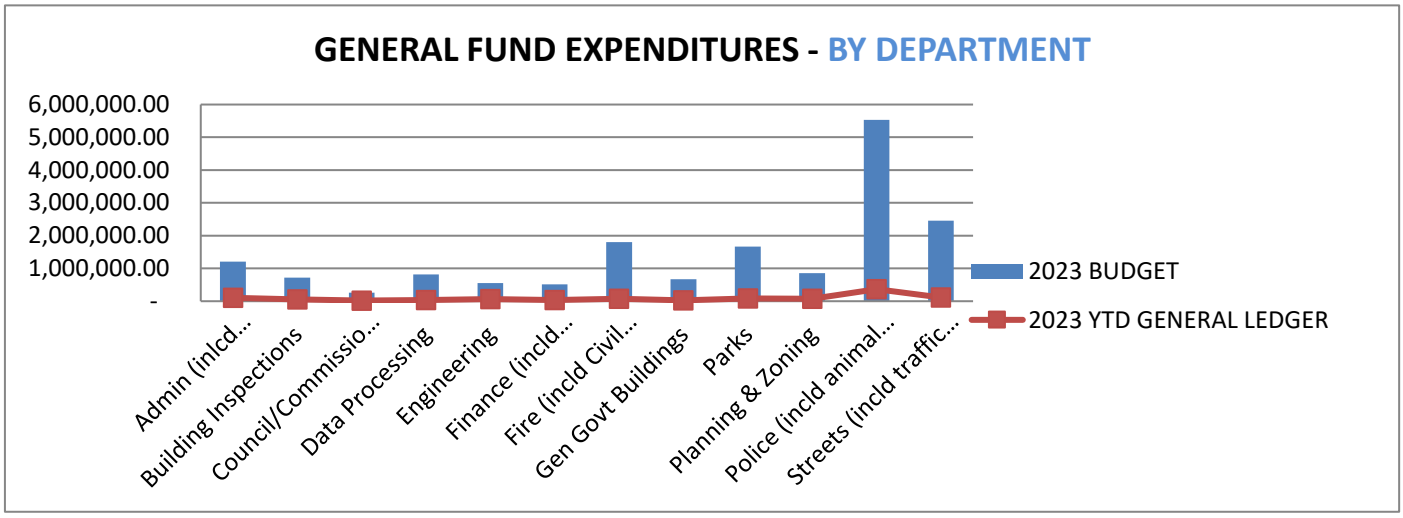
Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Taxes	13,088,820.00	
Charges for Services	622,300.00	62,033.93
Business Licenses/Permits	75,400.00	5,935.00
Fines and Forfeits	50,000.00	-
Federal Intergovernmental	9,200.00	
State Intergovernmental	687,500.00	-
Interest	25,000.00	
Miscellaneous	15,750.00	163.89
Non-Business Licenses/Permits	624,000.00	26,872.20
Transfers in	1,857,183.00	
Grand Total	**17,055,153.00**	**95,005.02**

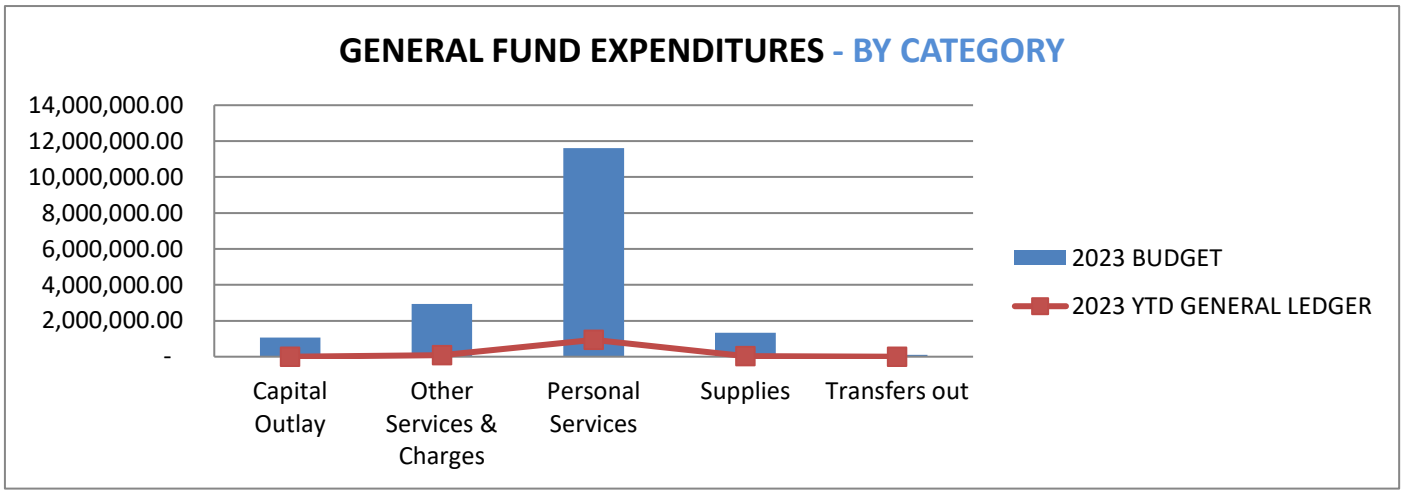
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

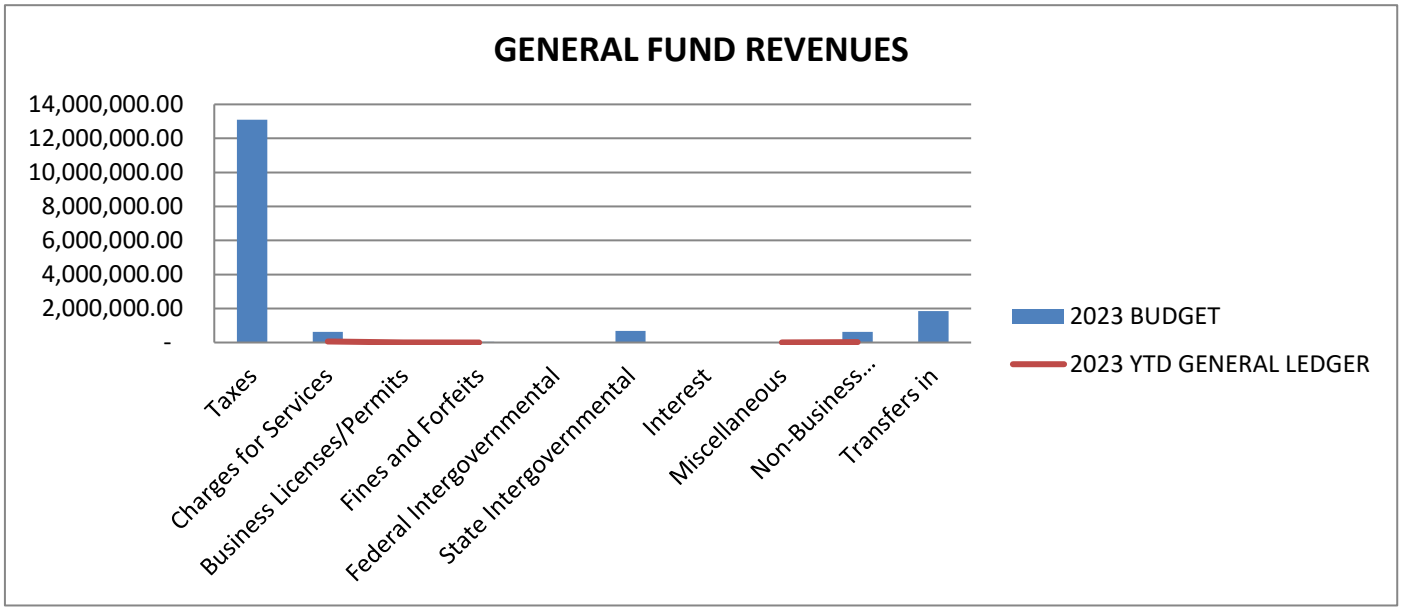
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: January 31, 2023







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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: January 31, 2023

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(28,000.00)		0.00%
4609	OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%
4652	WATER SALES - RESIDENTIAL	1,496,892.00	-	0.00%
4653	WATER SALES-COMMERCIAL	785,972.00	-	0.00%
4654	WATER PENALTIES	44,000.00	(65.96)	-0.15%
4655	WATER METER INSTALLATION	15,000.00	280.00	1.87%
4656	WATER METERS	40,000.00	550.00	1.38%
4657	CONNECTION/RECONNECTION FEES	500.00		0.00%
4701	INTEREST ON INVESTMENTS	20,000.00		0.00%
4606	DEVELOPER FEES (WAC)	-	7,170.00	0.00%
4601	MISCELLANEOUS REVENUE		1,675.80	0.00%
Grand Total		**2,379,364.00**	**9,609.84**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	312,055.00	11,744.28	3.76%
6103	FULL TIME-REGULAR-OVERTIME	18,000.00	1,547.60	8.60%
6105	TEMPORARY-WAGES & SALARIES	19,167.00		0.00%
6121	PERA CONTRIBUTIONS	39,417.00	1,434.87	3.64%
6122	FICA/MEDICARE CONTRIBUTIONS	26,542.00	1,554.04	5.86%
6131	GROUP INSURANCE	45,000.00	5,335.77	11.86%
6133	WORKERS COMP INSURANCE PREMIUM	20,000.00		0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	500.00		0.00%
6223	GASOLINE	8,000.00		0.00%
6225	DIESEL FUEL	500.00		0.00%
6229	SHOP MATERIALS	1,000.00		0.00%
6231	UNIFORMS & TURN-OUT GEAR	3,000.00	1,181.25	39.38%
6249	MISCELLANEOUS OPERATING SUPPLY	15,000.00	(617.57)	-4.12%
6257	OTHER VEHICLE PARTS	10,000.00		0.00%
6273	UTILITY SYSTEM MAINT SUPPLIES	120,000.00	2,532.84	2.11%
6281	SMALL TOOLS & MINOR EQUIPMENT	10,000.00	33.00	0.33%
6292	WATER METERS FOR RESALE	100,000.00	71.28	0.07%
6315	MISCELLANEOUS PROFESSIONAL SER	83,000.00		0.00%
6322	POSTAGE	3,000.00	70.53	2.35%
6323	CELLULAR PHONES	4,000.00		0.00%
6334	MILEAGE REIMBURSEMENT	450.00	91.26	20.28%
6335	TRAINING	4,500.00	275.00	6.11%
6352	GENERAL NOTICE & PUBLIC INFOR	300.00		0.00%
6361	GENERAL LIABILITY/PROPERTY INS	45,000.00		0.00%
6371	ELECTRIC UTILITIES	175,000.00	-	0.00%
6372	WATER/IRRIGATION	2,000.00		0.00%
6373	GAS	9,000.00	-	0.00%
6374	REFUSE/RECYCLING	1,500.00	106.58	7.11%
6381	BUILDING & STRUCTURE REPAIR	6,000.00		0.00%
6439	OTHER MISCELLANEOUS	30,000.00	21.03	0.07%
6451	MEMBERSHIP DUES	1,400.00		0.00%
6489	OTHER CONTRACTED SERVICES	80,000.00	-	0.00%
6722	DEPRECIATION	871,256.00		0.00%
6820	OPERATING TRANSFERS TO OTHER F	51,000.00		0.00%
6436	WATER EFFICIENCY REBATE PROG		1,200.00	0.00%
Grand Total		**2,115,587.00**	**26,581.76**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: **January 31, 2023**

REVENUES

BUSINESS UNIT 9602 SEWER UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(22,000.00)		0.00%
4356	SEWER AVAILABILITY CHARGE-ADM	7,000.00	-	0.00%
4661	RESIDENTIAL-SEWER CHARGES	1,570,800.00	-	0.00%
4662	COMMERCIAL-SEWER CHARGES	466,400.00	-	0.00%
4663	SEWER PENALTIES	33,000.00	(4.48)	-0.01%
4701	INTEREST ON INVESTMENTS	20,000.00		0.00%
4601	MISCELLANEOUS REVENUE		1,675.80	0.00%
Grand Total		**2,075,200.00**	**1,671.32**	

EXPENSES

BUSINESS UNIT 9602 SEWER UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	229,231.00	8,382.03	3.66%
6121	PERA CONTRIBUTIONS	32,192.00	767.45	2.38%
6122	FICA/MEDICARE CONTRIBUTIONS	17,640.00	830.83	4.71%
6131	GROUP INSURANCE	20,013.00		0.00%
6133	WORKERS COMP INSURANCE PREMIUM	12,000.00		0.00%
6223	GASOLINE	4,300.00		0.00%
6225	DIESEL FUEL	3,500.00		0.00%
6229	SHOP MATERIALS	500.00		0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	26,000.00	-	0.00%
6257	OTHER VEHICLE PARTS	10,000.00		0.00%
6273	UTILITY SYSTEM MAINT SUPPLIES	5,000.00	-	0.00%
6275	OTHER EQUIPMENT PARTS	9,000.00		0.00%
6315	MISCELLANEOUS PROFESSIONAL SER	15,000.00		0.00%
6323	CELLULAR PHONES	700.00	-	0.00%
6334	MILEAGE REIMBURSEMENT	400.00	30.42	7.61%
6335	TRAINING	2,400.00		0.00%
6361	GENERAL LIABILITY/PROPERTY INS	24,000.00		0.00%
6371	ELECTRIC UTILITIES	25,000.00	-	0.00%
6372	WATER/IRRIGATION	2,000.00		0.00%
6373	GAS	7,000.00		0.00%
6374	REFUSE/RECYCLING	1,500.00	106.59	7.11%
6377	SEWER SERVICE CHARGE	1,138,899.00	189,816.50	16.67%
6489	OTHER CONTRACTED SERVICES	45,000.00		0.00%
6722	DEPRECIATION	653,080.00		0.00%
6820	OPERATING TRANSFERS TO OTHER F	45,000.00		0.00%
Grand Total		**2,329,355.00**	**199,933.82**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: January 31, 2023

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	**2023 BUDGET**	**2023 YTD GENERAL LEDGER**	**-% of Budget-**
4140 CREDIT CARD PROCESSING FEES	(4,500.00)		0.00%
4681 CHARGES FOR STREET LIGHTS	170,000.00	-	0.00%
4683 STREET LIGHTING PENALTIES	5,000.00	1.41	0.03%
4701 INTEREST ON INVESTMENTS	2,000.00		0.00%
4684 PRIORITY STREET LIGHT	56,000.00	-	0.00%
Grand Total	**228,500.00**	**1.41**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	**2023 BUDGET**	**2023 YTD GENERAL LEDGER**	**-% of Budget-**
6371 ELECTRIC UTILITIES	140,000.00	-	0.00%
6489 OTHER CONTRACTED SERVICES	18,000.00	-	0.00%
6722 DEPRECIATION	46,340.00		0.00%
6820 OPERATING TRANSFERS TO OTHER F	27,000.00		0.00%
Grand Total	**231,340.00**	**-**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: **January 31, 2023**

REVENUES

BUSINESS UNIT 9604 RECYCLING UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(7,000.00)		0.00%
4287	OTHER LOCAL GOVERNMENT GRANTS	75,000.00		0.00%
4609	OTHER MISCELLANEOUS REVENUES	1,000.00	80.85	8.09%
4671	RECYCLING CHARGES	446,500.00	-	0.00%
4672	RECYCLING PENALTIES	9,000.00	(1.48)	-0.02%
4701	INTEREST ON INVESTMENTS	1,000.00		0.00%
Grand Total		**525,500.00**	**79.37**	

EXPENSES

BUSINESS UNIT 9604 RECYCLING UTILITY

GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	24,774.00	1,360.60	5.49%
6121	PERA CONTRIBUTIONS	2,858.00	111.78	3.91%
6122	FICA/MEDICARE CONTRIBUTIONS	1,905.00	114.25	6.00%
6131	GROUP INSURANCE	3,696.00		0.00%
6133	WORKERS COMP INSURANCE PREMIUM	300.00		0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	30,000.00	1,015.88	3.39%
6322	POSTAGE	300.00		0.00%
6489	OTHER CONTRACTED SERVICES	460,000.00	37,332.40	8.12%
Grand Total		**523,833.00**	**39,934.91**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: **January 31, 2023**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	**2023 BUDGET**	**2023 YTD GENERAL LEDGER**	**-% of Budget-**
4140 CREDIT CARD PROCESSING FEES	(11,000.00)		0.00%
4693 STORM WATER-RESIDENTIAL	596,000.00	-	0.00%
4694 STORM WATER-COMMERCIAL	608,000.00	-	0.00%
4695 STORM WATER-PENALTIES	16,000.00	(2.01)	-0.01%
4701 INTEREST ON INVESTMENTS	2,000.00		0.00%
Grand Total	**1,211,000.00**	**(2.01)**	

EXPENSES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	**2023 BUDGET**	**2023 YTD GENERAL LEDGER**	**-% of Budget-**
6102 F.T. REGULAR-WAGES & SALARIES	209,384.00	-	0.00%
6121 PERA CONTRIBUTIONS	30,704.00	-	0.00%
6122 FICA/MEDICARE CONTRIBUTIONS	16,047.00	-	0.00%
6131 GROUP INSURANCE	29,550.00		0.00%
6133 WORKERS COMP INSURANCE PREMIUM	10,000.00		0.00%
6225 DIESEL FUEL	7,000.00		0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	13,000.00	-	0.00%
6257 OTHER VEHICLE PARTS	10,000.00	-	0.00%
6315 MISCELLANEOUS PROFESSIONAL SER	50,000.00		0.00%
6361 GENERAL LIABILITY/PROPERTY INS	11,500.00		0.00%
6371 ELECTRIC UTILITIES	12,000.00	-	0.00%
6372 WATER/IRRIGATION	2,000.00		0.00%
6373 GAS	8,000.00		0.00%
6374 REFUSE/RECYCLING	2,000.00	106.59	5.33%
6451 MEMBERSHIP DUES	54,000.00		0.00%
6489 OTHER CONTRACTED SERVICES	50,000.00		0.00%
6722 DEPRECIATION	402,708.00		0.00%
6820 OPERATING TRANSFERS TO OTHER F	40,000.00		0.00%
Grand Total	**957,893.00**	**106.59**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2022 THROUGH PERIOD ENDING: **January 31, 2023**

REVENUES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	**CURRENT YEAR REQUESTED BUDGET**	**CURRENT YTD GENERAL LEDGER**	**-% of Budget-**
4011 CURRENT-AD VALOREM TAXES	82,610.00		0.00%
4701 INTEREST ON INVESTMENTS	5,000.00		0.00%
Grand Total	**87,610.00**		

EXPENDITURES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	**CURRENT YEAR REQUESTED BUDGET**	**CURRENT YTD GENERAL LEDGER**	**-% of Budget-**
6105 TEMPORARY-WAGES & SALARIES	1,500.00	25.00	1.67%
6122 FICA/MEDICARE CONTRIBUTIONS	100.00	1.91	1.91%
6133 WORKERS COMP INSURANCE PREMIUM	10.00		0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	19,000.00	1,873.99	9.86%
6315 MISCELLANEOUS PROFESSIONAL SER	35,000.00		0.00%
6331 TRAVEL & LODGING	2,300.00		0.00%
6335 TRAINING	1,500.00		0.00%
6361 GENERAL LIABILITY/PROPERTY INS	1,000.00		0.00%
6451 MEMBERSHIP DUES	2,200.00	543.46	24.70%
6246 MARKETING & PROMOTIONS	25,000.00		0.00%
Grand Total	**87,610.00**	**2,444.36**	

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CITY OF RAMSEY
YEAR-TO-DATE BY BUSINESS UNIT

JANUARY 1, 2022 THROUGH PERIOD ENDING: **January 31, 2023**

GENERAL FUND EXPENDITURES BY DEPARTMENT	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	1/12 ADOPTED BUDGET (Jan)	% of Budget Used (8.33% is 1/12)	BUDGET AMOUNT REMAINING
Admin (inlcd elections, legal & newsletter)	1,212,108.00	106,333.31	101,009.00	8.77%	1,105,774.69
Building Inspections	721,415.00	58,783.53	60,117.92	8.15%	662,631.47
Council/Commissions (incld charter, council contingency)	258,433.00	20,816.78	21,536.08	8.06%	237,616.22
Data Processing	818,662.00	33,517.59	68,221.83	4.09%	785,144.41
Engineering (personnel costs allocated after year-end)	554,975.00	65,808.62	46,247.92	11.86%	489,166.38
Finance (incld assessing) (personnel costs allocated after year-end)	516,910.00	39,628.89	43,075.83	7.67%	477,281.11
Fire (incld Civil Defense)	1,805,110.00	76,594.94	150,425.83	4.24%	1,728,515.06
Gen Govt Buildings	667,254.00	29,620.06	55,604.50	4.44%	637,633.94
Parks	1,661,536.00	84,158.76	138,461.33	5.07%	1,577,377.24
Planning & Zoning	854,650.00	72,118.57	71,220.83	8.44%	782,531.43
Police (incld animal control & comm orient)	5,527,998.00	365,935.31	460,666.50	6.62%	5,162,062.69
Streets (incld traffic eng & snow/ice)	2,456,102.00	110,349.71	204,675.17	4.49%	2,345,752.29
TOTAL	*17,055,153.00*	*1,063,666.07*	*1,421,262.75*	*6.24%*	*15,991,486.93*

ENTERPRISE EXPENDITURES BY FUND	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	1/12 ADOPTED BUDGET (Jan)	% of Budget Used (8.33% is 1/12)	BUDGET AMOUNT REMAINING	**BUDGETED DEPRECIATION (part of "2023 BUDGET")*
Water (budgeted depreciation not booked until after year-end)	2,079,587.00	26,581.76	173,298.92	1.28%	2,053,005.24	*$ 871,256.00*
Sewer (budgeted depreciation not booked until after year-end)	2,329,355.00	199,933.82	194,112.92	8.58%	2,129,421.18	*$ 653,080.00*
Street Light (budgeted depreciation not booked until after year-end)	231,340.00	-	19,278.33	0.00%	231,340.00	*$ 46,340.00*
Recycling	523,833.00	39,934.91	43,652.75	7.62%	483,898.09	*N/A*
Storm Water (budgeted depreciation not booked until after year-end)	957,893.00	106.59	79,824.42	0.01%	957,786.41	*$ 402,708.00*
TOTAL	*6,122,008.00*	*266,557.08*	*510,167.33*	*4.35%*	*5,855,450.92*	$ 1,973,384.00

EDA FUND EXPENDITURES	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	1/12 ADOPTED BUDGET (Jan)	% of Budget Used (8.33% is 1/12)	BUDGET AMOUNT REMAINING
Economic Development	87,610.00	2,444.36	7,300.83	2.79%	85,165.64

CC Regular Session **5. 2.**

Meeting Date: 03/14/2023

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending February 28, 2023

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending February 28, 2023.

Cash and investment report shows the monthly cash flow- receipts and expenditures through February 28, 2023 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 February 28, 2023

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:53 PM
Form Started By: Diana Lund		Started On: 03/06/2023 06:52 AM
Final Approval Date: 03/08/2023		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended February 28, 2023

	February-23 CURRENT MONTH	2023 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE (Includes PW Bond Proceeds)	$ 105,938,715.43	$ 106,548,752.29
CASH INFLOWS:		
Daily Deposit	490,482.44	854,741.11
Tax Settlements		289,751.95
U/B Receipts	406,452.70	421,428.54
Credit Cards (Includes Utility Billing)	717,600.71	839,552.19
Interest Earnings [Net of Interest Paid on Investments]	122,572.45	279,600.32
Bond Proceeds-int	-	-
TOTAL CASH INFLOW	$ 1,737,108.30	$ 2,685,074.11
TOTAL CASH AVAILABLE	$ 107,675,823.73	$ 109,233,826.40
CASH OUTFLOWS:		
Prepaid Checks	746,434.39	1,573,190.55
Bills Lists	362,448.30	651,010.15
Pay Estimates	9,197.09	9,197.09
Credit Cards	3,495.21	6,311.86
Payroll - Net	448,192.32	887,761.92
Flex Reimbursement	2,616.75	3,972.59
Void Checks/Dormant Checks Paid	(65.00)	(442.58)
Debt Service	-	-
Miscellaneous [Bank Charges; etc.]	320.00	(359.85)
TOTAL CASH OUTFLOW	$ 1,572,639.06	$ 3,130,641.73
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 106,103,184.67**	**$ 106,103,184.67**
MEMO - NET 2023 CASH INFLOW (OUTFLOW)	**164,469.24**	**(445,567.62)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE - BV	**$ 90,699,976.14**	**89,614,560.81**
Purchases	825,284.10	6,832,981.27
Maturities/Sales	(1,565,000.00)	(6,487,281.84)
ENDING BALANCE	**$ 89,960,260.24**	**$ 89,960,260.24**

Prepared by the City of Ramsey Finance Department
3/6/2023

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
220809A	1/20/2023	4m	4M TERM SERIES			3,000,000.00		3,000,000.00	0.00
220809B	5/9/2023	4m	4M TERM SERIES			10,000,000.00		0.00	10,000,000.00
230113	7/28/2023	4M	4M TERM SERIES				4,000,000.00	0.00	4,000,000.00
221117	5/19/2023	4m	4M TERM SERIES			1,000,000.00		0.00	1,000,000.00
220809C	8/9/2023	4m	4M TERM SERIES			7,000,000.00		0.00	7,000,000.00
									22,000,000.00
220322	2/15/2023	Northland	SPARTA TOWNSHIP NJ TAX		84677-KV-6	135,000.00		135,000.00	0.00
220808	2/15/2023	Northland	JOHNSON COUNTY TX TAX		478898-FH-7	190,000.00		190,000.00	0.00
200326A	4/1/2023	Northland	TULSA COUNTY OK TAX		899525-TR-0	100,000.00		0.00	100,000.00
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	120,000.00		0.00	120,000.00
190726B	6/1/2023	Northland	DESMOINES IA COMM COLLEGE TAX		250097L75	250,000.00		0.00	250,000.00
220714	7/1/2023	Northland	MANCHESTER NH TAX		562333-QS-6	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
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
201230	5/1/2025	Northland	FREEPORT NY TAX		356731-CA-5	300,000.00		0.00	300,000.00
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2	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
191003A	12/1/2026	Northland	SCOTT BLUFF CTY SCHOOL DIST		810164-CQ-4	385,000.00		0.00	385,000.00
200113	3/1/2027	Northland	RICHLAND SCHOOL DISTRICT		764080-FT-9	165,000.00		0.00	165,000.00
200825A	8/1/2027	Northland	CENTINELA VALLEY CA HS		15239-RP-4	250,000.00		0.00	250,000.00
210401	12/1/2027	Northland	RUSH COUNTY KANSAS TAX		781834-D4-9	180,000.00		0.00	180,000.00
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
200914	8/1/2028	Northland	BURLESON TX IDS ZERO CPN		121403-4E6	500,000.00		0.00	500,000.00
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-LC-7	465,000.00		0.00	465,000.00
200625	3/1/2029	Northland	LAWRENCE MASS TAX		520228-6Q-5	180,000.00		0.00	180,000.00
200923	7/15/2029	Northland	WILKINSBURGO BORO PA TAX		968529-JV-0	265,000.00		0.00	265,000.00
200825B	8/1/2029	Northland	CENTINELA VALLEY CA HS		15239-RR-0	270,000.00		0.00	270,000.00
210615	8/1/2030	Northland	MN STATE TAX		60412A-VP-5	500,000.00		0.00	500,000.00
									7,245,000.00
210604	7/1/2030	UBS	FLORIDA STATE BOARD TAX		341271AF1	1,000,000.00		0.00	1,000,000.00
220414A	1/15/2023	UBS	US TREASURY NOTE		912828Z29	1,245,000.00		1,245,000.00	0.00
200116	1/17/2023	UBS	CD-MORGAN STANI	32992	6169OURY8	245,000.00		245,000.00	0.00
220414B	2/15/2023	UBS	US TREASURY NOTE		912828UN8	1,240,000.00		1,240,000.00	0.00
220414C	3/15/2023	UBS	US TREASURY NOTE		912828ZD5	1,260,000.00		0.00	1,260,000.00
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		0.00	250,000.00
220414D	4/15/2023	UBS	US TREASURY NOTE		912828ZH6	1,265,000.00		0.00	1,265,000.00
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		0.00	300,000.00
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
211109	8/1/2023	UBS	UPPER SANTA CLARA VY		916544ES4	200,000.00		0.00	200,000.00
210824A	8/15/2023	UBS	US TREASURY NOTE		91282CAF8	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
210824B	10/15/2023	UBS	US TREASURY NOTE		91282CAP6	2,500,000.00		0.00	2,500,000.00
221102B	10/31/2023	UBS	US TREASURY NOTE		91282CDDO	213,000.00		0.00	213,000.00
211008	11/1/2023	UBS	SAN FRAN CA CITY & COUNTY UTIL		79771FAW7	140,000.00		0.00	140,000.00
201119C	12/1/2023	UBS	WARREN HEIGHTS OH BUILDING		936121JV5	165,000.00		0.00	165,000.00
221014	1/12/2024	UBS	CD-ISRAEL DISCOUI	19977	465076TW7	244,000.00		0.00	244,000.00
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 HAPOALII	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
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
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
221118	11/18/2024	UBS	CD-SALLLIE MAE	58177	795451CK7	243,000.00		0.00	243,000.00
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 NATION/	26633	2477RBD6	200,000.00		0.00	200,000.00
201218	12/18/2024	UBS	CD-TEXAS EXCHANGE		88241TJQ4	248,000.00		0.00	248,000.00
220419	3/1/2025	UBS	MARYLAND STATE COMM DEV TAX		57419RC78	750,000.00		0.00	750,000.00
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		0.00	300,000.00

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
211223	8/1/2025	UBS	HAWAII STATE		41972YQ3	500,000.00		0.00	500,000.00
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
220519	3/15/2026	UBS	NEW YORK DEV		6500355P6	105,000.00		0.00	105,000.00
220316	3/16/2026	UBS	CD-GOLDMAN SACHS			245,000.00		0.00	245,000.00
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
210309	6/1/2026	UBS	BEVERLY HILLS CA PUB		088006KA8	300,000.00		0.00	300,000.00
191115A	7/1/2026	UBS	LEXINGTON FAYETEE URBAN COUNTY		52909MDR2	470,000.00		0.00	470,000.00
210630	7/15/2026	UBS	MICHIGAN CITY IND SCHOOL		594381HJ7	500,000.00		0.00	500,000.00
200326B	8/1/2026	UBS	SAN BERNARDINO COMM		79672ONA47	500,000.00		0.00	500,000.00
210514	10/1/2026	UBS	BOSSIER CITY LA UTIL		100216FZ8	500,000.00		0.00	500,000.00
210621	11/1/2026	UBS	REGIONAL TRANSPORTATION		759136VD3	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
210311	1/1/2027	UBS	FORT LAUDERDALE FLA SPL		347622CW0	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
200925	4/1/2027	UBS	WESTERN WASHINGTON UNIV		959878RJO	500,000.00		0.00	500,000.00
211206	5/1/2027	UBS	PIMA COUNTY AZ		72178JAF0	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
191219A	6/1/2027	UBS	UNIVERSITY OF NORTHERN COLORADO		914733DY3	360,000.00		0.00	360,000.00
210302	8/1/2027	UBS	VISTA CA UNI SCHOOL		928346P45	1,050,000.00		0.00	1,050,000.00
210219	9/1/2027	UBS	VIRGINIA COLLEGE BLDG			500,000.00		0.00	500,000.00
210121	10/1/2027	UBS	MIAMI DADE COUNTY TAX		59333NV91	750,000.00		0.00	750,000.00
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
210713	2/1/2028	UBS	TEXAS PUB FIN AUTHORITY		882669BW3	325,000.00		0.00	325,000.00
210430	6/1/2028	UBS	BEVERLY HILLS CA PUB		088006KC4	500,000.00		0.00	500,000.00
220207A	7/1/2028	UBS	PHOENIX AZ CIVIC		71883RRS4	165,000.00		0.00	165,000.00
210617A	7/1/2028	UBS	EL SEGUNDO CA PENSION		284035AG7	1,000,000.00		0.00	1,000,000.00
210408A	7/1/2028	UBS	PHOENIX AZ CIVIC		71884AH44	500,000.00		0.00	500,000.00
210930	8/1/2028	UBS	CHARTER OAKS CA		1612855D4	250,000.00		0.00	250,000.00
210301	8/1/2028	UBS	SAN JOSE CA FING AUTHO		79818186P30	1,000,000.00		0.00	1,000,000.00
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
210825B	8/15/2028	UBS	NEW HAMPSHIRE MUNI		64465QHA7	550,000.00		0.00	550,000.00
210825A	8/25/2028	UBS	CD-CELTIC BANK	57056	15118RWG8	245,000.00		0.00	245,000.00
210326	9/1/2028	UBS	CHINO CALIF PUB FING		169548FP4	615,000.00		0.00	615,000.00
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
210224B	11/1/2028	UBS	WILL COUNTY ILL COMMUNITY		969078QN7	2,500,000.00		0.00	2,500,000.00
191024	2/1/2029	UBS	PULASKI COUNTY		745401EGO3	400,000.00		0.00	400,000.00
211231	3/15/2029	UBS	NEW YORK STATE URBAN DEV		650036AX4	500,000.00		0.00	500,000.00
220207B	4/1/2029	UBS	BAY AREA CA TOLL AUTHORITY		072024XF4	250,000.00		0.00	250,000.00
210113	5/1/2029	UBS	NYC TRANSITIONAL		64971XSZ2	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
210308A	6/1/2029	UBS	RIO RANCHO NEW MEXICO TAX		767169ER2	500,000.00		0.00	500,000.00
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
210114	12/1/2029	UBS	FRANKLIN COUNTY OH		353174JE6	1,000,000.00		0.00	1,000,000.00
200324	3/1/2030	UBS	NEW YORK CITY TAXABLE		64966QJL5	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
200921	7/1/2030	UBS	FLORIDA STATE REV BOND		341271AF1	500,000.00		0.00	500,000.00
210910	9/1/2030	UBS	BROWNSVILLE TX UTIL		1164753D4	1,000,000.00		0.00	1,000,000.00
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
210107	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	1,000,000.00		0.00	1,000,000.00
210111	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	320,000.00		0.00	320,000.00
211020B	8/15/2031	UBS	ALABAMBA FEDERAL AID HWY		010268CT5	500,000.00		0.00	500,000.00
200417	9/1/2031	UBS	CITY OF NORFOLK VA TAX		655867G94	220,000.00		0.00	220,000.00
211115	10/1/2031	UBS	INFRASTRUCTURE BANK		76223MAL6	580,000.00		0.00	580,000.00
230118	230106	UBS	CD-INB NATIONAL ASSOC SPRING. IL		44989FAA7		248,000.00	0.00	248,000.00
230118	230131	UBS	CD-PLANTERS BANK KY		72741PGZ4		244,000.00	0.00	244,000.00
211209	9/15/2032	UBS	CAPE MAY COUNTY NJ TAX		139501SB7	470,000.00		0.00	470,000.00
201221	10/1/2026	UBS	LANCASTER OH SCHOOL DIST		514264FGO	1,675,000.00		0.00	1,675,000.00
230118		UBS	UBS PRIME FUND				1,515,697.17	0.00	1,515,697.17
230228		UBS	UBS PRIME FUND				825,284.10	0.00	825,284.10
221102A		UBS	UBS PRIME FUND			40,367.65		0.00	40,367.65
221231		UBS	UBS PRIME FUND			1,699,750.74		0.00	1,699,750.74
221004		UBS	UBS PRIME FUND			411,292.57		302,131.99	109,160.58
210107		UBS	UBS PRIME FUND			0.00		0.00	0.00
211130		UBS	UBS PRIME FUND			0.00		0.00	0.00

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
210826		UBS	UBS PRIME FUND			0.00		0.00	0.00
220131		UBS	UBS PRIME FUND			0.00		0.00	0.00
220331		UBS	UBS PRIME FUND			0.00		0.00	0.00
220802		UBS	UBS PRIME FUND			130,149.85		130,149.85	0.00
						-			
									60,715,260.24
	TOTAL INVESTMENTS					89,614,560.81	6,832,981.27	6,487,281.84	**89,960,260.24**
			Unamortized Premiums			1,759,475.03			1,759,475.03
			Unamortized Discounts			(4,343,552.11)			(4,343,552.11)
			BOW			6,628,801.28	6,114,891.42	9,962,882.78	2,780,809.92
			Bond Proceeds			11,903,743.78			11,903,743.78
			Money Market Accounts			985,723.50	3,056,724.31		4,042,447.81
			Net Cash and Investments			106,548,752.29	16,004,597.00	16,450,164.62	106,103,184.67

CC Regular Session **5. 3.**

Meeting Date: 03/14/2023

Submitted For: Dana Verbeek, Community Development

By: Dana Verbeek, Community Development

Information

Title

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

- Economic Development Authority Dated January 12, 2023
- Parks and Recreation Commission Dated January 12, 2023
- Planning Commission Meeting Minutes Dated January 26, 2023
- Public Works Committee Dated January 17, 2023

Purpose/Background:

Recommendation:

Action:

Attachments

January PC Minutes

EDA Minutes

January Park Minutes

January Public Works Minutes

Form Review

Inbox	Reviewed By	Date
Mary Jo Warner	MaryJo Warner	03/06/2023 11:02 AM
Brian Hagen	Brian Hagen	03/08/2023 06:54 PM
Form Started By: Dana Verbeek		Started On: 03/06/2023 09:05 AM
Final Approval Date: 03/08/2023		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 26, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson (via Zoom) Commissioner Cheri Gengler Commissioner Tom Hunt Commissioner Eric Peters Commissioner Gary Van Scoy
Members Absent:	Commissioner Brian Walker
Also Present:	Planning Manager Todd Larson Community Development Director Stephanie Hanson City Council Liaison Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Hunt	aye
Commissioner Van Scoy	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner Anderson	aye

Chairperson Bauer aye

Motion Carried.

5. CONSENT AGENDA

5.01: Approve the December 1, 2022 Planning Commission Meeting Minutes

Commissioner Van Scoy noted on page four, the first line, it should state, "Chairperson ~~Peterson~~ Bauer…"

Motion by Commissioner Van Scoy, seconded by Commissioner Peters, to approve the consent agenda with the noted change.

A roll call vote was performed:

Commissioner Anderson aye
Commissioner Peters aye
Commissioner Gengler aye
Commissioner Van Scoy aye
Commissioner Hunt aye
Chairperson Bauer aye

Motion Carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: ARAA Dome Site Plan, Plat and Variance to Height – 14600 Ferret Street NW

Public Hearing

Chairperson Bauer called the public hearing to order at 7:03 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the plat, site plan review and variance.

Chairperson Bauer asked the maximum number of people that could be in the building per building and fire code prior to the requirement for a special event permit being triggered.

Planning Manager Larson replied that he believed it was around 360 people.

Mark Bigelbach, representing ARAA, commented that in the last conversation he believed that the total was 635 people.

Chairperson Bauer asked the number of parking stalls required.

Planning Manager Larson replied that 175 stalls would be required which is based on training for high school aged kids that would drive themselves.

Chairperson Bauer referenced the tentative additional building noting that the mentioned uses would have their own parking requirements and asked if that is being provided in this plan or whether that would be constructed in the future.

Planning Manager Larson replied that area would remain vacant field until those uses come in, and parking would be provided in the future based upon those uses. He identified the areas where parking is currently proposed.

Chairperson Bauer referenced the variance in height and asked how that would be visible from the highway and Bunker Lake Boulevard.

Mr. Bigelbach commented that structurally the dome has to have a certain curve to shed snow, which is the reason for the variance.

Planning Manager Larson commented that the dome will be a noticeable structure in the community, especially from the highway. He commented that it will be noticeable from Armstrong as well. He commented that these domes are not see through, therefore someone driving by would not be aware if lights are on or off.

Councilmember Woestehoff stated that 135 stalls are listed in the case, but staff mentioned 175 stalls.

Planning Manager Larson noted that was his error and the packet information is correct.

Commissioner Hunt asked for details on the process in terms of combination of lots and subsequent division for the potential future development.

Planning Manager Larson commented that because the future development is not yet known, it makes more sense to create one lot now and deal with future development requests in the future.

Commissioner Van Scoy asked for details on the change to zoning.

Planning Manager Larson replied that there is no change in zoning proposed but there will be additional zoning related discussions during the meeting tonight.

Commissioner Van Scoy referenced the ratio of lot coverage proposed and asked how future subdivision could impact the lot coverage ratio.

Planning Manager Larson stated that is one of the discussion items that will come later tonight is that there is not a coverage limitation at this time.

Commissioner Van Scoy stated that there is a limitation on the building footprint. He noted that the zoning provides different limitations on lot coverage. He asked if they could create a lot that would be nonconforming.

Planning Manager Larson replied that they could not create a nonconforming lot, without variance or use of PUD.

Commissioner Van Scoy stated that he supports the project, but his concern would be with how restrictions on footprint could restrict the applicant's future plans.

Mr. Bigelbach stated that they do not see a problem meeting the staff recommendations.

Reese Sedtelgte, project engineer, referenced the concept for future development and noted that is not set in stone as they have looked at multiple configurations of what that could look like. He believed that they would have no problem providing the necessary parking for those uses at that time.

Commissioner Peters asked if there are any restrictions on concession stands within these types of buildings.

Mr. Bigelbach replied that he recommends not to put in concession stands for these types of buildings and therefore it was not included in the plans.

Citizen Input

Matt Kuker, PSD, commented that they support the dome but has concern with the parking. He stated that a previous drawing showed 294 stalls, which equated to one stall per 606 square feet. He stated that Adrenaline Sports Center, which has hosted large users and events, has 205 parking stalls and they experience overflow parking into adjacent lots. He stated that overflow parking will likely flow into his adjacent industrial lots, which operate seven days per week. He stated that he did not want to see that type of issue arise and therefore would prefer to address the issue now. He stated that the drawing now shows 135 stalls which is a big concern. He stated that if the applicant could utilize underground stormwater facility that would allow parking above. He referenced a sports center in a neighboring community that had major issues with parking. He believed that parking would become an issue and he would like to avoid that as an adjacent property owner. He stated that he does fully support the project but believes it to be severely under parked.

Mr. Sedtelgte commented that they did look at parking and completed a traffic and parking study. He stated that they assumed that all courts were being used at the same time, along with the turf areas. He stated that they estimated 96 stalls needed for full use and therefore the 135-projection allowed for turnover of those arriving and departing. He stated that there will be a retaining wall on the north property line, with a fence. He stated that they could extend the fence line to dissuade people from parking where they should not be. He stated that if parking becomes an issue, parking

could be added over the infiltration basin. He noted that they would like to avoid underground treatment, if possible, because of the cost.

Commissioner Van Scoy stated that the calculations seemed to be based upon those involved in the activities.

Mr. Bigelbach replied that he based his parking numbers off his experience at his other dome locations. He commented that not all the kids are driving or have a parent that is staying. He noted that some carpool and some parents drop their child off and pick them up after practice. He noted that there are spectators during events.

Commissioner Van Scoy asked how parking is determined for spectators.

Mr. Bigelbach commented that is hard to predict as some events have no spectators and others would have a lot of spectators.

Commissioner Peters asked if there have been issues with people parking on grass at other locations that were under parked.

Mr. Bigelbach stated that in West Saint Paul there was no grass available for parking and the city addressed that pretty quickly in adding a second lot.

Commissioner Peters commented on his experience with parking at sporting events for children, noting that people park however they want, especially in the winter.

Mr. Bigelbach noted that they would plow the area correctly for people to continue to follow the parking areas.

Commissioner Van Scoy asked if there is a plan B, in the case this is not adequate parking.

Mr. Bigelbach commented that they have reviewed a lot of variations and that is why they have not sold additional land for other users. He stated that this is the plan they are moving forward with and could use that future expansion area for parking in the future if that is needed. He noted that they did attempt to purchase the lot behind them, but it had been sold to another user.

Councilmember Woestehoff stated that it has been his understanding that this would exclusively be used as a practice facility, whereas the case makes it sound like there could be some events. He asked for clarification. He stated that he could see the design being suitable for a training facility but noted that parking would be an issue for events.

Mr. Bigelbach referenced the West Saint Paul location he constructed and noted a shared parking agreement that have reached for events. He noted that in Vadnais Heights they bussed people to the dome location from a city parking lot. He stated that at the Lakeville location he does not allow events and does not experience any parking problems.

Mr. Kuker commented that he sees this being a great place for doing tournaments on the weekends for basketball. He stated that players arrive 30 minutes early, therefore there is overlap in people arriving. He again commented that additional parking is needed.

Commissioner Hunt asked if the adjacent industrial lots are typically at full capacity.

Mr. Kuker replied that typically the lots are close to full. He noted that there are large, paved areas that are not used for parking because the area is needed for semi-truck maneuverability.

Motion by Commissioner Van Scoy, seconded by Commissioner Hunt, to close the public hearing.

A roll call vote was performed:

Commissioner Hunt	aye
Commissioner Van Scoy	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:42 p.m.

Commission Business

Chairperson Bauer asked staff to review the variance criteria.

Planning Manager Larson explained that a variance must be unique for the use and specific to the property proposed. He reviewed the different criteria that are considered and explained how this request would meet those criteria.

Chairperson Bauer commented that the proposed use would necessitate the variance.

Motion by Commissioner Peters, seconded by Commissioner Gengler, to Adopt Resolution #23-04 Approving a Variance to Structure Height in the E-3 Zoning District.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner Van Scoy	aye
Commissioner Hunt	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion Carried.

Motion by Commissioner Hunt, seconded by Commissioner Van Scoy, to recommend that City Council adopt Resolution #23-025 Approving Plat of "ARAA Subdivision".

A roll call vote was performed:

Commissioner Hunt	aye
Commissioner Van Scoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion Carried.

Commissioner Van Scoy commented that the request is for a training facility and not events at this time. He asked if events are going to be planned in the future, would that have to go through the City.

Planning Manager Larson confirmed that the City would review requests for special events. He noted that some of the questions asked at that time would be related to traffic, parking and anticipated attendance. He noted that it may be determined that alternate parking is required such as shuttling from another location.

Commissioner Van Scoy noted the willingness of the applicant to construct additional parking, should that be deemed necessary in the future.

Motion by Commissioner Gengler, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #23-026 Approving Site Plan Review for an Athletic Training Facility at 14600 Ferret Street NW.

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner Van Scoy	aye
Commissioner Hunt	aye
Chairperson Bauer	aye

Motion Carried.

Planning Manager Larson noted that this item will move forward to the City Council for consideration at its February 14, 2023 meeting.

Chairperson Bauer invited the new Community Development Director to introduce herself.

Community Development Director Hanson introduced herself. She looked forward to working with everyone and getting to know the businesses in the community as well.

7. COMMISSION BUSINESS

7.01: Zoning Code Update – Business Districts

Presentation

Planning Manager Larson presented the Staff Report and asked for feedback from the Commission.

Commission Business

Chairperson Bauer referenced two different uses with a slash between on page two and asked if the intention would be for the group to decide whether that is permitted or conditional.

Planning Manager Larson provided additional explanation, using the example of a small gym which would be permitted and a larger gym which would have additional considerations and therefore would be conditional.

Commissioner Van Scoy stated that he finds the table useful but found the language related to funeral homes or fitness center to be confusing. He asked if it would make more sense to separate the smaller and larger uses, such as fitness center under a certain size and fitness center over a certain size.

Chairperson Bauer agreed that would make sense as they would have different requirements.

Planning Manager Larson stated that they attempted to keep the standards out of the table and provide that in a different area. He noted that staff could separate those two items as mentioned (fitness center, funeral home/crematorium).

Commissioner Peters commented that ACE has a recycling center and asked where that would fit.

Planning Manager Larson stated that staff did discuss that business and did not find a good category for it. He noted that all users/uses do not need to be accommodated for. He stated that they would become nonconforming and could continue to exist. He stated that if that type of facility is desired, they could add a line item or define it under another category.

Commissioner Peters commented that he would see that business as a collection and distribution facility. He asked and received confirmation that the City would not allow another landfill.

Commissioner Van Scoy asked the difference between an indoor recreation center and fitness center.

Planning Manager Larson commented that an indoor recreation facility would be users like Adrenaline and the sports dome.

Councilmember Woestehoff referenced the language that states that if a use is not listed, it should be considered as prohibited. He commented that there is one item in the table that is listed as not permitted and asked if there is a reason to have it listed if it is not permitted.

Planning Manager Larson replied that in his experience with some auto repair shops, those businesses would sometimes purchase salvaged vehicles with intent to repair and resell but do not get around to them. He stated that this language would prevent the situation where those vehicles accumulate.

Community Development Director Hanson noted that she has had similar experience with those types of businesses and commented that the specific language is helpful for enforcement.

Planning Manager Larson continued to review the staff report providing details on performance standards.

Commissioner Gengler asked the definition of a transient merchant.

Planning Manager Larson provided the definition, examples and reviewed the permitting process.

Commissioner Gengler commented that perhaps that should be clarified as it would seem upon reading that the use is just permitted.

Commissioner Van Scoy referenced accessory dwelling units (ADU), which seems to be a new use.

Planning Manager Larson confirmed that this would be new and modeled after the residential ADU regulations. He provided some examples of businesses that may want someone to live onsite or have a room onsite, such as a funeral home, self-storage facility, or emergency veterinary clinic. He noted that the ADU would only be able to be occupied by someone employed by the business and could not just be used for rental. He noted that the unit may be subject to rental licensing requirements and would then be subject to related inspections.

Commissioner Van Scoy commented that he would be a bit uncomfortable allowing businesses to have an ADU and would want to see more details. He asked if the use would be open to all businesses or limited to those listed.

Planning Manager Larson reviewed the language that would address that concern, noting that staying onsite would need to be a requirement of the employee's job. He did not anticipate that there would be a lot of requests. He continued to review the staff report including adult uses.

Commissioner Gengler referenced Sections D and E, outdoor recreation, which is tied to a brewery/taproom/restaurant and asked if that is too restrictive.

Planning Manager Larson stated that staff began with breweries and what can be found and then tried thinking of other businesses and could not think of others outside of that category. He moved to the topic of motor vehicle sales and provided details on that section.

Commissioner Van Scoy commented that this would seem to be a lot of building for a sales office but acknowledged that the intention would be to have some vehicles inside as well.

Planning Manager Larson confirmed that to be true. He noted that the change would make many of the existing vehicles sales locations noncompliant, but they would be grandfathered in and could continue to operate.

Commissioner Van Scoy referenced language related to rental space within B-2 and asked if the intention is to limit self-storage uses.

Planning Manager Larson confirmed that the intent would be to have a building that looks like a building rather than a row of garages. He reviewed the districts that use would be allowed in. He reviewed details on bulk standards and reviewed the direction staff is seeking.

Chairperson Bauer stated that perhaps it would make sense to have impervious surface limitations for properties near the river, lake, or pond.

Councilmember Woestehoff asked if the COR districts would fall under B-3.

Planning Manager Larson commented that staff is not proposing to do anything with the COR, other than the most western part that is outside of the framework. He noted that many of the uses within the COR would best fit within B-2.

Councilmember Woestehoff commented that when speaking of the COR development is desired that perhaps would not require the same amount of greenspace as a business outside of that area. He noted the intention for concentrated development and use of space, noting that he would support a larger building footprint on a lot, but would not want to see a large parking lot occupying the majority of a lot within the COR.

Commissioner Peters commented that a large parking lot could also be minimized in visual impact by the use of islands with trees.

Planning Manager Larson provided details on the topic of building height and asked for input from the Commission.

Commissioner Gengler stated that she is comfortable leaving the maximum height as is and reviewing higher requests on individual basis.

Commissioner Van Scoy asked if there is any idea of how many times the City has been requested to go higher for building height that was denied.

Planning Manager Larson replied that staff could not recall any incidents.

Commissioner Van Scoy stated that if retail were to go into I-2, the parking lot could go to the setback. He stated that perhaps using an impervious surface maximum of 75 percent or so.

Commissioner Gengler stated that she would support the idea of a maximum for lot coverage but would not want to create a situation that could not be met.

Planning Manager Larson commented that staff can provide suggestion that would range between 75 and 85 percent. He moved to the topic of accessory structures and asked for input.

Commissioner Van Scoy stated that he would support that allowance if the maximum building footprint included all buildings.

Planning Manager Larson confirmed that would be the intention. He stated that if the building were already at the maximum footprint allowed, the business would not be eligible for an accessory structure. He provided more details on the topic of parking and asked for input from the Commission.

Chairperson Bauer asked for details on parking, using the example of Coborn's and the different businesses.

Planning Manager Larson commented that is a great example of where shared parking signs are not helpful. He stated that in that case, the employees should be parking in further locations that are not often used to make parking more convenient for customers.

Commissioner Van Scoy asked if vehicles that do not belong could be towed, using the example of a warehouse.

Planning Manager Larson replied that it is private property and therefore unauthorized vehicles could be towed, but generally that is posted by sign.

Chairperson Bauer provided an example where overflow parking from a church occurred in an area for an adjacent business and those vehicles were towed.

Councilmember Woestehoff stated that Mr. Kuker mentioned a concern with spillover from the dome could occur into his industrial properties and noted that is a situation where towing could occur. He stated that the language being discussed in this code would be shared parking similar to Coborn's where vehicles could not be towed in that same manner.

Planning Manager Larson continued to review information related to parking.

Commissioner Peters asked if there is a requirement for parking lot maintenance.

Planning Manager Larson commented that is addressed under the property maintenance code.

Councilmember Woestehoff referenced the concept of reserved parking and asked if stalls could be reserved for electric vehicles, should there be charging facilities in that location.

Planning Manager Larson confirmed that could be done.

Commissioner Van Scoy referenced the term "berth" which is mentioned for loading docks and asked if different language should be used.

Planning Manager Larson stated that language already existed in code and confirmed that could be replaced with "designated loading zone". He provided details on landscaping and confirmed the consensus of the Commission on the proposed simplification to buffer zones. He reviewed the proposed changes to architectural standards.

Commissioner Van Scoy stated that he would not see the necessity to screen loading docks from public right-of-way in an industrial area.

Chairperson Bauer commented that the loading docks for Delta ModTech are visible from the residential area, and he does not see an issue with that.

Commissioner Gengler stated that she would think of the sounds and activity of a loading dock, along with the visual impact, and therefore would support screening between loading docks and residential areas.

Commissioner Hunt agreed that screening should be required when adjacent to a residential area but did not see the need to screen from a public right-of-way.

Commissioner Anderson commented that he would also agree with buffering between loading docks and residential areas but could go either way.

Councilmember Woestehoff agreed that the City does not want to be a burden to a business development but would agree with screening between a loading dock and residential use. He stated that he would not necessarily think screening would be necessary for public right-of-way or in an industrial area. He asked and received confirmation that buffering/screening could simply move trees that would be required to be planted to be moved to the desired area.

Commissioner Van Scoy referenced the parking lot screening mentioned and asked if a berm would be required.

Planning Manager Larson replied that the screening could also be provided through landscaping.

Commissioner Van Scoy did not believe that type of screening currently exists and whether there would be a need.

Planning Manager Larson commented that it is helpful with mitigating traffic issues from lights shining, but the screening would also assist in mitigating the impact of a parking lot visually.

Commissioner Van Scoy commented that he did not see the need for that type of screening noting that it would add additional cost to a project.

Commissioner Hunt agreed. He stated that he could see the requirement for that when adjacent to residential, but otherwise would not see a need for it.

Planning Manager Larson confirmed that could be left out.

Councilmember Woestehoff asked if snow storage should be addressed in the parking standards.

Planning Manager Larson commented that there is a lot of business fencing in the community, but no regulation related to that. He provided some examples of regulation that could be added.

Councilmember Woestehoff commented on recent mention of barbed wire that is used for security to deter theft.

Planning Manager Larson commented that there are other ways to deter theft that are more attractive. He stated that many of the fence regulations would be similar to what is found in residential regulations. He noted that this would sum up the discussion on the business districts for tonight and noted that if the Commission think of any other comments, they could provide that via email or phone call.

7.02: Zoning Code Update – Residential Districts

Presentation

Planning Manager Larson presented the Staff Report and asked for feedback from the Commission.

Commission Business

Chairperson Bauer suggested using one acre as the minimum lot size.

Commissioner Anderson commented that his concern would be the ability for people to split lot into two one acre lots and he would be uncomfortable with that.

Commissioner Van Scoy recognized the intent to maintain rural character but noted that Ramsey is a suburban community that has a MUSA area that will continue to expand. He believed that rural developing would continue to be the better description.

Planning Manager Larson commented that they could be intentional on where the zoning is changed to the one acre minimum. He stated that minimum lot width could also be maintained to prevent undesired splitting.

Councilmember Woestehoff stated that he would have concern with creating a large number of lawful nonconforming properties.

Planning Manager Larson commented that a majority of those properties would already be lawful nonconforming.

Commissioner Van Scoy asked how this occurred to have these smaller nonconforming lots.

Councilmember Woestehoff commented that there is a development, south of Central Park and east of Armstrong, which was developed before the City incorporated. He imagined that the City inherited a lot of these lot sizes.

Planning Manager Larson agreed noting that there were many PUDs that allowed smaller lots.

Commissioner Gengler commented that it would seem that only one third of the area zoned for 2.5 acre lots actually has 2.5 acre lots.

Commissioner Hunt recognized that this issue already exists and therefore is unsure what the best answer would be.

Councilmember Woestehoff asked if PUDs would be allowed to continue to exist in the zoning update.

Planning Manager Larson commented that will be part of the continued zoning discussion. He stated that it would seem that PUDs were used in the past to secure lesser lot sizes in return for open space dedication. He noted that going forward staff would suggest that it be used to support a mix of different developments within one overall development rather than a tool used simply for obtaining smaller lots sizes. He moved to the topic of density, providing input on the challenges in reaching the required density.

Commissioner Van Scoy stated that the intent with 80-foot lots was to reach the four units per acre but recognized that the stormwater areas and roads make that difficult. He supported further investigation as to what would allow achievement of density.

Commissioner Gengler stated that she does support smaller lot sizes.

Councilmember Woestehoff stated that he does find it interesting to see what other communities are doing and reviewed the requirements for Anoka.

Planning Manager Larson commented that the intent in updating the zoning code is to be compliant with the Comprehensive Plan. He reviewed information on density transitioning including the current requirements and potential ideas to consider.

Commissioner Peters provided input on the density transitioning that was done by a development, noting that there were not requirements on spacing or watering and it did not turn out well.

Chairperson Bauer asked if this could be left open and developments could be reviewed on a case-by-case basis to determine screening needs.

Councilmember Woestehoff stated that he likes the idea that neighbors are neighbors, but when you transition from low to high density, or residential to business or industrial, there should be transitioning.

Commissioner Van Scoy commented that when a large lot neighbor's smaller lots, the odds are that eventually the larger lot will split. He did not see the need for transitioning between rural and R-1. He stated that he could also see a benefit in transitioning between low and high density and between residential and industrial or commercial.

Planning Manager Larson commented that staff will continue to bring back different sections for discussion as the zoning update continues.

8. COMMISSION / STAFF INPUT

Commissioner Van Scoy commented that Public Works has done an outstanding job on snow removal during this snowy winter. He stated that he did note a correction to the minutes tonight but that is rare and commented on the excellent job the person doing the minutes does.

9. ADJOURNMENT

Motion by Commissioner Van Scoy, seconded by Commissioner Peters, to adjourn the meeting.

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner Van Scoy	aye
Commissioner Hunt	aye
Chairperson Bauer	aye

Motion Carried.

The regular meeting of the Planning Commission adjourned at 10:00 p.m.

Respectfully submitted,

_____

Todd Larson
Planning Manager

ATTEST:

_____
Dana Verbeek
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, January 12, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson William MacLennan
Member Chelsee Howell
Member Chris Riley
Member Shanna Stewart
Member Scott Wiyninger

Members Absent: Member Rachal Johnson

Also Present: Sean Sullivan, Economic Development Manager
Stephanie Hanson, Community Development Director

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated December 8, 2022

Motion by Member Wiyninger, seconded by Member Stewart, to approve the December 8, 2022, minutes as presented.

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

4. EDA BUSINESS

4.01: Consider Business Assistance Application and First Amendment to Purchase Agreement for Ramsey Properties, LLC (A portion of this meeting may be closed to the public)

Economic Development Manager Sullivan presented the staff report.

Member Wiyninger asked if the City would be responsible for any site improvements.

Economic Development Manager Sullivan replied that the site improvements and related costs would be the responsibility of the developer. He provided additional details on the pay-go TIF format for the reimbursement of site improvement and development costs to the developer.

Chairperson MacLennan invited the applicant to address the EDA.

Emily Allegra, applicant, commented that she believes that the change of site to the larger lot would be wise and would provide the opportunity to operate the hotel in a more efficient manner as recommended by Hilton. She stated that if the City is willing to partner with them and work through this, they are willing to take the risk.

Member Wiyninger asked for details on the expansion component.

Ms. Allegra replied that is typically a 30-to-40-unit increase. She stated that it would be a similar mix of rooms and they could potentially add a meeting room or other space as well.

Chairperson MacLennan asked if the hotel would have a pool.

Ms. Allegra replied that the hotel would have a pool, fitness center, onsite laundry and would serve hot breakfast. She stated that they would also have outdoor patio seating with fire pits.

Member Riley recognized that this change is driven by the hotel chain to make it more profitable and provide a better product to Ramsey.

Economic Development Manager Sullivan commented that the financial analysis completed for the new 98-unit project had similar results to the previous 82-unit project on the site across the street, confirming the need for the level of assistance, satisfying the “but-for test” and not unduly enriching he developer.

Jason Aarsvold, Ehlers, provided details on the analysis that was done to ensure the recommended assistance would not go above what is needed to get the project done. He commented that they found that the assistance is necessary and would not unduly enrich the project. He recognized that the numbers requested are bigger, as is the building, which provides the same projected return on investment.

Economic Development Manager Sullivan asked for Ehlers to provide more information on the concept of minimum assessment agreement as part of the project.

Mr. Aarsvold stated that within the TIF Agreement they can have another agreement called an Assessment Agreement that sets the minimum baseline value for the duration of the assistance payback. He noted that would ensure they would generate the revenue necessary for the TIF.

Member Stewart referenced the extended inspection period and asked for details.

Economic Development Manager Sullivan replied that there are 180 days in the standard purchase agreement which allows the applicant to conduct due diligence for the condition of the of the site and to start working through the site plan and platting processes. He stated that because they have moved to a new site, he felt it appropriate to provide additional inspection time. He noted that the applicant does not have to fully utilize that time if it is not needed.

Member Howell stated that she is excited about the project but is nervous about the additional assistance needed from the City. She stated that her concern is not that it would unduly enrich the project but that the additional funds that it would require to reach the return on investment, and therefore she will deny the request.

Chairperson MacLennan asked for additional details on the cost to the City Member Howell is speaking of.

Member Howell stated that her issue is with the assistance requested to result in only a 7.7 percent return on investment with the assistance, which is a risk and not a very high rate of return. She commented that maybe it's just not the right time for a hotel.

Member Riley commented that if they do not move forward that would mean nothing would happen. He stated that this is an appropriate use of TIF. He stated that overall, there is an increase of $367,000 in assistance. He stated that the new land is not shovel ready and would require $350,000 in fill, therefore it would seem the increase would be related to moving to the new site.

Member Stewart commented that she likes this project.

Chairperson MacLennan commented that he likes that this project is moving forward on an undeveloped site, which could be a catalyst for other development to come.

Motion by Member Stewart, seconded by Member Wiyninger, to recommend to the City Council to approve the First Amendment to Purchase Agreement, Business Assistance and a TIF Agreement in the form of $434,511 in TIF Land Cost Write Down and $550,000 in Pay-Go TIF for Site Development/Improvements as presented, subject to City Attorney Review.

Total TIF Business Assistance Package of $984,511 for Ramsey Properties LLC and to Draft a TIF Agreement.

Motion carried. Voting Yes: Chairperson MacLennan, Members Stewart, Wiyninger, and Riley. Voting No: Member Howell. Absent: Member Johnson.

Member Wiyninger asked if there is a request for the City Council to provide input to the applicant in regards to their support of the project and support of the proposed assistance.

Economic Development Manager Sullivan replied that he will speak with the City Attorney to determine the proper format to do so.

4.02: Consider Extension of CBRE Real Estate Listing Agreement for City Owned Land in COR

Economic Development Manager Sullivan presented the staff report.

Brian Pankratz, CBRE, commented on the unique market at this time. He stated that there is no demand for traditional office and many of those uses are converting to retail or flex industrial. He stated that industrial continues to be hot. He noted that residential was very hot but has cooled a bit with increased interest rates. He stated that in terms of retail, every user seems to wants a drive-thru and much of the demand is for single tenant or small strip retail. He recognized the hard work the City has done to increase city population and the overall demographics of the City that will draw attention from retailers. He commented that they have recently been receiving inquiries from national retailers that they would not have in the past. He agreed that the hotel would help to draw more attention as well.

Chairperson MacLennan asked whether the highway project would have impact on development.

Mr. Pankratz replied that project timelines are typically 18 to 36 months from start to open. He stated that while there will be some impact from the project, the completed project will be a huge benefit for Ramsey. He also noted that Armstrong Boulevard interchange is complete and access will not be impacted.

Member Wiyninger asked for details on the percentage of deals brought from CBRE and City staff.

Economic Development Manager Sullivan replied that typically CBRE brings in more leads but noted that some more recent developments have been generated by the City as well. He noted that City generated leads have a lesser commission rate and those users may have seen the CBRE listings as well. He recognized that there was not much general interest during COVID and believed that the ratio would soon return to more CBRE generated leads. He believed that CBRE brings value, and the City would not receive the same level of national user attention without CBRE.

Mr. Pankratz commented on the cross selling that they do when they receive interest from a potential user. He used the example of someone calling for a site in another community and then potentially being shown opportunities in Ramsey.

Member Wiyninger asked if there are things the City could do differently to assist CBRE in moving properties.

Mr. Pankratz replied that some of the signs are old, noting that with the contract extension they would put up new signs. He stated that each year they update the brochures with the new demographics and highlight new developments in the area. He stated that from a City standpoint, much of the work has been done using the example of survey work to determine what would be needed to develop a site. He commented that City staff is also responsive when he reaches out about potential leads and interest.

Motion by Member Stewart, seconded by Member Wiyninger, to recommend to City Council approval of the Listing Agreement with CBRE from February 1, 2023 – January 31, 2024.

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

4.03: Receive 2022 Business Retention and Expansion Presentation

Economic Development Manager Sullivan presented the staff report.

Member Stewart referenced the desire for more community involvement and asked for more details on what those businesses would be looking for.

Economic Development Manager Sullivan replied that the businesses think the City does a great job with community events and simply want more, using the example of the summer concert series, Happy Days, and EDA events. He did not think it to be a negative but more of wanting more of a good thing.

Member Stewart asked if the businesses eluded as to how they would like to be promoted better.

Economic Development Manager Sullivan replied that the City Facebook page and newsletter were mentioned. He stated that although at times they spotlight a business, the City does not want to cross the line of advertising for specific businesses. He noted that businesses can advertise within the newsletter. He stated that there are other opportunities such as BNI and the Chamber of Commerce.

Member Riley asked if the electronic billboard would help to meet that want.

Economic Development Manager Sullivan confirmed that it would be another avenue for businesses to promote themselves, but it would be up to the business to choose to advertise on that source. The City negotiated reduced rates for Ramsey based businesses

Member Wiyninger mentioned the comment that it can be difficult to schedule meetings with business leaders. He also stated that perhaps there is a way to cross advertise, noting recent businesses that staff met with and encouraging other businesses to reach out.

Economic Development Manager Sullivan commented that he would be concerned that a social media post could spiral in the comments section, as that cannot be controlled.

Chairperson MacLennan stated that perhaps a posting could be made on the City website as that would not allow commenting.

Economic Development Manager Sullivan confirmed that could be done under the EDA news section of the website. He stated that they could also do something more generic, just mentioning the number of businesses staff met with. He explained that the businesses share some level of confidential information with him during those visits and he would not want to unintentionally expose those businesses. He did like the idea of mentioning the number of businesses that staff met with, as that could generate interest from additional businesses.

Chairperson MacLennan commended Economic Development Manager Sullivan for his continued excellent work. He liked the idea of meeting with businesses along the Highway 10 corridor to gather input on the anticipated impacts from the coming project.

Member Wiyninger commented that he was able to attend one of the visits with staff and appreciated that opportunity. He thanked Economic Development Manager Sullivan for the great work.

Motion by Member Wiyninger, seconded by Member Stewart, to accept 2022 Business Retention Report and adopt the plan for 2023 as outline in the staff report.

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

5. MEMBER / STAFF UPDATE

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

Chairperson MacLennan asked if there is any idea on the tenants that will go into the building across from Coborn's.

Economic Development Manager Sullivan replied that at this point the developer is not willing to acknowledge any confirmed tenants.

Chairperson MacLennan noted that his only concern with the retail project in Northstar Marketplace would be with the potential backup that could occur from a drive-thru.

Economic Development Manager Sullivan replied that a stacking area was created for vehicles within the site plan to mitigate backup into that parking lot or roadway.

Community Development Director Stephanie Hanson introduced herself to the group.

6. ADJOURNMENT

Motion by Member Riley, seconded by Member Wiyninger, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 8:53 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 January 12, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Shane Bennett Commissioner Nathan Barten Commissioner Jennifer Leistico Commissioner Justin Loss Commissioner Dean Olson
Commission Members Absent:	Commissioner Brandon Sis Commissioner Brian Walker
Also Present:	Parks & Assistant Public Works Director Mark Riverblood 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

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

- Park and Recreation Commission Meeting Minutes dated November 10, 2022

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

5. COMMISSION BUSINESS

5.01: Consider Removal Without Replacement of the Flintwood Terrace Boardwalk

Parks & Assistant Public Works Director Riverblood stated that the purpose of this case is to determine the disposition of a small 300-foot boardwalk which was constructed over the winter of 2004/2005. The boardwalk was well received and fulfilled the purpose of allowing people to enjoy the wetland. He stated that over the past few years the ice has shifted the boardwalk and broken it up. He provided photos showing the condition in disrepair. He stated that staff asked a contractor for the cost for disposal, which would be $12,000 and with replacement, would be over $100,000. He noted that the boardwalk could be removed at this time and rather than replacement, and potentially a similar amount of funds could be better used on another boardwalk project. He stated that staff recommends removal of the boardwalk.

Chair Bennett confirmed that there is existing trail which the boardwalk juts off and therefore removal of the boardwalk will not create a trail gap. He asked if there is a way to prevent this situation from happening again on future boardwalk projects.

Parks & Assistant Public Works Director Riverblood commented that a floating boardwalk system may move with the ice, but this system was within the mud and therefore the boardwalk could not move with the ice. He stated that the issue they encountered with a floating boardwalk was straight-line winds actually over-turning the boardwalk.

Commissioner Loss asked the original cost of construction for the boardwalk.

Parks & Assistant Public Works Director Riverblood stated that he is unsure of that cost but noted it would have been much lower because of the decreased material and labor costs at the time.

Commissioner Olson commented that because of safety this needs to be removed.

Chair Bennett agreed that the boardwalk is in such a state of disrepair that it needs to be removed. He commented that there could be alternative solutions if they want to do something in the future.

Commissioner Leistico agreed the boardwalk should be removed and that it would not be the best use of resources to replace it. She asked if resident feedback has been received on the potential removal.

Parks & Assistant Public Works Director Riverblood commented that the neighborhood has enjoyed the boardwalk and the swing that existed. He noted that there were numerous issues with vandalism of the swing. He stated that staff had put trail closed signs at the entrance to the boardwalk because of the poor condition and those would often be removed and thrown into the wetland.

Motion by Commissioner Loss, seconded by Commissioner Barten, to recommend to the City Council the removal of the boardwalk without replacement.

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

5.02: Recap of 2022 Recreation Programming

Parks & Assistant Public Works DirectorRiverblood provided a brief update on the winter skating season, noting the decline in use of the Ramsey Elementary skating rink. He commented that they have not had enough staff for the warming house there and therefore the warming house is not typically open during the weekdays.

Recreation Specialist Martinez-Flynn provided an overview of the 2022 recreation programing including different events and new programs. She provided details on program fees and highlighted some new events proposed to occur in 2023.

Chair Bennett commended staff for the great slate of offerings in 2022, noting that impressive list that has been created. He stated that he also likes the concepts and ideas for 2023. He applauded staff for the great work.

Parks & Assistant Public Works Director Riverblood stated that staff was able to secure $3,300 in funding for the giant waterslide from a Ramsey business. He stated that the upcoming snowshoe program has been filled to capacity, which is a first.

Chair Bennett asked if most of the program offerings from 2022 will continue into 2023.

Recreation Specialist Martinez-Flynn confirmed that as long as there was good participation and feedback, the programs would continue to be offered.

Commissioner Leistico commented that she believes residents will appreciate a city-wide garage sale event.

Chair Bennett commented that coupling that event with the City recycling event is also a great idea.

6. COMMISSION/STAFF INPUT

No comments.

7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 6:55 p.m.

Respectfully submitted,

_____
Mark Riverblood
Parks & Assistant Public Works Director

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, January 17, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley (via Zoom)
Councilmember Debra Musgrove
Councilmember Matt Woestehoff

Also Present: City Engineer/Interim Public Works Director Bruce Westby
Assistant City Engineer Joe Feriancek
Public Works Streets Supervisor Shane Turner
Civil Engineer IV Leonard Linton

1. CALL TO ORDER

Chairperson Riley asked that Councilmember Musgrove act as Chair for the meeting as he is not in person at the meeting.

Acting Chairperson Musgrove 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 Riley, to approve the agenda, as presented.

A roll call vote was performed:

Acting Chairperson Musgrove	aye
Councilmember Woestehoff	aye
Councilmember Riley	aye

Motion carried.

4. APPROVE MINUTES

4.01: Approve November 15, 2023, Meeting Minutes

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

Regular Meeting Minutes dated November 15, 2023

A roll call vote was performed:

Acting Chairperson Musgrove	aye
Councilmember Woestehoff	aye
Councilmember Riley	aye

Motion carried.

5. COMMITTEE BUSINESS

5.01: Appoint Chair and Vice Chair of the Public Works Committee.

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to appoint Chris Riley as Chair and Debra Musgrove as Vice Chairperson of the Public Works Committee for the term January 17, 2023 to December 31, 2023.

A roll call vote was performed:

Acting Chairperson Musgrove	aye
Councilmember Woestehoff	aye
Councilmember Riley	aye

Motion carried.

5.02: Consider Recommendation for City Council to Approve Pedestrian and Bicycle Facility Option as Part of Improvement Project #23-04, 167th Avenue Reconstruction

Assistant City Engineer Feriancek reviewed the staff report and recommendation for alternative #1, design option 1: bike lanes between Nowthen Boulevard and Quicksilver Street. If alternative #2 or #3 were chosen, the impacts to the project timeline would no longer allow construction to occur in 2023.

Acting Chairperson Musgrove asked if there is crash data available for Variolite and 161st as that would be similar to the scenario in option two.

City Engineer/Interim Public Works Director Westby replied that staff is not aware of any issues at that intersection but could look into it.

Councilmember Woestehoff stated that he was aware of two incidents in the past two years at Variolite Street and 161st Avenue from the reduced sightlines when vehicles are crossing. He

stated that often people hit the sign on the island, but the incidents in that area are not related to the change in orientation of the roadway.

Acting Chairperson Musgrove commented that she does not need staff to look into that data. She stated that she is leaning towards option one and asked for information on the street width and bike lane dimensions.

Assistant City Engineer Feriancek clarified the drive lane width and bike lane.

Acting Chairperson Musgrove asked if Variolite would be the same dimensions.

Assistant City Engineer Feriancek replied that Variolite does not have the three-foot buffer and believed the land widths were also different.

Councilmember Woestehoff stated that he has heard that residents do not like walking south of 158th or 159th because they prefer the off-road trail rather than walking on the side of the road because of the speed of traffic. He stated that he would have hesitation with on-street facilities because of that experience. He stated that he is leaning towards option three because it would be slightly cheaper and would require less acquisition.

Assistant City Engineer Feriancek stated that staff did look internally at traffic calming and the best way to do so would be to narrow the road. He stated that staff would recommend 12-foot lanes with a center shared turn lane, providing examples of where that has been done on other roadways in the city. He stated that they would have to reduce the speed in order to provide a crossing.

Councilmember Woestehoff stated that a crossing would be needed if they chose the north route but noted that he does not prefer the north route.

Councilmember Riley asked if there is any way to include a physical barrier, such as a curb, in option one.

Assistant City Engineer Feriancek replied that staff would have to bring that concept back to Bolton and Menk to gain their input. He stated that adding that type of barrier on this type of roadway would create challenges when plowing.

Councilmember Riley stated that he agrees that he does not prefer the north side option as Elmcrest Park would be one of the largest considerations and therefore if a crosswalk is not feasible, he is not interested in that option. He recognized that a wetland delineation required for the south side option would slow the process.

Acting Chairperson Musgrove noted that option three was her second choice. She stated that when reviewing the roadway in the CIP, it seems to have different designations. She asked if there would be potential to improve the road and trail in the future as development occurs if they choose option one at this time.

Assistant City Engineer Feriancek stated that the developer would run into the same potential issues that arose in this case. He also noted the cost for off street facilities.

Councilmember Woestehoff commented that he would agree that would be an opportunity for a private developer to move forward with that, but in reviewing the map there are only a handful of properties that could develop and they would be on the north side, which is not preferred. He was unsure that those properties would be properly aligned with the potential goal. He stated that he sees this as an opportunity to connect Elmcrest with Nowthen Boulevard.

Acting Chairperson Musgrove asked if the road could be done in stages. She asked if they could move forward with option three without delaying the road improvement.

Assistant City Engineer Feriancek replied that they could split that and do the road project in 2023 and come back with a separate trail project. He noted that there would be additional cost in doing two separate projects.

City Engineer/Interim Public Works Director Westby stated that he agrees that the projects could be done separately. He stated that his only concern would be how wide the road is made in 2023 if the trail is delayed another year, as pedestrians will still use the roadway during the interim time before the trail is completed.

Councilmember Woestehoff agreed that is a great point and stated that communication would be a factor in alerting residents that a trail will be coming in the future.

Councilmember Riley stated that he is very concerned with timing and cost. He stated that option one is a lot better than the current situation and having the three-foot buffer lines would seem to make that option acceptable. He stated that he supports option one.

Motion by Councilmember Riley, seconded by Acting Chairperson Musgrove, to recommend that the City Council authorize staff to design option #1: bike lanes as part of Improvement Project #23-03, 167th Avenue Reconstruction.

Further discussion: Councilmember Woestehoff stated that he will most likely disagree with this action. He stated that the City does not get the opportunity to do things right very often. He agreed that option one is very attractive but believes that a better job could be done with the trail. City Engineer/Interim Public Works Director Westby provided the widths of the lanes on Variolite as previously requested. Acting Chairperson Musgrove asked and received confirmation that the speed on the roadway would not change with option one. Councilmember Woestehoff asked and received confirmation that the on-road bike lane would be provided on the north and south sides but recognized a lack of safe crossing. Assistant City Engineer Feriancek stated that the scenario for crossing would remain the same as it exists today. He noted that during certain times of days a person would need to wait to cross but other times there would be no wait to cross. Councilmember Woestehoff stated that he still has a concern with a lack of crossing.

A roll call vote was performed:

Acting Chairperson Musgrove	aye
Councilmember Woestehoff	nay
Councilmember Riley	aye

Motion carried.

5.03: Committee Update on Central Park Southern Parking Lot Reconstruction as Part of 161st Avenue Reconstruction

Assistant City Engineer Feriancek reviewed the staff report and recommendation to construct the Central Park southern parking lot as part of Improvement Project #23-01, 161st Avenue Reconstruction. On November 15, 2022, the Public Works Committee recommended reconstruction of the Central Park southern parking lot after identifying that it was in similar condition as the main parking lot, and it would make the most sense to complete the reconstruction at the same time.

Acting Chairperson Musgrove asked for details on timing and potential staging for the project.

Assistant City Engineer Feriancek provided details on the 161st project, noting that there could be potential for crossover. He stated that a portion of the parking lot was going to be used for staging, so there was going to be impact either way.

Acting Chairperson Musgrove asked if there is a potential for the same contractor to bid both projects.

Assistant City Engineer Feriancek commented that it is common that a contractor would attempt to win both bids because of the proximity.

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to recommend the City Council authorize construction of the Central Park southern parking lot as part of Improvement Project #23-01, 161st Avenue Reconstruction.

A roll call vote was performed:

Acting Chairperson Musgrove	aye
Councilmember Woestehoff	aye
Councilmember Riley	aye

Motion carried.

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Improvement Projects, Studies, and Items of Interest

City Engineer/Interim Public Works Director Westby provided updates on current and proposed City, County, and MnDOT improvement projects and studies and on other items of interest to the Committee.

Councilmember Riley asked for clarification on the estimated cost for the water treatment plant.

City Engineer/Interim Public Works Director Westby confirmed that the estimated cost was reduced by approximately $2,000,000 and provided additional details on the estimated costs.

Acting Chairperson Musgrove stated that perhaps an invitation is extended to the other members of the Council to attend the CSAH 5 corridor presentation.

Councilmember Riley noted that the study could also be shared with the other members.

Acting Chairperson Musgrove asked what the next step will be if the resident does not respond to staff related to the Sunfish Lake item.

City Engineer/Interim Public Works Director Westby stated that he has attempted to reach the resident via email and could continue to do so for a bit longer. All members of the committee stated that they would be willing to reach out to the resident as well. It was confirmed that City Engineer/Interim Public Works Director Westby would send a more formal letter in attempt to gain response.

6.02: Review Future Topics Calendar

Councilmember Riley referenced the drainage issues of 180th and asked if that should be added to this list.

City Engineer/Interim Public Works Director Westby stated that staff has been moving forward with the drainage design options and once that is completed staff will discuss those options with the property owner. He stated that staff can continue to follow that path or could involve this group. He confirmed the consensus of the group that once he meets with the property owner, he would bring a potential project back to the committee for review.

Acting Chairperson Musgrove referenced the EAB boulevard tree removal and asked if action would be needed by the committee or Council.

City Engineer/Interim Public Works Director Westby stated that the trees have been identified but the large amounts of snowfall have delayed the removal of those trees.

Councilmember Woestehoff stated that it seems the project is being handled by staff and therefore perhaps this item can be removed from the calendar and list.

City Engineer/Interim Public Works Director Westby stated that he will leave the item on for the next month and provide a better update at the next meeting related to tree replacement.

Acting Chairperson Musgrove referenced the flashing yellow arrows and asked for an update on the anticipated timeline.

City Engineer/Interim Public Works Director Westby replied that they will most likely wait for the Highway 10 project to be completed to see how that impacts the traffic patterns. He noted that the County is not proposing any improvements at the noted intersections and therefore any project would need to be led by the City.

Acting Chairperson Musgrove commented that a lot of information was learned through that process, including the high cost.

Councilmember Woestehoff stated that perhaps it would make sense to begin budgeting for intersection improvements so the City would be able to complete one in the future. He also noted that changed traffic patterns during construction could also preempt the need for that type of improvement.

City Engineer/Interim Public Works Director Westby noted that with additional home construction, an additional traffic signal may soon be needed on the south side of the Armstrong interchange.

Councilmember Woestehoff asked if a roundabout would be a feasible option for the south side of the bridge.

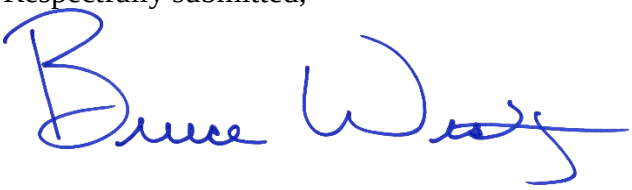
7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:47 p.m.

Respectfully submitted,



_____

Bruce Westby
City Engineer/Interim Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 4.**

Meeting Date: 03/14/2023

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 2/28/2023
2. City Council Regular Session dated 2/28/2023

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 2/28/2023
2. City Council Regular Session dated 2/28/2023

Attachments

2-28-23 CCWS

2-28-23 Mtg

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Kathy Schmitz	03/10/2023 03:33 PM
Form Started By: Katie Schmidt		Started On: 03/10/2023 03:09 PM
Final Approval Date: 03/10/2023		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, February 28, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Kuzma (attended remotely)
Councilmember Chelsee Howell (attended remotely)
Councilmember Debra Musgrove
Councilmember Michael Olson
Acting Mayor Chris Riley
Councilmember Dan Specht
Councilmember Matt Woestehoff

Also Present: City Administrator Brian Hagen
City Engineer/Public Works Director Bruce Westby (attended remotely)
Parks and Assistant Public Works Director Mark Riverblood
Administrative Services Director Colleen Lasher
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak
Assistant City Engineer Joe Feriancek (attended remotely)
Community Development Director Stephanie Hanson
Recreation Specialist Marla Martinez-Flynn

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Acknowledge 2023 Happy Days Implementation Plan

Parks and Assistant Public Works Director Riverblood reviewed the Staff report and shared the request to begin planning for Happy Days 2023 in March including looking at replacing Staff time with contracted services.

Councilmember Woestehoff shared that he thinks this is a great idea to free up Staff time. He asked where this falls in the City's purchasing guidelines.

Parks and Assistant Public Works Director Riverblood explained that they have looked at five firms that specialize in event management and they received two quotes.

Acting Mayor Riley asked about the cost savings.

Parks and Assistant Public Works Director Riverblood explained that there would be an approximate $10,000 savings in Staff time and the company, Lucent Blue, would provide 300 hours of planning services as well as four staff for the day of the event. He stated that the other savings are offsets from decisions made.

Councilmember Musgrove shared her support and asked about the event cost reductions.

Parks and Assistant Public Works Director Riverblood explained that the golf carts are not needed anymore as there are UTVs and other vehicles owned by the City that can serve the same purpose.

Mayor Kuzma stated that the consultant may have additional ideas and asked about the plan in the event that Lucent Blue wants to increase the budget for the event.

Parks and Assistant Public Works Director Riverblood shared that they are excited to hear from a professional group on how to enhance the sponsorship incentives for the event.

Councilmember Specht asked if Recreation Specialist Martinez-Flynn would still be the head of the event and Lucent Blue would help with planning and staff hours. He stated that Recreation Specialist Martinez-Flynn does a great job.

Parks and Assistant Public Works Director Riverblood stated that Lucent Blue will be assigned to tasks that are run by Recreation Specialist Martinez-Flynn and Lucent Blue will help by offering expertise and planning time.

Acting Mayor Riley shared concern that this may head in the wrong direction. He sees that this would take away from it being a community event. He stated he would rather see more volunteers than hiring out.

Councilmember Musgrove gave her feedback on the logo designs. She asked if volunteers would still be utilized rather than it being entirely staffed by an outside organization.

Parks and Assistant Public Works Director Riverblood agreed that volunteers are useful; however, there is always a large effort to find and train volunteers. He added that Lucent Blue will be mindful of volunteer opportunities and they may have better ideas on how to attract these volunteers.

Recreation Specialist Martinez-Flynn noted that there will still be volunteers that help the day of the event. She stated that Lucent Blue will help with the preplanning where there are not volunteers for this aspect.

Councilmember Specht stated that he could support this for the upcoming year to gain ideas and knowledge that could be implemented for the future to bring the planning back in-house. He asked if the reduced Staff hours is overtime or regular paid time.

Parks and Assistant Public Works Director Riverblood stated that much of the time is overtime pay.

Councilmember Howell stated she sees the benefit of bringing in an outside party, while she would not like to lose the uniqueness of the event.

Acting Mayor Riley asked if the Happy Days Committee is being disbanded and not used.

Parks and Assistant Public Works Director Riverblood explained that this would disband the formal Happy Days Committee. He added that there was low participation from others at these meetings. He stated they would still meet with Staff and volunteers, but not schedule meetings.

Councilmember Olson agreed that this is a good thing for the upcoming year and not ongoing into the future. He asked if they just used Lucent Blue this year if the Happy Days Committee would only be disbanded this year.

Parks and Assistant Public Works Director Riverblood said yes.

Councilmember Woestehoff noted the importance that Staff is recommending this. He mentioned his past experience in running an event like this, with and without an outside company, and stated it was a lot more stressful for the staff when an outside company was not present and with the outside company, they were able to make more money with their event.

Mayor Kuzma stated that he liked the idea of a consultant helping with going out for sponsorships. He asked about contingencies for cost controls.

Parks and Assistant Public Works Director Riverblood mentioned that he expects this to come back to a work session mid-summer to update on the process and this would be the time where they would have an idea of where the budget is. He stated that it is understood with Lucent Blue that the budget is not to be exceeded.

Councilmember Musgrove asked if the Council would continue to be updated on the progress of the event.

Parks and Assistant Public Works Director Riverblood said yes.

The consensus of the Council was to move forward with Lucent Blue.

2.02: Discuss Adding New Engineering Technician II Position

City Administrator Hagen reviewed the Staff report concerning a request for adding a third inspector for sewer, road, and water work to keep this work in-house.

City Engineer/Public Works Director Westby noted that another inspection need coming up is the Highway 10 gateway project and this will create more than enough work to keep a third inspector busy.

Councilmember Specht asked if a third inspector is enough based on the estimates or if some work will still need to be contracted out.

City Administrator Hagen stated they are confident that the amount of work will keep all three inspectors busy and with a fourth there may not be enough work. He said there could be some strategic contracting that would be needed.

Mayor Kuzma mentioned that historically the City had three inspectors and in the mid- 2000s when things slowed down is when they utilized outside contracting.

City Administrator Hagen shared that Administrative Services Director Lasher noted that this was for building inspections, not engineering inspections.

Councilmember Woestehoff shared his concern of having enough work to keep three inspectors busy after a majority of the CIP projects and Highway 10 projects have been finished. He asked if benefits are included in the cost implications.

Administrative Services Director Lasher said yes.

City Engineer/Public Works Director Westby explained that they would never want to hire someone for a few years and then let them go because they are no longer needed. He said there will be a lot of work that is not currently being done. He added that there are new requirements surrounding documentation processes that will need to be done as well. He added that these inspectors also manage the erosion control. He shared his confidence in not having a slowdown of work in the future.

Administrative Services Director Lasher added that with recruiting struggles, it is beneficial to have some extra coverage.

Councilmember Musgrove asked if the costs are averages or hard numbers.

City Engineer/Public Works Director Westby stated that the numbers quoted are numbers from last year, which was a typical year.

Councilmember Musgrove asked about the need for a new vehicle.

City Engineer/Public Works Director Westby stated that if Council would like to defer the purchase of a new vehicle, they could defer this by buying a used vehicle and put the new vehicle in the budget for a later year.

Councilmember Musgrove said it may be beneficial to look at this further during strategic planning.

Acting Mayor Riley stated that this could be left up to Staff to determine the most cost effective way to proceed.

Councilmember Woestehoff agreed but shared concerns of spending money on a used truck to be replaced in a year.

The consensus of the Council was to move forward with hiring.

2.03: Review HY-10 Ramsey Improvements Feasibility Study

City Engineer/Public Works Director Westby reviewed the Staff report and provided an update on the HY-10 feasibility study.

Councilmember Specht asked about street parking for 147th Avenue on both sides.

City Engineer/Public Works Director Westby explained the layout that there is very limited parking areas on 147th Avenue.

Councilmember Woestehoff asked for clarification that the property owner is not willing to participate in the Ferret Street connection and the new plan would redo the roads to new standards.

City Engineer/Public Works Director Westby said that was correct.

Councilmember Woestehoff stated he would not be in favor of assessing anyone without the Ferret Street connection.

Councilmember Musgrove asked where traffic will move in and out of this area for the businesses and if 147th Avenue would be the main street in and out.

City Engineer/Public Works Director Westby said yes.

Councilmember Howell agreed with Councilmember Woestehoff that a special assessment would not be a good idea on this project.

Councilmember Specht asked if the fear of a special assessment affected the land owner's decision.

City Administrator Hagen said the special assessment was not part of the reasoning.

Councilmember Olson asked if there is a possibility for a change of heart down the road from the land owner.

City Engineer/Public Works Director Westby explained that the existing street could be reconstructed and in the future it could be extended by saw cutting along the edges. He said there would be minimal costs associated with that. He mentioned that they also proposed to extend the water main and loop it into Bunker Lake Boulevard. He said the water main could be extended to the end of the cul-de-sac and in the future it could be extended with the road.

Acting Mayor Riley asked if there was a utility easement across this area.

City Engineer/Public Works Director Westby said yes, across the first two properties.

Mayor Kuzma asked about the timeline of getting this project done.

City Engineer/Public Works Director Westby stated that if they moved forward today, they could get most of the project completed by September, if bids were opened on March 14th.

Mayor Kuzma asked how this impacts the sports dome if not moved forward.

City Engineer/Public Works Director Westby stated that they need the utilities for this site. He stated that something else would need to be done for the utilities and some sort of temporary paving for the street section.

Councilmember Woestehoff asked for clarification that utilities would still be extended without the Ferret Street connection.

City Engineer/Public Works Director Westby said yes.

City Administrator Hagen asked City Engineer/Public Works Director Westby to discuss doing this project in two phases to get the project done in a timely manner.

City Engineer/Public Works Director Westby said this could be an option.

Mayor Kuzma stated that he likes the idea of working this project in two phases and moving the regional pond to next year. He added he would still like to have time to discuss this with the property owner.

Acting Mayor Riley asked if he was talking about the southern pond.

Mayor Kuzma stated that the main issue seems to be with increasing parking.

City Administrator Hagen stated that some of the push back is related to the parking that should be had at a facility like this versus what was approved. He said that if the applicant were to maximize their parking they would need to benefit from regional stormwater ponding or identify underground storage capacity.

Mayor Kuzma stated that the regional ponding would be a benefit for the whole area.

City Administrator Hagen explained that three properties would benefit from this.

Councilmember Woestehoff stated that he does not think the regional pond solves the concerns of the property owner as it would only yield an additional 30 spots.

Councilmember Musgrove stated that ARAA said that they would solve their own parking and water ponding. She stated that option 2 gives them water treatment for these properties. She said she was in favor of doing stormwater ponding and going to the cul-de-sac with sewer and water.

City Administrator Hagen explained that option 1 was to have regional stormwater ponding and option 2 was to have only the road rainwater go to a pond and the private property would have to identify ponding on site. He reiterated that this project can be done in two phases, starting with option 2 and then making it into option 1 in the future.

Acting Mayor Riley stated that the roads need to be redone regardless of ARAA.

Councilmember Musgrove asked if option 2 includes the west side of 147th Avenue and 146th Avenue up to the cul-de-sac.

City Engineer/Public Works Director Westby said yes.

City Administrator Hagen stated that the long term goal is the have the connector between Ferret Street and Bunker Lake Boulevard and they will continue to work on this.

The consensus of the Council was to move forward with amended option 2 without the Ferret Street connector.

2.04: Review COR Analysis Update

City Engineer/Public Works Director Westby reviewed the staff report on the COR analysis and request for Council to provide direction on their priorities of infrastructure projects.

Acting Mayor Riley stated that Public Works met and discussed this in length.

Mayor Kuzma asked if the timeline for the TIF 14 has been extended.

City Administrator Hagen gave an update on this and stated that nothing has been decided yet. He added that there are some cities that have TIF asks that will likely be rolled together in one bill and they will likely not have an answer until the end of the session. He explained that there have been many funding sources identified and bits and pieces would come from multiple places. He noted that when looking at available funds in the Ehler's fund, this incorporates sticking to the policy that was approved in 2014. He added that this policy could be changed.

Councilmember Specht asked if the representative from Capstone could share input.

Heather Lorch, Capstone Homes, came forward and shared Capstone's interest in how the City moves forward with this land.

Councilmember Musgrove asked about the policy changes and stated that she would like to have a robust conversation concerning this. She asked who regulates the wetlands and if they can be filled without a plan of how they will be used.

City Engineer/Public Works Director Westby explained that the DNR regulates the wetlands and that a plan is required for mitigating the wetlands. He noted that this is not a quick process.

Councilmember Musgrove asked if they can be filled if there is no plan.

City Engineer/Public Works Director Westby stated that there has to be a plan that shows that they did all they could to not impact the wetland.

Councilmember Woestehoff asked about the grade changes and if the reconstruction could be deferred.

City Engineer/Public Works Director Westby stated that this would depend on the surrounding development and their needs.

Acting Mayor Riley added that this was built as a temporary road.

City Administrator Hagen explained that there is about $5,700,000 to maximize this district and that the question is how much does the City want to or be able to spend by the end of November 2023. He stated that wetland mitigation is likely not realistic. He reviewed other options that were discussed at the Public Works meeting.

RECESS AND RECONVENE

Acting Mayor Riley recessed the Work Session at 6:55 p.m. to Regular Session.

The Work Session reconvened at 7:21 p.m.

2.04: Review COR Analysis Update - continued

City Administrator Hagen reintroduced the discussion of spending TIF revenue that can be generated through 2040 for future development and how much money can be spent in this construction year.

Councilmember Woestehoff asked to see the list of the projects and their dollar values.

Acting Mayor Riley noted what Public Works had recommended.

City Administrator Hagen asked if this included wetland mitigation.

City Engineer/Public Works Director Westby said no.

City Administrator Hagen asked if this includes clearing or trees.

City Engineer/Public Works Director Westby said yes.

Councilmember Olson asked for clarification on the wetland areas in red on the map and if it only applies to the areas that need the mitigation and they can proceed with the blue areas on the map.

City Engineer/Public Works Director Westby said that was correct.

Councilmember Specht asked if the mitigation prevents Capstone from wanting to develop in this area.

City Administrator Hagen explained that if the mitigation was not done now this would be put on a future developer to either design around it or go through the process on their own. He stated that the mitigation affects the cost the land is sold for.

Acting Mayor Riley stated that this is new information about these wetlands which has impacted this discussion.

Councilmember Olson asked if this changes the plan or the timing of the excavation for the pond.

Acting Mayor Riley explained that it can be spread around in the areas that are not labeled in red on the map.

Councilmember Specht asked if they are looking at what parcels to work on first.

Acting Mayor Riley stated that this all needs to be done at once.

Councilmember Musgrove shared that Public Works discussed that in Area C, the developer would be doing some of the landscaping which would reduce the need for excavation and moving of dirt to this area.

Economic Development Manager Sullivan reviewed this and shared that Hilton will be having to bring the dirt in early and they will likely want to place dirt on their own site. He stated this will reduce the costs as they will not need to pay for the removal of trees and compacting soil. He explained the costs and work associated with the other areas of the site.

Acting Mayor Riley stated that Public Works focused on the timing of these projects.

Economic Development Manager Sullivan noted that there has been interest on this site from multiple areas and they have asked these developers to hold off while they deal with the wetlands. He added that once this is approved they would like to engage developers right away in this area to see where the dirt may be placed. He stated it is more difficult to go after natural wetland areas.

Acting Mayor Riley noted that Area D has a small wetland area in red that they would definitely want to mitigate.

Councilmember Musgrove asked for more information on the dollars given for the roads and if it just includes the design or the roads themselves.

City Engineer/Public Works Director Westby stated that this is for the entire project cost.

Councilmember Musgrove asked if they think they can get down with just the designs this year or also the roads.

City Engineer/Public Works Director Westby said it depends on the segment that they are looking at and how much work is needed for the construction. He said they could definitely get design work done but physical work depends on the segment.

Councilmember Musgrove suggested making the fill the first priority and the design of the roads the second priority.

Councilmember Specht asked about the interest in different areas of the land.

Economic Development Manager Sullivan reviewed the interest in Parcel 46.

Councilmember Woestehoff agreed that the fill and design should be the first two priorities. He said he would be more ready to invest in Areas D and E rather than A. He thinks that the focus should be on C, D, and E as well as the waterfront with the short timeline.

Economic Development Manager Sullivan explained that Area A has lots of interest so he would recommend engaging the interested parties soon to get the projects started to know what needs to happen with the fill.

Councilmember Musgrove asked about the purchase agreement in Area D and if that includes the City filling the dirt and doing the road.

Economic Development Manager Sullivan stated that Area D does not have as much trouble with fill and he anticipates that the developer would incur these costs.

Councilmember Specht agreed to get the interested parties involved.

Economic Development Manager Sullivan said the interested parties have been very patient.

Councilmember Olson agreed that getting developers involved is a good direction.

Mayor Kuzma stated that he is in favor of making the movement of dirt the priority.

The Council agreed that the movement of dirt was the first priority.

City Administrator Hagen reiterated that the costs need to be incurred by the end of November 2023; however, if the legislation passes, this would extend the deadline to the end of 2026. He said this would give more time, not more money. He stated that $34,000,000 has been incurred to this point. He explained that the grading, excavating, and design plans are more than the $5,700,000 that they are looking to spend.

Acting Mayor Riley asked about changing the policy and the City reimbursing themselves for money already spent.

Economic Development Manager Sullivan added that getting the wetland sites ready for development could help expedite the speed in which development can move forward. He stated that the order of priorities seems fitting to move things along. He asked if the Council would like to see multiple plans from multiple developers in work sessions.

Councilmember Musgrove asked if the developers were interested in Lot A, C, or the area between the two.

Economic Development Manager Sullivan explained that the line share of Lot A is for some sort of single family housing. He stated that between A and C is in limbo as there was an apartment complex looking at this site but they decided that they were interested in a larger site. He said that having the developers come to a work session would help give the Council direction on the route they would like to go.

Councilmember Specht asked if there was still a pause for the apartments.

City Administrator Hagen shared that the City is currently sending this message when developers call.

Economic Development Manager Sullivan added that they are not trying to solicit apartment buildings on these parcels. He reiterated the message that they have been giving to developers interested in the site.

Councilmember Woestehoff said it would be great to see the developers come forward to a work session to help with the discussion. He shared that the Planning Commission has been discussing rezoning, and the discussion has included this area.

Economic Development Manager Sullivan shared that there is enough information that they can share information with the developers so that they know what to expect to help make their decision. He mentioned that instead of having developers come to a work session and share their ideas to have the developers submit plans to the Staff and they can discuss with Council at a meeting.

City Administrator Hagen explained that the whole process to begin construction will take a long time and the 2023 construction window has likely already passed.

Councilmember Musgrove stated that she is interested in hearing from the developers to see their plans.

Economic Development Manager Sullivan said that Lot A and C would need a lot of discussion especially if changing zoning is involved.

Councilmember Woestehoff asked how big Lot B is. He asked if it would be possible to mitigate the wetlands by putting the waterfront on Lot A and fill Lot B.

Economic Development Manager Sullivan said this cannot be done as mitigating on site is no longer allowed.

Councilmember Woestehoff noted that it would be easier to integrate the wetland if Lot A is a park.

Parks and Assistant Public Works Director Riverblood stated that the apartment owner would not be happy with this. He added that if the park is next to Armstrong and Bunker Lake, sound could be an issue.

Economic Development Manager Sullivan added that if the waterfront is incorporated into Lot A there will be no beach. He said that if it is moved it will limit the potential of the waterfront.

Parks and Assistant Public Works Director Riverblood stated that they are looking at a 24 foot water column and are hoping to have fish in the water. He noted that the water column depth does not have sunlight penetration and therefore does not have the aquatic plants that contribute to algae. He said that if the depth was built around the wetland they would have to maintain slopes and the six foot depth of the wetland which would move away from the aesthetic goals.

Councilmember Howell stated that this will have a huge impact on the taxpayers and she does not think that they owe it to the apartment building for the splash pad area to be in the exact location that they want and the City should do what is best for all of the residents.

There was a consensus of the Council.

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 8:05 p.m.

Respectfully submitted,

_____

Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
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, February 28, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Brian Hagen
City Attorney Fritz Knaak
Police Chief Jeff Katers

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

A roll call vote was performed:

Councilmember Musgrove aye
Councilmember Riley aye

Councilmember Howell	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Woestehoff	aye
Mayor Kuzma	aye

Motion carried.

5. CONSENT AGENDA

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

5.01: Approve the Following Meeting Minutes:
1) City Council Work Session dated February 14, 2023
2) City Council Regular dated February 14, 2023

5.02: Approve Business Licenses
5.03: Approve Rental Licenses
5.04: Approve Request to Declare Surplus Property
5.05: Acknowledge 2023 Happy Days Implementation Plan
5.06: Adopt Resolution #23-049 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 9, 2023 through February 22, 2023.
5.07: Adopt Resolution #23-047 Approving Addendum to Geotechnical Report for Improvement Project #23-05, Barthel's Rum River Acres 2nd Addition Street Reconstructions
5.08: Adopt Resolution #23-048 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #23-08, 2023 Crack Seal Improvements

A roll call vote was performed:

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

Motion carried.

6. PUBLIC HEARING

6.01: Public Hearing - Introduce Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents

Presentation

City Administrator Hagen reviewed the staff report and gave updates on the ordinance which would require membership for City Boards and Commissions to be Ramsey residents only.

Councilmember Musgrove thanked the Charter for discussing this and approving it.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:03 p.m.

Citizen Input

There was none.

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

A roll call vote was performed:

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

Motion carried.

The public hearing was closed at 7:03 p.m.

Council Business

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to introduce Ordinance #23-04 amending the City Charter prohibiting membership on City Boards and Commissions for non-Ramsey residents.

A roll call vote was performed:

Councilmember Musgrove	aye
Councilmember Riley	aye
Councilmember Howell	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Woestehoff	aye

Mayor Kuzma aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Introduce Ordinance #23-03 Amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189

City Administrator Hagen reviewed the Staff report and shared that the ordinance would update the existing ordinance concerning membership on the EDA in regard to City Councilmembers.

Councilmember Olson shared that the proposed change of language still leaves this slightly ambiguous in his opinion. He suggested adding the language of "current term" to be more specific.

City Attorney Knaak stated that this would add clarity and do no harm.

Councilmember Musgrove stated that the Council liked this because it made it more clear and agrees that adding "current term" gives more clarity.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to introduce Ordinance #23-03 amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189, with the addition of the words "current term"

A roll call vote was performed:

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

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events. He stated that there is an open house scheduled in April for the Ramsey portion of the Highway 10 project. He stated that there are also open houses scheduled for other road projects.

Councilmember Specht encouraged residents to check out the Ramsey Spring Craft Show at Lord of Life Church on March 4 and 5.

Councilmember Musgrove mentioned work that is being done on the Lower Rum River. She shared that the Anoka Conservation District has updated their website to include a dashboard where projects can be found. She thanked the Staff that have been working so hard to plow the roads in Ramsey.

9. ADJOURNMENT

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

A roll call vote was performed:

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

Motion carried.

The regular meeting of the City Council adjourned at 7:11 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 5.**

Meeting Date: 03/14/2023

Submitted For: Sean Sullivan, Community Development

By: Wendy Schlueter, Community Development

Information

Title

Approve Business Licenses

Purpose/Background:

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

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

Recommendation:

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

Action:

Motion to approve the attached business license applications contingent upon completion and approval of background checks or review by required city departments.

Attachments

Business License Applications

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	03/09/2023 10:49 AM
Brian Hagen	Brian Hagen	03/09/2023 11:11 AM
Form Started By: Wendy Schlueter		Started On: 03/07/2023 10:02 AM
Final Approval Date: 03/09/2023		

Report Name: License Report - License Types
Council Dates: 3/14/2023 to 3/14/2023
Status: Active, Inactive
License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale Temporary, Amusement Center, Amusement Devices/Billiard Tables, Broker/Precious Metals Dealer, Business License-1st Year, Business License-Renewal, Garbage Haulers, Gasoline Sales, Liquor 2 A.M. Closing, Liquor Off-Sale, Liquor On-Sale, Liquor On-Sale Sunday, Mobile Food Unit–90 Days, Mobile Food Unit–Annual, Motor Vehicle Sales/Repair/Rentals, Pawnbroker, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Temporary Intoxicating, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor, Wine Off-Sale, Wine On-Sale

City of Ramsey
License Report - License Types

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Mobile Food Unit–90 Days						
Now That's Waffles, LLC	Karla Anderla			8/1/2023	3/14/2023	A
				Mobile Food Unit–90 Days License Count:		**1**
Mobile Food Unit–Annual						
Smokin J's BBQ	John Barber			12/31/2023	3/14/2023	A
G-Spot L.L.C.	Ginger L Fredrickson			12/31/2023	3/14/2023	A
				Mobile Food Unit–Annual License Count:		**2**
Transient Merchant/Peddler/Solicitor						
Custom Remodelers Inc	Nickolas Ronald Current			12/31/2023	3/14/2023	A
Custom Remodelers Inc	Jess F Cardenas			12/31/2023	3/14/2023	A
Custom Remodelers Inc	Mason S Rainer			12/31/2023	3/14/2023	A
Custom Remodelers Inc	Michael T Pierce			12/31/2023	3/14/2023	A
Custom Remodelers Inc	Dylan A Syverson			12/31/2023	3/14/2023	A
Custom Remodelers Inc	John P Cooley			12/31/2023	3/14/2023	A
Blaine Anoka Ice Cream	Faysal A. Hasan			12/31/2023	3/14/2023	A
				Transient Merchant/Peddler/Solicitor License Count:		**7**
				Total Licenses:		**10**

CC Regular Session **5. 6.**

Meeting Date: 03/14/2023

Submitted For: Dana Verbeek, Community Development

By: Dana Verbeek, Community Development

Information

Title

Approve Rental Licenses

Purpose/Background:

The purpose of this case is to approve rental license requests for 2023.

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

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

License application requests are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve rental license applications.

Attachments

March Rental Licenses

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:57 PM
Form Started By: Dana Verbeek		Started On: 03/07/2023 09:12 AM
Final Approval Date: 03/08/2023		

Report Name: License Report - License Types
Council Dates: 3/1/2023 to 3/14/2023
Status: Active, Inactive
License Type(s): Rental, Multi-Family Rental

City of Ramsey
License Report - License Types

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Rental						
Veremchuk	Vitaliy and Nadiya Veremchuk	7361 147th La NW		3/10/2026	3/14/2023	I
Shutrop	John Shutrop	6520 153rd Way NW		3/10/2026	3/14/2023	I

Rental License Count: 2

Total Licenses: 2

CC Regular Session **5. 7.**

Meeting Date: 03/14/2023

By: Colleen Lasher, Administrative Services

Information

Title

Authorization to Hire an Engineering Technician II

Purpose/Background:

The purpose of this case is to request the City Council's authorization to hire an Engineering Technician II.

As part of the February 28, 2023 work session, described below, staff discussed adding an additional Engineering Technician II position. By consensus, the City Council agreed that hiring a second Engineering Technician II was in the best interest of the City and directed staff to proceed with filling the position.

Background information from February 28, 2023 City Council Work Session:

In 2022, the City Council approved bonding for $12M to increase funding for the City's Pavement Management Program (PMP) and directed staff to spend as much of the increased funding as possible up front. Staff then worked to revise the 10-year Capital Improvement Program (CIP) by adding PMP projects, especially in the first several years. This influx of funding will result in the City reconstructing or overlaying over 44-percent of City streets over the next 10 years.

Engineering staff typically design and prepare plans and specifications for all PMP projects within the 10-year CIP. To support Engineering staff in continuing to design PMP projects, the City Council recently approved reclassifying the Engineering Technician II that was inspecting construction of PMP projects and public infrastructure being constructed as part of private developments to an Engineering Technician III so they could begin working full-time on preparing plans and specifications for PMP projects. The City Council then approved back filling the open Engineering Technician II position to maintain two full-time construction inspectors. However, in recent years the two construction inspectors were having a difficult time managing all of their duties, which includes inspections of public infrastructure constructed within private developments. With the increase in PMP funding, additional construction inspectors will be needed moving forward to allow staff to adequately inspect construction in the field.

Previous Recent Recruitment:

While working through the last process of hiring the replacement Engineering Technician II (previously hired on February 28, 2023), staff interviewed three strong candidates. As stated above, the City Council agreed, by consensus, to authorize staff to contact the candidates from the recent recruitment. Staff contacted the remaining two applicants to see if either was still interested in working for the City of Ramsey. One candidate has already accepted a different position. However, Mr. Jacob Hoel is still available and eager to work for the City. Staff completed the necessary background checks and is recommending that Mr. Jacob Hoel be hired as a full-time Engineering Technician II.

With the City Council's authorization, Mr. Jacob Hoel will start as the City's new Engineering Technician II on or near March 20, 2023. Mr. Hoel, as with all City employees recognized by the American Federation of State, County and Municipal Employees (AFSCME) bargaining unit, will serve a six-month probationary period and will be subject to the City's Personnel Policy and the AFSCME Labor Agreement.

Observations/Alternatives:

The new Engineering Technician II will also provide erosion control inspections on active construction sites, inspect stormwater ponds, review private development and public improvement plans and building permits, and will assist with providing enhanced documentation as recently directed by the MPCA following their recent audit of the City.

Funding Source:

The 2023 funding required to fill this position is $21,911. This position will reduce the requirement to contract for third party inspections.

Recommendation:

Authorize hiring Mr. Jacob Hoel as a full-time Engineering Technician II, effective on or near March 20, 2023, at $29.007 per hour, which is step 1 of the 2023 wage scale.

Action:

Motion to hire Mr. Jacob Hoel as a full-time Engineering Technician II, effective on or near March 20, 2023, at $29.007 per hour, which is step 1 of the 2023 wage scale.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	03/09/2023 10:37 AM
Brian Hagen	Brian Hagen	03/09/2023 11:13 AM
Form Started By: Colleen Lasher		Started On: 03/08/2023 09:35 AM
Final Approval Date: 03/09/2023		

CC Regular Session **5. 8.**

Meeting Date: 03/14/2023

By: Jennifer Morrison, Finance

Information

Title

Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 23, 2023 through March 8, 2023.

Purpose/Background:

Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 23, 2023 through March 8, 2023.

Recommendation:

Staff Recommends to Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 23, 2023 through March 8, 2023.

Action:

Motion to Adopt Resolution #23-053 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period February 23, 2023 through March 8, 2023.

Attachments

Bills List 3/14/2023

Resolution 23-053

Form Review

Inbox	Reviewed By	Date
Diana Lund	Kathy Schmitz	03/09/2023 02:57 PM
Brian Hagen	Brian Hagen	03/09/2023 02:58 PM
Form Started By: Jennifer Morrison		Started On: 03/08/2023 01:58 PM
Final Approval Date: 03/09/2023		

CITY OF RAMSEY - FINANCE OFFICE

PRINTED 3/8/2023

RAMSEY CITY COUNCIL MEETING

3.14.23

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Prepaids 2.23.23 - 3.8.23	$ 319,927.08
Accounts Payable 2.23.23 - 3.8.23	288,481.23
Payroll 3.3.23	218,724.82
Debt Service	
Pay Estimates- Projects	
TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	**$ 827,133.13**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2023 Y.T.D.
PREPAIDS	$ 372,071.46	$ 1,681,900.65
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	512,933.96	1,163,944.11
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	232,338.11	887,761.92
CORRECTION TO PAYROLL		
DEBT SERVICE		
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS		9,197.09
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 1,117,343.53**	**$ 3,742,803.77**

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv.No	Account No	Subledger	Account Description
1004748	2/27/2023		100510 VERIZON WIRELESS						Continued.
		3,264.74	CITY HALL CELL PHONES		117740	9927284045 JAN 2023	0192.6323		CELLULAR PHONES
		3,264.74							
1004786	3/3/2023		119638 O'REILLY AUTO PARTS						
		1.40-	EARLY PAY DISCOUNT		117813	6193-115154	0311.6227		LUBRICANTS & ADDITIVE
		69.95	DEF FLUID		117813	6193-115154	0311.6227		LUBRICANTS & ADDITIVE
		.38-	EARLY PAY DISCOUNT		117814	6193-115152	0311.6257		OTHER VEHICLE PARTS
		19.10	POLICE #572		117814	6193-115152	0311.6257		OTHER VEHICLE PARTS
		2.03-	EARLY PAY DISCOUNT		117815	6193-115208	0311.6257		OTHER VEHICLE PARTS
		101.31	TRK. #678		117815	6193-115208	0311.6257		OTHER VEHICLE PARTS
		1.63-	EARLY PAY DISCOUNT		117817	6193-115339	0311.6227		LUBRICANTS & ADDITIVE
		81.48	WASHER FLUID		117817	6193-115339	0311.6227		LUBRICANTS & ADDITIVE
		1.83-	EARLY PAY DISCOUNT		117818	6193-115337	0311.6257		OTHER VEHICLE PARTS
		91.40	POLICE #395		117818	6193-115337	0311.6257		OTHER VEHICLE PARTS
		.28-	EARLY PAY DISCOUNT		117819	6193-115301	0311.6257		OTHER VEHICLE PARTS
		14.09	TRK. #680		117819	6193-115301	0311.6257		OTHER VEHICLE PARTS
		2.56-	EARLY PAY DISCOUNT		117820	6193-115300	0311.6257		OTHER VEHICLE PARTS
		128.14	POLICE#395		117820	6193-115300	0311.6257		OTHER VEHICLE PARTS
		495.36							
98030323	3/3/2023		115568 ALERUS FINANCIAL NA						
		6,669.27			117828	03022313564913	9101.2176		LIFE/HEALTH-EMPLOYEE
		6,669.27							
99030123	3/1/2023		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		103.43	MISC SUPPLIES		117766	03012023	0194.6259		BUILDING MAINT/REPAIR
		2.07-	EP DISCOUNT		117766	03012023	0194.6259		BUILDING MAINT/REPAIR
		101.36							
99030323	3/3/2023		107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)						
		1,067.00			117825	03022313564910	9101.2176		LIFE/HEALTH-EMPLOYEE
		96.00	BONINE VEBA		117825	03022313564910	0211.6131		GROUP INSURANCE
		1,163.00							
99179862	3/3/2023		101306 IRS						
		27,917.85			117834	0302231356497	9101.2171		FEDERAL WITHHOLDING
		17,331.00			117835	0302231356498	9101.2173		FICA & MEDICARE-EMPL
		17,331.00			117836	0302231356499	9101.2182		FICA & MEDICARE-EMPL
		62,579.85							
99459040	3/3/2023		100601 MN DEPT OF REV WH						
		13,531.33			117833	0302231356496	9101.2172		STATE WITHHOLDING
		13,531.33							
99509869	3/3/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		13,128.74			117826	03022313564911	9101.2175		DEFERRED COMPENSAT
		13,128.74							
99514064	3/3/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,068.93			117827	03022313564912	9101.2176		LIFE/HEALTH-EMPLOYEE
		4,068.93							
99691499	3/3/2023		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		27,991.53			117831	0302231356494	9101.2174		PERA-EMPLOYEE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
116607	3/2/2023		**117742 R G TITLE LLC**						
		25.61	UB REFUND ACCT 68555867		117802	03022023	9601.4651		WATER REVENUE
		25.61							
116608	3/2/2023		**119958 SIBRIAN,SONIA GUADALUPE OR CASTRO,ONARIS**						
		33.35	UB REFUND ACCT 733419		117804	03022023	9601.4651		WATER REVENUE
		33.35							
116609	3/2/2023		**119957 SLATER, SANDRA JEAN**						
		156.73	UB REFUND ACCT 723425		117803	03022023	9601.4651		WATER REVENUE
		156.73							
116610	3/2/2023		**113038 THE TITLE GROUP**						
		125.42	UB REFUND ACCT 734281		117805	03022023	9601.4651		WATER REVENUE
		125.42							
116611	3/2/2023		**115045 TITLE NEXUS LLC**						
		179.21	UB REFUND ACCT 727322		117806	03022023	9601.4651		WATER REVENUE
		179.21							
116612	3/2/2023		**117096 TITLE SMART**						
		22.19	UB REFUND ACCT 731872		117807	03022023	9601.4651		WATER REVENUE
		22.19							
116613	3/2/2023		**117388 WEST METRO FIRE-RESCUE**						
		75.00	ADAM GORDON-HONOR GUARD		117808	03022023	0220.6335		TRAINING
		75.00	JASON SUFKA-HONOR GUARD		117808	03022023	0220.6335		TRAINING
		100.00	ADAM GORDON-FUNERAL OPERATIONS		117808	03022023	0220.6335		TRAINING
		100.00	JASON SUFKA-FUNERAL OPERATIONS		117808	03022023	0220.6335		TRAINING
		350.00							
1004743	2/27/2023		**110402 ADVANCE AUTO PARTS**						
		673.22	JANUARY 2023 PURCHASES		117735	01312023	0311.6257		OTHER VEHICLE PARTS
		673.22							
1004744	2/27/2023		**116893 GRAF, MATT**						
		162.88	ON CALL MILEAGE REIMBURSEMENT		117736	02222023	9601.6334		MILEAGE REIMBURSEME
		162.88							
1004745	2/27/2023		**116846 MC TOOL AND SAFETY SALES**						
		1.26-	EARLY PAY DISCOUNT		117738	015424A	0452.6249		MISCELLANEOUS OPER/
		126.07	TOW STRAP		117738	015424A	0452.6249		MISCELLANEOUS OPER/
		6.09-	EARLY PAY DISCOUNT		117739	015447	9601.6231		UNIFORMS & TURN-OUT
		608.75	MC TOOLS SAFETY SHIRTS		117739	015447	9601.6231		UNIFORMS & TURN-OUT
		727.47							
1004746	2/27/2023		**100459 STANDARD INSURANCE COMPANY**						
		2,627.05	FEB 2023 LIFE INSURANCE		117741	7725960001 FEB 2023	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,627.05							
1004747	2/27/2023		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						
		463.48	FEB 2023 VOL LTD		117742	237724 FEB 2023	9101.2170		DENTAL/DISABILITY/LIFE
		410.60	FEB 2023 NON-VOL LTD		117742	237724 FEB 2023	9101.2170		DENTAL/DISABILITY/LIFE
		874.08							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
116599	**3/2/2023**		**100116 CONNEXUS ENERGY**						**Continued.**
						FEB 2023			
		441.27	1/18-2/17-23 ELECTRIC USE		117809	759126-303107	9410.6371	00041012	ELECTRIC UTILITIES
						FEB 2023			
		10,797.67	1/18-2/17-23 ELECTRIC USE		117810	759126-303101	9603.6371		ELECTRIC UTILITIES
						FEB 2023			
		89.25	SIREN UTILITIES		117811	759126-303095	0250.6371		ELECTRIC UTILITIES
						FEB 2023			
		9,564.28	CONNEXUS ELECTRICITY WATER		117812	759126-303102	9601.6371		ELECTRIC UTILITIES
						FEB 2023			
		906.59	CONNEXUS ELECTRICITY STORM		117812	759126-303102	9602.6371		ELECTRIC UTILITIES
						FEB 2023			
		95.37	CONNEXUS ELECTRICITY STORM		117812	759126-303102	9605.6371		ELECTRIC UTILITIES
						FEB 2023			
		2,148.39	ELECTRICITY		117821	759126-303106	0452.6371		ELECTRIC UTILITIES
						FEB 2023			
		815.35	ELECTRICITY		117821	759126-303106	0311.6371		ELECTRIC UTILITIES
						FEB 2023			
		800.85	ELECTRICITY		117821	759126-303106	9601.6371		ELECTRIC UTILITIES
						FEB 2023			
		800.86	ELECTRICITY		117821	759126-303106	9602.6371		ELECTRIC UTILITIES
						FEB 2023			
		800.86	ELECTRICITY		117821	759126-303106	9605.6371		ELECTRIC UTILITIES
						FEB 2023			
		1,110.11	ELECTRICITY		117822	759126-303100	0260.6371		ELECTRIC UTILITIES
						FEB 2023			
		42,193.34							
116600	**3/2/2023**		**106583 DELTA DENTAL PLAN OF MINNESOTA**						
		5,342.72	MAR 23 DENTAL PREM		117823	RIS0004750378	9101.2170		DENTAL/DISABILITY/LIFE
		5,342.72							
116601	**3/2/2023**		**119670 FIRST AMERICAN TITLE INSURANCE CO**						
		88.32	UB REFUND ACCT 643621		117796	03022023	9601.4651		WATER REVENUE
		88.32							
116602	**3/2/2023**		**119954 GRADY, MATTHEW OR ERIN**						
		33.08	UB REFUND ACCT 730204		117797	03022023	9601.4651		WATER REVENUE
		33.08							
116603	**3/2/2023**		**119158 GRANHOLT, LUANN**						
		142.52	2022 SPECIAL ASSESS REBATE		117798	03022023	9435.6433		REFUNDS
		142.52							
116604	**3/2/2023**		**119955 KIMSEY, KATIE OR BALL, JAMES**						
		384.82	UB REFUND ACCT 724968		117799	03022023	9601.4651		WATER REVENUE
		384.82							
116605	**3/2/2023**		**119956 LOR, TIHTLITG**						
		194.70	UB REFUND ACCT 729016		117800	03022023	9601.4651		WATER REVENUE
		194.70							
116606	**3/2/2023**		**115611 MN STATE FIRE DEPARTMENT ASSOCIATION**						
		495.00	2023 MSFDA MEMBERSHIP DUES		117801	03022023	0220.6451		MEMBERSHIP DUES
		495.00							

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

2/23/2023 – 3/8/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
116548	**2/24/2023**		**114105 HARTFORD LIFE AND ACCIDENT INS CO**						
		1,313.42	FIREFIGHTER DISABILITY INS		117744	14113735 2023	0220.6132		DISABILITY INSURANCE
		1,313.42							
116549	**2/24/2023**		**115574 HEALTHPARTNERS**						
		82,677.00	FEB 2023 MEDICAL PREM		117743	118269195	9101.2176		LIFE/HEALTH-EMPLOYEE
		82,677.00							
116550	**2/24/2023**		**119940 O'NEILL, BRETT J OR PATRICIA A**						
		144.50	2022 SPECIAL ASSESS REBATE		117737	02222023	9435.6433		REFUNDS
		144.50							
116593	**3/2/2023**		**115243 ARDEN TITLE LLC**						
		128.14	UB REFUND ACCT 734120		117791	03022023	9601.4651		WATER REVENUE
		128.14							
116594	**3/2/2023**		**101140 BLATZ AUTOMOTIVE**						
		75.92	UB REFUND ACCT 390784762		117792	03022023	9601.4651		WATER REVENUE
		75.92							
116595	**3/2/2023**		**117923 BURNET TITLE**						
		30.57	UB REFUND ACCT 728338		117793	03022023	9601.4651		WATER REVENUE
		30.57							
116596	**3/2/2023**		**119714 CAWTHRA, JIM**						
		29.26	UB REFUND ACCT 673817014		117794	03022023	9601.4651		WATER REVENUE
		29.26							
116597	**3/2/2023**		**100297 CENTERPOINT ENERGY**						
		1,592.05	MONTHLY GAS CHARGES		117816	8000014064-2 JAN 2023	0311.6373		GAS
		2,983.38	MONTHLY GAS CHARGES		117816	8000014064-2 JAN 2023	0452.6373		GAS
		1,592.05	MONTHLY GAS CHARGES		117816	8000014064-2 JAN 2023	9601.6373		GAS
		1,592.04	MONTHLY GAS CHARGES		117816	8000014064-2 JAN 2023	9602.6373		GAS
		1,592.05	MONTHLY GAS CHARGES		117816	8000014064-2 JAN 2023	9605.6373		GAS
		9,351.57							
116598	**3/2/2023**		**110734 CITY OF RAMSEY**						
		160.00	UB PAYMENT ACCT 718889		117795	03022023	9601.4651		WATER REVENUE
		20.00	UB PAYMENT ACCT 722751		117795	03022023	9601.4651		WATER REVENUE
		180.00							
116599	**3/2/2023**		**100116 CONNEXUS ENERGY**						
		5,900.82	1/18-2/17-23 ELECTRIC USE		117809	759126-303107 FEB 2023	0194.6371		ELECTRIC UTILITIES
		1,695.39	1/18-2/17-23 ELECTRIC USE		117809	759126-303107 FEB 2023	0220.6371		ELECTRIC UTILITIES
		77.94	1/18-2/17-23 ELECTRIC USE		117809	759126-303107 FEB 2023	9230.6249		MISCELLANEOUS OPER/
		6,118.40	1/18-2/17-23 ELECTRIC USE		117809	759126-303107 FEB 2023	9240.6371		ELECTRIC UTILITIES
		29.94	1/18-2/17-23 ELECTRIC USE		117809	759126-303107	9410.6371	00041018	ELECTRIC UTILITIES

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

2/23/2023 – 3/8/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99691499	**3/3/2023**		**100398 PUBLIC EMPLOYEES RETIREMENT ASSN**						**Continued.**
		37,390.88			117832	0302231356495	9101.2183		PERA-EMPLOYER
		65,382.41							
99811350	**3/3/2023**		**100223 ICMA RETIREMENT TRUST 457**						
		780.00			117824	0302231356491	9101.2175		DEFERRED COMPENSAT
		780.00							
		319,927.08	Grand Total						

Payment Instrument Totals

Checks	143,697.39
EFT Payments	167,404.89
A/P ACH Payment	8,824.80
Total Payments	319,927.08

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Payment Group Control Number	3582		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	3/15/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
118419	ADVANCED POWER SERVICES INC		PV	117844	001	00999	2/16/2023	4201	610.00		118419	ADVANCED POWER SERVICES INC
	ADVANCED POWER SERVICES INC 16450 WOODSVIEW LANE CARVER MN 55315			Summary Total					610.00			
				Payment Amount					610.00			
100063	ASPEN MILLS		PV	117880	001	00999	3/2/2023	309866	2,283.39		100063	ASPEN MILLS
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432			Summary Total					2,283.39			
			PV	117895	001	00999	2/28/2023	309684	14.85			
				Summary Total					14.85			
				Payment Amount					2,298.24			
100086	BLUE VELVET INC		PV	117772	001	00999	2/17/2023	0160	39.80		100086	BLUE VELVET INC
	BLUE VELVET INC 1135 HASTINGS ST NE ATTN BRIAN ASADI BLAINE MN 55449			Summary Total					39.80			
			PV	117784	001	00999	2/17/2023	159	163.43			
				Summary Total					163.43			
				Payment Amount					203.23			
119529	CALL2RECYCLE, INC		PV	117767	001	00999	2/21/2023	PS-INV0582175	23.00		119529	CALL2RECYCLE, INC
	CALL2RECYCLE, INC 1000 PARKWOOD CIRCLE, SUITE 200 ATLANTA GA 30339			Summary Total					23.00			
				Payment Amount					23.00			

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119750	CHPWS		PV	117745	001	00999	2/20/2023	8351	374.38		119750	CHPWS
	CHPWS 459 EDSEL DR RICHMOND HILL GA 31324-3921			Summary Total					374.38			
				Payment Amount					374.38			
119953	CHRYSLER, TIM	WATER EFFICIENCY REBATE 2024	PV	117842	001	00999	2/28/2023	02282023	200.00		119953	CHRYSLER, TIM
	TIM CHRYSLER 14840 ZUNI STREET NW RAMSEY MN 55303			Summary Total					200.00			
				Payment Amount					200.00			
100160	EH RENNER AND SONS INC		PV	117883	001	00999	1/24/2023	7508	1,776.00		100160	EH RENNER AND SONS INC
	EH RENNER AND SONS INC 15688 JARVIS STREET ELK RIVER MN 55330			Summary Total					1,776.00			
				Payment Amount					1,776.00			
119966	HALL, JERRI	WATER EFFICIENCY REBATE 2024	PV	117893	001	00999	3/7/2023	03072023	200.00		119966	HALL, JERRI
	JERRI HALL 15531 SODIUM WAY RAMSEY MN 55303			Summary Total					200.00			
				Payment Amount					200.00			

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
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Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
115760	HENRY SCHEIN INC		PV	117776	001	00999	2/10/2023	33983614	233.98		115760	HENRY SCHEIN INC
	HENRY SCHEIN INC			Summary Total					233.98			
	DEPT CH 10241		PV	117894	001	00999	2/17/2023	34647307	5.80			
	PALATINE IL 60055-0241			Summary Total					5.80			
				Payment Amount					239.78			
112160	HOLIDAY COMPANIES		PV	117878	001	00999	3/1/2023	046801032300	161.50		112160	HOLIDAY COMPANIES
	HOLIDAY COMPANIES			Summary Total					161.50			
	4567 AMERICAN BLVD W											
	BLOOMINGTON MN 55437											
				Payment Amount					161.50			
100256	LANO EQUIPMENT INC		PV	117748	001	00999	2/15/2023	02-975348	22.99		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC			Summary Total					22.99			
	6140 HIGHWAY 10 NW		PV	117751	001	00999	2/16/2023	02-975501	2,521.93			
	ANOKA MN 55303			Summary Total					2,521.93			
				Payment Amount					2,544.92			
119352	LEE, JENNIFER	12 YOGA CLASSES	PV	117773	001	00999	2/24/2023	022523	600.00		119352	LEE, JENNIFER
	JENNIFER LEE			Summary Total					600.00			
	102 SUNSET DRIVE											
	CHAMPLIN MN 55316											
				Payment Amount					600.00			
119965	LUCENT BLUE LLC	HD EVENT CONTRACTOR DEPOSIT	PV	117889	001	00999	3/6/2023	2023-106	4,865.00		119965	LUCENT BLUE LLC

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	LUCENT BLUE LLC 2400 LAKE PLACE MINNEAPOLIS MN 55405			Summary Total					4,865.00			
				Payment Amount					4,865.00			
117918	MACQUEEN EMERGENCY		PV	117843	001	00999	2/20/2023	P12096	3,320.05		117918	MACQUEEN EMERGENC
	MACQUEEN EMERGENCY 1125 7TH STREET E ST PAUL MN 55106			Summary Total					3,320.05			
			PD	117845	001	00999	3/15/2023	P12377	3,310.04-			
				Summary Total					3,310.04-			
				Payment Amount					10.01			
100270	MACQUEEN EQUIPMENT INC		PV	117848	001	00999	2/21/2023	W11488	1,557.26		100270	MACQUEEN EQUIPMENT INC
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106			Summary Total					1,557.26			
				Payment Amount					1,557.26			
118840	MAGIC BOUNCE	WATERSLIDE DEPOSIT FOR SUMMER	PV	117841	001	00999	2/28/2023	022823	1,825.00		118840	MAGIC BOUNCE
	MAGIC BOUNCE 1540 145TH AVE NE HAM LAKE MN 55304			Summary Total					1,825.00			
				Payment Amount					1,825.00			
117588	MEDART INC		PV	117749	001	00999	2/15/2023	08462253	27.42		117588	MEDART INC

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	MEDART INC 124 MANUFACTURERS DRIVE ARNOLD MO 63010-4727			Summary Total					27.42			
				Payment Amount					27.42			
119825	METRO CREATIVE GRAPHICS INC		PV	117882	001	00999	2/28/2023	152029	99.00		119825	METRO CREATIVE GRAPHICS INC
	METRO CREATIVE GRAPHICS INC PO BOX 2085 LIVINGSTON NJ 07039			Summary Total					99.00			
				Payment Amount					99.00			
108208	METRO PRODUCTS INC		PV	117779	001	00999	2/15/2023	172186	178.00		108208	METRO PRODUCTS INC
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					178.00			
			PV	117854	001	00999	2/15/2023	172187	29.97			
				Summary Total					29.97			
			PV	117855	001	00999	2/15/2023	172185	84.75			
				Summary Total					84.75			
				Payment Amount					292.72			
106754	MID AMERICA METER INC		PV	117755	001	00999	2/16/2023	023-4997	62.00		106754	MID AMERICA METER INC
	MID AMERICA METER INC P O BOX 860427 SHAWNEE KS 66286-0427			Summary Total					62.00			
				Payment Amount					62.00			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119941	MODEM EXPRESS		PV	117759	001	00999	2/21/2023	17511	330.00		119941	MODEM EXPRESS
	MODEM EXPRESS 115 THOMAS PARK DRIVE MONTICELLO MN 55362			Summary Total					330.00			
				Payment Amount					330.00			
100345	NAPA AUTO PARTS ELK RIVER		PV	117881	001	00999	3/3/2023	196780	64.18		100345	NAPA AUTO PARTS ELK RIVER
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330			Summary Total					64.18			
				Payment Amount					64.18			
119806	NORDICK, TREVOR	CANCELLED PERMIT	PV	117754	001	00999	2/23/2023	2232023	166.00		119806	NORDICK, TREVOR
	TREVOR NORDICK 18055 SAINT FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					166.00			
				Payment Amount					166.00			
119964	NORRIS, RICHARD	WATER REBATE PROGRAM 2024	PV	117888	001	00999	3/6/2023	03062023	200.00		119964	NORRIS, RICHARD
	RICHARD NORRIS 14725 XKIMO STREET NW RAMSEY MN 55303			Summary Total					200.00			
				Payment Amount					200.00			

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Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100360	NORTH STAR TOWING INC		PV	117851	001	00999	2/22/2023	89176	140.00		100360	NORTH STAR TOWING INC
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303			Summary Total					140.00			
				Payment Amount					140.00			
119930	NOVUS GLASS OF MORA		PV	117774	001	00999	2/16/2023	09746	65.00		119930	NOVUS GLASS OF MOR
	NOVUS GLASS OF MORA 755 HWY 65 S MORA MN 55051			Summary Total					65.00			
				Payment Amount					65.00			
100391	POSTMASTER	02/27/23 USPS Bulk Mail Stamp	PV	117867	001	00999	2/20/2023	02202023	290.00		100391	POSTMASTER
	POSTMASTER 2168 - 7TH AVENUE NORTH ANOKA MN 55303			Summary Total					290.00			
				Payment Amount					290.00			
119963	SCHROEDER, HANNAH	WATER EFFICIENCY REBATE 2024	PV	117886	001	00999	3/6/2023	03062023	200.00		119963	SCHROEDER, HANNAH
	HANNAH SCHROEDER 5642 157TH AVENUE NW			Summary Total					200.00			
		WATER EFFICIENCY REBATE 2024	PV	117887	001	00999	3/6/2023	03062023A	200.00			
	RAMSEY MN 55303			Summary Total					200.00			

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				Payment Amount					400.00			
111128	SHERBURNE COUNTY SHERIFFS OFFICE		PV	117790	001	00999	2/27/2023	202302-RPD	60.00		111128	SHERBURNE COUNTY SHERIFFS OFFICE
	SHERBURNE COUNTY SHERIFFS OFFICE 13880 BUSINESS CENTER DRIVE NW ELK RIVER MN 55330			Summary Total					60.00			
				Payment Amount					60.00			
114151	TASC (FEES)		PV	117781	001	00999	2/15/2023	IN2674260	16.00		114151	TASC (FEES)
	TASC CLIENT INVOICES P O BOX 88278 MILWAUKEE WI 53288-0001			Summary Total					16.00			
			PV	117782	001	00999	2/23/2023	IN2679794	144.19			
				Summary Total					144.19			
			PV	117783	001	00999	2/23/2023	IN2679793	235.00			
				Summary Total					235.00			
				Payment Amount					395.19			
106638	UNIQUE PAVING MATERIALS CORPORATION		PV	117858	001	00999	2/22/2023	72075	249.00		106638	UNIQUE PAVING MATERIALS CORPORATION
	UNIQUE PAVING MATERIALS CORPORATION 3993 EAST 93RD STREET CLEVELAND OH 44105-4096			Summary Total					249.00			
				Payment Amount					249.00			
				Total Amount to be Processed					20,328.83			

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Bank Account	999.1010	CASH IN BANK	00002224
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Originator	JMORRISON		
Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
								Total Number of Payments to be Processed	31			

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Bank Account 999.1010 CASH IN BANK 00002224
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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100011	ACE SALES		PV	117865	001	00999	2/23/2023	3025	1,064.00		100011	ACE SALES
	ACE SALES 17555 UNICORN STREET NW RAMSEY MN 55303			Summary Total					1,064.00			
				Payment Amount					1,064.00			
117343	AMAZON CAPITAL SERVICES INC		PV	117746	001	00999	2/20/2023	1GR1-X17N-LYL3	59.96		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC PO BOX 035184 SEATTLE WA 98124-5184			Summary Total					59.96			
			PV	117747	001	00999	2/20/2023	1TH1-CRHG-LDWQ	30.17			
				Summary Total					30.17			
			PV	117753	001	00999	2/20/2023	1DYV-4KHG-L99D	445.21			
				Summary Total					445.21			
			PV	117757	001	00999	2/20/2023	1HQ9-RQDN-KPR9	1,089.04			
				Summary Total					1,089.04			
				Payment Amount					1,624.38			
100029	ANOKA AREA CHAMBER OF COMMERCE	State of the Cities Luncheon	PV	117770	001	00999	2/14/2023	30747	175.00		100029	ANOKA AREA CHAMBER OF COMMERCE
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					175.00			
				Payment Amount					175.00			
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION		PV	117890	001	00999	2/28/2023	02282023	92.00		100043	ANOKA COUNTY PROPERTY RECORDS TAXATION

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	ANOKA COUNTY PROPERTY RECORDS TAXATION			Summary Total					92.00			
	2100 - 3RD AVENUE											
	ANOKA MN 55303											
				Payment Amount					92.00			
107587	ANOKA COUNTY TREASURY DEPARTMENT		PV	117777	001	00999	2/16/2023	B230215M	492.00		107587	ANOKA COUNTY TREASURY DEPARTMEN
	ANOKA COUNTY TREASURY DEPARTMENT			Summary Total					492.00			
	2100 3RD AVE STE 300		PV	117789	001	00999	2/23/2023	AR020686	103.42			
	ANOKA MN 55303-5029			Summary Total					103.42			
			PV	117879	001	00999	3/2/2023	AR020759	103.42			
				Summary Total					103.42			
				Payment Amount					698.84			
100647	BOLTON AND MENK INC	COR Infrastructure - TIF 14	PV	117838	001	00999	2/22/2023	0307320	18,206.00		100647	BOLTON AND MENK INC
	BOLTON AND MENK INC			Summary Total					18,206.00			
	1960 PREMIER DRIVE		PV	117861	001	00999	2/22/2023	0307318	13,186.00			
	MANKATO MN 56001-5900			Summary Total					13,186.00			
			PV	117862	001	00999	2/22/2023	0307321	362.00			
				Summary Total					362.00			
			PV	117863	001	00999	2/22/2023	0307319	322.00			
				Summary Total					322.00			
			PV	117891	001	00999	2/22/2023	0307322	33,136.50			
				Summary Total					33,136.50			
			PV	117892	001	00999	2/22/2023	0307323	3,988.50			

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				Summary Total					3,988.50			
				Payment Amount					69,201.00			
103641	BOYER TRUCKS		PV	117857	001	00999	2/23/2023	003P34494	79.30		103641	BOYER TRUCKS
	BOYER TRUCKS P O BOX 512 ST MICHAEL MN 55376			Summary Total					79.30			
				Payment Amount					79.30			
103975	BROZAK, LUANN	RAMSEY RES MAR/APR 23	PV	117870	001	00999	3/1/2023	2043	6,592.61		103975	BROZAK, LUANN
	LUANN BROZAK			Summary Total					6,592.61			
	23900 CTY RD 4 #21	WINDOW ENVELOPES	PV	117873	001	00999	3/1/2023	2044	250.90			
	NISSWA MN 56468			Summary Total					250.90			
				Payment Amount					6,843.51			
114549	CHETS SHOES INC		PV	117847	001	00999	2/28/2023	40121	300.00		114549	CHETS SHOES INC
	CHETS SHOES INC 8870 RENDOVA STREET NE CIRCLE PINES MN 55014			Summary Total					300.00			
				Payment Amount					300.00			
116197	CINTAS CORPORATION		PV	117849	001	00999	2/17/2023	4146892746	78.41		116197	CINTAS CORPORATION
	CINTAS CORPORATION			Summary Total					78.41			
	CINTAS LOC #4K		PV	117859	001	00999	2/24/2023	4147581445	28.16			
	P O BOX 650838			Summary Total					28.16			

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	DALLAS TX 75265-0838											
				Payment Amount					106.57			
100120	CONTINENTAL RESEARCH CORP		PV	117885	001	00999	3/3/2023	0042712	228.00		100120	CONTINENTAL RESEARC CORP
	CONTINENTAL RESEARCH CORP			Summary Total					228.00			
	PO BOX 15204											
	ST LOUIS MO 63110											
				Payment Amount					228.00			
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC		PV	117760	001	00999	2/22/2023	INV250151	396.90		113306	DEFINITIVE TECHNOLOGY SOLUTIO INC
	DEFINITIVE TECHNOLOGY SOLUTIONS INC			Summary Total					396.90			
	9401 JAMES AVENUE SOUTH		PV	117837	001	00999	2/27/2023	INV250402	30.00			
	SUITE 162											
	BLOOMINGTON MN 55431-2549			Summary Total					30.00			
				Payment Amount					426.90			
100144	DEHN OIL COMPANY		PV	117852	001	00999	2/21/2023	97184	2,895.00		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY			Summary Total					2,895.00			
	6735 141ST AVENUE NW		PV	117853	001	00999	2/21/2023	97183	3,775.00			
	RAMSEY MN 55303			Summary Total					3,775.00			
			PV	117856	001	00999	2/22/2023	25206126	291.72			
				Summary Total					291.72			
				Payment Amount					6,961.72			

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116175	ECKBERG LAMMERS ATTORNEYS AT LAW	02 2023	PV	117875	001	00999	2/28/2023	02 2023	6,260.34		116175	ECKBERG LAMMERS ATTORNEYS AT LAW
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082			Summary Total					6,260.34			
				Payment Amount					6,260.34			
113651	ELECTRO WATCHMAN INC		PV	117758	001	00999	2/16/2023	400543	3,438.75		113651	ELECTRO WATCHMAN I
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					3,438.75			
				Payment Amount					3,438.75			
107099	FASTENAL		PV	117850	001	00999	2/16/2023	MNTC8207379	21.57		107099	FASTENAL
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987			Summary Total					21.57			
				Payment Amount					21.57			
100143	FERGUSON WATERWORKS # 2518		PV	117756	001	00999	2/21/2023	0507977	492.78		100143	FERGUSON WATERWOF # 2518
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					492.78			
				Payment Amount					492.78			

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100200	GOPHER STATE ONE CALL INC		PV	117877	001	00999	2/28/2023	3020696	74.25		100200	GOPHER STATE ONE CALL INC
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317			Summary Total					74.25			
				Payment Amount					74.25			
112564	GROUP HEALTH INC WORKSITE		PV	117872	001	00999	2/24/2023	W852182	103.00		112564	GROUP HEALTH INC WORKSITE
	GROUP HEALTH INC WORKSITE M.S. # 21109A P O BOX 1309 MINNEAPOLIS MN 55440-1309			Summary Total					103.00			
				Payment Amount					103.00			
100211	HAWKINS INC		PV	117778	001	00999	2/24/2023	6410529	6,717.72		100211	HAWKINS INC
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263			Summary Total					6,717.72			
				Payment Amount					6,717.72			
119037	HOLSTAD & KNAAK, PLC	Feb 2023	PV	117876	001	00999	3/1/2023	03012023	4,050.00		119037	HOLSTAD & KNAAK, PLC
	HKB LAW 4501 ALLENDALE DRIVE WHITE BEAR LAKE MN 55127			Summary Total					4,050.00			
				Payment Amount					4,050.00			

Payment Group Control Number 3583
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 3/15/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
104027	INK WIZARDS INC		PV	117839	001	00999	2/28/2023	8541	412.00		104027	INK WIZARDS INC
	INK WIZARDS INC 9958 HIGHWAY 10 NW ELK RIVER MN 55330			Summary Total					412.00			
				Payment Amount					412.00			
112475	INNOVATIVE OFFICE SOLUTIONS	S27569	PV	117869	001	00999	2/28/2023	IN4109990	459.93		112475	INNOVATIVE OFFICE SOLUTIONS
	INNOVATIVE OFFICE SOLUTIONS LOCKBOX 131434 P O BOX 1414 MINNEAPOLIS MN 55480-1414			Summary Total					459.93			
				Payment Amount					459.93			
116789	KIESLER POLICE SUPPLY INC		PV	117786	001	00999	2/14/2023	IN208931	715.00		116789	KIESLER POLICE SUPPLY INC
	KIESLER POLICE SUPPLY INC 2802 SABLE MILL ROAD JEFFERSONVILLE IN 47130			Summary Total					715.00			
			PV	117840	001	00999	2/28/2023	IN209428	795.00			
				Summary Total					795.00			
				Payment Amount					1,510.00			
100266	LOGIS		PV	117761	001	00999	1/1/2023	53391	16,775.00		100266	LOGIS
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036			Summary Total					16,775.00			
			PV	117762	001	00999	1/1/2023	53350	5,110.00			
				Summary Total					5,110.00			
			PV	117763	001	00999	2/24/2023	53507	708.75			

Payment Group Control Number	3583		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	3/15/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					708.75			
			PV	117764	001	00999	2/1/2023	53415	21,387.00			
				Summary Total					21,387.00			
			PV	117765	001	00999	2/24/2023	53544	9,227.15			
				Summary Total					9,227.15			
				Payment Amount					53,207.90			
116846	MC TOOL AND SAFETY SALES		PV	117780	001	00999	2/17/2023	015390A	264.00		116846	MC TOOL AND SAFETY SALES
	MC TOOL AND SAFETY SALES 2851 84TH LANE NE BLAINE MN 55449			Summary Total					264.00			
				Payment Amount					264.00			
100284	MENARDS ELK RIVER		PV	117775	001	00999	2/15/2023	68742	114.88		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077			Summary Total					114.88			
				Payment Amount					114.88			
100285	MET COUNCIL ENVIRONMENTAL SRV		PV	117874	001	00999	3/2/2023	0001152926	94,908.25		100285	MET COUNCIL ENVIRONMENTAL SRV
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					94,908.25			
				Payment Amount					94,908.25			

Payment Group Control Number 3583
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 3/15/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
115167	NET TRANSCRIPTS INC		PV	117787	001	00999	2/15/2023	NT14508	185.90		115167	NET TRANSCRIPTS INC
	NET TRANSCRIPTS INC PO BOX 95777 CHICAGO IL 60694-5777			Summary Total					185.90			
				Payment Amount					185.90			
100363	NORTHERN SANITARY SUPPLY CO		PV	117864	001	00999	3/1/2023	206346	269.71		100363	NORTHERN SANITARY SUPPLY CO
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					269.71			
				Payment Amount					269.71			
115071	NORTHLAND OCCUPATIONAL HEALTH		PV	117768	001	00999	2/23/2023	17512	250.00		115071	NORTHLAND OCCUPATIONAL HEALTH
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303			Summary Total					250.00			
			PV	117771	001	00999	2/15/2023	17438	150.00			
				Summary Total					150.00			
			PV	117868	001	00999	2/24/2023	17542	100.00			
				Summary Total					100.00			
				Payment Amount					500.00			
110547	NORTHWEST LIGHTING SYSTEMS CO.		PV	117846	001	00999	2/28/2023	128273	222.00		110547	NORTHWEST LIGHTING SYSTEMS CO.
	NORTHWEST LIGHTING SYSTEMS CO.			Summary Total					222.00			

Payment Group Control Number	3583		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	3/15/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	736 CRAIG AVENUE TRACY MN 56175											
				Payment Amount					222.00			
112824	PARKPLACE STUDIO	Parkplace 01/25/23 Photo Olson	PV	117769	001	00999	2/24/2023	02242023	125.00		112824	PARKPLACE STUDIO
	PARKPLACE STUDIO 6093 146TH LANE NW RAMSEY MN 55303			Summary Total					125.00			
				Payment Amount					125.00			
114134	PHASOR ELECTRIC COMPANY		PV	117750	001	00999	2/17/2023	049519	240.00		114134	PHASOR ELECTRIC COMPANY
	PHASOR ELECTRIC COMPANY 2160 108TH LANE NE BLAINE MN 55449			Summary Total					240.00			
				Payment Amount					240.00			
113444	PRECISE		PV	117860	001	00999	2/27/2023	200-1041395	850.00		113444	PRECISE
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					850.00			
				Payment Amount					850.00			
107978	PREMIER COMMERCIAL PROPERTIES INC	6781 Hwy 10 Prop Mgmt	PV	117752	001	00999	2/20/2023	8659 FEB 2023	600.00		107978	PREMIER COMMERCIAL PROPERTIES INC
	PREMIER COMMERCIAL PROPERTIES INC			Summary Total					600.00			

Payment Group Control Number	3583		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	3/15/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	299 COON RAPIDS BLVD NW #200 COON RAPIDS MN 55433											
				Payment Amount					600.00			
107711	SCHINDLER ELEVATOR		PV	117866	001	00999	3/1/2023	8106188066	1,686.15		107711	SCHINDLER ELEVATOR
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					1,686.15			
				Payment Amount					1,686.15			
100469	STREICHER'S POLICE EQUIPMENT		PV	117788	001	00999	2/20/2023	I1618129	1,504.24		100469	STREICHER'S POLICE EQUIPMENT
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441			Summary Total					1,504.24			
				Payment Amount					1,504.24			
119474	THE MPX GROUP & MINUTEMA		PV	117785	001	00999	2/16/2023	177785	303.06		119474	THE MPX GROUP & MINUTEMA
	THE MPX GROUP 7105 MEDICINE LAKE ROAD GOLDEN VALLEY MN 55427			Summary Total					303.06			
				Payment Amount					303.06			
100485	TIMESAVER OFF SITE SECRETARIAL INC		PV	117871	001	00999	2/28/2023	M28035	1,139.75		100485	TIMESAVER OFF SITE SECRETARIAL INC
	TIMESAVER OFF SITE SECRETARIAL INC			Summary Total					1,139.75			

Payment Group Control Number	3583		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	3/15/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	21021 KAROLINE COURT N FOREST LAKE MN 55025											
				Payment Amount					1,139.75			
106351	WATER LABORATORIES, INC		PV	117884	001	00999	3/3/2023	9422	690.00		106351	WATER LABORATORIES, INC
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					690.00			
				Payment Amount					690.00			
				Total Amount to be Processed					268,152.40			
				Total Number of Payments to be Processed					41			

Checks 20,328.83
ACH 268,152.40
Total 288,481.23

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-053

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF FEBRUARY 23, 2023 THROUGH MARCH 8, 2023.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of February 23, 2023 through March 8, 2023 in the amount of $827,133.13 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 February 23, 2023 through March 8, 2023, in the amount of $827,133.13.

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
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 9.**

Meeting Date: 03/14/2023

By: Brian McCann, Community Development

Information

Title

Adopt Resolution #23-050 Approving a Development Agreement and Stormwater Maintenance Agreement at 6710 Highway 10 NW (Project No. 22-106) ; Case of Blue Line Collision

Purpose/Background:

The purpose of this case is to review a request from Reliable Auto Collision Experts (the "Applicant") for a development agreement associated with a previously-approved Site Plan, Easement Vacation and Conditional Use Permit (approved September 13, 2022). This is the standard last step in the development process. The Site Plan, Easement Vacation, and Conditional Use Permit met all City Code requirements, and the attached Development Agreement is based on the City's standard template, which has been reviewed by the City's Attorney. The development agreement lays out fees, project costs, and financial sureties that the City will take in order to ensure that the project is completed to City standards.

The project does propose a private stormwater pond along the eastern boundary of the Subject Property due to additional impervious surface area for the automotive repair center. However, there are no public drainage and utility easements around the pond. Thus, a private Stormwater Maintenance Agreement has been drafted that outlines the long-term maintenance and cost responsibilities.

Notification:

No notification is required.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

Staff recommends adopting Resolution #23-050 Approving a Development Agreement and Stormwater Maintenance Agreement at 6710 Highway 10 NW.

Action:

Motion to adopt Resolution #23-050 Approving a Development Agreement and Stormwater Maintenance Agreement at 6710 Highway 10 NW.

Attachments

Site Location Map

Development Agreement for Blue Line Collision

Stormwater Maintenance Agreement

ACTION - Resolution #23-050

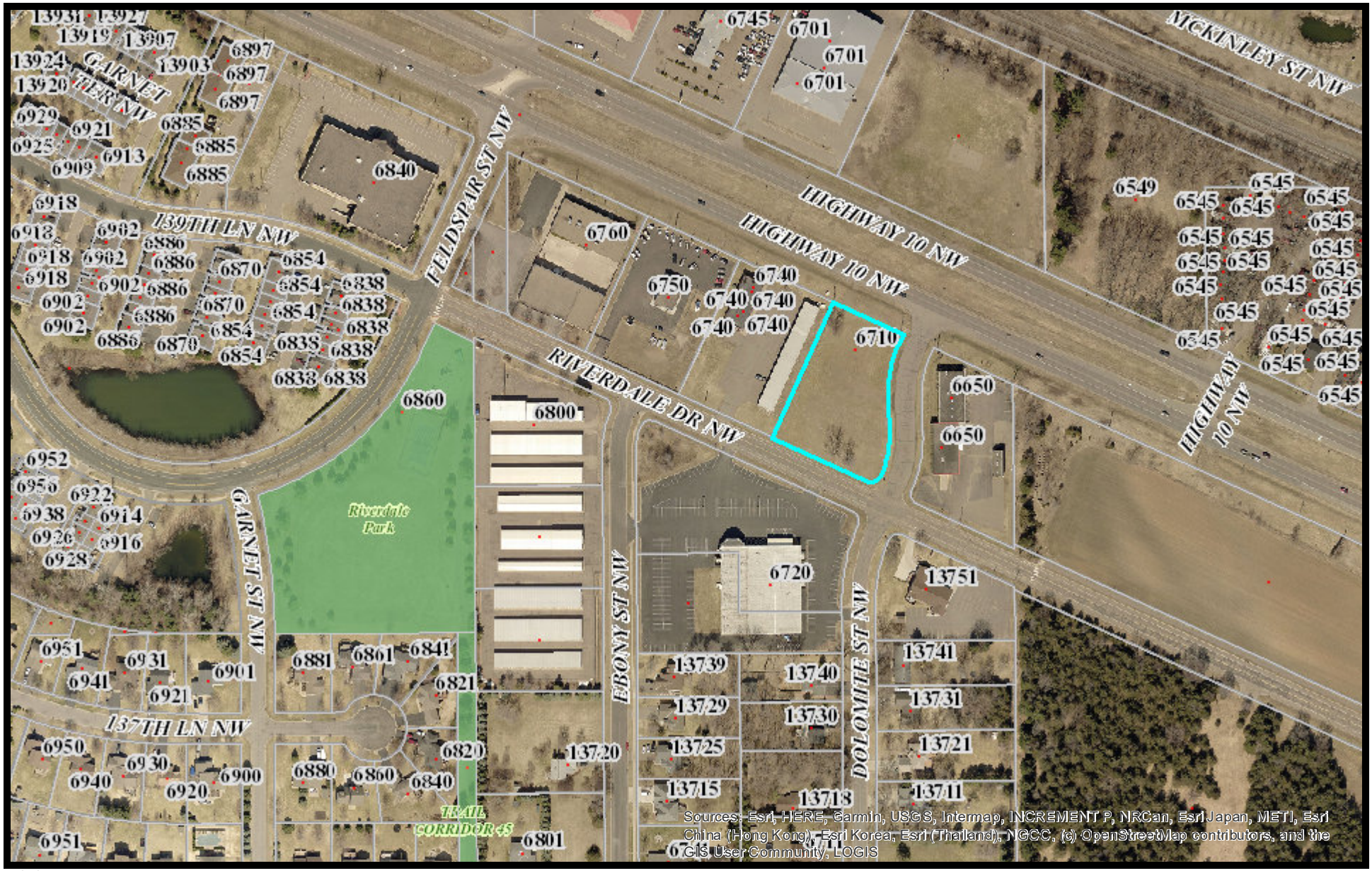
Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:42 PM
Form Started By: Brian McCann		Started On: 02/27/2023 04:04 PM

Final Approval Date: 03/08/2023

Site Location Map

6710 Highway 10 NW



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

2/1/2022 8:11:07 AM

0 0.0175 0.035 0.07 0.105 0.14 mi

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR BLUE LINE COLLISION

This Agreement (hereinafter the "Agreement") is dated as of this 14th day of March, 2023 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and Reliable Auto Collision Experts, Inc., a Domestic Business Corporation under the laws of Minnesota (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

B. The **PERMITTEE** has received approval from the **CITY** for a Site Plan on the Subject Property.

Agreement

6. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into and are made part of this Agreement by reference.

7. Conditions of Approval. The **CITY** has approved the Site Plan subject to satisfaction of the following conditions subsequent:

   a. The **PERMITTEE'S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.

   b. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

8. The Plans. The term "Plans" as used in this Agreement means the Site Plan plans prepared by Hakanson Anderson, dated July 13, 2022 and revised on December 21, 2022. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

9. Stage I Improvements. The public improvements the **PERMITTEE** will construct or install are as follows:

   a. Replace existing curb and gutter for entrance onto Riverdale Drive
   b. Boulevard restoration along Riverdale Drive
   c. Modification of existing sidewalks
   d. Sanitary sewer connection
   e. Water connection
   f. Storm sewer connection
   g. Relocation of utilities

   (the "Stage I Improvements").

   The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the required Stage I Improvement Financial Guaranty noted in Section 15 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

10. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITTEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on the Subject Property. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.

11. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Agreement.

12. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements within the City-owned right-of-way until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements within the City-owned right-of-way automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements within the City-owned right-of-way. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements within the City-owned right-of-way, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial

guaranty described in Section 15 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements within the City-owned right-of-way when the **CITY** releases the financial guaranty described in Section 15 or allows such financial guaranty to lapse, expire or otherwise terminate.

13. Stage I Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.

14. Required Private Improvements. The private improvements the **PERMITTEE** will construct or install are as follows:

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

15. Financial Guaranty for Stage I Improvements and Required Private Improvements. The **PERMITTEE** shall provide a financial guaranty to the **CITY** guaranteeing the construction of the Stage I Improvements and Required Private Improvements, as well as their timely completion. The **PERMITTEE** shall be responsible for a financial guaranty in the amount of Three Hundred Forty Seven Thousand Two Hundred Nineteen Dollars and No Cents **($347,219.00),** which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements and Private Improvements. Upon completion of Stage I Improvements and Private Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guaranty.

16. Inspection Escrow for the Stage I Improvements and Required Private Improvements. The **PERMITTEE** shall provide an inspection escrow to the **CITY** to inspect the Stage I Improvements and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection escrow in the amount of Thirteen Thousand Eight Hundred Eighty Nine Dollars and No Cents **($13,889.00)**, which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements and Required Private Improvements. The inspection escrow must be in the form of cash. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements and Required Private Improvements, after acceptance by the **CITY**.

17. Warranty for Stage I Improvements. The **PERMITTEE** shall provide a one-year warranty in the amount of Sixty Nine Thousand Four Hundred Forty Four Dollars and No Cents (**$69,444.00)**, which is 25% of the cost of the Stage I Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvements. The warranty must be in the form of a Letter of Credit, approved as to form by the **CITY**, or a cash escrow.

18. Maintenance Guaranty for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a landscape maintenance guaranty to ensure the survival of the plantings. Said landscape maintenance guaranty shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of Two Thousand Eight Hundred Eighty Dollars and No Cents **($2,880.00)** [# plantings (22 trees) x cost/planting ($300/tree x 30% average non-survival rate, (40 shrubs) x cost/planting $75/shrub x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Private Improvements.

At the end of the two-year period, the **PERMITTEE** shall request a final inspection by the **CITY** to determine that all plantings that have been planted in accordance with the Plans have either survived or have been replaced. Upon approval of this final inspection, the landscape maintenance guaranty shall be returned to the **PERMITTEE**. In the event the **PERMITTEE** fails to maintain the required plantings for a two-year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the landscape maintenance guaranty for payment. Only the City Council shall have the authority to direct replacement of the plantings and draw upon the landscape maintenance guaranty. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Subject Property for the purpose of replacing plantings in the event of the **PERMITTEE's** default.

19. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

20. Requirements for Building and Occupancy Permits.

a. No building permit for the Subject Property shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 15 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY;** and

b. No occupancy permit for the Subject Property shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Agreement requires to serve the lot and such utilities and storm water facilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.

21. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Agreement, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

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

b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief.

c. The **CITY** may refuse to grant building permits for improvements to be constructed on the Subject Property until the **PERMITTEE** has cured all of its defaults.

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 15 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 23 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 22 (d).

22. Miscellaneous.

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

b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the City Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Subject Property complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Subject Property does not comply, the **CITY** may, at its option, refuse to allow any construction or development work on the Subject Property until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the Post Office. Utility locates will be necessary.

e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to the Subject Property resulting from grading performed in the development of the Subject Property.

f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I and Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Site Plan Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Site Plan, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of this Agreement shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.

j. Reimbursement to the **CITY**. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

l. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:
Reliable Auto Collision Experts, Inc.
Attn: Robert Twedt
6260 Highway 10 NW
Ramsey, MN 55303

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

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

THE PERMITTEE:

Reliable Auto Collision Experts

By:_____, Robert Twedt
Its: Chief Executive Officer

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by Robert Twedt, Chief Executive Officer of Reliable Auto Collision Experts, Inc. a Minnesota Domestic Business Corporation, under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ _____, by Mark E. Kuzma and Brian Hagen, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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

This document reviewed by:
HKB Law, P.A.
4501 Allendale Dr.
St. Paul, MN 55127

EXHIBIT A

Legal Description of the Subject Property

Lots 1 & 3 Block 1 Riverside West Rearrangement, Anoka County, Minnesota

EXHIBIT B

Fees Payable to the City

City of Ramsey

2023 Commercial/Industrial Development Fee Calculator (Estimate)

	Units	Unit Type	Unit Price	Total	Notes
Park Dedication and Trail Development					
Park Dedication					
Commercial		per acre	*$5,100*	$0	
Industrial		per acre	*$4,375*	$0	
Trail Development		per acre	*$1,300*	$0	
Subtotal Park and Trail Development				***$0***	
Water and Sewer Fees					
Water Trunk (Connection)		per acre	*$7,343*	$0	
Sanitary Sewer Trunk (Connection)		per acre	*$4,063*	$0	
Subtotal Water and Sewer Fees				***$0***	
Stormwater Management Fees					
Stormwater Management	1.46	per acre	*$5,321*	$7,769	
Subtotal Stormwater Management				***$7,769***	
Sureties and Inspection Fees - Calculated at time of Site Plan Review					
Performance Surety (returned when complete)	277775 *	cost of improvement	*125%*	$347,219	Cash or Letter of Credit
Engineering Inspection Fee	277775 *	cost of improvement	*5%*	$13,889	Cash Escrow
	*estimated				
GRAND TOTAL FOR DEVELOPMENT FEES				$7,769	
Sewer Accessibility Charges (SAC) & Water Accessibility Charges (WAC) - Calculated and Collected with Building Permit					
Accessibility Charge (WAC)	4.83	per SAC Unit	*$1,434*	$6,926	Collected with Building Permit
Accessibility Charge (SAC)*	4.83	per SAC Unit	*$2,485*	$12,003	Collected with Building Permit

* Subject to Metropolitan Council Environmental Services rates

GRAND TOTAL FOR SAC & WAC $18,929

(Reserved for Recording Data)

STORMWATER TREATMENT AND PONDING MAINTENANCE AGREEMENT

THIS STORMWATER TREATMENT AND PONDING MAINTENANCE AGREEMENT (this "**Agreement**") is made this 14th day of March, 2023, by and between the **CITY OF RAMSEY,** a Minnesota municipal corporation (hereinafter referred to as the "**City**") and Reliable Auto Collision Experts, Inc., a Domestic Business Corporation under the laws of Minnesota (hereinafter referred to as the "**Developer**").

WHEREAS, the **Developer** is the fee owner of certain real property situated in the City of Ramsey, County of Anoka, State of Minnesota legally described as Lots 1 & 3 Block 1 Riverside West Rearrangement according to the recorded plat thereof (the "Property"); and

WHEREAS, an automotive repair center is proposed to be constructed on the **Property** and the City has required that the **Developer** make provisions for the construction, maintenance and repair of a storm water management system that utilizes (among other things) infiltration areas, sump manholes, storm sewer pipes, and ponding facilities ("**Storm Water Management Practices**") located within the **Property**, as shown on **Exhibit "A"** attached hereto and as the same are described and depicted in those certain construction plans drawn by Hakanson Anderson, dated July 13, 2022 and revised December 21, 2022 (the "**Plans**"); and

WHEREAS, the **Storm Water Management Practices** are sufficient to serve the **Property**; and

WHEREAS, the **City** approved the **Plans** conditioned on the requirement that the **Developer** enter into an agreement for the maintenance of the **Storm Water Management Practices** within the **Property**; and

WHEREAS, the **City** and **Developer** desire to set forth their understanding with respect to the construction, repair and maintenance of the **Storm Water Management Practices** and the responsibility relating to the costs of the repair and maintenance of the **Storm Water Management Practices**.

NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Construction of the Storm Water Management Practices. The **Developer** shall construct the **Storm Water Management Practices** according to the **Plans**.

2. Maintenance of the Storm Water Management Practices. The **Developer** shall repair and maintain the **Storm Water Management Practices** at no expense to the **City**. The **Developer** shall be solely responsible for such repair and maintenance and the costs thereof. Maintenance of the **Storm Water Management Practices** shall include, but not be limited to:

a. Semi-annual inspections of all sump manholes and pond outfalls (flared end sections), with one in each spring (to remove debris, winter salt and sand deposits, etc.), and autumn (to. remove vegetation, sediment, debris, leaves, etc.). If necessary, corrective actions, including removal of all litter and debris, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant-life therein, shall be executed. Such inspections and corrective actions shall be documented in a maintenance log retained by the **Developer** and submitted to the **City** upon request; and

b. Bi-annual inspections and certifications by a professional engineer (provided by the **Developer**) that the **Storm Water Management Practices** are functioning in accordance with the **Plans**, and the ponding facilities have maintained the proper operation of storm water treatment in accordance with **City** and Lower Rum River Watershed Management Organization standards. Copies of the bi-annual inspection reports shall be provided to the **City** within 30 days of their preparation.

If, as a result of any inspection by the **Developer** or **City** staff, it is determined that the **Storm Water Management Practices** (i) have not been maintained, or (ii) are not functioning as originally designed and intended, or (iii) are in need of repair, the **Developer** shall restore the **Storm Water Management Practices** so that they function as they were originally designed and intended pursuant to the **Plans**.

The **Developer** agrees to be solely responsible for the repair and maintenance of the **Storm Water Management Practices** and the **Developer** shall bear all costs of such maintenance. If the **Developer** does not undertake the necessary maintenance within thirty (30) days of notification by the **City**, the **City** may contract such maintenance, and the costs reasonably incurred by the **City** for contracting such maintenance shall be reimbursed to the **City** by the **Developer**.

3. Assessment. The **Developer** hereby waives any statutory right to contest any assessment by the **City** for its costs of maintenance/repair as permitted herein, on the basis of the benefit to the **Property**.

4. Future City Policy. Notwithstanding anything contained in this Agreement to the contrary, in the event the **City** shall in the future establish a policy for repair and maintenance by the **City** of storm water management practices owned by private parties located elsewhere in the **City** under which policy the costs of such repair and maintenance are to be paid either out of general **City** revenues or by collection of utility or service fees or charges, the **Developer** shall be entitled to petition the **City** for the inclusion of the **Storm Water Management Practices** under such repair and maintenance program. The recording of a certified copy of the resolution of the City Council of the **City** which sets forth the consent and authorization described in the foregoing sentence shall serve to terminate this Agreement, without further action on the part of any party hereto.

5. Terms and Conditions. The terms and conditions of this Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective successors and assigns. This Agreement shall be recorded in the Anoka County, Minnesota Recorder's office at Developer's expense.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

CITY OF RAMSEY:

By:_____
Mark E. Kuzma
Its: Mayor

By:_____
Brian Hagen
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by Mark E. Kuzma and by Brian Hagen, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

.

DEVELOPER

By:_____
Robert Twedt, its Chief Executive Officer

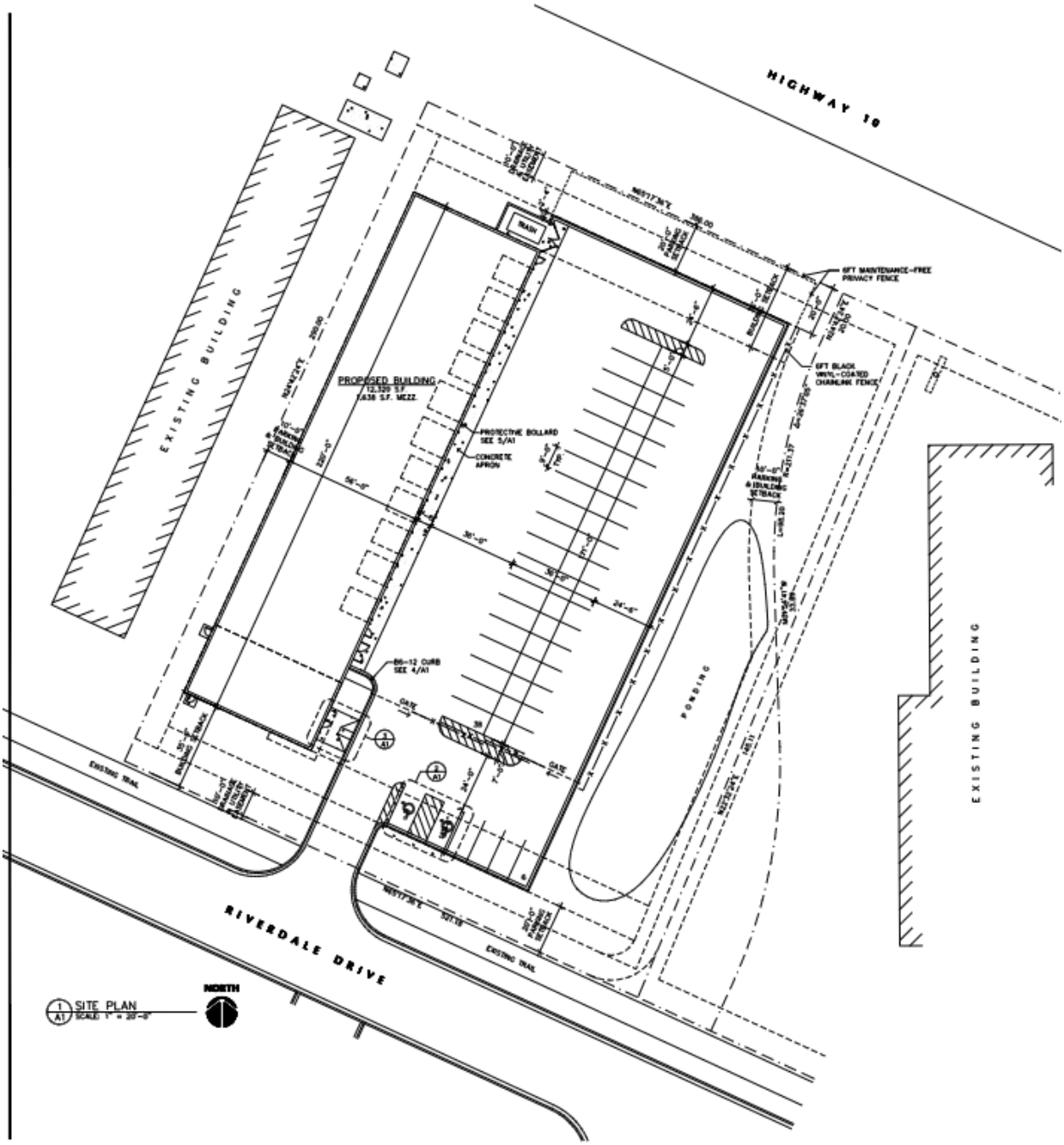
STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me this ____ day of _____, _____, by Robert Twedt, the Chief Executive Officer of Reliable Auto Collision Experts, Inc., a Minnesota Domestic Business Corporation, on behalf of the company.

_____
Notary Public

EXHIBIT "A"

Site Plan for Blue Line Collision Center



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

RESOLUTION #23-050

A RESOLUTION APPROVING BOTH A DEVELOPMENT AGREEMENT AND STORMWATER MAINTENANCE AGREEMENT FOR THE PROPERTY GENERALLY KNOWN AS 6710 HIGHWAY 10 NW AND DECLARING TERMS OF SAME

WHERAS, Reliable Auto Collision Experts, Inc., hereinafter referred to as the "**Applicant**" has had their Site Plan, Easement Vacation, and Conditional Use Permit approved for an automotive repair center on the property legally described as follows:

Lots 1 & 3 Block 1 Riverside West Rearrangement, Anoka County, Minnesota

(the "**Subject Property**"); and

WHERAS, the **Subject Property** is zoned B-2 Business District, which is a commercial zoning designation and guided as such in the 2040 Comprehensive Plan; and

WHERAS, the City Council reviewed and approved the Site Plan, Easement Vacation and Conditional Use Permit on September 13, 2022; and

WHERAS, a contingency of approval for the Site Plan, Easement Vacation and Conditional Use Permit included the **Applicant** entering into a Development Agreement with the City; and

WHERAS, the project requires a Stormwater Maintenance Agreement for the proposed pond on the east side of the **Subject Property**; and

WHERAS, the City Council reviewed and approved the Development Agreement on March 14, 2023.

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 Development Agreement and Stormwater Maintenance Agreement (the "**Agreements**") for Reliable Auto Collision Experts, Inc. (the "**Applicant**") at 6710 Highway 10 NW (the "**Subject Property")** contingent upon the following conditions:

CONDITIONS

1. Final legal form approved by the City Attorney.

2. That the **Applicant** shall be responsible for all City costs incurred in administering and enforcing these **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:

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 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 10.**

Meeting Date: 03/14/2023

Submitted For: Joe Feriancek, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title

Adopt Resolution #23-051 Approving Plans and Specifications and Authorizing Advertisement for Bids for 161st Avenue Reconstruction, Improvement Project #23-01

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-051 approving plans and specifications and authorizing advertisement for bids for 161st Avenue Reconstruction, Improvement Project #23-01.

Background:

City Improvement Project 23-01 proposes to reconstruct 161st Avenue between Armstrong Boulevard (CSAH 83) and Variolite Street. The street total approximately 2,680 linear feet (0.51 miles) in length, and is a 29-foot wide urban section with bituminous curbing. No parking is allowed on either side of the street. A figure showing the project scope and a street segment summary is attached to this case.

Project History

- 2022 – 2031 Capital Improvement Program (CIP) proposed to reconstruct 161st Avenue in 2024. To avoid reconstructing the street after PACT Charter School opens, the street reconstruction was moved up to 2023.
- Resolution #22-089, adopted April 12, 2022; City Council awarded a proposal to Bolton & Menk Inc. for a topographic survey of the project area.
- On June 21, 2022, the Publics Works Committee (PWC) reviewed bicycle and pedestrian facilities as part of the 161st Avenue reconstruction project. The PWC recommended extending a trail along 161st Avenue with a goal of minimizing tree impacts and existing park facilities.
- Resolution #22-200, adopted August 23, 2022; City Council ordered the City Engineer to prepare plans and specifications for the improvement project.
- Resolution #22-204, adopted August 23, 2022; City Council awarded a proposal to Haugo Geotechnical Services for a geotechnical report of the project area.
- Resolution #22-234, adopted October 11, 2022; City Council authorized Staff to apply for the Minnesota Active Transportation State Infrastructure Program to construct off-street facilities between Armstrong Boulevard and Variolite Street as part of 161st Avenue reconstruction. The State make grant selections in late March. If awarded the grant, the City will need to enter into an agreement with the State of Minnesota for funding and construction of the trail construction costs.
- On December 13, 2022, the City Council discussed the Central Park southern parking as part of the case for Resolution #22-285 ordering plans and specifications for Improvement Project #23-02, Central Park Main Parking Lot Reconstruction. City Council directed Staff to include the southern parking lot with either Improvement Project #23-01 or #23-02.
- On January 17, 2023, the Public Works Committee received an update from Staff on Central Park Southern Parking Lot Reconstruction as part of 161st Avenue Reconstruction. PWC recommended Staff reconstruct the southern parking lot as park of 161st Avenue Reconstruction, Improvement Project #23-01, and to include basketball courts as part of the parking lot reconstruction.
- Resolution #23-029, adopted January 24, 2023; City Council prohibits parking of motor vehicles at all times on both sides of 161st Avenue between Armstrong Boulevard and Variolite Street, as the proposed street improvements do not provide an adequate width for parking, and approval of the proposed

reconstruction as a Municipal State Aid Street must therefore be conditions upon certain parking restrictions.

Pavement History

161st Avenue was constructed in 1979. Pavement maintenance has included a crack seal / seal coat improvement in 1993, a pavement overlay improvement in 2001 and a crack seal / seal coat improvement in 2009. Maintenance crews have performed patching over the last several years, however the pavement is currently in extremely poor condition. In 2021 PASER values were 3 for 161st Avenue, the street was not rated in 2022 as it is past the stage where any treatment other than a full reconstruction is recommended.

Ground Penetrating Radar (GPR) was performed on the street segment. Bituminous pavement thickness was found to have an average thickness of 3.37 inches. The aggregate base was found to have an average thickness of 3.23 inches. The overall pavement section average thickness is 6.59 inches.

Proposed Improvements

161st Avenue is a Municipal State Aid (MSA) street, and must be designed to MSA standards. Staff is proposing to generally leave the street at the current 29-foot width, but replace the bituminous curb with concrete curb and gutter. Based off the Traffic Impact Study performed for the PACT Charter School estimated future 2,500 ADT at full build out, Staff is proposing a 10-inch-thick pavement section to meet the required 10-ton MSA design requirement. This will be made up of 4 inches new bituminous pavement over 6 inches of aggregate base. Pavement markings will generally match existing marking, a center skip line to allow passing as well as fog line to mark the outside edge of the lanes. The Traffic Impact Study determined turn lanes would not be necessary to handle future traffic levels. The existing driveways and boulevards along the corridor will have impacts due to construction, however, all impacts are proposed to be contained with the City-owned right of way.

The project will add a 10-foot wide bituminous trail along the north side of 161st Avenue. This trail will connect to the existing pedestrian landing built with the 2020 Variolite Street reconstruction, and connect to the existing trail at the west side of Central Park. The existing trail from the Central Park drive to Armstrong Boulevard is proposed to be reconstructed with this project as well. All trail crossings will include concrete pedestrian ramps, built to current ADA Standards. The Central Park southern parking lot and attaching park drives will be reconstructed, including concrete curb and gutter to meet current City of Ramsey requirements. Two basketball courts will be marked out in the parking lot, and include 4 new basketball hoops. Central Park Main Parking Lot will be reconstructed in the summer of 2023 as a separate project, Improvement Project #23-02.

Stormwater runoff is currently handled through curb cuts and swales to existing ponding areas located in drainage and utility easements, on the south side of 161st Avenue. Easements exists at 16045 Xenolith Street; which handles runoff on the eastern portion of the project, and a large ponding area on 7826 161st Avenue and 7833 159th Lane; which handles runoff on the western portion of the project as well as runoff from the Central Park parking lot. This project is proposing to replace the existing curb cuts and swales with storm sewer inlets placed in the curb lines and piping to the ponding areas. This is to remove the safety hazard of having storm water runoff flowing across 161 st Avenue. The ponding areas on 7826 161st Avenue and 7833 159th Lane will need to be excavated approximately 7 feet deeper to accommodate piping. The storm sewer is proposed to handle the 161st Avenue corridor and existing drainage areas, no accommodations for PACT Charter or a future Saint Katherine Drexel development are being proposed.

Municipal water and sanitary sewer utilities exist at the intersection of 161st Avenue and Variolite Street. Water. These utilities will need to be extended to the west to connect the proposed PACT Charter School to the system. This project is extending 8-inch sanitary sewer and watermain, and is coordinating with PACT Charter for the location of their service connections. The services will be constructed up to the right of way, which is expanding an additional 14 feet north as part of the PACT Addition. The project stubs water and sewer into the southeast corner of Central Park, to allow for future connection of park facilities, when the time comes to replace the existing well and septic systems. The residential properties south of 161 st Avenue are not within the MUSA, and Staff is not proposing to extend water and sewer services to these properties with this project.

Anticipated Build Process

- Install traffic control measures
    - These are maintained throughout the project
    - Layout of traffic control may be adjusted to accommodate construction periodically
- Install erosion control measures
- Full-depth reclamation of existing bituminous pavement and aggregate base
    - Haul off-site to stockpile location (to be recycled as new aggregate base)
- Project removals (parking lot pavement, remaining trees, salvage mail box posts, etc.)
- Mass grading of storm sewer ponds
- Utility installation
    - Sanitary sewer; watermain, storm sewer
- Haul in aggregate base
- Place new concrete curb and gutter, concrete valley gutters, and pedestrian ramps
- Tolerance aggregate base, place first lift of new bituminous pavement, including trail and parking lot
- Final any trail and driveway repairs
- Restore the boulevard in any impacted areas
    - 4 inches topsoil; seed and hydro-mulch in boulevards, erosion control blanket in ponds
- Place the final lift of new bituminous pavement
    - place all pavement markings, must wait 72 hours after paving
- Erosion control measures are removed after restoration has been completed.

Preliminary Schedule Remaining

- Council approves plans and specifications / authorizes advertisement for bids
    - March 14, 2023
- Staff receives bids
    - April 19, 2023
- Council awards contract to the lowest responsible bidder
    - April 25, 2023
- Contractor begins construction
    - Late May / Early June 2023
- Contractor substantially completes construction
    - September 1, 2023
- Contractor final completion (project clean up, punch list created)
    - September 29, 2023

State Aid Approval

Plans are currently being routed through State Aid for approval, which is required before the project can be bid. Staff does not anticipate significant comments from State Aid which would require moving the proposed project bid opening.

Permit Approvals

Before construction can begin, Staff must obtain permits from the Minnesota Pollution Control Agency for a sanitary sewer extension permit, Minnesota Department of Health for a watermain extension permit, Lower Rum River Watershed Management Organization for a grading, stormwater management and erosion / sediment control permit, and Anoka County for a highway right of way permit. These permit approvals are not anticipated to impact the proposed project start date.

Bid Opening

Staff proposes to open bids on April 19, 2023, and to present the bid results to City Council on April 25, 2023 for award of a construction contract to the lowest responsible bidder.

Final plans are not attached to this case to prevent potential bidders from downloading plans attached to the case to prepare and submit their bids, rather than purchasing the plans through QuestCDN, the electronic bidding software used by the City of Ramsey. This ensures all bidders are bidding off the same set of plans, and all bidders are notified of any plan revisions (addenda) issued during the bidding process. Attached is the title sheet

from the plans showing the scope of the improvements, as well as a plan sheet showing the typical sections, which includes information on the proposed pavement section. Plans are available upon request from the City Engineer.

The proposed improvements are designated as City Improvement Project #23-01, 161st Avenue Reconstruction.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday, March 17, and again on Friday, March 24, 2023, both in the City's official newspaper, the Anoka Union Herald, and in Finance & Commerce.

Additionally, letters will be mailed to property owners with updates on the project status. Engineering Staff maintains City Improvement webpages with the most current project information, this can be found on the City website, Engineering department page.

Observations/Alternatives:

Motion to adopt Resolution #23-051 approving plans and specifications and authorizing advertisement for bids for 161st Avenue Reconstruction, Improvement Project #23-01.

Funding Source:

Funding for this improvement is proposed to come from MSA funds, Stormwater Utility Funds, Sanitary Sewer Utility Funds, Water Utility Funds, and Park Improvement Trust Funds. If the State awards the Active Transportation Grant, the grant would offset construction costs of the trail, which is currently proposed to be funded with MSA funds.

Staff has completed an estimate based on the final plans and anticipated 2023 construction costs, with a total estimated project cost of $1,924,154.19, which includes 23-percent indirect costs for administrative, engineering, finance, and legal costs.

- Street Project Costs (MSA Funds) $709,829.93
- Trail Project Costs (MSA Funds) $206,144.62
- Storm Sewer Project Costs $474,111.50
- Parking Lot Project Costs (Park Funds) $189,392.63
- Watermain Project Costs $177,626.76
- Sanitary Sewer Project Costs $167,048.76

Recommendation:

Staff recommends adopting Resolution #23-051 approving plans and specifications and authorizing advertisement for bids for 161st Avenue Reconstruction, Improvement Project #23-01.

Action:

Adopt Resolution #23-051 approving plans and specifications and authorizing advertisement for bids for 161st Avenue Reconstruction, Improvement Project #23-01.

Attachments

Res 23-051

23-01 Street Summary

23-01 Title Sheet

23-01 Typical Section

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	03/09/2023 10:39 AM
Brian Hagen	Brian Hagen	03/09/2023 11:06 AM
Form Started By: Joe Feriancek		Started On: 03/03/2023 10:35 AM
Final Approval Date: 03/09/2023		

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

RESOLUTION #23-051

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BID FOR 161ST AVENUE RECONSTRUCTION, IMPROVEMENT PROJECT #23-01

WHEREAS, the City of Ramsey proposes to reconstruct 161st Avenue between Armstrong Boulevard and Variolite Street; and

WHEREAS, pursuant to Ramsey City Council resolution #22-089, adopted April 12th, 2022, the City Council accepted and awarded the proposal to Bolten & Menk, Inc., for Topographic Survey of the project area; and

WHEREAS, pursuant to Ramsey City Council resolution #22-200, adopted August 23rd, 2022, City staff has received and reviewed the Topographic Survey, and has prepared plans and specifications for the purpose of advertising for bids for same improvement; and

WHEREAS, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

1) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for the making of such improvements and authorizes the advertisement of bids for the same improvements as City Improvement Project #23-01, 161st Avenue Reconstruction.

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 14th day of March, 2023.

_____
Mayor

ATTEST:

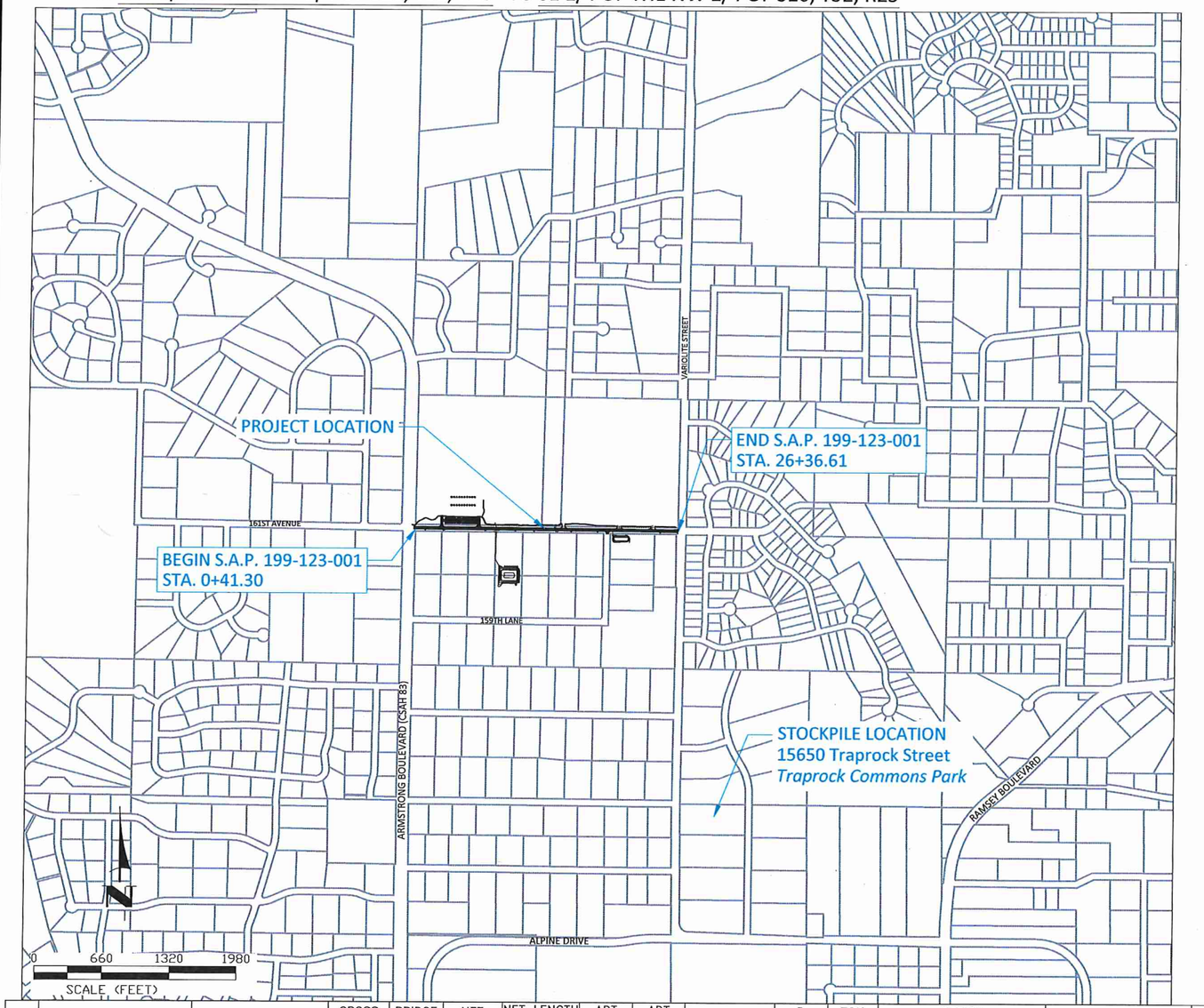
_____
City Clerk

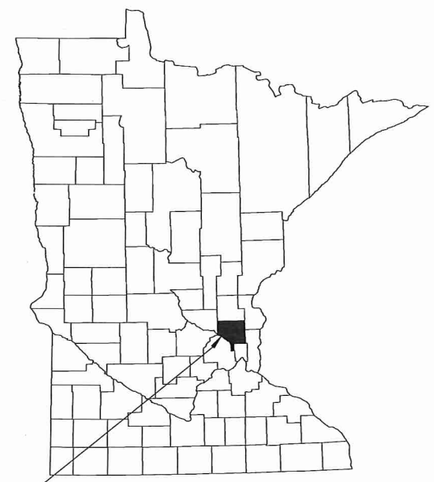
IP 23-01 161st Avenue Reconstruction Street Segment Summary											
Street Description				Street History					GPR Summary		
Street	Segment Description	Length (feet)	Curb	2021 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
161st Avenue	Armstrong Boulevard (CSAH 83) / Variolite Street	2,680	bit	3	1979	SC 1993	OL 2001	SC 2009	3.37	3.23	6.59
	Total Length	**2,680**	**0.51 mi.**								

CITY OF RAMSEY

STREET CONSTRUCTION PLANS FOR STREET RECONSTRUCTION, UTILITY CONSTRUCTION, GRADING.
S.A.P. 199-123-001

S.A.P. LOCATED ON 161ST AVENUE BETWEEN ARMSTRONG BOULEVARD (CSAH 5) AND VARIOLITE STREET
FROM SW 1/4 OF THE NW 1/4 OF S16, T32, R25 TO SE 1/4 OF THE NW 1/4 OF S16, T32, R25





CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA
DISTRICT: METRO

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC
Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

PROJECT	STA. TO STA.	GROSS LENGTH	BRIDGE LENGTH	NET LENGTH	NET LENGTH (MILES)	ADT (2023)	ADT (2043)	DESIGN ESAL	R VALUE	TON DESIGN	DESIGN SPEED	DESIGN SPEED NOT MET	NUMBER OF LANES	WIDTH OF LANES	NUMBER OF SHOULDERS	WIDTH OF LANES	FUNCTIONAL CLASSIFICATION
S.A.P. 199-123-001 161ST AVENUE	0+41.30 TO 26+36.61	2595 FT	0 FT	2595 FT	0.49 MI	1,050	2,400	193,000	50	10	30 MPH	STA. 0+41.30 STA. 26+36.61 STOP CONDITION	2	12'	N/A	N/A	COLLECTOR
TRAIL 161ST AVENUE TRAIL	0+00 TO 26+77 NORTH SIDE	2677	0 FT	2677 FT	0.51 MI	N/A	N/A	N/A	50	N/A	20 MPH	N/A	1	8' - 10'	N/A	N/A	TRAIL

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

THE 2018 EDITION OF THE CITY ENGINEERS ASSOCIATE OF MINNESOTA "STANDARD SPECIFICATIONS" SHALL GOVERN FOR UTILITY INSTALLATIONS.

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 56 SHEETS

SHEET NO.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03 - 04	TABULATIONS
05	ALIGNMENT LAYOUT
06	SHEET INDEX
08 - 09	CITY DETAILS
10 - 15	MNDOT PEDESTRIAN RAMP DETAILS
16	INTERSECTION DETAILS
15 - 18	SWPPP
19 - 24	GRADING & EROSION CONTROL
25 - 29	EXISTING CONDITIONS & REMOVALS
30 - 33	STREET & STORM SEWER
34 - 35	STORM SEWER LEADS
36 - 37	SANITARY SEWER & WATERMAIN
38 - 42	RESTORATION
45 - 56	CROSS SECTIONS

LEGEND

SANITARY MANHOLE
STORM SEWER MANHOLE
CATCH BASIN MANHOLE
CATCH BASIN
CULVERT END SECTION
HYDRANT
VALVE
TREE - CONIFEROUS
TREE - DECIDUOUS
SHRUB
LIGHT POLE
SIGN
MAILBOX
PEDESTAL - TELECOM
PEDESTAL - ELECTRIC
HAND HOLE
DRIVE - BITUMINOUS
DRIVE - CONCRETE
DRIVE - GRAVEL
CONCRETE WALK
BITUMINOUS TRAIL
REMOVE BIT PAVE
REMOVE CONCRETE PAVE
REMOVE GRAVEL SURFACE
MILL BIT PAVEMENT
RECLAIM BIT PAVEMENT

EASEMENT - DRAINAGE & UTILITY
SECTION LINE
LOT LINE
ELECTRIC LINE
ELECTRIC LINE - BURIED
ELECTRIC LINE - OVERHEAD
GAS LINE
TELECOMMUNICATION LINE
TELECOMM - OVERHEAD
FIBER OPTIC LINE
TREE LINE
LANDSCAPE
RETAINING WALL
TREE SAVE FENCE
SILT FENCE
WATERMAIN
SANITARY SEWER
STORM SEWER
DRAIN TILE
LANDSCAPE - ROCK
LANDSCAPE - MULCH
LANDSCAPE - RIP RAP
PR. DRIVE - BITUMINOUS
PR. DRIVE - CONCRETE
PR. DRIVE - GRAVEL
PR. CONCRETE WALK
PR. CONCRETE
PR. SEEDING AREA

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. — LIC. NO. 57095 — DATE 3/01/23

APPROVED: CITY ENGINEER, CITY OF RAMSEY — DATE 3/1/23

DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY — DATE

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING — DATE

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STOPPING SIGHT DISTANCE BASED ON:
3.5 FT - HEIGHT OF EYE
2.0 FT - HEIGHT OF OBJECT

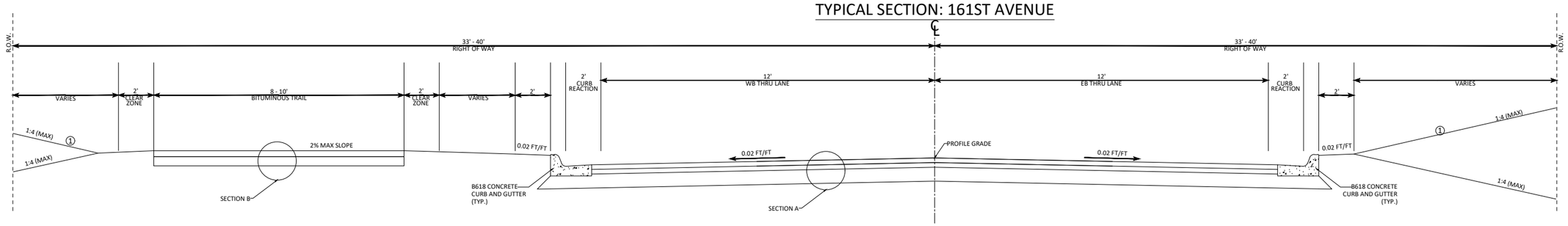
DATUM:
VERTICAL: NAVD 88
HORIZONTAL: ANOKA COUNTY COORDINATES (1996 ADJUSTMENT)

SAP 199-123-001

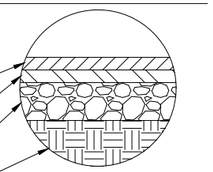
DATE	REVISION

Mar 01, 2023 - 5:04pm
G:\Engineering\AutoCad Dwgs\Projects A-M\161st Avenue - Armstrong to Variolite IP 23-01\Plan Drawings\23-01 Title Sheet.dwg

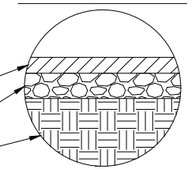
TYPICAL SECTION: 161ST AVENUE



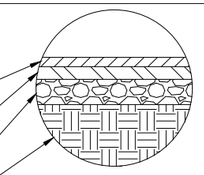
SECTION A: ROADWAY



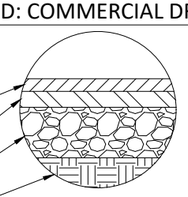
SECTION B: TRAIL



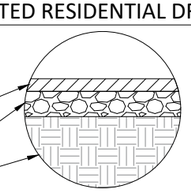
SECTION C: PARKING LOT



SECTION D: COMMERCIAL DRIVEWAYS



SECTION E: ESTIMATED RESIDENTIAL DRIVEWAY MATCH-INS



REFERENCE NOTES:

① GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151. SEE CITY DETAIL ERO-6 FOR TOPSOIL REQUIREMENTS.

② MODIFY CLASS 5 AGGREGATE BASE PER CITY STANDARD DETAIL STR-26. SEE SHEET 09. RECYCLED RECLAMATION MATERIAL MEETING STR-26 MAY BE USED AS AGGREGATE BASE.

③ CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING CLASS 5 AGGREGATE BASE. THIS PROCESS SHALL BE INCIDENTAL TO THE SUBGRADE PREPARATION PAY ITEM.

PAVEMENT DESIGN:
S.A.P. 199-123-001

20 YR DESIGN LANE BESALS:	193,000
DESIGN R-VALUE:	50

MINIMUM REQUIRED

MINIMUM BIT (GE)	7.88
MIN. AGG. BASE (GE)	3.34
TOTAL REQUIRED GE	11.22

PROPOSED DESIGN

WEARING COURSE (2.0")	4.50
NON-WEAR COURSE (2.0")	4.50
AGG. BASE CLASS 5 (6.0")	6.00
TOTAL DESIGN GE	15.00

DATE	REVISION

Mar 01, 2023 - 6:40pm
G:\Engineering\AutoCad Dwgs\Projects A-M\161st Avenue - Armstrong to Variable P 23-01\Plan Drawings\23-01 Title Sheet.dwg

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

JOE FERIANCEK
Date 3/01/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 2/28/23
CHECKED BY:	JJF	FILE: 23-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

TYPICAL SECTIONS

S.A.P. 199-123-001

161ST AVENUE RECONSTRUCTION
CITY PROJECT NO. 23-01
CITY OF RAMSEY, MINNESOTA

SHEET 07 OF 56 SHEETS

CC Regular Session **5. 11.**

Meeting Date: 03/14/2023

Submitted For: Joe Feriancek, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title

Adopt Resolution #23-052 Accepting Municipal Utility Testing Proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-052 accepting municipal utility testing proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12.

Background:

On November 25, 2022, the Ramsey City Council adopted Resolution #21-349, authorizing funding and ordering engineering services for West Armstrong Redevelopment Area (Plans, Specs and Feasibility Update). Testing of existing municipal utilities, which includes sanitary sewer, storm sewer, and watermain, is standard practice when designing street reconstruction projects because newly paved streets in Ramsey are anticipated to have a 60-year life span, assuming proactive maintenance. Identifying damaged or failing municipal utilities under streets before they are reconstructed allows the required repair or replacement work to be completed as part of the street reconstruction project, before the new pavement is placed, preventing costly pavement repairs after the fact.

Utilities testing consists of first cleaning the pipe with a water jetter, then using a camera to televise the inside of sewer pipes (sanitary and storm). Sound enhancing equipment is used to listen for leaks in watermain between hydrants and valves. Staff does not have the equipment needed to complete this work in-house, Public Works Staff does not have the staff hours to clean the sewer pipes in advance of being televised.

<u>Pipe Televising Quotes – Sanitary and Storm Sewer</u>

Televising sewer pipes informs Staff of the conditions of the pipes, and locates existing damage, if present. This allows Staff to include the required repair or replacement work for any damaged pipes into the street reconstruction plans, which is more cost effective than doing repairs as standalone projects, or as change orders during the reconstruction project.

Staff requested proposals from four contractors known to perform this work. Proposals were received from two of the contractors, which are tabulated below.

Contractor	**Total Quote**
Visu-Sewer, Inc.	$ 17,970.09
Hydro-Klean, LLC	$ 91,610.00

Visu-Swer, Inc. submitted the lowest responsible quotes, based on the submitted quotes, Staff recommends accepting the proposals for Hy-10 televising from Visu-Sewer, Inc.

The Contractor is required to complete their work by Friday, April 14, 2023.

<u>Leak Testing Quotes – Watermain</u>

Leak testing watermain informs Staff of any leaks in the municipal watermain system within the project area. For the same reasons noted earlier, if a leak is discovered the repair work will be completed as part of the

reconstruction project.

Staff requested proposals from the two contractors known to perform this work. A proposals for the project was received from only one of the contractors, which is tabulated below.

Contractor	Total Quote
Water Conservation Services, Inc	$ 1,196.00

Water Conservation Services, Inc. submitted the lone quote, which in Staff's opinion is a responsible and reasonable quote. Based on the submitted quote, Staff recommends accepting the proposal for Hy-10 Ramsey water leak testing from Water Conservation Services, Inc.

The Contractor is required to complete their work by April 14, 2023.

Notification:

No notifications are required with this case.

Observations/Alternatives:

Motion to adopt Resolution #23-052 accepting municipal utility testing proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12.

Funding Source:

Funding for this work is proposed to come from the respective utility enterprise (Sewer, Stormwater Utility and Water) funds. If any utility repair or replacement work is required as a result of the testing, said work would be completed as part of the street reconstruction project and would be funded through the respective utility funds.

Recommendation:

Staff recommends adopting Resolution #23-052 accepting municipal utility testing proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12.

Action:

Adopt Resolution #23-052 accepting municipal utility testing proposals for Hy-10 Ramsey Street Reconstruction, Improvement Project #23-12.

Attachments

Res 23-052

23-12 Televising RFQ

23-12 Water Leak RFQ

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	03/09/2023 10:43 AM
Brian Hagen	Brian Hagen	03/09/2023 11:17 AM
Form Started By: Joe Feriancek		Started On: 03/09/2023 09:05 AM
Final Approval Date: 03/09/2023		

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

RESOLUTION #23-052

RESOLUTION ACCEPTING MUNICIPAL UTILITY TESTING PROPOSALS FOR HY-10 RAMSEY STREET RECONSTRUCTION, IMPROVEMENT PROJECT #23-12

WHEREAS, televising of sanitary and storm sewers and leak testing of watermain is required to accurately evaluate the condition of below ground municipal utilities within proposed Hy-10 Ramsey Street Reconstruction; and

WHEREAS, request for proposals were submitted to four firms for the purpose of obtaining quotes for completing the proposed cleaning and televising services; and

WHEREAS, the two cleaning and televising quotes received are tabulated below; and

Contractor	Bid Amount
Visu-Sewer, Inc.	$ 17,970.09
Hydro-Klean, LLC	$ 91,610.00

WHEREAS, the proposal of Visu-Sewer, Inc. in the amount of $17,970.09 for the televising of Hy-10 Ramsey Street Reconstruction, for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

WHEREAS, request for proposals were submitted to two firms for the purpose of obtaining quotes for completing the proposed watermain leak testing services; and

WHEREAS, the one leak testing quote received is tabulated below; and

Contractor	Bid Amount
Water Conservation Services, Inc.	$ 1,196.00

WHEREAS, the proposal of Water Conservation Services, Inc. in the amount of $1,196.00 for the watermain leak testing of Hy-10 Ramsey Street Reconstruction, for said services in accordance with the prepared proposal is the lowest responsible quote and their quote 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 Visu-Sewer, Inc. for said cleaning and televising services for and on behalf of the City of Ramsey.

2) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Water Conservation Services, Inc. for said watermain leak testing services 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 14th day of March, 2023.

_____

Mayor

_____

City Clerk

REQUEST FOR PROPOSAL

CITY IMPROVEMENT PROJECT #23-12

HY-10 RAMSEY STREET RECONSTRUCTION
SANITARY & STORM SEWER
CLEANING & TELEVISING

ISSUE DATE:
February 28, 2023

QUOTE SUBMITTAL DEADLINE:
4:00 P.M. Wednesday, March 8, 2023

SUBMIT QUOTE TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Marsha Weidner
mweidner@cityoframsey.com
Office: 763-433-9839

PROJECT LOCATION: The City of Ramsey (City) is requesting quotes from Contractors (Contractor) to televise existing sanitary sewer and storm sewer outlined in the attached plans.

PROJECT SCOPE: The overall scope of this work includes televising of sanitary sewer along Bunker Lk Blvd between Armstrong Blvd & the west property limit of 14816 Armstrong Blvd, as well as sanitary sewer along Armstrong Blvd between Bunker Lk Blvd & manhole located at SE corner of 8019 146th Ave. This work also includes televising of storm sewer along Bunker Lk Blvd between Armstrong Blvd & the west property limit of 14816 Armstrong Blvd, as well as along Armstrong Blvd between Bunker Lk Blvd & 147th Ave and along 147th Ave between the furthest west catch basin in front of 8050 147th Ave & Armstrong Blvd. Detailed utility locations and sizes are included within attached project scope. Once work has commenced, the Contractor shall continuously pursue completion until work is complete.

DELIVERABLES:

- **Signature Page –** The enclosed Signature Page must be completed in its entirety and submitted, including signature(s).
- **Quote Form -** The enclosed Quote Form must be completed in its entirety and submitted.

COMMUNICATION WITH CITY: If any requirements of this RFP are not clearly understood, Contractor is responsible for promptly contacting City for further clarification. Responses to inquiries that substantially modify or clarify the RFP will be forwarded by addenda.

SUBMISSION OF QUOTE: A signed copy of the signature page, and attached quote form must be submitted to the City by **4:00 pm We, March 8, 2023**. Deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, MN 55303 to the attention of Marsha Weidner, Engineering Assistant, mweidner@cityoframsey.com. Quotes received by the submittal deadline via e-mail will be accepted.

PROPOSAL UNDERSTANDING: By submitting a quote, Contractor agrees to be bound to the terms and conditions herein.

COSTS OF PREPARATION: Under no conditions will any costs for preparation of the quote be reimbursed by the City.

LICENSE AND INSURANCE: By submitting a quote, Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability $1,000,000 per occurrence (written on an occurrence-based form bodily injury and property damage); automobile liability $1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the work. Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

WORKING HOURS: The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 7:00 p.m., Monday through Friday.

WORK AND STAGING AREAS: Contractor shall confine their work activities within the right of way at all times. No equipment shall be left on city streets outside normal working hours.

TRAFFIC CONTROL: Contractor will be required to follow the most current edition of the Temporary Traffic Control Zone Layout Manual.

SPECIFICATION REFERENCES: Contractor shall conduct all work in conformance with the specifications set forth herein and in accordance with the most current edition of the Minnesota Department of Transportation Standard Specifications for Construction, which is incorporated by reference to these specifications.

PAYMENT: Partial and final payments will be made upon submittal of each pay request to the City on a net 30-day basis following City acceptance of all work items included on the pay request. An IC 134 form will be required prior to final payment.

BASIS OF PAYMENT: Payment shall be made for all components of the work as specified in this RFP. The cost of any additional equipment, labor, materials, permits, tools, and supplies which have not been specifically identified in this RFP for payment, but are required to complete the work, shall be considered incidental to the project.

SIGNATURE PAGE

This proposal is submitted to the City of Ramsey for I.P. 23-12; HY-10 Ramsey Street Reconstruction – Sanitary & Storm Sewer Cleaning & Televising. That _____ accepts the terms and conditions herein and agrees to complete all work for the total project quote of $_____ no later than Friday, April 14, 2023. Contractor acknowledges that the final amount paid for all work may be more or less than the quoted amount based on final line item quantities after construction is complete.

All information below must be provided, including signatures(s).

Contractor Name _____

Owner/Representative _____

Phone _____

Fax _____

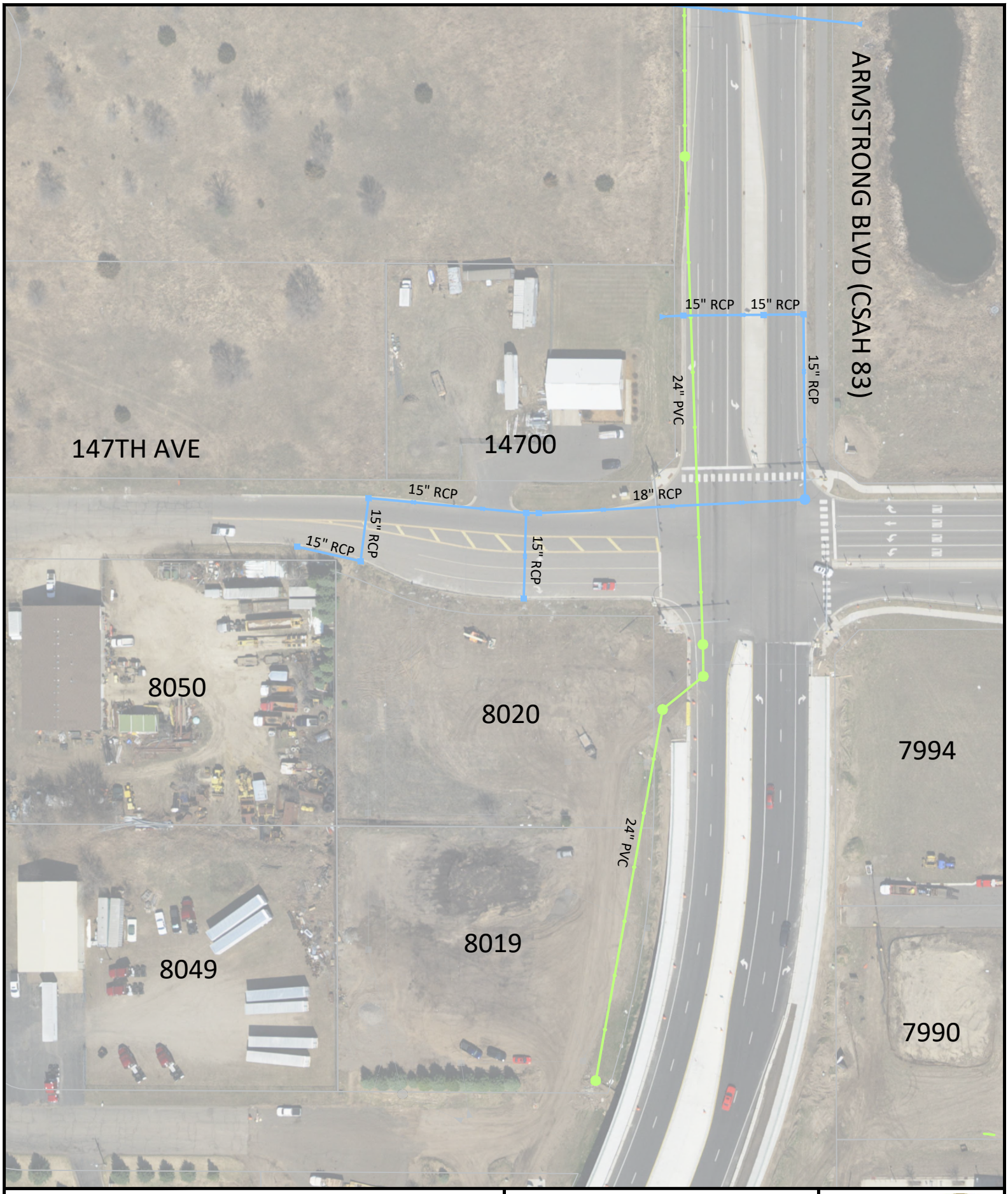
E-mail _____

Signature _____

Date _____

23-12 HY-10 Ramsey Street Reconstruction
Quote Form

Item No.	MnDOT No.	Item	Unit	Estimated Quantity	Unit Cost	Cost Extension
1	2021.501	Mobilization	LS	1	_____	_____
2	2563.601	Traffic Control	LS	1	_____	_____
3		Clean & Televise Sanitary Sewer 18”	LF	1363	_____	_____
4		Clean & Televise Sanitary Sewer 24”	LF	1408	_____	_____
5		Clean & Televise Storm Sewer 15”	LF	1628	_____	_____
6		Clean & Televise Storm Sewer 18”	LF	526	_____	_____
7		Clean & Televise Storm Sewer 21”	LF	383	_____	_____
8		Clean & Televise Storm Sewer 24”	LF	108	_____	_____
9		Clean & Televise Storm Sewer 36”	LF	320	_____	_____
10		Clean & Televise Storm Sewer 44”	LF	241	_____	_____
		Total Quote (Items 1 – 10)			_____	

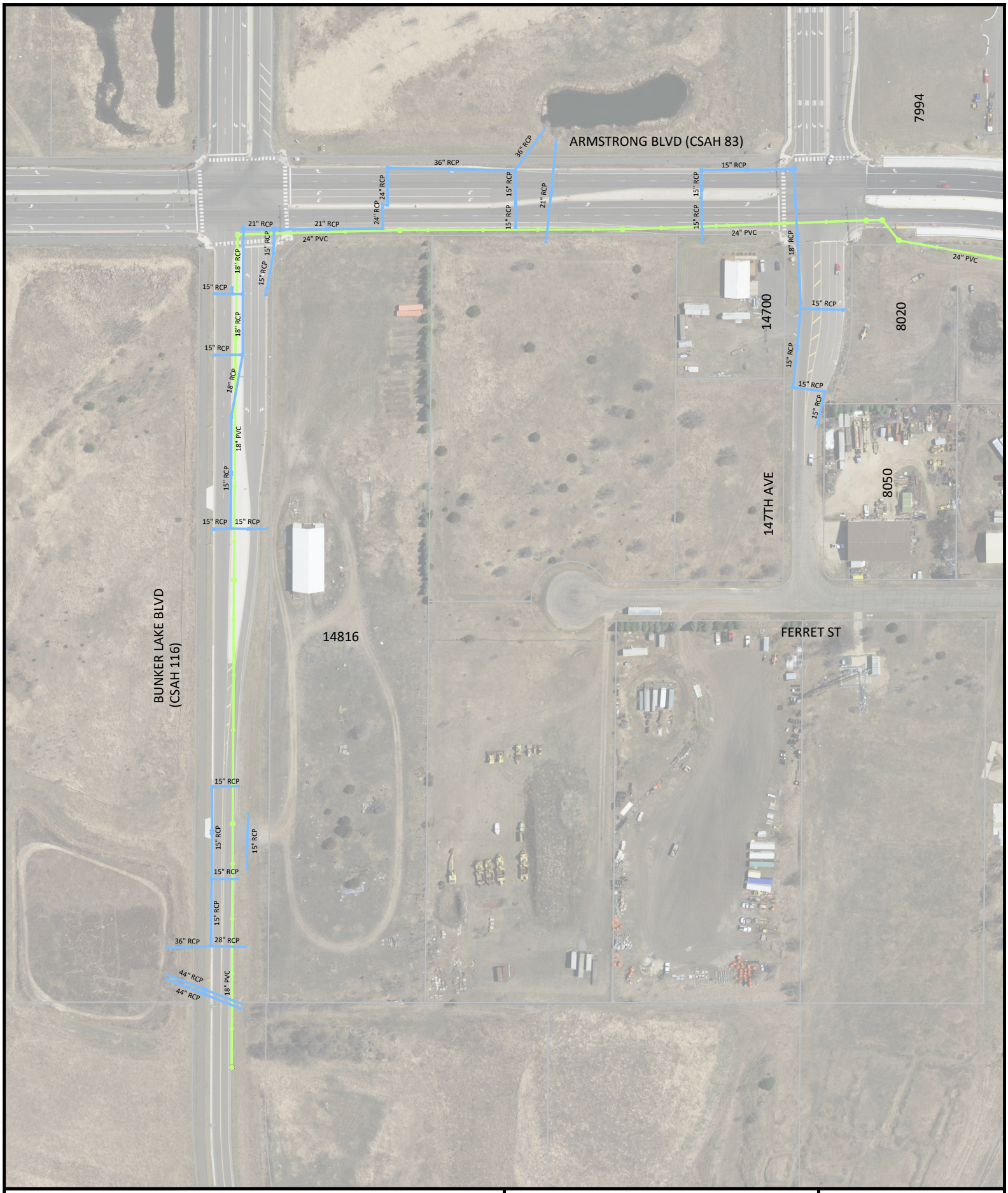


HY-10 RAMSEY STREET RECONSTRUCTION
PROJECT SCOPE

0 100 200 300
SCALE (FEET)

N

City of RAMSEY



HY-10 RAMSEY STREET RECONSTRUCTION PROJECT SCOPE

0 200 400 600

SCALE (FEET)

N

City of RAMSEY

REQUEST FOR PROPOSAL

CITY IMPROVEMENT PROJECT #23-12

HY-10 RAMSEY STREET RECONSTRUCTION
WATERMAIN LEAK TESTING

ISSUE DATE:
February 28, 2023

QUOTE SUBMITTAL DEADLINE:
4:00 P.M. Wednesday, March 8, 2023

SUBMIT QUOTE TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Marsha Weidner
mweidner@cityoframsey.com
Office: 763-433-9839

PROJECT LOCATION: The City of Ramsey (City) is requesting quotes from Contractors (Contractor) to test for leaks on the watermain outlined in the attached plans.

PROJECT SCOPE: The overall scope of this work includes watermain leakage tests of watermain along Bunker Lk Blvd between Armstrong Blvd & west property limit of 14816 Armstrong Blvd, as well as watermain along 147th Ave between stub location in front of 8050 147th Ave & Armstrong Blvd. Detailed utility locations and sizes are included within attached project scope. Once work has commenced, the Contractor shall continuously pursue completion until work is complete.

DELIVERABLES:

- **Signature Page –** The enclosed Signature Page must be completed in its entirety and submitted, including signature(s).
- **Quote Form -** The enclosed Quote Form must be completed in its entirety and submitted.

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PROPOSAL UNDERSTANDING: By submitting a quote, Contractor agrees to be bound to the terms and conditions herein.

COSTS OF PREPARATION: Under no conditions will any costs for preparation of the quote be reimbursed by the City.

LICENSE AND INSURANCE: By submitting a quote, Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability $1,000,000 per occurrence (written on an occurrence-based form bodily injury and property damage); automobile liability $1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the work. Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

WORKING HOURS: The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 7:00 p.m., Monday through Friday.

WORK AND STAGING AREAS: Contractor shall confine their work activities within the right of way at all times. No equipment shall be left on city streets outside normal working hours.

TRAFFIC CONTROL: Contractor will be required to follow the most current edition of the Temporary Traffic Control Zone Layout Manual.

SPECIFICATION REFERENCES: Contractor shall conduct all work in conformance with the specifications set forth herein and in accordance with the most current edition of the Minnesota Department of Transportation Standard Specifications for Construction, which is incorporated by reference to these specifications.

PAYMENT: Partial and final payments will be made upon submittal of each pay request to the City on a net 30-day basis following City acceptance of all work items included on the pay request. An IC 134 form will be required prior to final payment.

BASIS OF PAYMENT: Payment shall be made for all components of the work as specified in this RFP. The cost of any additional equipment, labor, materials, permits, tools, and supplies which have not been specifically identified in this RFP for payment, but are required to complete the work, shall be considered incidental to the project.

SIGNATURE PAGE

This proposal is submitted to the City of Ramsey for I.P. 23-12; HY-10 Ramsey Street Reconstruction - Watermain Leak Testing. That _____ accepts the terms and conditions herein and agrees to complete all work for the total project quote of $_____ no later than Friday, April 14, 2023. Contractor acknowledges that the final amount paid for all work may be more or less than the quoted amount based on final line item quantities after construction is complete.

All information below must be provided, including signatures(s).

Contractor Name _____

Owner/Representative _____

Phone _____

Fax _____

E-mail _____

Signature _____

Date _____

23-12 HY-10 Ramsey Street Reconstruction
Quote Form

Item No.	MnDOT No.	Item	Unit	Estimated Quantity	Unit Cost	Cost Extension
1	2021.501	Mobilization	LS	1	_____	_____
2	2563.601	Traffic Control	LS	1	_____	_____
3		Leak Test Watermain 6”	LF	110	_____	_____
4		Leak Test Watermain 12”	LF	504	_____	_____
5		Leak Test Watermain 16”	LF	1466	_____	_____
		Total Quote (Items 1 – 5)				_____

HY-10 RAMSEY STREET RECONSTRUCTION PROJECT SCOPE

0 200 400 600

SCALE (FEET)

N

City of RAMSEY

CC Regular Session **5. 12.**

Meeting Date: 03/14/2023

By: Diana Lund, Finance

Information

Title

Adopt Resolution #23-055 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) Fund.

Purpose/Background:

The City Council originally adopted a policy on February 22, 1994, known as the Excess Revenue Policy (Resolution #94-02-045-Resolution Establishing a Financial Policy for the Purpose of Allocation of Excess/Deficient General Fund Revenues) with the last amendment of this policy occurring on May 10, 2016 (Resolution #16-05-089) a copy of which is attached.

The Excess Revenue Policy states that the fund balance will be at 50% of the next year's operating expenditures, plus any encumbrances and compensated absences. After meeting these fund balance requirements at year-ending December 31, 2022, $272,687.96 remained as excess revenues to be transferred from the General Fund. (Full budget detail with calculation of excess is attached).

The excess revenue was attributed to building permit revenue exceeding budget for 2022, the return of Tax Increment Funds from decertified Tax Increment District #8 and the administrative fee from a conduit debt issuance..

As stated in the policy, transfers from the General Fund would be as such:

Facilities Construction Fund (10%)	$ 27,268.29
Equipment Revolving Fund (30%)	$ 81,806.39
Capital Maintenance Fund (30%)	$ 81,806.39
Public Improvement Revolving (PIR) Fund (30%)	$ 81,806.39

Recommendation:

Staff recommends that $272,687.96 be transferred from the General Fund to the Equipment Revolving Fund in the amount of $81,806.39, the Capital Maintenance Fund in the amount of $81,806.39, the Public Improvement Revolving Fund in the amount of $81,806.39 and the Facilities Construction Fund in the amount of $27,268.79 per the Allocation of the Excess Revenue/Deficient policy

Action:

Motion to adopt Resolution #23-055 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) at the stated rates.

Attachments

Res 16-05-089 Excess/Deficit Revenue Policy

2022 Final Budget compared to adopted

Res #23-055 Transfer of 2022 Excess Revenue

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/09/2023 10:10 AM
Form Started By: Diana Lund		Started On: 03/06/2023 06:52 AM
Final Approval Date: 03/09/2023		

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

RESOLUTION #16-05-089

RESOLUTION ESTABLISHING A FINANCIAL POLICY FOR PURPOSE OF ALLOCATION OF EXCESS/DEFICIENT GENERAL FUND REVENUES

WHEREAS, this is an amendment to the policy adopted February 22, 1994 under Resolution #94-02-045; and

WHEREAS, this policy was further amended by Resolution #04-10-320 adopted October 26, 2004; and

WHEREAS, this policy was further amended by Resolution #10-04-082 adopted April 13, 2010; and

WHEREAS, this policy was further amended by Resolution #11-11-217 adopted November 7, 2011; and

WHEREAS, actual revenues can be over or under actual expenditures at the end of the fiscal year; and

WHEREAS, the State Auditor recommends a fund balance of 35-50% of next year's operating expenditures; and

WHEREAS, the city's policy will have the fund balance at 50% of next year's operating expenditures, plus prior-year encumbrances (if any) plus compensated absences; and

WHEREAS, the city's special revenue funds will not be figured into the calculation of the overall fund balance total as these funds have special designated purposes;

WHEREAS, there exists a need for additional funding sources for certain revolving, trust and replacement funds.

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

1) That the Finance Director is hereby directed to implement the following Financial Policy for the Purpose of Allocation of Excess/Deficient General Fund Revenues:

   When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

   When committed, assigned, or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1) committed, 2) assigned, and 3) unassigned.

   When actual revenues exceed actual expenditures in a given year, the excess shall be allocated as follows:

a) Any excess shall be first allocated to "Assigned" fund balance to bring that portion of fund balance to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior-year encumbrances (if any) plus compensated absences.

b) Any excess after complying with fund balance requirements in steps a) and b) shall be allocated to revolving, trust and replacement funds in the following manner:

Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

When actual expenditures exceed actual revenues in a given year, the deficit shall be treated as follows:

a) "Assigned" fund balance shall first be adjusted to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior year encumbrances (if any) plus compensated absences.

b) If shortage after complying with fund balance requirement in step a) and b) shall draw funds in the following manner:

Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

2) The Ramsey City Council hereby establishes this policy effective with the year ended December 31, 2016.

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

Mayor Strommen
Councilmember Johns
Councilmember Williams
Councilmember Kuzma
Councilmember Riley
Councilmember Shryock

and the following voted against the same:

None

and the following abstained:

None

		ACCT	2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Revenues						
Taxes	Current Ad Valorem	4011	10,068,520.31	10,112,590	(44,070)	
	Delinquent	4012	50,370.10	40,000	10,370	
	Fiscal Disparities	4014	1,535,653.42	1,500,000	35,653	
	Excess Tax Increments	4015	304,151.41	-	304,151	City share of TIF 8 returned to County
	Penalty-Ad Valorem Tax	4018	2,895.48	3,000	(105)	
			11,961,590.72	**11,655,590**	**306,001**	
Licenses & Permits	Credit Cards	4140	(3,967.47)	(4,000)	33	Recorded credit card fees related to permits directly to 4205
	Liquor-On Sale	4155	48,185.00	50,000	(1,815)	
	Liquor-Off Sale	4156	-	-	-	
	Mechanical License	4159	18,265.00	12,000	6,265	
	Pawnshop License	4163	4,000.00	4,000	-	
	Cigarette License	4164	3,987.50	3,000	988	
	Refuse Haulers License	4165	400.00	400	-	
	Peddler License	4168	4,100.00	4,000	100	
	Other Non-Business	4170	2,210.00	2,000	210	
	Investigative Fees	4171	2,441.30	2,000	441	
	Building Permit	4205	520,769.67	400,000	120,770	See prof serv overrun in Protective Inspection-0240.6315 $38,470
	Plumbing Permit	4206	46,037.00	40,000	6,037	
	Animal License	4207	2,000.00	-	2,000	
	Heating Permit	4208	53,494.25	50,000	3,494	
	Conditional Use Permit	4209	9,600.00	8,000	1,600	
	Sign Permits	4211	1,500.00	2,500	(1,000)	
	Rental License	4212	4,010.00	3,000	1,010	
	Fire Permit	4213	10,749.90	10,000	750	
	Electrical Inspection	4214	80,987.85	70,000	10,988	
	Septic System Permit	4220	21,685.00	20,000	1,685	
	Urban Sewer Permit	4221	6,025.00	5,000	1,025	
	Urban Water Permit	4222	6,925.00	5,000	1,925	
	Other Non-Business Lic	4230	(395.00)	2,000	(2,395)	
		-	**843,010**	**688,900**	**154,110**	
Intergovernment Revenue	Federal Excise Tax	4253	1,332.94	9,000	(7,667)	
	Local Government Aid	4262	-	-	-	
	MVHC	4263	3,644.16	-	3,644	
	MSA for Streets	4268	302,316.00	200,000	102,316	$102,316 Received from MSA from COVID funds see 0311.6488
	Police Insurance Tax	4269	277,956.01	230,000	47,956	Conservative budgeting
	Post Board Reim	4271	29,429.69	20,000	9,430	
	State Excess Tax	4272	524.72	300	225	
	Other State Grants	4273	214,747.30	15,000	199,747	Fire State Aid Revenue recorded here- $185,485. Payment to fire relief under 0220.6104
	Other Local Grants	4287	-	-	-	
		-	**829,950.82**	**474,300**	**355,651**	

		ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Charges for Services	Rental Fees-Real Property	4304		160,542.13	130,000	30,542	Sprint Tower wasn't budgeted for as they canceled year end and then kept operations
	Rental Fees	4305		13,672.49	12,000	1,672	
	Zoning & Subdivision fees	4306		2,490.00	1,000	1,490	
	Plan Check Fees	4307		249,663.45	198,000	51,663	See prof serv overrun in Protective Inspection-0240.6315 $38,470
	Sale of Maps & Copies	4308		136.66	100	37	
	Assessment Searches	4309		270.00	200	70	
	Gen Govt Staff Time	4312		36,184.26	25,000	11,184	
	Special Police Services	4326		15,939.00	5,000	10,939	
	Special Fire Services	4327		130.00	-	130	
	Accident Reports	4328		763.10	1,000	(237)	
	Open Burn Permit	4329		1,000.00	1,000	-	
	Other Public Safety	4330		4,325.00	3,000	1,325	
	Engineering	4337		299,005.97	200,000	99,006	Conservative budgeting & past history
	Other Public Works	4339		16,993.51	8,000	8,994	
	Other Culture Recreation	4347		13,869.00	5,000	8,869	
			-	**814,984.57**	**589,300**	**225,685**	
Fines & Forfeits	Court Fines	4452		40,562.70	40,000	563	
	Aministrative Fines	4454		5,154.50	5,000	155	
				45,717.20	**45,000**	**717**	
Miscellaneous Revenu	Surcharges	4604		707.98	700	8	
	Elections	4605		30.00	50	(20)	
	Other Misc Revenues	4609		235,071.51	15,000	220,072	$200,000 from PACT Conduit Debt Issuance-admin fee
			-	**235,809.49**	**15,750**	**220,059**	
Interest	Interest Earnings	4701		**(57,080.83)**	**50,000**	**(107,081)**	Writing investments down to market value at year-end. Several interest rate increases by fed major effect on investments purchased in past few years.
				-	**-**	**-**	
Other Financing Sources							
	Transfer in Other Funds	4901		**715,515.92**	**973,800**	**(258,284)**	$103k for Towmaster Invoice for PW truck body from 21 budget but expensed in 2022. Funds encumbered for 2022 $64K for squad cars, $30K for Civil Defense Sirens & $265.8K for plow truck not transferred-encumbered for 2023 $359.8K total
	TOTAL REVENUES			**15,389,497.89**	**14,492,640**	**896,857.89**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
EXPENDITURES					Over Budget	
Mayor & Council						
	6104	0111	38,000.00	38,000	-	
	6121	0111	1,299.96	1,000	300	
	6122	0111	2,907.00	2,907	-	
	6133	0111	115.59	224	(108)	
	6247	0111	7,000.00	7,000	-	
	6249	0111	11,576.69	13,000	(1,423)	
	6315	0111	-	-	-	
	6331	0111	-	1,000	(1,000)	
	6335	0111	-	1,000	(1,000)	
	6361	0111	822.60	1,350	(527)	
	6451	0111	34,661.00	33,097	1,564	
	6489	0111	9,731.05	-	9,731	Christmas Lights not budgeted for
		Dept Over Budget	**106,113.89**	**98,578**	**7,536**	
Commissions						
	6105	0114	2,490.00	4,000	(1,510)	
	6122	0114	190.51	383	(192)	
	6133	0114	7.34	43	(36)	
	6361	0114	20.96	60	(39)	
			2,708.81	**4,486**	**(1,777)**	
Administration						
	6102	0130	562,006.46	573,934	(11,928)	
	6105	0130	16,383.39	14,770	1,613	
	6108	0130	37,276.11	-	37,276	Sevrance Pay-Ulrich ($31.7K held in fund balance)
	6121	0130	42,721.14	44,603	(1,882)	
	6122	0130	43,359.71	49,651	(6,291)	
	6123	0130	800.00	2,000	(1,200)	
	6131	0130	71,805.91	74,982	(3,176)	
	6133	0130	3,077.18	4,928	(1,851)	
	6203	0130	2,198.00	4,500	(2,302)	
	6204	0130	5,457.77	2,800	2,658	
	6208	0130	3,412.58	5,000	(1,587)	
	6246	0130	198.00	3,000	(2,802)	
	6249	0130	4,203.66	6,500	(2,296)	
	6306	0130	24,634.36	16,050	8,584	Prsonnel testing new hires
	6315	0130	63,894.21	55,000	8,894	Unemployment
	6321	0130	-	-	-	
	6322	0130	121.12	1,000	(879)	
	6323	0130	-	-	-	
	6331	0130	491.04	3,500	(3,009)	
	6334	0130	84.40	200	(116)	
	6335	0130	10,127.68	15,000	(4,872)	
	6352	0130	172.01	1,000	(828)	
	6353	0130	2,322.02	2,000	322	
	6354	0130	7,302.49	2,500	4,802	Help wanted ads
	6361	0130	7,067.49	10,000	(2,933)	
	6405	0130	2,231.32	5,153	(2,922)	
	6451	0130	1,918.77	3,000	(1,081)	
	6452	0130	713.95	900	(186)	
		Dept Over Budget	**913,980.77**	**901,971**	**12,010**	Overage due to severance payment

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Elections						
	6102	0141	8,040.54	6,000	2,041	
	6103	0141	1,094.67	1,700	(605)	
	6104	0141	-	-	-	
	6105	0141	22,261.45	35,000	(12,739)	
	6121	0141	706.48	578	128	
	6122	0141	642.16	590	52	
	6133	0141	130.13	400	(270)	
	6281	0141	5,716.80	8,000	(2,283)	
	6249	0141	5,631.31	2,600	3,031	Election postcards
	6322	0141	119.58	105	15	
	6361	0141	345.80	550	(204)	
	6451	0141	-	-	-	
			44,688.92	**55,523**	**(10,834)**	
Finance						
	6102	0153	247,372.63	270,855	(23,482)	
	6108	0153	8,698.80	-	8,699	Severance Pay-McIntire ($7.2K held in fund balance)
	6121	0153	18,501.27	20,314	(1,813)	
	6122	0153	19,298.75	21,266	(1,967)	
	6131	0153	19,708.03	19,151	557	
	6133	0153	1,246.13	2,249	(1,003)	
	6204	0153	372.36	600	(228)	
	6208	0153	311.73	400	(88)	
	6302	0153	34,711.82	35,000	(288)	
	6321	0153	-	-	-	
	6322	0153	1,715.96	2,000	(284)	
	6335	0153	2,217.83	3,500	(1,282)	
	6352	0153	306.37	500	(194)	
	6361	0153	2,800.31	4,300	(1,500)	
	6451	0153	640.00	800	(160)	
	6489	0153	4,952.34	4,000	952	
			362,854.33	**384,935**	**(22,081)**	
Assessing						
	6489	0155	**125,272.00**	**150,000**	**(24,728)**	Anoka County upgraded software
Legal						
	6304	0161	120,509.67	125,000	(4,490)	
	6361	0161	912.78	1,600	(687)	
			121,422.45	**126,600**	**(5,178)**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Plan & Zoning						
	6102	0191	442,889.33	520,222	(77,333)	CDD position vacant most of year
	6104	0191	62,984.67	65,513	(2,528)	
	6105	0191	-	-	-	
	6108	0191	7,503.79	-	7,504	Severance Pay-Brigl $8.7K held in fund balance)
	6121	0191	37,800.03	39,998	(2,198)	
	6122	0191	38,380.03	46,426	(8,046)	
	6131	0191	56,283.77	52,929	3,355	
	6133	0191	2,566.49	4,743	(2,177)	
	6208	0191	542.14	1,000	(458)	
	6249	0191	1,347.24	3,000	(1,653)	
	6315	0191	798.88	10,000	(9,201)	
	6321	0191	-	-	-	
	6322	0191	565.27	1,000	(435)	
	6323	0191	-	-	-	
	6331	0191	968.88	1,500	(531)	
	6334	0191	-	-	-	
	6335	0191	4,260.16	3,500	760	
	6352	0191	2,078.70	2,000	79	
	6361	0191	5,366.22	9,000	(3,634)	
	6451	0191	794.00	2,000	(1,206)	
	6452	0191	744.00	1,000	(256)	
			665,873.60	**763,831**	**(97,957)**	
Data Processing						
	6102	0192	189,158.59	235,810	(46,651)	Security specialist started later than budgeted
	6104	0192	-	-	-	
	6108	0192	-	-	-	
	6121	0192	13,958.95	17,686	(3,727)	
	6122	0192	14,080.44	18,039	(3,959)	
	6131	0192	28,513.15	36,330	(7,817)	
	6133	0192	976.42	2,028	(1,052)	
	6208	0192	413.76	250	164	
	6249	0192	541.72	750	(208)	
	6281	0192	49,365.73	49,000	366	
	6321	0192	13,674.64	16,900	(3,225)	
	6323	0192	43,622.75	47,150	(3,527)	
	6335	0192	1,353.76	-	1,354	
	6361	0192	5,802.26	8,000	(2,198)	
	6405	0192	385,556.15	334,641	50,915	Software packages not budgeted.
	6585	0192	26,894.00	30,000	(3,106)	
			773,912.32	**796,584**	**(22,672)**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Government Buildings						
	6102	0194	164,491.10	175,672	(11,181)	
	6103	0194	3,382.48	-	3,382	
	6104	0194	27,453.63	26,185	1,269	
	6108	0194	4,685.52	-	4,686	Severance Pay-Heaton $2.8K in fund balance
	6121	0194	14,556.32	15,139	(583)	
	6122	0194	14,339.48	15,442	(1,103)	
	6131	0194	39,523.80	40,527	(1,003)	
	6133	0194	10,551.84	11,451	(899)	
	6221	0194	1,910.00	3,000	(1,090)	
	6223	0194	3,390.02	3,500	(110)	
	6225	0194	2,172.34	1,000	1,172	
	6231	0194	2,199.03	2,000	199	
	6249	0194	20,013.88	17,000	3,014	
	6257	0194	3,199.90	1,500	1,700	
	6259	0194	5,313.44	7,000	(1,687)	
	6281	0194	4,235.31	6,000	(1,765)	
	6323	0194	-	-	-	
	6361	0194	6,816.11	9,000	(2,184)	
	6371	0194	99,439.05	100,000	(561)	
	6372	0194	2,927.60	4,000	(1,072)	
	6373	0194	40,960.53	30,000	10,961	Natural Gas-Cold winter
	6374	0194	5,569.08	5,300	269	
	6381	0194	9,127.04	15,000	(5,873)	
	6382	0194	19,343.63	22,000	(2,656)	
	6388	0194	241.34	1,500	(1,259)	
	6489	0194	90,445.46	95,000	(4,555)	
	6550	0194	47,226.12	45,000	2,226	
			643,514.05	**652,216**	**(8,702)**	

Newsletter						
	6102	0195	4,681.56	6,048	(1,366)	
	6121	0195	351.05	454	(103)	
	6122	0195	385.73	463	(77)	
	6133	0195	21.53	52	(30)	
	6322	0195	12,345.26	12,500	(155)	
	6352	0195	36,409.38	33,000	3,409	
	6361	0195	423.70	800	(376)	
		Dept over Budget	**54,618.21**	**53,317**	**1,301**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Police						
	6102	0211	2,865,943.05	3,019,624	(153,681)	Retirements of a few officers
	6103	0211	131,944.75	101,000	30,945	OT increased due to retirements
	6104	0211	90,750.44	97,721	(6,971)	
	6108	0211	14,582.30	-	14,582	Severance pay all encumbered in fund balance
	6121	0211	511,011.52	532,307	(21,295)	
	6122	0211	66,062.02	70,292	(4,230)	
	6131	0211	339,894.41	343,537	(3,643)	Change in Insurance to family
	6133	0211	191,817.53	130,402	61,416	WC increase Don't Know rates until after budget set & police wc increasing in pool
	6204	0211	3,133.73	1,600	1,534	
	6206	0211	370.13	1,600	(1,230)	
	6207	0211	3,561.61	3,550	12	
	6208	0211	1,270.60	3,500	(2,229)	
	6223	0211	85,350.75	60,000	25,351	Gas price increase
	6227	0211	1,624.02	1,100	524	
	6229	0211	1,538.23	1,000	538	
	6231	0211	48,896.21	55,000	(6,104)	
	6233	0211	2,012.67	2,000	13	
	6235	0211	13,725.12	12,000	1,725	
	6237	0211	-	1,000	(1,000)	
	6239	0211	4,287.07	4,300	(13)	
	6249	0211	10,885.87	9,100	1,786	
	6251	0211	-	2,000	(2,000)	
	6253	0211	3,238.31	3,000	238	
	6255	0211	6,615.71	8,000	(1,384)	
	6257	0211	13,424.50	15,000	(1,576)	
	6259	0211	13,501.98	13,000	502	
	6275	0211	219.77	1,100	(880)	
	6281	0211	76,842.73	34,500	42,343	Unanticipated of replacement of 3 squads-set up is recorded here($18K), Gunlocks ($15K), items for MRAP
	6315	0211	11,892.06	11,000	892	
	6321	0211	-	-	-	
	6322	0211	1,181.57	2,600	(1,418)	
	6323	0211	-	-	-	
	6331	0211	5,159.05	5,000	159	
	6334	0211	-	250	(250)	
	6335	0211	28,334.90	32,500	(4,165)	
	6361	0211	86,706.74	62,000	24,707	Gen Liab. Like WC numbers not known until after budget set. Several police vehicles & rates are at least $1000 per vehicle
	6382	0211	509.00	500	9	
	6388	0211	10,674.74	12,000	(1,325)	
	6389	0211	3,096.00	3,000	96	
	6405	0211	9,179.00	12,000	(2,821)	
	6413	0211	3,482.51	6,000	(2,517)	
	6415	0211	38,215.10	37,000	1,215	
	6451	0211	3,245.89	3,800	(554)	
	6489	0211	12,625.40	6,000	6,625	
	6550	0211	-	64,000	(64,000)	Vehicles will be purchased in 2023. This amount is being carried over-encumbered in 2023 for $64K.
	6580	0211	9,453.26	-	9,453	Offset with $20,000 grant donation received
			4,726,260.25	**4,784,883**	**(58,623)**	Budget slightly over when factor in $64K for vehicles carried over in to 2023

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Fire						
6102	0220		352,049.57	323,711	28,339	Added Fire Captain of Admin Staff not included in 22 budget
6103	0220		3,373.21	-	3,373	
6104	0220		459,516.11	275,990	183,526	$185,485 for fire aid recorded here as exp offset revenue under 9101.4273
6108	0220		6,399.89	-	6,400	Severance-Busack-$5.6Kheld in fund balance
6121	0220		62,760.49	59,635	3,125	
6122	0220		25,178.04	25,876	(698)	
6131	0220		45,602.98	39,139	6,464	
6132	0220		1,313.42	1,300	13	
6133	0220		49,688.40	37,000	12,688	
6208	0220		315.72	600	(284)	
6223	0220		21,492.04	13,000	8,492	
6225	0220		7,163.01	5,000	2,163	
6231	0220		57,894.40	45,000	12,894	
6233	0220		1,156.71	6,000	(4,843)	
6249	0220		16,919.86	21,000	(4,080)	
6257	0220		5,015.98	14,000	(8,984)	
6259	0220		30,015.82	20,000	10,016	Move Fire painting & flooring from capital to here in 2022
6266	0220		5,899.10	6,000	(101)	
6281	0220		26,189.18	32,000	(5,811)	
6302	0220		4,416.00	4,000	416	
6321	0220		-	-	-	
6322	0220		3.88	300	(296)	
6323	0220		-	-	-	
6335	0220		47,503.89	35,000	12,504	Training overage reim back under 9101.4273 ($25,269)
6361	0220		14,421.17	21,000	(6,579)	
6371	0220		17,090.93	20,000	(2,909)	
6372	0220		2,116.58	5,000	(2,883)	
6373	0220		11,838.07	7,000	4,838	
6374	0220		1,570.82	1,400	171	
6388	0220		58,111.03	40,000	18,111	Repairs on Aerial truck over $30K
6405	0220		18,183.00	18,639	(456)	
6451	0220		2,028.56	2,200	(171)	
6452	0220		-	-	-	
6471	0220		1,052.00	1,000	52	
6489	0220		2,265.98	5,000	(2,734)	
6550	0220		68,970.24	135,000	(66,030)	$25,400 under acct # 6257 for fire bay painting & flooring, Not purchase $25K refurbish tanker II
6580	0220		-	-	-	
		Dept Over Budget	1,427,516.08	1,220,790	**206,726**	$185,485 of state aid reimbursements expensed here & offset revenue under 9101.4273

		ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
							$25,269 Training Reim. Total State Aid & Training Reim = $210,754
Protective Inspection(Building)							
	6102	0240		253,395.25	212,968	40,427	2 inspectors hired not included in 22 budget
	6104	0240		51,455.03	78,229	(26,774)	
	6108	0240		961.19	-	961	
	6121	0240		22,625.54	**21,840**	786	
	6122	0240		22,793.70	22,276	518	
	6131	0240		35,611.50	31,239	4,373	
	6133	0240		1,911.19	2,210	(299)	
	6204	0240		552.03	1,000	(448)	
	6208	0240		213.24	750	(537)	
	6223	0240		2,349.00	3,000	(651)	
	6231	0240		1,835.85	750	1,086	
	6249	0240		630.32	2,500	(1,870)	
	6315	0240		138,470.13	100,000	38,470	Electrical & Bldg insp contracts offset with bldg per rev.
	6321	0240		-	-	-	
	6322	0240		1,398.64	1,500	(101)	
	6323	0240		-	-	-	
	6331	0240		2,709.72	1,000	1,710	
	6334	0240		474.24	500	(26)	
	6335	0240		5,509.38	5,000	509	
	6361	0240		4,809.13	8,000	(3,191)	
	6405	240		15,890.75	-	15,891	Line item missed in budget process but encumbered in fund balance for 2021
	6451	0240		245.00	750	(505)	
	6471	0240		997.49	2,000	(1,003)	
			Dept Over Budget	**564,838.32**	**495,512**	**69,326**	Overage due to contracted services for building & electrical & 2 add'l bldg inspectors
Civil Defense	6251	0250		-	1,000	(1,000)	
	6275	0250		2,713.00	5,000	(2,287)	
	6361	0250		74.78	150	(75)	
	6371	0250		1,020.00	1,200	(180)	
	6382	0250		5,828.75	6,000	(171)	
	6580	0250		-	30,000	(30,000)	Civil Defense sirens will be purchased in 2023. This amount is being carried over-encumbered for 23.-$30K
				9,636.53	**43,350**	**(33,713)**	Budget slightly under budget when factor in carry over of $30K for sirens
Traffic Engineering							
	6102	0260		24,155.21	44,096	(19,941)	See PW, Parks & Snow & util (time for each Park/PW emloyee is divided among several divisions)
	6121	0260		1,796.66	3,307	(1,510)	
	6122	0260		1,946.05	3,373	(1,427)	
	6131	0260		587.00	-	587	
	6133	0260		1,433.30	4,166	(2,733)	
	6249	0260		19,641.47	14,000	5,641	
	6271	0260		1,147.58	2,000	(852)	
	6361	0260		598.99	1,500	(901)	
	6371	0260		13,717.13	13,000	717	
	6382	0260		8,677.26	10,000	(1,323)	
	6489	0260		6,172.00	2,000	4,172	
				79,872.65	**97,442**	**(17,569)**	
Animal Control							
	6249	0270		339.77	750	(410)	
	6281	0270		944.91	500	445	
	6489	0270		114.00	2,000	(1,886)	
				1,398.68	**3,250**	**(1,851)**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Community Orienting						
	6204	0280	26.58	500	(473)	
	6206	0280	-	300	(300)	
	6241	0280	9,967.21	9,000	967	
	6281	0280	-	100	(100)	
	6291	0280	-	200	(200)	
	6322	0280	-	50	(50)	
	6323	0280	-	-	-	
	6331	0280	645.96	1,300	(654)	
	6335	0280	180.00	1,100	(920)	
	6361	0280	99.13	200	(101)	
	6415	0280	-	125	(125)	
	6451	0280	1,520.00	1,500	20	
	6471	0280	335.00	300	35	
			12,773.88	**14,675**	**(1,901)**	
Engineering						
	6102	0301	293,930.14	308,856	(14,926)	Shifted more to utilities
	6103	0301	23,674.95	12,000	11,675	
	6105	0301	14,752.00	31,200	(16,448)	Interns not all utilized
	6106	0301	636.00	-	636	
	6121	0301	23,596.66	26,404	(2,807)	
	6122	0301	23,812.33	26,932	(3,120)	
	6131	0301	40,295.91	44,225	(3,929)	
	6133	0301	2,078.45	2,811	(733)	
	6205	0301	-	-	-	
	6208	0301	1,279.11	800	479	
	6223	0301	5,649.92	4,000	1,650	
	6231	0301	1,330.96	1,800	(469)	
	6249	0301	854.18	1,000	(146)	
	6257	0301	1,397.11	1,500	(103)	
	6281	0301	-	500	(500)	
	6315	0301	1,287.50	2,500	(1,213)	
	6321	0301	87.48	-	87	
	6322	0301	-	1,000	(1,000)	
	6335	0301	3,059.35	4,550	(1,491)	
	6361	0301	3,989.65	7,000	(3,010)	
	6405	0301	3,745.00	8,895	(5,150)	
	6451	0301	1,392.75	1,665	(272)	
	6471	0301	-	-	-	
			446,849.45	**487,638**	**(40,789)**	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
St Maintenance						
	6102	0311	393,337.88	420,242	(26,904)	See PW, Parks & Snow & util
	6103	0311	1,219.59	2,000	(780)	
	6105	0311	6,421.75	13,200	(6,778)	
	6108	0311	65,628.79	-	65,629	Severance Reimer/Talbot $56.6K held in fund balance)
	6121	0311	30,106.08	31,668	(1,562)	
	6122	0311	30,806.81	35,065	(4,258)	
	6131	0311	84,592.98	91,167	(6,574)	
	6133	0311	30,800.24	37,522	(6,722)	
	6208	0311	727.03	400	327	
	6223	0311	15,664.20	10,000	5,664	
	6225	0311	31,076.50	18,000	13,077	
	6227	0311	6,106.37	4,500	1,606	
	6229	0311	3,824.63	2,500	1,325	
	6231	0311	5,899.91	3,000	2,900	
	6249	0311	10,128.51	8,000	2,129	
	6257	0311	39,495.57	30,000	9,496	
	6259	0311	2,621.83	2,500	122	
	6261	0311	-	1,000	(1,000)	
	6265	0311	32,311.30	24,000	8,311	
	6267	0311	9,598.98	2,000	7,599	
	6269	0311	952.07	7,500	(6,548)	
	6281	0311	15,163.25	20,000	(4,837)	
	6315	0311	28,609.64	22,000	6,610	
	6321	0311	-	-	-	
	6322	0311	55.65	200	(144)	
	6323	0311	-	-	-	
	6335	0311	3,893.06	4,100	(207)	
	6361	0311	18,959.66	21,000	(2,040)	
	6371	0311	8,319.14	39,000	(30,681)	
	6372	0311	2,237.88	4,000	(1,762)	
	6373	0311	6,924.35	25,000	(18,076)	
	6374	0311	2,180.17	2,800	(620)	
	6381	0311	1,581.70	3,200	(1,618)	
	6382	0311	5,171.80	5,000	172	
	6387	0311	60.00	400	(340)	
	6388	0311	4,204.54	10,000	(5,795)	
	6404	0311	3,457.94	1,500	1,958	
	6415	0311	2,205.06	15,000	(12,795)	No longer renting a paver.
	6417	0311	688.70	400	289	
	6451	0311	277.50	400	(123)	
	6488	0311	294,997.81	200,000	94,998	$102,316 received from MSA covid funds for street impr
	6489	0311	5,461.12	15,000	(9,539)	
	6550	0311	103,198.86	265,800	(162,601)	$103K not purchased in 2021 encumbered for 2022, $265,800 equipment not purchased, encumbered for 2023
	6580	0311	23,858.27	-	23,858	$14.4 authorized by PW in July for asphalt floater
			1,332,827.12	**1,399,064**	**(66,237)**	After factoring in $265.8K for encumbered funds for 2023 & other items noted above dept breaks fairly even.

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Snow & Ice						
6102	0312		110,001.43	101,639	8,362	See PW, Parks & Snow & util
6103	0312		17,404.92	10,000	7,405	
6105	0312		9,082.26	8,775	307	
6121	0312		9,178.57	8,373	806	
6122	0312		10,045.92	9,212	834	
6131	0312		3,286.13	-	3,286	
6133	0312		8,000.50	11,798	(3,798)	
6225	0312		23,092.04	25,000	(1,908)	
6229	0312		-	200	(200)	
6257	0312		42,965.18	35,000	7,965	
6261	0312		2,299.91	3,000	(700)	
6263	0312		129,703.71	112,000	17,704	Addl salt. Several plow events
6267	0312		1,075.99	3,800	(2,724)	
6361	0312		2,851.38	4,000	(1,149)	
6388	0312		5,282.12	10,000	(4,718)	Decreaese in vehicle repairs
		Dept Over Budget	**374,270.06**	**342,797**	**31,473**	
Park & Rec						
6102	0452		617,024.04	638,456	(21,432)	See PW, Parks & Snow & util
6103	0452		1,469.19	1,000	469	
6104	0452		36,451.91	31,645	4,807	
6105	0452		50,822.92	84,147	(33,324)	Decrease in seasonal workers
6108	0452		-	-	-	
6121	0452		48,866.84	50,827	(1,960)	
6122	0452		53,502.49	57,776	(4,274)	
6131	0452		116,186.02	116,301	(115)	
6133	0452		38,121.28	46,073	(7,952)	
6208	0452		1,184.58	600	585	
6223	0452		22,510.09	19,000	3,510	
6225	0452		9,892.63	5,000	4,893	
6229	0452		3,466.83	1,000	2,467	
6231	0452		6,130.24	4,200	1,930	
6249	0452		31,531.00	33,000	(1,469)	
6257	0452		16,974.05	17,000	(26)	
6265	0452		71,915.44	105,000	(33,085)	Trail paving
6268	0452		16,118.34	15,000	1,118	
6269	0452		16,842.72	25,000	(8,157)	
6281	0452		3,851.44	5,000	(1,149)	
6315	0452		28,504.53	33,000	(4,495)	
6321	0452		-	-	-	
6322	0452		211.10	100	111	
6323	0452		-	-	-	
6335	0452		1,169.30	2,500	(1,331)	
6361	0452		12,875.27	20,000	(7,125)	
6371	0452		32,719.01	20,000	12,719	see 0311.6371
6372	0452		10,770.91	10,000	771	
6373	0452		12,404.11	4,000	8,404	see 0311.6373
6374	0452		7,532.60	3,900	3,633	
6381	0452		22,386.51	10,000	12,387	
6382	0452		8,963.59	7,000	1,964	
6388	0452		-	5,000	(5,000)	
6415	0452		985.05	2,000	(1,015)	
6416	0452		-	300	(300)	
6417	0452		224.05	400	(176)	
6451	0452		300.00	600	(300)	
6489	0452		126,316.98	90,000	36,317	COR mowing & irrigation
6580	0452		**16,852.00**	**19,000**	**(2,148)**	
DEPARTMENT OVER BUDGET			**1,445,077.06**	**1,483,825**	**(38,748)**	
Council Contingency						
6105	0892			-	-	

	ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
6315	0892		-	25,000	(25,000)	Unbudgeted items - Masks & COVID Supplies
6603	0892		61,853.00	106,373	(44,520)	$44,520 B&C loan coded against property tax fund 412
		Dept Over Budget	**61,853.00**	**131,373**	**(69,520)**	
TOTAL EXPENDITURES		**Over Budget**	**14,298,132.43**	**14,492,640**	**(194,507.57)**	
				Revenue Over Exp	1,091,365.46	

ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)

BUDGET SUMMARY

Revenues:	Over (Under) budget	Reason under budget
Property Tax	306,000.72	TIF 8 Funds reallocated
Building Permits	154,110.00	Building permit increase
Intergovernmental Revenue	355,650.82	Fire Relief State Aid $185.4K -see 220 dept below)& $102K from Msa
Charges for Services	225,684.57	Plan check Fees & Engr billable
Fines	717.20	
Misc Revenues	220,059.49	Newsletter ads
Interest Earnings	(107,080.83)	Write down to market value
Transfers In	(258,284.08)	$103k for Towmaster Invoice for PW truck body from 21 budget but expensed in 2022. Funds encumbered for 2022
Total Revenues over budget	**896,857.89**	$64K for squad cars, $30K for Civil Defense Sirens & $265.8K for plow truck not transferred-encumbered for 2023 $359.8K total)

Expenditures:		Over (Under) Budge	Reason Over(Under) Budget See Reasons outlined above
111	Mayor & Council	7,535.89	Department over budget - xmas lights
114	Commissions	(1,777.19)	
130	Administration	12,009.77	Department shows over budget due to severance payout, but these funds had been held in fund balance under comp abs from prior year
141	Elections	(10,834.08)	
153	Finance	(22,080.67)	
155	Assessing	(24,728.00)	
161	Legal	(5,177.55)	
191	Planning	(97,957.40)	
192	Data Processing	(22,671.68)	
194	Gov't Buildings	(8,701.95)	
195	Newsletter	1,301.21	
211	Police	(58,622.75)	Department would be slightly over budget with $64K of squad cars encumbered for 2023
220	Fire	206,726.08	Department shows over budget but has fire state aid of $185,485 & training Reim of $25,269 for a total of $210,754 so not over-budget
240	Building	69,326.32	Department over budget - Due to inspections. Offset with building permit revenue
250	Civil Defense	(33,713.47)	
260	Traffic Engineering	(17,569.35)	
270	Animal Control	(1,851.32)	
280	Community Orienting	(1,901.12)	
301	Engineering	(40,788.55)	
311	Street Maintenance	(66,236.88)	Department breaks even after factoring in encumbrances on capital equipment
312	Snow & Ice	31,473.06	Department over budget-Additional salt & snowplowing labor due to several snow events
452	Park & Rec	(38,747.94)	
892	Contingency	(69,520.00)	Need to adjust for year end trans
	Total Expenditures over budget	**(194,507.57)**	

ACCT		2022 Actual Final Budget	2022 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)
Revenues over Expenditures				
Revenues		896,857.89		
Expenditures		194,507.57		
Net Revenue Over Expenditure		1,091,365.46 **		
Fund Balance Policy- Additions to Fund Balance		(818,677.50)		
Fund Balance Additions/deletions				
50% of 2023 budget increase	514,532.50			
Health ins agreement police officer	12,468.00			
PW Campus Change Order	25,000.00			
Engr Vehicle authorized 2-28-22	53,000.00			
2 Civil Defense Sirens from 2022	30,000.00			
2 Squad Cars from 2022	64,000.00			
Plow Truck from 2022	265,800.00			
Comp Absence Liab Decrease	(43,123.00)			
PW Truck encumbered 2021	(103,000.00)			
Total	**818,677.50**			
Net Excess Revenue Est				**272,687.96**

Per Policy		TRANSFER OUT AS FOLLOWS:	
	30%	Maint Fund	81,806.39
	30%	Equipment Replacement Fund	81,806.39
	10%	Facilities Construction Fund	27,268.80
	30%	PIR Fund	81,806.39
		NET TRANSFER OF EXCESS REVENUE	**272,687.96**

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-055

RESOLUTION APPROVING THE TRANSFER OF EXCESS GENERAL FUND REVENUES TO THE EQUIPMENT REVOLVING FUND, FACILITIES CONSTRUCTION FUND, CAPITAL MAINTENANCE FUND AND PUBLIC IMPROVEMENT REVOLVING FUND (PIR)

WHEREAS, during the year 2022, the Ramsey City Council acted on matters impacting revenue and expenditure budgets of the City's General Fund for items that were not included in the original budget for the year ended December 31, 2022; and

WHEREAS, it has been determined that there are excess revenues over and above amounts necessary to meet the fund balance requirements for the year ended December 31, 2022; and

WHEREAS, $272,687.96 remained as excess revenues to be transferred from the General Fund at year ended December 31, 2022; and

WHEREAS, Resolution #16-05-089 states that excess year-end General Fund revenues will be distributed to the Equipment Revolving Fund (30%), Facilities Construction Fund (10%), the Capital Maintenance Fund (30%) and the Public Improvement Revolving Fund (30%); and

WHEREAS, $81,806.39 will be transferred from the General Fund to each of the Equipment Revolving Fund, Capital Maintenance Fund and Public Improvement Revolving Fund and $27,268.79 to the Facilities Construction Fund.

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

1) That the Ramsey City Council hereby approves the transfer of excess General Fund Revenues in the amount of $272,687.96 to the Equipment Revolving Fund, the Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving Fund at the amounts of $81,806.39, $27,268.79, $81,806.39 and $81,806.39, respectively.

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 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 13.**

Meeting Date: 03/14/2023

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement for Part of Outlot C, Affinity at COR; Case of COR Trust Bank
(Portions may be closed to the public)

Purpose/Background:

The City Council may choose to go into closed session pursuant to Minnesota Statutes section 13D.05, subdivision 3(c)(3) to consider offers or counteroffers for the purchase or sale of real or personal property. If the City Council chooses to enter into to closed session the statute and reason above needs to be referenced along with legal description (Part of Outlot C, Affinity at the COR) and the Anoka County Tax ID number 28-32-25-24-0017.

The EDA met August 11, 2022 and adopted a motion to City Council recommending approval of a purchase agreement with COR Trust Bank to build in the COR. The City Council City of Ramsey approved the Purchase Agreement and Right of Re-Entry Agreement through adoption of Resolution #22-186. Staff has reviewed the proposed layout and has requested more detailed information relating to building size, materials, access points and some preliminary building elevations. Staff has communicated some concerns with the site plan in regards to the location of the proposed access to Sunwood Drive and multiple drive-thrus. Staff has conveyed the requirements of the COR and building height along Sunwood Drive to the Developer. The buyer had some problems with its civil engineer/architect relating to licensing in Minnesota that has set back this project a few months. The Buyer has requested that the City extend the "Inspection Period" one month to try to work through some site plan concerns/concepts and to get more feedback from City staff before a decision to submit formal site plan submittal is made. Extending the Inspection Period from March 30, 2023 to April 30, 2023 is the key item being amended through the First Amendment to Purchase Agreement.

The Planning Commission will still need to review the formal site plan to ensure the layout is consistent with COR zoning and code. The time periods, and extensions outlined in the term sheet and PA are consistent with recent PA templates aside from the requirement for a Certificate of Occupancy being 16 months rather than the usual 12. The change is due to the longer timeframes the construction industry is seeing for obtaining building materials.

Notification:

Notification is not required.

Observations/Alternatives:

Observations: The proposed site will be +/- 1.5 acres upon completion of the Final Plat. Based on a proposed building size of 3-5000 SF, Staff believes that the site acreage may ultimately be reduced when a site plan is completed. The purchase price is $392,040 ($6.00 / SF). This price per/SF is within the approved "deal range". A copy of the preliminary site concept plan is attached but it will likely change. This was a city generated lead for a city listed city parcel so CBRE and JB Vang will each receive 3% commission.

The following items are worth highlighting:

Earnest Money	$10,000, Nonrefundable after a Notice to Proceed has been given by the Buyer.
Inspection Period	211 days from Effective Date (Date City Council Approves) (city requires plat/ site plan approval before sale). (Extended from March 30, 2023 to April 30, 2023)
Closing	Within 30 days of Notice to Proceed.
Extensions	Developer will deposit $10,000 in escrow for each 60 day extension (2 extensions allowed) Once extensions are made the money becomes non-refundable.
Performance	City to require construction of a minimum 3-5000 SF building and obtain a Certificate of Occupancy **16 months** after Closing. If this is not done, the City may exercise the Right of Re-Entry Agreement.

Alternatives:

1. Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement and Right of Re-Entry Agreement as presented. (Staff recommendation)
2. Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement and Right of Re-Entry Agreement with changes.
3. No Action (Keeps the current Purchase Agreement in place)
4. Something else.

Funding Source:

This case is being handled as part of normal Staff duties.

Recommendation:

The EDA met on March 9, 2023 and unanimously passed a motion to recommend to the City Council to approve First Amendment to Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot C, Affinity at COR (as presented); subject to City Attorney review.

The Planning Commission has only had preliminary review of the concept and has communicated some suggested changes to the developer. The Formal site plan/plat application process still needs to proceed and the Site plan could change.

Action:

Motion to Adopt Resolution #23-056 Approving First Amendment to Purchase Agreement and Right of Re-Entry Agreement as presented.

Attachments

Site Location Map

ACTION - Resolution #23-056

ACTION - First Amendment to PA

ACTION - Right of Re-Entry Agreement

Reference - Amended Term Sheet

Reference - Original Executed PA

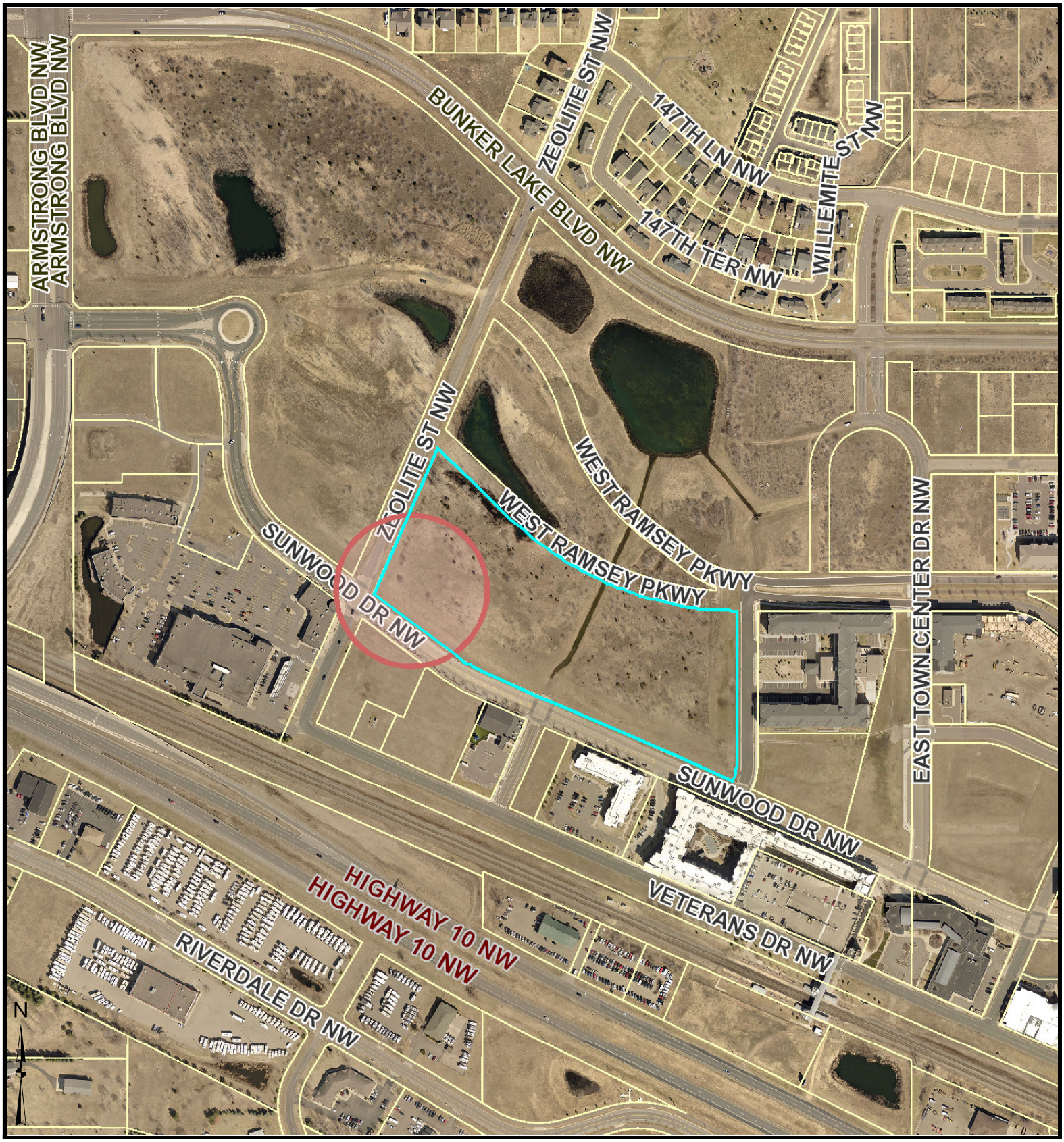
Reference - Res #22-186

Reference- Request for Extension - Cor Trust Bank

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	03/09/2023 09:58 AM
Brian Hagen	Brian Hagen	03/09/2023 12:22 PM
Form Started By: Sean Sullivan		Started On: 03/09/2023 09:24 AM
Final Approval Date: 03/09/2023		

COR Trust Bank Site



Parcel Information:

28-32-25-24-0017

RAMSEY
MN 55303
Plat: AFFINITY AT THE COR

Approx. Acres: 11.72
Commissioner: MATT LOOK

Owner Information:

RAMSEY CITY OF
7550 SUNWOOD DRIVE
RAMSEY
MN
55303

Sean Sullivan | 1:4,800 | Date: 8/3/2022

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 #23-056

RESOLUTION APPROVING FIRST AMENDMENT TO PURCHASE AGREEMENT FOR PART OF OUTLOT C, AFFINITY AT THE COR – COR TRUST BANK

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

WHEREAS, the City Council adopted Resolution #22-186 approving a Purchase Agreement for the sale of the parcel legally described on **Exhibit A** ("the Property"), with COR TRUST BANK, N.A., a South Dakota Corporation (the "Buyer"); and

WHEREAS, the City and Buyer have negotiated a Purchase Price of $392,040 ($6.00 per square foot) on +/- 1.5 acres (65,340 square feet) subject to Final Plat for the Property referenced in the Purchase Agreement; and

WHEREAS, the Buyer has requested that the City agree to a First Amendment to Purchase Agreement that would extend the Inspection Period end date from March 30, 2023 to April 30, 2023 to give time to complete site concept work and to prepare for a submittal for Site Plan and Plat Approval; and

WHEREAS, the City herby declares the Property to be surplus City-owned land and is no longer needed for current or future City functions, and authorizes the property to be sold; and

WHEREAS, the formal Purchase Agreement requires a Right-of-Re-Entry Agreement be recorded at the closing of this land transaction; and

WHEREAS, the Ramsey EDA recommends Approval of the First Amendment to Purchase Agreement for sale and development of the Property to COR TRUST BANK, N.A**.**, a South Dakota Corporation; and

WHEREAS, Proof of being in Good Standing in the State of Minnesota for COR TRUST BANK, N.A., a South Dakota Corporation will be required prior to sale of Property to Buyer.

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

1) That the City hereby declares the Property to be surplus City-owned land, and authorizes the property to be sold.

2) That the City hereby authorizes the sale of the Property to COR TRUST BANK, N.A**.**, a South Dakota Corporation for $392,040 ($6.00 per square foot) on +/- 1.5 acres (65,340

square feet) subject to Final Plat for the Property for the development of a minimum 3-5000 square foot bank/office.

3) That the City authorizes execution of the First Amendment to Purchase Agreement and Right-of-Re-Entry Agreement to be recorded at the closing of this land transaction.

4) That the City hereby authorizes the City Administrator and Mayor to sign any and all documents necessary to close on the sale of the Property, consistent with Charter and State law requirements.

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 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

EXHIBIT A
DEVELOPMENT PROPERTY

Part of Outlot C, Affinity At The COR, to be platted as:

T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-24-0017 ("Property")

FIRST AMENDMENT
TO
PURCHASE AGREEMENT

This is the First Amendment to the Purchase Agreement by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **COR Trust Bank, N.A.** and/or its assigns, a Minnesota Limited Partnership ("Buyer"), with an Effective Date of August 30, 2022.

Recitals

1. **EFFECTIVE DATE.** The Effective Date remains August 30, 2022.

2. **INSPECTION PERIOD.** The Inspection Period is changed from March 30, 2023 to April 30, 2023.

3. **EXHIBIT B – SITE PLAN CONCEPT.** The Site Plan concept has been revised to depict a 4,818 SF Bank.

Agreement

1. **AMENDMENT APPROVAL.** Buyer and Seller hereby approve this First Amendment to Purchase Agreement as modified by the above Recitals, which are hereby incorporated herein.

2. **REMAINING TERMS.** All other provisions of the Purchase Agreement remain unchanged except to the extent inconsistent with the terms of this First Amendment to Purchase Agreement. The terms used in this First Amendment to Purchase Agreement have the same meaning as in the Purchase Agreement.

SELLER: City of Ramsey, a Minnesota municipal corporation

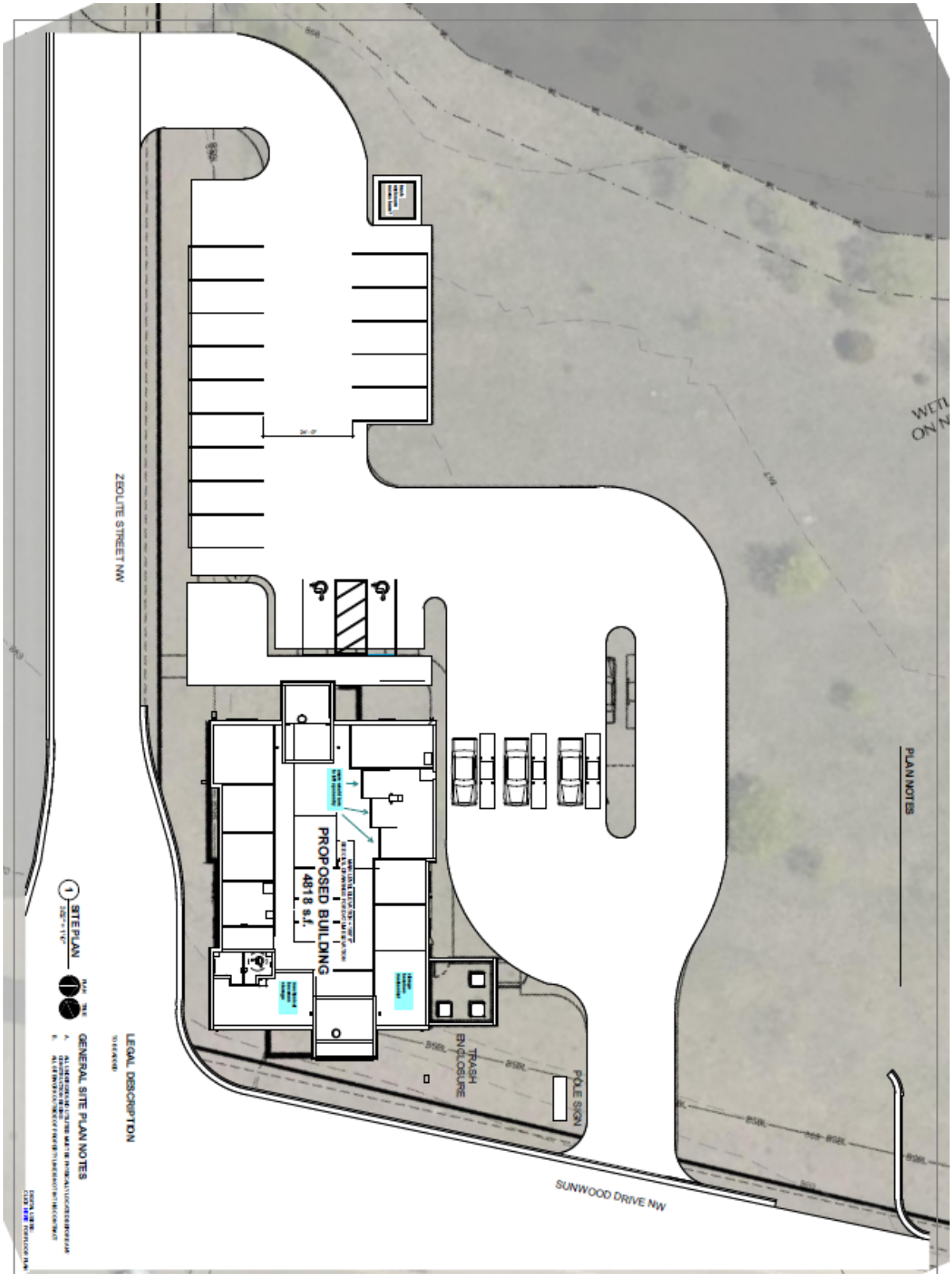
By: _____ Dated: _____, 2023
Mark E. Kuzma, Mayor

By: _____ Dated: _____, 2023
Brian Hagen, City Administrator

BUYER: COR Trust Bank, N.A.

By: _____ Dated: _____, 2023
Dean Suchy, Market President

EXHIBIT A


PLAN NOTES
SUNWOOD DRIVE NW
POLE SIGN
TRASH ENCLOSURE
PROPOSED BUILDING
4818 s.f.
ZEOLITE STREET NW
LEGAL DESCRIPTION
GENERAL SITE PLAN NOTES
SITE PLAN

[Reserved for Recording Data]

RIGHT OF RE-ENTRY AGREEMENT

This Right of Re-entry Agreement is entered into on _____, 2023, by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **COR Trust Bank, N.A.**, a South Dakota Corporation ("Buyer").

Recitals

A. On _____, 2023, Seller conveyed title of the following Property to Buyer:

   Part of Outlot C, Affinity At The COR, to be platted as:
   T.B.D. Anoka County, Minnesota

   PID Number: Portion of 28-32-25-24-0017 ("Property")

B. Title to the Property was conveyed subject to Buyer fulfilling certain Conditions as set forth below.

C. As indicated in the Purchase Agreement and First Amendment to Purchase Agreement between the City of Ramsey and **COR Trust Bank, N.A.**, with an Effective Date of **August 30**, Section 28, it is the intent of the parties to create and set forth a right to impose a penalty or a right of re-entry in favor of Seller in the event Buyer fails to satisfy the Conditions.

Agreement

1. The recitals are incorporated herein as if fully set forth.

2. Seller shall have the right, but not the obligation, to either impose a penalty against the Property pursuant to Paragraph 3, or to re-enter and take possession of the Property pursuant to Paragraph 4, in the event that any of the following Conditions are not satisfied by Buyer:

    a. Buyer must obtain a certificate of occupancy from the City of Ramsey, for the project described below by Insert Date 16 months from Closing date.

        Project Description:

        i. **COR Trust Bank** Site Plan, approved by the City of Ramsey on _____ by Resolution #_____.

        ii. Development Agreement for **COR Trust Bank**, approved by the City of Ramsey on _____ by Resolution #_____.

3. Seller may impose a penalty of $50,000.00 against the Property if the certificate of occupancy is not obtained, for the construction of a minimum INSERT APPROVED SF from Site Plan square foot retail building, pursuant to the deadline set forth above. The penalty is due upon written notice to Buyer from Seller of the failure to satisfy a contingency. In the event the penalty is not paid within 30 days of receipt of the notice, Seller may, but is not required to, certify the penalty to Anoka County as an assessment against the Property. Buyer waives any and all rights under Minnesota Statutes, chapter 429, and any other applicable law, including any right to notice of hearing and hearing, the right to object, and the right to appeal the assessment. Buyer further waives any requirements of the City Charter that may apply to said assessment.

4. As an alternative to imposition of a financial penalty and not in addition thereto, Seller may re-enter and take physical possession of the Property. Title to the Property shall be restored in Seller, and Buyer shall execute whatever documents and undertake whatever steps are necessary to establish and confirm Seller's fee simple interest in the Property free of any claims or encumbrances, including mechanic's liens.

5. This document constitutes the entire Right of Re-entry Agreement between the parties. Any modifications or amendments to this Agreement must be in writing and signed by both parties.

CITY OF RAMSEY

By: _____
Mark E. Kuzma, Mayor

By: _____
Brian Hagen, City Administrator

This instrument was acknowledged before me on _____, 2023, by Mark E. Kuzma and Brian Hagen as Mayor and City Administrator, respectively, of the City of Ramsey, Minnesota.

_____
Notary Public

COR Trust Bank, N.A. a South Dakota Corporation.

By: _____
Dean Suchy, Market President

This instrument was acknowledged before me on _____, 2023, by Dean Suchy, Market President of **COR Trust Bank, N.A.**, a corporation under the laws of South Dakota, on behalf of the South Dakota Corporation.

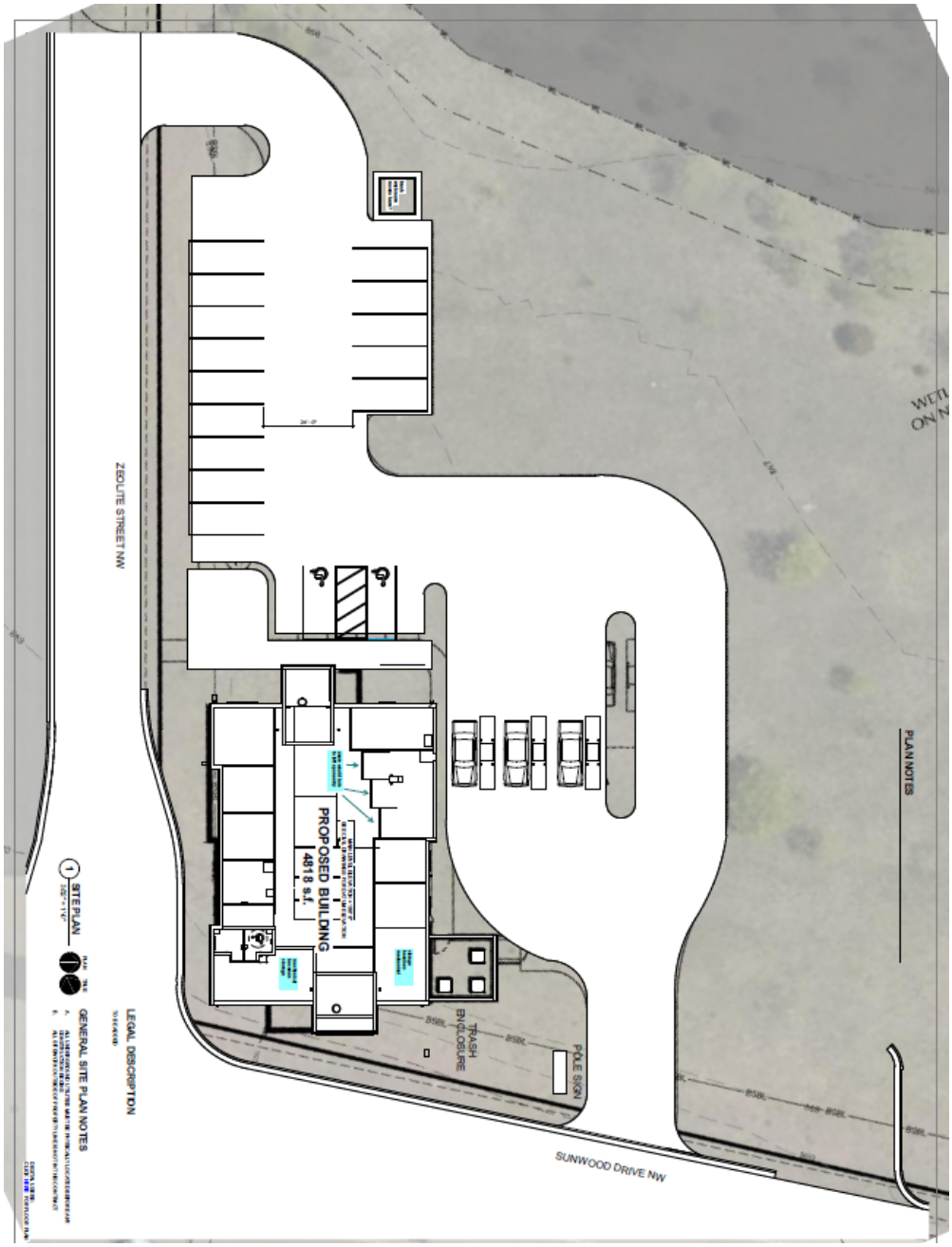
_____
Notary Public

This instrument drafted by:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9868

TERM SHEET FOR COR TRUST BANK, N.A – Part of Parcel 48A – Amended 2.27.23 ~~8/2/22~~

Real Estate	Tax ID Number: Portion of 28-32-25-24-0017. Part of Outlot C, Affinity at the COR (Part of Parcel 48A)
Acreage	Approximately + / - 1.5 acres or (65,340 SF) Subject to Final Plat
Asking Price	$392,040 ($6.00 / SF) (SF Subject to change based on approved Plat)
Offer Price	$392,040 ($6.00 / SF) (SF Subject to change based on approved Plat)
Earnest Money	$10,000. Non-refundable upon **Notice to Proceed** being executed.
Inspection Period	211~~180~~ days from the later of Effective Date (~~Date City Council approves~~August 30, 2022) or a fully executed PA is delivered to buyer (city requires plat/ site plan approval before sale) Inspection Period extended from March 30, 2023 to April 30, 2023.
Closing	Within 30 days of Notice to Proceed.
Commission	This was a City generated lead for a CBRE Listed property. Per the terms of the listing agreement, the City will pay 3% of gross sales price to CBRE. The City will Pay 3% of gross sales price to Buyer's Broker
Extensions to Close	Developer will deposit $10,000.00 in escrow for each 60-day extension (2 extensions allowed) Once extensions are made the money becomes non-refundable.
City take care of	Provide existing ALTA Survey and updated Title Work. The Developer will contract to plat the property as part of the site plan process.
Performance	City to require construction of commercial/retail buildings compliant with COR Zoning requirements and obtain a Certificate of Occupancy 16 months after Closing. The Developer will enter into a Right of Re-Entry Agreement with minimum building square footage requirements of 3-5,000 SF. The City may exercise the Right of Re-Entry if performance requirement is not met.
Assignment	Requires city approval if not same owners / company.
Contingencies	None at this time
Review	EDA (Sean): Land Transaction/ Purchase Agreement/ Right of Re-Entry Planning Commission (Staff To Be Determined): Land Use, Development Agreement, Site Plan, Plat City Council: Final Approval on both item

Exhibit A: Proposed Site Plan



PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **COR TRUST BANK, N.A.**, a South Dakota Corporation ("Buyer").

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

1. **EFFECTIVE DATE.** The effective date of this Agreement is August 30, 2022 (the "Effective Date").

2. **SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller approximately 1.5 acres (65,340 SF) of vacant land, legally described as follows:

   Part of Outlot C, Affinity At The COR, to be platted as:

   T.B.D. Anoka County, Minnesota

   PID Number: Portion of 28-32-25-24-0017 ("Property")

3. **PURCHASE PRICE.** The purchase price for the Property is $6.00 / Square foot or $392,040 as depicted on attached Exhibit and subject to square footage of plat (the "Purchase Price").

4. **EARNEST MONEY AND ADDITIONAL EARNEST MONEY.** Within five business days after the Effective Date, Buyer must deposit the sum of $10,000.00 (the "Earnest Money") with Land Title Company or other title company that is mutually agreed upon ("Escrow Agent"), via wire transfer or delivery of a certified check payable to Escrow Agent.

   a. If Buyer does not deposit the Earnest Money as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller's right to terminate, Seller's right to terminate is extinguished.

   b. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 22 as a result of a default by Seller).

c. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates, and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer.

d. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.

5. **SURVEY.** Seller has provided the Buyer a 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items: 1, 2, 3, 4, 5, 7a, 8, 11, and 14 of Table A thereof for the underlying legal (the "Survey") from a duly licensed surveyor dated March 5, 2018. Buyer may arrange with the surveyor to include additional information on the Survey at Buyer's expense.

6. **TITLE COMMITMENT.**

a. Seller makes no representations or warranties with respect to the status of title to the Property. Within thirty (30) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.

b. Buyer shall have until the date thirty (30) days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three (3) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions ("**Seller's Title Notice**"). If Seller's Title Notice indicates that Seller unconditionally agrees to make Seller's title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller's Title Notice indicates that Seller does not unconditionally agree to make Seller's Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer's receipt of Seller's Title Notice, terminate this Agreement by written notice to Buyer in which case this Agreement is terminated and Escrow Agent must disburse any

Earnest Money to Buyer ("**Buyer's Title Termination Notice**"). If Buyer does not deliver a Buyer's Title Termination Notice to Seller within the three (3) business days after Buyer's receipt of Seller's Title Notice, than Seller must perform in accordance with Seller's Title Notice, Buyer shall be deemed to have waived Buyer's objections to the extent Seller has not agreed to address them in Seller's Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller's Title Notice.

7. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the Closing, Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:

   a. Within one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.

   b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all "Claims," as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer's employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.

   c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

   d. Other than a standard Phase 1 environmental assessment, Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.

   e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical and environmental investigations and testing of the Property including, without limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.

f. The cost of any test or additional survey work will be borne solely by Buyer.
g. The payment and indemnification provisions of this Section 7 shall survive any termination or cancellation of this Agreement and are referred to herein as the "Surviving Obligations.

8. **PROPERTY SOLD AS IS.** Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);

b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;

c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and

d. The condition of the Property is fit for Buyer's intended use.

e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

9. **INSPECTION PERIOD.**

a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to **March 30, 2023** (the "**Inspection Period**") to investigate the Property and determine, in Buyer's sole judgment, whether (i) the condition of the Property is suitable to Buyer's intended use; and (ii) Buyer will be able to obtain all governmental approvals (including, but not limited to, approvals necessary to subdivide and re-plat the Property) and utilities necessary for Buyer's intended use of the Property. Buyer acknowledges

and agrees that Seller has not made any covenants, representations or warranties regarding Buyer's ability to obtain governmental approvals from the City of Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer's determination, in Buyer's sole and absolute discretion, that the condition of the Property is not suitable for Buyer's intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer's intention to proceed (a "**Notice to Proceed**") to Seller.

c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds.

10. DEFINITIONS. As used in this Agreement:

"**Claim**" or "**Claims**" means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

"**Environmental Law**" means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

"**Hazardous Substance**" or "**Hazardous Substances**" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

11. RELEASE. By accepting the deed to the Property, Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims

arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

12. **NOTICES.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if sent by email, upon email transmission (provided that any email transmission that occurs after 5:00 pm Pacific Time will be deemed provided on the following day). If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303
Email: bhagen@cityoframsey.com

Buyer: CorTrust Bank, N.A.
Mr. Dean Suchy, Market President
1300 Babcock Blvd East
Delano, MN 55328
Email: dsuchy@cortrustbank.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

13. **CLOSING.** This transaction for each lot shall close within 30 days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement; provided, however, Buyer may extend the Closing a total of two (2) times, each time for a period of Sixty (60) days, by depositing an additional Ten Thousand and 00/100 Dollars ($10,000.00) earnest money with Escrow Agent for each extension. Each $10,000 extension payment shall be non-refundable, but applicable to the Purchase Price. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be

deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

   i. A limited warranty deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;

   ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer;

   iii. The Right of Re-Entry Agreement provided for in Section 28 below; and

   iv. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

   i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement;

   ii. Execute and deliver the Right of Re-Entry Agreement provided for in Section 28 below; and

   iii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value, if required and necessary.

c. **Closing Costs.**

   i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

      1. Seller shall pay all outstanding property taxes, including but not limited to, Payable 2022 for the Property.

2. Seller shall pay all special assessments levied or pending against the Property as of the Closing Date.
3. Seller's own attorney's fees.
4. One-half the cost of any closing fees.
5. The cost of real estate broker commission fees as prescribed in Section 14.
6. State Deed Tax

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's portion of prorated property taxes.
2. Buyer's own attorney's fees.
3. One-half the cost of any closing fees.
4. Documentary and recording fees for the deed(s).
5. The cost of the owner's title insurance policy, if Buyer elects to purchase an Owner's title insurance policy.

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

14. REAL ESTATE BROKERS. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Seller's Broker") and JB Vang ("Buyer's Broker"). Seller shall pay Seller's Broker as required by their agreement 3% of final gross sale price. Seller shall pay Buyer's Broker 3% of final gross sales price. Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting for their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

15. ASSIGNMENT. This Agreement may not be assigned without the written consent of the non-assigning Party. The Seller recognizes the Buyer intends to assign this Agreement to an affiliated special purpose entity that will be registered officially with the State of Minnesota.

16. THIRD PARTY BENEFICIARY. There are no third-party beneficiaries of this Agreement, intended or otherwise.

17. JOINT VENTURE. Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint ventures or partners.

18. CAPTIONS. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

19. **ENTIRE AGREEMENT / MODIFICATION.** This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties.

20. **BINDING EFFECT.** This Agreement binds and benefits the Parties and their successors and assigns.

21. **CONTROLLING LAW.** This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.

22. **REMEDIES.**

    a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 11 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.

    b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced and recover any incidental damages. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.

23. **WAIVER.** Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.

24. **SURVIVAL OF TERMS AND CONDITIONS.** The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.

25. **SEVERABILITY.** Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

26. **CONSTRUCTION.** The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

27. **COUNTERPARTS; DIGITAL COPIES.** This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

28. **CONSTRUCTION DEADLINE.** Within 16 months from the Closing Date Buyer shall construct and obtain a certificate of occupancy from the City of Ramsey for a 3,000 - 5,000 SF building compliant with COR Zoning requirements to be further defined by an approved Site Plan. At Closing, a "Right of Re-Entry Agreement" shall be executed and recorded against the Property providing that, in the event the above deadline is not met, Seller has the right to reclaim title to the parcel(s) for which a certificate of occupancy was not obtained.

29. **TIME PERIODS.** The time for performance of any obligation or taking any action under this Agreement shall be deemed to expire at 5:00 p.m. Central Time on the last day of the applicable time period provided for in this Agreement. If the time for the performance of any obligation or taking any action under this Agreement expires on a Saturday, Sunday or legal holiday, the time for performance or taking such action shall be extended to the next succeeding day which is not a Saturday, Sunday or legal holiday.

30. **PLATTING & DEVELOPMENT AGREEMENT.** Buyer must be in the process of obtaining an approved final plat, development agreement, and building exterior visual renderings with the City of Ramsey for its intended project before Closing. The Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

SELLER: The City of Ramsey, a Minnesota municipal corporation

By: _____ Dated: August 30, 2022
Mark E. Kuzma, Mayor

By: _____ Dated: August 26, 2022
Brian Hagen, City Administrator

BUYER: CorTrust Bank, N.A.

By: _____ Dated: 7.22, 2022
Dean Suchy, Market President

Exhibit A

Legal Description

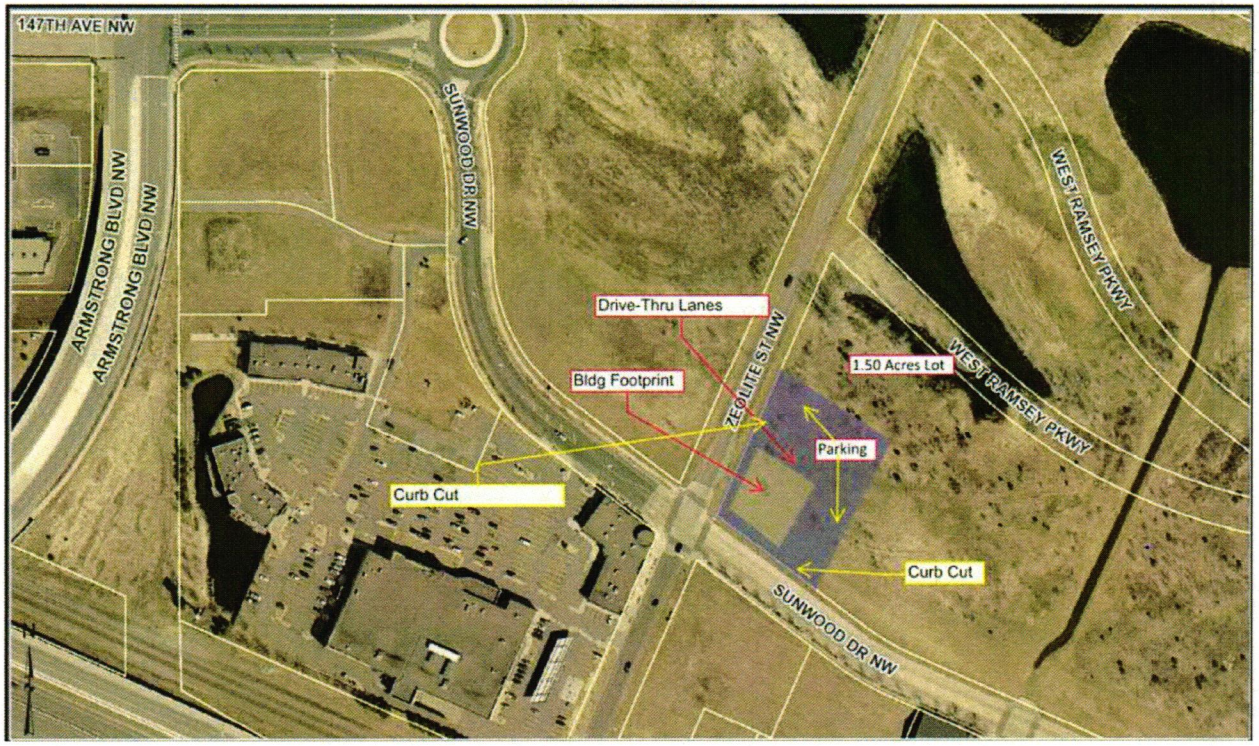
Part of Outlot C, Affinity At The COR, to be platted as:

T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-24-0017 ("Property")
approximately 1.5 acres (65,340 SF)

Exhibit B

Sunwood-Zeolite



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

RESOLUTION #22-186

RESOLUTION APPROVING PURCHASE AGREEMENT FOR PART OF OUTLOT C, AFFINITY AT THE COR

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

WHEREAS, the City negotiated the terms of Purchase Agreement for the sale of the parcel legally described on **Exhibit A** ("the Property"), with COR TRUST BANK, N.A., a South Dakota Corporation (the "Buyer"); and

WHEREAS, the City and Buyer have negotiated a Purchase Price of $392,040 ($6.00 per square foot) on +/- 1.5 acres (65,340 square feet) subject to Final Plat for the Property referenced in the Purchase Agreement; and

WHEREAS, the City herby declares the Property to be surplus City-owned land and is no longer needed for current or future City functions, and authorizes the property to be sold; and

WHEREAS, the formal Purchase Agreement requires a Right-of-Re-Entry Agreement be recorded at the closing of this land transaction; and

WHEREAS, the Ramsey EDA recommends the sale and development of the Property to COR TRUST BANK, N.A., a South Dakota Corporation; and

WHEREAS, Proof of being in Good Standing for COR TRUST BANK, N.A., a South Dakota Corporation will be required prior to sale of Property to Buyer.

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

1) That the City hereby declares the Property to be surplus City-owned land, and authorizes the property to be sold.

2) That the City hereby authorizes the sale of the Property to COR TRUST BANK, N.A., a South Dakota Corporation for $392,040 ($6.00 per square foot) on +/- 1.5 acres (65,340 square feet) subject to Final Plat for the Property for the development of a minimum 3-5000 square foot bank/office.

3) That the City authorizes execution of the Purchase Agreement and Right-of-Re-Entry Agreement to be recorded at the closing of this land transaction.

4) That the City hereby authorizes the City Administrator and Mayor to sign any and all documents necessary to close on the sale of the Property, consistent with Charter and State law requirements.

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:

Acting Mayor Riley
Councilmember Musgrove
Councilmember Woestehoff
Councilmember Heineman
Councilmember Howell
Councilmember Specht

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Mayor Kuzma

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of August, 2022.

Mark E Kuzma
Mayor

ATTEST:

City Clerk

EXHIBIT A
DEVELOPMENT PROPERTY

Part of Outlot C, Affinity At The COR, to be platted as:

T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-24-0017 ("Property")

From:	Dean Suchy
To:	Sean Sullivan
Subject:	Extension
Date:	Monday, February 27, 2023 2:49:05 PM
Attachments:	image001.png

Sean,
Please extend the inspection period until April 30, 2023. The request to extend the inspection is needed as the project was delayed due to a licensing issue with our architect with the state of Minnesota. The architect was finally granted a license in the last six weeks.

Thanks

Dean Suchy
Market President
NMLS#1080050
1300 Babcock Blvd E
Delano, MN 55328
Office 763-972-4219
Cell 612-590-1165

CorTrust Bank

CC Regular Session **5. 14.**

Meeting Date: 03/14/2023

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Purpose/Background:

The purpose of this case is to consider Adoption of Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Anoka County Regional Economic Development Partnership - Anoka County along with its 21 communities, Connexus Energy and Metro North Chamber of Commerce have identified the need for a regional economic development focus. A research study was completed by a Consultant, Ady Advantage, in December 2017 ("the Study") for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County. After a year of research, Ady provided a 200+page report with many goals and action steps to help the region grow to its full economic potential. Gregory Frahm-Gilles, Economic Development Director has been charged to tackle these goals and help many of the municipalities with their economic development needs/strategies.

The City of Ramsey entered into a Memorandum of Understanding (MOU) setting up a framework for participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes. The City entered into a VCSA last year that does not need to be renewed annually. In the event that the City no longer wishes to participate it simply needs to provide 30 days notice to opt out.

The cost of the ACRED partnership to the City is $1,626.00 which is an increase of $50 dollars compared to last year. The increase is due to the increase in the Ramsey's population and is consistent with the executed VCSA.

Notification:

N/A

Observations/Alternatives:

Gregory Frahm-Gilles, Anoka County Economic Development Director provided a lengthy presentation to the EDA highlighting what ACRED worked on this past year and what is on the agenda moving forward. A copy of the slide show is attached.

The City of Ramsey has worked closely with ACRED to market City owned properties on MNCAR (pays for the membership alone), identify and submit site selection for regional RFP's, provide business leads, and participation with in-person and web based marketing activities highlighting the City of Ramsey and Anoka County. All 21 Anoka County cities have committed to this partnership in the past. Staff believes that the investment of $1,626 is worthwhile and does not recommend opting out of the Voluntary Cost Share Agreement.

Alternatives:

1) Adoption of Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED) which includes approval of the $1,626 continued voluntary cost

share to the partnership.(EDA/Staff recommendation)
2) Authorize the City Council to OPT OUT of the ACRED VCSA.
3) Something else.

Funding Source:

in 2019, the cost for cities in Anoka County was $0.057 per person of population which amounted to $1,506.00. The cost for 2023 is now $1,626.00 based on the increase in population for the City of Ramsey. The City has historically used the EDA 9230-6246 budget line item for this expense.

Recommendation:

The EDA met on March 9, 2023 and unanimously passed a motion to recommend to the City Council participation in the Anoka County Economic Development Partnership and approval of the $1,626.00 continued voluntary cost share to the partnership.

Action:

Motion to Adopt Resolution #23-057 Approving Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Attachments

ACTION - Resolution #23-057

ACTION - 2023 Invoice

Reference - Current VCSA Agreement

Reference - VCSA Amount - Other Ciities

Reference - 2023 ACRED Budget

ACRED Presentation

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	03/09/2023 10:49 AM
Brian Hagen	Brian Hagen	03/09/2023 12:24 PM
Form Started By: Sean Sullivan		Started On: 03/09/2023 10:05 AM
Final Approval Date: 03/09/2023		

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

RESOLUTION #23-057

RESOLUTION AUTHORIZING RENEWAL OF ANOKA COUNTY REGIONAL ECONOMIC DEVELOPMENT PARTNERSHIP (ACRED)

WHEREAS, the City of Ramsey is an Anoka County municipality, and as such is a rapidly growing and important segment of the Twin Cities Metropolitan Region, made up of a rich variety of vital and desirable communities; and

WHEREAS, the City of Ramsey has worked with ACRED to market City owned land, respond to regional RFP's and other participate in economic development and marketing projects; and

WHEREAS, the City of Ramsey has been a party to the Voluntary Cost Sharing Agreement (VCSA) with Anoka County since 2019 and has received a 2023 Renewal Invoice for $1,626 for the VCSA for consideration; and

WHEREAS, The Ramsey EDA met on March 9, 2023 and unanimously recommended approval of the 2023 ACRED VCSA renewal in the amount of $1,626.

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

1) That the City of Ramsey authorizes continue with the Voluntary Cost Sharing Agreement, in a Memorandum of Understanding for Anoka County Regional Economic Development activities.

2) That the City of Ramsey authorizes $1,626 of the City's EDA Fund (9230-6246) to pay to Invoice for the City's share of the Voluntary Cost Sharing Agreement, in a Memorandum of Understanding for Anoka County Regional Economic Development activities.

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly adopted by the Ramsey City Council this the 14th day of March 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Anoka County
MINNESOTA

Respectful, Innovative, Fiscally Responsible

Customer/Division Code: ECON

CITY OF RAMSEY
ATTN SEAN SULLIVAN
7550 SUNWOOD DR NW
RAMSEY, MN 55303

Customer Invoice

As of:	2/14/2023	Customer:	130878
Amount Due:	$1,626.00	**Due By:**	3/16/2023
Questions?	Please	Contact:	763-324-1700

Date	Transaction	Amount	Balance
	Prior Balance as of 01/01/2023:		**0.00**
Invoice: EC021323U			
2/13/2023	2023 ECONOMIC DEV COST SHARE	$1,626.00	
	Invoice: EC021323U Total:	**$1,626.00**	$1,626.00

Current	31 - 60 days	61 - 90 days	over 90 days	Total Due
$1,626.00	$0.00	$0.00	$0.00	$1,626.00

Amount Due By: 3/16/2023

Customer: **130878** Balance: **$1,626.00** Due By: **3/16/2023** Payment Amount: $_____.____

Make Checks Payable To:

Anoka County Treasury Office
2100 3rd Ave Suite 300
Anoka, MN 55303-5029

You can pay your invoice online.
Go to www.AnokaCountyMN.gov/payments
or scan this QR Code with your smartphone.

DocuSign Envelope ID: 37B73A8E-F433-43BC-ACFE-82C2576FEA69

ACHRA Contract # C0009107
Addendum # 19

VOLUNTARY COST SHARING AGREEMENT FOR ANOKA COUNTY ECONOMIC DEVELOPMENT (CALENDAR YEAR 2022)

THIS AGREEMENT is made between the County of Anoka, a political subdivision of the State of Minnesota ("County"), and the undersigned participating municipality ("City"), a municipal corporation organized under the laws of the State of Minnesota.

WITNESSETH

WHEREAS, the County and the City, along with other community partners, entered into a Memorandum of Agreement ("MOU") on January 1, 2019, to set goals, create an action plan, and implement shared objectives in promoting economic development within Anoka County;

WHEREAS, the MOU addresses the need for cost sharing between the County and municipalities of Anoka County to support continued services for website services, social media support, marketing assistance, and future services related to the county-wide economic development initiative;

WHEREAS, an annual budget for the above activities was developed, including a formula for each participating municipality to provide proportional cost sharing based upon its population;

NOW, THEREFORE, the parties understand and mutually agree as follows:

1. The budget for services related to website services, social media, marketing, and other supportive activities required for economic development, is currently set at $20,750.00 for calendar year 2022.

2. For 2022, the City agrees to contribute the sum of $0.057 per individual resident within its city limits, as a voluntary contribution to the economic development costs described above. For purposes of this calculation, population size of a City is based upon the Metropolitan Council's most recent population estimate.

3. The City shall provide such payment annually, by the end of the first quarter in each calendar year, beginning in 2022.

4. Each calendar year, the County will provide an annual budget and proposed formula for the City's use in calculating its contributions under this Agreement.

5. The City may opt out or cancel this Agreement by providing 30 days' written notice to the County Administrator: Rhonda Sivarajah, 2100 Third Avenue, Ste. 700, Anoka, MN 55303.

DocuSign Envelope ID: 37B73A8E-F433-43BC-ACFE-82C2576FEA69

6. This agreement shall terminate concurrently with the MOU, unless a City chooses to opt out or cancel this agreement prior to its expiration, as provided above.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY:

DocuSigned by:
By: Scott Schulte
281D3682572D466...
Scott Schulte, Chair
ACHRA Board of Trustees

Dated: 5/27/2022

DocuSigned by:
By: Karen Skepper
20CA2A53668E4E3...
Karen Skepper, Executive Director
ACHRA

Dated: 5/30/2022

CITY OF RAMSEY:

By: [signature]
Brian Hagen, Interim City Administrator

Dated: 05-26-22

By: [signature]
Chris Riley, Acting Mayor

Dated: 5-26-22

APPROVED AS TO FORM

DocuSigned by:
By: Christine V. Carney
46EA3B1361A24A7...
Christine Carney
Assistant County Attorney

By: _____

2023 ACRED - VCS Summary					
City	2021 Population**	Rate	2023 VCS	2022 VCS	Difference
Andover	32,708	0.057	$ 1,864	$ 1,858	$ 6
Anoka	18,041	0.057	$ 1,028	$ 1,021	$ 7
Bethel	472	0.057	$ 27	$ 27	$ (0)
Blaine	70,979	0.057	$ 4,046	$ 4,003	$ 43
Centerville	3,912	0.057	$ 223	$ 222	$ 1
Circle Pines	4,974	0.057	$ 284	$ 286	$ (2)
Columbia Heights	21,859	0.057	$ 1,246	$ 1,252	$ (6)
Columbus	4,167	0.057	$ 238	$ 237	$ 1
Coon Rapids	64,128	0.057	$ 3,655	$ 3,625	$ 30
East Bethel	11,791	0.057	$ 672	$ 672	$ 0
Fridley	29,536	0.057	$ 1,684	$ 1,687	$ (3)
Ham Lake	16,489	0.057	$ 940	$ 938	$ 2
Hilltop	971	0.057	$ 55	$ 55	$ 0
Lexington	2,610	0.057	$ 149	$ 128	$ 21
Lino Lakes	21,236	0.057	$ 1,210	$ 1,220	$ (10)
Linwood Township	5,325	0.057	$ 304	$ 304	$ (0)
Nowthen	4,529	0.057	$ 258	$ 259	$ (1)
Oak Grove	9,009	0.057	$ 514	$ 509	$ 5
Ramsey	28,520	0.057	$ 1,626	$ 1,576	$ 50
Spring Lake Park	8,292	0.057	$ 473	$ 410	$ 63
St Francis	7,340	0.057	$ 418	$ 464	$ (46)
VCS Totals	**366,888**	**0.057**	**$ 20,913**	**$ 20,753**	**$ 160**
Connexus			$ 2,000	$ 2,000	$ -
TOTALS			**$ 22,913**	**$ 22,753**	**$ 160**
	Percent Change from prior year		0.70%		

**Source:
https://metrocouncil.org/Data-and-Maps/Research-and-Data/Annual-Population-Estimates.aspx

ACRED Annual Budget		
Fixed Cost	**2023 Budget**	**Change from 2022 Budget**
MNCAR Properties Listing	$ 6,000.00	Website hosting - Increase from $1190. MMP fee same, but $30 fee per event attendance
MNCAR Exchange Access	$ 2,320.00	
Website Hosting	$ 1,320.00	
MMP	$ 700.00	
Constant Contact	$ 840.00	
MREJ Contract	$ 4,500.00	
Marketing		
Marketing	$ 3,500.00	Same from 2022
MNCAR Booth	$ 1,100.00	Unknown for 2023
Events		
UpRiver Real Estate	$ 500.00	Same from 2022. MN Tech Corridor event TBD.
Business Summit	$ 500.00	
MN Tech Corridor Event	$ 500.00	
Total Budget Expenses	**$**	**21,780.00**
REVENUE		
VCS Revenue	**$**	**20,913.00**
Connexus Sponsorship	**$**	**2,000.00**
2022 Budget Carryover	**$**	**648.10**

Program Hold/(deficit) $ 1,781.10

ANOKA COUNTY
Regional Economic Development

Economic Development Authority
City of Ramsey

March 9, 2023

Gregory Frahm-Gilles

Director of Economic Development

Anoka County Regional Economic Development

What is Economic Development?

"Economic Development is programs, policies or activities that seek to improve the economic well-being and quality of life for a community"

- Province of British Columbia, Canada

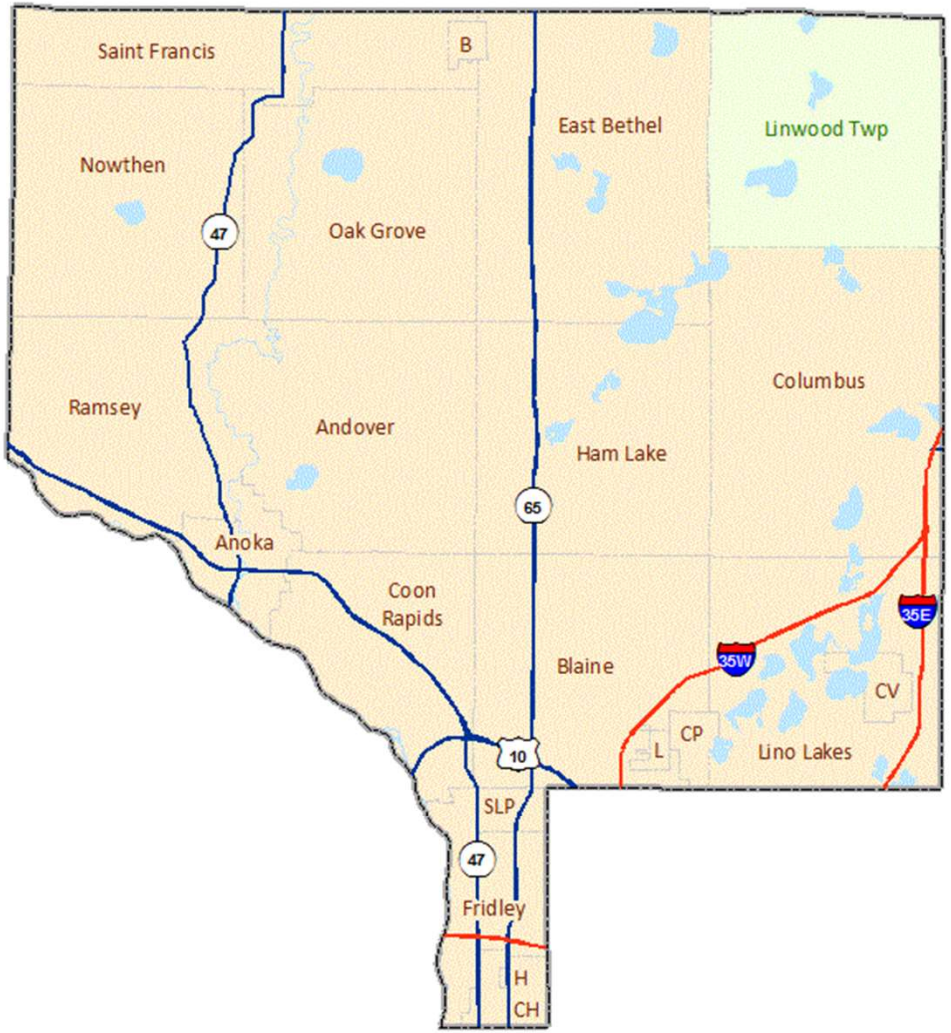
"Creating the conditions for economic growth and improved quality of life by expanding the capacity of individuals, businesses, and communities to maximize the use of their talents and skills to support innovation, job creation, and private investment."

- U.S. Economic Development Administration

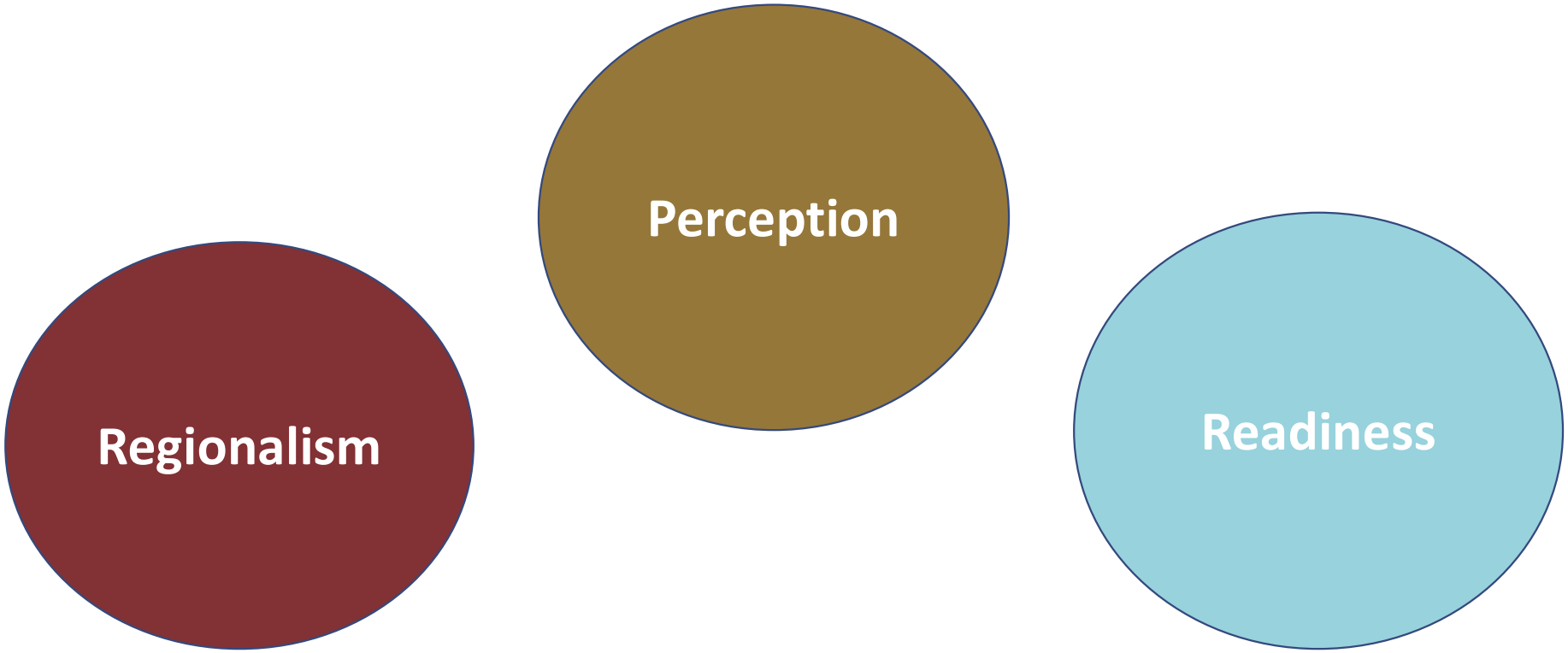
VS

ANOKA COUNTY

Regional Economic Development


Saint Francis
B
East Bethel
Linwood Twp
Nowthen
47
Oak Grove
Columbus
Ramsey
Andover
Ham Lake
65
Anoka
Coon
Rapids
35E
35W
Blaine
CV
CP
L
Lino Lakes
10
SLP
47
Fridley
H
CH

ACRED GOALS + INITIATIVES



PARTNERSHIPS + COMMITTEES

EXECUTIVE COMMITTEE

ALIGNMENT + REGIONALISM

- CITIES
- CHAMBERS

MARKETING

- GREATER MSP
- MN DEED

READINESS

- OPEN TO BUSINESS
- Professional Affiliations

TARGET INDUSTRIES

- Light + Heavy Manufacturing
- Distribution + Trucking
- Data Centers + Technology Companies
- Back Office + Support Staff

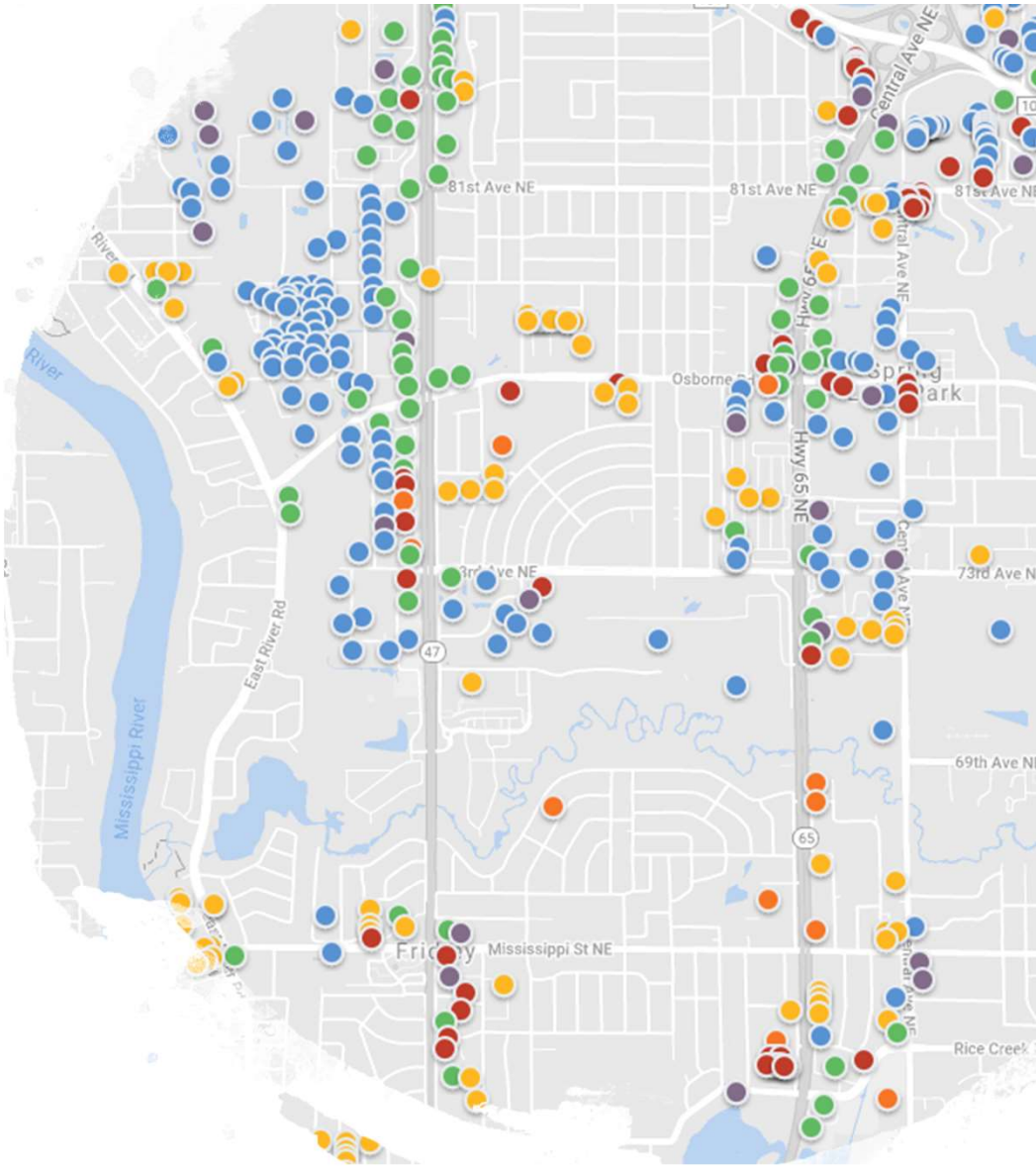
OPPORTUNITIES + COLLABORATION

Priorities + Joint Initiatives

Redevelopment Opportunities

Business Retention

Marketing the Strengths



FACTS AND FIGURES

(as of Q4 2022)

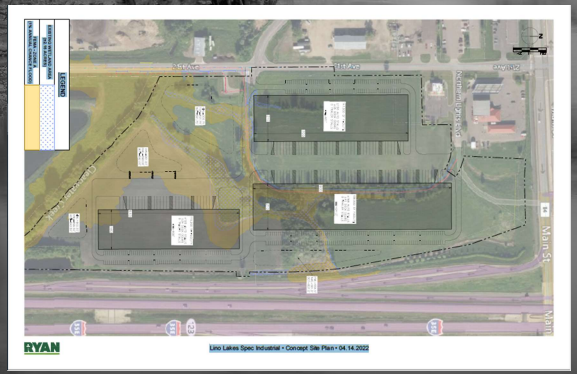
- Industrial
  - 289 million SF total in Twin Cities
    - 6.5 million SF net absorption (2022)
    - 6.2 million SF completed (2022)
      - Another 7.5 million under construction
    - 14.4 million SF of tenant demand
    - ~3% vacancy in Anoka County
- Office
  - 100 million SF total in Twin Cities (58 million in CBDs)
  - Negative absorption
  - 19.5% vacancy (increase from 17.3% from Q1)
    - "Flight to Quality"
    - Sublease Availability – 4.4 million SF
  - Workforce challenges

Source: JLL Industrial Insight Q4 2022
JLL Office Insight Q4 2022

MAJOR INDUSTRIAL PROJECTS

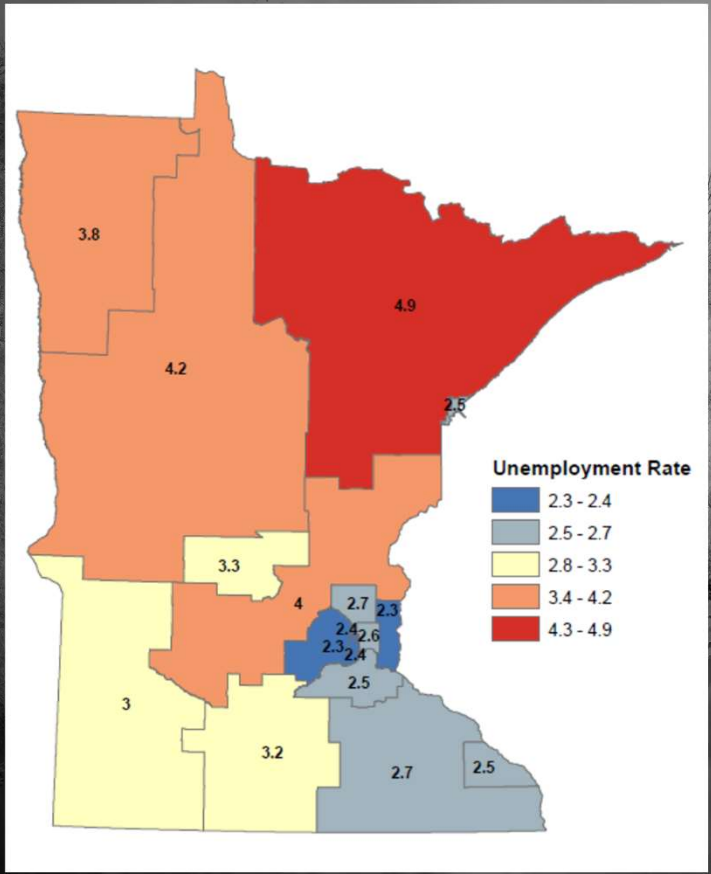
Blaine 35 - 300,000 SF
Artis REIT

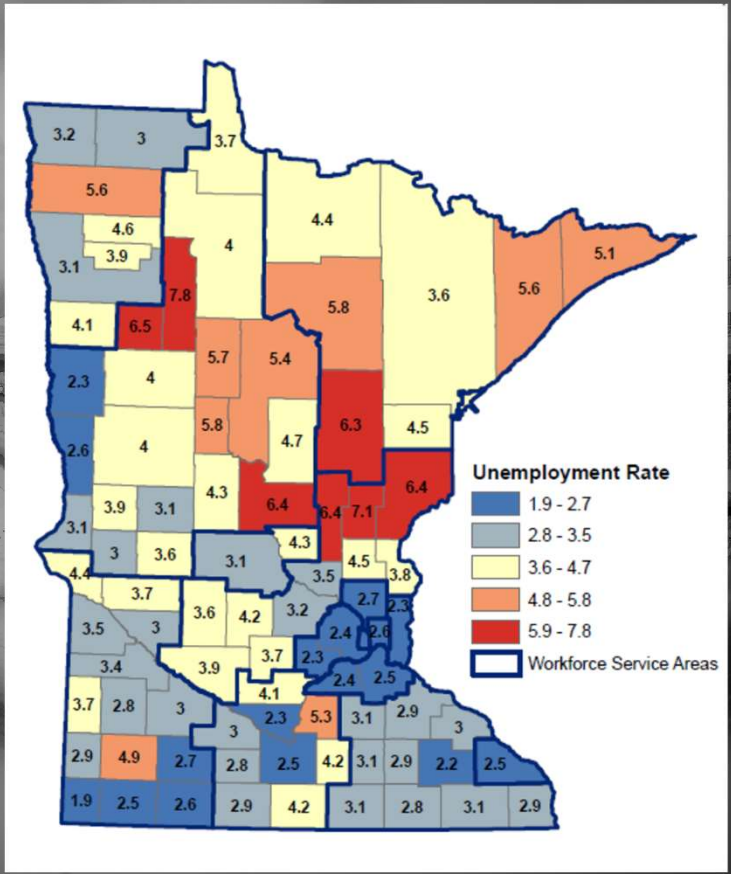
Bunker Lake Business Park – 400,000 SF
Oppidan



Clearwater Creek – 450,000 SF
Ryan Companies

WORKFORCE





Source: MN DEED, LAUS – Nov 2022

"Intense workforce shortages, remote working, rapidly rising construction costs, the lack of good large sites, realigning supply chains, strain on the electric grid have all made optimal locations more difficult to find and to qualify."

—PHIL SCHNEIDER, SCHNEIDER CONSULTING

Source: "The State of Site Selection" – 2022
Site Selectors Guild

Last Six Months

- 30 direct business inquiries
- Six state RFPs/RFIs
- Numerous business visits
- MNCAR Expo – Oct 2022
- UpRiver Real Estate event (Nov 2022)
- Dozens of presentations
- Catylist Real Estate blasts
- Predevelopment Grant Programs
- Broadband
- ACRED Strategic Planning

Next Six Months

- Ongoing Business Support Services
- Update ACRED Marketing Materials
- ACRED Business Summit Event – May 2nd
- Multiple MREJ events
- Predevelopment Grant Programs - execution
- Broadband Expansion - execution
- ACRED Strategic Planning
- Regional Research and Local Applications

Big "E" Projects

BUSINESS ATTRACTION

- Speed to Market
- Shovel Ready
- Play to Your Strengths
- Space Availability

WORKFORCE

- "Talent Is The New Currency"™
  Jay Gardner – Gardner Economics
- Aging demographics (Average age in US)
  - 1970 – 28.1 y.o.
  - 2022 – 38.8 y.o.
- Great Reflection

HOUSING

- Supply Questions
- Income-Aligned
- Itasca Project – now what?

Business Support Services

- Business Advisory Services
  - Anoka County and Open To Business – MCCD
  - CareerForce
  - Site Selection
  - Navigating government
- Financial Services
  - Anoka County Revolving Loan Fund (RLF)
  - CDFIs
  - MN DEED
    - Launch Minnesota

Funding and Programs for Small Businesses

	DEMOGRAPHICS							BUSINESS STAGE		
Grants / Loans	Women	BIPOC*	Greater MN	Veteran	People with Disabilities	Low Income	Anyone	Concept & Formation	Validation & Launch	Investment & Growth
Launch SBIR-STTR							X	X	X	X
Launch Business Ops	Priority Given	Priority Given	Priority Given	Priority Given		Priority Given	X	X	X	X
Angel Tax Credit	Priority Given	Priority Given	Priority Given				X		X	X
Emerging Entrepreneur Loans	X	X		X	X	X				
Reservist and Vet Loan				X				X	X	
MTO Step Grants							X			X
Indian Business Loan Program		X								X
Greater MN Job Expansion			X							X
MN Investment Fund										X
Job Creation Fund										X

Resources / Programing	Women	BIPOC*	Greater MN	Veteran	People with Disabilities	Low Income	Anyone	Concept & Formation	Valiation & Launch	Investment & Growth
Launch Minnesota Resources							X	X	X	X
SBAO Resources							X	X	X	X
SBDC Resources							X	X	X	X
Business Development Reps							X		X	X

Sept. 2021

* BIPOC stands for Black, Indigenous, People of Color

EMPLOYMENT AND ECONOMIC DEVELOPMENT

LAUNCH MINNESOTA

LaunchMN.org

QUESTIONS + COMMENTS

Gregory Frahm-Gilles
Director of Economic Development
Anoka County

Gregory.Frahm-Gilles@co.anoka.mn.us
(o) 763.324.4609 | (c) 612.358.8925

www.AnokaCountySuccess.org

CC Regular Session **7. 1.**

Meeting Date: 03/14/2023

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #23-042 Approving the Preliminary Plat for Parkside Townhomes (Project No. 22-143); Case of COR at Ramsey LLC

Purpose/Background:

The City has received an application from COR at Ramsey LLC (the "Applicant") for review of a proposed Preliminary Plat on property generally located west of Rhinestone Street, east of Traprock Street, south of 146th Avenue, and north of Ramsey Parkway (the "Subject Property"). The Applicant is proposing a total of sixty-eight (68) attached townhome units, that would be built in two (2) phases. The first phase would include forty-two (42) units and the second phase would include twenty-six (26) units. Ultimately, there will eventually be a third phase of this project, which would be on the north side of 146th Avenue (east of Center Street), but that is not included in this Preliminary Plat. The Planning Commission reviewed the Sketch Plan for this project in December of 2022 and the Preliminary Plat on February 23, 2023 (both sets of minutes are attached).

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 Preliminary Plat review by the Planning Commission on February 23, 2023. A proposed development sign was placed on the property and a notice was published in the Anoka County UnionHearld Newspaper. No additional notification was sent out regarding the City Council meeting.

Time Frame/Observations/Alternatives:

General Project Overview

The Subject Property was originally platted as Ramsey Town Center 7th Addition. However, due to the great recession of the mid- to late-2000s, this block was never developed. The proposed Preliminary Plat is very similar to the existing parcel boundaries, with just minor adjustments. At the time of Final Plat application, the Applicant will also need to apply for an Easement Vacation to eliminate all existing drainage and utility easements on the Subject Property. New drainage and utility easements will be dedicated with the recording of the Final Plat.

The Applicant is proposing twelve (12) buildings, consisting of a mix of 4-, 5-, and 6-unit buildings. The Subject Property is located in the COR-4b subdistrict, which is the medium density residential subdistrict and allows up to fifteen (15) units per acre. The Preliminary Plat has a density of approximately 13.5 units per acre. All units will be served by municipal sanitary sewer and water.

Streets/Access/Sidewalks

The project will be accessed from 146th Avenue on the north and Ramsey Parkway on the south, both of which are existing public roads. All proposed interior roads will be private. There is an existing sidewalk along Rhinestone Street. The plans include a six (6) foot wide sidewalk along and six (6) foot wide boulevard adjacent to the other three (3) public roads. Both of these meet the standards outlined in the Design Framework.

Landscaping

The project includes both boulevard plantings (along all four public streets) and interior plantings as well. Additionally, each building will have foundation plantings with a mix of shrubs, perennials, and ornamental grasses. The Environmental Policy Board reviewed the Landscape Plan and recommended

approval of it. They did note that they wanted to make sure that there would not be overcrowding of trees between the buildings and public roads. Staff has noted that the Landscape Plan should or could be revised to eliminate the proposed trees between the sidewalks and buildings or possibly relocate some of them to the interior greenspace. This would retain the boulevard tree plantings, which is in line with what the Design Framework emphasizes.

Architecture

There has been much discussion with the Planning Commission regarding the architecture for this project. Initially, in March of 2022, there was discussion about front porches versus covered patios. When the Sketch Plan was reviewed, Staff recommended, and the Planning Commission supported, adding stone or brick elements to the fronts and sides of the buildings facing a public road. This recommendation was based on the significant emphasis on architecture within the Design Framework. More specifically, the Design Framework states that a greater emphasis should be given to architectural elements, materials, and design features for buildings that face or front parks and that architecture is to be '4-sided' at all locations visible from public areas (e.g. public streets). Based on the greater emphasis on architecture within The COR, coupled with the fact that this project also overlooks The Draw, Staff and the Planning Commission recommend the addition of brick and/or stone elements on the fronts and sides of buildings facing a public road.

At the Public Hearing, the Applicant stated that they are not opposed to the enhanced architecture being recommended by Staff. They had noted when this project was initially being discussed almost a year ago, construction prices were much higher than today, which was a factor in not including brick or stone on any of the elevations. The Applicant stated that they could look at incorporating enhanced features on the public-facing sides of buildings, but were hoping for some flexibility should the material prices skyrocket again. Subsequently, the Applicant has provided updated elevations that do include brickwork on the fronts of buildings and informed Staff that this enhancement might increase the per unit cost by $2,500 to $5,000. Np brick is shown on the side elevations, however.

The Planning Commission held a Public Hearing on February 23, 2023 and reviewed the Preliminary Plat. There were no written or verbal comments received regarding the project. The Planning Commission supported the project contingent upon enhancing the exterior finish of the buildings facing a public street with brick or stone elements.

Alternatives

Alternative 1: Motion to adopt Resolution #23-042 approving the Preliminary Plat contingent upon adding brick and/or stone finishes to all sides of buildings that face a public road (this would include the fronts and one side of multiple buildings) in accordance with the COR Design Framework. Aside from the architecture, the proposed Preliminary Plat generally complies with the standards of the Design Framework, with minor revisions needed as noted in the Staff review comments. The Planning Commission and Staff support this alternative.

Alternative 2: Motion to adopt Resolution #23-042 approving the Preliminary Plat with modifications as specified by City Council.

Alternative 3: Motion to deny the Preliminary Plat based on specific findings identified by City Council. The Preliminary Plat generally conforms with the Design Framework and City Code, with the necessary revisions noted in ProjectDox. Staff does not support this alternative.

Funding Source:

All costs associated with this application are the Applicant's responsibility.

Recommendation:

The Planning Commission recommends approval of the Preliminary Plat, contingent upon enhancements to the exterior finishes on the fronts and sides of the buildings facing a public road (alternative 1). Resolution #23-042 includes the following contingencies:

- Compliance with Staff's review comments, including enhancing the architecture on the fronts and sides of buildings facing a public road with stone, brick or a similar material.
- Inclustion of a Street Lighting Plan with the Final Plat submittal.
- Review and approval by the Lower Rum River Watershed Management Organization (LRRWMO).

Outcome/Action:

Motion to adopt Resolution #23-042 approving the Preliminary Plat.

Attachments

Site Location Map

Preliminary Plat

Landscape Plan

Color Rendering

Updated Building Elevations

Planning Commission Meeting Minutes Dated December 1, 2022 (Sketch Plan Review)

Draft Planning Commission Meeting Minutes Dated February 23, 2023

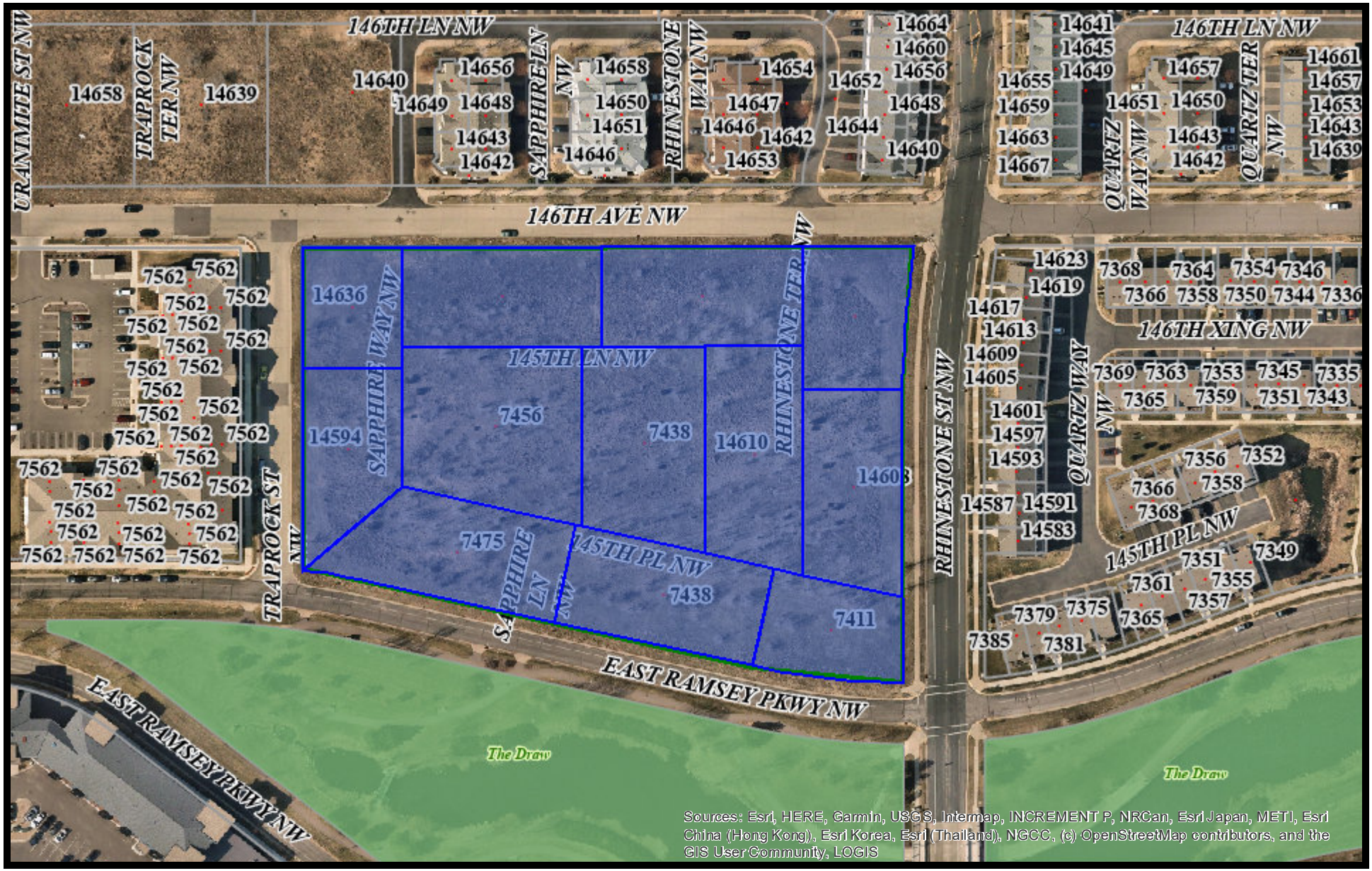
Staff Review Comments

Resolution #23-042: Preliminary Plat

Form Review

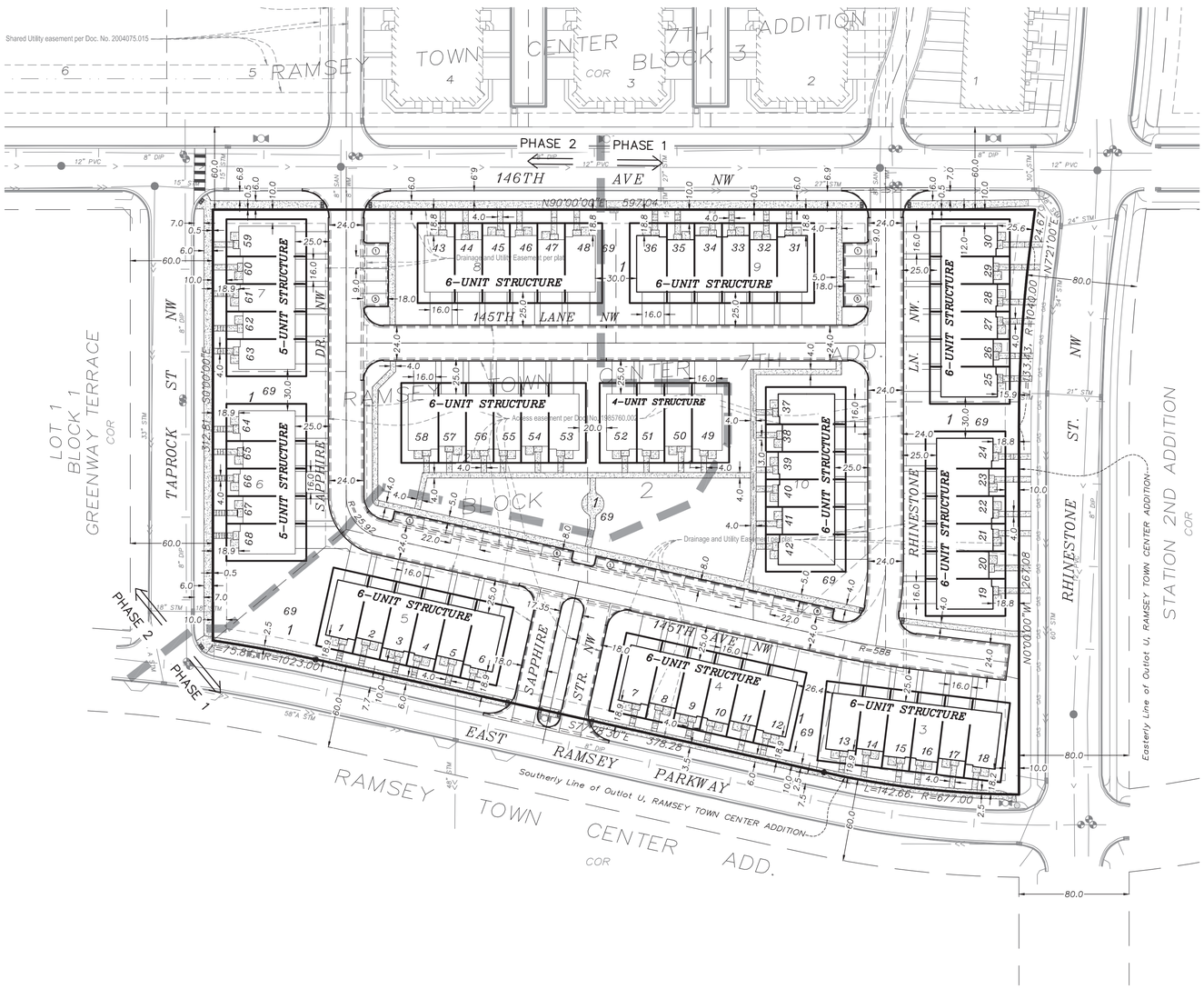
Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/09/2023 10:13 AM
Form Started By: Chris Anderson		Started On: 02/24/2023 08:43 AM
Final Approval Date: 03/09/2023		

Site Location Map: Parkside Townhomes



Print Date: January 18, 2023

0 0.007 0.015 0.03 0.045 0.06 mi



SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LANDFORM
105 SOUTH FIFTH AVE. S
MINNEAPOLIS, MN 55401

DATED: 08/09/2021

BENCHMARK: EAST SIDE RHINESTONE STREET NW 2ND HYDRANT SOUTH OF COUNTY ROAD #116
ELEVATION=873.42

EXISTING LEGAL DESCRIPTION

LOTS 1–12, BLOCK 2,
RAMSEY TOWN CENTER 7TH ADDITION
ANOKA COUNTY, MINNESOTA.

EXISTING ZONING

COR, THE COR

SITE DATA

TOTAL AREA = 219,440 SF = 5.04 AC

EXISTING TOTAL IMPERVIOUS AREA:	0.00%
PROPOSED NEW IMPERVIOUS AREA:	140,316 SF (3.22 AC)
PERCENT NEW IMPERVIOUS AREA: (140,316 SF / 219,440 SF)	63.9%
PERCENT TOTAL IMPERVIOUS AREA: (140,316 SF / 219,440 SF)	63.9%

NOTE:

1) EXISTING DRAINAGE AND UTILITY EASEMENTS PER EXISTING PLAT TO BE VACATED.

2) PROPOSED LOT 69 BLOCK 1 TO BE DRAINAGE AND UTILITY EASEMENT OVER ENTIRE LOT.

MINIMUM LOT REQUIREMENTS

LOT DEPTH 58 FT
LOT WIDTH 20 FT

BUILD TO REQUIREMENT

BUILDINGS MUST BE WITHIN 20' OF RIGHT OF WAY

DRIVEWAYS

MINIMUM LENGTH 25 FT
MAX. WIDTH 20 FT

PROPOSED DENSITY

68 UNITS / 5.04 AC = 13.5 UNITS/AC

PROPOSED PHASE SCHEDULE

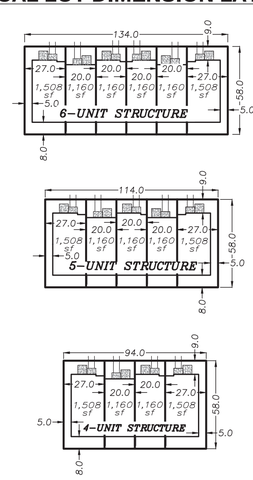
PHASE 1: UNITS 1–42 (42 UNITS)	YEARS: 2023–2024
PHASE 2: UNITS 43–68 (26 UNITS)	YEARS: 2024–2025

0 50 100 150
GRAPHIC SCALE IN FEET

LEGEND:

- 908 — Existing Contours
- >> — Existing Storm Sewer
- × 908.2 — Existing Spot Elevation
- << — Existing Storm Sewer
- < — Existing Sanitary Sewer
- WM — Existing Watermain Sewer
- T — Existing Underground Telephone
- E — Existing Underground Electric
- Existing Tree Line
- Existing Easement Line
- Existing R/w Line
- Existing Boundary Line
- Existing Catch Basin
- Existing Manhole
- Existing Hydrant
- Existing Flared End Section
- Proposed Curb And Gutter Standard
- Proposed Curb And Gutter Tip–out
- Proposed Concrete Valley Gutter
- Proposed Concrete Light Duty Sidewalk
- Propose Lot Line
- Proposed Project Phase Line

TYPICAL LOT DIMENSION LAYOUT



INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
C1	PRELIMINARY PLAT
C2	GRADING & DRAINAGE PLAN
C3	SANITARY & WATER UTILITY PLAN
C4	STORM SEWER UTILITY PLAN
C5	SWPPP
C6	EXISTING CONDITIONS & REMOVAL PLAN
C7.1–7.2	PROFILES
C8.1–C8.3	DETAILS

OWNER/DEVELOPER:

COR AT RAMSEY LLC
PO Box 302
Excelsior, MN 55331

Jason Palmby
612-220-6641
jason@palmby.com

PARKSIDE TOWNHOMES
Development Project
145th Lane NE
Ramsey, Minnesota 55303

PRELIMINARY PLAT

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.

Date: 02/10/23 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 466
Monticello, MN 55362
Phone: 763–314–0929
www.civilesd.com

REVISIONS
02/10/23 CITY COMMENTS

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = ____ feet (FULL SIZE SHEET 22 X 34)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
01/16/23	SD	SD	SD

FILE NO. 00866

C1

Preliminary Plat

LANDSCAPE LEGEND:

New Turf Sod

New Rock Mulch

MUNICIPAL LANDSCAPE CALCULATIONS:

Minimum Planting Sizes

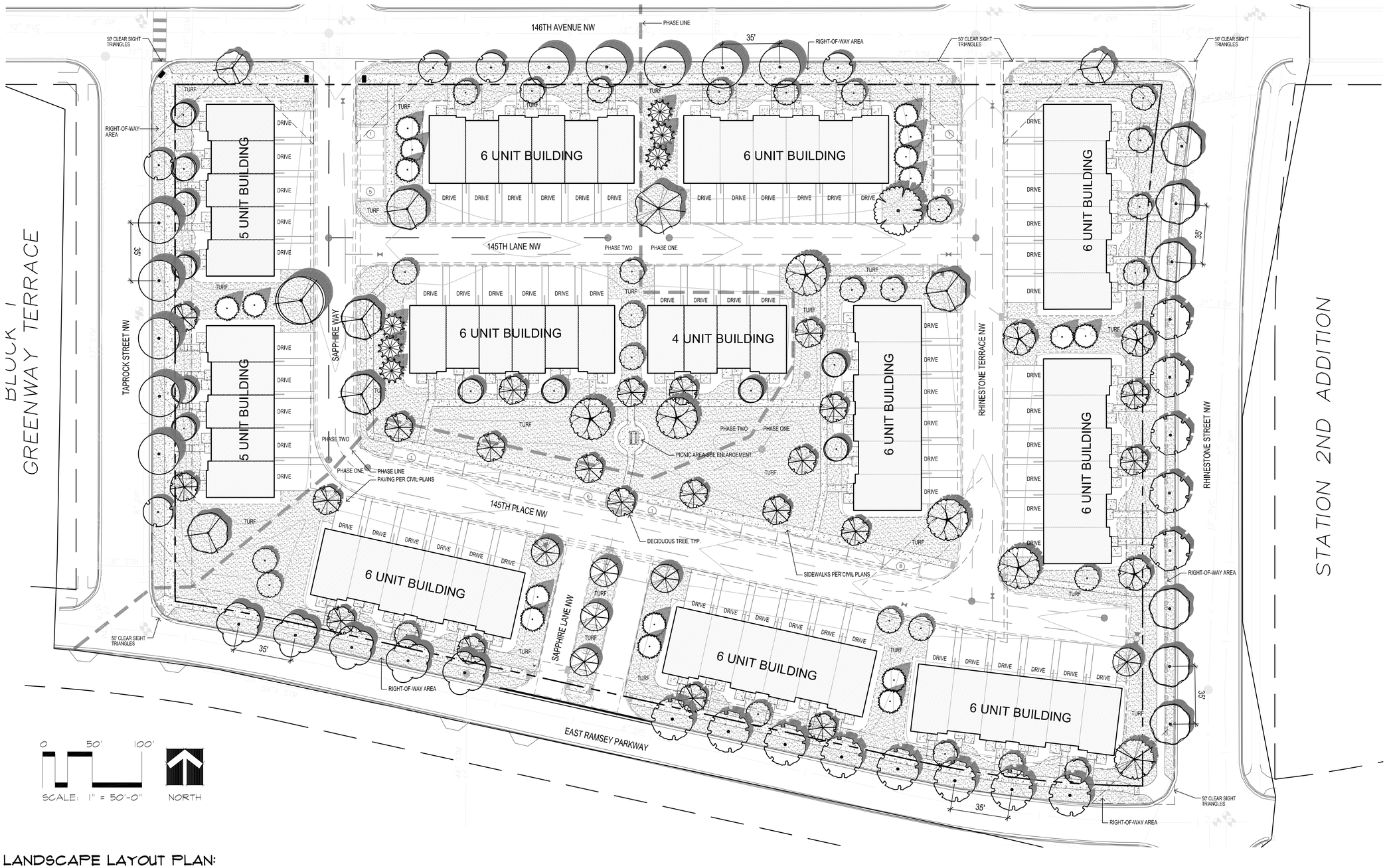
Coniferous Trees: 5' Hgt.
Ornamental Trees: 1.0" Cal.
Shade/Deciduous Island Trees: 1.0" Cal.
Shade/Deciduous Overstory Trees: 1.0" Cal.
Deciduous Shrubs: 24"

City of Ramsey R-3 Residential Units:

One Overstory Tree Per 50 Feet of Street Frontage
(1,650LF) Internal Roads X2 (Double-Loaded) / 50 = 66 Trees
Development Trees Provided: 69

GENERAL NOTES:

1. Landscape contractor to provide a new irrigation layout plan for the property. See Landscape Notes.
2. See Civil Engineer's plans for grading layout and requirements
3. Contractor to coordinate any work in the right-of-way with City of Ramsey Public Works Department.
4. Sod all disturbed areas except plant beds and areas noted to receive mulch.
5. Place a minimum of 4" topsoil, with not more than 35% and content. Topsoil inspection is required prior to installing sod and trees.
6. Refer to builder's specifications for additional requirements.
7. See SheetsL1.2 + L1.3 for Landscape Details, Notes, Schedules, and Foundation Planting Enlargements.
8. Landscape contractor is responsible for verification of soils and graded condition prior to mobilization and shall notify the General Contractor if earthwork is not acceptable. Landscape contractor is responsible for fine grading, or grade to within 1" of final set elevation.



LANDSCAPE LAYOUT PLAN:

CALYX DESIGN GROUP
Landscape Architecture - Planning
475 Cleveland Ave. N | Suite 101A | Saint Paul, MN 55104
telephone: 651.788.9018
internet: www.calyxdesigngroup.com

PRELIMINARY

PARKSIDE TOWNHOMES
RAMSEY, MINNESOTA
LANDSCAPE LAYOUT PLAN
FOR
COR AT RAMSEY LLC
3313 LAKESHORE COURT, CHASKA, MN 55318

DRAWN BY
BH

DATE
01/17/2023

REVISIONS

02/10/23	CITY COMMENTS

PROJECT NO.
22-164

L1.1

Plan Name:

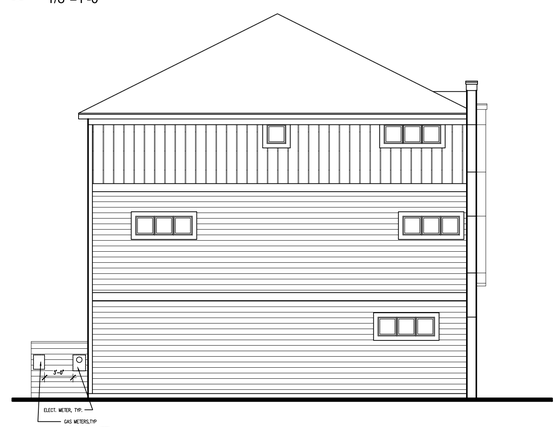
Sheet Title:

M/I HOMES

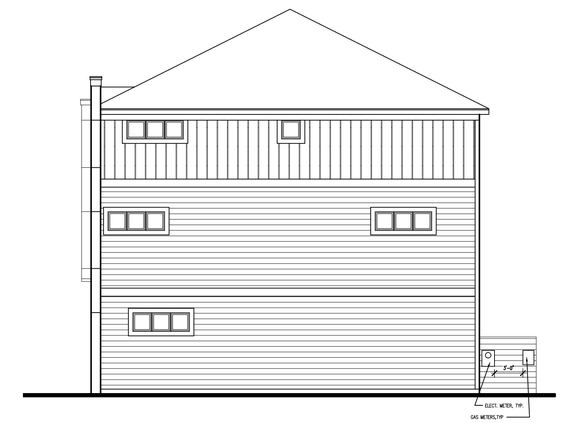
Buyer understands cabinet elevation renderings are for illustration purpose only. Buyer acknowledges that actual selections and details regarding styles and colors of cabinets, hardware, crown molding, appliances, countertops, sinks, faucets, flooring, backsplashes, lighting, and mirrors will be governed by buyers Selection Sheets

Kenwood	Macalester	Highland	Highland	Macalester	Kenwood
ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS
Job Number	Job Number	Job Number	Job Number	Job Number	Job Number
Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room
Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x

4 Rear Elevation
1/8"=1'-0"



3 Left Elevation
1/8"=1'-0"



2 Right Elevation
1/8"=1'-0"

Kenwood	Macalester	Highland	Highland	Macalester	Kenwood
ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS
Job Number	Job Number	Job Number	Job Number	Job Number	Job Number
Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room
Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x

1 Front Elevation
1/8"=1'-0"

This drawing is intended to be printed at 22"x34". Drawing is half scale when printed at 11"x17"

Revisions / Custom Options	Date	By
1		

These plans are exclusive property of MI Homes. All drawings and specifications are instruments of service copyrighted by MI Homes, Inc. and must be returned upon request. These plans are for construction purposes only. These plans may vary from model homes and marketing materials. Contractor to verify suitability of plans with owner. These plans are exclusive property of MI Homes.

Final Approval Date
X
X

M/I HOMES
5354 Parkdale Dr. #100
St. Louis Park, MN 55416
763.586.7200
minneapolispermits@MIHOMES.com

Community: COMMUNITY
Address: STREET ADDRESS
City: CITY, MN
Lot: --
Block: --
Addition:

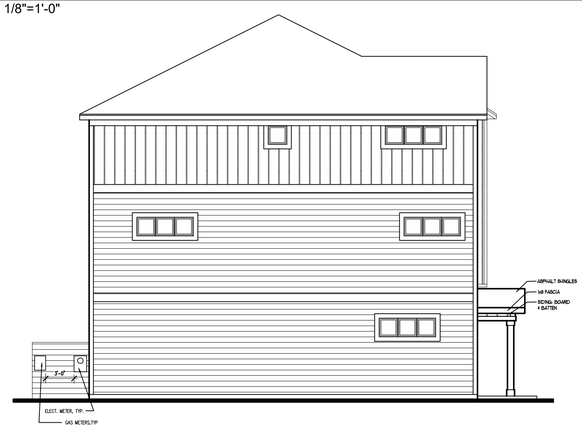
Client: CUSTOMER
Elevation: A
Model: City Collection

Sheet Title: 4 Unit Building Exterior Elevations

Drawn By: PFG
Date: 05/17/2022
Job #: BUILDING --
Drawing No. AA1

Kenwood	Macalester	Highland	Highland	Macalester	Kenwood
ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS
Job Number	Job Number	Job Number	Job Number	Job Number	Job Number
Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room
Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x

4 Rear Elevation
1/8"=1'-0"



3 Left Elevation
1/8"=1'-0"

2 Right Elevation
1/8"=1'-0"

Kenwood	Macalester	Highland	Highland	Macalester	Kenwood
ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS	ADDRESS
Job Number	Job Number	Job Number	Job Number	Job Number	Job Number
Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room	Rec. Room
Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x	Lot x, Block x, Addition x

1 Front Elevation
1/8"=1'-0"

This drawing is intended to be printed at 22"x34". Drawing is half scale when printed at 11"x17"

Revisions / Custom Options	Date	By
1		

These plans are exclusive property of MI Homes. All drawings and specifications are instruments of service copyrighted by MI Homes, Inc. and must be returned on request. These plans are for construction purposes only. These plans may vary from model homes and marketing materials. Contractor to verify suitability of plans with owner. These plans are exclusive property of MI Homes.

Final Approval Date
X
X

M/I HOMES
5354 Parkdale Dr. #100
St. Louis Park, MN 55416
763.586.7200
minneapolispermits@MIHOMES.com

Community: COMMUNITY
Address: STREET ADDRESS
City: CITY, MN
Lot: --
Block: --
Addition:

Client: CUSTOMER
Elevation: B
Model: City Collection

Sheet Title: 6 Unit Building Exterior Elevations

Drawn By: PFG
Date: 05/17/2022
Job #: BUILDING --
Drawing No. BB1

7.01: Consider Sketch Plan for Parkside Townhomes (Project No. 22-143); Case of COR at Ramsey LLC

Presentation

Senior Planner Anderson presented the Staff Report stating that staff recommends that the Commission provide applicable feedback to the applicant and direct them to proceed with preparation of a Preliminary Plat submittal.

Commission Business

Councilmember Woestehoff mentioned the comment from staff about the site potentially being overparked for guest parking and asked for more information.

Senior Planner Anderson commented that there is nothing wrong with having additional guest parking, but the number of stalls could be reduced.

Councilmember Woestehoff commented that he is excited for this development and is a proponent of less parking as there is a lot of asphalt in the area. He believed that greenspace or bike racks could be more beneficial. He also agreed with the architectural upgrades recommended by staff.

Commissioner VanScoy stated that when this was last discussed he was very vocal about porches but noted that he did review the COR Framework and there is language that would allow a balcony and therefore he withdraws his previous objection to the porch element.

Commissioner Anderson commented that he would also withdraw his objection related to porches. He stated that if this design is going to be allowed, it should blend into the neighboring units. He also agreed that there should be upgraded architecture on the public street facing side.

Jason Palmby, applicant, commented that they are excited to create this development of townhomes with open space areas for the private residents to gather.

Commissioner VanScoy asked the applicant for input on the recommendation of staff for upgraded architecture.

John Rasc, builder, stated that this is a unique opportunity as there is a variety of architecture and different designs within the COR. He stated that they believe that their design blends well with the different types of architecture in the area. He stated that they also have to design a product that meets the demands of the market at a price point that people can afford. He noted that these would have a higher price than the other townhomes that have been built in the COR, estimating a price beginning at $375,000. He stated that they would not be opposed to stone or brick, but there has to be a give and take with the fencing, patios, and landscaping. He stated that they tend to place value in the things people want and find value in and brick is not it in this case. He stated that they could keep that in mind as they move forward but would like flexibility in return for the other items they propose.

Commissioner VanScoy stated that when he first saw the renderings, he was not in favor of them as they were very flat but noted that he is much more comfortable with these renderings as there is a fair amount of modulation. He stated that he does feel that masonry or something of that nature is missing in the design. He stated that he does like the project.

Chairperson Bauer commented that they are excited to see this project continuing to move forward.

Senior Planner Anderson confirmed the consensus that the applicant should continue to the next step in this process.

6.01: Public Hearing: Request for Consider Preliminary Plat for Parkside Townhomes (Project No. 22-143)

Public Hearing

Acting Chairperson Gengler called the public hearing to order at 7:03 p.m.

Presentation

Senior Planner Anderson presented the staff report stating that staff recommends approval of the Preliminary Plat, contingent upon enhancing the architectural finishes on the fronts and sides of the buildings facing a public road.

Acting Chairperson Gengler referenced the extra plantings proposed by the developer in lieu of the architectural additions and asked if those were the plantings marked as too close to the boulevard plantings.

Senior Planner Anderson replied that there is an individual row of additional trees, which is what staff recommends eliminating or reposition within the site. He stated that to offset the architectural features, there were some plantings around the base of the homes.

Acting Chair Gengler asked where the guest parking would be located, noting that she could only find 10 spots.

Senior Planner Anderson noted the locations proposed for guest parking.

Councilmember Woestehoff asked, and received confirmation, that the current land does not have the boulevard trees in place. He asked if the boulevard trees could not be planted, and the developer trees planted instead.

Senior Planner Anderson replied that with the design framework there is a heavy emphasis on streetscape specifically and there is a requirement for the boulevard trees. He noted that they have offered to eliminate that row of trees on the interior. He stated that if the applicant still wants those trees, they could plant them but there could be space constraints in the future.

Councilmember Woestehoff stated that his thought was that this could potentially save the City some money. He stated that if the row of developer trees is eliminated, perhaps the developer take on half the cost of the boulevard trees.

Senior Planner Anderson clarified that the developer is responsible for the installation of the boulevard trees.

Citizen Input

Jason Palmby, applicant, commented that his intention would be to start construction on the first phase this spring/summer if all approvals are gained.

DRAFT

John Rask, M/I Homes, commented that they can look to relocate some of the trees within the site once they have the utility plans. He stated that they do not disagree with the staff recommendation on the stone but were hoping for some flexibility. He stated that they were trying to keep the cost of the homes down but would still move forward with stone if that is required. He noted that once they begin construction, they would most likely market homes for sale in one year.

Commissioner Peters asked if the interior roads would be fully constructed with phase one, or with each phase.

Mr. Rask commented that the roads would be phased with each phase of the homes.

Senior Planner Anderson commented that there would be multiple points of access as part of phase one.

Commissioner VanScoy asked if the contingencies need to be defined or whether that could be worked out with staff.

Senior Planner Anderson replied that standard contingencies are included in the draft resolution and provided more details. He stated that if there were additional contingencies, the Commission should specify what that may be.

Commissioner VanScoy commented that he had no additional contingencies but wanted to ensure that the comments of staff would be met.

Councilmember Woestehoff noted that there is a sidewalk on the east, along Rhinestone and asked if that would be the only sidewalk proposed.

Senior Planner Anderson replied that the sidewalk is in place along Rhinestone and the developer would be installing sidewalk along the other three public roads.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Bauer	aye
Acting Chairperson Gengler	aye

Motion Carried.

Acting Chairperson Gengler closed the public hearing closed at 7:23 p.m.

<u>Commission Business</u>

DRAFT

Motion by Commissioner VanScoy, seconded by Commissioner Bauer, to recommend that City Council approve the Preliminary Plat contingent upon compliance with Staff's review comments, including enhancing the architecture on the fronts and sides of the buildings facing a public road with stone, brick, or a similar material.

Further discussion

Commissioner Anderson stated that as before, he will not be supporting this proposal noting that he does not believe the porches proposed fit the character of the neighborhood. He stated that he was pleased to see the requirement for brick on the front but still does not believe that this would meet the requirement for a front porch.

A roll call vote was performed:

Commissioner Bauer	aye
Commissioner Anderson	nay
Commissioner VanScoy	aye
Commissioner Peters	aye
Acting Chairperson Gengler	aye

Motion Carried.

DRAFT

ProjectDox

Changemarks Report

Project Name: Parkside Townhomes

Workflow Started: 10/18/2022 1:50 PM

Report Generated: 03/08/2023 04:07 PM

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1												
	2												

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	3	67	False	Unresolved	Civil Engineer IV		505 Parkside Townhomes Ramsey preliminary plat plans.pdf	LL	Stormwater Notes	A stormwater report is required for this project. This site is covered by a regional stormwater system with ponds already established. This project will require a permit from the Lower Rum River Watershed Managment Organization (LRRWMO). They require rate control for the 2, 10 and 100 year events. They also require Volume Reduction for the 1 inch storm. Regional facilities are in place for water quality improvement, rate control and volume reduction. The developer will need to pay into the volume reduction fund administered by the City. The LRRWMO board meets on the 3rd Thursday of the month. The deadline for submittal of application materials is the 3rd Thursday of the month, for consideration of the permit at the next month's meeting. The City must sign the application before it is submitted. The City requires the application materials be turned in the second Thursday of the month at the Ramsey Municipal center.	02/16/2023 10:40 AM	Len Linton	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	3	66	False	Unresolved	Civil Engineer IV		504 Parkside Townhomes Ramsey preliminary plat plans.pdf	LL	Revise Storm Sewer Lines	Storm sewer line arrows must be reversed to point in downstream direction.	02/16/2023 10:21 AM	Len Linton	
		65	False	Unresolved	Engineering Tech		504 Parkside Townhomes Ramsey preliminary plat plans.pdf	Logan Czech	Sanitary Sewer	Line weight of sanitary sewer is inconsistent	02/16/2023 9:21 AM	Logan Czech	
		63	False	Unresolved	Environmental Review		403 Landscape Plans Parkside Townhomes.pdf	CA	Water Efficient Technology Requirement	City Code requires any installed irrigation system to include some form of water efficient technology, most commonly accomplished with a weather compensating smart controller. Add a note to this effect please.	02/13/2023 9:14 AM	Chris Anderson	
		64	False	Unresolved	Environmental Review		403 Landscape Plans Parkside Townhomes.pdf	CA	Permit Required	Add note that an irrigation permit is required through the City's Building Division.	02/13/2023 9:14 AM	Chris Anderson	
		62	False	Unresolved	Environmental Review		401 Landscape Plans Parkside Townhomes.pdf	CA	Eliminate Some Trees	Staff would suggest eliminating the trees on private property between the buildings and sidewalks. As the trees get larger, there will likely be some crowding of canopies. The boulevard trees should be adequate. The Environmental Policy Board noted a concern with potential overcrowding of plantings, so this would be in line with their recommendation.	02/13/2023 9:03 AM	Chris Anderson	

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

RESOLUTION #23-042

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF "PARKSIDE TOWNHOMES"

WHEREAS, Ramsey at COR, LLC, hereafter referred to as "Applicant," properly applied for Preliminary Plat approval of the following described properties located in the City of Ramsey:

Lots 1-12, Block 2 Ramsey Town Center 7th Addition

(the 'Subject Property'); and

WHEREAS, the proposed preliminary plat would replat Lots 1-12, Block 2 Ramsey Town Center 7th Addition; and

WHEREAS, the Planning Commission reviewed the Sketch Plan at its meeting on December 1, 2022 and directed the Applicant to proceed to the Preliminary Plat stage; and

WHEREAS, the Planning Commission held a Public Hearing and reviewed the Preliminary Plat on February 23, 2023 and recommended approval of the project contingent upon the Applicant enhancing the exterior finish of the fronts and sides of buildings that face a public street with stone or brick.

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

1) That the Ramsey City Council hereby grants preliminary plat approval of "Parkside Townhomes" in accordance with relevant City Codes, subject to the following conditions:

    a) Compliance with staff review comments, including architectural enhancements on the fronts and sides of buildings facing public roads; and
    b) Inclusion of a Street Light Plan, in accordance with the Master Lighting Plan found within The COR Design Framework, as part of the Final Plat submittal.
    c) Approval of the Stormwater Management Plan by the Lower Rum River Watershed Management Organization.

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 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 2.**

Meeting Date: 03/14/2023

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #23-054 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #23-12, HY-10 Ramsey Improvements

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-054 approving plans and specifications and authorizing advertisements for bids for Improvement Project #23-12, HY-10 Ramsey Improvements.

Background:

These proposed HY-10 Improvements are needed to support existing uses and future development within the HY-10 Ramsey plat area.

Attached are four agenda cases with attachments that outline all relevant background details associated with this case. The attached agenda cases are from the following meetings;

- EDA meeting - May 13, 2021
- EDA meeting - December 9, 2021
- City Council regular meeting - December 14, 2021
- EDA meeting - February 9, 2023

Also attached is the final draft of the HY-10 Ramsey Improvements Feasibility Report, dated March 9, 2023.

On February 21, 2023, the Public Works Committee reviewed the attached cases and Feasibility Report and discussed several items. The Committee members generally agreed with the design outlined in Option 2 and agreed by consensus that it would be best to construct the proposed improvements in 2023. Regarding paying for the improvements, the Committee discussed the potential use of special assessments to pay for a portion of the improvements. The Committee discussed how the City could justify the use of assessments for this project when no other pavement management projects have utilized special assessments in recent years. Discussions turned to whether assessments should be applied to only properties that would benefit from the extension of Ferret Street, including municipal utility extensions. After much discussion, staff agreed to develop potential preliminary assessment options for discussion with the City Council during their February 28th work session.

On February 28, 2023, the City Council discussed the proposed improvements during work session. The City Council agreed by consensus with the Public Works Committee recommendation for design option 2. However, when Council was informed that the owner of the property at the north end of the HY-10 Ramsey plat recently indicated they were no longer open to allowing Ferret Street to be extended through their property to connect to Bunker Lake Boulevard, Council agreed by consensus that special assessments would not be supported as a funding source since a primary benefit of the proposed improvements was to provide a secondary access for properties within the HY-10 Ramsey plat area. Council then agreed by consensus that the proposed improvements should be constructed in 2023 to support existing uses and future development within the HY-10 Ramsey plat area.

Bolton & Menk, Inc. has completed plans and specifications for the purpose of advertising bids for the proposed HY-10 Ramsey Improvements. Attached is a copy of the title sheet for Improvement Project #23-12.

Also attached is a copy of a construction services proposal from Bolton & Menk, Inc. to provide construction

staking and assist with project administration during construction with a not-to-exceed fee of $34,881.

City staff will inspect construction.

Notification:

Notifications are not required for this case.

Advertisements for bids will be published in the Anoka Union Herald and in Finance & Commerce on Friday, March 17th and Friday, March 24th, 2023, as required by State Statute. The project will also be advertised and bid electronically through QuestCDN.

Time Frame/Observations/Alternatives:

Observations:

The plans as prepared and proposed for bids include the extension of Ferret Street to Bunker Lake Boulevard which carries the highest project cost. Bolton & Menk already completed the plans with the Ferret Street extension included before the private property owner on the north end of the site indicated they no longer supported the extension of Ferret Street through their property. Extending Ferret Street to Bunker Lake Boulevard provides for the most cost-effective extension of municipal utilities, and provides secondary access to properties within the HY-10 Ramsey plat area. Staff is therefore hopeful that while plans are out for bids further discussions can occur that will result in the property owner once again supporting the extension of Ferret Street due to the benefit this design would provide to all properties in the area, including theirs. If the property owner does not agree to allowing Ferret Street to be extended through his property, the plans will be modified accordingly and an addendum will be issued showing the reconstruction of Ferret Street ending at the existing cul-de-sac north of 147th Avenue.

In order to complete plans and specifications, additional services were performed by Bolton & Menk in the amount of $27,998 as per the attached letter dated March 8, 2023. This work was needed to address specific design revisions requested by Staff in relation to the proposed ARAA sports dome project and other needs identified by staff during development of the HY-10 Ramsey Improvements plans. These costs will be spread across the various funding sources based on their applicable funding category.

As always, final plans and specifications are not attached to this case to prevent potential bidders from using the attachments to submit a bid. This can be problematic in that they would then not receive any addendum that might be issued before submitting their bid, resulting in bids that are not based on the same plans.

Alternatives:

Alternative #1:

Motion to adopt Resolution #23-054 approving plans and specifications and authorizing advertisements for bids for Improvement Project #23-12, HY-10 Ramsey Improvements.

Alternative #2:

Motion of other.

Funding Source:

The construction cost estimate for this project is $1,697,382. The estimated project costs, which include 23-percent indirect costs, totals $2,087,779.86.

Below are estimated project costs based on funding source;

- Streets/Sidewalks = $1,000,925.41 - Staff proposes to use TIF 14 Bonds for these improvements.
- Storm Sewer = $340,673.10 - Staff proposes to use Stormwater Funds for these improvements.
- Sanitary Sewer = $220,909.85 - Staff proposes to use Sanitary Sewer Funds for these improvements.
- Watermain = $525,271.50 - Staff proposes to use Water Funds for these improvements.

The recommended funding source for streets/sidewalks per Finance Director Lund and the City's financial

consultant, Ehlers, is to bond for the approximate $7M in improvements needed in The COR area, which consists of the HY-10 Ramsey Improvements and The COR infrastructure improvements. Issuing a Tax Increment bond requires increment to be available in the amount of 20% of the bond. The city does not currently have $7M in the TIF 14 district and the issuance of debt allows the city the flexibility to keep the current TIF 14 funds (approximately $2M for other improvements in the future). The issuance of debt is a cleaner process as it avoids the need for the set-up of internal loans from other funding sources, tracking these loans with not only pay back when increment becomes available, but also tracking interest. Bond numbers will be run once the true costs of the improvements are known.

Attached is a construction services proposal from Bolton & Menk, Inc in a not-to-exceed amount of $34,881. Staff is not able to provide these services and since Bolton & Menk prepared the plans they are best suited to provide the required construction staking and administrative assistance services during construction. Staff has reviewed this proposal and feel the proposed fees are reasonable.

Recommendation:

Staff recommends alternative #1 based on discussion from the February 28th City Council Work Session.

Outcome/Action:

Motion to adopt Resolution #23-054 approving plans and specifications and authorizing advertisements for bids for Improvement Project #23-12, HY-10 Ramsey Improvements.

Attachments

Resolution 23-054
EDA case 05-13-21
EDA case 12-09-21
CC case 12-14-21
EDA case 02-09-23
BMI Addl Services Ltr 03-08-23
BMI Constr Services Proposal
CIP Sheet HY-10 Ramsey
IP23-12 Feas Report

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/09/2023 02:19 PM
Form Started By: Bruce Westby		Started On: 03/09/2023 07:22 AM
Final Approval Date: 03/09/2023		

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

RESOLUTION #23-054

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR IMPROVEMENT PROJECT #23-11, HY-10 RAMSEY IMPROVEMENTS

WHEREAS, the City of Ramsey proposes to reconstruct the existing segments of Ferret Street, 146th Avenue and 147th Avenue within the HY-10 Ramsey plat; and

WHEREAS, the City proposes to extend Ferret Street to connect to Bunker Lake Boulevard to provide a secondary access route to properties within the HY-10 Ramsey plat; and

WHEREAS, the City proposes to extend sanitary sewer and watermain utilities under 147th Avenue and Ferret Street to allow all properties within the HY-10 Ramsey plat, which is located within the City's MUSA, to be served by municipal utilities; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-349 adopted December 14, 2021, the City Council accepted a design services proposal from Bolton & Menk, Inc. to update the Feasibility Report, prepare plans and specifications, and solicit bids for Improvement Project #23-12; and

WHEREAS, Bolton & Menk, Inc. has completed plans and specifications for the purpose of soliciting bids for said improvements.

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

1) The Ramsey City Council hereby approves the additional services performed by Bolton & Menk in the amount of $27,998 per their letter dated March 8, 2023 as needed to complete plans and specifications for the purpose of soliciting bids for City Improvement Project #23-12.

2) The Ramsey City Council hereby approves the plans and specifications prepared by Bolton & Menk, Inc. for said improvements and authorizes the advertisement of bids for said improvements as City Improvement Project #23-12.

3) The Ramsey City Council hereby approves the construction services proposal as submitted by Bolton & Menk, Inc. for City Improvement Project #23-12 in the not-to-exceed amount of $34,881.

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 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Economic Development Authority (EDA) 4. 2.

Meeting Date: 05/13/2021

By: Sean Sullivan, Community Development

Title:

Review West Armstrong Redevelopment Plans and Discuss Opportunities for Strategic Acquisition to Preserve Redevelopment Vision (portions of meeting may be closed to the public under Minnesota Statutes Section 13.D.05 Subdivision 3(c)(3) to consider purchase of real property)

Purpose/Background:

Further direction on this case was originally tabled at the April EDA Meeting. Staff is compiling any final questions submitted by EDA Commissioners and will be making further recommendations on or about Monday, May 10. This agenda will be updated at that time.

Purpose:

To discuss support for a potential infrastructure project west of Armstrong Blvd and to consider City role in the potential purchase of property in the area from willing sellers. The parcels below currently have active businesses or structures on site:

1. 8100 146th Avenue NW. Anoka County PID is 29-32-25-14-0012. Legal Description is Lot 1, Block 1, Hauser Addition
2. 8049 146th Avenue NW. Anoka County PID is 29-32-25-14-0011. Legal Description is Lot 4, Block 2, Hy-10 Ramsey
3. 8050 147th Avenue NW. Anoka County PID is 29-32-25-14-0008. Legal Description is Lot 1, Block 2, Hy-10 Ramsey
4. 14700 Armstrong Blvd NW. Anoka County PID is 29-32-25-11-0008. Legal Description is Lot 3, Block 1, Hy-10 Ramsey 3rd Add.
5. XXXX Ferret St NW, Anoka County PID is 29-32-25-11-0009. Legal Description is Lot 1, Block 1, Hy-10 Ramsey

(Number Identified on attached Map)

*Portions of meeting may be closed to the public under Minnesota Statutes Section 13.D.05 Subdivision 3(c)(3) to consider purchase of real property.

Background:

The Industrial market remains strong in the City of Ramsey. Industrial land over 1 acre, that is ready for development is becoming harder to find in Ramsey. Staff has received inquiries from existing Ramsey business looking to expand or build new buildings (15-50,000 SF Range) in the near future. Currently, the 43 acres east of Delta Mod Tech and the 14 acres south of Connexus are under contract or are in negotiations. That leaves approximately 20 acres west of Armstrong Blvd off Bunker Lake Boulevard as the only larger piece of land shovel ready for industrial development.

<u>Purpose</u>

The purpose of this case is to seek high-level policy direction as a recommendation to the City Council to discuss how aggressive the City should be to preserve the vision for cleanup and redevelopment of the industrial park generally west of Armstrong Boulevard and north of Highway 10.

There are 3 major components of planning in this area.

1. Future Land Use Planning/Zoning/Non-Conforming Uses
2. Economic Development Tools to Facilitate Cleanup/Blight Removal and Redevelopment
3. Infrastructure and Roads/Pavement Management Program

Background

Future Land Use Planning/Zoning/Non-Conforming Uses

From approximately 2015 through 2018, the City convened a series of public engagement meetings that led to the visioning and small area plan for this area. The planning area also included areas now known as the Bunker Lake Industrial Park and Riverstone Neighborhood. This redevelopment area is the final piece of this small area plan.

This area pre-dates current zoning regulations and zoning district, providing protections under lawful, non-conforming statutes. This area is generally characterized by aging, underutilized buildings and significant outside storage. As the surrounding areas of The COR, Bunker Lake Industrial Park and Riverstone Neighborhoods continue to develop, this aging industrial park appears to be in conflict with these surrounding areas. Public Nuisance Complaints continue to increase. A former gas station and former liquor store were previously purchased and removed to make way for the Armstrong Interchange.

The future land use vision contemplates this entire area redeveloping. Most of the Property Owners share this redevelopment vision, but timing, financing and market conditions appear to be a barrier. The areas east of Ferret Street are visioned as redeveloping as a primary retail corridor for the community. This area includes the new West Armstrong Retail Center. The areas west of Ferret Street are visioned as redeveloping as another business park similar to the Bunker Lake Industrial Park.

The City continues to respond to numerous zoning inquiries for uses that are not allowed by code and not protected by lawful, non-conforming statutes. The City has shown some flexibility through the issuance of Interim Use Permits that allow a temporary use until such time redevelopment occurs. Staff seeks policy direction as to whether this continued allowance for interim uses is appropriate, or a more aggressive approach is desired.

Economic Development Tools

Redevelopment projects are naturally more complicated and more expensive than 'greenfield' development of raw land. It is unlikely that the City will achieve the broader blight removal and redevelopment vision without financial assistance of some degree, including but not limited to potential acquisition of key parcels to preserve said vision. The site is located within TIF District #14 that also includes The COR.

Infrastructure and Roads/Pavement Management Program

In 2017-2018, the City began planning for the reconstruction of 146th Avenue, 147th Avenue and Ferret Street. In January of 2019, the City cancelled/delayed the project until future land use planning and visioning were complete. With the completion of the 2040 Comprehensive Plan Update, that visioning and land use planning is now complete and the City should be able to move forward with this needed pavement management plan without interfering with the redevelopment vision. In fact, investment in basic infrastructure in this area may leverage interest in private redevelopment. Based on current economic conditions and demand for industrial land, Staff thought this would be a good time to revisit this

position. This project expands sewer and water in the area and also connect Ferret Street to Bunker Lake Boulevard (new infrastructure in addition to reconstruction of existing infrastructure).

Notification:
Notification is not required.

Observations/Alternatives:
Observations:

The current uses (outside storage/industrial) by many of the businesses in the area (generally east of Ferret Street) are not consistent with current zoning (COR Retail). The industrial uses are considered lawful, non-conforming and can continue to operate as long as the use does not change and they are in compliance with city code. A few of these properties have required code enforcement actions to bring them into compliance due to excess outside storage and site use issues and the frequency of this has increased. Staff has been contacted by some landowners in the area west of Armstrong Blvd asking if the City would be interested in acquiring their properties. If the City is committed to a redevelopment City infrastructure project in the area, a strategy should be developed around the prioritization of land acquisition.

Alternatives:
At this time, this is simply a discussion item to determine the EDA level of interest in the proposed redevelopment project and to potentially identify parcels for acquisition. Nothing in this case should be interpreted as the City is actually considering additional land acquisition. Staff has not formulated a formal recommendation, and is seeking broad EDA recommendation. Here are some questions to contemplate:

- Does the EDA support making more industrial zoned property with sewer and water infrastructure available?

- Would the EDA support using TIF/EDA/HRA dollars to prepare plans and specs for roads and utilities?
    - TIF would be an eligible funding source is funds are expended prior to November 28, 2021

- Would the EDA support using TIF/EDA/HRA dollars to extend utilities, rebuild roads and extend Ferret Street north to Bunker Lake Boulevard?
    - TIF would be an eligible funding source is funds are expended prior to November 28, 2021

- Is the EDA interested in purchasing properties with blight and zoning issues (tied to recent zoning requests)?

- Is the EDA interested in purchasing strategically located properties to help facilitate this redevelopment project (i.e, locations for regional storm water)?

Funding Source:
If as a matter of policy and priority, the City felt this was an appropriate acquisition(s), there likely would be adequate economic development funds. Possible funding sources include:

1. EDA Fund
2. Anoka County HRA (Housing and Redevelopment Authority) Fund
3. TIF (Tax Increment Financing) (Expenses incurred prior to November 28, 2021)

Recommendation:
Based on discussion.

Action:
Based on discussion.

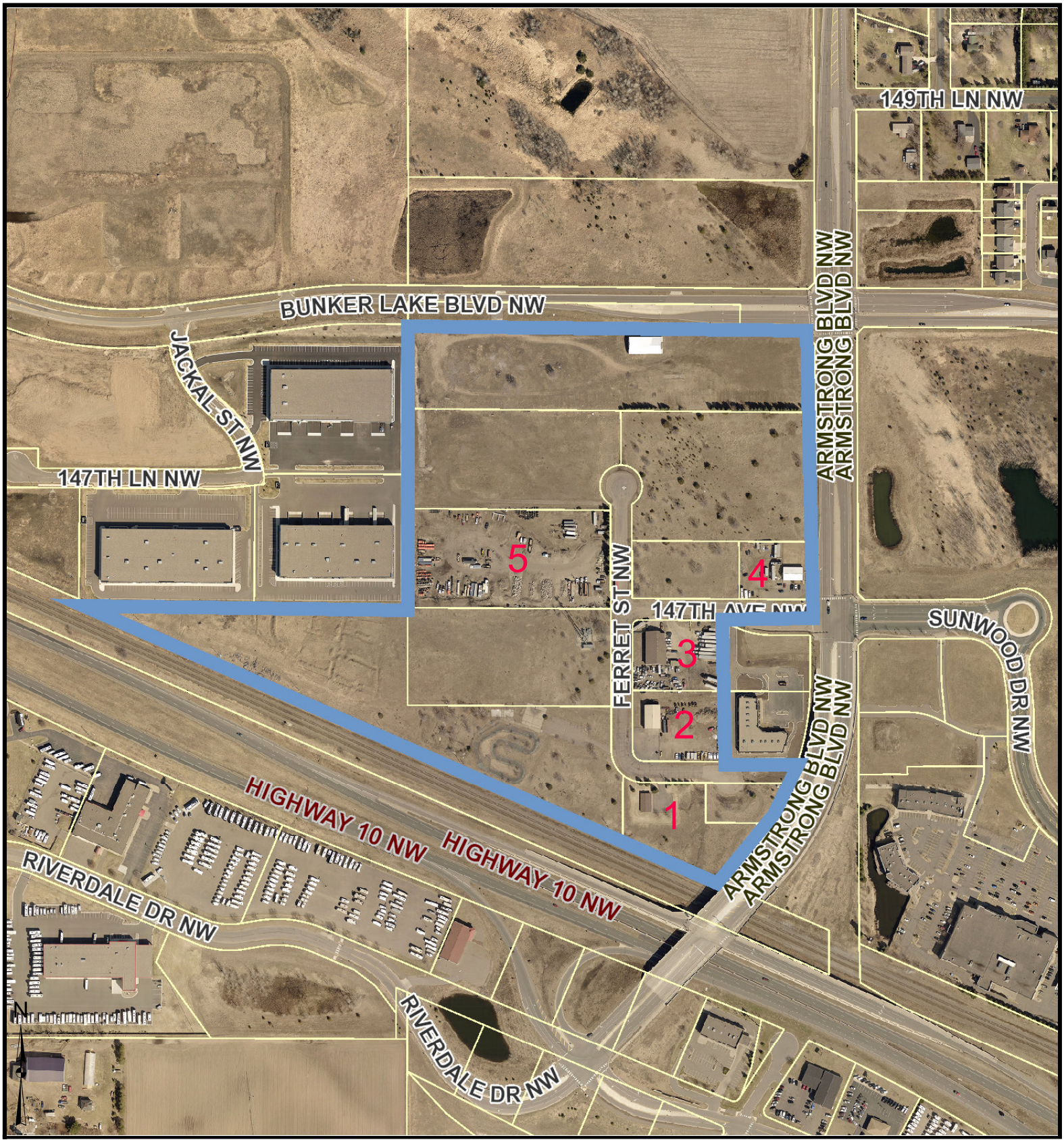
Attachments

Site and Parcel Location Map
January 2019 Project Termination Letter

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	05/05/2021 04:20 PM
Brian Hagen	Tim Gladhill	05/07/2021 10:21 AM
Form Started By: Sean Sullivan		Started On: 04/23/2021 03:31 PM
Final Approval Date: 05/07/2021		

West Armstrong Redevelopment Area



Parcel Information: Approx. Acres: 45

Commissioner: MATT LOOK

Plat:

Owner Information:

Sean Sullivan | 1:4,800 | Date: 3/29/2021

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.

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

January 22, 2019

Re: Termination of City Improvement Project #18-02, HY-10 Street Reconstructions

On Tuesday, October 23, 2018, the Ramsey City Council adopted Resolution #18-218 accepting the Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions, including Staff's recommendation to shelve the project until it is no longer needed, or until abutting property owners request that the streets be repaired, such as in the form of a petition.

The City strives to allocate resources as cost-effectively as possible by completing the proper improvements at the proper time. Considering the significant potential for re-development of the HY-10 Ramsey development, the City felt it would make the most sense to shelve Improvement Project #18-02 at this time. This effectively means the City will not propose to improve the streets in this development while waiting to determine if re-development will occur.

Even though Improvement Project #18-02 was shelved, the City's Public Works Department plans to repair and/or replace the bituminous pavement in and around the intersection of 147th Avenue and Ferret Street this summer.

This will be the last communication you will receive regarding this terminated improvement project. If you have any questions, please contact me at 763-433-9825 or *bwestby@cityoframsey.com*.

Sincerely,

Bruce Westby
City Engineer

Economic Development Authority (EDA) 4. 3.

Meeting Date: 12/09/2021
Submitted For: Sean Sullivan, Community Development
By: Sean Sullivan, Community Development

Title:
West Armstrong Redevelopment Area Update and Approval of Topographic Survey

Purpose/Background:
The purpose of this case is to:
1) Receive West Armstrong Redevelopment Area Update
2) Consider approval of Topographic Survey
3) Consider a recommendation to the City Council to fund the Proposal for Engineering Services (i.e., feasibility, preliminary design, plans and specs) for West Armstrong Redevelopment Area

Background:

In May of 2021, the EDA and City Council reaffirmed the vision of the West Armstrong Redevelopment Area (Industrial and COR zoning) and to asked Staff to put together a plan to identify project costs and design to:
1) Reconstruct 146th, 147th and Ferret Street
2) Extend Ferret St. to Bunker Lake Boulevard
3) Install City Sewer, Water and Storm Sewer

Development Update in West of Armstrong Redevelopment Area and Bunker Lake Business Park
Industrial development and demand remains strong in the City of Ramsey. Recent in-fill Development (65,000 SF - Anderson Dahlen - AEC Energy Park) and developments in Bunker Lake Industrial Park (Oppidan - 405,000 SF and BLIP 4 - 67,000 SF) have reduced the available industrial land to approximately 20 acres. Staff and PSD LLC have been working with an unidentified user to acquire approximately 10 acres and to construct a 100-150,000 SF industrial warehouse building in Bunker Lake Industrial Park. If this project is completed that would leave approximately 10 acres of shovel ready land available for industrial development.

In May of 2021 the City Council and EDA affirmed to land use vision in the West Armstrong Redevelopment area identifying the land west of Ferret St as Commercial / Industrial and the land east of Ferret Street as Retail / Office (COR). Staff has been approached by smaller industrial users and other commercial/industrial projects that have interest in locating to that area if City utilities are available. The City Council directed staff to bring forth a proposal to obtain design and costs to reconstruct and design roadways and to install City utilities.

The Proposed City Road and Infrastructure Project
In 2017-2018, the City began planning for the reconstruction of 146th Avenue, 147th Avenue and Ferret Street. In January of 2019, the City tabled the project with the support of the adjacent private property owners until future land use planning and visioning were complete. With the completion of the 2040 Comprehensive Plan Update, that visioning and land use planning is now complete and the City should be able to move forward with this needed pavement management plan without interfering with the redevelopment vision. In fact, investment in basic infrastructure in this area likely will leverage interest in private redevelopment. This proposed project expands sewer and water in the area and also connects Ferret Street to Bunker Lake

Boulevard (new infrastructure in addition to reconstruction of existing infrastructure).

City Staff has worked with Bolton and Menk to put together a phased approach that will ultimately provide a cost and preliminary design of improvements in the area. A topographical survey and borings are needed prior to putting together a design and cost estimate for the project. A copy of the proposal for the Topographical Survey is attached to this case. Staff is proposing that this cost be paid for out of the EDA Professional Services Fund (9230.6315). Once the Topographical Survey is complete, Bolton and Menk can begin work on the Engineering Services for the West Armstrong Redevelopment Area. The Proposal for Engineering Services (i.e., feasibility, preliminary design, plans and specs) for West Armstrong Redevelopment Area is attached to this case and would need City Council Approval.

Staff is asking for action by the EDA on both of these proposals.

Notification:
Notification is not required.

Observations/Alternatives:
Observations:
The proposal for the Topographic Survey is for $7,955.00. Staff is recommending that the EDA authorize funding this out of its Professional Services (9230-6315. the EDA does not need City Council approval for this expenditure as it is within the the EDA annual approved budget.

The proposal for Engineering Services for West Armstrong Redevelopment Area (Design / Plans and Specs and Updated Bunker Lake Blvd Feasibility Study) is $49,835.00. It should be noted that the Topographical Survey referenced in this proposal has been removed and is included in the $7,955.00 Topographical Survey above. In this proposal there is also a proposed Feasibility Report Update at the line item cost of $8,160. Staff has spoken with City Engineer Bruce Westby and this feasibility update could be performed in-house by the City Engineering team if there is available staff capacity. Staff would ask for flexibility from the EDA and a recommendation the the City Council to fund the entire cost of the study (including the Feasibility Report Update) with the ability to reduce it if the work can be done internally. This item cannot be authorized by the EDA and will need City Council approval.

Proposal for Engineering Services for West Armstrong Redevelopment Area Topographical Survey - $7,955.00 -
Alternatives:

1) EDA authorize funding and order report of Engineering Services for West Armstrong Redevelopment Area Topographical Survey as presented ($7,955.00)
2) Something else

Proposal for Engineering Services for West Armstrong Redevelopment Area (Design/Plans and Specs and Feasibility Update) - $49,835
Alternatives:

1) EDA recommend to City Council to Authorize the Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)(Staff Recommendation)
2) EDA recommend to City Council to Authorize the Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Specs) excluding the Feasibility Report Update ($41,675)
3) Something else

Funding Source:

Engineering Services for West Armstrong Redevelopment Area Topographical Survey
The funding is proposed to come from EDA professional services line item budget 9230-6315.

Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update)
The funding for this action would be determined based on consultation with Finance Director and City Council direction.

1. PIR Fund
2. EDA Fund Balance
3. Anoka County HRA (Housing and Redevelopment Authority) Fund
4. TIF (Tax Increment Financing) (Expenses incurred prior to November 28, 2023)

Recommendation:

EDA authorize funding and order report of Engineering Services for West Armstrong Redevelopment Area Topographical Survey as presented ($7,955.00)

and;

EDA recommend to City Council to Authorize the Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)(Staff Recommendation)

Action:

Motion to authorize funding and order report of Engineering Services for West Armstrong Redevelopment Area Topographical Survey as presented ($7,955.00)

and;

Motion to recommend to City Council to Authorize the Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)

Attachments

Site Location Map
ACTION - Proposal for Topographical Survey
ACTION - Proposal for Design and Plans and Specs

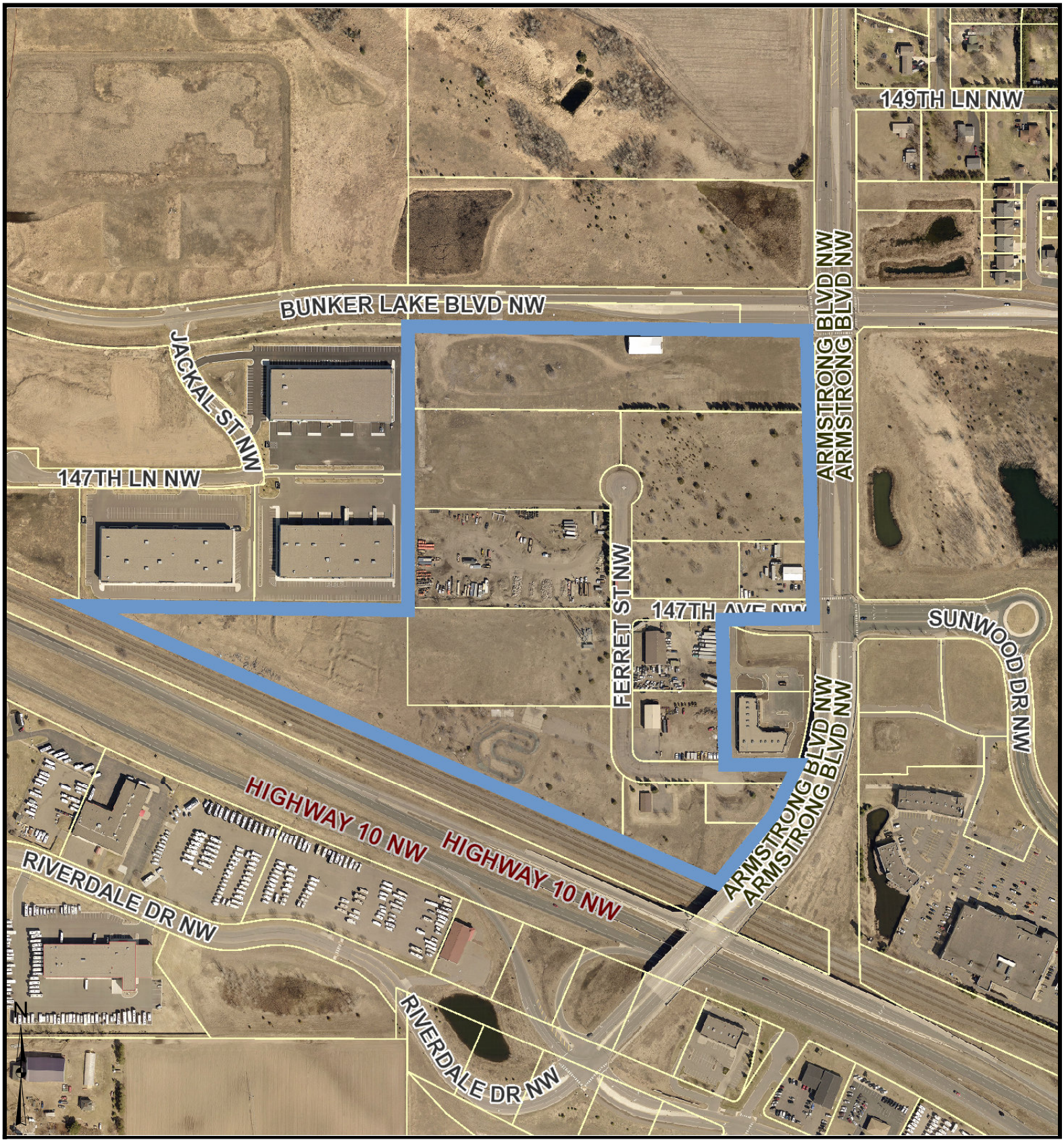
Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	12/01/2021 03:31 PM
Bruce Westby	Bruce Westby	12/02/2021 09:27 AM
Brian Hagen	Brian Hagen	12/02/2021 10:00 AM
Kurt Ulrich	Kurt Ulrich	12/02/2021 02:02 PM

Form Started By: Sean Sullivan Started On: 11/29/2021 10:01 AM

Final Approval Date: 12/02/2021

West Armstrong Redevelopment Area



Parcel Information: Approx. Acres: 45

Commissioner: MATT LOOK

Plat:

Owner Information:

Sean Sullivan	1:4,800	Date: 3/29/2021

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.

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

November 23, 2021

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Engineering Services – West Armstrong Redevelopment Area Topographic Survey

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for a topographic survey of the West Armstrong Redevelopment Area Improvement project. Our scope and fees were prepared based on our conversations, along with previous documents prepared for the area. The proposed improvements will be generally as described below:

- Street construction & reconstruction of Ferret Street from 146th Avenue to Bunker Lake Boulevard,
- Street reconstruction of 147th Avenue and 146th Avenue to the extents shown on the attached figure,
- Extension of sanitary sewer, water and storm sewer to serve the area, and
- Improvements to Bunker Lake Boulevard necessary to allow for the Ferret Street connection.

Project scope assumptions used in creating this fee proposal include the following:

- **A topographic survey** of the corridors will be required for the project. The Bunker Lake Boulevard survey and design will be completed separately.

SCHEDULE AND FEES

Bolton & Menk will immediately schedule the survey and attempt to complete in 2021. Based on our understanding of the improvements, our proposed fees for the work are $7,955.00.

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

Bolton & Menk is an equal opportunity employer.

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

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Fax: (763) 427-0833
Bolton-Menk.com

November 23, 2021

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Engineering Services – West Armstrong Redevelopment Area

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the West Armstrong Redevelopment Area Improvement project. Our scope and fees were prepared based on our conversations, along with previous documents prepared for the area.

The proposal is based on your July 9, 2021 email request, including the layout attached to the email.

SCOPE

The proposed base improvements will be generally as described below:

- Street construction & reconstruction of Ferret Street from 146th Avenue to Bunker Lake Boulevard,
- Street reconstruction of 147th Avenue and 146th Avenue to the extents shown on the attached figure,
- Extension of sanitary sewer, water and storm sewer to serve the area, and
- Improvements to Bunker Lake Boulevard necessary to allow for the Ferret Street connection.

Attached is a figure depicting anticipated improvements.

Project scope assumptions used in creating this fee proposal include the following:

- **A topographic survey** of the corridors will be completed under a separate contract. Information from the survey will be used for the design of the project.
- **Geotechnical** borings will be required for the project. A total of 3 borings within the redevelopment area will be required. We will use a combination of soil borings, record drawings and recommendations from the City's October 18, 2018 study to complete the pavement design for the area roadways.
- **Watermain** will be installed in Ferret Street from 146th Avenue to Bunker Lake Boulevard, connecting to the 12-inch watermain located in 147th Avenue and also connecting to the watermain in Bunker Lake Boulevard. The watermain will also be extended along 146th Avenue to the existing cul-de-sac bulb. Service lines and fire hydrants will be installed along the corridor as-needed. The City will perform a leak test of the existing watermains in the area during the design phase of the project.

- **Sanitary Sewer** will be installed along the street segments, with connections anticipated to the existing sewer lines located in Bunker Lake Boulevard and 146th Avenue. Services will be extended as needed along the corridors. The City will televise the existing sanitary sewer lines in the areas during the design phase of the project.
- **Storm Sewer** will be installed along the corridors, with connections made to the existing systems in Armstrong Boulevard and Bunker Lake Boulevard. We will work with the City to determine storm water treatment needs for the proposed improvements. The City will televise the existing storm sewer lines in the areas during the design phase of the project.
- **Right-of-Way** and/or easements will be required for the project. New Right-of-Way (ROW) will be required for the Ferret Street extension. ROW and easements may be required along Bunker Lake Boulevard, depending upon the final scope of the improvements.
- **State Aid formatted plans and specifications**, will not be required for the project.
- **Traffic Control** will be designed per the Field Manual for Temporary Traffic Control Zone Layouts, and no project specific traffic control layouts will be created. The Traffic Control and Staging plans listed above will provide guidance to allow the contractor to prepare detailed plans for submittal and review.
- The City will forward **existing plans and record drawings** for the corridor for use in creation of the base drawings.
- On-line bidding through **QuestCDN** will be used for procurement of bids, with the on-line bid opening facilitated at Bolton & Menk's Ramsey office location.
- **Construction related services** such as staking, administration and observation are not included in this proposal. A separate proposal can be submitted once the extent and timing of the improvements is finalized.

BUNKER LAKE BOULEVARD

Ferret Street is proposed to connect to Bunker Lake Boulevard. The Future Business Park report, completed in 2015, provided recommendations for the long-term configuration of the roadway. A right-in/right-out access is depicted near the proposed connection of Ferret Street to Bunker Lake Boulevard. A full access is shown to the west of the proposed access location. See attached figures 5 and 8 from that study for reference.

The report was prepared prior to significant development in the area and included assumptions of businesses with high traffic volumes being developed in the area. We are proposing to update the traffic analysis completed with the study as a portion of this proposal. Recommendations from a traffic study update could include:

- Allow for right-in/right-out connection,
- Allow for right-in/right-out connection with addition of an eastbound right turn lane,
- Allow for full access with creation of westbound left turn lane in median,
- Allow for full access with creation of westbound left turn lane in median and additional long-term improvements to Bunker Lake Road.

This proposal assumes minor improvements to Bunker Lake Boulevard to allow for the connection of Ferret Street. Depending upon the outcome of the traffic study, additional improvements to Bunker Lake

Boulevard may be required or recommended. We will discuss the findings of the study with the City and determine the next series of improvements for Bunker Lake Boulevard.

FEASIBILITY REPORT UPDATE

The City of Ramsey completed a Feasibility Report in October of 2018. The report included considerations for many of the improvements currently proposed. We will work with the City to update the previously prepared Feasibility Report for the project. We anticipate this will include:

- Receive previous report from City in Word format,
- Update text, figures, cost estimates, and assessment roll,
- Review revised document with City, and
- Incorporate final revisions, as needed.

SCHEDULE

The project schedule has yet to be determined. Bolton & Menk is available to begin plan preparation upon receiving a notice to proceed from the City.

PERMITTING AND APPROVALS

The work associated with the roadway improvements will require the following permits:

- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control),
- MPCA (NPDES – Construction Stormwater General Permit), and
- MnDOT State Aid Approval (potentially for Bunker Lake Boulevard).

FEES

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. We are proposing to use AET for geotechnical services. Based on our understanding of the improvements, our proposed fees for the work, including geotechnical services, are $49,835.00.

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

ATTACHMENTS:
- Improvements Exhibits
- Future Business Park Exhibits (2 Pages)
- Detailed Fee Spreadsheet

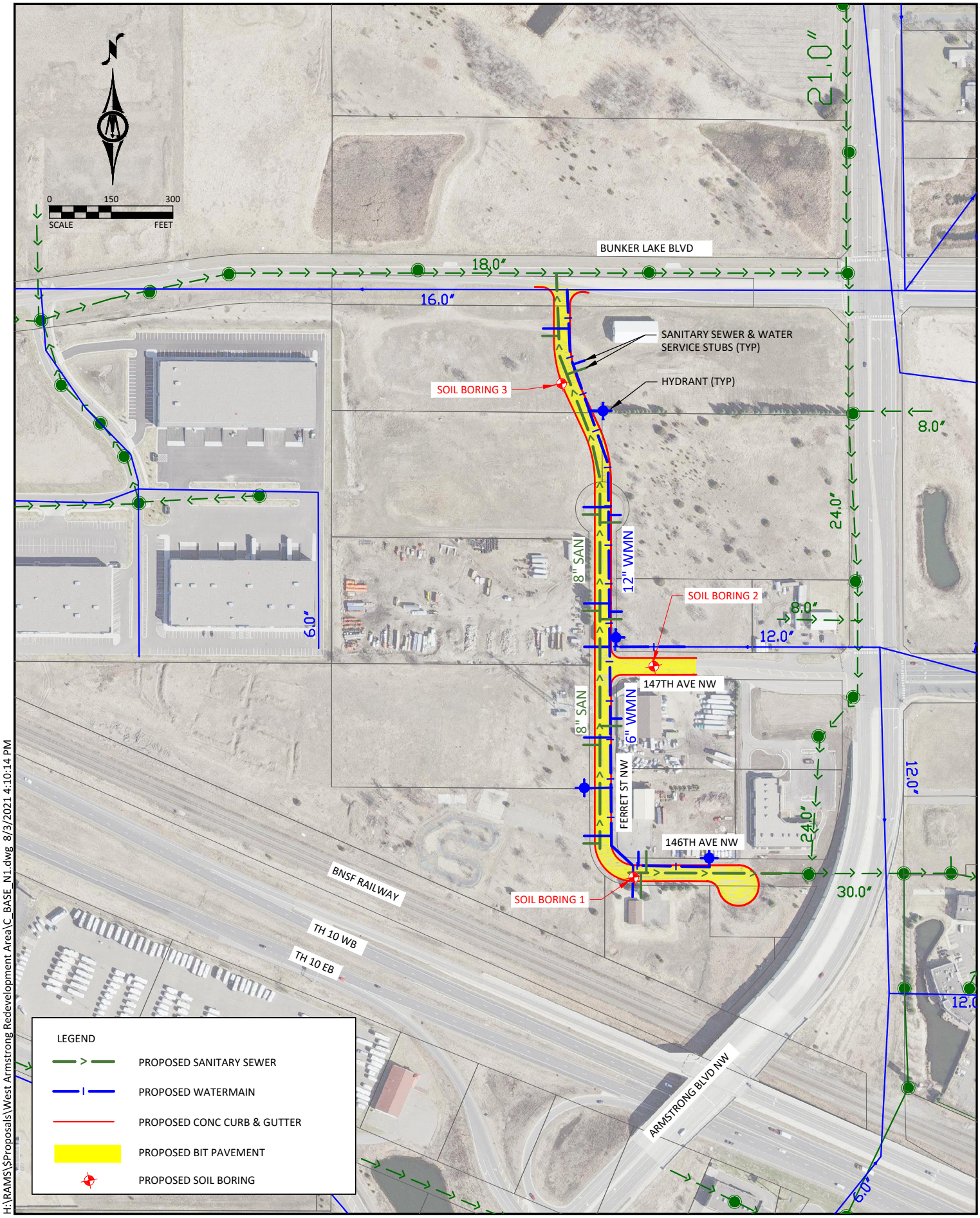
West Armstrong Redevelopment

City of Ramsey

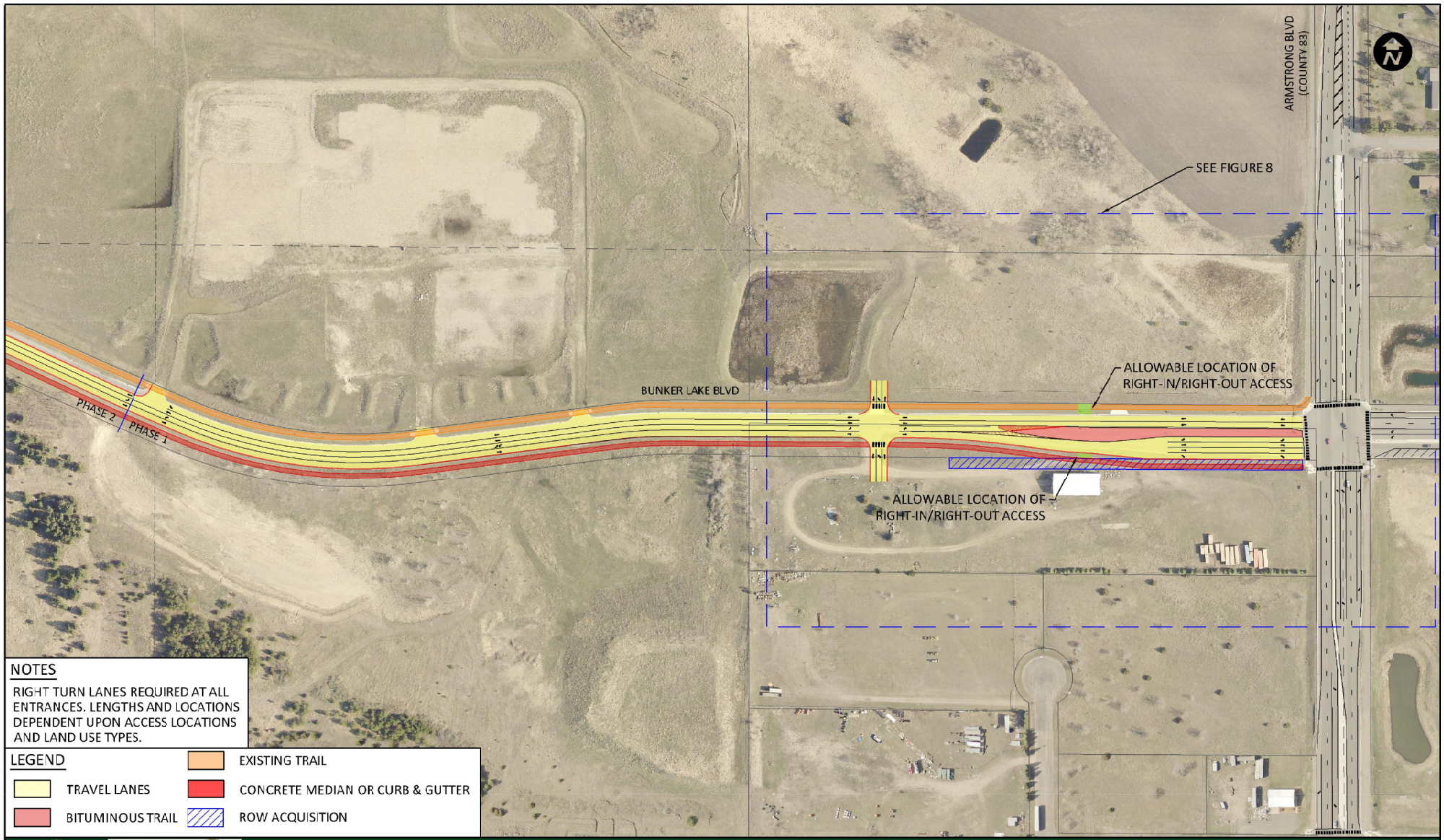
Proposed Improvements

August 2021

BOLTON & MENK



H:\RAMS\Proposals\West Armstrong Redevelopment Area\C_BASE_N1.dwg 8/3/2021 4:10:14 PM



NOTES

RIGHT TURN LANES REQUIRED AT ALL ENTRANCES. LENGTHS AND LOCATIONS DEPENDENT UPON ACCESS LOCATIONS AND LAND USE TYPES.

LEGEND

- TRAVEL LANES
- BITUMINOUS TRAIL
- EXISTING TRAIL
- CONCRETE MEDIAN OR CURB & GUTTER
- ROW ACQUISITION

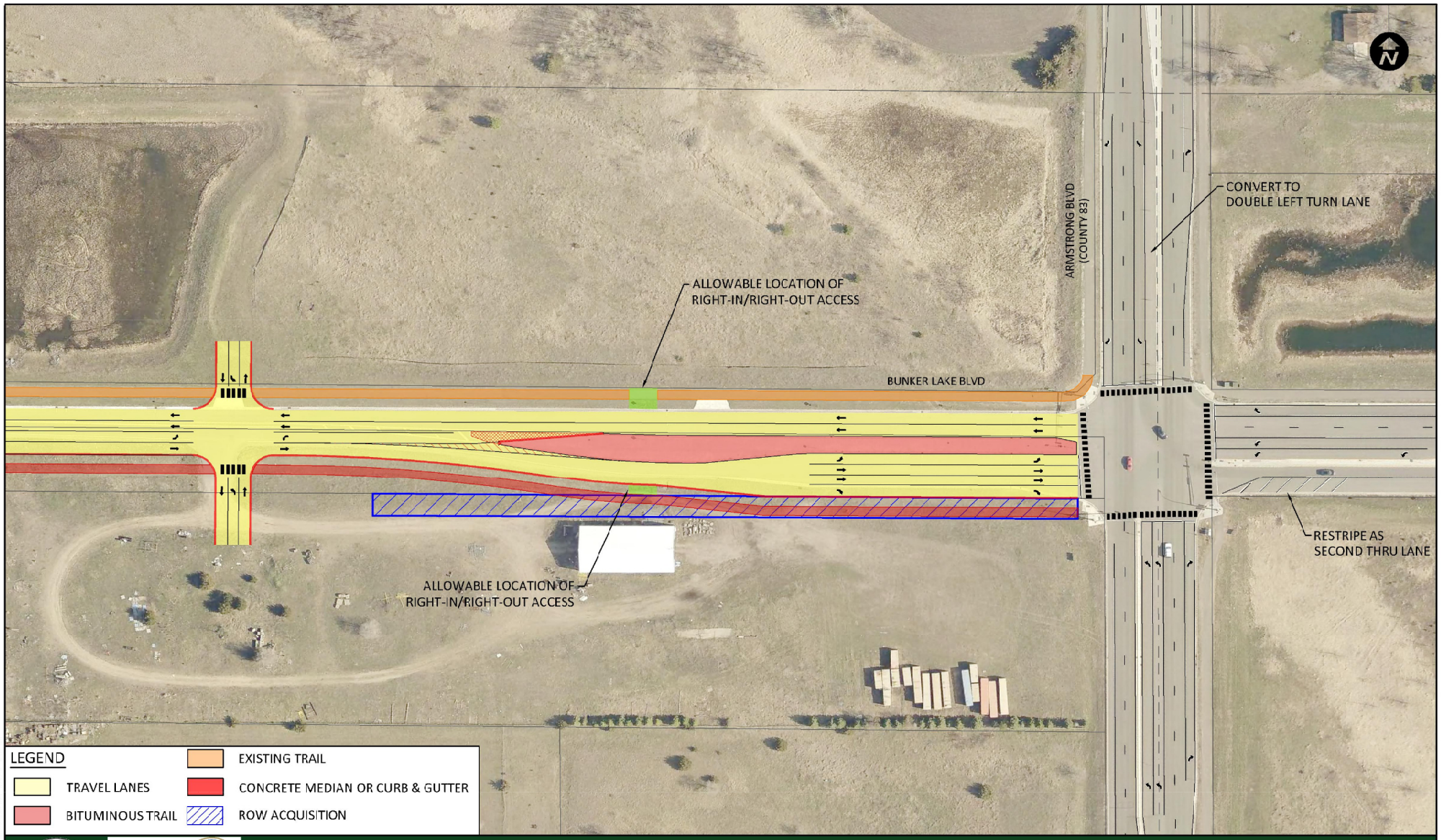
BOLTON & MENK Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 5 - GEOMETRICS

July, 2015



BOLTON & MENK
Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 8 - BUNKER LAKE BOULEVARD AT ARMSTRONG BOULEVARD

July, 2015

DETAILED COST ESTIMATE

CLIENT: City of Ramsey PROJECT: West Armstrong Redevelopment Area	BOLTON & MENK, INC.								
WORK TASK DESCRIPTION	**Project Manager**	**Project Engineer**	**Design Engineer**	**Sr. Traffic Engineer**	**Technician**	**Survey**	**Clerical**	**Total Hours**	**Cost**
Design Services									
1.0 Project Management / Meetings	6	6	2	0	0	0	2	**16**	$2,510
2.0 Feasibilty Report Update	8	24	0	0	24	0	0	**56**	$8,160
3.0 Bunker Lake Boulevard Traffic Study Update	2	0	10	8	2	0	0	**22**	$3,620
4.0 Utility Coordination	0	4	2	0	2	0	0	**8**	$1,130
5.0 Geotechnical Coordination	0	2	2	0	0	0	1	**5**	$670
6.0 Final Design / Plan Preparation / Estimates / Permits	9	35	66	3	86	0	20	**219**	$29,950
7.0 Bidding Services	5	10	7	0	0	0	5	**27**	$3,890
Subtotal Bolton & Menk Design	**25**	**71**	**82**	**11**	**114**	**0**	**23**	**326**	$46,040
								SUBCONSULTANT - American Engineering Testing	$3,795
								TOTAL for Design through Bidding	**$49,835**

Meeting Date: 12/14/2021
Submitted For: Sean Sullivan, Community Development
By: Sean Sullivan, Community Development

Information
Title:
Adopt Resolution #21-349 Authorizing Funding and Ordering Engineering Services for West Armstrong Redevelopment Area (Plans, Specs and Feasibility Update)

Purpose/Background:
The purpose of this case is to:
1) Receive West Armstrong Redevelopment Area Update
2) Consider adoption of Resolution #21-349 Authorizing Funding and Ordering Engineering Services for West Armstrong Redevelopment Area (Plans, Specs and Feasibility Update)

Background:

In May of 2021, the EDA and City Council reaffirmed the vision of the West Armstrong Redevelopment Area (Industrial and COR zoning) and to asked Staff to put together a plan to identify project costs and design to:
1) Reconstruct 146th, 147th and Ferret Street
2) Extend Ferret St. to Bunker Lake Boulevard
3) Install City Sewer, Water and Storm Sewer

Development Update in West of Armstrong Redevelopment Area and Bunker Lake Business Park
Industrial development and demand remains strong in the City of Ramsey. Recent in-fill Development (65,000 SF - Anderson Dahlen - AEC Energy Park) and developments in Bunker Lake Industrial Park (Oppidan - 405,000 SF and BLIP 4 - 67,000 SF) have reduced the available industrial land to approximately 20 acres. Staff and PSD LLC have been working with an unidentified user to acquire approximately 10 acres and to construct a 100-150,000 SF industrial warehouse building in Bunker Lake Industrial Park. If this project is completed that would leave approximately 10 acres of shovel ready land available for industrial development.

In May of 2021, the City Council and EDA affirmed to land use vision in the West Armstrong Redevelopment area identifying the land west of Ferret St as Commercial / Industrial and the land east of Ferret Street as Retail / Office (COR). Staff has been approached by smaller industrial users and other commercial/industrial projects that have interest in locating to that area if City utilities are available. On December 9, 2021 the Anoka Ramsey Athletic Association (ARAA) announced that they have secured site in the West Armstrong Redevelopment to erect a sports dome and other facilities. The City Council directed staff to bring forth a proposal to obtain design and costs to reconstruct and design roadways and to install City utilities and the heighten level of interest in this area certainly supports this action.

The Proposed City Road and Infrastructure Project
In 2017-2018, the City began planning for the reconstruction of 146th Avenue, 147th Avenue and Ferret Street. In January of 2019, the City tabled the project with the support of the adjacent private property owners until future land use planning and visioning were complete. With the completion of the 2040 Comprehensive Plan Update, that visioning and land use planning is now complete and the City should be able to move

forward with this needed pavement management plan without interfering with the redevelopment vision. In fact, investment in basic infrastructure in this area likely will leverage interest in private redevelopment. This proposed project expands sewer and water in the area and also connects Ferret Street to Bunker Lake Boulevard (new infrastructure in addition to reconstruction of existing infrastructure).

City Staff has worked with Bolton and Menk to put together a phased approach that will ultimately provide a cost and preliminary design of improvements in the area. Topographical survey and soil borings are needed prior to putting together a design and cost estimate for the project. A copy of the proposal for the Topographical Survey is attached to this case. The EDA approved this expenditure at the December 9, 2021 Meeting.

Once the Topographical Survey is complete, Bolton and Menk can begin work on the Engineering Services for the West Armstrong Redevelopment Area. The Proposal for Engineering Services (i.e., feasibility, preliminary design, plans and specs) for West Armstrong Redevelopment Area is attached to this case and would need City Council Approval.

Staff is asking for action by the City Council to authorize Engineering Services for West Armstrong Redevelopment Area (i.e., feasibility, preliminary design, plans and specs) outlined in the Bolton and Menk proposal.

Notification:
Notification is not required.

Observations/Alternatives:
Observations:
The proposal for Engineering Services for West Armstrong Redevelopment Area (Design / Plans and Specs and Updated Bunker Lake Blvd Feasibility Study) is $49,835.00. It should be noted that the Topographical Survey referenced in this proposal has been removed and is included in the $7,955.00 Topographical Survey which was already approved by the EDA. In this proposal there is also a proposed Feasibility Report Update at the line item cost of $8,160. Staff has spoken with City Engineer Bruce Westby and this feasibility update could be performed in-house by the City Engineering team if there is available staff capacity. Staff would ask for flexibility from the the City Council to fund the entire cost of the study (including the Feasibility Report Update) with the ability to reduce it if the work can be done internally.

Proposal for Engineering Services for West Armstrong Redevelopment Area (Design/Plans and Specs and Feasibility Update) - $49,835

Alternatives:

1) Adopt Resolution #21-349 Authorizing Funding and Ordering Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)(EDA Recommendation)
2) Adopt Resolution #21-349 Authorizing Funding and Ordering Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Specs) excluding the Feasibility Report Update ($41,675)
3) Something else

Funding Source:
Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update)
The funding for this action would be the PIR Fund.

Recommendation:

The EDA met on December 9, 2021 and passed a unanimous motion to recommend to the City Council to Authorize the Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)

Action:
Motion to Adopt Resolution #21-349 Authorizing Funding and Ordering Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as presented ($49,835)

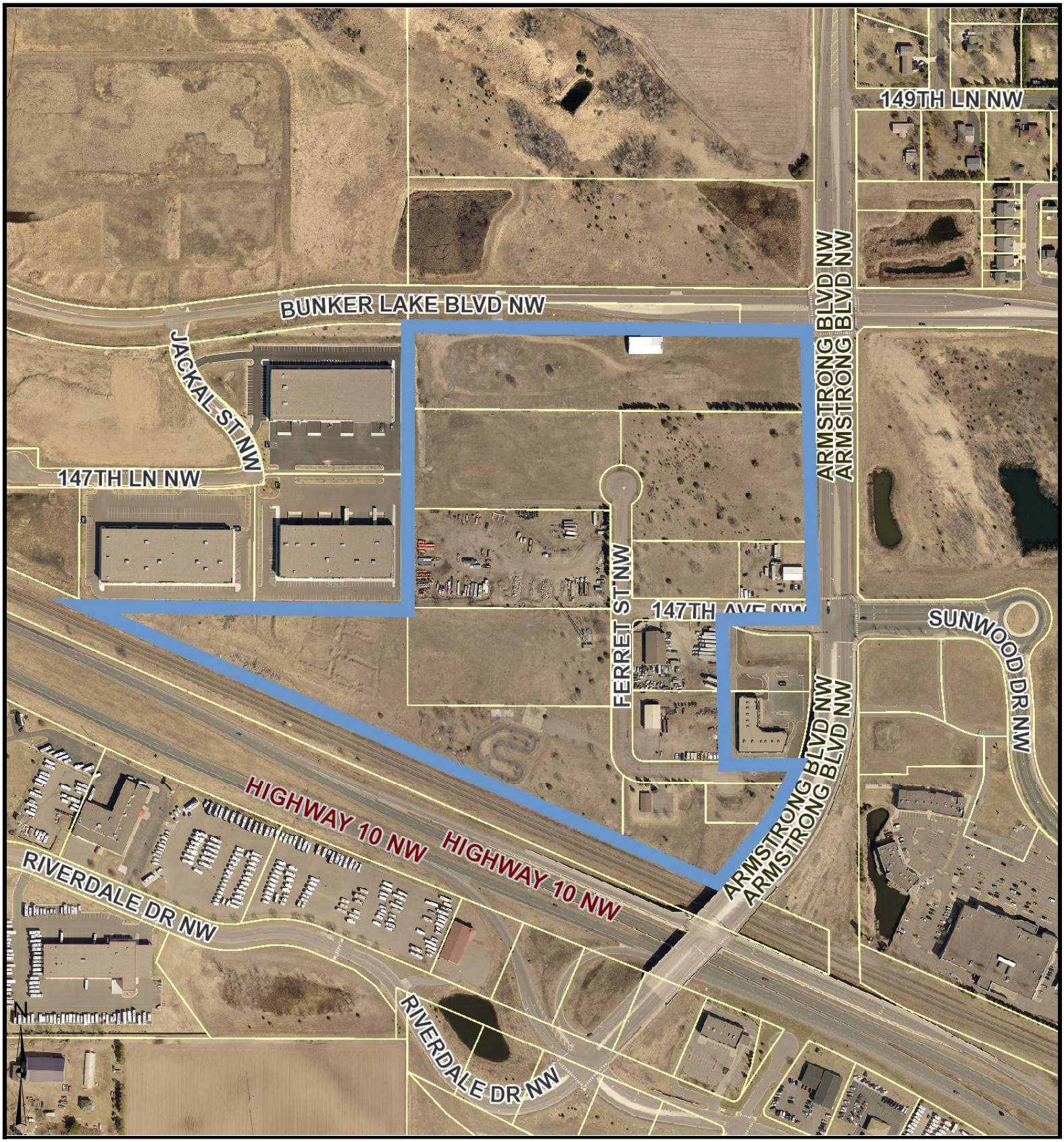
Attachments

Site Location Map
ACTION - Resolution #21-349
ACTION - Proposal for Design and Plans and Specs
Reference EDA Approved - Proposal for Topographical Survey

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	12/09/2021 09:52 AM
Bruce Westby	Sean Sullivan	12/09/2021 09:56 AM
Sean Sullivan (Originator)	Sean Sullivan	12/09/2021 10:05 AM
Bruce Westby	Bruce Westby	12/09/2021 10:31 AM
Brian Hagen	Brian Hagen	12/09/2021 01:15 PM
Kurt Ulrich	Kurt Ulrich	12/09/2021 01:31 PM
Form Started By: Sean Sullivan		Started On: 12/06/2021 04:30 PM
Final Approval Date: 12/09/2021		

West Armstrong Redevelopment Area



Parcel Information: Approx. Acres: 45

Commissioner: MATT LOOK

Plat:

Owner Information:

Sean Sullivan	1:4,800	Date: 3/29/2021

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 #21-349

RESOLUTION AUTHORIZING FUNDING AND ORDERING ENGINEERING SERVICES FOR WEST ARMSTRONG REDEVELOPMENT AREA

WHEREAS, in May of 2021 the Ramsey EDA and Ramsey City Council affirmed the land use vision in the West of Armstrong Redevelopment Area and directed staff to obtain a proposal to obtain design/plans and specs to reconstruct roadways and to install City utilities in the area; and

WHEREAS, on December 9, 2021, the EDA approved the Engineering Services for the Topographical Survey of the West Armstrong Redevelopment Area and ordered the work to commence; and

WHEREAS, on December 9, 2021, the EDA unanimously recommended that the City Council Authorize Funding and Order Engineering Services for West Armstrong Redevelopment Area (Designs/Plans and Feasibility Update) as defined in the Bolton and Menk proposal for a cost of $49,835; and

WHEREAS, Staff has received development inquiries and interest from landowners in the area to reconstruct roadways and to install City infrastructure to allow this area to redevelop efficiently.

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

1) That the City of Ramsey authorizes $49,835 in funding from the PIR fund and authorizes City Officials to order Engineering Services for West Armstrong Redevelopment Area (Design/Plans and Specs and Feasibility Update)

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 14th day of December, 2021.

_____
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

November 23, 2021

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Engineering Services – West Armstrong Redevelopment Area

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the West Armstrong Redevelopment Area Improvement project. Our scope and fees were prepared based on our conversations, along with previous documents prepared for the area.

The proposal is based on your July 9, 2021 email request, including the layout attached to the email.

SCOPE

The proposed base improvements will be generally as described below:

- Street construction & reconstruction of Ferret Street from 146th Avenue to Bunker Lake Boulevard,
- Street reconstruction of 147th Avenue and 146th Avenue to the extents shown on the attached figure,
- Extension of sanitary sewer, water and storm sewer to serve the area, and
- Improvements to Bunker Lake Boulevard necessary to allow for the Ferret Street connection.

Attached is a figure depicting anticipated improvements.

Project scope assumptions used in creating this fee proposal include the following:

- **A topographic survey** of the corridors will be completed under a separate contract. Information from the survey will be used for the design of the project.
- **Geotechnical** borings will be required for the project. A total of 3 borings within the redevelopment area will be required. We will use a combination of soil borings, record drawings and recommendations from the City's October 18, 2018 study to complete the pavement design for the area roadways.
- **Watermain** will be installed in Ferret Street from 146th Avenue to Bunker Lake Boulevard, connecting to the 12-inch watermain located in 147th Avenue and also connecting to the watermain in Bunker Lake Boulevard. The watermain will also be extended along 146th Avenue to the existing cul-de-sac bulb. Service lines and fire hydrants will be installed along the corridor as-needed. The City will perform a leak test of the existing watermains in the area during the design phase of the project.

- **Sanitary Sewer** will be installed along the street segments, with connections anticipated to the existing sewer lines located in Bunker Lake Boulevard and 146th Avenue. Services will be extended as needed along the corridors. The City will televise the existing sanitary sewer lines in the areas during the design phase of the project.
- **Storm Sewer** will be installed along the corridors, with connections made to the existing systems in Armstrong Boulevard and Bunker Lake Boulevard. We will work with the City to determine storm water treatment needs for the proposed improvements. The City will televise the existing storm sewer lines in the areas during the design phase of the project.
- **Right-of-Way** and/or easements will be required for the project. New Right-of-Way (ROW) will be required for the Ferret Street extension. ROW and easements may be required along Bunker Lake Boulevard, depending upon the final scope of the improvements.
- **State Aid formatted plans and specifications**, will not be required for the project.
- **Traffic Control** will be designed per the Field Manual for Temporary Traffic Control Zone Layouts, and no project specific traffic control layouts will be created. The Traffic Control and Staging plans listed above will provide guidance to allow the contractor to prepare detailed plans for submittal and review.
- The City will forward **existing plans and record drawings** for the corridor for use in creation of the base drawings.
- On-line bidding through **QuestCDN** will be used for procurement of bids, with the on-line bid opening facilitated at Bolton & Menk's Ramsey office location.
- **Construction related services** such as staking, administration and observation are not included in this proposal. A separate proposal can be submitted once the extent and timing of the improvements is finalized.

BUNKER LAKE BOULEVARD

Ferret Street is proposed to connect to Bunker Lake Boulevard. The Future Business Park report, completed in 2015, provided recommendations for the long-term configuration of the roadway. A right-in/right-out access is depicted near the proposed connection of Ferret Street to Bunker Lake Boulevard. A full access is shown to the west of the proposed access location. See attached figures 5 and 8 from that study for reference.

The report was prepared prior to significant development in the area and included assumptions of businesses with high traffic volumes being developed in the area. We are proposing to update the traffic analysis completed with the study as a portion of this proposal. Recommendations from a traffic study update could include:

- Allow for right-in/right-out connection,
- Allow for right-in/right-out connection with addition of an eastbound right turn lane,
- Allow for full access with creation of westbound left turn lane in median,
- Allow for full access with creation of westbound left turn lane in median and additional long-term improvements to Bunker Lake Road.

This proposal assumes minor improvements to Bunker Lake Boulevard to allow for the connection of Ferret Street. Depending upon the outcome of the traffic study, additional improvements to Bunker Lake

Boulevard may be required or recommended. We will discuss the findings of the study with the City and determine the next series of improvements for Bunker Lake Boulevard.

FEASIBILITY REPORT UPDATE

The City of Ramsey completed a Feasibility Report in October of 2018. The report included considerations for many of the improvements currently proposed. We will work with the City to update the previously prepared Feasibility Report for the project. We anticipate this will include:

- Receive previous report from City in Word format,
- Update text, figures, cost estimates, and assessment roll,
- Review revised document with City, and
- Incorporate final revisions, as needed.

SCHEDULE

The project schedule has yet to be determined. Bolton & Menk is available to begin plan preparation upon receiving a notice to proceed from the City.

PERMITTING AND APPROVALS

The work associated with the roadway improvements will require the following permits:

- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control),
- MPCA (NPDES – Construction Stormwater General Permit), and
- MnDOT State Aid Approval (potentially for Bunker Lake Boulevard).

FEES

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. We are proposing to use AET for geotechnical services. Based on our understanding of the improvements, our proposed fees for the work, including geotechnical services, are $49,835.00.

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

ATTACHMENTS:
- Improvements Exhibits
- Future Business Park Exhibits (2 Pages)
- Detailed Fee Spreadsheet

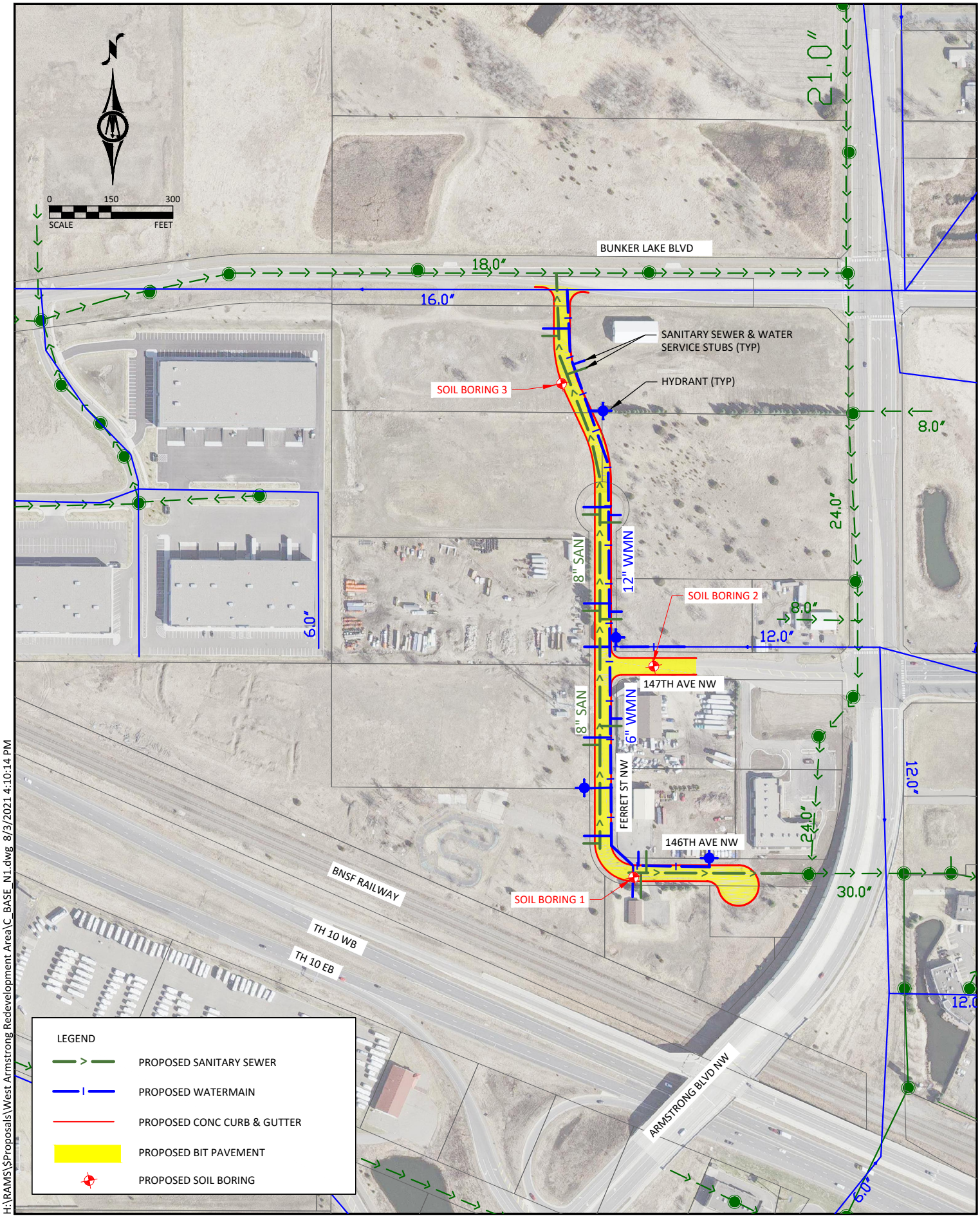
West Armstrong Redevelopment

City of Ramsey

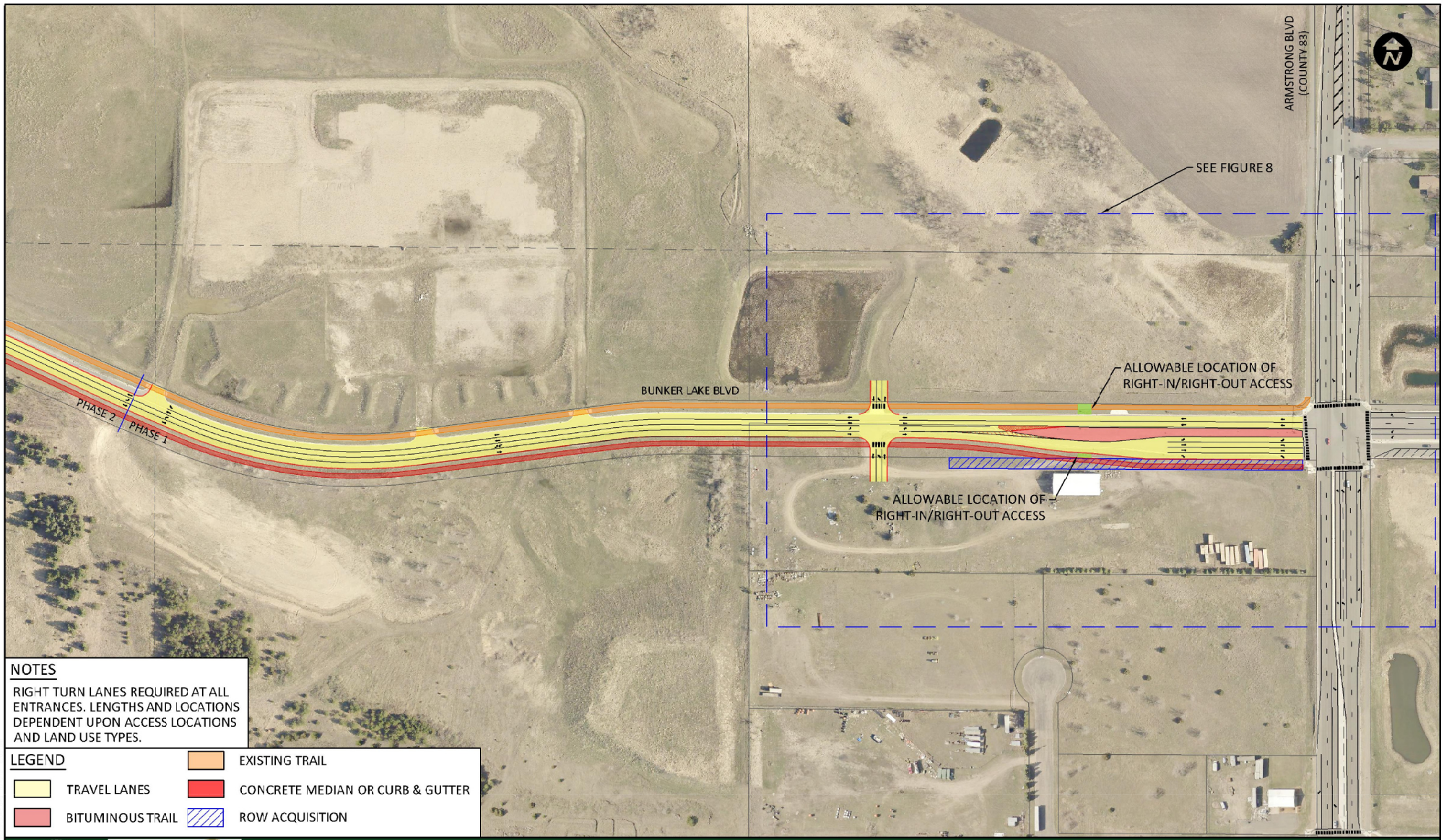
Proposed Improvements

August 2021

BOLTON & MENK



H:\RAMS\Proposals\West Armstrong Redevelopment Area\C_BASE_N1.dwg 8/3/2021 4:10:14 PM



NOTES

RIGHT TURN LANES REQUIRED AT ALL ENTRANCES. LENGTHS AND LOCATIONS DEPENDENT UPON ACCESS LOCATIONS AND LAND USE TYPES.

LEGEND

- TRAVEL LANES
- BITUMINOUS TRAIL
- EXISTING TRAIL
- CONCRETE MEDIAN OR CURB & GUTTER
- ROW ACQUISITION

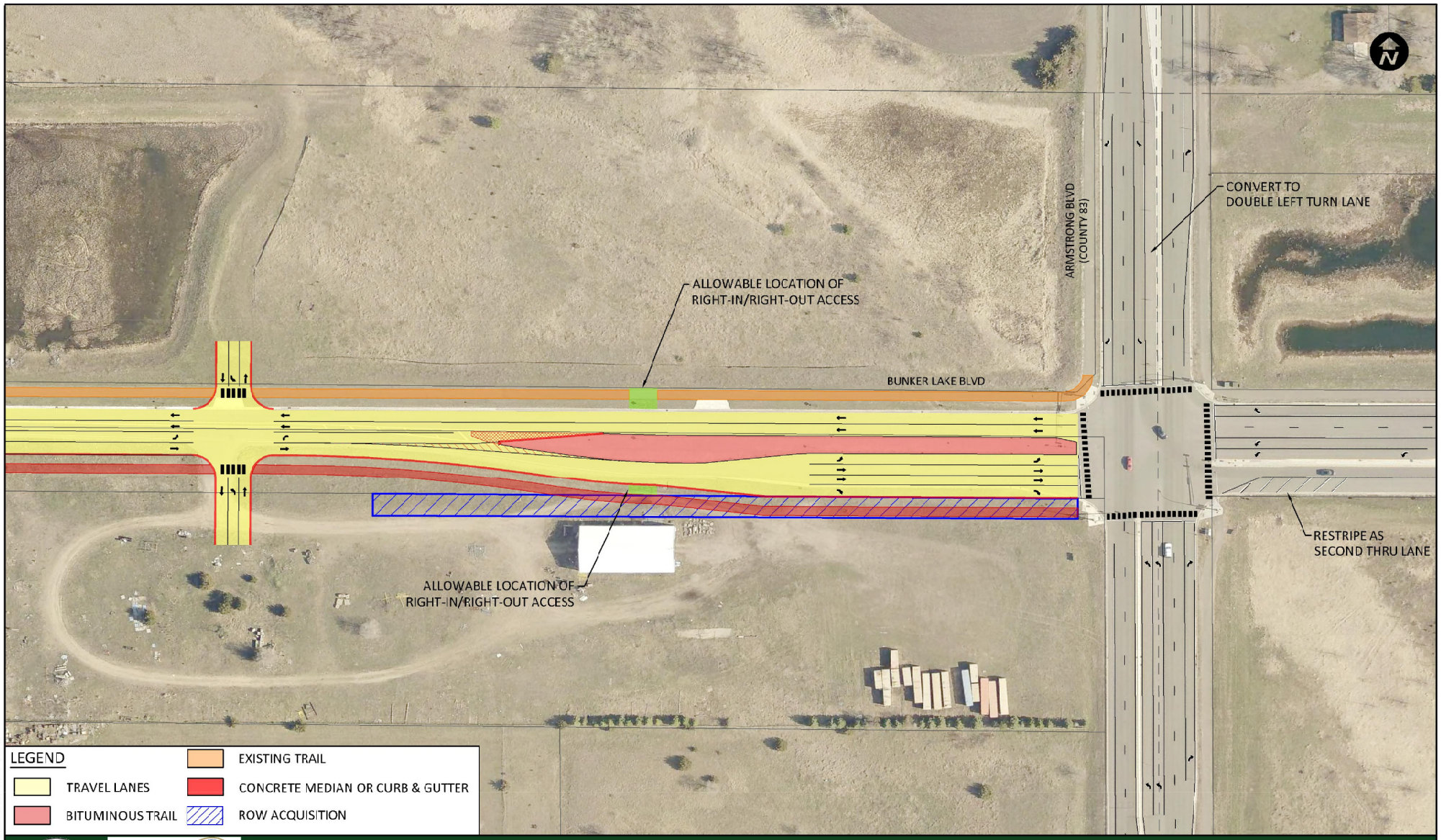
BOLTON & MENK Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 5 - GEOMETRICS

July, 2015



BOLTON & MENK
Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 8 - BUNKER LAKE BOULEVARD AT ARMSTRONG BOULEVARD

July, 2015

DETAILED COST ESTIMATE

CLIENT: City of Ramsey PROJECT: West Armstrong Redevelopment Area	BOLTON & MENK, INC.								
WORK TASK DESCRIPTION	**Project Manager**	**Project Engineer**	**Design Engineer**	**Sr. Traffic Engineer**	**Technician**	**Survey**	**Clerical**	**Total Hours**	**Cost**
Design Services									
1.0 Project Management / Meetings	6	6	2	0	0	0	2	**16**	$2,510
2.0 Feasibilty Report Update	8	24	0	0	24	0	0	**56**	$8,160
3.0 Bunker Lake Boulevard Traffic Study Update	2	0	10	8	2	0	0	**22**	$3,620
4.0 Utility Coordination	0	4	2	0	2	0	0	**8**	$1,130
5.0 Geotechnical Coordination	0	2	2	0	0	0	1	**5**	$670
6.0 Final Design / Plan Preparation / Estimates / Permits	9	35	66	3	86	0	20	**219**	$29,950
7.0 Bidding Services	5	10	7	0	0	0	5	**27**	$3,890
Subtotal Bolton & Menk Design	**25**	**71**	**82**	**11**	**114**	**0**	**23**	**326**	$46,040
								SUBCONSULTANT - American Engineering Testing	$3,795
								TOTAL for Design through Bidding	**$49,835**

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November 23, 2021

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Engineering Services – West Armstrong Redevelopment Area Topographic Survey

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for a topographic survey of the West Armstrong Redevelopment Area Improvement project. Our scope and fees were prepared based on our conversations, along with previous documents prepared for the area. The proposed improvements will be generally as described below:

- Street construction & reconstruction of Ferret Street from 146th Avenue to Bunker Lake Boulevard,
- Street reconstruction of 147th Avenue and 146th Avenue to the extents shown on the attached figure,
- Extension of sanitary sewer, water and storm sewer to serve the area, and
- Improvements to Bunker Lake Boulevard necessary to allow for the Ferret Street connection.

Project scope assumptions used in creating this fee proposal include the following:

- **A topographic survey** of the corridors will be required for the project. The Bunker Lake Boulevard survey and design will be completed separately.

SCHEDULE AND FEES

Bolton & Menk will immediately schedule the survey and attempt to complete in 2021. Based on our understanding of the improvements, our proposed fees for the work are $7,955.00.

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

Bolton & Menk is an equal opportunity employer.

Economic Development Authority (EDA) 4. 2.

Meeting Date: 02/09/2023
Submitted For: Sean Sullivan, Community Development
By: Sean Sullivan, Community Development

Title:
Receive Draft West Armstrong Area Street Reconstruction Feasibility Report

Purpose/Background:
The purpose of this case is to:
1) Receive Draft West Armstrong Redevelopment Area Street Reconstruction Report
2) Provide comments / suggestions /recommendations to City Council

Background:
The Proposed West Armstrong Street and Infrastructure Project
In 2017-2018, the City began planning for the reconstruction of 146th Avenue, 147th Avenue and Ferret Street. In January of 2019, the City tabled the project with the support of the adjacent private property owners until future land use planning and visioning were complete. With the completion of the 2040 Comprehensive Plan Update, that visioning and land use planning is now complete and the City should be able to move forward with this needed pavement management plan without interfering with the redevelopment vision. In fact, investment in basic infrastructure in this area likely will leverage interest to facilitate private redevelopment. This proposed project expands sewer and water in the area and also connects Ferret Street to Bunker Lake Boulevard (new infrastructure in addition to reconstruction of existing infrastructure). Multiple property owners in the West Armstrong Redevelopment Area have expressed support of the street reconstruction and extension of city services, which is a change from the 2018-2019.

In May of 2021, the EDA and City Council reaffirmed the vision of the West Armstrong Redevelopment Area (Industrial and COR zoning) and to asked Staff to put together a plan to identify project costs and design to:
1) Reconstruct 146th, 147th and Ferret Street
2) Extend Ferret St. to Bunker Lake Boulevard
3) Install City Sewer, Water and Storm Sewer

The City Council directed staff to bring forth a proposal to obtain design and costs to reconstruct and design roadways and to install City utilities. Staff obtained authorization to move forward with the proposal through Resolution #21-349 adopted by the City Council on December 14, 2021.

Draft West Armstrong Area Street Reconstruction Feasibility Report
Bolton and Menk has completed the Draft West Armstrong Area Street Reconstruction Feasibility Report. The cost to complete the project is estimated to be $1,827,159.66 (including 10% contingency)

Development Update in West of Armstrong Redevelopment Area and Bunker Lake Business Park
Industrial development and demand remains strong in the City of Ramsey. Recent in-fill Development (65,000 SF - Anderson Dahlen - AEC Energy Park) and developments in Bunker Lake Industrial Park (Oppidan - 405,000 SF and BLIP 4 - 67,000 SF). PSD LLC is considering the construction of 84,000 SF industrial warehouse building in Bunker Lake Industrial Park in 2023 which will reduce the available industrial land with City Sewer and Water to approximately 10 acres. ARAA has submitted a site plan to construct a Sports Dome on the SW corner of the industrial guided site

Notification:
Notification is not required.

Observations/Alternatives:
Observations:
The Draft West Armstrong Street Reconstruction Feasibility Report outlines the cost and timeline to reconstruct 146th Avenue NW, 147th Avenue NW, Ferret Street NW (and extension to Bunker Lake Boulevard NW) and install City Sewer, Water and Storm Sewer to serve the area. The cost to construct the improvements and land acquisition required for Right of Way (ROW) is estimated to be $1,827,159. This project will open up 26 acres for the ARAA Sports Dome Project development and additional Industrial West of Ferret Street. It will also create access and frontage for about 10 acres of property zoned COR / Retail east of Ferret Street. The study outlines a project timeline that allows for 2023 construction commencing in July and completion at the end of September 2023. There are a few potential funding sources for the project but the Study shows a model based on special assessments and other specific City Funds.

Staff is looking for comments/recommendation in support or against the proposed project and suggestions as to how the project could be funded to be provided to the City Council. Items to be considered include:

Project Timing
Support for ARAA Sports Dome project
Support for identified funding sources
Suggestions for alternative funding sources
Support for Special Assessments for benefited properties
Other comments

Alternatives:
1) EDA recommend that the City Council identify a viable funding source and move forward with construction of the West Armstrong Street Reconstruction Project in 2023
2) Something else

Funding Source:
The Draft West Armstrong Street Reconstruction Feasibility Study identifies the following funding structure for the project:

1. Special Assessments for properties receiving benefit for the project
2. 5-year Street Reconstruction and Overlay Program bonds for city portion of road and sidewalk reconstruction.
3. Water and Stormwater Utility Funds for all utility improvements.

There are other funds that could potentially be used to offset City costs for the project. They include:

1. PIR Fund
2. EDA Fund Balance
3. Anoka County HRA (Housing and Redevelopment Authority) Fund
4. TIF 14 (Tax Increment Financing) (expenses incurred prior to November 28, 2023)

The funding for this action would be determined based on consultation with Finance Director, PWC and City Council.

Recommendation:
Motion to recommend that the City Council identify a viable funding source and move forward with construction of the West Armstrong Street Reconstruction Project in 2023

Action:
Motion to recommend that the City Council identify a viable funding source and move forward with construction of the West Armstrong Street Reconstruction Project in 2023

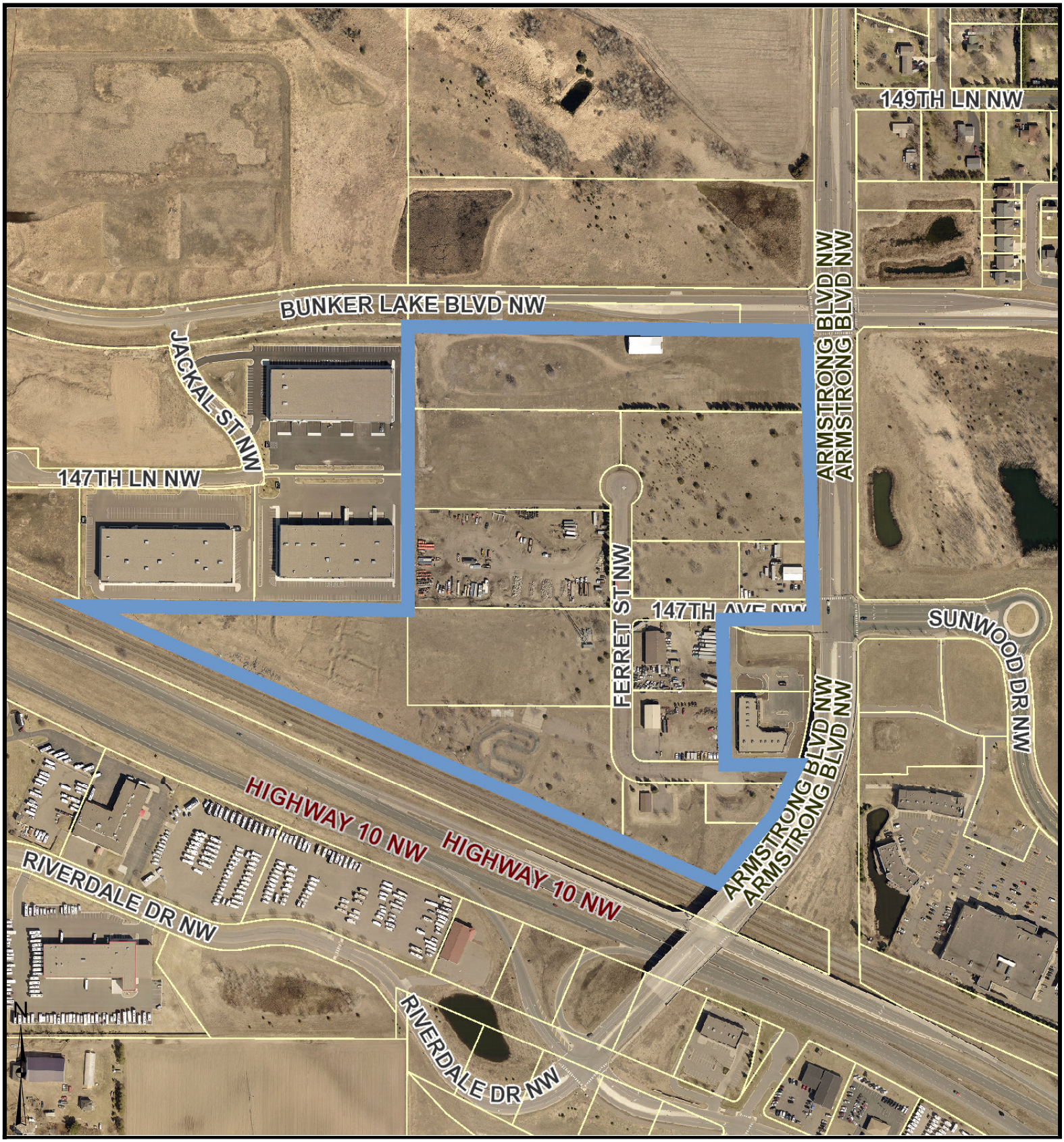
Attachments

Site Location Map
Draft West Armstrong Street Reconstruction Report

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	02/02/2023 08:24 PM
Brian Hagen	Brian Hagen	02/03/2023 02:32 PM
Form Started By: Sean Sullivan		Started On: 02/02/2023 09:46 AM
Final Approval Date: 02/03/2023		

West Armstrong Redevelopment Area



Parcel Information: Approx. Acres: 45

Commissioner: MATT LOOK

Plat:

Owner Information:

Sean Sullivan	1:4,800	Date: 3/29/2021

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.

FEASIBILITY REPORT UPDATE

WEST ARMSTRONG AREA STREET RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 18-02

February 2, 2023

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

Bolton & Menk, Inc.
7533 Sunwood Drive NW, Suite 206
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763-433-2851

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Fax: (763) 427-0833
Bolton-Menk.com

February 2, 2023

Bruce Westby
City Engineer / Public Works Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Feasibility Report Update- City of Ramsey Improvement Project #18-02
West Armstrong Area Ramsey Street Reconstruction

Dear Mr. Westby,

Transmitted herewith is an Updated Feasibility Report for the proposed West Armstrong Area Reconstruction, previously titled: "HY-10." The project includes 146th Avenue from Ferret Street to its termini cul-de-sac, 147th Avenue from Ferret Street to 380 feet west of Armstrong Boulevard, and Ferret Street from 146th Avenue to Bunker Lake Boulevard. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility, and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 651-968-7760 or kevin.kielb@bolton-menk.com with any questions.

Sincerely,
Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Principal Engineer

Enclosure

CERTIFICATION

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.

Kevin Kielb, PE

Date: February 2, 2022 License No. 23211

`

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Bruce Westby, PE

Date: License No. 40116

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

Figure 1 – Proposed Improvements
Figure 2 – Typical Section
Project Site Pictures

Appendix B

Opinion of Probable Costs
Preliminary Assessment Map
Property Acquisition

Appendix C

Ground Penetrating Radar Summary

Appendix D

Revised West Armstrong Area Traffic Analysis Memorandum
Report of Geotechnical Exploration

1. EXECUTIVE SUMMARY

City Improvement Project No. 18-02 proposes to reconstruct streets within the West Armstrong Area. The West Armstrong Area is bordered on the north by Bunker Lake Boulevard, on the south by TH 10, on the east by Armstrong Boulevard, and on the west by the employment district. Project area includes 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 2,025 linear feet (0.39 miles) in length.

The proposed improvements include full reconstruction of roadways, utility extensions, boulevard sidewalk, and stormwater management improvements of public right-of-way runoff only. Additionally, the Anoka Ramsey Athletic Association (ARAA) has been developing plans on their property to construct a sports recreation facility. The resulting larger traffic projections warrant further analyses. Maps showing the location and scope of the proposed improvements are included as ***Figure 1*** in ***Appendix A.***

Initially, On July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for the reconstruction of HY-10 Ramsey. These streets were originally included in the City's CIP as proposed 2015 overlay improvements. However, the overlay work was delayed when construction of the Highway 10 & Armstrong Boulevard Interchange was funded. Following completion of the Interchange, the pavement was re-evaluated, and Staff determined it would be best to reconstruct these streets in the future. This project is now listed in the current 10-year CIP as a total reconstruction.

On December 14, 2021, the City Council adopted Resolution #21-349 authorizing the engineering services and preparation of this Feasibility Report Update, retitled "West Armstrong Redevelopment Area." Much of the information contained in this Update has been carried forward from the previously authorized and completed feasibility report.

Upon ordering the Feasibility Report Update, the City Council directed Staff to review the existing street alignments and explore whether the streets should be reconstructed in the same locations, or whether it might make sense to realign or extend one or more of the streets to better serve existing properties and/or to connect to the new Bunker Lake Industrial Park.

The engineer's opinion of probable construction costs including streets, drainage, public sewer and water utilities, and property acquisition is **$1,827,159.66**. A summary of the engineer's opinion of probable costs is included in ***Appendix B.***

The project funding mechanisms are yet to be determined by City Staff. A combination of special assessments to benefitting properties, street reconstruction bond proceeds, and stormwater utility funds are possible. Sewer and Water Utility Funds would be used to pay for any public utility improvements.

Eleven (11) parcels have been identified as receiving special benefit from the improvements. Five of the parcels have permanent structures, and the other five are undeveloped. Additionally, to extend Ferret Street north to Bunker Lake Boulevard, roadway right-of-way and drainage and utility easements would be required. These parcels are identified in the preliminary Assessment Map, Property Acquisition Maps, and Preliminary Assessment Roll, which is attached in ***Appendix C***.

If City Staff concludes special assessments will be utilized for these commercial applications, preliminary assessment roles will be prepared at that time. The Assessment Hearing, if applicable, is proposed for November 14, 2023. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

2. INTRODUCTION

2.1 Authorization

The preparation of this report update was authorized by the Ramsey City Council on December 14, 2021. This project has been designated as City Improvement Project No. 18-02

2.2 Pavement Maintenance Program Update

Recent redevelopment discussions with adjacent property owners have resulted in a desire to reconstruct the pavements to account for projected traffic increases. Furthermore, as presented in the original feasibility study, the existing pavements have surpassed its useful life.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above referenced street segments was rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

In the summer of 2017, City staff evaluated and rated the condition of the pavement along the West Armstrong Area Street segments. A PASER rating of 2 was determined for 147th Avenue and Ferret Street. A PASER rating of 7 was determined for 146th Avenue, however, as previously noted a portion of this street segment was reconstructed with a temporary bituminous pavement section as part of the Armstrong Interchange project.

2.3 Scope

City of Ramsey Improvement Project 18-02 proposes to reconstruct the existing bituminous pavements, extend Ferret Street north to Bunker Lake Boulevard, install public utility infrastructure for future development, and complete other appurtenant work on 146th Avenue from Ferret Street to its termini cul-de-sac, 147th Avenue from 380 feet west of Armstrong Boulevard to Ferret Street, and Ferret Street from 146th Avenue to Bunker Lake Boulevard which totals approximately 2,000 feet (0.38 miles) in length. A map showing the location and scope of the proposed improvements options is included as ***Figure 1*** in ***Appendix A.***

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

All streets proposed to be improved were constructed in 1988 with bituminous pavement, class 5 aggregate base, bituminous curb, and bituminous curb cuts for storm runoff. However, during the Highway 10/Armstrong Interchange project the west end of 146th Avenue was reconstructed and a temporary cul-de-sac was constructed. The streets were constructed to a width of 40-feet from face-of-curb to face-of-curb. The streets are generally centered within a 66-foot wide right-of-way.

The only pavement maintenance treatments applied to the street segments included crack sealing and seal coating in 1994 and 2001. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2017, Staff observed a PASER rating of 2 on 147th Avenue and Ferret Street, and a PASER rating of 7 on 146th Avenue.

In June 2018 traffic counts were taken on 147th Avenue, a traffic volume of 147 average annual daily traffic (AADT) was recorded. Ferret Street and 146th Avenue would be expected to have similar traffic volumes. The only access to these street segments is Armstrong Boulevard. Five of the parcels have active uses. The speed limit is 30 mph for these street segments.

Standard penetration test borings were performed by American Engineering Testing (AET) in 2022. AET's Report of Geotechnical Exploration is attached in ***Appendix D.*** Standard penetration test borings were performed by American Engineering Testing (AET) in 2021. 2.5 to 2.75 inches of bituminous pavement with 8 inches of apparent gravel base was encountered with silty sand and sand with silt layers encountered to depths of approximately 2 to four feet beneath existing grade. The sands with silt from 2 to 4 feet below grade were classified as "Course Alluvium or Fill." Groundwater was encountered at a depth of 10 feet in one of the borings.

Previously, in 2017, Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving a GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined an average bituminous pavement thickness of 2.9 inches, and an average aggregate base thickness of 9.7 inches. The average street pavement and base section thickness is therefore 12.6 inches, with a minimum section of 7.5 inches located on 147th Avenue, 160 feet east of Ferret Street.

3.2 Watermain

Watermain was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. The existing watermain is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, Staff plans to leak test the watermain during development of plans and specifications.

3.3 Sanitary Sewer

Sanitary sewer was installed under Armstrong Boulevard in City-owned right-of-way east of the 146th Avenue temporary cul-de-sac as part of the Armstrong Boulevard Interchange project in

2015. The existing sanitary sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, staff plans to televise the sewer during development of plans and specifications.

3.4 Storm Sewer/Drainage

Storm sewer was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. Currently storm water runoff drains off the two existing cul-de-sacs to low areas. This storm sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, staff plans to televise the sewer during development of plans and specifications.

3.5 Streets

3.5.1 Existing Typical Sections

The width of 146th Avenue, 147th Avenue, and Ferret Street is 40-feet from face-of-curb to face-of-curb. The cul-de-sac on Ferret Street has a 50-foot radius to the back of curb. The streets are generally centered within a 66-foot wide City-owned right-of-way, with a 130-foot wide diameter right-of-way around the cul-de-sac on Ferret Street.

3.5.2 Maintenance History

The West Armstrong area roadways were originally constructed in 1988. 146th Avenue, 147th Avenue, and Ferret Street received crack seal and seal coat in 1994 and 2001. The street segments have regularly received spot patching on an as-needed basis.

3.6 Land Use

The parcels within the construction area are zoned as COR.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

146th Avenue, 147th Avenue and Ferret Street are proposed to be reconstructed with bituminous pavement and concrete curb and gutter.

The proposed surface improvements are shown on ***Figure 1 in Appendix A.***

<u>Street Design:</u>
146th Avenue, 147th Avenue, and Ferret Street are currently urban commercial streets with bituminous curb and pavement, 40 feet wide from face-of-curb to face-of-curb. The proposed cul-de-sac is 100-feet in diameter from back-of-curb to back-of-curb. Existing and proposed traffic counts are low for typical commercial streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

This Feasibility Report proposes to reconstruct the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process generally involves reclaiming the entire existing bituminous pavement section, along with the underlying aggregate base material. The reclaim material will then be salvaged and stockpiled to install the proposed public utilities. Four and one-half inches of bituminous pavement is proposed to be placed on top of a minimum of 8 inches of aggregate base/reclaim material. This pavement section generally meets the City of Ramsey's standard pavement design for commercial/employment district streets. The proposed improvements should have a service life of at least 30-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.2 Storm Sewer Improvements

Storm sewer is proposed to be added for street drainage with catch basins being added to convey water off the road and into a proposed ponding and drainage ditches as shown on ***Figures 1 in Appendix A.***

4.1.3 Other Considerations

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. None are anticipated, but right-of-entry forms will be obtained from private property owners where work is required outside city rights-of-way and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to relocate their irrigation systems before construction begins.

Parking Restrictions:
Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During project construction, parking will be restricted during allowable working hours.

Pavement Coring:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to ensure the proper quantities are being placed. As further conformation, Staff is proposing to collect GPR data or to have pavement cores taken at the conclusion of all reconstruction

projects. This is already a requirement on all State Aid projects and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

The extension of Ferret Street from the north termini cul-de-sac to Bunker Lake Boulevard results in an impervious area increase of 0.4 acres. Also, the existing storm sewer on 147th Avenue drains to existing ponds east of Armstrong Boulevard and north of Sunwood Drive. They were not designed to receive any runoff west of Armstrong Boulevard. Consequently, stormwater retention and/or treatment improvements will be required with this project to reduce the rate at which runoff leaves the site or infiltrates.

4.3 Water Main Improvements

Watermain is proposed to be extended on Ferret Street from Bunker Lake Boulevard to 146th Street. Watermain is also proposed to be extended from mid-block 147th Avenue to Ferret Street. Adding this segment on 147th Avenue will loop together the watermain in this area and provide service for future development.

4.4 Sanitary Sewer Improvements

Sanitary Sewer is proposed to be extended on Ferret Street from Bunker Lake Boulevard to 146th Avenue NW. Adding this segment on Ferret Street will provide service for future development.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, power and cable utilities regarding this project. During preparation of plans and specifications, Staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. Impacts to private utilities area anticipated with this project.

Should any utility company indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utility company.

4.7 Traffic Analysis

Based upon the potential traffic changes associated with the redevelopment of the West Armstrong Area, more comprehensive traffic analyses are recommended to be completed at the following locations:

- Bunker Lake Boulevard/Armstrong Boulevard,
- Bunker Lake Boulevard/Ferret Street, and
- Armstrong Boulevard/147th Street.

Initially, a Bunker Lake Boulevard westbound left turn lane and Ferret Street northbound designated left turn lane and right turn lanes are all warranted. The current land use zoned "COR" allows for flexibility. If the west Armstrong Area evolves to more commercial orientated uses with the addition of the ARAA facility and others, additional analysis is warranted to better understand the impacts. A detailed traffic analysis memorandum is included in ***Appendix D.***

4.8 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- Minnesota Pollution Control Agency (MPCA): Sanitary Sewer Extension
- Minnesota Department of Health (MDH): Watermain Extension
- MPCA General Stormwater Permit: Grading and Storm Water
- Lower Rum River Watershed Management Organization (LRRWMO) Grading and Storm Water

4.9 Right-of-Ways/Easements

It is anticipated that the City will need to acquire additional permanent right-of-way, easements, and/or entire parcels for this project. Costs for right-of-way or easement acquisitions are included in the probable project costs in Appendix B. Property values are based on conversations with property owners and county-assessed values. Actual appraisals will need to be performed to determine final property values.

City Staff will work with private property owners as needed to obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2023 construction costs for the proposed improvements with 10-percent contingency costs and projected property acquisition costs.

5.2 Funding

5.2.1 Assessments

If City Staff recommend the use of special assessments, the City's adopted Special Assessments Policy allows special assessments to be levied against all benefitting properties in an amount not to exceed 25% of eligible street reconstruction costs. Eligible costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefitting properties are defined as any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of 146th Avenue, 147th Avenue or Ferret Street being reconstructed.

State Statute and the City Charter do not allow for assessments to exceed benefit to the property. Therefore, Staff would want to ensure all assessments applied with this project would not exceed the benefit to assessed properties. Therefore, if special assessments are utilized, Staff recommends ordering a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Water and Stormwater Utility Funds are proposed to pay for all utility improvements.

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report Update..... December 14, 2021

Council Reviews Feasibility Report/Orders Public Informational Meeting.. February 28, 2023

Staff Conducts Public Information Meeting..... January 26, 2023

Council Accepts Feasibility Report/Orders Public Hearing ..... March 14, 2023

Council Conducts Public Hearing..... March 28, 2023

Staff Conducts Private Utility Coordination Meeting ..... March 2023

Staff Finalizes Property Acquisition..... March 2023

Council Approves Plans and Specifications / Authorizes Ad for Bids..... April 25, 2023

Final Plat approved ..... April 2023

Staff Receives Bids ..... June 1, 2023

Council Awards Contract..... June 13, 2023

Contractor Begins Construction.....July 2023

Contractor Completes Construction..... September 29, 2023

Council Orders Assessment Hearing (if applicable).....October 10, 2023

Council Conducts Assessment Hearing (if applicable) .....November 14, 2023

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 18-02 proposes to reconstruct the bituminous pavement section, to remove the existing bituminous curb and replace it with a combination of B618 concrete curb and gutter and bituminous curb, and to complete miscellaneous appurtenant work on the following street segments within the West Armstrong Area commercial subdivision:

1. 146th Avenue (approx. 230 linear feet) – Ferret Street to bulb of east cul-de-sac.
2. 147th Avenue (approx. 190 linear feet) – Ferret Street to 180 feet west of Armstrong Boulevard.
3. Ferret Street (approx. 1500 linear feet) – 146th Avenue to Bunker Lake Boulevard

It is the recommendation of City staff that City Project No. 18-02 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed as a stand-alone project as proposed herein.

APPENDIX A

Figure 1 – Proposed Improvements
Figure 2 – Typical Section
Project Site Pictures

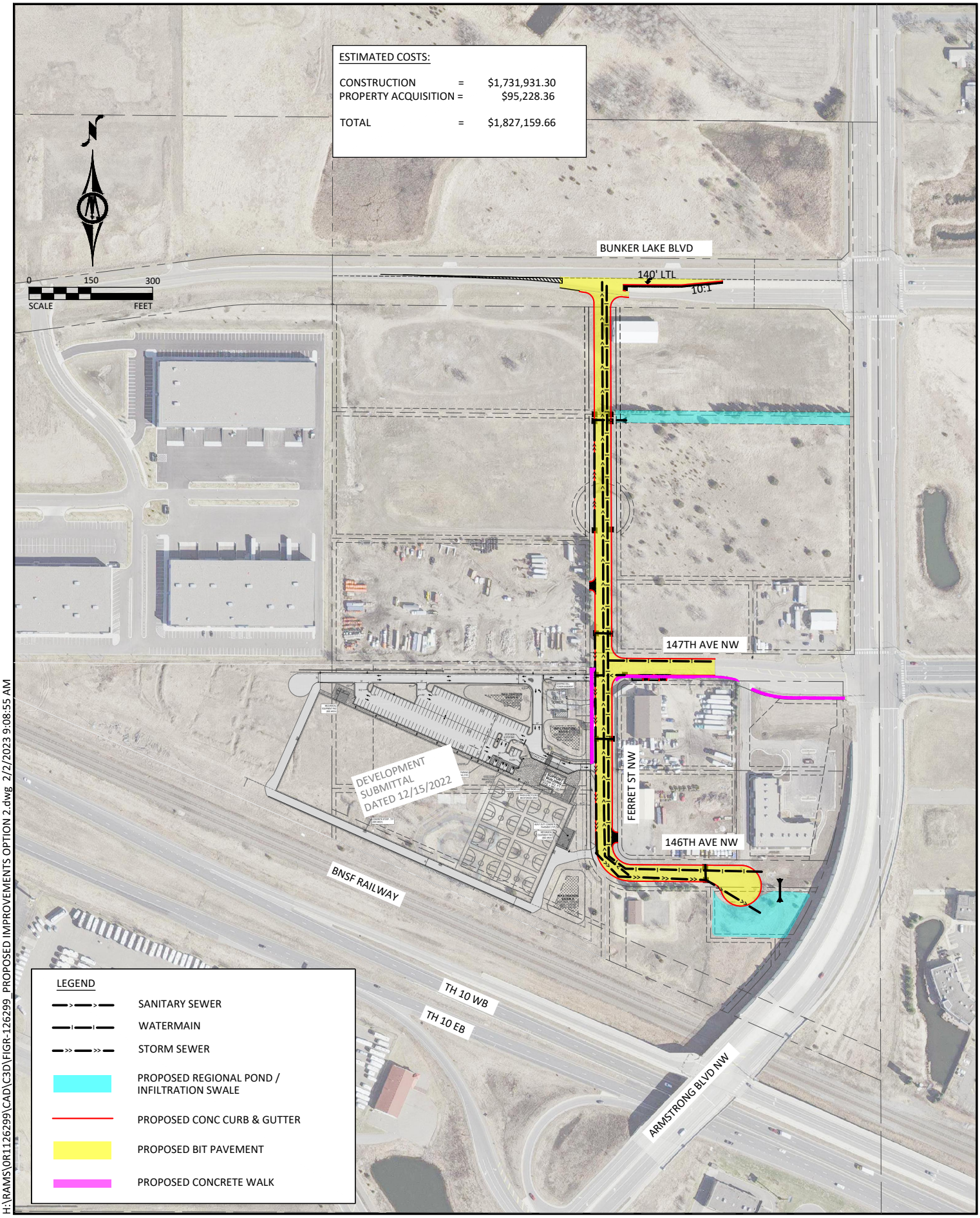
West Armstrong Redevelopment

City of Ramsey

Proposed Improvements

February 2023

BOLTON & MENK



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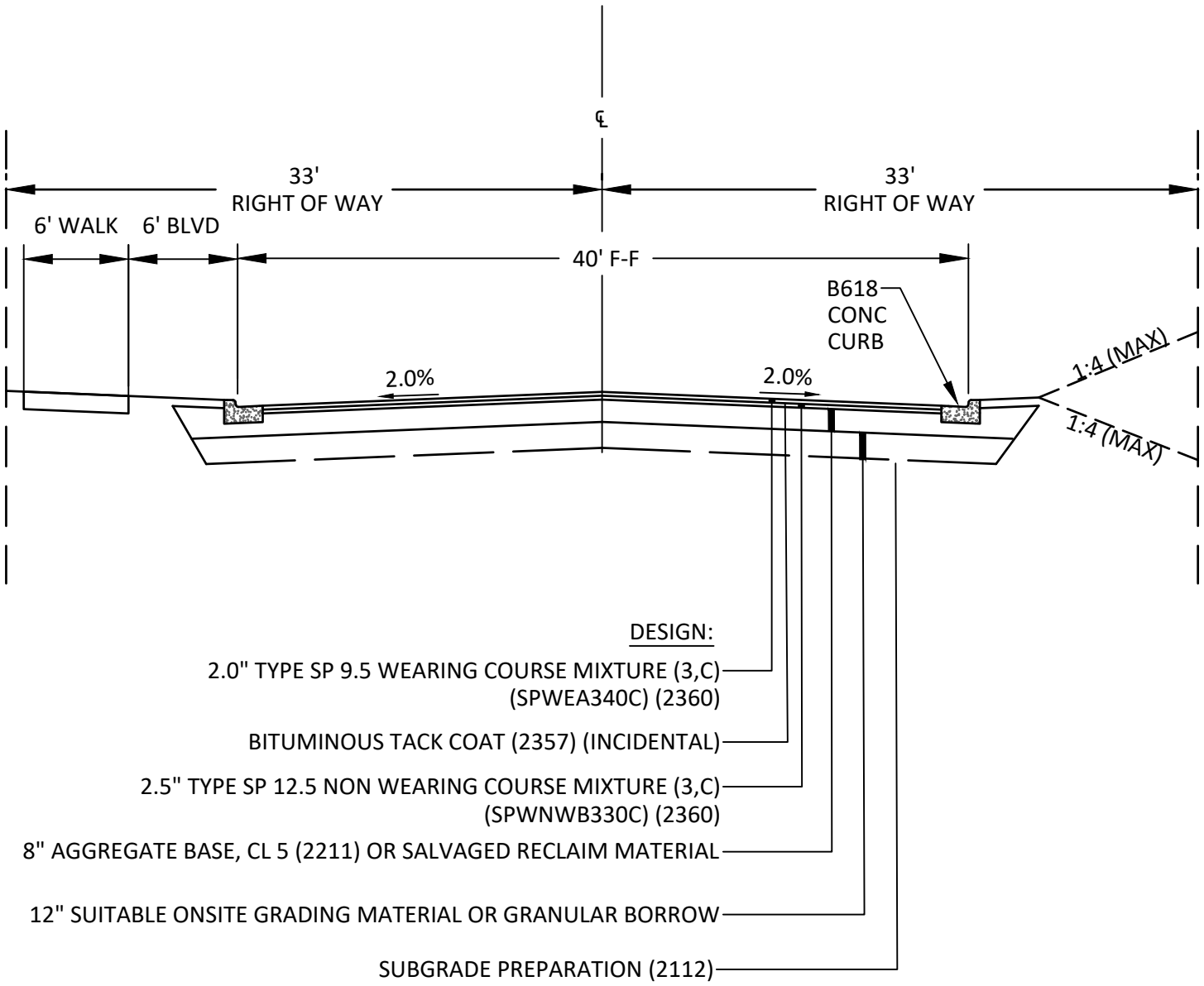

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PROJECT SITE PICTURES

1: 146th Avenue from Ferret Street

2: Ferret Street from 146th Avenue

3: **Ferret Street from north cul-de-sac**

4: 147th Avenue from Ferret Street

APPENDIX B

Opinion of Probable Costs
Preliminary Assessment Map
Property Acquisition
Preliminary Assessment Roll

PRELIMINARY ENGINEER'S ESTIMATE

WEST ARMSTRONG REDEVELOPMENT
CITY PROJECT NO. 18-02
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 2/1/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION		1	LUMP SUM	$80,000.00	$80,000.00	0.50	$40,000.00	0.16	$12,800.00	0.09	$7,200.00	0.25	$20,000.00
2	2101.502	CLEARING		13	EACH	$500.00	$6,500.00	13	$6,500.00						
3	2101.502	GRUBBING		13	EACH	$200.00	$2,600.00	13	$2,600.00						
4	2101.505	CLEARING		0.25	ACRE	$8,000.00	$2,000.00	0.25	$2,000.00						
5	2101.505	GRUBBING		0.25	ACRE	$6,000.00	$1,500.00	0.25	$1,500.00						
6	2102.503	PAVEMENT MARKING REMOVAL		1,090	LIN FT	$1.50	$1,635.00	1090	$1,635.00						
7	2104.502	REMOVE MAIL BOX & SUPPORT		1	EACH	$100.00	$100.00	1	$100.00						
8	2104.502	REMOVE CASTING ASSEMBLY		1	EACH	$400.00	$400.00			1	$400.00				
9	2104.502	SALVAGE CATCH BASIN		1	EACH	$1,000.00	$1,000.00			1	$1,000.00				
10	2104.502	SALVAGE SIGN		3	EACH	$50.00	$150.00	3	$150.00						
11	2104.502	REMOVE SIGN		1	EACH	$50.00	$50.00	1	$50.00						
12	2104.502	REMOVE GATE VALVE & BOX		1	EACH	$800.00	$800.00							1	$800.00
13	2104.503	REMOVE PIPE SEWERS		12	LIN FT	$20.00	$240.00			12	$240.00				
14	2104.503	REMOVE FENCE		600	LIN FT	$5.00	$3,000.00	600	$3,000.00						
15	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)		1,100	LIN FT	$2.50	$2,750.00	1100	$2,750.00						
16	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)		390	LIN FT	$5.00	$1,950.00	390	$1,950.00						
17	2104.503	REMOVE CURB AND GUTTER		900	LIN FT	$4.00	$3,600.00	900	$3,600.00						
18	2104.504	REMOVE BITUMINOUS PAVEMENT		830	SQ YD	$4.00	$3,320.00	830	$3,320.00						
19	2104.504	REMOVE CONCRETE PAVEMENT		680	SQ YD	$10.00	$6,800.00	680	$6,800.00						
20	2106.507	EXCAVATION - COMMON (EV)	(P) (1)	4,040	CU YD	$18.00	$72,720.00	4040	$72,720.00						
21	2106.507	EXCAVATION - CHANNEL AND POND	(P) (1)	5,300	CU YD	$14.00	$74,200.00			5300	$74,200.00				
22	2106.507	EXCAVATION - SUBGRADE (EV)		200	CU YD	$15.00	$3,000.00	200	$3,000.00						
23	2106.507	STABILIZING AGGREGATE (CV)		200	CU YD	$20.00	$4,000.00	200	$4,000.00						
24	2106.507	COMMON EMBANKMENT (CV)	(P)	500	CU YD	$5.00	$2,500.00	500	$2,500.00						
25	2106.607	HAUL AND STOCKPILE BITUMINOUS MATERIAL	(P)	2,050	CU YD	$12.00	$24,600.00	2050	$24,600.00						
26	2112.519	SUBGRADE PREPARATION		21	ROAD ST	$500.00	$10,500.00	21.0	$10,500.00						
27	2118.507	AGGREGATE SURFACING (CV) CLASS 2		20	CU YD	$85.00	$1,700.00	20	$1,700.00						
28	2123.610	STREET SWEEPER (WITH PICKUP BROOM)		20	HOUR	$200.00	$4,000.00	20	$4,000.00						
29	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED		700	CU YD	$42.00	$29,400.00	700	$29,400.00						
30	2211.607	AGGREGATE BASE (CV) FROM STOCKPILE		2,050	CU YD	$16.00	$32,800.00	2050	$32,800.00						
31	2215.504	FULL DEPTH RECLAMATION (10")		7,350	SQ YD	$2.50	$18,375.00	7350	$18,375.00						
32	2231.604	BITUMINOUS PATCH SPECIAL (DRIVEWAY)		20	SQ YD	$80.00	$1,600.00	20	$1,600.00						
33	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)		1,220	TON	$100.00	$122,000.00	1220	$122,000.00						
34	2360.509	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)		1,500	TON	$95.00	$142,500.00	1500	$142,500.00						
35	2501.502	18" RC PIPE APRON		2	EACH	$1,500.00	$3,000.00			2	$3,000.00				
36	2501.602	TRASH GUARD FOR 18" PIPE APRON		2	EACH	$700.00	$1,400.00			2	$1,400.00				
37	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V		300	EACH	$55.00	$16,500.00			300	$16,500.00				
38	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V		380	LIN FT	$62.00	$23,560.00			380	$23,560.00				
39	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V		725	LIN FT	$70.00	$50,750.00			725	$50,750.00				
40	2503.503	8" PVC PIPE SEWER		1,798	LIN FT	$55.00	$98,890.00					1798	$98,890.00		

PRELIMINARY ENGINEER'S ESTIMATE

WEST ARMSTRONG REDEVELOPMENT
CITY PROJECT NO. 18-02
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 2/1/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
41	2503.602	8" PIPE PLUG		10	EACH	$200.00	$2,000.00					10	$2,000.00		
42	2503.602	CONNECT TO EXISTING SANITARY SEWER		2	EACH	$1,000.00	$2,000.00					2	$2,000.00		
43	2504.602	ADJUST GATE VALVE BOX		1	EACH	$500.00	$500.00	1	$500.00						
44	2504.602	CONNECT TO EXISTING WATER MAIN		2	EACH	$2,000.00	$4,000.00							2	$4,000.00
45	2504.602	6" GATE VALVE & BOX		7	EACH	$2,300.00	$16,100.00							7	$16,100.00
46	2504.602	8" GATE VALVE & BOX		10	EACH	$3,000.00	$30,000.00							10	$30,000.00
47	2504.602	12" GATE VALVE & BOX		5	EACH	$5,000.00	$25,000.00							5	$25,000.00
48	2504.602	HYDRANT		7	EACH	$6,000.00	$42,000.00							7	$42,000.00
49	2504.603	6" WATERMAIN DUCTILE IRON CL 53		90	LIN FT	$70.00	$6,300.00							90	$6,300.00
50	2504.603	8" WATERMAIN DUCTILE IRON CL 52		323	LIN FT	$75.00	$24,225.00							323	$24,225.00
51	2504.603	12" WATERMAIN DUCTILE IRON CL 52		2,025	LIN FT	$90.00	$182,250.00							2,025	$182,250.00
52	2504.608	WATERMAIN FITTINGS		2,680	POUND	$12.00	$32,160.00							2,680	$32,160.00
53	2506.502	CASTING ASSEMBLY (MANHOLE)		7	EACH	$750.00	$5,250.00					7	$5,250.00		
54	2506.502	CASTING ASSEMBLY (CATCH BASIN)		14	EACH	$750.00	$10,500.00			14	$10,500.00				
55	2506.602	INSTALL CATCH BASIN (SALVAGED)		1	EACH	$4,000.00	$4,000.00			1	$4,000.00				
56	2506.503	CONSTRUCT SANITARY SEWER MANHOLE		59.42	LIN FT	$450.00	$26,739.00					59.42	$26,739.00		
57	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1 (2'X3')		36.00	LIN FT	$500.00	$18,000.00			36.00	$18,000.00				
58	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020		46.00	LIN FT	$600.00	$27,600.00			46.00	$27,600.00				
59	2506.602	ADJUST FRAME & RING CASTING		2	EACH	$800.00	$1,600.00	2	$1,600.00						
60	2506.602	SEAL MANHOLE	(3)	7	EACH	$500.00	$3,500.00					7	$3,500.00		
61	2521.514	4" CONCRETE WALK		4,300	SQ FT	$8.00	$34,400.00	4300	$34,400.00						
62	2531.503	CONCRETE CURB AND GUTTER DESIGN B612		55	LIN FT	$14.00	$770.00	55	$770.00						
63	2531.503	CONCRETE CURB AND GUTTER DESIGN B618		4,350	LIN FT	$16.00	$69,600.00	4350	$69,600.00						
64	2531.504	CONCRETE MEDIAN		150	SQ YD	$70.00	$10,500.00	150	$10,500.00						
65	2531.504	8" CONCRETE DRIVEWAY PAVEMENT		180	SQ YD	$80.00	$14,400.00	180	$14,400.00						
66	2531.602	CONCRETE MEDIAN NOSE-SPECIAL		1	EACH	$800.00	$800.00	1	$800.00						
67	2531.602	CONSTRUCT 6" CONCRETE PEDESTRIAN RAMP		5	EACH	$2,500.00	$12,500.00	5	$12,500.00						
68	2540.602	MAIL BOX & SUPPORT		1	EACH	$500.00	$500.00	1	$500.00						
69	2563.601	TRAFFIC CONTROL		1	LUMP SUM	$20,000.00	$20,000.00	0.50	$10,000.00	0.16	$3,200.00	0.09	$1,800.00	0.25	$5,000.00
70	2573.501	STABILIZED CONSTRUCTION EXIT		1	LUMP SUM	$2,500.00	$2,500.00	1	$2,500.00						
71	2573.502	STORM DRAIN INLET PROTECTION		18	EACH	$200.00	$3,600.00	18	$3,600.00						
72	2573.502	CULVERT END CONTROLS		6	EACH	$300.00	$1,800.00	6	$1,800.00						
73	2573.503	SILT FENCE, TYPE MS		1,300	LIN FT	$2.00	$2,600.00	1300	$2,600.00						
74	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER		1,000	LIN FT	$2.50	$2,500.00	1000	$2,500.00						
75	2574.505	FERTILIZER TYPE 3		730	POUND	$1.50	$1,095.00	730	$1,095.00						
76	2574.507	COMMON TOPSOIL BORROW		1,380	CU YD	$40.00	$55,200.00	1380	$55,200.00						
77	2575.504	ROLLED EROSION PREVENTION CATEGORY 20		2,670	SQ YD	$1.50	$4,005.00	2670	$4,005.00						
78	2575.505	SEEDING		2.0	ACRE	$500.00	$1,000.00	2.0	$1,000.00						
79	2575.508	SEED MIXTURE 25-121		100	POUND	$5.00	$500.00	100	$500.00						
80	2575.508	SEED MIXTURE 25-131		330	POUND	$5.00	$1,650.00	330	$1,650.00						
81	2575.508	SEED MIXTURE 33-261		30	POUND	$10.00	$300.00	30	$300.00						

PRELIMINARY ENGINEER'S ESTIMATE

WEST ARMSTRONG REDEVELOPMENT
CITY PROJECT NO. 18-02
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 2/1/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
82	2575.508	HYDRAULIC BONDED FIBER MATRIX		7,000	POUND	$1.50	$10,500.00	7000	$10,500.00						
83	2582.503	4" SOLID LINE MULTI COMP		140	LIN FT	$1.00	$140.00	140	$140.00						
84	2582.503	24" SOLID LINE MULTI COMP		90	LIN FT	$17.00	$1,530.00	90	$1,530.00						
85	2582.503	4" DOUBLE SOLID LINE MULTI COMP		835	LIN FT	$2.00	$1,670.00	835	$1,670.00						
86	2582.518	PAVEMENT MESSAGE MULTI COMP		15.45	SQ FT	$20.00	$309.00	15.45	$309.00						
							ESTIMATED CONTRUCTION TOTAL:	**$1,574,483.00**	**$792,119.00**		**$247,150.00**		**$147,379.00**		**$387,835.00**
							10% CONSTRUCTION CONTINGENCY:	**$157,448.30**	**$79,211.90**		**$24,715.00**		**$14,737.90**		**$38,783.50**
							TOTAL ESTIMATED CONSTRUCTION COST:	**$1,731,931.30**	**$871,330.90**		**$271,865.00**		**$162,116.90**		**$426,618.50**

NOTES:

(1) INCLUDES TOPSOIL STRIPPING AND STOCKPILING

(2) STOCKPILE LOCATION: PUBLIC WORKS, 14199 JASPER STREET NW. CONTRACTOR SHALL USE ALL AVAILABLE STOCKPILE MATERIAL BEFORE IMPORTING AGGREGATE

(3) CHIMNEY SEAL

PRELIMINARY PROPERTY ACQUISITION

WEST ARMSTRONG REDEVELOPMENT
CITY PROJECT NO. 18-02
CITY OF RAMSEY, MN

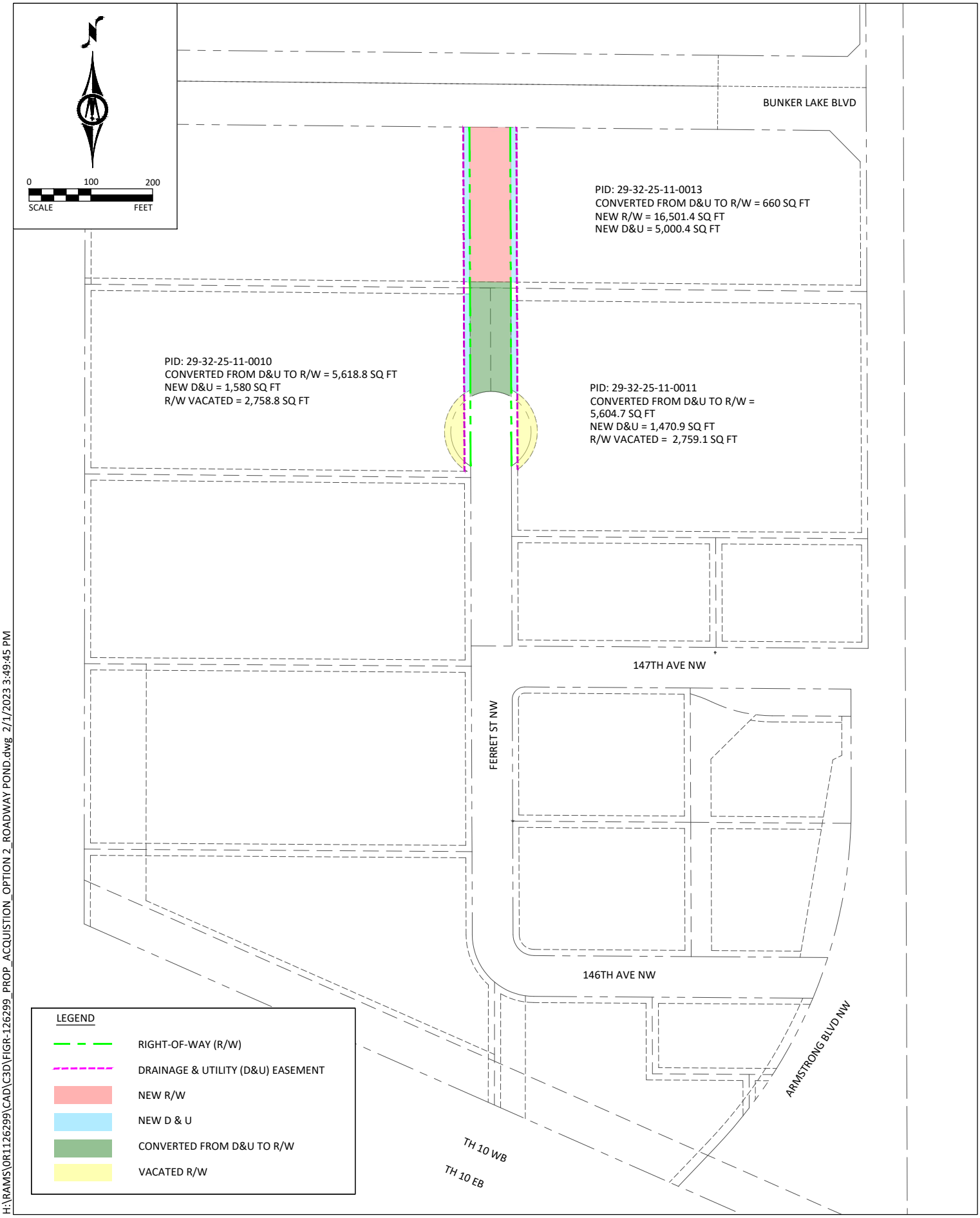
BOLTON & MENK
Real People. Real Solutions.

PARCEL	PARCEL ID	PROPERTY ADDRESS/OWNER	NEW R/W	NEW D&U	CONVERTED FROM D&U TO R/W	R/W VACATED	UNIT	UNIT PRICE	TOTAL AMOUNT
1	29-32-25-11-0010	BLOCK 1, LOT 2 - PSD, LLC		1580.0	5618.8	2758.8	SQ FT	$3.08	$13,675.20
2	29-32-25-11-0011	BLOCK 1, LOT 3 - NATIONAL GROWTH, LLC		1470.9	5604.7	2759.1	SQ FT	$3.08	$13,294.82
3	29-32-25-11-0013	14816 ARMSTRONG BLVD NW - PSD, LLC	16501.4	5000.4	660.0		SQ FT	$3.08	$68,258.34

ESTIMATED PROPERTY ACQUISITION TOTAL: $95,228.36

TOTAL ESTIMATE CONSTRUCTION COST: $1,731,931.30

TOTAL ESTIMATED PROPERTY & CONSTRUCTION COST: $1,827,159.66



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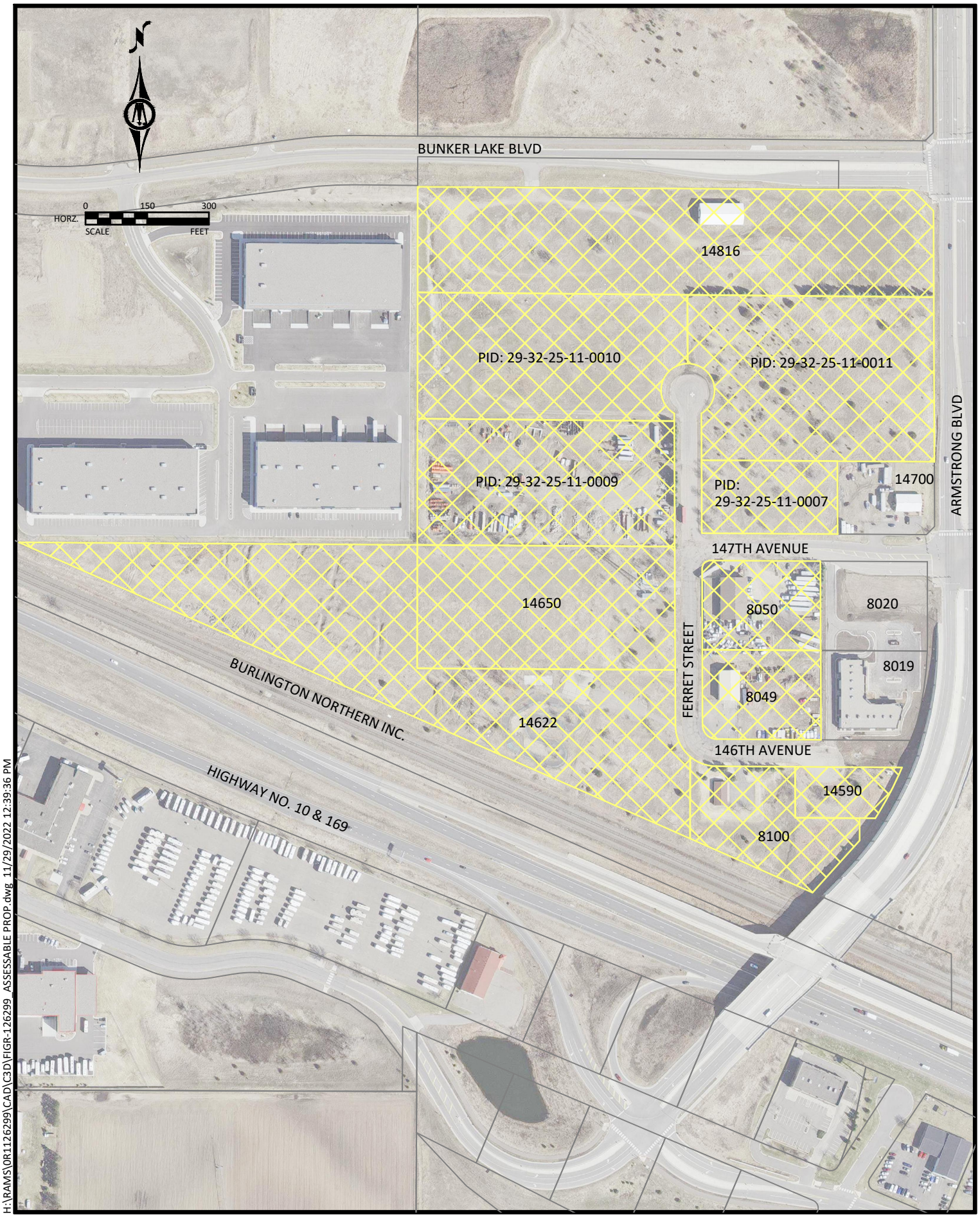
West Armstrong Redevelopment

City of Ramsey

Assessable Properties

November 2022

BOLTON & MENK



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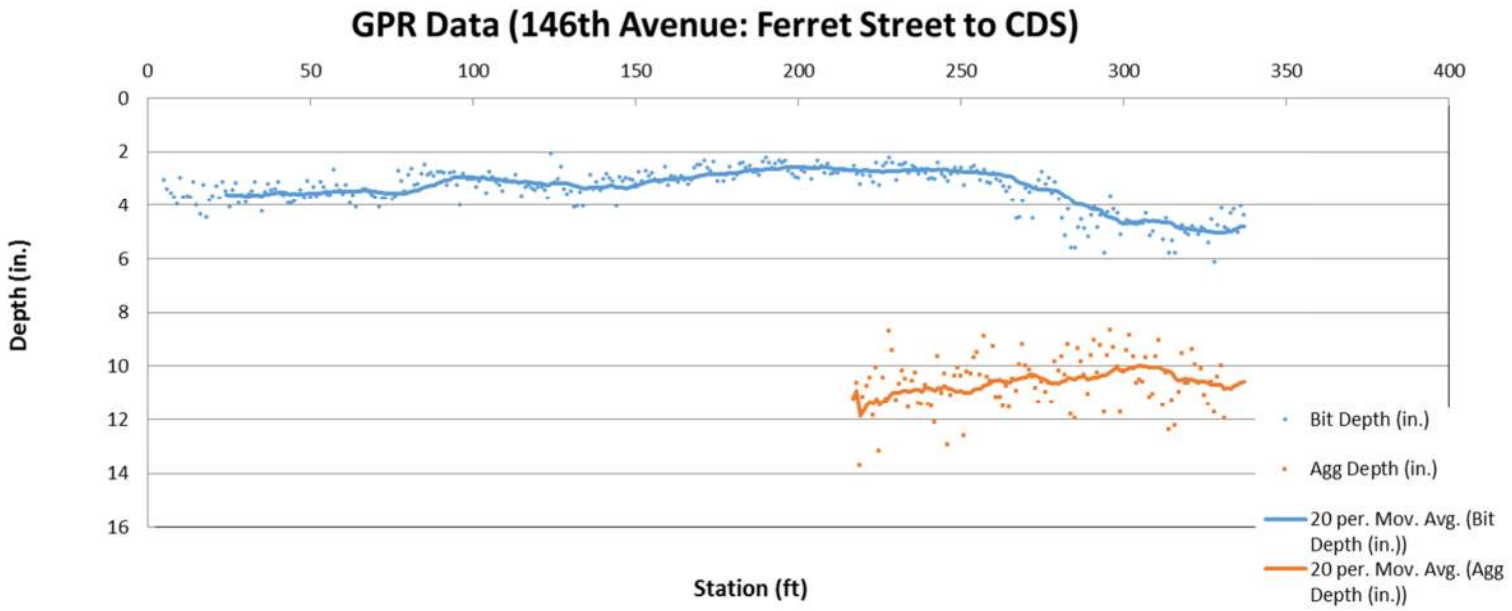
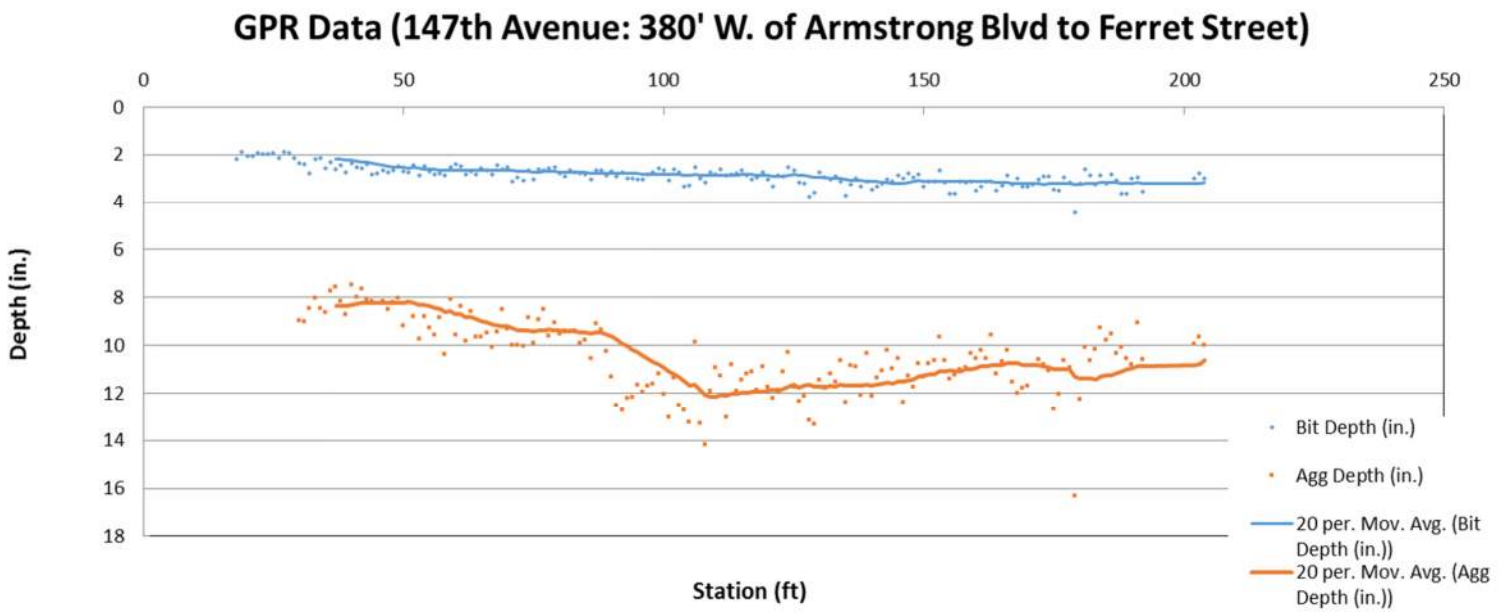
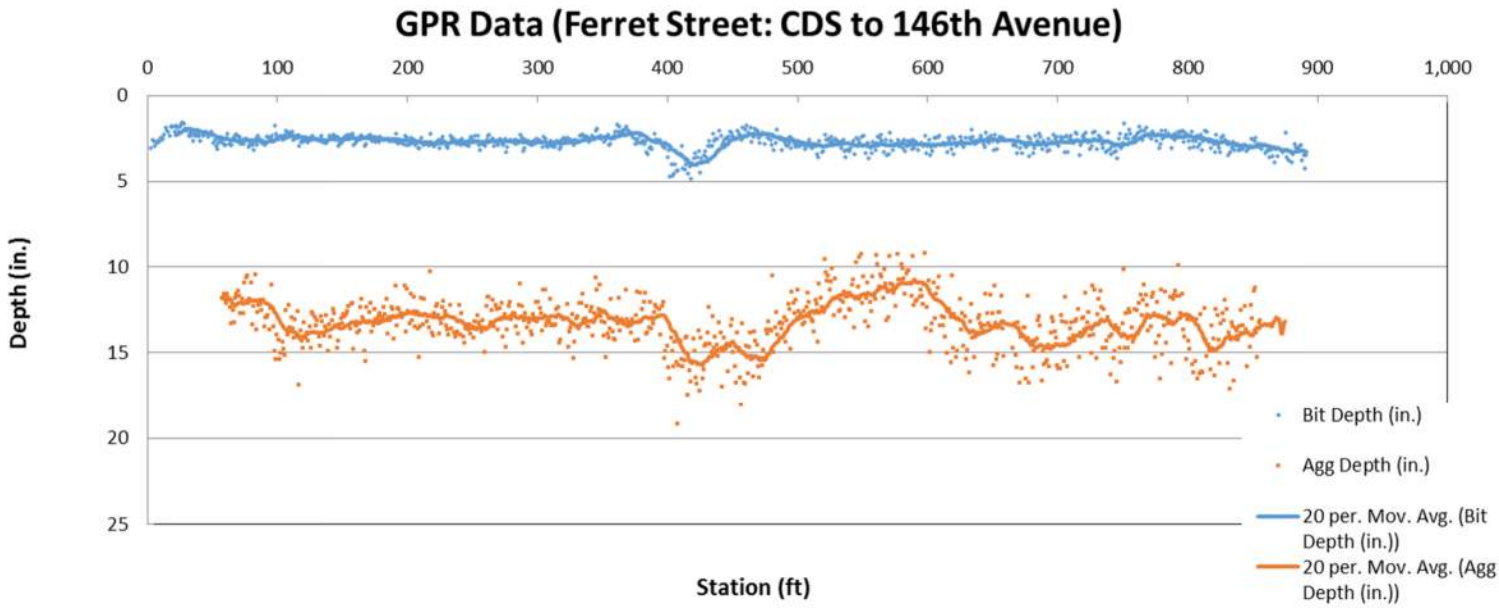
APPENDIX C

Ground Penetrating Radar (GPR) Results

HY-10 Ramsey GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Min**	**Avg**	**Location**
146th Avenue	Ferret Street / CDS	2.0	6.1	3.4	4.3	10.5	6.8	8.6	10.6	296' east of Ferret Street.
147th Avenue	380' west of Armstrong Blvd. / Ferret Street	1.9	4.5	2.9	5.0	11.9	7.6	7.5	10.5	160' east of Ferret Street.
Ferret Street	CDS / 146th Avenue	1.6	4.9	2.7	6.6	15.5	10.6	9.3	13.3	250' north of 146th Avenue
Project Summary		*1.6*	*6.1*	*2.9*	*4.3*	*15.5*	*9.7*	*7.5*	*12.6*	*147th Avenue 160' east of Ferret Street.*




GPR Data (147th Avenue: 380' W. of Armstrong Blvd to Ferret Street)
0
50
100
150
200
250
0
2
4
6
8
10
12
14
16
18
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))


GPR Data (Ferret Street: CDS to 146th Avenue)
0
100
200
300
400
500
600
700
800
900
1,000
0
5
10
15
20
25
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))

APPENDIX D

Revised West Armstrong Area Traffic Analysis Memorandum
Report of Geotechnical Evaluation

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

MEMORANDUM

Date: November 17, 2022

To: City of Ramsey

From: Bryan Nemeth, P.E., PTOE

RE: West Armstrong Area Traffic Analysis – Anoka Ramsey Athletic Association (ARAA)
City of Ramsey, MN
City Project No.: 18-02

Development Considerations

The West Armstrong Area reviewed is bordered on the north by Bunker Lake Boulevard, on the south by TH 10, on the east by Armstrong Boulevard, and on the west by the ARAA site. The proposed ARAA recreation facility represents a new type of land use within this area.

A sports recreation facility has traffic peaking characteristics represented by the highest use starting in the PM peak hour and on weekends, with a high inbound and outbound volume (55% in, 45% out). This is a change from the employment district or light industrial land use which generates a higher outbound in the PM (31% in, 69% out).

The proposed ARAA facility has an area of 175,500 square feet with a support building and future expansion of 13,000 square feet. According to the ITE Trip Generation Manual (Multipurpose Recreation Facility) the site would result in approximately 675 trips during the PM peak hour.

Based on the comparison of forecasts between what was previously calculated for the West Armstrong area and the currently proposed land use, there is anticipated to be no difference in trips during the AM peak, but a significant difference in the PM peak.

Bunker Lake Boulevard Improvement Considerations

<u>Roadway Section West of the Existing Median</u>

For Bunker Lake Boulevard, the 3-lane section west of the median (just west of Armstrong Boulevard) is still adequate, as the change in land use affects it minimally in the PM (approx. 25 trips), and even less in the AM.

<u>Right Turn Lanes</u>

Bunker Lake Boulevard eastbound traffic entering any of the sites south of Bunker Lake Boulevard is low; although, with the change in land use, there is a higher potential for use of an eastbound right turn lane at Ferret Street. The need for a right turn lane was reviewed based on 734 through vehicles on eastbound Bunker Lake Boulevard plus 20 vehicles turning right. The right turn lane was determined not to be needed.

For westbound traffic, the amount of traffic coming from the east and entering any of the sites on the north was reviewed:

- For the first access west of Armstrong Boulevard, we estimated 400 employees, or 180 trips entering in the AM. The right turn lane was determined to not be needed as westbound traffic is relatively low (605 vehicles or less in the AM).
- Since the first access did not need a right turn lane, accesses further west wouldn't need right turn lanes either.

Left Turn Lane

For Ferret Street, just west of the existing median, the left turn volumes are estimated to be low in the AM peak but much higher in the PM peak. The industrial traffic will come from both Hwy 10 and from the north and east. Approximately 50% of the traffic entering the area will gain access at 147th Avenue.

The traffic to and from the ARAA recreational facility is projected to come from the residential areas of the City. This indicates that the amount of traffic from Bunker Lake Boulevard is likely to be higher, 55% at the Ferret Street and Bunker Lake Boulevard access:

- 25% from Armstrong Boulevard north of Bunker Lake Boulevard,
- 5% from the west on Bunker Lake Boulevard, and
- 25% from Bunker Lake Boulevard east of Armstrong Boulevard.

The remaining 45% of the traffic is projected to use 147th Avenue:

- 5% from Hwy 10,
- 5% from 147th east of Armstrong Boulevard,
- 20% from Armstrong Boulevard north of Bunker Lake Boulevard, and
- 15% from Bunker Lake Boulevard east of Armstrong Boulevard.

A left turn lane was found to be warranted in the AM based on the following:

- Roadway Speed = 40 mph,
- Advancing Volume = 823,
- Opposing Volume = 493, and
- Left turn volume estimated to be 38.

A left turn lane was found to be warranted in the PM based on the following:

- Roadway Speed = 40 mph,
- Advancing Volume 826,
- Opposing Volume 754, and
- Left turn volume estimated to be 205.

Based on the above information, a westbound left is appropriate for the westbound Bunker Lake Boulevard traffic at Ferret Street. With the low speeds and an urban setting, but significantly higher left turn volume in the PM peak hour due to the recreational facility, a minimum length 210-foot, full-width left turn lane would be appropriate. Tapers can be at either 10:1 or 15:1. There could be need for the left turn lane to be longer based on other development changes that could occur along Ferret Street.

Ferret Street and Bunker Lake Boulevard Intersection

Separate left and right turn lanes along northbound Ferret Street at Bunker Lake Boulevard are recommended.

Recommended Studies

With the change in traffic volumes noted above, we recommend more comprehensive traffic analyses being completed at the following locations:

- Bunker Lake Boulevard /Armstrong Boulevard,
- Bunker Lake Boulevard /Ferret Street, and
- Armstrong Boulevard /147th Street.

The storage length needs at the signalized intersections in the area should be also evaluated as a part of a future traffic analysis.

Other Considerations

The land use in the West Armstrong Area, south of Bunker Lake Boulevard and adjacent to Ferret Street, is zoned "COR" which allows a lot of flexibility. In our previous analysis, this area was considered light industrial, similar land use east of Puma Street and south of Bunker Lake Boulevard. If the West Armstrong Area evolves to more commercial orientated uses with the addition of the ARAA Facility and other facilities such as the Big Adventure Academy/Daycare and Anytime Fitness, additional analysis is warranted to understand the impacts of a more intensive land use.

REPORT OF GEOTECHNICAL EXPLORATION

West Armstrong Redevelopment Area
147th Avenue NW & Ferret Street NW
Ramsey, Minnesota

AET Project No. P-0004952

Date: March 30, 2022

Prepared for:

Bolton & Menk, Inc.

Geotechnical • Materials
Forensic • Environmental
Building Technology
Petrography/Chemistry

American Engineering Testing
5548 Barthel Industrial Drive NE, Suite 550
Albertville, MN 55301
TeamAET.com • 800.792.6364

March 30, 2022

Bolton & Menk, Inc.
7533 Sunwood Drive NW
Ramsey, Minnesota 55303

Attn: Kevin Kielb, PE

RE: Geotechnical Exploration
West Armstrong Redevelopment Area
147th Avenue NW & Ferret Street NW, Ramsey, Minnesota
AET Report No. P-0004952

Dear Mr. Kielb:

American Engineering Testing, Inc. (AET) is pleased to present the results of our subsurface exploration program and geotechnical engineering review for your West Armstrong Redevelopment Area project in Ramsey, Minnesota. These services were performed according to our proposal to you dated July 28, 2021.

We are submitting one electronic (.pdf) copy of the report to you.

Please contact me if you have any questions about the report. I can also be contacted for arranging construction observation and testing services.

Sincerely,
American Engineering Testing, Inc.

Robert J. Olson, PE (MN)
Branch Manager
rolson@teamAET.com
Office: (651) 659-1316
Mobile: (763) 742-8651

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SIGNATURE PAGE

Prepared for:

Bolton & Menk, Inc.
7533 Sunwood Drive NW
Ramsey, Minnesota 55303

Attn: Kevin Kielb, PE

Prepared by:

American Engineering Testing, Inc.
5548 Barthel Industrial Drive NE, Suite 500
Albertville, Minnesota 55301
(651) 659-9001/www.TeamAET.com

Authored by:

Robert J. Olson, PE (MN)
Branch Manager

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 Minnesota Statute Section 326.02 to 326.15

Name: Robert J. Olson

Date: March 30, 2022 **License #: 45023**

Reviewed by:

Derek S. Van Heuveln, PE (MN)
Senior Engineer

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STANDARD SHEETS
- Definitions Relating to Pavement Construction
- Utility Excavation Backfilling
- Bedding/Foundation Support of Buried Pipe

APPENDIX A – Geotechnical Field Exploration and Testing
- Boring Log Notes
- Unified Soil Classification System
- Figure 1 - Boring Locations
- Subsurface Boring Logs

APPENDIX B – Geotechnical Report Limitations and Guidelines for Use

1.0 INTRODUCTION

The city of Ramsey (City) is proposing to perform street and utility improvements in the West Armstrong Redevelopment Area in Ramsey, Minnesota. To assist planning and design, you have authorized American Engineering Testing, Inc. (AET) to conduct a subsurface exploration program at the site, conduct soil laboratory testing, and perform a geotechnical engineering review for the project. This report presents the results of the above services, and provides our engineering recommendations based on this data.

2.0 SCOPE OF SERVICES

AET's services were performed according to our proposal to you dated July 28, 2021, which you authorized on December 20, 2021. The authorized scope consists of the following.

- Drilling 3 standard penetration test borings to a depth of 14½ feet each.
- Performing soil laboratory testing.
- Performing a geotechnical engineering review based on the data and preparing this report.

These services are intended for geotechnical purposes only. The scope is not intended to explore for the presence or extent of environmental contamination in the soil or groundwater.

3.0 PROJECT INFORMATION

We understand the City is planning to reconstruct 147th Avenue NW, 146th Avenue NW, and Farret Street NW and extend Farret Street NW to the north. These improvements are located west of Armstrong Boulevard NW and south of Bunker Lake Boulevard. We understand that the project will involve reconstructing or constructing a bituminous roadway with public utilities (sewer and watermain).

The above stated information represents our understanding of the proposed construction. This information is an integral part of our engineering review. It is important that you contact us if there are changes from that described so that we can evaluate whether modifications to our recommendations are appropriate.

4.0 SUBSURFACE EXPLORATION AND TESTING

4.1 Field Exploration Program

The subsurface exploration program conducted for the project consisted of 3 standard penetration test borings. The number of borings, boring locations, and boring depths were determined by Bolton & Menk. The logs of the borings and details of the methods used appear in Appendix A. The logs contain information concerning soil layering, soil classification, geologic origins, and moisture condition. A density description or consistency is also noted for the natural soils, which is based on the standard penetration resistance (N-value).

The boring locations are shown on Figure 1 in Appendix A. The borings were located in the field by AET personnel by taping from nearby site features. Surface elevations were approximated based on the web application MnTOPO.

4.2 Laboratory Testing

The laboratory test program included water content testing and percent passing the #200 sieve tests. The test results appear in Appendix A on the individual boring logs adjacent to the samples upon which they were performed.

5.0 SITE CONDITIONS

5.1 Surface Observations

The bituminous roadway surface is in poor condition. The roadway has no curb or gravel shoulder; the shoulder area consists of grass with commercial/industrial businesses beyond the shoulder. The elevation of the roadway slopes downward from south to north with elevations from 874.8 to 869.3 feet at the boring locations. Driveways for the businesses connect to the roadway.

5.2 Subsurface Soils/Geology

The site geology consists of fill or topsoil overlying naturally deposited alluvial soils.

5.2.1 Bituminous Pavement/Fill

Bituminous pavement overlying fill or possible fill was encountered at the surface of Borings SB-2 and SB-3. The surface consisted of 2½ to 2¾ inches of bituminous pavement with approximately 8 inches of apparent gravel base. Beneath the aggregate base, silty sand and sand with silt layers encountered to depths of approximately 2 to 4 feet beneath existing grade. The sands with silt from 2 to 4 feet below grade were classified as “Coarse Alluvium or Fill” as

we were unable to determine the geologic origin from the recovered samples. We could not determine the geological origin based on the recovered samples. The fill and possible fill soils were frozen at the time of exploration. The fill is moderately slow draining and is judged to have moderate frost susceptibility.

5.2.2 Topsoil

Topsoil was encountered at the surface of Boring SB-1. The topsoil extended to a depth of about 1 foot beneath existing grade. The topsoil consists primarily of silty sand. These soils were mostly frozen to a depth of 1 foot. These soils are slow draining and highly susceptible to freeze-thaw movements. Due to the presence of vegetation, we judge these soils to be moderately compressible under structural loads.

5.2.3 Coarse Alluvium

Coarse alluvial sands exist beneath the topsoil, fill, or possible fill at all of the soil borings to the termination depths of the borings. The coarse alluvial soils consist of sands with silt and sands containing variable amounts of gravel, and could include cobbles and/or boulders. These alluvial soils range from very loose to medium dense and are judged to have moderate to moderately high strength and moderate to low compressibility under the anticipated structural loads. The sands and sands with silt are fast draining and are judged to have low susceptibility to freeze-thaw movements.

5.3 Groundwater

We encountered groundwater while drilling at Boring SB-1 at a depth of 10 feet which equated to an approximate elevation of 859.3 feet. As the borings terminated in free draining sands, we judge the measured water level to be reflective of the hydrostatic groundwater level conditions at that point in time.

Groundwater was not measured in Borings SB-2 and SB-3. Due to the borings terminating in free draining sands with silt and sands at depths/elevations near where the groundwater level was measured at Boring SB-1, we judge the water level to be below the depth explored at these boreholes at the time of exploration.

Groundwater levels fluctuate due to varying seasonal and annual rainfall and snow melt amounts, as well as other factors. The Minneapolis metro area has been in a low precipitation pattern for the last 2 years and the presently observed ground water levels may be lower than normal.

6.0 RECOMMENDATIONS

6.1 Definitions

The italicized words used in this section have specific definitions. These definitions are presented on the attached Standard Sheet entitled "Definitions Relating to Pavement Construction" or in ASTM Standards or MnDOT references.

6.2 Approach Discussion

We recommend that at a minimum the upper foot of fill be removed from beneath the proposed roadway extension and removal of the existing bituminous and aggregate base in the reconstruction portion of the project. Additional topsoil or fill may need to be removed based on the organic content of the soils or if soft or loose soils are encountered. We recommend these soils be evaluated by AET geotechnical personnel before new fill is placed. A subgrade R-value of 50 can be assumed for the anticipated subgrade.

6.3 Subgrade Preparation

To prepare the area for new roadway embankment placement, we recommend removing all existing pavement, aggregate base, and topsoil from below the roadway area. The excavation would need to include lateral oversizing to accommodate the lateral loads imposed.

The soils exposed in the subgrade excavations are likely to consist of silty sands, sands with silt, and sands. We recommend these soils be evaluated by AET geotechnical personnel before new fill is placed. If soft or unstable soils are observed, then correction should be performed as needed by subcutting and replacing the inferior soils; or by scarification, drying, and re-compaction.

Following excavation of inferior soils, new engineered fill can be placed as needed to re-attain subgrade elevation. *Suitable Grading Material* can be used as general embankment fill; except that where fill is placed over wet, unstable ground conditions or in standing water, cleaner granular soils should be used.

The fill should be placed per the requirements of MnDOT Specification 2106.3G.1 (Specified Density Method). This specification requires soils placed within the *critical subgrade zone* be compacted to a minimum of 100% of the *standard maximum dry unit weight* defined in ASTM: D698 (Standard Proctor test), at a water content 65% to 102% of the *standard optimum water content*. This water content requirement does not apply to the *sand subbase* zone. A reduced

minimum compaction level of 95% of the *standard maximum dry unit weight* can be used below the *critical subgrade zone*.

6.4 Design R-Value

Based on the subgrade preparation recommendations presented herein, the pavement section (bituminous and aggregate base layers) can be designed based on an R-value of 50.

6.5 Utilities

Based on the conditions encountered at the boring locations, we judge the inorganic soils to be suitable to provide adequate support for utility construction. If silty soils are present at the trench bottom, a 4-inch thick Granular Bedding (MnDOT Specification 3149.F) layer should be placed beneath the pipe to improve support uniformity. We also recommend the removal of any cobbles/boulders in the trench bottoms prior to utility installation. This will reduce the potential for the development of point loads on the pipe that would not be accounted for in the pipe design.

Please refer to the attached standard sheet entitled “Utility Excavation Backfilling” and “Bedding/Foundation Support of Buried Pipe” for additional details regarding utility bedding and utility backfilling.

6.5.1 Trench Backfill

The excavated non-organic soils can be used as backfill for the new utility trenches. Excavated organic soils should not be used as backfill below the roadway. Review of our borings indicates that the trench backfill will primarily consist of sands with silt and sands. These types of soils are generally not considered corrosive. We recommend that bedding be placed uniformly around the pipe to avoid having dissimilar materials touch the pipe that could set up corrosion cells. In our opinion, all metallic utilities should be coated or wrapped.

Utility trench backfill should be placed per the requirements of MnDOT Specification 2106.3G.1 (Specified Density Method). The backfill soils should be placed in a maximum lift thickness of 1 foot or less for the granular soils and 8 inches or less for the cohesive soils. This specification requires all backfill soils placed within an excavation trench be compacted to a minimum of 100% of the *standard maximum dry unit weight* defined in ASTM: D698 (Standard Proctor test). Consideration can be given to modifying the project specifications to allow for a reduced minimum compaction level of 95% of the *standard maximum dry unit weight* to be used below the *critical subgrade zone*. Backfill soils placed in the upper 3 feet of the subgrade should be compacted at a water content between 65% to 102% of the standard optimum water content.

The moisture content below the upper 3-foot zone shall be from 65% to 115% of the standard optimum water content.

7.0 CONSTRUCTION CONSIDERATIONS

7.1 Potential Difficulties

7.1.1 Runoff Water in Excavation

Water can be expected to collect in the excavation bottom during times of inclement weather or snow melt. To allow observation of the excavation bottom, to reduce the potential for soil disturbance, and to facilitate filling operations, we recommend water be removed from within the excavation during construction. Based on the soils encountered, we anticipate the groundwater can be handled with conventional sump pumping.

7.1.2 Disturbance of Soils

The on-site soils can be disturbed under construction traffic, especially if the soils are wet. If soils become disturbed, they should be subcut to the underlying undisturbed soils. The subcut soils can then be dried and recompacted back into place, or they should be removed and replaced with drier imported fill.

7.1.3 Cobbles and Boulders

The soils at this site can include cobbles and boulders. This may make excavating procedures somewhat more difficult than normal if they are encountered.

7.2 Excavation Backsloping

If excavation faces are not retained, the excavations should maintain maximum allowable slopes in accordance with *OSHA Regulations (Standards 29 CFR), Part 1926, Subpart P, "Excavations"* (can be found on www.osha.gov). Even with the required OSHA sloping, water seepage or surface runoff can potentially induce sideslope erosion or sloughing which could require slope maintenance.

7.3 Observation and Testing

The recommendations in this report are based on the subsurface conditions found at our test boring locations. Since the soil conditions can be expected to vary away from the soil boring locations, we recommend on-site observation by a geotechnical engineer/technician during construction to evaluate these potential changes. Soil density testing should also be performed on new fill placed in order to document that project specifications for compaction have been

satisfied.

8.0 ASTM STANDARDS

When we refer to an ASTM Standard in this report, we mean that our services were performed in general accordance with that standard. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

9.0 LIMITATIONS

Within the limitations of scope, budget, and schedule, we have endeavored to provide our services according to generally accepted geotechnical engineering practices at this time and location. Other than this, no warranty, express or implied, is intended.

Important information regarding risk management and proper use of this report is given in Appendix B entitled “Geotechnical Report Limitations and Guidelines for Use.”

DEFINITIONS RELATING TO PAVEMENT CONSTRUCTION

Top of subgrade: Grade which contacts the bottom of the aggregate base layer.

Sand subbase: Uniform thickness sand layer placed as the top of subgrade which is intended to improve the frost and drainage characteristics of the pavement system by increasing drainage of excess water in the aggregate base and subbase, by reducing and "bridging" frost heaving, and by reducing spring thaw weakening effects.

Critical subgrade zone: The subgrade portion beneath and within three vertical feet of the top of subgrade. A sand subbase, if placed, would be considered the upper portion of the critical subgrade zone.

Suitable Grading Material: Mineral soil materials, typically from the project site, excluding the following: 1) soils which have an organic content exceeding 3%, 2) cohesive soils having a Liquid Limit exceeding 50%, 3) soils which include debris, cobbles, and/or boulders, and 4) soils which are considered acceptable from an environmental standpoint. The soil must also be capable of attaining the specified compaction level at its current water content or at a water content that can be reasonably scarified, blended, and moisture conditioned to a uniform water content in order to uniformly meet compaction requirements.

Granular Material: Soils meeting MnDOT Specification 3149.2B.1. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 20% by weight passing the #200 sieve.

Select Granular Material: Soils meeting MnDOT Specification 3149.2B.2. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 12% by weight passing the #200 sieve.

Select Granular Material (Super Sand): Soils meeting MnDOT Specification 3149.2B.3. This material is cleaner and coarser than Select Granular Material (see specification for specific requirements).

Compaction Subcut: Construction of a uniform thickness subcut below a designated grade to provide uniformity and compaction within the subcut zone. Replacement fill can be the materials subcut, although the reused soils should be blended to a uniform soil condition, moisture conditioned as needed to meet MnDOT Specification 2105.F; and re-compacted per the Specified Density Method defined in MnDOT Specification 2105.3F.1.

Test Roll: A means of evaluating the near-surface stability of subgrade soils (usually non-granular). Suitability is determined by the depth of rutting or deflection caused by passage of heavy rubber-tired construction equipment, such as a loaded dump truck, over the test area. Yielding of less than 1" is normally considered acceptable, although engineering judgment may be applied depending on the equipment used, soil conditions present, and/or depth below final grade.

Unstable Soils: Subgrade soils which do not pass a test roll. Unstable soils typically have water content exceeding the *standard optimum water content* defined in ASTM:D698 (Standard Proctor test).

Organic Soils: Soils which have sufficient organic content such that the soils engineering properties are negatively affected (typically more than 3% organic content). These soils are usually black to dark brown in color.

UTILITY EXCAVATION BACKFILLING

GENERAL

Clayey and silty soils are often difficult to compact, as they may be naturally wet or dry, or may become wet due to ground water or runoff water during construction. Soils will need to be placed within a certain range of water (moisture) content to attain desired compaction levels. Moisture conditioning to within this range can be time consuming and labor intensive, and will require favorable weather.

The degree of compaction and the soil type used for backfill within open cut utility excavations depends on the eventual function of the overlying land surface. Details are as follows:

ROADWAYS

Where trenches are located below roadways, we recommend using inorganic fill and compacting these soils per MnDOT Specification 2105.3F1 (Specified Density Method). On MnDOT funded roads, the 2016 Specification requires 100% compaction over the entire trench depth. On non-MnDOT funded roads, we feel the specification can be relaxed to the previous version of achieving 100% of the Standard Proctor density in the upper 3-foot subgrade zone, and 95% below this depth. Note that this specification also includes moisture content range requirements which are important for proper subgrade stability.

Where available soils are wet or of poor quality, it may be possible to use the “Quality Compaction Method” (MnDOT Specification 2105.3F2) for soils below the upper 3-foot subgrade zone if you can tolerate some subsidence. However, a high level of stability is still important within the upper subgrade zone and recommend that the “Specified Density Method" be used in this upper subgrade area. We caution that if backfill soils in the lower trench area are significantly unstable, it may be difficult or even impossible to properly compact soils within the upper 3-foot subgrade zone. In this case, road subgrade stability can be improved by placing a geotextile reinforcement fabric directly over the unstable soils followed by properly drained granular fill placement.

STRUCTURAL AREAS

If fill is placed beneath or within the significant zone of influence of a structure (typically a 1:1 lateral oversize zone), the soil type and minimum compaction level will need to be evaluated on an individual basis. Because trenches result in variable fill depths over a short lateral distance, higher than normal compaction levels and/or more favorable (sandy) soil fill types may be needed. If this situation exists, it is important that special geotechnical engineering review be performed.

NON-STRUCTURAL AREAS

In grass/ditch areas, backfill soils should be placed in reasonable lift thicknesses and compacted to a minimum of 90% of the Standard Proctor density (ASTM: D698) and/or per the MnDOT “Quality Compaction Method.” If lower compaction levels are accepted, more noticeable subsidence at the surface can occur. Steep or high slopes require special consideration, and if this situation exists, it is important that special geotechnical engineering review be performed.

SPECIAL CASES

Structural retention systems are often used to reduce impacts on adjacent streets/improvements. If localized excavations/pits or annular spaces are created which need to be backfilled, it may not be possible to place and compact soils by the conventional means of backfilling. Retraction of structural systems can also leave soils loosened. Significant settlement can occur in areas where backfill cannot be compacted. If these situations are located in non-structural or non-paved areas, it may be reasonable to accept the settlements and associated follow-up maintenance in order avoid the high cost of trying to compact the soil or placing flowable lean concrete fill. However, there may be areas where fill settlement needs to be avoided, especially as the settlement will be differential from the surrounding surface, or differential from a buried structure in the case of higher piping entering the structure. Where settlement needs to be avoided, the specification should require that the contractor submit a backfill compaction plan along with the retention plan. Improper sequencing of retention system removal and backfilling of the pits could result in excessive settlement and/or lateral movement of nearby improvements.

BEDDING/FOUNDATION SUPPORT OF BURIED PIPE

GENERAL

This page addresses soil bedding and foundation support of rigid pipe, such as reinforced concrete, and flexible pipe, such as steel and plastic. This does not address selection of pipe based on loads and allowable deflections, but rather addresses the geotechnical/soil aspects of uniform pipe support. Bedding/foundation support needs relate to local conditions directly beneath and to the sides of the pipe zone, which may be influenced by soft in-situ ground conditions or by soil disturbance due to soil sensitivity or ground water. Bedding relates to granular materials placed directly beneath the bottom of the pipe (usually 4" to 6" thick), which is intended to provide increased support uniformity. We refer to foundation soils as thicker layers of sands and/or gravels (beneath the bedding zone) intended to provide increased foundation strength support, usually needed due to soft, unstable and/or waterbearing conditions.

GRANULAR BEDDING

With circular pipes, high local loads (approaching point loads) develop if pipes are placed on hard surfaces. Load distribution is improved by placing granular bedding materials beneath the pipe, which are either shaped to match the pipe bottom or are placed without compaction to allow “settling in.” The bedding should be placed in such a manner that the pipe will be at the proper elevation and slope when the pipe is laid on the bedding. Common bedding material is defined in MnDOT Specification 3149.2F, Granular Bedding. Published documents recommend rigid pipes having a diameter of 12" to 54" be placed on a bedding thickness of 4", which increases to 6" of bedding for pipe diameters ranging from 54" to 72". Beyond a 72" diameter, the bedding thickness can be equal to the pipe outside diameter divided by 12. Typically, the need for bedding under small diameter pipes (less than 12") depends on the pipe designer’s specific needs, although in obvious point loads situations (bedrock, cobbles, significant coarse gravel content), bedding is recommended. Note that bedding should also account for larger diameter bells at joints.

FOUNDATION FILL

Positive uniform strength is usually compromised in soft or unstable trench bottom conditions. In this case, deeper subcuts and foundation fill placement is needed beneath the pipe. In moderate instability conditions, improvement can likely be accomplished with a thicker bedding layer. However, in more significant instability situations, particularly where ground water is present, coarser materials may be needed to provide a stronger foundation. Thicker gravel layers can also be a favorable media from which to dewater. The following materials would be appropriate for stability improvement, with the coarser materials being appropriate for higher instability/ground water cases.

- Fine Filter Aggregate – MnDOT Specification 3149.2J
- Coarse Filter Aggregate –MnDOT Specification 3149.2H

When using a coarser material which includes significant void space, we highly recommend enveloping the entire gravel layer within a geotextile separation fabric. The gravel material includes open void space, and the fabric acts as a separator which minimizes the intrusion of fines into the open void space. If additional granular bedding sand is used above foundation gravel, the fabric would also prevent downward infiltration of bedding sand into the rock void space.

Although it is preferred to not highly compact thin granular bedding zones directly beneath the pipe center, it is desirable to compact the foundation materials to prevent more significant pipe settlement. We recommend foundation fill be compacted to a minimum of 95% of the Standard Proctor density (ASTM: D698). It is not possible to test coarse rock fill, although this material should still be well compacted/ tamped.

Often, pipes entering structures such as catch basins, lift stations, etc., enter the structure at a higher elevation than the structure bottom, and are therefore placed on the structure backfill. Fill beneath these pipes should be considered foundation fill. Depending on the flexibility of the connection design, it may be necessary to increase the minimum compaction level to reduce differential settlements, particularly with thicker fills.

SIDE FILL SUPPORT

If the pipe designer requires support from the side fill, granular bedding should also be placed along the sides of the pipe. In poor soil conditions, the sand fill may need to be placed laterally up to two pipe diameters on both sides of the pipe. With rigid pipe, compacted sand placement up to the spring line (within the haunch area) is usually sufficient. With flexible pipe, side fill should be placed and compacted at least to the top of the pipe. For positive support, it is very important to properly compact the sands within the haunch area.

Appendix A

Geotechnical Field Exploration and Testing
Boring Log Notes
Unified Soil Classification System
Figure 1 – Boring Locations
Subsurface Boring Logs

Appendix A
Geotechnical Field Exploration and Testing
Report No. P-0004952

A.1 FIELD EXPLORATION

The subsurface conditions at the site were explored by drilling and sampling three (3) standard penetration test borings. The locations of the borings appear on Figure 1, preceding the Subsurface Boring Logs in this appendix.

A.2 SAMPLING METHODS

A.2.1 Split-Spoon Samples (SS) - Calibrated to N_{60} Values

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2-inch O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30 inches. The sampler is driven a total of 18 inches into the soil. After an initial set of 6 inches, the number of hammer blows to drive the sampler the final 12 inches is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an N_{60} blow count.

The most recent drill rigs incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional N_{60} values. By using the PDA energy measurement equipment, we are able to determine actual energy generated by the drop hammer. With the various hammer systems available, we have found highly variable energies ranging from 55% to over 100%. Therefore, the intent of AET's hammer calibrations is to vary the hammer weight such that hammer energies lie within about 60% to 65% of the theoretical energy of a 140-pound weight falling 30 inches. The current ASTM procedure acknowledges the wide variation in N-values, stating that N-values of 100% or more have been observed. Although we have not yet determined the statistical measurement uncertainty of our calibrated method to date, we can state that the accuracy deviation of the N-values using this method is significantly better than the standard ASTM Method.

A.2.2 Disturbed Samples (DS)/Spin-up Samples (SU)

Sample types described as "DS" or "SU" on the boring logs are disturbed samples, which are taken from the flights of the auger. Because the auger disturbs the samples, possible soil layering and contact depths should be considered approximate.

A.2.3 Sampling Limitations

Unless actually observed in a sample, contacts between soil layers are estimated based on the spacing of samples and the action of drilling tools. Cobbles, boulders, and other large objects generally cannot be recovered from test borings, and they may be present in the ground even if they are not noted on the boring logs.

Determining the thickness of "topsoil" layers is usually limited, due to variations in topsoil definition, sample recovery, and other factors. Visual-manual description often relies on color for determination, and transitioning changes can account for significant variation in thickness judgment. Accordingly, the topsoil thickness presented on the logs should not be the sole basis for calculating topsoil stripping depths and volumes. If more accurate information is needed relating to thickness and topsoil quality definition, alternate methods of sample retrieval and testing should be employed.

A.3 CLASSIFICATION METHODS

Soil descriptions shown on the boring logs are based on the Unified Soil Classification (USC) system. The USC system is described in ASTM: D2487 and D2488. Where laboratory classification tests (sieve analysis or Atterberg Limits) have been performed, accurate classifications per ASTM: D2487 are possible. Otherwise, soil descriptions shown on the boring logs are visual-manual judgments. Charts are attached which provide information on the USC system, the descriptive terminology, and the symbols used on the boring logs.

The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

A.4 WATER LEVEL MEASUREMENTS

The groundwater level measurements are shown at the bottom of the boring logs. The following information appears under "Water Level Measurements" on the logs:

- Date and Time of measurement
- Sampled Depth: lowest depth of soil sampling at the time of measurement
- Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- Cave-in Depth: depth at which measuring tape stops in the borehole
- Water Level: depth in the borehole where free water is encountered
- Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

A.5 LABORATORY TEST METHODS

A.5.1 Water Content Tests

Conducted per AET Procedure 01-LAB-010, which is performed in general accordance with ASTM: D2216 and AASHTO: T265.

A.5.2 Material in Soils Finer than the #200 (75 micron) Sieve

Conducted per AET Procedure 01-LAB-060, which is performed in general conformance with ASTM: D1140.

A.6 TEST STANDARD LIMITATIONS

Field and laboratory testing is done in general conformance with the described procedures. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

A.7 SAMPLE STORAGE

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.

EXPLORATION/CLASSIFICATION METHODS

SAMPLING METHODS

Split-Spoon Samples (SS) - Calibrated to N_{60} Values

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2" O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30". The sampler is driven a total of 18" into the soil. After an initial set of 6", the number of hammer blows to drive the sampler the final 12" is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an N_{60} blow count.

Most of today's drill rigs incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional N_{60} values. By using the PDA energy measurement equipment, we are able to determine actual energy generated by the drop hammer. With the various hammer systems available, we have found highly variable energies ranging from 55% to over 100%. Therefore, the intent of AET's hammer calibrations is to vary the hammer weight such that hammer energies lie within about 60% to 65% of the theoretical energy of a 140-pound weight falling 30". The current ASTM procedure acknowledges the wide variation in N-values, stating that N-values of 100% or more have been observed. Although we have not yet determined the statistical measurement uncertainty of our calibrated method to date, we can state that the accuracy deviations of the N-values using this method are significantly better than the standard ASTM Method.

Disturbed Samples (DS)/Spin-up Samples (SU)

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Sampling Limitations

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Soil classifications shown on the boring logs are based on the Unified Soil Classification (USC) system. The USC system is described in ASTM: D2487 and D2488. Where laboratory classification tests (sieve analysis or Atterberg Limits) have been performed, accurate classifications per ASTM: D2487 are possible. Otherwise, soil classifications shown on the boring logs are visual-manual judgments. Charts are attached which provide information on the USC system, the descriptive terminology, and the symbols used on the boring logs.

The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

WATER LEVEL MEASUREMENTS

The ground water level measurements are shown at the bottom of the boring logs. The following information appears under "Water Level Measurements" on the logs:

- Date and Time of measurement
- Sampled Depth: lowest depth of soil sampling at the time of measurement
- Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- Cave-in Depth: depth at which measuring tape stops in the borehole
- Water Level: depth in the borehole where free water is encountered
- Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

SAMPLE STORAGE

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.

UNIFIED SOIL CLASSIFICATION SYSTEM
ASTM Designations: D 2487, D2488

AMERICAN ENGINEERING TESTING, INC.

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests[A]				Soil Classification: Group Symbol	Soil Classification: Group Name[B]
Coarse-Grained Soils More than 50% retained on No. 200 sieve	Gravels More than 50% coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines[C]	Cu≥4 and 1≤Cc≤3[E]	GW	Well graded gravel[F]
			Cu<4 and/or 1>Cc>3[E]	GP	Poorly graded gravel[F]
		Gravels with Fines more than 12% fines[C]	Fines classify as ML or MH	GM	Silty gravel[F,G,H]
			Fines classify as CL or CH	GC	Clayey gravel[F,G,H]
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines[D]	Cu≥6 and 1≤Cc≤3[E]	SW	Well-graded sand[I]
			Cu<6 and/or 1>Cc>3[E]	SP	Poorly-graded sand[I]
		Sands with Fines more than 12% fines[D]	Fines classify as ML or MH	SM	Silty sand[G,H,I]
			Fines classify as CL or CH	SC	Clayey sand[G,H,I]
Fine-Grained Soils 50% or more passes the No. 200 sieve (see Plasticity Chart below)	Silts and Clays Liquid limit less than 50	inorganic	PI>7 and plots on or above "A" line[J]	CL	Lean clay[K,L,M]
			PI<4 or plots below "A" line[J]	ML	Silt[K,L,M]
		organic	Liquid limit–oven dried / Liquid limit – not dried <0.75	OL	Organic clay[K,L,M,N] / Organic silt[K,L,M,O]
	Silts and Clays Liquid limit 50 or more	inorganic	PI plots on or above "A" line	CH	Fat clay[K,L,M]
			PI plots below "A" line	MH	Elastic silt[K,L,M]
		organic	Liquid limit–oven dried / Liquid limit – not dried <0.75	OH	Organic clay[K,L,M,P] / Organic silt[K,L,M,Q]
Highly organic soil			Primarily organic matter, dark in color, and organic in odor	PT	Peat[R]

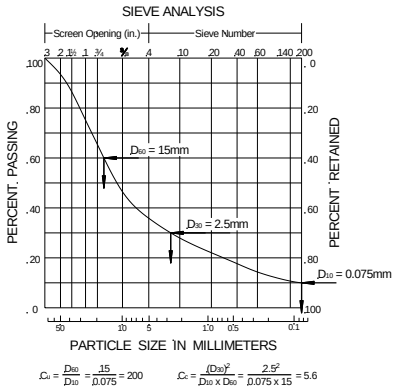
Notes

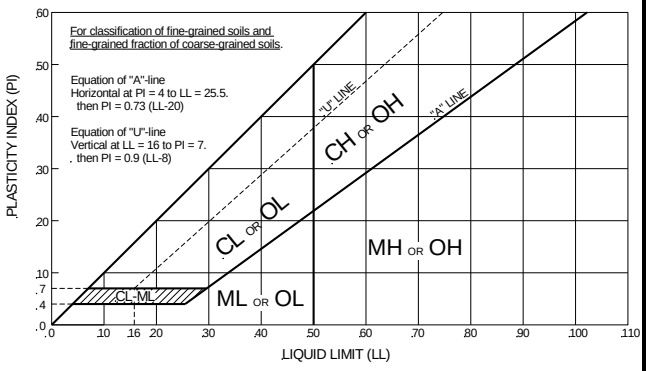
[A]Based on the material passing the 3-in (75-mm) sieve.
[B]If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
[C]Gravels with 5 to 12% fines require dual symbols:
- GW-GM well-graded gravel with silt
- GW-GC well-graded gravel with clay
- GP-GM poorly graded gravel with silt
- GP-GC poorly graded gravel with clay

[D]Sands with 5 to 12% fines require dual symbols:
- SW-SM well-graded sand with silt
- SW-SC well-graded sand with clay
- SP-SM poorly graded sand with silt
- SP-SC poorly graded sand with clay

[E]$Cu = D_{60} / D_{10}$, $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$

[F]If soil contains ≥15% sand, add "with sand" to group name.
[G]If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.
[H]If fines are organic, add "with organic fines" to group name.
[I]If soil contains ≥15% gravel, add "with gravel" to group name.
[J]If Atterberg limits plot is hatched area, soil is a CL-ML silty clay.
[K]If soil contains 15 to 29% plus No. 200 add "with sand" or "with gravel", whichever is predominant.
[L]If soil contains ≥30% plus No. 200, predominantly sand, add "sandy" to group name.
[M]If soil contains ≥30% plus No. 200, predominantly gravel, add "gravelly" to group name.
[N]PI≥4 and plots on or above "A" line.
[O]PI<4 or plots below "A" line.
[P]PI plots on or above "A" line.
[Q]PI plots below "A" line.
[R]Fiber Content description shown below.





Plasticity Chart

ADDITIONAL TERMINOLOGY NOTES USED BY AET FOR SOIL IDENTIFICATION AND DESCRIPTION

Grain Size

Term	Particle Size
Boulders	Over 12"
Cobbles	3" to 12"
Gravel	#4 sieve to 3"
Sand	#200 to #4 sieve
Fines (silt & clay)	Pass #200 sieve

Gravel Percentages

Term	Percent
A Little Gravel	3% - 14%
With Gravel	15% - 29%
Gravelly	30% - 50%

Consistency of Plastic Soils

Term	N-Value, BPF
Very Soft	less than 2
Soft	2 - 4
Firm	5 - 8
Stiff	9 - 15
Very Stiff	16 - 30
Hard	Greater than 30

Relative Density of Non-Plastic Soils

Term	N-Value, BPF
Very Loose	0 - 4
Loose	5 - 10
Medium Dense	11 - 30
Dense	31 - 50
Very Dense	Greater than 50

Moisture/Frost Condition
(MC Column)

- D (Dry): Absence of moisture, dusty, dry to touch.
- M (Moist): Damp, although free water not visible. Soil may still have a high water content (over "optimum").
- W (Wet/ Waterbearing): Free water visible, intended to describe non-plastic soils. Waterbearing usually relates to sands and sand with silt.
- F (Frozen): Soil frozen

Layering Notes

- Laminations: Layers less than ½" thick of differing material or color.
- Lenses: Pockets or layers greater than ½" thick of differing material or color.

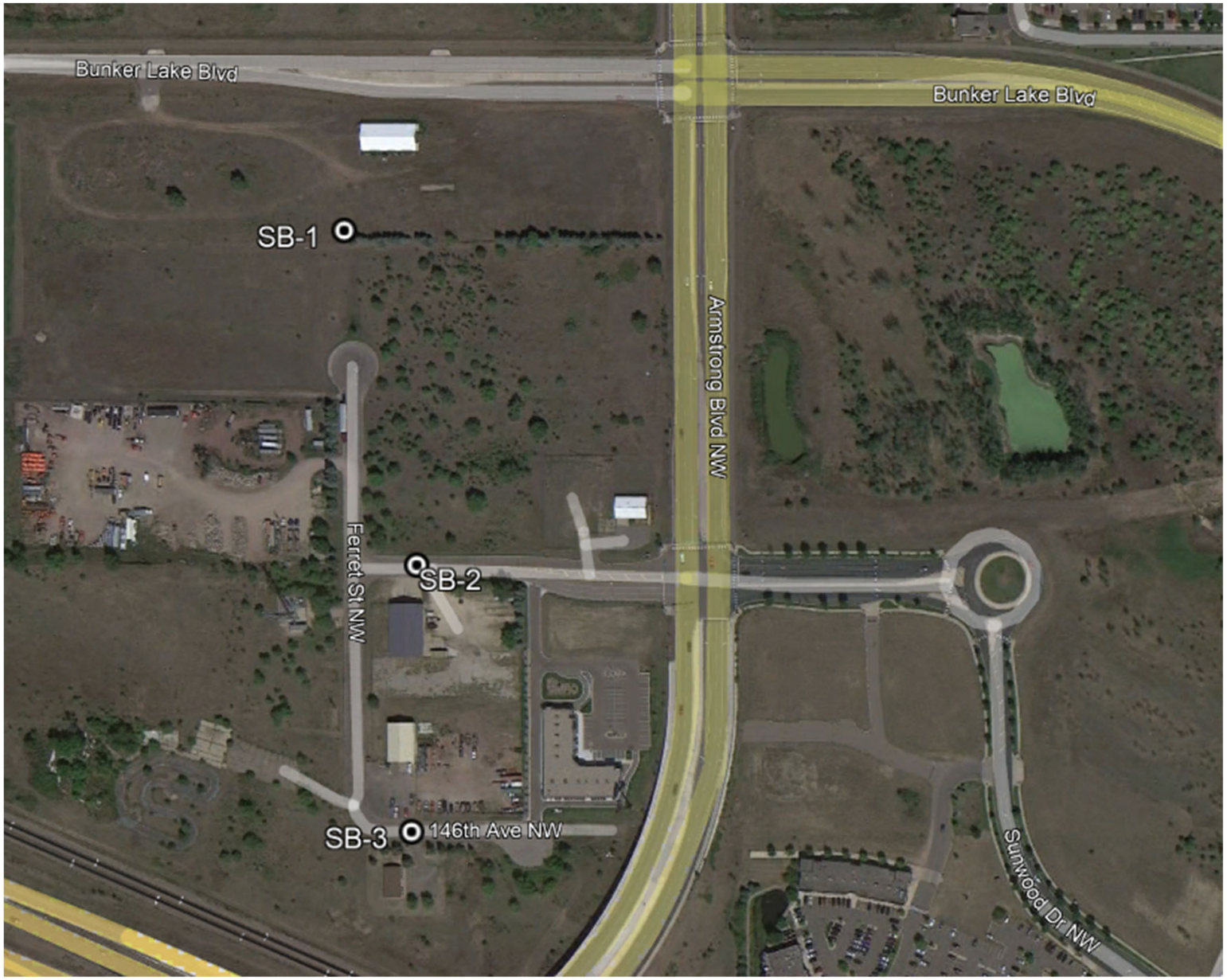
Peat Description

Term	Fiber Content (Visual Estimate)
Fibric Peat:	Greater than 67%
Hemic Peat:	33 – 67%
Sapric Peat:	Less than 33%

Organic Description (if no lab tests)

Soils are described as *organic*, if soil is not peat and is judged to have sufficient organic fines content to influence the Liquid Limit properties. *Slightly organic* used for borderline cases.

Root Inclusions
- With roots: Judged to have sufficient quantity of roots to influence the soil properties.
- Trace roots: Small roots present, but not judged to be in sufficient quantity to significantly affect soil properties.



AMERICAN ENGINEERING TESTING	**PROJECT** West Armstrong Redevelopment; Ramsey, Minnesota			**AET NO.** P-0004952
	SUBJECT Boring Locations			**DATE** March 2022
	SCALE As Shown	**DRAWN BY** RJO	**CHECKED BY** DSV	**FIGURE 1**

SUBSURFACE BORING LOG

AET No: **P-0004952** Log of Boring No. **SB- 1 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **869.3**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	SILTY SAND, fine to medium grained, dark brown, frozen (SM)	TOPSOIL									
1	SAND, fine grained, brown, moist, loose (SP)	COARSE ALLUVIUM		F/M	SU						
2											
3			6	M	SS	12	4				4
4	SAND WITH SILT, fine to medium grained, brown, moist, very loose, laminations of clayey sand (SP-SM)										
5			4	M	SS	10					
6											
7	SAND, a little gravel, fine to medium grained, grayish brown, moist to about 10' then waterbearing, loose to very loose (SP)										
8			8	M	SS	12					
9											
10			7	M/W	SS	8					
11											
12											
13											
14			3	W	SS	7					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

WATER LEVEL MEASUREMENTS

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**10.0**
1/12/22	***AD**		**13.0**	**7.0**		**10.5**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

SUBSURFACE BORING LOG

AMERICAN ENGINEERING TESTING

AET No: **P-0004952** Log of Boring No. **SB- 2 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **872.9**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	2.75" Bituminous pavement	FILL									
	8" Aggregate base course										
1	FILL, mostly silty sand, a little gravel, brown with a little dark brown, frozen			F	SU						
2	SAND WITH SILT, a little gravel, fine grained, brown, frozen (SP-SM) (possible fill)	COARSE ALLUVIUM OR FILL		F	SU	6	3				7
4	SAND WITH SILT, fine grained, brown, moist, medium dense (SP-SM)	COARSE ALLUVIUM									
5			14	M	SS	12					
7	SAND, a little gravel, fine to medium grained, brown, moist, loose to very loose (SP)										
8			5	M	SS	10					
10			3	M	SS	10					
12	SAND WITH SILT, a little gravel, fine to medium grained, grayish brown, moist, loose, laminations of clayey sand (SP-SM)										
14			6	M	SS	10					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**None**
1/12/22	***AD**					**None**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

SUBSURFACE BORING LOG

AET No: **P-0004952** Log of Boring No. **SB- 3 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **874.8**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	2.5" Bituminous pavement	FILL									
1	8" Aggregate base course										
	FILL, mostly silty sand with gravel, dark brown, frozen			F	SU						
2	SAND WITH SILT, a little gravel, fine to medium grained, brown with a little dark brown, frozen (SP-SM) (possible fill)	COARSE ALLUVIUM OR FILL		F	SU		4				7
3											
4	SAND, a little gravel, fine to medium grained, grayish brown, moist, loose to very loose to loose (SP)	COARSE ALLUVIUM									
5			7	M	SS	12	3				3
6											
7											
8			3	M	SS	12					
9											
10			6	M	SS	12					
11											
12	SAND, a little gravel, fine to medium grained, brown, moist, loose, laminations of silty sand (SP)										
13											
14			8	M	SS	12					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

WATER LEVEL MEASUREMENTS

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**None**
1/12/22	***AD**					**None**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

Appendix B

Geotechnical Report Limitations and Guidelines for Use

Appendix B
Geotechnical Report Limitations and Guidelines for Use
Report No. P-0004952

B.1 REFERENCE

This appendix provides information to help you manage your risks relating to subsurface problems which are caused by construction delays, cost overruns, claims, and disputes. This information was developed and provided by GBA[1], of which, we are a member firm.

B.2 RISK MANAGEMENT INFORMATION

B.2.1 Understand the Geotechnical Engineering Services Provided for this Report

Geotechnical engineering services typically include the planning, collection, interpretation, and analysis of exploratory data from widely spaced borings and/or test pits. Field data are combined with results from laboratory tests of soil and rock samples obtained from field exploration (if applicable), observations made during site reconnaissance, and historical information to form one or more models of the expected subsurface conditions beneath the site. Local geology and alterations of the site surface and subsurface by previous and proposed construction are also important considerations. Geotechnical engineers apply their engineering training, experience, and judgment to adapt the requirements of the prospective project to the subsurface model(s). Estimates are made of the subsurface conditions that will likely be exposed during construction as well as the expected performance of foundations and other structures being planned and/or affected by construction activities.

The culmination of these geotechnical engineering services is typically a geotechnical engineering report providing the data obtained, a discussion of the subsurface model(s), the engineering and geologic engineering assessments and analyses made, and the recommendations developed to satisfy the given requirements of the project. These reports may be titled investigations, explorations, studies, assessments, or evaluations. Regardless of the title used, the geotechnical engineering report is an engineering interpretation of the subsurface conditions within the context of the project and does not represent a close examination, systematic inquiry, or thorough investigation of all site and subsurface conditions.

B.2.2 Geotechnical Engineering Services are Performed for Specific Purposes, Persons, and Projects, and At Specific Times

Geotechnical engineers structure their services to meet the specific needs, goals, and risk management preferences of their clients. A geotechnical engineering study conducted for a given civil engineer will not likely meet the needs of a civil-works constructor or even a different civil engineer. Because each geotechnical engineering study is unique, each geotechnical engineering report is unique, prepared solely for the client.

Likewise, geotechnical engineering services are performed for a specific project and purpose. For example, it is unlikely that a geotechnical engineering study for a refrigerated warehouse will be the same as one prepared for a parking garage; and a few borings drilled during a preliminary study to evaluate site feasibility will not be adequate to develop geotechnical design recommendations for the project.

Do <u>not</u> rely on this report if your geotechnical engineer prepared it:

- for a different client;
- for a different project or purpose;
- for a different site (that may or may not include all or a portion of the original site); or
- before important events occurred at the site or adjacent to it; e.g., man-made events like construction or environmental remediation, or natural events like floods, droughts, earthquakes, or groundwater fluctuations.

Note, too, the reliability of a geotechnical-engineering report can be affected by the passage of time, because of factors like changed subsurface conditions; new or modified codes, standards, or regulations; or new techniques or tools. If you are the least bit uncertain about the continued reliability of this report, contact your geotechnical engineer before applying the recommendations in it. A minor amount of additional testing or analysis after the passage of time – if any is required at all – could prevent major problems.

1 Geoprofessional Business Association, 1300 Piccard Drive, LL14, Rockville, MD 20850
Telephone: 301/565-2733: www.geoprofessional.org, 2019

B.2.3 Read the Full Report
Costly problems have occurred because those relying on a geotechnical-engineering report did not read the report in its entirety. Do not rely on an executive summary. Do not read selective elements only. Read and refer to the report in full.

B.2.4 You Need to Inform Your Geotechnical Engineer About Change
Your geotechnical engineer considered unique, project-specific factors when developing the scope of study behind this report and developing the confirmation-dependent recommendations the report conveys. Typical changes that could erode the reliability of this report include those that affect:

- the site's size or shape;
- the elevation, configuration, location, orientation, function or weight of the proposed structure and the desired performance criteria;
- the composition of the design team; or
- project ownership.

As a general rule, always inform your geotechnical engineer of project or site changes – even minor ones – and request an assessment of their impact. The geotechnical engineer who prepared this report cannot accept responsibility or liability for problems that arise because the geotechnical engineer was not informed about developments the engineer otherwise would have considered.

B.2.5 Most of the "Findings" Related in This Report Are Professional Opinions
Before construction begins, geotechnical engineers explore a site's subsurface using various sampling and testing procedures. Geotechnical engineers can observe actual subsurface conditions only at those specific locations where sampling and testing is performed. The data derived from that sampling and testing were reviewed by your geotechnical engineer, who then applied professional judgement to form opinions about subsurface conditions throughout the site. Actual sitewide-subsurface conditions may differ – maybe significantly – from those indicated in this report. Confront that risk by retaining your geotechnical engineer to serve on the design team through project completion to obtain informed guidance quickly, whenever needed.

B.2.6 This Report's Recommendations Are Confirmation-Dependent
The recommendations included in this report – including any options or alternatives – are confirmation-dependent. In other words, they are not final, because the geotechnical engineer who developed them relied heavily on judgement and opinion to do so. Your geotechnical engineer can finalize the recommendations only after observing actual subsurface conditions exposed during construction. If through observation your geotechnical engineer confirms that the conditions assumed to exist actually do exist, the recommendations can be relied upon, assuming no other changes have occurred. The geotechnical engineer who prepared this report cannot assume responsibility or liability for confirmation-dependent recommendations if you fail to retain that engineer to perform construction observation.

B.2.7 This Report Could Be Misinterpreted
Other design professionals' misinterpretation of geotechnical engineering reports has resulted in costly problems. Confront that risk by having your geotechnical engineer serve as a continuing member of the design team, to:

- confer with other design-team members;
- help develop specifications;
- review pertinent elements of other design professionals' plans and specifications; and
- be available whenever geotechnical engineering guidance is needed.

You should also confront the risk of constructors misinterpreting this report. Do so by retaining your geotechnical engineer to participate in prebid and preconstruction conferences and to perform construction-phase observations.

B.2.8 Give Constructors a Complete Report and Guidance
Some owners and design professionals mistakenly believe they can shift unanticipated-subsurface-conditions liability to constructors by limiting the information they provide for bid preparation. To help prevent the costly, contentious

problems this practice has caused, include the complete geotechnical engineering report, along with any attachments or appendices, with your contract documents, but be certain to note conspicuously that you've included the material for information purposes only. To avoid misunderstanding, you may also want to note that "informational purposes" means constructors have no right to rely on the interpretations, opinions, conclusions, or recommendations in the report. Be certain that constructors know they may learn about specific project requirements, including options selected from the report, only from the design drawings and specifications. Remind constructors that they may perform their own studies if they want to, and be sure to allow enough time to permit them to do so. Only then might you be in a position to give constructors the information available to you, while requiring them to at least share some of the financial responsibilities stemming from unanticipated conditions. Conducting prebid and preconstruction conferences can also be valuable in this respect.

B.2.9 Read Responsibility Provisions Closely

Some client representatives, design professionals, and constructors do not realize that geotechnical engineering is far less exact than other engineering disciplines. This happens in part because soil and rock on project sites are typically heterogeneous and not manufactured materials with well-defined engineering properties like steel and concrete. That lack of understanding has nurtured unrealistic expectations that have resulted in disappointments, delays, cost overruns, claims, and disputes. To confront that risk, geotechnical engineers commonly include explanatory provisions in their reports. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks. Read these provisions closely. Ask questions. Your geotechnical engineer should respond fully and frankly.

B.2.10 Geoenvironmental Concerns Are Not Covered

The personnel, equipment, and techniques used to perform an environmental study – e.g., a "phase-one" or "phase-two" environmental site assessment – differ significantly from those used to perform a geotechnical engineering study. For that reason, a geotechnical engineering report does not usually provide environmental findings, conclusions, or recommendations; e.g., about the likelihood of encountering underground storage tanks or regulated contaminants. Unanticipated subsurface environmental problems have led to project failures. If you have not obtained your own environmental information about the project site, ask your geotechnical consultant for a recommendation on how to find environmental risk-management guidance.

B.2.11 Obtain Professional Assistance to Deal with Moisture Infiltration and Mold

While your geotechnical engineer may have addressed groundwater, water infiltration, or similar issues in this report, the engineer's services were not designed, conducted, or intended to prevent migration of moisture – including water vapor – from the soil through building slabs and walls and into the building interior, where it can cause mold growth and material-performance deficiencies. Accordingly, proper implementation of the geotechnical engineer's recommendations will not of itself be sufficient to prevent moisture infiltration. Confront the risk of moisture infiltration by including building-envelope or mold specialists on the design team. Geotechnical engineers are not building-envelope or mold specialists.

BOLTON & MENK
Real People. Real Solutions.

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Ramsey, MN 55303-5119

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March 8, 2023

Mr. Bruce Westby, P.E.
City Engineer / Public Works Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: HY-10 Ramsey Improvements– Additional Services
City Project 23-12

Dear Mr. Westby:

We appreciate the opportunity to assist the City with the West Armstrong Redevelopment Area Improvement project. Our scope and fee letter was originally prepared in the fall of 2021 based on our conversations, along with a review of previously prepared documents associated with the project.

Bolton & Menk was originally contracted to update the previously prepared feasibility report (prepared by the City) and complete plans and specifications for Ferret Street from 146th Avenue to Bunker Lake Boulevard. The previous feasibility report considered reclamation of the existing rural section roadway and terminating Ferret Street in a cul-de-sac on the north end of the project.

As a portion of our original proposal, we made allowances for several modifications to the original report, including:

- Extending the roadway to Bunker Lake Boulevard on a curved alignment,
- Modifying Ferret Street to a curb and gutter section,
- Adding storm sewer piping, along with ponding, and
- Removal of the existing cul-de-sac on the north end of the project.

We were subsequently requested to perform the following tasks:

- Straighten the roadway alignment and modify the Bunker Lake Boulevard median,
- Develop two alternative roadway alignments related to implementation of a regional storm water system, and
- Add sidewalk along 147th Avenue and along a portion of Ferret Street.

At our last meeting, the City also decided to:

- Reconstruct the 146th Avenue cul-de-sac, similar to how it is today,
- Eliminate the regional pond south of 146th Avenue,
- Implement improvements for the Bunker Lake Boulevard median as shown,
- Add sidewalk along 147th Avenue,
- Add sidewalk along the west side of Ferret Street, south of 147th Avenue,
- Coordinate with the ARAA Dome development, and
- Update the plans to depict the selected alternative.

At this time, we are requesting additional services for the following items:

- Additional survey to allow for the sidewalk design. Winter surveying required. ($4,358.00),
- Prepare easement descriptions and exhibits for 2 ROW vacations and 3 new parcels for ROW & D&U easement acquisitions. ($3,384.00),
- Additional fees related to developing the regional pond option. For the regional pond option, we included the information in the updated feasibility report. The work associated with preparation and analysis of the second alternative included: preliminary design layout, exhibit preparation, drainage analysis and design, cost estimating. ($11,280.00),
- Median design along Bunker Lake Boulevard. Previously, Ferret Street was going to curve to the west and avoid the Bunker Lake Boulevard median. ($5,756.00), and
- Sidewalk additions as described above. ($3,220.00).

FEES

We have listed the fees associated with each of the additional tasks in the above paragraphs. The fees based on staff involved are presented below.

Staff	Hours	Rate	Total
Survey Manager	20	$188.00	$ 3,760.00
Survey Field Technician	22	$181.00	$ 3,982.00
Design Engineer	84	$135.00	$11,340.00
Project Engineer	40	$161.00	$ 6,440.00
Project Manager	8	$208.00	$ 1,664.00
Traffic Engineer	4	$203.00	$ 812.00
Totals	189		$27,998.00

Based upon the additional work described, we are requesting additional services in the amount of $27,998.00.

If there are any questions related to this request, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Principal Engineer

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March 9, 2023

Mr. Bruce Westby, P.E.
City Engineer / Director of Public Works
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: Proposal for Construction Related Services – HY-10 Ramsey Improvements
City Project No. 23-12

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the HY-10 Ramsey 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 – Facilitate the Pre-Construction Conference and address questions that may arise related to project design or construction staking. Prepare Agenda and Minutes.

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.

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.

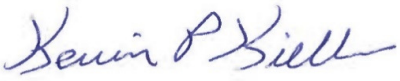
Construction Revisions / Plan Updates – To be performed as needed during construction. We have assumed a total of 44 hours for this task.

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 $34,881.00.

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 PROJECT: 2023 HY-10 Ramsey Improvements	BOLTON & MENK, INC.							
WORK TASK DESCRIPTION	**Project Manager**	**Design Engineer**	**EIT**	**Survey Technician**	**Survey**	**Clerical**	**Total Hours**	**Cost**
Construction Services Assistance								
Contract Preparation	1	2	0	0	0	4	**7**	$902
Pre-Construction Conference	1	4	0	1	0	0	**6**	$1,040
Construction Staking	0	4	0	16	68	0	**88**	$15,960
Shop Drawing Review	2	16	4	0	0	1	**23**	$3,625
Pay Application Assistance	0	12	0	0	0	0	**12**	$1,932
As-Built Survey	0	0	0	2	8	0	**10**	$1,824
Record Drawings	0	12	6	0	0	0	**18**	$2,742
Revisions / Plan Updates	4	24	16	0	0	0	**44**	$6,856
Total Bolton & Menk Hours	**8**	**74**	**26**	**19**	**76**	**5**	**208**	
			TOTAL for Staking and Construction Admin					**$34,881**

Capital Improvement Program 2023 *thru* 2032

City of Ramsey, Minnesota

Project # 23-STR-001

Project Name HY-10 Ramsey Street Reconstruction

Department	Street Improvements
Contact	Unassigned
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,158,000

Description

Reconstruction of streets within HY-10 Ramsey subdivision. Extension of Ferret Street to Bunker Lake Boulevard.

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost	1,158,000										1,158,000
Total	**1,158,000**										**1,158,000**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Sewer Utility Fund	120,000										120,000
Storm Water Utility Fund	153,000										153,000
Water Utility Fund	120,000										120,000
Tax Increment Fund #14	765,000										765,000
Total	**1,158,000**										**1,158,000**

FEASIBILITY REPORT UPDATE

HY-10 RAMSEY IMPROVEMENTS

CITY IMPROVEMENT PROJECT NO. 23-12

March 9, 2023

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
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March 9, 2023

Bruce Westby
City Engineer / Public Works Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Feasibility Report Update- City of Ramsey Improvement Project #23-12
HY-10 Ramsey Improvements

Dear Mr. Westby,

Transmitted herewith is an Updated Feasibility Report for the proposed HY-10 Ramsey Improvements. The project includes 146th Avenue from Ferret Street to its termini cul-de-sac, 147th Avenue from Ferret Street to 380 feet west of Armstrong Boulevard, and Ferret Street from 146th Avenue to Bunker Lake Boulevard. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility, and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 651-968-7760 or kevin.kielb@bolton-menk.com with any questions.

Sincerely,
Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Principal Engineer

Enclosure

CERTIFICATION

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.

Kevin Kielb, PE

Date: March 9, 2023 License No. 23211

`

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

Figure 1 – Proposed Improvements, Option 1: Regional Pond
Figure 2 – Proposed Improvements, Option 2: Roadway Pond
Figure 3 – Typical Section
Project Site Pictures

Appendix B

Opinion of Probable Costs
Preliminary Assessment Map
Property Acquisition, Option 1
Property Acquisition, Option 2

Appendix C

Ground Penetrating Radar Summary

Appendix D

Revised Traffic Analysis Memorandum
Report of Geotechnical Exploration

1. EXECUTIVE SUMMARY

City Improvement Project No. 23-12 proposes to reconstruct streets within the HY-10 Area. The project area is bordered on the north by Bunker Lake Boulevard, on the south by TH 10, on the east by Armstrong Boulevard, and on the west by the employment district. Project area includes 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 2,025 linear feet (0.39 miles) in length.

Two roadway and pond options are being considered at this time. Option 1 includes a regional pond located south of 146th Avenue and west of Armstrong Boulevard. A regional pond would allow all properties south of 147th Avenue to forgo onsite stormwater treatment and utilize the regional pond. The regional pond would require the purchase of the property at 8100 146th Avenue NW. Option 2 includes a smaller stormwater pond for stormwater treatment of roadway runoff only. Additionally, the Anoka Ramsey Athletic Association (ARAA) has been developing plans on their property to construct a sports recreation facility. The resulting larger traffic projections warrant further analyses. Maps showing the location and scope of the proposed improvements are included as ***Figure 1 and 2*** in ***Appendix A.***

Initially, On July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for the reconstruction of HY-10 Ramsey. These streets were originally included in the City's CIP as proposed 2015 overlay improvements. However, the overlay work was delayed when construction of the Highway 10 & Armstrong Boulevard Interchange was funded. Following completion of the Interchange, the pavement was re-evaluated, and Staff determined it would be best to reconstruct these streets in the future. This project is now listed in the current 10-year CIP as a total reconstruction.

On December 14, 2021, the City Council adopted Resolution #21-349 authorizing the engineering services and preparation of this Feasibility Report Update. Much of the information contained in this Update has been carried forward from the previously authorized and completed feasibility report.

Upon ordering the Feasibility Report Update, the City Council directed Staff to review the existing street alignments and explore whether the streets should be reconstructed in the same locations, or whether it might make sense to realign or extend one or more of the streets to better serve existing properties and/or to connect to the new Bunker Lake Industrial Park.

The engineer's opinion of probable construction costs including streets, drainage, public sewer and water utilities, and property acquisition is **$2,372,027.94** for option 1 and **$1,827,159.66** for option 2. A summary of the engineer's opinion of probable costs is included in ***Appendix B.***

The project funding mechanisms are yet to be determined by City Staff. A combination of special assessments to benefitting properties, street reconstruction bond proceeds, and stormwater utility funds are possible. Sewer and Water Utility Funds would be used to pay for any public utility improvements.

Option 1 identifies ten (10) parcels as receiving special benefit from the improvements and the city-purchase of the parcel at 8100 146th Avenue. For option 2, Eleven (11) parcels have been identified as receiving special benefit from the improvements. Five of the parcels have permanent

structures, and the other five are undeveloped. Additionally, to extend Ferret Street north to Bunker Lake Boulevard, roadway right-of-way and drainage and utility easements would be obtained. These parcels are identified in the preliminary Assessment Map, Property Acquisition Maps, and Preliminary Assessment Roll, which is attached in ***Appendix C***.

If City Staff concludes special assessments will be utilized for these commercial applications, preliminary assessment roles will be prepared at that time. The Assessment Hearing, if applicable, is proposed for November 14, 2023. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

2. INTRODUCTION

2.1 Authorization

The preparation of this report update was authorized by the Ramsey City Council on December 14, 2021. This project has been designated as City Improvement Project No. 23-12

2.2 Pavement Maintenance Program Update

Recent redevelopment discussions with adjacent property owners have resulted in a desire to reconstruct the pavements to account for projected traffic increases. Furthermore, as presented in the original feasibility study, the existing pavements have surpassed its useful life.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above referenced street segments was rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

In the summer of 2017, City staff evaluated and rated the condition of the pavement along the HY-10 Street segments. A PASER rating of 2 was determined for 147th Avenue and Ferret Street. A PASER rating of 7 was determined for 146th Avenue, however, as previously noted a portion of this street segment was reconstructed with a temporary bituminous pavement section as part of the Armstrong Interchange project.

2.3 Scope

City of Ramsey Improvement Project 23-12 proposes to reconstruct the existing bituminous pavements, extend Ferret Street north to Bunker Lake Boulevard, install public utility infrastructure for future development, and complete other appurtenant work on 146th Avenue from

Ferret Street to its termini cul-de-sac, 147th Avenue from 380 feet west of Armstrong Boulevard to Ferret Street, and Ferret Street from 146th Avenue to Bunker Lake Boulevard which totals approximately 2,000 feet (0.38 miles) in length.

Two roadway and pond options are being considered at this time. Option 1 includes a regional pond located south of 146th Avenue and west of Armstrong Boulevard. A regional pond would allow all properties south of 147th Avenue to forgo onsite stormwater treatment and utilize the regional pond. The regional pond would require the purchase of the property at 8100 146th Avenue NW. Option 2 includes a smaller pond for stormwater treatment of roadway runoff only.

Maps showing the location and scope of the proposed improvements options are included as ***Figure 1 and 2*** in ***Appendix A.***

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

All streets proposed to be improved were constructed in 1988 with bituminous pavement, class 5 aggregate base, bituminous curb, and bituminous curb cuts for storm runoff. However, during the Highway 10/Armstrong Interchange project the west end of 146th Avenue was reconstructed and a temporary cul-de-sac was constructed. The streets were constructed to a width of 40-feet from face-of-curb to face-of-curb. The streets are generally centered within a 66-foot wide right-of-way.

The only pavement maintenance treatments applied to the street segments included crack sealing and seal coating in 1994 and 2001. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2017, Staff observed a PASER rating of 2 on 147th Avenue and Ferret Street, and a PASER rating of 7 on 146th Avenue.

In June 2018 traffic counts were taken on 147th Avenue, a traffic volume of 147 average annual daily traffic (AADT) was recorded. Ferret Street and 146th Avenue would be expected to have similar traffic volumes. The only access to these street segments is Armstrong Boulevard. Five of the parcels have active uses. The speed limit is 30 mph for these street segments.

Standard penetration test borings were performed by American Engineering Testing (AET) in 2022. AET's Report of Geotechnical Exploration is attached in ***Appendix D.*** Standard penetration test borings were performed by American Engineering Testing (AET) in 2021. 2.5 to 2.75 inches of bituminous pavement with 8 inches of apparent gravel base was encountered with silty sand and sand with silt layers encountered to depths of approximately 2 to four feet beneath existing grade. The sands with silt from 2 to 4 feet below grade were classified as "Course Alluvium or Fill." Groundwater was encountered at a depth of 10 feet in one of the borings.

Previously, in 2017, Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving a GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined an average bituminous pavement thickness of 2.9 inches, and an average aggregate base thickness of 9.7 inches. The average street pavement and base

section thickness is therefore 12.6 inches, with a minimum section of 7.5 inches located on 147th Avenue, 160 feet east of Ferret Street.

3.2 Watermain

Watermain was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. The existing watermain is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, Staff plans to leak test the watermain during development of plans and specifications.

3.3 Sanitary Sewer

Sanitary sewer was installed under Armstrong Boulevard in City-owned right-of-way east of the 146th Avenue temporary cul-de-sac as part of the Armstrong Boulevard Interchange project in 2015. The existing sanitary sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, staff plans to televise the sewer during development of plans and specifications.

3.4 Storm Sewer/Drainage

Storm sewer was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. Currently storm water runoff drains off the two existing cul-de-sacs to low areas. This storm sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, staff plans to televise the sewer during development of plans and specifications.

3.5 Streets

3.5.1 Existing Typical Sections

The width of 146th Avenue, 147th Avenue, and Ferret Street is 40-feet from face-of-curb to face-of-curb. The cul-de-sac on Ferret Street has a 50-foot radius to the back of curb. The streets are generally centered within a 66-foot wide City-owned right-of-way, with a 130-foot wide diameter right-of-way around the cul-de-sac on Ferret Street.

3.5.2 Maintenance History

The area roadways were originally constructed in 1988. 146th Avenue, 147th Avenue, and Ferret Street received crack seal and seal coat in 1994 and 2001. The street segments have regularly received spot patching on an as-needed basis.

3.6 Land Use

The parcels within the construction area are zoned as COR.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

146th Avenue, 147th Avenue and Ferret Street are proposed to be reconstructed with bituminous pavement and concrete curb and gutter.

The proposed surface improvements are shown on ***Figures 1 and 2 in Appendix A.***

<u>Street Design:</u>
146th Avenue, 147th Avenue, and Ferret Street are currently urban commercial streets with bituminous curb and pavement, 40 feet wide from face-of-curb to face-of-curb. The proposed cul-de-sac is 100-feet in diameter from back-of-curb to back-of-curb. Existing and proposed traffic counts are low for typical commercial streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 3*** in ***Appendix A.***

This Feasibility Report proposes to reconstruct the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process generally involves reclaiming the entire existing bituminous pavement section, along with the underlying aggregate base material. The reclaim material will then be salvaged and stockpiled to install the proposed public utilities. Four and one-half inches of bituminous pavement is proposed to be placed on top of a minimum of 8 inches of aggregate base/reclaim material. This pavement section generally meets the City of Ramsey's standard pavement design for commercial/employment district streets. The proposed improvements should have a service life of at least 30-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.2 Storm Sewer Improvements

Storm sewer is proposed to be added for street drainage with catch basins being added to convey water off the road and into a proposed ponding and drainage ditches as shown on ***Figures 1 and 2 in Appendix A.***

4.1.3 Other Considerations

<u>Roadway and Pond Options:</u>
The proposed pond size and location was evaluated, 2 options are presented:

- Option 1 – Regional Pond
  - This option proposes a regional pond sized appropriately to accept stormwater runoff from the AARA parcels (PID 29-32-25-14-0005 and 29-32-25-14-0015) and parcels south of 147th Avenue and east of Ferret Street.
  - Right-of-way and or easement acquisition at 8100 146th Ave NW will be required to accommodate the regional pond.

    - The cul-de-sac is proposed to be located on the south end of Ferret Street as a portion of the right-of-way at 146th Avenue will be needed for the shared regional pond.
- Option 2 – Roadway Pond
    - This option proposes a smaller pond sized to accept stormwater runoff from the project roadway improvements.
    - Pond to be located on the City-owned parcel on the southeast end of 146th Avenue NW. Right-of-way and or easement acquisition is not anticipated for the pond.
    - The cul-de-sac is proposed to be located on the east end of 146th Avenue NW, approximately matching the existing cul-de-sac footprint.

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. None are anticipated, but right-of-entry forms will be obtained from private property owners where work is required outside city rights-of-way and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to relocate their irrigation systems before construction begins.

Parking Restrictions:
Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During project construction, parking will be restricted during allowable working hours.

Pavement Coring:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to ensure the proper quantities are being placed. As further conformation, Staff is proposing to collect GPR data or to have pavement cores taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

The extension of Ferret Street from the north termini cul-de-sac to Bunker Lake Boulevard results in an impervious area increase of 0.4 acres. Also, the existing storm sewer on 147th Avenue drains to existing ponds east of Armstrong Boulevard and north of Sunwood Drive. They were not designed to receive any runoff west of Armstrong Boulevard. Consequently, stormwater retention and/or treatment improvements will be required with this project to reduce the rate at which runoff leaves the site or infiltrates.

4.3 Water Main Improvements

Watermain is proposed to be extended on Ferret Street from Bunker Lake Boulevard to 146th Street. Watermain is also proposed to be extended from mid-block 147th Avenue to Ferret Street. Adding this segment on 147th Avenue will loop together the watermain in this area and provide service for future development.

4.4 Sanitary Sewer Improvements

Sanitary Sewer is proposed to be extended on Ferret Street from Bunker Lake Boulevard to 146th Avenue NW. Adding this segment on Ferret Street will provide service for future development.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, power and cable utilities regarding this project. During preparation of plans and specifications, Staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. Impacts to private utilities area anticipated with this project.

Should any utility company indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utility company.

4.7 Traffic Analysis

Based upon the potential traffic changes associated with the redevelopment of the HY-10 area, more comprehensive traffic analyses are recommended to be completed at the following locations:

- Bunker Lake Boulevard/Armstrong Boulevard,
- Bunker Lake Boulevard/Ferret Street, and
- Armstrong Boulevard/147th Street.

Initially, a Bunker Lake Boulevard westbound left turn lane and Ferret Street northbound designated left turn lane and right turn lanes are all warranted. The current land use zoned "COR" allows for flexibility. If the HY-10 Area evolves to more commercial orientated uses with the addition of the ARAA facility and others, additional analysis is warranted to better understand the impacts. A detailed traffic analysis memorandum is included in ***Appendix D.***

4.8 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- Minnesota Pollution Control Agency (MPCA): Sanitary Sewer Extension
- Minnesota Department of Health (MDH): Watermain Extension
- MPCA General Stormwater Permit: Grading and Storm Water
- Lower Rum River Watershed Management Organization (LRRWMO) Grading and Storm Water

4.9 Right-of-Ways/Easements

It is anticipated that the City will need to acquire additional permanent right-of-way, easements, and/or entire parcels for this project. Costs for right-of-way or easement acquisitions are included in the probable project costs in Appendix B. Property values are based on conversations with property owners and county-assessed values. Actual appraisals will need to be performed to determine final property values.

City Staff will work with private property owners as needed to obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2023 construction costs for the proposed improvements with 10-percent contingency costs and projected property acquisition costs.

The engineer's opinion of probable construction costs including streets, drainage, public sewer and water utilities, and property acquisition is **$2,372,027.94** for option 1 and **$1,827,159.66** for option 2.

5.2 Funding

5.2.1 Assessments

If City Staff recommend the use of special assessments, the City's adopted Special Assessments Policy allows special assessments to be levied against all benefitting properties in an amount not to exceed 25% of eligible street reconstruction costs. Eligible costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefitting properties are defined as any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of 146th Avenue, 147th Avenue or Ferret Street being reconstructed.

State Statute and the City Charter do not allow for assessments to exceed benefit to the property. Therefore, Staff would want to ensure all assessments applied with this project would not exceed the benefit to assessed properties. Therefore, if special assessments are utilized, Staff recommends ordering a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface

(street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Water and Stormwater Utility Funds are proposed to pay for all utility improvements.

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report Update..... December 14, 2021

Council Approves Feasibility Report..... February 28, 2023

Council Approves Plans and Specifications / Authorizes Ad for Bids..... March 14, 2023

Staff Conducts Private Utility Coordination Meeting ..... March 2023

Staff Receives Bids ..... April 13, 2023

Council Awards Contract..... April 25, 2023

Staff Finalizes Property Acquisition..... June 2023

Contractor Begins Construction.....July 2023

Contractor Construction Substantial Completion ..... September 29, 2023

Contractor Construction Final Completion.....October 20, 2023

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 23-12 proposes to reconstruct the bituminous pavement section, to remove the existing bituminous curb and replace it with a combination of B618 concrete curb and gutter and bituminous curb, and to complete miscellaneous appurtenant work on the following street segments within the HY-10 area commercial subdivision:

1. 146th Avenue (approx. 230 linear feet) – Ferret Street to bulb of east cul-de-sac.
2. 147th Avenue (approx. 190 linear feet) – Ferret Street to 180 feet west of Armstrong Boulevard.
3. Ferret Street (approx. 1500 linear feet) – 146th Avenue to Bunker Lake Boulevard

It is the recommendation of Bolton & Menk, Inc. that City Project No. 23-12, Option 1 and Option 2, are feasible, necessary, and cost-effective from an engineering standpoint, dependent on private development. This project would best be constructed as a stand-alone project as proposed herein.

APPENDIX A

Figure 1 – Proposed Improvements, Option 1: Regional Pond
Figure 2 – Proposed Improvements, Option 2: Roadway Pond
Figure 3 – Typical Section
Project Site Pictures

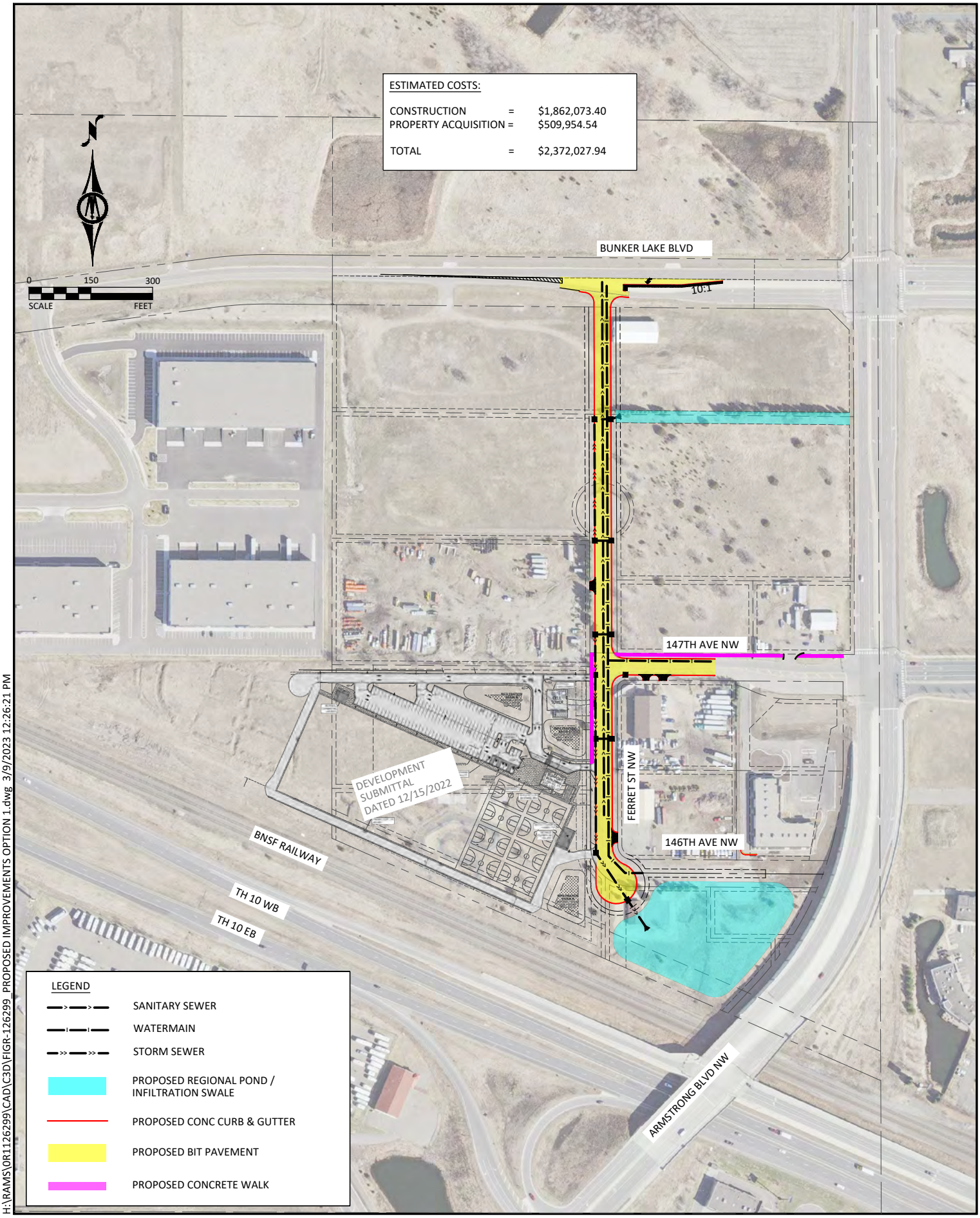
HY-10 Ramsey Improvements

City of Ramsey

Proposed Improvements - Option 1

March 2023

BOLTON & MENK



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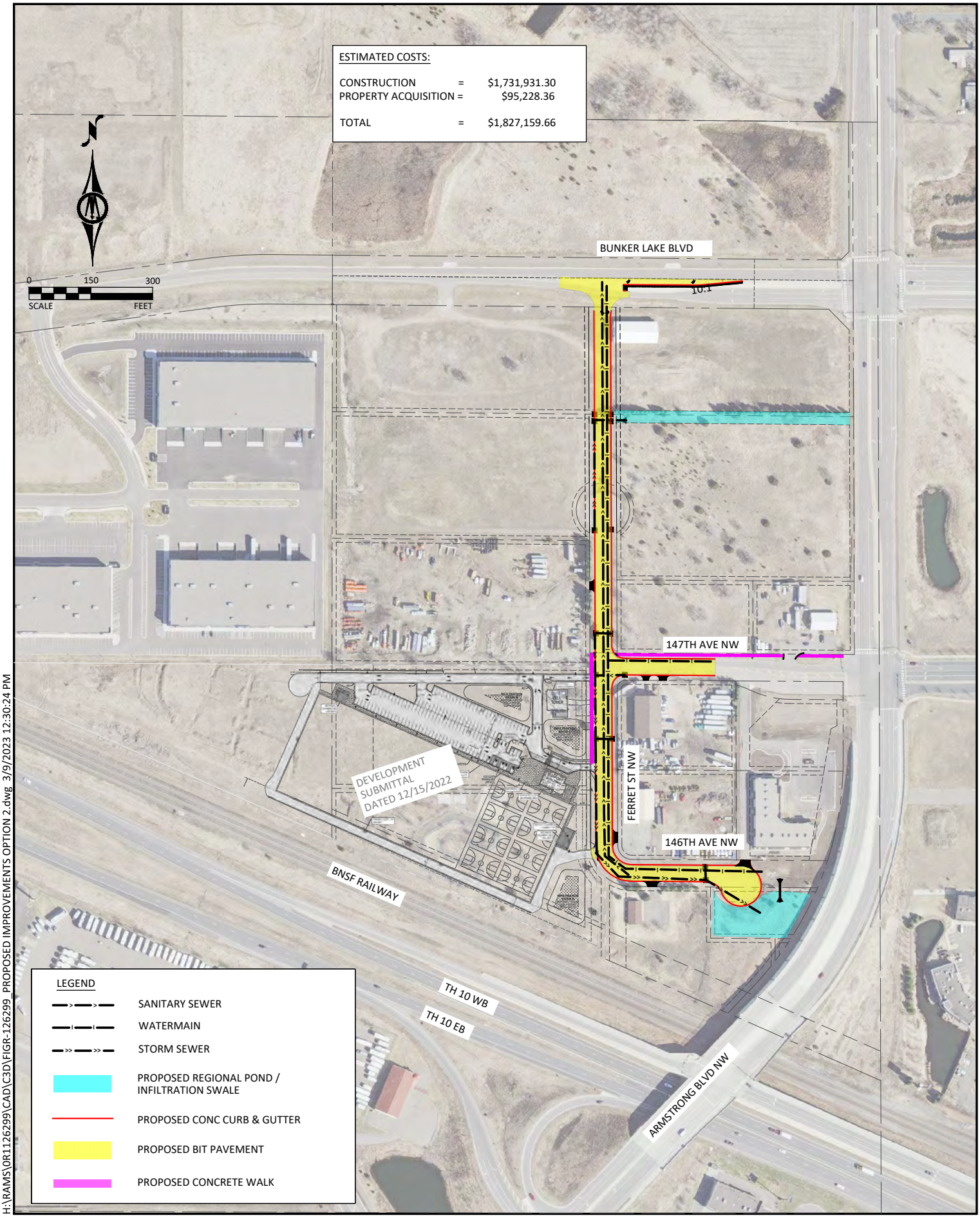
HY-10 Ramsey Improvements

City of Ramsey

Proposed Improvements - Option 2

March 2023

BOLTON & MENK



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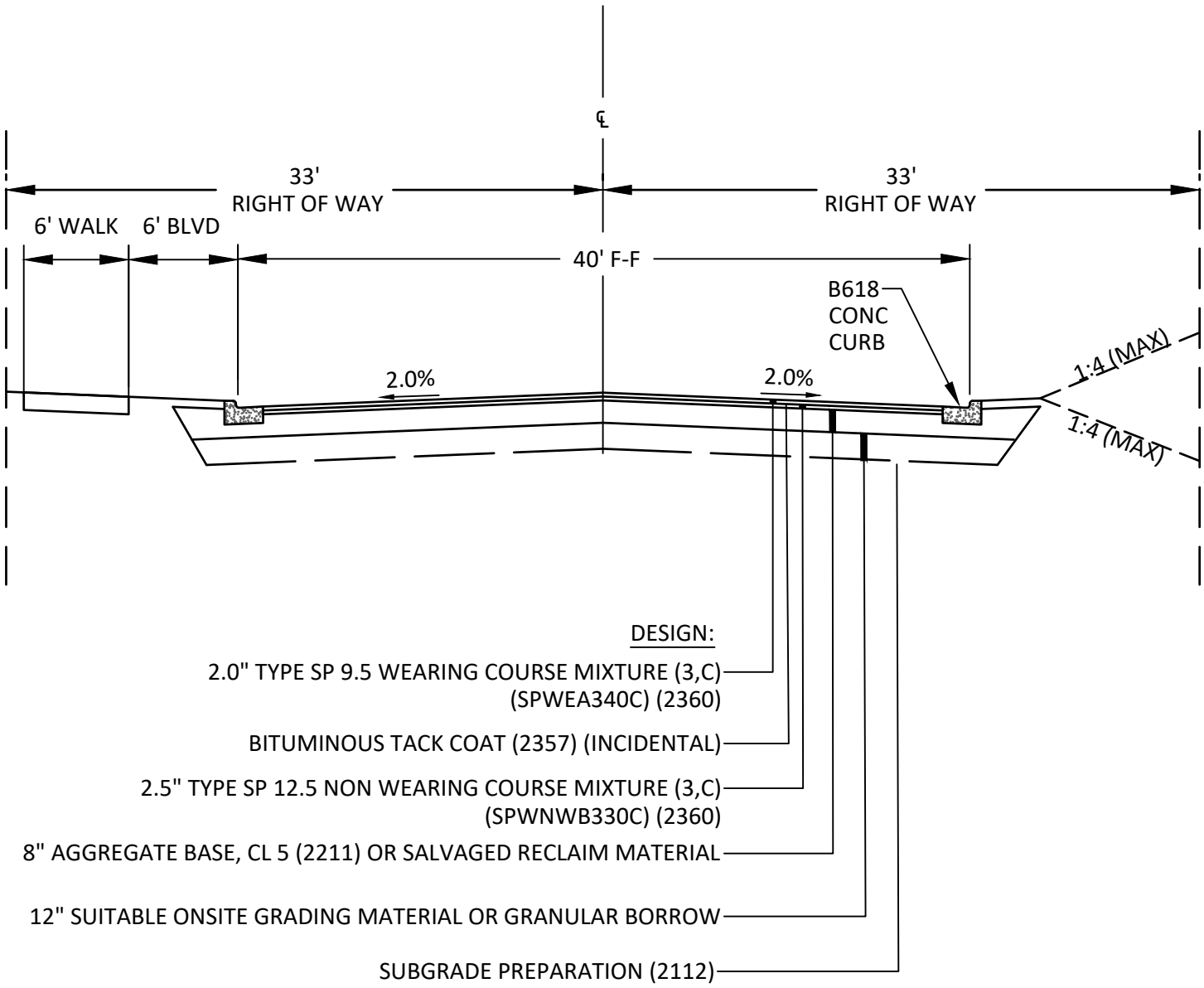

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PROJECT SITE PICTURES

1: 146th Avenue from Ferret Street

2: Ferret Street from 146th Avenue

3: Ferret Street from north cul-de-sac

4: 147th Avenue from Ferret Street

APPENDIX B

Opinion of Probable Costs
Preliminary Assessment Map
Property Acquisition, Option 1
Property Acquisition, Option 2

ENGINEER'S ESTIMATE - REGIONAL POND OPTION 1

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.
Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION		1	LUMP SUM	$90,000.00	$90,000.00	0.45	$40,500.00	0.26	$23,400.00	0.09	$8,100.00	0.20	$18,000.00
2	2101.502	CLEARING		13	EACH	$500.00	$6,500.00	13	$6,500.00						
3	2101.502	GRUBBING		13	EACH	$200.00	$2,600.00	13	$2,600.00						
4	2101.505	CLEARING		0.25	ACRE	$8,000.00	$2,000.00	0.25	$2,000.00						
5	2101.505	GRUBBING		0.25	ACRE	$6,000.00	$1,500.00	0.25	$1,500.00						
6	2102.503	PAVEMENT MARKING REMOVAL		1,090	LIN FT	$1.50	$1,635.00	1090	$1,635.00						
7	2103.501	BUILDING REMOVAL		1	LUMP SUM	$40,000.00	$40,000.00	1	$40,000.00						
8	2104.502	REMOVE MAIL BOX & SUPPORT		1	EACH	$100.00	$100.00	1	$100.00						
9	2104.502	REMOVE CASTING ASSEMBLY		1	EACH	$400.00	$400.00			1	$400.00				
10	2104.502	SALVAGE CATCH BASIN		1	EACH	$1,000.00	$1,000.00			1	$1,000.00				
11	2104.502	SALVAGE SIGN		3	EACH	$50.00	$150.00	3	$150.00						
12	2104.502	REMOVE SIGN		1	EACH	$50.00	$50.00	1	$50.00						
13	2104.502	REMOVE GATE VALVE & BOX		1	EACH	$800.00	$800.00							1	$800.00
14	2104.503	REMOVE PIPE SEWERS		12	LIN FT	$20.00	$240.00			12	$240.00				
15	2104.503	REMOVE FENCE		600	LIN FT	$5.00	$3,000.00	600	$3,000.00						
16	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)		1,100	LIN FT	$2.50	$2,750.00	1100	$2,750.00						
17	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)		390	LIN FT	$5.00	$1,950.00	390	$1,950.00						
18	2104.503	REMOVE CURB AND GUTTER		900	LIN FT	$4.00	$3,600.00	900	$3,600.00						
19	2104.504	REMOVE BITUMINOUS PAVEMENT		830	SQ YD	$4.00	$3,320.00	830	$3,320.00						
20	2104.504	REMOVE CONCRETE PAVEMENT		680	SQ YD	$10.00	$6,800.00	680	$6,800.00						
21	2106.507	EXCAVATION - COMMON (EV)	(P) (1)	3,100	CU YD	$16.00	$49,600.00	3100	$49,600.00						
22	2106.507	EXCAVATION - CHANNEL AND POND	(P) (1)	43,500	CU YD	$6.00	$261,000.00			43500	$261,000.00				
23	2106.507	EXCAVATION - SUBGRADE (EV)		200	CU YD	$15.00	$3,000.00	200	$3,000.00						
24	2106.507	STABILIZING AGGREGATE (CV)		200	CU YD	$20.00	$4,000.00	200	$4,000.00						
25	2106.507	COMMON EMBANKMENT (CV)	(P)	400	CU YD	$5.00	$2,000.00	400	$2,000.00						
26	2106.607	HAUL AND STOCKPILE BITUMINOUS MATERIAL	(P)	2,050	CU YD	$12.00	$24,600.00	2050	$24,600.00						
27	2112.519	SUBGRADE PREPARATION		18	ROAD ST	$500.00	$9,000.00	18	$9,000.00						
28	2118.507	AGGREGATE SURFACING (CV) CLASS 2		20	CU YD	$85.00	$1,700.00	20	$1,700.00						
29	2123.610	STREET SWEEPER (WITH PICKUP BROOM)		20	HOUR	$200.00	$4,000.00	20	$4,000.00						
30	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED		400	CU YD	$42.00	$16,800.00	400	$16,800.00						
31	2211.607	AGGREGATE BASE (CV) FROM STOCKPILE		2,050	CU YD	$16.00	$32,800.00	2050	$32,800.00						
32	2215.504	FULL DEPTH RECLAMATION (10")		7,350	SQ YD	$2.50	$18,375.00	7350	$18,375.00						
33	2231.604	BITUMINOUS PATCH SPECIAL (DRIVEWAY)		20	SQ YD	$80.00	$1,600.00	20	$1,600.00						
34	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)		1,040	TON	$100.00	$104,000.00	1040	$104,000.00						
35	2360.509	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)		1,300	TON	$95.00	$123,500.00	1300	$123,500.00						
36	2501.502	18" RC PIPE APRON		2	EACH	$1,500.00	$3,000.00			2	$3,000.00				
37	2501.602	TRASH GUARD FOR 18" PIPE APRON		2	EACH	$700.00	$1,400.00			2	$1,400.00				
38	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V		200	EACH	$55.00	$11,000.00			200	$11,000.00				
39	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V		380	LIN FT	$62.00	$23,560.00			380	$23,560.00				
40	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V		725	LIN FT	$70.00	$50,750.00			725	$50,750.00				
41	2503.503	8" PVC PIPE SEWER		1,798	LIN FT	$55.00	$98,890.00					1798	$98,890.00		

ENGINEER'S ESTIMATE - REGIONAL POND OPTION 1

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.
Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
42	2503.602	8" PIPE PLUG		10	EACH	$200.00	$2,000.00					10	$2,000.00		
43	2503.602	CONNECT TO EXISTING SANITARY SEWER		2	EACH	$1,000.00	$2,000.00					2	$2,000.00		
44	2504.602	ADJUST GATE VALVE BOX		1	EACH	$500.00	$500.00	1	$500.00						
45	2504.602	CONNECT TO EXISTING WATER MAIN		2	EACH	$2,000.00	$4,000.00							2	$4,000.00
46	2504.602	6" GATE VALVE & BOX		6	EACH	$2,300.00	$13,800.00							6	$13,800.00
47	2504.602	8" GATE VALVE & BOX		10	EACH	$3,000.00	$30,000.00							10	$30,000.00
48	2504.602	12" GATE VALVE & BOX		5	EACH	$5,000.00	$25,000.00							5	$25,000.00
49	2504.602	HYDRANT		6	EACH	$6,000.00	$36,000.00							6	$36,000.00
50	2504.603	6" WATERMAIN DUCTILE IRON CL 53		80	LIN FT	$70.00	$5,600.00							80	$5,600.00
51	2504.603	8" WATERMAIN DUCTILE IRON CL 52		323	LIN FT	$75.00	$24,225.00							323	$24,225.00
52	2504.603	12" WATERMAIN DUCTILE IRON CL 52		1,745	LIN FT	$90.00	$157,050.00							1,745	$157,050.00
53	2504.608	WATERMAIN FITTINGS		2,490	POUND	$12.00	$29,880.00							2,490	$29,880.00
54	2506.502	CASTING ASSEMBLY (MANHOLE)		7	EACH	$750.00	$5,250.00					7	$5,250.00		
55	2506.502	CASTING ASSEMBLY (CATCH BASIN)		14	EACH	$750.00	$10,500.00			14	$10,500.00				
56	2506.602	INSTALL CATCH BASIN (SALVAGED)		1	EACH	$4,000.00	$4,000.00			1	$4,000.00				
57	2506.503	CONSTRUCT SANITARY SEWER MANHOLE		60	LIN FT	$450.00	$27,000.00					60	$27,000.00		
58	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1 (2'X3')		24	LIN FT	$500.00	$12,000.00			24	$12,000.00				
59	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020		40	LIN FT	$600.00	$24,000.00			40	$24,000.00				
60	2506.602	ADJUST FRAME & RING CASTING		2	EACH	$800.00	$1,600.00	2	$1,600.00						
61	2506.602	SEAL MANHOLE	(3)	7	EACH	$500.00	$3,500.00					7	$3,500.00		
62	2521.514	4" CONCRETE WALK		4,300	SQ FT	$8.00	$34,400.00	4300	$34,400.00						
63	2531.503	CONCRETE CURB AND GUTTER DESIGN B612		55	LIN FT	$14.00	$770.00	55	$770.00						
64	2531.503	CONCRETE CURB AND GUTTER DESIGN B618		3,805	LIN FT	$16.00	$60,880.00	3805	$60,880.00						
65	2531.504	CONCRETE MEDIAN		150	SQ YD	$70.00	$10,500.00	150	$10,500.00						
66	2531.504	8" CONCRETE DRIVEWAY PAVEMENT		180	SQ YD	$80.00	$14,400.00	180	$14,400.00						
67	2531.602	CONCRETE MEDIAN NOSE-SPECIAL		1	EACH	$800.00	$800.00	1	$800.00						
68	2540.602	MAIL BOX & SUPPORT		1	EACH	$500.00	$500.00	1	$500.00						
69	2563.601	TRAFFIC CONTROL		1	LUMP SUM	$20,000.00	$20,000.00	0.45	$9,000.00	0.26	$5,200.00	0.09	$1,800.00	0.20	$4,000.00
70	2573.501	STABILIZED CONSTRUCTION EXIT		1	LUMP SUM	$2,500.00	$2,500.00	1	$2,500.00						
71	2573.502	STORM DRAIN INLET PROTECTION		18	EACH	$200.00	$3,600.00	18	$3,600.00						
72	2573.502	CULVERT END CONTROLS		6	EACH	$300.00	$1,800.00	6	$1,800.00						
73	2573.503	SILT FENCE, TYPE MS		1,300	LIN FT	$2.00	$2,600.00	1300	$2,600.00						
74	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER		1,000	LIN FT	$2.50	$2,500.00	1000	$2,500.00						
75	2574.505	FERTILIZER TYPE 3		1,090	POUND	$1.50	$1,635.00	1090	$1,635.00						
76	2574.507	COMMON TOPSOIL BORROW		1,510	CU YD	$40.00	$60,400.00	1510	$60,400.00						
77	2575.504	ROLLED EROSION PREVENTION CATEGORY 20		13,590	SQ YD	$1.50	$20,385.00	13590	$20,385.00						
78	2575.505	SEEDING		2.8	ACRE	$500.00	$1,400.00	2.8	$1,400.00						
79	2575.508	SEED MIXTURE 25-121		130	POUND	$5.00	$650.00	130	$650.00						
80	2575.508	SEED MIXTURE 25-131		470	POUND	$5.00	$2,350.00	470	$2,350.00						
81	2575.508	SEED MIXTURE 33-261		150	POUND	$10.00	$1,500.00	150	$1,500.00						

ENGINEER'S ESTIMATE - REGIONAL POND OPTION 1

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.
Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
82	2575.508	HYDRAULIC BONDED FIBER MATRIX		9,800	POUND	$1.50	$14,700.00	9800	$14,700.00						
83	2582.503	4" SOLID LINE MULTI COMP		140	LIN FT	$1.00	$140.00	140	$140.00						
84	2582.503	24" SOLID LINE MULTI COMP		90	LIN FT	$17.00	$1,530.00	90	$1,530.00						
85	2582.503	4" DOUBLE SOLID LINE MULTI COMP		835	LIN FT	$2.00	$1,670.00	835	$1,670.00						
86	2582.518	PAVEMENT MESSAGE MULTI COMP		15.45	SQ FT	$20.00	$309.00	15.45	$309.00						
						ESTIMATED CONTRUCTION TOTAL:	**$1,692,794.00**		**$764,449.00**		**$431,450.00**		**$148,540.00**		**$348,355.00**
						10% CONSTRUCTION CONTINGENCY:	**$169,279.40**		**$76,444.90**		**$43,145.00**		**$14,854.00**		**$34,835.50**
						TOTAL ESTIMATED CONSTRUCTION COST:	**$1,862,073.40**		**$840,893.90**		**$474,595.00**		**$163,394.00**		**$383,190.50**

NOTES:

(1) INCLUDES TOPSOIL STRIPPING AND STOCKPILING

(2) STOCKPILE LOCATION: PUBLIC WORKS, 14199 JASPER STREET NW. CONTRACTOR SHALL USE ALL AVAILABLE STOCKPILE MATERIAL BEFORE IMPORTING AGGREGATE

(3) CHIMNEY SEAL

PROPERTY ACQUISITION - REGIONAL POND OPTION 1

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN

BOLTON & MENK
Real People. Real Solutions.

PARCEL	PARCEL ID	PROPERTY ADDRESS/OWNER	NEW R/W	NEW D&U	CONVERTED FROM D&U TO R/W	CONVERTED FROM R/W TO D&U	R/W VACATED	UNIT	UNIT PRICE	TOTAL AMOUNT
1	29-32-25-14-0012	8100 146TH AVE NW - PETER CHALICH	80,719.2					SQ FT	$4.98	$401,610.00
2	29-32-25-14-0015	14622 FERRET ST NW - ANOKA RAMSEY ATHLETIC ASSOCIATION	1,651.9	1315.3	1291.3			SQ FT	$3.08	$13,116.18
3	29-32-25-11-0010	BLOCK 1, LOT 2 - PSD, LLC		1580.0	5618.8		2758.8	SQ FT	$3.08	$13,675.20
4	29-32-25-11-0011	BLOCK 1, LOT 3 - PSD, LLC		1470.9	5604.7		2759.1	SQ FT	$3.08	$13,294.82
5	29-32-25-11-0013	14816 ARMSTRONG BLVD NW - PSD, LLC	16,501.4	5000.4	660.0			SQ FT	$3.08	$68,258.34

ESTIMATED PROPERTY ACQUISITION TOTAL:	**$509,954.54**
TOTAL ESTIMATE CONSTRUCTION COST:	**$1,862,073.40**
TOTAL ESTIMATED PROPERTY & CONSTRUCTION COST:	**$2,372,027.94**

ENGINEER'S ESTIMATE - ROADWAY POND OPTION 2

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION		1	LUMP SUM	$80,000.00	$80,000.00	0.50	$40,000.00	0.16	$12,800.00	0.09	$7,200.00	0.25	$20,000.00
2	2101.502	CLEARING		13	EACH	$500.00	$6,500.00	13	$6,500.00						
3	2101.502	GRUBBING		13	EACH	$200.00	$2,600.00	13	$2,600.00						
4	2101.505	CLEARING		0.25	ACRE	$8,000.00	$2,000.00	0.25	$2,000.00						
5	2101.505	GRUBBING		0.25	ACRE	$6,000.00	$1,500.00	0.25	$1,500.00						
6	2102.503	PAVEMENT MARKING REMOVAL		1,090	LIN FT	$1.50	$1,635.00	1090	$1,635.00						
7	2104.502	REMOVE MAIL BOX & SUPPORT		1	EACH	$100.00	$100.00	1	$100.00						
8	2104.502	REMOVE CASTING ASSEMBLY		1	EACH	$400.00	$400.00			1	$400.00				
9	2104.502	SALVAGE CATCH BASIN		1	EACH	$1,000.00	$1,000.00			1	$1,000.00				
10	2104.502	SALVAGE SIGN		3	EACH	$50.00	$150.00	3	$150.00						
11	2104.502	REMOVE SIGN		1	EACH	$50.00	$50.00	1	$50.00						
12	2104.502	REMOVE GATE VALVE & BOX		1	EACH	$800.00	$800.00							1	$800.00
13	2104.503	REMOVE PIPE SEWERS		12	LIN FT	$20.00	$240.00			12	$240.00				
14	2104.503	REMOVE FENCE		600	LIN FT	$5.00	$3,000.00	600	$3,000.00						
15	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)		1,100	LIN FT	$2.50	$2,750.00	1100	$2,750.00						
16	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)		390	LIN FT	$5.00	$1,950.00	390	$1,950.00						
17	2104.503	REMOVE CURB AND GUTTER		900	LIN FT	$4.00	$3,600.00	900	$3,600.00						
18	2104.504	REMOVE BITUMINOUS PAVEMENT		830	SQ YD	$4.00	$3,320.00	830	$3,320.00						
19	2104.504	REMOVE CONCRETE PAVEMENT		680	SQ YD	$10.00	$6,800.00	680	$6,800.00						
20	2106.507	EXCAVATION - COMMON (EV)	(P) (1)	4,040	CU YD	$18.00	$72,720.00	4040	$72,720.00						
21	2106.507	EXCAVATION - CHANNEL AND POND	(P) (1)	5,300	CU YD	$14.00	$74,200.00			5300	$74,200.00				
22	2106.507	EXCAVATION - SUBGRADE (EV)		200	CU YD	$15.00	$3,000.00	200	$3,000.00						
23	2106.507	STABILIZING AGGREGATE (CV)		200	CU YD	$20.00	$4,000.00	200	$4,000.00						
24	2106.507	COMMON EMBANKMENT (CV)	(P)	500	CU YD	$5.00	$2,500.00	500	$2,500.00						
25	2106.607	HAUL AND STOCKPILE BITUMINOUS MATERIAL	(P)	2,050	CU YD	$12.00	$24,600.00	2050	$24,600.00						
26	2112.519	SUBGRADE PREPARATION		21	ROAD ST	$500.00	$10,500.00	21.0	$10,500.00						
27	2118.507	AGGREGATE SURFACING (CV) CLASS 2		20	CU YD	$85.00	$1,700.00	20	$1,700.00						
28	2123.610	STREET SWEEPER (WITH PICKUP BROOM)		20	HOUR	$200.00	$4,000.00	20	$4,000.00						
29	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED		700	CU YD	$42.00	$29,400.00	700	$29,400.00						
30	2211.607	AGGREGATE BASE (CV) FROM STOCKPILE		2,050	CU YD	$16.00	$32,800.00	2050	$32,800.00						
31	2215.504	FULL DEPTH RECLAMATION (10")		7,350	SQ YD	$2.50	$18,375.00	7350	$18,375.00						
32	2231.604	BITUMINOUS PATCH SPECIAL (DRIVEWAY)		20	SQ YD	$80.00	$1,600.00	20	$1,600.00						
33	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)		1,220	TON	$100.00	$122,000.00	1220	$122,000.00						
34	2360.509	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)		1,500	TON	$95.00	$142,500.00	1500	$142,500.00						
35	2501.502	18" RC PIPE APRON		2	EACH	$1,500.00	$3,000.00			2	$3,000.00				
36	2501.602	TRASH GUARD FOR 18" PIPE APRON		2	EACH	$700.00	$1,400.00			2	$1,400.00				
37	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V		300	EACH	$55.00	$16,500.00			300	$16,500.00				
38	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V		380	LIN FT	$62.00	$23,560.00			380	$23,560.00				
39	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V		725	LIN FT	$70.00	$50,750.00			725	$50,750.00				
40	2503.503	8" PVC PIPE SEWER		1,798	LIN FT	$55.00	$98,890.00					1798	$98,890.00		

ENGINEER'S ESTIMATE - ROADWAY POND OPTION 2

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
41	2503.602	8" PIPE PLUG		10	EACH	$200.00	$2,000.00					10	$2,000.00		
42	2503.602	CONNECT TO EXISTING SANITARY SEWER		2	EACH	$1,000.00	$2,000.00					2	$2,000.00		
43	2504.602	ADJUST GATE VALVE BOX		1	EACH	$500.00	$500.00	1	$500.00						
44	2504.602	CONNECT TO EXISTING WATER MAIN		2	EACH	$2,000.00	$4,000.00							2	$4,000.00
45	2504.602	6" GATE VALVE & BOX		7	EACH	$2,300.00	$16,100.00							7	$16,100.00
46	2504.602	8" GATE VALVE & BOX		10	EACH	$3,000.00	$30,000.00							10	$30,000.00
47	2504.602	12" GATE VALVE & BOX		5	EACH	$5,000.00	$25,000.00							5	$25,000.00
48	2504.602	HYDRANT		7	EACH	$6,000.00	$42,000.00							7	$42,000.00
49	2504.603	6" WATERMAIN DUCTILE IRON CL 53		90	LIN FT	$70.00	$6,300.00							90	$6,300.00
50	2504.603	8" WATERMAIN DUCTILE IRON CL 52		323	LIN FT	$75.00	$24,225.00							323	$24,225.00
51	2504.603	12" WATERMAIN DUCTILE IRON CL 52		2,025	LIN FT	$90.00	$182,250.00							2,025	$182,250.00
52	2504.608	WATERMAIN FITTINGS		2,680	POUND	$12.00	$32,160.00							2,680	$32,160.00
53	2506.502	CASTING ASSEMBLY (MANHOLE)		7	EACH	$750.00	$5,250.00					7	$5,250.00		
54	2506.502	CASTING ASSEMBLY (CATCH BASIN)		14	EACH	$750.00	$10,500.00			14	$10,500.00				
55	2506.602	INSTALL CATCH BASIN (SALVAGED)		1	EACH	$4,000.00	$4,000.00			1	$4,000.00				
56	2506.503	CONSTRUCT SANITARY SEWER MANHOLE		59.42	LIN FT	$450.00	$26,739.00					59.42	$26,739.00		
57	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1 (2'X3')		36.00	LIN FT	$500.00	$18,000.00			36.00	$18,000.00				
58	2506.503	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020		46.00	LIN FT	$600.00	$27,600.00			46.00	$27,600.00				
59	2506.602	ADJUST FRAME & RING CASTING		2	EACH	$800.00	$1,600.00	2	$1,600.00						
60	2506.602	SEAL MANHOLE	(3)	7	EACH	$500.00	$3,500.00					7	$3,500.00		
61	2521.514	4" CONCRETE WALK		4,300	SQ FT	$8.00	$34,400.00	4300	$34,400.00						
62	2531.503	CONCRETE CURB AND GUTTER DESIGN B612		55	LIN FT	$14.00	$770.00	55	$770.00						
63	2531.503	CONCRETE CURB AND GUTTER DESIGN B618		4,350	LIN FT	$16.00	$69,600.00	4350	$69,600.00						
64	2531.504	CONCRETE MEDIAN		150	SQ YD	$70.00	$10,500.00	150	$10,500.00						
65	2531.504	8" CONCRETE DRIVEWAY PAVEMENT		180	SQ YD	$80.00	$14,400.00	180	$14,400.00						
66	2531.602	CONCRETE MEDIAN NOSE-SPECIAL		1	EACH	$800.00	$800.00	1	$800.00						
67	2531.602	CONSTRUCT 6" CONCRETE PEDESTRIAN RAMP		5	EACH	$2,500.00	$12,500.00	5	$12,500.00						
68	2540.602	MAIL BOX & SUPPORT		1	EACH	$500.00	$500.00	1	$500.00						
69	2563.601	TRAFFIC CONTROL		1	LUMP SUM	$20,000.00	$20,000.00	0.50	$10,000.00	0.16	$3,200.00	0.09	$1,800.00	0.25	$5,000.00
70	2573.501	STABILIZED CONSTRUCTION EXIT		1	LUMP SUM	$2,500.00	$2,500.00	1	$2,500.00						
71	2573.502	STORM DRAIN INLET PROTECTION		18	EACH	$200.00	$3,600.00	18	$3,600.00						
72	2573.502	CULVERT END CONTROLS		6	EACH	$300.00	$1,800.00	6	$1,800.00						
73	2573.503	SILT FENCE, TYPE MS		1,300	LIN FT	$2.00	$2,600.00	1300	$2,600.00						
74	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER		1,000	LIN FT	$2.50	$2,500.00	1000	$2,500.00						
75	2574.505	FERTILIZER TYPE 3		730	POUND	$1.50	$1,095.00	730	$1,095.00						
76	2574.507	COMMON TOPSOIL BORROW		1,380	CU YD	$40.00	$55,200.00	1380	$55,200.00						
77	2575.504	ROLLED EROSION PREVENTION CATEGORY 20		2,670	SQ YD	$1.50	$4,005.00	2670	$4,005.00						
78	2575.505	SEEDING		2.0	ACRE	$500.00	$1,000.00	2.0	$1,000.00						
79	2575.508	SEED MIXTURE 25-121		100	POUND	$5.00	$500.00	100	$500.00						
80	2575.508	SEED MIXTURE 25-131		330	POUND	$5.00	$1,650.00	330	$1,650.00						
81	2575.508	SEED MIXTURE 33-261		30	POUND	$10.00	$300.00	30	$300.00						

ENGINEER'S ESTIMATE - ROADWAY POND OPTION 2

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN
BMI PROJECT NO. 0R1.126299

BOLTON & MENK
Real People. Real Solutions.

Date: 3/9/2023

ENGINEER'S ESTIMATE								ROADWAY		STORM SEWER		SANITARY SEWER		WATERMAIN	
ITEM NO.	MnDOT SPEC NO.	ITEM	NOTES	TOTAL ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
82	2575.508	HYDRAULIC BONDED FIBER MATRIX		7,000	POUND	$1.50	$10,500.00	7000	$10,500.00						
83	2582.503	4" SOLID LINE MULTI COMP		140	LIN FT	$1.00	$140.00	140	$140.00						
84	2582.503	24" SOLID LINE MULTI COMP		90	LIN FT	$17.00	$1,530.00	90	$1,530.00						
85	2582.503	4" DOUBLE SOLID LINE MULTI COMP		835	LIN FT	$2.00	$1,670.00	835	$1,670.00						
86	2582.518	PAVEMENT MESSAGE MULTI COMP		15.45	SQ FT	$20.00	$309.00	15.45	$309.00						
							ESTIMATED CONTRUCTION TOTAL:	**$1,574,483.00**	**$792,119.00**		**$247,150.00**		**$147,379.00**		**$387,835.00**
							10% CONSTRUCTION CONTINGENCY:	**$157,448.30**	**$79,211.90**		**$24,715.00**		**$14,737.90**		**$38,783.50**
							TOTAL ESTIMATED CONSTRUCTION COST:	**$1,731,931.30**	**$871,330.90**		**$271,865.00**		**$162,116.90**		**$426,618.50**

NOTES:

(1) INCLUDES TOPSOIL STRIPPING AND STOCKPILING

(2) STOCKPILE LOCATION: PUBLIC WORKS, 14199 JASPER STREET NW. CONTRACTOR SHALL USE ALL AVAILABLE STOCKPILE MATERIAL BEFORE IMPORTING AGGREGATE

(3) CHIMNEY SEAL

PRELIMINARY PROPERTY ACQUISITION - ROADWAY POND OPTION 2

HY-10 RAMSEY IMPROVEMENTS
CITY PROJECT NO. 23-12
CITY OF RAMSEY, MN

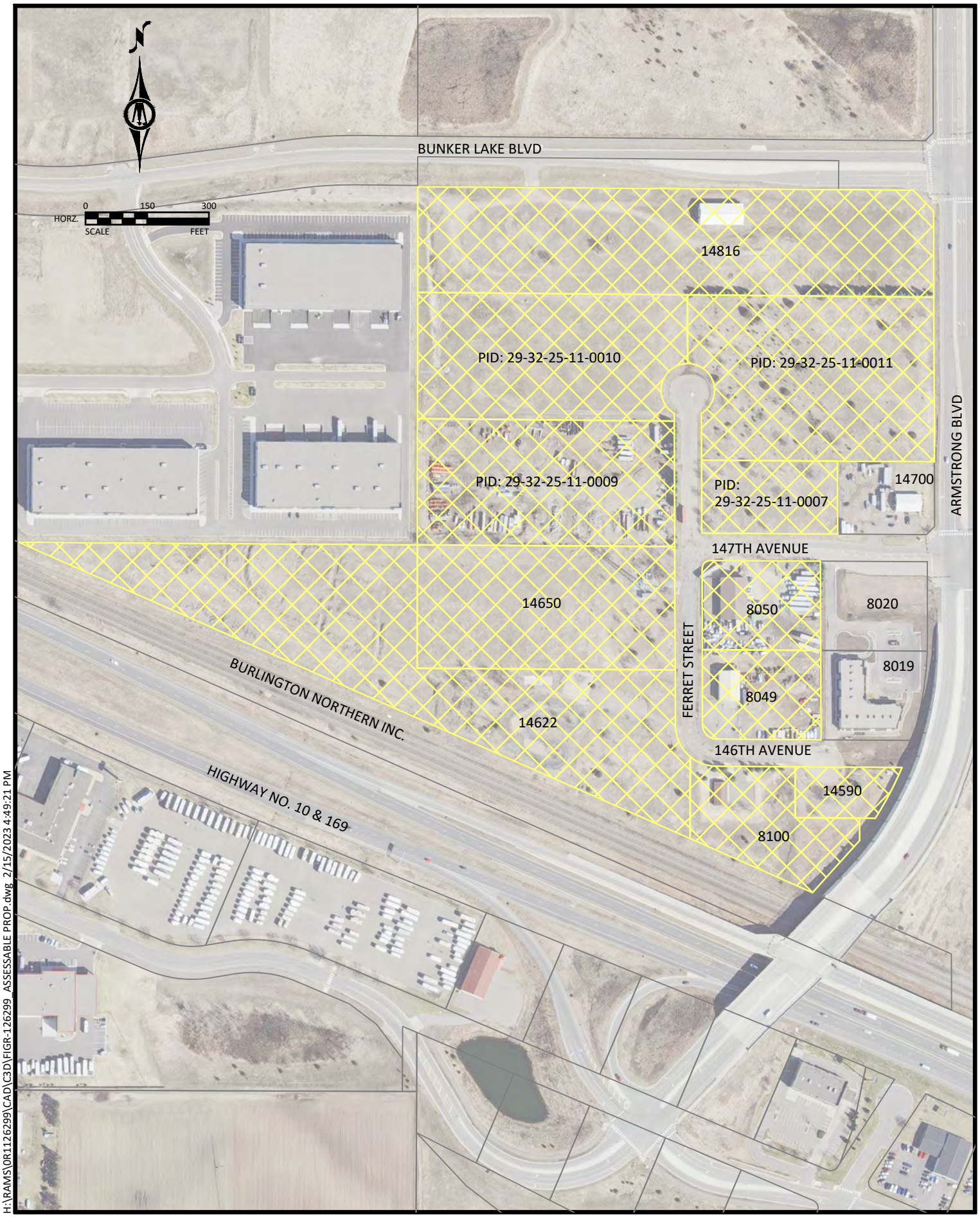
BOLTON & MENK
Real People. Real Solutions.

PARCEL	PARCEL ID	PROPERTY ADDRESS/OWNER	NEW R/W	NEW D&U	CONVERTED FROM D&U TO R/W	R/W VACATED	UNIT	UNIT PRICE	TOTAL AMOUNT
1	29-32-25-11-0010	BLOCK 1, LOT 2 - PSD, LLC		1580.0	5618.8	2758.8	SQ FT	$3.08	$13,675.20
2	29-32-25-11-0011	BLOCK 1, LOT 3 - NATIONAL GROWTH, LLC		1470.9	5604.7	2759.1	SQ FT	$3.08	$13,294.82
3	29-32-25-11-0013	14816 ARMSTRONG BLVD NW - PSD, LLC	16501.4	5000.4	660.0		SQ FT	$3.08	$68,258.34

ESTIMATED PROPERTY ACQUISITION TOTAL: $95,228.36

TOTAL ESTIMATE CONSTRUCTION COST: $1,731,931.30

TOTAL ESTIMATED PROPERTY & CONSTRUCTION COST: $1,827,159.66



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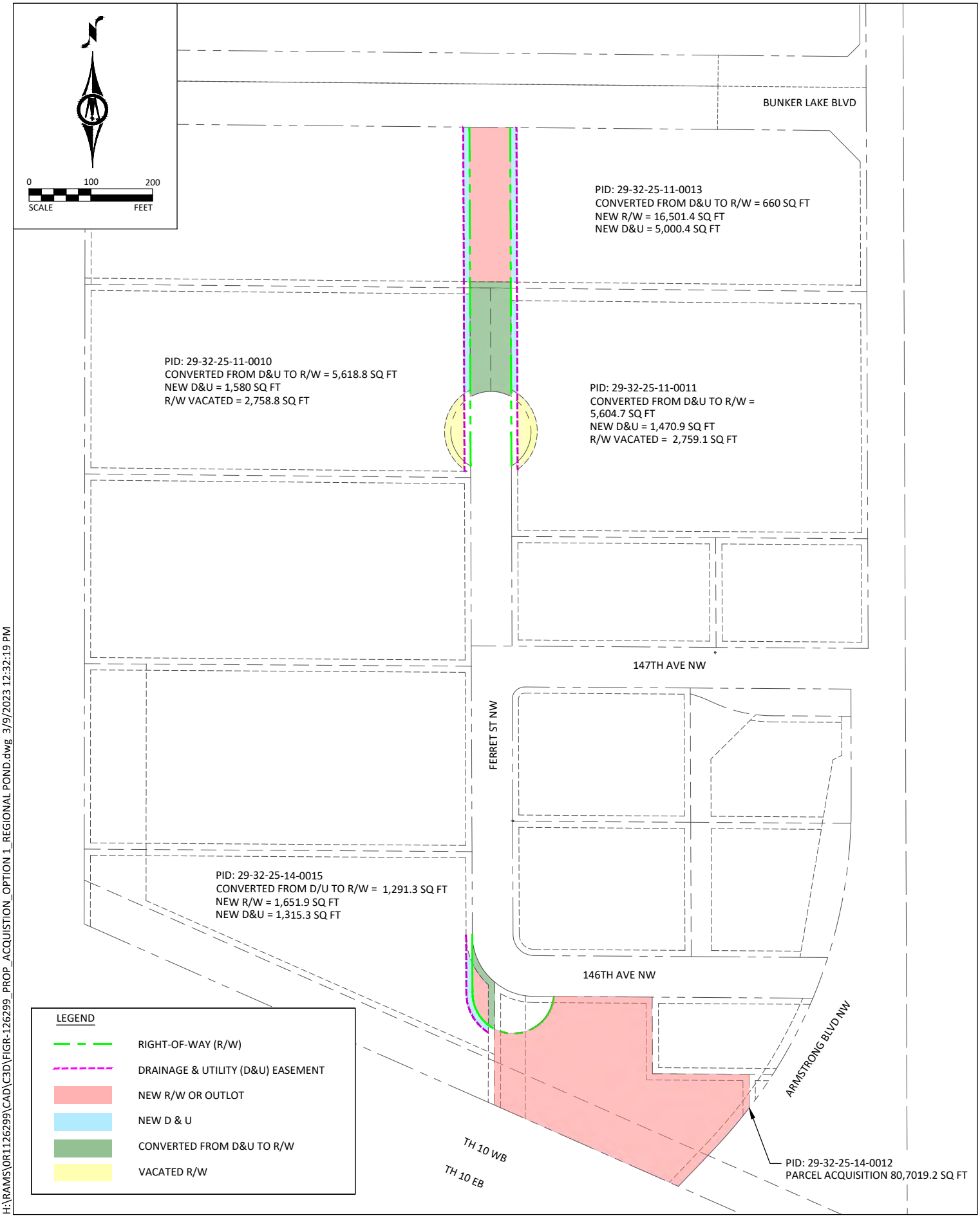
HY-10 Ramsey Improvements

City of Ramsey

Property Acquisition - Option 1

February 2023

BOLTON & MENK



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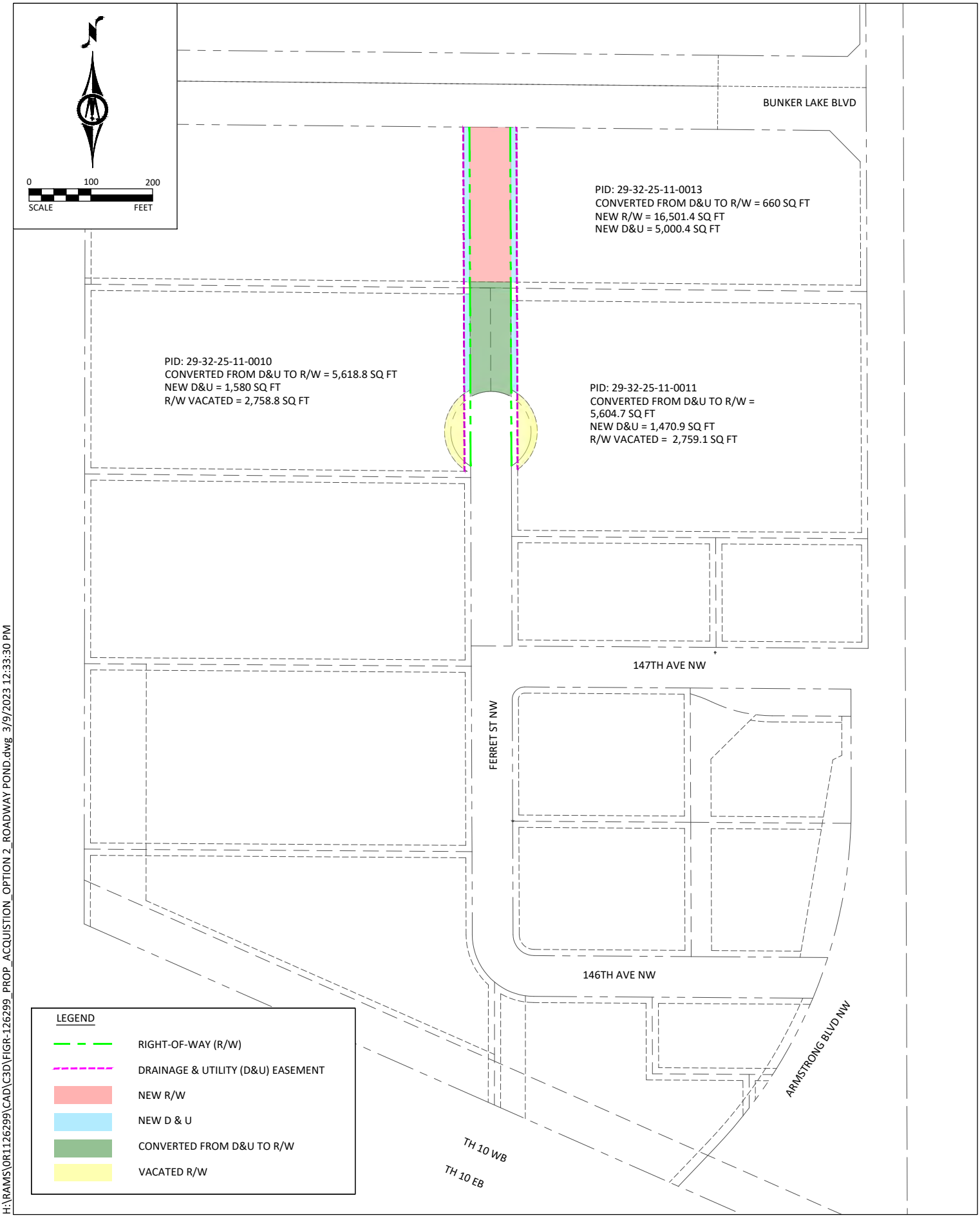
HY-10 Ramsey Improvements

City of Ramsey

Property Acquisition - Option 2

February 2023

BOLTON & MENK



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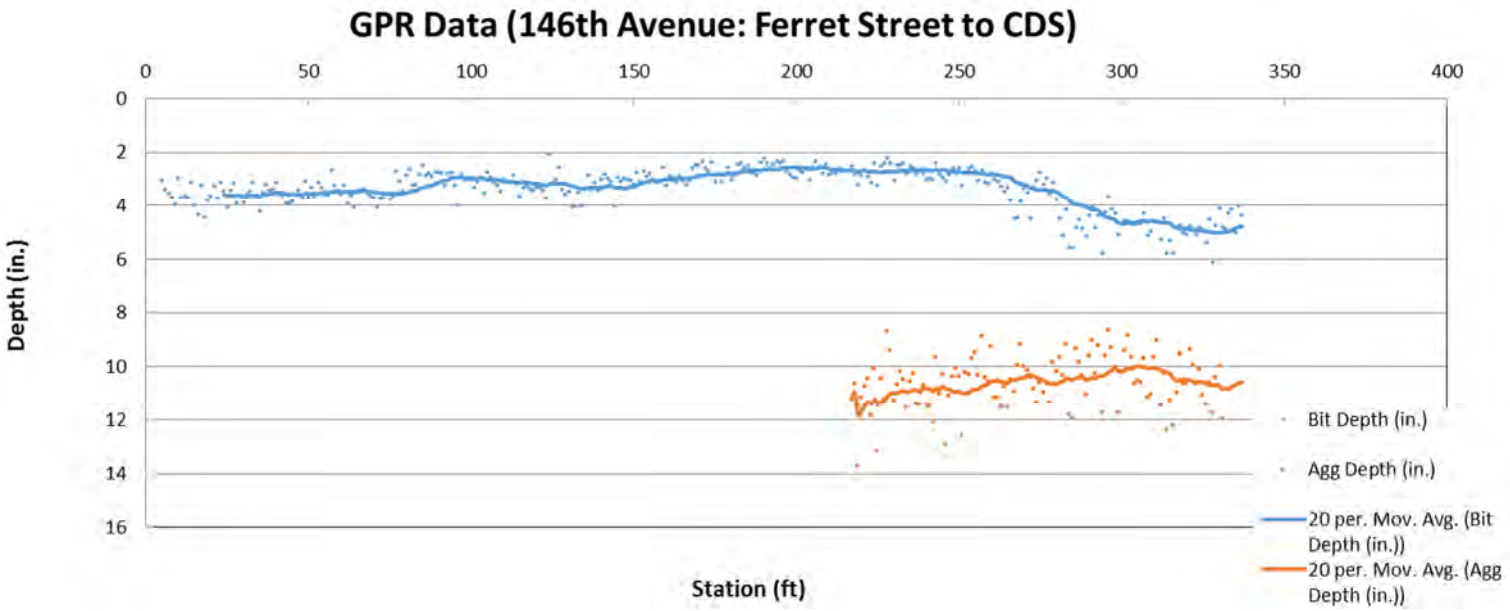
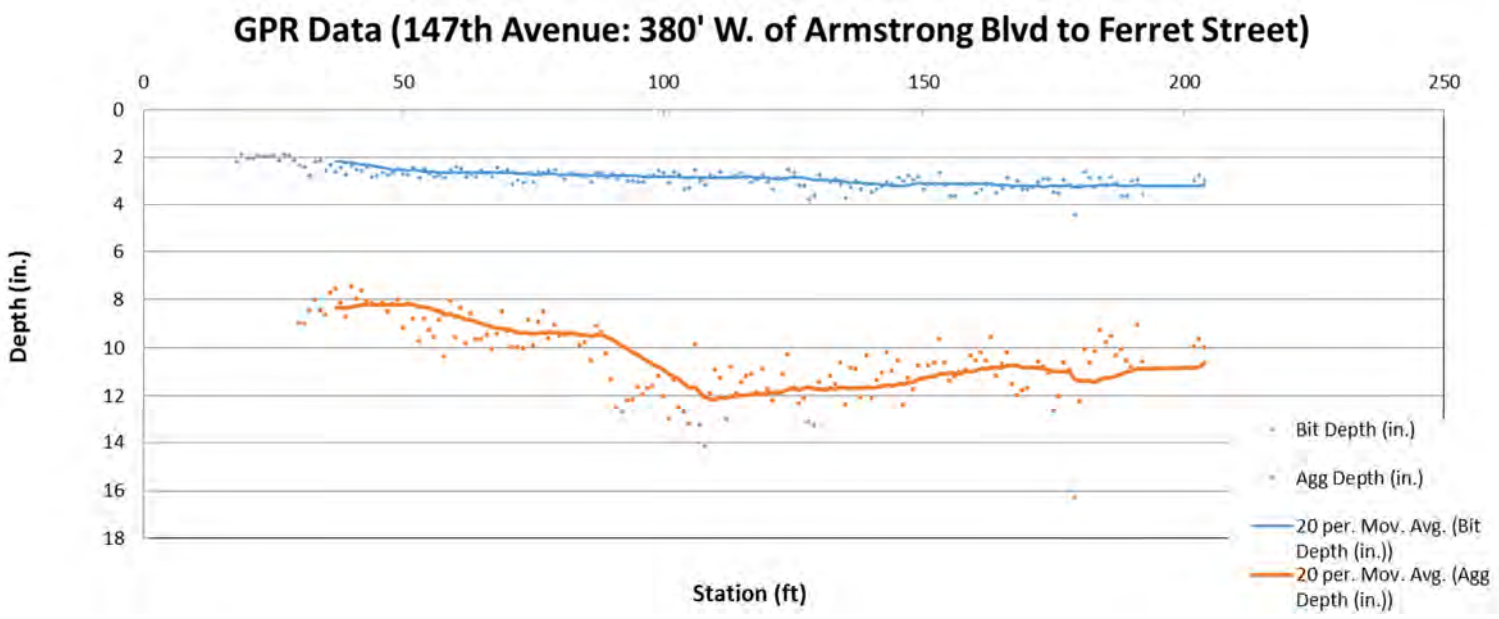
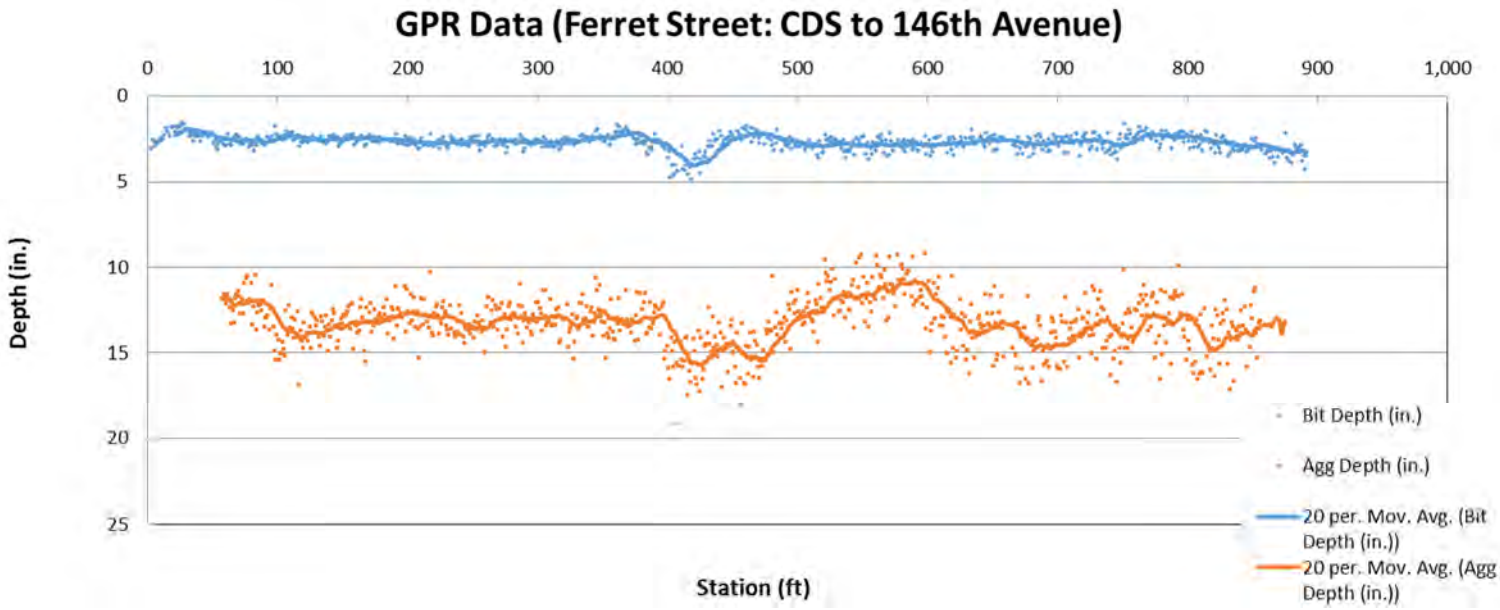
APPENDIX C

Ground Penetrating Radar (GPR) Results

HY-10 Ramsey GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Min**	**Avg**	**Location**
146th Avenue	Ferret Street / CDS	2.0	6.1	3.4	4.3	10.5	6.8	8.6	10.6	296' east of Ferret Street.
147th Avenue	380' west of Armstrong Blvd. / Ferret Street	1.9	4.5	2.9	5.0	11.9	7.6	7.5	10.5	160' east of Ferret Street.
Ferret Street	CDS / 146th Avenue	1.6	4.9	2.7	6.6	15.5	10.6	9.3	13.3	250' north of 146th Avenue
Project Summary		*1.6*	*6.1*	*2.9*	*4.3*	*15.5*	*9.7*	*7.5*	*12.6*	*147th Avenue 160' east of Ferret Street.*




GPR Data (147th Avenue: 380' W. of Armstrong Blvd to Ferret Street)
0
50
100
150
200
250
0
2
4
6
8
10
12
14
16
18
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))


GPR Data (Ferret Street: CDS to 146th Avenue)
0
100
200
300
400
500
600
700
800
900
1,000
0
5
10
15
20
25
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))

APPENDIX D

Revised HY-10 Area Traffic Analysis Memorandum
Report of Geotechnical Evaluation

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

MEMORANDUM

Date: November 17, 2022

To: City of Ramsey

From: Bryan Nemeth, P.E., PTOE

RE: HY-10 Traffic Analysis – Anoka Ramsey Athletic Association (ARAA)
City of Ramsey, MN
City Project No.: 23-12

Development Considerations

The HY-10 Area reviewed is bordered on the north by Bunker Lake Boulevard, on the south by TH 10, on the east by Armstrong Boulevard, and on the west by the ARAA site. The proposed ARAA recreation facility represents a new type of land use within this area.

A sports recreation facility has traffic peaking characteristics represented by the highest use starting in the PM peak hour and on weekends, with a high inbound and outbound volume (55% in, 45% out). This is a change from the employment district or light industrial land use which generates a higher outbound in the PM (31% in, 69% out).

The proposed ARAA facility has an area of 175,500 square feet with a support building and future expansion of 13,000 square feet. According to the ITE Trip Generation Manual (Multipurpose Recreation Facility) the site would result in approximately 675 trips during the PM peak hour.

Based on the comparison of forecasts between what was previously calculated for the HY-10 area and the currently proposed land use, there is anticipated to be no difference in trips during the AM peak, but a significant difference in the PM peak.

Bunker Lake Boulevard Improvement Considerations

<u>Roadway Section West of the Existing Median</u>

For Bunker Lake Boulevard, the 3-lane section west of the median (just west of Armstrong Boulevard) is still adequate, as the change in land use affects it minimally in the PM (approx. 25 trips), and even less in the AM.

<u>Right Turn Lanes</u>

Bunker Lake Boulevard eastbound traffic entering any of the sites south of Bunker Lake Boulevard is low; although, with the change in land use, there is a higher potential for use of an eastbound right turn lane at Ferret Street. The need for a right turn lane was reviewed based on 734 through vehicles on eastbound Bunker Lake Boulevard plus 20 vehicles turning right. The right turn lane was determined not to be needed.

For westbound traffic, the amount of traffic coming from the east and entering any of the sites on the north was reviewed:

- For the first access west of Armstrong Boulevard, we estimated 400 employees, or 180 trips entering in the AM. The right turn lane was determined to not be needed as westbound traffic is relatively low (605 vehicles or less in the AM).
- Since the first access did not need a right turn lane, accesses further west wouldn't need right turn lanes either.

Left Turn Lane

For Ferret Street, just west of the existing median, the left turn volumes are estimated to be low in the AM peak but much higher in the PM peak. The industrial traffic will come from both Hwy 10 and from the north and east. Approximately 50% of the traffic entering the area will gain access at 147th Avenue.

The traffic to and from the ARAA recreational facility is projected to come from the residential areas of the City. This indicates that the amount of traffic from Bunker Lake Boulevard is likely to be higher, 55% at the Ferret Street and Bunker Lake Boulevard access:

- 25% from Armstrong Boulevard north of Bunker Lake Boulevard,
- 5% from the west on Bunker Lake Boulevard, and
- 25% from Bunker Lake Boulevard east of Armstrong Boulevard.

The remaining 45% of the traffic is projected to use 147th Avenue:

- 5% from Hwy 10,
- 5% from 147th east of Armstrong Boulevard,
- 20% from Armstrong Boulevard north of Bunker Lake Boulevard, and
- 15% from Bunker Lake Boulevard east of Armstrong Boulevard.

A left turn lane was found to be warranted in the AM based on the following:

- Roadway Speed = 40 mph,
- Advancing Volume = 823,
- Opposing Volume = 493, and
- Left turn volume estimated to be 38.

A left turn lane was found to be warranted in the PM based on the following:

- Roadway Speed = 40 mph,
- Advancing Volume 826,
- Opposing Volume 754, and
- Left turn volume estimated to be 205.

Based on the above information, a westbound left is appropriate for the westbound Bunker Lake Boulevard traffic at Ferret Street. With the low speeds and an urban setting, but significantly higher left turn volume in the PM peak hour due to the recreational facility, a minimum length 210-foot, full-width left turn lane would be appropriate. Tapers can be at either 10:1 or 15:1. There could be need for the left turn lane to be longer based on other development changes that could occur along Ferret Street.

Ferret Street and Bunker Lake Boulevard Intersection

Separate left and right turn lanes along northbound Ferret Street at Bunker Lake Boulevard are recommended.

Recommended Studies

With the change in traffic volumes noted above, we recommend more comprehensive traffic analyses being completed at the following locations:

- Bunker Lake Boulevard /Armstrong Boulevard,
- Bunker Lake Boulevard /Ferret Street, and
- Armstrong Boulevard /147th Street.

The storage length needs at the signalized intersections in the area should be also evaluated as a part of a future traffic analysis.

Other Considerations

The land use in this area, south of Bunker Lake Boulevard and adjacent to Ferret Street, is zoned "COR" which allows a lot of flexibility. In our previous analysis, this area was considered light industrial, similar land use east of Puma Street and south of Bunker Lake Boulevard. If the HY-10 Area evolves to more commercial orientated uses with the addition of the ARAA Facility and other facilities such as the Big Adventure Academy/Daycare and Anytime Fitness, additional analysis is warranted to understand the impacts of a more intensive land use.

REPORT OF GEOTECHNICAL EXPLORATION

West Armstrong Redevelopment Area
147th Avenue NW & Ferret Street NW
Ramsey, Minnesota

AET Project No. P-0004952

Date: March 30, 2022

Prepared for:

Bolton & Menk, Inc.

Geotechnical • Materials
Forensic • Environmental
Building Technology
Petrography/Chemistry

American Engineering Testing
5548 Barthel Industrial Drive NE, Suite 550
Albertville, MN 55301
TeamAET.com • 800.792.6364

March 30, 2022

Bolton & Menk, Inc.
7533 Sunwood Drive NW
Ramsey, Minnesota 55303

Attn: Kevin Kielb, PE

RE: Geotechnical Exploration
West Armstrong Redevelopment Area
147th Avenue NW & Ferret Street NW, Ramsey, Minnesota
AET Report No. P-0004952

Dear Mr. Kielb:

American Engineering Testing, Inc. (AET) is pleased to present the results of our subsurface exploration program and geotechnical engineering review for your West Armstrong Redevelopment Area project in Ramsey, Minnesota. These services were performed according to our proposal to you dated July 28, 2021.

We are submitting one electronic (.pdf) copy of the report to you.

Please contact me if you have any questions about the report. I can also be contacted for arranging construction observation and testing services.

Sincerely,
American Engineering Testing, Inc.

Robert J. Olson, PE (MN)
Branch Manager
rolson@teamAET.com
Office: (651) 659-1316
Mobile: (763) 742-8651

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SIGNATURE PAGE

Prepared for:

Bolton & Menk, Inc.
7533 Sunwood Drive NW
Ramsey, Minnesota 55303

Attn: Kevin Kielb, PE

Prepared by:

American Engineering Testing, Inc.
5548 Barthel Industrial Drive NE, Suite 500
Albertville, Minnesota 55301
(651) 659-9001/www.TeamAET.com

Authored by:

Robert J. Olson, PE (MN)
Branch Manager

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 Minnesota Statute Section 326.02 to 326.15

Name: Robert J. Olson

Date: March 30, 2022 **License #: 45023**

Reviewed by:

Derek S. Van Heuveln, PE (MN)
Senior Engineer

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STANDARD SHEETS
Definitions Relating to Pavement Construction
Utility Excavation Backfilling
Bedding/Foundation Support of Buried Pipe

APPENDIX A – Geotechnical Field Exploration and Testing
Boring Log Notes
Unified Soil Classification System
Figure 1 - Boring Locations
Subsurface Boring Logs

APPENDIX B – Geotechnical Report Limitations and Guidelines for Use

1.0 INTRODUCTION

The city of Ramsey (City) is proposing to perform street and utility improvements in the West Armstrong Redevelopment Area in Ramsey, Minnesota. To assist planning and design, you have authorized American Engineering Testing, Inc. (AET) to conduct a subsurface exploration program at the site, conduct soil laboratory testing, and perform a geotechnical engineering review for the project. This report presents the results of the above services, and provides our engineering recommendations based on this data.

2.0 SCOPE OF SERVICES

AET's services were performed according to our proposal to you dated July 28, 2021, which you authorized on December 20, 2021. The authorized scope consists of the following.

- Drilling 3 standard penetration test borings to a depth of 14½ feet each.
- Performing soil laboratory testing.
- Performing a geotechnical engineering review based on the data and preparing this report.

These services are intended for geotechnical purposes only. The scope is not intended to explore for the presence or extent of environmental contamination in the soil or groundwater.

3.0 PROJECT INFORMATION

We understand the City is planning to reconstruct 147th Avenue NW, 146th Avenue NW, and Farret Street NW and extend Farret Street NW to the north. These improvements are located west of Armstrong Boulevard NW and south of Bunker Lake Boulevard. We understand that the project will involve reconstructing or constructing a bituminous roadway with public utilities (sewer and watermain).

The above stated information represents our understanding of the proposed construction. This information is an integral part of our engineering review. It is important that you contact us if there are changes from that described so that we can evaluate whether modifications to our recommendations are appropriate.

4.0 SUBSURFACE EXPLORATION AND TESTING

4.1 Field Exploration Program

The subsurface exploration program conducted for the project consisted of 3 standard penetration test borings. The number of borings, boring locations, and boring depths were determined by Bolton & Menk. The logs of the borings and details of the methods used appear in Appendix A. The logs contain information concerning soil layering, soil classification, geologic origins, and moisture condition. A density description or consistency is also noted for the natural soils, which is based on the standard penetration resistance (N-value).

The boring locations are shown on Figure 1 in Appendix A. The borings were located in the field by AET personnel by taping from nearby site features. Surface elevations were approximated based on the web application MnTOPO.

4.2 Laboratory Testing

The laboratory test program included water content testing and percent passing the #200 sieve tests. The test results appear in Appendix A on the individual boring logs adjacent to the samples upon which they were performed.

5.0 SITE CONDITIONS

5.1 Surface Observations

The bituminous roadway surface is in poor condition. The roadway has no curb or gravel shoulder; the shoulder area consists of grass with commercial/industrial businesses beyond the shoulder. The elevation of the roadway slopes downward from south to north with elevations from 874.8 to 869.3 feet at the boring locations. Driveways for the businesses connect to the roadway.

5.2 Subsurface Soils/Geology

The site geology consists of fill or topsoil overlying naturally deposited alluvial soils.

5.2.1 Bituminous Pavement/Fill

Bituminous pavement overlying fill or possible fill was encountered at the surface of Borings SB-2 and SB-3. The surface consisted of 2½ to 2¾ inches of bituminous pavement with approximately 8 inches of apparent gravel base. Beneath the aggregate base, silty sand and sand with silt layers encountered to depths of approximately 2 to 4 feet beneath existing grade. The sands with silt from 2 to 4 feet below grade were classified as “Coarse Alluvium or Fill” as

we were unable to determine the geologic origin from the recovered samples. We could not determine the geological origin based on the recovered samples. The fill and possible fill soils were frozen at the time of exploration. The fill is moderately slow draining and is judged to have moderate frost susceptibility.

5.2.2 Topsoil

Topsoil was encountered at the surface of Boring SB-1. The topsoil extended to a depth of about 1 foot beneath existing grade. The topsoil consists primarily of silty sand. These soils were mostly frozen to a depth of 1 foot. These soils are slow draining and highly susceptible to freeze-thaw movements. Due to the presence of vegetation, we judge these soils to be moderately compressible under structural loads.

5.2.3 Coarse Alluvium

Coarse alluvial sands exist beneath the topsoil, fill, or possible fill at all of the soil borings to the termination depths of the borings. The coarse alluvial soils consist of sands with silt and sands containing variable amounts of gravel, and could include cobbles and/or boulders. These alluvial soils range from very loose to medium dense and are judged to have moderate to moderately high strength and moderate to low compressibility under the anticipated structural loads. The sands and sands with silt are fast draining and are judged to have low susceptibility to freeze-thaw movements.

5.3 Groundwater

We encountered groundwater while drilling at Boring SB-1 at a depth of 10 feet which equated to an approximate elevation of 859.3 feet. As the borings terminated in free draining sands, we judge the measured water level to be reflective of the hydrostatic groundwater level conditions at that point in time.

Groundwater was not measured in Borings SB-2 and SB-3. Due to the borings terminating in free draining sands with silt and sands at depths/elevations near where the groundwater level was measured at Boring SB-1, we judge the water level to be below the depth explored at these boreholes at the time of exploration.

Groundwater levels fluctuate due to varying seasonal and annual rainfall and snow melt amounts, as well as other factors. The Minneapolis metro area has been in a low precipitation pattern for the last 2 years and the presently observed ground water levels may be lower than normal.

6.0 RECOMMENDATIONS

6.1 Definitions

The italicized words used in this section have specific definitions. These definitions are presented on the attached Standard Sheet entitled "Definitions Relating to Pavement Construction" or in ASTM Standards or MnDOT references.

6.2 Approach Discussion

We recommend that at a minimum the upper foot of fill be removed from beneath the proposed roadway extension and removal of the existing bituminous and aggregate base in the reconstruction portion of the project. Additional topsoil or fill may need to be removed based on the organic content of the soils or if soft or loose soils are encountered. We recommend these soils be evaluated by AET geotechnical personnel before new fill is placed. A subgrade R-value of 50 can be assumed for the anticipated subgrade.

6.3 Subgrade Preparation

To prepare the area for new roadway embankment placement, we recommend removing all existing pavement, aggregate base, and topsoil from below the roadway area. The excavation would need to include lateral oversizing to accommodate the lateral loads imposed.

The soils exposed in the subgrade excavations are likely to consist of silty sands, sands with silt, and sands. We recommend these soils be evaluated by AET geotechnical personnel before new fill is placed. If soft or unstable soils are observed, then correction should be performed as needed by subcutting and replacing the inferior soils; or by scarification, drying, and re-compaction.

Following excavation of inferior soils, new engineered fill can be placed as needed to re-attain subgrade elevation. *Suitable Grading Material* can be used as general embankment fill; except that where fill is placed over wet, unstable ground conditions or in standing water, cleaner granular soils should be used.

The fill should be placed per the requirements of MnDOT Specification 2106.3G.1 (Specified Density Method). This specification requires soils placed within the *critical subgrade zone* be compacted to a minimum of 100% of the *standard maximum dry unit weight* defined in ASTM: D698 (Standard Proctor test), at a water content 65% to 102% of the *standard optimum water content*. This water content requirement does not apply to the *sand subbase* zone. A reduced

minimum compaction level of 95% of the *standard maximum dry unit weight* can be used below the *critical subgrade zone*.

6.4 Design R-Value

Based on the subgrade preparation recommendations presented herein, the pavement section (bituminous and aggregate base layers) can be designed based on an R-value of 50.

6.5 Utilities

Based on the conditions encountered at the boring locations, we judge the inorganic soils to be suitable to provide adequate support for utility construction. If silty soils are present at the trench bottom, a 4-inch thick Granular Bedding (MnDOT Specification 3149.F) layer should be placed beneath the pipe to improve support uniformity. We also recommend the removal of any cobbles/boulders in the trench bottoms prior to utility installation. This will reduce the potential for the development of point loads on the pipe that would not be accounted for in the pipe design.

Please refer to the attached standard sheet entitled “Utility Excavation Backfilling” and “Bedding/Foundation Support of Buried Pipe” for additional details regarding utility bedding and utility backfilling.

6.5.1 Trench Backfill

The excavated non-organic soils can be used as backfill for the new utility trenches. Excavated organic soils should not be used as backfill below the roadway. Review of our borings indicates that the trench backfill will primarily consist of sands with silt and sands. These types of soils are generally not considered corrosive. We recommend that bedding be placed uniformly around the pipe to avoid having dissimilar materials touch the pipe that could set up corrosion cells. In our opinion, all metallic utilities should be coated or wrapped.

Utility trench backfill should be placed per the requirements of MnDOT Specification 2106.3G.1 (Specified Density Method). The backfill soils should be placed in a maximum lift thickness of 1 foot or less for the granular soils and 8 inches or less for the cohesive soils. This specification requires all backfill soils placed within an excavation trench be compacted to a minimum of 100% of the *standard maximum dry unit weight* defined in ASTM: D698 (Standard Proctor test). Consideration can be given to modifying the project specifications to allow for a reduced minimum compaction level of 95% of the *standard maximum dry unit weight* to be used below the *critical subgrade zone*. Backfill soils placed in the upper 3 feet of the subgrade should be compacted at a water content between 65% to 102% of the standard optimum water content.

The moisture content below the upper 3-foot zone shall be from 65% to 115% of the standard optimum water content.

7.0 CONSTRUCTION CONSIDERATIONS

7.1 Potential Difficulties

7.1.1 Runoff Water in Excavation

Water can be expected to collect in the excavation bottom during times of inclement weather or snow melt. To allow observation of the excavation bottom, to reduce the potential for soil disturbance, and to facilitate filling operations, we recommend water be removed from within the excavation during construction. Based on the soils encountered, we anticipate the groundwater can be handled with conventional sump pumping.

7.1.2 Disturbance of Soils

The on-site soils can be disturbed under construction traffic, especially if the soils are wet. If soils become disturbed, they should be subcut to the underlying undisturbed soils. The subcut soils can then be dried and recompacted back into place, or they should be removed and replaced with drier imported fill.

7.1.3 Cobbles and Boulders

The soils at this site can include cobbles and boulders. This may make excavating procedures somewhat more difficult than normal if they are encountered.

7.2 Excavation Backsloping

If excavation faces are not retained, the excavations should maintain maximum allowable slopes in accordance with *OSHA Regulations (Standards 29 CFR), Part 1926, Subpart P, "Excavations"* (can be found on www.osha.gov). Even with the required OSHA sloping, water seepage or surface runoff can potentially induce sideslope erosion or sloughing which could require slope maintenance.

7.3 Observation and Testing

The recommendations in this report are based on the subsurface conditions found at our test boring locations. Since the soil conditions can be expected to vary away from the soil boring locations, we recommend on-site observation by a geotechnical engineer/technician during construction to evaluate these potential changes. Soil density testing should also be performed on new fill placed in order to document that project specifications for compaction have been

satisfied.

8.0 ASTM STANDARDS

When we refer to an ASTM Standard in this report, we mean that our services were performed in general accordance with that standard. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

9.0 LIMITATIONS

Within the limitations of scope, budget, and schedule, we have endeavored to provide our services according to generally accepted geotechnical engineering practices at this time and location. Other than this, no warranty, express or implied, is intended.

Important information regarding risk management and proper use of this report is given in Appendix B entitled “Geotechnical Report Limitations and Guidelines for Use.”

DEFINITIONS RELATING TO PAVEMENT CONSTRUCTION

Top of subgrade: Grade which contacts the bottom of the aggregate base layer.

Sand subbase: Uniform thickness sand layer placed as the top of subgrade which is intended to improve the frost and drainage characteristics of the pavement system by increasing drainage of excess water in the aggregate base and subbase, by reducing and "bridging" frost heaving, and by reducing spring thaw weakening effects.

Critical subgrade zone: The subgrade portion beneath and within three vertical feet of the top of subgrade. A sand subbase, if placed, would be considered the upper portion of the critical subgrade zone.

Suitable Grading Material: Mineral soil materials, typically from the project site, excluding the following: 1) soils which have an organic content exceeding 3%, 2) cohesive soils having a Liquid Limit exceeding 50%, 3) soils which include debris, cobbles, and/or boulders, and 4) soils which are considered acceptable from an environmental standpoint. The soil must also be capable of attaining the specified compaction level at its current water content or at a water content that can be reasonably scarified, blended, and moisture conditioned to a uniform water content in order to uniformly meet compaction requirements.

Granular Material: Soils meeting MnDOT Specification 3149.2B.1. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 20% by weight passing the #200 sieve.

Select Granular Material: Soils meeting MnDOT Specification 3149.2B.2. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 12% by weight passing the #200 sieve.

Select Granular Material (Super Sand): Soils meeting MnDOT Specification 3149.2B.3. This material is cleaner and coarser than Select Granular Material (see specification for specific requirements).

Compaction Subcut: Construction of a uniform thickness subcut below a designated grade to provide uniformity and compaction within the subcut zone. Replacement fill can be the materials subcut, although the reused soils should be blended to a uniform soil condition, moisture conditioned as needed to meet MnDOT Specification 2105.F; and re-compacted per the Specified Density Method defined in MnDOT Specification 2105.3F.1.

Test Roll: A means of evaluating the near-surface stability of subgrade soils (usually non-granular). Suitability is determined by the depth of rutting or deflection caused by passage of heavy rubber-tired construction equipment, such as a loaded dump truck, over the test area. Yielding of less than 1" is normally considered acceptable, although engineering judgment may be applied depending on the equipment used, soil conditions present, and/or depth below final grade.

Unstable Soils: Subgrade soils which do not pass a test roll. Unstable soils typically have water content exceeding the *standard optimum water content* defined in ASTM:D698 (Standard Proctor test).

Organic Soils: Soils which have sufficient organic content such that the soils engineering properties are negatively affected (typically more than 3% organic content). These soils are usually black to dark brown in color.

UTILITY EXCAVATION BACKFILLING

GENERAL

Clayey and silty soils are often difficult to compact, as they may be naturally wet or dry, or may become wet due to ground water or runoff water during construction. Soils will need to be placed within a certain range of water (moisture) content to attain desired compaction levels. Moisture conditioning to within this range can be time consuming and labor intensive, and will require favorable weather.

The degree of compaction and the soil type used for backfill within open cut utility excavations depends on the eventual function of the overlying land surface. Details are as follows:

ROADWAYS

Where trenches are located below roadways, we recommend using inorganic fill and compacting these soils per MnDOT Specification 2105.3F1 (Specified Density Method). On MnDOT funded roads, the 2016 Specification requires 100% compaction over the entire trench depth. On non-MnDOT funded roads, we feel the specification can be relaxed to the previous version of achieving 100% of the Standard Proctor density in the upper 3-foot subgrade zone, and 95% below this depth. Note that this specification also includes moisture content range requirements which are important for proper subgrade stability.

Where available soils are wet or of poor quality, it may be possible to use the “Quality Compaction Method” (MnDOT Specification 2105.3F2) for soils below the upper 3-foot subgrade zone if you can tolerate some subsidence. However, a high level of stability is still important within the upper subgrade zone and recommend that the “Specified Density Method" be used in this upper subgrade area. We caution that if backfill soils in the lower trench area are significantly unstable, it may be difficult or even impossible to properly compact soils within the upper 3-foot subgrade zone. In this case, road subgrade stability can be improved by placing a geotextile reinforcement fabric directly over the unstable soils followed by properly drained granular fill placement.

STRUCTURAL AREAS

If fill is placed beneath or within the significant zone of influence of a structure (typically a 1:1 lateral oversize zone), the soil type and minimum compaction level will need to be evaluated on an individual basis. Because trenches result in variable fill depths over a short lateral distance, higher than normal compaction levels and/or more favorable (sandy) soil fill types may be needed. If this situation exists, it is important that special geotechnical engineering review be performed.

NON-STRUCTURAL AREAS

In grass/ditch areas, backfill soils should be placed in reasonable lift thicknesses and compacted to a minimum of 90% of the Standard Proctor density (ASTM: D698) and/or per the MnDOT “Quality Compaction Method.” If lower compaction levels are accepted, more noticeable subsidence at the surface can occur. Steep or high slopes require special consideration, and if this situation exists, it is important that special geotechnical engineering review be performed.

SPECIAL CASES

Structural retention systems are often used to reduce impacts on adjacent streets/improvements. If localized excavations/pits or annular spaces are created which need to be backfilled, it may not be possible to place and compact soils by the conventional means of backfilling. Retraction of structural systems can also leave soils loosened. Significant settlement can occur in areas where backfill cannot be compacted. If these situations are located in non-structural or non-paved areas, it may be reasonable to accept the settlements and associated follow-up maintenance in order avoid the high cost of trying to compact the soil or placing flowable lean concrete fill. However, there may be areas where fill settlement needs to be avoided, especially as the settlement will be differential from the surrounding surface, or differential from a buried structure in the case of higher piping entering the structure. Where settlement needs to be avoided, the specification should require that the contractor submit a backfill compaction plan along with the retention plan. Improper sequencing of retention system removal and backfilling of the pits could result in excessive settlement and/or lateral movement of nearby improvements.

BEDDING/FOUNDATION SUPPORT OF BURIED PIPE

GENERAL

This page addresses soil bedding and foundation support of rigid pipe, such as reinforced concrete, and flexible pipe, such as steel and plastic. This does not address selection of pipe based on loads and allowable deflections, but rather addresses the geotechnical/soil aspects of uniform pipe support. Bedding/foundation support needs relate to local conditions directly beneath and to the sides of the pipe zone, which may be influenced by soft in-situ ground conditions or by soil disturbance due to soil sensitivity or ground water. Bedding relates to granular materials placed directly beneath the bottom of the pipe (usually 4" to 6" thick), which is intended to provide increased support uniformity. We refer to foundation soils as thicker layers of sands and/or gravels (beneath the bedding zone) intended to provide increased foundation strength support, usually needed due to soft, unstable and/or waterbearing conditions.

GRANULAR BEDDING

With circular pipes, high local loads (approaching point loads) develop if pipes are placed on hard surfaces. Load distribution is improved by placing granular bedding materials beneath the pipe, which are either shaped to match the pipe bottom or are placed without compaction to allow “settling in.” The bedding should be placed in such a manner that the pipe will be at the proper elevation and slope when the pipe is laid on the bedding. Common bedding material is defined in MnDOT Specification 3149.2F, Granular Bedding. Published documents recommend rigid pipes having a diameter of 12" to 54" be placed on a bedding thickness of 4", which increases to 6" of bedding for pipe diameters ranging from 54" to 72". Beyond a 72" diameter, the bedding thickness can be equal to the pipe outside diameter divided by 12. Typically, the need for bedding under small diameter pipes (less than 12") depends on the pipe designer’s specific needs, although in obvious point loads situations (bedrock, cobbles, significant coarse gravel content), bedding is recommended. Note that bedding should also account for larger diameter bells at joints.

FOUNDATION FILL

Positive uniform strength is usually compromised in soft or unstable trench bottom conditions. In this case, deeper subcuts and foundation fill placement is needed beneath the pipe. In moderate instability conditions, improvement can likely be accomplished with a thicker bedding layer. However, in more significant instability situations, particularly where ground water is present, coarser materials may be needed to provide a stronger foundation. Thicker gravel layers can also be a favorable media from which to dewater. The following materials would be appropriate for stability improvement, with the coarser materials being appropriate for higher instability/ground water cases.

- Fine Filter Aggregate – MnDOT Specification 3149.2J
- Coarse Filter Aggregate –MnDOT Specification 3149.2H

When using a coarser material which includes significant void space, we highly recommend enveloping the entire gravel layer within a geotextile separation fabric. The gravel material includes open void space, and the fabric acts as a separator which minimizes the intrusion of fines into the open void space. If additional granular bedding sand is used above foundation gravel, the fabric would also prevent downward infiltration of bedding sand into the rock void space.

Although it is preferred to not highly compact thin granular bedding zones directly beneath the pipe center, it is desirable to compact the foundation materials to prevent more significant pipe settlement. We recommend foundation fill be compacted to a minimum of 95% of the Standard Proctor density (ASTM: D698). It is not possible to test coarse rock fill, although this material should still be well compacted/ tamped.

Often, pipes entering structures such as catch basins, lift stations, etc., enter the structure at a higher elevation than the structure bottom, and are therefore placed on the structure backfill. Fill beneath these pipes should be considered foundation fill. Depending on the flexibility of the connection design, it may be necessary to increase the minimum compaction level to reduce differential settlements, particularly with thicker fills.

SIDE FILL SUPPORT

If the pipe designer requires support from the side fill, granular bedding should also be placed along the sides of the pipe. In poor soil conditions, the sand fill may need to be placed laterally up to two pipe diameters on both sides of the pipe. With rigid pipe, compacted sand placement up to the spring line (within the haunch area) is usually sufficient. With flexible pipe, side fill should be placed and compacted at least to the top of the pipe. For positive support, it is very important to properly compact the sands within the haunch area.

Appendix A

Geotechnical Field Exploration and Testing
Boring Log Notes
Unified Soil Classification System
Figure 1 – Boring Locations
Subsurface Boring Logs

A.1 FIELD EXPLORATION

The subsurface conditions at the site were explored by drilling and sampling three (3) standard penetration test borings. The locations of the borings appear on Figure 1, preceding the Subsurface Boring Logs in this appendix.

A.2 SAMPLING METHODS

A.2.1 Split-Spoon Samples (SS) - Calibrated to N_{60} Values

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2-inch O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30 inches. The sampler is driven a total of 18 inches into the soil. After an initial set of 6 inches, the number of hammer blows to drive the sampler the final 12 inches is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an N_{60} blow count.

The most recent drill rigs incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional N_{60} values. By using the PDA energy measurement equipment, we are able to determine actual energy generated by the drop hammer. With the various hammer systems available, we have found highly variable energies ranging from 55% to over 100%. Therefore, the intent of AET's hammer calibrations is to vary the hammer weight such that hammer energies lie within about 60% to 65% of the theoretical energy of a 140-pound weight falling 30 inches. The current ASTM procedure acknowledges the wide variation in N-values, stating that N-values of 100% or more have been observed. Although we have not yet determined the statistical measurement uncertainty of our calibrated method to date, we can state that the accuracy deviation of the N-values using this method is significantly better than the standard ASTM Method.

A.2.2 Disturbed Samples (DS)/Spin-up Samples (SU)

Sample types described as "DS" or "SU" on the boring logs are disturbed samples, which are taken from the flights of the auger. Because the auger disturbs the samples, possible soil layering and contact depths should be considered approximate.

A.2.3 Sampling Limitations

Unless actually observed in a sample, contacts between soil layers are estimated based on the spacing of samples and the action of drilling tools. Cobbles, boulders, and other large objects generally cannot be recovered from test borings, and they may be present in the ground even if they are not noted on the boring logs.

Determining the thickness of "topsoil" layers is usually limited, due to variations in topsoil definition, sample recovery, and other factors. Visual-manual description often relies on color for determination, and transitioning changes can account for significant variation in thickness judgment. Accordingly, the topsoil thickness presented on the logs should not be the sole basis for calculating topsoil stripping depths and volumes. If more accurate information is needed relating to thickness and topsoil quality definition, alternate methods of sample retrieval and testing should be employed.

A.3 CLASSIFICATION METHODS

Soil descriptions shown on the boring logs are based on the Unified Soil Classification (USC) system. The USC system is described in ASTM: D2487 and D2488. Where laboratory classification tests (sieve analysis or Atterberg Limits) have been performed, accurate classifications per ASTM: D2487 are possible. Otherwise, soil descriptions shown on the boring logs are visual-manual judgments. Charts are attached which provide information on the USC system, the descriptive terminology, and the symbols used on the boring logs.

The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

A.4 WATER LEVEL MEASUREMENTS

The groundwater level measurements are shown at the bottom of the boring logs. The following information appears under "Water Level Measurements" on the logs:

- Date and Time of measurement
- Sampled Depth: lowest depth of soil sampling at the time of measurement
- Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- Cave-in Depth: depth at which measuring tape stops in the borehole
- Water Level: depth in the borehole where free water is encountered
- Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

A.5 LABORATORY TEST METHODS

A.5.1 Water Content Tests

Conducted per AET Procedure 01-LAB-010, which is performed in general accordance with ASTM: D2216 and AASHTO: T265.

A.5.2 Material in Soils Finer than the #200 (75 micron) Sieve

Conducted per AET Procedure 01-LAB-060, which is performed in general conformance with ASTM: D1140.

A.6 TEST STANDARD LIMITATIONS

Field and laboratory testing is done in general conformance with the described procedures. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

A.7 SAMPLE STORAGE

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.

EXPLORATION/CLASSIFICATION METHODS

SAMPLING METHODS

Split-Spoon Samples (SS) - Calibrated to N_{60} Values

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2" O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30". The sampler is driven a total of 18" into the soil. After an initial set of 6", the number of hammer blows to drive the sampler the final 12" is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an N_{60} blow count.

Most of today's drill rigs incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional N_{60} values. By using the PDA energy measurement equipment, we are able to determine actual energy generated by the drop hammer. With the various hammer systems available, we have found highly variable energies ranging from 55% to over 100%. Therefore, the intent of AET's hammer calibrations is to vary the hammer weight such that hammer energies lie within about 60% to 65% of the theoretical energy of a 140-pound weight falling 30". The current ASTM procedure acknowledges the wide variation in N-values, stating that N-values of 100% or more have been observed. Although we have not yet determined the statistical measurement uncertainty of our calibrated method to date, we can state that the accuracy deviations of the N-values using this method are significantly better than the standard ASTM Method.

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The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

WATER LEVEL MEASUREMENTS

The ground water level measurements are shown at the bottom of the boring logs. The following information appears under "Water Level Measurements" on the logs:

- Date and Time of measurement
- Sampled Depth: lowest depth of soil sampling at the time of measurement
- Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- Cave-in Depth: depth at which measuring tape stops in the borehole
- Water Level: depth in the borehole where free water is encountered
- Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

SAMPLE STORAGE

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.

UNIFIED SOIL CLASSIFICATION SYSTEM
ASTM Designations: D 2487, D2488

AMERICAN ENGINEERING TESTING, INC.

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests[A]				Soil Classification: Group Symbol	Soil Classification: Group Name[B]
Coarse-Grained Soils More than 50% retained on No. 200 sieve	Gravels More than 50% coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines[C]	Cu≥4 and 1≤Cc≤3[E]	GW	Well graded gravel[F]
			Cu<4 and/or 1>Cc>3[E]	GP	Poorly graded gravel[F]
		Gravels with Fines more than 12% fines[C]	Fines classify as ML or MH	GM	Silty gravel[F,G,H]
			Fines classify as CL or CH	GC	Clayey gravel[F,G,H]
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines[D]	Cu≥6 and 1≤Cc≤3[E]	SW	Well-graded sand[I]
			Cu<6 and/or 1>Cc>3[E]	SP	Poorly-graded sand[I]
		Sands with Fines more than 12% fines[D]	Fines classify as ML or MH	SM	Silty sand[G,H,I]
			Fines classify as CL or CH	SC	Clayey sand[G,H,I]
Fine-Grained Soils 50% or more passes the No. 200 sieve (see Plasticity Chart below)	Silts and Clays Liquid limit less than 50	inorganic	PI>7 and plots on or above "A" line[J]	CL	Lean clay[K,L,M]
			PI<4 or plots below "A" line[J]	ML	Silt[K,L,M]
		organic	Liquid limit–oven dried / Liquid limit – not dried <0.75	OL	Organic clay[K,L,M,N]
					Organic silt[K,L,M,O]
	Silts and Clays Liquid limit 50 or more	inorganic	PI plots on or above "A" line	CH	Fat clay[K,L,M]
			PI plots below "A" line	MH	Elastic silt[K,L,M]
		organic	Liquid limit–oven dried / Liquid limit – not dried <0.75	OH	Organic clay[K,L,M,P]
					Organic silt[K,L,M,Q]
Highly organic soil			Primarily organic matter, dark in color, and organic in odor	PT	Peat[R]

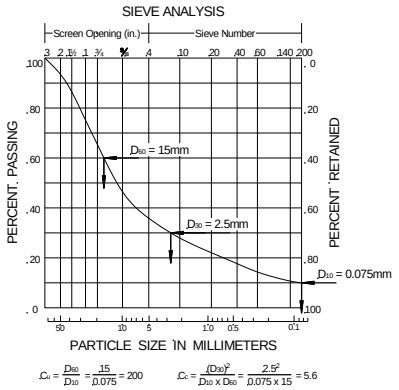
Notes

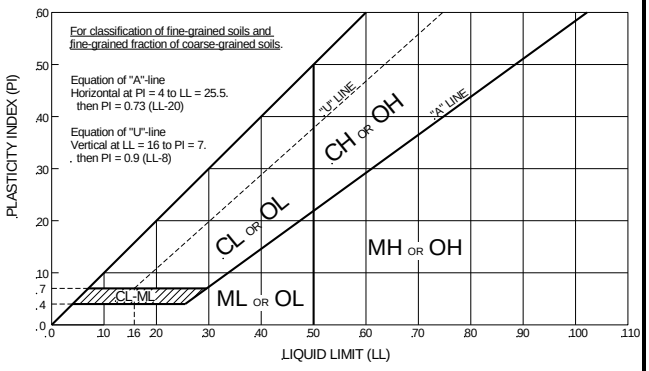
[A]Based on the material passing the 3-in (75-mm) sieve.
[B]If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
[C]Gravels with 5 to 12% fines require dual symbols:
- GW-GM well-graded gravel with silt
- GW-GC well-graded gravel with clay
- GP-GM poorly graded gravel with silt
- GP-GC poorly graded gravel with clay

[D]Sands with 5 to 12% fines require dual symbols:
- SW-SM well-graded sand with silt
- SW-SC well-graded sand with clay
- SP-SM poorly graded sand with silt
- SP-SC poorly graded sand with clay

[E]$Cu = D_{60} / D_{10}$, $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$

[F]If soil contains ≥15% sand, add "with sand" to group name.
[G]If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.
[H]If fines are organic, add "with organic fines" to group name.
[I]If soil contains ≥15% gravel, add "with gravel" to group name.
[J]If Atterberg limits plot is hatched area, soil is a CL-ML silty clay.
[K]If soil contains 15 to 29% plus No. 200 add "with sand" or "with gravel", whichever is predominant.
[L]If soil contains ≥30% plus No. 200, predominantly sand, add "sandy" to group name.
[M]If soil contains ≥30% plus No. 200, predominantly gravel, add "gravelly" to group name.
[N]PI≥4 and plots on or above "A" line.
[O]PI<4 or plots below "A" line.
[P]PI plots on or above "A" line.
[Q]PI plots below "A" line.
[R]Fiber Content description shown below.





Plasticity Chart

ADDITIONAL TERMINOLOGY NOTES USED BY AET FOR SOIL IDENTIFICATION AND DESCRIPTION

Grain Size

Term	Particle Size
Boulders	Over 12"
Cobbles	3" to 12"
Gravel	#4 sieve to 3"
Sand	#200 to #4 sieve
Fines (silt & clay)	Pass #200 sieve

Gravel Percentages

Term	Percent
A Little Gravel	3% - 14%
With Gravel	15% - 29%
Gravelly	30% - 50%

Consistency of Plastic Soils

Term	N-Value, BPF
Very Soft	less than 2
Soft	2 - 4
Firm	5 - 8
Stiff	9 - 15
Very Stiff	16 - 30
Hard	Greater than 30

Relative Density of Non-Plastic Soils

Term	N-Value, BPF
Very Loose	0 - 4
Loose	5 - 10
Medium Dense	11 - 30
Dense	31 - 50
Very Dense	Greater than 50

Moisture/Frost Condition
(MC Column)

- D (Dry): Absence of moisture, dusty, dry to touch.
- M (Moist): Damp, although free water not visible. Soil may still have a high water content (over "optimum").
- W (Wet/ Waterbearing): Free water visible, intended to describe non-plastic soils. Waterbearing usually relates to sands and sand with silt.
- F (Frozen): Soil frozen

Layering Notes

- Laminations: Layers less than ½" thick of differing material or color.
- Lenses: Pockets or layers greater than ½" thick of differing material or color.

Peat Description

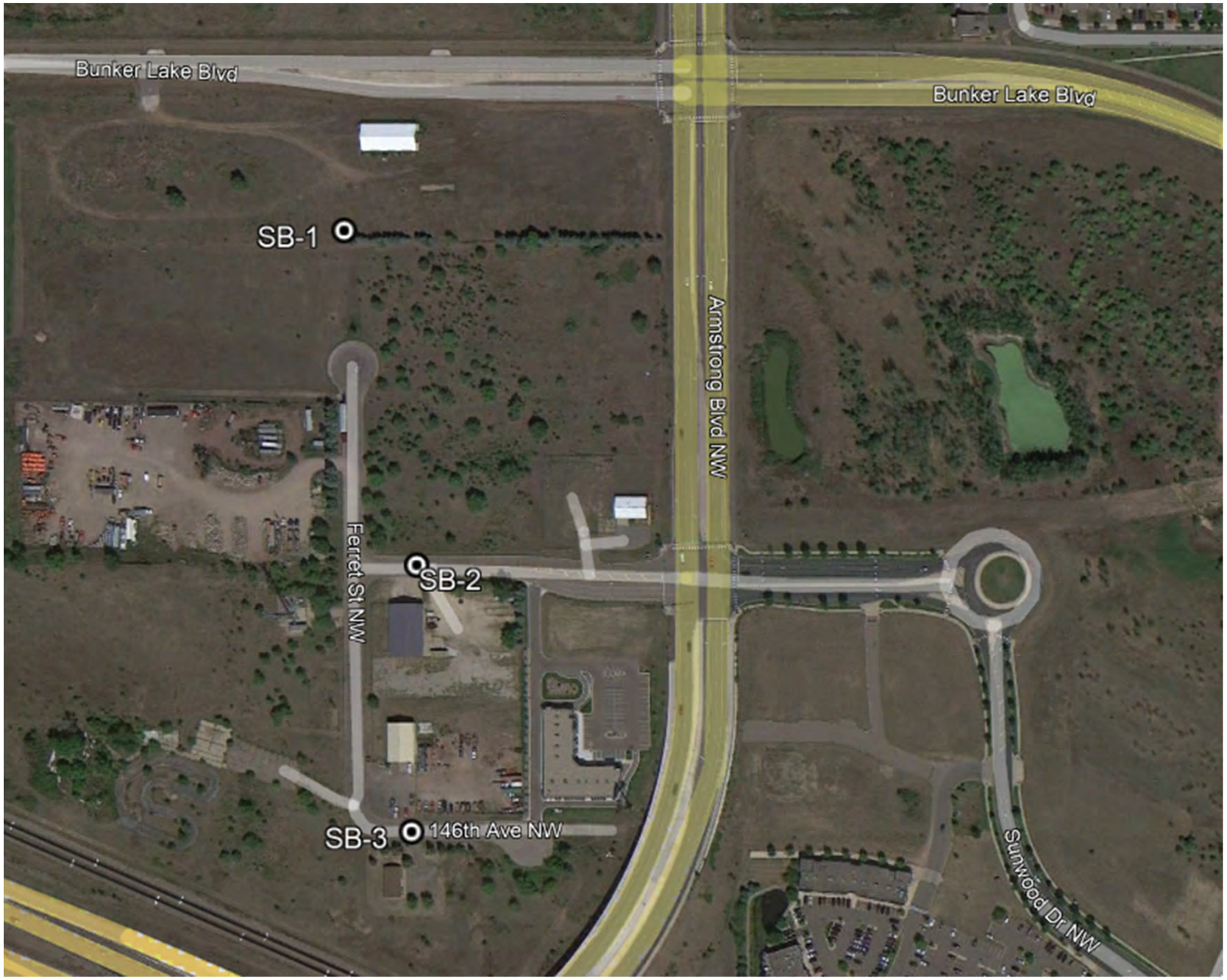
Term	Fiber Content (Visual Estimate)
Fibric Peat:	Greater than 67%
Hemic Peat:	33 – 67%
Sapric Peat:	Less than 33%

Organic Description (if no lab tests)

Soils are described as *organic*, if soil is not peat and is judged to have sufficient organic fines content to influence the Liquid Limit properties. *Slightly organic* used for borderline cases.

Root Inclusions

- With roots: Judged to have sufficient quantity of roots to influence the soil properties.
- Trace roots: Small roots present, but not judged to be in sufficient quantity to significantly affect soil properties.



AMERICAN ENGINEERING TESTING	**PROJECT** West Armstrong Redevelopment; Ramsey, Minnesota			**AET NO.** P-0004952
	SUBJECT Boring Locations			**DATE** March 2022
	SCALE As Shown	**DRAWN BY** RJO	**CHECKED BY** DSV	**FIGURE 1**

SUBSURFACE BORING LOG

AET No: **P-0004952** Log of Boring No. **SB- 1 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **869.3**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	SILTY SAND, fine to medium grained, dark brown, frozen (SM)	TOPSOIL									
1	SAND, fine grained, brown, moist, loose (SP)	COARSE ALLUVIUM		F/M	SU						
2											
3			6	M	SS	12	4				4
4	SAND WITH SILT, fine to medium grained, brown, moist, very loose, laminations of clayey sand (SP-SM)										
5			4	M	SS	10					
6											
7	SAND, a little gravel, fine to medium grained, grayish brown, moist to about 10' then waterbearing, loose to very loose (SP)										
8			8	M	SS	12					
9											
10			7	M/W	SS	8					
11											
12											
13											
14			3	W	SS	7					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

WATER LEVEL MEASUREMENTS

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**10.0**
1/12/22	***AD**		**13.0**	**7.0**		**10.5**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

SUBSURFACE BORING LOG

AET No: **P-0004952** Log of Boring No. **SB- 2 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **872.9**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	2.75" Bituminous pavement	FILL									
1	8" Aggregate base course										
	FILL, mostly silty sand, a little gravel, brown with a little dark brown, frozen			F	SU						
2	SAND WITH SILT, a little gravel, fine grained, brown, frozen (SP-SM) (possible fill)	COARSE ALLUVIUM OR FILL		F	SU	6	3				7
3											
4	SAND WITH SILT, fine grained, brown, moist, medium dense (SP-SM)	COARSE ALLUVIUM									
5			14	M	SS	12					
6											
7	SAND, a little gravel, fine to medium grained, brown, moist, loose to very loose (SP)										
8			5	M	SS	10					
9											
10			3	M	SS	10					
11											
12	SAND WITH SILT, a little gravel, fine to medium grained, grayish brown, moist, loose, laminations of clayey sand (SP-SM)										
13											
14			6	M	SS	10					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

WATER LEVEL MEASUREMENTS

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**None**
1/12/22	***AD**					**None**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

SUBSURFACE BORING LOG

AET No: **P-0004952** Log of Boring No. **SB- 3 (p. 1 of 1)**

Project: **West Armstrong Redevelopment Area Project; Ramsey, MN**

Surface Elevation **874.8**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	WC	DEN	LL	PL	%-#200
	2.5" Bituminous pavement	FILL									
1	8" Aggregate base course										
	FILL, mostly silty sand with gravel, dark brown, frozen			F	SU						
2	SAND WITH SILT, a little gravel, fine to medium grained, brown with a little dark brown, frozen (SP-SM) (possible fill)	COARSE ALLUVIUM OR FILL		F	SU		4				7
3											
4	SAND, a little gravel, fine to medium grained, grayish brown, moist, loose to very loose to loose (SP)	COARSE ALLUVIUM									
5			7	M	SS	12	3				3
6											
7											
8			3	M	SS	12					
9											
10			6	M	SS	12					
11											
12	SAND, a little gravel, fine to medium grained, brown, moist, loose, laminations of silty sand (SP)										
13											
14			8	M	SS	12					
	END OF BORING										

*WD - Water level measured while drilling
*AD - Water level measured at completion of drilling

DEPTH:	DRILLING METHOD
0-13'	**3.25" HSA**

WATER LEVEL MEASUREMENTS

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL
1/12/22	***WD**					**None**
1/12/22	***AD**					**None**

BORING COMPLETED: **1/12/22**

DR: **BR** LG: **DR** Rig: **GRD751**

NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG

AET_CORP P-0004952 WEST ARMSTRONG REDEVELOPMENT.GPJ AET+CPT+WELL.GDT 1/18/22

Appendix B

Geotechnical Report Limitations and Guidelines for Use

Appendix B
Geotechnical Report Limitations and Guidelines for Use
Report No. P-0004952

B.1 REFERENCE

This appendix provides information to help you manage your risks relating to subsurface problems which are caused by construction delays, cost overruns, claims, and disputes. This information was developed and provided by GBA[1], of which, we are a member firm.

B.2 RISK MANAGEMENT INFORMATION

B.2.1 Understand the Geotechnical Engineering Services Provided for this Report

Geotechnical engineering services typically include the planning, collection, interpretation, and analysis of exploratory data from widely spaced borings and/or test pits. Field data are combined with results from laboratory tests of soil and rock samples obtained from field exploration (if applicable), observations made during site reconnaissance, and historical information to form one or more models of the expected subsurface conditions beneath the site. Local geology and alterations of the site surface and subsurface by previous and proposed construction are also important considerations. Geotechnical engineers apply their engineering training, experience, and judgment to adapt the requirements of the prospective project to the subsurface model(s). Estimates are made of the subsurface conditions that will likely be exposed during construction as well as the expected performance of foundations and other structures being planned and/or affected by construction activities.

The culmination of these geotechnical engineering services is typically a geotechnical engineering report providing the data obtained, a discussion of the subsurface model(s), the engineering and geologic engineering assessments and analyses made, and the recommendations developed to satisfy the given requirements of the project. These reports may be titled investigations, explorations, studies, assessments, or evaluations. Regardless of the title used, the geotechnical engineering report is an engineering interpretation of the subsurface conditions within the context of the project and does not represent a close examination, systematic inquiry, or thorough investigation of all site and subsurface conditions.

B.2.2 Geotechnical Engineering Services are Performed for Specific Purposes, Persons, and Projects, and At Specific Times

Geotechnical engineers structure their services to meet the specific needs, goals, and risk management preferences of their clients. A geotechnical engineering study conducted for a given civil engineer will not likely meet the needs of a civil-works constructor or even a different civil engineer. Because each geotechnical engineering study is unique, each geotechnical engineering report is unique, prepared solely for the client.

Likewise, geotechnical engineering services are performed for a specific project and purpose. For example, it is unlikely that a geotechnical engineering study for a refrigerated warehouse will be the same as one prepared for a parking garage; and a few borings drilled during a preliminary study to evaluate site feasibility will not be adequate to develop geotechnical design recommendations for the project.

Do <u>not</u> rely on this report if your geotechnical engineer prepared it:

- for a different client;
- for a different project or purpose;
- for a different site (that may or may not include all or a portion of the original site); or
- before important events occurred at the site or adjacent to it; e.g., man-made events like construction or environmental remediation, or natural events like floods, droughts, earthquakes, or groundwater fluctuations.

Note, too, the reliability of a geotechnical-engineering report can be affected by the passage of time, because of factors like changed subsurface conditions; new or modified codes, standards, or regulations; or new techniques or tools. If you are the least bit uncertain about the continued reliability of this report, contact your geotechnical engineer before applying the recommendations in it. A minor amount of additional testing or analysis after the passage of time – if any is required at all – could prevent major problems.

1 Geoprofessional Business Association, 1300 Piccard Drive, LL14, Rockville, MD 20850
Telephone: 301/565-2733: www.geoprofessional.org, 2019

B.2.3 Read the Full Report
Costly problems have occurred because those relying on a geotechnical-engineering report did not read the report in its entirety. Do not rely on an executive summary. Do not read selective elements only. Read and refer to the report in full.

B.2.4 You Need to Inform Your Geotechnical Engineer About Change
Your geotechnical engineer considered unique, project-specific factors when developing the scope of study behind this report and developing the confirmation-dependent recommendations the report conveys. Typical changes that could erode the reliability of this report include those that affect:

- the site's size or shape;
- the elevation, configuration, location, orientation, function or weight of the proposed structure and the desired performance criteria;
- the composition of the design team; or
- project ownership.

As a general rule, always inform your geotechnical engineer of project or site changes – even minor ones – and request an assessment of their impact. The geotechnical engineer who prepared this report cannot accept responsibility or liability for problems that arise because the geotechnical engineer was not informed about developments the engineer otherwise would have considered.

B.2.5 Most of the "Findings" Related in This Report Are Professional Opinions
Before construction begins, geotechnical engineers explore a site's subsurface using various sampling and testing procedures. Geotechnical engineers can observe actual subsurface conditions only at those specific locations where sampling and testing is performed. The data derived from that sampling and testing were reviewed by your geotechnical engineer, who then applied professional judgement to form opinions about subsurface conditions throughout the site. Actual sitewide-subsurface conditions may differ – maybe significantly – from those indicated in this report. Confront that risk by retaining your geotechnical engineer to serve on the design team through project completion to obtain informed guidance quickly, whenever needed.

B.2.6 This Report's Recommendations Are Confirmation-Dependent
The recommendations included in this report – including any options or alternatives – are confirmation-dependent. In other words, they are not final, because the geotechnical engineer who developed them relied heavily on judgement and opinion to do so. Your geotechnical engineer can finalize the recommendations only after observing actual subsurface conditions exposed during construction. If through observation your geotechnical engineer confirms that the conditions assumed to exist actually do exist, the recommendations can be relied upon, assuming no other changes have occurred. The geotechnical engineer who prepared this report cannot assume responsibility or liability for confirmation-dependent recommendations if you fail to retain that engineer to perform construction observation.

B.2.7 This Report Could Be Misinterpreted
Other design professionals' misinterpretation of geotechnical engineering reports has resulted in costly problems. Confront that risk by having your geotechnical engineer serve as a continuing member of the design team, to:

- confer with other design-team members;
- help develop specifications;
- review pertinent elements of other design professionals' plans and specifications; and
- be available whenever geotechnical engineering guidance is needed.

You should also confront the risk of constructors misinterpreting this report. Do so by retaining your geotechnical engineer to participate in prebid and preconstruction conferences and to perform construction-phase observations.

B.2.8 Give Constructors a Complete Report and Guidance
Some owners and design professionals mistakenly believe they can shift unanticipated-subsurface-conditions liability to constructors by limiting the information they provide for bid preparation. To help prevent the costly, contentious

problems this practice has caused, include the complete geotechnical engineering report, along with any attachments or appendices, with your contract documents, but be certain to note conspicuously that you've included the material for information purposes only. To avoid misunderstanding, you may also want to note that "informational purposes" means constructors have no right to rely on the interpretations, opinions, conclusions, or recommendations in the report. Be certain that constructors know they may learn about specific project requirements, including options selected from the report, only from the design drawings and specifications. Remind constructors that they may perform their own studies if they want to, and be sure to allow enough time to permit them to do so. Only then might you be in a position to give constructors the information available to you, while requiring them to at least share some of the financial responsibilities stemming from unanticipated conditions. Conducting prebid and preconstruction conferences can also be valuable in this respect.

B.2.9 Read Responsibility Provisions Closely

Some client representatives, design professionals, and constructors do not realize that geotechnical engineering is far less exact than other engineering disciplines. This happens in part because soil and rock on project sites are typically heterogeneous and not manufactured materials with well-defined engineering properties like steel and concrete. That lack of understanding has nurtured unrealistic expectations that have resulted in disappointments, delays, cost overruns, claims, and disputes. To confront that risk, geotechnical engineers commonly include explanatory provisions in their reports. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks. Read these provisions closely. Ask questions. Your geotechnical engineer should respond fully and frankly.

B.2.10 Geoenvironmental Concerns Are Not Covered

The personnel, equipment, and techniques used to perform an environmental study – e.g., a "phase-one" or "phase-two" environmental site assessment – differ significantly from those used to perform a geotechnical engineering study. For that reason, a geotechnical engineering report does not usually provide environmental findings, conclusions, or recommendations; e.g., about the likelihood of encountering underground storage tanks or regulated contaminants. Unanticipated subsurface environmental problems have led to project failures. If you have not obtained your own environmental information about the project site, ask your geotechnical consultant for a recommendation on how to find environmental risk-management guidance.

B.2.11 Obtain Professional Assistance to Deal with Moisture Infiltration and Mold

While your geotechnical engineer may have addressed groundwater, water infiltration, or similar issues in this report, the engineer's services were not designed, conducted, or intended to prevent migration of moisture – including water vapor – from the soil through building slabs and walls and into the building interior, where it can cause mold growth and material-performance deficiencies. Accordingly, proper implementation of the geotechnical engineer's recommendations will not of itself be sufficient to prevent moisture infiltration. Confront the risk of moisture infiltration by including building-envelope or mold specialists on the design team. Geotechnical engineers are not building-envelope or mold specialists.

CC Regular Session **7. 3.**

Meeting Date: 03/14/2023

By: Katie Schmidt, Administrative Services

Information

Title:

Adopt Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents

Purpose/Background:

The Charter Commission met on February 2, 2023 and is recommending the City Council amend the charter by Ordinance #23-04 under M.S. 410.12, subdivision 7. The recommended ordinance is to amend the City Charter prohibiting membership of City boards and commissions of non-city Ramsey residents. The language in Ordinance #23-04 is the same language as the recently passed Ordinance #22-26 (attached for reference). The Charter Commission tabled the decision to accept or reject the language of Ordinance #22-26.

Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing of the proposal. The city must hold the public hearing on the proposed charter amendment at least two weeks, but not more than one month after the notice is published. Within one month of the public hearing, the city council must vote on the proposed charter amendment ordinance. To pass, the vote must be unanimous, including approval by the mayor. If Ordinance #23-04 is passed unanimously, it would supersede the first Ordinance #22-26 previously adopted by Council and the Charter Commission would not need to meet to review the tabled Ordinance.

The ordinance proposing the amendment is subject to the same publication requirements as other ordinances. The ordinance becomes effective 90 days after passage and publication.

Notification:

- A Notice of Public Hearing was published on Friday, February 10, 2023.
- A Public Hearing was held and Ordinance #23-04 was introduced on February 28, 2023.
- If the City Council unanimously approves adoption of Ordinance #23-04 this evening, then the Charter amendment would take effect 90 days after publication. If an affirmative vote is not received by all Council members, the ordinance would fail.

Recommendation:

Staff does not have a recommendation on this matter.

Outcome/Action:

Motion to waive the City Charter Requirement that the Ordinance be read aloud and Adopt Ordinance #23-04 Amending the City Charter Prohibiting Membership on City Boards and Commissions of Non-City of Ramsey Residents

Attachments

Ordinance #23-04

Minnesota Statute 410.12

Ordinance #22-26

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:37 PM
Form Started By: Katie Schmidt		Started On: 02/27/2023 01:15 PM
Final Approval Date: 03/08/2023		

ORDINANCE #23-04

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDING THE CITY CHARTER OF THE CITY OF RAMSEY, MINNESOTA PROHIBITING MEMBERSHIP ON THE CITY OF RAMSEY BOARDS AND COMMISSIONS OF NON-CITY OF RAMSEY RESIDENTS

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This Ordinance is adopted pursuant to the authority of the City Charter of the City of Ramsey and such authority as it is given under Minnesota Statutes Section 410.12, subdivision 7.

SECTION 2.

The Section 2.2 of the City of Ramsey Charter is amended to read as follows:

"Sec. 2.2 – Boards and commissions.

There shall be no separate administrative board of health, library board, or any other administrative board or commission except for the administration of a function jointly with another political subdivision. The council shall itself be and perform the duties and exercise the powers of such boards and commissions provided for by state statutes. The council may, however, establish or abolish by ordinance boards or commissions to advise the council with respect to any municipal function or activity, or to perform quasi-judicial functions. Notice of initial formation and all vacancies shall be published in the city newsletter and in the legal newspaper. Membership of the Economic Development Authority, Environmental Policy Board, Parks and Recreation Commission, Planning Commission and any future boards and commissions the City Council deems necessary shall not exceed nine members, all members of which shall be residents of the City of Ramsey."

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 90 days after its passage and publication as provided by Minnesota Statutes Section 410.12, Subdivision 7, as may be modified by any action undertaken pursuant to City of Ramsey Charter Section 5.

PASSED by the City Council of the City of Ramsey, Minnesota, the ____ day of March, 2023.

_____

Mayor

ATTEST:

_____

City Clerk

410.12 AMENDMENTS.

Subdivision 1. **Proposals.** The charter commission may propose amendments to such charter and shall do so upon the petition of voters equal in number to five percent of the total votes cast at the last previous state general election in the city. Proposed charter amendments must be submitted at least 17 weeks before the general election. Only registered voters are eligible to sign the petition. All petitions circulated with respect to a charter amendment shall be uniform in character and shall have attached thereto the text of the proposed amendment in full; except that in the case of a proposed amendment containing more than 1,000 words, a true and correct copy of the same may be filed with the city clerk, and the petition shall then contain a summary of not less than 50 nor more than 300 words setting forth in substance the nature of the proposed amendment. Such summary shall contain a statement of the objects and purposes of the amendment proposed and an outline of any proposed new scheme or frame work of government and shall be sufficient to inform the signers of the petition as to what change in government is sought to be accomplished by the amendment. The summary, together with a copy of the proposed amendment, shall first be submitted to the charter commission for its approval as to form and substance. The commission shall within ten days after such submission to it, return the same to the proposers of the amendment with such modifications in statement as it may deem necessary in order that the summary may fairly comply with the requirements above set forth.

Subd. 1a. **Alternative methods of charter amendment.** A home rule charter may be amended only by following one of the alternative methods of amendment provided in subdivisions 1 to 7.

Subd. 2. **Petitions.** The signatures to such petition need not all be appended to one paper, but to each separate petition there shall be attached an affidavit of the circulator thereof as provided by this section. A petition must contain each petitioner's signature in ink or indelible pencil and must indicate after the signature the place of residence by street and number, or other description sufficient to identify the place. There shall appear on each petition the names and addresses of five electors of the city, and on each paper the names and addresses of the same five electors, who, as a committee of the petitioners, shall be regarded as responsible for the circulation and filing of the petition. The affidavit attached to each petition shall be as follows:

State of .....)

) ss.

County of .....)

.... being duly sworn, deposes and says that the affiant, and the affiant only, personally circulated the foregoing paper, that all the signatures appended thereto were made in the affiant's presence, and that the affiant believes them to be the genuine signatures of the persons whose names they purport to be.

Signed .....

(Signature of Circulator)

Subscribed and sworn to before me

this ..... day of ....

Notary Public (or other officer)

authorized to administer oaths

The foregoing affidavit shall be strictly construed and any affiant convicted of swearing falsely as regards any particular thereof shall be punishable in accordance with existing law.

Subd. 3. **May be assembled as one petition.** All petition papers for a proposed amendment shall be assembled and filed with the charter commission as one instrument. Within ten days after such petition is transmitted to the city council, the city clerk shall determine whether each paper of the petition is properly attested and whether the petition is signed by a sufficient number of voters. The city clerk shall declare any petition paper entirely invalid which is not attested by the circulator thereof as required in this section. Upon completing an examination of the petition, the city clerk shall certify the result of the examination to the council. If the city clerk shall certify that the petition is insufficient the city clerk shall set forth in a certificate the particulars in which it is defective and shall at once notify the committee of the petitioners of the findings. A petition may be amended at any time within ten days after the making of a certificate of insufficiency by the city clerk, by filing a supplementary petition upon additional papers signed and filed as provided in case of an original petition. The city clerk shall within five days after such amendment is filed, make examination of the amended petition, and if the certificate shall show the petition still to be insufficient, the city clerk shall file it in the city clerk's office and notify the committee of the petitioners of the findings and no further action shall be had on such insufficient petition. The finding of the insufficiency of a petition shall not prejudice the filing of a new petition for the same purpose.

Subd. 4. **Election.** Amendments shall be submitted to the qualified voters at a general or special election and published as in the case of the original charter. The form of the ballot shall be fixed by the governing body. The statement of the question on the ballot shall be sufficient to identify the amendment clearly and to distinguish the question from every other question on the ballot at the same time. If 51 percent of the votes cast on any amendment are in favor of its adoption, copies of the amendment and certificates shall be filed, as in the case of the original charter and the amendment shall take effect in 30 days from the date of the election or at such other time as is fixed in the amendment.

Subd. 5. **Amendments proposed by council.** The council of any city having a home rule charter may propose charter amendments to the voters by ordinance. Any ordinance proposing such an amendment shall be submitted to the charter commission. Within 60 days thereafter, the charter commission shall review the proposed amendment but before the expiration of such period the commission may extend the time for review for an additional 90 days by filing with the city clerk its resolution determining that an additional time for review is needed. After reviewing the proposed amendment, the charter commission shall approve or reject the proposed amendment or suggest a substitute amendment. The commission shall promptly notify the council of the action taken. On notification of the charter commission's action, the council may submit to the people, in the same manner as provided in subdivision 4, the amendment originally proposed by it or the substitute amendment proposed by the charter commission. The amendment shall become effective only when approved by the voters as provided in subdivision 4. If so approved it shall be filed in the same manner as other amendments. Nothing in this subdivision precludes the charter commission from proposing charter amendments in the manner provided by subdivision 1.

Subd. 6. **Amendments, cities of the fourth class.** The council of a city of the fourth class having a home rule charter may propose charter amendments by ordinance without submission to the charter commission. Such ordinance, if enacted, shall be adopted by at least a four-fifths vote of all its members after a public hearing upon two weeks' published notice containing the text of the proposed amendment and shall be approved by the mayor and published as in the case of other ordinances. The council shall submit the proposed amendment to the people in the manner provided in subdivision 4, but not sooner than three months after the passage of the ordinance. The amendment becomes effective only when approved by the voters as provided in subdivision 4. If so approved, it shall be filed in the same manner as other amendments.

Subd. 7. **Amendment by ordinance.** Upon recommendation of the charter commission the city council may enact a charter amendment by ordinance. Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing on the proposal and the notice must contain the text of the proposed amendment. The city council must hold the public hearing on the proposed charter amendment at least two weeks but not more than one month after the notice is published. Within one month of the public hearing, the city council must vote on the proposed charter amendment ordinance. The ordinance is enacted if it receives an affirmative vote of all members of the city council and is approved by the mayor and published as in the case of other ordinances. An ordinance amending a city charter shall not become effective until 90 days after passage and publication or at such later date as is fixed in the ordinance. Within 60 days after passage and publication of such an ordinance, a petition requesting a referendum on the ordinance may be filed with the city clerk. The petition must be signed by registered voters equal in number to at least five percent of the registered voters in the city or 2,000, whichever is less. If the requisite petition is filed within the prescribed period, the ordinance shall not become effective until it is approved by the voters as in the case of charter amendments submitted by the charter commission, the council, or by petition of the voters, except that the council may submit the ordinance at any general or special election held at least 60 days after submission of the petition, or it may reconsider its action in adopting the ordinance. As far as practicable the requirements of subdivisions 1 to 3 apply to petitions submitted under this section, to an ordinance amending a charter, and to the filing of such ordinance when approved by the voters.

History: *(1286) RL s 756; 1907 c 199 s 1; 1911 c 343 s 1; 1939 c 292 s 1; 1943 c 227 s 1; 1949 c 122 s 1; 1959 c 305 s 3,4; 1961 c 608 s 5,6; 1969 c 1027 s 3; 1973 c 503 s 1-4; 1986 c 444; 1998 c 254 art 1 s 107; 1999 c 132 s 42; 2005 c 93 s 1; 2008 c 331 s 7; 2010 c 184 s 43*

ORDINANCE 22-26

CITY OF RAMSEY

ANOKA COUNTY

STATE OF MINNESOTA

AN ORDINANCE AMENDING THE CITY CHARTER OF THE CITY OF RAMSEY, MINNESOTA PROHIBITING MEMBERSHIP ON THE CITY OF RAMSEY BOARDS AND COMMISSIONS OF NON-CITY OF RAMSEY RESIDENTS

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This Ordinance is adopted pursuant to the authority of the City Charter of the City of Ramsey and such authority as it is given under Minnesota Statutes Section 410.12, subdivision 5.

SECTION 2.

The Section 2.2 of the City of Ramsey Charter is amended to read as follows:

"Sec. 2.2 – Boards and commissions.

There shall be no separate administrative board of health, library board, or any other administrative board or commission except for the administration of a function jointly with another political subdivision. The council shall itself be and perform the duties and exercise the powers of such boards and commissions provided for by state statutes. The council may, however, establish or abolish by ordinance boards or commissions to advise the council with respect to any municipal function or activity, or to perform quasi-judicial functions. Notice of initial formation and all vacancies shall be published in the city newsletter and in the legal newspaper. Membership of various boards and commissions shall not exceed nine members, all members of which shall be residents of the City of Ramsey.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 90 days after its passage and publication as provided in City of Ramsey Charter 3.9 and Minnesota Statutes Section 410.12, Subdivision 5, as may be modified by any action undertaken pursuant to City of Ramsey Charter Section 5.

PASSED by the City Council of the City of Ramsey, Minnesota, the ____day of _____2022.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **7. 4.**

Meeting Date: 03/14/2023

By: Katie Schmidt, Administrative Services

Information

Title:

Adopt Ordinance #23-03 Amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189

Purpose/Background:

The purpose of this amendment to Chapter 2, section 2-189 is to bring clarity to council appointments to the EDA. State Statute 469.095 provides the ability to set the term of the commissioners who are members of the City Council to coincide with their term of office. Updating the ordinance would allow for clear terms for councilmembers that coincide with their current council term. The way the ordinance currently reads, once a councilmember is appointed to the EDA, they remain until they are no longer a member of council.

This will be the second reading of Ordinance #23-03.

Funding Source:

This is being handled under normal staff duties.

Recommendation:

Staff recommends adopting Ordinance #23-03 amending Chapter 2 of the Ramsey City Code.

Outcome/Action:

Motion to waive the City Charter Requirement that the Ordinance be read aloud and Adopt Ordinance #23-03 Amendment to Chapter 2 Article V. - Boards, Commissions and Authorities Division 2. - Economic Development Authority Section 2-189

Attachments

Ordinance #23-03

Statute 469.095

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	03/08/2023 06:42 PM
Form Started By: Katie Schmidt		Started On: 02/27/2023 01:24 PM
Final Approval Date: 03/08/2023		

ORDINANCE #23-03

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDMENT TO CHAPTER 2 ARTICLE V. – BOARDS, COMMISSIONS AND AUTHORITIES DIVISION 2. – ECONOMIC DEVELOPMENT AUTHORITY SECTION 2-189 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 TO CITY CODE SECTION 2-189

The current City Code Section 2-189 is revised as follows (additions indicated by underline, deletions indicated by strikethrough):

"Sec. 2-189. – Established; purpose.

(a) *Establishment.* The city is authorized by Minn. Stats. §469.091 to establish an economic development authority (EDA. The EDA is a public body corporate and a politic and a political subdivision of the state. The EDA shall consist of a governing body of seven commissioners. Two of the commissioners shall be members of the city council. All commissioners shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years, respectively. Thereafter, ~~all~~ commissioners that are not members of the city council shall be appointed for six-year terms. The term for commissioners who are members of the City Council shall coincide with their current term of office as members of the City Council. A vacancy is created in the membership of the commission when a city councilmember of the authority ends councilmembership.

(b) *Purpose.* The primary purpose of the EDA is to coordinate and administer economic development and redevelopment plans and programs of the city. The EDA is vital to the orderly development and financing of the city and in the best interests of the health, safety, prosperity and general welfare of the citizens of the city."

SECTION 3. SUMMARY

The following is the official summary of Ordinance #23-03 which has been approved by the City

Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

The ordinance amends the existing City Code Section 2-189. This addition establishes that Councilmembers terms on the Economic Development Authority will coincide with their term as a Councilmember.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

PASSED by the Ramsey City Council the 14th day of March, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

469.095 COMMISSIONERS; APPOINTMENT, TERMS, VACANCIES, PAY, REMOVAL.

Subdivision 1. **Commissioners.** Except as provided in subdivision 2, paragraph (d), an economic development authority shall consist of either three, five, or seven commissioners who shall be appointed after the enabling resolution provided for in section 469.093 becomes effective. The resolution must indicate the number of commissioners constituting the authority.

Subd. 2. **Appointment, terms; vacancies.** (a) Three-member authority: the commissioners constituting a three-member authority, one of whom must be a member of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, four, and six years, respectively. Thereafter all commissioners shall be appointed for six-year terms.

(b) Five-member authority: the commissioners constituting a five-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years respectively. Thereafter all commissioners shall be appointed for six-year terms.

(c) Seven-member authority: the commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms.

(d) The enabling resolution may provide that the members of the city council shall serve as the commissioners.

(e) The enabling resolution may provide for the appointment of members of the city council in excess of the number required in paragraphs (a), (b), and (c).

(f) A vacancy is created in the membership of an authority when a city council member of the authority ends council membership. A vacancy for this or another reason must be filled for the balance of the unexpired term, in the manner in which the original appointment was made. The city council may set the term of the commissioners who are members of the city council to coincide with their term of office as members of the city council.

Subd. 3. **Increase in commission members.** An authority may be increased from three to five or seven members, or from five to seven members by a resolution adopted by the city council following the procedure provided for modifying the enabling resolution in section 469.093.

Subd. 4. **Compensation and reimbursement.** A commissioner, including the president, shall be paid for attending each regular or special meeting of the authority in an amount to be determined by the city council. In addition to receiving pay for meetings, the commissioners may be reimbursed for actual expenses incurred in doing official business of the authority. All money paid for compensation or reimbursement must be paid out of the authority's budget.

Subd. 5. **Removal for cause.** A commissioner may be removed by the city council for inefficiency, neglect of duty, or misconduct in office. A commissioner shall be removed only after a hearing. A copy of the charges must be given to the commissioner at least ten days before the hearing. The commissioner must be given an opportunity to be heard in person or by counsel at the hearing. When written charges have been submitted against a commissioner, the city council may temporarily suspend the commissioner. If the city council finds that those charges have not been substantiated, the commissioner shall be immediately reinstated.

If a commissioner is removed, a record of the proceedings, together with the charges and findings, shall be filed in the office of the city clerk.

History: *1987 c 291 s 96*