

City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, July 25, 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 May 2023 Financial Reports - General Fund, EDA and Enterprise Funds
 2. Receive Cash and Investments for Period Ending June 30, 2023
 3. Approve the Following Meeting Minutes:
 1. City Council Work Session dated 7/11/2023
 2. City Council Regular Session dated 7/11/2023
 4. Approve Business Licenses
 5. Approve Rental Licenses
 6. ~~Authorization to Hire a Recreation Coordinator~~ - Please Note: this case was pulled from the Consent Agenda and moved to the Regular Agenda as case 7.3.
 7. Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.

8. Adopt Resolution #23-160 Approving the Development Agreement for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5
9. Adopt Resolution #23-161 Approving Multiple Agreements related to the new PACT Charter School Campus located at 7729 161st Avenue NW (Project No. 22-107); Case of PACT Charter School
10. Adopt Resolution #23-162 Authorizing Partial Payment to Diversified Paving, Inc. for IP#23-14 Critical Mill AND Overlay Improvements
11. Adopt Resolution #23-163, Authorizing Partial Payment #2 to Northern Lines Contracting, Inc. for Improvement Project #23-01, 161st Avenue Reconstruction.
12. Adopt Resolution #23-164 Authorizing Partial Payment to North Valley, Inc. for IP#23-07 2023 Neighborhood Pavement Overlays Improvements.
13. Adopt Resolution #23-165 Authorizing Partial Payment to Reshetar Systems, Inc. of Anoka, Minnesota for Improvement Project #23-17, The COR Tree Clearing Improvement Project.
14. Adopt Resolution #23-166 Approving Plans and Specifications and Authorizing Advertisement for Bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02
15. Adopt Resolution #23-167 Authorizing Solicitation of Quotes for 2023 Spray Patching Contracted Services
16. Adopt Resolution #23-168 Approving Professional Services Agreement to Revise Plans and Re-Bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements
6. **Public Hearing**
7. **Council Business**
 1. Adopt Resolution #23-169 Accepting Bids and Awarding Contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06
 2. Adopt Resolution #23-170 Accepting Bids and Awarding Contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10
 3. Authorization to Hire a Recreation Coordinator - Please Note: this case was pulled from the Consent Agenda, item 5.6, and moved to the Regular Agenda as case 7.3.
8. **Mayor/Council/Staff Input**

9. Adjournment

CC Regular Session

Meeting Date: 07/25/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Receive May 2023 Financial Reports - General Fund, EDA and Enterprise Funds

Purpose/Background:

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

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

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

May 2023 General Fund Financial Report - Budget to Actual

May 2023 EDA Fund Financial Report - Budget to Actual

May 2023 Enterprise Funds Financial Reports - Budget to Actual

May 2023 Summary of Adopted budgets/expenditures to date

Form Review

Inbox

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 11:21 AM

Started On: 07/12/2023 02:03 PM

**CITY OF RAMSEY
FINANCIAL STATEMENT**



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

**GENERAL FUND EXPENDITURES
- BY DEPARTMENT -**

Dept	2023 BUDGET	2023 YTD GENERAL LEDGER
Admin (incld elections, legal & newsletter)	1,212,108.00	460,864.14
Building Inspections	721,415.00	239,365.17
Council/Commissions (incld charter, council contingen	258,433.00	41,913.67
Data Processing	818,662.00	341,695.57
Engineering	554,975.00	335,412.33
Finance (incld assessing)	516,910.00	218,178.22
Fire (incld Civil Defense)	1,805,110.00	532,791.17
Gen Govt Buildings	667,254.00	211,528.61
Parks	1,661,536.00	518,668.56
Planning & Zoning	854,650.00	336,399.12
Police (incld animal control & comm orient)	5,527,998.00	1,914,839.79
Streets (incld traffic eng & snow/ice)	2,456,102.00	832,154.67
Grand Total	17,055,153.00	5,983,811.02

**GENERAL FUND EXPENDITURES
- BY CATEGORY -**

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Capital Outlay	1,074,183.00	293,006.60
Other Services & Charges	2,939,067.00	932,309.73
Personal Services	11,609,269.00	4,313,839.14
Supplies	1,326,261.00	444,655.55
Transfers out	106,373.00	
Grand Total	17,055,153.00	5,983,811.02

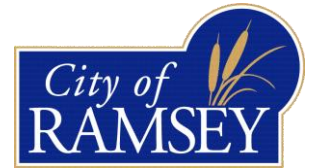
**GENERAL FUND REVENUES
- BY CATEGORY -**

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Taxes	13,088,820.00	5,006.49
Charges for Services	622,300.00	388,368.03
Business Licenses/Permits	75,400.00	58,596.43
Fines and Forfeits	50,000.00	14,757.44
Federal Intergovernmental	9,200.00	70,000.00
State Intergovernmental	687,500.00	107,631.46
Interest	25,000.00	
Miscellaneous	15,750.00	21,839.54
Non-Business Licenses/Permits	624,000.00	331,598.56
Transfers in	1,857,183.00	
Grand Total	17,055,153.00	997,797.95

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

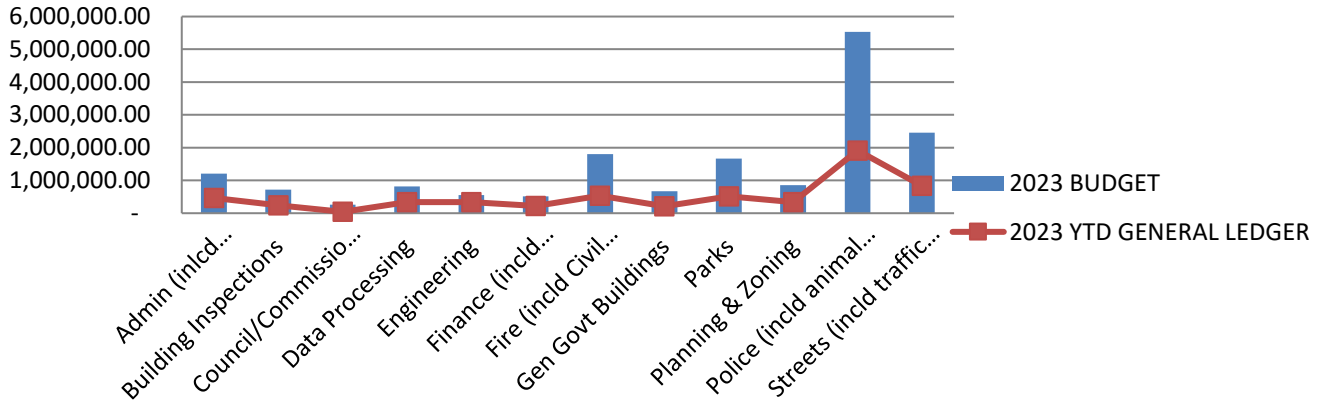
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY FINANCIAL STATEMENT

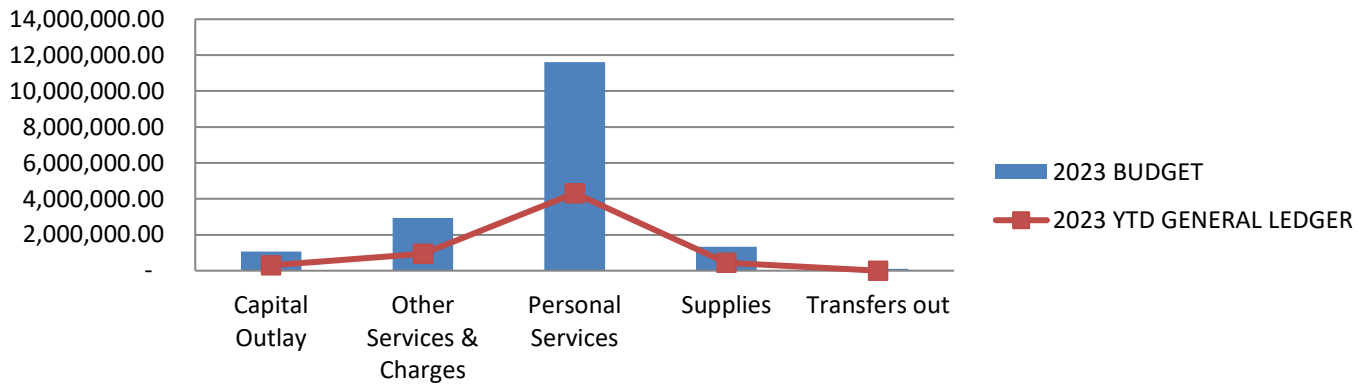


JANUARY 1, 2022 THROUGH PERIOD ENDING: May 31, 2023

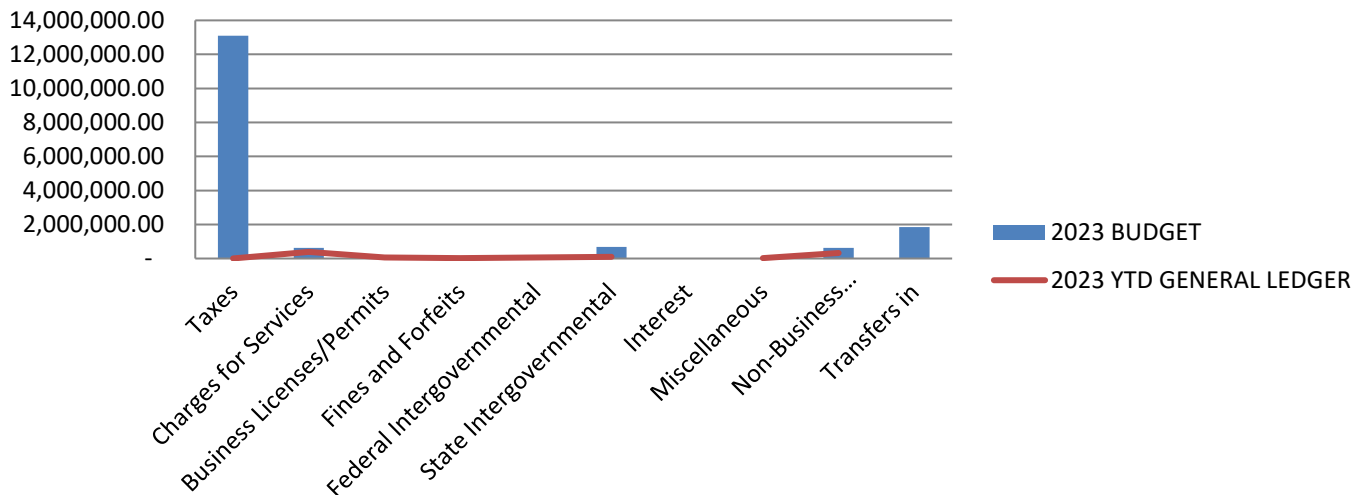
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



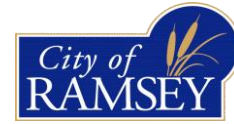
GENERAL FUND REVENUES



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: May 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	175.00		11.67%
6122 FICA/MEDICARE CONTRIBUTIONS	100.00	13.39		13.39%
6133 WORKERS COMP INSURANCE PREMIUM	10.00			0.00%
6208 MISCELLANEOUS OFFICE SUPPLIES		11.35		0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	19,000.00	5,346.15		28.14%
6315 MISCELLANEOUS PROFESSIONAL SER	35,000.00	112.50		0.32%
6331 TRAVEL & LODGING	2,300.00	49.17		2.14%
6335 TRAINING	1,500.00	375.00		25.00%
6361 GENERAL LIABILITY/PROPERTY INS	1,000.00	312.89		31.29%
6371 ELECTRIC UTILITIES		76.27		0.00%
6451 MEMBERSHIP DUES	2,200.00	559.03		25.41%
6246 MARKETING & PROMOTIONS	25,000.00	4,397.50		17.59%
6351 LEGAL NOTICES PUBLISHING		65.00		0.00%
Grand Total	87,610.00	11,493.25		

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**

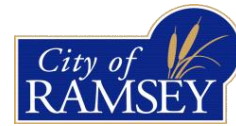


JANUARY 1, 2022 THROUGH PERIOD ENDING: May 31, 2023

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)	(6,842.57)	24.44%	
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	41,367.90	827.36%	
4651 WATER REVENUE	-	79.26	0.00%	
4652 WATER SALES - RESIDENTIAL	1,496,892.00	270,292.11	18.06%	
4653 WATER SALES-COMMERCIAL	785,972.00	56,900.83	7.24%	
4654 WATER PENALTIES	44,000.00	10,603.72	24.10%	
4655 WATER METER INSTALLATION	15,000.00	5,900.00	39.33%	
4656 WATER METERS	40,000.00	13,015.00	32.54%	
4657 CONNECTION/RECONNECTION FEES	500.00		0.00%	
4701 INTEREST ON INVESTMENTS	20,000.00		0.00%	
4606 DEVELOPER FEES (WAC)	-	400,984.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,675.80	0.00%	
Grand Total	2,379,364.00	793,976.05		

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	72,140.78	23.12%	
6103 FULL TIME-REGULAR-OVERTIME	18,000.00	8,080.23	44.89%	
6105 TEMPORARY-WAGES & SALARIES	19,167.00	2,878.95	15.02%	
6121 PERA CONTRIBUTIONS	39,417.00	6,453.54	16.37%	
6122 FICA/MEDICARE CONTRIBUTIONS	26,542.00	7,021.62	26.45%	
6131 GROUP INSURANCE	45,000.00	17,785.90	39.52%	
6133 WORKERS COMP INSURANCE PREMIUM	20,000.00		0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	500.00	98.56	19.71%	
6223 GASOLINE	8,000.00	3,691.57	46.14%	
6225 DIESEL FUEL	500.00		0.00%	
6229 SHOP MATERIALS	1,000.00	292.91	29.29%	
6231 UNIFORMS & TURN-OUT GEAR	3,000.00	3,945.56	131.52%	
6249 MISCELLANEOUS OPERATING SUPPLY	15,000.00	1,395.76	9.31%	
6257 OTHER VEHICLE PARTS	10,000.00	133.28	1.33%	
6273 UTILITY SYSTEM MAINT SUPPLIES	120,000.00	40,938.19	34.12%	
6281 SMALL TOOLS & MINOR EQUIPMENT	10,000.00	4,454.57	44.55%	
6292 WATER METERS FOR RESALE	100,000.00	48,157.37	48.16%	
6315 MISCELLANEOUS PROFESSIONAL SER	83,000.00	268.01	0.32%	
6322 POSTAGE	3,000.00	170.13	5.67%	
6323 CELLULAR PHONES	4,000.00		0.00%	
6334 MILEAGE REIMBURSEMENT	450.00	374.66	83.26%	
6335 TRAINING	4,500.00	3,807.39	84.61%	
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	45,000.00	30,665.79	68.15%	
6371 ELECTRIC UTILITIES	175,000.00	33,764.25	19.29%	
6372 WATER/IRRIGATION	2,000.00	194.50	9.73%	
6373 GAS	9,000.00	4,094.59	45.50%	
6374 REFUSE/RECYCLING	1,500.00	470.53	31.37%	
6381 BUILDING & STRUCTURE REPAIR	6,000.00	653.08	10.88%	
6439 OTHER MISCELLANEOUS	30,000.00	317.43	1.06%	
6451 MEMBERSHIP DUES	1,400.00	400.00	28.57%	
6489 OTHER CONTRACTED SERVICES	80,000.00	10,095.39	12.62%	
6722 DEPRECIATION	871,256.00		0.00%	
6820 OPERATING TRANSFERS TO OTHER F	51,000.00		0.00%	
6436 WATER EFFICIENCY REBATE PROG		6,611.69	0.00%	
Grand Total	2,115,587.00	309,356.23		

**CITY OF RAMSEY
FINANCIAL STATEMENT**



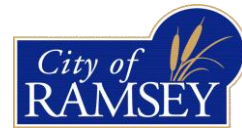
JANUARY 1, 2022 THROUGH PERIOD ENDING: May 31, 2023

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)	(5,510.59)	25.05%	
4356 SEWER AVAILABILITY CHARGE-ADM	7,000.00	1,764.35	25.21%	
4661 RESIDENTIAL-SEWER CHARGES	1,570,800.00	364,338.29	23.19%	
4662 COMMERCIAL-SEWER CHARGES	466,400.00	87,610.08	18.78%	
4663 SEWER PENALTIES	33,000.00	16,886.45	51.17%	
4701 INTEREST ON INVESTMENTS	20,000.00		0.00%	
4606 DEVELOPER FEES (WAC)	-	176,719.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,675.80	0.00%	
Grand Total	2,075,200.00	643,483.38		

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	45,753.03	19.96%	
6103 FULL TIME-REGULAR-OVERTIME	-	362.48	0.00%	
6121 PERA CONTRIBUTIONS	32,192.00	3,597.53	11.18%	
6122 FICA/MEDICARE CONTRIBUTIONS	17,640.00	3,766.97	21.35%	
6131 GROUP INSURANCE	20,013.00		0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	12,000.00		0.00%	
6223 GASOLINE	4,300.00	868.32	20.19%	
6225 DIESEL FUEL	3,500.00		0.00%	
6229 SHOP MATERIALS	500.00	9.30	1.86%	
6249 MISCELLANEOUS OPERATING SUPPLY	26,000.00	1,565.42	6.02%	
6257 OTHER VEHICLE PARTS	10,000.00	785.28	7.85%	
6273 UTILITY SYSTEM MAINT SUPPLIES	5,000.00	305.94	6.12%	
6275 OTHER EQUIPMENT PARTS	9,000.00	684.99	7.61%	
6315 MISCELLANEOUS PROFESSIONAL SER	15,000.00	184.88	1.23%	
6323 CELLULAR PHONES	700.00	180.68	25.81%	
6334 MILEAGE REIMBURSEMENT	400.00	30.42	7.61%	
6335 TRAINING	2,400.00	3,317.16	138.22%	
6361 GENERAL LIABILITY/PROPERTY INS	24,000.00	23,230.50	96.79%	
6371 ELECTRIC UTILITIES	25,000.00	6,584.31	26.34%	
6372 WATER/IRRIGATION	2,000.00	194.51	9.73%	
6373 GAS	7,000.00	3,678.60	52.55%	
6374 REFUSE/RECYCLING	1,500.00	470.54	31.37%	
6377 SEWER SERVICE CHARGE	1,138,899.00	569,449.50	50.00%	
6489 OTHER CONTRACTED SERVICES	45,000.00	6,494.09	14.43%	
6722 DEPRECIATION	653,080.00		0.00%	
6820 OPERATING TRANSFERS TO OTHER F	45,000.00		0.00%	
Grand Total	2,329,355.00	671,514.45		

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: May 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)	(1,239.61)	27.55%	
4681 CHARGES FOR STREET LIGHTS	170,000.00	43,998.37	25.88%	
4683 STREET LIGHTING PENALTIES	5,000.00	2,417.42	48.35%	
4701 INTEREST ON INVESTMENTS	2,000.00		0.00%	
4684 PRIORITY STREET LIGHT	56,000.00	14,243.06	25.43%	
Grand Total	228,500.00	59,419.24		

EXPENSES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-	
6371 ELECTRIC UTILITIES	140,000.00	42,989.13	30.71%	
6489 OTHER CONTRACTED SERVICES	18,000.00	8,418.61	46.77%	
6722 DEPRECIATION	46,340.00		0.00%	
6820 OPERATING TRANSFERS TO OTHER F	27,000.00		0.00%	
Grand Total	231,340.00	51,407.74		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2022 THROUGH PERIOD ENDING: May 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)	(2,062.67)	29.47%	
4287 OTHER LOCAL GOVERNMENT GRANTS	75,000.00		0.00%	
4609 OTHER MISCELLANEOUS REVENUES	1,000.00	511.50	51.15%	
4651 WATER REVENUE		(29.26)	0.00%	
4671 RECYCLING CHARGES	446,500.00	112,999.76	25.31%	
4672 RECYCLING PENALTIES	9,000.00	4,630.28	51.45%	
4701 INTEREST ON INVESTMENTS	1,000.00		0.00%	
Grand Total	525,500.00	116,049.61		

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	6,357.61	25.66%	
6103 FULL TIME-REGULAR-OVERTIME	-	378.99	0.00%	
6104 PART TIME-WAGES & SALARIES	-	26.36	0.00%	
6121 PERA CONTRIBUTIONS	2,858.00	516.95	18.09%	
6122 FICA/MEDICARE CONTRIBUTIONS	1,905.00	527.12	27.67%	
6131 GROUP INSURANCE	3,696.00		0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	300.00		0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	30,000.00	10,395.35	34.65%	
6322 POSTAGE	300.00		0.00%	
6489 OTHER CONTRACTED SERVICES	460,000.00	194,073.81	42.19%	
Grand Total	523,833.00	212,276.19		

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FINANCIAL STATEMENT**



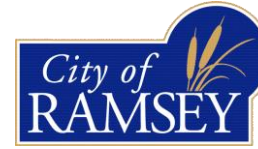
JANUARY 1, 2022 THROUGH PERIOD ENDING: May 31, 2023

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)	(3,056.49)	27.79%	
4693 STORM WATER-RESIDENTIAL	596,000.00	151,500.54	25.42%	
4694 STORM WATER-COMMERCIAL	608,000.00	164,064.77	26.98%	
4695 STORM WATER-PENALTIES	16,000.00	4,676.93	29.23%	
4701 INTEREST ON INVESTMENTS	2,000.00		0.00%	
Grand Total	1,211,000.00	317,185.75		

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	12,841.50	6.13%	
6121 PERA CONTRIBUTIONS	30,704.00	963.25	3.14%	
6122 FICA/MEDICARE CONTRIBUTIONS	16,047.00	981.52	6.12%	
6131 GROUP INSURANCE	29,550.00		0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	10,000.00		0.00%	
6225 DIESEL FUEL	7,000.00	2,142.63	30.61%	
6249 MISCELLANEOUS OPERATING SUPPLY	13,000.00	1,295.12	9.96%	
6257 OTHER VEHICLE PARTS	10,000.00	694.09	6.94%	
6315 MISCELLANEOUS PROFESSIONAL SER	50,000.00	1,742.14	3.48%	
6361 GENERAL LIABILITY/PROPERTY INS	11,500.00	6,293.77	54.73%	
6371 ELECTRIC UTILITIES	12,000.00	3,316.32	27.64%	
6372 WATER/IRRIGATION	2,000.00	194.51	9.73%	
6373 GAS	8,000.00	3,678.61	45.98%	
6374 REFUSE/RECYCLING	2,000.00	334.25	16.71%	
6451 MEMBERSHIP DUES	54,000.00	1,050.00	1.94%	
6489 OTHER CONTRACTED SERVICES	50,000.00	10,433.80	20.87%	
6722 DEPRECIATION	402,708.00		0.00%	
6820 OPERATING TRANSFERS TO OTHER F	40,000.00		0.00%	
Grand Total	957,893.00	45,961.51		

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**CITY OF RAMSEY
YEAR-TO-DATE BY BUSINESS UNIT**



JANUARY 1, 2022 THROUGH PERIOD ENDING:

May 31, 2023

GENERAL FUND EXPENDITURES BY DEPARTMENT	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	5/12 ADOPTED BUDGET (May)	% of Budget Used (41.7% is 5/12)	BUDGET AMOUNT REMAINING
Admin (inclcd elections, legal & newsletter)	1,212,108.00	460,864.14	303,027.00	38.02%	751,243.86
Building Inspections	721,415.00	239,365.17	180,353.75	33.18%	482,049.83
Council/Commissions (inclcd charter, council contingency)	258,433.00	41,913.67	64,608.25	16.22%	216,519.33
Data Processing	818,662.00	341,695.57	204,665.50	41.74%	476,966.43
Engineering (personnel costs allocated after year-end)	554,975.00	335,412.33	138,743.75	60.44%	219,562.67
Finance (inclcd assessing) (personnel costs allocated after year-end)	516,910.00	218,178.22	129,227.50	42.21%	298,731.78
Fire (inclcd Civil Defense)	1,805,110.00	532,791.17	451,277.50	29.52%	1,272,318.83
Gen Govt Buildings	667,254.00	211,528.61	166,813.50	31.70%	455,725.39
Parks	1,661,536.00	518,668.56	415,384.00	31.22%	1,142,867.44
Planning & Zoning	854,650.00	336,399.12	213,662.50	39.36%	518,250.88
Police (inclcd animal control & comm orient)	5,527,998.00	1,914,839.79	1,381,999.50	34.64%	3,613,158.21
Streets (inclcd traffic eng & snow/ice)	2,456,102.00	832,154.67	614,025.50	33.88%	1,623,947.33
TOTAL	17,055,153.00	5,983,811.02	4,263,788.25	35.09%	11,071,341.98

ENTERPRISE EXPENDITURES BY FUND	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	5/12 ADOPTED BUDGET (May)	% of Budget Used (41.7% is 5/12)	BUDGET AMOUNT REMAINING	*BUDGETED DEPRECIATION (part of "2023 BUDGET")
Water (budgeted depreciation not booked until after year-end)	2,079,587.00	309,356.23	519,896.75	14.88%	1,770,230.77	\$ 871,256.00
Sewer (budgeted depreciation not booked until after year-end)	2,329,355.00	671,514.45	582,338.75	28.83%	1,657,840.55	\$ 653,080.00
Street Light (budgeted depreciation not booked until after year-end)	231,340.00	51,407.74	57,835.00	22.22%	179,932.26	\$ 46,340.00
Recycling	523,833.00	212,276.19	130,958.25	40.52%	311,556.81	N/A
Storm Water (budgeted depreciation not booked until after year-end)	957,893.00	45,961.51	239,473.25	4.80%	911,931.49	\$ 402,708.00
TOTAL	6,122,008.00	1,290,516.12	1,530,502.00	21.08%	4,831,491.88	\$ 1,973,384.00

EDA FUND EXPENDITURES	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	4/12 ADOPTED BUDGET (Apr)	% of Budget Used (41.7% is 5/12)	BUDGET AMOUNT REMAINING
Economic Development	87,610.00	11,493.25	21,902.50	13.12%	76,116.75

CC Regular Session

Meeting Date: 07/25/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Receive Cash and Investments for Period Ending June 30, 2023

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending June 30, 2023.

Cash and investment report shows the monthly cash flow - receipts and expenditures through June 30, 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 June 30, 2023

Form Review

Inbox

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 11:12 AM

Started On: 07/12/2023 01:53 PM

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended June 30, 2023

	June-23 CURRENT MONTH	2023 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE (Includes PW Bond Proceeds)	\$ 104,549,077.14	\$ 106,549,768.65
CASH INFLOWS:		
Daily Deposit	574,377.77	4,115,558.39
Tax Settlements	6,249,196.84	6,538,948.79
U/B Receipts	40,187.19	914,126.95
Credit Cards (Includes Utility Billing)	228,005.02	2,168,340.31
Interest Earnings [Net of Interest Paid on Investments]	218,760.83	1,114,533.51
Bond Proceeds-int	-	-
TOTAL CASH INFLOW	\$ 7,310,527.65	\$ 14,851,507.95
TOTAL CASH AVAILABLE	\$ 111,859,604.79	\$ 121,401,276.60
CASH OUTFLOWS:		
Prepaid Checks	1,062,770.37	4,861,149.49
Bills Lists	837,985.29	4,016,794.51
Pay Estimates	421,477.74	430,674.83
Credit Cards	17,077.23	42,960.39
Payroll - Net	462,890.17	2,964,978.58
Flex Reimbursement	1,019.33	12,583.69
Void Checks/Dormant Checks Paid	(1,633.39)	(32,074.84)
Debt Service	219,456.25	265,237.50
Miscellaneous [Bank Charges; etc.]	230.00	640.65
TOTAL CASH OUTFLOW	\$ 3,021,272.99	\$ 12,562,944.80
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	\$ 108,838,331.80	\$ 108,838,331.80
MEMO - NET 2023 CASH INFLOW (OUTFLOW)	4,289,254.66	2,288,563.15
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE - BV	\$ 77,519,743.68	89,614,560.81
Purchases	859,359.98	9,556,824.69
Maturities/Sales	(1,115,000.00)	(21,907,281.84)
ENDING BALANCE	\$ 77,264,103.66	\$ 77,264,103.66

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH 2023	SOLD/ MATURE	BV PRIN BAL
						1/1/2023		2023	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		10,000,000.00	0.00
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		1,000,000.00	0.00
220809C	8/9/2023	4m	4M TERM SERIES			7,000,000.00		0.00	7,000,000.00
									11,000,000.00
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		100,000.00	0.00
190628B	4/1/2023	Northland	WEST ALLIS WIS TAX		951173NP4	240,000.00		240,000.00	0.00
160812	5/1/2023	Northland	MONROE MI TAX		611101-MF-0	190,000.00		190,000.00	0.00
191107A	6/1/2023	Northland	NEWTON IOWA TAX		652810-YZ-9	120,000.00		120,000.00	0.00
190726B	6/1/2023	Northland	DESMOINES IA COMM COLLEGE TAX		250097L75	250,000.00		250,000.00	0.00
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
									6,345,000.00
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		1,260,000.00	0.00
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		250,000.00	0.00
220414D	4/15/2023	UBS	US TREASURY NOTE		912828ZH6	1,265,000.00		1,265,000.00	0.00
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		300,000.00	0.00
180628	6/28/2023	UBS	CD-COMENY BAN	27499	981996UP3	200,000.00		200,000.00	0.00
191230B	6/30/2023	UBS	CD-RAYMOND JAMI	33893	75472RAR2	245,000.00		245,000.00	0.00
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		91282CDD0	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 DISCOU	19977	465076TW7	244,000.00		0.00	244,000.00
190315	3/15/2024	UBS	CD-COMENY 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-SALLIE 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 NATIONL	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		SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH	SOLD/	BV
	MAT DATE	BROKER				BAL		MATURE	PRIN
						1/1/2023	2023	2023	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		347622CWO	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	3664	44989FAA7		248,000.00	0.00	248,000.00
230131	230131	UBS	CD-PLANTERS BANI	34254	72741PGZ4		244,000.00	0.00	244,000.00
230131	230131	UBS	UBS PRIME FUND				51,724.41	0.00	51,724.41
230131	230131	UBS	CD-MANUFACTURE	588	5647595C3		243,000.00	0.00	243,000.00
230131	230131	UBS	CD-PINNACLE BANI	35583	72345SLG4		248,000.00	0.00	248,000.00
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
230630		UBS	UBS PRIME FUND				859,359.98	0.00	859,359.98
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
230430		UBS	UBS PRIME FUND				1,092,112.18	0.00	1,092,112.18

2023 CASH AND INVESTMENT ACTIVITY

CITY	STATED		SECURITY			PRIN		SOLD/	BV
<u>INVEST #</u>	<u>MAT</u>	<u>BROKER</u>	<u>DESCRIP</u>	<u>FDIC #</u>	<u>CUSIP</u>	<u>BAL</u>	<u>PURCH</u>	<u>MATURE</u>	<u>PRIN</u>
	<u>DATE</u>					<u>1/1/2023</u>	<u>2023</u>	<u>2023</u>	<u>12/31/2023</u>
230531		UBS	UBS PRIME FUND				229,646.85	0.00	229,646.85
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
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
									<u>59,919,103.66</u>
TOTAL INVESTMENTS						89,614,560.81	9,556,824.69	21,907,281.84	77,264,103.66
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	22,404,636.55	22,151,178.81	6,882,259.02
Bond Proceeds						11,904,760.14		55,057.00	11,849,703.14
Money Market Accounts						985,723.50	14,440,619.56		15,426,343.06
Net Cash and Investments						106,549,768.65	46,402,080.80	44,113,517.65	108,838,331.80

CC Regular Session

Meeting Date: 07/25/2023

Primary Strategic Plan Initiative: Enhance City’s communication through transparency and accountability.

Information

Title:

Approve the Following Meeting Minutes:

- 1. City Council Work Session dated 7/11/2023
- 2. City Council Regular Session dated 7/11/2023

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.

Outcome/Action:

Motion to approve the following Council meeting minutes:

- 1. City Council Work Session dated 7/11/2023
- 2. City Council Regular Session dated 7/11/2023

Attachments

7-11-23 CCWS

7-11-23 Meeting

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 11:22 AM

Started On: 07/19/2023 03:28 PM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 11, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Brian Hagen
City Engineer/Public Works Director Bruce Westby
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Parks and Assistant Public Works Director Mark Riverblood
Administrative Services Director Colleen Lasher
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak
Community Development Director Stephanie Hanson
Streets Supervisor Shane Turner
City Attorney Fritz Knaak

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Preliminary 2024 General Fund Budget/Levy Review

Finance Director Lund presented the first review of the 2024 General Fund budget. She stated that the numbers that are discussed tonight would lead to a 14.06% increase in the General Fund tax levy. She reviewed all requests and costs that make up the first draft of the budget. She reviewed the different levies for a total increase of 10.35% increase. She discussed the revenue of the City.

Councilmember Specht asked about City revenues with all of the new buildings that are coming forward in the City. He asked if there is a list of when these new buildings will come on the tax rolls.

Finance Director Lund explained that it depends on where it is being built. She stated that if it is within the COR area, it is within the TIF district and those are not coming into the general fund. She stated that the valuation numbers will be received from the County at the end of the week.

Councilmember Musgrove asked about the intergovernmental revenue and the State paying for the officer cameras. She asked where the ARPA funds are being dedicated.

Finance Director Lund explained that the ARPA funds will be going towards patching the roads. She stated that the officer worn cameras were funded through ARPA funds but the squad video cameras were funded through the State.

Councilmember Woestehoff asked for more information on investment earnings. He asked how much is being tied up in investments to yield the return.

Finance Director Lund stated that the water treatment plant will basically cut the investments in half. She explained that the City does pooled investments. She continued her presentation by discussing the items that were not included in this budget.

City Administrator Hagen reviewed the personnel requests for the City.

Councilmember Woestehoff asked about the three new streets employees that were requested. He asked if this is to maintain the current standards while still contracting out some work or if the request is just because more streets workers are needed.

City Engineer/Public Works Director Westby explained that these three workers are needed to reallocate some of the duties that the Streets Lead who is supposed to assist the Streets Supervisor, but because of the demand he has turned into a working lead and spends all of his time out working in the field. He stated that the other roles are to continue to catch up with road maintenance and to replace the worker who currently spends most of his time in the sign shop.

Councilmember Woestehoff asked if it would be a better investment to add four or five more streets workers rather than continuing to contract work out and help the City get caught up on potholes.

City Administrator Hagen stated that potholes are a need and will continue to be a need for the future. He stated that in the next five years the roads are going to be so much better as they are front loading the work with bonding dollars.

City Engineer/Public Works Director Westby added that they also hire seasonal streets workers in the summer, but getting seasonal help has become more difficult.

Mayor Kuzma asked City Engineer/Public Works Director Westby to speak about hiring challenges.

City Engineer/Public Works Director Westby explained that it is difficult to find qualified workers who actually want to work. He noted that they have been able to find some good workers recently even with a lower number of initial applicants.

Councilmember Musgrove asked if all three of the streets workers' salaries would be the same. She asked about the request for a signs worker and if that worker would be the only one in this area or if it would be in addition to the worker that is already there.

City Engineer/Public Works Director Westby explained that the new signs worker will replace the worker who is currently there. He shared that the starting wages would all be the same for the new workers. He noted that if there is a better candidate who could be started at a higher rate they may be able to offer this person more.

Councilmember Specht asked why there is now a request for three new streets workers.

City Engineer/Public Works Director Westby explained that this request is due to the condition of the roads. He shared that there are many social media posts of residents complaining about their streets not being swept, which is due to the low staffing. He added that there are also sight distance concerns and trees becoming overgrown which are things that they have not had the capacity to get to in years. He stated that they have already been falling behind with these duties and now with the need for pothole patching these other items are not getting done. He noted that with a few more bodies they would also be able to get these other items finished.

Councilmember Specht shared that in the past they have discussed more maintenance workers. He asked if this would be strictly a parks workers.

City Engineer/Public Works Director Westby explained that there are maintenance workers for all different departments. He noted that sometimes the different departments do help each other out when there is a need.

Councilmember Specht asked if the new parks maintenance workers would be hired to help keep up with things that they have not been able to keep up with in the past.

Parks and Assistant Public Works Director Riverblood explained that they have developed a ten year maintenance worker forecast, and in the forecast they are showing a minimum of a two maintenance worker deficit. He stated that as the City's population grows, there is more and more work for these maintenance workers.

Councilmember Riley stated that they have added one street maintenance worker in the last five years.

Councilmember Musgrove noted that she read through the description of the job for the parks maintenance worker and it stated that part of the job is to keep up with the demands of residents and athletic organizations. She asked if these services are charged for or if they are just done as a service to these organizations.

Parks and Assistant Public Works Director Riverblood stated that these services are requested and they only charge anywhere from 25%-40% of the actual cost. He added that many cities perform this maintenance for the athletic associations. He noted that the athletic associations also pay for some services directly outside of what the City does.

Mayor Kuzma stated that this also creates revenue to replace dugouts and other similar items.

Councilmember Musgrove asked where the \$85,000 salary would come from.

Parks and Assistant Public Works Director Riverblood explained that they bill the athletic association twice a year and this money comes into the general fund.

Finance Director Lund noted that the revenue that comes in from the athletic association is reflected on the revenue portion of the budget.

City Administrator Hagen asked if the Council has anything else to add in regard to the personnel requests.

Councilmember Specht shared that he appreciated the information. He asked if these workers are approved if the streets department will be set for the next ten years.

City Administrator Hagen stated that it is dependent on how the City grows. He stated that there may continue to be a request for an extra worker or two per year just to keep up with demands.

Parks and Assistant Public Works Director Riverblood reviewed what the Public Works maintenance team does. He highlighted the categories of need which is the driving force for needing these new maintenance workers. He reviewed the ten year forecast. He shared that there are items at parks that have been damaged and destroyed that the workers have not had the capacity to repair.

Councilmember Woestehoff asked if the deficit of 2.8 maintenance workers is post-request or if the two requested workers will alleviate the deficit.

Parks and Assistant Public Works Director Riverblood stated that is the current deficit and the reason for the request based on actual needs. He noted all of the future needs and projects that they would like to get ahead off. He stated that all of the maintenance worker requests are due to demands, needs, and future forecasting.

Councilmember Riley asked if this forecast includes both streets and parks workers.

Parks and Assistant Public Works Director Riverblood said yes. He added that these maintenance workers also plow snow all winter long.

Councilmember Specht stated that everything that has just been discussed are all items and requests that the Council has heard before. He asked if there are been tables and equipment at parks that have been broken for over 15 years and why they have not been fixed before now.

Mayor Kuzma stated that maintenance personnel is requested every year and the Council has not been able to approve these requests. He explained that they try to find a balance of needs and staying realistic. He noted that they are now at the point where the City is growing and they need to get these items taken care of. He asked if the Council is comfortable with bringing on these three maintenance workers.

Councilmember Howell asked how the City compared to cities in the surrounding area of a similar size with the number of parks workers.

Parks and Assistant Public Works Director Riverblood shared that they used to look at other cities in the surrounding area of a similar population every year. He stated that they would compare the streets, parks, and utilities maintenance workers. He noted that every time they looked at this Ramsey was way below other cities. He explained that the departments are very efficient but with the population growth it is hard to keep up.

Councilmember Howell asked if there are parks that could be sold off so that they are not maintaining so many parks with a subpar outcome.

Parks and Assistant Public Works Director Riverblood stated that they have discussed selling parks in the past and they are looking at this now. He shared that they received a grant for the 20 acres in the downtown area that they are converting to a native landscape so that mowing can be reduced. He stated that there are other parks that they have converted into native landscape which will help reduce maintenance over time. He added that they have also removed some playgrounds.

Councilmember Olson thanked Parks and Assistant Public Works Director Riverblood for the ten year forecast. He asked if they currently have 15 workers and if the number of new workers requested is based on projected needs.

Parks and Assistant Public Works Director Riverblood stated that the number is based off of population growth only and noted that there are also new things that are being added as new requirements.

Councilmember Musgrove asked if street sweeping includes spraying for weeds.

Parks and Assistant Public Works Director Riverblood explained that spraying for weeds is an additional item.

Councilmember Musgrove asked if there would be an appetite to bring on two new workers at the beginning of the year and bring on the other two later in the year.

Administrative Service Director Lasher explained that all of the numbers in the packet account for a January 1, 2024 hire. She stated that it would be very optimistic that they would hire all of these workers on January 1 and shared that it would likely be March or April before they were hired. She noted that it has become more and more challenging to hire seasonal workers. She stated that

they are proposing a wage adjustment for these seasonal workers. She also added that when these seasonal workers complete the season they can file for unemployment and the City must pay.

Councilmember Woestehoff asked about the ratio of maintenance workers to the population, if that figure considers single family homes only or also apartments. He asked about the difference in City maintenance for these two different home styles.

Parks and Assistant Public Works Director Riverblood stated that single family homes contribute the largest amount to the maintenance demand. He stated that apartment dwellers use parks as much if not more than homeowners.

Councilmember Riley shared that he is a product of the seasonal work program within the City and stated that it seems to be a great model. He stated that he would like to hear more information on bumping up the pay for these seasonal workers. He noted that these are the types of issues that they thoroughly discussed as a part of the strategic plan. He stated that these infrastructure items are what he would like the City to focus on.

Councilmember Specht stated that he does not like the idea of having to hire so many new workers but the infrastructure needs are a serious issue in the City and they need to get done. He said that if these new workers will help get these things done then that is what they need to do.

Councilmember Howell shared that she would be curious to see what other cities are doing with their parks. She stated that she would like to hear about this before making a decision.

Councilmember Woestehoff agreed and stated that he is not comfortable making any kind of decision on anything at the moment. He said that they need more information and also to know what the revenue will be estimated at from the County.

Mayor Kuzma added that he would also like to hear the requests from other departments.

Police Chief Katers reviewed his request for a nominal amount to promote a patrol officer to sergeant to restructure the department. He stated that he does not have a request for any additional hires.

Councilmember Woestehoff asked if they would be looking to back fill the patrol officer position.

Police Chief Katers stated that would be a possibility. He shared how they calculate the needs based off of their metrics.

Fire Chief Kohner shared his requests of reclassifying a fire inspector to a fire marshal. He shared that the current fire inspector has already taken over a lot of the fire marshal duties. He shared his other request for an increase on hourly wages for on-call firefighters. He stated that it has been five years since this has been looked at. He noted that other cities of similar size pay considerably more per hour. He shared that the request would be for a 6% increase.

Finance Director Lund reviewed her requests for the reclassification of the accountant 1 to accountant 2 and a new hire as an accountant 1. She stated that they will be starting the implementation of the new LOGIS software in 2024. She added that it will likely take two months of Staff time to get this implemented. She shared that there are a lot of new items that the finance department takes care of.

Community Development Director Hanson shared her requests, including increasing the hours for the Planning Administrative Assistant to 25 hours a week from the current 20 hours. She shared the request to increase the Building Administrative Assistant hours to 28 hours from the current 20. She added the request to reclassify the permit technician 1 position to permit technician 2. She shared the last request for a rental housing inspector, which is contingent upon the Council moving forward with the rental housing inspection program. She noted that this position would be funded by the rental license fees.

City Engineer/Public Works Director Westby shared the request for a mechanic. He stated that all mechanic work is done in house and they currently have only two mechanics for all of the vehicles in the City.

Councilmember Riley asked if there could be a cost savings with this. He asked if they are currently having to outsource some of the work due to the demand.

City Engineer/Public Works Director Westby stated that they have had to send a few things out for maintenance. He stated that they can quantify this amount and bring it back to Council.

Councilmember Woestehoff asked about the vehicle requests and if there was some data on the age of these vehicles.

Mayor Kuzma noted that there will still be a lot to discuss with this budget. He added that it will be helpful once they know the revenue from the County.

City Engineer/Public Works Director Westby reviewed the building maintenance worker that is requested. He stated that this department is under staffed and behind in their duties.

Councilmember Musgrove asked about the Public Works garage door repairs.

City Engineer/Public Works Director Westby explained that there is currently not a dedicated maintenance fund for the Public Works building. He noted that the garage doors need a lot of maintenance.

Councilmember Musgrove asked if there was a warranty on these doors.

City Engineer/Public Works Director Westby stated that they would already be past a normal warranty period and also it would not cover normal wear and tear.

Councilmember Riley asked if they are considering equipment certificates or debt for capital improvements.

Finance Director Lund stated that she was going to ask Council if this was something they were interested in doing.

Councilmember Riley shared that he thinks that they would like to consider this.

City Administrator Hagen stated that the budget discussion will continue to the next work session meeting.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:50 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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 7.00: Adopt Resolution #23-156 Denying a Massage Establishment and Massage Therapy
 License - Please Note: This case was pulled from the Consent Agenda (5.11) and put on the
 Regular Agenda as Case 7.0. 9

 7.01: CorTrust Bank - Rezoning, Plat, and Site Plan Review at the northeast corner of
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 7.02: Adopt Resolution #23-158 Approving Use Restriction Agreement on Part of Outlot A,
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 7.03: Adopt Resolution #23-154 Accepting Bids and Awarding Contract for Street
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**CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, July 11, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Brian Hagen
City Engineer/Public Works Director Bruce Westby
Planning Manager Todd Larson
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

Junjie Liu, 8365 Norwood Lane North, Maple Grove, came forward with his translator who shared that he received an email stating that his business and massage therapist license was denied. She shared that he does not understand why his request was denied when he meets the requirements.

City Attorney Knaak suggested that this item be moved from the Consent Agenda and be discussed as part of the agenda.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

Motion by Councilmember Howell, seconded by Councilmember Riley, to approve the following items on the Consent Agenda removing item 5.11 to Council Business item 7.00:

- 5.01: Note the following Board, Commissions, and Committee Meeting Minutes:
- Environmental Policy Board Meeting Minutes Dated May 15, 2023
 - Public Works Committee Meeting Minutes Dated May 16, 2023
 - Economic Development Authority Meeting Minutes Dates May 11, 2023
- 5.02: Approve the Following Meeting Minutes:
1. City Council Work Session dated 6/13/2023
 2. City Council Regular Session dated 6/13/2023
 3. City Council Work Session dated 6/27/2023
 4. City Council Regular Session dated 6/27/2023
- 5.03: Approve Rental Licenses
- 5.04: Approve Business Licenses
- 5.05: Authorization to Hire a City Planner Backfilling a Vacant Position
- 5.06: Authorization to Hire a Police Officer Filling a Current Vacancy in the Patrol Division
- 5.07: Adopt Resolution #23-159 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 20, 2023 through July 5, 2023.
- 5.08: Adopt Resolution #23-117 Approving Final Plat, Development Agreement, Encroachment Agreement, and Shared Access Agreement for "Ramsey Properties Addition"
- 5.09: Adopt Resolution #23-152 - Approving an Encroachment Agreement for a Monument Sign in the Lynwood Subdivision
- 5.10: Adopt Resolution #23-153 Denying a Rental License to Duane Rosen at 15443 Ramsey Blvd. NW
- 5.11: ~~Adopt Resolution #23-156 Denying a Massage Establishment and Massage Therapy License~~ - This case was pulled from the Consent Agenda and put on the Regular Agenda as Case 7.0.
- 5.12: Adopt Resolution #23-157 Approving Plans and Specifications and Authorizing Bids for Improvement Project #23-20, COR Mass Grading
- 5.13: Motion to Accept the City Administrator's Annual Performance Evaluation

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

6. PUBLIC HEARING

6.01: PUBLIC HEARING: Consider Request for a Variance to Construct a Deck at 5364 142nd Circle NW (Project No. 23-108); Case of Paul and Heather Anderson

Presentation

Planning Manager Larson reviewed the staff report concerning the request for a deck at 5364 142nd Circle NW along with the request for a variance. Planning Manager Larson explained that this item would normally be discussed at the Planning Commission meeting; however, they did not have a quorum at their last meeting so all the public hearings were moved to the Council meeting to keep the process moving. He shared Staff's recommendation for approval.

Councilmember Riley asked if the three other decks on this street also received variance approval.

Planning Manager Larson said yes.

Councilmember Olson asked if the setback that would be remaining would be comparable to the other three setbacks.

Planning Manager Larson said yes and explained that they are all essentially the same style deck with a 10 foot setback.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:11 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:11 p.m.

Council Business

Motion by Councilmember Musgrove, seconded by Councilmember Olson, to adopt Resolution #23-135 approving a variance to setback requirements for the construction of a deck at 5364 142nd Circle NW.

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

6.02: PUBLIC HEARING - Consider a Conditional Use Permit for iDigital for an Off Premise Digital Billboard at 9500 Hwy. 10 NW.

Presentation

Planning Manager Larson reviewed the Staff report and request for a Conditional Use Permit for iDigital for an offsite billboard at 9500 Highway 10 NW. He shared the recommendation for approval and noted that this item will come back to Council as City Code stated that there must be a community agreement for public service messaging.

Councilmember Musgrove asked about the location of the sign being straight across from Alpine Drive since the future of the roadway, with the Highway 169 study in Elk River, is unknown.

Planning Manager Larson stated that he is not sure of what was in the study.

City Administrator Hagen explained that Elk River is going through a process to identify what types of improvements should be made to reduce at-grade intersections to Highway 10. He stated that Alpine Drive connection to Highway 10 will likely be consolidated with two other roadways. He noted that the final location of this has not been decided. He shared that there is not a lot of risk involved in this location.

Councilmember Woestehoff asked if there are any safety concerns with having this sign directly across from Alpine Drive. He asked if there could be concerns with distracted driving. He asked if this 11 acre lot has any intention to split in the future.

Planning Manager Larson stated that is his understanding.

Police Chief Katers stated that he was not involved in the discussion of this item. He said that he does not know the dynamics on whether or not this could be a distraction to drivers.

Councilmember Woestehoff reiterated that he had concerns from a safety perspective with this sign being directly across from Alpine Drive.

Planning Manager Larson stated that the 'V' shaped design of this sign is not wide enough that the drivers coming off of Alpine Drive would be able to get a good look at what is on the sign.

Councilmember Riley mentioned that he would like to hear from the applicant. He asked if this sign will run the same ads as the other sign.

Paul Hill, iDigital, came forward and shared that when they started this process they were diligently working with MnDOT in looking at the placement for this sign. He noted that the sign will be a little to the west of Alpine Drive. He stated that the 'V' is configured to the street and not to the intersection so it will not be a distraction to Alpine Drive. He noted that MnDOT would not

have approved the sign if it would have been a distraction to drivers. He shared the goal to have the ads that are going to be in Ramsey to be on the vertical board and bounce between the two locations to give more representation for the local advertisers.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:22 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:22 p.m.

Council Business

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to adopt Resolution #23-137 for a Conditional Use Permit for an Off-Site Digital Billboard at 9500 Highway 10 NW.

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

6.03: PUBLIC HEARING: Consider Bunker Lake Industrial Park 4th Addition Final Plat and Site Plan for BLIP Building 5 (Project No. 23-106): Case of PSD LLC

Presentation

Planning Manager Larson reviewed the Staff report in regard to the final plat and site plan for Bunker Lake Industrial Park. He shared Staff's recommendation for approval.

Councilmember Riley asked the applicant about the colors that the buildings will be.

Matt Kuker, PSD LLC, shared that the first four buildings are all similar buildings and the next building will look different. He stated that this addition includes three possible buildings. He noted that he would like to see these three buildings look similar. He added that the two buildings on the 11 acre site are just acting as a placeholder. He said that they have not settled on colors for the buildings and they first wanted to make sure that the buildings got passed.

Councilmember Riley asked if there is access from 147th Lane into these properties.

Mr. Kuker stated that there will be an access but it is not meant to be a truck access.

Councilmember Woestehoff asked if there are already tenants who are lined up for these buildings.

Mr. Kuker shared that there is interest but he does not have anyone officially signed up. He stated that they currently have a waiting list of those who would like to get in at this site.

Councilmember Woestehoff asked if this will be approximately 80% warehouse and 20% retail as it addresses in the case in regard to parking.

Mr. Kuker explained that he would rather go heavy on the parking as too much parking would be better than not enough. He stated that there is not enough area to put a fourth building and would rather have parking than greenspace. He explained that most possible tenants are looking for a space within six months. He noted that the main switch gear for these buildings are about 54 weeks out.

Councilmember Musgrove asked if there is any plan for outdoor storage or if it will all be interior.

Mr. Kuker stated that they do not intend to have any outdoor storage.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:32 p.m.

Citizen Input

There was none.

Motion by Councilmember Riley, seconded by Councilmember Howell, to close the public hearing.

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

The public hearing was closed at 7:32 p.m.

Council Business

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to adopt Resolution #23-136 approving the Final Plat and Site Plan for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5.

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

6.04: PUBLIC HEARING - Aldi - Site Plan Review and Final Plat at 7992-7994 Sunwood Drive NW.

Presentation

Planning Manager Larson reviewed the Staff report concerning the site plan and final plat on City owned land being purchased by Aldi at 7992-7994 Sunwood Drive NW. He shared Staff's recommendation of the site plan and final plat.

Councilmember Musgrove asked about the entrances into Aldi if someone were coming from City Hall.

Planning Manager Larson explained that they would be coming west on Sunwood and showed where the entrances would be at the north side driveway. He shared concern with the existing driveway becoming very busy.

Councilmember Musgrove asked if someone could enter through the roundabout.

Planning Manager Larson said no but that they could go around the roundabout to make a right turn into the parking lot.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:43 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:43 p.m.

Council Business

Councilmember Woestehoff thanked the developer for making some of the changes that were discussed at the Planning Commission meeting. He stated that the architectural enhancements are significantly better than what they were prior.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to adopt Resolution #23-138 for a Site Plan Review of a Retail Building at 7992 Sunwood Drive NW and Resolution #23-139 approving Final Plat of COR FOUR.

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

6.05: PUBLIC HEARING - Easement vacation in COR TWO.

Presentation

Planning Manager Larson reviewed the Staff report concerning the easement vacation in COR TWO since being modified because of the Aldi project.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:46 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:47 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Olson, to adopt Resolution #23-150 vacating drainage and utility easements in the plat of COR TWO.

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

7. COUNCIL BUSINESS

7.00: Adopt Resolution #23-156 Denying a Massage Establishment and Massage Therapy License - Please Note: This case was pulled from the Consent Agenda (5.11) and put on the Regular Agenda as Case 7.0.

Economic Development Manager Sullivan reviewed the Staff report concerning the recommendation to deny a massage establishment and massage therapy license. He noted Police Chief Katers is recommending denial after the completion of the background license. He stated that the basis for the denial is due to the City Ordinance requirements for education not being satisfied as the school that was listed is not accredited by the U.S. Department of Education and

also that the resident's history listed in the application is not coinciding with other licenses held by the applicant.

Police Chief Katers reiterated his reasons for recommending denial. He noted that on the massage school's website it states that it is not accredited by any regional or national accrediting agency that is recognized by the U.S. Department of Education. He stated that this is done because the massage industry has a history with human trafficking and the U.S. Department of Homeland Security recommends checking all school credentials through the U.S. Department of Education. He added that the applicant also states that he holds a California massage license; however, the State of California does not issue massage licenses. He shared that because of these two reasons he cannot recommend approval of this license.

Junjie Liu, the applicant, came forward with his translator who stated that according to the City's website the massage school must be a U.S. accredited school and that it does not say anything about it having to be accredited by the U.S. Department of Education. She stated that this school was accredited in California.

Police Chief Katers reiterated that on the massage school's website, it states that it is not accredited by any regional or national accrediting agency that is recognized by the U.S. Department of Education. He stated that the recommendation from a professional organization is not the same as an accreditation.

Mr. Liu's translator stated that Mr. Liu finished the 550 hours of education by A&Z Massage School, which is accredited by AMTAS and CAMSAC, which is the California massage accreditation.

Councilmember Woestehoff acknowledged that Mr. Liu took 550 hours' worth of courses. He stated that the problem is that the organization where he took the courses is not recognized by the U.S. Department of Education and is not an accredited school according to a government agency. He added that the list that Mr. Liu passed out to the Council did not list any government entities. He stated that the entities on the list do not meet the criteria that the City looks for. He noted that if Mr. Liu does wish to obtain a massage therapist license for Ramsey, going to a different accredited school would get him the license.

Mr. Liu's translator asked if Mr. Liu were to hire someone who meets the requirement if there could be a separate consideration to grant the license.

Mayor Kuzma stated that the application would need to be resubmitted.

Councilmember Woestehoff stated that he does not think that Mr. Liu has any ill will or any bad intentions in what he has done, unfortunately the path that he has taken is just not one that the City can recognize in an effort to be fair to all of those who are attempting to obtain a massage license in Ramsey.

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to adopt Resolution #23-156 Denying Licenses for Therapeutic Massage Therapist and Therapeutic Massage

Establishment for Junjie Liu at Serenity Path Massage LLC dba Serene Path Massage located at 7962 Sunwood Dr NW. Suite 100, Ramsey MN 55303.

Further discussion:

Councilmember Howell apologized to Mr. Liu and shared that she hopes he will get the items that meet the City's requirements. She wished Mr. Liu luck.

Mr. Liu's translator stated that Mr. Liu will do more research into this.

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

7.01: CorTrust Bank - Rezoning, Plat, and Site Plan Review at the northeast corner of Sunwood Drive and Zeolite Street NW.

Planning Manager Larson reviewed the Staff report in regard to the rezoning, plat, and site plan review for CorTrust Bank. He shared Staff's recommendation of approval.

Councilmember Woestehoff asked how many square feet the bank is proposed to be.

Planning Manager Larson explained that it will be just over 5000 square feet.

Councilmember Woestehoff stated that he would like for the bank to switch spots and be on the north end of the site and having the area on Sunwood available for other larger developments. He asked if the applicant would consider aligning with that choice.

Economic Development Manager Sullivan stated that the applicant has expressed a vision of having the building right off of the main corridor on Sunwood. He stated that he asked them if they would consider moving to the back of the site but this was a deterrent for the applicant.

Councilmember Musgrove asked about the thought process of having three lanes in this area rather than just two.

Planning Manager Larson explained that they are not sure what this driveway will serve. He stated that it is likely going to be a mixed use or multi-family development to the north and retail and office use to the south that would cause a lot of traffic. He noted that Zeolite had a fair amount of traffic even with nothing on the road and once development occurs they expect a lot more traffic in this area.

Councilmember Musgrove shared her thoughts to remove the left turn lane from this area so that there would be less traffic trying to make it across the busy street.

Planning Manager Larson noted that though three lanes are shown, one lane is inbound, the middle lane is a through lane, and one is a right turn lane.

Councilmember Musgrove agrees with the dedicated right turn lane. She asked if this could be changed in the future to not allow left turns if it does not work for public safety.

Planning Manager Larson stated that this would be very difficult to do as there is no way to physically stop someone from making a left turn. He stated that they could design an intersection called a three corner turn where they could make left turns from Zeolite into this site but it does not allow for left turns out of the site.

Councilmember Woestehoff agreed with Councilmember Musgrove and shared that this is one of the reasons why COR-2a reduced the number of drive-thru lanes that are allowable in the subdistrict. He stated that by allowing the multiple drive-thru lanes they are potentially creating more problems in this potentially busy area. He noted that he is not a huge supporter of this plan.

Councilmember Specht stated that it would be beneficial to have the developers come forward to a Council meeting to find out their appetite for moving the bank. He acknowledged the other concerns shared by Councilmembers Musgrove and Woestehoff. He noted that this discussion may be worth tabling to see if there are other appetites for this area.

Councilmember Howell concurred with the other Councilmembers. She stated that this is not an optimal project for the site based on other spaces in the area. She stated that she will not be in support of this project.

Councilmember Riley stated that this is a good business although there may be other places that it may fit better. He stated that this is the kind of business that will bring people to the COR. He noted that they have already given the bank their initial approval and it would seem disingenuous to pull back. He stated that he will be in support of this.

Councilmember Woestehoff discussed Village Bank and that there is a vacant lot adjacent to this parcel. He asked if banks are drivers for neighboring businesses to develop nearby.

Economic Development Manager Sullivan explained that he is not sure if banks in general are drivers for other businesses. He noted that having a bank in the COR is important as it provides a stable financial presence.

Motion by Councilmember Riley, seconded by Mayor Kuzma, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #23-12.

A roll call vote was performed:

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

Motion carried.

Motion by Councilmember Riley, seconded by Councilmember Mayor Kuzma, to adopt Resolution #23-151 Approving Final Plat and Reciprocal Ingress/Egress Easement for "Affinity at the COR 2nd Addition."

Motion failed. Voting Yes: Mayor Kuzma, Councilmembers Riley, and Olson. Voting No: Councilmember Howell, Musgrove, Specht, and Woestehoff.

Motion by Councilmember Riley, seconded by Councilmember Mayor Kuzma, to adopt Resolution #23-152A approving Site Plan Review for a bank at 7849 Sunwood Drive NW.

Further discussion:

Councilmember Musgrove asked if there would be any way to set up some conversations with the developer for a different location on this plat or others.

Mayor Kuzma stated that if the motion fails it will go back to the developer and they can decide how they would like to move forward.

Councilmember Woestehoff noted that there have been points of concerns for the project. He asked if this does fail if there is enough feedback to provide the developer with on how to solve the concerns of the Council.

Economic Development Manager Sullivan shared he has heard from the Council that if the bank was not on the corner and was on the backside of the lot that it would be more favorable. He stated that other than this the only acceptable solution seems to be to find another site.

Councilmember Woestehoff stated that having the bank on the backside of the site creates a better investment opportunity for them to sell the building on the front half. He noted that this also allows for potentially better traffic flow which were some of the concerns raised around this project. He added that he would be open to hearing what the developer comes back to the Council with. He shared his personal perspective that this seems uncomfortable in its current design.

Planning Manager Larson noted that the applicants' civil engineer and architects are online.

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

Mark Puetz, Puetz Design & Build, shared that the developer has been very opposed to moving the bank any farther back on Sunwood. He stated that the developer hopes to have access off of Sunwood. He added that asking the developer to move the bank would create uncertainty on whether the developer would like to move forward.

Councilmember Woestehoff asked what the path forward is for the bank now that their requests have been denied.

Planning Manager Larson stated that typically an applicant cannot reapply for the same thing for a year unless there are substantial changes made.

Sienna Wegehaupt, Puetz Design & Build, mentioned that one of the challenges faced with this site is that there are multiple fronts to the building. She stated that they were trying to respect both the west and the south edges since they would be on the front of the road, and kept the drive-thrus on the north. She shared the reasons why the facades ended up the way that they did as there is essentially no back of the building.

Mayor Kuzma stated that the motions have failed and this will go back to the developer.

City Administrator Hagen added that the ordinance did pass and will go into effect 30 days after publication. He stated that it is now up to the applicant if they wish to continue discussions on the project.

7.02: Adopt Resolution #23-158 Approving Use Restriction Agreement on Part of Outlot A, Ramsey Properties Addition

Economic Development Manager Sullivan reviewed the Staff report in regard to a use restriction on a portion of Outlot A. He shared Staff's recommendation of approval.

Councilmember Howell asked how much of the land in question the hotel will sit on and what portion the Norhart project would sit on.

Economic Development Manager Sullivan showed on the site map where the hotel and the Norhart project will sit. He discussed other potential developments in the area.

Councilmember Howell asked if this were to be denied if this would cause the applicant to pull out of the project.

Emily Alerga, the applicant, shared that they are fully invested into this project. She explained that the reason they brought this to the EDA to look into is due to some of the dynamics that have shifted in the City, especially with the dome project. She stated that they wanted to have security with so much vacant land around the parcel. She noted that their original request was for a ten year restriction; however, the EDA wanted to shorten the restriction. She shared that their goal is to make this work for them and the City.

Councilmember Riley asked if Norhart is on board with this request.

Ms. Alerga said yes and explained that both party's legal teams have looked over this. She stated that the proposal brought forward to the Council is from Norhart.

Councilmember Woestehoff noted that in the agreement under 2.2 it discusses Airbnb restrictions. He suggested changing this to short term rentals so that it would also include other brands of short term rental companies.

Councilmember Musgrove asked about the upfront financing for the land. She asked Economic Development Manager Sullivan to explain these benefits to the developer.

Economic Development Manager Sullivan explained that the Council had previously reviewed the business subsidy agreement and the Council then approved it. He stated that this granted the developer funds for the land and site improvements and in return the City will receive 40% of tax increment to pay itself back for the \$434,000 for the land. He stated that for the \$550,000 for the site improvements they will be paid back as part of a pay-go financing agreement. He noted that there will also be 5% interest on this.

Councilmember Musgrove asked if there is other land in the COR where high density buildings could go in as far as development.

Economic Development Manager Sullivan explained that there are other areas in the COR that could have high density development.

Councilmember Musgrove asked if these will be restricted.

Economic Development Manager Sullivan said no and highlighted the area that will be restricted.

Councilmember Musgrove asked if there could be a short term rental a short distance away that would not be restricted.

Economic Development Manager Sullivan said yes and explained that anything outside of the area of restriction could have a short term rental.

Councilmember Musgrove shared her appreciation for the applicant meeting with Norhart and other potential developers in the area. She shared that she does not believe in the City having the right to restrict the land for developers. She stated that she will not be supporting this.

Economic Development Manager Sullivan added that this restriction only affects rentals that are three months or less.

Councilmember Howell shared her appreciation for the shortened acreage and shortened term. She noted that the developer is receiving quite a bit of help from the City, including taxpayer owned land and will be partially funded by taxpayer dollars. She stated that adding the use restriction only benefits the developers bottom line and she does not see the benefit as a whole to the taxpayers. She added that she will not be supporting this tonight.

Ms. Alerga acknowledged what Councilmember Howell shared and noted that having a hotel in this area is something that the City desired. She acknowledged that the City is helping them but they are willing to take significant risks to put this hotel here. She explained that they took the

recommendations to shorten this restriction and make it smaller. She added that they also worked with potential future companies that also want to be in this area. She stated that this is not for their financial gain, it is for the City of Ramsey while also giving the developer five years to stabilize the hotel, which also benefits the City.

Councilmember Howell asked if another developer comes in and also wants this kind of restriction, what will be done.

Councilmember Woestehoff stated that a restrictive use agreement was approved in the Aldi development agreement. He noted that this is not an uncommon practice. He added that this restriction affected a smaller footprint but a larger variety of businesses.

Councilmember Howell stated that she is not a supporter of use restriction agreements. She noted that Aldi did purchase their land and it was not purchased with taxpayer dollars, which makes the hotel situation different.

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to adopt Resolution #23-158 Approving Use Restriction Agreement on Part of Outlot A, Ramsey Properties Addition with changes to 2.2, broadening from strictly Airbnb as a brand; subject to City Attorney review.

Further discussion:

Councilmember Howell noted that they are restricting land that is taxpayer owned that the Council could vote to move forward when it could also move forward without the restriction.

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

7.03: Adopt Resolution #23-154 Accepting Bids and Awarding Contract for Street Maintenance Project #23-21, 2023 Deep Pothole Patching Contracted Services

City Engineer/Public Works Director Westby reviewed the Staff report in regard to accepting bids and awarding contracts for the deep pothole patching. He shared the recommendation to award bids to Diversified Paving.

Mayor Kuzma asked if this contract is awarded how quickly they would be able to get started on the project.

City Engineer/Public Works Director Westby stated that they have a completion date by the end of September which they would have to have the project done by. He stated that they would likely start near the end of July.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to adopt Resolution #23-154 accepting bids and awarding a construction contract for Street Maintenance Project #23-21, 2023 Deep Pothole Patching Contracted Services.

Further discussion:

Councilmember Musgrove thanked Staff for their work on this and getting the bids back in a timely manner.

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

7.04: Adopt Resolution #23-155 Accepting Bids and Awarding Contract for Street Maintenance Project #23-22, 2023 Spray Patching Contracted Services

City Engineer/Public Works Director Westby reviewed the Staff report in regard to accepting bids and awarding contracts for the spray patching. He discussed the funding for this project. He shared the recommendation to award bids to Asphalt Surface Technologies or reject the project and go out for bids again at a reduced scope. He added that this project could be bundled into around four miles of spray patching to be done and take care of the rest of the streets through other contracted services.

Councilmember Woestehoff asked if they choose to do no spray patching this year, what the effects will be on the roads and maintenance in 2024.

City Engineer/Public Works Director Westby explained that spray patching is a good temporary fix for these roads and it can last two to four years. He stated that he does not see any issues with the skim patching lasting this long as well. He noted that all but a few miles of roads will be addressed with the previous project. He added that the potholes are not aging well and would recommend patching all of the potholes. He shared the recommendation to reject the project and rebid at a reduced scope.

Councilmember Musgrove shared that it seems like the City has already done some work on looking at the scope of this project. She stated that she is in favor of rejecting this bid and rebidding it out at a reduced scope.

Mayor Kuzma stated that he is not in favor of draining the PIR fund and is in favor of rejecting the bid.

Councilmember Riley reiterated the point he has made through this process that the roads are an emergency for the City. He stated that it is frustrating that they had a plan of what they thought they needed and they are now being told that this is a different plan. He noted that he does not want to pay this much for spray patching; however, only a few weeks ago this was the answer for what needed to be done. He said that the roads need to be fixed and the residents are unhappy. He noted that he cannot sit there and say that the Council will not do anything. He stated that if this is pushed back again it may not get done before the snow arrives for the winter.

City Engineer/Public Works Director Westby stated that they have been having discussions through this whole process with contractors and he shared that contractors have told him that they would be interested in bidding on this project if it would have been a smaller scope of work. He

noted that they are proposing reducing the project in order to get more bids and that the work could still get done before the middle of October.

Councilmember Howell stated that she is disappointed in the bid amount but thanked Staff for bringing the bid back to the Council so that they can save money. She stated that she will support going back out for bids on this project.

Councilmember Olson asked if the City will be able to do most of the patching and this is how they will reduce the scope of the work.

City Engineer/Public Works Director Westby stated that the City has been patching streets all along. He stated that he feels that the work can be done in house or using the contractor that was awarded the contract in the previous case.

Councilmember Woestehoff shared that he would like a post-mortem on the life of streets in 2023 if there were three additional street workers.

Councilmember Specht stated that he agreed with Councilmember Riley that the roads are an emergency situation. He added that he hopes this process is started a lot earlier next year so that the City does not find themselves in the same situation. He shared that he feels the frustration of the residents but would like to proceed with this project in a cheaper way.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to reject the bid based on Staff feedback.

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

8. CITIZEN INPUT (continued)

John Enstrom, a resident who lives on 181st Avenue, came forward and shared that the County did a great job of paving and widening 181st Avenue. He noted that there are no speed limit or other signs on the road which makes it extremely dangerous. He added that a dump truck rolled over on this road a month ago and a few cars have rolled over on this road. He noted that two girls were even killed in this area. He stated that he would like to see the City ask the County to finish this street with signage and do some enforcement in this area. He noted that this is a high traffic area. He added that his mailbox has been destroyed four times in the past year.

Mayor Kuzma thanked the resident for bringing this to their attention.

The resident added that the Vietnam Vets of America will be coming out for a Midwest regional picnic on August 26. He noted that this will be a huge event and there will be large vendors coming in for this event.

9. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Specht encouraged everyone to check out the 10 year customer appreciation day at Total Defense on July 22.

Councilmember Musgrove congratulated Miss Iz Ice Cream Shop for being voted the Best Ice Cream Shop in Ramsey.

10. ADJOURNMENT

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

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

The regular meeting of the City Council adjourned at 9:27 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**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Create a positive image for residential neighborhoods, business districts and key corridors.**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 or groups 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	07/18/2023 03:40 PM
Brian Hagen	Brian Hagen	07/20/2023 11:22 AM
Form Started By: Wendy Schlueter		Started On: 07/18/2023 12:33 PM
Final Approval Date: 07/20/2023		

Report Name: License Report - License Types

Council Dates: 7/25/2023 to 7/25/2023

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

Printed: 7/18/2023

Page: 1

<u>Company</u>	<u>DBA</u>	<u>Applicant</u>	<u>Location</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
Special Events						
Vietnam Vet Legacy Vet Motorcycle Club	Operation Zero	Daniel Hegberg	8702 181st Ave NW	8/27/2023	7/25/2023	A
Special Events License Count: 1						
Transient Merchant/Peddler/Solicitor						
Mama Slamadama & Co. Ltd.	Just Between Friends Maple Grove & Coon Rapids	Jackie Wamhoff	8310 147th La NW	12/31/2023	7/25/2023	A

Transient Merchant/Peddler/Solicitor License Count: 1

Total Licenses: 2

CC Regular Session

Meeting Date: 07/25/2023

Primary Strategic Plan Initiative: Not Applicable

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

July 2023 Rental License

Form Review

Inbox

Brian Hagen

Form Started By: Dana Verbeek

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 11:22 AM

Started On: 07/20/2023 08:03 AM

Report Name: License Report - License Types
 Council Dates: 7/12/2023 to 7/26/2023
 Status: Active, Inactive
 License Type(s): Multi-Family Rental, Rental

City of Ramsey License Report - License Types

Printed: 7/20/2023
 Page: 1

<u>Company</u>	<u>DBA</u>	<u>Applicant</u>	<u>Location</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
Multi-Family Rental						
Figge Family Properties, LLC			13929 St Francis Blvd NW	6/23/2026	7/25/2023	I

Multi-Family Rental License Count: 1

Rental

Kraig and Jayne Domogalla			5435 144th Way NW #16	7/11/2026	7/25/2023	I
Kraig and Jayne Domogalla			5435 144th Way NW #22	7/11/2026	7/25/2023	I
Kraig and Jayne Domogalla			5450 144th Way NW #16	7/11/2026	7/25/2023	I
Kraig and Jayne Domogalla			5450 144th Way NW #18	7/11/2026	7/25/2023	I
Rhonda Grooms			7030 147th Ave NW	7/11/2026	7/25/2023	I
Rakesh Desai			7282 147th La NW	7/11/2026	7/25/2023	I
Chris Dietsch			7368 147th La NW	7/11/2026	7/25/2023	I
Michael R Hoeschen			7005 156th Ave NW	7/11/2026	7/25/2023	I
Kraig and Jayne Domogalla			15265 Fluorine St NW	7/11/2026	7/25/2023	I
Kevin and Seliana Berg			13919 Garnet Ter NW	7/11/2026	7/25/2023	I
Jason and Julie Huspek			14714 Helium St NW	7/11/2026	7/25/2023	I
Rakesh Desai			14749 Olivine St NW	7/11/2026	7/25/2023	I
Mai Wong			14869 Olivine St NW	7/25/2026	7/25/2023	I

Rental License Count: 13

Total Licenses: 14

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Connect the community through Parks, Trails and Recreational Programming.**Information****Title**

~~Authorization to Hire a Recreation Coordinator~~ - Please Note: this case was pulled from the Consent Agenda and moved to the Regular Agenda as case 7.3.

Purpose/Background:

This position was discussed at the May 23, 2023, Work Session. Staff discussed the role of this position as needing to take a comprehensive approach to city-wide programs and events. Staff received a consensus from the City Council to expand the position from Recreation Specialist to an enhanced non-union, supervisory-level Recreation Coordinator.

As a result, staff conducted a recruitment process to fill the position. Staff interviewed many candidates, including Ms. Abigail Proulx, who was selected to advance in the recruitment process.

Staff is enthusiastically recommending Ms. Abigail Proulx, a former City of Ramsey part-time Recreation Specialist for the full-time Recreation Coordinator position. Ms. Proulx worked for the City of Ramsey from September 2019 through April 2021. She left in good standing for full-time employment and has been working for the City of Duluth. Ms. Proulx is excited to begin performing the duties of this position as outlined below.

The primary objective of this position is to coordinate and perform a variety of responsibilities in the development, facilitation and ongoing administration of diverse annual recreational programs serving all ages and demographics. This position develops programs, organizes content and engages public and private providers, as well as creates and maintains methods for evaluating offerings for future programming consideration.

Essential duties include, but are not limited to, the following:

- Perform all aspects of the development, marketing, implementation and evaluation of municipal recreational programs and related events
- Evaluate related contracts for accuracy, completeness and fair pricing, review and prepare invoices through Tungsten Accounting software
- Create, build and maintain relationships with partner organizations in order to facilitate programs
- Provide supervision and work direction to the Public Works Administrative Assistant responsible for Parks
- Create online registrations and generate social media promotional posts for activities and events
- Use, prepare and maintain detailed notes and outlines on work performed and program development
- Coordinate, purchase, organize, gather and deliver supplies, documents and schedules for programs and recreational events
- Provide staff support including data entry, phone calls, program registration, reports, and records management in a timely manner
- Fill in as needed at programs and recreational events
- Assist with supervision, periodic check-in and leadership of programs, seasonal staff and recreational events
- Develop, plan, oversee and attend all of The Draw Summer Concert Series on Thursday evenings mid-June to mid-August
- Attend and provide presentations at the once-per-month Parks and Recreation Commission meetings (second Thursday of each month) as needed
- Attend and provide presentations at City Council meetings (second & fourth Tuesday of each month) as needed
- Update the City website with agendas, meeting minutes and other documents as assigned
- Prepare and implement community events; including advertising, collection/tracking of sponsor funds,

obtaining contracts/forms, coordinating with vendors for Happy Days, Elmcrest Art Festival, Art in the Park, Movie in the Park, and Holiday Tree Lighting events

- Research and prepare information for City events and park-related issues; propose ideas to make events and park facilities more successful
- Process Special Event Permit Applications including working with event organizers to ensure all necessary information is received and approved through the various departments
- Perform other duties as apparent or assigned (within the ability and resources of the Recreation Coordinator) at the verbal or written direction of the City Engineer / Public Works Director, Parks & Assistant Public Works Director, or their designee

Ms. Proulx completed most of the necessary pre-employment background checks, with the exception of the pre-employment drug screen which is scheduled for July 31st. Ms. Proulx is in Duluth and unable to take the drug screen until the 31st, but well before her anticipated start date.

Staff recommends Ms. Proulx for the full-time position of Recreation Coordinator, effective on or near August 9th, contingent upon passing the pre-employment drug screen. Ms. Proulx will be subject to a 6-month probationary period and the City's Personnel Policy.

Funding Source:

The funding for this position has been accounted for within the 2023 budget.

Recommendation:

Contingent on passing the pre-employment drug screen, to hire Ms. Abigail Proulx as the City's full-time Recreation Coordinator, effective on or near August 9, 2023, at \$30.899 per hour, which is step 2 of the 2023 wage scale, with a credit of 3 vacation days.

Action:

Authorization to hire Ms. Abigail Proulx as the City's full-time Recreation Coordinator, contingent upon passing the pre-employment drug screen, effective on or near August 9, 2023, at \$30.899 per hour, which is step 2 of the 2023 wage scale, with a credit of 3 vacation days.

Attachments

No file(s) attached.

Form Review

Inbox

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 03:36 PM

Started On: 07/20/2023 03:19 PM

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.

Purpose/Background:

Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.

Recommendation:

Staff Recommends to Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.

Action:

Motion to Adopt Resolution #23-171 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2023 through July 19, 2023.

Attachments

Bills List 7/25/2023

Resolution 23-171

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	07/20/2023 09:57 AM
Brian Hagen	Brian Hagen	07/20/2023 11:22 AM
Form Started By: Jennifer Morrison		Started On: 07/19/2023 02:19 PM
Final Approval Date: 07/20/2023		

RAMSEY CITY COUNCIL MEETING
7.25.23
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Prepays 7.6.23 - 7.19.23	\$ 433,387.05
Accounts Payable 7.6.23 - 7.19.23	475,510.94
Payroll 7.7.23	227,221.61
Debt Service	
Pay Estimates- Projects	1,092,765.76

TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	\$ 2,228,885.36
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DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2023 Y.T.D.
PREPAIDS	\$ 195,834.02	\$ 5,040,519.72
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	514,920.53	4,531,715.04
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	244,319.23	2,964,978.58
CORRECTION TO PAYROLL		
DEBT SERVICE		262,387.50
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS		430,674.83

TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	\$ 955,073.78	\$ 13,230,275.67
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CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary

7/6/2023 - 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117151	7/6/2023		117360 WATERMARK TITLE AGENCY						Continued...	
117152	7/6/2023		120226 WOZNIAK, VICTOR & LINDA							
		275.95	ACT 723980 16112 URANIMITE ST		119737	06302023	9601.4651		WATER REVENUE	WATER FUND
		275.95								
117153	7/6/2023		120227 WYNN, MEGAN							
		33.71	ACT 732676 7300 147TH TERR		119738	06302023	9601.4651		WATER REVENUE	WATER FUND
		33.71								
117154	7/6/2023		120228 ZWIRNER, JOHN							
		13.76	ACT 38332850 8980 178TH AVE		119739	06302023	9601.4651		WATER REVENUE	WATER FUND
		13.76								
117188	7/13/2023		100012 ACE SOLID WASTE INC							
		37,666.72	JULY RECYCLING CHARGES		119886	9332210T067	9604.6489		OTHER CONTRACTED SERVICES	RECYCLING FUND
						JULY 2023				
		142.74	REFUSE/RECYCLING		119890	9337930T067	0220.6374		REFUSE/RECYCLING	FIRE PROTECTION
						JULY 2023				
		106.31	WASTE SERVICES		119905	9332221T067	0311.6374		REFUSE/RECYCLING	STREET MAINTENANCE
						JULY 2023				
		320.42	WASTE SERVICES		119905	9332221T067	0194.6374		REFUSE/RECYCLING	GENERAL GOVERNMENT BUILDINGS
						JULY 2023				
		722.22	WASTE SERVICES		119905	9332221T067	0452.6374		REFUSE/RECYCLING	PARK & RECREATION
						JULY 2023				
		454.82	WASTE SERVICES		119905	9332221T067	9601.6374		REFUSE/RECYCLING	WATER FUND
						JULY 2023				
		106.30	WASTE SERVICES		119905	9332221T067	9602.6374		REFUSE/RECYCLING	SEWER FUND
						JULY 2023				
		478.80	WASTE SERVICES		119905	9332221T067	9604.6249		MISCELLANEOUS OPERATING SUPPLY	RECYCLING FUND
						JULY 2023				
		106.31	WASTE SERVICES		119905	9332221T067	9605.6374		REFUSE/RECYCLING	STORM WATER UTILITY
						JULY 2023				
		40,104.64								
117189	7/13/2023		117584 ACE SOLID WASTE- RAMSEY							
		64.88	VOL ABATE 14501 SUNFISH LAKE		119893	9340780T067	0211.6489		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		64.88								
117190	7/13/2023		120240 BROWNE, JOYCE							
		100.00	ELM CREST PARK DEPOSIT REFUND		119878	07132023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND

Council Check Register by GL
Council Check Register and Summary

7/6/2023 - 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117190	7/13/2023	100.00	120240 BROWNE, JOYCE						Continued...	
117191	7/13/2023	100.00	110734 CITY OF RAMSEY							
		100.00	ACCT 733639		119875	07132023	9601.4651		WATER REVENUE	WATER FUND
117192	7/13/2023	7.08	107724 COMCAST							
		7.08	STATION CABLE		119891	877210504012970 8 JUL 2023	0220.6489		OTHER CONTRACTED SERVICES	FIRE PROTECTION
117193	7/13/2023	14,028.43	100116 CONNEXUS ENERGY							
		949.82	5/18-6/19-2023 ELECTRIC		119879	759126-303107 JUNE 2023	0194.6371		ELECTRIC UTILITIES	GENERAL GOVERNMENT BUILDINGS
		71.60	5/18-6/19-2023 ELECTRIC		119879	759126-303107 JUNE 2023	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
		2,780.63	5/18-6/19-2023 ELECTRIC		119879	759126-303107 JUNE 2023	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		29.15	5/18-6/19-2023 ELECTRIC		119879	759126-303107 JUNE 2023	9240.6371	00041018	ELECTRIC UTILITIES	PARKING RAMP MAINTENANCE
		790.27	5/18-6/19-2023 ELECTRIC		119879	759126-303107 JUNE 2023	9410.6371	00041012	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		10,082.03	05/18-6/19/23 ELECTRIC		119880	759126-303101 JUNE 2023	9410.6371	00041012	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		22,153.97	ELECTRICITY WATER		119887	759126-303102 JUNE 2023	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		1,079.03	ELECTRICITY SEWER		119887	759126-303102 JUNE 2023	9601.6371		ELECTRIC UTILITIES	WATER FUND
		208.03	ELECTRICITY STORM		119887	759126-303102 JUNE 2023	9602.6371		ELECTRIC UTILITIES	SEWER FUND
		89.25	SIREN UTILITIES		119889	759126-303095 JUNE 2023	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
		3,069.68	ELECTRICITY		119889	759126-303095 JUNE 2023	0250.6371		ELECTRIC UTILITIES	CIVIL DEFENSE
		640.83	ELECTRICITY		119903	759126-303106 JUNE 2023	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
		625.70	ELECTRICITY WATER		119903	759126-303106 JUNE 2023	0311.6371		ELECTRIC UTILITIES	STREET MAINTENANCE
					119903	759126-303106 JUNE 2023	9601.6371		ELECTRIC UTILITIES	WATER FUND

Council Check Register by GL
Council Check Register and Summary

7/6/2023 -- 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1005275	7/14/2023		116846 MC TOOL AND SAFETY SALES						Continued...	
1005276	7/14/2023		100291 MET COUNCIL SAC							
		39,760.00	SAC REMITTANCE		119876	07132023	9602.2083		SAC CHARGES	SEWER FUND
		397.60-	SAC REMITTANCE-DISCOUNT		119876	07132023	9602.4356		SEWER AVAILABILITY CHARGE-ADM	SEWER FUND
		39,362.40								
1005277	7/14/2023		119638 O'REILLY AUTO PARTS							
		6.71-	VEHICLE REPAIR		119881	6193-128615	0194.6388		OTHER VEHICLE REPAIR	GENERAL GOVERNMENT BUILDINGS
		1.46-	EARLY PAY DISCOUNT		119884	6193-128609	0194.6388		OTHER VEHICLE REPAIR	GENERAL GOVERNMENT BUILDINGS
		79.58	VEHICLE REPAIR		119884	6193-128609	0194.6388		OTHER VEHICLE REPAIR	GENERAL GOVERNMENT BUILDINGS
		.56-	EARLY PAY DISCOUNT		119888	6193-128765	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		27.98	FLUID FOR TRUCKS		119888	6193-128765	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		2.76-	EARLY PAY DISCOUNT		119894	6193-128876	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		137.98	POLICE # 373		119894	6193-128876	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		1.88-	EARLY PAY DISCOUNT		119895	6193-128725	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		94.00	POLICE #373		119895	6193-128725	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.45-	EARLY PAY DISCOUNT		119896	6193-128726	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		22.72	POLICE #373		119896	6193-128726	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.34-	EARLY PAY DISCOUNT		119897	6193-129144	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		16.95	TRK. #415		119897	6193-129144	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		1.39-	EARLY PAY DISCOUNT		119898	6193-128481	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		69.34	TRK. #401		119898	6193-128481	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		4.25-	EARLY PAY DISCOUNT		119900	6193-128628	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		212.70	POLICE #373		119900	6193-128628	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		3.40	EP DISC TAKEN ON ORIG INV		119901	6193-129253	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		170.13-	RETURN		119901	6193-129253	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		474.72								
1005278	7/14/2023		111488 POPP.COM INC							
		642.75	POPP COMM-CITY MONTHLY PHONE		119892	992790859	0192.6321		TELEPHONE	DATA PROCESSING
		148.64	POPP-RAMP-PHONE		119892	992790859	9240.6321		TELEPHONE	PARKING RAMP MAINTENANCE
		79.28	POPP-YOUTHFIRST-PHONE		119892	992790859	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SERRALF FUNDED PROJECTS	
		870.67								
1005279	7/14/2023		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC							
		27.95	C/H FIRE MONITORING		119882	150-1681-6340 JULY 2023	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
		52.95	PW FIRE PANEL MONT/TEST		119883	150-1681-4280 JULY 2023	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
		52.95	FS#2 FIRE PANEL MONIT		119883	150-1681-4280	0220.6489		OTHER CONTRACTED SERVICES	FIRE PROTECTION

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

7/6/2023 -- 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1005279	7/14/2023		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						Continued...	
						JULY 2023				
		36.90	7550 SUNWOOD MONITORING		119883	150-1681-4280	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
						JULY 2023				
		36.90	PW MONITORING		119883	150-1681-4280	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
						JULY 2023				
		48.95	RAMP FIRE PANEL TEST/MONIT		119883	150-1681-4280	9240.6315		MISCELLANEOUS PROFESSIONAL SERPARKING RAMP MAINTENANCE	
						JULY 2023				
		27.95	YOUTH FIRST FIRE PANEL MONIT		119883	150-1681-4280	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SERRALF FUNDED PROJECTS	
						JULY 2023				
		28.95	PD SECURITY		119885	150-1682.6501	0211.6489		OTHER CONTRACTED SERVICES	POLICE PROTECTION
						JULY 2023				
		313.50								
98070723	7/7/2023		115568 ALERUS FINANCIAL NA							
		6,897.63			119774	07062313364714	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		6,897.63								
99070723	7/7/2023		107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)							
		970.00			119771	07062313364711	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		970.00								
99071023	7/10/2023		107885 DEPARTMENT OF LABOR AND INDUSTRY							
		3,911.96	JUNE 2023 SURCHARGE REMITTANCE		119799	07102023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		79.22	JUNE 2023 SURCHARGE RETENTION		119799	07102023	9101.4604		SURCHARGES	GENERAL FUND
		3,832.74								
99071423	7/14/2023		108768 COMDATA NETWORK INC							
		35.78	FUEL CITY STAFF CAR		119963	JUNE 2023 BLDG FUEL	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		31.92	COBORNS-TORCH RUN BOTTLED H2O		119964	JUNE 2023 DAHLBERG	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		48.00	COOPS LOCKSMITH-SQAUD RING KEY		119965	JUNE 2023 BLUML	0211.6249		MISCELLANEOUS OPERATING SUPPLY	POLICE PROTECTION
		299.28	FEDEX KINKOS OFFIC-PATROL MAPS		119965	JUNE 2023 BLUML	0211.6208		MISCELLANEOUS OFFICE SUPPLIES	POLICE PROTECTION
		115.45	GALLS-JORDAN ENGLAND DUTY BOOT		119965	JUNE 2023 BLUML	0211.6231		UNIFORMS & TURN-OUT GEAR	POLICE PROTECTION
		35.09	COBORNS-BOTTLED WATER ICE MAKE		119965	JUNE 2023 BLUML	0211.6249		MISCELLANEOUS OPERATING SUPPLY	POLICE PROTECTION
		313.40	MAMA DELUCAS PIZZERIA-SAFETY C		119965	JUNE 2023 BLUML	0237.6331		TRAVEL & LODGING	SAFETY CAMP
		23.96	COBORNS-SAFETY CAMP ICE COOLER		119965	JUNE 2023 BLUML	0237.6249		MISCELLANEOUS OPERATING SUPPLY	SAFETY CAMP
		56.62	DTF SQUAD GAS		119966	JUNE 2023 PD FUEL	0211.6223		GASOLINE	POLICE PROTECTION
		224.93	AMAZON - CODE ENF SUPPLIES		119967	JUNE 2023	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 7/6/2023 - 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99071423	7/14/2023		108768 COMDATA NETWORK INC						Continued...	
						LARSON				
		75.00	TLO TRANSUNION - ONLINE INVEST		119968	JUNE 2023	0211.6315		MISCELLANEOUS PROFESSIONAL SERPOLICE PROTECTION	
						FRANKFURTH				
		75.00	BCA - TRAINING		119968	JUNE 2023	0211.6335		TRAINING	POLICE PROTECTION
						FRANKFURTH				
		4.98	HOME DEPOT - COUPLER		119968	JUNE 2023	0211.6281		SMALL TOOLS & MINOR EQUIPMENT	POLICE PROTECTION
						FRANKFURTH				
		1,450.00	MN CHIEFS OF POLICE - TRAINING		119968	JUNE 2023	0211.6335		TRAINING	POLICE PROTECTION
						FRANKFURTH				
		80.00	SECURE-SHARE - INVESTIGATIONS		119968	JUNE 2023	0211.6315		MISCELLANEOUS PROFESSIONAL SERPOLICE PROTECTION	
						FRANKFURTH				
		25.00	AMERICAN RED CROSS - TRAINING		119968	JUNE 2023	0211.6335		TRAINING	POLICE PROTECTION
						FRANKFURTH				
		37.93	COBORNS - ICE, MISC ITEMS		119968	JUNE 2023	0237.6249		MISCELLANEOUS OPERATING SUPPLY SAFETY CAMP	
						FRANKFURTH				
		12.94	COBORNS - ICE		119968	JUNE 2023	0237.6249		MISCELLANEOUS OPERATING SUPPLY SAFETY CAMP	
						FRANKFURTH				
		1.29	ANOKA COUNTY - VEHICLE TITLE		119968	JUNE 2023	0243.6249		MISCELLANEOUS OPERATING SUPPLY IMPOUND LOT MAINTENANCE	
						FRANKFURTH				
		52.00	ANOKA COUNTY - VEHICLE TITLE		119968	JUNE 2023	0243.6249		MISCELLANEOUS OPERATING SUPPLY IMPOUND LOT MAINTENANCE	
						FRANKFURTH				
		609.62	WALMART - MISC ITEMS		119968	JUNE 2023	0237.6249		MISCELLANEOUS OPERATING SUPPLY SAFETY CAMP	
						FRANKFURTH				
		110.94	MENARDS - TOTES		119968	JUNE 2023	0237.6249		MISCELLANEOUS OPERATING SUPPLY SAFETY CAMP	
						FRANKFURTH				
		750.00	EDAM - ECON DEV COURSE WENDY		119969	JUNE 2023	9230.6335		TRAINING	ECONOMIC DEVELOPMENT AUTHORIT
						SULLIVAN				
		420.96	WAL - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				
		39.99	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				
		69.99	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				
		32.56	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				
		31.99	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				
		34.99	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY ECONOMIC DEVELOPMENT AUTHORIT	
						SULLIVAN				

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

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99071423	7/14/2023		108768 COMDATA NETWORK INC						Continued...	
		46.78	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		39.99	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		18.87	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		37.52	AMAZ - BIZ APPRECIATION DOOR P		119969	JUNE 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		5.19	ECM - ANOKA HERALD SUBSCRIPTIO		119969	JUNE 2023 SULLIVAN	9230.6451		MEMBERSHIP DUES	ECONOMIC DEVELOPMENT AUTHORIT
		386.16	GASOLINE FUEL		119970	JUNE 2023 FIRE FUEL	0220.6223		GASOLINE	FIRE PROTECTION
		94.32	MAMA D PIZZA 6/6/23 CC MEALS		119971	JUNE 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		137.39	GRUBHUB BILLY 6/13/23 CC MEALS		119971	JUNE 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		50.00	MCFOA 6/8/23 K SCHMITZ MEMBER		119971	JUNE 2023 SCHMITZ	0130.6451		MEMBERSHIP DUES	ADMINISTRATION
		50.00	MCFOA 6/8/23 K SCHMIDT MEMBER		119971	JUNE 2023 SCHMITZ	0130.6451		MEMBERSHIP DUES	ADMINISTRATION
		138.69	UBEREATS ACAPU 6/26/23 CC MEAL		119971	JUNE 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		13.86	UBEREATS ACAPU 6/26/23 CC MEAL		119971	JUNE 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		742.50	ACTIVE 911-ACTIVEALERT SUBSCRI		119972	JUNE 2023 SCHIFERLI	0220.6452		SUBSCRIPTIONS	FIRE PROTECTION
		70.98	AMAZON-AGILITY SET FIRE PREVE		119972	JUNE 2023 SCHIFERLI	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		729.66	AWPA- ANDY BLOOD		119973	JUNE 2023 BYRON	0452.6335		TRAINING	PARK & RECREATION
		473.53	MDF- FOUNTAIN PARTS		119973	JUNE 2023 BYRON	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		41.96	NON-OX. GAS		119974	JUNE 2023 STREET FUEL	0311.6223		GASOLINE	STREET MAINTENANCE
		20.00	CITY OF RAMSEY BUILDING PERMIT		119975	JUNE 2023 NELSON	9601.6249		MISCELLANEOUS OPERATING SUPPLY	WATER FUND
		7.40-	GRAYBAR SALES TAX CREDIT		119975	JUNE 2023 NELSON	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		495.00	VARIDESK-MONITOR ARMS		119976	JUNE 2023 FREDRICKSON	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		530.00	GFOA-CERT OF ACHIEVMNT 22		119977	JUNE 2023 LUND	0153.6302		AUDITING & ACCOUNTING SERVICES	FINANCE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 7/6/2023 -- 7/19/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99498112	7/7/2023		100223 ICMA RETIREMENT TRUST 457						Continued...	
99542165	7/7/2023		101306 IRS							
		18,078.07			119770	07062313364710	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		29,071.26			119781	0706231336478	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		18,078.07			119782	0706231336479	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		<u>65,227.40</u>								
99707775	7/7/2023		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		28,405.85			119778	0706231336475	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		37,971.13			119779	0706231336476	9101.2183		PERA-EMPLOYER	GENERAL FUND
		<u>66,376.98</u>								
99753760	7/7/2023		100601 MN DEPT OF REV WH							
		14,179.97			119780	0706231336477	9101.2172		STATE WITHHOLDING	GENERAL FUND
		<u>14,179.97</u>								
99830273	7/7/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		13,163.74			119772	07062313364712	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		<u>13,163.74</u>								
99833288	7/7/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		4,136.53			119773	07062313364713	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		<u>4,136.53</u>								
		<u>433,387.05</u>	Grand Total							

<u>Payment Instrument Totals</u>	
Checks	201,103.97
EFT Payments	190,279.26
A/P ACH Payment	<u>42,003.82</u>
Total Payments	433,387.05

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3659
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument Check Payment
 Pay Through Date 7/26/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
119144	ADVANCED ENGINEERING AND ENV SERV (AE2S)		PV	119986	001	00999	7/11/2023	88528	14,012.46		119144	ADVANCED ENGINEERIN AND ENV SERV (AE2S)
	ADVANCED ENGINEERING AND ENV SERV 4050 GARDEN VIEW DRIVE STE 200 GRAND FORKS ND 58201			Summary Total					14,012.46			
				Payment Amount					14,012.46			
119096	ADVANCED GRAPHIX, INC		PV	119934	001	00999	6/30/2023	211916	3,703.50		119096	ADVANCED GRAPHIX, INC
	ADVANCED GRAPHIX, INC 3600 LABORE ROAD SUITE 3 VADNAIS HEIGHTS MN 55110			Summary Total					3,703.50			
				Payment Amount					3,703.50			
102953	AMERIGAS OF ANOKA		PV	119859	001	00999	6/30/2023	805722567	51.97		102953	AMERIGAS OF ANOKA
	AMERIGAS OF ANOKA P O BOX 660288 DALLAS TX 75266-0288			Summary Total					51.97			
				Payment Amount					51.97			
100052	ANOKA POLICE DEPARTMENT		PV	119933	001	00999	7/11/2023	06 2023	300.00		100052	ANOKA POLICE DEPARTMENT
	ANOKA POLICE DEPARTMENT 275 HARRISON STREET ANOKA MN 55303			Summary Total					300.00			
				Payment Amount					300.00			

Payment Group Control Number 3659
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Payee Number Name / Mailing Address	Stub Message	Document Ty Number ltm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
100063 ASPEN MILLS		PV 119818 001 00999	6/27/2023	315936	32.85		100063 ASPEN MILLS
ASPEN MILLS		Summary Total			32.85		
8201 C CENTRAL AVE NE		PV 119820 001 00999	7/6/2023	316209	18.00		
SPRING LAKE PARK MN 55432		Summary Total			18.00		
		PV 119935 001 00999	7/11/2023	316360	79.99		
		Summary Total			79.99		
		PV 119936 001 00999	7/11/2023	316359	241.93		
		Summary Total			241.93		
		Payment Amount			372.77		
117516 BEST OUTDOOR SERVICES		PV 119845 001 00999	6/28/2023	3708	810.86		117516 BEST OUTDOOR SERVICES
BEST OUTDOOR SERVICES		Summary Total			810.86		
3098 162ND LANE NW		PV 119846 001 00999	6/28/2023	3709	3,234.21		
ANDOVER MN 55304		Summary Total			3,234.21		
		Payment Amount			4,045.07		
112595 BMI		PV 119992 001 00999	7/2/2023	48699082	446.70		112595 BMI
BMI		Summary Total			446.70		
P O BOX 630893							
CINCINNATI OH 45263-0893		Payment Amount			446.70		
110483 CITY OF ST PAUL		PV 119851 001 00999	6/23/2023	IN54345	1,959.98		110483 CITY OF ST PAUL
CITY OF ST PAUL		Summary Total			1,959.98		
OFFICE OF FINANCIAL SERVICES							

CITY OF RAMSEY
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	15 W KELLOGG BLVD SUITE 700 ST PAUL MN 55102								1,959.98			
114117	CRAWFORD'S EQUIPMENT INC		PV	119928	001	00999	7/12/2023	01-80349	173.86		114117	CRAWFORD'S EQUIPME INC
	CRAWFORD'S EQUIPMENT INC 4898 HIGHWAY 95 NW CAMBRIDGE MN 55008								173.86			
									307.00			
									307.00			
			PV	119951	001	00999	7/13/2023	01-80388	130.65			
									130.65			
									611.51			
100127	CROW RIVER FARM EQUIPMENT COMPANY		PV	119953	001	00999	7/11/2023	207085	33.56		100127	CROW RIVER FARM EQUIPMENT COMPANY
	CROW RIVER FARM EQUIPMENT COMPANY 17685 - 53RD STREET NE ROGERS MN 55374								33.56			
			PV	119954	001	00999	7/12/2023	207109	105.90			
									105.90			
									139.46			
106624	EHLERS AND ASSOCIATES, INC	Inv# 94639	PV	119990	001	00999	7/10/2023	94639	525.00		106624	EHLERS AND ASSOCIATES, INC
	EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105								525.00			
									525.00			
									525.00			

CITY OF RAMSEY
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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
119694	ELK RIVER PRINTING		PV	119931	001	00999	6/30/2023	161105	245.68		119694	ELK RIVER PRINTING
	ELK RIVER PRINTING								245.68			
	596 DODGE AVE NW											
	ELK RIVER MN 55330											
									245.68			
									245.68			
112596	ENVIRONMENTAL PRODUCTS AND ACCESS		PV	119983	001	00999	7/13/2023	265614	110.15		112596	ENVIRONMENTAL PRODUCTS AND ACCES
	ENVIRONMENTAL PRODUCTS AND ACCESS								110.15			
	2730 KANASITA DR											
	HIXSON TN 37343											
									110.15			
									110.15			
110760	FIRE SAFETY USA, INC		PV	119938	001	00999	7/1/2023	169585	584.70		110760	FIRE SAFETY USA, INC
	FIRE SAFETY USA, INC								584.70			
	3253 19TH STREET NW		PV	119939	001	00999	7/1/2023	170296	18,275.00			
	ROCHESTER MN 55901								18,275.00			
									164.85			
									164.85			
			PV	119955	001	00999	3/21/2023	170381	314.90			
									314.90			
			PV	119956	001	00999	4/25/2023	171849	3,635.00			
									3,635.00			
									3,635.00			
									22,974.45			

Payment Group Control Number 3659
 Bank Account 999.1010 CASH IN BANK 00002224
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 Originator JMORRISON
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Payee Number	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
114748	FLAGSHIP RECREATION	PV 119925 001 00999	6/30/2023	F21375	168.00		114748	FLAGSHIP RECREATION
	FLAGSHIP RECREATION 11123 UPPER 33 RD STREET NORTH LAKE ELMO MN 55042			Summary Total	168.00			
				Payment Amount	168.00			
109910	GREAT NORTHERN LANDSCAPE INC	PV 119926 001 00999	6/29/2023	15292	4,900.00		109910	GREAT NORTHERN LANDSCAPE INC
	GREAT NORTHERN LANDSCAPE INC 19720 IGUANA STREET NW ELK RIVER MN 55330			Summary Total	4,900.00			
				Payment Amount	4,900.00			
117332	HEARTLAND TIRE INC	PV 119794 001 00999	6/30/2023	9034479	179.32		117332	HEARTLAND TIRE INC
	HEARTLAND TIRE INC 7151 RIVERDALE DRIVE NW RAMSEY MN 55303			Summary Total	179.32			
				Payment Amount	179.32			
116408	INTEGRATED FIRE AND SECURITY INC	PV 119839 001 00999	7/5/2023	92398	280.00		116408	INTEGRATED FIRE AND SECURITY INC
	INTEGRATED FIRE AND SECURITY INC 7180 NORTHLAND CIRCLE N SUITE 138 BROOKLYN PARK MN 55428			Summary Total	280.00			
				Payment Amount	280.00			
118015	INTERSTATE TESTING LLC	PV 119785 001 00999	6/23/2023	16332	1,400.00		118015	INTERSTATE TESTING

Payment Group Control Number 3659
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
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 Pay Through Date 7/26/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
									LLC
	INTERSTATE TESTING LLC P O BOX 55 ANOKA MN 55303				Summary Total	1,400.00			
					Payment Amount	1,400.00			
100256	LANO EQUIPMENT INC LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303		PV 119852 001 00999	6/29/2023	02-1005429	48.94		100256	LANO EQUIPMENT INC
					Summary Total	48.94			
			PV 119952 001 00999	7/10/2023	02-1007324	340.03			
					Summary Total	340.03			
					Payment Amount	388.97			
100268	LRRWMO CITY OF ANOKA LRRWMO CITY OF ANOKA 2015 - 1ST AVENUE NORTH ANOKA MN 55303		PV 119993 001 00999	7/5/2023	547	1,403.00		100268	LRRWMO CITY OF ANOKA
					Summary Total	1,403.00			
					Payment Amount	1,403.00			
100270	MACQUEEN EQUIPMENT INC MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106		PV 119996 001 00999	7/13/2023	P51347	48.00		100270	MACQUEEN EQUIPMENT INC
					Summary Total	48.00			
					Payment Amount	48.00			

Payment Group Control Number 3659
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument Check Payment
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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100330	MN FIRE SRV CERTIFICATION BRD		PV 119821 001 00999	6/22/2023	11344	378.00		100330	MN FIRE SRV CERTIFICATION BRD
	MN FIRE SRV CERTIFICATION BRD 2704 MOUNDS VIEW BLVD		Summary Total			378.00			
	MOUNDS VIEW MN 55112		PV 119822 001 00999	6/19/2023	11563	378.00			
			Summary Total			378.00			
			PV 119823 001 00999	6/30/2023	11638	1,974.00			
			Summary Total			1,974.00			
			PV 119937 001 00999	6/30/2023	11654	178.50			
			Summary Total			178.50			
			Payment Amount			2,908.50			
100360	NORTH STAR TOWING INC		PV 119929 001 00999	6/15/2023	90810	107.00		100360	NORTH STAR TOWING INC
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303		Summary Total			107.00			
			Payment Amount			107.00			
112959	PREMIUM WATERS INC		PV 119984 001 00999	6/30/2023	621332-06-23	21.42		112959	PREMIUM WATERS INC
	PREMIUM WATERS INC P O BOX 9128		Summary Total			21.42			
	MINNEAPOLIS MN 55480-9128		PV 119985 001 00999	6/30/2023	621331-06-23	95.90			
			Summary Total			95.90			
			Payment Amount			117.32			
118921	SHRED RIGHT		PV 119932 001 00999	6/22/2023	0002287	17.73		118921	SHRED RIGHT

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3659
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument Check Payment
 Pay Through Date 7/26/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
	SHRED RIGHT 6301 W OLD SHAKOPEE ROAD SUITE A BLOOMINGTON MN 55438			Summary Total					17.73			
				Payment Amount					17.73			
108522	TOTAL CONTROL SYSTEMS, INC TOTAL CONTROL SYSTEMS, INC P O BOX 40 STANCHFIELD MN 55080		PV	119805	001	00999	6/30/2023	10782	420.00		108522	TOTAL CONTROL SYSTEMS, INC
				Summary Total					420.00			
				Payment Amount					420.00			
108239	ULINE ULINE P O BOX 88741 CHICAGO IL 60680-1741		PV	119793	001	00999	6/20/2023	165066047	264.91		108239	ULINE
				Summary Total					264.91			
				Payment Amount					264.91			
Total Amount to be Processed									64,538.77			
Total Number of Payments to be Processed											31	

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3660
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument T A/P ACH Payment
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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number ltrn Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
107867	ABM EQUIPMENT LLC		PV 119804 001 00999	6/29/2023	0174880-IN	811.97		107867	ABM EQUIPMENT LLC
	ABM EQUIPMENT LLC				Summary Total	811.97			
	333 2ND STREET NE		PV 119995 001 00999	7/10/2023	0174947-IN	601.46			
	HOPKINS MN 55343				Summary Total	601.46			
					Payment Amount	1,413.43			
100011	ACE SALES		PV 119870 001 00999	7/10/2023	3049	3,122.00		100011	ACE SALES
	ACE SALES				Summary Total	3,122.00			
	17555 UNICORN STREET NW				Payment Amount	3,122.00			
	RAMSEY MN 55303								
117343	AMAZON CAPITAL SERVICES INC		PV 119834 001 00999	7/10/2023	1PND-1NK3-1R9W	38.85		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC				Summary Total	38.85			
	PO BOX 035184		PV 119836 001 00999	7/10/2023	1PNX-D6TR-36RD	59.52			
	SEATTLE WA 98124-5184				Summary Total	59.52			
			PD 119842 001 00999	7/26/2023	1JMW-43XJ-33HY	8.65-			
					Summary Total	8.65-			
			PV 119865 001 00999	7/10/2023	1JMW-43XJ-37GX	219.98			
					Summary Total	219.98			
					Payment Amount	309.70			
109256	AMERICAN ENGINEERING TESTING INC		PV 119811 001 00999	6/28/2023	INV-135356	877.25		109256	AMERICAN ENGINEERING TESTING INC
	AMERICAN ENGINEERING TESTING INC				Summary Total	877.25			

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Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
PO BOX 860678 MINNEAPOLIS MN 55486		PV 119812 001 00999	6/28/2023	INV-135177	1,314.75		
		Summary Total			1,314.75		
		PV 119813 001 00999	6/28/2023	INV-135236	3,513.75		
		Summary Total			3,513.75		
		Payment Amount			5,705.75		
100031 ANOKA COUNTY ANOKA COUNTY 2100 - 3RD AVENUE ANOKA MN 55303	Assess Contract	PV 119991 001 00999	7/13/2023	07132023	126,096.00		100031 ANOKA COUNTY
		Summary Total			126,096.00		
		Payment Amount			126,096.00		
100043 ANOKA COUNTY PROPERTY RECORDS TAXATION ANOKA COUNTY PROPERTY RECORDS TAXATION 2100 - 3RD AVENUE ANOKA MN 55303	Anoka County Recording	PV 119911 001 00999	6/30/2023	23-19731/23-20871	138.00		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION
		Summary Total			138.00		
		Payment Amount			138.00		
107587 ANOKA COUNTY TREASURY DEPARTMENT ANOKA COUNTY TREASURY DEPARTMENT 2100 3RD AVE STE 300 ANOKA MN 55303-5029		PV 119930 001 00999	7/5/2023	AR021112/AR021113	5,668.78		107587 ANOKA COUNTY TREASURY DEPARTMEN
		Summary Total			5,668.78		
		Payment Amount			5,668.78		

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name	
106346	BAUER BUILT INCORPORATED		PV	119946	001	00999	7/11/2023	940100402	1,258.30		106346	BAUER BUILT INCORPORATED	
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR NE BLAINE MN 55449			Summary Total					1,258.30				
				Payment Amount					1,258.30				
100647	BOLTON AND MENK INC		PV	119789	001	00999	6/21/2023	0314493	17,282.50		100647	BOLTON AND MENK INC	
	BOLTON AND MENK INC 1960 PREMIER DRIVE MANKATO MN 56001-5900			Summary Total					17,282.50				
			PV	119800	001	00999	6/21/2023	0314497	3,005.00				
				Summary Total					3,005.00				
			PV	119814	001	00999	6/21/2023	0314495	362.00				
				Summary Total					362.00				
			PV	119815	001	00999	6/21/2023	0314492	3,848.00				
				Summary Total					3,848.00				
			PV	119816	001	00999	6/21/2023	0314494	4,464.00				
				Summary Total					4,464.00				
			PV	119994	001	00999	6/21/2023	0314496	42,784.50				
				Summary Total					42,784.50				
				Payment Amount					71,746.00				
103975	BROZAK, LUANN	LBrozak 07/10/22 July/Aug RR	PV	119844	001	00999	7/10/2023	2050	7,986.00		103975	BROZAK, LUANN	
	LUANN BROZAK 23900 CTY RD 4 #21 NISSWA MN 56468			Summary Total					7,986.00				

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Name	
Payment Amount									7,986.00				
114549	CHETS SHOES INC		PV	119798	001	00999	6/30/2023	54005	150.00		114549	CHETS SHOES INC	
	CHETS SHOES INC		Summary Total							150.00			
	8870 RENDOVA STREET NE												
	CIRCLE PINES MN 55014												
Payment Amount									150.00				
119607	CHRISTIAN PATE DBA		PV	119849	001	00999	7/7/2023	491	2,980.00		119607	CHRISTIAN PATE DBA	
	GREEN TECH SANITATION												
	GREEN TECH SANITATION		Summary Total							2,980.00			
	1820 OLD HIGHWAY 8												
	ST PAUL MN 55112												
Payment Amount									2,980.00				
116197	CINTAS CORPORATION		PV	119819	001	00999	6/29/2023	4160058673	60.14		116197	CINTAS CORPORATION	
	CINTAS CORPORATION		Summary Total							60.14			
	CINTAS LOC #4K		PV	119824	001	00999	7/7/2023	4160664494	45.50				
	P O BOX 650838		Summary Total							45.50			
	DALLAS TX 75265-0838		PV	119864	001	00999	7/7/2023	4160842765	95.06				
			Summary Total							95.06			
			PV	119909	001	00999	6/29/2023	4160059450	44.81				
			Summary Total							44.81			
			PV	119998	001	00999	7/13/2023	4161457451	44.81				
			Summary Total							44.81			

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name	
Payment Amount									290.32				
100144	DEHN OIL COMPANY		PV	119855	001	00999	6/28/2023	101280	2,948.00		100144	DEHN OIL COMPANY	
	DEHN OIL COMPANY			Summary Total					2,948.00				
	6735 141ST AVENUE NW		PV	119857	001	00999	6/27/2023	101281	2,962.90				
	RAMSEY MN 55303			Summary Total					2,962.90				
			PV	119858	001	00999	7/5/2023	100851	2,898.80				
				Summary Total					2,898.80				
			PV	119861	001	00999	6/29/2023	25212765	395.00				
				Summary Total					395.00				
			PV	120000	001	00999	7/13/2023	101367	3,340.75				
				Summary Total					3,340.75				
			Payment Amount							12,545.45			
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	Inv 06 2023	PV	119783	001	00999	6/30/2023	06 2023	6,264.81		116175	ECKBERG LAMMERS ATTORNEYS AT LAW	
	ECKBERG LAMMERS ATTORNEYS AT LAW			Summary Total					6,264.81				
	1809 NORTHWESTERN AVENUE		Payment Amount							6,264.81			
	STILLWATER MN 55082												
100158	ECM PUBLISHERS INC	ECM	PV	119866	001	00999	6/30/2023	954377	102.12		100158	ECM PUBLISHERS INC	
	ECM PUBLISHERS INC			Summary Total					102.12				
	4095 COON RAPIDS BLVD	ECM	PV	119867	001	00999	6/30/2023	954378	96.75				
	COON RAPIDS MN 55433			Summary Total					96.75				
		ECM	PV	119868	001	00999	6/30/2023	954376	102.12				

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
									102.12			
		ECM	PV	119869	001	00999	6/30/2023	954375	91.37			
									91.37			
			PV	119912	001	00999	7/7/2023	955524	236.50			
									236.50			
			PV	119913	001	00999	7/7/2023	955523	258.00			
									258.00			
									886.86			
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	119795	001	00999	7/5/2023	DL04272327J	28.42		108737	EMERGENCY AUTOMOT TECHNOLOGY INC
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128								28.42			
			PV	119944	001	00999	7/11/2023	DL04272325M	1,545.18			
									1,545.18			
			PV	119945	001	00999	7/11/2023	DL04272324M	1,545.18			
									1,545.18			
									3,118.78			
100904	ESS BROTHERS AND SONS INC		PV	119910	001	00999	6/26/2023	DD4240	1,441.00		100904	ESS BROTHERS AND SONS INC
	ESS BROTHERS AND SONS INC 9350 CTY ROAD 19 LORETTO MN 55357								1,441.00			
									1,441.00			
									1,441.00			
107099	FASTENAL		PV	119949	001	00999	7/11/2023	MNTC8209886	1.74		107099	FASTENAL

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987								Summary Total	1.74		
									Payment Amount	1.74		
100143	FERGUSON WATERWORKS # 2518		PV	119806	001	00999	6/30/2023	0514820	671.08		100143	FERGUSON WATERWOF # 2518
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817								Summary Total	671.08		
			PV	119927	001	00999	7/11/2023	0515221	547.60			
									Summary Total	547.60		
									Payment Amount	1,218.68		
100200	GOPHER STATE ONE CALL INC		PV	119809	001	00999	6/30/2023	3060695	476.55		100200	GOPHER STATE ONE CALL INC
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317								Summary Total	476.55		
									Payment Amount	476.55		
112564	GROUP HEALTH INC WORKSITE		PV	119832	001	00999	6/21/2023	W853593	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	119810	001	00999	7/7/2023	6518293	10,830.15		100211	HAWKINS INC

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Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263			Summary Total					10,830.15			
				Payment Amount					10,830.15			
112160	HOLIDAY COMPANIES HOLIDAY COMPANIES 4567 AMERICAN BLVD W BLOOMINGTON MN 55437		PV	119792	001	00999	7/1/2023	046801072300	267.75		112160	HOLIDAY COMPANIES
				Summary Total					267.75			
				Payment Amount					267.75			
119037	HOLSTAD & KNAAK, PLC June Legal HOLSTAD & KNAAK, / NORTH STAR LAW GROUP SUITE 550 413 WACOUTA STREET ST PAUL MN 55101		PV	119802	001	00999	6/30/2023	06302023	4,050.00		119037	HOLSTAD & KNAAK, PLC
				Summary Total					4,050.00			
				Payment Amount					4,050.00			
118946	HOTSY MINNESOTA HOTSY MINNESOTA 2951 100TH COURT NE SUITE 100 BLAINE MN 55449		PV	119950	001	00999	7/13/2023	17664	799.44		118946	HOTSY MINNESOTA
				Summary Total					799.44			
				Payment Amount					799.44			
104027	INK WIZARDS INC INK WIZARDS INC		PV	119825	001	00999	7/10/2023	8956	50.00		104027	INK WIZARDS INC
				Summary Total					50.00			

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Name
	9958 HIGHWAY 10 NW ELK RIVER MN 55330								50.00			
									50.00			
100258	LEAGUE OF MINNESOTA CITIES		PV	119829	001	00999	6/26/2023	383787	50.00		100258	LEAGUE OF MINNESOTA CITIES
	LEAGUE OF MN CITIES FINANCE DEPT								50.00			
									50.00			
	145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044								50.00			
									50.00			
									150.00			
106616	MARTIN MCALLISTER, INC		PV	119828	001	00999	6/30/2023	15464	625.00		106616	MARTIN MCALLISTER, INC
	MARTIN MCALLISTER, INC 7650 EDINBOROUGH WAY #550 EDINA MN 55435								625.00			
									625.00			
100283	MENARDS COON RAPIDS		PV	119848	001	00999	6/28/2023	97558	61.88		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55448								61.88			
									61.88			
									61.88			

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100313	MN RECREATION AND PARK ASSN		PV	119827	001	00999	6/23/2023	10761	125.00		100313	MN RECREATION AND PARK ASSN	
	MN RECREATION AND PARK ASSN 200 CHARLES STREET NE FRIDLEY MN 55432			Summary Total					125.00				
				Payment Amount					125.00				
100341	MTI DISTRIBUTING INC		PV	119850	001	00999	6/30/2023	1393649-01	95.32		100341	MTI DISTRIBUTING INC	
	MTI DISTRIBUTING INC SDS 12-1900			Summary Total					95.32				
	P O BOX 86 MINNEAPOLIS MN 55486-1900		PV	119906	001	00999	6/28/2023	1393649-00	92.97				
				Summary Total					92.97				
			PV	119997	001	00999	7/13/2023	1395825-00	440.74				
				Summary Total					440.74				
				Payment Amount					629.03				
101234	NORTH VALLEY, INC	23-07 PAYAPP 1 '23 PAVMT OVRLA	PV	119921	001	09435	7/14/2023	07142023	448,472.86		101234	NORTH VALLEY, INC	
	NORTH VALLEY, INC	23-07 PAYAPP 1 '23 PAVMT OVRLA	PV	119921	002	09435	7/14/2023	07142023	605.88				
	20015 IGUANA STREET NW #100	23-07 PAYAPP 1 '23 PAVMT OVRLA	PV	119921	003	09435	7/14/2023	07142023	72,931.84				
	NOWTHEN MN 55330			Summary Total					522,010.58				
				Payment Amount					522,010.58				
117130	NORTHERN LINES CONTRACTING INC	23-01 PAYAPP 2 161ST AVE RECON	PV	119920	001	09402	7/14/2023	07142023	69,741.33		117130	NORTHERN LINES CONTRACTING INC	

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	NORTHERN LINES CONTRACTING INC 11039 LAMONT AVE NE HANOVER MN 55341	23-01 PAYAPP 2 161ST AVE RECON 23-01 PAYAPP 2 161ST AVE RECON 23-01 PAYAPP 2 161ST AVE RECON 23-01 PAYAPP 2 161ST AVE RECON	PV	119920	002	09402	7/14/2023	07142023	24,422.13			
			PV	119920	003	09402	7/14/2023	07142023	23,752.38			
			PV	119920	004	09402	7/14/2023	07142023	104,839.25			
			PV	119920	005	09402	7/14/2023	07142023	2,999.63			
			Summary Total						225,754.72			
			Payment Amount						225,754.72			
100363	NORTHERN SANITARY SUPPLY CO NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433		PV	119784	001	00999	6/28/2023	207097	382.09		100363	NORTHERN SANITARY SUPPLY CO
			Summary Total						382.09			
			PV	119838	001	00999	7/10/2023	207154	450.23			
			Summary Total						450.23			
			PV	119989	001	00999	7/14/2023	207197	473.85			
			Summary Total						473.85			
			Payment Amount						1,306.17			
115071	NORTHLAND OCCUPATIONAL HEALTH NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303		PV	119841	001	00999	7/5/2023	18919	50.00		115071	NORTHLAND OCCUPATIONAL HEALTH
			Summary Total						50.00			
			PV	119843	001	00999	6/28/2023	18893	430.00			
			Summary Total						430.00			
			PV	119987	001	00999	7/14/2023	18963	50.00			
			Summary Total						50.00			

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									530.00			
110547	NORTHWEST LIGHTING SYSTEMS CO.		PV	119837	001	00999	7/7/2023	129710	231.00		110547	NORTHWEST LIGHTING SYSTEMS CO.
	NORTHWEST LIGHTING SYSTEMS CO. 736 CRAIG AVENUE TRACY MN 56175								Summary Total 231.00			
			PV	119840	001	00999	7/10/2023	129721	252.00			
									Summary Total 252.00			
									Payment Amount 483.00			
110480	OPUS 21 MANAGEMENT SOLUTIONS	Iv# 230659	PV	119874	001	00999	7/10/2023	230659	346.06		110480	OPUS 21 MANAGEMENT SOLUTIONS
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125								Summary Total 346.06			
									Payment Amount 346.06			
113444	PRECISE		PV	119907	001	00999	6/29/2023	200-1043301	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	Prop Mgmt Lease Fee 6745	PV	119796	001	00999	5/9/2023	8815	138.47		107978	PREMIER COMMERCIAL PROPERTIES INC
	PREMIER COMMERCIAL PROPERTIES INC 299 COON RAPIDS BLVD NW	Prop Mgmt Lease Fee							Summary Total 138.47			
			PV	119797	001	00999	6/27/2023	8913	8,711.68			

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#200		6745										
	COON RAPIDS MN 55433								Summary Total	8,711.68		
									Payment Amount	8,850.15		
110330	RESHETAR SYSTEM INC	23-17 PAYAPP 1 COR TREE REMOVA	PV	119982	001	09214	7/19/2023	07192023	54,949.42		110330	RESHETAR SYSTEM INC
	RESHETAR SYSTEM INC								Summary Total	54,949.42		
	730 BUNKER LAKE BLVD NW ANOKA MN 55303								Payment Amount	54,949.42		
116092	ROADKILL ANIMAL CONTROL		PV	119863	001	00999	6/30/2023	06302023	206.00		116092	ROADKILL ANIMAL CONTROL
	ROADKILL ANIMAL CONTROL								Summary Total	206.00		
	520 HAROLD DRIVE BURNSVILLE MN 55337								Payment Amount	206.00		
115381	RUMRIVER ART CENTER		PV	119914	001	00999	6/24/2023	1222783	1,112.75		115381	RUMRIVER ART CENTEF
	RUMRIVER ART CENTER								Summary Total	1,112.75		
	2665 4TH AVENUE SUITE 102		PV	119924	001	00999	6/15/2023	1221012	154.00			
	ANOKA MN 55303								Summary Total	154.00		
									Payment Amount	1,266.75		
100431	SAFETY KLEEN		PV	119860	001	00999	7/7/2023	CN17012729	110.97		100431	SAFETY KLEEN

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 Payment Instrument T A/P ACH Payment
 Pay Through Date 7/26/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Name	
CORPORATION													
SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201			Summary Total							110.97		CORPORATION	
			Payment Amount							110.97			
120194	SENTRY BANK	23-14 PAYAPP 1 '23 MILL/OVRLAY	PV	119922	001	09101	7/14/2023	07142023	290,051.04		120194	SENTRY BANK	
SENTRY BANK 400 4TH AVE NE PO BOX 159 ST JOSEPH MN 56374			Summary Total							290,051.04			
			Payment Amount							290,051.04			
119121	SLOTH INSPECTIONS INC		PV	119871	001	00999	5/31/2023	05312023	5,266.50		119121	SLOTH INSPECTIONS INC	
SLOTH INSPECTIONS INC 2089 175TH LANE NW ANDOVER MN 55304			Summary Total							5,266.50			
			PV	119872	001	00999	4/30/2023	04302023	5,458.09				
			Summary Total							5,458.09			
			PV	119873	001	00999	6/30/2023	06302023	11,578.83				
			Summary Total							11,578.83			
			Payment Amount							22,303.42			
110313	SUMMIT FIRE PROTECTION		PV	119786	001	00999	6/29/2023	130080463	840.00		110313	SUMMIT FIRE PROTECTION	
SUMMIT FIRE PROTECTION P O BOX 6205			Summary Total							840.00			
			PV	119787	001	00999	6/30/2023	130080965	875.00				

Payment Group Control Number 3660
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument T A/P ACH Payment
 Pay Through Date 7/26/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	CAROL STREAM IL 60197-6205					875.00			
					Summary Total	875.00			
			PV 119788 001 00999	6/30/2023	130081018	475.00			
					Summary Total	475.00			
			PV 119790 001 00999	6/30/2023	130081021	735.00			
					Summary Total	735.00			
			PV 119791 001 00999	6/30/2023	130081175	425.00			
					Summary Total	425.00			
			PV 119835 001 00999	6/30/2023	130081174	625.00			
					Summary Total	625.00			
			PV 119941 001 00999	6/30/2023	130081019	425.00			
					Summary Total	425.00			
			PV 119942 001 00999	6/30/2023	130081020	425.00			
					Summary Total	425.00			
					Payment Amount	4,825.00			
100485	TIMESAVER OFF SITE SECRETARIAL INC		PV 119803 001 00999	7/3/2023	M28360	934.75		100485	TIMESAVER OFF SITE SECRETARIAL INC
	TIMESAVER OFF SITE SECRETARIAL INC 21021 KAROLINE COURT N				Summary Total	934.75			
			PV 119988 001 00999	7/14/2023	M28397	438.75			
	FOREST LAKE MN 55025				Summary Total	438.75			
					Payment Amount	1,373.50			
106351	WATER LABORATORIES, INC		PV 119808 001 00999	7/4/2023	9585	690.00		106351	WATER LABORATORIES, INC
	WATER LABORATORIES, INC 333 EAST MAIN STREET				Summary Total	690.00			

Payment Group Control Number 3660
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JMORRISON
 Payment Instrument T A/P ACH Payment
 Pay Through Date 7/26/2023

Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
PO BOX 388 ELK RIVER MN 55330					690.00		
				Payment Amount			
120236 WRAP 1 SIGNS & GRAPHICS		PV 119943 001 00999	7/11/2023	07112023	328.00		120236 WRAP 1 SIGNS & GRAPHICS
WRAP 1 SIGNS & GRAPHICS 21201 RAVEN ST NW OAK GROVE MN 55011				Summary Total	328.00		
				Payment Amount	328.00		
				Total Amount to be Processed	1,503,737.93		
				Total Number of Payments to be Processed	54		

CHECKS - 64,538.77
 ACH - 1,503,737.93
1,568,276.70

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Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-171

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JULY 6, 2023 THROUGH JULY 19, 2023

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of July 6, 2023 through July 19, 2023 in the amount of \$2,228,885.36 and

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

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

- 1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period July 6, 2023 through July 19, 2023, in the amount of \$2,228,885.36.

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 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Adopt Resolution #23-160 Approving the Development Agreement for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5

Purpose/Background:

On July 11, 2023, the City Council approved the Final Plat and Site Plan for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5, which is being spearheaded by PSD, LLC (the "Applicant"). The project is located south of Bunker Lake Boulevard and east of Puma Street (the "Subject Property"). The Engineer's Estimate, needed to finalize the Development Agreement, was not available for that meeting and therefore, the Development Agreement was not included in that approval. City Staff has received the Engineer's Estimate and has finalized the Development Agreement (attached to the case), which is now ready for City Council approval.

Funding Source:

The Applicant is responsible for all costs associated with this request.

Recommendation:

Staff recommends approval of the Development Agreement.

Action:

Motion to adopt Resolution #23-160 approving the Development Agreement for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5.

Attachments

Site Location Map

Final Plat

Site Plan

Development Agreement

Resolution #23-160: Development Agreement

Form Review**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 07/20/2023

Reviewed By

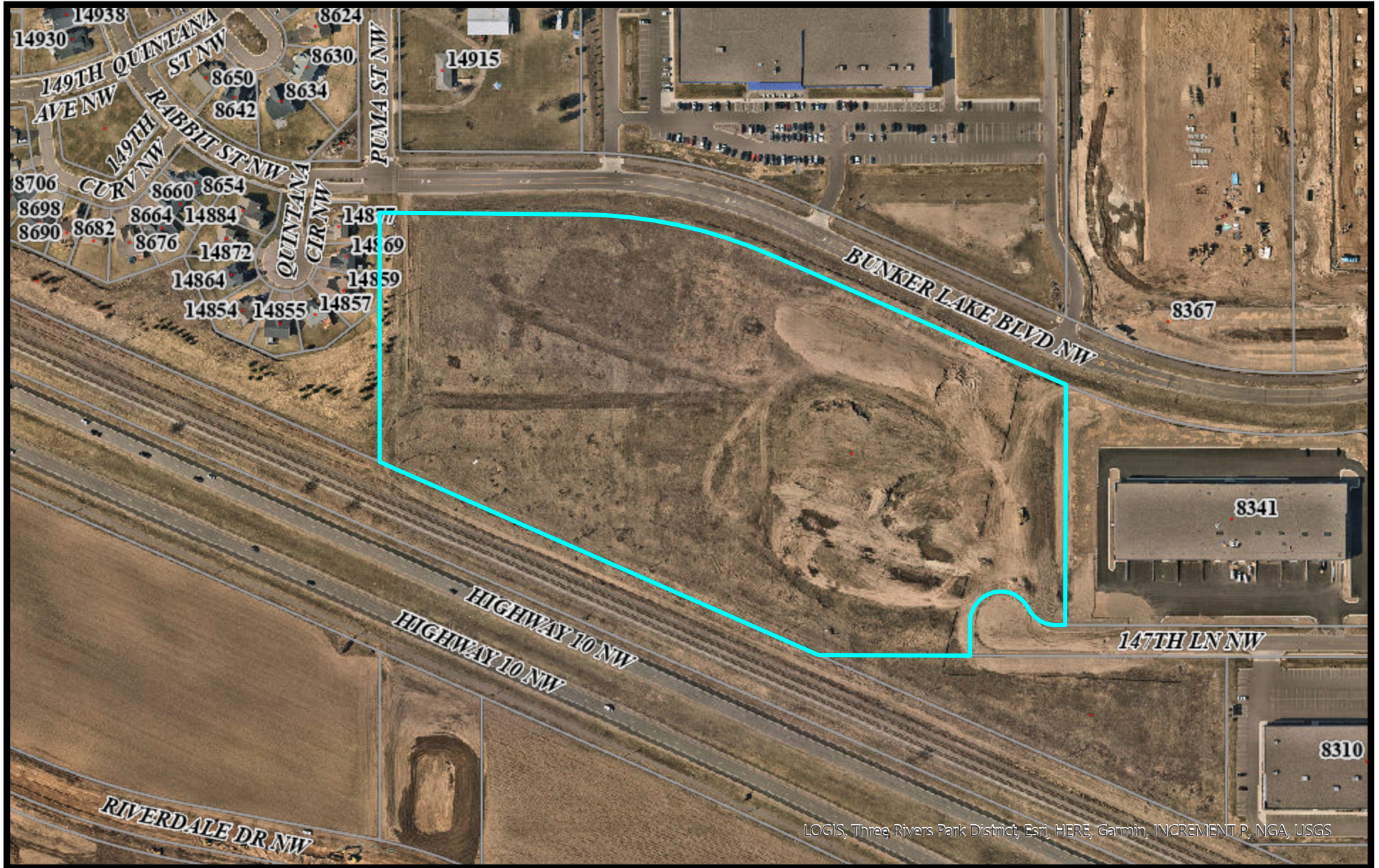
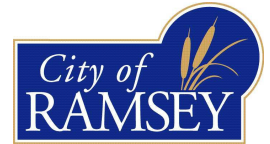
Brian Hagen

Date

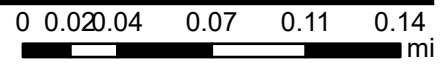
07/20/2023 01:39 PM

Started On: 07/14/2023 08:54 AM

Site Location Map: BLIP IV (Plat) and Site Plan (BLIP V Building)

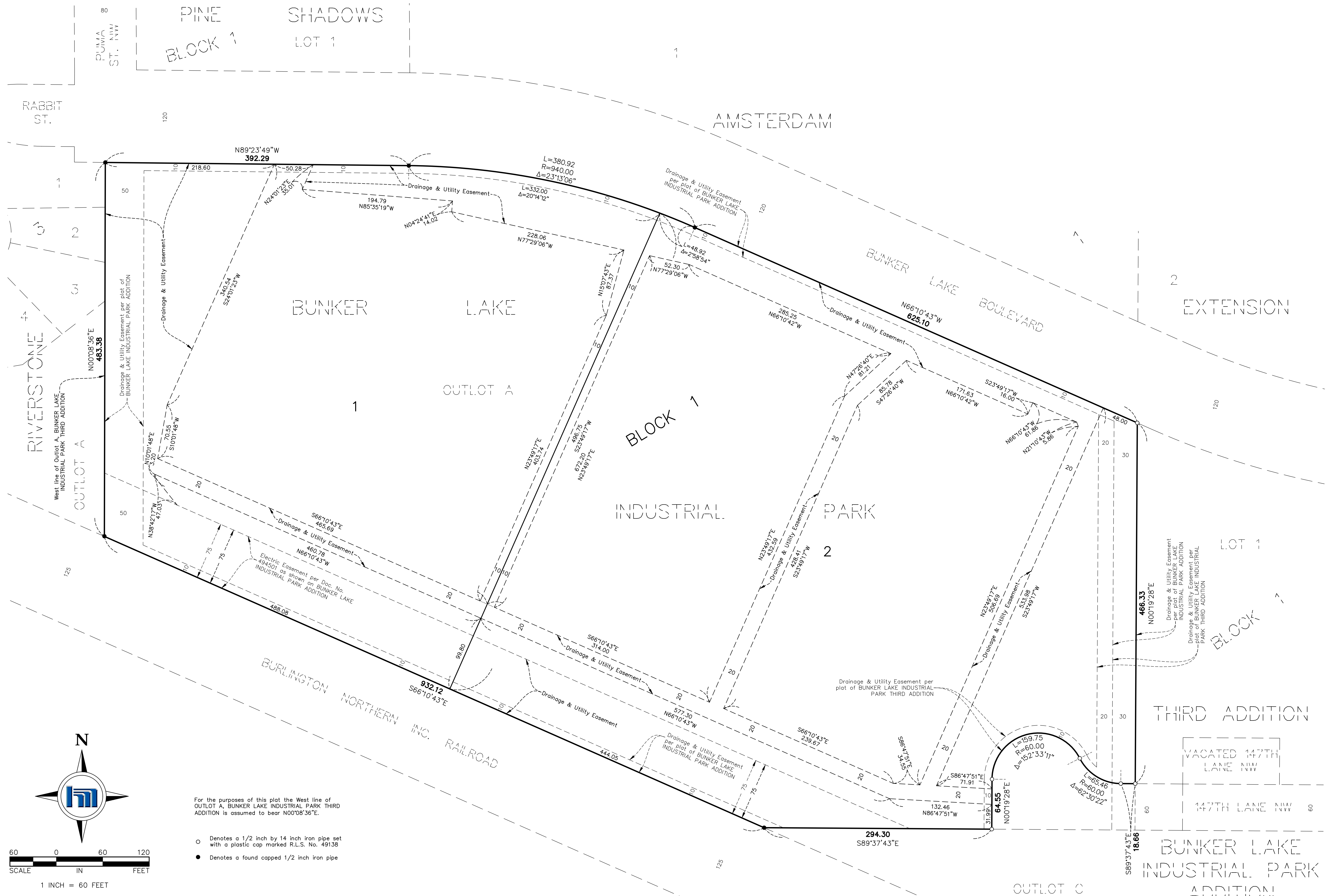


LOGIS, Three Rivers Park District, Esri, HERE, Garmin, INCREMENT P, NGA, USGS



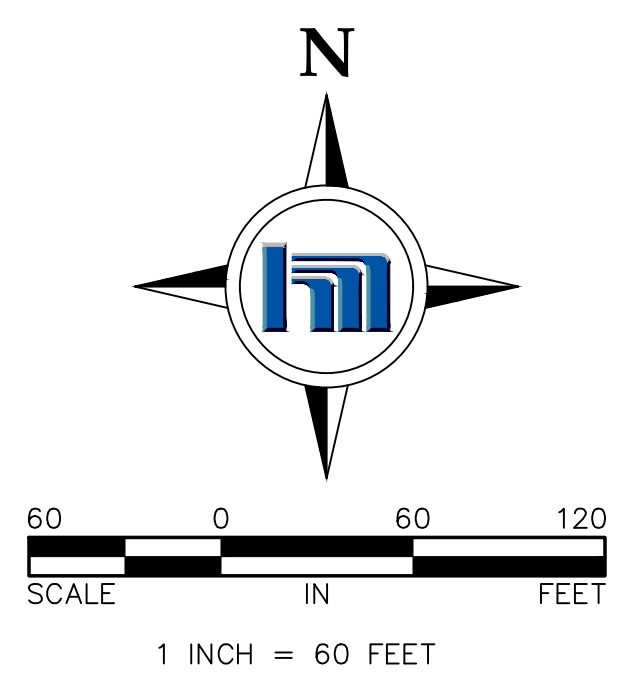
BUNKER LAKE INDUSTRIAL PARK FOURTH ADDITION

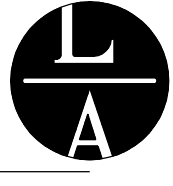
CITY OF RAMSEY
 COUNTY OF ANOKA
 SEC. 29, T. 32, R. 25



For the purposes of this plat the West line of OUTLOT A, BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION is assumed to bear N00°08'36"E.

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





LAMPERT
ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT 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 ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA.

Leonard Lampert

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE NO.
2/6/23
DATE

**BUNKER LAKE INDUSTRIAL PARK
BUILDING #5
Ramsey, Minnesota**

Copyright 2023
Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: ALE
Checked By: LL

Revisions

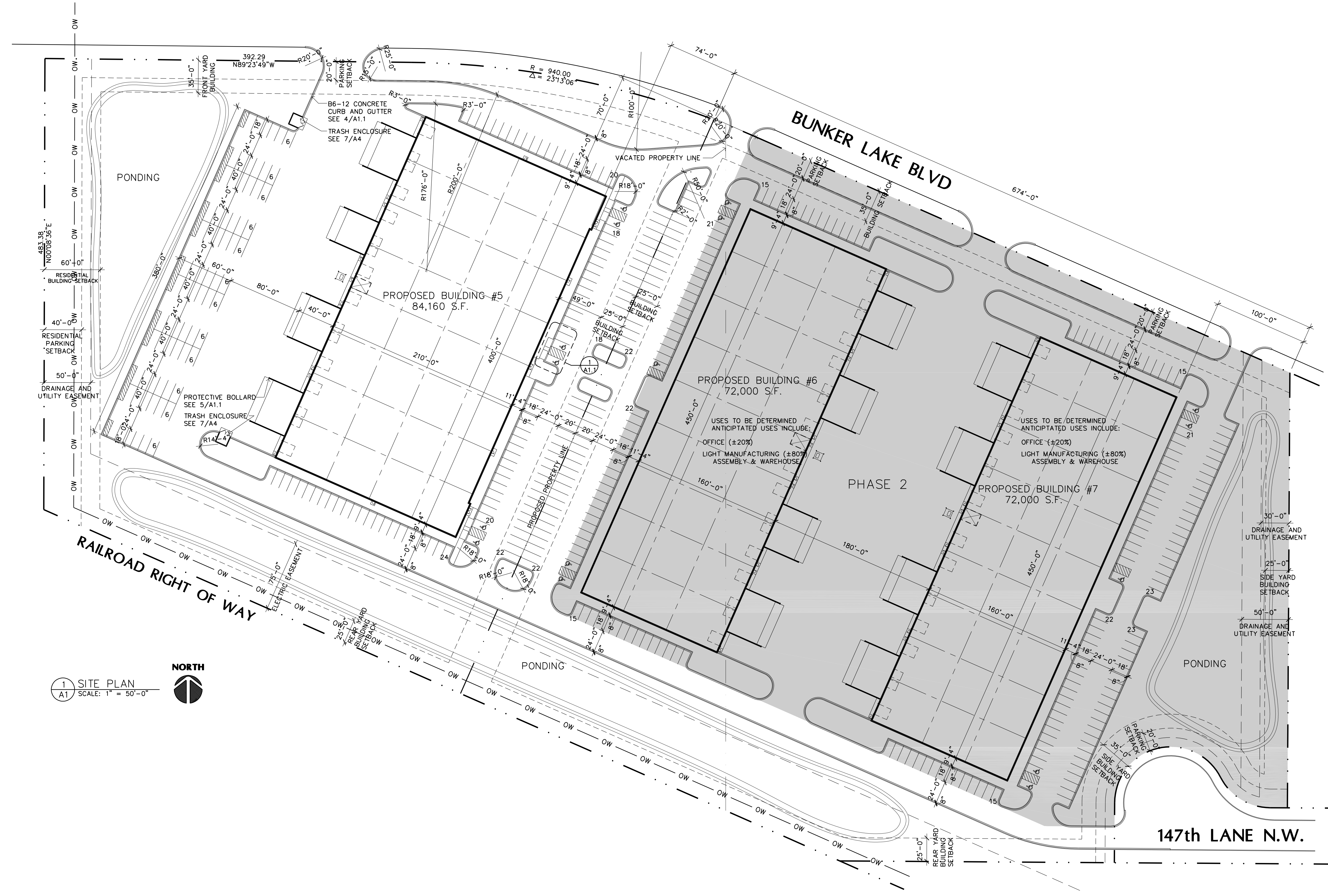
12/20/22	PRELIMINARY
1/10/23	FINAL REVIEW
2/6/23	ISSUE FOR PERMIT

SITE PLAN

Sheet Number

A1

Project No. 220506-1



1 SITE PLAN
A1 SCALE: 1" = 50'-0"



Filename: BUNKER LAKE INDUSTRIAL PARK BUILDING #5\BUNKER LAKE #5-A1

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR BUNKER LAKE INDUSTRIAL PARK FOURTH
ADDITION AND BLIP BUILDING 5

This Agreement (hereinafter the “Agreement”) is dated as of this)_____day of _____, 2023 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and PSD, LLC, a limited liability corporation under the laws of Minnesota (the “**PERMITTEE**”).

Recitals

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

Agreement

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

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

- 3. The Plans. The term “Plans” as used in this **Agreement** means the Site Plan and Final Plat Plans prepared by Hakanson Anderson, dated 03/08/2023 and revised on **XXXXXXXXXXXX**, 2023. 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 have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The **Plans** shall not be attached to this **Agreement**, but are in the **CITY’S** files.

- 4. Stage I Improvements. The public improvements the **PERMITTEE** will construct or install are as follows:
 - a. Trunk and lateral sanitary sewer.
 - b. Trunk and lateral water main.
 - c. Storm drainage facilities (when specified).
 - d. Stormwater maintenance through 90 percent buildout.
 - e. Concrete curb and gutter (urban).
 - f. Lot grading.
 - g. Sidewalks.
 - h. Electricity (within one-fourth mile).
 - i. Phone (within one-fourth mile).
 - j. Natural gas (within one-fourth mile).
 - k. Boulevard sodding.
 - l. Water shut off boxes.

(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) and Portable Document File (PDF) 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 12 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD and PDF format prior to the commencement of construction of the Stage I Improvements.

- 5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.

- 6. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **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 a lot within the Plat. 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.

7. 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 **Plat**.
8. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY’S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY’S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY’S** financial guaranty described in Section 6 and except to the extent the **CITY** and the **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 when the **CITY** releases the financial guaranty described in Section 12 or allows such financial guaranty to lapse, expire or otherwise terminate.
9. 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.
10. Stage II CITY Improvements. The public improvements the **PERMITTEE** must construct or install are as follows:
 - a. Installation of survey monumentation.

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

PERMITTEE must install the Stage II Improvements in accordance with the **Plans**. 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 and Portable Document File (PDF) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guaranty noted in Section 12 below until the **CITY** has received the as-built plans. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD and PDF format prior to the commencement of construction of the Stage II Improvements.

11. Required Private Improvements. The private improvements the **PERMITTEE** will construct or install are as follows:
 - a. Sanitary sewer
 - b. Water
 - c. Storm drainage facilities
 - d. Stormwater maintenance
 - e. Parking lot

- f. Concrete curb and gutter
- g. Lot grading
- h. Landscaping

12. Financial Guaranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a financial guaranty to the **CITY** guaranteeing the construction of the Stage I Improvements, Stage II Improvements, Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guaranty in the amount of **(\$1,562,500.00)**, which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements, acceptance by the **CITY**, supported by appropriate lien waivers, the **PERMITTEE** may request a reduction in the amount of the financial guaranty.
13. Inspection Fee for the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **(\$62,500.00)**, which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, Stage II Improvements, and Required Private Improvements, acceptance by the **CITY**.
14. Warranty for Stage I and Stage II Improvements. The **PERMITTEE** shall provide a one-year warranty in the amount of **\$148,727.00**, which is 25% of the cost of the Stage I and Stage II Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvements. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.
15. Maintenance Guaranty for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a maintenance guaranty to ensure the survival of the plantings. Said maintenance guaranty shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of Eleven Thousand Three Hundred Forty Dollars and No Cents **\$11,340.00** [# plantings (76 trees) x cost/planting (\$300/tree x 30% average non-survival rate, (200 shrubs) x cost/planting \$75/shrub x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Private Improvements.

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

16. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE**'S responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.
17. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.
18. Requirements for Building and Occupancy Permits.
 - a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; (c) provided the financial guaranty described in Section 12 to the **CITY**; and (d) obtained all necessary permits from other agencies and has provided a copy of such permit(s) to the **CITY**;
 - b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this **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; (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements; and (e) recorded a Shared Access Easement Agreement against Lots 1-2, Block 1 Bunker Lake Industrial Park Fourth Addition.
19. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE**'S obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
 - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE**'S obligations. If, in the reasonable judgment of the **CITY**'S staff, the **PERMITTEE**'S default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial

paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **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 any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
- d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 12 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 20 (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 19(d).

20. Miscellaneous.

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

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

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

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

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

- l. Off-Site Grading. This **Agreement** covers the proposed grading activities on the parcels legally described as Lot 2, Block 1 Hy-10 Ramsey 2nd Addition and Lot 2, Block 1 Hy-10 Ramsey 4th Addition, as reflected on the **Plans**.

- m. Shared Access Easement. The **PERMITTEE** shall record a Shared Access Easement against Lots 1-2, Block 1 Bunker Lake Industrial Park Fourth Addition.

- n. Notices. Required notices shall be in writing, and shall be either hand delivered to the below parties, their employees or agents, or mailed to them by certified or registered mail at the following addresses:

TO PERMITTEE:

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

TO THE CITY:

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

THE 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 _____ 2023, 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.
413 Wacouta Street, Suite 550
St. Paul, MN 55101

EXHIBIT A

Legal Description of the Subject Property

Outlot A, Bunker Lake Industrial Park 3rd Addition, Anoka County, Minnesota

Or upon platting:

Lots 1-2, Block 1, Bunker Lake Industrial Park Fourth Addition, Anoka County,
Minnesota

EXHIBIT B

Fees Payable to the City

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication Fee requirements. **PERMITTEE** must pay a Park Dedication Fee of **\$84,044.00** (19.21 acres x \$4,375.00 per unit). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. **PERMITTEE** must pay a Trail Development Fee of **\$24,973.00** (19.21 acres x \$1,300.00 per unit). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
3. Sanitary Sewer Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Trunk Fee requirements. **PERMITTEE** must pay a Sanitary Sewer Trunk Fee of **\$78,050.00** (19.21 acres x \$4,063.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
4. Water Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Water Trunk Fee requirements. **PERMITTEE** must pay a Water Trunk Fee of **\$141,059.00** (19.21 acres x \$7,343.00 per unit). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
5. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. **PERMITTEE** must pay a Stormwater Management Fee of **\$102,216.00** (19.21 acres x \$5,321.00 per unit). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

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

RESOLUTION #23-160

**RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT
FOR BUNKER LAKE INDUSTRIAL PARK FOURTH ADDITION AND BLIP BUILDING 5**

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

Outlot A, Bunker Lake Industrial Park 3rd Addition, Anoka County, Minnesota

Or upon platting:

Lots 1-2, Block 1, Bunker Lake Industrial Park Fourth Addition, Anoka County, Minnesota

(the ‘Subject Property’); and

WHEREAS, the City Council approved the Final Plat and Site Plan of Bunker Lake Industrial Park Fourth Addition and BLIP Building 5 on July 11, 2023.

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 approval of the Development Agreement for Bunker Lake Industrial Park Fourth Addition and BLIP Building 5 in accordance with relevant City Codes, subject to the following conditions:

a) Approval as to legal form by the City Attorney.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Adopt Resolution #23-161 Approving Multiple Agreements related to the new PACT Charter School Campus located at 7729 161st Avenue NW (Project No. 22-107); Case of PACT Charter School

Purpose/Background:

In July of 2022, the City Council approved a Site Plan, Preliminary Plat, and Final Plat for PACT Charter School. In September of 2022, the City Council approved the Development Agreement for this project. The Development Agreement outlined several agreements that needed to be executed prior to issuance of a Certificate of Occupancy, including a Trail Easement Agreement, a Stormwater Maintenance Agreement, and a Noise Compliance Agreement. These three (3) documents have been drafted and are now ready for City Council consideration.

Notification:

Notification is not required for consideration of any of these agreements.

Funding Source:

The Applicant is responsible for all costs associated with this request.

Recommendation:

Staff recommends approving all three (3) agreements (Trail Easement, Stormwater Maintenance, and Noise Compliance).

Action:

Motion to adopt Resolution #23-161 approving a Trail Easement Agreement, Stormwater Maintenance Agreement, and a Noise Compliance Agreement.

Attachments

Site Location Map

Trail Easement Agreement

Stormwater Maintenance Agreement

Noise Compliance Agreement

Res. #23-161: Noise Compliance, Trail Easement, and Stormwater Maintenance Agreements

Form Review**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 07/20/2023

Reviewed By

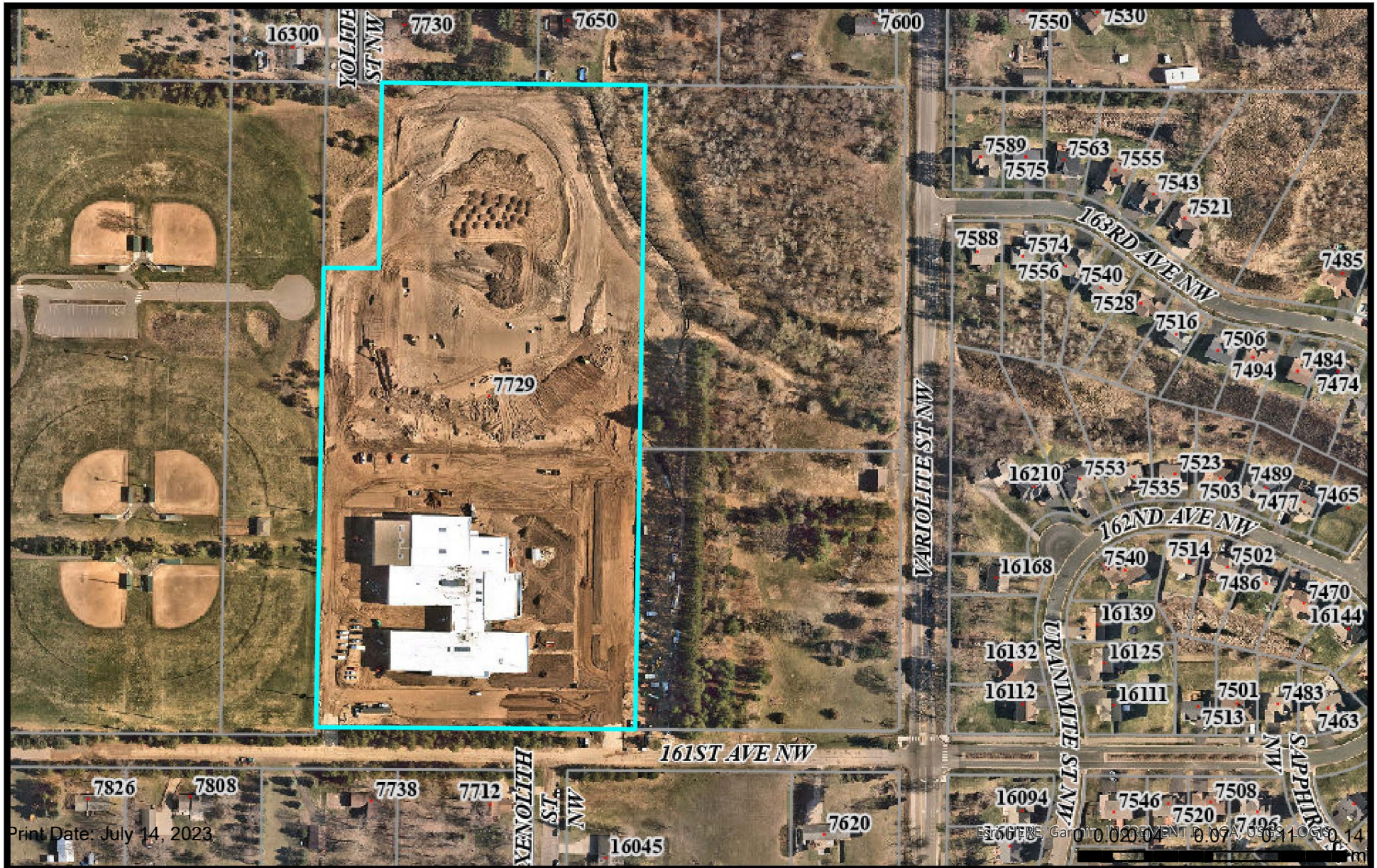
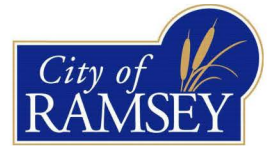
Brian Hagen

Date

07/20/2023 01:40 PM

Started On: 07/14/2023 09:25 AM

Site Location Map: 7729 161st Ave PACT Charter School



Print Date: July 14, 2023

ES: 66788 Gar: 0102002 PNT: 0.09 A: 0.06 110690.14

PEDESTRIAN AND BICYCLE TRAIL EASEMENT

This grant of a pedestrian and bicycle trail easement is made this ____ day of _____, 2022, by **PCS Building Company**, a Minnesota nonprofit corporation (“**Grantor**”), to the **City of Ramsey**, a Minnesota municipal corporation (“**Grantee**”).

Recitals

1. **Grantor** is the owner of real property legally described as Lot 1, Block 1, PACT ADDITION, Anoka County, Minnesota (the “Property”).
2. **Grantor** wishes to grant and dedicate an easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the Property in the area legally described in **Exhibit A** (the “**Easement Area**”).

Easement

For One Dollar and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Easement Grant and Dedication. **Grantor** grants, dedicates, conveys and quit claims to **Grantee**, its successors and assigns, a perpetual easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the **Easement Area**.
2. Construction and Maintenance. **Grantee** is responsible for all costs to construct and repair the surface of sidewalk/trail and to provide for snow removal. **Grantor** shall maintain the grass and vegetation within the **Easement Area** in accordance with city ordinances, with the understanding that **Grantee** may, on occasion, cut the grass within the **Easement Area**. **Grantee’s** occasional maintenance of the grass within the **Easement Area** shall not relieve **Grantor’s** obligations under city ordinances.
3. Successors and Assigns. All of the provisions of this instrument, including the benefits and burdens, run with the land and are binding on and inure to the benefit of the heirs, assigns, successors, tenants and personal representatives of the **Grantor** and **Grantee** herein.

4. Headings. Paragraph headings used in this instrument are for convenience only, and shall not affect the construction of this **Easement Area**.

5. Entire Agreement. This instrument, and the Exhibits attached hereto, constitute the entire understanding of the parties hereto with respect to the transaction contemplated thereby, and supersede all prior agreements and understandings between the parties with respect to the subject matter. No representations, warranties, undertakings or promises, whether oral, implied, written or otherwise, have been made by either party hereto to the other unless expressly stated in the above-referenced documents, or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

[Remainder of page left blank.]

GRANTEE:

City of Ramsey, a Minnesota municipal corporation

By: _____

Its: Mayor

ATTEST:

By: _____

Its: Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before this ____ day of _____, 2023, by Mark E. Kuzma, the Mayor, and Katie Schmidt, the City Clerk, of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Exhibit A

Legal Description of the Property:

Lot 1, Block 1 PACT Addition, Anoka County, Minnesota

Legal Description of the Easement Area:

The West 350 feet of the South 18 feet of Lot 1, Block 1, PACT ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

(Reserved for Recording Data)

STORMWATER TREATMENT AND PONDING MAINTENANCE AGREEMENT

THIS STORMWATER TREATMENT AND PONDING MAINTENANCE AGREEMENT (this “**Agreement**”) is made this Click or tap here to enter text. day of Click or tap here to enter text., Click or tap here to enter text., by and between the **City of Ramsey**, a Minnesota municipal corporation (hereinafter referred to as the “**City**”), **PCS Building Company**, a Minnesota nonprofit corporation (hereinafter referred to as the “**School Building Company**”), and **The Church of Saint Katharine Drexel, Ramsey, Minnesota**, (hereinafter referred to as the “**Church**”)a Minnesota religious corporation.

WHEREAS, the **School Building Company** is the fee owner of certain real property situated in the City of Ramsey, County of Anoka, State of Minnesota, legally described as Lot 1, Block 1 PACT Addition (the “**School Property**”), and the **Church** is the fee owner of certain real property situated in the City of Ramsey, County of Anoka, State of Minnesota, legally described as Outlot A, PACT Addition (the “**Church Property**” and together with the **School Property**, the “**Property**”); and

WHEREAS, a Plat and Site Plan have been approved for the construction of a school, athletic field, and associated site improvements on the **School Property**, with a portion of the stormwater management system on the **Church Property**. The **City** has required that the **School Building Company** 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 and depicted in those certain construction plans drawn by Larson Engineering, Inc., dated April 28, 2022 and revised September 26, 2022 (the “Plans”) and specifically on Sheets C300, C301, and C302; and

WHEREAS, the **School Building Company** and the **Church** executed a Reciprocal Easement Agreement, dated September 27, 2022, that addressed, among other things, surface and storm water drainage and retention on the **Property**; and

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

WHEREAS, when the **Church Property** is developed, additional **Storm Water Management Practices** will be required on the **Church Property**; and

WHEREAS, the **City** approved the **Plans** conditioned on the requirement that the **School**

Building Company enter into an agreement for the maintenance of the **Storm Water Management Practices** shown in the **Plans** within the **Property**; and

WHEREAS, the **City** and **School Building Company** 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**; and

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 **School Building Company** shall construct the **Storm Water Management Practices** according to the **Plans**.

2. Maintenance of the Storm Water Management Practices. The **School Building Company** shall repair and maintain the **Storm Water Management Practices** at no expense to the **City**. The **School Building Company** 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 **School Building Company** and submitted to the **City** upon request; and

b. Bi-annual inspections and certifications by a professional engineer (provided by the **School Building Company**) verifying 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 (the “**LRRWMO**”) 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 **School Building Company** 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 **School Building Company** shall restore the **Storm Water Management Practices** so that they function as they were originally designed and intended pursuant to the **Plans**.

The **School Building Company** agrees to be solely responsible for the repair and maintenance of the **Storm Water Management Practices** and the **School Building Company** shall bear all costs of such maintenance. If the **School Building Company** 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 **School Building Company**.

3. Assessment. The **School Building Company** and the **Church** hereby waive any statutory right to contest any assessment by the **City** for its costs of maintenance/repair as permitted

herein, and the **School Building Company** assumes all responsibility for such assessments, 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 **School Building Company** 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 **School Building Company's** expense.

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

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGE FOLLOWS]

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 ____ of _____, 2023, 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

(Reserved for Recording Data)

NOISE COMPLIANCE AGREEMENT

THIS NOISE COMPLIANCE AGREEMENT (this “**Agreement**”) is made this ___ day of _____, 2023, by and among the **City of Ramsey**, a Minnesota municipal corporation (hereinafter referred to as the “**City**”), **PCS Building Company**, a nonprofit corporation under the laws of Minnesota (hereinafter referred to as the “**School Building Company**”) and **PACT Charter School**, a Minnesota non-profit corporation and public charter school (hereinafter referred to as the “**Charter School**”); and together with the School Building Company, the “**School Parties**”).

WHEREAS, the **School Building Company** is the fee owner of certain real property situated in the City of Ramsey, County of Anoka, State of Minnesota, legally described as Lot 1, Block 1 PACT Addition, according to the recorded plat thereof, Anoka County, Minnesota (the “**Property**”), and the **Charter School** is the tenant under a lease for the Property and is future operator of the school facilities to be constructed thereon; and

WHEREAS, a Plat and Site Plan have been approved for the construction of a school, athletic field, and associated site improvements on the **Property**. The **City** has required that the **School Parties** enter into this **Agreement** to ensure that the **Property** remains in compliance with State of Minnesota noise standards.

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. Noise Area Classification. Per Minnesota Administrative Rules 7030.0050, educational services and recreational activities are classified as Noise Area Classification (NAC) 1. Household Units, which represent the potential surrounding ‘receiver’ areas, are also classified as NAC 1.

2. Noise Standards. Per Minnesota Administrative Rules 7030.0040, the following noise standards are applicable to the **Property**:

NAC	Daytime		Nighttime	
	L ₅₀	L ₁₀	L ₅₀	L ₁₀
1	60 Decibels	65 Decibels	50 Decibels	55 Decibels

3. Compliance with Noise Standards. The **School Parties** agree that the **Property** shall be

operated in full compliance with all applicable noise standards addressed currently in Minnesota Administrative Rules and as they may be amended in the future; provided, however, in the event the **Property** is no longer used for education services and recreational activities and/or the surrounding ‘receiver’ areas are no longer classified as NAC 1, the **City** and the **School Parties** agree to amend this **Agreement** to evidence the then-current applicable noise standard for the **Property** if the applicable noise standard changes as a result thereof. The noise standard applies to the use of the school facility as well as the athletic field, associated equipment, and all other outside uses on the **Property**. With respect to the PA System to be installed and utilized on the **Property**:

- a. The **School Parties** hereby agree to conduct a sound level test(s), utilizing an appropriate decibel meter, at property boundaries to determine the maximum permitted volume of the PA System without exceeding the decibel levels identified in Section 2 above.
- b. The **School Parties** hereby agree to conduct a sound level test after the installation of the PA System but prior to the first outdoor activity event at which the PA System will be used at the **Property**. Should the PA System, or components of the PA System, be replaced, after the initial installation and testing, the **School Parties** agree to conduct a new sound test as outlined in Section 3.a. above. The **School Parties** will utilize the sound test results to ensure that the PA System used will not exceed the noise standards outlined in Section 2 above.
- c. The **School Parties** will invite the **City** personnel to attend the sound level test(s) and provide documentation of the results of said test(s).
- d. The **School Parties** agrees to make good faith efforts to maintain a current and accurate list of events on the school’s website or calendar of activities at which the PA System may be utilized, which list shall be available to the general public.

4. 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 **School Building Company’s** expense.

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

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGES FOLLOW]

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

The City:

CITY OF RAMSEY,
a Minnesota municipal corporation

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 ____ of _____, 2023, 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

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

RESOLUTION #23-161

**RESOLUTION APPROVING MULTIPLE AGREEMENTS RELATED TO THE NEW PACT
CHARTER SCHOOL AT 7729 161ST AVENUE NW**

WHEREAS, JB Vang, hereafter referred to as “Developer,” properly applied for Site Plan, Preliminary Plat, and Final Plat approval of the following described property located in the City of Ramsey:

THE SE1/4 OF NW1/4 OF SEC 16 TWP 32 RGE 25, EX W 185 FT THEREOF, EX RD, SUBJ TO EASE OF REC, Anoka County, Minnesota.

(the ‘Subject Property’);

WHEREAS, the Planning Commission reviewed the Sketch Plan and requests for a Comprehensive Plan Amendment and Zoning Amendment on February 24, 2022 and provided a recommendation of approval; and

WHEREAS, the Environmental Policy Board (EPB) reviewed the Sketch Plan and requests for a Comprehensive Plan Amendment and Zoning Amendment on February 28, 2022 and provided a recommendation of denial; and

WHEREAS, the City Council approved the Comprehensive Plan Amendment (re-guiding the land from Low Density Residential to Public/Institutional), contingent upon approval of a Preliminary Plat, on March 8, 2022; and

WHEREAS, the City Council approved the Zoning Amendment (rezoning from R-1 Residential (MUSA) – 80 to Public/Quasi-Public), contingent upon approval of a Preliminary Plat, on March 22, 2022; and

WHEREAS, the Park and Recreation Commission reviewed the project for Park Dedication purposes on May 12, 2022 to reaffirm a land contribution to satisfy Park Dedication Requirements; and

WHEREAS, the EPB reviewed the natural resources aspects of the Preliminary Plat and Site Plan on May 16, 2022 and recommended approval of the Landscape and Tree Preservation Plan with direction on how to satisfy code requirements; and

WHEREAS, the Planning Commission held a Public Hearing on the Preliminary Plat and request for a Variance on May 26, 2022 but tabled the request until June 23, 2022 to allow for revised plans to be submitted for review; and

WHEREAS, on May 26, 2022, the Planning Commission approved a variance to parking and maneuvering setbacks and tabled action on the Preliminary Plat and Site Plan; and

WHEREAS, on June 23, 2022, the Planning Commission recommended approval of the Site Plan and Preliminary Plat; and

WHEREAS, on July 12, 2022, the City Council approved, with contingencies, the Site Plan, Preliminary Plat, and Final Plat; and

RESOLUTION #23-161

WHEREAS, on September 13, 2022, the City council approved the Development Agreement for the project, which specified that three (3) agreements needed to be executed, including a Trail Easement Agreement, a Stormwater Maintenance Agreement, and a Noise Compliance Agreement.

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 approval of a Trail Easement Agreement, a Stormwater Maintenance Agreement, and a Noise Compliance Agreement for PACT Addition, subject to review and approval by the City Attorney.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-162 Authorizing Partial Payment to Diversified Paving, Inc. for IP#23-14 Critical Mill AND Overlay Improvements

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Diversified Paving, Inc. for IP #23-14, 2023 Critical Mill and Overlay Improvements in the amount of \$290,051.04.

Action:

Motion to adopt Resolution #23-162 Authorizing Partial Payment to Diversified Paving, Inc. for IP#23-14 Critical Mill AND Overlay Improvements in the amount of \$290,051.04.

Attachments

Resolution 23-162

Pay Estimate

Form Review**Inbox**

Bruce Westby

Brian Hagen

Form Started By: Marsha Weidner

Final Approval Date: 07/20/2023

Reviewed By

Bruce Westby

Brian Hagen

Date

07/20/2023 01:32 PM

07/20/2023 01:42 PM

Started On: 07/18/2023 08:40 AM

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

RESOLUTION #23-162

RESOLUTION AUTHORIZING PARTIAL PAYMENT NO. 1 TO DIVERSIFIED PAVING, INC. OF SAINT CLOUD, MINNESOTA FOR IMPROVEMENT PROJECT #23-14, 2023 CRITICAL MILL AND OVERLAY IMPROVEMENTS

WHEREAS, numerous streets in the City of Ramsey are experiencing severe pavement distress resulting in unsafe conditions for drivers; and

WHEREAS, the City of Ramsey adopted a budget for 2023 including \$750,000 to temporarily repair the bituminous pavement on numerous public street segments in support of the City's Pavement Management Program; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-082, adopted April 25, 2023, the City Council approved plans and specifications as prepared by the City Engineer and authorized advertisements for bids for the same improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-115, adopted May 23, 2023 the bid of Diversified Paving, Inc. of Saint Cloud, Minnesota, in the amount of \$310,671.88 for the bid was accepted as the lowest responsible bidder

WHEREAS, as of July 25, 2023. \$0.00 has been paid to date; and

WHEREAS, the Senior Engineer Technician has inspected the completed work recommends partial payment no. 1 to Diversified Paving, Inc. of Saint Cloud, Minnesota, for the project in the amount of \$290,051.04.

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

- 1) That the City Council are hereby authorized partial payment no. 1 to Diversified Paving, Inc. of Saint Cloud, Minnesota for said project, in the amount of \$290,051.04.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of July 25, 2023.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet

Estimate Number: 1 Partial
 Project Number: 23-14
 Project Name: 2023 Critical Mill and Overlay Improvements
 Period Ending: June 30, 2023
 Contractor: Diversified Paving
 Address: 56 33rd Avenue S, #322, St. Cloud, MN 56301

1	Original Contract Amount		\$ 310,671.88
2	Change Order(s) No. <u> </u> Thru No. <u> </u>		
3	Total Funds Encumbered		\$ 310,671.88
4	Value of Work Completed		\$ 305,316.88
5	Retainage <u>5</u> %		\$ (15,265.84)
	Percent Complete <u>100%</u>		
6	Deductions or Charges		\$ -
7	Total Earned Less Retainage (Lines 4+5+6)		\$ 290,051.04
8	Previous Payment(s)		\$ -
9	Payment Due (Lines 7-8)		\$ 290,051.04
10	Total Balance to Finish, Including Retainage (Lines 3-7)		\$ <u>(15,265.84)</u>

Certification of Partial Payment	
I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.	
<u>Diversified Paving</u> Contractor Name	<u>Kyle New</u> Print Name
<u>Account Executive</u> Title	 Signature
	<u>7-11-2023</u> Date

City of Ramsey Approval	
 Signature (Project Engineer)	<u>7/12/2023</u> Date
 Signature (City Engineer)	<u>7/13/2023</u> Date

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-163, Authorizing Partial Payment #2 to Northern Lines Contracting, Inc. for Improvement Project #23-01, 161st Avenue Reconstruction.

Purpose/Background:

Resolution and Pay Estimate

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to Northern Lines Contracting, Inc. of Hanover, Minnesota for Improvement Project #23-01, 161st Avenue Reconstruction in the amount of \$225,754.72

Action:

Motion to Adopt Resolution #23-163, Authorizing Partial Payment #2 to Northern Lines Contracting, Inc. of Hanover, Minnesota for Improvement Project #23-01, 161st Avenue Reconstruction in the amount of \$225,754.72.

Attachments

Resolution
Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	07/20/2023 01:32 PM
Brian Hagen	Brian Hagen	07/20/2023 01:43 PM
Form Started By: Marsha Weidner		Started On: 07/18/2023 08:51 AM
Final Approval Date: 07/20/2023		

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

RESOLUTION #23-163

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTHERN LINES CONTRACTING, INC. OF HANOVER, MINNESOTA FOR IMPROVEMENT PROJECT #23-01; 161ST AVENUE RECONSTRUCTION.

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, pursuant to Ramsey City Council resolution #23-051, adopted March 14, 2023, the City Council approved plans and specifications as prepared by the City Engineer and authorized advertisement for bids for same improvements; and

WHEREAS, proposals were received for Construction Staking and As-built Survey of \$29,770.00 from Bolton Menk, Inc. for same improvement; and

WHEREAS, pursuant to Ramsey City Council resolution #23-081 the bid of Northern Lines Contracting, Inc. of Hanover, Minnesota, in the amount of \$1,244,237.29 for the bid was accepted as the lowest responsible bidder; and

WHEREAS, as of July 25, 2023 \$0.00 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to Northern Lines Contracting, Inc. of Hanover, Minnesota for said project in the amount of \$225,754.72.

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

- 1) That the City Council are hereby authorizes partial payment no. 1 to Northern Lines Contracting, Inc. of Hanover, Minnesota for said project, in the amount of \$225,754.72.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for date of July 25, 2023.

- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of July, 2023.

Mayor

ATTEST:

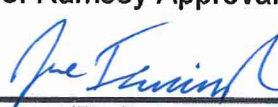
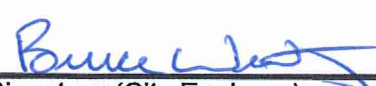
City Clerk

Pay Estimate Summary Sheet

Estimate Number: 2 Partial
 Project Number: 23-01 (S.A.P. 199-123-001)
 Project Name: 161st Avenue Reconstruction
 Period Ending: June 30, 2023
 Contractor: Northern Lines Contracting, Inc.
 Address: 11039 Lamont Avenue NE, Hanover, MN 55341

1	Original Contract Amount	\$ 1,244,237.29
2	Change Order(s) No. _____ Thru No. _____	
3	Total Funds Encumbered	\$ 1,244,237.29
4	Value of Work Completed	\$ 277,659.75
5	Retainage <u>5</u> %	\$ (13,882.99)
	Percent Complete <u>22</u> %	
6	Deductions or Charges	\$ -
7	Total Earned Less Retainage (Lines 4+5+6)	\$ 263,776.76
8	Previous Payment(s)	\$ 38,022.04
9	Payment Due (Lines 7-8)	\$ 225,754.72
10	Total Balance to Finish, Including Retainage (Lines 3-7)	\$ 980,460.53

Certification of Partial Payment	
I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.	
<i>Northern Lines Contracting</i> Contractor Name	<i>Brady Earight</i> Print Name
<i>Project Manager</i> Title	 Signature
	<i>7-12-23</i> Date

City of Ramsey Approval	
 Signature (Project Engineer)	<i>7/12/2023</i> Date
 Signature (City Engineer)	<i>7/13/2023</i> Date

Item No.	MnDOT No.	Item Description	Unit	CONTRACT AMOUNT			COMPLETED THIS PERIOD		COMPLETED TO DATE	
				Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	\$ 35,000.00	\$ 35,000.00	0.50	\$ 17,500.00	0.75	\$ 26,250.00
2	2101.502	CLEARING	EA	16	\$ 187.00	\$ 2,992.00	0	\$ -	29.0	\$ 5,423.00
3	2101.502	GRUBBING	EA	16	\$ 187.00	\$ 2,992.00	0	\$ -	29.0	\$ 5,423.00
4	2101.505	CLEARING	ACRE	0.31	\$ 9,500.00	\$ 2,945.00	0.00	\$ -	0.31	\$ 2,945.00
5	2101.505	GRUBBING	ACRE	0.31	\$ 9,500.00	\$ 2,945.00	0.00	\$ -	0.31	\$ 2,945.00
6	2104.502	REMOVE BASKETBALL HOOP	EA	2	\$ 135.00	\$ 270.00	2	\$ 270.00	2	\$ 270.00
7	2104.502	SALVAGE MAIL BOX SUPPORT	EA	8	\$ 105.00	\$ 840.00	8	\$ 840.00	8	\$ 840.00
8	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	238	\$ 3.00	\$ 714.00	100	\$ 300.00	100	\$ 300.00
9	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	79	\$ 5.00	\$ 395.00	0	\$ -	0	\$ -
10	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	6	\$ 10.00	\$ 60.00	0	\$ -	0	\$ -
11	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	3111	\$ 2.30	\$ 7,155.30	0	\$ -	0	\$ -
12	2104.504	REMOVE CONCRETE PAVEMENT	SY	69	\$ 6.00	\$ 414.00	0	\$ -	0	\$ -
13	2104.602	LANDSCAPE RESTORATION	EA	12	\$ 500.00	\$ 6,000.00	0	\$ -	0	\$ -
14	2106.507	EXCAVATION - CHANNEL & PONDING (EV)	CY	7219	\$ 6.10	\$ 44,035.90	7056	\$ 43,041.60	7056	\$ 43,041.60
15	2106.507	EXCAVATION - COMMON (EV)	CY	866	\$ 6.10	\$ 5,404.60	380	\$ 2,318.00	380	\$ 2,318.00
16	2106.507	EXCAVATION - SUBGRADE (EV)	CY	1768	\$ 6.10	\$ 10,784.80	0	\$ -	0	\$ -
17	2106.607	HAUL & STOCKPILE RECLAIM MATERIAL (LV)	CY	2025	\$ 5.50	\$ 11,137.50	1000	\$ 5,500.00	1000	\$ 5,500.00
18	2108.504	GEOTEXTILE FABRIC TYPE 4	SY	68	\$ 5.00	\$ 340.00	0	\$ -	0	\$ -
19	2112.519	SUBGRADE PREPARATION - ROADWAY	RDST	26	\$ 375.00	\$ 9,750.00	0	\$ -	0	\$ -
20	2112.604	SUBGRADE PREPARATION	SY	5445	\$ 1.05	\$ 5,717.25	0	\$ -	0	\$ -
21	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	45	\$ 165.00	\$ 7,425.00	0	\$ -	0	\$ -
22	2130.523	WATER	MGAL	52	\$ 35.00	\$ 1,820.00	0	\$ -	0	\$ -
23	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	2687	\$ 22.00	\$ 59,114.00	0	\$ -	0	\$ -
24	2215.504	FULL DEPTH RECLAMATION	SY	8974	\$ 1.50	\$ 13,461.00	8974	\$ 13,461.00	8974	\$ 13,461.00
25	2232.504	MILL BITUMINOUS PAVEMENT 2.0"	SY	26	\$ 10.50	\$ 273.00	0	\$ -	0	\$ -
26	2301.604	CONCRETE PAVEMENT DRIVEWAYS 6.0"	SY	80	\$ 94.75	\$ 7,580.00	0	\$ -	0	\$ -
27	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	721	\$ 3.15	\$ 2,271.15	0	\$ -	0	\$ -
28	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	860	\$ 89.05	\$ 76,583.00	0	\$ -	0	\$ -
29	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,F) - PARKING LOT	TON	303	\$ 98.10	\$ 29,724.30	0	\$ -	0	\$ -
30	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	860	\$ 91.70	\$ 78,862.00	0	\$ -	0	\$ -
31	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) DRIVEWAYS	TON	5	\$ 210.00	\$ 1,050.00	0	\$ -	0	\$ -
32	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) TRAIL	TON	365	\$ 104.50	\$ 38,142.50	0	\$ -	0	\$ -
33	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,F) PARKING LOT	TON	227	\$ 101.15	\$ 22,961.05	0	\$ -	0	\$ -
34	2501.502	18" RC PIPE APRON	EA	1	\$ 1,430.00	\$ 1,430.00	1	\$ 1,430.00	1	\$ 1,430.00
35	2501.502	30" RC PIPE APRON	EA	1	\$ 2,025.00	\$ 2,025.00	0	\$ -	0	\$ -
36	2501.602	TRASH GUARD FOR 18" RC PIPE APRON	EA	1	\$ 820.00	\$ 820.00	1	\$ 820.00	1	\$ 820.00
37	2501.602	TRASH GUARD FOR 30" RC PIPE APRON	EA	1	\$ 2,475.00	\$ 2,475.00	0	\$ -	0	\$ -
38	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	378	\$ 64.00	\$ 24,192.00	29	\$ 1,856.00	29	\$ 1,856.00
39	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	80	\$ 72.00	\$ 5,760.00	52	\$ 3,744.00	52	\$ 3,744.00
40	2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	699	\$ 146.00	\$ 102,054.00	0	\$ -	0	\$ -
41	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	2	\$ 21,000.00	\$ 42,000.00	2	\$ 42,000.00	2	\$ 42,000.00
42	2503.603	6" PVC PIPE SEWER SDR 26	LF	153	\$ 42.00	\$ 6,426.00	112	\$ 4,704.00	112	\$ 4,704.00
43	2503.603	8" PVC PIPE SEWER SDR 26	LF	1180	\$ 41.00	\$ 48,380.00	1050	\$ 43,050.00	1050	\$ 43,050.00
44	2503.603	CLEAN & TELEWISE PIPE SEWER	LF	1333	\$ 6.00	\$ 7,998.00	0	\$ -	0	\$ -
45	2504.602	6" PIPE PLUG	EA	2	\$ 120.00	\$ 240.00	0	\$ -	0	\$ -
46	2504.602	6" GATE VALVE & BOX	EA	5	\$ 2,300.00	\$ 11,500.00	1	\$ 2,300.00	1	\$ 2,300.00
47	2504.602	8" GATE VALVE & BOX	EA	2	\$ 3,135.00	\$ 6,270.00	3	\$ 9,405.00	3	\$ 9,405.00
48	2504.602	ADJUST VALVE BOX	EA	7	\$ 385.00	\$ 2,695.00	0	\$ -	0	\$ -
49	2504.602	CONNECT TO EXISTING WATERMAIN	EA	2	\$ 1,485.00	\$ 2,970.00	2	\$ 2,970.00	2	\$ 2,970.00
50	2504.602	HYDRANT (8.5' BURY)	EA	2	\$ 5,910.00	\$ 11,820.00	1	\$ 5,910.00	1	\$ 5,910.00
51	2504.603	6" WATERMAIN DUCTILE IRON CL 53	LF	144	\$ 65.00	\$ 9,360.00	23	\$ 1,495.00	23	\$ 1,495.00
52	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LF	1170	\$ 66.00	\$ 77,220.00	0	\$ -	0	\$ -
53	2504.608	WATERMAIN FITTINGS	LBS	431	\$ 16.00	\$ 6,896.00	35	\$ 560.00	35	\$ 560.00
54	2506.502	ADJUST FRAME AND RING CASTING	EA	5	\$ 695.00	\$ 3,475.00	0	\$ -	0	\$ -
55	2506.502	CASTING ASSEMBLY (SANITARY)	EA	4	\$ 945.00	\$ 3,780.00	0	\$ -	0	\$ -
56	2506.502	CASTING ASSEMBLY (STORM)	EA	12	\$ 790.00	\$ 9,480.00	0	\$ -	0	\$ -
57	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	EA	3	\$ 1,850.00	\$ 5,550.00	1	\$ 1,850.00	1	\$ 1,850.00
58	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 27-4020	EA	1	\$ 1,460.00	\$ 1,460.00	0	\$ -	0	\$ -
59	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	4	\$ 2,960.00	\$ 11,840.00	2	\$ 5,920.00	2	\$ 5,920.00
60	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EA	2	\$ 5,285.00	\$ 10,570.00	0	\$ -	0	\$ -
61	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EA	2	\$ 9,365.00	\$ 18,730.00	0	\$ -	0	\$ -
62	2506.503	CONSTRUCT SANITARY SEWER MANHOLE	LF	56.7	\$ 420.00	\$ 23,814.00	43.4	\$ 18,240.60	43.4	\$ 18,240.60
63	2511.507	RANDOM RIP RAP CLASS III	CY	20	\$ 210.00	\$ 4,200.00	6	\$ 1,260.00	6	\$ 1,260.00
64	2521.504	6" CONCRETE WALK	SY	124	\$ 151.45	\$ 18,779.80	0	\$ -	0	\$ -
65	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	88	\$ 31.50	\$ 2,772.00	0	\$ -	0	\$ -
66	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	4799	\$ 18.55	\$ 89,021.45	0	\$ -	0	\$ -
67	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	1389	\$ 24.30	\$ 33,752.70	0	\$ -	0	\$ -
68	2531.604	7" CONCRETE DRAINAGE FLUME	SY	4	\$ 163.00	\$ 652.00	0	\$ -	0	\$ -

Item No.	MnDOT No.	Item Description	Unit	CONTRACT AMOUNT			COMPLETED THIS PERIOD		COMPLETED TO DATE	
				Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
69	2531.604	7" CONCRETE VALLEY GUTTER	SY	232	\$ 157.00	\$ 36,424.00	0	\$ -	0	\$ -
70	2531.618	TRUNCATED DOMES	SF	222	\$ 68.25	\$ 15,151.50	0	\$ -	0	\$ -
71	2540.602	TEMPORARY MAIL BOX CLUSTER	EA	1	\$ 420.00	\$ 420.00	0	\$ -	0	\$ -
72	2540.602	INSTALL MAIL BOX SUPPORT	EA	8	\$ 132.00	\$ 1,056.00	0	\$ -	0	\$ -
73	2563.601	TRAFFIC CONTROL	LS	1	\$ 7,250.00	\$ 7,250.00	0.0	\$ -	0.5	\$ 3,625.00
74	2571.502	BASKETBALL HOOP	EA	4	\$ 3,150.00	\$ 12,600.00	0.0	\$ -	0.0	\$ -
75	2571.502	CONIFEROUS TREE 6' HT B&B	EA	7	\$ 930.00	\$ 6,510.00	0.0	\$ -	0.0	\$ -
76	2571.502	DECIDUOUS TREE 6' HT B&B	EA	2	\$ 795.00	\$ 1,590.00	0.0	\$ -	0.0	\$ -
77	2572.503	TEMPORARY TREE PROTECTION FENCE	LF	1824	\$ 2.45	\$ 4,468.80	413.0	\$ 1,011.85	1824.0	\$ 4,468.80
78	2573.602	STABILIZED CONSTRUCTION EXIT	EA	3	\$ 970.00	\$ 2,910.00	0	\$ -	0	\$ -
79	2573.502	STORM DRAIN INLET PROTECTION	EA	10	\$ 225.00	\$ 2,250.00	0	\$ -	0	\$ -
80	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	125	\$ 3.15	\$ 393.75	0	\$ -	0	\$ -
81	2573.503	SILT FENCE, TYPE M5	LF	5236	\$ 2.75	\$ 14,399.00	2138	\$ 5,879.50	4849	\$ 13,334.75
82	2574.507	TOPSOIL (LV)	CY	1975	\$ 0.01	\$ 19.75	0	\$ -	0	\$ -
83	2574.508	FERTILIZER TYPE 3	LBS	305	\$ 0.95	\$ 289.75	0	\$ -	0	\$ -
84	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SY	7595	\$ 2.00	\$ 15,190.00	0	\$ -	0	\$ -
85	2575.505	SEEDING	ACRE	2.83	\$ 263.00	\$ 744.29	0.00	\$ -	0.00	\$ -
86	2575.508	HYDRAULIC MULCH MATRIX	LBS	5040	\$ 1.25	\$ 6,300.00	0	\$ -	0	\$ -
87	2575.508	SEED MIXTURE 25-151	LBS	175	\$ 5.25	\$ 918.75	0	\$ -	0	\$ -
88	2575.508	SEED MIXTURE 33-262	LBS	65	\$ 14.00	\$ 910.00	0	\$ -	0	\$ -
89	2582.503	4" BROKEN LINE PAINT (EPOXY)	LF	530	\$ 1.55	\$ 821.50	0	\$ -	0	\$ -
90	2582.503	4" DASHED LINE PAINT (EPOXY)	LF	644	\$ 1.55	\$ 998.20	0	\$ -	0	\$ -
91	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	6502	\$ 1.55	\$ 10,078.10	0	\$ -	0	\$ -
92	2582.518	CROSSWALK PAINT (EPOXY)	SF	522	\$ 5.50	\$ 2,871.00	0	\$ -	0	\$ -
93	2582.518	PAVEMENT MESSAGE (EPOXY)	SF	11	\$ 9.60	\$ 105.60	0	\$ -	0	\$ -
GRAND TOTALS						\$ 1,244,237.29	\$ 237,636.65	\$ 277,659.75		

Internal City Use Only			
	MSA Funds (0.46 Mobilization)	\$ 80,401.95	\$ 109,810.15
	Storm Sewer Utility Funds (0.25 Mobilization)	\$ 21,255.00	\$ 29,332.50
	Water Utility Funds (0.09 Mobilization)	\$ 24,215.00	\$ 25,002.50
	Sanitary Sewer Utility Funds (0.09 Mobilization)	\$ 109,569.60	\$ 110,357.10
	Park Improvement Funds (0.11 Mobilization)	\$ 2,195.00	\$ 3,157.50
	Total Funds	\$ 237,636.55	\$ 277,659.75

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-164 Authorizing Partial Payment to North Valley, Inc. for IP#23-07 2023 Neighborhood Pavement Overlays Improvements.

Purpose/Background:

Resolution and Pay Estimate

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to North Valley, Inc. of Nowthen, Minnesota for Improvement Project #23-07, 2023 Neighborhood Overlay Improvements, in the amount of \$522,010.58.

Action:

Motion to adopt Resolution #23-164, Authorizing Partial Payment to North Valley, Inc. for IP#23-07 2023 Neighborhood Pavement Overlays Improvements.

Attachments

Resolution
Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	07/20/2023 01:32 PM
Brian Hagen	Brian Hagen	07/20/2023 01:43 PM
Form Started By: Marsha Weidner		Started On: 07/18/2023 08:56 AM
Final Approval Date: 07/20/2023		

Councilmember _____introduced the following resolution and moved for its adoption:

RESOLUTION #23-164

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #23-07; 2023 NEIGHTBORHOOD PAVEMENT OVERLAY IMPROVEMENTS.

WHEREAS, the City of Ramsey proposes to overlay the pavement on numerous street segments in 2023 as identified within the 2023 – 2032 Capital Improvement Program; and

WHEREAS, funding for this improvement is proposed to come from the Pavement Management Funds, Storm Water Fund and budgeted 2023 Temporary Pavement Repairs Funds; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-250, adopted November 7th, 2022, the City Council accepted and awarded the proposal to Bolton & Menk, Inc., for topographic survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-288 adopted December 13, 2022, the City Council ordered the City Engineer to prepare plans and specifications for improvement project 23-07, 2023 Neighborhood Pavement overlays Improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-064, adopted March 28, 2023 the City Council approved plans and specifications as prepared by the City Engineer and authorized advertisement for bids for said improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-084, adopted April 25, 2023 the City Council awarded a proposal to North Valley, Inc. of Nowthen, Minnesota in the amount of \$536,886.89 for construction of the improvement in accordance with the approved plans and specifications, for same improvement; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-118, adopted May 23, 2023, the City Council approved to amend the plans to complete a 1 1/2-inch mill and overlay of Alpine Drive within the drive lanes between the west side of its intersection with Yakima Street and of the east side of its intersection with Roanoke Street, with Change Order #1 in the amount of \$60,583.56 for Improvement Project #23-07, 2023 Neighborhood Pavement Overlay Improvements; and

WHEREAS, as of July 25, 2023, \$0.00 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to North Valley, Inc. of Nowthen, Minnesota for said project, in the amount of \$522,010.58.

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 authorizes partial payment no. 1 to North Valley, Inc. of Nowthen, Minnesota for said project, in the amount of \$522,010.58.

- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of July 25, 2023.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of July, 2023.

Mayor

ATTEST:


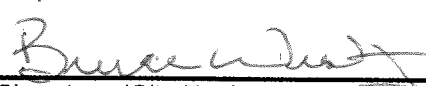
City Clerk

Pay Estimate Summary Sheet

Estimate Number: 1 Partial
 Project Number: 23-07
 Project Name: 2023 Neighborhood Pavemet Overlay Improvements
 Period Ending: June 30, 2023
 Contractor: North Valley Inc.
 Address: 20015 Iguana Street NW Suite 100, Nowthen, MN 55330

1	Original Contract Amount		\$ 536,886.89
2	Change Order(s) No. <u>1</u> Thru No. <u>1</u>		\$ 60,583.56
3	Total Funds Encumbered		\$ 597,470.45
4	Value of Work Completed		\$ 549,484.82
5	Retainage <u>5</u> %		\$ (27,474.24)
	Percent Complete <u>92%</u>		
6	Deductions or Charges		\$ -
7	Total Earned Less Retainage (Lines 4+5+6)		\$ 522,010.58
8	Previous Payment(s)		\$ -
9	Payment Due (Lines 7-8)		\$ 522,010.58
10	Total Balance to Finish, Including Retainage (Lines 3-7)		\$ 75,459.87

Certification of Partial Payment	
I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.	
North Valley, Inc. <hr/> Contractor Name	Timothy P. Erickson <hr/> Print Name
Secretary/Treasurer <hr/> Title	 <hr/> Signature
	July 18, 2023 <hr/> Date

City of Ramsey Approval	
 <hr/> Signature (Project Engineer)	7/18/2023 <hr/> Date
 <hr/> Signature (City Engineer)	7/18/2023 <hr/> Date

Item No.	MnDOT No.	Item Description	Unit	CONTRACT AMOUNT			COMPLETED THIS PERIOD		COMPLETED TO DATE	
				Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	\$ 17,470.77	\$ 17,470.77	1.0	\$ 17,470.77	1.0	\$ 17,470.77
2	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	514	\$ 8.27	\$ 4,250.78	399	\$ 3,299.73	399.0	\$ 3,299.73
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	702	\$ 2.52	\$ 1,769.04	425	\$ 1,071.00	425.0	\$ 1,071.00
4	2104.503	SAWING CONCRETE (FULL DEPTH)	LF	261	\$ 5.73	\$ 1,495.53	85	\$ 487.05	85.0	\$ 487.05
5	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	143	\$ 6.81	\$ 973.83	167	\$ 1,137.27	167.0	\$ 1,137.27
6	2104.504	REMOVE CONCRETE WALK	SY	156	\$ 9.06	\$ 1,415.36	186	\$ 1,685.16	186.0	\$ 1,685.16
7	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	96	\$ 43.91	\$ 4,215.36	15	\$ 658.65	15.0	\$ 658.65
8	2231.603	SAWED & SEALED JOINT	EA	130	\$ 48.23	\$ 6,269.90	205	\$ 9,887.15	205.0	\$ 9,887.15
9	2231.604	BITUMINOUS PATCH	SY	333	\$ 48.33	\$ 16,093.89	196	\$ 9,472.68	196.0	\$ 9,472.68
10	2232.504	MILL BITUMINOUS SURFACE (1.0")	SY	3023	\$ 2.64	\$ 7,980.72	3066	\$ 8,094.24	3066.0	\$ 8,094.24
11	2232.504	MILL BITUMINOUS SURFACE (2.0")	SY	33377	\$ 1.04	\$ 34,712.08	33377	\$ 34,712.08	33377.0	\$ 34,712.08
12	2301.604	CONCRETE PAVEMENT DRIVEWAYS 6"	SY	8	\$ 80.39	\$ 643.12	0	\$ -	0.0	\$ -
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2546	\$ 2.84	\$ 7,230.64	2190	\$ 6,219.60	2190.0	\$ 6,219.60
14	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 1.5"	TON	256	\$ 88.16	\$ 22,568.96	253	\$ 22,304.48	253.0	\$ 22,304.48
15	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 2.0"	TON	3772	\$ 84.94	\$ 320,393.68	3314	\$ 281,491.16	3314.0	\$ 281,491.16
16	2503.602	GROUT CATCH BASIN	EA	63	\$ 91.11	\$ 5,739.93	7	\$ 637.77	7.0	\$ 637.77
17	2503.602	RESET CATCH BASIN	EA	2	\$ 321.55	\$ 643.10	0	\$ -	0.0	\$ -
18	2504.602	ADJUST VALVE BOX	EA	18	\$ 107.18	\$ 1,929.24	3	\$ 321.54	3.0	\$ 321.54
19	2506.602	ADJUST FRAME AND RING CASTING	EA	28	\$ 53.59	\$ 1,500.52	7	\$ 375.13	7.0	\$ 375.13
20	2521.504	6" CONCRETE WALK	SY	324	\$ 69.67	\$ 22,573.08	353	\$ 24,593.51	353.0	\$ 24,593.51
21	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	222	\$ 10.72	\$ 2,379.84	378	\$ 4,052.16	378.0	\$ 4,052.16
22	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	374	\$ 48.23	\$ 18,038.02	399	\$ 19,243.77	399.0	\$ 19,243.77
23	2531.503	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	140	\$ 48.23	\$ 6,752.20	0	\$ -	0.0	\$ -
24	2531.604	7" CONCRETE VALLEY GUTTER	SY	17	\$ 75.03	\$ 1,275.51	12	\$ 900.36	12.0	\$ 900.36
25	2531.618	TRUNCATED DOMES	SF	370	\$ 48.23	\$ 17,845.10	378	\$ 18,230.94	378.0	\$ 18,230.94
26	2540.601	LANDSCAPE RESTORATION	LS	1	\$ 1,607.74	\$ 1,607.74	1	\$ 1,607.74	1.0	\$ 1,607.74
27	2563.601	TRAFFIC CONTROL	LS	1	\$ 3,215.48	\$ 3,215.48	1	\$ 3,215.48	1.0	\$ 3,215.48
28	2574.507	TOPSOIL (LV)	CY	21	\$ 49.84	\$ 1,046.64	31	\$ 1,545.04	31.0	\$ 1,545.04
29	2575.504	SODDING TYPE LAWN	SY	189	\$ 24.27	\$ 4,587.03	0	\$ -	0.0	\$ -
				ORIGINAL CONTRACT TOTALS						
				CHANGE ORDER No.1 - REVISE ALPINE DRIVE MILL & OVERLAY						
				Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
30A	2232.504	MILL BITUMINOUS SURFACE (1.5") - ALPINE DRIVE	SY	5876	\$ 2.64	\$ 15,512.64	7532	\$ 19,884.48	7532.0	\$ 19,884.48
13A	2357.506	BITUMINOUS MATERIAL FOR TACK COAT - ALPINE DRIVE	GAL	411	\$ 2.84	\$ 1,167.24	753	\$ 2,138.52	753.0	\$ 2,138.52
14A	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 1.5" - ALPINE DRIVE	TON	498	\$ 88.16	\$ 43,903.68	621	\$ 54,747.36	621.0	\$ 54,747.36
				CHANGE ORDER TOTALS						
				GRAND TOTALS						
					\$	\$ 597,470.45		\$ 549,484.82		\$ 549,484.82

Internal City Use Only		Quantity	Extended Total
Pavement Management Funds			\$ 472,076.69
Storm Sewer Utility Funds			\$ 637.77
2023 Budgeted Temporary Pavement Repair Funds			\$ 76,770.36
Total Funds			\$ 549,484.82

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-165 Authorizing Partial Payment to Reshetar Systems, Inc. of Anoka, Minnesota for Improvement Project #23-17, The COR Tree Clearing Improvement Project.

Purpose/Background:

Resolution and Pay Estimate Attached

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to Reshetar Systems, Inc of Anoka, Minnesota for #23-17, The COR Tree Clearing Improvement Project, in the amount of \$54, 949.42.

Action:

Motion to adopt Resolution #23-165 Authorizing Partial Payment to Reshetar Systems, Inc. of Anoka, Minnesota for Improvement Project #23-17, The COR Tree Clearing Improvement Project.

Attachments

Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	07/20/2023 01:32 PM
Brian Hagen	Brian Hagen	07/20/2023 01:44 PM
Form Started By: Marsha Weidner		Started On: 07/18/2023 09:02 AM
Final Approval Date: 07/20/2023		

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

RESOLUTION #23-165

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO RESHETAR SYSTEMS, INC. OF ANOKA, MINNESOTA FOR IMPROVEMENT PROJECT #23-17, COR TREE CLEARING

WHEREAS, the City of Ramsey proposes to construct infrastructure improvements within The COR; and

WHEREAS, pursuant to Ramsey City Council resolution #22-241, adopted October 25, 2022, the City Council authorized Bolton & Menk, Inc. to complete The COR Public Infrastructure and Wetland Analysis proposals; and

WHEREAS, pursuant to Ramsey City Council resolution #23-107, adopted May 9, 2023, the City Council authorized Bolton & Menk, Inc. to prepare The COR Public Infrastructure Design Services proposal and the advertisement of bids for The COR tree clearing improvements of said project; and

WHEREAS, Novco Inc. of Elk River, Minnesota, withdrew their bid in accordance with the approved plans and specifications; and

WHEREAS, pursuant to Ramsey City Council resolution #23-128 adopted June 13, 2023 the bid of Reshetar Systems, Inc. of Anoka, Minnesota, in the amount of \$287,000.00 for the total bid for construction of the improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder; and

WHEREAS, as of July 25, 2023 \$0.00 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment no. 1 to Reshetar Systems, Inc of Anoka, Minnesota for said project, in the amount of \$54, 949.42.

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

- 1) That the City Council are hereby authorizes partial payment no. 1 to Reshetar Systems, Inc. of Anoka, Minnesota for said project, in the amount of \$54,949.42.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of July 25, 2023.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of June, 2023.

Mayor

ATTEST:

City Clerk

Contractor's Application for Payment

Owner: City of Ramsey Owner's Project No.: 23-17
 Engineer: Bolton & Menk, Inc. Engineer's Project No.: OR1.130893; OR1.131247
 Contractor: Reshetar Systems, Inc. Agency's Project No.: _____
 Project: The COR Tree Clearing
 Contract: _____

Application No.: 1 Application Date: 7/14/2023
 Application Period: From 6/14/2023 to 7/13/2023

1. Original Contract Price	\$	287,000.00
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	287,000.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	57,841.50
5. Retainage		
a. <u>5%</u> X \$ <u>57,841.50</u> Work Completed	\$	2,892.08
b. _____ X \$ _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	2,892.08
6. Amount eligible to date (Line 4 - Line 5.c)	\$	54,949.42
7. Less previous payments		
8. Amount due this application	\$	54,949.42
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	229,158.50

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Reshetar Systems, Inc
 Signature: *Micore Reshetar* Date: 7/12/23
 Name: Micore Reshetar Title: V.P.

Recommended by Engineer
 By: *Kevin P Kiel*
 Name: Kevin Kielb
 Title: Principal Engineer
 Date: 7/14/2023

Approved by Owner
 By: *Bruce Westly*
 Name: Bruce Westly
 Title: City Engineer / DPW
 Date: 7/18/2023

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Ramsey
 Engineer: Bolton & Menk, Inc.
 Contractor: Reshlar Systems, Inc.
 Project: The COR Tree Clearing
 Contract: _____
 Application No.: 1 Application Period: From 06/14/23 to 07/13/23
 Owner's Project No.: 23-17
 Engineer's Project No.: ORL130899; ORL131247
 Contractor's Project No.: _____
 Agency's Project No.: _____

A Bid Item No.	B Description	C Contract Information			D Contract Information			E Contract Information			F Contract Information			G Contract Information			H Contract Information			I Contract Information			J Contract Information			K Contract Information			L Contract Information		
		Item	Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed (E X G)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + J) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)																	
1	MOBILIZATION	1.00	LUMP SUM		3,500.00	3,500.00			0.50	1,750.00	1,750.00	50%	1,750.00																		
2	CLEARING & GRUBBING	1.00	LUMP SUM		238,425.00	238,425.00			0.10	23,842.50	23,842.50	10%	214,582.50																		
3	TRAFFIC CONTROL	1.00	LUMP SUM		1,900.00	1,900.00			1.00	1,900.00	1,900.00	100%	-																		
4	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM		24,700.00	24,700.00			0.67	16,549.00	16,549.00	67%	8,151.00																		
5	SILT FENCE; TYPE MS	6,500.00	LIN FT	1.15	7,475.00	7,475.00			12,000.00	13,800.00	185%	(6,325.00)																			
6	RAPID STABILIZATION METHOD 2	5.00	ACRE		2,200.00	11,000.00			-	-	-	-	11,000.00																		
				Original Contract Totals		\$ 287,000.00	\$			\$ 57,841.50	\$	20%	\$ 229,158.50																		

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Connect the community through Parks, Trails and Recreational Programming.**Information****Title**

Adopt Resolution #23-166 Approving Plans and Specifications and Authorizing Advertisement for Bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02

Purpose/Background:**Purpose:**

The purpose of this case is to adopt Resolution #23-166 approving plans and specifications and authorizing advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Background:

City Improvement Project #23-02 proposes to reconstruct Central Park's main parking lot. Reconstruction of the parking lot is in the current 2023 – 2032 Capital Improvement Program (CIP) for 2023. It was placed in 2023 with the intent to construct it concurrently with 161st Avenue, as a separate project.

Existing Conditions:

The existing parking lot was built in 1985, and is approximately 1.6 acres. A pavement core and soil boring were taken in the parking lot. The parking lot was found to consist of 2.25" bituminous placed directly on sand subbase. The existing parking lot includes 202 total stalls, 3 of which are marked as handicap stalls. The pavement is not rated with as part of the City's PASER rating system, however, Staff review has determined an overlay treatment would not be appropriate.

Project History:

- April 12, 2022, Resolution #22-089, the Ramsey City Council accepted a proposal for a topographic survey of the project area from Bolton & Menk.
- June 21, 2022, the Ramsey Public Works Committee (PWC) reviewed bicycle and pedestrian facilities as part of the 16th Avenue Street Reconstruction. The PWC recommended extending pedestrian facilities with a goal of minimizing tree impacts and existing park facilities. Those recommendations were incorporated into the parking lot reconstruction plans.
- November 10, 2022, the Ramsey Park and Recreation Commission (PRC) had a discussion of the proposed Central Park parking lot reconstruction as part of consideration of the 2023 – 2032 Parks Capital Improvement Plan. The PRC supported the project in general, specifically using medians to collect stormwater runoff and provide shade trees. Additionally, using the available green space adjacent to the parking lot to increase the footprint of the parking lot, while not losing trees. The PRC supported a one-way directional parking lot layout to increase safety for pedestrians, but also to maximize stall count if possible.
- November 15, 2022, the PWC recommended City Council authorization to prepare plans and specifications. The PWC generally supported the project, including creating the medians to provide shade trees, using the available green space adjacent to the parking lot to increase the footprint of the parking lot while not losing trees. The PWC also supported a two-way parking lot layout to maximize the total stall count.
- December 13, 2022, Resolution #22-285, the Ramsey City Council ordered the City Engineer to prepare plans and specifications for Improvement Project #23-02, Central Park Main Parking Lot Reconstruction.
- July 18, 2023, the PWC recommended City Council approve plans and specifications and authorize advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Proposed Improvements:

Based on direction from the PRC, PWC, and City Council, this project proposes to reconstruct the parking lot with; two-way traffic flow, two lowered medians which will both collect stormwater runoff and contain trees to provide shade, and an increased foot print to allow for more parking stalls while not removing any mature trees within the park. The parking lot will include B-style concrete curb and gutter throughout, with concrete flumes in the medians. A storm sewer system including catch basins and pipe will be installed at low points in the park drive and medians to take the stormwater runoff. This storm sewer will connect to the system built as part of the 161st Avenue reconstruction project. The parking lot stalls are proposed to be 20 feet deep and 9 feet wide with 24 feet wide drive aisles. The total stall count is 232, including 7 handicap stalls. Handicap stall counts are required per the Minnesota Accessibility code, which requires a minimum 7 stalls for total spaces between 201 and 300.

Staff is proposing to not include the median landscaping or irrigation system as part of the parking lot reconstruction. This is proposed to be performed separately later this fall. As part of the parking lot reconstruction, conduit will be added for future connection to the existing park irrigation system.

Future Central Park Considerations:

This project is proposing to only reconstruct the main parking lot and adjacent park drives. The smaller southern parking lot is being reconstructed as part of the 161st Avenue reconstruction project per City Council direction on December 13, 2022. The parking lot bay across from the hockey rinks and park drive are in the same condition and age as the main parking lot. Construction of these facilities is proposed to be phased to allow for continual use of Central Park by the public. To offset parking loss during fall sports and provide additional parking during the parking fair, City Staff has temporarily stripped the hockey rinks and pleasure rink for parking. An exhibit showing this layout is attached to this case.

Preliminary Schedule Remaining:

- Park and Recreation Commission recommends funding source
 - August 10, 2023
- Staff Receives Bids
 - August 18, 2023
- Council awards contract to the lowest responsible bidder
 - August 22, 2023
- Contractor begins construction
 - September, 2023
- Contractor substantially completes construction
 - October 13, 2023
- Landscaping / Irrigation installation
 - October / November 2023

Bid Opening:

Staff proposes to open bids on August 18, 2023, and to present the bid results to City Council on August 22, 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 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.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday, July 28, and again on Friday, August 4, 2023, in the City's official newspaper, the Anoka Union Herald.

Observations/Alternatives:

Observations:

The estimated project costs are approximately 15-percent higher than the CIP Level Estimate of \$800,000. This is due to the increased cost of construction seen throughout the year, and anticipated to occur with late season construction, as well as a general increase in storm sewer pipe and structure costs seen this year compared to recent years.

Alternatives:

Motion to adopt Resolution #23-166 approving plans and specifications and authorizing advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Funding Source:

Funding for this improvement is proposed to come from Park Improvement Trust Fund, Capital Maintenance Fund, and Storm Water Utility Fund.

Staff has completed an estimate based on final plans and anticipated construction costs, with a total estimated project cost of \$924,096.21, which includes 23-percent indirect costs for administrative, engineering, finance, and legal costs.

- Park Improvement Trust Fund \$391,677.96
- Capital Maintenance Fund \$340,000.00
- Storm Sewer Utility Fund \$192,418.25

Recommendation:

Staff recommends adopting Resolution #23-166 approving plans and specifications and authorizing advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

On July 18, 2023 the Ramsey Public Works Committee reviewed the improvement project and recommended City Council approve the plans and specifications and authorize advertisement for bids.

Action:

Adopt Resolution #23-166 approving plans and specifications and authorizing advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Attachments

- Res 23-166
- 23-02 Title Sheet
- Central Park Temporary Parking
- 23-02 CIP Sheet

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	07/19/2023 07:43 AM
Bruce Westby	Bruce Westby	07/20/2023 01:31 PM
Brian Hagen	Brian Hagen	07/20/2023 01:39 PM
Form Started By: Joe Feriancek		Started On: 07/12/2023 05:05 PM
Final Approval Date: 07/20/2023		

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

RESOLUTION #23-166

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION, IMPROVEMENT PROJECT #23-02

WHEREAS, the City of Ramsey proposes to reconstruct the Central Park main parking lot; 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 #22-285, adopted December 13, 2022, the City Council ordered the City Engineer to prepare plans and specifications for Improvement Project #23-02, Central Park Main Parking Lot Reconstruction; and

WHEREAS, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for Improvement Project #23-02, Central Park Main Parking Lot Reconstruction.

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 and authorizes advertisements for bids for said improvements as Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

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 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CITY OF RAMSEY

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 23-02

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE "SUPPLEMENTAL SPECIFICATIONS" DATED SEPTEMBER 2022 SHALL GOVERN.

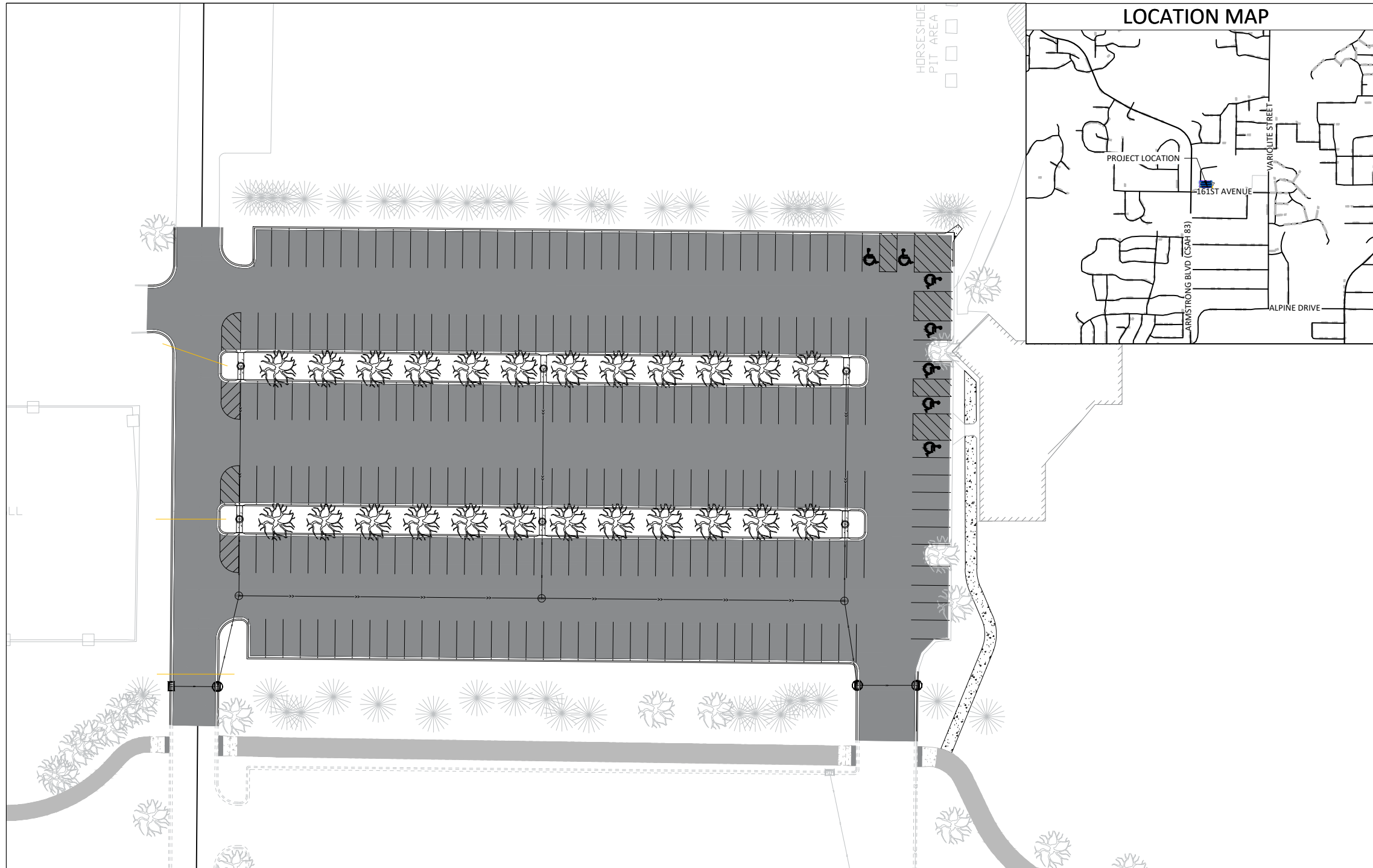
ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS -- SHEETS

SHEET No.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03 - 05	DETAILS
06	EXISTING CONDITIONS & REMOVALS
07	GRADING & EROSION CONTROL



LEGEND

	SANITARY MANHOLE		Easement - Drainage & Utility
	STORM SEWER MANHOLE		Easement - Roadway
	CATCH BASIN MANHOLE		LOT LINE
	CATCH BASIN		ELECTRIC LINE
	CATCH BASIN - GROUT		ELECTRIC LINE - BURIED
	CATCH BASIN - RESET		ELECTRIC LINE - OVERHEAD
	FLARED END SECTION		GAS LINE
	CULVERT END SECTION		TELECOMMUNICATION LINE
	HYDRANT		TELECOMM - OVERHEAD
	VALVE		FIBER OPTIC LINE
	TREE - CONIFEROUS		TREE LINE
	TREE - DECIDUOUS		LANDSCAPE
	SHRUB		RETAINING WALL
	LIGHT POLE		FENCE
	SIGN		SILT FENCE
	MAILBOX		WATERMAIN
	PEDESTAL - TELECOM		SANITARY SEWER
	PEDESTAL - ELECTRIC		STORM SEWER
	HAND HOLE		DRAIN TILE
	DRIVE - BITUMINOUS		LANDSCAPE - ROCK
	DRIVE - CONCRETE		LANDSCAPE - MULCH
	DRIVE - GRAVEL		LANDSCAPE - RIP RAP
	CONCRETE WALK		PR. DRIVE - BITUMINOUS
	BITUMINOUS TRAIL		PR. DRIVE - CONCRETE
	REMOVE BIT PAVE		PR. DRIVE - GRAVEL
	REMOVE CONCRETE PAVE		PR. CONCRETE WALK
	REMOVE GRAVEL SURFACE		PR. CONCRETE
	MILL BIT PAVEMENT		PR. SEEDING AREA
	RECLAIM BIT PAVEMENT		PR. SODDING 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.

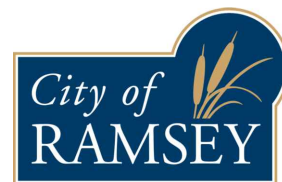
JOE FERIANCEK, P.E.
ASSISTANT CITY ENGINEER

57095 DATE --/--/--
LIC. NO.

DATE	REVISION

SHEET 01 OF -- SHEETS

0 30 60 90
SCALE (FEET)



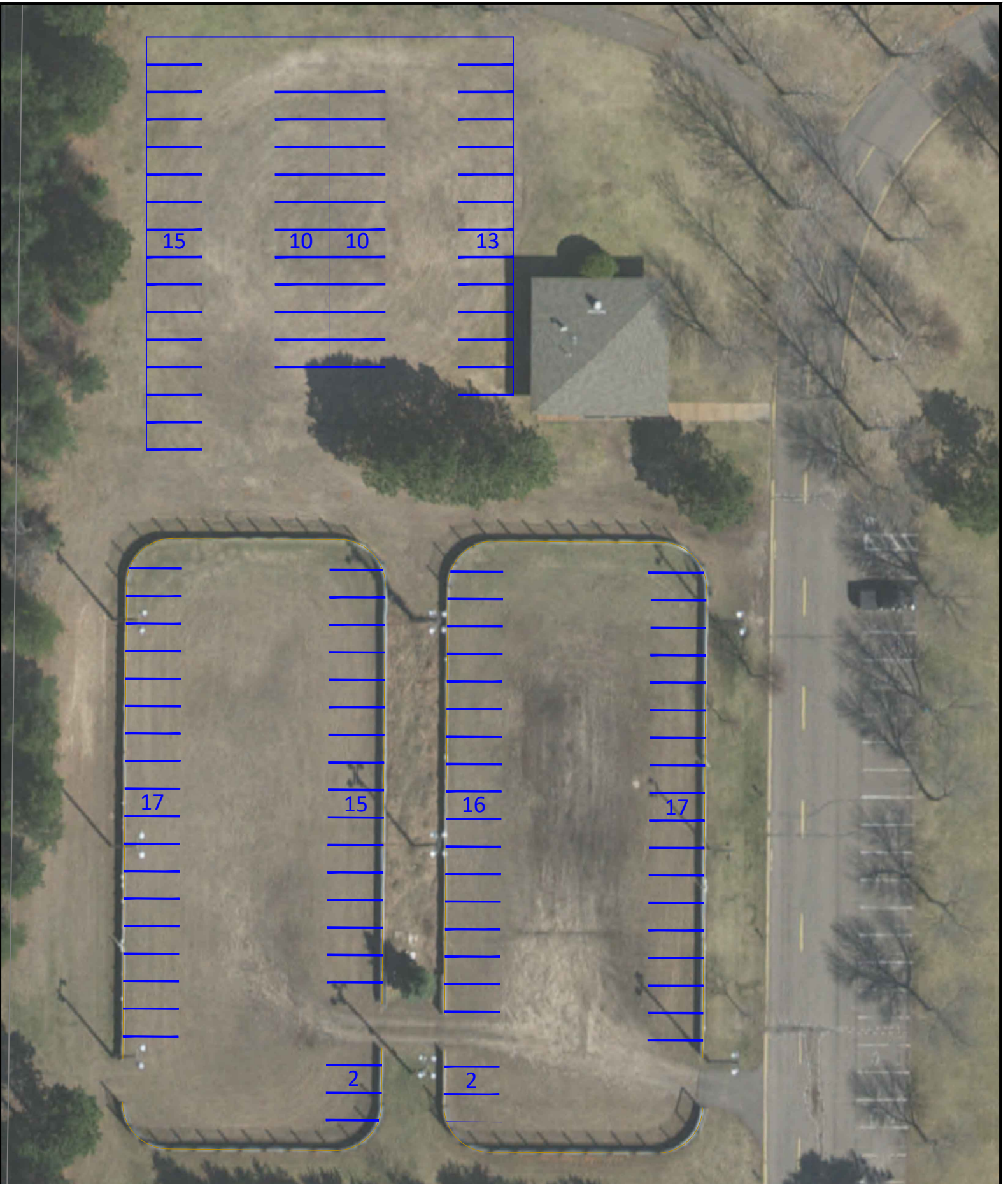
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

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

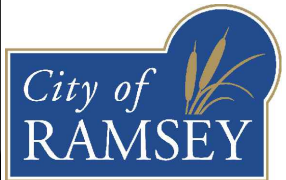
NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002



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



TEMPORARY ADDITIONAL PARKING



Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project #	21-PARK-002
Project Name	Central Park Main Parking Lot Reconstruction

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

Total Cost \$800,000

Description

This reconstruction project would replace the 35+ year-old bituminous main parking area at the same time as the adjoining 161st Avenue reconstruction.

Justification

The bituminous surface is beyond its useful maintenance life and the drainage patterns would be modified to reduce significantly the amount of stormwater that flows across 161st Avenue.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost	800,000										800,000
Total	800,000										800,000

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Park Improvement Trust Fund	345,000										345,000
Storm Water Utility Fund	115,000										115,000
Capital Maintenance Fund	340,000										340,000
Total	800,000										800,000

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Adopt Resolution #23-167 Authorizing Solicitation of Quotes for 2023 Spray Patching Contracted Services

Purpose/Background:**Purpose:**

The purpose of this case is to adopt Resolution #23-167 authorizing solicitation of Requests for Quotes for Pavement Maintenance Project #23-23, 2023 Spray Patching Contracted Services.

Background:

Many miles of City streets have significant numbers of potholes deeper than 2-inches and/or numerous areas where the upper 2-inches or less of pavement are missing, generally termed surface stripping, resulting in poor and unsafe conditions for drivers and pedestrians. The number of streets with deep and shallow (surface stripping) potholes have grown significantly in recent years, resulting in Public Works staff spending more and more time patching potholes and less time completing other core duties. In 2023, the number of streets with significant numbers of deep potholes and surface stripping have increased to the point that Public Works staff are able to maintain only a small portion of them. This is due in part to last winter's severe weather conditions, but also due to the age and composition of the pavement sections, as well as not receiving regular proactive maintenance treatments over the life of the pavement sections.

In April, Staff finalized the attached overall pavement repair plan showing all streets proposed to receive temporary 2-inch mill and overlays, temporary deep pothole patching, and temporary spray patching to most cost-effectively maintain pavement sections on the worst streets until they can be reconstructed.

Deep pothole patching involves removing all debris and water from potholes deeper than 2-inches using compressed air, applying bituminous tack coat on existing bituminous pavement surfaces within the potholes, placing hot asphalt mix in the potholes, then compacting the hot mix.

Spray patching involves using a spray patching truck to clean debris and water out of potholes 2-inches deep or shallower using compressed air, then applying a bituminous spray patch mix within the shallow potholes.

On April 25, 2023, the City Council adopted Resolution #23-089 approving plans and specifications and authorizing advertisements for bids for Improvement Project #23-14, 2023 Critical Mill and Overlay Improvements. The intent of this project, which is complete, was to temporarily repair distressed pavement sections in 21 of the most critical areas by completing 2-inch mill and overlay improvements. That same evening, the City Council directed the City Engineer to solicit quotes for contracted pavement patching services to immediately patch as many of the highest priority potholes as practical. This project, which was designated project #23-15, Priority Pothole Patching, was completed in early June.

On April 25, 2023, the City Council also directed the City Engineer to prepare plans for enlisting contracted services to patch all remaining streets shown on the overall pavement repair plan and to present said plans to the City Council on May 9, 2023, to authorize bids. Attached are two figures showing the remaining streets that Staff identified as requiring temporary pavement repairs in the form of deep pothole patching (Figure 1) and spray patching (Figure 2). Approximately 19.6 miles of City streets are identified in Figure 1 as needing deep pothole

patching, and approximately 20.8 miles of City streets are identified in Figure 2 as needing spray patching. Some overlap exists between the figures since some streets will require both deep pothole patching and spray patching. These figures were used to develop Pavement Maintenance Project #23-16 intended to help hold these streets together until they receive reconstruction or overlay improvements per the current Pavement Management Program (PMP) or until they can be added to the PMP in the future.

On June 8, 2023, a total of two (2) bids were received, opened, and tabulated for Pavement Maintenance Project #23-16 but only one (1) bid was found to comply with the approved plans and specifications and advertisement for bids. This bid was submitted by Asphalt Surface Technologies Corp. in the amount of \$2,418,600.00. After bids were opened the low bidder indicated their interpretation of the contract documents resulted in a bid that was higher than intended. Upon discussing this with the City Council, the bid was rejected and staff was directed to split Project #23-16 into two separate projects with one project including only deep pothole patching and one project including only spray patching. Staff then prepared new contract documents and advertised bids the following day for the two new projects designated as Street Maintenance Project #23-21, Deep Pothole Patching Contracted Services, and Street Maintenance Project #23-22, Spray Patching Contracted Services.

On July 11, 2023, the City Council adopted Resolution #23-154 awarding a construction contract for Street Maintenance Project #23-21, 2023 Deep Pothole Patching Contracted Services. However, the City Council rejected bids for Street Maintenance Project #23-22, Spray Patching Contracted Services and directed the City Engineer to return with a new plan for enlisting contracted services to patch any remaining streets previously proposed to be patched in 2023 but that were not previously patched by staff or using contracted services, and that are not proposed to be patched by staff or using contracted services in 2023.

Attached is a map of all the streets proposed to be spray patched by contracted services in 2023. This map will be included in the Request for Quotes and contractors will be asked to provide a lump sum quote to spray patch these streets, which are highlighted in red on the map.

Also attached is a map showing all streets that either have or are proposed to receive pavement patching in 2023 by City forces and contracted services. Streets previously patched by City staff are shown in purple, while streets that are still proposed to be patched by City staff are shown in yellow. Streets previously patched by contracted services are shown in blue, while streets that are still proposed to be patched by contracted services are shown in orange. Streets highlighted in red are again those streets proposed to be spray patched as part of this project.

Notification:

Not required for this case.

Funding Source:

The adopted 2023 budget included \$375,000 to temporarily repair the bituminous pavement on numerous public street segments in support of the City's Pavement Management Program, with another \$375,000 reserved for temporary pavement repairs in 2024. These funds have been fully expended on other pavement patching projects in 2023.

Other potential funding sources include the Public Improvement Revolving (PIR) Fund, the Pavement Management fund, and/or Municipal State Aid (MSA) Funds, as applicable. Staff will provide a detailed funding recommendation when quotes are presented on August 8th.

Recommendation:

Staff recommends soliciting quotes for this project.

Action:

Adopt Resolution #23-167 authorizing solicitation of Requests for Quotes for Pavement Maintenance Project #23-23, 2023 Spray Patching Contracted Services.

Attachments

Resolution 23-167
Original 2023 Pavement Repair Plan
MP 23-23 Plan
2023 Pavement Patching Map

Form Review

Inbox

Brian Hagen

Form Started By: Bruce Westby

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 01:46 PM

Started On: 07/18/2023 06:56 PM

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

RESOLUTION #23-167

RESOLUTION AUTHORIZING SOLICITATION OF QUOTES FOR STREET MAINTENANCE PROJECT #23-23, 2023 SPRAY PATCHING CONTRACTED SERVICES

WHEREAS, numerous streets in the City of Ramsey require pavement patching; and

WHEREAS, the City of Ramsey adopted a budget for 2023 including \$375,000 to temporarily repair bituminous pavement on numerous public street segments in support of the City's Pavement Management Program, with another \$375,000 reserved for temporary pavement repairs in 2024; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-100 adopted May 9, 2023, a construction contract was awarded for Pavement Maintenance Project #23-15, 2023 Priority Pothole Patching Contracted Services, to immediately patch the highest priority potholes on streets experiencing severe pavement distress; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-115 adopted May 23, 2023, a construction contract was awarded for Pavement Maintenance Project #23-14, 2023 Critical Mill and Overlay Improvements, to temporarily repair pavement in 21 of the most critical areas experiencing severe pavement distress; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-101, adopted May 9, 2023, the City Council approved plans and specifications and authorized advertisements for bids for Pavement Maintenance Project #23-16, 2023 Pavement Patching Contracted Services, which proposed to utilize contracted services to patch pavement on all remaining streets experiencing severe pavement distress not addressed under projects #23-14 or #23-15; and

WHEREAS, on June 13, 2023, the Ramsey City Council rejected bids for Pavement Maintenance Project #23-16 and directed the City Engineer to promptly prepare two separate plans for proposed spray patching and deep pothole patching contracted services and to advertise bids for said projects; and

WHEREAS, the City Engineer prepared contract documents for the new Street Maintenance Projects designated as Maintenance Projects #23-21, Deep Pothole Patching Contracted Services, and #23-22, Spray Patching Contracted Services, and bids were advertised in the Anoka Union Herald newspaper on June 16 and 23, 2023; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-154 adopted July 11, 2023, a construction contract was awarded for Street Maintenance Project #23-21, 2023 Deep Pothole Patching Contracted Services; and

WHEREAS, on July 11, 2023, the Ramsey City Council rejected bids for Street Maintenance Project #23-22, 2023 Spray Patching Contracted Services, and directed the City Engineer to return with a new plan for enlisting contracted services to patch any remaining streets previously proposed to be patched in 2023 but that were not previously patched by staff or using contracted services, and that are not proposed to be patched by staff or using contracted services in 2023.

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 plan prepared by the City Engineer and authorizes solicitation of quotes for Street Maintenance Project #23-23, 2023 Spray Patching Contracted Services.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of July, 2023.

Mayor

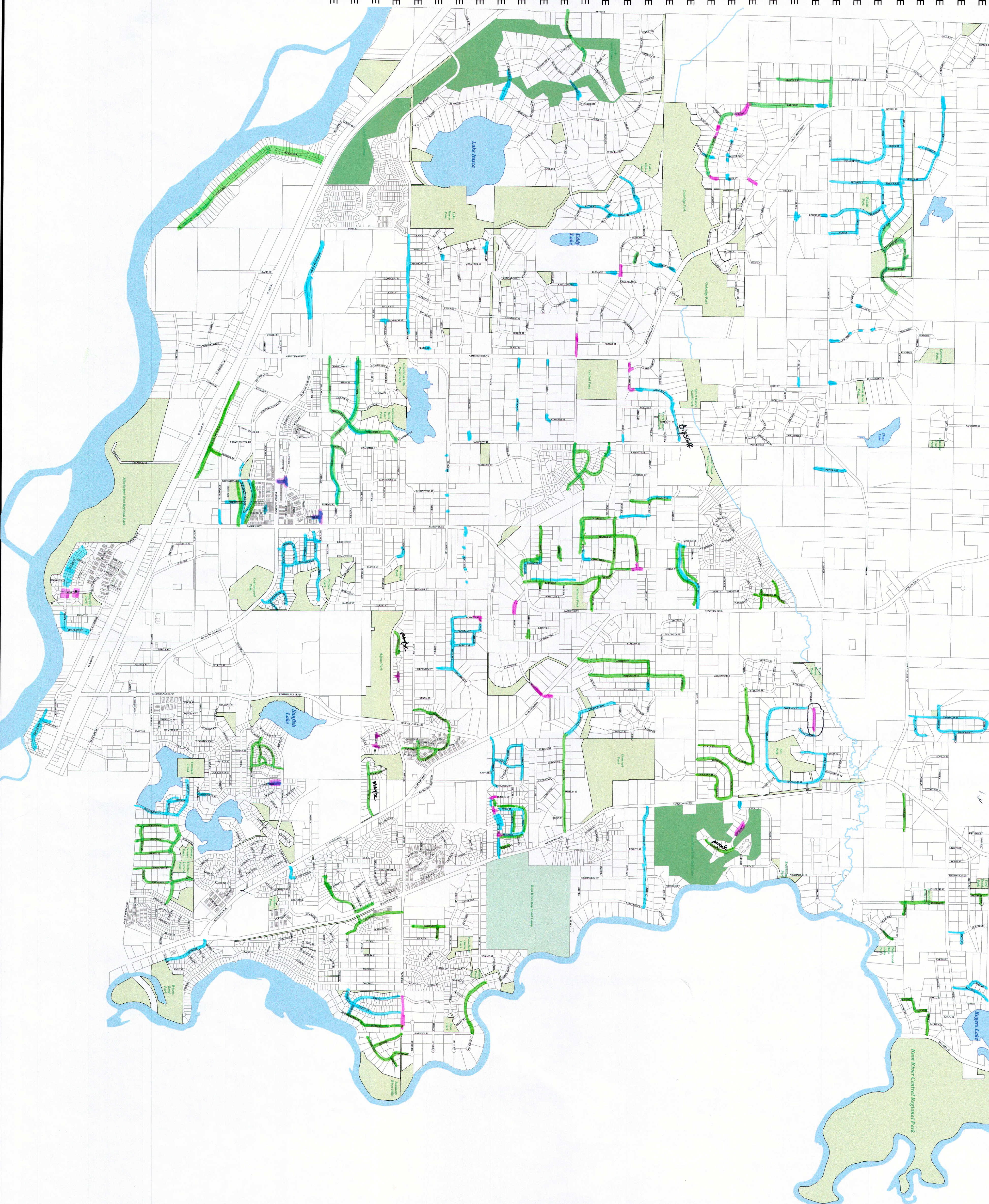
ATTEST:

City Clerk

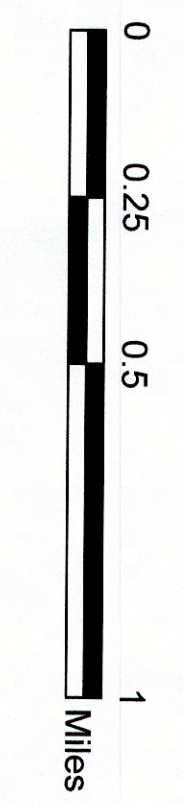
2021 Streets Map

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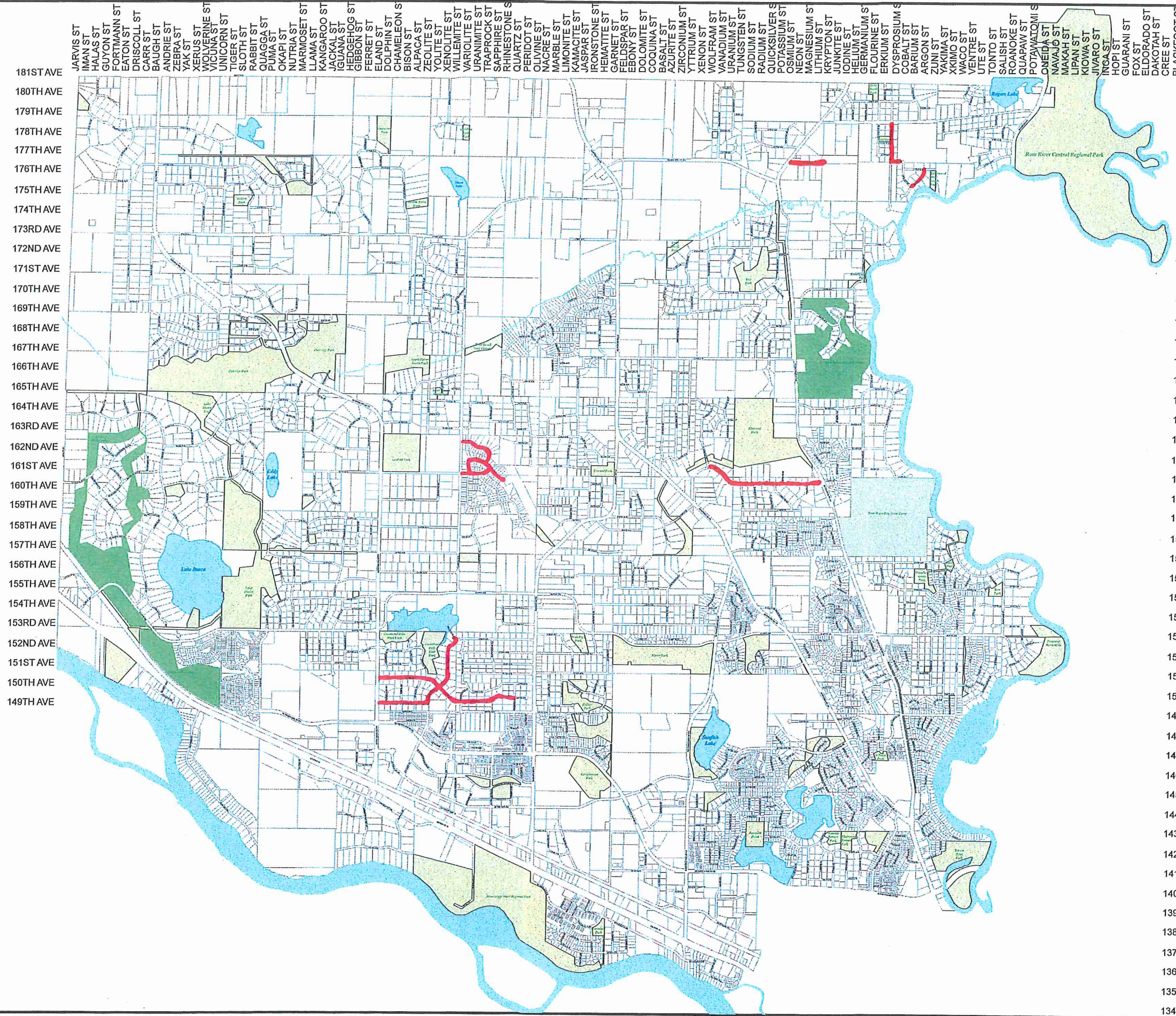
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Scout Patching

Cut out replace

Reg. Patching

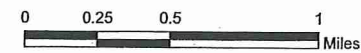
2021 Streets Map



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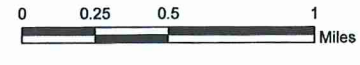
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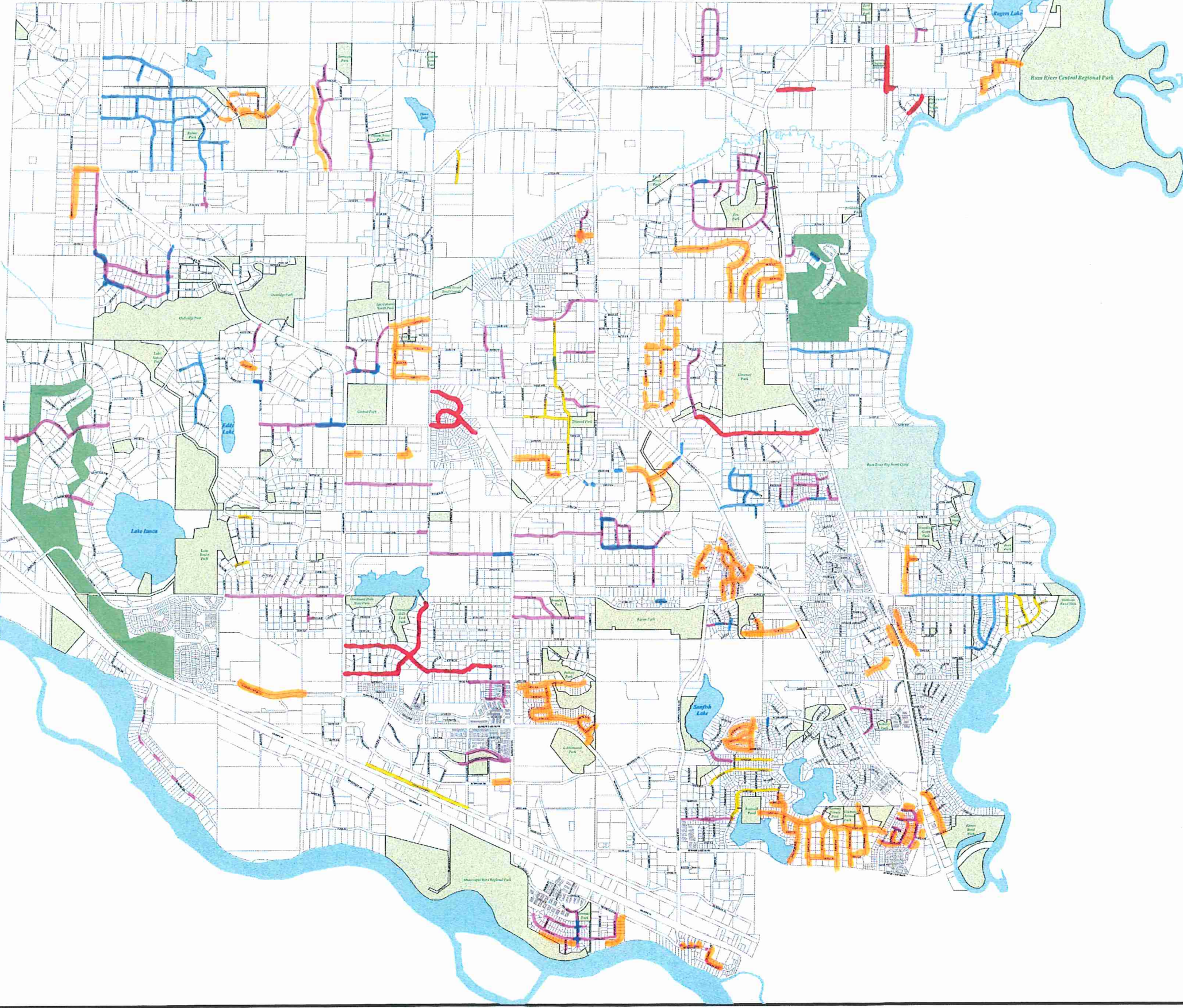
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Legend

- ScoutCamp
- Golf_Courses
- Parks
- Rivers
- Lakes_Ponds
- Creeks



CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Address infrastructure needs.**Information****Title**

Adopt Resolution #23-168 Approving Professional Services Agreement to Revise Plans and Re-Bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements

Purpose/Background:**Purpose:**

The purpose of this case is to adopt Resolution #23-168 Approving a new Professional Services Agreement to Revise Plans and Re-Bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

Background:

The City of Ramsey utilizes groundwater from the Tunnel City-Wonewoc (TCW) aquifer, formerly known as the Franconia-Ironton-Galesville (FIG) aquifer, as its exclusive source of drinking water. The City owns and operates eight municipal water supply wells, with seven available to supply water to the City's municipal water users. Water test results from the municipal wells show that concentrations of manganese range from 0.02 mg/L to 0.37 mg/L. The Minnesota Department of Health (MDH) recently established Health Based Values (HBV) for manganese of 0.100 mg/L for bottle-fed infants, and 0.300 mg/L for everyone else. Four of Ramsey's eight water supply wells exceed the MDH HBV for manganese.

In early 2019, MDH recommended that the City develop short and long-term plans to reduce manganese concentrations in our water supply system.

In April 2019, the City instituted its short-term plan by employing only the three wells with the lowest manganese concentrations to supply water to municipal water users to reduce manganese concentrations throughout the water supply system as much as practical. The City also began working towards its long-term solution to construct a water treatment plant to remove manganese from the municipal water supply system.

On October 8, 2019, the City Council adopted Resolution #19-248 awarding a contract to SEH Inc. to complete a Feasibility Study for a water treatment plant.

On March 9, 2021, the City Council adopted Resolution #21-061 ordering plans and specifications for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

On May 25, 2021, the City Council adopted Resolution #21-143 approving the Water Treatment Plant Feasibility Study prepared by SEH, Inc.

On October 26, 2021, the City Council adopted Resolution #21-303 approving plans and specifications and authorizing advertisements for bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

On January 25, 2022, the City Council adopted Resolution #22-033 rejecting bids for the Water Treatment Plant Trunk Watermain Improvements, Improvement Project #21-08, and authorizing Staff to work with SEH, Inc. to revise the approved plans to reduce project costs and to monitor the bidding environment to identify the most favorable time to bid the project again.

On January 24, 2023, the City Council adopted Resolution #23-032 approving plans and specifications and authorizing advertisements for bids for Improvement Project #21-09, Centralized Water Treatment Plant.

On March 28, 2023, the City Council adopted Resolution #23-061 accepting bids and awarding a Contract for construction of Improvement Project #21-09, Centralized Water Treatment Plant, to Magney Construction, Inc. for their Base Bid and Section 01 21 00 Allowances in the amount of \$31,528,500.

Staff has been in contact with SEH, Inc. since bids were rejected for the trunk watermain improvements on January 25, 2022. Given that construction of the Water Treatment Plant has now started, and that bid prices for trunk watermain materials have not declined but have rather been increasing since bids were rejected, staff from the City and SEH, Inc. recommend proceeding to revise the approved plans to reduce project costs and to re-bid the project this Fall.

In general, proposed plan revisions include increasing the amount of open trench watermain construction to save costs based on current material costs, including open trenching all watermain under 143rd Avenue and through Cottonwood Park, removing existing watermain east of Center Street and south of Bunker Lake Boulevard to better facilitate future development, and converting the watermain crossing of Bunker Lake Boulevard on the east end of 143^d Avenue to directional drilling to prevent impacts to the recently reconstructed highway, and adding numerous wellhouse related improvements to facilitate the commissioning of the water treatment plant in 2025. Additional details on these improvements are shown on Attachment 1 and listed on page 2 of the Proposal for Professional Design Services memo dated July 18, 2023, both of which are attached to the agreement attached to this case.

Per the project schedule outlined in the attached agreement, if Council approves the agreement this evening, Staff anticipates requesting approval of plans and specifications and authorization to advertise for bids on September 12, 2023.

Notification:

None required.

Observations/Alternatives:

The City has successfully supplied its municipal water users with safe potable water without interruption by running the three municipal wells with the lowest manganese concentrations continually for over 4 years now, which has and will continue to result in more frequent repairs to this infrastructure.

Funding Source:

Staff feels that SEH's proposed design revision services fee of \$116,719 is reasonable given the scope and complexity of the required plan revisions. This cost also includes fees for additional survey work, permitting, and project bidding.

The agreement also includes \$94,582 for construction related services including preconstruction activities, construction administration, construction staking, and project closeout. These costs will only be billed if used.

SEH estimates construction cost savings related to the proposed plan revisions at \$700,000.

SEH estimates the additional construction costs related to the added wellhouse improvements at \$670,000.

Funding for this project is proposed to come from water enterprise funds. For almost two decades, municipal water users have been contributing to a future water treatment plant, which includes off-site trunk watermain improvements required to provide the plant with raw water, and to transport treated (finished) water out to the distribution mains. Other potential funding sources include legislatively approved State grant funds.

Recommendation:

Staff recommends approving the new Professional Services Agreement with SEH, Inc. to revise plans and re-bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements, to ensure the City’s water supply distribution system will be connected to the new 10 MGD water treatment plant by Spring of 2025 when the plant is ready to be commissioned.

Action:

Motion to adopt Resolution #23-168 approving a new Professional Services Agreement to revise plans and re-bid Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

Attachments

SEH PS Agreement Rebid IP21-08
Resolution 23-168

Form Review

Inbox

Brian Hagen

Form Started By: Bruce Westby

Final Approval Date: 07/20/2023

Reviewed By

Brian Hagen

Date

07/20/2023 03:39 PM

Started On: 07/18/2023 07:01 PM

Agreement for Professional Services

This Agreement is effective as of July 18, 2023, between City of Ramsey (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Trunk Watermain Rebid Project**

Client's Authorized Representative: Bruce Westby
Address: 7550 Sunwood Drive NW
Telephone: 763-433-9825 **email:** bwestby@cityoframsey.com

Project Manager: David Hutton
Address: 3535 Vadnais Center Drive, St. Paul, Minnesota 55110
Telephone: 952-797-2329 **email:** dhutton@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

The detailed scope is outlined in the attached letter and Task Hour Budget (Exhibit A)

Resident Project Representative Services

RPR services will be provided in accordance with attached Exhibit B.

Schedule: The Schedule is outlined in the attached letter, Exhibit A

Payment: The estimated fee is subject to a not-to-exceed amount of \$211,301.00 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None

Short Elliott Hendrickson Inc.

By: 
Full Name: Chad Setterholm, PE
Title: Client Service Manager/Principal

City of Ramsey

By: _____
Full Name: _____
Title: _____

Exhibit A-1
to Agreement for Professional Services
Between City of Ramsey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated July 18, 2023

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expenses connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

Exhibit B
to Agreement for Professional Services
Between City of Ramsey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated July 18, 2023

A Listing of the Duties, Responsibilities and
Limitations of Authority of the Resident Project Representative

Through more extensive on site observations of the construction work in progress and field checks of materials and equipment by the Resident Project Representative (RPR), Consultant shall endeavor to provide further protection for Client against defects and deficiencies in the work of contractor (Work); but, the furnishing of such services will not make Consultant responsible for or give Consultant control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for contractor's failure to perform the Work in accordance with the Contract Documents. Contract Documents are the documents that govern or are pertinent to contractor's Work including but not limited to the agreement between Client and contractor, the contractor's bid, the bonds, specs, drawings, field orders, addenda, clarifications, interpretations, approved shop drawings and reports collectively called the Contract Documents. The duties and responsibilities of the RPR are further defined as follows:

A. General

RPR is an agent of Consultant at the site, will act as directed by and under the supervision of Consultant, and will confer with Consultant regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with Consultant and contractor keeping the Client advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of the contractor. RPR shall generally communicate with Client with the knowledge of and under the direction of Consultant.

B. Duties and Responsibilities of RPR

1. Schedules: Review the progress schedule, schedule of shop drawing submittals and schedule of values prepared by Contractor and consult with Consultant concerning acceptability.
2. Conferences and Meetings: Attend meetings with contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - (a) Serve as Consultant's liaison with contractor, working principally through contractor's superintendent and assist in understanding the intent of the Contract Documents; and assist Consultant in serving as Client's liaison with contractor when contractor's operations affect Client's onsite operations.
 - (b) Assist in obtaining from Client additional information, when required for proper execution of the Work.
4. Shop Drawings and Samples*:
 - (a) Record date of receipt of shop drawings and samples.
 - (b) Receive samples furnished at the site by contractor and notify Consultant of availability of samples.
 - (c) Advise Consultant and contractor of the commencement of any Work requiring a shop drawing or sample if the submittal has not been approved by Consultant.
5. Review of Work, Observations and Tests:
 - (a) Conduct onsite observations of the Work in progress to assist Consultant in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - (b) Report to Consultant whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise Consultant of

- Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
- (c) Determine if tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that Contractor maintains adequate records thereof; and observe, record and report to Consultant appropriate details relative to the test procedures and startups.
 - (d) Accompany visiting inspectors representing the public or other agencies having jurisdiction over the Project, record the results of these inspections and report to Consultant.
6. Interpretation of Contract Documents: Report to Consultant when clarification and interpretations of the Contract Documents are requested by contractor and transmit to contractor clarifications and interpretations as issued by Consultant.
 7. Modifications: Consider and evaluate contractor's suggestions for modifications in drawings or specifications and report with RPR's recommendations to Consultant. Transmit decisions to contractor as issued by Consultant.
 8. Records:
 - (a) Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the construction contract, Consultant's clarifications and interpretations of the Contract Documents, progress reports, and other related documents.
 - (b) Keep a diary or logbook, recording contractor hours on the job site, weather conditions, data relative to questions of change orders, or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Consultant.
 - (c) Record names, addresses and telephone numbers of all contractors, subcontractors and major suppliers of materials and equipment.
 9. Reports:
 - (a) Furnish Consultant periodic reports as required of progress of the Work and of contractor's compliance with the progress schedule and schedule of shop drawing and sample submittals.
 - (b) Consult with Consultant in advance of scheduled major tests, inspections or start of important phases of the Work.
 - (c) Draft proposed change orders and Work, obtaining backup material from contractor and recommend to Consultant change orders, and field orders.
 - (d) Report immediately to Consultant and Client upon the occurrence of any accident.
 10. Payment Requests: Review applications for payment with contractor for compliance with the established procedure for their submission and forward with recommendations to Consultant, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the site but not incorporated in the Work.
 11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to Consultant for review and forwarding to Client prior to final payment for the Work.
 12. Completion:
 - (a) Before Consultant issues a certificate of substantial completion, submit to contractor a list of observed items requiring completion or correction.
 - (b) Conduct final inspection in the company of Consultant, Client, and contractor and prepare a final list of items to be completed or corrected.
 - (c) Observe that all items on the final list have been completed or corrected and make recommendations to Consultant concerning acceptance.

C. Limitations of Authority

Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by Client.
2. Shall not exceed limitations of Consultant's authority as set forth in the Agreement for Professional Services.
3. Shall not undertake any of the responsibilities of contractor, subcontractors or contractor's superintendent.
4. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
5. Shall not accept shop drawings or sample submittals from anyone other than contractors.
6. Shall not authorize Client to occupy the Project in whole or in part.
7. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by Consultant.

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render Services hereunder will be for a period which may reasonably be required for the completion of said Services.
2. If Client has requested changes in the scope, extent, or character of the Project or the Services to be provided by Consultant, the time of performance and compensation for the Services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform the Services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for the Services, then Consultant shall promptly notify the Client regarding the need for additional Services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional Services and to an extension of time for completion of additional Services absent written objection by Client.
2. Additional Services, including delivery of documents, CAD files, or information not expressly included as deliverables, shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to
2. interest permitted by law, if less) for invoices 30 days past due.
Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of

Client's requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions by Client or Client's employees or agents. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.
7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant's employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly:
(1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of
loss, delay, or damage by Client for reason of withholding Services, deliverables, or instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and

disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.

- Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
- Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

- The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
- Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
- Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Indemnity for Environmental Issues

- Consultant is not a user, generator, handler, operator, arranger, storer, transporter, or disposer of hazardous or toxic substances. Therefore the Client agrees to hold harmless, indemnify, and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims; losses; damages; liability; and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Liability

- The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
- Neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
- It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's

individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

- Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

D. Assignment

- Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

E. Dispute Resolution

- Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
- Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

- All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
- Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

- Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
- Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

- All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

SEH HOURLY BILLABLE RATES – 2023

CLASSIFICATION - OFFICE STAFF	BILLABLE RATE ⁽¹⁾
Principal	\$185 – \$320
Project Manager	\$150 – \$280
Senior Project Specialist	\$155 – \$260
Project Specialist	\$110 – \$205
Senior Professional Engineer I	\$130 – \$210
Senior Professional Engineer II	\$155 – \$265
Professional Engineer	\$115 – \$195
Graduate Engineer	\$95 – \$160
Senior Architect	\$135 – \$250
Architect	\$115 – \$180
Graduate Architect	\$95 – \$130
Senior Landscape Architect	\$130 – \$200
Landscape Architect	\$105 – \$145
Graduate Landscape Architect	\$95 – \$120
Senior Scientist	\$145 – \$205
Scientist	\$100 – \$160
Graduate Scientist	\$90 – \$125
Senior Planner	\$145 – \$250
Planner	\$115 – \$180
Graduate Planner	\$100 – \$140
Senior GIS Analyst	\$120 – \$205
GIS Analyst	\$110 – \$175
Project Design Leader	\$135 – \$215
Lead Technician	\$120 – \$200
Senior Technician	\$100 – \$160
Technician	\$70 – \$135
Graphic Designer	\$100 – \$170
Administrative Professional	\$60 – \$150

CLASSIFICATION - FIELD STAFF	BILLABLE RATE ⁽¹⁾
Professional Land Surveyor	\$125 – \$190
Lead Resident Project Representative	\$105 – \$185
Senior Project Representative	\$105 – \$160
Project Representative	\$85 – \$145
Survey Crew Chief	\$95 – \$160
Survey Instrument Operator	\$65 – \$115

(1) The actual rate charged is dependent upon the hourly rate of the employee assigned to the project.
The rates shown are subject to change.

Effective: January 1, 2023

Expires: December 31, 2023



SEH SCHEDULE OF EXPENSES – 2023

Vehicle Mileage Rates

2023 IRS Rate \$0.65/mile

Vehicle Allowance Costs

Resident Project Representative\$16.00/day

Survey and Field Vehicle \$4.90/hour + \$0.65/mile

Survey Equipment

Robotic Total Station \$35.00/hour

Global Positioning System (GPS).....\$35.00/hour

Computer Equipment

Computer Charges per Direct Hour of Labor \$5.80/hour

Other Equipment Expenses

SEH uses many different types of equipment, such as traffic counters; flow meters; air, water, and soil sampling kits; inspection cameras; density meters; and many others. Our equipment is frequently upgraded to utilize current technology. You will be charged for equipment usage per your agreement with SEH. Equipment not included on this list that is needed to complete a specific project will be scoped on a per project basis.

IDENTIFIABLE REPRODUCTION AND REPROGRAPHIC COSTS ⁽¹⁾

Item	8½x11	11x17	Large Format	Per Item
Black/White Copy (single-sided, standard white paper)	\$0.07	\$0.24	\$0.95 + \$0.50/sq. ft.	
Color Copy (single-sided, standard white paper)	\$0.46	\$1.02	\$0.95 + \$2.55/sq. ft.	
Mylar			\$5.00	
Laminated Foamcore - up to 30"x42" - larger than 40"x60"			40.00 75.00	
Binding - wire - comb				\$3.60 \$3.20
Covers - custom - standard				\$0.15 \$0.03
Tabs (white)				\$0.20
Mailing/Processing				UPS or USPS rates

(1) SEH assumes that reports will be prepared and delivered electronically. On the occasion where reports or other reprographic services are needed, these reports and reprographic services will be scoped and costed on a per project basis determined by the need of the project and specific service requested.

Rates and expenses are subject to change and may not be accompanied by immediate notification.





Building a Better World
for All of Us®

July 18, 2023

RE: Proposal for Professional Design Services
Central WTP Water Systems Connection
Rebid Design and Construction
SEH No. RAMSY P 170736 14.00

Mr. Bruce Westby
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Mr. Westby:

In 2021, SEH designed the trunk water distribution system to connect your future Water Treatment Plant and associated existing municipal wells. Bids were solicited but ultimately rejected due to high prices and potential material delivery shortages. The City of Ramsey is now seeking engineering services for re-design of the project to rebid it again for 2024 construction to stay on schedule with the treatment plant completion and start up. This project will result in critical improvements to the existing water infrastructure to serve increasing water demand and the need for water treatment.

Our original contract consisted of \$235,895 for design services and \$144,947 for construction services. As the project did go through the bidding process in 2021, the full amount of the design fee was utilized. This proposal covers the scope to complete the redesign and construction phases of the project. The low bid for the project in 2021 was \$7.6M. Additional watermain facilities including the proposed meter vault have been added to the project as described below in this letter. Those additions plus potential higher construction costs due to inflation may increase overall project costs and as part of our scope we will develop another final engineering cost estimate.

Our proposal consists of the following elements:

- Plan modifications as discussed below.
- Associated specification updates/revisions.
- Preparation of final bid documents – plans, specifications and updated cost estimates.
- Additional topographic survey in order to complete the revisions to the plans.
- Rebidding services.
- Construction services, although the City has indicated they will provide the full time inspection (Resident Project Representative) services this time around.
- Providing clear project management to meet deadlines and scheduling of the work to happen for 2024 construction.

Short Elliott Hendrickson Inc. (SEH®) has intentionally formed our team to provide the right experience and technical knowledge to address these critical success factors and make this water systems connection project a success. We have modified our team to include Dave Hutton, Senior Professional Engineer, as the overall Project Manager. Chad Setterholm will serve as the Client Service Manager and

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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provide QA/QC support along with continuity in the technical design aspects from the original plans. Dave will be supported by various engineers and technicians to provide production support on the revised bid documents. This proposal is based on conversations with City staff about the specific modifications needs to the original plan set.

PROJECT UNDERSTANDING FOR REBID DESIGN MODIFICATIONS

Based on discussions with the City of Ramsey staff, the following modifications are proposed to the 2021 plans for the 2023 rebid documents:

1. Adding an underground meter vault near well #8 on the existing main in the park, including associated instrumentation for operation ease.
2. A new water main between Bunker Lake Blvd and 147th Terrance NW to complete the loop. The water main is anticipated to be installed on City owned property where Well No. 3 is located. Also, a new 1-inch service line would be installed off this line to the existing well house for priming the Well No. 3 pumps.
3. Redesign the water main in Town Center Drive south of Bunker Lake Blvd and remove the water main in the open space easement to open this parcel up for future development.
4. Install a new 1-inch service line off Town Center Drive to wellhouse at Well No. 5 for pump priming purposes.
5. Modify the plans for the 24-inch raw water line on the trail north of Sunwood Dr. NW to utilize open cut installation rather than HDD, with the exception of under Sunwood Dr, which will still be HDD to avoid impact to the street.
6. Include trenchless installation of the water main crossing Bunker Lake Blvd at 143rd Ave NW to avoid impacts to the recent County Road improvements.
7. The trunk water line on 143rd Ave NW will now be fully installed via open cut trench installation followed up with full depth bituminous pavement replacement due to the age and condition of the existing pavement. Due to construction traffic using this route for the WTP construction and maintaining access to adjacent commercial properties, phased pavement removal is anticipated to maintain a hard driving surface to the greatest extent possible.
8. Coordinate any intersection work, such as grades and geometrics, with 143rd Ave NW and Ramsey Blvd NW with the design of the Highway 10 project schedule for 2025 construction.

Please refer to Attachment 1 for an illustration of the proposed plan revisions.

This full design must incorporate AWWA standards, CEAM design standards and City of Ramsey standards.

PROJECT APPROACH

Task 1 Design Modifications:

Topographic Survey

Additional survey will be performed in the project area to establish the existing conditions in the field for the additional water main segments added to the rebid project. We will also gather any updated as-built information, City standards and associated adjacent project plans, such as the County's Highway 10 project.

Utility Coordination

We have already completed a full GSOC design locate for the original plans. But due to the time elapsed, we will initiate another full Gopher State One Call locate to pick up any new or modified private utility lines since 2021. We will coordinate with the surveyors to locate all marked locations as part of our topographic survey of the revised plan sheet project areas. The team will also use their expertise to lay out the right-of-way boundary and adjacent properties for the project area. This information will be essential for creating an accurate base map file and Digital Terrain Model.

Identification of potential conflicts or utility improvement needs and ongoing coordination with the public and private utility companies are key components for a smooth-running project. The SEH team proposes to review with the utility companies at the start of the project (after the topographic survey and existing water main locating performed by the City of Ramsey). This is proposed for two purposes: to inform the utilities of the updated project re-design and schedule, to gather the most accurate information from them about the existing utilities, and to verify all utilities were captured by our topographic survey. Additional time for coordination has been included in the proposal for potential coordination with affected utilities.

Preliminary Design

Prior to going into final design and preparation of bidding documents, we will meet with the City to review all the changes made at the request of the City for the rebidding process to confirm we have captured all the new water main facilities and identified the correct locations for open cut versus HDD. At this meeting we will also confirm the final details of the 143rd Ave NW Street design to be incorporated into the plans. It would be desirable to minimize any pavement or curb replacement as part of this project due to the heavy construction traffic that will use this road during the WTP construction and access to adjacent commercial properties. This task includes the design of the meter vault and all associated disciplines to prepare the plan sheet and technical specifications, i.e. process piping, electrical, mechanical, etc.

Final Design

After the preliminary design meeting for the revised water main plans is complete, Dave will lead the team into final design of the proposed improvements to meet the deadline of bidding this project in fall of 2023. The chosen installation approach of the water main will be designed to meet the AWWA, MDH and City of Ramsey standards. This will include design of impacted infrastructure such as trails, pedestrian ramps, driveways, storm sewer, sanitary sewer, curbing and miscellaneous restoration items.

An updated Project Manual and final Engineer's Estimate will be developed. In discussions with the City, SEH will set up the final bid schedules and details that may be different from the option used last time which was to bid both open cut and HDD to allow contractors to choose their method of installation.

SEH will submit for needed agency reviews and permits.

Bidding Documents & Bidding Process

SEH will prepare the project specifications and bidding package, and the project can be advertised once City Council approval of the plans has been completed. SEH's project manager and technical experts will be available throughout the bidding process for questions. We will attend the bid opening and analyze the bids in order to give a contract award recommendation to the City.

SEH will provide all project base files to the City in AutoCAD Civil 3D as well as all digital plan sheets.

Task 2: Construction Services

Construction Administration and Documentation

Ensuring the valuable new asset for the City of Ramsey is installed to City expectations industry standards outlined in the project documents, our experienced team will administer and assist the City in the construction of this project. Our team members are experienced with complex trenchless installations and similar utility construction projects. Proper planning and communication in the field leads to a successful construction project. It is our understanding that the City will provide a construction observer on the project. We have removed the full-timer RPR from our original construction services budget but have revised to reflect 80 hours of supplemental RPR time as contingency to augment City staff efforts if needed. Construction administration hours are included for our Project Manager to perform construction administration services as outlined below.

Construction Administration and Technical Support Services

It is our understanding that the City will provide full time inspection of RPR services on the project. We will assist the City by providing Construction Administration and Technical Support on the project, with the following items:

1. Schedule and run the preconstruction meeting, including preparation of agendas and other supporting information and develop minutes.
2. Provide engineering technical support to the City's Inspector during the project. Review and process change order. Review and approve shop drawings. Assist in the tracking of quantities and preparation of pay applications. Assist in the coordination of on-site field testing.
3. We have included 80 hours of RPR time just in case the City needs some assistance in this area or coverage during vacations, etc.
4. Attend and run the weekly meetings.
5. Ensure proper close out procedures and paperwork are completed.
6. Preparation of As-built Record Plans.

Dave Hutton will provide the bulk of the construction administration tasks and supervise the rest of the construction team such as survey crews, engineering support staff, etc.

Construction Staking

Our local survey team will assist in providing accurate staking locations utility improvements for the contractor to build the proposed design. SEH will also assist in documenting locations of critical new infrastructure and providing accurate record drawings.

PROJECT TEAM

We have selected our team members to successfully deliver this critical project with you. This includes Dave Hutton as our Project Manager. Dave has over 40 years in the municipal street and utility project arena and is our in house trenchless technology expert. He has managed numerous projects involving trenchless water main rehabilitation, street and utility reconstruction, inter agency coordination and construction oversight. He is a hands on Project Manager who will be directly involved in all aspects of the project delivery.

Chad Setterholm will serve as the overall client service manager and provide QA/QC services on the project along with being a resource to Dave and his team on valuable decisions made during the initial

design. The design engineer will be Andrew Olson, PE, with support from CAD technicians and our traffic control experts. Andrew will provide engineering support during construction such as shop drawing review, design questions and response, change order review, quantity review and pay estimates. Our surveyor on the project will be Paul Haugen.

PROJECT SCHEDULE

We will work with the City to develop a final project schedule that meets your goals and expectations. Assuming a signed agreement by July 31, 2023, the following is a summary of the proposed project schedule in order to meet a 2024 construction period.

Project Kick-off	August 7, 2023
Topographic Survey & Data Collection	August 15, 2023
Preliminary Design Layout	August 18, 2023
Utility Coordination Meeting	August 25, 2023
90% Plan Review Meeting	Sept 1, 2023
Final Bidding Documents	September 10, 2023
Bidding	Sept – October 2023
Bid Award	November 2023
Begin Construction	April 2024
End Construction.....	November 2024

PROJECT FEE

The team has carefully assessed the tasks and activities associated with the City of Ramsey’s proposed Water Systems project. In response, we have provided our understanding and approach and assumptions that lead us to our fee as outlined in the attached detailed task hour worksheet utilizing our 2023 fee schedule and summarized below:

Task	Task Description	Hours	Labor	Expenses	Task Fee
1	Design Revisions	707	\$115,093	\$1,626	\$ 116,719*
2	Construction Services	554	\$ 87,980	\$6,602	\$94,582**
Total		1261			\$ 211,301

*Includes 2 days of additional survey time to get adequate topographical survey for the plan additions. It also includes \$20,000 for the design of the meter vault.

*Excludes any required permit fees for project approvals

** We removed 600 hours of RPR time at the previous contract (\$84,000) due to the City providing those services but have included 80 hours of RPR time to augment City staff as needed. We have added additional Project Manager time to provide construction administration services and technical assistance.

We have developed our fee to capture the true cost for efforts that could be needed to successfully deliver this complex project. As we are proposing this work to be billed as a not-to-exceed format, if we can design the project and perform our proposed construction phase services within the restraints - avoiding conflicts, mitigation and with minimal right-of-way impacts - the estimated budget will not be fully utilized. We also recommend that we initiate a new supplemental agreement versus amending the old one due to the time lapse and our accounting process.

Mr. Bruce Westby
July 18, 2023
Page 6

SUMMARY

Thank you for considering our proposal. My team and I are excited and ready to get to work. If you have any questions or concerns regarding this proposal, please do not hesitate to contact me at 952.797.2329 or dhutton@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



David E. Hutton, PE
Senior Project Manager
(Lic. MN, ND, WI)



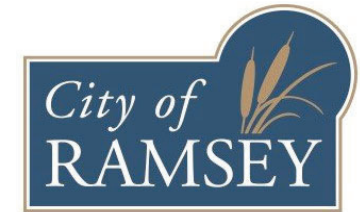
Chad Setterholm, PE
Client Service Manager/Principal
(Lic. MN)

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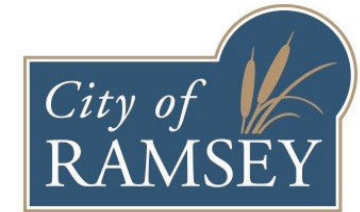
Enclosures:

Task Hour Worksheet

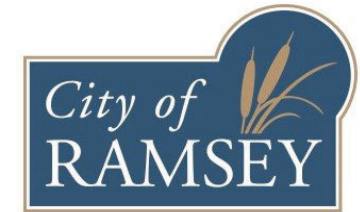
Attachment 1: Plan sheet showing proposed Water Main Revisions



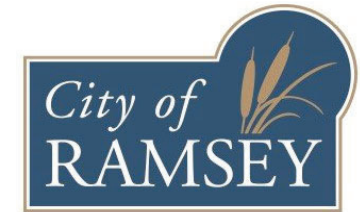
Billing Title		CSM	PM	PE	Senior PE	Senior PE	Scientist	Sr Tech	Survey Crew Chief	Admin Tech	Subconsultant & Expenses	Total
Task #1 - Design Revisions												
1.1	Data Collection											
	Kick-off meeting with City staff to review proposed water main revisions for the rebid plan set	2	2	2								6
	Design / Bid standards (recent proposal form, instructions to bidders, general conditions, special conditions, standard specifications, standard plates, CAD standards)		2	2								4
	Obtain any available record drawings from Anoka County/ City and review with City staff and other projects in area			4								4
	Mileage expense for meetings and site visits										\$ 260.00	
	Subtotal Hours	2	4	8							N/A	14
	Subtotal Fees	\$486.46	\$1,022.97	\$1,035.32							\$260.00	\$2,804.75
1.2	GSOC Coordination & Topographic Survey											
	Utility Company Coordination											
	Conduct GSOC call prior to design survey			4						2		6
	Pre-design meeting with utilities		2	4								6
	Request utility mapping			4				4				8
	Utility verification letters and drawings			4								4
	GSOC marking survey prior to topographic survey								4			4
	Topographic Survey											
	Topographic Survey								40			40
	Mileage and Survey Equipment Expenses										\$ 1,366.00	
	Subtotal Hours		2	16				4	44	2	N/A	68
	Subtotal Fees		\$511.49	\$2,070.64				\$564.85	\$5,965.96	\$246.87	\$1,366.00	\$10,725.81
1.3	Preliminary Design											
	Reduce survey data into base map (Create CAD BA file)			4				6				10
	Incorporate available data info into base map (Utility Maps, Data Collection information, etc.)		4	8				16				28
	Develop project existing surface model			2				8				10
	Water Main & Street Design											
	Preliminary layout of water main revisions	4	4	32								40



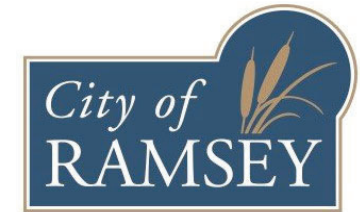
Billing Title	CSM	PM	PE	Senior PE	Senior PE	Scientist	Sr Tech	Survey Crew Chief	Admin Tech	Subconsultant & Expenses	Total
Design of meter vault. Includes necessary mechanical and electrical design elements along with the meter piping and vault design. We estimate one plan sheet, but a number of technical specs sections such as: concrete forming, steel, electrical, mechanical for exhaust fan, piping, valve, meter, sump pump and ladder.	4	2		100							106
Preliminary 143rd Avenue Street Design	4	4	40								48
Construction Limits, Removals & Restoration											
Modify construction limits			12								12
Coordinate removal limits with Anoka County Project			4								4
Cost Estimating											
90% Cost Estimate	2	4	8				8		2		24
Design Meetings											
Coordination meeting with Anoka County public works (1 meetings)	2	4	4								10
Exhibits (permits, client requests, meetings)			4				4				8
Design review meetings (one at 90% milestones)	2	4	4								10
Internal design team meetings (assumes 2)	2	4	4								10
City Council meetings (assumes 1 for bid award)		4									4
Subtotal Hours	20	34	126	100			42		2	N/A	324
Subtotal Fees	\$4,864.60	\$8,695.25	\$16,306.29	\$20,065.50			\$5,930.93		\$246.87		\$56,109.43
1.4 Develop Construction Plans											
Final Watermain and Street Plans (100%)			60				40				100
Traffic Control/ Detour Plan				24			16				40
Pavement Markings/Signing							4				4
Quality control review	2	4									6
Constructability Review								4			4
Subtotal Hours	2	4	60		24		60	4		N/A	154
Subtotal Fees	\$486.46	\$1,022.97	\$7,764.90		\$4,593.42		\$8,472.75	\$542.36			\$22,882.86



Billing Title	CSM	PM	PE	Senior PE	Senior PE	Scientist	Sr Tech	Survey Crew Chief	Admin Tech	Subconsultant & Expenses	Total
1.5 Project Manual											
Front end documents		2							1		3
Contract forms		1							1		2
Conditions of the contract		1							1		2
Supplementary conditions		2							1		3
Special provisions		2	6						2		10
Technical specifications		2	4	8					4		18
Subtotal Hours		10	10	8					10	N/A	38
Subtotal Fees		\$2,557.43	\$1,294.15	\$1,605.24					\$1,234.35		\$6,691.17
1.6 Quantities, Bid Tab, Engineer's Estimate											
Develop statement of estimate quantities		2	4				4				10
Develop bid tab		2	4								6
Develop unit pricing and engineer's estimate		4	8	2							14
Subtotal Hours		8	16	2			4			N/A	30
Subtotal Fees		\$2,045.94	\$2,070.64	\$401.31			\$564.85				\$5,082.74
1.7 Agency Reviews & Permits											
90% Owner Review and redline comments		2	8								10
Department of Health		2	4								6
Agency Permits (Anoka County General Work Permit)		2	4								6
Agency Permits (Watershed)			4			24			1		29
Agency Permits (NPDES)			4								4
Subtotal Hours		6	24			24			1	N/A	55
Subtotal Fees		\$1,534.46	\$3,105.96			\$2,808.00			\$123.44		\$7,571.85
1.8 Bidding											
Prepare ad for bid & electronic bid docs		2							2		4
Respond to bid questions & prepare addenda		4	4								8
Attend bid opening		2									2
Prepare tabulation of bid and award recommendation letter		2							1		3
Attend Council meeting		2	2								4
Prepare notice to proceed letter		2							1		3
Subtotal Hours		14	6						4	N/A	24
Subtotal Fees		\$3,580.40	\$776.49						\$493.74		\$4,850.63
Task Hours Summary	24	82	266	110	24	24	110	48	19	N/A	707
Task Fee Summary	\$5,837.52	\$20,970.89	\$34,424.39	\$22,072.05	\$4,593.42	\$2,808.00	\$15,533.38	\$6,508.32	\$2,345.27	\$1,626.00	\$116,719.23



Billing Title	CSM	PM	PE	Senior PE	Senior PE	Scientist	Sr Tech	Survey Crew Chief	Admin Tech	Subconsultant & Expenses	Total
Task #2- Construction Services											
2.1 Preconstruction Activities											
Preconstruction meeting agenda, attendance, minutes		6	6								12
Review shop drawings		8	16								24
Create field quantity book									2		2
Create application for payment forms									4		4
Reproductions of construction documents										\$ -	
Subtotal Hours		14	22						6	N/A	42
Subtotal Fees		\$3,580.40	\$2,847.13						\$740.61		\$7,168.14
2.2 Construction Administration											
Project management		40									40
Engineering Support			40								40
Weekly Construction meetings (assumed 15 meetings)		48	32								80
Pay applications		4	16								20
RPR (80 hours assumed to augment City staff as requested)			80								80
Mileage										\$ 2,331.00	
Subtotal Hours		92	168							N/A	260
Subtotal Fees		\$23,528.31	\$21,741.72							\$2,331.00	\$47,601.03
2.3 Construction Staking											
Create stakeout file / point files							4	2			6
Stake Right of Way and Easements								10			10
Construction Limits & Silt Fence								12			12
Water Main								72			72
Streets, Trails and Walks								44			44
Pedestrian Ramps								8			8
Mileage and Survey Equipment Expenses										\$ 4,270.60	
Subtotal Hours							4	148		N/A	152
Subtotal Fees							\$564.85	\$20,067.32		\$4,270.60	\$24,902.77
2.4 Project Closeout											
Site closeout walkthrough & develop punch list			16								16
Punchlist coordination			10								10
As built survey & structures								16			16



Billing Title	CSM	PM	PE	Senior PE	Senior PE	Scientist	Sr Tech	Survey Crew Chief	Admin Tech	Subconsultant & Expenses	Total
Complete as built drawings							30				30
Final application for payment & contractor closeout letter		12									12
1 year warranty walkthrough and follow up			16								16
Subtotal Hours		12	42				30	16		N/A	100
Subtotal Fees		\$3,068.91	\$5,435.43				\$4,236.38	\$2,169.44			\$14,910.16
Task Hours Summary		118	232				34	164	6	N/A	554
Task Fee Summary		\$30,177.62	\$30,024.28				\$4,801.23	\$22,236.76	\$740.61	\$6,601.60	\$94,582.09
Task #1 - Design Revisions											
Task Hours Summary	24	82	266	110	24	24	110	48	19	N/A	707
Task Fee Summary	\$5,837.52	\$20,970.89	\$34,424.39	\$22,072.05	\$4,593.42	\$2,808.00	\$15,533.38	\$6,508.32	\$2,345.27	\$1,626.00	\$116,719.23
Task #2- Construction Services											
Task Hours Summary		118	232				34	164	6	N/A	554
Task Fee Summary		\$30,177.62	\$30,024.28				\$4,801.23	\$22,236.76	\$740.61	\$6,601.60	\$94,582.09
Project Summary											
Project Hours Summary	24	200	498	110	24	24	144	212	25	N/A	1,261
Project Fee Summary	\$5,837.52	\$51,148.50	\$64,448.67	\$22,072.05	\$4,593.42	\$2,808.00	\$20,334.60	\$28,745.08	\$3,085.88	\$8,227.60	\$211,301.32

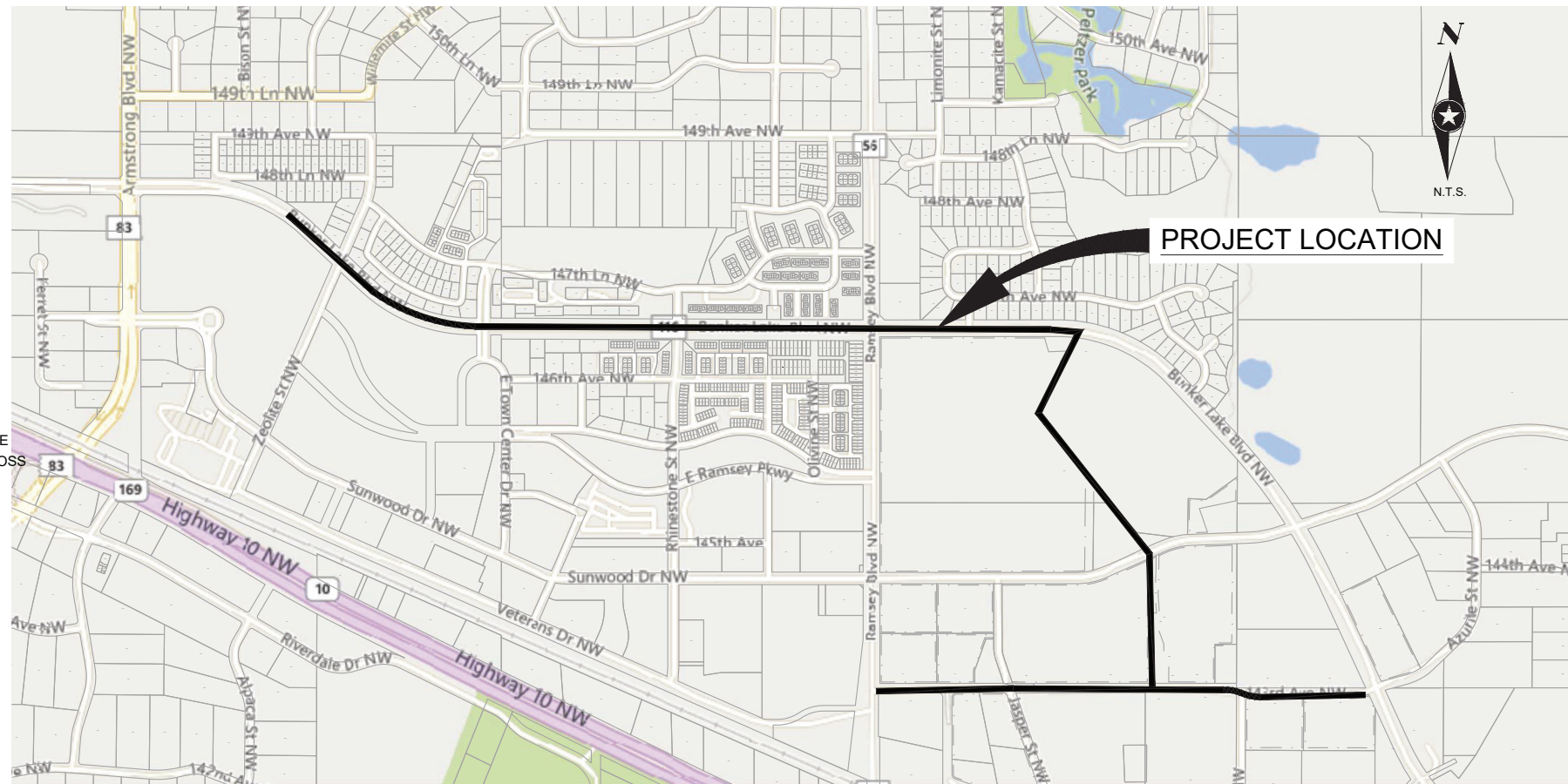
NOTES

- 1.) It is assumed that utility construction/ reconstruction projects are exempt from LRRWMO stormwater permitting requirements. Therefore no hours are assumed to prepare watershed permit application.
- 2.) It is assumed that a MnDNR wetland permit is not required at the time of this proposal.
- 3.) It is assumed that additional easement acquisitions are not anticipated or have not yet been identified at the time of this proposal. Therefore no hours are assumed for easement document preparation.
- 4.) Construction services assumes SEH will provide 1 Civil RPR for 40 hours per week for 2 weeks as requested for augmentation of City staff.
- 5.) Required permitting fees will be the responsibility of the City of Ramsey
- 6.) The hours for the meter vault include other engineering disciplines such as mechanical and electrical engineers and includes plan preparation and technical specifications.

CITY OF RAMSEY, MINNESOTA

CONSTRUCTION PLANS FOR WATER MAIN INSTALLATION, EXCAVATION, HORIZONTAL DIRECTIONAL DRILLING, GRADING, BITUMINOUS PAVING, & RESTORATION WATER TREATMENT PLANT TRUNK WATER MAIN IMPROVEMENTS

CITY PROJECT NO. 21-08



GOVERNING SPECIFICATIONS
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.
THE 2018 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA "STANDARD SPECIFICATIONS" SHALL GOVERN FOR UTILITY INSTALLATION EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

INDEX	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	PROJECT OVERVIEW
3-4	STATEMENT OF ESTIMATED QUANTITIES
5	CONSTRUCTION NOTES
6-9	DETAILS
10-17	REMOVAL PLAN
18-32	WATER MAIN PLAN AND PROFILE
33	COTTONWOOD TRAIL PLAN AND PROFILE
34-41	EROSION CONTROL AND TURF ESTABLISHMENT
42-43	SWPPP
44-46	TRAFFIC CONTROL PLAN
47	PAVEMENT MARKING AND SIGNING PLAN

THIS PLAN CONTAINS 47 SHEETS.

PROJECT LOCATION



RAMSEY, MINNESOTA

SEH
PHONE: 651.490.2000
3535 VADNAIS CENTER DRIVE
ST. PAUL, MN 55110-5196
www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MN.

Stephen R. Prall
Signature
Stephen R. Prall

Date: 10-26-2021 Lic. No. 54949

FILE NO.

Ramsy159783

1
of 47

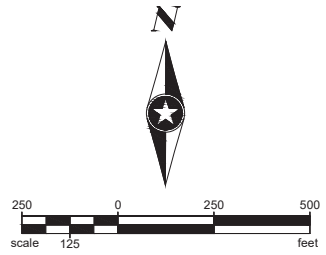
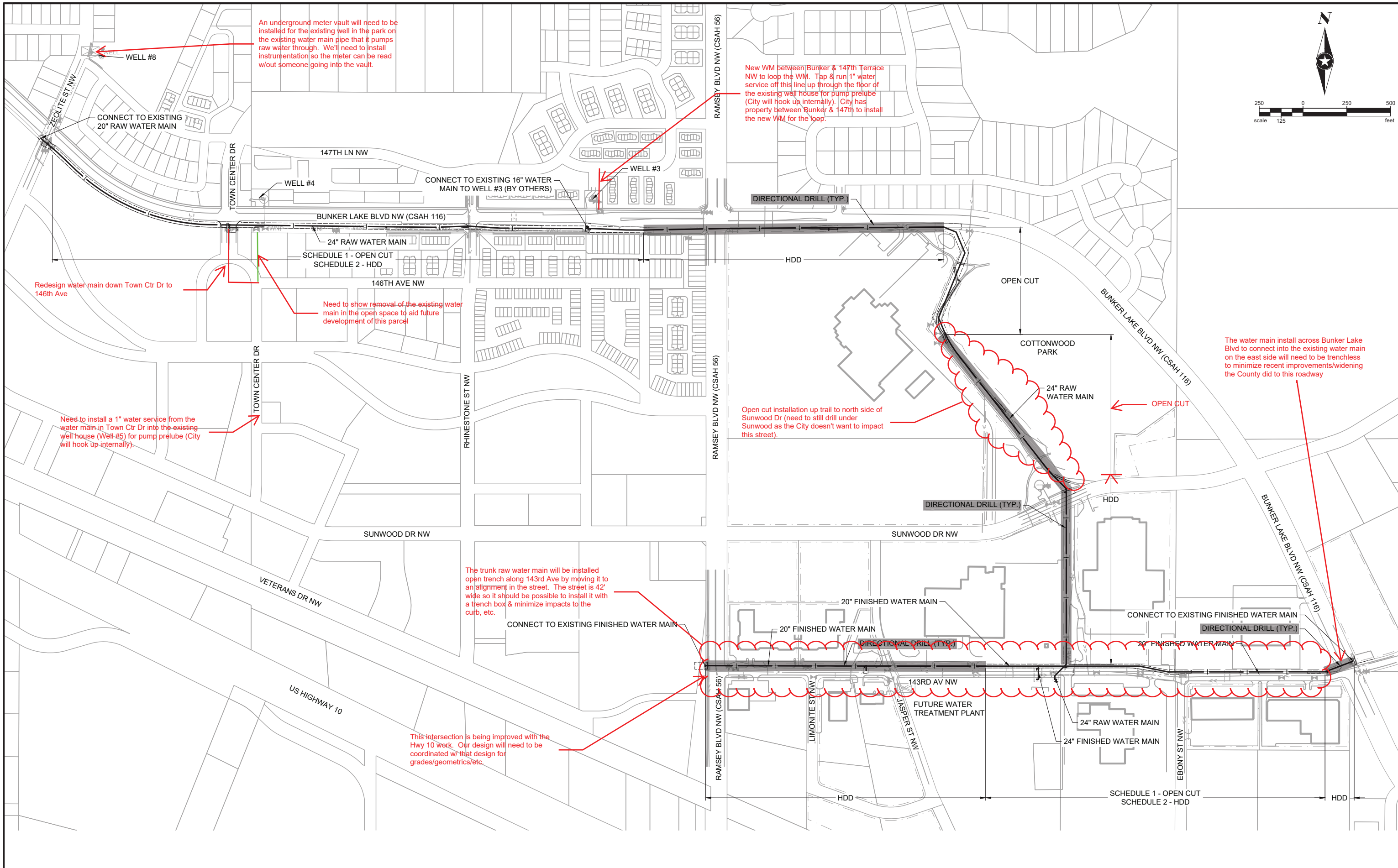
NOTE:
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.


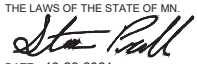


Know what's below.
Call before you dig.

Save: 10/12/2021 1:53 PM sprall Plot: 10/26/2021 11:26 AM X:\P\TRRAMSY\1597835-final-dgn\51-drawings\10-Civil\cadd\sheet\RA159783LM.dwg



SEH Project	Ramsy159783	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	JRB, SRP	.			.		
Designed By	KLK	.			.		
Checked By	CES	.			.		


 I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MN.

 Stephen R. Prall
 LICENSE NO. 54949
 DATE 10-26-2021

WATER TREATMENT PLANT
TRUNK WATER MAIN IMPROVEMENTS
 Ramsey, Minnesota

PROJECT OVERVIEW

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

RESOLUTION #23-168

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT TO REVISE PLANS AND RE-BID IMPROVEMENT PROJECT #21-08, WATER TREATMENT PLANT TRUNK WATERMAIN IMPROVEMENTS

WHEREAS, pursuant to Ramsey City Council Resolution #19-248 adopted October 8, 2019, five (5) proposals were accepted and a professional services contract was awarded to SEH, Inc. for the purpose of analyzing the City’s municipal water supply system source water, developing a water system model, and preparing a preliminary design report for a centralized water treatment plant to ensure that the City’s municipal water supply system will continue to provide adequate quantities of safe drinking water into the foreseeable future; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-143 adopted May 25, 2021, the final Feasibility Study dated March 4, 2021, for the centralized water treatment plant was approved; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-150 adopted May 25, 2021, Requests for Proposals for professional engineering services to prepare final plans and specifications, to administer the bid process, and to provide construction administration services for construction of a municipal water treatment plant was approved and the advertising and direct soliciting of said proposal was authorized; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-220 adopted July 27, 2021, Staff was authorized to negotiate a contract with Advanced Engineering and Environmental Services (AE2S) in an amount not to exceed \$1,198,600 in response to their professional engineering services proposal, subject to review and approval of the contract by the City Attorney; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-032 adopted January 24, 2023, final plans and specifications as prepared by AE2S were approved and advertisements for bids were authorized for Improvement Project #21-09; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-061 adopted March 28, 2023, three (3) bids were accepted and a construction contract was awarded to Magney Construction, Inc. in the amount of \$31,528,500.00, and an amendment from AE2S was approved in the amount of \$225,100.00 for additional construction phase services; and

WHEREAS, staff from the City of Ramsey and SEH, Inc. recommend proceeding to revise the approved plans to reduce project costs and to re-bid the project in the Fall of 2023 for construction in 2024.

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

1. The City Administrator is hereby authorized and directed to execute the new Professional Services Agreement with SEH, Inc. to revise the approved plans and re-bid said improvements for and on behalf of the City of Ramsey, contingent on City Attorney review and approval of the agreement.

The motion of 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 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Address infrastructure needs.**Information****Title:**

Adopt Resolution #23-169 Accepting Bids and Awarding Contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06

Purpose/Background:**Purpose:**

The purpose of this case is to adopt Resolution #23-169 accepting bids and awarding contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06.

Background:

City Improvement Project #23-06 proposes to mill and overlay Municipal State Aid (MSA) street Riverdale Drive between Ramsey Boulevard and Feldspar Street, as well as the Rivenwick 3rd and Rivenwick Village subdivision. The streets are urban section with concrete curb and gutter. Riverdale Drive is 40 feet wide with 12-foot drive lanes and 8-foot parking lanes. The streets within the two subdivisions are 31 feet wide. The streets total 1.26 miles in length, a street segment summary is attached to this case for reference.

Project History

- 2023 – 2032 Capital Improvement Program – listed Riverdale Drive as an overlay for 2023. Rivenwick 3rd & Rivenwick Village listed as an overlay for 2025
- Resolution #22-250 adopted November 7, 2022, City Council accepted proposal for topographic survey
- November 15, 2022, Public Works Committee recommended City Council order plans and specifications
- Resolution #22-287 adopted December 13, 2022, City Council ordered plans and specifications
- April 18, 2023, Public Works Committee recommended City Council add the streets within Rivenwick 3rd and Rivenwick Village to Improvement Project #23-06
- Resolution #23-083 adopted April 25, 2023, City Council amended the scope of Improvement Project #23-06 to include the streets within Rivenwick 3rd and Rivenwick Village
- June 20, 2023, Public Works Committee recommended City Council approve plans and specifications and authorize advertisement for bids
- Resolution #23-141 adopted June 27, 2023, City Council approved plans and specifications and authorized advertisement for bids

Pavement History

The streets within the project area were built between 1992 (Riverdale Drive between Garnet Street and Feldspar Street) and 2003/2004. Pavement maintenance has included 2 rounds of crack seal / seal coat improvements, with all street segments receiving treatments in 2018. Until recently only minor street patching has been required. 2021 PASER values were 8 for all street segments, and the street base seems to be in good condition.

Ground Penetrating Radar (GPR) was performed on Riverdale Drive, finding an average of 4.0 inches of bituminous pavement. Rivenwick 3rd and Rivenwick Village as-built drawings show an existing pavement thickness of 3.5 inches. The GPR summary is included in the attached street segment summary.

Proposed Improvements

Based on Staff review of the existing pavement sections, and condition of the existing pavements, a mill and

overlay of the existing pavement is appropriate. The proposed mill and overlay will be 2-inches thick throughout the project area.

Staff review found the existing pedestrian ramps within the project area did not meet current ADA requirements, therefore all pedestrian ramps within the project area will need to be removed and replaced. The concrete curb and gutter along Riverdale Drive was found to be in very poor condition. Due to the amount of curb that would require replacement, and Staff's expectation that the curb and gutter will be serviceable for 15 to 20 years until a full street reconstruction will occur, this project is proposing to focus efforts on the pavement and not perform curb and gutter repairs beyond what is necessary for installing the ADA compliant pedestrian ramps. The concrete curb and gutter within the Rivenwick 3^d and Rivenwick Village subdivisions was found to generally be in good condition, and only spot repairs are proposed.

Minor repairs to the existing storm sewer structures are proposed with this project, the majority of which are grouting the existing adjustment rings and pipe inverts. Some storm sewer catch basins will require resetting due to settling.

The sanitary sewer castings along Riverdale Drive were found to be an older, heavier model no longer installed within the City. At the request of the Utilities Department, Staff is proposing to replace the 14 castings along Riverdale Drive to the currently specified model.

Preliminary Schedule Remaining

- Council Awards Contract to the lowest responsible bidder
 - July 25, 2023
- Contractor begins construction
 - August 2023
- Contractor Substantially Completes construction
 - September 29, 2023
- Contractor Final Completion (verify final restoration, punch list created)
 - October 13, 2023

State Aid Approval

The plans and specifications have received MnDOT State Aid approval. The construction costs and indirect costs for work within the Riverdale Drive right of way are eligible state aid funds, except for any sanitary sewer or watermain construction costs.

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 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.

Notification:

If Council accepts the bids and awards a contract for construction of the improvements, 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.

Time Frame/Observations/Alternatives:

Alternatives:

Alternative #1 – Motion to adopt Resolution #23-169 accepting bids and awarding contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06.

Alternative #2 – Motion of other.

Funding Source:

Funding for this improvement is proposed to come from Municipal State Aid Funds, Pavement Management Funds, Sanitary Sewer Utility Funds, and Stormwater Utility Funds.

Bids were advertised in the Anoka Union Herald on June 30 and July 7, 2023. On July 21, 2023 a total of five (5) bids were received, opened, and tabulated, and the following bids were found to comply with the advertisement for bids.

Contractor	Total Bid
North Valley, Inc.	\$ 498,917.55
T.A. Schifsky & Sons, Inc.	\$ 547,956.28
S.M. Hentges & Sons, Inc.	\$ 554,639.10
Asphalt Surface Technologies Corp.	\$ 589,290.65
Valley Paving, Inc.	\$ 641,262.48
<i>Engineer's Estimate</i>	<i>\$ 581,157.46</i>

The bid of North Valley of Nowthen, Minnesota, in the amount of \$498,917.55 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs in the amount of 14-percent brings the total project costs to \$568,766.01.

The low bid is 14-percent less than the engineers estimate, primarily due to pavement milling and utility work bid prices.

Funding source breakdown:

Funding Source	Construction Costs	Indirect Costs	Total Costs
Municipal State Aid Funds	\$296,252.29	\$41,475.32	\$337,727.61
Pavement Management Funds	\$170,167.92	\$23,823.51	\$193,991.43
Sanitary Sewer Utility Funds	\$20,839.97	\$2,917.60	\$23,757.57
Stormwater Utility Funds	\$11,657.37	\$1,632.03	\$13,289.40
<i>Project Total</i>	<i>\$498,917.55</i>	<i>\$69,848.46</i>	<i>\$568,766.01</i>

City Staff proposes to administer and inspect construction. Plans and specifications were prepared in-house as part of Staff's normal duties.

Recommendation:

Staff recommends adopting Resolution #23-169 accepting bids and awarding contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06.

Outcome/Action:

Motion to adopt Resolution #23-169 accepting bids and awarding contract for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06.

Attachments

23-06 Title Sheet

Res 23-169

Form Review

Inbox

Bruce Westby

Brian Hagen

Form Started By: Joe Feriancek

Final Approval Date: 07/21/2023

Reviewed By

Bruce Westby

Brian Hagen

Date

07/20/2023 01:31 PM

07/20/2023 01:41 PM

Started On: 07/17/2023 08:15 AM

**IP 23-06 2023 MSA Pavement Overlay Improvements
Street Segment Summary - Revised 4/11/2023**

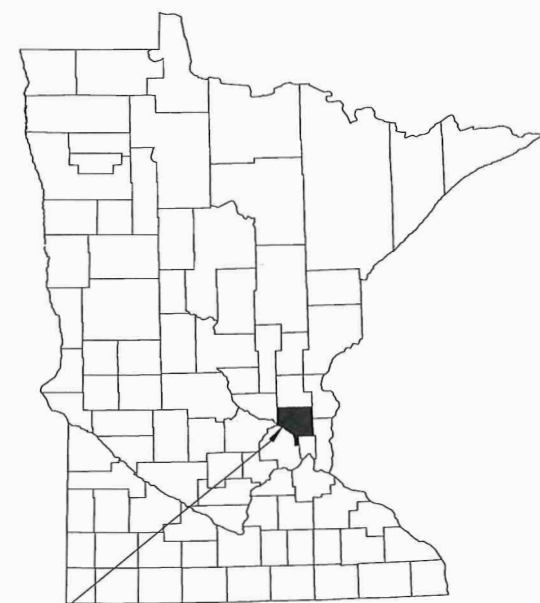
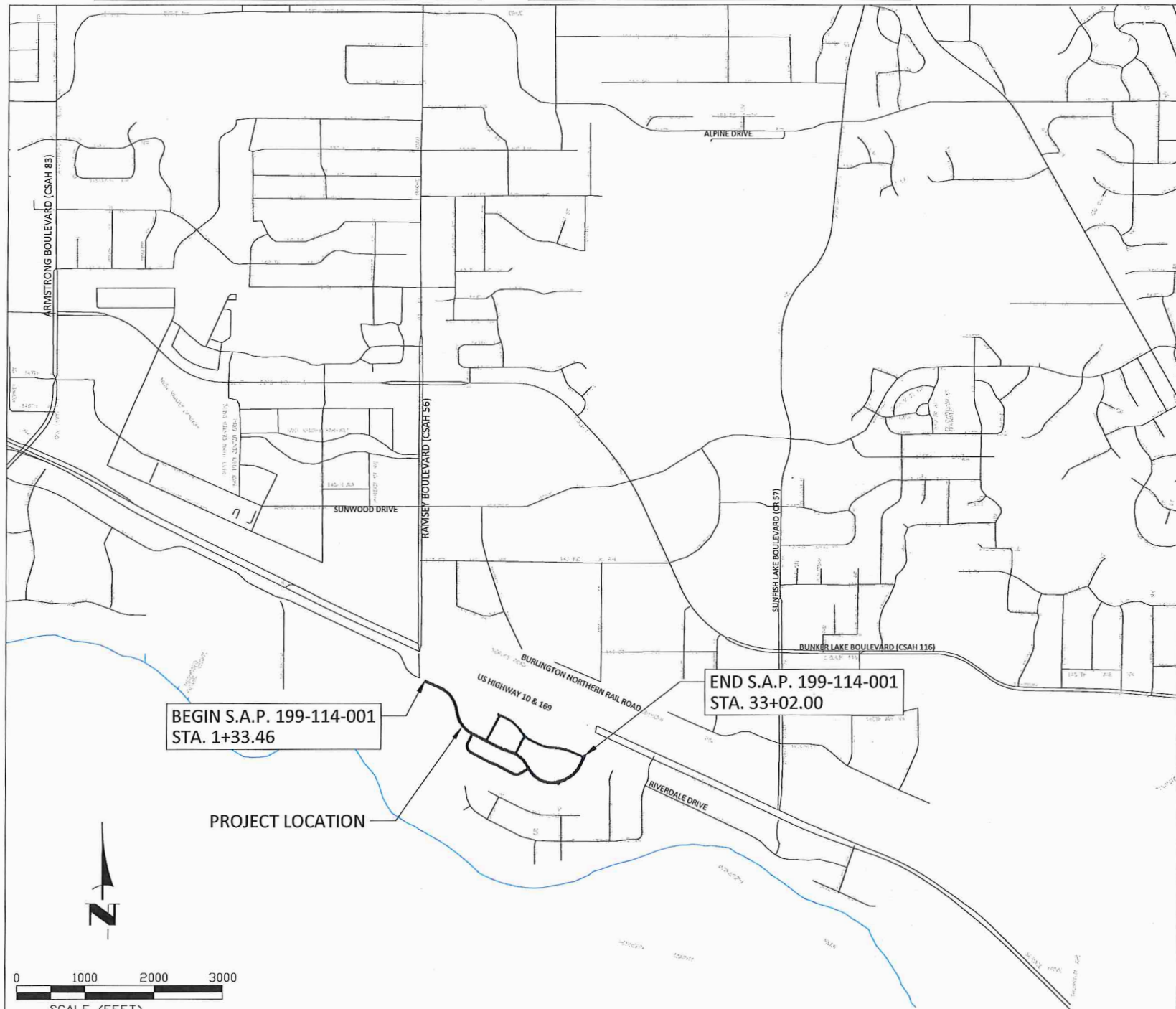
Subdivision	Street	Segment Description	Length (feet)	Section (Urban / Rural)	Curb (Bit / Conc.)	2021 PASER	Year Built	Maint. 1	Maint. 2	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
MSA	Riverdale Drive	Ramsey Blvd / Garnet St	2702	Urban	Conc.	8	2003	SC 2009	SC 2018	4.0	5.6	9.6
	Riverdale Drive	Garnet St / Feldspar St	544	Urban	Conc.	8	1992	SC 1999	SC 2018	4.0	6.0	10.0
Rivenwick 3rd	139th Avenue	Riverdale Dr / Riverdale Dr	1277	Urban	Conc.	8	2003	SC 2009	SC 2016	3.5*	4.0*	7.5*
Rivenwick Village	139th Lane	Hematite St / Jaspar St	487	Urban	Conc.	8	2004	SC 2009	SC 2018	3.5*	4.0*	7.5*
	139th Lane	Riverdale Dr / Hematite St	939	Urban	Conc.	8	2004	SC 2009	SC 2018	3.5*	4.0*	7.5*
	Hematite Street	Riverdale Dr / 139th Ln	268	Urban	Conc.	8	2004	SC 2009	SC 2018	3.5*	4.0*	7.5*
	Jaspar Street	Riverdale Dr / 139th Ln	432	Urban	Conc.	8	2004	SC 2009	SC 2018	3.5*	4.0*	7.5*
2023 MSA Overlay Total Length			6649	1.26 mi.		* GPR data not available, depth per as-built plans						

CITY OF RAMSEY

STREET CONSTRUCTION PLANS FOR BITUMINOUS MILLING AND PAVING.

S.A.P. 199-114-001

S.A.P. LOCATED ON RIVERDALE DRIVE BETWEEN RAMSEY BOULEVARD AND 139TH LANE
FROM NW 1/4 OF THE NW 1/4 OF S34, T32, R25 TO NW 1/4 OF THE NW 1/4 OF S34, 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



GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE "SUPPLEMENTAL SPECIFICATIONS" DATED SEPTEMBER 2022 SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.


SHEET INDEX

THIS PLAN CONTAINS 22 SHEETS

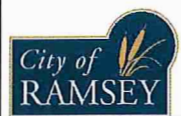
SHEET NO.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03	TYPICAL SECTIONS
04-05	CITY DETAILS
06-11	MNDOT PED RAMP DETAILS
12-13	INTERSECTION DETAILS
14-16	MSA BITUMINOUS MILL & OVERLAY
17-19	LOCAL STREET BITUMINOUS MILL & OVERLAY
20-22	MSA PAVEMENT MARKING PLAN

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 FERJANCEK, P.E. 57095 DATE 06/16/23
 LIC. NO.

APPROVED: 
 CITY ENGINEER, CITY OF RAMSEY DATE 6/16/23

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. 199-114-001 RIVERDALE DRIVE	1+33 TO 33+02	3169 FT	0 FT	3169 FT	0.60 MI	990	1,089	115,000	60	10	35	STA. 32+26 STOP CONDITION	2	12'	2	8'	COLLECTOR



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)

S.A.P. 199-114-001

DATE	REVISION
07/06/23	UPDATE PAY ITEMS

For
DATE

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

For
DATE

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

Jun 16, 2023 - 10:24am
 G:\Engineering\AutoCad Dwg\Projects N-Z\Overlay\23-06 2023 MSA Overlay Improvements\Plan Drawings\23-06 Title Sheet.dwg

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

RESOLUTION #23-169

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR 2023 MSA PAVEMENT OVERLAY IMPROVEMENTS, IMPROVEMENT PROJECT #23-06

WHEREAS, the City of Ramsey proposes to overlay the pavement on numerous Municipal State Aid (MSA) street segments in 2023 as identified within the 2023 – 2032 Capital Improvement Program; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-250, adopted November 7th, 2022, the City Council accepted and awarded the proposal to Bolton & Menk, Inc., for topographic survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-287, adopted December 13, 2022, the City Council ordered the City Engineer to prepare plans and specifications for Improvement Project #23-06, 2023 MSA Pavement Overlay Improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-083, adopted April 25, 2023, the City Council approved adding streets within the Rivenwick 3rd and Rivenwick Village subdivisions to Improvement Project #23-06; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-141, adopted June 27, 2023, the City Council approved plans and specifications as prepared by the City Engineer and authorized advertisement for bids for said improvement; and

WHEREAS, bids were advertised in the Anoka Union Herald on June 30, 2023 and July 7, 2023; and

WHEREAS, five (5) bids were received, opened and tabulated on July 21, 2023, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

Contractor	Bid
North Valley, Inc.	\$498,917.55
T.A. Schifsky & Sons, Inc.	\$547,956.28
S.M. Hentges & Sons, Inc.	\$554,639.10
Asphalt Surface Technologies Corp.	\$589,290.65
Valley Paving, Inc.	\$641,262.48

WHEREAS, the bid of North Valley, Inc. of Nowthen, Minnesota, in the amount of \$498,917.55 for the total bid for construction of the improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid

shall be and hereby is accepted.

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

- 1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

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 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Address infrastructure needs.**Information****Title:**

Adopt Resolution #23-170 Accepting Bids and Awarding Contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10

Purpose/Background:**Purpose:**

The purpose of this case is to adopt Resolution #23-170 accepting bids and awarding contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10.

Background:

City Improvement Project #23-10 proposes to reconstruct the streets within the Whispering Pines Estates Plat 3 subdivision, generally located west of Armstrong Boulevard between 157th Lane and 158th Lane. The streets are 24 feet wide rural section, totaling 1.72 miles in length. A street segment summary is attached to this case for reference.

Project History

- 2023 – 2032 Capital Improvement Program – listed as street reconstruction for 2023
- Resolution #22-251 adopted November 7, 2022, City Council accepted proposals for geotechnical report and topographic survey
- November 15, 2022, Public Works Committee recommended City Council order plans and specifications
- Resolution #22-289 adopted December 13, 2022 City Council ordered plans and specifications
- June 20, 2023 Public Works Committee recommended City Council approve plans and specifications and authorize advertisement for bids
- Resolution #23-146 adopted June 27, 2023, City Council approved plans and specifications and authorized advertisement for bids

Pavement History

The streets within the subdivision were built in 1979. Pavement maintenance has included an initial round of crack seal / seal coat improvements in 1985. An overlay was performed in 1994, followed by crack seal / seal coat improvements in 2001. Maintenance crews have performed patching over the last several years. The last PASER values taken in 2021 were 2 for most street segments. These street segment conditions are considered to be among the worst residential streets in Ramsey.

Ground Penetrating Radar (GPR) was performed on the street segments. Bituminous pavement thickness averages were between 3.4 and 3.7 inches, aggregate base thickness averages varied between 2.6 and 4.8 inches. The GPR summary is included in the attached street segment summary.

Proposed Improvements

Staff review of the geotechnical report found a mix of poorly graded sand and poorly graded sand with silt. The sandy materials are well suited for pavement support and are considered non-frost susceptible and are also free draining materials. The project proposes to use the reclamation rehabilitation process. This process will include reclamation of the existing street and aggregate base, removal of excess reclaim material, and placement of 2.5 inches of new bituminous pavement, generally back to existing grade. The reclamation rehabilitation process

includes matching into the existing grades at the edge of pavement, and avoids driveway replacements, and causes minimal disturbance to the boulevards.

These improvements are anticipated to have a serviceable life of 60-years assuming pro-active maintenance treatments are completed throughout the life of the improvements.

Drainage Improvements

The project proposes to replace the existing street crossing culverts with new concrete culverts. Generally matching the same grade and locations.

During project design, Staff noted that several driveways within the subdivision do not have culverts. In essence the ditch in-between, these driveways do not have an outlet. Staff estimates approximately 4,650 lineal feet of ditches, would require re-grading, as well as installation of 31 driveway culverts. Staff estimates it would cost approximately \$200,000 to re-grade the drainage ditches along the roadway, which currently don't outlet. Because of the fast draining soils found in the project area, Staff believes stormwater runoff infiltrates within the ditches before overtopping driveways. Additionally, Staff is not aware of resident complaints in relation to drainage of the roadway ditches within the subdivision. Staff is recommending to not include additional drainage ditch improvements as part of this project, since it appears the water infiltrates before causing hazards for the residents. If it were determined a drainage improvement is necessary, it could be performed as a stand-alone project. Because the ditch work is generally different from the scope of the roadway project, additional project savings by combining improvements would be minimal. An exhibit is attached showing the drainage concern areas.

Preliminary Schedule Remaining

- Council awards contract to the lowest responsible bidder
 - July 25, 2023
- Contractor begins construction
 - August 2023
- Contractor substantially completes construction
 - September 29, 2023
- Contractor final completion (verify final restoration, punch list created)
 - October 13, 2023

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

Notification:

If Council accepts the bids and awards a contract for construction of the improvements, 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.

Time Frame/Observations/Alternatives:

Alternatives:

Alternative #1 – Motion to adopt Resolution #23-170 accepting bids and awarding contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10.

Alternative #2 – Motion of other.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds and Stormwater Utility Funds.

Bids were advertised in the Anoka Union Herald on June 30 and July 7, 2023. On July 21, 2023 a total of six (6) bids were received, opened, and tabulated, and the following bids were found to comply with the advertisement for bids.

Contractor	Total Bid
Landall Services, LLC	\$533,248.00
T.A. Schifsky & Sons, Inc.	\$548,745.00
Douglas-Kerr Underground, LLC	\$558,221.58
S.M. Hentges & Sons, Inc.	\$579,946.40
Asphalt Surface Technologies Corp.	\$607,665.60
North Valley, Inc.	\$617,049.25
<i>Engineer's Estimate</i>	<i>\$600,857.50</i>

The bid of Landall Services, LLC of Zimmerman, Minnesota, in the amount of \$533,248.00 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs in the amount of 23-percent bring the total project costs to \$655,895.04.

The low bid is 11-percent less than the engineers estimate, primarily due to lower than anticipated mobilization and storm sewer construction costs.

Funding source breakdown:

Funding Source	Construction Costs	Indirect Costs	Total Costs
Pavement Management Funds	\$484,926.00	\$111,532.98	\$596,458.98
Stormwater Utility Funds	\$48,322.00	\$11,114.06	\$59,436.06

Recommendation:

Staff recommends adopting Resolution #23-170 accepting bids and awarding contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10.

On June 20, 2023 the Ramsey Public Works Committee reviewed the improvement project and recommended City Council approve the plans and specifications and authorize advertisement for bids. The Committee also recommended to not include additional drainage improvements to the existing swales since there doesn't appear to be known drainage concerns. It was further noted that if Staff notes obvious drainage issues, to include repairing them in the reconstruction project.

Outcome/Action:

Motion to adopt Resolution #23-170 accepting bids and awarding contract for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10.

Attachments

- 23-10 Title Sheet
- 23-10 Street Summary
- Res 23-170

Form Review

Inbox

Bruce Westby

Brian Hagen

Form Started By: Joe Feriancek

Final Approval Date: 07/21/2023

Reviewed By

Bruce Westby

Brian Hagen

Date

07/20/2023 01:32 PM

07/20/2023 01:41 PM

Started On: 07/17/2023 08:18 AM

CITY OF RAMSEY

WHISPERING PINES ESTATES PLAT 3 STREET RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 23-10

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE "SUPPLEMENTAL SPECIFICATIONS" DATED SEPTEMBER 2022 SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

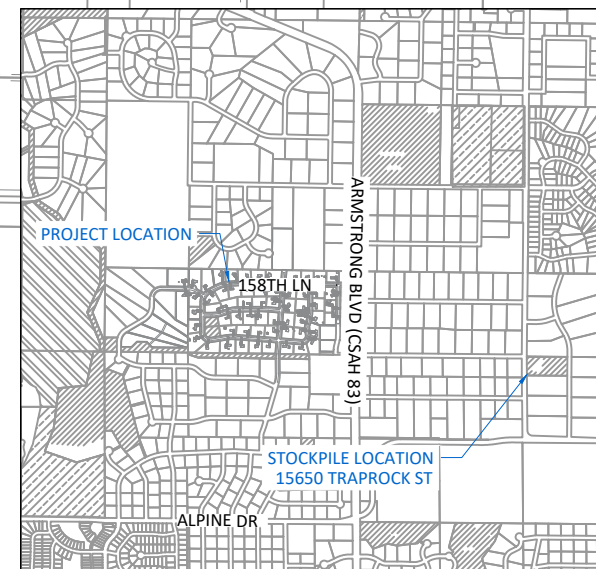
SHEET INDEX

THIS PLAN CONTAINS 56 SHEETS

SHEET No.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03	ALIGNMENT LAYOUT
04	TYPICAL SECTION
05	CITY DETAILS
06-07	SWPPP
08-14	EROSION CONTROL
15-21	REMOVALS
22-34	STREET IMPROVEMENTS
35-56	CROSS SECTIONS

LEGEND

	SANITARY MANHOLE		Easement - Drainage & Utility
	STORM SEWER MANHOLE		Easement - Northern Natural Gas
	CATCH BASIN MANHOLE		Easement - Roadway
	CATCH BASIN		LOT LINE
	CATCH BASIN - GROUT		ELECTRIC LINE
	CATCH BASIN - RESET		ELECTRIC LINE - BURIED
	FLARED END SECTION		ELECTRIC LINE - OVERHEAD
	CULVERT END SECTION		GAS LINE
	HYDRANT		TELECOMMUNICATION LINE
	VALVE		TELECOMM - OVERHEAD
	TREE - CONIFEROUS		FIBER OPTIC LINE
	TREE - DECIDUOUS		TREE LINE
	SHRUB		LANDSCAPE
	LIGHT POLE		RETAINING WALL
	SIGN		FENCE
	MAILBOX		SILT FENCE
	PEDESTAL - TELECOM		FLOTATION SILT CURTAIN
	PEDESTAL - ELECTRIC		WATERMAIN
	HAND HOLE		SANITARY SEWER
	DRIVE - BITUMINOUS		STORM SEWER
	DRIVE - CONCRETE		DRAIN TILE
	DRIVE - GRAVEL		LANDSCAPE - ROCK
	CONCRETE WALK		LANDSCAPE - MULCH
	BITUMINOUS TRAIL		LANDSCAPE - RIP RAP
	REMOVE BIT PAVE		PR. DRIVE - BITUMINOUS
	REMOVE CONCRETE PAVE		PR. DRIVE - CONCRETE
	REMOVE GRAVEL SURFACE		PR. DRIVE - GRAVEL
	MILL BIT PAVEMENT		PR. CONCRETE WALK
	RECLAIM BIT PAVEMENT		PR. CONCRETE
	CONSTRUCTION EXIT		PR. SEEDING AREA
	RIPRAP CLASSIII		

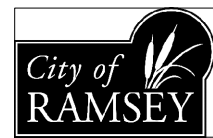
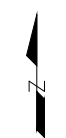
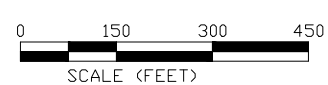


I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Joe Feriancek
 JOE FERIANCEK, P.E.
 ASSISTANT CITY ENGINEER

57095 LIC. NO. DATE 07/05/23

DATE	REVISION



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

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

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

Jul 05, 2023 - 10:51am
 G:\Engineering\AutoCad Dwg\Projects N-Z\Whispering Pines Estates Plat 3 Recon. 23-10\Plan Drawings\23-10 TITLE SHEET.dwg

**IP 23-10 Whispering Pines Plat 3
Street Segment Summary**

Street Description				Street History							GPR Summary		
Street	Segment Description	Length (feet)	Section (Urban / Rural)	2021 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Maint. 4	Maint. 5	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
157th Lane	SW PC Kangaroo St & 157th Ln / SE PC Ferret St & 157th Ln	1630	Rural	3	1979	SC 1985	OL 1994	SC 2001			3.5	3.8	7.3
158th Avenue	Kangaroo St / Hedgehog St	1261	Rural	2	1979	SC 1985	OL 1994	SC 2001			3.6	3.3	6.9
158th Lane	Armstrong Blvd / W EOP	2718	Rural	2	1979	SC 1985	OL 1994	SC 2001			3.7	3.5	7.2
Eland Street	158th Ln / S EOP	613	Rural	2	1979	SC 1985	OL 1994	SC 2001			3.5	4.8	8.3
Ferret Street	NE PC Ferret St & 157th Ln / 158th Ln	901	Rural	2	1979	SC 1985	OL 1994	SC 2001			3.7	2.7	6.4
Hedgehog Street	S EOP / N EOP	1297	Rural	3	1979	SC 1985	OL 1994	SC 2001			3.4	2.6	6.0
Kangaroo Street	NW PC Kangaroo St & 157th Ln / 158th Ln	684	Rural	2	1979	SC 1985	OL 1994	SC 2001			3.7	3.6	7.3
Total Length		9,104	1.72 mi.										

* GPR not able to detect Agg. Base

** Estimated Depths, GPR not available

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

RESOLUTION #23-170

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR WHISPERING PINES ESTATES PLAT 3 STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #23-10

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Whispering Pines Estates Plat 3 subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-251, adopted November 7th, 2022, the City Council accepted and awarded the proposal to Bolton & Menk, Inc., for topographic survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-251, adopted November 7th, 2022, the City Council accepted and awarded the proposal to Haugo Geotechnical Services for a geotechnical report of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-289, adopted December 13, 2022, the City Council ordered the City Engineer to prepare plans and specifications for said improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #23-146, adopted June 27, 2023 the City Council approved final plans and specifications as prepared by the City Engineer and authorized advertisement for bid for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald on June 30, 2023 and July 7, 2023; and

WHEREAS, six (6) bids were received, opened and tabulated on July 21, 2023, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

Contractor	Bid
Landall Services, LLC	\$533,248.00
T.A. Schifsky & Sons, Inc.	\$548,745.00
Douglas-Kerr Underground, LLC	\$558,221.58
S.M. Hentges & Sons, Inc.	\$579,946.40
Asphalt Surface Technologies Corp.	\$607,665.60
North Valley, Inc.	\$617,049.25

WHEREAS, the bid of Landall Services, LLC of Zimmerman, Minnesota, in the amount of \$533,248.00 for the total bid for construction of the improvements in accordance with the

approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted.

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

- 1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

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 25th day of July, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session**Meeting Date:** 07/25/2023**Primary Strategic Plan Initiative:** Connect the community through Parks, Trails and Recreational Programming.**Information****Title**

Authorization to Hire a Recreation Coordinator - Please Note: this case was pulled from the Consent Agenda, item 5.6, and moved to the Regular Agenda as case 7.3.

Purpose/Background:

This position was discussed at the May 23, 2023, Work Session. Staff discussed the role of this position as needing to take a comprehensive approach to city-wide programs and events. Staff received a consensus from the City Council to expand the position from Recreation Specialist to an enhanced non-union, supervisory-level Recreation Coordinator.

As a result, staff conducted a recruitment process to fill the position. Staff interviewed many candidates, including Ms. Abigail Proulx, who was selected to advance in the recruitment process.

Staff is enthusiastically recommending Ms. Abigail Proulx, a former City of Ramsey part-time Recreation Specialist for the full-time Recreation Coordinator position. Ms. Proulx worked for the City of Ramsey from September 2019 through April 2021. She left in good standing for full-time employment and has been working for the City of Duluth. Ms. Proulx is excited to begin performing the duties of this position as outlined below.

The primary objective of this position is to coordinate and perform a variety of responsibilities in the development, facilitation and ongoing administration of diverse annual recreational programs serving all ages and demographics. This position develops programs, organizes content and engages public and private providers, as well as creates and maintains methods for evaluating offerings for future programming consideration.

Essential duties include, but are not limited to, the following:

- Perform all aspects of the development, marketing, implementation and evaluation of municipal recreational programs and related events
- Evaluate related contracts for accuracy, completeness and fair pricing, review and prepare invoices through Tungsten Accounting software
- Create, build and maintain relationships with partner organizations in order to facilitate programs
- Provide supervision and work direction to the Public Works Administrative Assistant responsible for Parks
- Create online registrations and generate social media promotional posts for activities and events
- Use, prepare and maintain detailed notes and outlines on work performed and program development
- Coordinate, purchase, organize, gather and deliver supplies, documents and schedules for programs and recreational events
- Provide staff support including data entry, phone calls, program registration, reports, and records management in a timely manner
- Fill in as needed at programs and recreational events
- Assist with supervision, periodic check-in and leadership of programs, seasonal staff and recreational events
- Develop, plan, oversee and attend all of The Draw Summer Concert Series on Thursday evenings mid-June to mid-August
- Attend and provide presentations at the once-per-month Parks and Recreation Commission meetings (second Thursday of each month) as needed
- Attend and provide presentations at City Council meetings (second & fourth Tuesday of each month) as needed
- Update the City website with agendas, meeting minutes and other documents as assigned
- Prepare and implement community events; including advertising, collection/tracking of sponsor funds,

obtaining contracts/forms, coordinating with vendors for Happy Days, Elmcrest Art Festival, Art in the Park, Movie in the Park, and Holiday Tree Lighting events

- Research and prepare information for City events and park-related issues; propose ideas to make events and park facilities more successful
- Process Special Event Permit Applications including working with event organizers to ensure all necessary information is received and approved through the various departments
- Perform other duties as apparent or assigned (within the ability and resources of the Recreation Coordinator) at the verbal or written direction of the City Engineer / Public Works Director, Parks & Assistant Public Works Director, or their designee

Ms. Proulx completed most of the necessary pre-employment background checks, with the exception of the pre-employment drug screen which is scheduled for July 31st. Ms. Proulx is in Duluth and unable to take the drug screen until the 31st, but well before her anticipated start date.

Staff recommends Ms. Proulx for the full-time position of Recreation Coordinator, effective on or near August 9th, contingent upon passing the pre-employment drug screen. Ms. Proulx will be subject to a 6-month probationary period and the City's Personnel Policy.

Funding Source:

The funding for this position has been accounted for within the 2023 budget.

Recommendation:

Contingent on passing the pre-employment drug screen, to hire Ms. Abigail Proulx as the City's full-time Recreation Coordinator, effective on or near August 9, 2023, at \$30.899 per hour, which is step 2 of the 2023 wage scale, with a credit of 3 vacation days.

Action:

Authorization to hire Ms. Abigail Proulx as the City's full-time Recreation Coordinator, contingent upon passing the pre-employment drug screen, effective on or near August 9, 2023, at \$30.899 per hour, which is step 2 of the 2023 wage scale, with a credit of 3 vacation days.

Attachments

No file(s) attached.

Form Review

Inbox

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 07/26/2023

Reviewed By

Brian Hagen

Date

07/20/2023 03:36 PM

Started On: 07/20/2023 03:19 PM