City of Ramsey
Agenda
Regular City Council
Tuesday, August 22, 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. Approve the Following Meeting Minutes:

1. City Council Work Session dated 8/8/2023
2. City Council Regular Session dated 8/8/2023

2. Approve Rental Licenses

3. Approve Business Licenses

4. Approve Joint Powers Agreement between the City of Ramsey and Anoka County for Assessment of Property

5. Approve HIDTA Fiscal Agent Agreement

6. Adopt Resolution #23-203 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 3, 2023 through August 16, 2023.

7. Adopt Resolution #23-184 Accepting Bids and Awarding Contract for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02

8. Adopt Resolution #23-185 Authorizing Partial Payment to Northern Lines Contracting, Inc. for Improvement Project #23-01, 161st Avenue Reconstruction.

9. Adopt Resolution #23-186 Authorizing Partial Payment #2 to North Valley, Inc. for IP #23-07 - 2023 Neighborhood Pavement Overlay Improvements

10. Adopt Resolution #23-187 Authorizing Partial Payment #1 to Corrective Asphalt Materials, LLC for IP #23-09 - 2023 Pavement Rejuvenation Improvements

11. Adopt Resolution #23-188 Authorizing Partial Payment #1 to Meyer Contracting, Inc. for IP #23-11 - Lift Station #10 Improvements

12. Adopt Resolution #23-189 Approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05

13. Adopt Resolution 23-190 Authorizing Partial Payment #1 to Douglas-Kerr Underground, LLC for IP #23-12 - HY-10 Ramsey Improvements

14. Adopt Resolution 23-191 Authorizing Final Payment to Diversified Paving, Inc. for IP #23-14 - 2023 Critical Mill and Overlay Improvements

15. Adopt Resolution #23-192 Authorizing Partial Payment #1 to Douglas-Kerr Underground, LLC for IP #23-05 - Barthel's Rum River Acres 2nd Street Reconstruction

16. Adopt Resolution #23-194 Terminating Building Inspections Services with Inspectron, Inc

17. Adopt Resolution #23-196 Approving the Final Plat of "Foster Addition"

18. Adopt Resolution #23-197 Ordering Plans and Specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01

19. Adopt Resolution #23-198 Ordering Plans and Specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02

20. Adopt Resolution #23-199 Ordering Plans and Specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03

21. Adopt Resolution #23-200 Ordering Plans and Specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05

22. Adopt Resolution #23-201 Ordering Plans and Specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11

23. Adopt Resolution #23-202 Ordering Plans and Specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12

6. Public Hearing

7. Council Business

1. Adopt Resolution #23-193 Approving Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture LLC

2. Winkelman Solicitor License

3. Introduction of Ordinance #23-16 Amendment to Chapter 26, Article XIV. Rental Residential Dwelling Units.

4. Receive Recommendation from the Charter Commissions to Amend Chapter 4 of the Charter - Nominations and Elections

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session

Meeting Date: 08/22/2023

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 8/8/2023
2. City Council Regular Session dated 8/8/2023

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 8/8/2023
2. City Council Regular Session dated 8/8/2023

Attachments

8-8-23 CCWS

8-8-23 Meeting

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 03:26 PM
Form Started By: Katie Schmidt		Started On: 08/17/2023 11:22 AM
Final Approval Date: 08/17/2023		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, August 8, 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
Community Development Director Stephanie Hanson
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak
Assistant City Engineer Joe Feriancek
Streets Supervisor Shane Turner

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: Attorney / Client Privilege Discussion of Preliminary Term Sheet for Tax Increment Financing Project with Presbyterian Homes - Closed to the Public

Economic Development Manager Sullivan reviewed the Staff report in regard to the Presbyterian Homes project and requested a closed session for this discussion.

RECESS AND RECONVENE

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to recess to Closed Session at 5:31 p.m.

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

The meeting reconvened to Open Session at 6:10 p.m.

2.02: Discussion of rental license fees and rental license renewal schedule, as it relates to the proposed crime-free housing and rental housing inspection programs.

Community Development Director Hanson reviewed the Staff report concerning the fees and renewal schedule for the crime-free housing program. She noted that the licensing fees in Ramsey are very low. She shared what the fees would need to cover in terms of Staff time and equipment.

Mayor Kuzma asked if the people who renewed their licenses this year are good for three years.

Community Development Director Hanson said yes. She stated that if they move to renewal licenses every year they would adjust the numbers for those who have already paid.

Mayor Kuzma asked if there would be any issue with those who renewed their licenses this year for $25 for three years and then the City changed the policy and asked them to pay for the next two years.

City Attorney Knaak stated that this kind of policy can be modified.

Councilmember Howell asked how the $25 licensing fee compares to other cities that do not have the crime-free housing program.

Community Development Director Hanson stated that their fees are very low in comparison to other cities that also do not have the crime-free housing program.

Councilmember Howell asked if these new fees are inline with other cities that do not have the crime-free housing program or if this is more inline with other cities that do have this program.

Community Development Director Hanson stated that they would be more inline with cities that do have the crime-free housing programs.

Councilmember Howell asked about the fees for cities that do not have a crime-free housing program.

Community Development Director Hanson stated that they have not looked into these numbers yet as their research focused on the cities that do have a crime-free housing program.

Councilmember Musgrove acknowledged the need for the increase and appreciates Staff looking at this. She noted that this is a huge price increase and she stated that she is not sure how this will be received. She asked about the current monthly fees and the proposed monthly fees schedule in the packet, which went from $3,100 to $44,200.

Community Development Director Hanson shared that these numbers were ran at $400 per building and an additional $25 per unit.

Councilmember Musgrove stated that this is a huge jump. She asked if there was any appetite from Council to get these numbers to be more manageable for businesses. She asked what the increase would look like if they were only charged $15 per unit instead of $25.

Community Development Director Hanson stated that she can run these numbers. She noted that they went off of Council's direction to have this new position be completely covered by the fees.

Economic Development Manager Sullivan added that the month that Councilmember Musgrove was concerned with has 108 licenses that will be renewing in that month, which is higher than any other month. He noted that most of the 108 licenses are owned by one company.

Councilmember Woestehoff stated that the single family license going from $25 for three years to $300 per year is an extraordinary increase. He noted that the multi-family increase does not seem to be as large of an increase.

Mayor Kuzma noted that with the City implementing this program, the renters will have a much better facility. He stated that while this is more expensive, it has lots of value that comes with it.

Councilmember Musgrove stated that the ask for the multi-family housing position is to start in June. She asked if this is because they would be working the first half of the year to get funds for this new position. She asked if they could do a smaller increase the first year and then increase it in the second year and then adjust the number based on needs.

Community Development Director Hanson explained that this is set up to help fund the position through the application fees.

Councilmember Woestehoff stated that he understands this perspective but asked who will be administering these fees. He added that if the inspector was going to be the one collecting these fees he would like the inspector to be in their position before the City begins collecting fees.

Economic Development Manager Sullivan stated that Planning Assistant currently takes in these fees and processes paperwork.

Councilmember Woestehoff noted that it is difficult to make these people pay the fees now for benefits that will not start for another six months. He suggested that in the first year they need to try to hire as soon as they can and they will just need to be comfortable with this cost.

Councilmember Howell reiterated the idea of staggering the increase of the years. She stated that she would recommend raising these fees even if they did not have this program in place.

City Administrator Hagen stated that he is not sure if they charge the new fees in January if they would not see the benefits until June. He noted that it has not been determined who would be in

the rental housing role. He stated that this June date was for when they would desire to have a second code enforcement person on as more code enforcement calls come in.

Community Development Director Hanson noted that for January to June of next year, Code Enforcement Officer Swalchick can be in charge of this program for 2024 which would include about 9 rental inspections.

Mayor Kuzma shared his support for increasing the licensing fee to $300 in 2024 and then increasing again to $400 in 2025.

Councilmember Specht stated that it makes sense for apartment complexes; however, it is a very drastic jump for single family homes. He suggested phasing in the increase over a few years.

Councilmember Woestheoff asked about the number of single family homes versus apartment buildings in the City.

City Administrator Hagen stated that there are 474 single family homes rented and nine apartment buildings.

Councilmember Riley stated that individuals likely do not own only one single family rental unit and it is likely a corporation that owns these homes.

City Administrator Hagen stated that these numbers are based on previous direction given to the Council.

Mayor Kuzma shared his support for the increase.

Councilmember Howell stated that she is in support of the Staff recommendation if they move forward with this program and position.

Councilmember Riley agreed.

Councilmember Musgrove suggested being able to see the breakdown of costs and how this would reflect the need within the fees. She stated that if they can make this break even then she will support it to cover the costs.

The consensus of the Council was to move forward with Staff's recommendation.

2.03: Continued Discussion on 2024 Budget/Levies

Finance Director Lund continued the 2024 budget and levy discussion and gave updates since the last meeting. She highlighted the items that required additional discussion, including personnel and capital requests.

Councilmember Woestehoff asked about the items that are being funded through the equipment and capital maintenance funds and asked if these funds will be depleted.

Finance Director Lund stated that it does deplete the capital equipment fund, but not the capital maintenance fund, the PIR funds, and facility fund.

Mayor Kuzma stated that he was not present for the last discussion and asked if the all-in levy increase would be over 12%.

Finance Director Lund said yes and explained that this also includes all personnel requests and capital equipment certificates. She noted that if they did not issue capital equipment certificates, they would be looking at a 32.1% general fund levy increase.

Councilmember Riley stated that the last time the Council discussed this they agreed with the concept of the equipment fund which brought them to the 12%. He asked about the request for an additional mechanic.

City Engineer/Public Works Director Westby explained that this position is needed to keep up with all of the demand. He stated that the mechanics keep up with all vehicles in the City. He added that these mechanics have a lot of work to keep up with. He noted that they have had to outsource a lot of the work and fixes to other shops in the past.

Mayor Kuzma asked how much was spent in the past on outsourced work.

Street Supervisor Turner explained that there is currently very little that is being outsourced for repairs. He stated that with the new facility they have the space and the equipment to handle all the work in-house. He added that one of the mechanics has said that he will be retiring in the next few years. He shared that this mechanic request is also for future on-boarding to assume some of the roles of the current mechanic.

Councilmember Woestehoff shared that he counted 11 or more new vehicles listed as capital requests. He asked about the condition of the rest of the fleet and if there are a lot of aging vehicles.

Street Supervisor Turner explained that they are currently short on vehicles for staffing. He noted that they are repairing and repurposing the older vehicles. He stated that the new vehicles take into account City growth.

Councilmember Musgrove asked about the hose crimping machine and how important this is and if it can be outsourced for less than $15,000 a year.

Street Supervisor Turner stated that all of the equipment is run off of hydraulics and a hose can blow at any time and there would not be somewhere that is open that could take care of this. He noted that the building was set up for this to have the ability to do this in-house.

Councilmember Musgrove asked if the $15,000 is the anticipated price range or if they could get this cheaper.

Street Supervisor Turner stated that he has looked at all of the options but the trucks have so many different hoses that need to withstand the pressure.

Councilmember Musgrove suggested going to 32 hours for both of the Planning personnel requests versus a 5 or 8 hour a week increase. She stated that she recommends hiring the new accountant. She noted that she supports the rental housing inspector as it will be paid for out of the program fees. She stated that she wanted more justification of the requested building maintenance worker. She added that she is supportive of adding two of the four requested full time street maintenance workers. She added that she is also in support of the Public Works mechanic. She also shared her support for the fire hourly increase.

City Administrator Hagen stated that at the last meeting the Council supported the bonding for equipment but requested a more detailed discussion on personnel and capital.

Councilmember Musgrove shared that her justification for the Streets and Parks workers was based on information that they got from the July 25 meeting.

City Administrator Hagen noted that Administrative Services Director Lasher does have some updated figures on this information.

Administrative Services Director Lasher gave an update on the information that she has been getting from other cities. She stated that the reason that they would not look to just increase the two Planning workers hours to 32 hours is because anything over 30 hours a week includes health insurance.

Councilmember Specht stated that he would like to see how project management works within the Parks Department.

The consensus of the Council was to continue the discussion to the next work session.

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 6:55 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a Closed Session on Tuesday, August 8, 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
Community Development Director Stephanie Hanson
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak

1. CALL TO ORDER

Mayor Kuzma called the Closed Session of the City Council to order at 5:32 p.m.

2. COUNCIL BUSINESS

2.01: Attorney / Client Privilege Discussion of Preliminary Term Sheet for Tax Increment Financing Project with Presbyterian Homes - Closed to the Public

Economic Development Manager Sullivan reviewed the Staff report in regard to the Presbyterian Homes project and requested a closed session for this discussion.

Staff received direction from the Council

3. ADJOURNMENT

The Closed Session was adjourned at 6:09 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
3. CITIZEN INPUT 2
4. APPROVE AGENDA 4
5. CONSENT AGENDA 4
6. PUBLIC HEARING 5
7. COUNCIL BUSINESS 5
7.01: Adopt Resolution #23-174 Resolution Approving Preliminary Term Sheet for Presbyterian Homes Housing Project; Haviland Fields 5
7.02: Adopt Resolution #23-173 Approving Purchase Agreement for Portion of Outlot A, COR TWO; Centra Homes - Parcel 46 9
7.03: Adopt Resolution #23-176 Accepting Bids and Awarding Contract for Improvement Project #23-20, COR Mass Grading 9
7.04: Introduce Ordinance #23-14 - Zoning Code Update 10
7.05: Introduce Ordinance #23-15 Tobacco and Cannabis Use Within Public Property and Public Places 14
8. MAYOR, COUNCIL AND STAFF INPUT 15
9. ADJOURNMENT 15

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, August 8, 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
Economic Development Manager Sean Sullivan
Community Development Director Stephanie Hanson
Planning Manager Todd Larson
City Attorney Fritz Knaak
Police Chief Jeff Katers

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

Jim Benson, 14131 Junkite Street NW, came forward and shared that he read about the Ramsey Sport Dome parking and that Matt Kuker of PSD Holdings is concerned with patrons of the dome parking on his property. He stated that in 2014 PSD Holdings LLC wanted to build a project in The COR knowing that they would be requested to build a parking garage to meet City parking requirements based on the number of people that would be using and occupying the building. He noted that after PSD Holdings got the property, they came back to the City and demanded that the City eliminate the parking garage requirement, claiming that they would not make enough profit to make the project worthwhile and threatening to exit the deal. He shared that the Council voted

to eliminate the parking garage requirement which saved PSD Holdings at least $1,000,000. He added that during this time he came to the Council to discuss the obvious favoritism that was shown towards PSD Holdings. He noted that now Mr. Kuker is so concerned with overflow parking on his property, which seems to be 'major hypocrisy'. He stated that he wants this to be public record for when Mr. Kuker goes to court.

David Lechelt, 14501 Nowthen Boulevard NW, came forward and shared that he is the Senior Pastor at Lord of Life Church. He stated that he is here to speak in support of the Presbyterian Homes project. He shared that it is the 50th anniversary year for the Lord of Life Church as well as the City of Ramsey. He noted that since 1973, the church has had a huge heart for the community.

Mayor Kuzma asked Mr. Lechelt to come back up when the Presbyterian Homes project is discussed later on in the meeting.

Joel Swenson, 16650 Yttrium Street NW, came forward and stated that he would like to discuss the 167th Avenue project. He shared concerns and a lack of understanding pertaining to the construction of 167th Avenue, as well as other streets in the City. He noted that the 167th Avenue project seems to be dragging on with little observable progress. He stated that all that has been seen from the City have been letters, flags, sticks, and an occasional someone taking a sample from the ground. He added that in March he attended a meeting at City Hall which gave some information about the progress of the road construction. He explained that at this time he was told that bids would start being accepted as of April 1, with the hope that construction would start in May. He stated that on May 26 he received a letter from the City telling him that on June 27, the bids would be presented to the Council to award and the construction would begin in July. He added that another letter was received on June 30 which had no suggestion of a start date but stated that the project will be substantially completed by October 13. He asked what substantially completed means. He noted that this project has taken way too long to start, let alone complete. He said that they have known for years that this road needs to be replaced or reconstructed and it seems to have dropped on priorities. He stated that other roads have been completed in the meantime. He shared that he retired over a year ago where he was a reliability manager where he signed off on many multi-million dollar projects. He said it is difficult for him to stand by and watch this project seemingly linger, especially since the need has been known for the past two to three years. He stated that this road's condition continues to get worse and has even become dangerous. He shared examples of how dangerous the road is for bikers and motorcyclists. He explained that he was riding his bike one day and rode his bike over a pile of loose gravel which caused him to fall and be taken to urgent care for potentially broken ribs. He added that he also saw a Ramsey fire truck pull off on the side of the road with what appeared to be a flat tire. He noted that he also heard from a local company that one of their delivery trucks got a flat tire and bent a rim on 167th Avenue as a result of hitting a pothole. He asked why this project has dragged on and what it will take to get some solid dates for completion of this project. He shared that he is also speaking for his neighbors who could not attend the meeting. He also discussed street sweeping. He noted that there are lots of loose gravel and potholes on many of the residential streets. He asked if there was any plan to repair and sweep these streets to make them safer.

City Engineer/Public Works Director Westby shared that the 167th Avenue project has been a long time in the making and they have gone through many design revisions. He noted that they changed this project from a reconstruction project to a full depth reclamation project. He stated that this required additional work and analysis. He discussed the design and bid process and shared that the contract was awarded in late June and since then they have been working with MnDOT concerning some drainage work on Highway 47 which has caused the size of the area to increase to over an acre which requires permitting. He stated that this permit will be issued in August. He shared that the proposed start date is August 21 and communications will go out in the mail tomorrow. He added that the project will be done in the middle to end of October.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

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

5.01: Receive June 2023 Financial Reports - General Fund, EDA and Enterprise Funds
5.02: Receive Cash & Investments for Period Ending June 30, 2023
5.03: Note the following Board, Commissions, and Committee Meeting Minutes:
- Planning Commission Meeting Minutes Dated May 25, 2023
- Economic Development Authority Meeting Minutes Dated June 8, 2023

5.04: Approve the Following Meeting Minutes:
1) City Council Special Work Session dated 7/18/2023
2) City Council Work Session dated 7/25/2023
3) City Council Regular Session dated 7/25/2023

5.05: Approve Rental Licenses
5.06: Approve Business Licenses
5.07: Adopt Resolution #23-180 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 20, 2023 through August 2, 2023.
5.08: Adopt Resolution #23-177 Accepting Quotes and Awarding Contract for Street Maintenance Project #23-23, 2023 Spray Patching Contracted Services.
5.09: Adopt Resolution #23-178 Approving Construction Staking Services Proposal for 2023 MSA Pavement Overlay Improvements, Improvement Project #23-06
5:10: Adopt Resolution #23-179 Approving Construction Staking Services Proposal for Whispering Pines Estates Plat 3 Street Reconstructions, Improvement Project #23-10
5:11: Adopt Resolution 23-181 Approving a 2-year Extension of the City's Health Insurance Renewal with HealthPartners for 2025-2026.

5:12: Adopt Resolution #23-182 Accepting Pavement Evaluation Services Proposal for Bowers Drive as part of Improvement Project #24-07

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #23-174 Resolution Approving Preliminary Term Sheet for Presbyterian Homes Housing Project; Haviland Fields

Economic Development Manager Sullivan reviewed the Staff report in regard to the preliminary term sheet for the Presbyterian Homes project. He shared the recommendation from the EDA to approve the term sheet and insert a cap on the number of affordable units at 20%. He noted that this language is not increased in the terms per the suggestion of legal counsel.

Mr. Lechelt, Senior Pastor of Lord of Life Church, came forward and reiterated his support for the Presbyterian Homes project. He stated that when the church did their second addition, they built three gyms for the use of the community, not just the church. He shared that the church has a heart for all ages; however, the fastest growing demographic is the senior population in the congregation and the community. He noted that the church has a calling to be a part of something that would help these individuals. He added that the church could not be more excited than to have a partnership with Presbyterian Homes. He stated that no one does communities better than Presbyterian Homes. He added that they bring a beauty to their campus and he looks forward to this beauty coming to Lord of Life and this area of Ramsey. He shared that he looks at this partnership as building capacity between Lord of Life Church, Presbyterian Homes, and the City. He discussed how this will benefit the seniors at Lord of Life.

John Fletcher, Senior Vice President of Presbyterian Homes and services, came forward and presented the proposed project.

Councilmember Woestehoff asked about the term of the TIF note.

Mr. Fletcher stated that they would like a 25 year note but they would be able to work with a 20 year note.

Councilmember Musgrove asked about this being a non-binding agreement.

Economic Development Manager Sullivan explained that the only thing binding in this preliminary term sheet is the amount of funding to pay for the analysis moving forward. He stated that this is a commitment from the Council to provide assistance for this project in the form that is requested. He noted that in the event that they cannot come to a deal they are not bound to perform.

Councilmember Musgrove shared that her understanding of how this would work is that the City would get the taxes which are paid back to the construction and another development within the area that would qualify for TIF funding as receipts are given back to the City. She asked for clarification on this.

Economic Development Manager Sullivan explained that this is a pay-go financing, versus upfront TIF financing. He explained the terms of a pay-go note, including the company paying taxes as usual and as the City receives these taxes, it will go back to the company in the form of the assistance that is granted. He stated that when the requested number is reached then the note ends.

Councilmember Musgrove asked about the $1,300,000 that is intended to be generated on the property and if it is generated after the 20 years.

Economic Development Manager Sullivan said yes and explained that this money will be generated over the course of the TIF district and once the TIF district is over the property will generate $1,300,000 million in taxes annually.

Councilmember Musgrove asked if it was $80,000-$85,000 during the 20 years of the note.

Jason Aarsvold with Elhers came forward and explained that this property will not go into the TIF district with a zero value and will have a value attached to it. He stated that these taxes will not be captured in the district and will go to the taxing jurisdictions.

Councilmember Musgrove shared some of her concerns with this project, including the large amount of money. She asked for more information on Presbyterian Homes doing some fundraising.

Mr. Fletcher shared that Presbyterian Homes has already set aside several millions of dollars to be used in pre-development costs for this project as well as the purchase of the land. He noted that they will be looking to partner with other foundations for fundraising to provide dollars. He stated that this will be a collective effort and they will need to come up with close to $50,000,000.

Councilmember Musgrove asked if there is a possibility to consider TIF for phase one of the project but not for phase two and have phase one support phase two.

Mr. Fletcher stated that the economics of this would not be enough to support phase two.

Mayor Kuzma noted that there are currently no taxes being paid on the property right now and with this project they will at some point have income coming in from this property. He stated that this project is awesome for the community.

Councilmember Riley stated that if they consider the TIF they would not have taxes coming in for the next 20 years which is a large consideration.

Mayor Kuzma added that at the end of the 20 years they will be bringing in over $1,000,000 in taxes annually.

Economic Development Manager Sullivan noted that if this project goes forward it will become taxable at the base value so some taxes will be captured.

Councilmember Howell asked what the City portion would be received off of the taxes on this land.

Mr. Fletcher stated that it is around $30,000 as well as 10% of the TIF for administrative fees, which would be around $80,000.

Economic Development Manager Sullivan stated that they can receive up to 10% for the administrative expenses from the TIF district; however, they do need to have expenses that this can be allocated towards.

Councilmember Howell stated that she does not see this generating much of anything while still providing services to the people who live there for 20 years, which is a concern. She noted that she does not see the benefit of providing City services for 20 years without generating revenue to fund it.

Councilmember Riley stated that they will be entertaining an offer from an apartment that is not asking for assistance. He asked what necessitates the assistance in this case.

Mr. Fletcher explained that with high interest rates and construction costs, Presbyterian Homes has a goal to build a product that is consistent with State language around TIF districts and provides some level of affordability. He stated that Presbyterian Homes is taking almost no margin on this deal. He added that the infrastructure costs on this site are significant. He noted that all construction deals and projects are different.

Economic Development Manager Sullivan noted that for the project in The COR, they are also going to have to do site improvement work and connect utilities. He said the magnitude of the site work and utilities is much smaller at The COR site. He noted that the fundamental difference between these two projects is the affordable component that the Presbyterian Homes project has that The COR project does not have.

Councilmember Woestehoff added that a lot of the grading work in The COR has been done by the City in preparation for the development.

Mayor Kuzma stated that this also adds work-force housing which is what the City needs.

Councilmember Musgrove noted that the land is not generating taxes for the City; however, there are not currently a lot of City expenses in relation to this site. She added that there are expenses that she does not see them recovering administratively over the 20 year term. She asked if the need for the TIF district or the desire for having the 20% housing qualification came first.

Mr. Fletcher explained that the project was already in the negative without the TIF. He stated that getting the additional support through the TIF helps bring this back into balance. He added that

this project does have financial benefits to the City as there are $8,300,000 in fees being paid to the City. He stated that there are $2,600,000 in fees going towards park dedication and trails.

Councilmember Woestehoff asked about the 20% under 50% rule for TIF eligible funding and if this is very focused on the senior housing component. He asked about how the TIF district impacts the ability to help the senior community.

Mr. Fletcher stated that a significant amount of seniors run out of resources approximately three years after entering some sort of care, which can incur higher costs. He explained the programs that can help these individuals. He stated that in the housing space there is not a direct public subsidy that will support seniors who are just looking for housing with little to no services. He shared that Presbyterian Homes aims to have at least 20% of their homes dedicated to affordability. He shared that this is the focus of the project.

Economic Development Manager Sullivan reviewed the report from Elhers. He noted that something that he hears from businesses in the City is that they need more employees and with a housing complex this large it is likely to bring people to this City.

Councilmember Riley stated that he has researched Presbyterian Homes and has found that they are a great organization. He said that he does not support the use of the TIF. He noted that he would not be comfortable focusing on the senior housing aspect of this as it is not phase one of the project. He asked about the original ask from Presbyterian Homes.

Mr. Aarsvold shared that they initially started out with a $20,000,000 ask. He explained that they met with the County assessors and got a valuation from them of a number to anticipate when this project is built. He noted that they came up with their ask based on these numbers.

Councilmember Riley asked what drives the need for TIF for a project like this.

Mr. Aarsvold stated that the cost associated with the construction quality and finishes is likely different than the other project that was discussed. He added that the biggest driver is affordability. He stated that 20% of the units will have a price well below a market rate unit.

Councilmember Riley asked if this project did not have the affordable units if there would be a requirement for TIF.

Mr. Aarsvold stated that this would not perform as well if it did not have the affordable units and the TIF.

Councilmember Riley asked how many things will likely change in the next 20 years that would allow them to accurately calculate the numbers.

Mr. Aarsvold explained that this has evolved and is relatively straightforward at this point. He stated that they would be looking at the performance of the project once it reaches stabilization and they would then look at the official numbers of the project costs, actual expenses, and other project costs. He noted that they would then use those numbers to make a projection and see if

they get to the same return on investment threshold. He stated that at this point they could even reduce the amount of the TIF note if the project performs above expectations; however, if the project performs at or below expectations then nothing would change with the TIF note.

Councilmember Specht stated that he loves the project and likes the idea of having it in Ramsey. He shared that he is not a huge supporter of not being on the tax rolls for 20 years.

Mayor Kuzma shared that he does support this project as he believes in bringing in additional workforce housing is important to the community. He stated that even though they will not be seeing any of the tax revenue for 20 years, when it does come on the tax roll it will help the tax base.

Motion by Councilmember Woestehoff, seconded by Mayor Kuzma, to Adopt Resolution #23-174 Resolution Approving Term Sheet for Presbyterian Homes Housing Project; Haviland Fields as presented; subject to City Attorney review.

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

7.02: Adopt Resolution #23-173 Approving Purchase Agreement for Portion of Outlot A, COR TWO; Centra Homes - Parcel 46

Economic Development Manager Sullivan reviewed the Staff report in regard to the purchase of a portion of Outlot A, COR two. He shared the EDA's recommendation of approval for the purchase agreement and right of reentry agreement.

Councilmember Riley shared that the EDA had presentations from two different developers and this project was the one that fit The COR framework. He noted that this one offers the full park dedication fee and met all other criteria.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to Adopt Resolution #23-173 Approving Purchase Agreement for Portion of Outlot A, COR TWO; Centra Homes - Parcel 46; subject to City Attorney review.

Further discussion:

Councilmember Musgrove thanked Staff for their working in helping make this agreement for partial road payment as well. She stated that both developers brought a good product; however, Centra Homes project did fit better in The COR. She shared that she will be supporting this.

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

7.03: Adopt Resolution #23-176 Accepting Bids and Awarding Contract for Improvement Project #23-20, COR Mass Grading

City Engineer/Public Works Director Westby reviewed the Staff report concerning the grading plan work that is proposed in The COR. He shared the recommendation from Staff and Bolton & Menk to award the contract to Enebak Construction Company.

Councilmember Musgrove asked if some of the work is eligible for TIF bonding why it is not being used.

City Engineer/Public Works Director Westby explained that the funds are already available in the enterprise funds. He stated that since the funds are available they do not need to bond for these funds.

City Administrator Hagen added that when they first looked at this, the focus was going to be TIF eligible expenses. He stated that all of this work can be bonded for; however, there are funds available for this type of work.

Councilmember Musgrove noted that there are other areas in the City that are not within the TIF district that could also use revenue from the available funds. She stated that her concern is using utility funds in a TIF district when those funds are needed by the whole City.

City Administrator Hagen shared that Staff has discussed this and if Council chooses to move forward with this, they can have a discussion of how much they should bond to pay for this.

Councilmember Musgrove asked if the numbers that they are reviewing are the confirmed numbers.

City Administrator Hagen said yes and added that they also have other projects and design costs for West Ramsey Parkway and Zeolite that are also eligible TIF expenses.

Councilmember Musgrove reiterated the concern of using utility funds in the TIF district on TIF eligible expenses when the utility funds could be used elsewhere.

City Administrator Hagen explained that the extension of the TIF was to incur eligible expenses.

Councilmember Woestehoff added that in the resolution it does not outline what funding sources the money will come from.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to Adopt Resolution #23-176 accepting bids and awarding a contract for construction for Improvement Project #23-20, COR Mass Grading, to Enebak Construction Company in the amount of $4,197,240.34.

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

7.04: Introduce Ordinance #23-14 - Zoning Code Update

Planning Manager Larson reviewed the Staff report regarding proposed zoning code updates. He shared the recommendation of approval from the Planning Commission. He noted that the Planning Commission requested that the Council discuss the definition of 'family' as well as car dealers as they pertain to the zoning code.

Councilmember Musgrove asked if they would be able to delay the introduction of this ordinance until there is more time to review it.

Planning Manager Larson stated that this can be discussed and then tabled to a future meeting as there is no timeline.

City Administrator Hagen asked City Attorney Knaak to what degree of changes would the City be required to hold another public hearing on these changes.

City Attorney Knaak explained that there are a lot of options and stated that they could continue this introduction, they could introduce the ordinance and hold the informal discussion to advance the process, or whatever option the Council is comfortable with moving forward. He suggested having the introduction and discussions this evening and continue the discussions to a work session to work everything out before bringing it forward to a final hearing.

Councilmember Woestehoff stated that this can be introduced without the Council agreeing with it. He noted that they only have to agree once they get to the adoption of this.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to introduce Ordinance #23-14, Zoning Code Update.

Further discussion:

Councilmember Woestehoff asked if there was anyone in the audience who wanted to speak on this item if the Council wanted to allow public comment.

Krista Johnson, 6980 137th Lane, came forward and shared that she has three properties in Ramsey and stated that she had spoken to and written an email to the Planning Commission sharing that she was opposed to the definition of 'family' as there are many residents in Ramsey that would be in a legal non-conforming situation based on this definition. She stated that in the current economic times it makes sense that more than four people who are not related should be able to live together. She shared her concerns with this definition and asked what it would mean for people who already own property that would now be legal non-conforming. She added that Ramsey is a diverse City and she does not see defining a 'family' as being diverse.

Councilmember Specht asked what number of non-related people Mrs. Johnson recommends for the definition of 'family.'

Mrs. Johnson stated that there has never been a number in the City and she does not see an issue with not having a number. She explained that she operates under guidelines which say that she cannot overcrowd a house. She stated that she does not see a need to put a number on this. She

noted that regulation of this would likely be a part of the rental licensing inspections. She shared that other cities that do have a number in their definition have a reasonable accommodation request for things like recovery housing. She noted that unless there is an issue with this, she does not see the need to change the definition of 'family' at this time.

Councilmember Howell asked what drove this addition to the zoning code.

Planning Manager Larson stated that part of this was to align the definitions with use which is when they discovered that they do not have a definition of 'family.' He noted that the City is likely not going to know how many people are living in a home as long as everyone is a good renter; however, they do sometimes get complaints pertaining to the number of vehicles, which is when they may have to start asking questions.

Councilmember Howell asked if there have been more issues that come out of these properties that have multiple individuals living together.

Planning Manager Larson said no.

Councilmember Woestehoff asked about any potential liabilities by having or not having a definition of 'family.'

City Attorney Knaak explained that the definitions are fairly common and they give a baseline standard. He stated that if there are people that are related to each other it will be an assumption that they are a family. He noted that the downside is with someone who is dealing with rental properties. He discussed boarding houses and why they would want to regulate something like this separately. He noted that there is a rental ordinance that should inspect the properties annually to check on standards. He added that the City may not want to have a situation where they have multiple unrelated people where there is not at least some level of supervision. He stated that it is not just a concern with parking. He explained that the use of the definition makes assumptions as to what a family is, which can be challenged. He added that he was surprised that Ramsey does not have a definition of 'family' as it is a common definition in neighboring communities.

Councilmember Musgrove asked if there is any consideration for group homes as a home occupation.

Planning Manager Larson stated that group homes are not considered home occupations as in most of these cases, the residents and patients are the ones living in the home, not the owners. He noted that group homes are in a separate category, calling them licensed residential facilities, which require a State license. He noted that the zoning code also has unlicensed residential facilities, which do not have any State oversight. He stated that the definition for this is six unrelated individuals.

Councilmember Musgrove asked if this would help with some of the concerns that Mrs. Johnson expressed.

Planning Manager Larson said yes.

Councilmember Musgrove asked if she would still be considered non-conforming if she fit the definition of the unlicensed residential facility.

Planning Manager Larson stated that if the home had six residents they would be conforming. He stated that the example of six college friends living together would not be conforming.

Councilmember Musgrove shared her concerns with the number of vehicles, which are also regulated per home.

Planning Manager Larson added that vehicles are regulated per outside parking as item numbers.

Councilmember Musgrove stated that when the number of people living in a home is greater, than there ends up being other issues, such as the parking concerns. She noted that this is a good issue for the Council to continue to discuss.

Councilmember Howell noted that she sees validity to the boarding house definition as if there are three separate rental agreements with three separate people renting the same home, it is not a family. She suggested that something may need to be done to regulate this more. She noted that there are going to be people who operate Airbnb's out of their homes and this is not currently being regulated. She stated that this warrants a greater discussion.

Councilmember Olson asked if the only reason that they are attempting to define 'family' is so that they can also define a single family home, he does not think it is a necessary definition, as they are talking about the structure and not the contents. He explained that there are other ordinances that guard against the other issues that can be controlled in other ways.

Councilmember Specht stated that this would be worth a further discussion to determine what problems this is attempting to solve.

Councilmember Howell added that she would also like to discuss home occupation permits further at their next discussion.

A roll call vote was performed:

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

Motion carried.

7.05: Introduce Ordinance #23-15 Tobacco and Cannabis Use Within Public Property and Public Places

Community Development Director Hanson reviewed the Staff report concerning the new cannabis legislation. She shared the recommendation to introduce the ordinance as it pertains to the use of tobacco and cannabis in public places.

Councilmember Specht stated that he supports the cannabis portion of this. He asked if tobacco use has been a big problem in the City.

Community Development Director Hanson explained that this is just to regulate the use in public parks or other public places so that if someone is smoking or using tobacco in these areas it could be enforced.

Police Chief Katers stated that there has not been an issue with the adult use tobacco. He added that he thinks the ordinance is a good one as it regulates the use around children. He noted that this would be enforced on a complaint basis. He stated that this is a petty misdemeanor, which is similar to a parking ticket.

Councilmember Specht reiterated that he supports the cannabis portion of this and that it is too excessive for tobacco. He suggested a provision talking about events where children may be present.

Councilmember Woestehoff asked Councilmember Specht why he has a different opinion on these two substances.

Councilmember Specht stated that he believes that cannabis is a more powerful drug than tobacco and they should try to get ahead of cannabis before it becomes an issue.

Councilmember Olson stated that he is surprised that there is not currently any legislation for regulating tobacco. He said that there not being a current issue with this does not mean that there shouldn't be an ordinance in place, as an ordinance just makes something enforceable. He noted that Law Enforcement should have the ability to do something if tobacco use in a public place becomes a problem.

Councilmember Riley asked if parks were already smoke-free zones and asked if this is the policy that she was referring to.

Community Development Director Hanson confirmed that this is just a policy and is not enforceable.

Councilmember Howell stated that she is not a fan of making more rules and regulations in general and she has an issue with this as it would be difficult to regulate chewing tobacco. She added that she is aware that vaping is included and said that if they do move forward with this, then they should clearly spell this out so they are aware of what is included. She also suggested that for any

hotel or business who receives public or TIF funding, they would also be expected to follow these policies.

City Administrator Hagen shared that they can add language in the ordinance that would clearly address vaping.

Councilmember Woestehoff added that the idea of regulating chewing tobacco makes him wonder about the low potency hemp edibles as it is a similar product. He stated that the idea behind this seems to do with public health from second hand smoke, and with both chewing tobacco and edibles being consumable, they do not produce a public health concern.

Councilmember Howell noted that as long as these products do not look like something that children would normally gravitate to then she does not see the need to regulate.

Councilmember Riley stated that the tobacco regulation seems to be an overstep; however, he still would like the parks to be protected. He noted that he does not support this the current way that it is written.

Councilmember Specht suggested working on the definition of 'public property' as the current language feels excessive.

Councilmember Musgrove asked if this seems similar to the last case where they can introduce the ordinance but continue the discussion and make changes at a future meeting.

City Administrator Hagen shared that this would warrant tabling to a Work Session.

Motion by Councilmember Howell, seconded by Councilmember Olson, to table Ordinance #23-15, Tobacco and Cannabis Use Within Public Property and Public Places to a future Work Session.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Specht shared that Allison's Petite Pastries is celebrating their one year anniversary of being in Ramsey on August 19. He added that the Anoka Police versus the Ramsey Police hockey game is scheduled for August 25.

9. ADJOURNMENT

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

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

The regular meeting of the City Council adjourned at 9:20 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: 08/22/2023

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

August Rental License

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 10:51 AM
Form Started By: Dana Verbeek		Started On: 08/16/2023 07:50 AM
Final Approval Date: 08/17/2023		

Report Name: License Report - License Types
Council Dates: 8/10/2023 to 8/23/2023
Status: Active, Inactive
License Type(s): Multi-Family Rental, Rental

City of Ramsey
License Report - License Types

Printed: 8/16/2023

Company	DBA	Applicant	Location	Exp. Date	Council Date	Status
Rental						
Candace Fisher			7053 139th Ave NW	6/23/2026	8/22/2023	I
2015-3 IH2 Borrower LP			5971 143rd La NW	9/8/2026	8/22/2023	I
2015-IH2 Borrower LP			5560 144th Ave NW	9/8/2026	8/22/2023	I
Ajibola Asaolu			7352 145th Pl NW	8/25/2026	8/22/2023	I
IH4 Property Minnesota LP			5981 146th Ave NW	9/8/2026	8/22/2023	I
S D Thor		Debra Thor	7208 147th Ter NW	9/8/2026	8/22/2023	I
IH3 Property Minnesota LP			7151 148th La NW	9/8/2026	8/22/2023	I
IH3 Property Minnesota LP			5220 149th La NW	9/8/2026	8/22/2023	I
2015-3 IH2 Borrower LP			8426 164th Cir NW	9/8/2026	8/22/2023	I
Maria Gobernatz			5880 177th Ave NW	9/8/2026	8/22/2023	I
IH5 Property Minnesota LP			14107 Barium St NW	9/8/2026	8/22/2023	I
Birch Hill Lodges		Kenneth E Phelan	14661 Cobalt St NW #15	9/8/2026	8/22/2023	I
Jerome and Derene Mears			14701 Cobalt St NW #23	9/8/2026	8/22/2023	I
Adriel B Villarreal			15100 Cobalt St NW	8/25/2026	8/22/2023	I
VD Properties, LLC			13904 Garnet Ter NW	9/8/2026	8/22/2023	I
2015-3 IH2 Borrower LP			14601 Helium St NW	9/8/2026	8/22/2023	I
Kim Chase			15000 Juniper Ridge Dr NW	9/22/2026	8/22/2023	I
2015-3 IH2 Borrower LP			16125 Nowthen Blvd NW	9/8/2026	8/22/2023	I
Dave Kirwin and Lisa Kirwin			14600 Olivine Ter NW	9/8/2026	8/22/2023	I
Thomas Engel			15469 Radium St NW	9/8/2026	8/22/2023	I
Thanh Nguyen			15302 Radium Way NW	9/8/2026	8/22/2023	I
Jodi Johnson			15470 Tungsten St NW	9/8/2026	8/22/2023	I
IH3 Property Minnesota LP			15201 Ute St NW	9/8/2026	8/22/2023	I
Chau Nguyen			14860 Zuni St NW	8/18/2026	8/22/2023	I
Dave Kirwin and Lisa Kirwin			14583 Olivine Way NW	9/8/2026	8/22/2023	I
Dave Kirwin and Lisa Kirwin			14643 Quartz Ter NW	9/8/2026	8/22/2023	I
Dave Kirwin and Lisa Kirwin			14653 Quartz Ter NW	9/8/2026	8/22/2023	I

Rental License Count: 27

Total Licenses: 27

CC Regular Session

Meeting Date: 08/22/2023

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	Wendy Schlueter	08/17/2023 12:27 PM
Sean Sullivan	Wendy Schlueter	08/17/2023 02:17 PM
Sean Sullivan	Sean Sullivan	08/17/2023 02:37 PM
Brian Hagen	Brian Hagen	08/17/2023 03:26 PM
Form Started By: Wendy Schlueter		Started On: 08/16/2023 10:45 AM
Final Approval Date: 08/17/2023		

Report Name: License Report - License Types
Council Dates: 8/22/2023 to 8/22/2023
Status: Active, Inactive
License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale Temporary, Amusement Center, Amusement Devices/Billiard Tables, Broker/Precious Metals Dealer, Business License-1st Year, Business License-Renewal, Garbage Haulers, Gasoline Sales, Liquor 2 A.M. Closing, Liquor Off-Sale, Liquor On-Sale, Liquor On-Sale Sunday, Mobile Food Unit–90 Days, Mobile Food Unit–Annual, Motor Vehicle Sales/Repair/Rentals, Pawnbroker, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Temporary Intoxicating, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor, Wine Off-Sale, Wine On-Sale

City of Ramsey
License Report - License Types

Company	DBA	Applicant	Location	Exp. Date	Council Date	Status
Mobile Food Unit–90 Days						
Sugar Sweet Mini Donuts LLC		Travis M Hoffman		11/23/2023	8/22/2023	A
VGK Properties LLC dba Minne-Scoop-Ta	Minne-Scoop-Ta	Verna L Keiser		11/23/2023	8/22/2023	A
Our Gang Concessions dba Mister Lemonade	Mister Lemonade	Chad J Hennum		11/23/2023	8/22/2023	A
JEROS Group LLC dba Ku.ma.in	Ku.ma.in	Josie Schuette		11/23/2023	8/22/2023	A
Ekbom Enterprises Inc		Jim O Ekbom		11/23/2023	8/22/2023	A
The Willy Wagon dba Ternus Outdoor Concessions	Ternus Outdoor Concessions	Justin J Ternus		11/23/2023	8/22/2023	A
Mansetti's Food Truck		Ryan Granlund	7550 Sunwood Dr NW	11/30/2023	8/22/2023	A
				Mobile Food Unit–90 Days License Count:		**7**
Special Events						
Minnesota Weapons Collectors Association Inc		Tracey Darwin	8310 147th La NW	10/2/2023	8/22/2023	A
				Special Events License Count:		**1**
Tobacco						
Tobacco Ramsey 10 LLC		Ayman Issa Hussain	7962 Sunwood Dr NW	12/31/2023	8/22/2023	A
				Tobacco License Count:		**1**
Transient Merchant/Peddler/Solicitor						
NexGen Exteriors		David M Barnett		12/31/2023	8/22/2023	A
				Transient Merchant/Peddler/Solicitor License Count:		**1**
				Total Licenses:		**10**

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Identify and implement operational efficiencies, cost savings and additional funding sources.

Information

Title

Approve Joint Powers Agreement between the City of Ramsey and Anoka County for Assessment of Property

Purpose/Background:

The City of Ramsey contracts with Anoka County for property assessment. It is once again time to renew the five-year contract, which will actually be almost five and one-half years (January 16, 2024 through May 15, 2029). The May 15 term date will give Anoka County staff the time to answer property owner questions resulting from work they completed the year before. It should be noted, that the fees listed under Section V of the JPA are actually lower than the rates that were in the prior JPA assessment agreement. The reduced rates are those that have been billed in the most recent invoices from the County and have averaged approximately $126,000 in the past couple of years, whereas the contract amount used to be approximately $145,000. The savings came from Anoka County investing in an updated software system. There is one additional rate that has been added for Tax Exempt property. This rate has been added due to an increase in public charity exemption applications and the subsequent expenses related to the tax court defense. It is estimated to add approximately $2,500 to the City's invoice next year.

Recommendation:

Approve the Joint Powers Agreement with Anoka County for the January 16, 2024 through May 15, 2029 contract period.

Action:

Motion to approve the Joint Powers Agreement with Anoka County for the January 16, 2024 through May 15, 2029 contract period.

Attachments

JPA for Assessment Contract

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 10:51 AM
Form Started By: Diana Lund		Started On: 08/15/2023 12:35 PM
Final Approval Date: 08/17/2023		

Anoka County Contract No. _____

JOINT POWERS AGREEMENT
BETWEEN THE CITY OF (INSERT CITY NAME) AND
COUNTY OF ANOKA FOR ASSESSMENT OF PROPERTY

THIS AGREEMENT is made and entered into this _____ day of _____, 2023, by and between the City/Township of (Insert City Name), (Insert City/Township Address), (Insert City Name), Minnesota (Insert ZIP), hereinafter referred to as the "Municipality", and the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as the "County".

WITNESSETH:

WHEREAS, pursuant to Minn. Stat. § 273.072, subd. 1, any county and city, lying wholly or partially within the county and constituting a separate assessment district, may, by agreement entered into under Minn. Stat. § 471.59, provide for the assessment of property in the city by the county assessor; and

WHEREAS, pursuant to Minn. Stat. § 273.072, subd. 2, the agreement may provide for the abolition of the office of the city assessor when the assessment of the property within the city is to be made under an agreement by the county assessor; and

WHEREAS, it is the wish of the County to cooperate with the Municipality to provide for a fair and equitable assessment of the property within the Municipality; and

WHEREAS, said work will be carried out in accordance with the provisions of Minn. Stat. § 471.59.

NOW, THEREFORE, in consideration of the mutual covenants and agreements stated herein, the parties agree as follows:

I. That said Municipality constitutes a separate assessment district which lies wholly within the County and that all property in the geographical boundaries of this district shall be assessed by the County Assessor of the County beginning with the assessment year 2025 (calendar year 2024), provided this Agreement is approved by the Commissioner of Revenue.

II. Pursuant to Minn. Stat. § 273.072, subd. 2, the office of the City Assessor in the Municipality shall cease to exist on January 16, 2024 but not before the end of the term of the current City Assessor, if serving for a fixed term, or when an earlier vacancy occurs; provided, however, that upon the termination of this Agreement, the Office of City Assessor shall be automatically reestablished and shall be filled as provided by applicable law or charter in accordance with Minn. Stat. § 273.072.

III. The term of this Agreement shall be from January 16, 2024, through May 15, 2029, unless earlier terminated as provided herein.

IV. In consideration of said assessment services, the Municipality shall pay to the County an annual payment as follows:

May 15, 2024: Payment Due for 2025 Assessment
May 15, 2025: Payment Due for 2026 Assessment
May 15, 2026: Payment Due for 2027 Assessment
May 15, 2027: Payment Due for 2028 Assessment
May 15, 2028: Payment Due for 2029 Assessment

V. For year 2024 assessment services, the Municipality shall pay the County as follows:

A. Ten Dollars and 40/100s ($10.40) for each improved parcel of residential, seasonal recreational residential and agricultural type property;

B. Four Dollars and 60/100s ($4.60) for each unimproved parcel of residential, seasonable recreational residential and agricultural type property;

C. Sixty-Two Dollars and 00/100s ($62.00) for each improved and unimproved parcel of commercial, industrial and public utility type of property; and

D. Sixty-Two Dollars and 00/100s ($62.00) for each improved and unimproved parcel of apartment and mobile home park type property.

E. Four Dollars and 60/100s ($4.60) for each improved and unimproved parcel of parcel of exempt property.

The same procedure shall be used, as described above, in the computation of the assessment payments due in 2025 through 2028, provided, however, that the cost for each type of parcel shall be increased according to the County Assessor's increase in operating costs, cost of living and merit adjustments established by the Anoka County Board of Commissioners for January 1 to December 31 in the year prior to the date of the assessment.

VI. Notwithstanding Section II. above, the County and/or Municipality shall have the right to terminate this Agreement by providing, at a minimum, six months written notice by certified mail, which notice shall be sent at least six months prior to January 2 of any year to terminate assessment services to be performed one year from such date (i.e. to terminate this Agreement for assessment services in the year 2026, the party must provide written notice of termination by not later than June 30, 2025).

VII. COUNTERPARTS

This Joint Powers Agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

(remainder of page intentionally blank – signature page immediately follows)

IN WITNESS WHEREOF, the parties hereto have set their hands on the dates so indicated.

COUNTY OF ANOKA

By: _____
Matt Look, Chair
Anoka County Board of Commissioners

Dated: _____

By: _____
Rhonda Sivarajah
County Administrator

Dated: _____

CITY OF (INSERT CITY NAME)

By: _____
(Insert Mayor Name)
Mayor

Dated: _____

By: _____

Title: _____

Dated: _____

APPROVED AS TO FORM

By: _____
Jason Stover
Assistant County Attorney

Dated: _____

By: _____

Title: _____

Dated: _____

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Approve HIDTA Fiscal Agent Agreement

Purpose/Background:

In 2017, the Ramsey Police Department became a member of the Anoka Hennepin Narcotic and Violent Crimes Task Force (AHNVCT). During our time with the AHNVCT, we have been operating under the parameters of the attached fiscal agreement. Since joining the North Central High-Intensity Drug Trafficking Area (HIDTA), we are required to have a signed joint powers agreement. This agreement is to cover how investigators are funded to pay overtime and how HIDTA reimburses those expenses. The agreement is attached for review.

Recommendation:

Staff recommends approval of the HIDTA Fiscal Agent Agreement.

Action:

Approval of the agreement will require signatures from Mayor Mark E. Kuzma, City Administrator Brian Hagen, and Police Chief Jeff Katers.

Attachments

HIDTA Agreement

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	08/14/2023 01:25 PM
Brian Hagen	Brian Hagen	08/17/2023 10:49 AM
Form Started By: Tim Frankfurth		Started On: 08/14/2023 12:07 PM
Final Approval Date: 08/17/2023		

Fiscal Agent Agreement

This is a Fiscal Agent Agreement ("Agreement") between Anoka County, a political subdivision of the State of Minnesota, on behalf of its Sheriff's Office, 13301 Hanson Blvd NW Andover, MN 55304 ("County"), and the City of Coon Rapids, the City of Blaine, the City of Anoka, the City of Columbia Heights, the City of Maple Grove, the City of Rogers, the City of Ramsey, and the City of Champlin (each, a "City" and collectively, the "Cities").

Recitals

A. The County has joined the North Central High-Intensity Drug Trafficking Area ("HIDTA") and receives federal HIDTA grant funding to pay overtime for investigators assigned to the Violent Crime Enforcement Team ("VCET"). The County and City's participation in HIDTA is governed by the Joint Powers Agreement #C0007372A.
B. The Cities wish to provide investigators to the VCET and require funding to pay overtime costs.
C. The County agrees to act as fiscal agent to distribute to the Cities the HIDTA grant funds to pay overtime costs.

1. Term

The term of this Agreement shall be from January 1, 2024, through December 31, 2027, or upon the termination of grant funding from the HIDTA to pay overtime costs, whichever occurs first. Agreement renewals shall be made by way of a written Amendment to this Agreement and signed by authorized representatives.

2. Scope of Service

The parties agree as follows:

2.1. The Cities agree that they will:

2.1.1. Produce a quarterly list of who is eligible for Overtime including hours worked and case numbers assigned with hours worked ("Eligibility List");

2.2. The County agrees that it will:

2.2.1. Receive invoices from the Cities for VCET overtime costs; and

2.2.2. Pay invoices of the Cities from funds received via the annual HIDTA Grant Agreement between the County and the federal Office of National Drug Control Policy (the "Grant Agreement").

The parties agree that accounting, procurement and other fiscal agent services provided by County will comply with generally accepted accounting principles and County Finance Department policies.

2.3. Type of Audit and Frequency

The County will conduct fiscal and program audits annually. Audit findings and corrective actions will be issued in writing to the Cities 45 days after the completion of the audit. Cities will be required to respond to corrective actions in writing 30 days after the receipt of the written audit from the County.

2.4. Resolution Measures for Noncompliance with the Agreement

Resolution measures for non-compliance with the Agreement will consist of a written report that clearly states the areas of non-compliance, the corrective action needed to be in compliance, and a timeline to complete each corrective action as stated in the written fiscal or program audit. On-going fiscal and program audits will occur to ensure compliance with the Agreement.

2.5. Payment Processing has adequate segregation of duties

The County and the Cities have adequate segregation of duties as stipulated by the Governmental Accounting Standards Board. The County accounting and procurement departments and other fiscal agent services comply with general accounting principles and the County Finance Department policies.

3. General Contract / Agreement Terms and Conditions

3.1. Payment

The Cities will forward invoices to the County on a quarterly basis for overtime expenses related to their participation in VCET.

The County will not receive payment for administrative costs or expenses related to this Agreement.

3.2. Application for Payments

3.2.1. Invoices for any goods or services not identified in this Agreement will be disallowed.

3.2.2. Each application for payment shall contain the Eligibility List, an itemized list of services furnished, dates of services provided, and the total invoice amount.

3.2.3. Payment shall be made within thirty-five (35) calendar days after the date of receipt of a detailed invoice and verification of the charges.

3.2.4. Payment of interest and disputes regarding payment shall be governed by the provisions of Minnesota Statutes § 471.425.

3.3. Independent Contractor

The County is and shall remain an independent contractor throughout the term of this Agreement and nothing herein is intended to create, or shall be construed as creating, the relationship of partners between the parties or as constituting the County as an employee of any other party.

3.4. Data Practices

All data collected, created, received, maintained, or disseminated for any purpose in the course of the County's performance under this Agreement is subject to the provisions of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statutes, any state rules adopted to implement the Act and statutes, as well as federal statutes and regulations on data privacy.

3.5. Indemnification

Subject to Minn. Stat. Ch. 466, each party is solely responsible for the acts or omissions of their respective employees when acting in the course and scope of their employment duties. No party may be held liable for the acts or omissions of another party's employees, officers, or agents under this Agreement.

It is understood and agreed that each party's liability shall be limited by the provisions of Minnesota Statutes, Chapter 466 (Tort Liability, Political Subdivisions) or other applicable law. Nothing contained in this Agreement shall waive or amend, nor shall be construed to waive or amend any defense or immunity that either party, their respective officials, and employees, may have under said Chapter 466, or any common-law immunity or limitation of liability.

3.6. Records Retention

Until the expiration of six years after the furnishing of services pursuant to the Agreement, the County shall retain a copy of the Agreement and the books, documents, records, and accounting procedures and practices of the County relating to this Agreement.

3.7. Notices

All notices under this Agreement, and any amendments to this Agreement, shall be in writing and shall be deemed given when delivered by certified mail, return receipt requested, postage prepaid, when delivered via personal service, or when received if sent by overnight courier. All notices shall be directed to the parties at the respective addresses set forth below. If the name and/or address of a representative change, notice of such change shall be given to the other parties.

Anoka County: Commander Derek Schuldt 13301 Hanson Blvd NW Andover, MN 55304

City of Coon Rapids: Chief Bill Steiner, 11155 Robinson Dr, Coon Rapids, MN 55433
City of Blaine: Chief Brian Podany, 10801 Town Square Dr NE, Blaine, MN 55449
City of Anoka: Chief Eric Peterson, 275 Harrison St, Anoka, MN 55303
City of Columbia Heights: Chief Lenny Austin, 825 41 ST AVE, Columbia Heights, MN 55421
City of Ramsey: Chief Jeff Katers, 7550 Sunwood Dr NW Ramsey, MN 55303
City of Maple Grove: Chief Eric Werner, 12800 Arbor Lakes Parkway, Maple Grove, MN 55369
City of Rogers: Chief Dan Wills, 21860 Industrial Ct, Rogers, MN 55374
City of Champlin: Chief Glen Schneider, 11955 Champlin Dr, Champlin, MN 55316

3.8. Non-Assignability

The parties to this Agreement shall have no right to assign any interest in this Agreement and shall not transfer any interest in this Agreement by subcontract or assignment without the prior written consent of all other parties to the Agreement.

3.9. Force Majeure

No party shall be liable for any loss or damage incurred by any other party as a result of events outside the control of such party ("Force Majeure Events") including, but not limited to war, storms, flooding, fires, strikes, legal acts of public authorities, or acts of government in time of war or national emergency.

3.10. Unavailability of Funding – Termination

The services of the County under this Agreement are subject to the availability and provision of funding from the United States, the State of Minnesota, or other funding sources, and the appropriation of funds by the Board of County Commissioners. The County may immediately terminate this Agreement if the funding is no longer

available or is not appropriated by the Board of County Commissioners. Termination shall be treated as a termination without cause and will not result in any penalty or expense to the County.

3.11. Termination

3.11.1. The County may immediately terminate this Agreement if any proceeding or other action is filed by or against any other party seeking reorganization, liquidation, dissolution, or insolvency of such party under any law relating to bankruptcy, insolvency, or relief of debtors.

3.11.2. If a City breaches any material terms or conditions of this Agreement, the County may, without prejudice to any right or remedy, give the breaching party fourteen (14) calendar days written notice of its intent to terminate this Agreement, specifying the asserted breach. If the breaching party fails to cure the deficiency within the fourteen (14) day cure period, this Agreement shall terminate upon expiration of the cure period.

3.11.3. The County may terminate this Agreement without cause upon giving at least thirty (30) calendar days written notice thereof to the Cities.

3.11.4. Any City may terminate its participation in this Agreement without cause upon giving at least thirty (30) calendar days written notice thereof to the other parties.

3.11.5. Any City may immediately terminate this Agreement if any proceeding or other action is filed by or against any other party seeking reorganization, liquidation, dissolution, or insolvency of such party under any law relating to bankruptcy, insolvency, or relief of debtors.

3.11.6. In the event of termination of this Agreement pursuant to this section, funds will be distributed, and payment of liabilities will occur as follows:

3.11.6.1. The County will pay any outstanding expenses incurred by VCET, including reimbursing the Cities for any overtime expenses incurred as a result of participation in VCET.

3.11.6.2. After all expenses have been paid as outlined above, any remaining funds will be returned to the source of the grant funding.

3.12. Interpretation of Agreement; Venue

The Agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the appropriate State or Federal District Court in Anoka County, Minnesota

3.13. Dispute Resolution and Escalation Procedures

In the event of a dispute, the disputing party will speak with the VCET commander. The disputing party and the VCET commander will work together to try to resolve the dispute. If both parties fail to come to a mutual agreement to resolve the dispute, the parties will engage in good-faith negotiation to resolve the dispute before resorting to the legal process. Negotiation may include mediation or arbitration through third parties if both parties agree. Nothing communicated during the course of negotiation, mediation, or arbitration may be used against either party in the legal process if the dispute is not resolved.

3.14. Severability

The provisions of this Agreement are severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

3.15. Alteration

Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and signed by all parties

3.16. Limitation of Liability.

The County is not responsible for providing services outside of the scope of the Agreement. The County is not liable for management decisions made by any City, or any other organization, and is also not responsible for cash shortfalls, such as bills not paid or charges for payments made with insufficient funds, due to funding shortfalls of any City or any other organization.

3.17. Entire Agreement

The written Agreement, including all attachments, represents the entire and integrated agreement between the parties hereto and supersede all prior negotiations, representations, or contracts, either written or oral. No subsequent agreement between the County and the Cities to waive or alter any of the provisions of this Agreement shall be valid unless made in the form of a written Amendment to this Agreement signed by authorized representatives of the parties.

3.18. Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one in the same document. All executed counterparts of this Agreement shall be forwarded to the Fiscal Agent. Upon receipt of executed counterparts from all parties, the Fiscal Agent will prepare one conformed copy of this Agreement and provide a copy to each Party.

Wherefore, the County and the Cities have executed this Fiscal Agent Agreement as of the last date written below.

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ County of Anoka

By:_____
Matt Look

Its: County Board Chair

By:_____
Rhonda Sivarajah

Its: County Administrator

By:_____
Brad Wise

Its: Sheriff

Approved as to Form

By: _____
Bryan R. Lindberg

Its: Attorney

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Anoka

By:_____
Phil Rice

Its: Mayor

By:_____
Greg Lee

Its: City Manager

By:_____
Eric Peterson

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Blaine

By:_____
Tim Sanders

Its: Mayor

By:_____
Michelle Wolfe

Its: City Manager

By:_____
Brian Podany

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Champlin

By:_____
Ryan Sabas

Its: Mayor

By:_____
Bret Heitkamp

Its: City Administrator

By:_____
Glen Schneider

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Columbia Heights

By:_____
Amada Marquez Simula

Its: Mayor

By:_____
Kelly Bourgeois

Its: City Manager

By:_____
Lenny Austin

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Coon Rapids

By:_____
Jerry Koch

Its: Mayor

By:_____
Matt Stemwedel

Its: City Manager

By:_____
Bill Steiner

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Rogers

By:_____
Rick Ihli

Its: Mayor

By:_____
Steve Stahmer

Its: City Administrator

By:_____
Dan Wills

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Ramsey

By:_____
Mark E Kuzma

Its: Mayor

By:_____
Brain Hagen

Its: City Administrator

By:_____
Jeff Katers

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Maple Grove

By:_____
Mark Steffenson

Its: Mayor

By:_____
Heidi Nelson

Its: City Administrator

By:_____
Eric Werner

Its: Chief of Police

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #23-203 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 3, 2023 through August 16, 2023.

Purpose/Background:

Adopt Resolution #23-203 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 3, 2023 through August 16, 2023.

Recommendation:

Staff Recommends to Adopt Resolution #23-203 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 3, 2023 through August 16, 2023.

Action:

Motion to Adopt Resolution #23-203 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 3, 2023 through August 16, 2023.

Attachments

Bills List 8/22/2023

Resolution 23-203

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	08/17/2023 07:10 AM
Brian Hagen	Brian Hagen	08/17/2023 11:25 AM
Form Started By: Jennifer Morrison		Started On: 08/16/2023 02:22 PM
Final Approval Date: 08/17/2023		

CITY OF RAMSEY - FINANCE OFFICE PRINTED 8/16/2023

RAMSEY CITY COUNCIL MEETING

8.22.23

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Prepaids 8.3.23 - 8.16.23	$ 1,094,710.55
Accounts Payable 8.3.23 - 8.16.23	332,561.72
Payroll 8.4.23	229,771.98
Debt Service	71,050.00
Pay Estimates- Projects	1,385,146.79
TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	**$ 3,113,241.04**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2023 Y.T.D.
PREPAIDS	$ 212,867.22	$ 5,686,773.99
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	377,364.12	5,384,590.10
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	248,229.33	3,440,429.52
CORRECTION TO PAYROLL		
DEBT SERVICE		262,387.50
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS		1,523,440.59
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 838,460.67**	**$ 16,297,621.70**

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8/3/2023 – 8/16/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117243	**8/3/2023**		**117080 BLIP II LLC**							
		24,376.76	TIF PMT #9-PRINCIPAL		120209	08032023	9216.6433		REFUNDS	TAX INCREMENT DISTRICT #16
		2,422.43	TIF PMT #9-INTEREST		120209	08032023	9216.6433		REFUNDS	TAX INCREMENT DISTRICT #16
		26,799.19								
117244	**8/3/2023**		**100297 CENTERPOINT ENERGY**							
		111.69	MONTHLY GAS CHARGES		120235	8000014064-2 JUNE 2023	0452.6373		GAS	PARK & RECREATION
		44.19	MONTHLY GAS CHARGES		120235	8000014064-2 JUNE 2023	0311.6373		GAS	STREET MAINTENANCE
		44.19	MONTHLY GAS CHARGES		120235	8000014064-2 JUNE 2023	9601.6373		GAS	WATER FUND
		44.19	MONTHLY GAS CHARGES		120235	8000014064-2 JUNE 2023	9602.6373		GAS	SEWER FUND
		44.19	MONTHLY GAS CHARGES		120235	8000014064-2 JUNE 2023	9605.6373		GAS	STORM WATER UTILITY
		288.45								
117245	**8/3/2023**		**110734 CITY OF RAMSEY**							
		250.00	ACCT #62855296 6263 RIVLYN AVE		120210	08032023	9601.4651		WATER REVENUE	WATER FUND
		29.26	ACCT #726019 17301 UNICORN ST		120210	08032023	9601.4651		WATER REVENUE	WATER FUND
		279.26								
117246	**8/3/2023**		**100116 CONNEXUS ENERGY**							
		9,989.62	6/19-7/19/23 ELECTRIC USE		120223	759126-303101 JULY 2023	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		13,945.96	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	0194.6371		ELECTRIC UTILITIES	GENERAL GOVERNMENT BUILDINGS
		989.57	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
		70.85	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		2,802.52	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	9240.6371		ELECTRIC UTILITIES	PARKING RAMP MAINTENANCE
		29.06	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	9410.6371	00041018	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		890.35	6/19-7/19/23 ELECTRIC USE		120224	759126-303107 JULY 2023	9410.6371	00041012	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		89.25	SIREN UTILITIES		120228	759126-303095 JULY 2023	0250.6371		ELECTRIC UTILITIES	CIVIL DEFENSE
		23,507.94	ELECTRICITY WATER		120229	759126-303102	9601.6371		ELECTRIC UTILITIES	WATER FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117246	8/3/2023		**100116 CONNEXUS ENERGY**						**Continued...**	
						JULY 2023				
		1,200.25	ELECTRICITY SEWER		120229	759126-303102	9602.6371		ELECTRIC UTILITIES	SEWER FUND
						JULY 2023				
		65.14	ELECTRICITY STORM		120229	759126-303102	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
						JULY 2023				
		1,001.82	TRAFFIC SIGNALS		120234	759126-303100	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
						JULY 2023				
		660.31	ELECTRIC		120242	759126-303106	0311.6371		ELECTRIC UTILITIES	STREET MAINTENANCE
						JULY 2023				
		3,163.34	ELECTRIC		120242	759126-303106	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
						JULY 2023				
		644.82	ELECTRIC		120242	759126-303106	9601.6371		ELECTRIC UTILITIES	WATER FUND
						JULY 2023				
		644.82	ELECTRIC		120242	759126-303106	9602.6371		ELECTRIC UTILITIES	SEWER FUND
						JULY 2023				
		644.82	ELECTRIC		120242	759126-303106	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
						JULY 2023				
		60,340.44								
117247	8/3/2023		**100167 CORNERSTONE FORD**							
		19.64-	EARLY PAY DISCOUNT		120238	15427042	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		196.36	TRK. #698		120238	15427042	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		53.46-	EARLY PAY DISCOUNT		120239	15426675	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		534.61	TRK. #620		120239	15426675	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		61.34	POLICE #393		120241	15425391	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		6.13-	EARLY PAY DISCOUNT		120241	15425391	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		713.08								
117248	8/3/2023		**106583 DELTA DENTAL PLAN OF MINNESOTA**							
		5,049.92	AUG 2023 DENTAL PREMIUM		120244	RIS0005063188	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		5,049.92								
117249	8/3/2023		**118611 DELTA MOD TECH**							
		79,944.82	TIF PYMNT #5-PRINCIPAL		120211	08032023	9217.6433		REFUNDS	TAX INCR DIST #17 (DELTA MOD)
		79,944.82								
117250	8/3/2023		**120277 GREGORY THOMAS LLC**							
		11,515.18	REISSUE ESC REF BALANCE		120214	A104522	9804.6433	00104522	REFUNDS	ESCROW ACCOUNTS
		11,515.18								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
117251	8/3/2023		115574 HEALTHPARTNERS							
		1,649.00	BONINE AND HEMM AUG HEALTH PRE		120243	122582949	0211.6131		GROUP INSURANCE	POLICE PROTECTION
		83,189.00	AUGUST 2023 HEALTH PREMIUM		120243	122582949	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		84,838.00								
117252	8/3/2023		118840 MAGIC BOUNCE							
		1,825.00	WATERSLIDE AT CONCERT-2ND PYMT		120233	052223	0452.6489		OTHER CONTRACTED SERVICES	PARK & RECREATION
		1,825.00								
117253	8/3/2023		114303 MAIDEN DIXIE							
		1,700.00	CONCERT PMT-MAIDEN DIXIE		120230	052223	9270.6315		MISCELLANEOUS PROFESSIONAL SER	LAWFUL GAMBLING
		1,700.00								
117254	8/3/2023		118475 MICK STERLING PRESENTS LLC							
		4,250.00	CONCERT PMT-BILLY JOEL STATE		120232	052223	9270.6315		MISCELLANEOUS PROFESSIONAL SER	LAWFUL GAMBLING
		4,250.00								
117255	8/3/2023		100351 NCPERS GROUP LIFE INS							
		352.00	AUG 2023 PERA LIFE PREM		120245	704800082023	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		352.00								
117256	8/3/2023		119698 PRITCHARD, STEVE							
		2,210.00	CONCERT PERFORM-CROWN JEWELS		120231	052223	9270.6315		MISCELLANEOUS PROFESSIONAL SER	LAWFUL GAMBLING
		2,210.00								
117257	8/3/2023		117544 QUADIENT FINANCE USA INC							
		2,000.00	POSTAGE METER REFILL		120212	08032023	9101.1551		POSTAGE METER DEPOSIT	GENERAL FUND
		2,000.00								
117258	8/3/2023		117771 UNITED STATES TREASURY							
		77.02	8038-T/YLD REST COR 41-0910467		120215	0032023	9354.6310		FISCAL AGENT FEES	$1,175,000 Series 2018A
		77.02								
117292	8/10/2023		100012 ACE SOLID WASTE INC							
		37,666.72	AUGUST RECYCLING		120367	9412447T067 AUG 2023	9604.6489		OTHER CONTRACTED SERVICES	RECYCLING FUND
		141.47	REFUSE/RECYCLING		120369	9418122T067 AUG 2023	0220.6374		REFUSE/RECYCLING	FIRE PROTECTION
		89.72	WASTE SERVICES		120392	9412457T067 AUG 2023	0311.6374		REFUSE/RECYCLING	STREET MAINTENANCE
		317.54	WASTE SERVICES		120392	9412457T067 AUG	0194.6374		REFUSE/RECYCLING	GENERAL GOVERNMENT BUILDINGS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117292	8/10/2023		100012 ACE SOLID WASTE INC						Continued...	
						2023				
		700.12	WASTE SERVICES		120392	9412457T067 AUG 2023	0452.6374		REFUSE/RECYCLING	PARK & RECREATION
		89.72	WASTE SERVICES		120392	9412457T067 AUG 2023	9601.6374		REFUSE/RECYCLING	WATER FUND
		89.72	WASTE SERVICES		120392	9412457T067 AUG 2023	9602.6374		REFUSE/RECYCLING	SEWER FUND
		474.50	WASTE SERVICES		120392	9412457T067 AUG 2023	9604.6249		MISCELLANEOUS OPERATING SUPPLY	RECYCLING FUND
		89.72	WASTE SERVICES		120392	9412457T067 AUG 2023	9605.6374		REFUSE/RECYCLING	STORM WATER UTILITY
		39,659.23								
117293	8/10/2023		117732 AFFINITY AT RAMSEY LLC							
		157,346.66	TIF PYMT #7-PRINCIPAL		120356	08102023	9214.6433		REFUNDS	TAX INCREMENT DISTRICT#14
		7,685.06	TIF PYMT #7-INTEREST		120356	08102023	9214.6433		REFUNDS	TAX INCREMENT DISTRICT#14
		165,031.72								
117294	8/10/2023		119854 ALTRINGER, MARK & BARBARA							
		144.50	REISSUE CHK 116340/2022 S.A.		120349	01172023	9435.6433		REFUNDS	PAVEMENT MANAGEMENT PROGRAM
		144.50								
117295	8/10/2023		119065 ANOKA COUNTY (PAPER CHECK)							
		179,567.76	CITY COST SHARE PER JPA		120396	05182023	9402.6315	00202303	MISCELLANEOUS PROFESSIONAL SER	STATE AID CONSTRUCTION
		179,567.76								
117296	8/10/2023		120290 BEISE, LEILANI							
		100.00	DAMAGE DEP REF ELMCREST 6.18		120350	08102023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117297	8/10/2023		110734 CITY OF RAMSEY							
		416.04	ACCT 722751/15241 SODIUM ST		120351	08102023	9601.4651		WATER REVENUE	WATER FUND
		1,201.64	C/H WATER BILL		120364	444931294 2ND QTR 2023	0194.6372		WATER/IRRIGATION	GENERAL GOVERNMENT BUILDINGS
		121.52	RAMP WATER BILL		120365	444931372 2ND QTR 2023	9240.6372		WATER/IRRIGATION	PARKING RAMP MAINTENANCE
		281.84	2ND QUARTER UTILITY CHARGES		120368	719019 2ND QTR 2023	9410.6372	00041012	WATER/IRRIGATION	RALF FUNDED PROJECTS
		774.79	WATER UTILITIES		120370	726528 2ND QTR 2023	0220.6372		WATER/IRRIGATION	FIRE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
117297	8/10/2023		110734 CITY OF RAMSEY							
		36.99	161ST & URANIMITE (W) 2ND QTR		120371	727919 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		121.52	ELMCREST BUILDING 2ND QTR BILL		120372	724874 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		90.48	161ST & URANIMITE (E) 2ND QTR		120373	727918 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		259.88	DRAW PARK 2ND QTR BILLING		120374	724470 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		121.52	DRAW PARK 2ND QTR BILLING		120375	724628 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		121.52	RIVERDALE PARK 2ND QTR BILLING		120376	723960 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		45.63	SOLSTICE PARK 2ND QTR BILLING		120377	726294 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		179.84	ELMCREST IRRIGATION 2ND QTR		120378	724931 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		2,029.70	N. COMMONS 2ND QTR BILLING		120379	722164 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		579.01	QUARTERLY WATER BILL PW BLDG		120393	733061 2ND QTR 2023	0452.6372		WATER/IRRIGATION	PARK & RECREATION
		579.01	QUARTERLY WATER BILL PW BLDG		120393	733061 2ND QTR 2023	0311.6372		WATER/IRRIGATION	STREET MAINTENANCE
		579.01	QUARTERLY WATER BILL PW BLDG		120393	733061 2ND QTR 2023	9601.6372		WATER/IRRIGATION	WATER FUND
		579.01	QUARTERLY WATER BILL PW BLDG		120393	733061 2ND QTR 2023	9602.6372		WATER/IRRIGATION	SEWER FUND
		579.00	QUARTERLY WATER BILL PW BLDG		120393	733061 2ND QTR 2023	9605.6372		WATER/IRRIGATION	STORM WATER UTILITY
		8,697.95								
117298	8/10/2023		100167 CORNERSTONE FORD							
		19.64-	EARLY PAY DISCOUNT		120384	15427406	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		196.36	TRK. #613		120384	15427406	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		19.64-	EARLY PAY DISCOUNT		120385	15427407	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		196.36	TRK.#620		120385	15427407	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		11.87-	EARLY PAY DISCOUNT		120386	15427317	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		118.68	TRK. #678		120386	15427317	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		19.64-	EARLY PAY DISCOUNT		120387	15427405	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		196.36	TRK.#601		120387	15427405	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		636.97								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117298	8/10/2023		100167 CORNERSTONE FORD						Continued...	
117299	8/10/2023		104205 EXPRESS SIGNS INC							
		525.00	HD ADVERTISING SIGNS		120395	INV-7805	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		525.00								
117300	8/10/2023		120287 GADEGBEKU-GIBSON, ALTHEA							
		100.00	DAMAGE DEP REF 6.25 CENTRAL PK		120352	08102023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117301	8/10/2023		100960 GAMEC, THOMAS							
		100.00	OVERPAYMENT GOLF EVENT		120360	080223	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		100.00								
117302	8/10/2023		120288 MULLER, HAYLEY							
		100.00	DAMAGE DEP REF 8.6 CENTRAL PRK		120354	08102023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117303	8/10/2023		114811 RESIDENCE AT THE COR APARTMENTS LLC							
		143,555.93	TIF PYMT #17-PRINCIPAL		120355	08102023	9214.6433		REFUNDS	TAX INCREMENT DISTRICT#14
		57,571.74	TIF PYMT #17- INTEREST		120355	08102023	9214.6433		REFUNDS	TAX INCREMENT DISTRICT#14
		201,127.67								
117304	8/10/2023		120289 SEIFERT-HERTLING, LAURA							
		100.00	DAMAGE DEP REF 6.17 ELMCREST		120357	08102023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117305	8/10/2023		120189 THE BANCORP BANK NA							
		80.00	SEARCH WARRANT 23018611		120362	23-3048	0211.6315		MISCELLANEOUS PROFESSIONAL SER	POLICE PROTECTION
		80.00								
1005345	8/4/2023		116114 AVESIS THIRD PARTY ADMINISTRATORS							
		324.05	AUG 2023 VISION PREM		120246	3014309	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		324.05								
1005346	8/4/2023		112663 CAPSTONE HOMES INC							
		1,500.00	REF ERO ESC 8689 146TH LANE		120216	A120002	9804.6433	00120002	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 8691 146TH LANE		120217	A120005	9804.6433	00120005	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 8699 146TH LANE		120218	A120004	9804.6433	00120004	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 8870 152ND LANE		120219	A119428	9804.6433	00119428	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 14497 SNOWY OWL ST		120220	A120017	9804.6433	00120017	REFUNDS	ESCROW ACCOUNTS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1005346	8/4/2023		112663 CAPSTONE HOMES INC						Continued...	
		1,500.00	REF ERO ESC 14595 SNOWY OWL ST		120221	A120006	9804.6433	00120006	REFUNDS	ESCROW ACCOUNTS
		2,000.00	REF DRVWY ESC 8701 146TH LANE		120222	A119700	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		5,000.00	REF LNDSCP ESC 8701 146TH LANE		120222	A119700	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		1,500.00	REF ERO ESC 8701 146TH LANE		120222	A119700	9804.6433	00119700	REFUNDS	ESCROW ACCOUNTS
		2,000.00	REF DRVWY ESC 8711 146TH LANE		120227	A119657	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		5,000.00	REF LNDSCP ESC 8711 146TH LANE		120227	A119657	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		1,500.00	REF ERO ESC 8711 146TH LANE		120227	A119657	9804.6433	00119657	REFUNDS	ESCROW ACCOUNTS
		26,000.00								
1005347	8/4/2023		100904 ESS BROTHERS AND SONS INC							
		1,441.00	REISSUE ACH PAYMENT		120213	DD4240	9601.6249		MISCELLANEOUS OPERATING SUPPLY	WATER FUND
		1,441.00								
1005348	8/4/2023		119638 O'REILLY AUTO PARTS							
		.67-	EARLY PAY DISCOUNT		120225	6193-131523	0211.6257		OTHER VEHICLE PARTS	POLICE PROTECTION
		33.47	SQUAD 383 CAPSULE		120225	6193-131523	0211.6257		OTHER VEHICLE PARTS	POLICE PROTECTION
		1.12-	EARLY PAY DISCOUNT		120226	6193-131670	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		55.98	TRAILER PARTS		120226	6193-131670	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		.96-	EARLY PAY DISCOUNT		120236	6193-131561	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		47.99	POLICE #393		120236	6193-131561	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.57-	EARLY PAY DISCOUNT		120237	6193-131648	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		28.59	FIRE #573		120237	6193-131648	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.32-	EARLY PAY DISCOUNT		120240	6193-131738	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		15.98	SPRAY PAINT		120240	6193-131738	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		178.37								
1005391	8/11/2023		114432 HESSE, BRADLEY							
		15.44	EE REIMB SUS TRANSP 7.21-LUNCH		120353	08102023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		15.44								
1005392	8/11/2023		119638 O'REILLY AUTO PARTS							
		50.60	HEADLIGHT FOR UNIT 574		120358	6193-131969	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		1.01-	EARLY PAY DISCOUNT		120358	6193-131969	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION
		.15-	EARLY PAY DISCOUNT		120380	6193-132019	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		7.67	#619 CHIPPER		120380	6193-132019	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.15-	EARLY PAY DISCOUNT		120381	3253-347280	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		7.67	#619 CHIPPER		120381	3253-347280	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.36-	EARLY PAY DISCOUNT		120382	6193-132323	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		17.88	TRK. #415		120382	6193-132323	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.20-	EARLY PAY DISCOUNT		120383	6193-132475	0311.6229		SHOP MATERIALS	STREET MAINTENANCE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1005392	8/11/2023		119638 O'REILLY AUTO PARTS						Continued...	
		9.98	CAB CLEANER		120383	6193-132475	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		.92-	EARLY PAY DISCOUNT		120388	6193-132531	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		45.98	TRK. #415		120388	6193-132531	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		2.32-	EARLY PAY DISCOUNT		120389	6193-132533	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		116.00	TRK. #415 FREON 1234		120389	6193-132533	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.36-	EARLY PAY DISCOUNT		120390	6193-132474	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		18.03	STAFF #393		120390	6193-132474	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		1.16	EARLY PAY DISCOUNT		120391	6193-132577	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		58.00-	RETURN		120391	6193-132577	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		10.00-	RETURN		120394	6193-131804	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		201.50								
1005393	8/11/2023		111488 POPP.COM INC							
		630.18	POPP COMM-CITY MONTHLY PHONE		120359	992795005	0192.6321		TELEPHONE	DATA PROCESSING
		148.68	POPP-RAMP-PHONE		120359	992795005	9240.6321		TELEPHONE	PARKING RAMP MAINTENANCE
		79.30	POPP-YOUTHFIRST-PHONE		120359	992795005	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SER	RALF FUNDED PROJECTS
		858.16								
1005394	8/11/2023		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC							
		28.95	PD SECURITY		120361	150-1682-6501 AUG 2023	0211.6489		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		27.95	C/H FIRE MONITORING		120363	150-1681-6340 AUG 2023	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
		52.95	PW FIRE PANEL MONT/TEST		120366	150-1681-4280 AUG 2023	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
		52.95	FS#2 FIRE PANEL MONIT		120366	150-1681-4280 AUG 2023	0220.6489		OTHER CONTRACTED SERVICES	FIRE PROTECTION
		36.90	7550 SUNWOOD MONITORING		120366	150-1681-4280 AUG 2023	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
		511.90	PW MONITORING		120366	150-1681-4280 AUG 2023	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
		48.95	RAMP FIRE PANEL TEST/MONIT		120366	150-1681-4280 AUG 2023	9240.6315		MISCELLANEOUS PROFESSIONAL SER	PARKING RAMP MAINTENANCE
		27.95	YOUTH FIRST FIRE PANEL MONIT		120366	150-1681-4280 AUG 2023	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SER	RALF FUNDED PROJECTS
		788.50								
9085420	8/4/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		4,120.40			120251	08032310442513	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		4,120.40								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
9085420	8/4/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO						Continued...	
98080423	8/4/2023		115568 ALERUS FINANCIAL NA							
		6,962.63			120252	08032310442514	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		6,962.63								
99080423	8/4/2023		107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)							
		970.00			120249	08032310442511	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		970.00								
99081023	8/10/2023		107885 DEPARTMENT OF LABOR AND INDUSTRY							
		3,790.77	JULY 2023 SURCHARGE REMITTANCE		120397	08102023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		76.80-	JULY 2023 SURCHARGE RETENTION		120397	08102023	9101.4604		SURCHARGES	GENERAL FUND
		3,713.97								
99081523	8/15/2023		108768 COMDATA NETWORK INC							
		13.80-	SUPER 8- REBATE/TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		169.96-	GALLS- BOOT RETURN		120426	JULY 2023 KOHNER	0220.6231		UNIFORMS & TURN-OUT GEAR	FIRE PROTECTION
		28.43	PILOT- FOOD/TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		76.48	PILOT- DIESEL FUEL/TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6225		DIESEL FUEL	FIRE PROTECTION
		27.79	MCDONALDS- FOOD/TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		65.00	APPLEBEES- FOOD/TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		80.74	AMAZON- FITNESS WIPES		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		344.64	SUPER 8- HOTEL /TRUCK TRIP		120426	JULY 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		1,661.70	BULBS DEPOT/ BALLAST		120427	JULY 2023 BRAY	0194.6381		BUILDING & STRUCTURE REPAIR	GENERAL GOVERNMENT BUILDINGS
		229.97	TRACTOR SUPPLY-2 WHEEL CARTS		120428	JULY 2023 TURNER	0311.6249		MISCELLANEOUS OPERATING SUPPLY	STREET MAINTENANCE
		69.06	COBORNS BROWNIES ETC		120429	JULY 2023 NELSON	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		103.39	COBORNS BROWNIES ETC		120429	JULY 2023 NELSON	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		396.04	HOMEDEPOT TOOLS		120429	JULY 2023 NELSON	9602.6249		MISCELLANEOUS OPERATING SUPPLY	SEWER FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99081523	8/15/2023		108768 COMDATA NETWORK INC						Continued...	
		399.00	ECKBERG LAMMERS PC-EMMAH TRAIN		120430	JULY 2023 TORSETH	0211.6335		TRAINING	POLICE PROTECTION
		26.48	COBORN'S -LAUNDRY SOAP		120430	JULY 2023 TORSETH	0211.6208		MISCELLANEOUS OFFICE SUPPLIES	POLICE PROTECTION
		50.00	SHSU ONLINE-JAMIE TRAINING		120430	JULY 2023 TORSETH	0211.6335		TRAINING	POLICE PROTECTION
		124.95	AMZN - AWARDS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		176.72	AMZN - GLASS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		79.96	AMZN - AWARDS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		49.94	AMZN - AWARDS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		8.99	AMZN - OPS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		151.96	AMZN - OPS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		24.97-	WAL - AWARDS BIZ APPRECIATION		120431	JULY 2023 SULLIVAN	9230.6249	00923002	MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		6.19	ECM -HERALD		120431	JULY 2023 SULLIVAN	9230.6451		MEMBERSHIP DUES	ECONOMIC DEVELOPMENT AUTHORIT
		360.38	KAHLER - EDAM CONFERENCE		120431	JULY 2023 SULLIVAN	9230.6331		TRAVEL & LODGING	ECONOMIC DEVELOPMENT AUTHORIT
		375.08	KAHLER - EDAM '23 HOTEL & PARK		120432	JULY 2023 HAGEN	0130.6331		TRAVEL & LODGING	ADMINISTRATION
		14.95	NATL STDNT CLEARINGHOUSE-DEGRE		120433	JULY 2023 LASHER	0130.6306		PERSONNEL TESTING & RECRUITMT	ADMINISTRATION
		29.95	CRIMEINFOCHECK--PRE-EMP. CHECK		120433	JULY 2023 LASHER	0130.6306		PERSONNEL TESTING & RECRUITMT	ADMINISTRATION
		1,507.50	VARIDESK ARMS/STANDING STATION		120434	JULY 2023 FREDRICKSON	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		358.32	GASOLINE FUEL		120435	JULY 2023 FIRE FUEL	0220.6223		GASOLINE	FIRE PROTECTION
		229.55	NEW RESCUE TRUCK FUEL		120436	JULY 2023 FIRE DIESEL	0220.6225		DIESEL FUEL	FIRE PROTECTION
		47.00	AMAZON - CODE ENF SUPPLIES		120437	JULY 2023 LARSON	0191.6208		MISCELLANEOUS OFFICE SUPPLIES	PLANNING & ZONING
		149.00	TIMBUK2 - DUTY BAG		120438	JULY 2023 FRANKFURTH	0211.6231		UNIFORMS & TURN-OUT GEAR	POLICE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
99081523	**8/15/2023**		**108768 COMDATA NETWORK INC**							
		75.00	TLO TRANSUNION - ONLINE INVEST		120438	JULY 2023 FRANKFURTH	0211.6315		MISCELLANEOUS PROFESSIONAL SER	POLICE PROTECTION
		137.39	07/11/23 GRUB HUB CC MEALS		120439	JULY 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		129.92	07/18/23 GRUB HUB CC MEALS		120439	JULY 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		40.12	07/25/23 COBORNS CC MEALS		120439	JULY 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		92.46	DTF AND INV SQUAD FUEL		120440	JULY 2023 PD FUEL	0211.6223		GASOLINE	POLICE PROTECTION
		297.99	PAYPAL BACK DEFEN-J.E. & D.A.		120441	JULY 2023 BLUML	0211.6231		UNIFORMS & TURN-OUT GEAR	POLICE PROTECTION
		142.93	TSI-FIT TEST ADAPTER MASKS		120441	JULY 2023 BLUML	0211.6239		FIRST AID SUPPLIES	POLICE PROTECTION
		12.00	DOLLAR TREE-RANGE TRAINING SUP		120442	JULY 2023 BAGNE	0211.6207		TRAINING SUPPLIES	POLICE PROTECTION
		1,996.65	DISCOUNTMUGS.COM-N2U CAN KOOZI		120443	JULY 2023 CURTIS	0280.6241		COMMUNITY POLICING SUPPLIES	COMMUNITY ORIENTING POLICING
		280.00	TRIJICON, INC.-15 FRONT SIGHT		120444	JULY 2023 DAHLBERG	0211.6231		UNIFORMS & TURN-OUT GEAR	POLICE PROTECTION
		23.92	COBORN'S SUPERSTORE-PD ICE GAR		120445	JULY 2023 WEBB	0211.6249		MISCELLANEOUS OPERATING SUPPLY	POLICE PROTECTION
		10,248.81								
99083090	**8/4/2023**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**							
		13,538.74			120250	08032310442512	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		13,538.74								
99230225	**8/4/2023**		**100301 MN CHILD SUPPORT PAYMENT CNTR**							
		266.72			120255	0803231044254	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		266.72								
99244475	**8/4/2023**		**101306 IRS**							
		18,367.08			120248	08032310442510	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		28,905.46			120259	0803231044258	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		18,367.08			120260	0803231044259	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		65,639.62								
99711892	**8/4/2023**		**100398 PUBLIC EMPLOYEES RETIREMENT ASSN**							
		28,411.16			120256	0803231044255	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		37,938.17			120257	0803231044256	9101.2183		PERA-EMPLOYER	GENERAL FUND
		66,349.33								
99747711	**8/4/2023**		**100223 ICMA RETIREMENT TRUST 457**							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
99747711	**8/4/2023**		**100223 ICMA RETIREMENT TRUST 457**							
		780.00			120247	0803231044251	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		780.00								
99851296	**8/4/2023**		**100601 MN DEPT OF REV WH**							
		14,160.15			120258	0803231044257	9101.2172		STATE WITHHOLDING	GENERAL FUND
		14,160.15								
		1,094,710.55	Grand Total							

Payment Instrument Totals

Checks	878,153.16
EFT Payments	186,750.37
A/P ACH Payment	29,807.02
Total Payments	1,094,710.55

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
117584	ACE SOLID WASTE- RAMSEY	VOL ABATE 14501 SUNFISH LAKE	PV	120468	001	00999	8/1/2023	9420954T067	3,531.34		117584	ACE SOLID WASTE-RAMSEY
	ACE SOLID WASTE- RAMSEY 6601 MCKINLEY STREET NW RAMSEY MN 55303			Summary Total					3,531.34			
				Payment Amount					3,531.34			
107776	ALERT ALL CORP		PV	120276	001	00999	7/26/2023	W34420	240.00		107776	ALERT ALL CORP
	ALERT ALL CORP 164 ORLAN ROAD NEW HOLLAND PA 17557			Summary Total					240.00			
				Payment Amount					240.00			
102953	AMERIGAS OF ANOKA		PV	120324	001	00999	7/31/2023	805746315	31.76		102953	AMERIGAS OF ANOKA
	AMERIGAS OF ANOKA P O BOX 660288 DALLAS TX 75266-0288			Summary Total					31.76			
				Payment Amount					31.76			
100052	ANOKA POLICE DEPARTMENT		PV	120418	001	00999	8/9/2023	07 2023	1,340.00		100052	ANOKA POLICE DEPARTMENT
	ANOKA POLICE DEPARTMENT 275 HARRISON STREET ANOKA MN 55303			Summary Total					1,340.00			
				Payment Amount					1,340.00			
100058	ANOKA RAMSEY FARM AND		PV	120407	001	00999	8/8/2023	08082023	500.00		100058	ANOKA RAMSEY FARM

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Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	GARDEN											AND GARDEN
	ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10 RAMSEY MN 55303			Summary Total					500.00			
				Payment Amount					500.00			
100063	ASPEN MILLS		PV	120274	001	00999	7/31/2023	317480	6.00		100063	ASPEN MILLS
	ASPEN MILLS			Summary Total					6.00			
	8201 C CENTRAL AVE NE		PV	120408	001	00999	8/9/2023	317906	206.40			
	SPRING LAKE PARK MN 55432			Summary Total					206.40			
				Payment Amount					212.40			
117516	BEST OUTDOOR SERVICES		PV	120306	001	00999	7/31/2023	3931	3,234.21		117516	BEST OUTDOOR SERVICES
	BEST OUTDOOR SERVICES			Summary Total					3,234.21			
	3098 162ND LANE NW		PV	120307	001	00999	7/31/2023	3930	810.86			
	ANDOVER MN 55304			Summary Total					810.86			
				Payment Amount					4,045.07			
108513	BLAINE LOCK AND SAFE INC		PV	120337	001	00999	7/31/2023	29918	891.00		108513	BLAINE LOCK AND SAFE INC
	BLAINE LOCK AND SAFE INC 10136 SUNSET AVENUE BLAINE MN 55014			Summary Total					891.00			
				Payment Amount					891.00			

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Version LOGIS004V
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Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119134	CINTAS (FIRST AID VENDOR)		PV	120496	001	00999	8/10/2023	5170628298	117.98		119134	CINTAS (FIRST AID VENDOR)
	CINTAS PO BOX 631025 CINCINNATI OH 45263-1025			Summary Total					117.98			
				Payment Amount					117.98			
117759	CORRECTIVE ASPHALT MATERIALS LLC	PAY APP 1 23-09 PVMNT REJUV	PV	120446	001	09402	8/15/2023	08152023	93,710.60		117759	CORRECTIVE ASPHALT MATERIALS LLC
	CORRECTIVE ASPHALT MATERIALS LLC	PAY APP 1 23-09 PVMNT REJUV	PV	120446	002	09402	8/15/2023	08152023	10,073.03			
	300 DANIEL BOONE TRAIL SOUTH ROXANA IL 62087			Summary Total					103,783.63			
				Payment Amount					103,783.63			
119240	CORY JOLICOEUR/ CHEWYS TOOL&SUPPLY LLC		PV	120503	001	00999	8/9/2023	62440	26.56		119240	CORY JOLICOEUR/ CHEWYS TOOL&SUPPLY LLC
	CHEWYS TOOL&SUPPLY LLC (CORNWELL DEALER) 14885 191ST AVENUE NW ELK RIVER MN 55330			Summary Total					26.56			
				Payment Amount					26.56			
114117	CRAWFORD'S EQUIPMENT INC		PV	120332	001	00999	8/7/2023	01-81579	461.79		114117	CRAWFORD'S EQUIPME INC
	CRAWFORD'S EQUIPMENT INC 4898 HIGHWAY 95 NW CAMBRIDGE MN 55008			Summary Total					461.79			

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Payment Amount					461.79			
104026	DIVERSIFIED PAVING INC	PAYAPP 2 23-14 CRIT MILL,OVRLY	PV	120447	001	09101	8/15/2023	08152023	15,265.84		104026	DIVERSIFIED PAVING INC
	DIVERSIFIED PAVING INC 56 33RD AVENUE S # 322 ST CLOUD MN 56301-3722			Summary Total					15,265.84			
				Payment Amount					15,265.84			
111093	DOUGLAS KERR UNDERGROUND LLC	PAYAPP 1 23-12 HY10 RAMSEY IMP	PV	120448	001	09214	8/15/2023	08152023	448,024.16		111093	DOUGLAS KERR UNDERGROUND LLC
	DOUGLAS KERR UNDERGROUND LLC			Summary Total					448,024.16			
	P O BOX 85	PAYAPP1 23-05 BARTHELS RR RECO	PV	120449	001	09435	8/15/2023	08152023-1	91,090.16			
	MORA MN 55051	PAYAPP1 23-05 BARTHELS RR RECO	PV	120449	002	09435	8/15/2023	08152023-1	155,317.09			
				Summary Total					246,407.25			
				Payment Amount					694,431.41			
115192	EAST SIDE OIL COMPANIES/FIRST FUEL BANK		PV	120313	001	00999	7/25/2023	R106250	63.00		115192	EAST SIDE OIL COMPANIES/FIRST FUEL BANK
	EAST SIDE OIL COMPANIES 625 LINCOLN AVENUE SE ST CLOUD MN 56304-1025			Summary Total					63.00			
				Payment Amount					63.00			

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
106624	EHLERS AND ASSOCIATES, INC	inv#94972	PV	120473	001	00999	8/9/2023	94972	2,500.00		106624	EHLERS AND ASSOCIATES, INC
	EHLERS & ASSOCIATES, INC			Summary Total					2,500.00			
	3060 CENTRE POINTE DRIVE	Inv#95021	PV	120474	001	00999	8/9/2023	95021	8,546.25			
	ROSEVILLE MN 55113-1105			Summary Total					8,546.25			
		Inv#95019	PV	120475	001	00999	8/9/2023	95019	3,075.00			
				Summary Total					3,075.00			
		Inv# 95018	PV	120487	001	00999	8/9/2023	95018	120.00			
				Summary Total					120.00			
		Soderholm Escr#120259 RLF App	PV	120488	001	00999	8/9/2023	95020	1,050.00			
				Summary Total					1,050.00			
				Payment Amount					15,291.25			
119694	ELK RIVER PRINTING		PV	120419	001	00999	6/20/2023	161101	350.00		119694	ELK RIVER PRINTING
	ELK RIVER PRINTING 596 DODGE AVE NW ELK RIVER MN 55330			Summary Total					350.00			
				Payment Amount					350.00			
100993	EMBEDDED SYSTEMS, INC		PV	120345	001	00999	8/7/2023	344566	112.50		100993	EMBEDDED SYSTEMS, INC
	EMBEDDED SYSTEMS, INC 11931 HWY #65 NE BLAINE MN 55434			Summary Total					112.50			
				Payment Amount					112.50			

Payment Group Control Number	3672		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	8/23/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
111497	GREAT RIVER GREENING		PV	120467	001	00999	8/4/2023	4090	2,000.00		111497	GREAT RIVER GREENIN
	GREAT RIVER GREENING 251 STARKEY STREET SUITE 2200 ST PAUL MN 55107			Summary Total					2,000.00			
				Payment Amount					2,000.00			
117332	HEARTLAND TIRE INC		PV	120318	001	00999	7/27/2023	9034976	96.12		117332	HEARTLAND TIRE INC
	HEARTLAND TIRE INC 7151 RIVERDALE DRIVE NW RAMSEY MN 55303			Summary Total					96.12			
				Payment Amount					96.12			
115760	HENRY SCHEIN INC		PV	120344	001	00999	7/24/2023	47816564	268.67		115760	HENRY SCHEIN INC
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241			Summary Total					268.67			
				Payment Amount					268.67			
102294	INDEPENDENT TESTING TECHNOLOGIES, INC		PV	120502	001	00999	7/31/2023	42721	5,575.00		102294	INDEPENDENT TESTING TECHNOLOGIES, INC
	INDEPENDENT TESTING TECHNOLOGIES, INC 337 31ST AVE SOUTH WAITE PARK MN 56387			Summary Total					5,575.00			
				Payment Amount					5,575.00			

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
117451	INKY ELF LLC		PV	120476	001	00999	8/7/2023	11657	72.50		117451	INKY ELF LLC
	INKY ELF LLC			Summary Total					72.50			
	P O BOX 819											
	ANOKA MN 55303			Payment Amount					72.50			
120298	JACOBSON, WILLIAM		PV	120413	001	00999	7/21/2023	07212023	800.00		120298	JACOBSON, WILLIAM
	WILLIAM JACOBSON			Summary Total					800.00			
	4204 PILLSBURY AVE S											
	MINNEAPOLIS MN 55409			Payment Amount					800.00			
100256	LANO EQUIPMENT INC		PV	120493	001	00999	8/10/2023	02-1015359	686.76		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC			Summary Total					686.76			
	6140 HIGHWAY 10 NW		PV	120494	001	00999	8/10/2023	02-1015467	5.06			
	ANOKA MN 55303			Summary Total					5.06			
			PV	120504	001	00999	8/9/2023	02-1015154	579.82			
				Summary Total					579.82			
				Payment Amount					1,271.64			
120041	MARTIN MARIETTA MATERIALS		PV	120321	001	00999	7/31/2023	39859190	154.22		120041	MARTIN MARIETTA MATERIALS
	MARTIN MARIETTA MATERIALS			Summary Total					154.22			
	PO BOX 93186		PV	120323	001	00999	8/2/2023	39879268	150.02			
	CHICAGO IL 60673-3186			Summary Total					150.02			
			PV	120491	001	00999	8/8/2023	39945194	109.20			

Payment Group Control Number	3672		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	8/23/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					109.20			
				Payment Amount					413.44			
117588	MEDART INC		PV	120315	001	00999	7/31/2023	08556715	55.88		117588	MEDART INC
	MEDART INC 124 MANUFACTURERS DRIVE ARNOLD MO 63010-4727			Summary Total					55.88			
				Payment Amount					55.88			
108208	METRO PRODUCTS INC		PV	120317	001	00999	7/27/2023	175402	110.34		108208	METRO PRODUCTS INC
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					110.34			
			PV	120327	001	00999	8/2/2023	175518	697.40			
				Summary Total					697.40			
			PV	120498	001	00999	8/10/2023	175681	122.14			
				Summary Total					122.14			
				Payment Amount					929.88			
120312	MEYER CONTRACTING INC	PAYAPP 1 23-11 LIFT STATN 10	PV	120452	001	09602	8/15/2023	08152023	65,089.77		120312	MEYER CONTRACTING INC
	MEYER CONTRACTING INC 11000 93RD AVE N MAPLE GROVE MN 55369			Summary Total					65,089.77			
				Payment Amount					65,089.77			
100293	MIDC ENTERPRISES		PV	120311	001	00999	8/2/2023	I0050613	920.11		100293	MIDC ENTERPRISES
	MIDC ENTERPRISES			Summary Total					920.11			

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	1450 WEST COUNTY ROAD C ROSEVILLE MN 55113											
				Payment Amount					920.11			
118388	MITCHELL 1		PV	120312	001	00999	7/24/2023	IB29585305	80.00		118388	MITCHELL 1
	MITCHELL 1 25029 NETWORK PLACE CHICAGO IL 60673-1250			Summary Total					80.00			
				Payment Amount					80.00			
119274	NORTH COUNTRY CHEV BUICK GMC (TRES INC)		PV	120490	001	00999	8/2/2023	4002476	40,386.12		119274	NORTH COUNTRY CHEV BUICK GMC (TRES INC)
	NORTH COUNTRY CHEVROLET BUICK GMC 1502 E HOWARD STREET HIBBING MN 55746			Summary Total					40,386.12			
				Payment Amount					40,386.12			
115803	POWER LODGE- TWIN CITIES		PV	120417	001	00999	8/9/2023	678698	86.99		115803	POWER LODGE- TWIN CITIES
	POWER LODGE- TWIN CITIES 6781 WEST HIGHWAY 10 RAMSEY MN 55303			Summary Total					86.99			
				Payment Amount					86.99			
100393	PRAIRIE RESTORATIONS INC		PV	120275	001	00999	7/28/2023	INV-003963	575.77		100393	PRAIRIE RESTORATIONS INC
	PRAIRIE RESTORATIONS INC			Summary Total					575.77			

Payment Group Control Number 3672
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	31646 128TH STREET		PV	120409	001	00999	8/4/2023	INV-004326	400.00			
	PRINCETON MN 55371			Summary Total					400.00			
			PV	120412	001	00999	8/9/2023	INV-004423	550.00			
				Summary Total					550.00			
				Payment Amount					1,525.77			
112959	PREMIUM WATERS INC		PV	120477	001	00999	7/31/2023	621331-07-23	65.93		112959	PREMIUM WATERS INC
	PREMIUM WATERS INC			Summary Total					65.93			
	P O BOX 9128		PV	120478	001	00999	7/31/2023	621332-07-23	29.97			
	MINNEAPOLIS MN 55480-9128			Summary Total					29.97			
				Payment Amount					95.90			
100920	SHERWIN WILLIAMS		PV	120308	001	00999	8/2/2023	5075-7	58.74		100920	SHERWIN WILLIAMS
	SHERWIN WILLIAMS			Summary Total					58.74			
	3564 MAIN STREET NW											
	COON RAPIDS MN 55448-1002											
				Payment Amount					58.74			
118921	SHRED RIGHT		PV	120346	001	00999	7/20/2023	0004262	17.73		118921	SHRED RIGHT
	SHRED RIGHT			Summary Total					17.73			
	6301 W OLD SHAKOPEE ROAD SUITE A											
	BLOOMINGTON MN 55438											
				Payment Amount					17.73			
120195	SIR LINES-A-LOT LLC		PV	120501	001	00999	7/18/2023	H23-0612-RET	3,290.68		120195	SIR LINES-A-LOT LLC

Payment Group Control Number	3672		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	8/23/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	SIR LINES-A-LOT LLC 7175 CAHILL ROAD EDINA MN 55439			Summary Total					3,290.68			
				Payment Amount					3,290.68			
120063	SKYLINE GRAPHICS	07/28//23 Skyline Envelopes	PV	120293	001	00999	7/28/2023	035448	675.00		120063	SKYLINE GRAPHICS
	SKYLINE GRAPHICS 1101 ALDRICH AVE N MINNEAPOLIS MN 55411			Summary Total					675.00			
				Payment Amount					675.00			
112760	TORNADO ALLEY SPORTSWEAR		PV	120471	001	00999	8/8/2023	08082023	969.00		112760	TORNADO ALLEY SPORTSWEAR
	TORNADO ALLEY SPORTSWEAR 13949 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					969.00			
				Payment Amount					969.00			
100495	TWIN CITIES FLAG SOURCE		PV	120286	001	00999	8/3/2023	37982	106.00		100495	TWIN CITIES FLAG SOURCE
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303			Summary Total					106.00			
				Payment Amount					106.00			
119653	UNIVERSAL APPAREL	08/01/23 UNIVER	PV	120500	001	00999	8/1/2023	11831	1,044.00		119653	UNIVERSAL APPAREL

Payment Group Control Number	3672		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	8/23/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
		APPAREL RR ADS										
	UNIVERSAL APPAREL 105 S UNION STREET STE 8 MORA MN 55051											
								Summary Total	1,044.00			
								Payment Amount	1,044.00			
								Total Amount to be Processed	966,524.47			
								Total Number of Payments to be Processed	42			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
107867	ABM EQUIPMENT LLC		PV	120341	001	00999	8/1/2023	0175187-IN	563.45		107867	ABM EQUIPMENT LLC
	ABM EQUIPMENT LLC 333 2ND STREET NE HOPKINS MN 55343			Summary Total					563.45			
				Payment Amount					563.45			
111385	ACHIEVE SERVICES INC		PV	120472	001	00999	7/31/2023	32743	56.00		111385	ACHIEVE SERVICES INC
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434			Summary Total					56.00			
				Payment Amount					56.00			
110744	ALLINA HEALTH SYSTEM		PV	120403	001	00999	7/31/2023	CI00039585	2,192.88		110744	ALLINA HEALTH SYSTEM
	ALLINA HEALTH SYSTEM MISC BILLING NW 7710 P O BOX 9383 MINNEAPOLIS MN 55440-9383			Summary Total					2,192.88			
				Payment Amount					2,192.88			
117343	AMAZON CAPITAL SERVICES INC		PV	120289	001	00999	8/7/2023	1MT6-QJWP-PKTT	180.94		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC PO BOX 035184 SEATTLE WA 98124-5184			Summary Total					180.94			
			PV	120292	001	00999	8/7/2023	1YYP-QFKK-NW1X	19.75			
				Summary Total					19.75			
			PV	120309	001	00999	8/7/2023	1WNL-7XK1-NPGD	1,185.72			
				Summary Total					1,185.72			
			PV	120347	001	00999	8/7/2023	1JV4-7Y9X-PCRY	23.38			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					23.38			
			PV	120348	001	00999	8/7/2023	1TXV-Q4WM-NQ3K	364.25			
				Summary Total					364.25			
				Payment Amount					1,774.04			
100026	ANDERSON IRRIGATION		PV	120479	001	00999	8/11/2023	1738	6,098.00		100026	ANDERSON IRRIGATION
	ANDERSON IRRIGATION 27066 103RD STREET NW ZIMMERMAN MN 55398			Summary Total					6,098.00			
			PV	120480	001	00999	8/11/2023	1741	1,187.50			
				Summary Total					1,187.50			
			PV	120481	001	00999	8/11/2023	1742	190.00			
				Summary Total					190.00			
			PV	120482	001	00999	8/11/2023	1740	380.00			
				Summary Total					380.00			
			PV	120483	001	00999	8/11/2023	1739	2,442.00			
				Summary Total					2,442.00			
			PV	120484	001	00999	8/11/2023	1743	570.00			
				Summary Total					570.00			
				Payment Amount					10,867.50			
114881	ANDERSON RACE MANAGEMENT		PV	120469	001	00999	8/8/2023	26000-63-1	700.00		114881	ANDERSON RACE MANAGEMENT
	ANDERSON RACE MANAGEMENT 4047 CAMBERWELL DRIVE N EAGAN MN 55123			Summary Total					700.00			
				Payment Amount					700.00			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	TIF 14 FERRET STREET	PV	120505	001	00999	7/27/2023	23-26145/24117/27359	230.00		100043	ANOKA COUNTY PROPERTY RECORDS TAXATION
	ANOKA COUNTY PROPERTY RECORDS TAXATION 2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					230.00			
				Payment Amount					230.00			
106346	BAUER BUILT INCORPORATED		PV	120492	001	00999	8/10/2023	940101249	540.56		106346	BAUER BUILT INCORPORATED
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR NE BLAINE MN 55449			Summary Total					540.56			
				Payment Amount					540.56			
103641	BOYER TRUCKS		PV	120316	001	00999	8/1/2023	003P46333	138.77		103641	BOYER TRUCKS
	BOYER TRUCKS P O BOX 512 ST MICHAEL MN 55376			Summary Total					138.77			
			PV	120319	001	00999	8/1/2023	003P46332.02	17.59			
				Summary Total					17.59			
			PV	120320	001	00999	8/1/2023	003P46332	156.36			
				Summary Total					156.36			
			PV	120330	001	00999	8/7/2023	003P46334	144.79			
				Summary Total					144.79			
				Payment Amount					457.51			
116845	CADY BUSINESS TECHNOLOGIES INC		PV	120291	001	00999	8/2/2023	IN-800107285075	39.00		116845	CADY BUSINESS TECHNOLOGIES INC

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	CADY BUSINESS TECHNOLOGIES INC 3030 HARBOR LANE SUITE 104 PLYMOUTH MN 55447			Summary Total					39.00			
				Payment Amount					39.00			
116439	CANTEEN VENDING		PV	120288	001	00999	8/2/2023	MSP75776	270.64		116439	CANTEEN VENDING
	CANTEEN VENDING P O BOX 91337 CHICAGO IL 60693-1337			Summary Total					270.64			
				Payment Amount					270.64			
119607	CHRISTIAN PATE DBA GREEN TECH SANITATION		PV	120287	001	00999	8/3/2023	510	2,450.00		119607	CHRISTIAN PATE DBA GREEN TECH SANITATION
	GREEN TECH SANITATION			Summary Total					2,450.00			
	1820 OLD HIGHWAY 8		PV	120410	001	00999	8/3/2023	509	1,560.00			
	ST PAUL MN 55112			Summary Total					1,560.00			
				Payment Amount					4,010.00			
116197	CINTAS CORPORATION		PV	120301	001	00999	8/3/2023	4163519307	45.50		116197	CINTAS CORPORATION
	CINTAS CORPORATION			Summary Total					45.50			
	CINTAS LOC #4K		PV	120326	001	00999	8/3/2023	4163563699	94.86			
	P O BOX 650838			Summary Total					94.86			
	DALLAS TX 75265-0838		PV	120497	001	00999	8/10/2023	4164330391	44.61			
				Summary Total					44.61			
				Payment Amount					184.97			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
115896	CIVICPLUS LLC		PV	120405	001	00999	8/10/2023	263942	8,022.34		115896	CIVICPLUS LLC
	CIVIC PLUS LLC			Summary Total					8,022.34			
	P O BOX 1572		PV	120406	001	00999	8/10/2023	263945	8,614.89			
	MANHATTAN KS 66505			Summary Total					8,614.89			
				Payment Amount					16,637.23			
100144	DEHN OIL COMPANY		PV	120273	001	00999	7/27/2023	101724	3,135.50		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY			Summary Total					3,135.50			
	6735 141ST AVENUE NW		PV	120322	001	00999	8/2/2023	101977	3,229.70			
	RAMSEY MN 55303			Summary Total					3,229.70			
			PV	120495	001	00999	8/9/2023	102085	3,295.40			
				Summary Total					3,295.40			
				Payment Amount					9,660.60			
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	Inv 07 2023	PV	120278	001	00999	7/31/2023	07 2023	6,271.29		116175	ECKBERG LAMMERS ATTORNEYS AT LAW
	ECKBERG LAMMERS ATTORNEYS AT LAW			Summary Total					6,271.29			
	1809 NORTHWESTERN AVENUE											
	STILLWATER MN 55082											
				Payment Amount					6,271.29			
100158	ECM PUBLISHERS INC	Chamber Marketing Map	PV	120279	001	00999	7/30/2023	958425	330.00		100158	ECM PUBLISHERS INC
	ECM PUBLISHERS INC			Summary Total					330.00			
	4095 COON RAPIDS BLVD	ECM	PV	120283	001	00999	7/28/2023	958130	59.12			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

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	COON RAPIDS MN 55433			Summary Total					59.12			
		957316	PV	120299	001	00999	7/21/2023	957316	225.75			
				Summary Total					225.75			
			PV	120336	001	00999	7/21/2023	957315	354.74			
				Summary Total					354.74			
		Inv #959193	PV	120338	001	00999	8/4/2023	959193	155.87			
				Summary Total					155.87			
			PV	120411	001	00999	8/4/2023	959194	258.00			
				Summary Total					258.00			
				Payment Amount					1,383.48			
113651	ELECTRO WATCHMAN INC		PV	120489	001	00999	8/8/2023	408227	1,270.00		113651	ELECTRO WATCHMAN II
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					1,270.00			
				Payment Amount					1,270.00			
113321	FACTORY MOTOR PARTS CO		PV	120331	001	00999	8/4/2023	6-1653968	39.00		113321	FACTORY MOTOR PART. CO
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					39.00			
				Payment Amount					39.00			
100143	FERGUSON WATERWORKS # 2518		PV	120485	001	00999	8/9/2023	0517138	6,748.80		100143	FERGUSON WATERWOF # 2518

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	FERGUSON WATERWORKS 2516			Summary Total					6,748.80			
	P O BOX 802817		PV	120486	001	00999	8/9/2023	0517314	1,856.97			
	CHICAGO IL 60680-2817			Summary Total					1,856.97			
				Payment Amount					8,605.77			
100186	FRANKENSIGNS INC		PV	120414	001	00999	7/31/2023	280767	55.00		100186	FRANKENSIGNS INC
	FRANKENSIGNS 9991 GOODHUE STREET NE P O BOX 490301 BLAINE MN 55449			Summary Total					55.00			
				Payment Amount					55.00			
100200	GOPHER STATE ONE CALL INC		PV	120280	001	00999	7/31/2023	3070695	450.90		100200	GOPHER STATE ONE CALL INC
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317			Summary Total					450.90			
				Payment Amount					450.90			
112564	GROUP HEALTH INC WORKSITE		PV	120470	001	00999	8/2/2023	7002031	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	120342	001	00999	8/4/2023	6544901	11,819.36		100211	HAWKINS INC

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	HAWKINS INC			Summary Total					11,819.36			
	P O BOX 860263											
	MINNEAPOLIS MN 55486-0263											
				Payment Amount					11,819.36			
112160	HOLIDAY COMPANIES		PV	120281	001	00999	8/1/2023	046801082300	191.25		112160	HOLIDAY COMPANIES
	HOLIDAY COMPANIES			Summary Total					191.25			
	4567 AMERICAN BLVD W											
	BLOOMINGTON MN 55437											
				Payment Amount					191.25			
119037	HOLSTAD & KNAAK, PLC	July 2023	PV	120297	001	00999	7/31/2023	07312023	4,050.00		119037	HOLSTAD & KNAAK, PLC
	HOLSTAD & KNAAK,/ NORTH STAR LAW GROUP			Summary Total					4,050.00			
	SUITE 550											
	413 WACOUTA STREET											
	ST PAUL MN 55101											
				Payment Amount					4,050.00			
100266	LOGIS		PV	120282	001	00999	8/1/2023	53917	21,557.00		100266	LOGIS
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					21,557.00			
	5750 DULUTH STREET		PV	120290	001	00999	8/1/2023	54106	10,168.66			
	GOLDEN VALLEY MN 55422-4036			Summary Total					10,168.66			
				Payment Amount					31,725.66			
100283	MENARDS COON RAPIDS		PV	120305	001	00999	8/2/2023	17	1,247.04		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS			Summary Total					1,247.04			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

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	3045 MAIN STREET		PV	120310	001	00999	8/7/2023	414	247.90			
	COON RAPIDS MN 55448			Summary Total					247.90			
				Payment Amount					1,494.94			
100284	MENARDS ELK RIVER		PV	120303	001	00999	8/1/2023	78700	200.19		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER			Summary Total					200.19			
	19521 EVANS STREET NW		PV	120339	001	00999	7/30/2023	78620	254.97			
	ELK RIVER MN 55330-1077			Summary Total					254.97			
			PV	120340	001	00999	8/4/2023	78898	148.87			
				Summary Total					148.87			
				Payment Amount					604.03			
100285	MET COUNCIL ENVIRONMENTAL SRV	inv# 1160664	PV	120277	001	00999	8/2/2023	0001160664	94,908.25		100285	MET COUNCIL ENVIRONMENTAL SRV
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					94,908.25			
				Payment Amount					94,908.25			
119825	METRO CREATIVE GRAPHICS INC		PV	120296	001	00999	7/31/2023	207211	99.00		119825	METRO CREATIVE GRAPHICS INC
	METRO CREATIVE GRAPHICS INC PO BOX 2085 LIVINGSTON NJ 07039			Summary Total					99.00			
				Payment Amount					99.00			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

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100341	MTI DISTRIBUTING INC		PV	120328	001	00999	8/4/2023	1399903-00	204.72		100341	MTI DISTRIBUTING INC
	MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900			Summary Total					204.72			
				Payment Amount					204.72			
101234	NORTH VALLEY, INC	PAYAPP2 23-07 NGHBHD PAV OVRLY	PV	120450	001	09435	8/15/2023	08152023	8,069.77		101234	NORTH VALLEY, INC
	NORTH VALLEY, INC 20015 IGUANA STREET NW #100 NOWTHEN MN 55330			Summary Total					8,069.77			
				Payment Amount					8,069.77			
117130	NORTHERN LINES CONTRACTING INC	PAYAPP 3 23-01 161ST AVE RECON	PV	120451	001	09601	8/15/2023	08152023	101,204.45		117130	NORTHERN LINES CONTRACTING INC
	NORTHERN LINES CONTRACTING INC	PAYAPP 3 23-01 161ST AVE RECON	PV	120451	002	09601	8/15/2023	08152023	12,554.25			
	11039 LAMONT AVE NE	PAYAPP 3 23-01 161ST AVE RECON	PV	120451	003	09601	8/15/2023	08152023	190,874.00			
	HANOVER MN 55341	PAYAPP 3 23-01 161ST AVE RECON	PV	120451	004	09601	8/15/2023	08152023	193,873.67			
				Summary Total					498,506.37			
				Payment Amount					498,506.37			
100363	NORTHERN SANITARY SUPPLY CO		PV	120284	001	00999	7/31/2023	207294	298.00		100363	NORTHERN SANITARY SUPPLY CO
	NORTHERN SANITARY SUPPLY CO			Summary Total					298.00			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	341 COON RAPIDS BLVD		PV	120333	001	00999	8/7/2023	207330	60.12			
	MINNEAPOLIS MN 55433			Summary Total					60.12			
			PV	120334	001	00999	8/7/2023	207328	126.11			
				Summary Total					126.11			
				Payment Amount					484.23			
115071	NORTHLAND OCCUPATIONAL HEALTH		PV	120294	001	00999	8/1/2023	19162	50.00		115071	NORTHLAND OCCUPATIONAL HEALTH
	NORTHLAND OCCUPATIONAL HEALTH			Summary Total					50.00			
	7533 SUNWOOD DRIVE NW SUITE 212		PV	120499	001	00999	8/10/2023	19246	4,300.00			
	RAMSEY MN 55303			Summary Total					4,300.00			
				Payment Amount					4,350.00			
107244	NORTHLAND TRUST SERVICES INC	Rams13A	PV	120298	001	00999	6/30/2023	RAMIS13A JUN 2023	71,050.00		107244	NORTHLAND TRUST SERVICES INC
	NORTHLAND TRUST SERVICES INC 150 SOUTH FIFTH STREET SUITE 3300 MINNEAPOLIS MN 55402			Summary Total					71,050.00			
				Payment Amount					71,050.00			
110547	NORTHWEST LIGHTING SYSTEMS CO.		PV	120335	001	00999	8/8/2023	130057	522.00		110547	NORTHWEST LIGHTING SYSTEMS CO.
	NORTHWEST LIGHTING SYSTEMS CO. 736 CRAIG AVENUE TRACY MN 56175			Summary Total					522.00			
				Payment Amount					522.00			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
110480	OPUS 21 MANAGEMENT SOLUTIONS	230713	PV	120302	001	00999	8/6/2023	230713	17,512.17		110480	OPUS 21 MANAGEMENT SOLUTIONS
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125			Summary Total					17,512.17			
				Payment Amount					17,512.17			
112421	PERRILL		PV	120329	001	00999	8/1/2023	260642	200.00		112421	PERRILL
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00			
				Payment Amount					200.00			
100384	PLAISTED COMPANIES INC		PV	120304	001	00999	7/31/2023	62956	1,612.50		100384	PLAISTED COMPANIES INC
	PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330			Summary Total					1,612.50			
				Payment Amount					1,612.50			
113444	PRECISE		PV	120314	001	00999	7/31/2023	200-1043713	850.00		113444	PRECISE
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					850.00			
				Payment Amount					850.00			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
111839	REGENTS OF THE UNIVERSITY OF MINNESOTA		PV	120415	001	00999	8/7/2023	0230048272	85.00		111839	REGENTS OF THE UNIVERSITY OF MINNESOTA
	REGENTS OF THE UNIVERSITY OF MINNESOTA NW 5960 P O BOX 1450 MINNEAPOLIS MN 55485-5960			Summary Total					85.00			
				Payment Amount					85.00			
115381	RUMRIVER ART CENTER		PV	120300	001	00999	7/27/2023	1221013	166.00		115381	RUMRIVER ART CENTEF
	RUMRIVER ART CENTER 2665 4TH AVENUE SUITE 102 ANOKA MN 55303			Summary Total					166.00			
				Payment Amount					166.00			
100431	SAFETY KLEEN CORPORATION		PV	120325	001	00999	8/4/2023	CN17121065	110.97		100431	SAFETY KLEEN CORPORATION
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201			Summary Total					110.97			
				Payment Amount					110.97			
107711	SCHINDLER ELEVATOR		PV	120285	001	00999	8/1/2023	8106317825	788.73		107711	SCHINDLER ELEVATOR
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					788.73			

Payment Group Control Number 3673
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 8/23/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Payment Amount					788.73			
100507	SERVICELIGHTING		PV	120404	001	00999	8/9/2023	INV3853977	95.59		100507	SERVICELIGHTING
	SERVICELIGHTING 11621 95TH AVE N MAPLE GROVE MN 55369			Summary Total					95.59			
				Payment Amount					95.59			
119121	SLOTH INSPECTIONS INC		PV	120416	001	00999	7/31/2023	07312023	4,270.68		119121	SLOTH INSPECTIONS INC
	SLOTH INSPECTIONS INC 2089 175TH LANE NW ANDOVER MN 55304			Summary Total					4,270.68			
				Payment Amount					4,270.68			
100485	TIMESAVER OFF SITE SECRETARIAL INC		PV	120295	001	00999	7/31/2023	M28429	1,410.00		100485	TIMESAVER OFF SITE SECRETARIAL INC
	TIMESAVER OFF SITE SECRETARIAL INC 21021 KAROLINE COURT N FOREST LAKE MN 55025			Summary Total					1,410.00			
				Payment Amount					1,410.00			
106351	WATER LABORATORIES, INC		PV	120343	001	00999	8/1/2023	9613	690.00		106351	WATER LABORATORIES, INC
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388			Summary Total					690.00			

Payment Group Control Number	3673		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	8/23/2023		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ELK RIVER MN 55330											
								Payment Amount	690.00			
								Total Amount to be Processed	822,234.04			
								Total Number of Payments to be Processed	50			

Checks - 966,524.47

ACH - 822,234.04

1,788,758.51

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Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-203

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF AUGUST 3, 2023 THROUGH AUGUST 16, 2023

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of August 3, 2023 through August 16, 2023 in the amount of $3,113,241.04 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 August 3, 2023 through August 16, 2023, in the amount of $3,113,241.04

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 22nd day of August, 2023.

Mayor

ATTEST:

City Clerk

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Connect the community through Parks, Trails and Recreational Programming.

Information

Title

Adopt Resolution #23-184 Accepting Bids and Awarding Contract for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-182 accepting bids and awarding contract 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 161st 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.
- July 25, 2023, Resolution #23-166, the Ramsey City Council approved plans and specifications and

authorized advertisement for bids.
- August 10, 2023, the Park and Recreation Commission recommended City Council partially fund Central Park Main Parking Lot Reconstruction using Park Improvement Trust Funds.

Proposed Improvements:
Based on direction from the Park and Recreation Commission, Public Works Committee, 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 161 st 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 161 st 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 joy rinks for parking. An exhibit showing this layout is attached to this case.

Preliminary Schedule Remaining:
- Contractor begins construction
  - September, 2023
- Contractor substantially completes construction
  - October 13, 2023
- Landscaping / Irrigation installation
  - October / November 2023

Plans for this improvement project were created in-house, as part of Staff's normal duties.

Notification:
Notifications are not required with this case.

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

Bids were advertised in the Anoka Union herald on Friday July 28 and August 4, 2023. On August 18, 2023 a total of ten (10) bids were received, opened, and tabulated, and the following bids were found to comply with the advertisement for bids.

Contractor	Total Bid
Veit & Company, Inc.	$561,036.71
Peterson Companies	$562,997.02

LinnCo, Inc.	$613,928.50
C&L Excavating, Inc.	$625,961.85
Winberg Companies LLC	$632,092.90
Meyer Contracting, Inc.	$634,239.34
US Site Work	$644,097.65
New Look Contracting, Inc.	$659,859.50
T.A. Schifsky & Sons, Inc.	$688,534.12
Action Construction Services	$783,246.57
Engineer's Estimate	*$756,127.28*

The bid of Veit & Company, Inc. of Rogers, Minnesota, in the amount of $561,036.71 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs in the amount of 23-percent brings the total project costs to $690,075.15.

The low bid is 26-percent less than the engineers estimate, primarily due to lower than anticipated removal, excavation and grading costs.

Funding source breakdown:

Funding Source	**Construction Costs**	**Indirect Costs**	**Total Costs**
Park Improvement Trust Funds	$210,459.46	$48,405.67	$258,865.13
Capital Maintenance Funds	$210,459.46	$48,405.67	$258,865.13
Storm Sewer Utility Funds	$140,117.79	$32,227.10	$172,344.89
Total Costs	*$561,036.71*	*$129,038.44*	*$690,075.15*

A proposal from Bolton & Menk in the lump sum not to exceed amount of $11,927.00 for construction staking services is attached to this case. Construction staking is essential for construction of the improvements and City Staff does not have the capacity to perform this in-house. Construction staking is included in the 23-percent indirect costs for the improvements.

Recommendation:

Recommendation:
Staff recommends adopting Resolution #23-182 accepting bids and awarding contract for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

On August 10, 2023 the Ramsey Park and Recreation Commission reviewed the improvement project and recommended City Council partially fund the improvements with Park Improvement Trust Funds.

Action:

Adopt Resolution #23-182 accepting bids and awarding contract for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Attachments

23-02 Final Plans

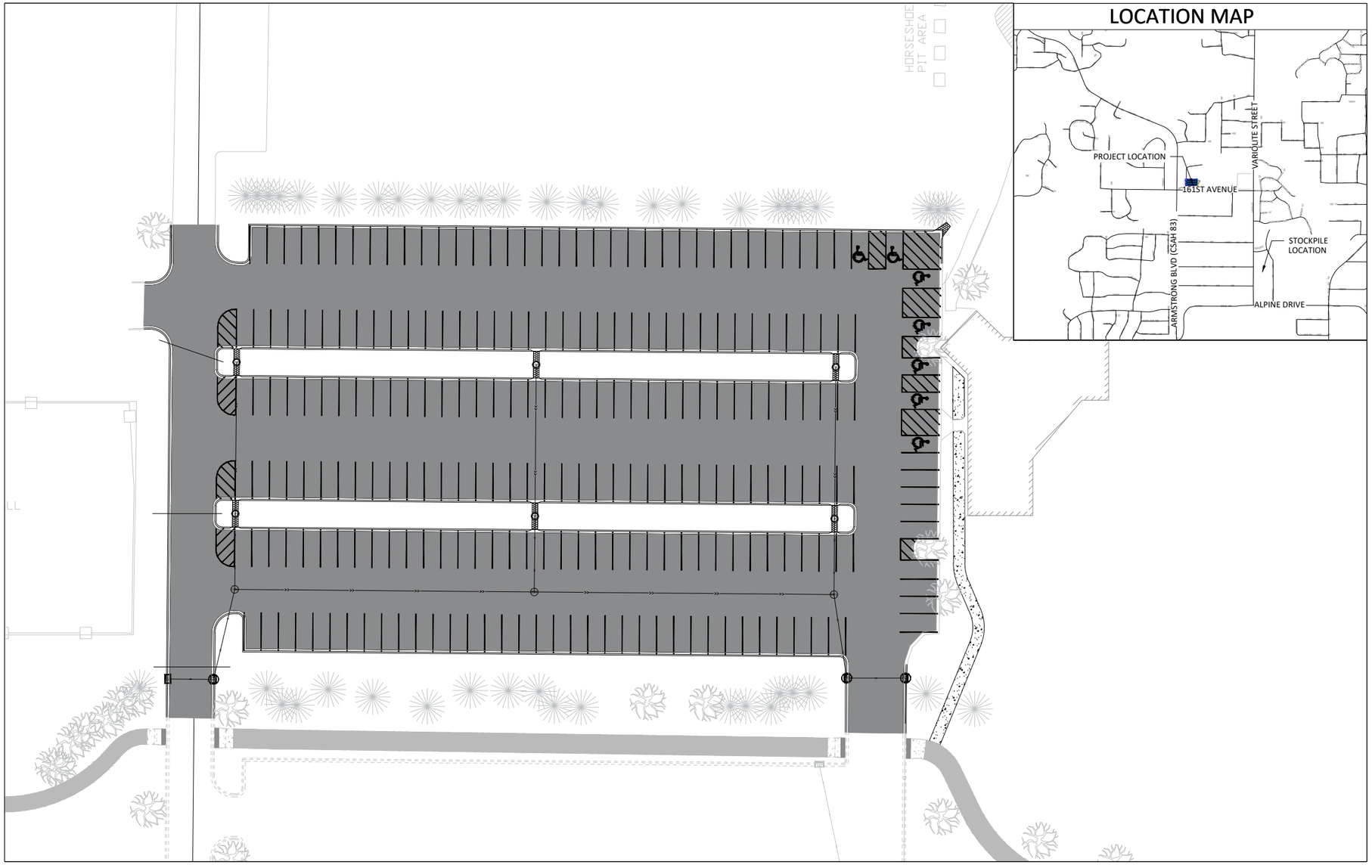
23-02 Construction Staking Proposal

Central Park Temporary Parking
Res 23-184

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/16/2023 09:56 AM
Brian Hagen	Brian Hagen	08/17/2023 08:51 AM
Form Started By: Joe Feriancek		Started On: 08/11/2023 08:55 AM
Final Approval Date: 08/18/2023		

CITY OF RAMSEY
CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY IMPROVEMENT PROJECT NO. 23-02



LOCATION MAP

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 13 SHEETS

SHEET No.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03 - 05	DETAILS
06	EXISTING CONDITIONS & REMOVALS
07	GRADING & EROSION CONTROL
08 - 09	STORM SEWER
10	RESTORATION
11	PAVEMENT MARKING & SIGNAGE
12 - 13	SWPPP

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	TREE SAVE FENCE
SIGN	SILT FENCE
MAILBOX	WATERMAIN
PEDESTAL - TELECOM	SANITARY SEWER
PEDESTAL - ELECTRIC	STORM SEWER
HAND HOLE	DRAIN TILE

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 LIC. NO.

DATE 07/27/23

DATE	REVISION

SHEET 01 OF 13 SHEETS

0 30 60 90
SCALE (FEET)

N

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

Jul 27, 2023 - 2:25pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 Title Sheet.dwg

STATEMENT OF ESTIMATED QUANTITIES					
NOTE	**ITEM NO.**	**MNDOT NO.**	**ITEM**	**UNIT**	**ESTIMATED QUANTIITY**
	1	2021.501	MOBILIZATION	LS	1
	2	2101.501	CLEARING & GRUBBING LANDSCAPING	LS	1
1	3	2101.502	CLEARING	EACH	7
1	4	2101.502	GRUBBING	EACH	7
1	5	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	101
1	6	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	32
1	7	2104.503	REMOVE BITUMINOUS CURB	LF	39
1	8	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	8837
13	9	2106.507	EXCAVATION - COMMON (EV)	CY	100
10, 11, 12	10	2106.507	EXCAVATION - SUBGRADE (EV)	CY	1632
2, 12	11	2106.607	HAUL & STOCKPILE SUBGRADE EXCAVATION MATERIAL	CY	1705
	12	2112.604	SUBGRADE PREPARATION	SY	9305
	13	2130.523	WATER	MGAL	30
2, 14	14	2211.507	AGGREGATE BASE CLASS 5 MODIFIED	CY	1354
3	15	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	608
4	16	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,E)	TON	982
4	17	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,E)	TON	736
	18	2502.603	4" PVC CONDUIT - SCHEDULE 40	LF	111
	19	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	429
	20	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	358
	21	2503.503	24" RC PIPE SEWER DESIGN 3006 CLASS III	LF	31
	22	2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	24
	23	2503.503	CLEAN & VIDEO PIPE SEWER	LF	842
	24	2503.602	CONNECT TO EXISTING STORM SEWER	EA	1
	25	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	EA	1
	26	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 27-4020	EA	6
	27	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	5
	28	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EA	1
	29	2506.502	CASTING ASSEMBLY (STORM)	EA	13
	30	2521.504	6" CONCRETE WALK	SY	129
	31	2531.604	6" CONCRETE FLUME	SY	26
	32	2534.503	CONCRETE CURB & GUTTER DESIGN B612	LF	2551
9	33	2563.601	TRAFFIC CONTROL	LS	1
	34	2572.503	TEMPORARY TREE PROTECTION FENCE	LF	697
	35	2573.501	STABILIZED CONSTRUCTION EXIT	EA	1
	36	2573.502	STORM DRAIN INLET PROTECTION	EA	11
	37	2573.503	SILT FENCE, TYPE MS	LF	239
2	38	2574.507	TOPSOIL (LV)	CY	567
5	39	2574.508	FERTILIZER TYPE 3	LBS	40
	40	2575.505	SEEDING	ACRE	0.4
8	41	2575.508	HYDRAULIC MULCH MATRIX	LBS	760
6	42	2575.508	SEED MIXTURE 25-151	LBS	25
7	43	2575.508	SEED MIXTURE 33-262	LBS	10
	44	2575.604	ROLLED EROSION PREVENTION CATEGORY 25	SY	1009
	45	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	5314
	46	2582.618	PAVEMENT MESSAGE (EPOXY)	SF	25

PAY ITEM NOTES:

1. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
2. EV TO CV CONVERSION FACTOR = 1.25.
3. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 0.07 GAL/SY.
4. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 113 LB/SY-IN.
5. ESTIMATED QUANTITY BASED ON 100 LB/ACRE.
6. ESTIMATED QUANTITY BASED ON 120 LB/ACRE.
7. ESTIMATED QUANTITY BASED ON 35 LB/ACRE.
8. ESTIMATED QUANTITY BASED ON 4000 LB/ACRE.
9. LUMP SUM QUANTITY SHALL INCLUDE ALL COST REQUIRED FOR MAINTAINING ALL FLAGGING OPERATIONS AS NECESSARY, MAINTAINING PEDESTRIAN ACCESS ROUTES, ANY SIGNAGE AND BARRICADES AS NECESSARY.
10. THE EXCAVATION REQUIRED FOR UTILITY INSTALLATION IS INCIDENTAL TO THE UTILITY PAY ITEM.
11. SUBGRADE EXCAVATION IS CONSIDERED EXCAVATION BELOW THE EXISTING BITUMINOUS PAVEMENT AND EXISTING MEDIAN. THE EXISTING MEDIAN IS ASSUMED TO CONTAIN 3 FEET OF RE-USABLE TOPSOIL..
12. THE HAUL & STOCKPILE SUBGRADE EXCAVATION MATERIAL IS ESTIMATED BASED ON 1364 CY OF NET EXCESS EXCAVATION MATERIAL. THE STOCKPILE LOCATION IS LOCATED OFF OF ZEOLITE STREET, SOUTH OF BUNKER LAKE BOULEVARD. PROVIDING ALL REQUIRED EQUIPMENT FOR STOCKPILING IS INCIDENTAL TO THE PAY ITEM.
13. THE COMMON EXCAVATION QUANTITY IS BASED ON EXCAVATING FOR 4 INCHES OF TOPSOIL IN AREAS DISTURBED BY CONSTRUCTION. ON-SITE TOPSOIL MAY RE-USED AND SHALL BE PAID FOR UNDER THE TOPSOIL PAY ITEM. ON-SITE STOCKPILING OF TOPSOIL IS INCIDENTAL TO THE TOPSOIL PAY ITEM.
14. THE CONTRACTOR MAY USE RECLAMATION MATERIAL PASSING THE CITY'S CLASS 5 MODIFIED SPECIFICATION AS AGGREGATE BASE. THE CITY ANTICIPATES HAVING A RECLAIM STOCKPILE AT TRAPROCK PARK, LOCATED AT 15650 TRAPROCK STREET. THE ACCESS FOR TRAPROCK PARK IS OFF OF VARIOLITE STREET, NORTH OF ALPINE DRIVE.

GENERAL NOTES:

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
2. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING IRRIGATION SYSTEMS WITHIN THE PROJECT CONSTRUCTION LIMITS BEFORE COMMENCING WORK. THE CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO IRRIGATION SYSTEMS WHERE POSSIBLE.
3. PERMANENT SIGN REMOVAL AND INSTALLATION IS TO BE PERFORMED BY CITY OF RAMSEY PUBLIC WORKS DEPARTMENT.

DATE	REVISION

Jul 27, 2023 - 2:24pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 Title Sheet.dwg

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

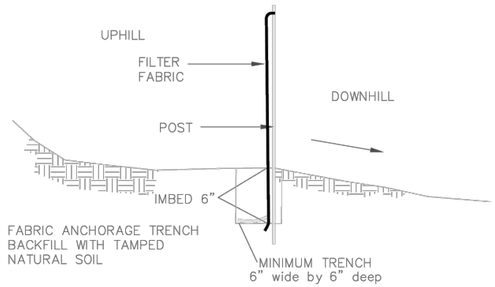
JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

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

STATEMENT OF ESTIMATED QUANTITIES

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

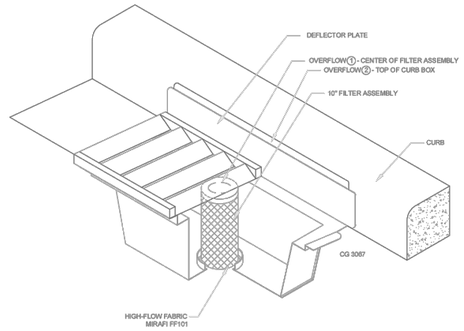


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1

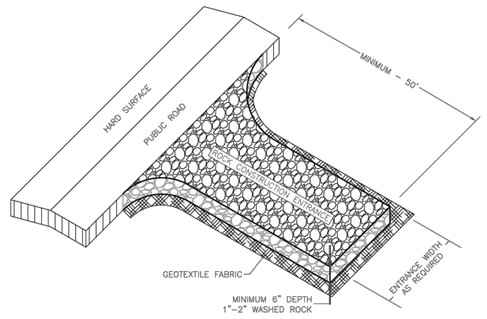


INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2



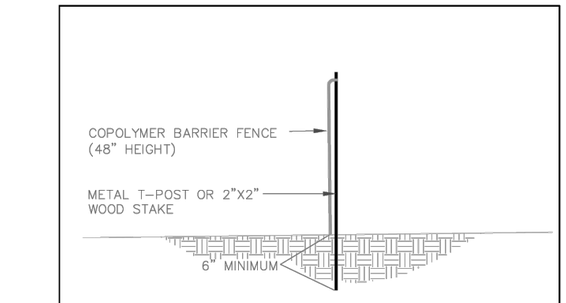
NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5

Notes:
1. INSTALLATION OF 4" OF TOPSOIL REQUIRED ACROSS ALL DISTURBED AREAS.
2. TOPSOIL IS DEFINED AS BLACK DIRT COMPOSED OF UNCONSOLIDATED MATERIAL, LARGELY UNDECOMPOSED ORGANIC MATTER WHICH IS SUITABLE FOUNDATION FOR VEGETATIVE GROWTH.
3. THE COMPOSITION OF TOPSOIL SHOULD CONTAIN NO MORE THAN THIRTY-FIVE PERCENT (35%) SAND CONTENT.

APPROVED: 7 – 2019	City of RAMSEY	STANDARD DETAILS: TOPSOIL REQUIREMENTS
		CITY PLATE No. ERO–6



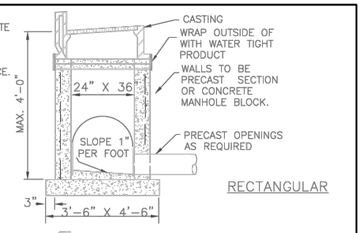
NOTES:
1. TREE FENCE TO BE PLACED MIN. 1 FOOT PER CALIPER IN. OF TREE DIAMETER FROM TREE
2. ANCHOR POST MAX. 10' SEPARATION
3. SECURELY ATTACH TREE FENCE TO ANCHOR POSTS W/ MIN. TWO ATTACHMENTS PER POST

TREE FENCE DETAIL

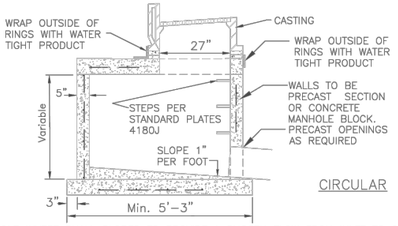
NO SCALE

APPROVED: 2 – 2023	City of RAMSEY	STANDARD DETAILS: TREE FENCE
		CITY PLATE No. ERO–8

A 5 FT. GREEN CARSONITE MARKER SHALL BE INSTALLED NEXT TO ALL STRUCTURES NOT IN A PAVED OR HARD SURFACE.



RECTANGULAR

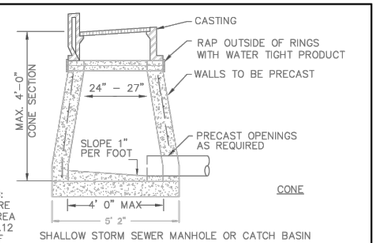


CIRCULAR

NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX.7–2" RINGS, MIN 2–2" RINGS
4. GROUT BETWEEN RINGS,SHIMS SHALL BE METAL, CONCRETE OR PLASTIC
5. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
6. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
9. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

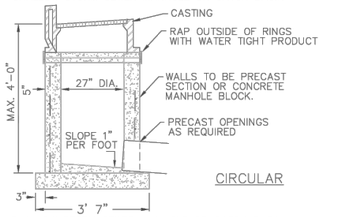
APPROVED: 4 – 2007	City of RAMSEY	STANDARD DETAILS: CATCH BASIN
		CITY PLATE No. STO–1

PRECAST REINFORCING: SINGLE LINE STEEL WIRE FABRIC HAVING AN AREA OF NOT LESS THAN 0.12 SQ INCH PER FOOT OF HEIGHT.



CONE

SHALLOW STORM SEWER MANHOLE OR CATCH BASIN

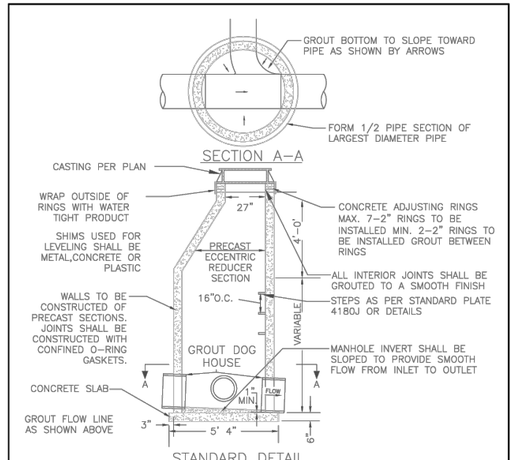


CIRCULAR

SHALLOW STORM SEWER MANHOLE OR CATCH BASIN

NOTES:
1. MANHOLE INVERT SHALL BE SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET.
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7–2" RINGS, MIN 2–2" RINGS.
4. GROUT BETWEEN RINGS
5. SHIMS USED FOR LEVELING SHALL BE METAL OR CONCRETE.
6. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. TRACER WIRED ARE TO END IN STRUCTURES, AT FINIHED GRADE ON ALL SERVICES AND STUBS.

APPROVED: 6 – 2008	City of RAMSEY	STANDARD DETAILS: STORM AREA INLET
		CITY PLATE No. STO–2



STANDARD DETAIL

NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
3. ALL INLET INVERTS TO BE 0.10 ABOVE OUTLET INVERTS UNLESS OTHERWISE NOTED
4. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
5. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
6. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
7. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: STORM MANHOLE
		CITY PLATE No. STO–3

DATE	REVISION

Jul 27, 2023 - 1:09pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 Details.dwg

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

Joe Feriancek

JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	07/21/23
CHECKED BY:	JJF	FILE:	23-02

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

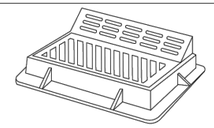
DETAILS

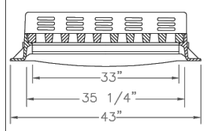
CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

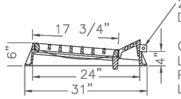
SHEET 03 OF 13 SHEETS

NOTE: SURMOUNTABLE CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R-3067 WITH GRATED BACK (BICYLE SAFE) OR APPROVED EQUAL.
2. FOR CATCH BASINS ADJACENT TO RADIUS, USE NEENAH R-3246R OR APPOVED EQUAL.





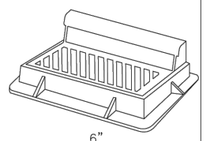


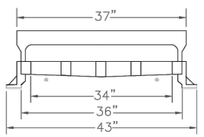
2 LUGS WITH 5/8" DIA. HOLE

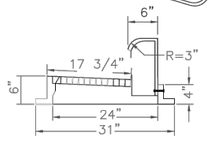
ONE NO. 4 X 5' LONG BAR PLACED THROUGH LUG HOLES

NOTE: B 618 CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R-3246R OR APPROVED EQUAL.







STANDARD CATCHBASIN CASTING

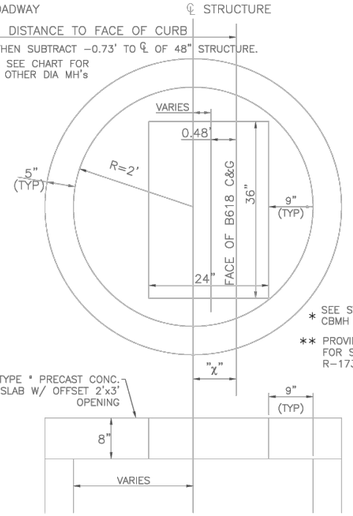
APPROVED:		STANDARD DETAILS:
7 - 2016	City of RAMSEY	STORMWATER CASTING
		CITY PLATE No. STO-4

℄ ROADWAY ℄ STRUCTURE

DISTANCE TO FACE OF CURB

THEN SUBTRACT -0.73' TO ℄ OF 48" STRUCTURE.

* SEE CHART FOR OTHER DIA MH's



ØMH	"X"
48"	0.73
54"	0.98
60"	1.23
66"	1.48
72"	1.73
78"	1.98
84"	2.23
90"	2.48
96"	2.73
102"	2.98
108"	3.23
120"	3.73
132"	4.23
144"	4.73
168"	5.73

* BASED ON NEENAH NO 3246 CSTG

TYPE * PRECAST CONC. SLAB W/ OFFSET 2'x3' OPENING

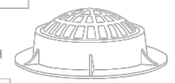
* SEE STD PLATE 4020 FOR CBMH DETAILS.

** PROVIDE 27" DIA OPENING FOR STORM MH WITH R-1733 CASTINGS.

APPROVED:		STANDARD DETAILS:
4 - 2005	City of RAMSEY	SLAB TOP MANHOLE COVER
		CITY PLATE No. STO-5

R-2560 Series or Approved Equal.
Beehive Grates with Frames

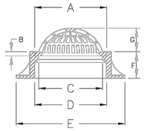
SUITABLE FOR DRAINAGE ON CIRCUMSTANCES WHERE CLOGGING OF A FLAT GRATING IS A PROBLEM. EXCELLENT FOR ROADSIDE OR EARTH DITCH CATCH BASINS.



Illustrating R-2560-E

Catalog No.	Dimensions in Inches A	B	C	D	E	F	G	Wt. LBS
R-2560-A	12	1	11	12 1/2	19	4	4	80
R-2560-B	15 1/2	1 1/4	15	15	21	5	3	120
R-2560-C	18	1 1/4	16 1/2	20 1/2	30	8	4	190
R-2560-C1	22	1 1/2	20	23	28	4	4 1/2	195
R-2560-C2	22	1 1/2	20 1/2	24	28 1/4	6	4 1/2	270
R-2560-D	22	1 1/2	20	24 1/2	35	9	4 1/2	315
R-2560-D1	22	1 1/2	20	23	28 1/4	4	7	210
R-2560-D2	22	1 1/2	20 1/2	24	35	6	7	285
R-2560-D3	22	1 1/2	20	24 1/2	36	9	7	345
R-2560-E	23	1 1/2	21	25 1/2	35 1/2	9	7	340
R-2560-EA	25 3/4	7/8	24 1/8	26 1/2	35 1/2	4	6	235
R-2560-EB	25 3/4	7/8	24 1/8	26 1/2	35 1/2	4	9	255
R-2560-E1	25 3/4	7/8	24 1/8	26 1/2	35 1/2	7	6	285
R-2560-E2	25 3/4	7/8	24 1/8	26 1/2	35 1/2	7	9	300
R-2560-E5	25 3/4	7/8	24 1/8	26 1/2	35 1/2	8	6	345
R-2560-E6	25 3/4	7/8	24 1/8	26 1/2	35 1/2	8	9	365
R-2560-E7	25 3/4	7/8	24 1/8	26 1/2	35 1/2	9	6	350
R-2560-E8	25 3/4	7/8	24 1/8	26 1/2	35 1/2	9	9	365
R-2560-E9	25 3/4	7/8	24 1/8	26 1/2	35 1/2	10	6	360
R-2560-E10	25 3/4	7/8	24 1/8	26 1/2	35 1/2	10	9	385
R-2560-G	32	1 1/2	30	36	46	7	4	535

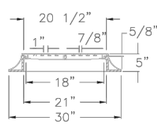
Furnished standard with ground bearing surfaces.



R-2570 Catch Basin Frame, Grate

Light Duty

Total Weight 170 Pounds



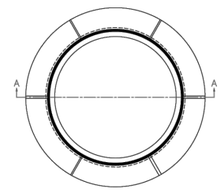
Furnished standard with ground bearing surfaces.

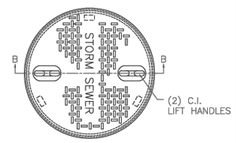


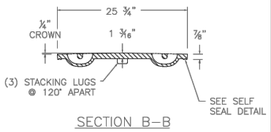
STORM CASTINGS FOR NON-TRAFFIC AREAS

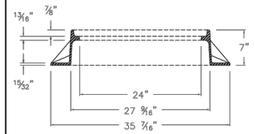
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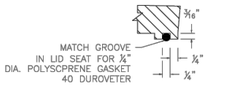
APPROVED:		STANDARD DETAILS:
9 - 2011	City of RAMSEY	STORM CASTING - NON TRAFFIC AREAS
		CITY PLATE No. STO-6





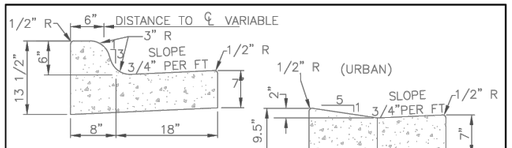


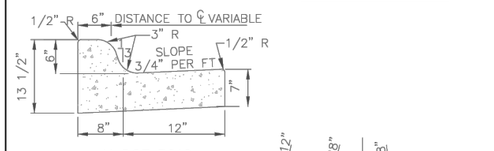


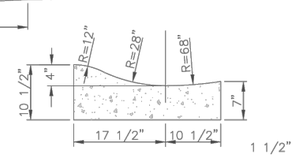


NOTE: NOT TO SCALE

APPROVED:		STANDARD DETAILS:
2 - 2019	City of RAMSEY	WATER TIGHT CASTING
		CITY PLATE No. STO-14



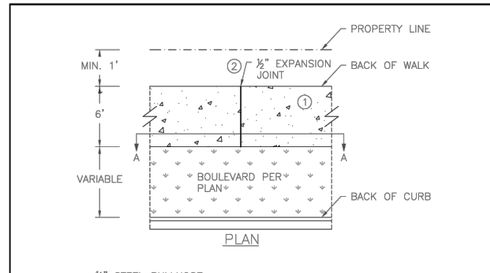


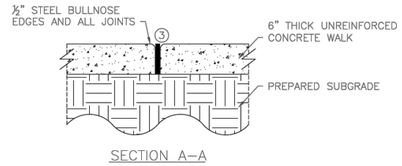


NOTES:

1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED:		STANDARD DETAILS:
1 - 2016	City of RAMSEY	CURB AND GUTTER
		CITY PLATE No. STR-1





NOTE:

① BROOM FINISH CONCRETE WALK SURFACE

② MAXIMUM 100 FOOT SPACING BETWEEN EXPANSION JOINTS

③ 1/2" EXPANION JOINT MEETING MNDOT SPEC 3702. PROVIDE ONE PIECE OF FILLER FOR THE ENTIRE DEPTH AND WIDTH OF THE JOINT

NOT TO SCALE

APPROVED:		STANDARD DETAILS:
10 - 2015	City of RAMSEY	CONCRETE SIDEWALK
		CITY PLATE No. STR-3

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

% PASSING

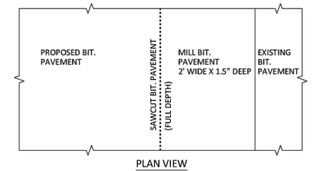
1"	100
3/4"	90 - 100
3/8"	50 - 80
No.4	35 - 70
No.10	20 - 60
No.40	10 - 35
No.200	5 - 10

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

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

NOTES:

1. BITUMINOUS SHALL BE SAWCUT AND REMOVED
2. CLASS 5 AND BITUMINOUS COURSES SHALL BE MECHANICALLY COMPACTED.
3. SEE CITY PLATE STR-26 FOR MODIFIED CLASS 5 SPECIFICATIONS.



NOTE: NOT TO SCALE.

APPROVED:		CITY PLATE No.	STANDARD DETAILS:
3 - 2017	City of RAMSEY	STR-31	STREET TIE-IN

DATE	REVISION

Jul 27, 2023 - 1:09pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 Details.dwg

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

Joe Feriancek

JOE FERIANCEK

Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

City of RAMSEY

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

DETAILS

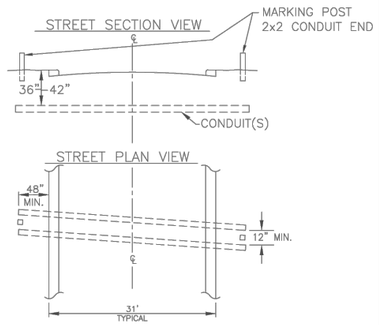
CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 04 OF 13 SHEETS

CONDUIT INSTALLATION GUIDE

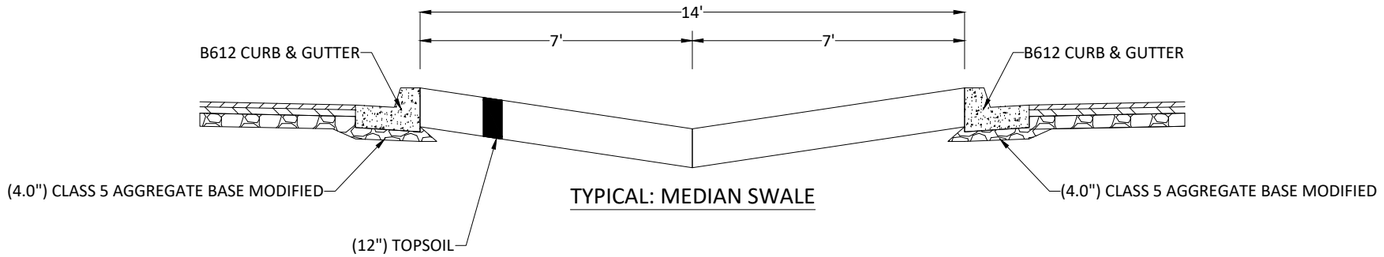
REQUIREMENTS

1. CONDUIT(S) SHALL BE 4" PVC SCHEDULE 40 UNLESS OTHERWISE NOTED.
2. DEPTH OF CONDUIT(S) SHALL BE 36" TO 42"
3. EXTEND CONDUIT(S) A MINIMUM OF 48" BEYOND CURB AND MARK ENDS WITH A 2X2 MARKING POST.
4. IF MULTIPLE CONDUIT(S) ARE NEEDED, THEY SHALL BE SEPARATED BY A MINIMUM OF 12".
5. AT STREET INTERSECTIONS, INSTALL THE CONDUIT(S) IN LINE WITH UTILITY TRENCH LINE WHICH IS 7' FROM LOT LINE.

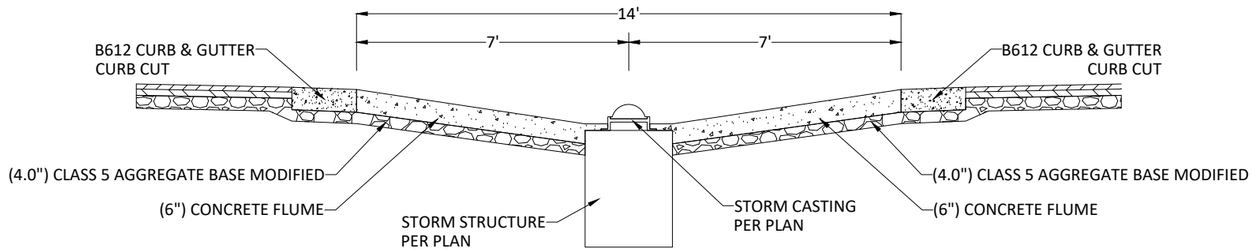


CONDUIT INSTALLATION
N.T.S.

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: CONDUIT INSTALLATION
		CITY PLATE No. UTL–3



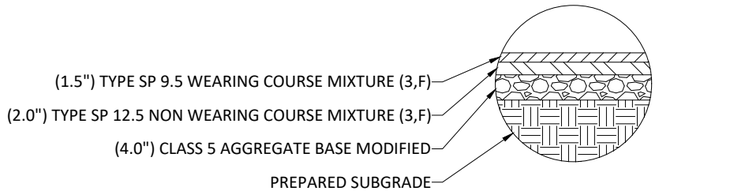
TYPICAL: MEDIAN SWALE

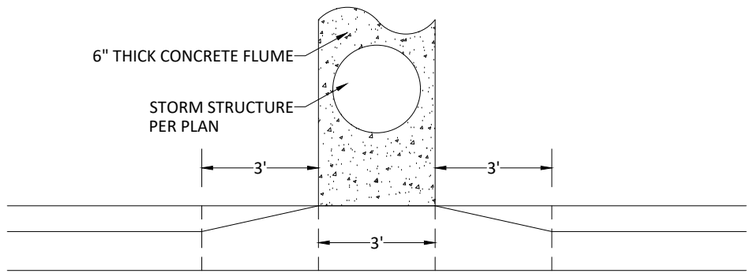


TYPICAL: MEDIAN SWALE AT CURB CUT

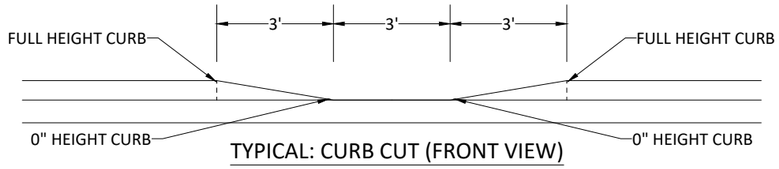
NOTE: NOT TO SCALE

PARKING LOT PAVEMENT SECTION





TYPICAL: CURB CUT (OVERHEAD VIEW)



TYPICAL: CURB CUT (FRONT VIEW)

NOTE: NOT TO SCALE

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Jul 27, 2023 - 1:13pm
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Joe Feriancek

JOE FERIANCEK

Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

City of RAMSEY

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

DETAILS

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 05 OF 13 SHEETS



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Jul 27, 2023 - 1:21pm
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JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

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CHECKED BY:	JJF	FILE: 23-02

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

EXISTING CONDITIONS & REMOVALS

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 06 OF 13 SHEETS

TREE PROTECTION FENCE

TREE PROTECTION FENCE

SILT FENCE

INLET PROTECTION

SILT FENCE

INLET PROTECTION

INLET PROTECTION

INLET PROTECTION

INLET PROTECTION

INLET PROTECTION

TREE PROTECTION FENCE

NOTE: CURB SPOT ELEVATIONS REFERENCE THE FLOW LINE UNLESS OTHERWISE NOTED.

INLET PROTECTION (3)

ROCK CONSTRUCTION EXIT

N

0 15 30 45

SCALE (FEET)

LEGEND

- ROCK CONSTRUCTION EXIT
- EROSION CONTROL BLANKET
- SILT FENCE
- TREE SAVE FENCE
- INLET PROTECTION
- PR. MAJOR CONTOUR
- PR. MINOR CONTOUR
- PR. DRAINAGE ARROW
- EX. MAJOR CONTOUR
- EX. MINOR CONTOUR

DATE	REVISION

Jul 27, 2023 - 1:24pm
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Date 07/27/23 Lic. No. 57095

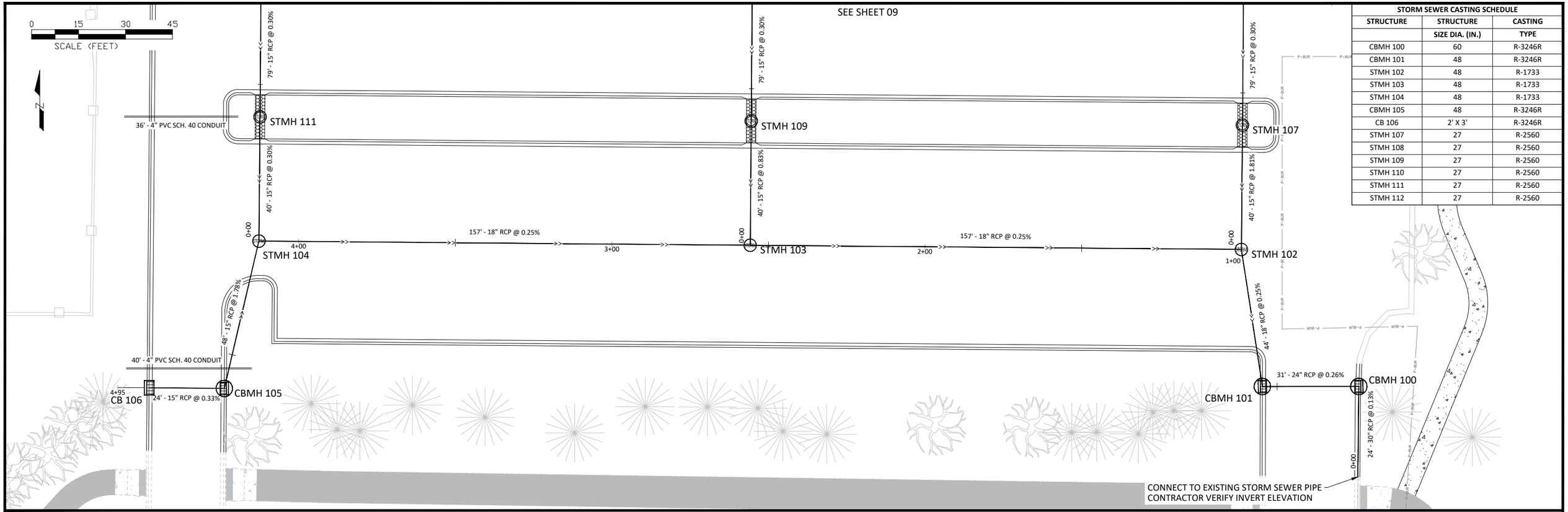
DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	07/21/23
CHECKED BY:	JJF	FILE:	23-02

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RAMSEY, MN 55303
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GRADING & EROSION CONTROL

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

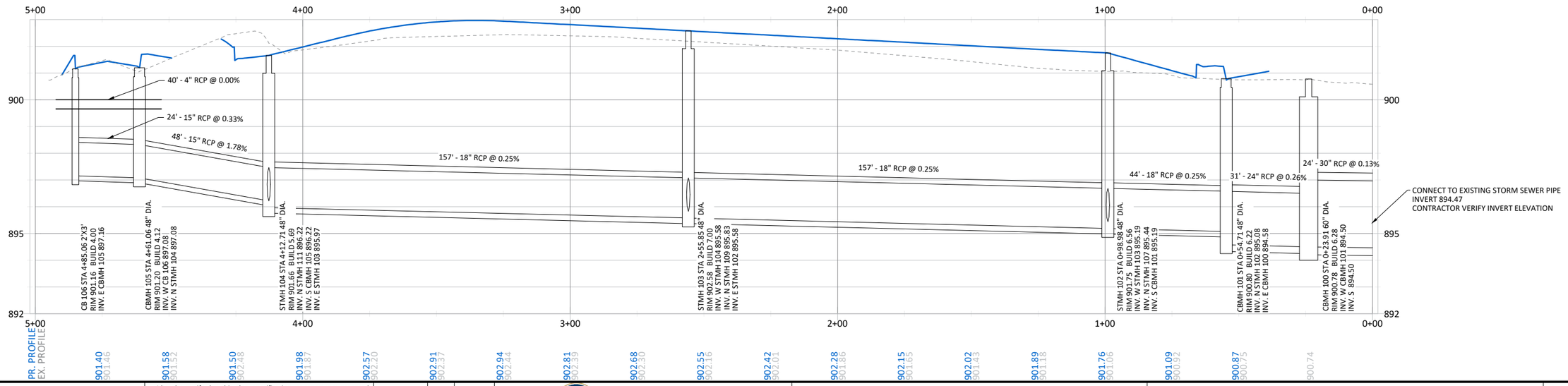
SHEET 07 OF 13 SHEETS



STORM SEWER CASTING SCHEDULE		
STRUCTURE	STRUCTURE SIZE DIA. (IN.)	CASTING TYPE
CBMH 100	60	R-3246R
CBMH 101	48	R-3246R
STMH 102	48	R-1733
STMH 103	48	R-1733
STMH 104	48	R-1733
CBMH 105	48	R-3246R
CB 106	2' X 3'	R-3246R
STMH 107	27	R-2560
STMH 108	27	R-2560
STMH 109	27	R-2560
STMH 110	27	R-2560
STMH 111	27	R-2560
STMH 112	27	R-2560

LEGEND

PR. B-612 CONCRETE CURB & GUTTER
PR. CONCRETE FLUME
PR. 6" CONCRETE WALK
PR. STORM SEWER
PR. 2'X3' CATCH BASIN
PR. CATCH BASIN MANHOLE
PR. STORM MANHOLE
PR. PVC CONDUIT



VERT. SCALE: 1" = 2'
HORZ. SCALE: 1" = 20'

DATE	REVISION

Jul 27, 2023 - 1:54pm
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DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

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

STORM SEWER

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

0 15 30 45
SCALE (FEET)

N

35' - 4" PVC SCH. 40 CONDUIT

36' - 4" PVC SCH. 40 CONDUIT

STMH 112 — 1+29 — 1+00 — 79' - 15" RCP @ 0.30% — STMH 111 — 40' - 15" RCP @ 0.30% — 0+00 — STMH 104

STMH 110 — 1+29 — 1+00 — 79' - 15" RCP @ 0.30% — STMH 109 — 40' - 15" RCP @ 0.83% — 0+00 — STMH 103

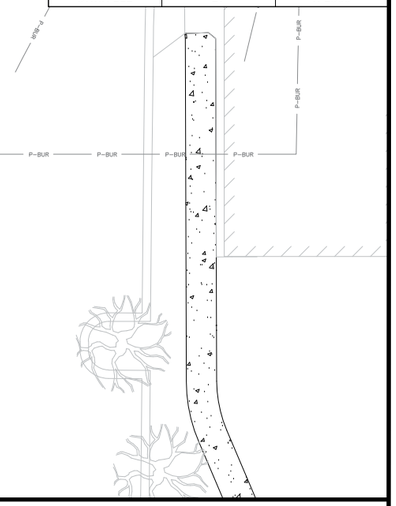
STMH 108 — 1+28 — 1+00 — 79' - 15" RCP @ 0.30% — STMH 107 — 40' - 15" RCP @ 1.81% — 0+00 — STMH 102

4+00 — 157' - 18" RCP @ 0.25% — 3+00 — 2+00 — 157' - 18" RCP @ 0.25% — 1+00

SEE SHEET 08

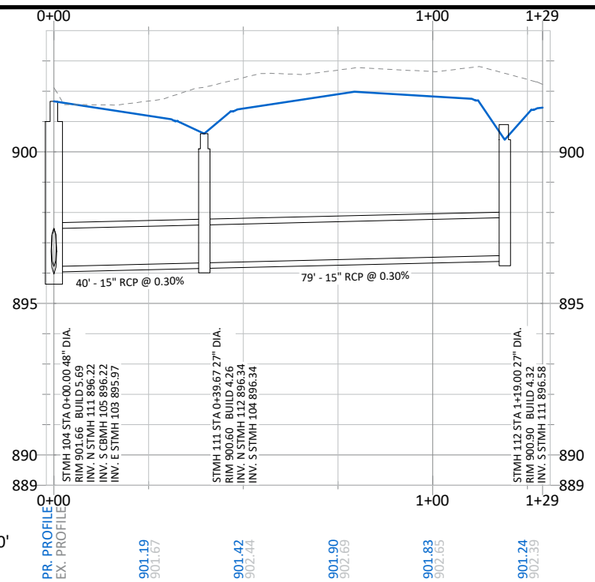
SEE SHEET 08

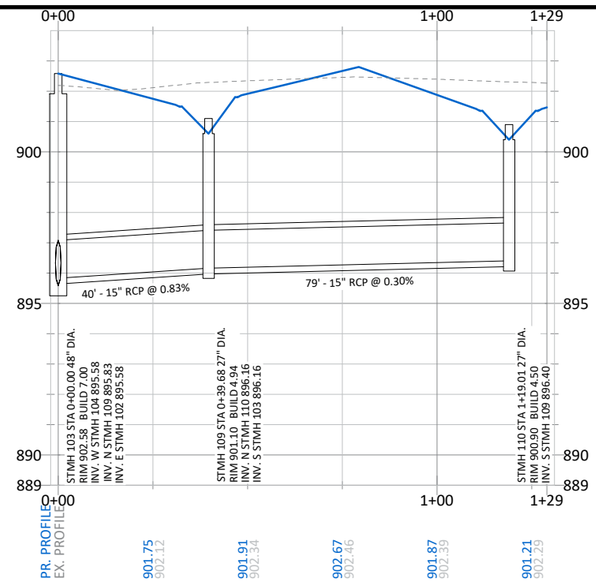
STORM SEWER CASTING SCHEDULE		
STRUCTURE	STRUCTURE SIZE DIA. (IN.)	CASTING TYPE
CBMH 100	60	R-3246R
CBMH 101	48	R-3246R
STMH 102	48	R-1733
STMH 103	48	R-1733
STMH 104	48	R-1733
CBMH 105	48	R-3246R
CB 106	2' X 3'	R-3246R
STMH 107	27	R-2560
STMH 108	27	R-2560
STMH 109	27	R-2560
STMH 110	27	R-2560
STMH 111	27	R-2560
STMH 112	27	R-2560

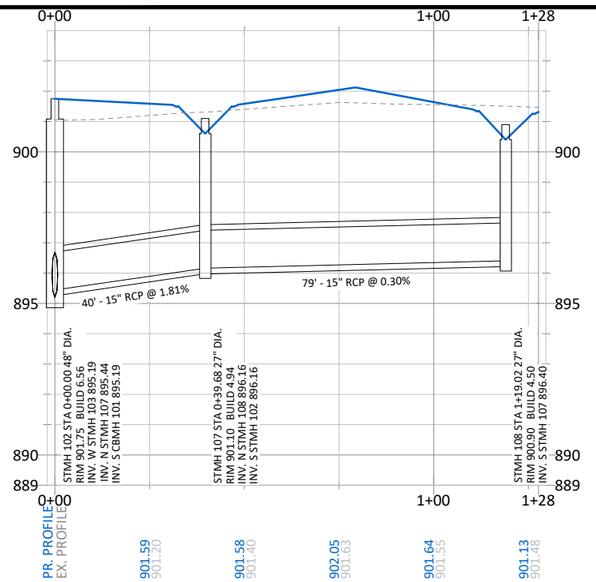


LEGEND

PR. B-612 CONCRETE CURB & GUTTER
PR. CONCRETE FLUME
PR. 6" CONCRETE WALK
PR. STORM SEWER
PR. 2'X3' CATCH BASIN
PR. CATCH BASIN MANHOLE
PR. STORM MANHOLE
PR. PVC CONDUIT







VERT. SCALE: 1" = 2'
HORZ. SCALE: 1" = 20'

DATE	REVISION

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JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	07/21/23
CHECKED BY:	JJF	FILE:	23-02

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

STORM SEWER

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 09 OF 13 SHEETS

Jul 27, 2023 - 2:03pm
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DROP CURB OVER 3'

R 10'

R 10'

MATCH INTO EXISTING PAVEMENT

R 10'

3' WIDE CURB CUT WITH CONCRETE FLUME (TYP.)
FLUME TO BOTTOM OF SWALE EL. 900.40

3' WIDE CURB CUT WITH CONCRETE FLUME (TYP.)
FLUME TO BOTTOM OF SWALE EL. 900.60

R 10'

5' WIDE CURB CUT WITH CONCRETE FLUME

CONCRETE WALK
6' WIDE, 6" THICK

MATCH INTO EXISTING PAVEMENT & CURB

MATCH INTO EXISTING PAVEMENT & CURB

N

0 15 30 45
SCALE (FEET)

LEGEND

- PR. B-612 CONCRETE CURB & GUTTER
- PR. PAVEMENT (3.5" BIT OVER 4" CL.5 MOD.)
- CONCRETE FLUME
- PR. 6" CONCRETE WALK
- ERO. CONTROL BLANKET & SEED MIX 33-262
- HYDRO-MULCH & SEED MIX 25-151

GENERAL NOTES:
1. ALL RADII ASSUMED 3', UNLESS OTHERWISE NOTED.
2. TYPICAL SECTIONS SEE SHEET 05.
3. RESTORATION AREAS SHOWN IN A GENERAL MANNER ONLY.
4. IRRIGATION RESTORATION BY OTHERS, COORDINATE WITH CITY STAFF.
5. PLACE 1' OF TOPSOIL IN CENTER MEDIANS, 4" ALL OTHER DISTURBED AREAS.

DATE	REVISION

Jul 27, 2023 - 2:19pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 Restoration.dwg

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Joe Feriancek

JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

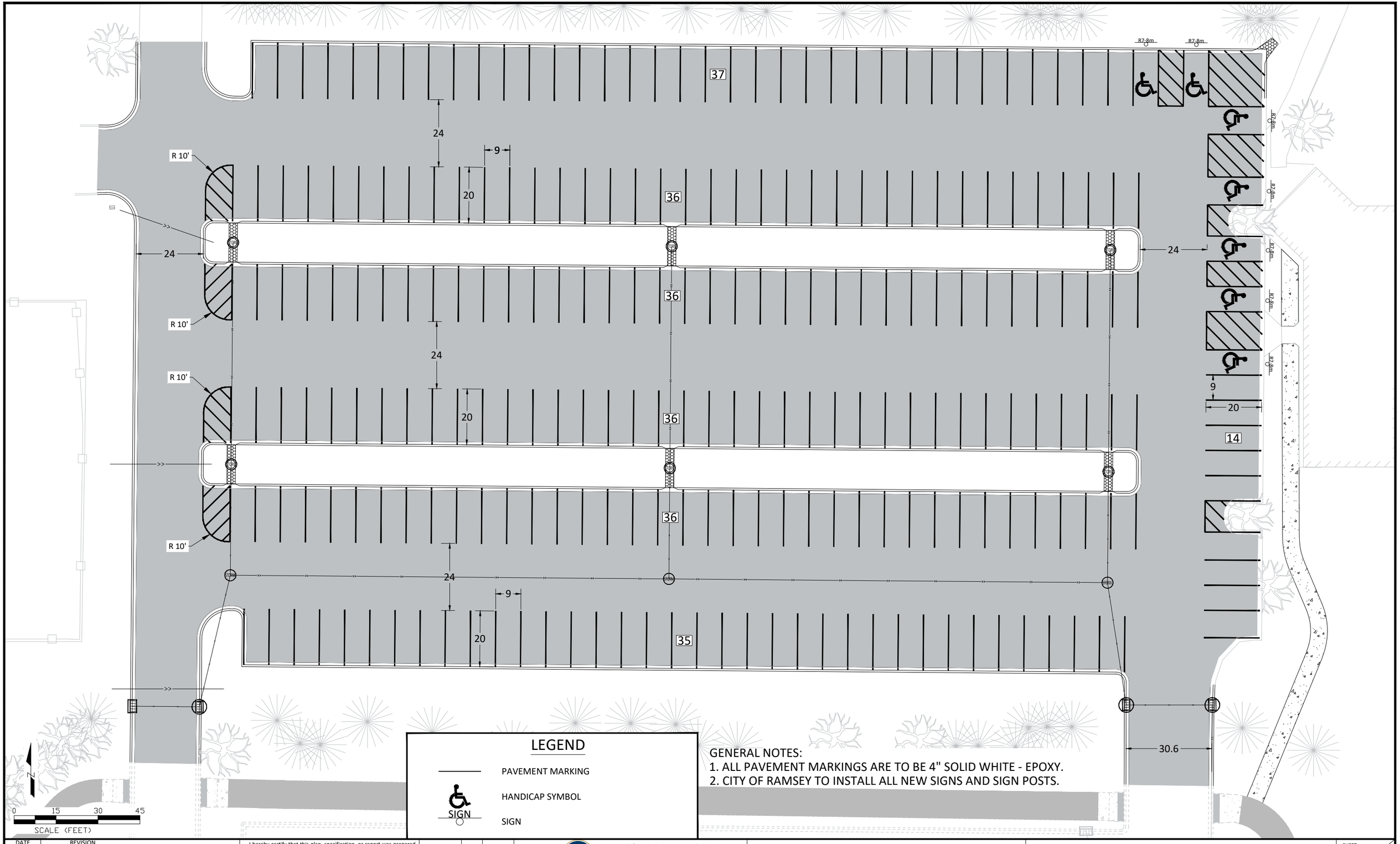
DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

City of RAMSEY

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

RESTORATION

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA



LEGEND

- PAVEMENT MARKING
- HANDICAP SYMBOL
- SIGN

GENERAL NOTES:
1. ALL PAVEMENT MARKINGS ARE TO BE 4" SOLID WHITE - EPOXY.
2. CITY OF RAMSEY TO INSTALL ALL NEW SIGNS AND SIGN POSTS.

DATE	REVISION

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JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

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

PAVEMENT MARKING & SIGNAGE

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

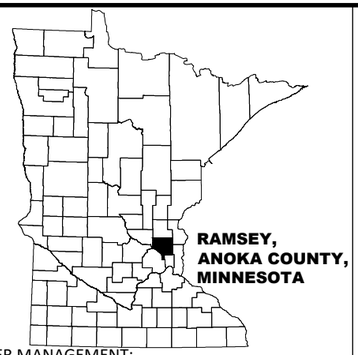
SHEET 11 OF 13 SHEETS

Jul 27, 2023 - 2:31pm
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STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION

CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA



DESCRIPTION OF CONSTRUCTION ACTIVITIES AND STORMWATER MANAGEMENT:

Construction activities include; Site Grading, Storm Sewer Construction, Temporary Erosion and Sediment Control, Parking Lot Construction, and Permanent Stabilization.

Project Description: This project consists of reconstruction of 1.83 acres of existing bituminous parking lot. Includes installation of new concrete curb and gutter, including 2 lowered medians to collect storm water runoff. The collected runoff will be collected and routed to the existing 161st Avenue storm sewer system, which carries runoff to a pond on the south side of 161st Avenue within drainage & utility easement. There is no outlet for the pond, which will allow storm water runoff to infiltrate into the ground. There is no change to the outfall location of the storm water runoff proposed with this project.

RESPONSIBLE PARTIES:

The Contractor and Owner must apply for coverage under the MPCA's General Storm Water Permit for Construction Activity as required by the National Pollution Discharge Elimination System (NPDES) Phase II program. Coverage under the permit will begin automatically 7 calendar days after the electronic submittal date or after the postmarked date of a complete application. (Longer time frames will apply to areas disturbing 50 acres or discharge within 1 mile of a special water).

	COMPANY	CONTACT PERSON	PHONE
OWNER:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825
SWPPP DESIGNER:	CITY OF RAMSEY	JOE FERIANCEK, PE	763-433-9893
CONTRACTOR:			
STIE MANAGER:			
PARTY RESPONSIBLE FOR LONG TERM O&M:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825

Individuals listed above, including the SWPPP preparer, individual overseeing implementation of, revising and amending the SWPPP, Individuals performing or supervising the installation, maintenance and repair of BMP's must be trained. At least one individual present on the permitted project, or available within 72 hours shall be trained in the applicable job duties. Documentation showing training commensurate with the job duties and responsibilities is required to be included in the SWPPP prior to any work beginning on the site. Copies of the SWPPP preparer information is included in the Project Manual. The Contractor shall provide information for the individual(s) overseeing implementation, supervising installation, maintenance, and repair of BMP's to be included in the Project Manual prior to the start of construction. This information shall be kept up to date until the project NOT is filed.

Documentation shall include:

a. Names of trained personnel associated with this project.
b. Dates of training, names of instructor(s) and entity providing training.
c. Content of training course or workshop including the number of hours trained.
d. As an alternative to a, b, and c listed above, a photocopy of the current Erosion and Stormwater Management card issued by the University of Minnesota can be attached to the SWPPP as suitable documentation of training.

DOCUMENTATION RETENTION:

The following documentation will be retained for a period of not less than 3-years from the date of submittal of the NOT.

1. The final SWPPP.
2. Copies of all stormwater related permits required for the project.
3. Records of all inspection and maintenance conducted during construction.
4. Copies of all permanent operation and maintenance agreements; including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance.
5. All required calculations for design of temporary and permanent BMP's.

IMPLEMENTATION SCHEDULE AND PHASING:

1. Furnish & Install perimeter sediment control and inlet protection.
2. Removal of existing bituminous pavement.
3. Rough grade site.
4. Furnish & install concrete curb and gutter and bituminous pavement.
5. Add additional temporary BMP's as necessary during construction based on inspection reports.
6. Submit Notice of Termination (NOT) to MPCA within 30 days of final stabilization.

FINAL STABILIZATION:

The permittee(s) must ensure final stabilization of the site. The permittee(s) must submit a NOT within 30 days after final stabilization is complete, or another owner/operator (permittee) has assumed control over all areas of the site which have not undergone final stabilization. Final stabilization can be achieved in one of the following ways:

1. All soil disturbing activities at the site have been completed and all soils must be stabilized by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions and;
   a. All drainage ditches, constructed to drain water from the site after construction is complete, must be stabilized to preclude erosion;
   b. All temporary synthetic, and structural erosion prevention and sediment control BMP's (such as silt fence) must be removed as part of the site final stabilization; and
   c. The permittee(s) must clean out all sediment from conveyances and from temporary sedimentation basins to be used as permanent water quality management basins. Sediment must be stabilized to prevent it from being washed back into the basin, conveyances or drainage ways discharging off-site or to surface waters. The cleanout of permanent basins must be sufficient to return the basin to design capacity.
2. Final vegetation cover shall be in the Project Specifications.
3. For residential construction only, final stabilization has been achieved when temporary erosion protection and down gradient perimeter control for individual lots has been completed and the residence has been transferred to the homeowner. Additionally, the permittee must distribute the MPCA "Homeowner fact sheet" to the homeowner to inform the homeowner of the need for, and benefits of, final stabilization.

SPECIAL ENVIRONMENTAL CONSIDERATIONS:

Was an environmental review required for this project or any part of a common plan of development or sale that includes all or any portion of this project?	NO
Does any portion of the site have the potential to affect threatened or endangered species?	NO
Does any portion of this site discharge to a Calcareous Fen and the letter of approval from the DNR is located in the Project Manual?	NO
Will any portion of this site potentially affect properties listed on the National Register of Historic Places or a Known or Discovered Archeological site?	NO
Have any Karst features been identified in the project vicinity?	NO
Is compliance with temporary or permanent stormwater management design requirements infeasible for this project?	NO

POLLUTION PREVENTION MANAGEMENT MEASURES:

The permittee(s) shall implement the following pollution prevention management measures on the site:

1. Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal regulations.
2. Hazardous materials: oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
3. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed on site.

GENERAL STORMWATER DISCHARGE REQUIREMENTS:

All requirements listed in Part 15 of the permit for the design of permanent stormwater treatment system and discharge have been included in the preparation of this SWPPP. These include but are not limited to:

1. The expected amount, frequency, intensity and duration of precipitation.
2. The nature of stormwater runoff and run-on at the site.
3. Peak flow rates and stormwater volumes to minimize erosion at outlets and downstream channel and stream bank erosion.
4. The range of soil particle sizes expected to be present on the site.

RECEIVING WATERS:

Recieving waters, including surface water, wetlands, Public Waters, and stormwater ponds are identified on the USGS 7.5min quad map within 1 mile of the project boundary. Receiving waters that are impaired, the impairment and WLA are listed as follows. All specific BMP's relative to construction activities listed in this permit for special and impaired waters have been incorporated into this plan. All specific BMP's listed in approved TMDLs and those BMP's listed for construction related waste load allocations have also been incorporated.

NAME OF WATER BODY	TYPE (DITCH, POND, WETLAND, LAKE, ETC.)	APPENDIX A SPECIAL WATER?	FLOWS TO IMPAIRED WATER WITHIN 1 MILE?	USEPA APPROVED TMDL?
TROTT BROOK	RIVER	YES	YES	YES
IMPAIRMENTS: DO; FISHESBIO; INERTBIO				

PROJECT AREAS:

Total project size (disturbed area) =	2.31	acres
Existing area of impervious surface =	1.83	acres
Post construction area of impervious surface =	1.92	acres
New impervious surface area created =	0.09	acres

Planned construction start date: September 2023
Planned construction completion date: November 2023

PROJECT LOCATION:

County: ANOKA Township: 32 Range: 25 Section: 16 Latitude: 45.263662 Longitude: -93.46842

PERMANENT STORMWATER MANAGEMENT SYSTEM:

Type of storm water management used if more than 1 acre of new impervious surface is created:

a. Wet Sedimentation Pond
b. Infiltration / Filtration
c. Regional Pond
d. Permanent Stormwater Management Not Required

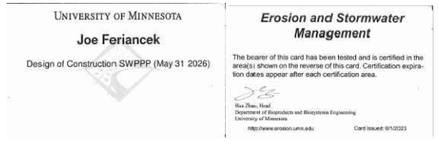
LOCATION OF SWPPP REQUIREMENTS IN PROJECT PLAN:

DESCRIPTION	LOCATION
TEMPORARY EROSION CONTROL MEASURES	SHEET No. 07
FINAL STABILIZATION	SHEET No.10
STORM SEWER TABULATION	SHEETS No. 08 - 09
EROSION AND SEDIMENT CONTROL DETAILS	SHEETS No. 03 - 05

EROSION AND SEDIMENT CONTROL QUANTITIES:

DESCRIPTION	QUANTITY
SILT FENCE TYPE MS	239 LF
TREE SAVE FENCE	697 LF
INLET PROTECTION	11 EA
EROSION BLANKET CATEGORY 25	1009 SY
CONSTRUCTION EXIT	1 EA

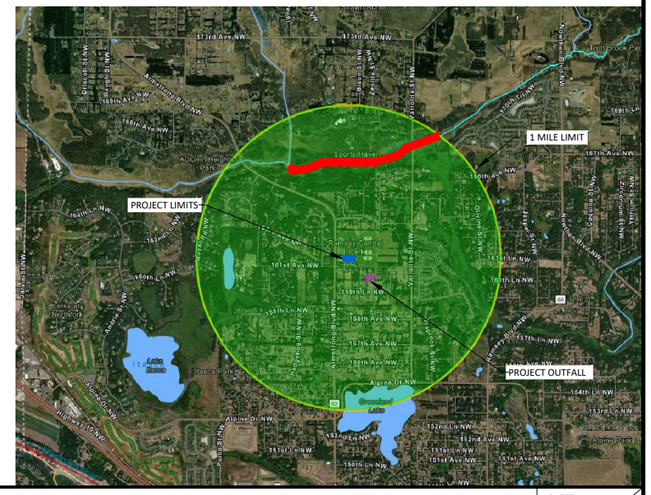
CERTIFICATION:



IMPAIRED WATERS SEARCH: 1 MILE RADIUS

LEGEND

- PROJECT LIMITS
- 1 MILE LIMIT
- RECEIVING WATER
- IMPAIRED WATER



DATE	REVISION

Jul 27, 2023 - 2:31pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 SWPPP.dwg

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

JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	07/21/23
CHECKED BY:	JJF	FILE:	23-02

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

SWPPP

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 12 OF 13 SHEETS

SEQUENCE OF CONSTRUCTION:

Construction shall proceed in the following sequence:

1. Contractor shall schedule and conduct a pre-construction meeting with the City.
2. Contractor shall secure all necessary permits and licenses.
3. Furnish & install erosion control measures.
4. Maintain erosion control measures, i.e. silt fence, inlet protection.
5. Remove existing bituminous pavement and base.
6. Grade the site.
7. Install utilities; backfill excavation, grade and compact as required.
8. Furnish & install concrete curb and gutter.
9. Furnish & install aggregate base, base course of bituminous pavement
10. Install restoration per plan.
11. Furnish & install wear course of bituminous pavement.
12. Remove erosion control after vegetation is established.

ADDITIONAL STORMWATER POLLUTION PREVENTION, GRADING PLAN, AND SCHEDULE NOTES:

1. All slopes to be 1:4 unless approved by the city engineer.
2. Below grade structures shall be protected and meet drainage requirements per the city engineer.
3. Construction operation hours are from 7:00 a.m. - 10:00 p.m. Monday through Saturday.
4. Call Gopher State One Call for utility locations prior to any work at 1-800-252-1166.
5. Permittee may need to modify SWPPP if the general objectives of controlling pollutants is not being met.
6. Operator shall implement these and any other BMP's that may be required to meet the general permit requirements.
7. Site is not in karst area or pollution or remediation site.
8. Silt fence to be installed downhill from any grading activity.
9. If tracking onto adjacent streets occurs a street sweeper shall be used to clean streets within 8 hours or as directed by the engineer.
10. Dust control may be necessary during rough grading. No grading can take place if wind speed exceeds 25 mph.
11. Solid waste shall be collected and disposed of properly and must comply with MPCA disposal requirements.
12. Hazardous materials shall be stored properly to prevent spills and vandalism.
13. No engine degreasing is allowed on site. External washing of vehicles shall be limited to a defined area (bone yard) on site.
14. Permittee(s) shall adhere to all SWPPP specifications on the plan and other MPCA permit requirements.

EROSION PREVENTION PRACTICES:

1. The permittee(s) must plan for and implement appropriate construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices that minimize erosion, so that the inspection and maintenance requirements are complied with. The location of areas not to be disturbed must be delineated (e.g. with flags, stakes, signs, silt fence, etc.) on the development site before work begins.
2. All exposed soil areas must be stabilized as soon as practical, but in no case later than 7 days after the construction area has temporarily or permanently ceased.
   These areas include constructed stormwater management pond side slopes, and any exposed soil areas with a positive slope to a stormwater conveyance system, such as a curb and gutter system, storm sewer inlet, temporary or permanent drainage ditch or other natural or man made systems that discharge to a surface water.
3. The normal wetted perimeter of any temporary or permanent drainage ditch that drains water from a construction site, or diverts water around a site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge to any surface water. Stabilization must be completed within 24 hours of connecting to a surface water.
4. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours of connection to a surface water.
5. All disturbed areas, except roadways, building areas, parking areas, islands and sidewalk, shall be restored with minimum 4 inches topsoil, seeded and mulched within 7 days of completion of site grading. Seeding shall be in accordance with MnDOT Specification 2575. Where side slopes exceed or equal 1:3 and running slope is greater than 1:50, a polypropylene netting or wood fiber blanket shall be provided and staked over the mulched area. Seed and mulch types and applications rates are per plan and specification.
6. Refer to restoration plan for areas to be seeded or sodded for erosion control.

DEWATERING AND BASIN DRAINING:

1. Dewatering or basin draining (e.g. pumped discharges, trench/ditch cuts for drainage) related to the construction activity that may have turbid or sediment laden discharge water must be discharged to a temporary or permanent sedimentation basin on the project site whenever possible. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMP's, such that the discharge does not adversely affect the receiving water or downstream landowners. The permittee(s) must ensure that discharge points are adequately protected from erosion and scour. The discharge must be dispersed over natural rock rip rap, sand bags, plastic sheeting or other accepted energy dissipation measures. Adequate sedimentation control measures are required for discharge water that contains suspended solids.
2. All water from dewatering or basin draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing significant adverse impact to the wetland.

SEDIMENT CONTROL PRACTICES:

1. Sediment control practices must minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
   a. Temporary or permanent drainage ditches and sediment basins that are designed as part of a treatment system (e.g. ditches with rock check dams) require sediment control practices only as appropriate for site conditions.
   b. If the down gradient treatment system is overloaded, additional upgradient sediment control practices must be installed to eliminate the overloading, and the SWPPP must be amended to identify these additional practices.
   c. In order to maintain sheet flow and minimize rills and/or gullies, there shall be no unbroken slope length of greater than 75 feet for slopes with a grade of 1:3 or steeper.
2. Sediment control practices must be established on all down gradient perimeters before any upgradient land disturbing activities begin. These practices shall remain in place until final stabilization has been established.
3. The timing of the installation of sediment control practices may be adjusted to accommodate short-term activities such as clearing or grubbing, or passage of vehicles. Any short-term activity must be completed as quickly as possible and the sediment control practices must be installed immediately after the activity is completed. However, sediment control practices must be installed before the next precipitation event even if the activity is not complete.
4. All storm drain inlets must be protected by appropriate BMP's during construction until all sources with potential for discharging to the inlet have been stabilized.
5. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.
6. Stockpile areas which remain on the site for more than seven days shall be seeded, mulched, and surrounded by silt fence.
7. Vehicle tracking of sediment from the construction site must be minimized by BMP's such as stone pads, concrete or steel wash racks, or equivalent systems. Street sweeping must be used if such BMPs are not adequate to prevent sediment from being tracked onto the street.
8. The permittee must install temporary sedimentation basins as required.

INSPECTIONS AND MAINTENANCE:

1. The permittee(s) (either the owner or operator, whoever is identified in the SWPPP) must routinely inspect the construction site once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5-inches in 24 hours. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted within 7 days.
2. All inspections and maintenance conducted during construction must be recorded in writing and these records must be retained with the SWPPP. Records of each inspection and maintenance activity shall include:

a. Date and time of inspections;
b. Name of persons conducting inspections;
c. Accurate findings of inspections, including the specific location where corrective actions are needed;
d. Corrective actions taken (including dates, times, and party completing maintenance activities);
e. Date of all rainfall events greater than ½ inches in 24 hours, and the amount of rainfall for each event. Permittee(s) must obtain rainfall amounts by either a properly maintained rain gauge installed onsite, a weather station that is within one (1) mile of your location, or a weather reporting system that provides site specific rainfall data from radar summaries;
f. If permittee(s) observe a discharge (i.e., color, odor, settled or suspended solids, oil sheen, and other obvious indicators of pollutant(s);
g. Any amendments to the SWPPP proposed as a result of the inspection must be documented as required in Section 6 of the general permit within seven (7) calendar days.

3. Where parts of the construction site have undergone final stabilization, but work remains on other parts of the site, inspections of the stabilized areas may be reduced to once per month. Where work has been suspended due to frozen ground conditions, the required inspections and maintenance must take place within 24 hours after runoff occurs at the site or 24 hours prior to resuming construction, whichever occurs first.
4. All erosion prevention and sediment control BMP's must be inspected to ensure integrity and effectiveness. All nonfunctional BMP's must be repaired, replaced, or supplemented with functional BMP's. The permittee(s) must investigate and comply with the following inspection and maintenance requirements:

a. All silt fence must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches ⅓ of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
b. Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches ½ the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access.
c. Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of sediment being deposited by erosion. The permittee(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems, and restabilize the areas where sediment removal results in exposed soil. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The permittee shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The permittee is responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work.
d. Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces within 3 hours after notification by the City that sweeping is required.
   e.The permittee(s) are responsible for the operation and maintenance of temporary and permanent water quality management BMP's as well as all erosion prevention and sediment control BMP's, for the duration of the construction work at the site. The permittee(s) are responsible until another permittee has assumed control over all areas of the site that have not been finally stabilized or the site has undergone final stabilization, and a NOT has been submitted to the MPCA.
e. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a manner and at a frequency sufficient to minimize off-site impacts (e.g. fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).

5. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activities is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.
6. Storm sewer pipes and structures to be inspected and cleaned out.

DATE	REVISION

Jul 27, 2023 - 2:31pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Central Park Main Parking Lot 23-02\Plan Drawings\23-02 SWPPP.dwg

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

JOE FERIANCEK
Date 07/27/23 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 07/21/23
CHECKED BY:	JJF	FILE: 23-02

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

SWPPP

CENTRAL PARK MAIN PARKING LOT RECONSTRUCTION
CITY PROJECT NO. 23-02
CITY OF RAMSEY, MINNESOTA

SHEET 13 OF 13 SHEETS

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

August 9, 2023

Joe Feriancek, P.E.
Assistant City Engineer
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Proposal for Construction Staking Services, Central Park Parking Lot Reconstruction (CP No. 23-02)

Dear Mr. Feriancek:

We appreciate the opportunity to assist the City of Ramsey with construction staking for the above referenced project. Our scope of work will include the following:

- Check and Re-establish Horizontal and Vertical Control,
- Create Stakeout Files,
- Stake Silt Fence,
- Stake Tree Protection Fence,
- Stake Storm Sewer/Conduit and structures,
- Stake Concrete Sidewalk,
- Set Bluetops at Subgrade and subbase,
- Stake Final Curb, and
- Complete As-built Survey for Record Drawing.

Bolton & Menk proposes to perform the staking based on a not-to-exceed amount, based on the rates presented in the following table:

Task and Personnel	Hours	Rate/Hour	Total
Task 1: Construction Staking			
Licensed Surveyor	5.0	$183.00	$ 915.00
Survey Technician	10.0	$160.00	$ 1,600.00
Survey Crew	52.0	$181.00	$ 9,412.00
Subtotals	67.0	-	$11,927.00

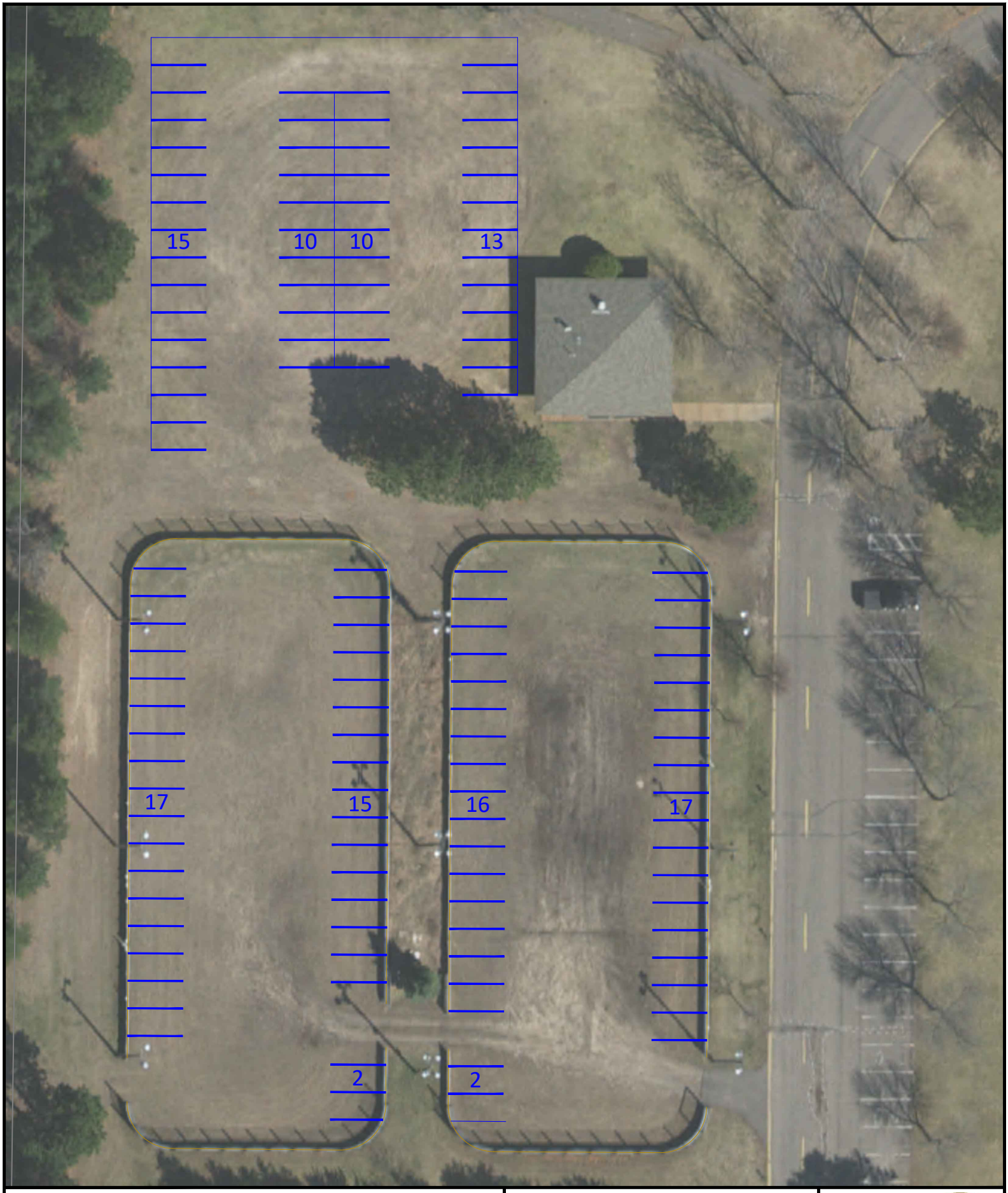
If an as-built survey is not required, the above amount can be reduced by $2,330.00. If there are any questions, please call me at (651) 968-7760.

Sincerely,

BOLTON & MENK, INC.

Kevin P. Kielb, P.E.
Principal Engineer

Bolton & Menk is an equal opportunity employer.



TEMPORARY ADDITIONAL PARKING

0 40 80 12

SCALE (FEET)

N

City of RAMSEY

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

RESOLUTION #23-184

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT 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, pursuant to Ramsey City Council Resolution #23-166, adopted July 25, 2023 the City Council approved final plans and specifications as prepared by the City Engineer and authorized advertisement for bids for the same improvements; and

WHEREAS, proposals were received for construction staking and as-built survey for $11,927.00 from Bolton & Menk, Inc. for the same improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald on July 28 and August 4, 2023; and

WHEREAS, ten (10) bids were received, opened and tabulated on August 18, 2023, and the following bids were found to comply with the approved plans and specifications and advertisement for bids; and

Contractor	Total Bid
Veit & Company, Inc.	$561,036.71
Peterson Companies	$562,997.02
LinnCo, Inc.	$613,928.50
C&L Excavating, Inc.	$625,961.85
Winberg Companies LLC	$632,092.90
Meyer Contracting, Inc.	$634,239.34
US Site Work	$644,097.65
New Look Contracting, Inc.	$659,859.50
T.A. Schifsky & Sons, Inc.	$688,534.12
Action Construction Services	$783,246.57

WHEREAS, the bid of Veit & Company, Inc. of Rogers, Minnesota, in the amount of $561,036.71 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.

2) The City Administrator is hereby authorized and directed to accept the Bolton and Menk proposal for construction staking for said improvements 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: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #23-185 Authorizing Partial Payment to Northern Lines Contracting, Inc. for Improvement Project #23-01, 161st Avenue Reconstruction.

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Northern Lines Contracting, Inc. of Hanover, Minnesota for IP #23-01, 161st Avenue Reconstruction, in the amount of $498,506.37.

Outcome/Action:

Motion to adopt Resolution #23-185 authorizing partial payment #3 to Northern Lines Contracting, Inc. for IP #23-01, 161st Avenue Reconstruction, in the amount of $498,506.37.

Attachments

Pay Resolution #23-185

Pay Request No. 3

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Stacie Damjanovich	08/11/2023 09:34 AM
Bruce Westby	Bruce Westby	08/16/2023 09:54 AM
Bruce Westby	Bruce Westby	08/17/2023 07:26 AM
Brian Hagen	Brian Hagen	08/17/2023 08:51 AM
Form Started By: Stacie Damjanovich		Started On: 08/10/2023 02:59 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-185

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, the City Engineer was ordered to prepare plans and specifications for Improvement Project #23-01, 161st Avenue Reconstructions; 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 August 22, 2023 $263,776.76 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment no. 3 to Northern Lines Contracting, Inc. of Hanover, Minnesota for said project in the amount of $498,506.37.

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. 3 to Northern Lines Contracting, Inc. of Hanover, Minnesota for said project, in the amount of $498,506.37.

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 August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet

Estimate Number:	3 Partial
Project Number:	23-01 (S.A.P. 199-123-001)
Project Name:	161st Avenue Reconstruction
Period Ending	July 31, 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		$ 802,403.30
5	Retainage 5 %		$ (40,120.17)
	Percent Complete	64%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 762,283.13
8	Previous Payment(s)		$ 263,776.76
9	**Payment Due (Lines 7-8)**		**$ 498,506.37**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ 481,954.16

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.

Northern Lines Contracting, Inc.	Brady Enright
Contractor Name	Print Name
Project Manager	
Title	Signature
	8-7-23
	Date

City of Ramsey Approval

	8/8/2023
Signature (Project Engineer)	Date
	8/10/2023
Signature (City Engineer)	Date

161st Avenue Reconstruction
I.P. 23-01 (S.A.P. 199-123-001)
Estimate No. 3 Partial
Period Ending July 31, 2023

			CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	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	0.00	$ -	0.75	$ 26,250.00
2	2101.502	CLEARING	EA	16	$ 187.00	$ 2,992.00	0	$ -	29.00	$ 5,423.00
3	2101.502	GRUBBING	EA	16	$ 187.00	$ 2,992.00	0	$ -	29.00	$ 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	0	$ -	2	$ 270.00
7	2104.502	SALVAGE MAIL BOX SUPPORT	EA	8	$ 105.00	$ 840.00	0	$ -	8	$ 840.00
8	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	238	$ 3.00	$ 714.00	90	$ 270.00	190	$ 570.00
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	3111	$ 7,155.30	3111	$ 7,155.30
12	2104.504	REMOVE CONCRETE PAVEMENT	SY	69	$ 6.00	$ 414.00	69	$ 414.00	69	$ 414.00
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	0	$ -	7056	$ 43,041.60
15	2106.507	EXCAVATION - COMMON (EV)	CY	886	$ 6.10	$ 5,404.60	506	$ 3,086.60	886	$ 5,404.60
16	2106.507	EXCAVATION - SUBGRADE (EV)	CY	1768	$ 6.10	$ 10,784.80	1768	$ 10,784.80	1768	$ 10,784.80
17	2106.507	HAUL & STOCKPILE RECLAIM MATERIAL (LV)	CY	2025	$ 5.50	$ 11,137.50	1025	$ 5,637.50	2025	$ 11,137.50
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	26	$ 9,750.00	26	$ 9,750.00
20	2112.604	SUBGRADE PREPARATION	SY	5445	$ 1.05	$ 5,717.25	5445	$ 5,717.25	5445	$ 5,717.25
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	1456	$ 32,032.00	1456	$ 32,032.00
24	2215.504	FULL DEPTH RECLAMATION	SY	8974	$ 1.50	$ 13,461.00	0	$ -	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	79	$ 7,485.25	79	$ 7,485.25
27	2357.505	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	0	$ -	1	$ 1,430.00
35	2501.502	30" RC PIPE APRON	EA	1	$ 2,025.00	$ 2,025.00	1	$ 2,025.00	1	$ 2,025.00
36	2501.602	TRASH GUARD FOR 18" RC PIPE APRON	EA	1	$ 820.00	$ 820.00	0	$ -	1	$ 820.00
37	2501.602	TRASH GUARD FOR 30" RC PIPE APRON	EA	1	$ 2,475.00	$ 2,475.00	1	$ 2,475.00	1	$ 2,475.00
38	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	378	$ 64.00	$ 24,192.00	349	$ 22,336.00	378	$ 24,192.00
39	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	80	$ 72.00	$ 5,760.00	28	$ 2,016.00	80	$ 5,760.00
40	2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	699	$ 146.00	$ 102,054.00	708	$ 103,368.00	708	$ 103,368.00
41	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	2	$ 21,000.00	$ 42,000.00	0	$ -	2	$ 42,000.00
42	2503.603	6" PVC PIPE SEWER SDR 26	LF	153	$ 42.00	$ 6,426.00	50	$ 2,100.00	162	$ 6,804.00
43	2503.603	8" PVC PIPE SEWER SDR 26	LF	1180	$ 41.00	$ 48,380.00	129	$ 5,289.00	1179	$ 48,339.00
44	2503.603	CLEAN & TELEVISE PIPE SEWER	LF	1333	$ 6.00	$ 7,998.00	0	$ -	0	$ -
45	2504.602	6" PIPE PLUG	EA	2	$ 120.00	$ 240.00	2	$ 240.00	2	$ 240.00
46	2504.602	6" GATE VALVE & BOX	EA	5	$ 2,300.00	$ 11,500.00	4	$ 9,200.00	5	$ 11,500.00
47	2504.602	8" GATE VALVE & BOX	EA	2	$ 3,135.00	$ 6,270.00	0	$ -	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	0	$ -	2	$ 2,970.00
50	2504.602	HYDRANT (8.5' BURY)	EA	2	$ 5,910.00	$ 11,820.00	1	$ 5,910.00	2	$ 11,820.00
51	2504.603	6" WATERMAIN DUCTILE IRON CL 53	LF	144	$ 65.00	$ 9,360.00	121	$ 7,865.00	144	$ 9,360.00
52	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LF	1170	$ 66.00	$ 77,220.00	1170	$ 77,220.00	1170	$ 77,220.00
53	2504.608	WATERMAIN FITTINGS	LBS	431	$ 16.00	$ 6,896.00	396	$ 6,336.00	431	$ 6,896.00
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	12	$ 9,480.00	12	$ 9,480.00
57	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	EA	3	$ 1,850.00	$ 5,550.00	3	$ 5,550.00	4	$ 7,400.00
58	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 27-4020	EA	1	$ 1,460.00	$ 1,460.00	1	$ 1,460.00	1	$ 1,460.00
59	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	4	$ 2,960.00	$ 11,840.00	2	$ 5,920.00	4	$ 11,840.00
60	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EA	2	$ 5,285.00	$ 10,570.00	2	$ 10,570.00	2	$ 10,570.00
61	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EA	2	$ 9,365.00	$ 18,730.00	2	$ 18,730.00	2	$ 18,730.00
62	2506.503	CONSTRUCT SANITARY SEWER MANHOLE	LF	56.7	$ 420.00	$ 23,814.00	13.3	$ 5,586.00	56.7	$ 23,826.60
63	2511.507	RANDOM RIP RAP CLASS III	CY	20	$ 210.00	$ 4,200.00	14	$ 2,940.00	20	$ 4,200.00
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	5049	$ 93,658.95	5049	$ 93,658.95
67	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	1389	$ 24.30	$ 33,752.70	63	$ 1,530.90	63	$ 1,530.90
68	2531.604	7" CONCRETE DRAINAGE FLUME	SY	4	$ 163.00	$ 652.00	0	$ -	0	$ -

Item No.	MnDOT No.	Item Description	CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
			Unit	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	142	$ 22,294.00	142	$ 22,294.00
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	1	$ 420.00	1	$ 420.00
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	$ -
75	2571.502	CONIFEROUS TREE 6' HT B&B	EA	7	$ 930.00	$ 6,510.00	0.0	$ -	0	$ -
76	2571.502	DECIDUOUS TREE 6' HT B&B	EA	2	$ 795.00	$ 1,590.00	0.0	$ -	0	$ -
77	2572.503	TEMPORARY TREE PROTECTION FENCE	LF	1824	$ 2.45	$ 4,468.80	0.0	$ -	1824	$ 4,468.80
78	2573.602	STABILIZED CONSTRUCTION EXIT	EA	3	$ 970.00	$ 2,910.00	1	$ 970.00	1	$ 970.00
79	2573.502	STORM DRAIN INLET PROTECTION	EA	10	$ 225.00	$ 2,250.00	10	$ 2,250.00	10	$ 2,250.00
80	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	125	$ 3.15	$ 393.75	0	$ -	0	$ -
81	2573.503	SILT FENCE; TYPE MS	LF	5236	$ 2.75	$ 14,399.00	0	$ -	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	100	$ 95.00	100	$ 95.00
84	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SY	7595	$ 2.00	$ 15,190.00	6500	$ 13,000.00	6500	$ 13,000.00
85	2575.505	SEEDING	ACRE	2.83	$ 263.00	$ 744.29	2.00	$ 526.00	2.00	$ 526.00
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	75	$ 1,050.00	75	$ 1,050.00
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		$ 524,743.55		$ 802,403.30

Internal City Use Only			
MSA Funds (0.46 Mobilization)		*$ 204,077.55*	*$ 313,887.70*
Storm Sewer Utility Funds (0.25 Mobilization)		*$ 200,920.00*	*$ 230,252.50*
Water Utility Funds (0.09 Mobilization)		*$ 106,531.00*	*$ 131,533.50*
Sanitary Sewer Utility Funds (0.09 Mobilization)		*$ 13,215.00*	*$ 123,572.10*
Park Improvement Funds (0.11 Mobilization)		*$ -*	*$ 3,157.50*
Total Funds		*$ 524,743.55*	*$ 802,403.30*

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #23-186 Authorizing Partial Payment #2 to North Valley, Inc. for IP #23-07 - 2023 Neighborhood Pavement Overlay Improvements

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment #2 to North Valley, Inc. of Nowthen, Minnesota for IP #23-07, 2023 Neighborhood Pavement Overlay Improvements in the amount of $8,069.77.

Outcome/Action:

Motion to adopt Resolution #23-186 authorizing partial payment #2 to North Valley, Inc. of Nowthen, Minnesota for IP #23-07, 2023 Neighborhood Pavement Overlay Improvements in the amount of $8,069.77.

Attachments

Pay Resolution #23-186

Pay Estimate No. 2

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/16/2023 09:55 AM
Bruce Westby	Bruce Westby	08/17/2023 07:31 AM
Brian Hagen	Brian Hagen	08/17/2023 08:51 AM
Form Started By: Stacie Damjanovich		Started On: 08/10/2023 04:03 PM
Final Approval Date: 08/17/2023		

Councilmember _____introduced the following resolution and moved for its adoption:

RESOLUTION #23-186

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 August 22, 2023, $522,010.58 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment no. 2 to North Valley, Inc. of Nowthen, Minnesota for said project, in the amount of $8,069.77.

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. 2 to North Valley, Inc. of Nowthen, Minnesota for said project, in the amount of $8,069.77.

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 August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet

Estimate Number:	2 Partial
Project Number:	23-07
Project Name:	2023 Neighborhood Pavemet Overlay Improvements
Period Ending	July 31, 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. 1 Thru No. 1	$ 60,583.56
3	Total Funds Encumbered		$ 597,470.45
4	Value of Work Completed		$ 557,979.32
5	Retainage 5 %		$ (27,898.97)
	Percent Complete	93%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 530,080.35
8	Previous Payment(s)		$ 522,010.58
9	**Payment Due (Lines 7-8)**		**$ 8,069.77**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ 67,390.10

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.	Leslie A. Bloom
Contractor Name	Print Name
President	Leslie A. Bloom
Title	Signature
	August 7, 2023
	Date

City of Ramsey Approval

Signature (Project Engineer)	8/8/2023 Date
Signature (City Engineer)	8/10/2023 Date

2023 Neighborhood Pavemet Overlay Improvements
I.P. 23-07
Estimate No. 2 Partial
Period Ending July 31, 2023

Item No.	MnDOT No.	Item Description	CONTRACT AMOUNT Unit	Estimated Quantity	Unit Price	Extended Total	COMPLETED THIS PERIOD Quantity	Extended Total	COMPLETED TO DATE Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	$ 17,470.77	$ 17,470.77	0.0	$ -	1	$ 17,470.77
2	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	514	$ 8.27	$ 4,250.78	0	$ -	399	$ 3,299.73
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	702	$ 2.52	$ 1,769.04	0	$ -	425	$ 1,071.00
4	2104.503	SAWING CONCRETE (FULL DEPTH)	LF	261	$ 5.73	$ 1,495.53	0	$ -	85	$ 487.05
5	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	143	$ 6.81	$ 973.83	0	$ -	167	$ 1,137.27
6	2104.504	REMOVE CONCRETE WALK	SY	186	$ 9.06	$ 1,685.16	0	$ -	186	$ 1,685.16
7	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	96	$ 43.91	$ 4,215.36	0	$ -	15	$ 658.65
8	2231.603	SAWED & SEALED JOINT	EA	130	$ 48.23	$ 6,269.90	0	$ -	205	$ 9,887.15
9	2231.604	BITUMINOUS PATCH	SY	333	$ 48.33	$ 16,093.89	0	$ -	196	$ 9,472.68
10	2232.504	MILL BITUMINOUS SURFACE (1.0")	SY	3023	$ 2.64	$ 7,980.72	0	$ -	3066	$ 8,094.24
11	2232.504	MILL BITUMINOUS SURFACE (2.0")	SY	33377	$ 1.04	$ 34,712.08	0	$ -	33377	$ 34,712.08
12	2301.604	CONCRETE PAVEMENT DRIVEWAYS 6"	SY	8	$ 80.39	$ 643.12	0	$ -	0	$ -
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2546	$ 2.84	$ 7,230.64	0	$ -	2190	$ 6,219.60
14	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 1.5"	TON	256	$ 88.16	$ 22,568.96	0	$ -	253	$ 22,304.48
15	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 2.0"	TON	3772	$ 84.94	$ 320,393.68	0	$ -	3314	$ 281,491.16
16	2503.602	GROUT CATCH BASIN	EA	63	$ 91.11	$ 5,739.93	0	$ -	7	$ 637.77
17	2503.602	RESET CATCH BASIN	EA	2	$ 321.55	$ 643.10	0	$ -	0	$ -
18	2504.602	ADJUST VALVE BOX	EA	18	$ 107.18	$ 1,929.24	0	$ -	3	$ 321.54
19	2506.502	ADJUST FRAME AND RING CASTING	EA	28	$ 53.59	$ 1,500.52	0	$ -	7	$ 375.13
20	2521.504	6" CONCRETE WALK	SY	324	$ 69.67	$ 22,573.08	0	$ -	353	$ 24,593.51
21	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	222	$ 10.72	$ 2,379.84	0	$ -	378	$ 4,052.16
22	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	374	$ 48.23	$ 18,038.02	0	$ -	399	$ 19,243.77
23	2531.503	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	140	$ 48.23	$ 6,752.20	0	$ -	0	$ -
24	2531.604	7" CONCRETE VALLEY GUTTER	SY	17	$ 75.03	$ 1,275.51	0	$ -	12	$ 900.36
25	2531.618	TRUNCATED DOMES	SF	370	$ 48.23	$ 17,845.10	0	$ -	378	$ 18,230.94
26	2540.601	LANDSCAPE RESTORATION	LS	1	$ 1,607.74	$ 1,607.74	0	$ -	1	$ 1,607.74
27	2563.601	TRAFFIC CONTROL	LS	1	$ 3,215.48	$ 3,215.48	0	$ -	1	$ 3,215.48
28	2574.507	TOPSOIL (LV)	CY	21	$ 49.84	$ 1,046.64	0	$ -	31	$ 1,545.04
29	2575.504	SODDING TYPE LAWN	SY	189	$ 24.27	$ 4,587.03	350	$ 8,494.50	350	$ 8,494.50
		ORIGINAL CONTRACT TOTALS				$ 536,886.89		$ 8,494.50		$ 481,208.96

CHANGE ORDER No.1 - REVISE ALPINE DRIVE MILL & OVERLAY

Item No.	MnDOT No.	Item Description	Unit	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	0	$ -	7532	$ 19,884.48
13A	2357.506	BITUMINOUS MATERIAL FOR TACK COAT - ALPINE DRIVE	GAL	411	$ 2.84	$ 1,167.24	0	$ -	753	$ 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	0	$ -	621	$ 54,747.36
		CHANGE ORDER TOTALS				$ 60,583.56		$ -		$ 76,770.36
		GRAND TOTALS				$ 597,470.45		$ 8,494.50		$ 557,979.32

Internal City Use Only		
Pavement Management Funds	$ 8,494.50	$ 480,571.19
Storm Sewer Utility Funds	$ -	$ 637.77
2023 Budgeted Temporary Pavement Repair Funds	$ -	$ 76,770.36
Total Funds	$ 8,494.50	$ 557,979.32

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #23-187 Authorizing Partial Payment #1 to Corrective Asphalt Materials, LLC for IP #23-09 - 2023 Pavement Rejuvenation Improvements

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineer has inspected the completed work and recommends partial payment #1 to Corrective Asphalt Materials, LLC, of South Roxana, Illinois for Improvement Project #23-06, 2023 Pavement Rejuvenation Improvements, in the amount of $103,783.63.

Outcome/Action:

Motion to adopt Resolution #23-187 authorizing partial payment #1 to Corrective Asphalt Materials, LLC, of South Roxana, Illinois for Improvement Project #23-06, 2023 Pavement Rejuvenation Improvements, in the amount of $103,783.63.

Attachments

Pay Resolution #23-187

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Stacie Damjanovich	08/11/2023 03:20 PM
Bruce Westby	Stacie Damjanovich	08/11/2023 03:40 PM
Bruce Westby	Bruce Westby	08/16/2023 09:56 AM
Bruce Westby	Bruce Westby	08/17/2023 07:34 AM
Brian Hagen	Brian Hagen	08/17/2023 08:51 AM
Form Started By: Stacie Damjanovich		Started On: 08/11/2023 08:56 AM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-187

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO CORRECT ASPHALT MATERIALS, LLC., OF SOUTH ROXANA, ILLINOIS FOR IMPROVEMENT PROJECT #23-09; 2023 PAVEMENT REJUVENATION IMPROVEMENTS

WHEREAS, the City of Ramsey budgeted $200,000 for crack seal and pavement rejuvenation improvements in 2023 and is estimated to use the entire $200,000 budgeted funds; and

WHEREAS, the City of Ramsey proposes to use Municipal State Aid maintenance funds to apply pavement rejuvenation to Municipal State Aid streets, for the purpose of maintaining these streets as cost-effective as possible; and

WHEREAS, Engineering Staff received a proposal from Corrective Asphalt Materials (CAM) in the amount of $98,710.60 to apply Reclamite to 87,850 square yards of bituminous pavement on numerous street segments within the City, and their proposal shall be and hereby is accepted.

WHEREAS, as of August 22, 2023 $0.00 has been paid to date; and

WHEREAS, the Senior Engineer has inspected the completed work and recommends partial payment No. 1 to Corrective Asphalt Materials, LLC, of South Roxana Illinois for improvement project #23-06, 2023 Pavement Rejuvenation Improvements, in the amount of $103,783.63.

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

1) The City Council hereby authorizes partial payment No. 1 to Corrective Asphalt Materials, LLC, of South Roxana Illinois for Improvement Project #23-06, 2023 Pavement Rejuvenation Improvements in the amount of $103,783.63.

2) The City Council hereby authorizes the Mayor and City Administrator to sign the release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of August 22, 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 22nd day of August, 2023

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet

Estimate Number:	1 Partial
Project Number:	23-09
Project Name:	2023 Pavement Rejuvenation Improvements
Period Ending	July 31, 2023
Contractor:	Corrective Asphalt Materials, LLC
Address:	300 Daniel Boone Trail, South Roxana, IL 62087

1	Original Contract Amount		$ 93,710.60
2	Change Order(s)	No. ____ Thru No. ____	
3	Total Funds Encumbered		$ 93,710.60
4	Value of Work Completed		$ 109,245.93
5	Retainage 5 %		$ (5,462.30)
	Percent Complete	100%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 103,783.63
8	Previous Payment(s)		$ -
9	**Payment Due (Lines 7-8)**		**$ 103,783.63**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ -

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.

Corrective Asphalt Materials Contractor Name	Jeff Krull Print Name
General Manager Title	 Signature
	8/8/23 Date

City of Ramsey Approval

 Signature (Project Engineer)	8/8/2023 Date
 Signature (City Engineer)	8/10/2023 Date

2023 Pavement Rejuvenation Improvements
I.P. 23-09
Estimate No. 1 **Partial**
Period Ending July 31, 2023

Item No.	Item Description	CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
		Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	Furnish & Install Reclamite	SY	87580	$ 1.07	$ 93,710.60	102099	$ 109,245.93	102099	$ 109,245.93
	GRAND TOTALS				**$ 93,710.60**		**$ 109,245.93**		**$ 109,245.93**

Internal City Use Only				
MSA Maintenance Funds	*$ 109,245.93*		*$ 109,245.93*	
Total Funds	*$ 109,245.93*		*$ 109,245.93*	

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #23-188 Authorizing Partial Payment #1 to Meyer Contracting, Inc. for IP #23-11 - Lift Station #10 Improvements

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineer has inspected the completed work and recommends partial payment #1 to Meyer Contracting, Inc. of Maple Grove, Minnesota, for improvement project #23-11, Lift Station #10 Improvements, in the amount of $65,089.77.

Outcome/Action:

Motion to adopt Resolution #23-188 authorizing partial payment #1 to Meyer Contracting, Inc. of Maple Grove, Minnesota, for improvement project #23-11, Lift Station #10 Improvements, in the amount of $65,089.77.

Attachments

Pay Resolution #23-188

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Stacie Damjanovich	08/11/2023 09:39 AM
Bruce Westby	Stacie Damjanovich	08/11/2023 03:11 PM
Bruce Westby	Bruce Westby	08/16/2023 09:57 AM
Bruce Westby	Bruce Westby	08/17/2023 07:40 AM
Brian Hagen	Brian Hagen	08/17/2023 09:00 AM
Form Started By: Stacie Damjanovich		Started On: 08/11/2023 09:30 AM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-188

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO MEYER CONTRACTING, INC., OF MAPLE GROVE, MINNESOTA FOR IMPROVEMENT PROJECT #23-11; LIFT STATION #10 IMPROVEMENTS

WHEREAS, pursuant to Ramsey City Council Resolution #22-010, adopted January 11, 2022, the City Council approved the Preliminary Plat for the Trott Brook Crossing residential subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-252, adopted November 7, 2022, the City Council approved a Grading Agreement for the Trott Brook Crossing residential subdivision, allowing grading activities for the first phase of construction to begin; and

WHEREAS, on March 28, 2023, the City Council approved the Final Plat and Development Agreement for Trott Brook Crossing; and

WHEREAS, Bolton and Menk, Inc. prepared final plans and specifications for Improvement Project #23-11 to allow the City to serve the Trott Brook Crossing residential subdivision with the necessary municipal trunk sanitary sewer in 2023 as required to meet the proposed development schedule; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-094, adopted April 25, 2023, the City Council approved the plans and specifications prepared by Bolton and Menk, Inc. and authorized advertisements for bids for said improvements; and

WHEREAS, the bid of Meyer Contracting, Inc. of Maple Grove, Minnesota, in the amount of $1,461,454.93 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.

WHEREAS, as of August 22, 2023 $0.00 has been paid to date; and

WHEREAS, the Senior Engineer has inspected the completed work and recommends partial payment No. 1 to Meyer Contracting, Inc. of Maple Grove, Minnesota, for improvement project #23-11, Lift Station #10 Improvements, in the amount of $65,089.77.

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

1) The City Council hereby authorizes partial payment No. 1 to Meyer Contracting, Inc., of Maple

Grove, Minnesota for Improvement Project #23-11, Lift Station #10 Improvements in the amount of $65,089.77

2) The City Council hereby authorizes the Mayor and City Administrator to sign the release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-11
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.131248; 0R1.129410
Contractor:	Meyer Contracting, Inc.	**Agency's Project No.:**	
Project:	Lift Station #10 Improvements		
Contract:			
Application No.:	1	**Application Date:**	8/2/2023
Application Period:	**From** 7/24/2023	**to**	8/1/2023

1. Original Contract Price				$	1,461,454.93
2. Net change by Change Orders				$	-
3. Current Contract Price (Line 1 + Line 2)				$	1,461,454.93
4. Total Work completed and materials stored to date					
(Sum of Column G Lump Sum Total and Column J Unit Price Total)				$	68,515.55
5. Retainage					
a. 5%	X	$ 68,515.55	Work Completed	$	3,425.78
b.	X	$ -	Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)				$	3,425.78
6. Amount eligible to date (Line 4 - Line 5.c)				$	65,089.77
7. Less previous payments					
8. **Amount due this application**				**$**	**65,089.77**
9. Balance to finish, including retainage (Line 3 - Line 4)				$	1,392,939.38

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:	Meyer Contracting, Inc.		
Signature:	Scott Pelletier	**Date:**	8/7/23
Name:	Scott Pelletier	**Title:**	Project Manager

Recommended by Engineer		**Approved by Owner**	
By:	Zachary J. Lingl	**By:**	Bruce Westby
Name:	Zach Lingl, PE	**Name:**	Bruce Westby
Title:	Project Manager	**Title:**	City Engineer/Dir. Public Works
Date:	8/2/2023	**Date:**	8/10/2023

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-11
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.131248; 0R1.129410
Contractor:	Meyer Contracting, Inc.	**Contractor's Project No.:**	
Project:	Lift Station #10 Improvements	**Agency's Project No.:**	
Contract:			

Application No.: 1 **Application Period:** From 07/24/23 to 08/01/23 **Application Date:** 08/02/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	74,062.19	74,062.19			0.25	18,515.55		18,515.55	25%	55,546.64
2	CLEARING & GRUBBING	1.00	LUMP SUM	5,700.00	5,700.00			-	-		-		5,700.00
3	REMOVE FENCE	130.00	LIN FT	2.28	296.40			-	-		-		296.40
4	REMOVE CONCRETE SIDEWALK	435.00	SQ FT	0.86	374.10			-	-		-		374.10
5	DEWATERING	1.00	LUMP SUM	100,000.00	100,000.00			0.50	50,000.00		50,000.00	50%	50,000.00
6	GRANULAR BORROW (CV)	235.00	CU YD	30.00	7,050.00			-	-		-		7,050.00
7	EXCAVATION - COMMON (EV)	420.00	CU YD	24.68	10,365.60			-	-		-		10,365.60
8	EXCAVATION - SUBGRADE (EV)	235.00	CU YD	24.00	5,640.00			-	-		-		5,640.00
9	AGGREGATE BASE (CV) CL 5 MOD	275.00	CU YD	78.81	21,672.75			-	-		-		21,672.75
10	TYPE SP 9.5 WEARING COURSE MIX (3,C)	162.50	TON	147.06	23,897.25			-	-		-		23,897.25
11	24" PVC PIPE SEWER C900	210.00	LIN FT	393.25	82,582.50			-	-		-		82,582.50
12	AIR RELIEF MANHOLE	1.00	EACH	28,084.15	28,084.15			-	-		-		28,084.15
13	CONNECT TO EXISTING SANITARY SEWER	2.00	EACH	7,997.07	15,994.14			-	-		-		15,994.14
14	SANITARY MANHOLE COATING	26.00	LIN FT	609.09	15,836.34			-	-		-		15,836.34
15	CLEAN & TELEVISE PIPE SEWER	85.00	LIN FT	16.76	1,424.60			-	-		-		1,424.60
16	SANITARY FORCEMAIN - DIRECTIONALLY DRILLED	2,440.00	LIN FT	109.30	266,692.00			-	-		-		266,692.00
17	DUCTILE IRON FITTINGS	300.00	POUND	33.31	9,993.00			-	-		-		9,993.00
18	CONNECT TO EXISTING WATER MAIN	1.00	EACH	1,650.25	1,650.25			-	-		-		1,650.25
19	6" GATE VALVE & BOX	1.00	EACH	3,073.36	3,073.36			-	-		-		3,073.36
20	HYDRANT	1.00	EACH	8,467.81	8,467.81			-	-		-		8,467.81
21	6" WATERMAIN DUCTILE IRON CL 53	30.00	LIN FT	123.97	3,719.10			-	-		-		3,719.10
22	CASTING ASSEMBLY	2.00	EACH	818.93	1,637.86			-	-		-		1,637.86
23	TEMPORARY CONTROLS	1.00	LUMP SUM	600.00	600.00			-	-		-		600.00
24	CONSTRUCT TRIPLEX LIFT STATION	1.00	LUMP SUM	645,658.85	645,658.85			-	-		-		645,658.85
25	SEAL MANHOLE	2.00	EACH	357.39	714.78			-	-		-		714.78
26	CONSTRUCT SANITARY SEWER MANHOLE	17.00	LIN FT	679.34	11,548.78			-	-		-		11,548.78
27	4" CONCRETE WALK	290.00	SQ FT	10.50	3,045.00			-	-		-		3,045.00
28	6" CONCRETE DRIVEWAY PAVEMENT	150.00	SQ YD	103.00	15,450.00			-	-		-		15,450.00
29	BOLLARD	8.00	EACH	1,234.51	9,876.08			-	-		-		9,876.08
30	TRAFFIC CONTROL	1.00	LUMP SUM	1,700.00	1,700.00			-	-		-		1,700.00
31	SILT FENCE; TYPE MS	1,050.00	LIN FT	3.45	3,622.50			-	-		-		3,622.50
32	SEDIMENT CONTROL LOG TYPE WOOD FIBER	600.00	LIN FT	5.95	3,570.00			-	-		-		3,570.00
33	FERTILIZER TYPE 3	600.00	POUND	1.55	930.00			-	-		-		930.00
34	COMMON TOPSOIL BORROW	200.00	CU YD	47.66	9,532.00			-	-		-		9,532.00
35	ROLLED EROSION PREVENTION CATEGORY 20	3,560.00	SQ YD	1.99	7,084.40			-	-		-		7,084.40
36	SEEDING	2.00	ACRE	22,749.57	45,499.14			-	-		-		45,499.14
37	SEEDING MIXTURE 25-121	200.00	POUND	5.20	1,040.00			-	-		-		1,040.00
38	HYDRAULIC BONDED FIBER MATRIX	7,000.00	POUND	1.91	13,370.00			-	-		-		13,370.00
	Original Contract Totals				**$ 1,461,454.93**		**$ -**		**$ 68,515.55**	**$ -**	**$ 68,515.55**	**5%**	**$ 1,392,939.38**

EJCDC C-620 Contractor's Application for Payment
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CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-189 Approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-189 approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05.

Background:

During project construction City Staff was made aware of a drainage issue in the front and side yards of 5664 and 5720 164th Avenue NW. The shared swale between the two properties has at some point filled, no longer allowing storm water runoff to flow south to the existing low area within drainage & utility easements as intended with the original subdivision plat and grading. Because of this water backs up in the front yard of 5664 164th Avenue NW.

As part of Improvement Project #23-05 subsoil correction and drain tile is being installed. Because the drain tile can potentially carry storm water runoff to this area quicker, the potential for a larger impact from storm water backing up outside of the drainage & utility easement areas exist.

With this change order the drainage swale will be re-graded back to original designs, carrying the storm water runoff to the existing low area with drainage and utility easements and preventing it from backing up in the front yard of 5664 164th Avenue NW.

Revised plan sheets and estimate for the change order is attached to this case.

Notification:

If Council approves Change Order #1, Staff will notify the residents impacted by Change Order #1 with updates on the project status.

Observations/Alternatives:

Alternatives:

Motion to adopt Resolution #23-189 approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05.

Funding Source:

Funding for Change Order #1 is proposed to come from Stormwater Utility Funds. Change Order #1 increases the estimated construction costs by $18,490.45. An estimate for Change Order #1 is attached to this case.

Recommendation:

Staff recommends adopting Resolution #23-189 approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05.

At the June 20, 2023 Public Works Committee meeting, by consensus the Public Works Committee recommended Staff address drainage issues when found on City street reconstruction projects.

Action:

Adopt Resolution #23-189 approving Change Order #1 for Barthel's Rum River Acres 2nd Street Reconstructions, Improvement Project #23-05.

Attachments

Res 23-189

23-05 Change Order #1 Engineers Estimate

Revised Erosion Control Plan

Revised Removals Plan

Revised Streets Plan

Change Order 1

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/16/2023 09:34 AM
Brian Hagen	Brian Hagen	08/17/2023 09:01 AM
Form Started By: Joe Feriancek		Started On: 08/11/2023 10:12 AM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-189

RESOLUTION APPROVING CHANGE ORDER #1 FOR BARTHEL'S RUM RIVER ACRES 2ND STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #23-05

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Barthel's Rum River Acres 2nd subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-202, adopted August 23, 2022, City Council accepted and awarded the proposal to Hakanson Anderson for Topographic Survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-204, adopted August 23, 2022, the City Council awarded a contract to Haugo Geotechnical Services to prepare a geotechnical report for Improvement Project #23-05, Barthel's Rum River Acres 2nd Addition Street Reconstructions, including 13 soil borings and pavement cores; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-286, adopted December 13, 2022, the City Engineer was ordered to prepare plans and specifications for Improvement Project #23-05, Barthel's Rum River Acres 2nd Addition Street Reconstructions; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-047 adopted February 28, 2023, the City Council awarded Haugo Geotechnical Services an addendum to the current contract for said project and plans and specs have been updated with said information; 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 authorized advertisement for bids for same improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-104, adopted May 23, 2023, the City Council awarded a contract to Douglas-Kerr Underground, L.L.C. for construction of the improvements in accordance with the approved plans and specifications for a total bid of $1,198,428.85; and

WHEREAS, approval to amend the plans to complete re-grading of a swale as necessary to control storm water runoff from the street to existing drainage & utility easement on the south side of 164th Avenue NW west of Junkite Street NW, with Change Order #1 for said Improvement Project #23-05, Barthel's Rum River Acres 2nd Street Reconstructions.

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 amendment to the plans and specifications prepared by the City Engineer per Change Order #1 for Improvement Project #23-05, Barthel's Rum River Acres 2nd Street Reconstructions.

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 22nd day of August, 2023.

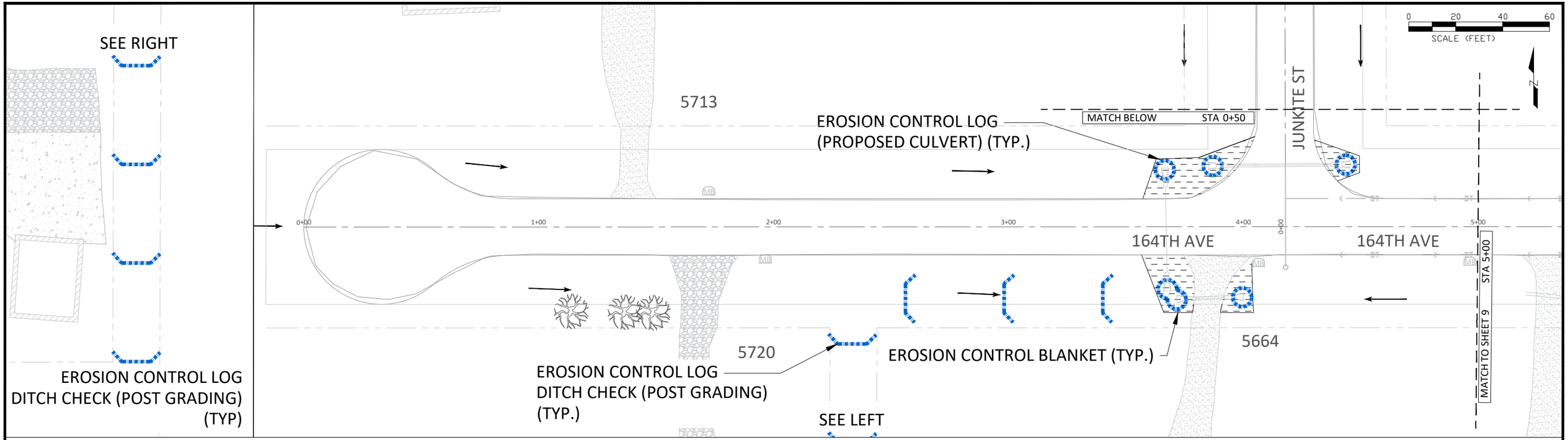
_____
Mayor

ATTEST:

_____
City Clerk

IP 23-05 BARTHELS RUM RIVER ACRES 2ND RECONSTRUCTION
Change Order #1 08/10/2023

Item No.	MnDOT No.	Item Description	Unit	Esitmated Quantity	Unit Price	Extended Total
4	2101.503	REMOVE CULVERT	LF	23	$ 8.25	$ 189.75
6	2104.503	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	12	$ 2.80	$ 33.60
9	2104.504	REMOVE BITUMINOUS PAVEMENT - DRIVEWAYS	SY	24	$ 8.25	$ 198.00
11	2105.607	COMMON EXCAVATION (EV)	CY	168	$ 19.35	$ 3,250.80
26	2501.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	16	$ 97.80	$ 1,564.80
30	2501.502	15" RC PIPE APRON	EA	2	$ 2,381.00	$ 4,762.00
43	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SY	38	$ 1.50	$ 57.00
46	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	205	$ 3.00	$ 615.00
50	2574.507	TOPSOIL (LV)	CY	87	$ 37.10	$ 3,227.70
53	2575.505	SEEDING	ACRE	0.13	$ 1,500.00	$ 195.00
54	2575.508	HYDRAULIC MATRIX TYPE MULCH	LBS	500	$ 1.20	$ 600.00
55	2575.508	SEED MIXTURE 25-151	LBS	15	$ 3.20	$ 48.00
CO1	2105.603	DITCH GRADING	HR	4	$ 450.00	$ 1,800.00
CO2	2105.609	HAUL EXCESS MATERIAL	CY	168	$ 11.60	$ 1,948.80
					Total Construction Cost	**$ 18,490.45**

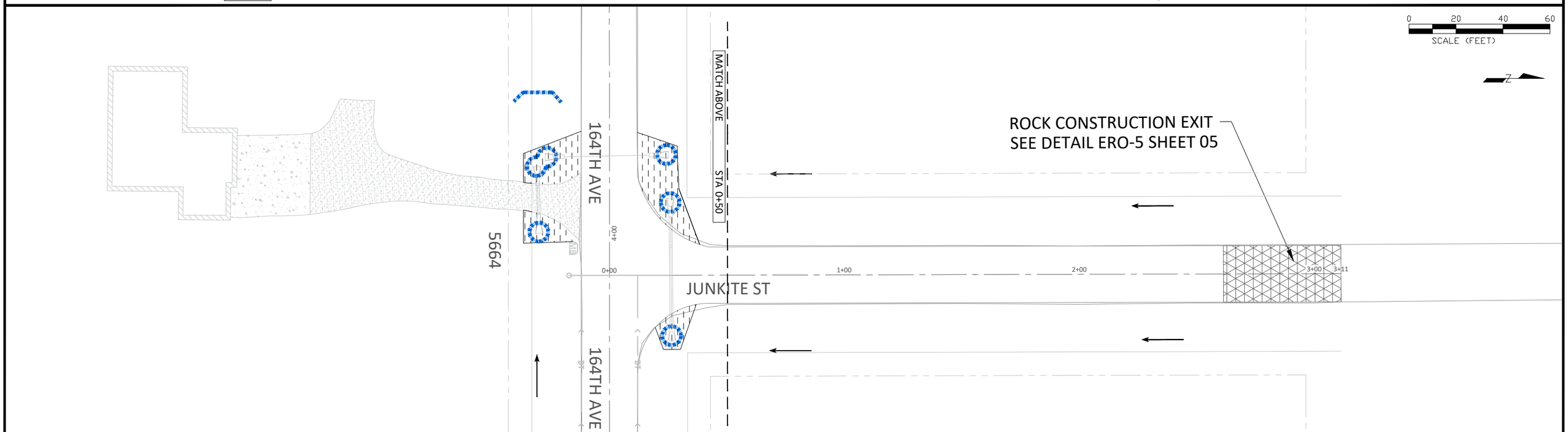


LEGEND

- SILT FENCE
- EROSION CONTROL LOG
- FLOTATION SILT CURTAIN
- EROSION CONTROL BLANKET
- CONSTRUCTION EXIT
- RIPRAP CLASS III
- DRAINAGE ARROW

NOTE:

1. SILT FENCE MUST BE INSTALLED BEFORE ANY OTHER ACTIVITIES ON-SITE.
2. ROCK CONSTRUCTION EXITS MUST BE MAINTAINED THROUGHOUT THE PROJECT, THE CONTRACTOR WILL BE RESPONSIBLE FOR SWEEPING TRACKING ONTO ADJACENT STREETS WITHIN 3 HOURS OF NOTIFICATION BY THE CITY.



DATE	REVISION
08/07/23	ADDED CULVERT, DITCH GRADING TO 5664 164TH AVE

Aug 10, 2023 - 10:25am
C:\Users\jjoerh\Documents\AutoCAD Sheet Sets\08 23-05 EROSION CONTROL.dwg

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

JOE FERIANCEK
Date 05/04/23 Lic. No. 57095

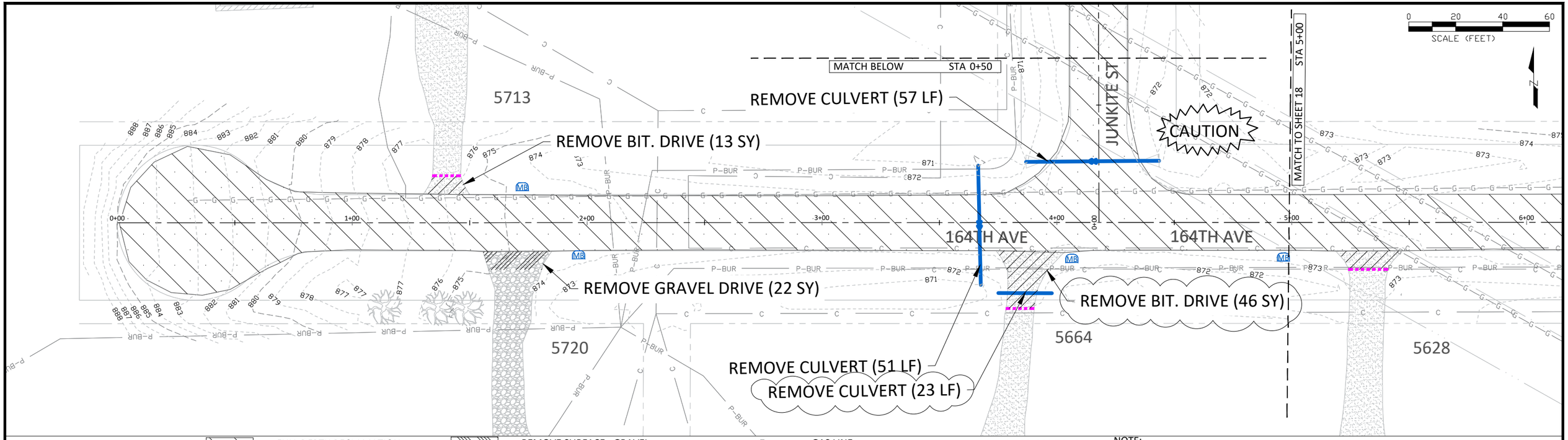
DESIGNED BY:	LWC	
DRAWN BY:	LWC	DATE: 05/04/23
CHECKED BY:	JJF	FILE: 23-05

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

23-05 EROSION CONTROL

BARTHELS RUM RIVER ACRES 2ND RECONSTRUCTION
CITY PROJECT NO. 23-05
CITY OF RAMSEY, MINNESOTA

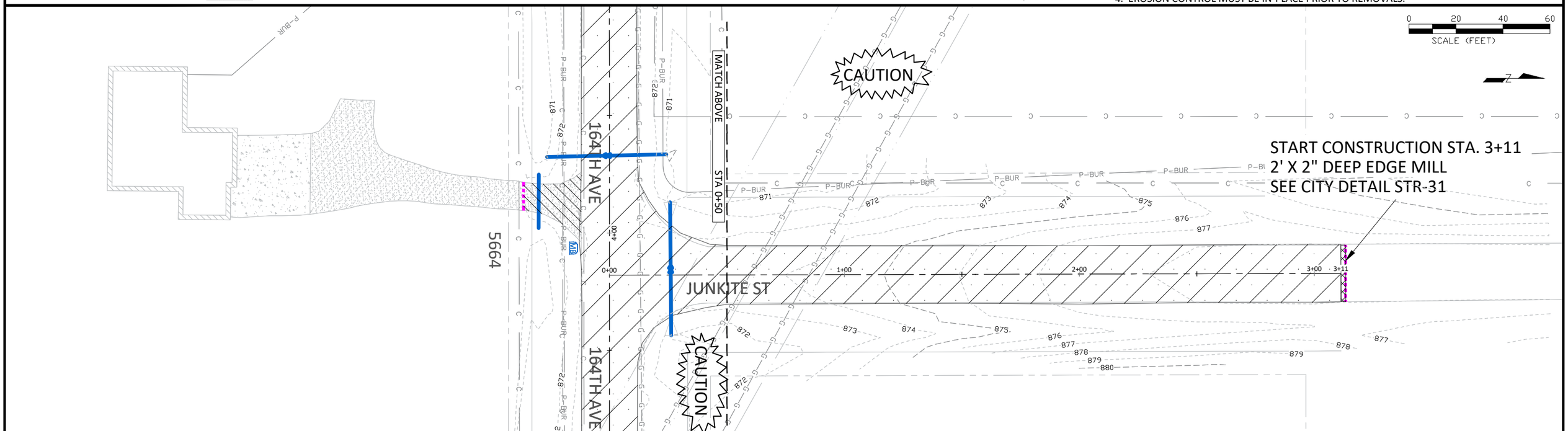
SHEET 08 OF 66 SHEETS



LEGEND

- REMOVE STORM SEWER
- SAWCUT - FULL DEPTH
- FULL DEPTH RECLAMATION
- SOIL CORRECTION
- REMOVE PAVEMENT - BITUMINOUS
- REMOVE PAVEMENT - CONCRETE
- REMOVE SURFACE - GRAVEL
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- EASEMENT - NORTHERN NATURAL GAS
- EASEMENT - DRAINAGE & UTILITY
- GAS LINE
- UNDERGROUND POWER
- COMMUNICATION LINE
- LOT LINE
- MINOR CONTOUR
- MAJOR CONTOUR
- SALVAGE MAILBOX
- REMOVE TREE

NOTE:
1. REMOVALS WILL BE MARKED IN THE FIELD BY CITY STAFF. ALL REMOVALS MUST BE SAWCUT.
2. CULVERT REMOVAL LENGTH INCLUDES END SECTIONS.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.
4. EROSION CONTROL MUST BE IN-PLACE PRIOR TO REMOVALS.



DATE	REVISION
08/07/23	ADDED CULVERT, DITCH GRADING TO 5664 164TH AVE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
JOE FERIANCEK
Date 05/04/23 Lic. No. 57095

DESIGNED BY:	LWC	
DRAWN BY:	LWC	DATE: 05/04/23
CHECKED BY:	JJF	FILE: 23-05

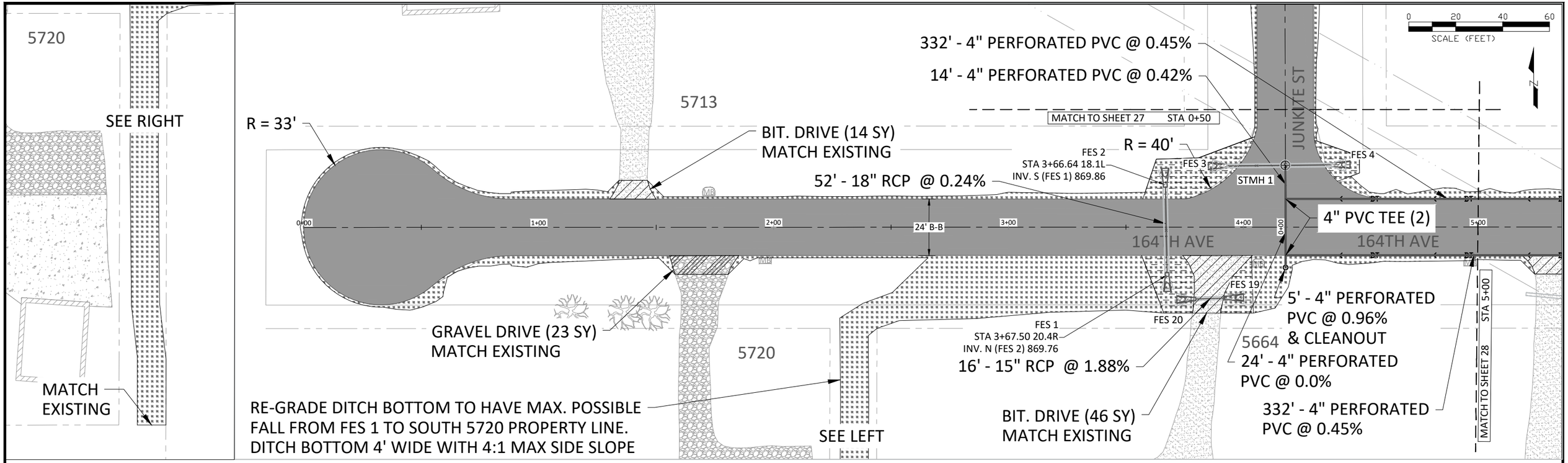
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

23-05 REMOVALS

BARTHELS RUM RIVER ACRES 2ND RECONSTRUCTION
CITY PROJECT NO. 23-05
CITY OF RAMSEY, MINNESOTA

SHEET 17 OF 66 SHEETS

Aug 07, 2023 - 8:11am
C:\Users\jcaech\Documents\AutoCAD Sheet Sets\09 23-05 REMOVALS.dwg

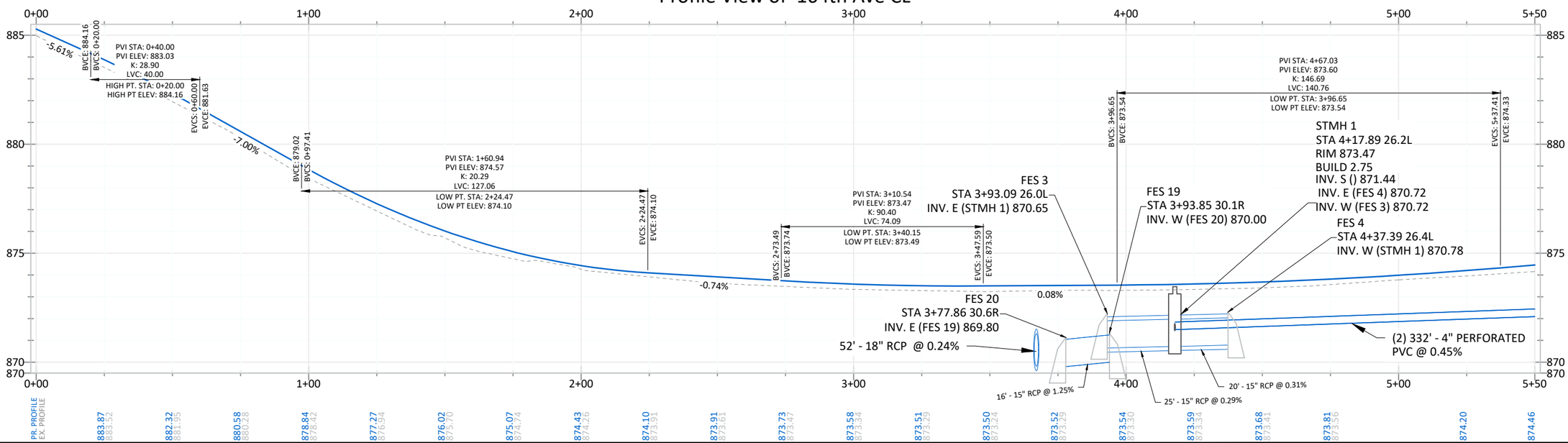


LEGEND

- BIT PAVEMENT - FULL SECTION
- NEW DRIVEWAY - BITUMINOUS
- NEW DRIVEWAY - CONCRETE
- NEW DRIVEWAY - GRAVEL
- PR. FLARED END SECTION
- PR. DRAIN TILE
- PR. STORM SEWER
- SEEDING AREA
- RIPRAP CLASS III

NOTE:
1. ALL RADII TO BE CONSTRUCTED AT 30' UNLESS OTHERWISE NOTED.
2. TYPICAL SECTION SEE SHEET 04.
3. RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY.
4. RESTORE ALL DISTURBED AREAS WITH 4" TOPSOIL, HYDROSEED, MNDOT SEED MIX 25-151, AND HYDRAULIC MATRIX TYPE MULCH UNLESS OTHERWISE NOTED.

Profile View of 164th Ave CL



DATE	REVISION
08/07/23	ADDED CULVERT, DITCH GRADING TO 5664 164TH AVE

Aug 07, 2023 - 8:05am
C:\Users\jjoer\Documents\AutoCAD Sheet Sets\23-05 STREET IMPROVEMENTS.dwg

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

JOE FERIANCEK
Date 05/04/23 Lic. No. 57095

DESIGNED BY:	LWC		
DRAWN BY:	LWC	DATE:	05/04/23
CHECKED BY:	JJF	FILE:	23-05

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

23-05 STREET IMPROVEMENTS

BARTHELS RUM RIVER ACRES 2ND RECONSTRUCTION
CITY PROJECT NO. 23-05
CITY OF RAMSEY, MINNESOTA

CHANGE ORDER NO 1

Date: August 10, 2023
Project: Barthels Rum River Acres 2nd Reconstruction
City Improvement Project #23-05
Contractor: Douglas-Kerr Underground
Award Date: May 24, 2023

Contract Modifications:

Add Quantity, Remove Culvert;
23 LF @ $8.25 per LF = $189.75

Add Quantity, Sawing Bituminous Pavement – Full Depth;
12 LF @ $2.80 per LF = $33.60

Add Quantity, Remove Bituminous Pavement - Driveways;
24 SY @ $8.25 per SY = $198.00

Add Quantity, Common Excavation (EV);
168 CY @ $19.35 per CY = $3,250.80

Add Quantity, 15" RC Pipe Sewer Design 3006 Class III;
16 LF @ $97.80 per LF = $1,564.80

Add Quantity, 15" RC Pipe Apron;
2 EA @ $2,381.00 per EA = $4,762.00

Add Quantity, Rolled Erosion Prevention Category 20;
28 SY @ $1.50 per SY = $57.00

Add Quantity, Sediment Control Log Type Straw;
205 LF @ $3.00 per LF = $615.00

Add Quantity, Topsoil (LV);
87 CY @ $37.10 per CY = $3,227.70

Add Quantity, Seeding;
0.13 ACRE @ $1,500 per ACRE = $195.00

Add Quantity, Hydraulic Mulch Matrix;
500 LBS @ $1.20 per LB = $600.00

Add Quantity, Seed Mixture 25-151;
15 LBS @ $3.20 per LB = $48.00

Add Quantity, Ditch Grading;

4 HRS @ $450.00 per HR = $1,800.00

Add Quantity, Haul Excess Material;

168 CY @ $11.60 per CY = $1,948.00

Cost of Change:

Original Contract Price:	**$1,198,428.85**
Previous Change Orders:	**$ 0.00**
Change in Contract Price due this Change Order:	**$ 18,490.45**
Total Contract Price including this Change Order:	**$1,216,919.30**

This document will become a supplement to the contract and all provisions will apply hereto.

Recommended: _____ City Engineer — 8/16/2023 Date

Approved by: _____ City Administrator — _____ Date

Accepted: _____ Contractor — 8/15/23 Date

CHANGE IN CONTRACT TIME

Due to this change, the Contract Time:

- ☐ is Increased by ☐ ____ Working Days
- ☐ is Decreased by ☐ ____ Calendar Days
- ☒ is not changed.
- ☐ May be revised if the work affected the controlling operation.

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution 23-190 Authorizing Partial Payment #1 to Douglas-Kerr Underground, LLC for IP #23-12 - HY-10 Ramsey Improvements

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment #1 to Douglas-Kerr Underground, LLC. of Mora, Minnesota, for improvement project #23-12, HY-10 Improvements, in the amount of $448,024.16.

Outcome/Action:

Motion to adopt Resolution #23-190 authorizing partial payment #1 to Douglas-Kerr Underground, LLC. of Mora, Minnesota, for improvement project #23-12, HY-10 Improvements, in the amount of $448,024.16.

Attachments

Pay Resolution #23-190

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Stacie Damjanovich	08/11/2023 03:15 PM
Bruce Westby	Bruce Westby	08/16/2023 09:57 AM
Bruce Westby	Bruce Westby	08/17/2023 08:03 AM
Brian Hagen	Brian Hagen	08/17/2023 09:01 AM
Form Started By: Stacie Damjanovich		Started On: 08/11/2023 09:59 AM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-190

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND, LLC., OF MORA, MINNESOTA FOR IMPROVEMENT PROJECT #23-12; HY-10 RAMSEY IMPROVEMENTS

WHEREAS, the City of Ramsey proposes to reconstruct the existing segments of Ferret Street, 146th Avenue and 147th Avenue within the HY-10 Ramsey plat; and

WHEREAS, the City proposes to extend Ferret Street to connect to Bunker Lake Boulevard to provide a secondary access route to properties within the HY-10 Ramsey plat; and

WHEREAS, the City proposes to extend sanitary sewer and watermain utilities under 147th Avenue and Ferret Street to allow all properties within the HY-10 Ramsey plat, which is located within the City's MUSA, to be served by municipal utilities; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-349 adopted December 14, 2021, the City Council accepted a design services proposal from Bolton & Menk, Inc. to update the Feasibility Report, prepare plans and specifications, and solicit bids for Improvement Project #23-12; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-054, adopted March 14, 2023, the City Council approved the additional services to be performed by Bolton and Menk to complete plans and specifications, approved the construction services proposal submitted by Bolton and Menk, approved plans and specifications as prepared by Bolton and Menk, and authorized advertising for bids for said improvements; and

WHEREAS, the bid of Douglas-Kerr Underground, L.L.C of Mora, Minnesota, in the amount of $1,398,953.30 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.

WHEREAS, as of August 22, 2023 $0.00 has been paid to date; and

WHEREAS, the Senior Engineer has inspected the completed work and recommends partial payment No. 1 to Douglas-Kerr Underground, LLC. of Mora, Minnesota, for improvement project #23-12, HY-10 Improvements, in the amount of $448,024.16.

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

1) The City Council hereby authorizes partial payment No. 1 to Douglas-Kerr Underground, LLC, of Mora, Minnesota for Improvement Project #23-12, HY-10 Improvements in the amount of $448,024.16.

2) The City Council hereby authorizes the Mayor and City Administrator to sign the release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-12
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.126299
Contractor:	Douglas-Kerr Underground, LLC	**Agency's Project No.:**	
Project:	HY-10 Ramsey Improvements		
Contract:			

Application No.: 1 **Application Date:** 8/3/2023

Application Period: **From** 6/19/2023 **to** 7/31/2023

1. Original Contract Price	$	1,398,953.30
2. Net change by Change Orders	$	-
3. Current Contract Price (Line 1 + Line 2)	$	1,398,953.30
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	471,604.38
5. Retainage		
a. 5% X $ 471,604.38 Work Completed	$	23,580.22
b. _____ X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	23,580.22
6. Amount eligible to date (Line 4 - Line 5.c)	$	448,024.16
7. Less previous payments		
8. **Amount due this application**	$	**448,024.16**
9. Balance to finish, including retainage (Line 3 - Line 4)	$	927,348.92

Contractor's Certification

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

Contractor: Douglas-Kerr Underground, LLC

Signature: _____ **Date:** 8-7-23

Name: Dennis D. Douglas **Title:** Manager

Recommended by Engineer		**Approved by Owner**	
By:	_____	**By:**	_____
Name:	Zach Lingl, PE	**Name:**	Bruce Westby
Title:	Project Manager	**Title:**	City Engineer/Dir. Public Works
Date:	8/3/2023	**Date:**	8/10/2023

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey	Owner's Project No.:	23-12
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0R1.126299
Contractor:	Douglas-Kerr Underground, LLC	Contractor's Project No.:	
Project:	HY-10 Ramsey Improvements	Agency's Project No.:	
Contract:			

Application No.: 1 Application Period: From 06/19/23 to 07/31/23 Application Date: 08/03/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	25,600.00	25,600.00			0.50	12,800.00		12,800.00	50%	12,800.00
2	CLEARING	43.00	EACH	70.80	3,044.40			43.00	3,044.40		3,044.40	100%	-
3	GRUBBING	43.00	EACH	47.20	2,029.60			43.00	2,029.60		2,029.60	100%	-
4	CLEARING	0.10	ACRE	2,880.00	288.00			0.10	288.00		288.00	100%	-
5	GRUBBING	0.10	ACRE	1,920.00	192.00			0.10	192.00		192.00	100%	-
6	PAVEMENT MARKING REMOVAL	1,090.00	LIN FT	0.80	872.00			-	-		-		872.00
7	SALVAGE MAIL BOX & SUPPORT	1.00	EACH	200.00	200.00			-	-		-		200.00
8	SALVAGE SIGN	3.00	EACH	50.00	150.00			-	-		-		150.00
9	REMOVE SIGN	1.00	EACH	50.00	50.00			-	-		-		50.00
10	REMOVE CASTING	2.00	EACH	187.80	375.60			-	-		-		375.60
11	REMOVE MISCELLANEOUS STRUCTURE (ABANDONED WELL)	8.00	EACH	70.65	565.20			-	-		-		565.20
12	REMOVE SEPTIC SYSTEM	1.00	EACH	1,676.00	1,676.00			-	-		-		1,676.00
13	REMOVE GATE VALVE & BOX	1.00	EACH	138.60	138.60			-	-		-		138.60
14	REMOVE PIPE SEWERS	12.00	LIN FT	11.70	140.40			-	-		-		140.40
15	REMOVE FENCE	230.00	LIN FT	5.65	1,299.50			-	-		-		1,299.50
16	SAWING BIT PAVEMENT (FULL DEPTH)	940.00	LIN FT	2.90	2,726.00			-	-		-		2,726.00
17	SAWING CONCRETE PAVEMENT (FULL DEPTH)	390.00	LIN FT	3.60	1,404.00			-	-		-		1,404.00
18	REMOVE CURB AND GUTTER	900.00	LIN FT	3.25	2,925.00			-	-		-		2,925.00
19	REMOVE BITUMINOUS PAVEMENT	865.00	SQ YD	2.25	1,946.25			-	-		-		1,946.25
20	REMOVE CONCRETE PAVEMENT	840.00	SQ YD	4.25	3,570.00			-	-		-		3,570.00
21	DEWATERING	1.00	LUMP SUM	31,619.00	31,619.00			1.00	31,619.00		31,619.00	100%	-
22	EXCAVATION - COMMON (EV)	2,625.00	CU YD	8.10	21,262.50			-	-		-		21,262.50
23	EXCAVATION - CHANNEL AND POND	4,992.00	CU YD	8.50	42,432.00			3,000.00	25,500.00		25,500.00	60%	16,932.00
24	EXCAVATION - SUBGRADE (EV)	200.00	CU YD	7.15	1,430.00			-	-		-		1,430.00
25	STABILIZING AGGREGATE (CV)	200.00	CU YD	0.01	2.00			-	-		-		2.00
26	COMMON EMBANKMENT (CV)	3,131.00	CU YD	5.85	18,316.35			-	-		-		18,316.35
27	HAUL AND STOCKPILE BITUMINOUS MATERIAL	2,050.00	CU YD	10.95	22,447.50			-	-		-		22,447.50
28	SUBGRADE PREPARATION	24.00	ROAD ST	151.30	3,631.20			-	-		-		3,631.20
29	AGGREGATE SURFACING (CV) CLASS 2	20.00	CU YD	80.20	1,604.00			-	-		-		1,604.00
30	STREET SWEEPER (WITH PICKUP BROOM)	20.00	HOUR	150.00	3,000.00			2.50	375.00		375.00	13%	2,625.00
31	AGGREGATE BASE (CV) CLASS 5 MODIFIED	820.00	CU YD	29.50	24,190.00			-	-		-		24,190.00
32	AGGREGATE BASE (CV) FROM STOCKPILE	2,050.00	CU YD	4.60	9,430.00			-	-		-		9,430.00
33	FULL DEPTH RECLAMATION (10")	7,350.00	SQ YD	2.05	15,067.50			7,350.00	15,067.50		15,067.50	100%	-
34	BITUMINOUS PATCH SPECIAL (DRIVEWAY)	20.00	SQ YD	66.65	1,333.00			-	-		-		1,333.00
35	TYPE SP 9.5 WEARING COURSE MIX (3,C)	1,160.00	TON	84.50	98,020.00			-	-		-		98,020.00
36	TYPE SP 12.5 WEARING COURSE MIX (3,C)	120.00	TON	112.60	13,512.00			-	-		-		13,512.00
37	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	1,460.00	TON	81.40	118,844.00			61.37	4,995.90		4,995.90	4%	113,848.10
38	22" SPAN RC PIPE-ARCH APRON	2.00	EACH	1,674.00	3,348.00			-	-		-		3,348.00

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey
Engineer:	Bolton & Menk, Inc.
Contractor:	Douglas-Kerr Underground, LLC
Project:	HY-10 Ramsey Improvements
Contract:	

Owner's Project No.:	23-12
Engineer's Project No.:	0R1.126299
Contractor's Project No.:	
Agency's Project No.:	

Application No.: 1 Application Period: From 06/19/23 to 07/31/23 Application Date: 08/03/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
39	15" RC PIPE APRON	1.00	EACH	1,339.00	1,339.00			-	-		-		1,339.00
40	18" RC PIPE APRON	2.00	EACH	1,573.00	3,146.00			-	-		-		3,146.00
41	27" RC PIPE APRON	1.00	EACH	1,900.00	1,900.00			-	-		-		1,900.00
42	TRASH GUARD FOR 15" PIPE APRON	1.00	EACH	913.55	913.55			-	-		-		913.55
43	TRASH GUARD FOR 18" PIPE APRON	2.00	EACH	1,031.00	2,062.00			-	-		-		2,062.00
44	TRASH GUARD FOR 27" PIPE APRON	1.00	EACH	2,332.00	2,332.00			-	-		-		2,332.00
45	TRASH GUARD FOR 22" SPAN PIPE APRON	2.00	EACH	1,213.00	2,426.00			-	-		-		2,426.00
46	22" SPAN RC PIPE-ARCH CULV CL IVA	83.00	LIN FT	115.25	9,565.75			-	-		-		9,565.75
47	15" RC PIPE SEWER DESIGN 3006 CLASS V	610.00	LIN FT	61.45	37,484.50			-	-		-		37,484.50
48	18" RC PIPE SEWER DESIGN 3006 CLASS V	50.00	LIN FT	64.45	3,222.50			-	-		-		3,222.50
49	24" RC PIPE SEWER DESIGN 3006 CLASS III	750.00	LIN FT	81.85	61,387.50			-	-		-		61,387.50
50	27" RC PIPE SEWER DESIGN 3006 CLASS III	165.00	LIN FT	109.75	18,108.75			-	-		-		18,108.75
51	8" PVC PIPE SEWER	1,831.00	LIN FT	36.40	66,648.40			784.00	28,537.60		28,537.60	43%	38,110.80
52	8" PIPE PLUG	12.00	EACH	385.05	4,620.60			4.00	1,540.20		1,540.20	33%	3,080.40
53	CONNECT TO EXISTING SANITARY SEWER (CORE & BOOT)	1.00	EACH	2,389.00	2,389.00			1.00	2,389.00		2,389.00	100%	-
54	CLEAN & TELEVISE PIPE SEWER	1,831.00	LIN FT	1.45	2,654.95			-	-		-		2,654.95
55	4" INSULATION	385.00	SQ YD	33.95	13,070.75			201.50	6,840.93		6,840.93	52%	6,229.82
56	CONNECT TO EXISTING WATER MAIN	3.00	EACH	886.75	2,660.25			3.00	2,660.25		2,660.25	100%	-
57	6" GATE VALVE & BOX	6.00	EACH	2,603.00	15,618.00			5.00	13,015.00		13,015.00	83%	2,603.00
58	8" GATE VALVE & BOX	11.00	EACH	3,797.00	41,767.00			6.00	22,782.00		22,782.00	55%	18,985.00
59	12" GATE VALVE & BOX	5.00	EACH	5,883.00	29,415.00			4.00	23,532.00		23,532.00	80%	5,883.00
60	16"X12" WET TAP	1.00	EACH	8,888.00	8,888.00			1.00	8,888.00		8,888.00	100%	-
61	HYDRANT	6.00	EACH	5,707.00	34,242.00			5.00	28,535.00		28,535.00	83%	5,707.00
62	RELOCATE HYDRANT	1.00	EACH	2,322.00	2,322.00			1.00	2,322.00		2,322.00	100%	-
63	6" WATERMAIN DUCTILE IRON CL 53	95.00	LIN FT	65.50	6,222.50			94.00	6,157.00		6,157.00	99%	65.50
64	8" WATERMAIN DUCTILE IRON CL 52	355.00	LIN FT	73.10	25,950.50			231.00	16,886.10		16,886.10	65%	9,064.40
65	12" WATERMAIN DUCTILE IRON CL 52	1,865.00	LIN FT	86.75	161,788.75			2,020.00	175,235.00		175,235.00	108%	(13,446.25)
66	WATERMAIN FITTINGS	2,900.00	POUND	10.20	29,580.00			3,159.00	32,221.80		32,221.80	109%	(2,641.80)
67	CASTING ASSEMBLY (SANITARY SEWER)	7.00	EACH	1,781.00	12,467.00			-	-		-		12,467.00
68	CASTING ASSEMBLY (STORM SEWER)	15.00	EACH	1,162.00	17,430.00			-	-		-		17,430.00
69	ADJUST FRAME & RING CASTING	1.00	EACH	1,526.00	1,526.00			-	-		-		1,526.00
70	CONSTRUCT SANITARY SEWER MANHOLE	62.00	LIN FT	508.65	31,536.30			-	-		-		31,536.30
71	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPEC 1 (2'X3')	12.00	LIN FT	537.90	6,454.80			-	-		-		6,454.80
72	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	19.00	LIN FT	739.45	14,049.55			-	-		-		14,049.55
73	CONSTRUCT DRAINAGE STRUCTURE DES 60-4020	29.00	LIN FT	927.90	26,909.10			-	-		-		26,909.10
74	RANDOM RIPRAP CL III	40.00	CU YD	121.45	4,858.00			-	-		-		4,858.00
75	SEAL MANHOLE	7.00	EACH	171.40	1,199.80			-	-		-		1,199.80
76	4" CONCRETE WALK	4,450.00	SQ FT	5.05	22,472.50			-	-		-		22,472.50

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey	Owner's Project No.:	23-12
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0R1.126299
Contractor:	Douglas-Kerr Underground, LLC	Contractor's Project No.:	
Project:	HY-10 Ramsey Improvements	Agency's Project No.:	
Contract:			

Application No.: 1 Application Period: From 06/19/23 to 07/31/23 Application Date: 08/03/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
77	6" CONCRETE WALK	130.00	SQ FT	15.30	1,989.00			-	-		-		1,989.00
78	CONCRETE CURB AND GUTTER DESIGN B612	55.00	LIN FT	29.50	1,622.50			-	-		-		1,622.50
79	CONCRETE CURB AND GUTTER DESIGN B618	4,230.00	LIN FT	18.00	76,140.00			-	-		-		76,140.00
80	4" CONCRETE MEDIAN	180.00	SQ YD	48.80	8,784.00			-	-		-		8,784.00
81	8" CONCRETE DRIVEWAY PAVEMENT	390.00	SQ YD	76.45	29,815.50			-	-		-		29,815.50
82	CONCRETE MEDIAN NOSE-SPECIAL	1.00	EACH	450.00	450.00			-	-		-		450.00
83	TRUNCATED DOMES	30.00	SQ FT	65.00	1,950.00			-	-		-		1,950.00
84	INSTALL MAIL BOX & SUPPORT	1.00	EACH	200.00	200.00			-	-		-		200.00
85	TRAFFIC CONTROL	1.00	LUMP SUM	2,800.00	2,800.00			0.50	1,400.00		1,400.00	50%	1,400.00
86	CONIFEROUS TREE 6' HT B&B	9.00	EACH	525.00	4,725.00			-	-		-		4,725.00
87	TEMPORARY FENCE	1,900.00	LIN FT	1.75	3,325.00			1,360.00	2,380.00		2,380.00	72%	945.00
88	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	1,237.00	1,237.00			-	-		-		1,237.00
89	STORM DRAIN INLET PROTECTION	12.00	EACH	123.70	1,484.40			3.00	371.10		371.10	25%	1,113.30
90	SEDIMENT CONTROL LOG TYPE WOOD FIBER	1,000.00	LIN FT	2.55	2,550.00			-	-		-		2,550.00
91	FERTILIZER TYPE 3	1,080.00	POUND	0.80	864.00			-	-		-		864.00
92	COMMON TOPSOIL BORROW	500.00	CU YD	27.25	13,625.00			-	-		-		13,625.00
93	ROLLED EROSION PREVENTION CATEGORY 20	6,890.00	SQ YD	1.40	9,646.00			-	-		-		9,646.00
94	SEEDING	3.60	ACRE	325.00	1,170.00			-	-		-		1,170.00
95	RAPID STABILIZATION METHOD 2	1.00	ACRE	2,500.00	2,500.00			-	-		-		2,500.00
96	SEED MIXTURE 25-121	340.00	POUND	4.75	1,615.00			-	-		-		1,615.00
97	SEED MIXTURE 35-241	200.00	POUND	15.35	3,070.00			-	-		-		3,070.00
98	HYDRAULIC BONDED FIBER MATRIX	12,600.00	POUND	0.95	11,970.00			-	-		-		11,970.00
99	4" SOLID LINE MULTI COMP	2,440.00	LIN FT	0.50	1,220.00			-	-		-		1,220.00
100	4" DOUBLE SOLID LINE MULTI COMP	2,190.00	LIN FT	1.00	2,190.00			-	-		-		2,190.00
101	24" SOLID LINE MULTI COMP	200.00	LIN FT	8.00	1,600.00			-	-		-		1,600.00
102	CROSSWALK MULTI COMP	130.00	SQ FT	6.00	780.00			-	-		-		780.00
103	PAVEMENT MESSAGE MULTI COMP	220.00	SQ FT	10.55	2,321.00			-	-		-		2,321.00
				Original Contract Totals	$ 1,398,953.30		$ -		$ 471,604.38	$ -	$ 471,604.38	34%	$ 927,348.92

EJCDC C-620 Contractor's Application for Payment
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CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution 23-191 Authorizing Final Payment to Diversified Paving, Inc. for IP #23-14 - 2023 Critical Mill and Overlay Improvements

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to Diversified Paving, Inc. of Saint Cloud, Minnesota, for IP #23-14; 2023 Critical Mill and Overlay Improvements in the amount of $15,265.84.

Outcome/Action:

Motion to adopt Resolution #23-191 authorizing final payment to Diversified Paving, Inc. of Saint Cloud, Minnesota, for IP #23-14; 2023 Critical Mill and Overlay Improvements in the amount of $15,265.84.

Attachments

Pay Resolution #23-191

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Stacie Damjanovich	08/16/2023 08:07 AM
Bruce Westby	Bruce Westby	08/16/2023 09:57 AM
Bruce Westby	Bruce Westby	08/17/2023 08:05 AM
Brian Hagen	Brian Hagen	08/17/2023 09:02 AM

Form Started By: Stacie Damjanovich Started On: 08/11/2023 10:39 AM

Final Approval Date: 08/17/2023

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

RESOLUTION #23-191

RESOLUTION AUTHORIZING FINAL PAYMENT 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 August 22, 2023. $290,051.04 has been paid to date; and

WHEREAS, the Senior Engineer Technician has inspected the completed work recommends final payment to Diversified Paving, Inc. of Saint Cloud, Minnesota, for the project in the amount of $15,265.84.

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 final payment to Diversified Paving, Inc. of Saint Cloud, Minnesota for said project, in the amount of $15,265.84.

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 August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet

Estimate Number:	2 Final
Project Number:	23-14
Project Name:	2023 Critical Mill and Overlay Improvements
Period Ending	July 31, 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. ____ Thru No. ____	
3	Total Funds Encumbered		$ 310,671.88
4	Value of Work Completed		$ 305,316.88
5	Retainage 0 %		$ -
	Percent Complete	100%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 305,316.88
8	Previous Payment(s)		$ 290,051.04
9	**Payment Due (Lines 7-8)**		**$ 15,265.84**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ -

Certificaiton of Final 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 amount for the Final Estimate, the provisions of M.S. 290.92 have been complied with and that all claims against me by reason of the contract have been paid or satisfactorily secured.

Diversified Paving	Kyle Nen.
Contractor Name	Print Name
P.M.	Kyle Nen
Title	Signature
	8-15-2023
	Date

City of Ramsey Approval

Joe Turner	8/16/2023
Signature (Project Engineer)	Date
Bruce Jensen	8/16/2023
Signature (City Engineer)	Date

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #23-192 Authorizing Partial Payment #1 to Douglas-Kerr Underground, LLC for IP #23-05 - Barthel's Rum River Acres 2nd Street Reconstruction

Purpose/Background:

Supporting Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment #1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota for improvement project #23-05, Barthel's Rum River Acres 2nd Street Reconstruction, in the amount of $246,407.25.

Outcome/Action:

Motion to adopt Resolution #23-192 authorizing partial payment #1 to Douglas-Kerr Underground, LLC., of Mora, Minnesota for improvement project #23-05, Barthel's Rum River Acres 2nd Street Reconstruction, in the amount of $246,407.25.

Attachments

Pay Resolution #23-192

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/16/2023 09:57 AM
Bruce Westby	Bruce Westby	08/17/2023 08:11 AM
Bruce Westby	Bruce Westby	08/17/2023 09:20 AM
Brian Hagen	Brian Hagen	08/17/2023 10:43 AM
Form Started By: Stacie Damjanovich		Started On: 08/11/2023 02:37 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-192

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND, LLC., OF MORA, MINNESOTA FOR IMPROVEMENT PROJECT #23-05; BARTHEL'S RUM RIVER ACRES 2ND STREET RECONSTRUCTION

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Barthel's Rum River Acres 2nd subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-202, adopted August 23, 2022, City Council accepted and awarded the proposal to Hakanson Anderson for Topographic Survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-204, adopted August 23, 2022, the City Council awarded a contract to Haugo Geotechnical Services to prepare a geotechnical report for Improvement Project #23-05, Barthel's Rum River Acres 2nd Addition Street Reconstructions, including 13 soil borings and pavement cores; and

WHEREAS, pursuant to Ramsey City Council Resolution #22-286, adopted December 13, 2022, the City Engineer was ordered to prepare plans and specifications for Improvement Project #23-05, Barthel's Rum River Acres 2nd Addition Street Reconstructions; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-047 adopted February 28, 2023, the City Council awarded Haugo Geotechnical Services an addendum to the current contract for said project and plans and specs have been updated with said information; and

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

WHEREAS, the bid Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, in the amount of $1,198,428.85 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.

WHEREAS, as of August 22, 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 Douglas-Kerr Underground, LLC., of Mora, Minnesota for improvement project #23-05, Barthel's Rum River Acres 2nd Street Reconstruction, in the amount of $246,407.25.

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

1) The City Council hereby authorizes partial payment No. 1 to Douglas-Kerr Underground, LLC of

Mora, Minnesota for Improvement Project #23-05, Barthel's Rum River Acres 2nd Street Reconstruction in the amount of $246,407.25.

2) The City Council hereby authorizes the Mayor and City Administrator to sign the release form for this payment.

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of August 22, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet

Estimate Number:	1 Partial
Project Number:	23-05
Project Name:	Barthel's Rum River Acres 2nd Street Reconstructions
Period Ending	July 31, 2023
Contractor:	Douglas-Kerr Underground, L.L.C.
Address:	PO Box 85, Mora, MN 55051-0085

1	Original Contract Amount		$ 1,198,428.85
2	Change Order(s)	No. ____ Thru No. ____	
3	Total Funds Encumbered		$ 1,198,428.85
4	Value of Work Completed		$ 259,376.05
5	Retainage 5 %		$ (12,968.80)
	Percent Complete	22%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 246,407.25
8	Previous Payment(s)		$ -
9	**Payment Due (Lines 7-8)**		**$ 246,407.25**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ 952,021.60

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.

Douglas-Kerr Underground, LLC Contractor Name	Dennis D. Douglas Print Name
Manager Title	 Signature
	August 7th 2023 Date

City of Ramsey Approval

 Signature (Project Engineer)	8/8/2023 Date
 Signature (City Engineer)	8/10/2023 Date

Barthel's Rum River Acres 2nd Street Reconstructions
I.P. 23-05
Estimate No. 1 Partial
Period Ending July 31, 2023

			CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	$ 91,325.00	$ 91,325.00	0.5	$ 45,662.50	0.5	$ 45,662.50
2	2102.502	CLEARING TREE	TREE	2	$ 500.00	$ 1,000.00	10	$ 5,000.00	10	$ 5,000.00
3	2101.502	GRUBBING TREE	TREE	2	$ 300.00	$ 600.00	10	$ 3,000.00	10	$ 3,000.00
4	2101.503	REMOVE CULVERT	LF	520	$ 8.25	$ 4,290.00	427	$ 3,522.75	427	$ 3,522.75
5	2104.502	SALVAGE MAIL BOX SUPPORT	EA	34	$ 75.00	$ 2,550.00	30	$ 2,250.00	30	$ 2,250.00
6	2104.503	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	640	$ 2.80	$ 1,792.00	0	$ -	0	$ -
7	2104.503	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	100	$ 3.45	$ 345.00	0	$ -	0	$ -
8	2104.504	REMOVE CONCRETE PAVEMENT - DRIVEWAYS	SY	100	$ 10.95	$ 1,095.00	0	$ -	0	$ -
9	2104.504	REMOVE BITUMINOUS PAVEMENT - DRIVEWAYS	SY	570	$ 8.25	$ 4,702.50	0	$ -	0	$ -
10	2104.504	REMOVE GRAVEL SURFACE - DRIVEWAYS	SY	145	$ 2.65	$ 384.25	0	$ -	0	$ -
11	2105.607	COMMON EXCAVATION (EV)	CY	780	$ 19.35	$ 15,093.00	0	$ -	0	$ -
12	2105.607	SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIALS (EV)	CY	6450	$ 11.60	$ 74,820.00	0	$ -	0	$ -
13	2106.607	HAUL & STOCKPILE RECLAIM MATERIAL (LV)	CY	1230	$ 9.65	$ 11,869.50	0	$ -	0	$ -
14	2106.507	SELECT GRANULAR BORROW (CV)	CY	6810	$ 17.95	$ 122,239.50	0	$ -	0	$ -
15	2112.519	SUBGRADE PREPARATION	RDST	29	$ 301.20	$ 8,734.80	0	$ -	0	$ -
16	2130.523	WATER	MGAL	50	$ 79.00	$ 3,950.00	0	$ -	0	$ -
17	2211.507	AGGREGATE BASE CLASS 5 - MODIFIED (CV)	CY	1415	$ 31.90	$ 45,138.50	0	$ -	0	$ -
18	2215.504	FULL DEPTH RECLAMATION	SY	24230	$ 1.30	$ 31,499.00	24230	$ 31,499.00	24230	$ 31,499.00
19	2105.507	GEOTEXTILE FABRIC TYPE 4	SY	135	$ 1.60	$ 216.00	101	$ 161.60	101	$ 161.60
20	2108.504	GEOTEXTILE FABRIC TYPE 5	SY	8000	$ 1.85	$ 14,800.00	0	$ -	0	$ -
21	2232.504	MILL BITUMINOUS PAVEMENT (2.0")	SY	24	$ 3.50	$ 84.00	0	$ -	0	$ -
22	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1700	$ 3.50	$ 5,950.00	0	$ -	0	$ -
23	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C) 2.0"	TON	2860	$ 87.00	$ 248,820.00	0	$ -	0	$ -
24	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 1.5"	TON	2060	$ 94.00	$ 193,640.00	0	$ -	0	$ -
25	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 2.0" DRIVEWAYS	TON	65	$ 281.45	$ 18,294.25	0	$ -	0	$ -
26	2501.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	276	$ 97.80	$ 26,992.80	256	$ 25,036.80	256	$ 25,036.80
27	2501.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	52	$ 87.20	$ 4,534.40	52	$ 4,534.40	52	$ 4,534.40
28	2501.503	36" RC PIPE SEWER DESIGN 3006 CLASS III	LF	136	$ 207.75	$ 28,254.00	136	$ 28,254.00	136	$ 28,254.00
29	2502.503	4" PERF PVC PIPE DRAIN	LF	2247	$ 20.75	$ 46,625.25	0	$ -	0	$ -
30	2501.502	15" RC PIPE APRON	EA	12	$ 2,381.00	$ 28,572.00	12	$ 28,572.00	12	$ 28,572.00
31	2501.502	18" RC PIPE APRON	EA	2	$ 2,569.00	$ 5,138.00	2	$ 5,138.00	2	$ 5,138.00
32	2501.502	36" RC PIPE APRON	EA	4	$ 7,112.00	$ 28,448.00	4	$ 28,448.00	4	$ 28,448.00
33	2501.603	30" PIPE CULVERT TEMPORARY BYPASS	LF	120	$ 35.25	$ 4,230.00	120	$ 4,230.00	120	$ 4,230.00
34	2502.502	4" PRECAST CONCRETE HEADWALL	EA	2	$ 457.80	$ 915.60	0	$ -	0	$ -
35	2502.502	STORM SEWER PILING & CONCRETE END SECTION	EA	4	$ 6,646.00	$ 26,584.00	4	$ 26,584.00	4	$ 26,584.00
36	2502.602	4" PVC PIPE DRAIN CLEANOUT	EA	10	$ 417.90	$ 4,179.00	0	$ -	0	$ -
37	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	2	$ 3,755.00	$ 7,510.00	2	$ 7,510.00	2	$ 7,510.00
38	2506.502	CASTING ASSEMBLY (STORM)	EA	2	$ 1,754.00	$ 3,508.00	0	$ -	0	$ -

Item No.	MnDOT No.	Item Description	CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
			Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
39	2531.504	6" CONCRETE PAVEMENT DRIVEWAY	SY	105	$ 150.00	$ 15,750.00	0	$ -	0	$ -
40	2531.504	GRAVEL SURFACE	SY	145	$ 8.20	$ 1,189.00	0	$ -	0	$ -
41	2540.602	TEMPORARY MAIL BOX CLUSTER	EA	3	$ 550.00	$ 1,650.00	2	$ 1,100.00	2	$ 1,100.00
42	2540.602	INSTALL MAIL BOX SUPPORT	EA	34	$ 100.00	$ 3,400.00	0	$ -	0	$ -
43	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SY	865	$ 1.50	$ 1,297.50	0	$ -	0	$ -
44	2575.602	LANDSCAPE RESTORATION	EA	10	$ 500.00	$ 5,000.00	0	$ -	0	$ -
45	2563.601	TRAFFIC CONTROL	LS	1	$ 2,450.00	$ 2,450.00	0.5	$ 1,225.00	0.5	$ 1,225.00
46	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	675	$ 3.00	$ 2,025.00	528	$ 1,584.00	528	$ 1,584.00
47	2573.503	SILT FENCE, TYPE MS	LF	2400	$ 2.25	$ 5,400.00	1724	$ 3,879.00	1724	$ 3,879.00
48	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LF	80	$ 21.85	$ 1,748.00	100	$ 2,185.00	100	$ 2,185.00
49	2573.501	STABILIZED CONSTRUCTION EXIT	EA	3	$ 778.75	$ 2,336.25	0	$ -	0	$ -
50	2574.507	TOPSOIL (LV)	CY	690	$ 37.10	$ 25,599.00	0	$ -	0	$ -
51	2574.508	FERTILIZER TYPE 3	LBS	130	$ 0.85	$ 110.50	0	$ -	0	$ -
52	2511.509	RANDOM RIPRAP CLASS III	CY	25	$ 126.25	$ 3,156.25	0	$ -	0	$ -
53	2575.505	SEEDING	ACRE	1.28	$ 1,500.00	$ 1,920.00	0.00	$ -	0.00	$ -
54	2575.508	HYDRAULIC MATRIX TYPE MULCH	LBS	5120	$ 1.20	$ 6,144.00	0	$ -	0	$ -
55	2575.508	SEED MIXTURE 25-151	LBS	150	$ 3.20	$ 480.00	0	$ -	0	$ -
56	2575.508	SEED MIXTURE 33-261	LBS	1	$ 50.00	$ 50.00	0	$ -	0	$ -
GRAND TOTALS						$ 1,198,428.85		$ 259,376.05		$ 259,376.05

Internal City Use Only				
Pavement Management Funds (0.89 Mob)		$ 95,884.38		$ 95,884.38
Storm Sewer Utility Funds (0.11 Mob)		$ 163,491.68		$ 163,491.68
Total Funds		$ 259,376.05		$ 259,376.05

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #23-194 Terminating Building Inspections Services with Inspectron, Inc

Purpose/Background:

The city most recently entered into an agreement with Rum River Consultants for the purpose of providing professional commercial plumbing reviews and building inspections services when needed. Inspectron, Inc has not been utilized for inspection services for quite some time, therefore, it is recommended to terminate the agreement. The agreement requires a 45-day written notice of termination. If approved, a written notice will be provided to Inspectron, Inc.

Notification:

If approved, a 45-day written termination notice will be provided to Inspectron, Inc with an effective date of October 6, 2023.

Recommendation:

Staff recommends approval to terminate the agreement held with Inspectron, Inc.

Action:

Adopt Resolution #23-194 Terminating Building Inspections Services with Inspectron, Inc.

Attachments

Resolution #23-194

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 03:26 PM
Form Started By: Stephanie Hanson		Started On: 08/14/2023 01:23 PM
Final Approval Date: 08/17/2023		

Councilmember _____introduced the following resolution and moved for its adoption: _____.

RESOLUTION #23-194

RESOLUTION TO TERMINATE BUILDING INSPECTION SERVICES AGREEMENT WITH INSPECTRON, INC.

WHEREAS, THE City of Ramsey currently holds an agreement with Inspectron, Inc. for building inspection services; and,

WHEREAS, The City of Ramsey no longer utilizes the building inspection services; and,

WHEREAS, the City of Ramsey chooses to terminate the agreement with Inspectron, Inc.; and,

WHERES, the City of Ramsey is required to give a 45-day written termination notification; and

WHEREAS, the agreement termination effective date is the end of business day on October 6, 2023.

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

The Building Inspections Services Agreement between the City of Ramsey and Inspectron, Inc. is hereby terminated effective end of business day October 6, 2023.

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

And the following voted against the same:

And the following abstained:

And the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this ____day of _____, 2023.

_____

ATTEST: Mayor

_____

City Clerk

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-196 Approving the Final Plat of "Foster Addition"

Purpose/Background:

The proposed minor plat re-plats the three parcels southeast of 143rd Avenue and Jasper St. NW that form the Public Works Campus and Foster Cemetery property into three new parcels--one for the Public Works Building, one for the Water Treatment Plant, and one for Foster Cemetery. The plat includes some adjacent parcels that were created for right-of-way purposes and formally dedicates them as roadways as a "clean-up" measure.

The name of the plat honors the historic Foster Cemetery, c. 1865, which is included in this plat.

Notification:

As a minor final plat, no notification is required. Notification was provided with earlier phases of the Water Treatment Plant project.

Observations/Alternatives:

Alternatives to Consider:

1. Approve the final plat as presented.
2. Approve the final plat with modifications.
3. Deny the final plat based on specific findings.

Funding Source:

Costs associated with this plat are included in the overall project budget.

Recommendation:

Staff recommends approval of the final plat as presented.

Action:

Motion to adopt Resolution #23-196 approving the final plat of "Foster Addition."

Attachments

Final Plat

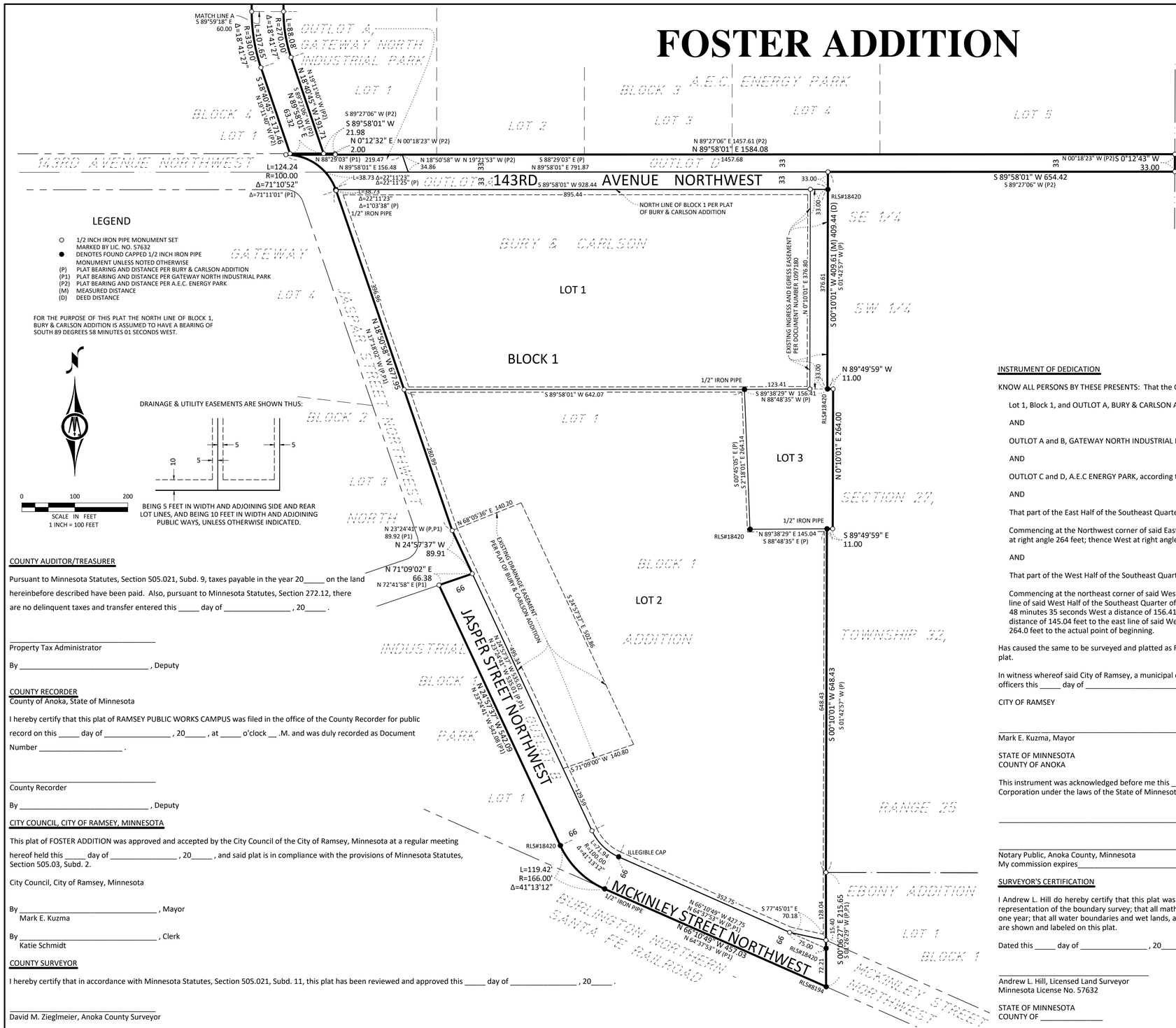
ACTION - Resolution #23-196

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 10:51 AM
Form Started By: Todd Larson		Started On: 08/14/2023 03:20 PM
Final Approval Date: 08/17/2023		

FOSTER ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 27 AND 34, TWP. 32 N, RGE. 25 W



COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20_____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____ , 20_____ .

_____
Property Tax Administrator

By _____ , Deputy

COUNTY RECORDER
County of Anoka, State of Minnesota

I hereby certify that this plat of RAMSEY PUBLIC WORKS CAMPUS was filed in the office of the County Recorder for public record on this _____ day of _____ , 20_____ , at _____ o'clock __ .M. and was duly recorded as Document Number _____ .

_____
County Recorder

By _____ , Deputy

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of FOSTER ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting hereof held this _____ day of _____ , 20_____ , and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By _____ , Mayor
Mark E. Kuzma

By _____ , Clerk
Katie Schmidt

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____ , 20_____ .

_____
David M. Zieglmeier, Anoka County Surveyor

INSTRUMENT OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That the City Ramsey, a municipal corporation under the laws of the State of Minnesota, owner of the following described property:

Lot 1, Block 1, and OUTLOT A, BURY & CARLSON ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

AND

OUTLOT A and B, GATEWAY NORTH INDUSTRIAL PARK, according to the recorded plat thereof, Anoka County, Minnesota

AND

OUTLOT C and D, A.E.C ENERGY PARK, according to the recorded plat thereof, Anoka County, Minnesota

AND

That part of the East Half of the Southeast Quarter of the Southwest Quarter of Section 27, Township 32, Range 25 described as follows:

Commencing at the Northwest corner of said East Half; thence South along the West line of said East Half 409.44 feet to the point of beginning; thence East at right angle 11 feet; thence South at right angle 264 feet; thence West at right angle 11 feet to said West line; thence North along said West line to point of beginning, Anoka County, Minnesota

AND

That part of the West Half of the Southeast Quarter of the Southwest Quarter of Section 27, Township 32, Range 25, Anoka County, Minnesota described as follows, to-wit:

Commencing at the northeast corner of said West Half of the Southeast Quarter of the Southwest Quarter; thence South 1 degree 42 minutes 57 seconds West (assumed bearing) along the east line of said West Half of the Southeast Quarter of the Southwest Quarter a distance of 409.61 feet to the actual point of beginning of the tract to be hereby described; thence North 88 degrees 48 minutes 35 seconds West a distance of 156.41 feet; thence South 0 degrees 45 minutes 05 seconds East a distance of 264.14 feet; thence South 88 degrees 48 minutes 35 seconds East a distance of 145.04 feet to the east line of said West Half of the Southeast Quarter of the Southwest Quarter; thence North 1 degree 42 minutes 57 seconds east along said east line a distance of 264.0 feet to the actual point of beginning.

Has caused the same to be surveyed and platted as FOSTER ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as created by this plat.

In witness whereof said City of Ramsey, a municipal corporation under the laws of the State of Minnesota, has caused these presents to be signed by its proper officers this _____ day of _____ , 20_____ .

CITY OF RAMSEY

_____ _____
Mark E. Kuzma, Mayor Brian Hagen, City Administrator

STATE OF MINNESOTA
COUNTY OF ANOKA

This instrument was acknowledged before me this _____ day of _____ , 20_____ , by Mark E. Kuzma, Mayor, and Brian Hagen, City Administrator of the City of Ramsey, a Municipal Corporation under the laws of the State of Minnesota, on behalf of the corporation.

_____, (Signature)

_____, (Print Name)
Notary Public, Anoka County, Minnesota
My commission expires_____

SURVEYOR'S CERTIFICATION

I Andrew L. Hill do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____ , 20_____ .

_____
Andrew L. Hill, Licensed Land Surveyor
Minnesota License No. 57632

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____ , 20_____ by Andrew L. Hill.

_____, (Signature)

_____, (Print Name)

Notary Public, _____ County, Minnesota
My commission expires_____

This Plat Prepared By:
BOLTON & MENK

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

RESOLUTION #23-196

A RESOLUTION APPROVING THE FINAL PLAT OF "FOSTER ADDITION"

RECITALS

1. The City of Ramsey, hereinafter referred to as the "**Permittee**" has properly applied for plat approval on the property legally described as follows:

   Lot 1, Block 1, and OUTLOT A, BURY & CARLSON ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

   AND

   OUTLOT A and B, GATEWAY NORTH INDUSTRIAL PARK, according to the recorded plat thereof, Anoka County, Minnesota

   AND

   OUTLOT C and D, A.E.C ENERGY PARK, according to the recorded plat thereof, Anoka County, Minnesota

   AND

   That part of the East Half of the Southeast Quarter of the Southwest Quarter of Section 27, Township 32, Range 25 described as follows: Commencing at the Northwest corner of said East Half; thence South along the West line of said East Half 409.44 feet to the point of beginning; thence East at right angle 11 feet; thence South at right angle 264 feet; thence West at right angle 11 feet to said West line; thence North along said West line to point of beginning, Anoka County, Minnesota

   AND

   That part of the West Half of the Southeast Quarter of the Southwest Quarter of Section 27, Township 32, Range 25, Anoka County, Minnesota, described as follows, to-wit: Commencing at the northeast corner of said West Half of the Southeast Quarter of the Southwest Quarter; thence South 1 degree 42 minutes 57 seconds West (assumed bearing) along the east line of said West Half of the Southeast Quarter of the Southwest Quarter a distance of 409.61 feet to the actual point of beginning of the tract to be hereby described; thence North 88 degrees 48 minutes 35 seconds West a distance of 156.41 feet; thence South 0 degrees 45 minutes 05 seconds East a distance of 264.14 feet; thence South 88 degrees 48 minutes 35 seconds East a distance of 145.04 feet to the east line of said West Half

of the Southeast Quarter of the Southwest Quarter; thence North 1 degree 42 minutes 57 seconds east along said east line a distance of
264.0 feet to the actual point of beginning.

("**Subject Property**")

2. That the City of Ramsey is the fee owner of the Subject Property with the intent to rearrange the property lines of three parcels to create three new parcels.

3. That the City Council reviewed the Minor Final Plat on August 22, 2023, pursuant to Section 117-589 of City Code.

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

That the Ramsey City Council hereby grants approval of the final plat of "Foster Addition" and authorizes the Mayor and City Administrator to sign the plat.

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-197 Ordering Plans and Specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-197 ordering plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies the streets within the Barthel's Rum River Acres and White Pines Estates subdivisions for street reconstruction in 2024. Street segment summaries for this project is attached to this case.

Project History

On June 13, 2023, the Ramsey City Council adopted Resolution #23-130, accepting and awarding a proposal to Bolton & Menk, Inc. for topographic survey of the project area.

On June 27, 2023, the Ramsey City Council adopted Resolution #23-129, accepting and awarding a proposal to Independent Testing Technologies, Inc. for a geotechnical report of the project area.

Project Scope

This project proposes reconstruction of the streets within the Barthel's Rum River Acres and White Pines Estates subdivision, which is generally located between 164th Lane and 165th Lane, adjacent to the Rum River. The streets vary between 24 feet wide rural section and 31 feet wide urban section including bituminous curbing, totaling 1.33 miles in length. Traffic counts have not been taken, but Staff anticipates typical neighborhood traffic due to the location of the subdivisions and lack of destinations which would increase traffic above normal.

No sewer or water exist in the project area, and utility extensions to the area are not proposed. The existing drainage is through a combination of swales adjacent to the roadway, and on street drainage to curb cuts in the bituminous curbing area, as well as street crossing culverts. Additionally, Staff is aware of Northern Natural Gas mainline crossing in one location at 164th Lane, east of TH 47.

The project is proposing to replace the bituminous curbing with concrete curb and gutter. This is generally occurring only on the streets within White Pines Estates. Additionally, storm sewer inlets and piping will be added to better drain the urban section streets. Based on the initial review of the geotechnical report, subsoil corrections are anticipated across approximately 25-percent of the project.

Project Timelines

Staff is proposing to prepare plans and specifications for this project in-house, as part of their normal duties. The following are the proposed general project timelines:

August 22, 2023 City Council authorization to prepare plans and specifications

Aug 2023 – Dec 2023 Staff prepares plans and specifications
Jan – Feb 2024 City Council approves plans, authorizes bidding
Feb – Mar 2024 Bid opening, City Council awards contracts
May – June 2024 Begin Construction
Summer 2024 Finish Construction

The street improvements proposed with this project is identified in the City's current 10-year CIP for construction in 2024. It can be funded using a combination of Pavement Management Funds (Bonding / Tax Levy) and Storm Water Utility Funds. Staff combined the two subdivisions into a single stand-alone project due to the location and similar project scopes. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:
Estimates are CIP level and will be updated during the design process.

Alternatives:
Motion to adopt Resolution #23-197 ordering plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds and Storm Water Utility Funds.

Subdivision	**Pavement Management Funds**	**Storm Water Utility Funds**	**Total Project Funds**
Barthel's Rum River Acres	$800,890	$80,089	$880,979
White Pines Estates	$360,570	$36,057	$396,627
Project Total	*$1,161,460*	*$116,146*	*$1,277,606*

Recommendation:

Staff recommends adopting Resolution #23-197 ordering plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01.

Action:

Adopt Resolution #23-197 ordering plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01.

Attachments

Res 23-197
24-01 Street Summary
24-01 Project Scope
Barthel's Rum River Acres CIP Sheet
White Pines Estates CIP Sheet

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/17/2023 08:35 AM
Brian Hagen	Brian Hagen	08/17/2023 11:23 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 10:58 AM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-197

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR BARTHEL'S RUM RIVER ACRES AND WHITE PINES ESTATES STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #24-01

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Barthel's Rum River Acres and White Pines Estates subdivisions; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-130, adopted June 13, 2023, 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 #23-129, adopted June 27, 2023, the City Council accepted and awarded the proposal to Independent Testing Technologies, Inc., for a geotechnical report of the project area; and

WHEREAS, City Staff has received and reviewed the topographic survey and geotechnical report and has the capacity to prepare plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01.

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 orders the City Engineer to prepare plans and specifications for Barthel's Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01.

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 22nd day of August, 2023.

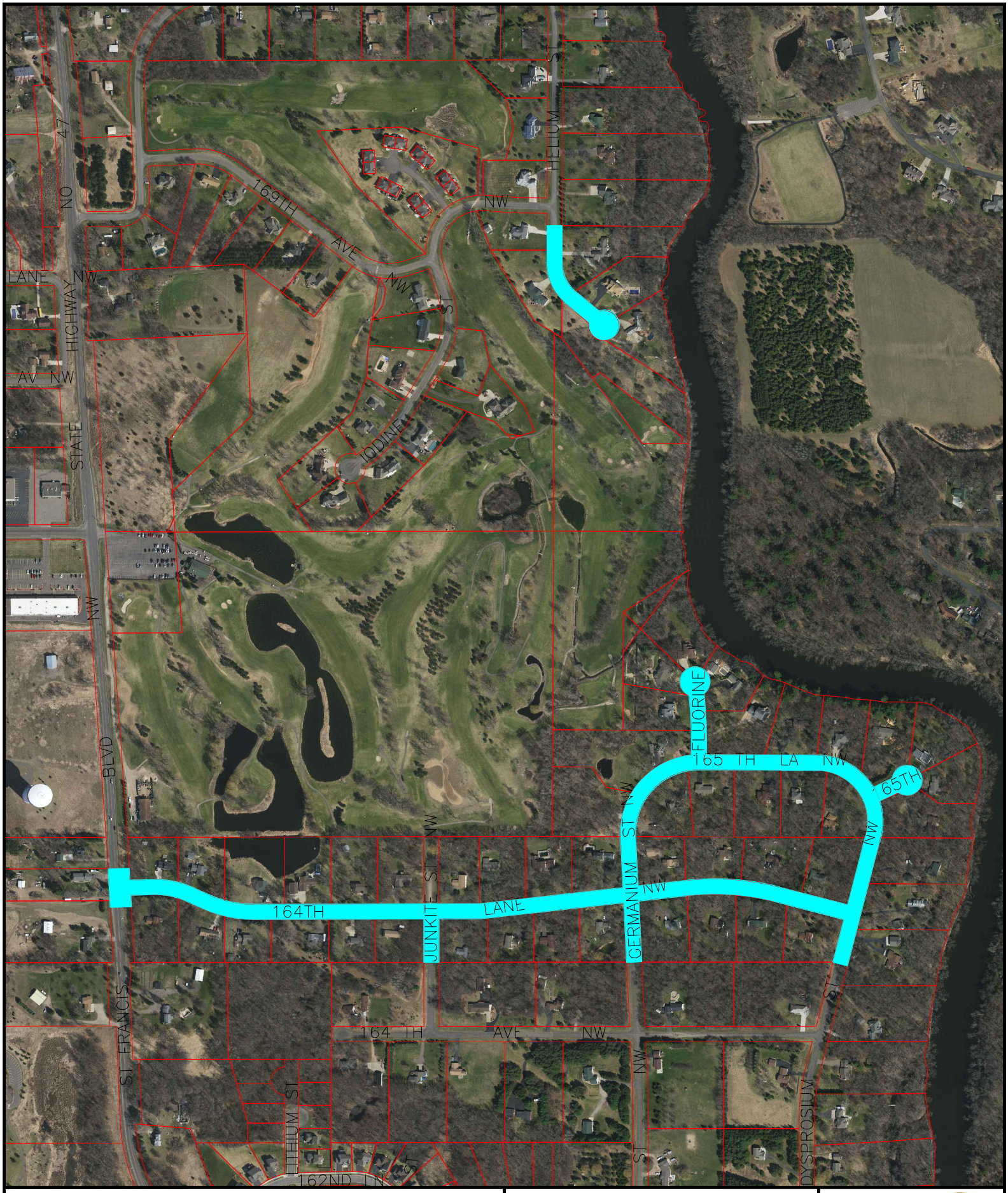
Mayor

ATTEST:

City Clerk

IP 24-01 Barthel's Rum River Acres & White Pine Estates Street Reconstructions
Street Segment Summary

Subdivision	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)
Barthel's Rum River Acres	164th Lane	TH 47 / Dysprosium Street	3206	Rural	2	1982	OL 1997	SC 2009				3.2	3.9	7.1
	Dysprosium Street	S EOP / N EOP	549	Rural	2	1982	OL 1997	SC 2009				3.5	3.9	7.4
	Germanium Street	S EOP / N EOP	536	Rural	2	1982	OL 1997	SC 2009				3.9	3.3	7.2
Barthel's Rum River Acres Total Length			*4291*	*0.813 mi.*										
White Pines Estates	165th Lane	Dysprosium Street / E CDS	227	Urban (Bit Curb)	6	1977	SC 1984	SC 1992	OL 2001	SC 2009		3.9	3.3	7.2
	165th Lane	Fluorine Street / Dysprosium Street	624	Urban (Bit Curb)	5	1977	SC 1984	SC 1992	OL 2001	SC 2009		3.9	3.3	7.2
	Dysprosium Street	S EOP / 165th Lane	352	Urban (Bit Curb)	4	1977	SC 1984	SC 1992	OL 2001	SC 2009		3.5	3.9	7.4
	Fluorine Street	165th Lane / N CDS	423	Urban (Bit Curb)	5	1977	SC 1984	SC 1992	OL 2001	SC 2009		4.2	3.2	7.4
	Germanium Street	S EOP / Fluorine Street	506	Urban (Bit Curb)	5	1977	SC 1984	SC 1992	OL 2001	SC 2009		3.9	3.3	7.2
	Helium Street	N EOP / S CDS	578	Urban (Bit Curb)	4	1977	SC 1984	OL 2010	SC 2015			5.6	4.1	9.7
White Pines Estates Total			*2710*	*0.513 mi.*										
Barthel's Rum River Acres & White Pine Estates Total Length			7001	1.326 mi.										



BARTHEL'S RUM RIVER ACRES & WHITE PINES ESTATES PROJECT SCOPE

0 1/10 1/5 3/10

SCALE (FEET)

N

City of RAMSEY

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 17-STR-001

Project Name Reconstruction Streets: Barthels Rum River Acres

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $880,979

Description

Reconstruction of Barthel's Rum River Acres: 164th Lane, Dysprosium Street, Junkite Street

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		880,979									880,979
Total		**880,979**									**880,979**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		80,089									80,089
Pavement Management Fund		800,890									800,890
Total		**880,979**									**880,979**

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 23-STR-003

Project Name White Pines Estates Street Reconstruction

Department Street Improvements
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $396,627

Description

Reconstruction of streets within the White Pines Estates subdivision.

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		396,627									396,627
Total		**396,627**									**396,627**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		36,057									36,057
Pavement Management Fund		360,570									360,570
Total		**396,627**									**396,627**

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-198 Ordering Plans and Specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-198 ordering plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies the streets within the Halls Dover Acres subdivision for street reconstruction in 2024. A street segment summary for the project is attached to this case.

Project History

On June 13, 2023, the Ramsey City Council adopted Resolution #23-130, accepting and awarding a proposal to Bolton & Menk, Inc. for topographic survey of the project area.

On June 27, 2023, the Ramsey City Council adopted Resolution #23-129, accepting and awarding a proposal to Chosen Valley Testing, Inc. for a geotechnical report of the project area.

Project Scope

This project proposes reconstruction of the streets within the Halls Dover Acres subdivision, which is generally located between 157th Lane and 158th Lane, east of Nowthen Boulevard (CSAH 5). The streets are 24 feet wide rural section totaling 0.98 miles in length. Traffic counts have not been taken, but Staff anticipates typical neighborhood traffic levels due to the location of the subdivision. 157th Lane may have higher than typical traffic due to the daycare center located at the intersection of 157th Lane and Nowthen Boulevard, but not rising to the level of a collector street.

Sewer and water exist in the subdivision to the east, but this subdivision is not located within MUSA, and not identified to receive sewer and water services. The 2040 Comprehensive Plan proposed water system improvements does include extending 12-inch trunk watermain along 157th Lane from Potassium Street to Nowthen Boulevard as part of a trunk system loop. This trunk watermain extension is proposed to occur as part of this project.

The existing drainage is through swales adjacent to the roadway and street crossing culverts. The project proposes to replace the existing street crossing culverts and will review the drainage swales to determine if improvements to the drainage is necessary.

The project is not anticipating to require sub-soil corrections and the reconstruction is proposed to follow the full-depth reclamation (FDR) design process. The existing alignment and profile of the streets are proposed to generally be put back to existing.

Project Timelines

Staff is proposing to prepare plans and specifications for this project in-house, as part of their normal duties. The following are the proposed general project timelines:

August 22, 2023	City Council authorization to prepare plans and specifications
Sep - Dec 2023	Staff prepares plans and specifications
Jan – Feb 2024	City Council approves plans, authorizes bidding
Feb – Mar 2024	Bid opening, City Council awards contracts
May – June 2024	Begin Construction
Summer 2024	Finish Construction

The street improvements proposed with this project is identified in the City's current 10-year CIP for construction in 2024. It can be funded using a combination of Pavement Management Funds (Bonding / Tax Levy), Storm Water Utility Funds, and Water Utility Funds. Staff proposes to construct these improvements as a stand-alone project. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #23-198 ordering plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds, Storm Water Utility Funds and Water Utility Funds.

Pavement Management Funds	Storm Water Utility Funds	Water Utility Funds	Total Project Funds	
$554,288	$55,429	$250,000	$859,717	

Recommendation:

Staff recommends adopting Resolution #23-198 ordering plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Action:

Adopt Resolution #23-198 ordering plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Attachments

Res 23-198

24-02 Street Summary

24-02 Project Scope

Halls Dover Acres CIP Sheet

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/17/2023 08:37 AM
Brian Hagen	Brian Hagen	08/17/2023 11:24 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 12:05 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-198

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR HALLS DOVER ACRES STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #24-02

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Halls Dover Acres subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-130, adopted June 13, 2023, 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 #23-129, adopted June 27, 2023, the City Council accepted and awarded the proposal to Chosen Valley Testing, Inc., for a geotechnical report of the project area; and

WHEREAS, City Staff has the capacity to prepare plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

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 orders the City Engineer to prepare plans and specifications for Halls Dover Acres Street Reconstructions, Improvement Project #24-02

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 22nd day of August, 2023.

_____

Mayor

ATTEST:

_____

City Clerk

IP 24-02 Halls Dover Acres Street Reconstructions
Street Segment Summary

Subdivision	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)
Halls Dover Acres	157th Lane	Nowthen Blvd / E EOP	1401	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	3.8	7.5
	158th Avenue	NW PC Sodium Street & 158th Avenue / Radium Street	510	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	5.0	8.2
	158th Lane	Sodium Street / E EOP	1130	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	5.0	8.2
	Quicksilver Street	S EOP / 157th Lane	187	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7*	3.8*	7.5*
	Radium Circle	Radium Street / E CDS	289	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	3.9	7.6
	Radium Street	157th Lane / 158th Lane	971	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	4.3	8.0
	Sodium Street	NW PC 158th Avenue & Soium Street / N EOP	696	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	3.4	6.8
	Halls Dover Acres Total Length		*5184*	*0.98 mi.*	**GPR not available, depth estimated*									



HALLS DOVER ACRES
PROJECT SCOPE

0 1/20 1/10 3/20
SCALE (FEET)

N

City of RAMSEY

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project #	17-STR-006
Project Name	Reconstruction Streets: Halls Dover Acres

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $859,717

Description

Reconstruction of streeets:
Halls Dover Acres: 157th Lane, 158th Avenue, 158th Lane, Quicksilver Street, Radium Circle, Radium Street and Sodium Street

Total Halls Dover Acres Project Cost = $859,717
- Street Improvements: $554,288
- Storm Water Improvements: $ 55,429
- Water Improvements $250,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		859,717									859,717
Total		**859,717**									**859,717**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		55,429									55,429
Water Utility Fund		250,000									250,000
Pavement Management Fund		554,288									554,288
Total		**859,717**									**859,717**

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-199 Ordering Plans and Specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-199 ordering plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies the streets within the Ford Brook Estates 3rd, Rodeo Hills Estates, Valley View Acres, and Section 01 Unplatted north of CR 27 subdivisions for street reconstruction in 2024. A street segment summary for these improvements is attached to this case.

Project Scope

This project proposes reconstruction of four subdivisions generally located in northeast Ramsey, east of Nowthen Boulevard and north of Green Valley Road / County Road 63 and 179th Lane / County Road 27. The streets vary between 24 to 28 feet wide rural sections and 24 to 31 feet wide urban sections including bituminous curbing, totaling 1.97 miles in length. Traffic counts have not been taken, but Staff anticipates typical neighborhood traffic due to the location of the subdivisions and lack of destinations which would increase traffic above normal.

No sewer or water exist in the project areas, and utility extensions to the areas are not proposed. The existing drainage is through a combination of swales adjacent to the streets, and on-street drainage to curb cuts in the bituminous curbing areas, as well as street crossing culverts.

The project is proposing to replace the bituminous curing with concrete curb and gutter. This includes the Ford Brook Estates 3 rd and Section 01 Unplatted subdivisions. The existing drainage swales within the Rodeo Hills Estates and Valley View Acres subdivisions are not proposed to be converted to an urban section. Based on Staff knowledge of the project areas, subsoil corrections are anticipated within all project areas. This will be further explored during project design which will include obtaining geotechnical reports of the project areas.

Project Timelines

Staff is proposing to not prepare plans and specifications for this project. A proposal from Hakanson Anderson for engineering design services, including preparing final plans and specifications, is attached to this case. The following are the proposed general project timelines:

August 22, 2023	City Council authorization to prepare plans and specifications
Sep – Oct 2023	Geotechnical investigation and topographic survey (Hakanson Anderson)
Oct 2023 – Jan 2024	Prepare plans and specifications (Hakanson Anderson)
Jan 2024	City Council approves plans, authorizes bidding
Feb – Mar 2024	Bid opening, City Council awards contracts
May – June 2024	Begin Construction
Summer 2024	Finish Construction

Hakanson Anderson Design Services

Due to the 2024 project design workload as proposed in the 2023 – 2032 CIP, City Staff does not have the capacity to prepare plans and specifications for these improvements in time to bid the project in late winter / early spring and be ready for early season construction. Hakanson Anderson has provided a proposal for engineering design services including; coordinating project investigation, topographic survey, project design and bidding services, preparation of project documents and final plans. The proposal does not include construction inspection or construction administration as these are proposed to be performed by City Staff. The proposal total cost for Improvement Project 24-03 are $174,000, and are included in the 23-percent indirect project costs associated with these improvements.

Staff directly solicited a proposal from Hakanson Anderson since they are the City Engineers for the City of Nowthen, which proposes to reconstruct the street extensions on the opposing side of the political boundary between Ramsey and Nowthen in 2024. Employing Hakanson Anderson for design services on this project will therefore result in a seamless and more cost-effective design by minimizing the overall design schedule due to having one consulting engineering firm completing the design on streets in both cities, thereby minimizing design coordination efforts. This will also ensure that the survey data used to design the projects in Ramsery and Nowthen is consistent and seamless.

All three improvements have either streets or driveways located in the City of Nowthen, which are connected to City of Ramsey streets. In the case of Ford Brook Estates 3rd and Rodeo Hills Estates, the access to Nowthen only comes from Ramsey streets. Because of this, City Staff proposes to coordinate with the City of Nowthen, who has shown interest in timing their improvements with the City of Ramsey. Shane Nelson with Hakanson Anderson is also the City Engineer for the City of Nowthen, which is ideal for project coordination.

The street improvements proposed with this project are identified in the City's current 10-year CIP for construction in 2024. It can be funded using a combination of Pavement Management Funds (Bonding / Tax Levy) and Storm Water Utility Funds. Staff combined the subdivisions into a single stand-alone project due to the location and similar project scopes. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #23-199 ordering plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds and Storm Water Utility Funds.

Subdivision	Pavement Management Funds	Storm Water Utility Funds	Total Project Funds
Ford Brook Estates 3rd	$712,656	$71,266	$783,922
Rodeo Hills Estates & Valley View Acres	$1,125,059	$112,506	$1,237,565

Section 01 Unplatted	$339,360	$33,936	$373,296
Project Totals	*$2,177,075*	*$217,708*	*$2,394,783*

Recommendation:

Staff recommends adopting Resolution #23-199 ordering plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03.

Action:

Adopt Resolution #23-199 ordering plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03.

Attachments

Res 23-199

24-03 Street Summary

Hakanson Anderson Design Proposal

Ford Brook Estates 3rd CIP Sheet

Rodeo Hills Estates CIP Sheet

Section 01 Unplated CIP Sheet

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/17/2023 09:18 AM
Brian Hagen	Brian Hagen	08/17/2023 11:25 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 01:05 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-199

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR 2024 NE RAMSEY STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #24-03

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Ford Brook Estates 3rd, Rodeo Hills Estates, Valley View Acres, and Section 01 Unplatted north of CR 27 subdivisions as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

WHEREAS, proposals were received for engineering design services, including preparing final plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03 for $174,000.00 from Hakanson Anderson.

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 directs the Mayor and City Administrator to execute the proposal from Hakanson Anderson to prepare final plans and specifications for 2024 NE Ramsey Street Reconstructions, Improvement Project #24-03.

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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

IP 24-03 2024 NE Ramsey Street Reconstructions
Street Segment Summary

Subdivision	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)
Ford Brook Estates 3rd	180th Avenue	Barium Street / E CDS	342	Urban (Bit Curb)	3	1988	SC 1994	SC 2001				2.0	4.2	6.2
	180th Avenue	Barium Street / W EOP	592	Urban (Bit Curb)	3	1988	SC 1994	SC 2001				2.0	4.2	6.2
	Barium Street	179th Lane / N CDS	1311	Urban (Bit Curb)	3	1988	SC 1994	SC 2001				2.1	4.5	6.6
	Ford Brook Estates 3rd Total Length		*2245*	*0.425 mi.*										
Rodeo Hills Estates	177th Lane	Vanadium Street / E CDS	777	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.1*	2.5*	6.6*
	178th Lane	Vanadium Street / Uranium Street	465	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.1	2.7	6.8
	178th Lane	W EOP / Vanadium Street	217	Rural	3	2001	SC 2004	SC 2012				4.1	2.5	6.6
	179th Lane	Uranium Street / E EOP	308	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.2	0.0	4.2
	180th Lane	Vanadium Street / Uranium Street	470	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.3	2.2	6.5
	Uranium Street	178th Lane / 180th Lane	1325	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.2*	2.5*	6.7*
	Uranium Street	180th Lane / N EOP	228	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		4.2*	2.5*	6.7*
	Vanadium Street	Green Valley Road / 180th Lane	2358	Rural	3	1982	SC 1989	OL 1998	SC 2004	SC 2012		5.6	2.9	8.5
	Rodeo Hills Estates Total Length		*6148*	*1.164 mi.*										
Valley View Acres	178th Lane	E EOP / W CDS	126	Rural	2	2001	SC 2004	SC 2012				4.1	2.7	6.8
	Valley View Acres Total		*126*	*0.024 mi.*										
Section 01 Unplatted (North of CR 27)	Waco Drive	Waco Street / N Line Section 01	687	Urban (Bit Curb)	2	1993	SC 1998	SC 2004				2.3	4.6	6.9
	Waco Street	179th Lane (CR 27) / N Line Section 01	1176	Urban (Bit Curb)	2	1993	SC 1998	SC 2004				2.6	4.0	6.6
	Section 01 Unplatted Total Length		*1863*	*0.353 mi.*										
2024 NE Ramsey Street Reconstruction Project Totals			10382	1.966 mi.										

* GPR Data not available, assumed thickness

Proposal for
2024 City Improvement Project Design Consulting Engineering Services
City of Ramsey

August 3, 2023





Prepared by:
Shane Nelson, P.E.
Hakanson Anderson
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ShaneN@haa-inc.com

Hakanson Anderson

Hakanson Anderson

Main Office:
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Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com

45 YEARS

August 3, 2023

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

RE: Proposal for Consulting Engineering Services
2024 City Improvement Project Design
City of Ramsey

Dear Mr. Westby:

Hakanson Anderson is pleased to submit our Proposal for Engineering Services for the 2024 City Improvement projects.

We have carefully selected a dedicated in-house team that will provide the best combination of experience and flexibility available to accomplish your project goals and objectives. This team of energetic professionals are qualified and well suited to successfully accomplish the engineering services and continually meet your expectations.

We have been providing Civil Engineering Services for governmental agencies for over 45 years. It is, and always has been, our primary focus. We believe we do it extremely well by listening and being responsive. Our quality performance is substantiated by our list of dedicated clients, many of whom we have been working with for over 20 years.

Hakanson Anderson is committed to providing high quality cost-effective service to our clients by maintaining low overhead rates. Our competitive billing rates are possible by maintaining high staff utilization and consistently managing our administrative, marketing and other overhead costs.

Once again, we appreciate the opportunity in providing you with our Proposal for Engineering Services. If you have any questions or need additional information, please contact me at 763-852-0479 or ShaneN@HAA-inc.com.

Sincerely,
Hakanson Anderson

Shane Nelson, P.E.
Vice President/Proposed Project Manager

Hakanson Anderson

TABLE OF CONTENTS

Section 1. Consultant Profile

Company Background 1
Staffing 1

Section 2. Project Understanding

Project Understanding 2

Section 3. Project Approach

Project Approach 6
Work Plan 8
Project Schedule 12

Section 4. Proposed Team and Experience

Proposed Team and Experience 13

Section 5. Consultant Cost

Project Cost 21
Hourly Rates 21
Reimbursable Costs 21
Proposal Time Period 21

Hakanson Anderson

SECTION 1
CONSULTANT PROFILE

Company Background

A Solid Foundation of Engineering Services

Hakanson Anderson is a client-centered practice offering professional consulting services in the areas of municipal engineering, environmental engineering, water resources, land development, transportation engineering, and land surveying. We have served clients in the Twin Cities metropolitan area and outstate communities for more than 45 years.

The firm was founded in 1975 with a mission of providing personalized attention, timely responses, and most importantly, cost-effective solutions that meet project requirements, yet still fit within a budget. We offer the experience needed for projects that require ingenuity and a high level of expertise. That is why municipalities as small as Nowthen and as large as the City of Minneapolis trust Hakanson Anderson. Clients can rely on our proven history in municipal engineering and construction administration.

Over the years, we've developed long-lasting partnerships with municipalities and earned their high regard. We work hard to maintain our reputation as a steadfast, reliable resource, respected across a variety of industries.



Innovative Solutions for Diverse Issues

Though we have remained focused on our core disciplines—transportation, wastewater, water, stormwater, and surveying—the nature of our work has become increasingly diverse. For example, to respond to more stringent stormwater quality standards, we have broadened our expertise to include advanced processes such as infiltration basins and hydrodynamic separators. We're applying these technologies for stormwater treatment in constricted areas where space for traditional storage and treatment ponds is limited and continue to help our clients find other opportunities. Similarly, our transportation projects have become more complex as we look for ways to implement projects that address functional transportation needs while minimizing the disruption to the local community.

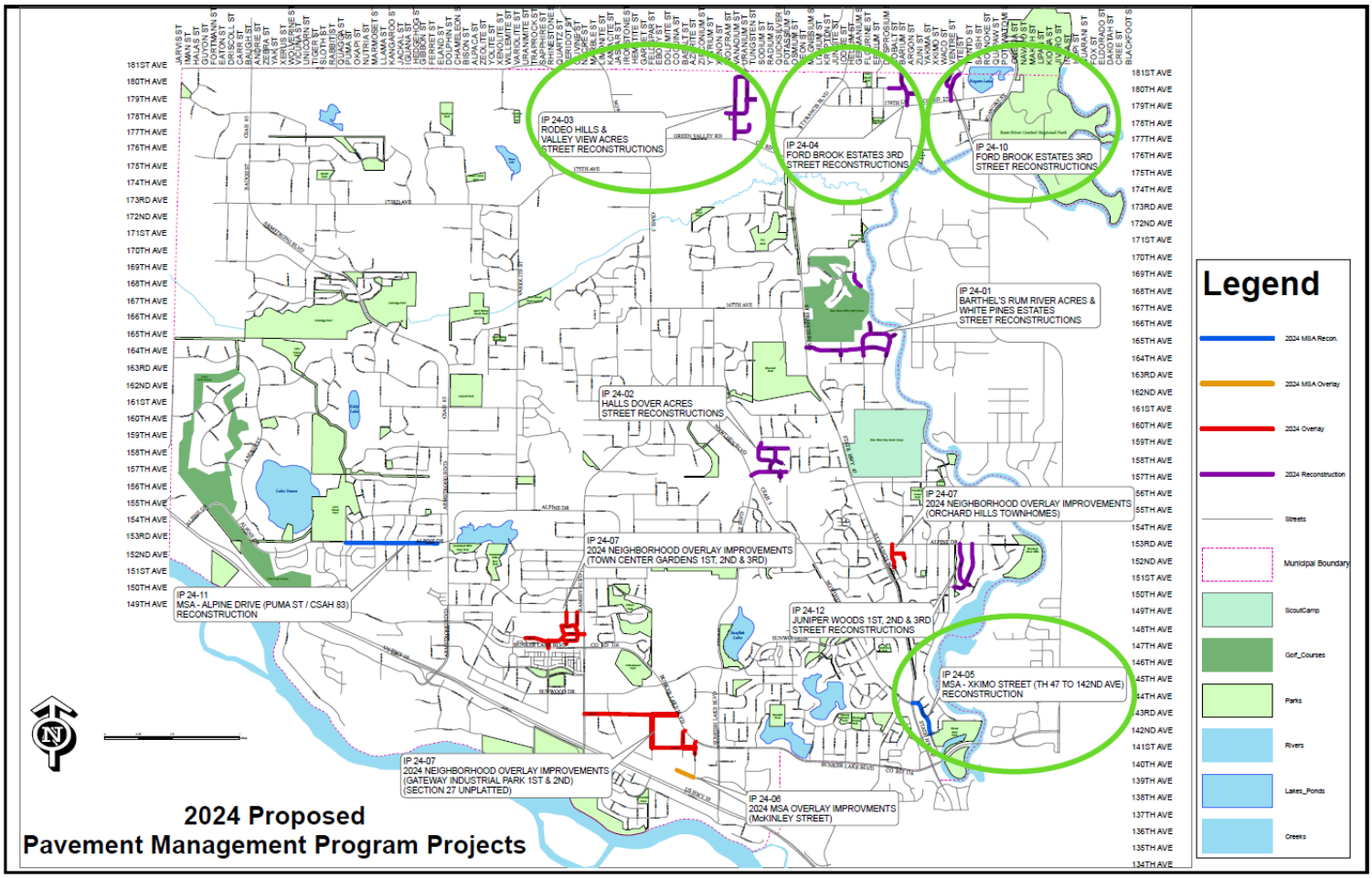
Staffing

An Experienced, Dedicated Team

We provide a multi-disciplined staff of 36 full-time employees. Our Engineering Department consists of Registered Engineers (7), Engineers-in-Training (2), Engineering Technicians (4), an Environmental Specialist (1), and Construction Observers (6). The Surveying Department includes Registered Land Surveyors (3), CADD Technicians (2), Survey Crew Chiefs (4), Survey Technicians (2), and GIS Specialists (2). We also employ an Administrative Assistant (1), Receptionist (1), and Business Manager/Human Resources (1).

2024 City Improvement Projects

The scope of this project includes three residential areas and one Municipal State Aid road as indicated in the figure (circled in green) and as discussed below. It is anticipated that the three residential areas will be combined into one plan set and the Municipal State Aid project will be a second plan set.



Project 1 - IP#24-03 2024 NE Ramsey Street Reconstructions

Rodeo Hills and Valley View Acres Street Reconstruction

This project area consists of Vanadium Street NW, Uranium Street NW, 178th Lane NW, 179th Lane NW, and 180th Lane NW within the Rodeo Hills and Valley View Acres subdivisions. The roads in this project area utilize a rural section with culverts and drainage ditches to convey stormwater runoff. Overall, the drainage patterns are well established in this area, however, it will be necessary to evaluate the culverts for replacement and also to evaluate the ditches for accumulated sediment. Soil corrections are likely necessary in this project area to rebuild the subgrade and provide a foundation on which to reconstruct the streets.

Ford Brook Estates 3rd Addition Street Reconstruction

This project area consists of Barium Street NW and 180th Avenue NW within the Ford Brook Estates 3rd Addition subdivision. These roads currently utilize bituminous curb for drainage and the pavement is deteriorating in the drainage path. The design will analyze replacing the bituminous curb with concrete curb and gutter to improve the drainage and extend the life of the pavement.

Section 01 Unplatted Street Reconstruction

This project area consists of Waco Street NW, from 179th Lane NW to the municipal border, and also includes Waco Drive NW, from Waco Street NW to the municipal border. It is contemplated that the City of Nowthen will also reconstruct the segments of Waco Street NW and Waco Drive NW from the municipal border to the north simultaneous with the City of Ramsey. These roads currently utilize bituminous curb for drainage, which is in poor condition, and the design will analyze replacing the bituminous curb with concrete curb and gutter to improve the drainage and extend the life of the pavement.

Project 2 - IP#24-05 Municipal State Aid - Xkimo Street

This project area consists of the reconstruction of Xkimo Street NW, from the cul-de-sac near Bunker Lake Blvd to Highway 47. Xkimo Street currently utilizes concrete curb and gutter and storm sewer to convey the stormwater runoff. The concrete curb and gutter will be evaluated and damaged portions and/or panels that have settled will be scheduled for replacement. This project will require detailed traffic control and staging plans due to the business and local traffic, as well as the signalized intersection and median at the Highway 47 intersection. This road is a Municipal State Aid Route and the plans will be prepared in accordance with MnDOT requirements such that Municipal State Aid funding may be utilized.

Drainage Review

In general, the existing drainage patterns will be maintained. Any drainage concerns within the project limits will be investigated and/or analyzed to determine if there is a solution that can be easily implemented with the project.

Analysis of Driveways and Street Profile

Sufficient amount of topographic survey work must be completed to determine the proposed finished grade profile. Specifically, areas in which the adjacent driveways have flat slopes or driveways with a special condition must be identified to ensure that impacts will not occur.

In certain areas, it is anticipated that the design will include the salvaging of the reclaimed aggregate and sub-cutting of the subgrade such that the existing street profile can be matched and driveways preserved. Driveways must be analyzed on an individual basis to analyze the drainage. In some areas, this work is anticipated to be a construction cost savings (in areas where several driveways may be negatively impacted from raising the road).

We will also closely analyze "special driveways", which are driveways that are constructed with stamped and/or colored concrete and may not easily be matched.

Pedestrian Curb Ramps

In project areas in which pedestrian curb ramps will be impacted, additional topographic survey and detailed design will be performed such that ADA compliant curb ramps may be constructed and/or reconstructed. Specifically, the slope of the ramp and the landing will be determined and critical elevations will be determined at specific locations.

Landscaping

Areas with in-place landscaping within the project limits will be identified in the topographic survey such that a strategy can be developed early in the design process with City staff and/or council. This will allow certain messages to be communicated to affected property owners at the public improvements hearings such that advance notice is provided for items that must be removed from the City right-of-way. Whenever possible, landscaping and other similar items installed by the homeowner's will be preserved.

Curb and Gutters

All areas of concrete curb and gutters will be surveyed and field reviewed by qualified staff to determine the extents of the proposed curb replacements. During detailed design, this field reconnaissance will allow for the replacement to be clearly depicted on the construction plans and reflected in the Contractor's bid.

Bituminous Curbs

Areas with existing bituminous curbs will be analyzed. Drainage patterns will be reviewed and our team will work with City staff to determine if they will be proposed to be replaced in-kind or with concrete curb and gutter. Often times, bituminous curb can be replaced with a smaller concrete curb and gutter for approximately the same cost.

Pavement Indicators

During our field reconnaissance, we will specifically review areas in which the pavement is more severely deteriorated as compared to the remainder of the pavement surface. Severe pavement deterioration is often a sign of weak subgrade or poor drainage. These areas will be identified early in the process such that soil borings can be obtained with the geotechnical phase. The results of the soil borings will be reviewed to determine if subgrade corrections or drainage improvements are necessary.

Traffic Control and Staging

Appropriate traffic control and staging plans will be developed to ensure that property access is maintained at all times.

Further, appropriate milestones must be included in the Project Manual such that the Contractor is not allowed to "open up" all of the project areas at one time. The Contractor will be required to submit a bar chart schedule prior to commencing any work, which will be reviewed by Hakanson Anderson and City staff to ensure that an orderly progression of the work is proposed. Simply put, the Contractor must finish work in one project are before opening up another project area.

Construction Services

Upon request of the City, we will provide construction services as needed. We will be available to respond to questions from City staff and/or the Contractor and to assist in interpreting the Construction Documents.

We may also provide construction observation and construction staking services throughout the construction phase of the project if requested by the City, subject to staff availability. Construction staking may consist of: staking right-of-way, staking centerline offsets, blue-topping, staking pedestrian curb ramps, and staking drainage improvements. Construction period services are not included in the base services as outlined in this proposal. If the City would like HAI to provide construction period services, we request to be notified in November/December of 2023 such that we can schedule our staff resources accordingly.

As-Built Survey / Record Drawings

Upon request of the City, all newly installed structures or culverts will be surveyed and the record drawings will be prepared. Construction notes from City construction observation staff will be received and any variations for the original proposed construction plans will be documented.

Project Approach

The true measure of an effective approach to managing tasks is the ability to deliver the expected results on time and within budget. We at Hakanson Anderson are accountable for our work and obligations. Our project approach and work plan for this project is based on our thorough understanding of the project and is focused around providing a strong, experienced team. It is our goal to exceed the City's expectations in all aspects of the project. Major elements required to successfully complete the project within the time frames allowed include the following:

- Coordinating a Public Process
- Project Management Plan
- Development of Detailed Plans
- Highly Skilled and Organized Team

A brief description of these major elements are as follows:

COORDINATING A PUBLIC PROCESS

Coordinating a public process requires excellent communication skills, a thorough understanding of the project, and a thorough understanding of the clients' goals and policies. Further, the ability to adapt and respond to situations when or if misinformation is presented is crucial. There is no single factor that is more damaging to a project than misinformation, and if it is presented, it must be dealt with immediately in a professional manner. In order to be successful and gain the trust of the project stakeholders, the facilitator must present accurate information and have the skills to communicate the benefits of the proposed improvements. Further, it is crucial that the design team listen to public comment, evaluate it for merit, and openly discuss the decision making process. Our experience has shown us that stakeholders all lend different points of view to various aspects of the project and those points of view must be considered. When project stakeholders are treated with respect, they typically return the favor.

PROJECT MANAGEMENT PLAN

It is our company policy to create a Project Management Plan at the beginning of every project to ensure that all project goals and objectives are met. The Project Management Plan will further identify each team member's specific role in the proposed project and the deadline for each specific task so all major steps in the critical path are completed within the time frame that is necessary to deliver the project within the time that is allotted.

SECTION 3
PROJECT APPROACH

DEVELOPMENT OF DETAILED PLANS

Our 45 years of experience focusing on municipal engineering gives us the project understanding needed to prepare the detailed plans and specifications necessary for a successful project. Our proposal includes a topographic survey of the existing streets, utilities, and other features scheduled for replacement. Our detailed plans will specifically show all removals, milling, maintenance work, and any other proposed work and will eliminate any confusion by the Contractor, allowing them to submit a confident and competitive bid.

DETAILED TRAFFIC CONTROL AND STAGING PLANS

In order for this project to be successful a significant amount of effort and thought must be put into preparing traffic control and staging plans. If the traffic control and staging plans are not adequate and the Contractor is allowed to "open up" all project areas at one time, there will likely be many unhappy residents and business owners. Staging plans that require a Contractor to finish one project area within a certain timeframe before opening up a new project area will be absolutely necessary.

HIGHLY SKILLED AND ORGANIZED TEAM

The City of Ramsey needs a consultant that is highly organized, has an established and streamlined Quality Program, is skilled in the area of design, and has sufficient in-house staff to complete the required work within the time frame so the goal of fully executed plans and specifications can be realized for construction in 2024. The engineers dedicated to this project have successfully completed many similar projects.

Work Plan

This Work Plan summarizes the major tasks that will be performed with each phase of the project. The major tasks are defined as those tasks that could affect the critical path of this project. The following pages summarize the anticipated tasks and deliverables for each phase.

PHASE 1 - PROJECT INVESTIGATION AND TOPOGRAPHIC SURVEY

Task 1 – Project Initiation

We will initiate the project by reviewing as-builts, visiting the sites to identify areas with special considerations, and determing extents of the topographic survey.

Task 2 – Geotechnical Investigation

Identify locations for pavement cores and soil borings. We anticipate obtaining pavement cores to determine accurate pavement depths. This information will be needed to obtain accurate quantities for removal or salvage if the material is reclaimed for road base. We also propose to coordinate soil borings to obtain an accurate R-value estimate for pavement design. We would develop a scope of work for the required geotechnical investigation and obtain quotes from qualified firms. The quotes would be presented to the City for consideration and the actual geotechnical exploration costs are not included in our proposal.

Task 3 – Gopher State One Call

A Gopher State One Call will be initiated in advance of the topographic survey and we will request that all facilities are field marked.

Task 4 – Topographic Survey

Our proposal includes performing field surveys as necessary to ensure complete and accurate construction plans. We propose to cross section the road at approximate 50' intervals for the road segments that will be reconstructed. All features such as driveways, trees, mailboxes, culverts, sanitary sewer manholes, water valve boxes, fire hydrants, traffic signs, and landscaping areas will be surveyed within the right-of-way. We will also survey all field marked utilities.

PHASE 2 - DESIGN & BIDDING SERVICES

Task 1 – Existing Utilities Review

We will investigate and review the existing data on the storm sewer, water, sanitary sewer systems and private utilities. This task also includes a comparison between the field located utilities and available mapping.

Task 2 – Culvert Analysis

We will review the culverts with City staff and propose culverts for replacement. All culverts will be replaced in kind, therefore, a hydraulic analysis and/or stormwater model will not be required.

Task 3 – Small Utility Notification

We will notify and coordinate the project improvements with the utility companies.

Task 4 – Value Engineering

Review the project to determine possible cost savings such as recycle of bituminous as base material.

Task 5 – Identify Easements

Additional easements are not anticipated for this project. All work is assumed to be within existing easements.

Task 6 – Utility Design Meeting

Coordinate a meeting with City Staff and the small utilities as required. We will coordinate and attend the utility design meeting. The goal is to define potential conflicts and to provide the utility companies with advance notice of the project to avoid construction delays.

Task 7 – Construction Drawings

Prepare detailed construction drawings for review by the City. We anticipate that a typical plan set will include:

1. Title Sheet
2. Construction Notes
3. Standard Plates
4. Schedules
5. Typical Sections and Details
6. Existing Conditions
7. Removals
8. List of Estimated Quantities
9. Street and Stormwater Plan and Profiles
10. Utility Plan and Profiles
11. Traffic Control and Staging Plans
12. Signage and Striping Plan
13. Contractor Storage Area
14. Erosion and Sediment Control Plan
15. Cross Sections

Task 8 – Prepare Final Documents

Prepare final drawings, estimated quantities, specifications, conditions of the contract and bidding requirements. Coordinate these plans and specifications with the permitting agencies.

Task 9 – Final Construction Cost Estimate

Finalize the estimated cost of construction and value engineer as required to maintain budget.

Task 10 – Quality Control Review

Schedule and conduct an in-house quality control review of the final draft of the construction documents.

Task 11 – Pre-bid Conference

Coordinate and attend pre-bid conference if the City requests one.

Task 12 – Bidding Process

Respond to Contractor questions, review and approve proposed Contractor substitutions in coordination with the City. Prepare and coordinate any necessary Addenda.

Task 13 – Bid Opening

We will attend and assist the City in conducting the bid opening. After the bid opening, we will prepare a bid tabulation to verify that the bid amounts agree with the estimated quantities and unit prices. If the City prefers, we can also conduct the bid opening electronically through QuestCDN.

Deliverables: Final construction drawings and specifications, and final construction cost estimate. Draft addenda if necessary. Prepare bid tabulation and award recommendation letter.

PHASE 3 - CONSTRUCTION SERVICES

Upon request of the City, Hakanson Anderson will provide the following Construction Services as an Additional Service.

Task 1 – Pre-Construction Conference

Coordinate and attend preconstruction conference.

Task 2 – Construction Administration

The Project Manager and/or Design Engineers will be available during construction as needed to respond to questions and to assist City Staff in interpreting the construction documents.

Task 3 – Construction Observation

Our Construction Observer will provide full-time construction observation services to ensure that all work conforms to the approved plans and specifications and City of Ramsey standards. The Construction Observer will coordinate all material testing with the geotechnical subconsultant and will coordinate the construction schedule and activities with the property owners.

Task 4 – Construction Staking

Offsets will be provided prior to beginning removals and reclamation. Utility, storm sewer and curb stakes will be provided as necessary. Curb will be staked at 25' intervals. Finish grade offset stakes will be set at 50' stations. If necessary, blue top stakes will be placed for finish grading the base.

Deliverables: Meeting minutes, survey cut sheets, shop drawings, payment requests, construction observation reports, project closeout information, project punchlist, final acceptance letter.

PHASE 4 - RECORD DRAWINGS

Task 1 – As-Built/Record Drawing

Receive, review and assemble all as-built information onto the drawing and specifications.

Deliverables: Electronic and hard copies of the record drawings.

Section 3
2024 Improvement Projects Schedule

| Description | 2023 August | | | | September | | | | October | | | | | November | | | | December | | | | 2024 January | | | | | February | | | | March | | | | April | | | | | May | | | | June | | | | | July | | | | August | | | | | September | | | | | October | | | |
|---|---|---

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SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE

Staff Commitment

The team for this project was carefully selected based on their qualifications, experience and availability. Due to the importance we have placed in serving you, your team will include many of our key employees with a wealth of relevant experience. We have assembled a team of qualified staff members to complete the work efficiently, cost effectively and professionally.

Design Team



Shane Nelson, P.E., is proposed to be the Project Manager. Shane is a Vice President with the firm and has 22 years of experience in municipal and civil engineering. Shane will be solely responsible for the management and administration of all engineering services required of Hakanson Anderson. Shane has worked with numerous governmental clients and has established an excellent track record of meeting the clients needs and expectations by providing quality advice and exceptional project management. Shane has extensive experience in the design and construction of state aid, residential, and commercial streets; trails, watershed plans and roadway management programs. He has designed and supervised numerous civil engineering improvement projects.



Craig Jochum, P.E., is proposed to be the QA/QC Reviewer. Craig will review the completed plans and specifications in accordance with our established procedures as outlined in our Quality Manual. Craig is the President of Hakanson Anderson and has 33 years of experience in providing consulting engineering services. Craig will ensure that all Hakanson Anderson work products are peer reviewed and are of the highest quality. He has extensive experience in general municipal engineering projects including the design and construction of state aid and local streets; residential and commercial plan review; residential and commercial site and utility design, municipal water source, storage and treatment design, and comprehensive sewer, water, and storm water planning.



Timothy Eggerichs, P.E., is proposed to be a Lead Design Engineer. Tim will lead the design on the project ensuring that adequate detail and design elements are incorporated into the plans. Tim will assign specific design and drafting tasks to other design engineers and technicians and assemble multiple elements to ensure a complete design. Tim has a Bachelor of Science in Civil Engineering and is a Licensed Professional Engineer. Tim is in his 24th year with Hakanson Anderson. Tim's focus over the past 24 years has been development of plans and specifications for a variety of improvement projects.

Hakanson Anderson

SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE



Sam Jochum, P.E., is proposed to be a Design Engineer. Sam is a licensed Professional Engineer with experience in municipal and civil engineering. He has helped design numerous civil engineering improvement projects and has supported in preparing plans for many projects.



Andrew Vistad, P.E., is proposed to be a Design Engineer. Andrew will carry out specific assignments and complete the design of individual project elements. Andrew received his Bachelor of Science in Civil Engineering from North Dakota State University and is a Licensed Professional Engineer. His area of focus is in design for municipal development, stormwater modeling, preparation of stormwater management plans, flood protection projects and municipal solid waste landfill designs. He has utilized GIS software to process and analyze data to create exhibits for municipal development, stormwater modeling, flood protection, and municipal solid waste landfills.



Dave St. Dennis is proposed to be the Civil Technician. Dave has over 32 years of experience in the engineering consulting business. Dave is a Senior Civil Technician responsible for computer design, drafting and construction inspection of public works projects in the community's the firm services. Dave is also involved in the design and drafting of private land development projects for Hakanson Anderson Associates, Inc. clients.



Seth Monroe, is proposed to be the GIS Specialist. Seth has over 20 years of experience in the surveying and GIS Fields. He currently provides support for the continued operation of the City of Otsego's GIS program and is assisting with the development of the City of Anoka's Cloud based GIS system. Seth's surveying experience ranges from topographic surveys for street reconstruction projects to boundary survey drafting and computation.

Hakanson Anderson

SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE



Brian Person, P.L.S. is proposed to be the Survey Manager. Brian received his Bachelor of Science from University of Wisconsin. Brian has 20 years of experience in land surveying and is Vice President with our firm. Brian has worked on a variety of projects throughout the State of Minnesota and Wisconsin. His projects range from individual lot surveys to large complex right-of-way acquisition projects for roadway and utility construction.



Luke Buchholz, Construction Observer. Luke assists the Hakanson Anderson team by providing G.I.S. and construction observation services to our clients. Luke's experience ranges from road projects to multimillion dollar construction projects. He holds certifications in: Aggregate Production, Level 1 and 2 Bituminous Street, Level 1 and 2 Concrete Field, Level 1 and 2 Grading and Base, Construction Installer, and Construction Site Managment.



Jim Stenglelin, Construction Observer. Jim assists the Hakanson Anderson team by providing construction observation services to our clients. Jim has extensive experience in geotechnical observations, sanitary sewer, watermain, and road construction projects. He holds certifications in: Aggregate Production, Level 1 and 2 Bituminous Street, Level 1 and 2 Concrete Field, Level 1 and 2 Grading and Base, Construction Installer, and Construction Site Managment.

Thomas Johnson, Construction Observer. Thomas assists the Hakanson Anderson team by providing construction observation services to our clients and is also an engineer-in-training. He has experience in sanitary sewer, watermain, and road construction projects.

Relevant Project Experience

Relevant project examples and references are summarized on the following pages.

City of Elk River

LOCATION:
13065 Orono Parkway
Elk River, MN 55330
763-635-1051

CONTACT PERSON:
Justin Femrite, P.E.
Public Works Directors

PROJECT COST:
$1,967,000

DESIGN CRITERIA:
Municipal State Aid and City Standards

FUNDING:
Local

STATUS:
Constructed

Nature's Edge Business Center 3rd Addition

The City of Elk River retained Hakanson Anderson in 2021 to design the Nature's Edge Business Center 3rd Addition improvements. The project consisted of the design and construction of improvements to public infrastructure including sanitary sewer, watermain, storm sewer, and street improvements. Hakanson Anderson also provided all survey and platting services for the project, which included the coordination and platting of a lot to be used for a future electric substation for Elk River Municipal Utilities.

This project was a continuation of previous phases of the Nature's Edge Business Center, and was important to the surrounding business as it will provide a more desirable connection to Highway 10 for the large trucking companies and other commercial businesses.

The project included large infiltration basins to manage current and future runoff volumes from the fully developed proposed condition. The construction included the excavation of over 95,000 cubic yards of soil to provide an earth balance on the newly platted commercial lots.





City of St. Michael – Consultant Engineer

LOCATION:
11800 Town Center Drive NE
St. Michael, MN 55376
763-416-7931

CONTACT PERSON:
Steve Bot, City Administrator/
Public Works Director
Cody Holmes, City Engineer

PROJECT COST:
$1.4 Million

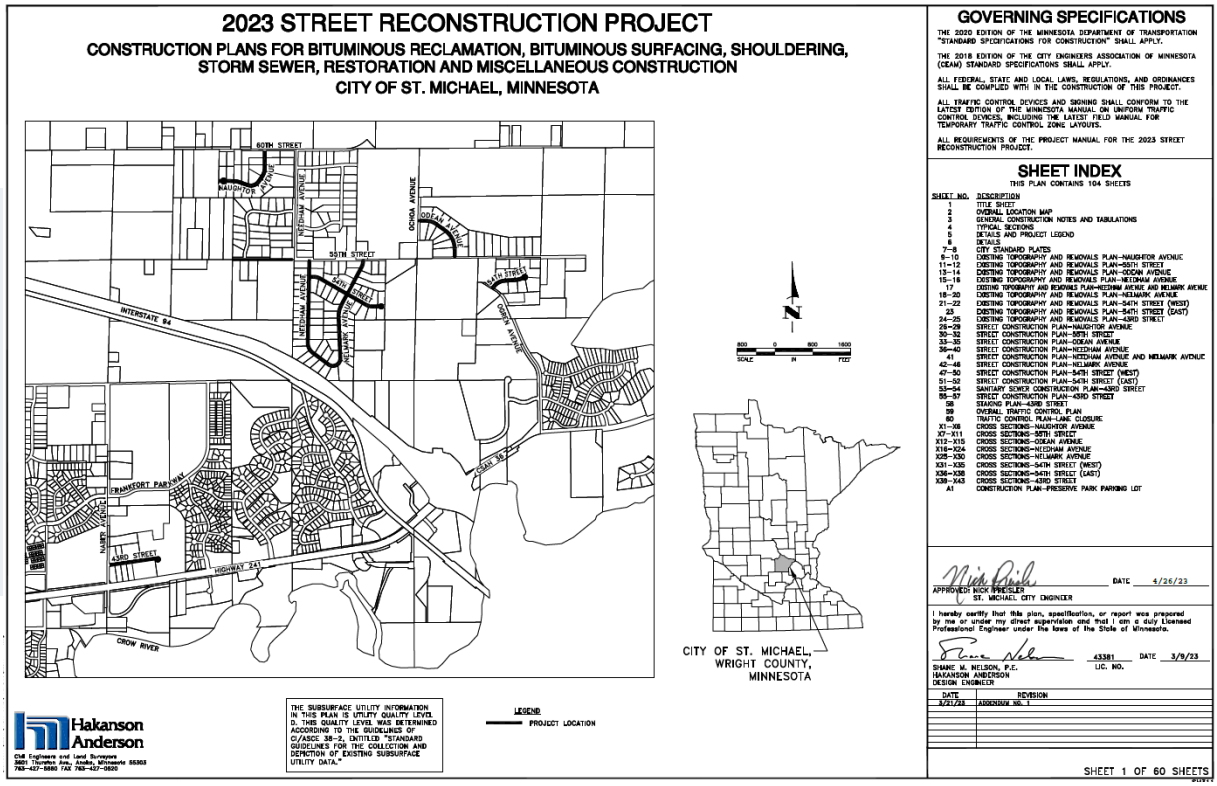
FUNDING:
Local

STATUS:
Constructed

2023 Street Reconstruction Project

The City of St. Michael retained Hakanson Anderson to prepare detailed plans and specifications for the reconstruction of several local streets, including Naughtor Avenue, Needham Avenue, Nelmark Avenue, Odean Avenue, 43rd Street, and 54th Street. This project consisted of reclaiming the existing bituminous surface, replacing culverts, correcting drainage issues, and reconstructing the roadways. The project also included constructing new sanitary sewer to provide services to the businesses along 43rd Street. The biggest challenge with this project was coordinating the phasing of the project areas and the affected residents.

The Hakanson Anderson team successfully coordinated the project with the 100 existing residences. Detailed staging plans were prepared and multiple contract milestones were established in the Project Manual to ensure continuous progress in each project area once the work was commenced. The project was substantially completed in 2023.



2023 STREET RECONSTRUCTION PROJECT

CONSTRUCTION PLANS FOR BITUMINOUS RECLAMATION, BITUMINOUS SURFACING, SHOULDERING, STORM SEWER, RESTORATION AND MISCELLANEOUS CONSTRUCTION
CITY OF ST. MICHAEL, MINNESOTA

GOVERNING SPECIFICATIONS

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

THE 2018 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD SPECIFICATIONS SHALL APPLY.

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 LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE 2023 STREET RECONSTRUCTION PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 104 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	OVERALL LOCATION MAP
3	GENERAL CONSTRUCTION NOTES AND TABULATIONS
4	TYPICAL SECTIONS
5	DETAILS AND PROJECT LEGEND
6	DETAILS
7–8	CITY STANDARD PLATES
9–10	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NAUGHTOR AVENUE
11–12	EXISTING TOPOGRAPHY AND REMOVALS PLAN–50TH STREET
13–14	EXISTING TOPOGRAPHY AND REMOVALS PLAN–ODEAN AVENUE
15–16	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NEEDHAM AVENUE
17	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NEEDHAM AVENUE AND NELMARK AVENUE
18–20	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NELMARK AVENUE
21–22	EXISTING TOPOGRAPHY AND REMOVALS PLAN–54TH STREET (WEST)
23	EXISTING TOPOGRAPHY AND REMOVALS PLAN–54TH STREET (EAST)
24–25	EXISTING TOPOGRAPHY AND REMOVALS PLAN–43RD STREET
26–29	STREET CONSTRUCTION PLAN–NAUGHTOR AVENUE
30–32	STREET CONSTRUCTION PLAN–50TH STREET
33–35	STREET CONSTRUCTION PLAN–ODEAN AVENUE
36–40	STREET CONSTRUCTION PLAN–NEEDHAM AVENUE
41	STREET CONSTRUCTION PLAN–NEEDHAM AVENUE AND NELMARK AVENUE
42–46	STREET CONSTRUCTION PLAN–NELMARK AVENUE
47–50	STREET CONSTRUCTION PLAN–54TH STREET (WEST)
51–52	STREET CONSTRUCTION PLAN–54TH STREET (EAST)
53–54	SANITARY SEWER CONSTRUCTION PLAN–43RD STREET
55–57	STREET CONSTRUCTION PLAN–43RD STREET
58	STAGING PLAN–43RD STREET
59	OVERALL TRAFFIC CONTROL PLAN
60	TRAFFIC CONTROL PLAN–LANE CLOSURE
X1–X6	CROSS SECTIONS–NAUGHTOR AVENUE
X7–X11	CROSS SECTIONS–50TH STREET
X12–X15	CROSS SECTIONS–ODEAN AVENUE
X16–X24	CROSS SECTIONS–NEEDHAM AVENUE
X25–X30	CROSS SECTIONS–NELMARK AVENUE
X31–X35	CROSS SECTIONS–54TH STREET (WEST)
X36–X38	CROSS SECTIONS–54TH STREET (EAST)
X39–X43	CROSS SECTIONS–43RD STREET
A1	CONSTRUCTION PLAN–PRESERVE PARK PARKING LOT

APPROVED: NICK SNEGLER
ST. MICHAEL CITY ENGINEER
DATE 4/26/23

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.

SHANE M. NELSON, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER
43381
LIC. NO.
DATE 3/9/23

DATE	REVISION
3/21/23	ADDENDUM NO. 1

SHEET 1 OF 60 SHEETS

CITY OF ST. MICHAEL,
WRIGHT COUNTY,
MINNESOTA

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

LEGEND
PROJECT LOCATION

City of St. Michael – Consultant Engineer

LOCATION:
11800 Town Center Drive NE
St. Michael, MN 55376
763-416-7931

CONTACT PERSON:
Steve Bot, City Administrator/
Public Works Director
Cody Holmes, City Engineer

PROJECT COST:
$2.6 Million

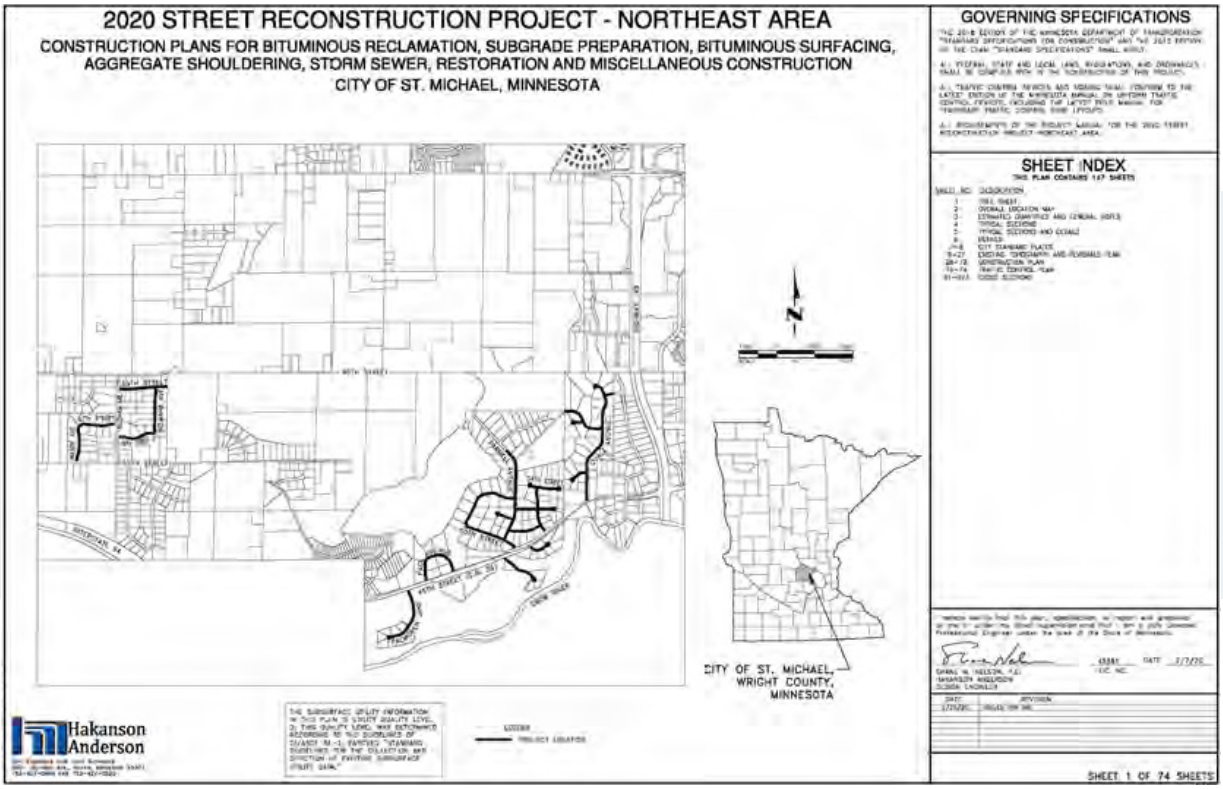
FUNDING:
Local

STATUS:
Constructed

2020 Street Reconstruction Project, Northeast Area

The City of St. Michael retained Hakanson Anderson to prepare detailed plans and specifications for the reconstruction of several local streets, including Parnell Avenue, Page Avenue, Quale Avenue, Palmgren Lane, Nason Avenue, Nelmark Avenue, 50th Street, 53rd Street, 54th Street, 56th Street, 57th Street, and 59th Street. This project consisted of reclaiming the existing bituminous surface, replacing culverts, correcting drainage issues, and reconstructing the roadways. The biggest challenge with this project was coordinating the phasing of the multiple project areas and the affected residents and businesses.

The Hakanson Anderson team successfully coordinated the project with the 180 existing residences as well as the Fox Hollow Golf Course. Detailed staging plans were prepared and multiple contract milestones were established in the Project Manual to ensure continuous progress in each project area once the work was commenced. The project was substantially completed in 2020.







City of Anoka – Consultant Engineer since 1985

LOCATION:
2015 – 1st Avenue N.
Anoka, MN 55303
763-576-2781

CONTACT PERSON:
Greg Lee, City Manager

PROJECT COST:
Range from $850,000 to $2,700,000

DESIGN CRITERIA:
Municipal State Aid and City Standards

FUNDING:
Assessment, Municipal State Aid and Local

STATUS:
Ongoing

The City of Anoka implemented a comprehensive Street Renewal Program in 1999 to systematically replace and upgrade its aging infrastructure, some of which dates to the 1880s. When residential streets are scheduled for reconstruction, the City trusts Hakanson Anderson to complete a thorough investigation of the existing facilities in order to coordinate and replace all old or undersized facilities. We have been assisting the City of Anoka with its Street Renewal Program since its inception.

1999-2023 Street Renewal Program

The Street Renewal Projects typically consist of the complete reconstruction of streets, storm sewer, sanitary sewer, watermain, sidewalk, lift stations, and small utilities within existing urban neighborhoods. The aging sanitary sewer mains and laterals are replaced, as well as the cast iron watermains. Hakanson Anderson assists the City early on by helping to gain public support for the project at the annual neighborhood meeting. During construction, frequent communication with the City and affected property owners is the key in maintaining access and realizing a successful project. Our design team always meets with the small utility companies early in the design process to coordinate the impacts and allow the opportunity for replacement of private lines, as well as City-owned electric facilities. The City Electric Utility seizes the opportunity to replace the existing overhead cobra street lights with underground wiring and decorative-style streetlights.

City of Coon Rapids – Consultant Engineer

LOCATION:
11155 Robinson Drive
Coon Rapids, MN 55433
763-767-6465

CONTACT PERSON:
Mark Hansen, City Engineer

PROJECT COST:
$6.8 Million

DESIGN CRITERIA:
Municipal State Aid
and City Standards

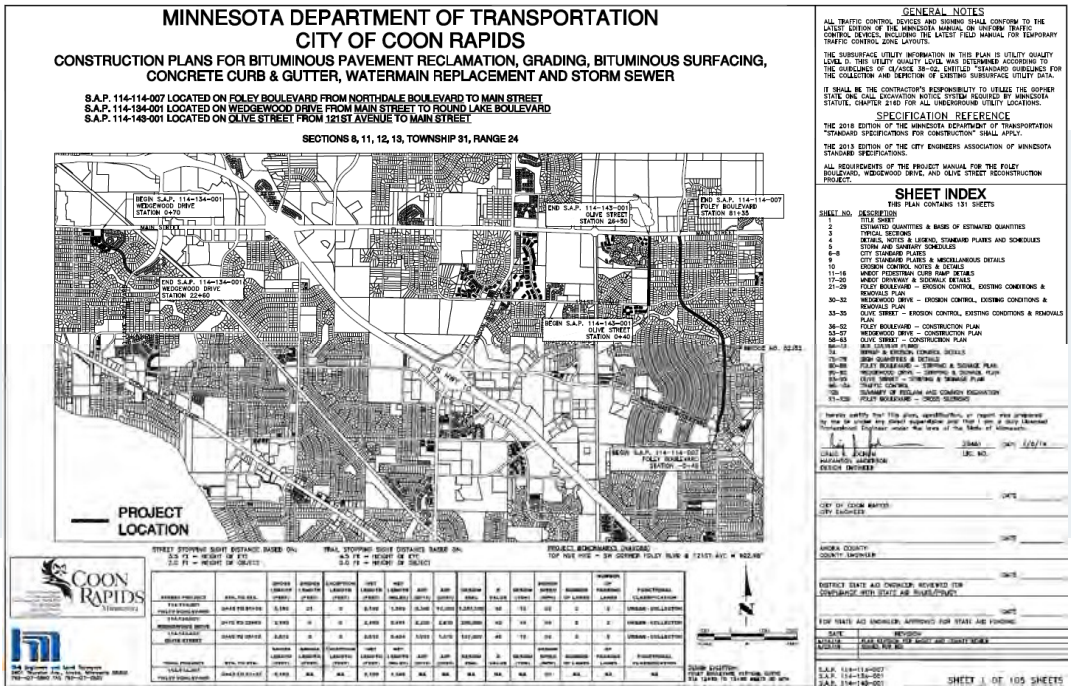
FUNDING:
Municipal State Aid,
Assessment and Local

STATUS:
Constructed

Foley Boulevard, Wedgewood Drive, and Olive Street

The City of Coon Rapids retained Hakanson Anderson to perform the topographic survey, detailed design, construction observation, and surveying services for the Foley Boulevard, Wedgewood Drive, and Olive Street project. The project consisted of a full reconstruction of the pavement surface, concrete curb replacement, the replacement/installation of twin concrete box culverts at the Foley Boulevard crossing with Sand Creek, replacement of watermain on Olive Street, and a Pedestrian Rapid Flash Beacon.

As a component of the project, the City desired to replace the existing five-foot-wide sidewalk with a ten-foot-wide shared use trail on the east side of Foley Boulevard. However, the increase in impervious surface would have triggered additional stormwater requirements and significant property impacts/right-of-way acquisition. The pavement width was analyzed, and it was determined that the pavement could be "right sized" and the width reduced by five feet to provide no net increase in impervious surface. The pavement width was reduced to 46 feet, which is sufficient for two-way traffic with parking lanes on both sides.


MINNESOTA DEPARTMENT OF TRANSPORTATION
CITY OF COON RAPIDS
CONSTRUCTION PLANS FOR BITUMINOUS PAVEMENT RECLAMATION, GRADING, BITUMINOUS SURFACING, CONCRETE CURB & GUTTER, WATERMAIN REPLACEMENT AND STORM SEWER
S.A.P. 114-114-007 LOCATED ON FOLEY BOULEVARD FROM NORTHDALE BOULEVARD TO MAIN STREET
S.A.P. 114-134-001 LOCATED ON WEDGEWOOD DRIVE FROM MAIN STREET TO ROUND LAKE BOULEVARD
S.A.P. 114-143-001 LOCATED ON OLIVE STREET FROM 121ST AVENUE TO MAIN STREET
SECTIONS 8, 11, 12, 13, TOWNSHIP 31, RANGE 24
PROJECT LOCATION
GENERAL NOTES
SPECIFICATION REFERENCE
SHEET INDEX
THIS PLAN CONTAINS 131 SHEETS
SHEET 1 OF 105 SHEETS

Hakanson Anderson

SECTION 5
CONSULTANT COST

Project Costs

The proposed cost for our base services as described herein is summarized below by project area. The included services are: Project Investigation and Topographic Survey, Design & Bidding Services, and preparation of As-Built/Record Drawings.

Project Area	Estimated Cost
Project 1 - IP #24-03 2024 NE Ramsey Street Reconstructions	$174,000
Project 2 - IP #24-05 Municipal State Aid – Xkimo Street	$ 38,000
Total (Not-to-Exceed):	**$212,000**

Standard Municipal Hourly Rates

Hakanson Anderson hourly rates for this project will be as follows:

Shane Nelson, Project Manager	$160.00
Craig Jochum, Quality Assurance/Control Reviewer	$160.00
Tim Eggerichs, Senior Design Engineer	$145.00
Sam Jochum, Design Engineer	$115.00
Andrew Vistad, Design Engineer	$125.00
Dave St. Dennis, Civil Technician	$112.00
Seth Monroe, GIS Specialist	$120.00
Brian Person, Survey Manager	$150.00
Administrative Assistant	$70.00
GPS/Robotic Total Station	$40.00
Mileage	Current IRS Rate

Reimbursable Costs

Hakanson Anderson charges for robotic total stations and mileage for construction observers as shown in the schedule above. These expenses are included in our Not-to-Exceed cost. All of our other expenses are included in our hourly rates.

Construction Services

Construction period services are not included, but may be provided as an additional service. Upon request of the City, we will provide a proposal for construction period services.

Proposal Time Period

This proposal shall remain valid until September 3, 2023.

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 19-STR-015

Project Name Reconstruction Streets: Ford Brook Est 3rd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $783,922

Description

Reconstruction of streets in Ford Brook Estates 3rd: 180th Avenue and Barium Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		783,922									783,922
Total		**783,922**									**783,922**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		71,266									71,266
Pavement Management Fund		712,656									712,656
Total		**783,922**									**783,922**

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 17-STR-009

Project Name Reconstruction Streets: Rodeo Hills/Valley View

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $1,237,565

Description

Reconstruction of Rodeo Hills Estates, Valley View Acres: Soil Correction likely required. 177th Lane, 178th Lane, 179th Lane, 180th Lane, Uranium Street and Vanadium Street.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		1,237,565									1,237,565
Total		**1,237,565**									**1,237,565**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		112,506									112,506
Pavement Management Fund		1,125,059									1,125,059
Total		**1,237,565**									**1,237,565**

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 22-STR-004

Project Name Section 01 Unplatted Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $373,296

Description

Reconstruction of streets within section 01 unplatted subdivision, streets north of CR 27 only.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		373,296									373,296
Total		**373,296**									**373,296**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		33,936									33,936
Pavement Management Fund		339,360									339,360
Total		**373,296**									**373,296**

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-200 Ordering Plans and Specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-200 ordering plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies Xkimo Street between Trunk Highway 47 and 142nd Avenue for street reconstruction in 2024. A street segment summary for this project is attached to this case.

Project Scope

This project proposes to reconstruct Municipal State Aid (MSA) Xkimo Street between Trunk Highway 47 and 142nd Avenue. Xkimo Street is a 41-foot wide urban section street with concrete curb and gutter and sidewalk on the west side of the street. The east side of the street is commercial including an office building, a gas station, and 3 vacant lots. The east side of the street is residential including 6 driveways and 3 small cul-de-sac side streets. The street totals 0.29 miles in length. MSA traffic counts indicate an annual daily traffic count of 2,050 vehicles.

Sanitary sewer, watermain and storm sewer exist within the project area. Staff is not aware of any issues with the existing municipal utilities. During project design Staff proposes to clean and video the sanitary sewer and storm sewer pipes and structure, as well as leak test the watermain pipes, valves and hydrants. If issues are found, Staff will make a recommendation to either perform repairs prior to the street reconstruction project or during the project, depending on the type and severity of the issue. With the age of the existing municipal utilities, Staff generally anticipates the useful life will last the anticipated 60-year design life of the street improvements.

The project is proposing to only perform spot concrete curb and gutter replacements, and perform the full-depth reclamation process. Based on the assumed sub-soil conditions, a pavement section of 4-inches new bituminous over 6-inches recycled aggregate base should meet the required 10-ton MSA pavement strength design requirements. This will be further explored during project design, which will include obtaining a geotechnical report of the project area.

Additional Permitting

Xkimo Street is an MSA street, which requires review and approval by the MnDOT MSA department prior to bidding the project. Additionally, some work will need to occur within the MnDOT right of way along Trunk Highway 47, with potential impacts to the existing traffic signal system. Work within the MnDOT right of way requires additional right of way permitting, in this case it will include review and approves from the MnDOT traffic signal department as well.

Project Timelines

Staff is proposing to not prepare plans and specifications for this project. A proposal from Hakanson Anderson for engineering design services, including preparing final plans and specifications, is attached to this case.

The following are the proposed general project timelines:

August 22, 2023	City Council authorization to prepare plans and specifications
Sep – Oct 2023	Geotechnical investigation and topographic survey (Hakanson Anderson)
Oct 2023 – Jan 2024	Prepare plans and specifications (Hakanson Anderson)
Jan 2024	City Council approves plans, authorizes bidding
Feb – Mar 2024	Bid opening, City Council awards contracts
May – June 2024	Begin Construction
Summer 2024	Finish Construction

Hakanson Anderson Design Services

Due to the 2024 project design workload as proposed in the 2023 – 2032 CIP, City Staff does not have the capacity to prepare plans and specifications for these improvements in time to bid the project in late winter / early spring and be ready for early season construction. Hakanson Anderson has provided a proposal for engineering design services including; coordinating project investigation, topographic survey, project design and bidding services, permitting, preparation of project documents and final plans. The proposal does not include construction inspection or construction administration, these are proposed to be performed by City Staff. The proposal total cost for Improvement Project 24-05 are $38,000, and are included in the 23-percent indirect project costs associated with these improvements. Engineering design services qualify for reimbursement through Municipal State Aid Funds.

Staff requested a proposal from Hakanson Anderson for contracted design services for this project to help minimize staff's effort for coordinating contracted design services for 2024 Pavement Management Program projects. Coordinating work with more than one engineering consultant takes more effort than working with a single consultant.

The street improvements proposed with this project are identified in the City's current 10-year CIP for construction in 2024. It can be funded using a combination of Municipal State Aid Funds and Storm Water Utility Funds. If additional work on sanitary sewer or watermain is discovered during project design, associated work is proposed to be paid through the respective utility funds. This project is proposed to be constructed as a stand-alone project. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #23-200 ordering plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Funding Source:

Funding for this improvement is proposed to come from Municipal State Aid Funds and Storm Water Utility Funds.

Funding Source	Project Costs
Municipal State Aid Funds	$439,350

Storm Water Utility Funds	$43,935
Project Total	*$483,285*

Recommendation:

Staff recommends adopting Resolution #23-200 ordering plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Action:

Adopt Resolution #23-200 ordering plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Attachments

Res 23-200

24-05 Street Summary

Xkimo Street CIP Sheet

Hakanson Anderson Design Proposal

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/17/2023 09:50 AM
Brian Hagen	Brian Hagen	08/17/2023 11:25 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 01:06 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-200

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR MSA XKIMO STREET RECONSTRUCTION, IMPROVEMENT PROJECT #24-05

WHEREAS, the City of Ramsey proposes to reconstruct MSA Xkimo Street between Trunk Highway 47 and 142nd Avenue as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

WHEREAS, proposals were received for engineering design services, including preparing final plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05 for $38,000.00 from Hakanson Anderson.

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 directs the Mayor and City Administrator to execute the proposal from Hakanson Anderson to prepare final plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05.

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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

IP 24-05 MSA Xkimo Street Reconstruction
Street Segment Summary

Subdivision	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)
MSA	Xkimo Street	142nd Avenue / 143rd Avenue	692	Urban	4	1993	SC 2001	SC 2011				3.8	6.8	10.6
	Xkimo Street	143rd Avenue / Xkimo Court	656	Urban	3	1995	SC 2001	SC 2011				3.8	6.8	10.6
	Xkimo Street	Xkimo Court / Trunk Highway 47	196	Urban	3	2000	Sc 2011					3.8	6.8	10.6
	Xkimo Street Total Length		*1544*	*0.29 mi.*	**GPR not available, depth estimated*									

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 20-STR-002

Project Name Reconstruction Streets: MSA Xkimo St-TH47 to 142nd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $483,285

Description

Reconstruction of MSA Streets: Xkimo Street (142nd Avenue to TH 47)

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrade

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		483,285									483,285
Total		**483,285**									**483,285**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
MSA		439,350									439,350
Storm Water Utility Fund		43,935									43,935
Total		**483,285**									**483,285**

Proposal for
2024 City Improvement Project Design Consulting Engineering Services
City of Ramsey

August 3, 2023





Prepared by:
Shane Nelson, P.E.
Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303
Ph: (763) 427-5860
ShaneN@haa-inc.com

Hakanson Anderson

Hakanson Anderson

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www.haa-inc.com

45 YEARS

August 3, 2023

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

RE: Proposal for Consulting Engineering Services
2024 City Improvement Project Design
City of Ramsey

Dear Mr. Westby:

Hakanson Anderson is pleased to submit our Proposal for Engineering Services for the 2024 City Improvement projects.

We have carefully selected a dedicated in-house team that will provide the best combination of experience and flexibility available to accomplish your project goals and objectives. This team of energetic professionals are qualified and well suited to successfully accomplish the engineering services and continually meet your expectations.

We have been providing Civil Engineering Services for governmental agencies for over 45 years. It is, and always has been, our primary focus. We believe we do it extremely well by listening and being responsive. Our quality performance is substantiated by our list of dedicated clients, many of whom we have been working with for over 20 years.

Hakanson Anderson is committed to providing high quality cost-effective service to our clients by maintaining low overhead rates. Our competitive billing rates are possible by maintaining high staff utilization and consistently managing our administrative, marketing and other overhead costs.

Once again, we appreciate the opportunity in providing you with our Proposal for Engineering Services. If you have any questions or need additional information, please contact me at 763-852-0479 or ShaneN@HAA-inc.com.

Sincerely,
Hakanson Anderson

Shane Nelson, P.E.
Vice President/Proposed Project Manager

Hakanson Anderson

TABLE OF CONTENTS

Section 1. Consultant Profile

Company Background 1
Staffing 1

Section 2. Project Understanding

Project Understanding 2

Section 3. Project Approach

Project Approach 6
Work Plan 8
Project Schedule 12

Section 4. Proposed Team and Experience

Proposed Team and Experience 13

Section 5. Consultant Cost

Project Cost 21
Hourly Rates 21
Reimbursable Costs 21
Proposal Time Period 21

Hakanson Anderson

SECTION 1
CONSULTANT PROFILE

Company Background

A Solid Foundation of Engineering Services

Hakanson Anderson is a client-centered practice offering professional consulting services in the areas of municipal engineering, environmental engineering, water resources, land development, transportation engineering, and land surveying. We have served clients in the Twin Cities metropolitan area and outstate communities for more than 45 years.

The firm was founded in 1975 with a mission of providing personalized attention, timely responses, and most importantly, cost-effective solutions that meet project requirements, yet still fit within a budget. We offer the experience needed for projects that require ingenuity and a high level of expertise. That is why municipalities as small as Nowthen and as large as the City of Minneapolis trust Hakanson Anderson. Clients can rely on our proven history in municipal engineering and construction administration.

Over the years, we've developed long-lasting partnerships with municipalities and earned their high regard. We work hard to maintain our reputation as a steadfast, reliable resource, respected across a variety of industries.



Innovative Solutions for Diverse Issues

Though we have remained focused on our core disciplines—transportation, wastewater, water, stormwater, and surveying—the nature of our work has become increasingly diverse. For example, to respond to more stringent stormwater quality standards, we have broadened our expertise to include advanced processes such as infiltration basins and hydrodynamic separators. We're applying these technologies for stormwater treatment in constricted areas where space for traditional storage and treatment ponds is limited and continue to help our clients find other opportunities. Similarly, our transportation projects have become more complex as we look for ways to implement projects that address functional transportation needs while minimizing the disruption to the local community.

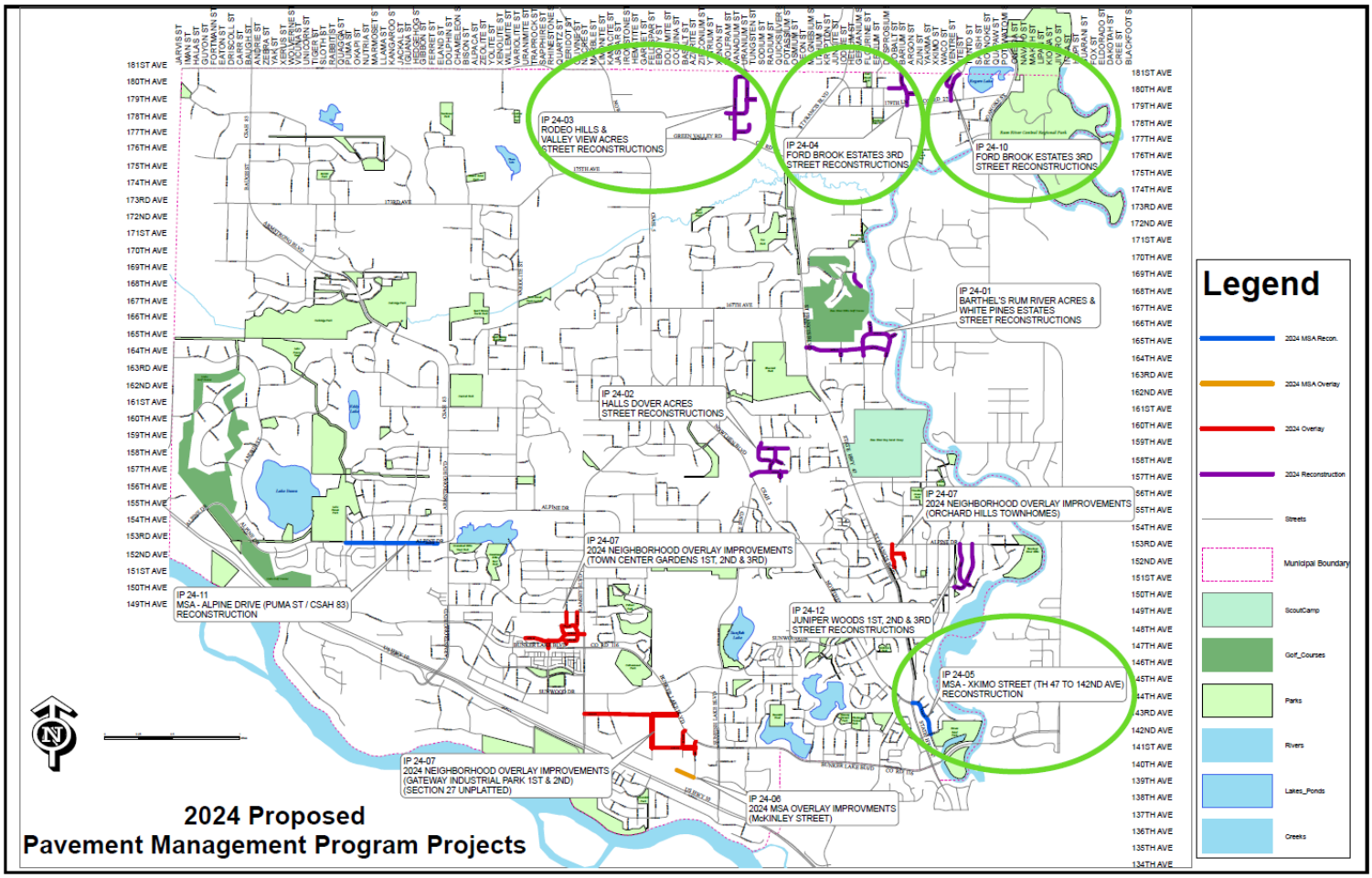
Staffing

An Experienced, Dedicated Team

We provide a multi-disciplined staff of 36 full-time employees. Our Engineering Department consists of Registered Engineers (7), Engineers-in-Training (2), Engineering Technicians (4), an Environmental Specialist (1), and Construction Observers (6). The Surveying Department includes Registered Land Surveyors (3), CADD Technicians (2), Survey Crew Chiefs (4), Survey Technicians (2), and GIS Specialists (2). We also employ an Administrative Assistant (1), Receptionist (1), and Business Manager/Human Resources (1).

2024 City Improvement Projects

The scope of this project includes three residential areas and one Municipal State Aid road as indicated in the figure (circled in green) and as discussed below. It is anticipated that the three residential areas will be combined into one plan set and the Municipal State Aid project will be a second plan set.



Project 1 - IP#24-03 2024 NE Ramsey Street Reconstructions

Rodeo Hills and Valley View Acres Street Reconstruction

This project area consists of Vanadium Street NW, Uranium Street NW, 178th Lane NW, 179th Lane NW, and 180th Lane NW within the Rodeo Hills and Valley View Acres subdivisions. The roads in this project area utilize a rural section with culverts and drainage ditches to convey stormwater runoff. Overall, the drainage patterns are well established in this area, however, it will be necessary to evaluate the culverts for replacement and also to evaluate the ditches for accumulated sediment. Soil corrections are likely necessary in this project area to rebuild the subgrade and provide a foundation on which to reconstruct the streets.

Ford Brook Estates 3rd Addition Street Reconstruction

This project area consists of Barium Street NW and 180th Avenue NW within the Ford Brook Estates 3rd Addition subdivision. These roads currently utilize bituminous curb for drainage and the pavement is deteriorating in the drainage path. The design will analyze replacing the bituminous curb with concrete curb and gutter to improve the drainage and extend the life of the pavement.

Section 01 Unplatted Street Reconstruction

This project area consists of Waco Street NW, from 179th Lane NW to the municipal border, and also includes Waco Drive NW, from Waco Street NW to the municipal border. It is contemplated that the City of Nowthen will also reconstruct the segments of Waco Street NW and Waco Drive NW from the municipal border to the north simultaneous with the City of Ramsey. These roads currently utilize bituminous curb for drainage, which is in poor condition, and the design will analyze replacing the bituminous curb with concrete curb and gutter to improve the drainage and extend the life of the pavement.

Project 2 - IP#24-05 Municipal State Aid - Xkimo Street

This project area consists of the reconstruction of Xkimo Street NW, from the cul-de-sac near Bunker Lake Blvd to Highway 47. Xkimo Street currently utilizes concrete curb and gutter and storm sewer to convey the stormwater runoff. The concrete curb and gutter will be evaluated and damaged portions and/or panels that have settled will be scheduled for replacement. This project will require detailed traffic control and staging plans due to the business and local traffic, as well as the signalized intersection and median at the Highway 47 intersection. This road is a Municipal State Aid Route and the plans will be prepared in accordance with MnDOT requirements such that Municipal State Aid funding may be utilized.

Drainage Review

In general, the existing drainage patterns will be maintained. Any drainage concerns within the project limits will be investigated and/or analyzed to determine if there is a solution that can be easily implemented with the project.

Analysis of Driveways and Street Profile

Sufficient amount of topographic survey work must be completed to determine the proposed finished grade profile. Specifically, areas in which the adjacent driveways have flat slopes or driveways with a special condition must be identified to ensure that impacts will not occur.

In certain areas, it is anticipated that the design will include the salvaging of the reclaimed aggregate and sub-cutting of the subgrade such that the existing street profile can be matched and driveways preserved. Driveways must be analyzed on an individual basis to analyze the drainage. In some areas, this work is anticipated to be a construction cost savings (in areas where several driveways may be negatively impacted from raising the road).

We will also closely analyze "special driveways", which are driveways that are constructed with stamped and/or colored concrete and may not easily be matched.

Pedestrian Curb Ramps

In project areas in which pedestrian curb ramps will be impacted, additional topographic survey and detailed design will be performed such that ADA compliant curb ramps may be constructed and/or reconstructed. Specifically, the slope of the ramp and the landing will be determined and critical elevations will be determined at specific locations.

Landscaping

Areas with in-place landscaping within the project limits will be identified in the topographic survey such that a strategy can be developed early in the design process with City staff and/or council. This will allow certain messages to be communicated to affected property owners at the public improvements hearings such that advance notice is provided for items that must be removed from the City right-of-way. Whenever possible, landscaping and other similar items installed by the homeowner's will be preserved.

Curb and Gutters

All areas of concrete curb and gutters will be surveyed and field reviewed by qualified staff to determine the extents of the proposed curb replacements. During detailed design, this field reconnaissance will allow for the replacement to be clearly depicted on the construction plans and reflected in the Contractor's bid.

Bituminous Curbs

Areas with existing bituminous curbs will be analyzed. Drainage patterns will be reviewed and our team will work with City staff to determine if they will be proposed to be replaced in-kind or with concrete curb and gutter. Often times, bituminous curb can be replaced with a smaller concrete curb and gutter for approximately the same cost.

Pavement Indicators

During our field reconnaissance, we will specifically review areas in which the pavement is more severely deteriorated as compared to the remainder of the pavement surface. Severe pavement deterioration is often a sign of weak subgrade or poor drainage. These areas will be identified early in the process such that soil borings can be obtained with the geotechnical phase. The results of the soil borings will be reviewed to determine if subgrade corrections or drainage improvements are necessary.

Traffic Control and Staging

Appropriate traffic control and staging plans will be developed to ensure that property access is maintained at all times.

Further, appropriate milestones must be included in the Project Manual such that the Contractor is not allowed to "open up" all of the project areas at one time. The Contractor will be required to submit a bar chart schedule prior to commencing any work, which will be reviewed by Hakanson Anderson and City staff to ensure that an orderly progression of the work is proposed. Simply put, the Contractor must finish work in one project are before opening up another project area.

Construction Services

Upon request of the City, we will provide construction services as needed. We will be available to respond to questions from City staff and/or the Contractor and to assist in interpreting the Construction Documents.

We may also provide construction observation and construction staking services throughout the construction phase of the project if requested by the City, subject to staff availability. Construction staking may consist of: staking right-of-way, staking centerline offsets, blue-topping, staking pedestrian curb ramps, and staking drainage improvements. Construction period services are not included in the base services as outlined in this proposal. If the City would like HAI to provide construction period services, we request to be notified in November/December of 2023 such that we can schedule our staff resources accordingly.

As-Built Survey / Record Drawings

Upon request of the City, all newly installed structures or culverts will be surveyed and the record drawings will be prepared. Construction notes from City construction observation staff will be received and any variations for the original proposed construction plans will be documented.

Project Approach

The true measure of an effective approach to managing tasks is the ability to deliver the expected results on time and within budget. We at Hakanson Anderson are accountable for our work and obligations. Our project approach and work plan for this project is based on our thorough understanding of the project and is focused around providing a strong, experienced team. It is our goal to exceed the City's expectations in all aspects of the project. Major elements required to successfully complete the project within the time frames allowed include the following:

- Coordinating a Public Process
- Project Management Plan
- Development of Detailed Plans
- Highly Skilled and Organized Team

A brief description of these major elements are as follows:

COORDINATING A PUBLIC PROCESS

Coordinating a public process requires excellent communication skills, a thorough understanding of the project, and a thorough understanding of the clients' goals and policies. Further, the ability to adapt and respond to situations when or if misinformation is presented is crucial. There is no single factor that is more damaging to a project than misinformation, and if it is presented, it must be dealt with immediately in a professional manner. In order to be successful and gain the trust of the project stakeholders, the facilitator must present accurate information and have the skills to communicate the benefits of the proposed improvements. Further, it is crucial that the design team listen to public comment, evaluate it for merit, and openly discuss the decision making process. Our experience has shown us that stakeholders all lend different points of view to various aspects of the project and those points of view must be considered. When project stakeholders are treated with respect, they typically return the favor.

PROJECT MANAGEMENT PLAN

It is our company policy to create a Project Management Plan at the beginning of every project to ensure that all project goals and objectives are met. The Project Management Plan will further identify each team member's specific role in the proposed project and the deadline for each specific task so all major steps in the critical path are completed within the time frame that is necessary to deliver the project within the time that is allotted.

SECTION 3
PROJECT APPROACH

DEVELOPMENT OF DETAILED PLANS

Our 45 years of experience focusing on municipal engineering gives us the project understanding needed to prepare the detailed plans and specifications necessary for a successful project. Our proposal includes a topographic survey of the existing streets, utilities, and other features scheduled for replacement. Our detailed plans will specifically show all removals, milling, maintenance work, and any other proposed work and will eliminate any confusion by the Contractor, allowing them to submit a confident and competitive bid.

DETAILED TRAFFIC CONTROL AND STAGING PLANS

In order for this project to be successful a significant amount of effort and thought must be put into preparing traffic control and staging plans. If the traffic control and staging plans are not adequate and the Contractor is allowed to "open up" all project areas at one time, there will likely be many unhappy residents and business owners. Staging plans that require a Contractor to finish one project area within a certain timeframe before opening up a new project area will be absolutely necessary.

HIGHLY SKILLED AND ORGANIZED TEAM

The City of Ramsey needs a consultant that is highly organized, has an established and streamlined Quality Program, is skilled in the area of design, and has sufficient in-house staff to complete the required work within the time frame so the goal of fully executed plans and specifications can be realized for construction in 2024. The engineers dedicated to this project have successfully completed many similar projects.

Work Plan

This Work Plan summarizes the major tasks that will be performed with each phase of the project. The major tasks are defined as those tasks that could affect the critical path of this project. The following pages summarize the anticipated tasks and deliverables for each phase.

PHASE 1 - PROJECT INVESTIGATION AND TOPOGRAPHIC SURVEY

Task 1 – Project Initiation

We will initiate the project by reviewing as-builts, visiting the sites to identify areas with special considerations, and determing extents of the topographic survey.

Task 2 – Geotechnical Investigation

Identify locations for pavement cores and soil borings. We anticipate obtaining pavement cores to determine accurate pavement depths. This information will be needed to obtain accurate quantities for removal or salvage if the material is reclaimed for road base. We also propose to coordinate soil borings to obtain an accurate R-value estimate for pavement design. We would develop a scope of work for the required geotechnical investigation and obtain quotes from qualified firms. The quotes would be presented to the City for consideration and the actual geotechnical exploration costs are not included in our proposal.

Task 3 – Gopher State One Call

A Gopher State One Call will be initiated in advance of the topographic survey and we will request that all facilities are field marked.

Task 4 – Topographic Survey

Our proposal includes performing field surveys as necessary to ensure complete and accurate construction plans. We propose to cross section the road at approximate 50' intervals for the road segments that will be reconstructed. All features such as driveways, trees, mailboxes, culverts, sanitary sewer manholes, water valve boxes, fire hydrants, traffic signs, and landscaping areas will be surveyed within the right-of-way. We will also survey all field marked utilities.

PHASE 2 - DESIGN & BIDDING SERVICES

Task 1 – Existing Utilities Review

We will investigate and review the existing data on the storm sewer, water, sanitary sewer systems and private utilities. This task also includes a comparison between the field located utilities and available mapping.

Task 2 – Culvert Analysis

We will review the culverts with City staff and propose culverts for replacement. All culverts will be replaced in kind, therefore, a hydraulic analysis and/or stormwater model will not be required.

Task 3 – Small Utility Notification

We will notify and coordinate the project improvements with the utility companies.

Task 4 – Value Engineering

Review the project to determine possible cost savings such as recycle of bituminous as base material.

Task 5 – Identify Easements

Additional easements are not anticipated for this project. All work is assumed to be within existing easements.

Task 6 – Utility Design Meeting

Coordinate a meeting with City Staff and the small utilities as required. We will coordinate and attend the utility design meeting. The goal is to define potential conflicts and to provide the utility companies with advance notice of the project to avoid construction delays.

Task 7 – Construction Drawings

Prepare detailed construction drawings for review by the City. We anticipate that a typical plan set will include:

1. Title Sheet
2. Construction Notes
3. Standard Plates
4. Schedules
5. Typical Sections and Details
6. Existing Conditions
7. Removals
8. List of Estimated Quantities
9. Street and Stormwater Plan and Profiles
10. Utility Plan and Profiles
11. Traffic Control and Staging Plans
12. Signage and Striping Plan
13. Contractor Storage Area
14. Erosion and Sediment Control Plan
15. Cross Sections

Task 8 – Prepare Final Documents

Prepare final drawings, estimated quantities, specifications, conditions of the contract and bidding requirements. Coordinate these plans and specifications with the permitting agencies.

Task 9 – Final Construction Cost Estimate

Finalize the estimated cost of construction and value engineer as required to maintain budget.

Task 10 – Quality Control Review

Schedule and conduct an in-house quality control review of the final draft of the construction documents.

Task 11 – Pre-bid Conference

Coordinate and attend pre-bid conference if the City requests one.

Task 12 – Bidding Process

Respond to Contractor questions, review and approve proposed Contractor substitutions in coordination with the City. Prepare and coordinate any necessary Addenda.

Task 13 – Bid Opening

We will attend and assist the City in conducting the bid opening. After the bid opening, we will prepare a bid tabulation to verify that the bid amounts agree with the estimated quantities and unit prices. If the City prefers, we can also conduct the bid opening electronically through QuestCDN.

Deliverables: Final construction drawings and specifications, and final construction cost estimate. Draft addenda if necessary. Prepare bid tabulation and award recommendation letter.

PHASE 3 - CONSTRUCTION SERVICES

Upon request of the City, Hakanson Anderson will provide the following Construction Services as an Additional Service.

Task 1 – Pre-Construction Conference

Coordinate and attend preconstruction conference.

Task 2 – Construction Administration

The Project Manager and/or Design Engineers will be available during construction as needed to respond to questions and to assist City Staff in interpreting the construction documents.

Task 3 – Construction Observation

Our Construction Observer will provide full-time construction observation services to ensure that all work conforms to the approved plans and specifications and City of Ramsey standards. The Construction Observer will coordinate all material testing with the geotechnical subconsultant and will coordinate the construction schedule and activities with the property owners.

Task 4 – Construction Staking

Offsets will be provided prior to beginning removals and reclamation. Utility, storm sewer and curb stakes will be provided as necessary. Curb will be staked at 25' intervals. Finish grade offset stakes will be set at 50' stations. If necessary, blue top stakes will be placed for finish grading the base.

Deliverables: Meeting minutes, survey cut sheets, shop drawings, payment requests, construction observation reports, project closeout information, project punchlist, final acceptance letter.

PHASE 4 - RECORD DRAWINGS

Task 1 – As-Built/Record Drawing

Receive, review and assemble all as-built information onto the drawing and specifications.

Deliverables: Electronic and hard copies of the record drawings.

Section 3
2024 Improvement Projects Schedule

| Description | 2023 August | | | | September | | | | October | | | | | November | | | | December | | | | 2024 January | | | | | February | | | | March | | | | April | | | | | May | | | | June | | | | | July | | | | August | | | | | September | | | | | October | | | |
|---|---|---

Hakanson Anderson

SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE

Staff Commitment

The team for this project was carefully selected based on their qualifications, experience and availability. Due to the importance we have placed in serving you, your team will include many of our key employees with a wealth of relevant experience. We have assembled a team of qualified staff members to complete the work efficiently, cost effectively and professionally.

Design Team



Shane Nelson, P.E., is proposed to be the Project Manager. Shane is a Vice President with the firm and has 22 years of experience in municipal and civil engineering. Shane will be solely responsible for the management and administration of all engineering services required of Hakanson Anderson. Shane has worked with numerous governmental clients and has established an excellent track record of meeting the clients needs and expectations by providing quality advice and exceptional project management. Shane has extensive experience in the design and construction of state aid, residential, and commercial streets; trails, watershed plans and roadway management programs. He has designed and supervised numerous civil engineering improvement projects.



Craig Jochum, P.E., is proposed to be the QA/QC Reviewer. Craig will review the completed plans and specifications in accordance with our established procedures as outlined in our Quality Manual. Craig is the President of Hakanson Anderson and has 33 years of experience in providing consulting engineering services. Craig will ensure that all Hakanson Anderson work products are peer reviewed and are of the highest quality. He has extensive experience in general municipal engineering projects including the design and construction of state aid and local streets; residential and commercial plan review; residential and commercial site and utility design, municipal water source, storage and treatment design, and comprehensive sewer, water, and storm water planning.



Timothy Eggerichs, P.E., is proposed to be a Lead Design Engineer. Tim will lead the design on the project ensuring that adequate detail and design elements are incorporated into the plans. Tim will assign specific design and drafting tasks to other design engineers and technicians and assemble multiple elements to ensure a complete design. Tim has a Bachelor of Science in Civil Engineering and is a Licensed Professional Engineer. Tim is in his 24th year with Hakanson Anderson. Tim's focus over the past 24 years has been development of plans and specifications for a variety of improvement projects.

Hakanson Anderson

SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE



Sam Jochum, P.E., is proposed to be a Design Engineer. Sam is a licensed Professional Engineer with experience in municipal and civil engineering. He has helped design numerous civil engineering improvement projects and has supported in preparing plans for many projects.



Andrew Vistad, P.E., is proposed to be a Design Engineer. Andrew will carry out specific assignments and complete the design of individual project elements. Andrew received his Bachelor of Science in Civil Engineering from North Dakota State University and is a Licensed Professional Engineer. His area of focus is in design for municipal development, stormwater modeling, preparation of stormwater management plans, flood protection projects and municipal solid waste landfill designs. He has utilized GIS software to process and analyze data to create exhibits for municipal development, stormwater modeling, flood protection, and municipal solid waste landfills.



Dave St. Dennis is proposed to be the Civil Technician. Dave has over 32 years of experience in the engineering consulting business. Dave is a Senior Civil Technician responsible for computer design, drafting and construction inspection of public works projects in the community's the firm services. Dave is also involved in the design and drafting of private land development projects for Hakanson Anderson Associates, Inc. clients.



Seth Monroe, is proposed to be the GIS Specialist. Seth has over 20 years of experience in the surveying and GIS Fields. He currently provides support for the continued operation of the City of Otsego's GIS program and is assisting with the development of the City of Anoka's Cloud based GIS system. Seth's surveying experience ranges from topographic surveys for street reconstruction projects to boundary survey drafting and computation.

Hakanson Anderson

SECTION 4
PROPOSED PROJECT TEAM & EXPERIENCE



Brian Person, P.L.S. is proposed to be the Survey Manager. Brian received his Bachelor of Science from University of Wisconsin. Brian has 20 years of experience in land surveying and is Vice President with our firm. Brian has worked on a variety of projects throughout the State of Minnesota and Wisconsin. His projects range from individual lot surveys to large complex right-of-way acquisition projects for roadway and utility construction.



Luke Buchholz, Construction Observer. Luke assists the Hakanson Anderson team by providing G.I.S. and construction observation services to our clients. Luke's experience ranges from road projects to multimillion dollar construction projects. He holds certifications in: Aggregate Production, Level 1 and 2 Bituminous Street, Level 1 and 2 Concrete Field, Level 1 and 2 Grading and Base, Construction Installer, and Construction Site Managment.



Jim Stenglelin, Construction Observer. Jim assists the Hakanson Anderson team by providing construction observation services to our clients. Jim has extensive experience in geotechnical observations, sanitary sewer, watermain, and road construction projects. He holds certifications in: Aggregate Production, Level 1 and 2 Bituminous Street, Level 1 and 2 Concrete Field, Level 1 and 2 Grading and Base, Construction Installer, and Construction Site Managment.

Thomas Johnson, Construction Observer. Thomas assists the Hakanson Anderson team by providing construction observation services to our clients and is also an engineer-in-training. He has experience in sanitary sewer, watermain, and road construction projects.

Relevant Project Experience

Relevant project examples and references are summarized on the following pages.

City of Elk River

LOCATION:
13065 Orono Parkway
Elk River, MN 55330
763-635-1051

CONTACT PERSON:
Justin Femrite, P.E.
Public Works Directors

PROJECT COST:
$1,967,000

DESIGN CRITERIA:
Municipal State Aid and City Standards

FUNDING:
Local

STATUS:
Constructed

Nature's Edge Business Center 3rd Addition

The City of Elk River retained Hakanson Anderson in 2021 to design the Nature's Edge Business Center 3rd Addition improvements. The project consisted of the design and construction of improvements to public infrastructure including sanitary sewer, watermain, storm sewer, and street improvements. Hakanson Anderson also provided all survey and platting services for the project, which included the coordination and platting of a lot to be used for a future electric substation for Elk River Municipal Utilities.

This project was a continuation of previous phases of the Nature's Edge Business Center, and was important to the surrounding business as it will provide a more desirable connection to Highway 10 for the large trucking companies and other commercial businesses.

The project included large infiltration basins to manage current and future runoff volumes from the fully developed proposed condition. The construction included the excavation of over 95,000 cubic yards of soil to provide an earth balance on the newly platted commercial lots.





City of St. Michael – Consultant Engineer

LOCATION:
11800 Town Center Drive NE
St. Michael, MN 55376
763-416-7931

CONTACT PERSON:
Steve Bot, City Administrator/
Public Works Director
Cody Holmes, City Engineer

PROJECT COST:
$1.4 Million

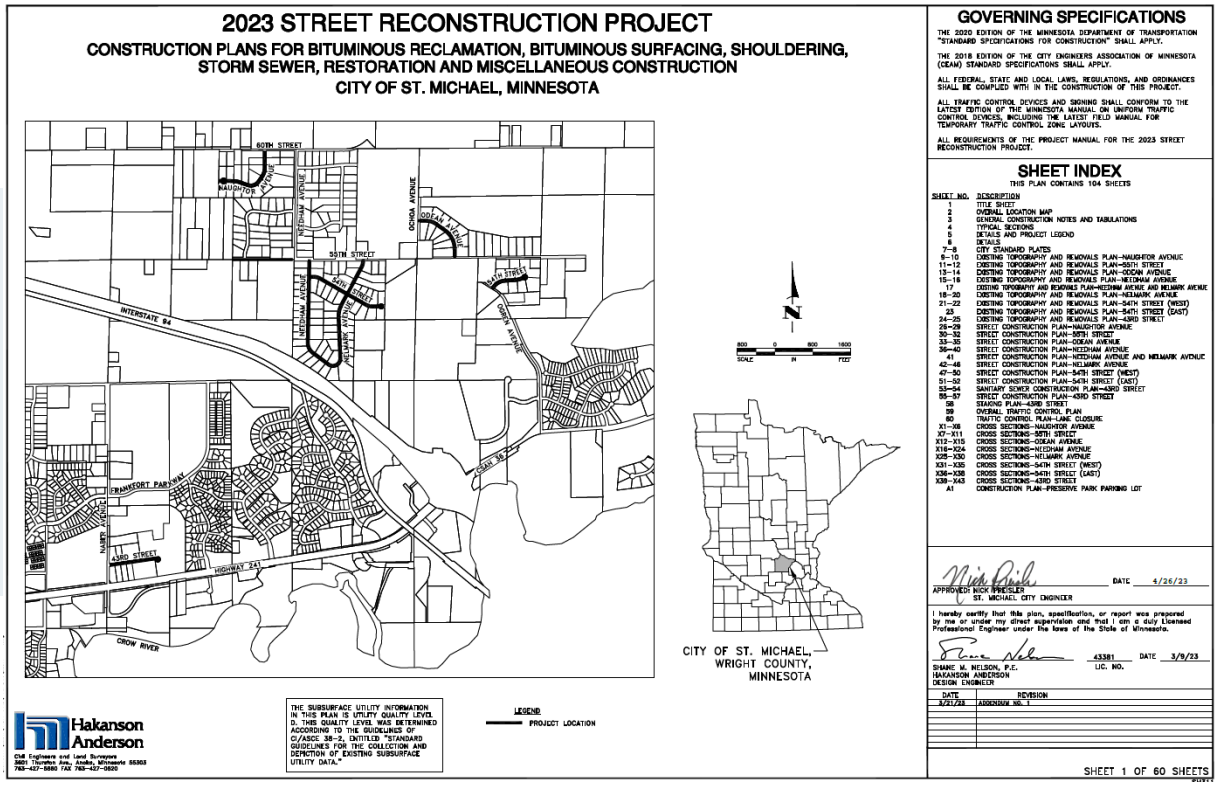
FUNDING:
Local

STATUS:
Constructed

2023 Street Reconstruction Project

The City of St. Michael retained Hakanson Anderson to prepare detailed plans and specifications for the reconstruction of several local streets, including Naughtor Avenue, Needham Avenue, Nelmark Avenue, Odean Avenue, 43rd Street, and 54th Street. This project consisted of reclaiming the existing bituminous surface, replacing culverts, correcting drainage issues, and reconstructing the roadways. The project also included constructing new sanitary sewer to provide services to the businesses along 43rd Street. The biggest challenge with this project was coordinating the phasing of the project areas and the affected residents.

The Hakanson Anderson team successfully coordinated the project with the 100 existing residences. Detailed staging plans were prepared and multiple contract milestones were established in the Project Manual to ensure continuous progress in each project area once the work was commenced. The project was substantially completed in 2023.



2023 STREET RECONSTRUCTION PROJECT

CONSTRUCTION PLANS FOR BITUMINOUS RECLAMATION, BITUMINOUS SURFACING, SHOULDERING, STORM SEWER, RESTORATION AND MISCELLANEOUS CONSTRUCTION
CITY OF ST. MICHAEL, MINNESOTA

GOVERNING SPECIFICATIONS

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

THE 2018 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD SPECIFICATIONS SHALL APPLY.

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 LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE 2023 STREET RECONSTRUCTION PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 104 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	OVERALL LOCATION MAP
3	GENERAL CONSTRUCTION NOTES AND TABULATIONS
4	TYPICAL SECTIONS
5	DETAILS AND PROJECT LEGEND
6	DETAILS
7–8	CITY STANDARD PLATES
9–10	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NAUGHTOR AVENUE
11–12	EXISTING TOPOGRAPHY AND REMOVALS PLAN–50TH STREET
13–14	EXISTING TOPOGRAPHY AND REMOVALS PLAN–ODEAN AVENUE
15–16	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NEEDHAM AVENUE
17	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NEEDHAM AVENUE AND NELMARK AVENUE
18–20	EXISTING TOPOGRAPHY AND REMOVALS PLAN–NELMARK AVENUE
21–22	EXISTING TOPOGRAPHY AND REMOVALS PLAN–54TH STREET (WEST)
23	EXISTING TOPOGRAPHY AND REMOVALS PLAN–54TH STREET (EAST)
24–25	EXISTING TOPOGRAPHY AND REMOVALS PLAN–43RD STREET
26–29	STREET CONSTRUCTION PLAN–NAUGHTOR AVENUE
30–32	STREET CONSTRUCTION PLAN–50TH STREET
33–35	STREET CONSTRUCTION PLAN–ODEAN AVENUE
36–40	STREET CONSTRUCTION PLAN–NEEDHAM AVENUE
41	STREET CONSTRUCTION PLAN–NEEDHAM AVENUE AND NELMARK AVENUE
42–46	STREET CONSTRUCTION PLAN–NELMARK AVENUE
47–50	STREET CONSTRUCTION PLAN–54TH STREET (WEST)
51–52	STREET CONSTRUCTION PLAN–54TH STREET (EAST)
53–54	SANITARY SEWER CONSTRUCTION PLAN–43RD STREET
55–57	STREET CONSTRUCTION PLAN–43RD STREET
58	STAGING PLAN–43RD STREET
59	OVERALL TRAFFIC CONTROL PLAN
60	TRAFFIC CONTROL PLAN–LANE CLOSURE
X1–X6	CROSS SECTIONS–NAUGHTOR AVENUE
X7–X11	CROSS SECTIONS–50TH STREET
X12–X15	CROSS SECTIONS–ODEAN AVENUE
X16–X24	CROSS SECTIONS–NEEDHAM AVENUE
X25–X30	CROSS SECTIONS–NELMARK AVENUE
X31–X35	CROSS SECTIONS–54TH STREET (WEST)
X36–X38	CROSS SECTIONS–54TH STREET (EAST)
X39–X43	CROSS SECTIONS–43RD STREET
A1	CONSTRUCTION PLAN–PRESERVE PARK PARKING LOT

APPROVED: NICK SNEGLER
ST. MICHAEL CITY ENGINEER
DATE 4/26/23

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.

SHANE M. NELSON, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER
43381
LIC. NO.
DATE 3/9/23

DATE	REVISION
3/21/23	ADDENDUM NO. 1

SHEET 1 OF 60 SHEETS

CITY OF ST. MICHAEL,
WRIGHT COUNTY,
MINNESOTA

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

LEGEND
PROJECT LOCATION

City of St. Michael – Consultant Engineer

LOCATION:
11800 Town Center Drive NE
St. Michael, MN 55376
763-416-7931

CONTACT PERSON:
Steve Bot, City Administrator/
Public Works Director
Cody Holmes, City Engineer

PROJECT COST:
$2.6 Million

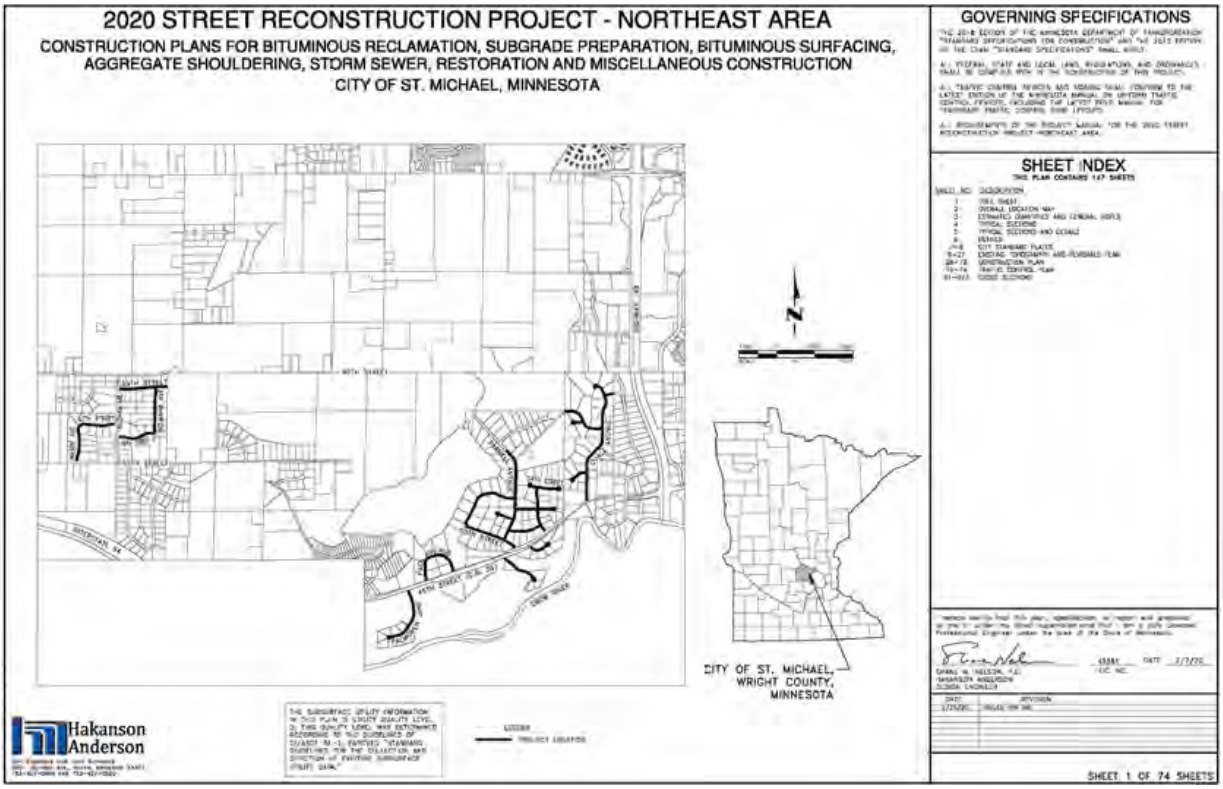
FUNDING:
Local

STATUS:
Constructed

2020 Street Reconstruction Project, Northeast Area

The City of St. Michael retained Hakanson Anderson to prepare detailed plans and specifications for the reconstruction of several local streets, including Parnell Avenue, Page Avenue, Quale Avenue, Palmgren Lane, Nason Avenue, Nelmark Avenue, 50th Street, 53rd Street, 54th Street, 56th Street, 57th Street, and 59th Street. This project consisted of reclaiming the existing bituminous surface, replacing culverts, correcting drainage issues, and reconstructing the roadways. The biggest challenge with this project was coordinating the phasing of the multiple project areas and the affected residents and businesses.

The Hakanson Anderson team successfully coordinated the project with the 180 existing residences as well as the Fox Hollow Golf Course. Detailed staging plans were prepared and multiple contract milestones were established in the Project Manual to ensure continuous progress in each project area once the work was commenced. The project was substantially completed in 2020.







City of Anoka – Consultant Engineer since 1985

LOCATION:
2015 – 1st Avenue N.
Anoka, MN 55303
763-576-2781

CONTACT PERSON:
Greg Lee, City Manager

PROJECT COST:
Range from $850,000 to $2,700,000

DESIGN CRITERIA:
Municipal State Aid and City Standards

FUNDING:
Assessment, Municipal State Aid and Local

STATUS:
Ongoing

The City of Anoka implemented a comprehensive Street Renewal Program in 1999 to systematically replace and upgrade its aging infrastructure, some of which dates to the 1880s. When residential streets are scheduled for reconstruction, the City trusts Hakanson Anderson to complete a thorough investigation of the existing facilities in order to coordinate and replace all old or undersized facilities. We have been assisting the City of Anoka with its Street Renewal Program since its inception.

1999-2023 Street Renewal Program

The Street Renewal Projects typically consist of the complete reconstruction of streets, storm sewer, sanitary sewer, watermain, sidewalk, lift stations, and small utilities within existing urban neighborhoods. The aging sanitary sewer mains and laterals are replaced, as well as the cast iron watermains. Hakanson Anderson assists the City early on by helping to gain public support for the project at the annual neighborhood meeting. During construction, frequent communication with the City and affected property owners is the key in maintaining access and realizing a successful project. Our design team always meets with the small utility companies early in the design process to coordinate the impacts and allow the opportunity for replacement of private lines, as well as City-owned electric facilities. The City Electric Utility seizes the opportunity to replace the existing overhead cobra street lights with underground wiring and decorative-style streetlights.

City of Coon Rapids – Consultant Engineer

LOCATION:
11155 Robinson Drive
Coon Rapids, MN 55433
763-767-6465

CONTACT PERSON:
Mark Hansen, City Engineer

PROJECT COST:
$6.8 Million

DESIGN CRITERIA:
Municipal State Aid
and City Standards

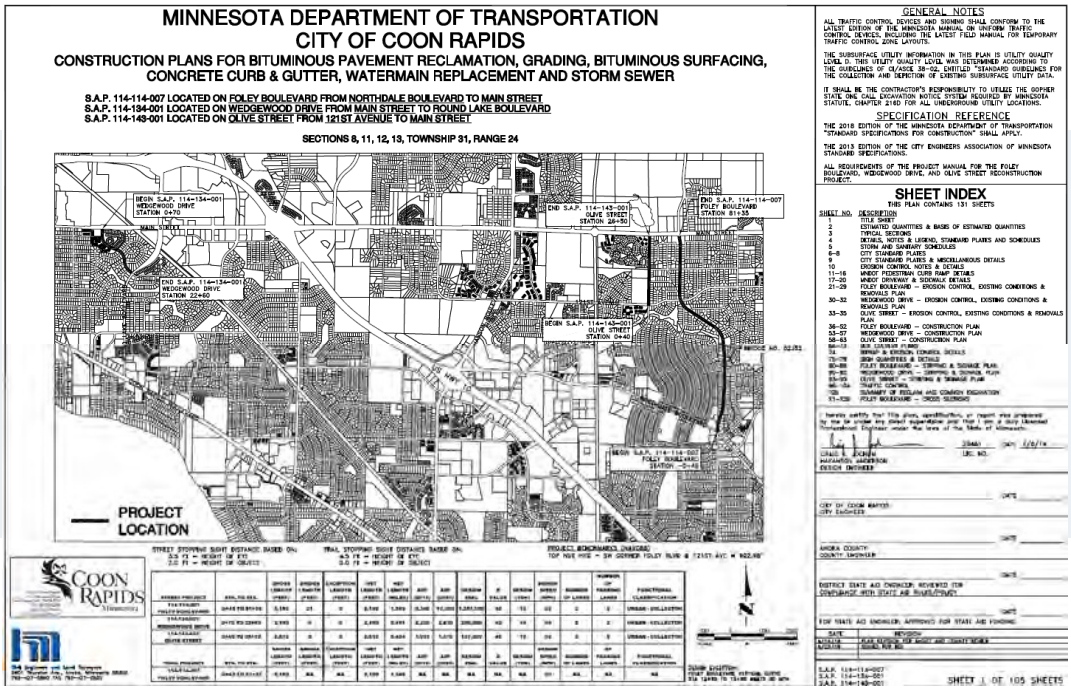
FUNDING:
Municipal State Aid,
Assessment and Local

STATUS:
Constructed

Foley Boulevard, Wedgewood Drive, and Olive Street

The City of Coon Rapids retained Hakanson Anderson to perform the topographic survey, detailed design, construction observation, and surveying services for the Foley Boulevard, Wedgewood Drive, and Olive Street project. The project consisted of a full reconstruction of the pavement surface, concrete curb replacement, the replacement/installation of twin concrete box culverts at the Foley Boulevard crossing with Sand Creek, replacement of watermain on Olive Street, and a Pedestrian Rapid Flash Beacon.

As a component of the project, the City desired to replace the existing five-foot-wide sidewalk with a ten-foot-wide shared use trail on the east side of Foley Boulevard. However, the increase in impervious surface would have triggered additional stormwater requirements and significant property impacts/right-of-way acquisition. The pavement width was analyzed, and it was determined that the pavement could be "right sized" and the width reduced by five feet to provide no net increase in impervious surface. The pavement width was reduced to 46 feet, which is sufficient for two-way traffic with parking lanes on both sides.


MINNESOTA DEPARTMENT OF TRANSPORTATION
CITY OF COON RAPIDS
CONSTRUCTION PLANS FOR BITUMINOUS PAVEMENT RECLAMATION, GRADING, BITUMINOUS SURFACING, CONCRETE CURB & GUTTER, WATERMAIN REPLACEMENT AND STORM SEWER
S.A.P. 114-114-007 LOCATED ON FOLEY BOULEVARD FROM NORTHDALE BOULEVARD TO MAIN STREET
S.A.P. 114-134-001 LOCATED ON WEDGEWOOD DRIVE FROM MAIN STREET TO ROUND LAKE BOULEVARD
S.A.P. 114-143-001 LOCATED ON OLIVE STREET FROM 121ST AVENUE TO MAIN STREET
SECTIONS 8, 11, 12, 13, TOWNSHIP 31, RANGE 24
PROJECT LOCATION
GENERAL NOTES
SPECIFICATION REFERENCE
SHEET INDEX
THIS PLAN CONTAINS 131 SHEETS
SHEET 1 OF 105 SHEETS

Hakanson Anderson

SECTION 5
CONSULTANT COST

Project Costs

The proposed cost for our base services as described herein is summarized below by project area. The included services are: Project Investigation and Topographic Survey, Design & Bidding Services, and preparation of As-Built/Record Drawings.

Project Area	Estimated Cost
Project 1 - IP #24-03 2024 NE Ramsey Street Reconstructions	$174,000
Project 2 - IP #24-05 Municipal State Aid – Xkimo Street	$ 38,000
Total (Not-to-Exceed):	**$212,000**

Standard Municipal Hourly Rates

Hakanson Anderson hourly rates for this project will be as follows:

Shane Nelson, Project Manager	$160.00
Craig Jochum, Quality Assurance/Control Reviewer	$160.00
Tim Eggerichs, Senior Design Engineer	$145.00
Sam Jochum, Design Engineer	$115.00
Andrew Vistad, Design Engineer	$125.00
Dave St. Dennis, Civil Technician	$112.00
Seth Monroe, GIS Specialist	$120.00
Brian Person, Survey Manager	$150.00
Administrative Assistant	$70.00
GPS/Robotic Total Station	$40.00
Mileage	Current IRS Rate

Reimbursable Costs

Hakanson Anderson charges for robotic total stations and mileage for construction observers as shown in the schedule above. These expenses are included in our Not-to-Exceed cost. All of our other expenses are included in our hourly rates.

Construction Services

Construction period services are not included, but may be provided as an additional service. Upon request of the City, we will provide a proposal for construction period services.

Proposal Time Period

This proposal shall remain valid until September 3, 2023.

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-201 Ordering Plans and Specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-201 ordering plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies Alpine Drive between Puma Street and Armstrong Boulevard (CSAH 83) for street reconstruction in 2024. Additionally, the CIP identifies extension of trunk watermain between Armstrong Boulevard and Puma Street to complete a critical watermain loop. A street segment summary for the project is attached to this case.

Project History

On June 13, 2023, the Ramsey City Council adopted Resolution #23-130, accepting and awarding a proposal to Bolton & Menk, Inc. for topographic survey of the project area.

On June 27, 2023, the Ramsey City Council adopted Resolution #23-129, accepting and awarding a proposal to Independent Testing Technologies Inc. for a geotechnical report of the project area.

Project Scope

This project proposes to reconstruct Municipal State Aid (MSA) Alpine Drive between Puma Street and Armstrong Boulevard (CSAH 83). The project limits will stop approximately 400 feet west of Armstrong Boulevard, and tie into the new pavement section built by Anoka County in 2023 as part of the Armstrong Boulevard and Alpine Drive roundabout project. City trunk watermain was also extended to the west side of Armstrong Boulevard as part of the roundabout project, to avoid future impacts.

The street is a 29-foot wide urban section with concrete curb and gutter, with no parking allowed on either side of the street. A bituminous trail runs along the north side of Alpine Drive with concrete pedestrian ramps crossing the side streets. Impacts to the trail are not anticipated with this project.

Watermain exist on both ends of the project area, sanitary sewer exists near the west end of the project area. The subdivisions on both sides of Alpine Drive are not within the MUSA. Sanitary sewer is not proposed to be extended, however trunk watermain is proposed to be extended between Armstrong Boulevard and Puma Street. This is a critical trunk watermain loop connection as all water west of Armstrong Boulevard along north of 147th Avenue are currently served from one trunk line. This is also identified in the 2040 Comprehensive Plan Water Plan, which is attached to this case for reference.

Because of the watermain construction, concrete curb and gutter will potentially require replacement. If during project design the existing concrete curb and gutter is found to be in good conditions, directional drilling of the watermain may be explored, and only spot concrete curb and gutter replacements would be necessary. Based on

the initial review of the geotechnical report, sub-soil conditions appear to be favorable and the assumed pavement section of 4-inches new bituminous over 5-inches recycled aggregate base is anticipated to meet the required 10-ton MSA pavement strength design requirements. Due to construction, traffic counts of this section of Alpine Drive are not current. Staff will perform traffic counts this fall after new traffic patterns from the Armstrong Boulevard roundabout have been established. Traffic levels significant enough to impact the pavement design are not anticipated, but it will be reviewed as part of final design.

PASER values have not been collected on this segment of Alpine Drive since 2021. At that time the PASER value was 8, which was potentially high due to the seal coat covering much of the block cracking. Since 2021, City Staff has seen a noticeable deterioration of the pavement, and would no longer recommend an overlay as an appropriate treatment for the pavement.

Additional Permitting

Alpine Drive is an MSA street, which requires review and approval by the MnDOT MSA department prior to bidding the project. Additionally, a Minnesota Department of Health Water Extension Permit will be required before completing the trunk watermain extension.

Project Timelines

Staff is proposing to prepare plans and specifications for this project in-house, as part of their normal duties. The following are the proposed general project timelines:

August 22, 2023	City Council authorization to prepare plans and specifications
Sep – Dec 2023	Staff prepares plans and specifications
Jan – Feb 2024	City Council approves plans, authorizes bidding
Feb – Mar 2024	Bid opening, City Council awards contracts
May – June 2024	Begin Construction
Summer 2024	Finish Construction

The street and watermain improvements proposed with this project are identified in the City's current 10-year CIP for construction in 2024. They can be funded using a combination of Municipal State Aid Funds, Storm Water Utility Funds, and Water Utility Funds. Staff proposes to construct these improvements as a stand-alone project. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #23-201 ordering plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Funding Source:

Funding for this improvement is proposed to come from Municipal State Aid Funds, Storm Water Utility Funds and Water Utility Funds.

Municipal State Aid Funds	Storm Water Utility Funds	Water Utility Funds	Total Project Funds	

$741,744	$74,174	$498,960	$1,314,878

Recommendation:

Staff recommends adopting Resolution #23-201 ordering plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Action:

Adopt Resolution #23-201 ordering plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Attachments

Res 23-201

24-11 Street Summary

24-11 Project Scope

Alpine Drive CIP Sheet

2040 Comp Plan - Water Plan

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Joe Feriancek	08/16/2023 08:36 PM
Bruce Westby	Bruce Westby	08/17/2023 09:58 AM
Brian Hagen	Brian Hagen	08/17/2023 11:25 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 01:07 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-201

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR MSA ALPINE DRIVE RECONSTRUCTION, IMPROVEMENT PROJECT #24-11

WHEREAS, the City of Ramsey proposes to reconstruct MSA Alpine Drive between Puma Street and Armstrong Boulevard as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-130, adopted June 13, 2023, 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 #23-129, adopted June 27, 2023, the City Council accepted and awarded the proposal to Independent Testing Technologies, Inc., for a geotechnical report of the project area; and

WHEREAS, City Staff has the capacity to prepare plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

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 orders the City Engineer to prepare plans and specifications for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

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 22nd day of August, 2023.

_____

Mayor

ATTEST:

_____

City Clerk

24-11 Alpine Dr MSA (Puma St to CSAH 83) Street Reconstruction													
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)**
Alpine Dr	Puma Street / 400 feet west of Armstrong Bouelvard (CSAH 83)	3571	Urban	8	1977	SC 1981	SC 1989	OL 2002	SC 2007	SC 2017	4.8	4.2	9.0
Alpine Drive Total Length		*3571*	*0.68 mi.*	**GPR not available, depth based off asbuilts*									



ALPINE DRIVE
(ARMSTRONG BLVD / PUMA ST)
PROJECT SCOPE

0 1/10 1/5 3/10

SCALE (FEET)

City of RAMSEY

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project #	23-STR-002
Project Name	MSA Alpine Drive (Puma/CSAH 83) Recon

Department	Street Improvements
Contact	Unassigned
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,314,878

Description

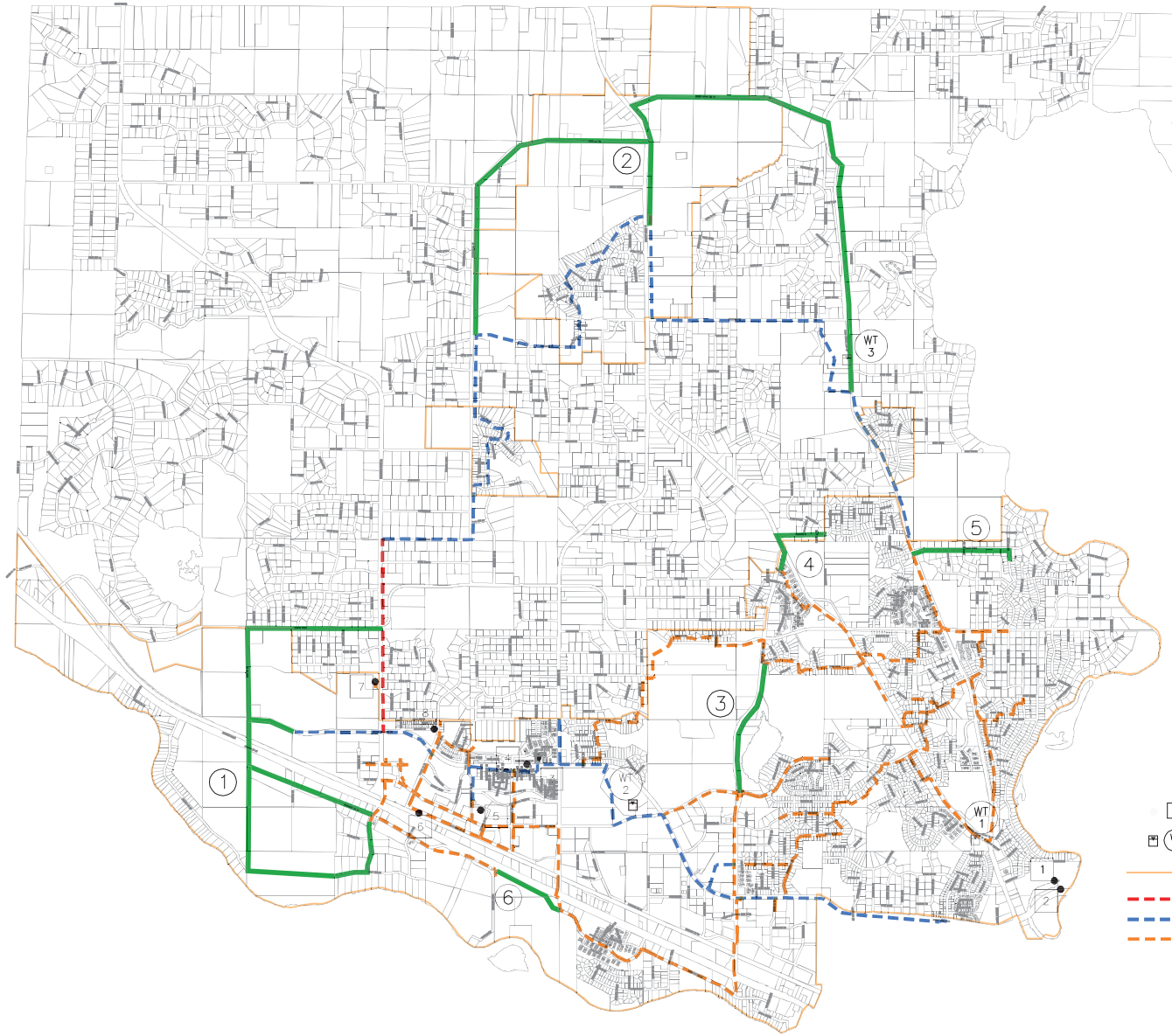
Reconstruction of Alpine Drive between Puma Street and CSAH 83. Extension of watermian from CSAH 83 to Puma Street to complete necessary watermain loop of the area.

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		1,314,878									1,314,878
Total		**1,314,878**									**1,314,878**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
MSA		741,744									741,744
Storm Water Utility Fund		74,174									74,174
Water Utility Fund		498,960									498,960
Total		**1,314,878**									**1,314,878**



N

0 1000 2000
SCALE FEET

CITY OF RAMSEY MINNESOTA

FIGURE 1

PROPOSED WATER SYSTEM IMPROVEMENTS
COMPREHENSIVE WATER PLAN
SEPTEMBER 2017

LEGEND

- # EXISTING WELL
- WT 2 WATER TOWER
- SERVICE AREA BOUNDARIES
- EXISTING 24" TRUNK MAIN
- EXISTING 16" TRUNK MAIN
- EXISTING 12" TRUNK MAIN
- 12" PROPOSED WATERMAIN

LOOP	LOCATION
1	SOUTHWEST LOOP
2	NORTH CENTRAL LOOP
3	COUNTY ROAD 57
4	CSAH 6/157th AVE NW
5	158th LANE NW
6	RIVERDALE BOULEVARD

NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not respon- sible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

BOLTON & MENK
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

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H:\RAMS\LYNE\10056\CAD\2043 Proposed Water Treatment - 2016 Update.dwg 10/19/16 12:19 pm

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #23-202 Ordering Plans and Specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #23-202 ordering plans and specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Background:

The 2023 – 2032 Capital Improvement Program (CIP) identifies the streets within the Juniper Woods 1st, 2nd & 3rd subdivision for street reconstruction in 2024. A street segment summary for the project is attached to this case.

Project History

On June 13, 2023, the Ramsey City Council adopted Resolution #23-130, accepting and awarding a proposal to Bolton & Menk, Inc. for topographic survey of the project area.

On June 27, 2023, the Ramsey City Council adopted Resolution #23-129, accepting and awarding a proposal to Independent Testing Technologies, Inc. for a geotechnical report of the project area.

Project Scope

This project proposes reconstruction of the streets within the Juniper Woods 1st, 2nd and 3rd subdivision, which is generally located south of Alpine Drive between Tonto Street and Ute Street. The streets are 31-foot-wide urban section with concrete curb and gutter, totaling 0.75 miles in length. Traffic counts have not been taken, but Staff anticipates typical neighborhood traffic levels due to the location of the subdivision and lack of destinations in the area.

Sanitary sewer, watermain and storm sewer exist within the project area. Staff is not aware of any issues with the existing municipal utilities. During project design, Staff proposes to clean and video the sanitary sewer and storm sewer pipes and structures, as well as leak test the watermain pipes, valves and hydrants. If issues are found, Staff will make a recommendation to either perform repairs prior to the street reconstruction project or during the project, depending on the type and severity of the issue. With the age of the existing municipal utilities, Staff generally anticipates the useful life will last the anticipated 60-year design life of the street improvements.

The project is proposing to only perform spot concrete curb and gutter replacements, but because of the lack of pavement section thickness, the typical full-depth reclamation process may be modified to provide a thicker section than existing. Ground Penetrating Radar and as-built information has found the existing pavement section to be approximately 2.5-inches bituminous over 4-inches aggregate base. Current City standard pavement section is 3.5-inches bituminous over 4 to 6 inches aggregate base. This will be explored further during final design.

Project Timelines

Staff is proposing to prepare plans and specifications for this project in-house, as part of their normal duties. The following are the proposed general project timelines:

August 22, 2023	City Council authorization to prepare plans and specifications
Sep – Dec 2023	Staff prepares plans and specifications
Jan – Feb 2024	City Council approves plans, authorizes bidding
Feb – Mar 2024	Bid opening, City Council awards contracts
May – June 2024	Begin Construction
Summer 2024	Finish Construction

The street improvements proposed with this project is identified in the City's current 10-year CIP for construction in 2024. It can be funded using a combination of Pavement Management Funds (Bonding / Tax Levy), and Storm Water Utility Funds. If additional work on sanitary sewer or watermain is discovered during project design, associated work is proposed to be paid through the respective utility funds. Staff proposes to construct these improvements as a stand-alone project. Staff proposes to bid and award 2024 projects as close together as practical, which generally allows for a better bidding environment for the City. This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

If City Council orders plans and specifications for this improvement project, Staff will send notification letters to residents impacted by these improvements.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #23-202 ordering plans and specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds, and Storm Water Utility Funds.

Pavement Management Funds	Storm Water Utility Funds	Total Project Funds
$523,180	$52,318	$575,498

Recommendation:

Staff recommends adopting Resolution #23-202 ordering plans and specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Action:

Adopt Resolution #23-202 ordering plans and specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Attachments

Res 23-202

24-12 Street Summary

24-12 Project Scope

Juniper Woods 1st - 3rd CIP Sheet

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/17/2023 10:03 AM
Brian Hagen	Brian Hagen	08/17/2023 11:25 AM
Form Started By: Joe Feriancek		Started On: 08/16/2023 01:08 PM
Final Approval Date: 08/17/2023		

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

RESOLUTION #23-202

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR JUNIPER WOODS 1ST – 3RD STREET RECONSTRUCTIONS, IMPROVEMETN PROJECT #24-12

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Juniper Woods 1st, 2nd, and 3rd subdivision as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-130, adopted June 13, 2023, 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 #23-129, adopted June 27, 2023, the City Council accepted and awarded the proposal to Independent Testing Technologies, Inc., for a geotechnical report of the project area; and

WHEREAS, City Staff has the capacity to prepare plans and specifications for Juniper Wood 1st – 3rd Street Reconstructions, Improvement Project #24-12.

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 orders the City Engineer to prepare plans and specifications for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

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 22nd day of August, 2023.

_____

Mayor

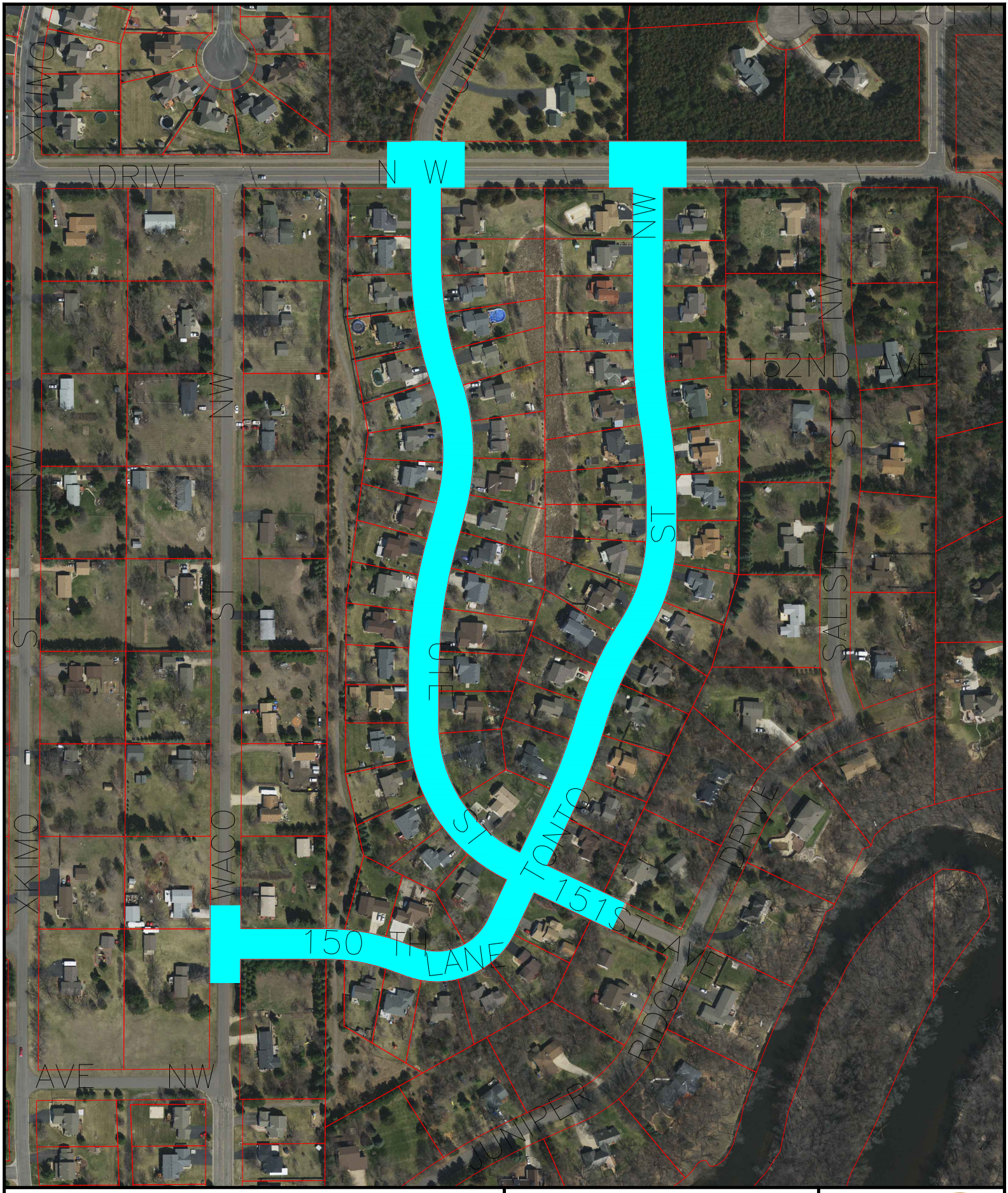
ATTEST:

_____

City Clerk

IP 24-12 Juniper Woods 1st - 3rd Street Reconstruction
Street Segment Summary

Subdivision	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)
Juniper Woods	150th Lane	Ute Street & 151st Avenue / W EOP	554	Urban	3	1990	SC 1995	SC 2001				2.7	0*	2.7*
	151st Avenue	Tonto Street & 150th Avenue / E EOP	176	Urban	3	1990	SC 1995	SC 2001				2.6	4.4	7.0
	Tonto Street	N EOP / Ute Street & 151st Avenue	194	Urban	3	1990	SC 1995	SC 2001				2.7	3.2	5.9
	Ute Street	N EOP / Tonto Street & 150th Lane	581	Urban	3	1990	SC 1995	SC 2001				2.6	4.4	7.0
	Juniper Woods Total Length		1505	*0.285 mi.*										
Juniper Woods 2nd	Ute Street	153rd Avenue / S EOP	1054	Urban	3	1990	SC 1995	SC 2001				2.6	4.4	7.0
	Juniper Woods 2nd Total Length		*1054*	*0.2 mi.*										
Juniper Woods 3rd	Tonto Street	153rd Avenue / S EOP	1394	Urban	3	1993	SC 2001					1.6	4.3	5.9
	Juniper Woods 3rd Total Length		*1394*	*0.264 mi.*										
	Juniper Woods 1st - 3rd Street Reconstruction Total Length		*3953*	*0.749 mi.*										**GPR poor signal, no reading*



JUNIPER WOODS 1ST, 2ND & 3RD PROJECT SCOPE

0 1/20 1/10 3/20

SCALE (FEET)

N

City of RAMSEY

Capital Improvement Program

2023 *thru* 2032

City of Ramsey, Minnesota

Project # 23-STR-004

Project Name Juniper Woods 1st, 2nd, 3rd Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $575,498

Description

Reconstruction of the streets with the Juniper Woods 1st, 2nd and 3rd subdivision.

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Improvements Other than Building Cost		575,498									575,498
Total		**575,498**									**575,498**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Storm Water Utility Fund		52,318									52,318
Pavement Management Fund		523,180									523,180
Total		**575,498**									**575,498**

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: {@!@ud_pd8@!@}

Information

Title:

Adopt Resolution #23-193 Approving Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture LLC

Purpose/Background:

The purpose of this case is to consider sale of approximately 4 acres of Outlot A, COR TWO to Norhart Architecture LLC (the "Developer) to construct a 200 unit market-rate apartment project. Staff brought this proposed project to the City Council worksession to determine if there was general support for the sale of City property in the COR for a market rate apartment project. The project was generally well received by the Council and Staff has been working with the developer on the terms of a purchase agreement since that meeting. The EDA met on August 10 to review the proposal from Developer and adopted a motion to approve the Terms in Resolution #23-193.

Staff has worked diligently with Norhart, and legal counsel to draft a Purchase Agreement and Right of Re-Entry Agreement that all parties are comfortable with. The purchase agreement and right of re-entry agreement have provisions similar to the Affinity at Ramsey (174 unit 55+ senior project) that extend deadlines for performance and restricts the city ability to re-enter the property if a building permit and associated fees is pulled and are paid, development/platting fees have been paid, a foundation is constructed and evidence of construction financing has been provided to the city. Staff has discussed this at great length with the City Attorney and the requests by the developer are not uncommon based on the ability to obtain financing for a project of this magnitude. The City will still have the ability to impose a $100,000 penalty if the project is not completed by 2027. The negotiated purchase price for the land is $2.50 per square foot ($435,600) which is within the City deal range for this parcel. Norhart has also committed to contribute $256,600 toward the construction of West Ramsey Parkway NW. If the contribution of $256,600 for West Ramsey Parkwayis taken into account the total consideration is $691,600, or $3.97 per square foot which is over the asking price of $3.50/SF. It should be noted that the Developer is not asking for any financial assistance or a reduction in development fees from the city.

Notification:

None required

Time Frame/Observations/Alternatives:

Staff believes that this project will be a great addition to the COR and will provide a visibly appealing project at the entrance of the COR. The 200 units of high-end market rate housing and its proximity to the retail area and future Waterfront park will provide great synergy and walkability. The property tax revenues for a project of this size help finance past, current and future infrastructure improvements in the COR.

Representatives from Norhart will be present to provide more detail relating to the proposed project and to answer questions the City Council may have.

Project Highlights

Project Description - 200 Units - Market-rate, 5,000 Retail Cap on West Side of Building (Mixed Use)
Estimated Project Costs - 45M

Amenities - On Site Staffing, Community Room, Game Room, Coffee Station, Fitness and Yoga Center, Dog Run, Pet Spa, Movie Room, Outdoor Lounge & Pool, Heated Underground Parking
Job Creation - 6
Tax Assessed Valution (Estimate) - 40M
Annual Property Tax (Estimate) $495,000
Annual Local (City,School, County Estimate) $410,000
Annual Property Tax - City Portion (Estimate) $164,000
Aids Unit Density Calculations in COR - 50 units/acre
Required a rezone to a COR 4b or 4c Subdistrict

Key Purchase Agreement Terms

Buyer - Norhart Architecture LLC
Seller - City of Ramsey
Property Address - Northern corner of Sunwood Drive NW, Ramsey Parkway and Zeolite Street NW.
Proposed Units - Approximately 200
PID# - 283225220058
Acres - Approximately 4 acres
Purchase Price - $435,600 **(**$2.50/SF)
Road Development - $256,600 to be contributed to road extension costs of W Parkway (between Sunwood Drive NW roundabout and Zeolite Street)
Earnest Money - Earnest Money of $25,000.00 will be held by Stewart Title upon full execution of Purchase Agreement. Said deposit would be refundable to Buyer in the event the escrow does not close, unless failure to close is the result of default by Buyer under the Purchase Agreement (in which event the deposit would be released to the Seller as liquidated damages). Additional Earnest Money events may occur upon discussion and agreement in Purchase Agreement.
Inspection Period - Buyer shall have two-hundred forty (240) days following Effective Date to investigate property.
Right of Re-entry - Within 24 months from the Closing Date, Buyer shall have achieved completion of a ±200-unit Market Rate apartment building compliant with COR Zoning requirements to be further defined by an approved Site Plan. At Closing, a "Right of Re-Entry Agreement" shall be executed and recorded against the Property. The Seller agrees to waive the right to re-enter and take physical possession of the Property, providing that Buyer has submitted the building permit and associated fees, City development and platting fees, the building foundation has been set and evidence of sufficient financing for substantial completion of the project.
Closing - Closing shall take place 30 days after Buyer delivers Notice to Proceed to Seller. Two (2) additional one hundred fifty (150) day extensions will be granted with each extension requiring a $15,000 earnest money deposit that is nonrefundable but applicable to the purchase price.

Alternatives include:

1) Adopt Resolution #23-193 Approving Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture LLC (as presented); subject to City Attorney review.
2) Adopt Resolution #23-193 Approving Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture LLC (with changes); subject to City Attorney review.
3) Something else.

Funding Source:

N/A. There is no assistance being provided.

Recommendation:

The EDA met on August 10, 2023 and unanimously adopted a motion to recommend the City Council to approve Purchase Agreement and Right of Re-Entry Agreement as presented, subject to City Attorney review.

The Draft Minutes from the August 8 EDA meeting are attached for more detail.

Outcome/Action:

Motion to Adopt Resolution #23-193 Approving Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture, LLC (as presented); subject to City Attorney review.

Attachments

Site Location Map

ACTION - Resolution #23-193

ACTION - Purchase Agreement - Norhart

ACTION - Form of Right of Re-Entry - Norhart

LOI - With Edits Norhart

REFERENCE - DRAFT EDA Minutes 8.10.23

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 09:03 AM
Form Started By: Sean Sullivan		Started On: 08/14/2023 08:25 AM
Final Approval Date: 08/17/2023		

Site Location Map



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

RESOLUTION #23-193

RESOLUTION APPROVING PURCHASE AGREEMENT AND RIGHT OF RE-ENTRY AGREEMENT FOR PART OF OUTLOT A, COR TWO; NORHART ARCHITECTURE LLC

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

WHEREAS, the City negotiated the terms of Purchase Agreement for the sale of the parcel legally described on **Exhibit A** ("the Property"), with Norhart Architecture LLC, a Minnesota Limited Liability Company (the "Buyer"); and

WHEREAS, the City and Buyer have negotiated a Purchase Price of $435,600 ($2.50 per square foot) on +/- 4 acres (174,240 square feet) subject to Final Plat for the Property referenced in the Purchase Agreement; and

WHEREAS, the City herby declares the Property to be surplus City-owned land and is no longer needed for current or future City functions, and authorizes the property to be sold; and

WHEREAS, the formal Purchase Agreement requires a Right-of-Re-Entry Agreement be recorded at the closing of this land transaction; and

WHEREAS, the Ramsey EDA recommends the sale and development of the Property to Norhart Architecture LLC, a Minnesota Limit Liability Company; and

WHEREAS, Norhart Architecture LLC is Active and in Good Standing with the Secretary of State of Minnesota as of August 14, 2023.

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

1) That the City hereby declares the Property to be surplus City-owned land, and authorizes the property to be sold.

2) That the City hereby authorizes the sale of the Property to Norhart Architecture LLC, a Minnesota Limited Liability Company for $435,600 ($2.50 per square foot) on +/- 4 acres (174,240 square feet) subject to Final Plat for the Property for the development of a 200 unit market-rate apartment.

3) That the City authorizes execution of the Purchase Agreement and Right-of-Re-Entry Agreement to be recorded at the closing of this land transaction.

4) That the City hereby authorizes the City Administrator and Mayor to sign any and all documents necessary to close on the sale of the Property, consistent with Charter and State law requirements.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____, 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 22nd day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

EXHIBIT A
DEVELOPMENT PROPERTY

Legal Description

Part of Outlot A, COR TWO, to be platted as:

T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-22-0058 (the "Property")

approximately 4.0 acres (174,240 SF)

PURCHASE AGREEMENT

This Purchase Agreement (the "Agreement") is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Norhart Architecture LLC**, a Minnesota limited liability company or its Assigns ("Buyer").

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

1. **EFFECTIVE DATE.** The effective date of this Agreement is August ____, 2023 (the "Effective Date").

2. **SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller approximately 4 acres (174,240 SF) of vacant land, legally described on Exhibit A attached hereto the "Property").

3. **PURCHASE PRICE.** The purchase price for the Property is $2.50 / square foot or $435,600 as described on attached Exhibit A and graphically depicted on attached Exhibit B; subject to square footage of Final Plat (the "Purchase Price").

4. **EARNEST MONEY AND ADDITIONAL EARNEST MONEY.** Within five business days after the Effective Date, Buyer must deposit the sum of $25,000.00 (the "Earnest Money") with Stewart Title or other title company that is mutually agreed upon ("Escrow Agent"), via wire transfer or delivery of a certified check payable to Escrow Agent.

    a. If Buyer does not deposit the Earnest Money as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller's right to terminate, Seller's right to terminate is extinguished.

    b. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 23 as a result of a default by Seller).

    c. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates, and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer.

    d. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the

Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.

5. DUE DILIGENCE DOCUMENTS.

a. Seller has provided the Buyer a 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items: 1, 2, 3, 4, 5, 7a, 8, 11, and 14 of Table A thereof for the underlying legal (the "Survey") from a duly licensed surveyor dated April 10, 2017. Buyer may arrange with the surveyor to include additional information on the Survey, or obtain a new survey, at Buyer's expense.

b. Within fifteen (15) business days after the date of this Agreement, Seller shall provide to Buyer the following documents to the extent the same are in Seller's possession or are reasonably available to Seller:

i. Any environmental reports, studies or assessments (including soil tests or other geotechnical reports) that relate to the property and any disclosure letters and/or off site determinations from the Minnesota Pollution Control Agency in Seller's possession;

ii. Any and all appraisals relating to the Property;

iii. Documents or correspondence to or from the city of Ramsey, Anoka County or other governmental agencies regarding zoning of the property, compliance of the Property with applicable laws or other governmental approvals or consents;

iv. Any and all such other documents, agreements, correspondence or information relating to the Property which may be reasonably requested from time to time by Buyer.

6. TITLE COMMITMENT.

a. Within thirty (30) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.

b. Buyer shall have until thirty (30) days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take

with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within ten (10) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions ("**Seller's Title Notice**"). If Seller's Title Notice indicates that Seller unconditionally agrees to make Seller's title to the Property marketable on or before the closing date established pursuant to Section 9, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller's Title Notice indicates that Seller does not unconditionally agree to make Seller's Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with ten (10) business days after Buyer's receipt of Seller's Title Notice, terminate this Agreement by written notice to Seller in which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money to Buyer ("**Buyer's Title Termination Notice**"). If Buyer does not deliver a Buyer's Title Termination Notice to Seller within the ten (10) business days after Buyer's receipt of Seller's Title Notice, then (i) Seller must perform in accordance with Seller's Title Notice, (ii) Buyer shall be deemed to have waived Buyer's objections to the extent Seller has not agreed to address them in Seller's Title Notice, (iii) the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and (iv) the parties shall proceed to closing in accordance with the terms of this Agreement and the terms of Seller's Title Notice.

7. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the Closing, Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:

   a. Within fifteen (15) days after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.

   b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all "Claims," as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises either directly or indirectly from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer's employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.

c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

d. Other than a standard Phase 1 environmental assessment, Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.

e. The cost of any test or additional survey work will be borne solely by Buyer.

f. The payment and indemnification provisions of this Section 7 shall survive any termination or cancellation of this Agreement.

8. **PROPERTY SOLD AS IS.** Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose) except as follows:

i. Pending Improvements. There are no public improvements which have been commenced or completed and for which assessment has been or may be levied against the Property, and Seller has no knowledge of any planned improvements which may result in assessment against the Property except for Zeolite Street NW and West Ramsey Parkway NW. These public improvements are anticipated to be constructed prior to the completion of the 200 unit market rate apartment project by the Buyer. The Buyer agrees to contribute $256,600 to the City for its share of the construction costs for West Ramsey Parkway NW.

ii. Pending Proceedings. There is no litigation, suit, arbitration, mediation, proceeding, claim or investigation, including without limitation any environmental, zoning or land use regulation proceeding, pending or threatened, against Seller or relating to any aspect of the Property which might create or result in a lien on, or otherwise have a material adverse impact on, the Property or any part thereof or interest therein and there is presently no real estate tax protest or similar tax abatement proceeding pending with respect to the Property.

iii. Authority. Seller has full power and authority to enter into this Purchase Agreement and incur and perform its obligations hereunder.

iv. Non-Foreign Status. Seller is not a "foreign person" within the meaning of Paragraph 1445(f)(3) of the Internal Revenue Code of 1986, as amended.

v. Other Documents. Neither the execution or delivery of this Purchase Agreement nor the consummation of the transactions contemplated hereby will result in any breach or violation of, or default under, any judgment, decree, order, mortgage, lease, agreement, indenture or other instrument or document of which Seller is a party or by which the Property is bound.

vi. Condemnation. To the best of Seller's knowledge, there are no condemnation proceedings which are pending or threatened against all or any portion of the Property.

vii. Wells. The Seller has no knowledge of wells located on the Property.

viii. Options. Seller has not entered into any contract of sale, or granted any options or rights of first refusal to acquire any interest in the Real Property.

ix. Unpaid Labor and Materials. Seller represents and warrants that Seller is not indebted for labor or material that might give rise to the filing of notice of mechanic's lien against the Property.

x. Leases. There are no leases affecting the Property.

Each of the foregoing representations shall be deemed remade as of the Closing Date (with such changes thereto as Seller shall notify Buyer as of the closing) and, as so remade, shall survive the closing, delivery of the deed and other documents contemplated hereby, and any investigation by or on behalf of either party; provided that such representations shall lapse unless suit is brought with respect thereto within one (1) year after closing.

b. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto; and

c. The condition of the Property is fit for Buyer’s intended use.

d. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the

presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

9. INSPECTION PERIOD.

a. Except as otherwise provided in Section 6, Buyer shall have two hundred forty (240) days following the Effective Date (the "**Inspection Period**") to investigate the Property and determine, in Buyer's sole judgment, whether (i) the condition of the Property is suitable to Buyer's intended use; and (ii) Buyer will be able to obtain all governmental approvals (including, but not limited to, approvals necessary to subdivide and re-plat the Property) and utilities necessary for Buyer's intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer's ability to obtain governmental approvals from the City of Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer's determination, in Buyer's sole and absolute discretion, that the condition of the Property is not suitable for Buyer's intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer's intention to proceed (a "**Notice to Proceed**") to Seller.

c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds.

10. DEFINITIONS. As used in this Agreement:

"**Claim**" or "**Claims**" means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

"**Environmental Law**" means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental

statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

"**Hazardous Substance**" or "**Hazardous Substances**" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

11. RELEASE. By accepting the deed to the Property, Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

12. CONDEMNATION. If, prior to closing, eminent domain proceedings are commenced against all or any part of the Property, Seller shall immediately give notice to Buyer of such fact. If, in Buyer's reasonable discretion, the proposed taking interferes with Buyer's intended use of the Property, Buyer shall have the right (to be exercised within thirty (30) days after Seller's notice), to terminate this Agreement, in which event neither party will have further obligations under this Agreement and the Earnest Money, together with any accrued interest, shall be refunded to Buyer. If Buyer shall fail to give such notice then there shall be no reduction in the Purchase Price, and Seller shall assign to Buyer at closing all of Seller's right, title and interest in and to any award made or to be made in the condemnation proceedings. Prior to closing, Seller shall not designate counsel, appear in, or otherwise act with respect to the condemnation proceedings without Buyer's prior written consent

13. NOTICES. Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if sent by email, upon email transmission (provided that any email transmission that occurs after 5:00 pm Central Time will be deemed provided on the following day). If delivered at the Closing,

a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303
Email: bhagen@cityoframsey.com

Buyer: Norhart Architecture LLC
Marybeth Wise, Real Estate Development Manager
1081 4th St SW
Suite #400
Forest Lake, MN 55025
Email: marybeth.wise@norhart.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

14. CLOSING. This transaction shall close within thirty (30) days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement; provided, however, Buyer may extend the Closing a total of two (2) times, each time for a period of one hundred fifty (150) days, by depositing an additional Fifteen Thousand and 00/100 Dollars ($15,000.00) earnest money with Escrow Agent for each extension. Each $15,000 extension payment shall be non-refundable, but applicable to the Purchase Price. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

i. A limited warranty deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;

ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer;

iii. The Right of Re-Entry Agreement provided for in Section 29 below;

iv. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent; and

v. All other agreements, documents and instruments necessary or incident to consummation of the transactions contemplated hereby.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement;

ii. Execute and deliver the Right of Re-Entry Agreement provided for in Section 28 below;

iii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value, if required and necessary; and

iv. All other agreements, documents and instruments necessary or incident to consummation of the transactions contemplated hereby.

c. **Closing Costs.**

i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

1. Seller shall pay all outstanding property taxes, including but not limited to, payable 2024 for the Property.
2. Seller shall pay all special assessments levied or pending against the Property as of the Closing Date.
3. Seller's own attorney's fees.
4. One-half the cost of any closing fees.
5. The cost of real estate broker commission fees as prescribed in Section 14.
6. State Deed Tax.
7. Cost of issuance of the Title Commitment.

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's portion of prorated property taxes.
2. Buyer's own attorney's fees.
3. One-half the cost of any closing fees.
4. Documentary and recording fees for the deed(s).
5. The cost of the owner's title insurance policy, if Buyer elects to purchase an Owner's title insurance policy.

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

15. REAL ESTATE BROKERS. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Seller's Broker"). Seller shall pay Seller's Broker as required by their agreement 3% of final gross sale price. Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting for their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

16. ASSIGNMENT. This Agreement may not be assigned without the written consent of the non-assigning Party. The Seller recognizes the Buyer intends to assign this Agreement to an affiliated special purpose entity that will be registered officially with the State of Minnesota. Consent will not be reasonable withheld, conditioned, or delayed.

17. THIRD PARTY BENEFICIARY. There are no third-party beneficiaries of this Agreement, intended or otherwise.

18. JOINT VENTURE. Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint ventures or partners.

19. CAPTIONS. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

20. ENTIRE AGREEMENT / MODIFICATION. This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties.

21. BINDING EFFECT. This Agreement binds and benefits the Parties and their successors and assigns.

22. CONTROLLING LAW. This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.

23. REMEDIES.

a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 11 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.

b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may: (i) declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money to Buyer, and Seller shall reimburse Buyer for all reasonable costs incurred by Buyer, prior to the Seller's breach, in its inspection of the Property and preparation for closing, including any costs incurred by Buyer in seeking governmental approvals or development plans, and all reasonable attorneys' fees, or (ii) Buyer may have this Agreement specifically enforced and recover any incidental damages.

24. WAIVER. Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.

25. SURVIVAL OF TERMS AND CONDITIONS. The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed for a period of six (6) months.

26. SEVERABILITY. Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

27. CONSTRUCTION. The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

28. COUNTERPARTS; DIGITAL COPIES. This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version

of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

29. **CONSTRUCTION DEADLINE.** Within 24 months from the Closing Date Buyer shall have achieved completion of a ±200-unit Market Rate apartment building compliant with COR Zoning requirements to be further defined by an approved Site Plan. At Closing, a "Right of Re-Entry Agreement" shall be executed and recorded against the Property. The Seller agrees to waive the right to re-enter and take physical possession of the Property, providing that, Buyer has submitted the building permit and associated fees, City development and platting fees, the building foundation has been set and evidence of sufficient financing for substantial completion of the project.

30. **TIME PERIODS.** The time for performance of any obligation or taking any action under this Agreement shall be deemed to expire at 5:00 p.m. Central Time on the last day of the applicable time period provided for in this Agreement. If the time for the performance of any obligation or taking any action under this Agreement expires on a Saturday, Sunday or legal holiday, the time for performance or taking such action shall be extended to the next succeeding day which is not a Saturday, Sunday or legal holiday.

31. **PLATTING & DEVELOPMENT AGREEMENT.** Buyer must be in the process of obtaining an approved final plat, development agreement, and building exterior visual renderings with the City of Ramsey for its intended project before Closing. The Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

SELLER: The City of Ramsey, a Minnesota municipal corporation

By: _____ Dated: _____, 2023
Mark E. Kuzma, Mayor

By: _____ Dated: _____, 2023
Brian Hagen, City Administrator

BUYER: Norhart Architecture LLC

By: _____ Dated: _____, 2023
Marybeth Wise
Real Estate Development Manager

Exhibit A

Legal Description

Part of Outlot A, COR TWO, to be platted as:

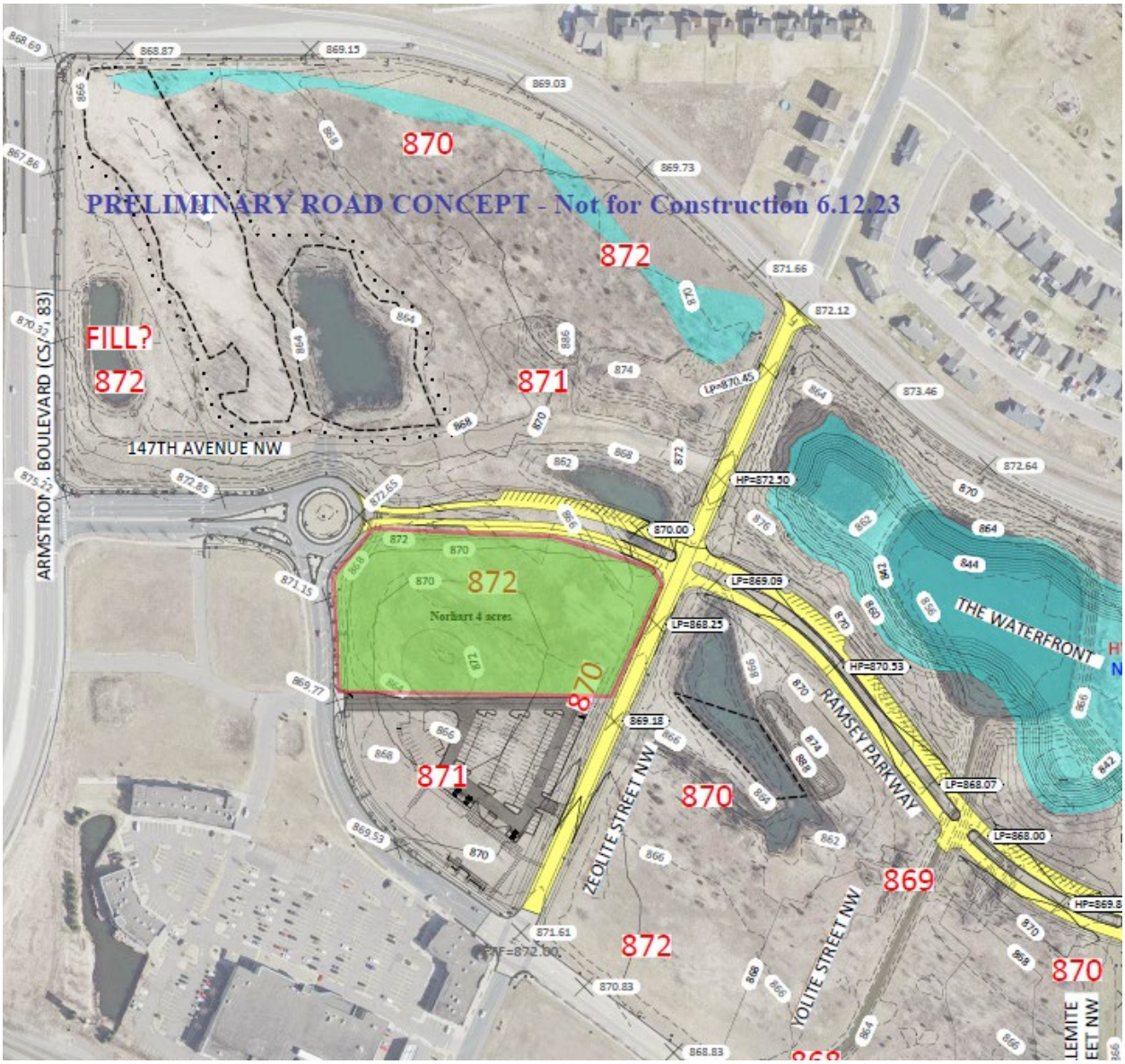
T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-22-0058

approximately 4.0 acres (174,240 SF)

Exhibit B

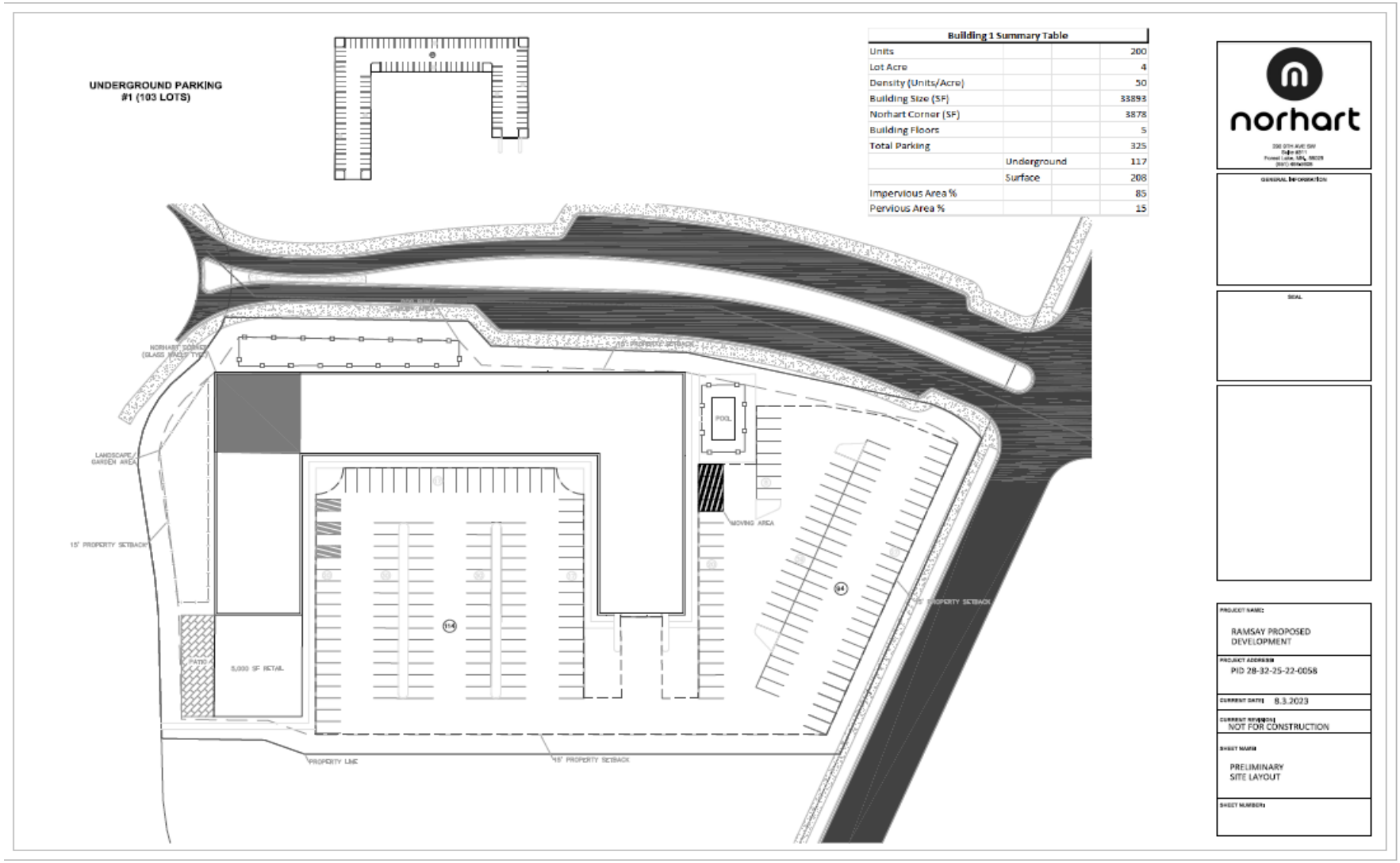
Site Location Map



26781866v3

Exhibit C

Project Site Concept



[Reserved for Recording Data]

RIGHT OF RE-ENTRY AGREEMENT

This Right of Re-entry Agreement is entered into on _____, 2024, by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Norhart Architecture LLC**, a Minnesota Limited Liability Company ("Buyer").

Recitals

A. On _____, 2024, Seller conveyed title of the following Property to Buyer:

   Part of Outlot A, COR TWO, to be platted as:

   T.B.D. Anoka County, Minnesota

   PID Number: Portion of 28-32-25-22-0058 ("Property")

B. Title to the Property was conveyed subject to Buyer fulfilling certain Conditions as set forth below.

C. As indicated in the "Purchase Agreement" between the City of Ramsey and Norhart Architecture LLC, dated _____, Section 29, it is the intent of the parties to create and set forth a right to impose a penalty or a right of re-entry in favor of Seller in the event Buyer fails to satisfy the Conditions.

Agreement

1. The recitals are incorporated herein as if fully set forth.

2. Seller shall have the right, but not the obligation, to either impose a penalty against the Property pursuant to Paragraph 3, or to re-enter and take possession of the Property pursuant to Paragraph 4 excepting therefrom any delays caused by conditions outside of the reasonable control of Buyer as described below:

   a.

Provided, however that if completion of the performance shall be delayed at any time by reason of acts of God, war, civil commotion, riots, strikes, picketing or other labor disputes unavailability of labor or materials, damage to work in progress by reason of fire or other casualty, or any cause beyond such Party's reasonable control, then the time for performance as herein specified shall be appropriately extended by the amount of the delay actually so caused.

3. Seller may impose a separate penalty of $100,000.00 against the Property if the construction of the multifamily ±200 units building is not completed twenty four (24) months from the Closing Date. The penalty is due upon written notice to Buyer from Seller of the failure to satisfy a contingency. In the event the penalty is not paid within 60 days of receipt of the notice, Seller may, but is not required to, certify the penalty to Anoka County as an assessment against the Property.

4. As an alternative to imposition of a financial penalty and not in addition thereto, Seller may re-enter and take physical possession of the Property by making a payment to Buyer in the amount equal to the purchase price paid by Buyer pursuant to the Purchase Agreement. Title to the Property shall be restored in Seller, and Buyer shall execute whatever documents and undertake whatever steps are necessary to establish and confirm Seller's fee simple interest in the Property free of any claims or encumbrances, including mechanic's liens.

   The Seller agrees to waive the right to re-enter and take physical possession of the Property if the following conditions are met:

   a. Building permit application and payment are issued.
   b. Building foundation is set.
   c. City Development and Platting Fees
   d. Evidence of sufficient financing for substantial completion of the project

   (the "Stage I Improvements").

5. Upon satisfaction of the terms set forth in Section 4 above, the right of re-entry only set forth in Section 4 herein shall be released in a recordable writing executed by the Seller's Mayor and City Administrator.

6. This document constitutes the entire Right of Re-entry Agreement between the parties. Any modifications or amendments to this Agreement must be in writing and signed by both parties.

CITY OF RAMSEY

By: _____
Mark E. Kuzma, Mayor

By: _____
Brian Hagen, City Administrator

This instrument was acknowledged before me on _____, 2024, by Mark E. Kuzma as Mayor and Brian Hagen as City Administrator, of the City of Ramsey, a Minnesota Municipal Corporation on behalf of the Minnesota municipal corporation.

_____
Notary Public

BUYER: Norhart Architecture LLC

By: _____
Marybeth Wise, Real Estate Development Manager

This instrument was acknowledged before me on _____, 2024, by Marybeth Wise the Real Estate Manager of Norhart Architecture LLC, a Minnesota Limited Liability Company on behalf of the Minnesota limited liability company.

_____
Notary Public

This instrument drafted by:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9868

August 3, 2023

Sean Sullivan
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Letter of Intent

Dear Sean,

This letter, when fully executed, will constitute a Letter of Intent under which the "Buyer" would purchase the below referenced property from the "Seller". The Buyer and Seller acknowledge that this Letter of Intent is intended to outline initial terms for consideration only and will not obligate any party contractually, and no such obligation will arise unless and until a mutually satisfactory Purchase Agreement is fully executed by and delivered to all parties.

Buyer	Norhart Architecture, LLC
Seller	City of Ramsey
Property Address	Northern corner of Sunwood Drive NW, Ramsey Parkway and Zeolite Street NW.
Proposed Units	Approximately 200
PID#	283225220058
Acres	Approximately 4 acres
Purchase Price	$~~2.35~~2.50/SF
Road Development	$256,600 to be contributed to road extension costs of W Parkway (between Sunwood Drive NW roundabout and Zeolite Street)
Earnest Money	Earnest Money of $25,000.00 will be held by ~~an agreed upon Title Company~~Stewart Title upon full execution of Purchase Agreement. Said deposit would be refundable to Buyer in the event the escrow does not close, unless failure to close is the result of default by Buyer under the Purchase Agreement (in which event the deposit would be released to the Seller as liquidated damages). Additional Earnest Money events may occur upon discussion and agreement in Purchase Agreement.
Inspection Period	Buyer shall have ~~one hundred eighty~~two-hundred forty (240) days following Effective Date to investigate property.

Norhart HQ
1081 4th St SW #400
Forest Lake, MN
55025

Right of Re-entry	Within 24 months from the Closing Date Buyer shall have achieved completion of a ±200-unit Market Rate apartment building compliant with COR Zoning requirements to be further defined by an approved Site Plan. At Closing, a "Right of Re-Entry Agreement" shall be executed and recorded against the Property. The Seller agrees to waive the right to re-enter and take physical possession of the Property, providing that, Buyer has submitted the building permit and associated fees City development and platting fees, the building foundation has been set and evidence of sufficient financing for substantial completion of the project. ~~and the building foundation has been set.~~
Closing	Closing shall take place 30 days after Buyer delivers Notice to Proceed to Seller. Two (2) additional one hundred fifty (150) day extensions will be granted with each extension requiring a $15,000 earnest money deposit that is nonrefundable but applicable to the purchase price.
Purchase Agreement	This proposal is subject to the execution of a Purchase Agreement within thirty (30) days of mutual acceptance of the Letter of Intent.

If the above terms are acceptable, we request that the seller execute this Letter of Intent where indicated below and return to marybeth.wise@norhart.com.

Sincerely,

Marybeth Wise
Norhart, LLC
1081 4th Steet SW #400
Forest Lake, MN 55025

AGREED TO AND ACCEPTED:

BUYER	**SELLER**
Norhart or assigns	
By: _____	By: _____
Its: _____	It's:_____

Date:_____ Date:_____

Norhart HQ
1081 4th St SW #400
Forest Lake, MN
55025

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, August 10, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Scott Wiyninger Member Chelsee Howell Member Rachal Johnson Member Brittany Lindahl Member Chris Riley Member Shanna Stewart
Members Absent:	Member William MacLennan
Also Present:	Sean Sullivan, Economic Development Manager

DRAFT

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Stewart, seconded by Member Lindahl, to approve the agenda.

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

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated July 13, 2023

Motion by Member Lindahl, seconded by Member Stewart, to approve the July 13, 2023, minutes as presented.

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

4. EDA BUSINESS

4.01: Consider Approval of Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot A, COR TWO: Norhart Architecture, LLC

Economic Development Manager Sullivan presented the staff report.

Marybeth Wise, Norhart Architecture, LLC, commented that they are excited about the plan the City has for The COR and believes this would be a great addition. She stated that Norhart designs, builds, and rents market rate apartments. She stated that the company has been family owned and began in 1995 with 12 developments currently in the metro area. She commented that all their services are in-house, and they do not bring in subcontractors. She provided an overview of the most recent apartments they have built. She provided details on community partnerships, noting that they like to become a member of the community. She stated that this project would propose about 200 market rate units, five stories in height. She stated that they would not be requesting financial assistance and would be conforming to The COR development standards. There would be a mix of studio, alcove, one-, two- and three-bedroom units with surface and subsurface parking. She noted that there would be 5,000 square feet of retail on the ground floor with an additional patio. She displayed the preliminary layout, building amenities, in unit amenities, and exterior amenities. She reviewed the proposed development timeline noting that they would target to break ground in spring of 2025 with an estimated 16-month construction period. She stated that there are several extensions built into the purchase agreement as their construction pace is market dependent and they would want to account for unforeseen delays to current projects.

Member Stewart asked the location for this project.

Economic Development Manager Sullivan provided more details on the project location at north of the Hilton Home2 site and south of the future extension of West Ramsey Parkway.

Member Stewart asked if this would conflict with the hotel site.

Economic Development Manager Sullivan replied that it would not conflict and would actually fill in the site well. He also noted a recently approved purchase agreement with Centra for that area and advised that if all these projects move forward it would not leave any remnants in that area.

Member Stewart asked how many retail businesses they would anticipate.

Ms. Wise replied that they have allotted 5,000 square feet for retail, whether that is occupied by one restaurant or two individual retail users. She noted that the retail would be on the corner for easy access when coming into the site for this building or Hilton. She commented that they have also been speaking with Ms. Emily Allegra and they are planning to partner together for community events.

Economic Development Manager Sullivan reviewed the proposed sale price noting that it does fall within the deal range for the parcel, as well as other proposed elements of the purchase agreement. He commented that he believes this will fit well in The COR and the building will look sharp for those using the roundabout.

DRAFT

Motion by Member Johnson, seconded by Member Stewart, to recommend to City Council to approve of Purchase Agreement and Right of Re-Entry Agreement as presented, subject to City Attorney review.

Further discussion: Member Howell stated that she does have hesitation about bringing more apartments into The COR but does really like the product and therefore will be supporting this project.

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

4.02: Consider Provision of Business Assistance for Soderholm and Associates

Economic Development Manager Sullivan presented the staff report.

Brian Soderholm, COO of Soderholm and Associates, commented that their company started in 1959 and they are a local Ramsey business. He noted that in the past few years they have created the SA Group as the umbrella for their different businesses in Ramsey and provided details on those three brands. He stated that they are very excited to have the new hotel coming to Ramsey as their visitors have been using hotels in Maple Grove. He stated that they have outgrown the current building space in Ramsey and are renting multiple spaces throughout Ramsey. He provided details on their employees, noting that they are high paid, skilled jobs. He stated that the proposed addition would allow them to bring their staff in-house under one roof. He stated that they anticipate breaking ground at the end of the month and recognize that this request is coming later in the game than typical. He stated that this project will go ahead regardless, but noted the increased costs that they did not anticipate related to construction costs and water and sewer connection. He stated that they currently pay about $30,000 annually in property taxes and would anticipate that to quadruple along with the building size. He anticipated about 33 new staff additions and noted that they do hire within the area and employ many Ramsey residents. He stated that they hope to explore any financial assistance options the City could offer. He stated that the company is 100 percent employee owned, noting that each employee owns shares in the company which grow in value and benefit the employee in retirement.

Chairperson Wiyninger asked for input from Ehlers.

Jason Aarsvold, Ehlers, commented that they did review this project recognizing that this is a bit different than the typical review that is done for projects with a return on investment. He stated that in this review they attempted to provide assurance that this assistance would not unduly enrich the project and provided details on how that review was done. He stated that if the City chose to provide the proposed assistance it would not unduly enrich the project.

Member Riley asked for more explanation on the different calculations that were done.

Mr. Aarsvold provided more explanation on the tax abatement process.

DRAFT

Member Stewart asked if one method of financing would be better compared to the other.

Mr. Aarsvold replied that the RLF fund exists for this purpose and would result in less tax abatement but noted that would be a matter of policy.

Economic Development Manager Sullivan confirmed that this is exactly what the RLF fund is for and believed that it should be used for this project. He stated that in 2009 they outlined a policy which included the tools available for project financing and included tax abatement. He stated that although they have not used tax abatement in the past, he thought this would be a good opportunity to bring it forward for discussion.

Member Riley commented that the RLF fund is a great story, provided some historical context. He noted that the fund has not been used for a number of years, but this is the exact purpose of this business assistance tool. He stated that he likes the idea of using that fund as this would allow the business to expand in Ramsey and would create jobs.

Economic Development Manager Sullivan commented that the project scored well on the business assistance application. He summarized the project highlights and reviewed the assistance options. He also reviewed the considerations before the EDA. He commented that this is a great project for the community. He recognized that financial assistance is often used to chase new businesses and incentivize them to come to Ramsey, but this is an existing Ramsey business that is continuing to grow.

Member Riley recapped that the estimated abatement would be between five and seven years and this would not take anything away from the City as it would go against the new value. He stated that these funds would be going towards a building on which taxes would continue to be collected into the future.

Member Howell stated that she appreciates the frankness of the representative that the project will move forward with or without the assistance. She commented that if the tax abatement is used, that would go against taxes that would be collected to diffuse costs for others in the city and therefore does not see a reason to use that in this instance. She commented that she would support use of the RLF fund to offer some assistance.

Chairman Wiyninger stated that he also supports the use of the RLF fund and would be hesitant to use tax abatement as that could set a precedent for the future.

Member Johnson commented that this company has existed in Ramey for many decades, is family owned and employee owned. She commented that the land was purchased in 1980 and supports the staff recommendation to use both forms of financing for the project.

Motion by Member Stewart, seconded by Member Lindahl, to recommend to the City Council financial assistance in the form of a $150,000 loan from the City RLF for a term of six years with an interest rate of 3.5 percent.

DRAFT

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

4.03: Consider Recommendation for Approval of 2024 EDA Budget

Economic Development Manager Sullivan presented the staff report.

Motion by Member Johnson, seconded by Member Stewart, to adopt the proposed 2024 EDA budget and levy as presented.

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

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided updates on recent City Council action, development interest and other development activity.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:29 a.m.

Respectfully submitted,

_____
Sean Sullivan
Economic Development Manager

ATTEST:

_____
Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

DRAFT

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:
Winkelman Solicitor License

Purpose/Background:
Mr. Winkelman has requested to address the city Council.

Mr. Winkelman has expressed frustration about not being able to receive a solicitor license for the purpose of selling puppies near the Game Fair Event annually held in August over two separate weekends. The dates in 2023 are August 11, 12, 13, 18, 19 and 20.

Chapter 26, Article XIII of our City Code requires Peddlers, Solicitors and Transient Merchants to obtain a license prior to conducting business, with approval occurring by the City Council. Late in 2022, staff met to discuss the situations where licenses are requested by applicants to be issued on the spot due to time constraints between when they hope to do business versus when the next Council meeting is scheduled. On multiple occasions, these situations occur due to a code enforcement interaction. As part of the application, a background check is conducted and a staff recommendation is provided to the City Council for consideration. Staff typically processes these requests quickly, however, by following the process staff is able to ensure the proper back grounding is conducted. Historically, there have been times when licenses were issued and business was allowed to be conducted prior to Council consideration. Knowing what has been allowed in the past, staff proactively emailed nearly 100 addresses associated with licenses in the past. Staff further felt an email would be a sufficient means of communication given the regularity email is used. This email was sent in May 2023 prior to the warmer weather months when these licenses are often requested. Within that email, staff specially noted a July 18, 2023 application deadline for licenses associated with the timing of Game Fair. This deadline would have allowed proper back grounding to occur, and City Council consideration at the August 8, 2023 meeting. It should be further noted that a city is not required to send a notice of this nature, and the responsibility falls on the applicant to properly obtain the license.

Attached is the email that was sent to 93 email addresses pulled from past licenses.

Recommendation:
No action is being requested.

Outcome/Action:
No action is being requested.

Attachments

Solicitor License Required Notification

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 03:26 PM
Form Started By: Brian Hagen		Started On: 08/17/2023 12:22 PM

Final Approval Date: 08/17/2023

Wendy Schlueter

Sent: Monday, May 22, 2023 2:37 PM
Subject: Solicitor/Transient Merchant License Reminder

Importance: High

Hello,
This is a friendly reminder that all Solicitors and Transient Merchants wishing to obtain a license with the City of Ramsey must submit their application and allow up to three weeks for processing and approval of the license. Solicitation is not allowed until approved by City Council and ID badges are issued. Unlicensed solicitors and merchants may risk up to a $250 fine and/or immediate denial of future applications.

NOTE: 2023 Game Fair Solicitor/Transient Merchant application deadline is **July 18, 2023.**

Applications are available online at https://www.ci.ramsey.mn.us/169/Business-Licensing.

Thank you,

Wendy Schlueter

City of RAMSEY
www.cityoframsey.com

Wendy Schlueter
Economic Development Administrative Assistant &
Business Licensing | City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9828 (Direct)
763-427-1410 (City Hall)
wschlueter@cityoframsey.com
In-Office Hours: Mon/Wed/Thu/Fri 10:30 am – 4:30 pm.
Remote Hours: Tue 9:30 am – 3:30 pm

Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective and efficient government services

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Information

Title:

Introduction of Ordinance #23-16 Amendment to Chapter 26, Article XIV. Rental Residential Dwelling Units.

Purpose/Background:

At the January 24, 2023 City Council work session, there was a discussion on crime-free housing as part of the strategic plan. At that time, staff was to move forward to discuss crime-free housing and an inspection program at a future work session.
At the February 14, 2023 work session, crime free housing and an inspection program were discussed; staff was directed to draft a rental housing inspection ordinance, along with associated fees needed for the implementation of the program.
At the March 28, 2023 work session, staff brought forward a draft ordinance that was discussed in detail. At that time, the City Council directed staff to come back to discuss proposed fee amounts to cover the implementation of the program.
At the July 25, 2023 work session, rental license fees were discussed and staff was given direction to prepare fees for the 2024 Fee Schedule to cover the costs associated with a rental inspection program and to require the annual renewal of rental licenses.

If a crime free housing and rental inspection program is formally adopted by City Council, as part of the inspection program, a rental housing inspector will be hired in 2024. Staff recommends the inspector be hired later than April 2024. This will allow the Code Enforcement Officer to train the inspector for approximately a month before the regular nuisance code issues increase, and the Code Enforcement Officer will then be focusing on those duties.

The draft of Ordinance #23-16 is attached for your review.

Notification:

If the ordinance is adopted in September 2023, rental license holders will be notified of the changes that will be effective on January 1, 2024.

Time Frame/Observations/Alternatives:

If the ordinance is introduced, it will be placed on the September 12, 2023 City Council for formal adoption or denial. If adopted, the ordinance will be published for 30 days and will become effective on January 1, 2024.

City Council may consider the following options:
1. Motion to introduce the ordinance with no changes
2. Motion to introduce the ordinance with changes
3. Motion of a different alternative

Funding Source:

Annual rental license fees will be collected. Annual fees will be approved as part of the 2024 Fee Schedule and will become effective January 1, 2024. The annual license fees collected will be approximately $200,000.00 to cover the costs of the rental inspections program; including staff time of the rental inspector, police, fire, inspection vehicle, miscellaneous equipment and all other associated fees.

Recommendation:

Staff recommends the City Council introduce Ordinance #23-16, Amendment to Chapter 26, Article XIV. Rental Residential Dwelling Units.

Outcome/Action:

Motion to introduce Ordinance #23-16 Amendment to Chapter 26, Article XIV. Rental Residential Dwelling Units

Roll Call Vote:
Councilmember Olson
Councilmember Woestehoff
Councilmember Specht
Councilmember Musgrove
Councilmember Howell
Councilmember Riley
Mayor Kuzma

Attachments

Ord #23-16

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	08/17/2023 03:25 PM
Form Started By: Stephanie Hanson		Started On: 08/14/2023 10:47 AM
Final Approval Date: 08/17/2023		

ORDINANCE #23-16
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE OF THE CITY OF RAMSEY, MINNESOTA, AMENDING CHAPTER 26 LICENSES, PERMITS, AND MISCELLANIOUS BUSINESS REGULATIONS, ARTICLE XIV. RENTAL RESIDENTIAL DWELLING UNITS

The City Council of Ramsey ordains:

Chapter 26, Article XIV. In general, in the Ramsey City Code hereby amended Sections 26-614 through 26-653; and adding Sections 26-654 through 26-661.

ARTICLE XIV. RENTAL RESIDENTIAL DWELLING UNITS

DIVISION 1. GENERALLY

Sec. 26-614. Purpose ~~Definitions.~~

It is the purpose of this Chapter to protect the public health and safety of citizens of the City by adopting a rental dwelling licensing, inspection and maintenance program that corrects substandard conditions, maintains a standard for existing and newly constructed rental dwellings, and promotes neighborhood stability in the City. The operation of rental properties is a business enterprise that includes certain responsibilities for the licensee and tenant. Licensees' are responsible to take such reasonable steps as are necessary to ensure that the citizens who occupy such rental units, as well as neighboring properties, may pursue the quiet enjoyment of the normal activities of life in surroundings that are safe, secure, and sanitary, free from noise, nuisances and annoyances, and free from unreasonable fears about safety of persons and property.

Sec. 26-615. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Apartment" means a community, complex or building having a common owner and containing at least one rental dwelling unit.

"City" means the City of Ramsey.

"City Approved Inspector's Report" or *"Inspection Report"* means a rental dwelling inspection report prepared and signed by the City's rental housing inspector or inspector contracted by the City to conduct an inspection and provide a report to the City.

"City Administrator" means the City Administrator of the City of Ramsey, or designee.

"Dwelling" means a building or one or more portions of a building occupied or intended to be occupied for residential purposes of a continued nature.

"Let for Occupancy" or to *"Let"* or to *"Rent"* means to permit possession or occupancy of a dwelling or rental dwelling unit by a person who is not the legal owner of record thereof, pursuant to the terms of a written or unwritten lease.

"Manager" means any person who has charge, care or control of a dwelling that is required to be licensed under this Chapter.

"Operate" means to charge a rental charge, fee or other form of monetary or non-monetary compensation for the use of a rental dwelling unit.

"Occupant" means any person occupying, living, or sleeping or having possession of a space within any dwelling.

"Owner" or *"Licensee"* means any person having a legal or equitable interest in a dwelling that is required to be licensed under this Chapter as recorded in the official State, County or City records as holding title to the property or otherwise having control of the property.

"Person" may be an individual, corporation, firm, association, company, partnership, organization or any other group acting as a unit.

"*Rental Dwelling*" means any dwelling used for residential occupancy by one or more Persons who are not the owner or a member of the owner's immediate family.

"Rental Dwelling License" means a certificate issued by the City Administrator or designee after the rental dwelling or rental dwelling unit has passed a rental dwelling inspection.

"Rental Dwelling Unit" means any room or rooms, or space, in any rental dwelling designed or used for residential occupancy by one or more persons who are not the owner or the owner's qualifying relative. Qualifying relative is defined as: parent, stepparent, child, stepchild, grandparent, grandchild, brother, sister, uncle, aunt, nephew or niece. This relationship may be either by blood or by marriage.

"Short term rental (STR)" means a dwelling unit, offered to the public in exchange for money, goods or services, on a nightly or weekly basis for not more than 30 consecutive days.

"Tenant" means any person occupying a dwelling unit or having possession of a space within a dwelling unit who pays, in any manner, for the right to occupy such space or who has a leasehold right to occupy the dwelling unit.

(Ord. No. 21-17, § 2, 8-24-2021)

Secs. 26-61~~5~~16—26-644. Reserved.

DIVISION 2. LICENSE

Sec. 26-645. License required.

No person shall operate a rental dwelling building or unit without first having obtained a license to do so from the City.

(~~1~~a) A rental license is required for all rentals, including short term rentals (STRs).

(~~2~~b) Tents, campers, trailers, yurts, and similar may not be rented out or used as residences. Only those places of residence with active certificates of occupancy (CO) for habitation may be rented. Property owners may not let or rent land for camping unless locating in a properly zoned and designated campground in accordance with City Code.

(c) Exceptions.

(1) These rental licensing requirements do not apply to residential property that has been sold on a contract for deed so long as the purchaser (vendee) occupies the property and the sale document used to memorialize the sale is a Minnesota uniform conveyancing blank and is recorded with the Anoka County Recorder's office and a copy is provided to the City upon request.

(2) These rental licensing requirements do not apply to residential property that is occupied by the owner or the owner's qualifying relative and two or fewer tenants where the owner and the tenants share all living space within the dwelling.

(3) Rental licensing fees and conversion fees do not apply to a dwelling owned by a member of the United States armed services who is on active duty and the property is rented to another person during the time of active duty. The owner must provide the City with a copy of the owner's military orders and must occupy the property when not on active duty as the owner's primary residence.

(d) As a condition of the license, the licensee must, as a continuing obligation, conduct criminal background checks and credit history checks on all prospective tenants and maintain a current roster of tenants and other persons who have a lawful right to occupy the rental dwelling or rental dwelling units. The licensee must designate the name of the person or persons who will have possession of the roster and must promptly notify the City Administrator of any change in the identity, address or telephone numbers of the designee. The roster must be available for inspection by City officials upon request. If a person under investigation by the City claims a lawful right to occupy a rental dwelling unit or be present on the rental property, the City Administrator or designee may request to inspect the lease for the unit in which the person claims to reside. Upon such request, the Licensee shall provide the lease for inspection.

(e) Written Tenant Application and Lease Agreement Required. The licensee must screen all potential tenants using a written tenant application. The licensee must use a written lease agreement for all tenants. The licensee must have all tenants execute a Minnesota Crime Free Housing Lease Addendum. The written tenant application must include sufficient information so that the licensee can conduct appropriate criminal background and credit checks on prospective tenants. The written tenant application and written lease agreement and the Minnesota Crime Free Housing Lease Addendum for each tenant must be part of the licensee's files. Upon request the licensee must show proof, satisfactory to the City, that the licensee is maintaining the documents required by this section. Failure to use, maintain, or provide these documents to the City upon request is a violation of this Chapter.

(Code 1978, § 7.15, subd. 1; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016; Ord. No. 21-17 , § 2, 8-24-2021)

Sec. 26-646. Application.

(a)Application for an initial or renewal license shall be made by the owner of rental units or by the owner's legally constituted agent to the City on forms provided by the City. Applications shall include, at a minimum:

(1) Name, address, telephone number, email address, and date of birth of the dwelling owner, principal partners if a partnership, or corporate officers if a corporation.

(2) Name, address, telephone number, email address, and date of birth of the designated local agent, if any.

(3) Local address of the dwelling.

(4) Number of buildings.

(5) Number of dwelling units within each building.

(6) Description of procedure through which tenant inquiries and complaints are to be processed.

(7) Whether the rental license is for a multifamily building, single-family dwelling, or short-term rental.

(8) Photocopy of State issued Driver's License or Identification Card to verify Owner or agent resides within 75 miles of City.

(b) Every person holding a license shall give notice in writing to the City, within ten business days after any change to any of the required information.

(c) Application for license renewal shall be filed at least 30 days prior to the license expiration date. An initial or renewal license shall not be issued until the City has determined that the premises are in conformance with all state and local laws and ordinances, except as otherwise required by this article.

(d) A criminal background investigation will be conducted on the Owner listed on the application. If the dwelling is owned by more than one individual the City may request additional information from the license applicant regarding all owners. If the dwelling is owned by a business entity the City may request additional information regarding all officers, managers, or directors, and may conduct additional background investigations as it deems necessary. The applicant shall pay a background investigation fee for each background investigation conducted. The applicant shall obtain any necessary signature on a release provided by the City authorizing the City to conduct the investigation.

(e) Criminal background investigations are not required for renewal applications and no background investigation fee shall be required; however, the Police Department or other City Staff may conduct a background investigation at its sole discretion.

(Code 1978, § 7.15, subd. 4; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016; Ord. No. 21-17 , § 2, 8-24-2021)

Sec. 26-647. Fees.

(a) License fees shall be established by ordinance. All required fees shall accompany an initial or renewal application. A delinquency penalty of five percent of the license fee shall be charged for each day of operation without a valid license up to 90 days. Thereafter, the City may take appropriate action to prevent the continued use of the affected dwelling unit in accordance with state and local laws and ordinances.

(b) A licensee shall not be entitled to a refund of any license fee upon revocation or suspension.

(c) A reinspection fee, established from time to time, by the City Council shall be charged for each reinspection required to follow-up for any inspection. Reinspection fees shall be payable at time of reinspection and no renewal license shall be issued unless all inspection fees are paid.

(d) A Conversion Fee for Conversion to Rental. A residential dwelling or dwelling unit that is converted to a rental property shall pay a conversion fee approved in the fee schedule

established by the City Council. The conversion fee includes the rental license application fee the first year. Fees charged for required educational training are not included in the conversion fee.

1. Exemptions. All properties that have been converted to a rental dwelling prior to the adoption of this code, are exempted from paying a conversation to maintain the property as a rental. Once a dwelling unit is converted back to a non-rental, the exemption is voided.

(e) Reinstatement Fee. A residential dwelling or dwelling unit in which the license has been suspended or revoked must pay a reinstatement fee according to the City fee schedule to reinstate the license.

Table 1. Fee discounts associated with level of participation in the Crime Free Housing Program.

Annual License Fee Discount for Crime Free	Phase 3 Participant	Phase 2 Participant	Phase 1 Participant
Multi-Family	25%	10%	0
Single Family	25%	10%	0
Short Term Rental (STR)	25%	10%	0
State/County/Federally Licensed Facilities	25%	10%	0

(Code 1978, § 7.15, subd. 3; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

Sec. 26-648. Expiration of license.

Licenses shall be issued every year and shall expire on the anniversary date of the license. License fees will be established by the City Council, and determined by the City's fee schedule. ~~Licenses shall automatically renew on years two and three without additional fee if there are no confirmed violations of city Code since the license was issued and there are no active Code violations investigations pending on, or within 30 days before, the anniversary date. The license shall require a full renewal on year four, with the required license fee.~~

(Code 1978, § 7.15, subd. 2; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

Sec. 26-649. Local agent.

(a) No license shall be issued or renewed if the owner does not reside within 75 miles of the rental dwelling units unless such owner designates in writing the name and contact information (verified by Drivers License or Identification Card) of a local agent who resides within 75 miles of the rental units, who is responsible for the maintenance upkeep of the building, and who is legally constituted and empowered to receive service of notice of violation of the provisions of this Code, to receive orders, to institute remedial action to effect such orders, and to accept all service of process pursuant to law. The City shall be notified in writing of any change of local agent. No P.O. Boxes will be accepted without a current owner address.

(b) Licensees are responsible for acts or omissions of their managers or local agents as it pertains to the rental dwelling.

(Code 1978, § 7.15, subd. 6; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

Sec. 26-650. Inspection.

(a) *Inspections.* ~~Rental units may be inspected by the building official, health authority, fire prevention officer and/or such other inspectors as the city deems necessary for purposes of this article.~~ The City Administrator or designee is authorized to make inspections reasonably necessary to enforce this Chapter. All authorized inspectors have the authority to enter any rental dwelling or rental dwelling unit at all reasonable times. Pursuant to Minnesota Statutes, Section 504B.211, the licensee is responsible for scheduling the inspection and notifying any existing tenant of the inspection. The licensee must provide access to the requesting City official at the date and time of the scheduled inspection. Failure to provide access for any reason may result in a re-inspection fee, in addition to any other sanctions imposed for noncompliance

(b) *Application inspections.* By submitting an application for an initial or renewal license, the applicant agrees to submit the rental property to an inspection, subject to reasonable notice from the City. ~~Single-family homes, townhomes and duplexes are exempt from the application inspection requirements of this paragraph.~~

(c) *Compliance inspections.* In the event the City receives or obtains information indicating a possible violation of city Code on the premises of a rental dwelling unit, the City may seek access to the property for the purpose of a compliance inspection. If the property owner, agent or tenant refuses entry to the property or dwelling, the City may purse any remedy at law, including an administrative search warrant.

(d) *Access by Occupant.* Each occupant of a rental dwelling or rental dwelling unit shall give the licensee, manager, or authorized City Official access to any part of such rental dwelling or rental dwelling unit at reasonable times for the purpose of inspection, maintenance, repairs or alterations as are necessary to comply with the provisions of this Chapter.

Table 2. The table below outlines the required inspections based on the participation level of the license holder in the Crime Free Housing Program. Inspections may be required, outside of the referenced table as required by City Administrator.

Inspection Schedules	Phase 3 Participant	Phase 2 Participant	Phase 1 Participant
Multi-Family	3 Years	2 Years	Annually
Single Family	3 Years	2 Years	Annually
Short Term Rental	3 Years	2 Years	Annually
State/County/Federally Licensed Facilities	3 Years	2 Years	Annually

(Code 1978, § 7.15, subd. 7; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

Sec. 26-651. Issuance.

All rental licenses may be approved administratively unless the City Administrator determines there may be grounds for denial. When it is determined there is grounds for denial, the City Administrator must present findings to the City Council for review at which point the City Council may approve or deny the rental license.

~~All initial and renewal licenses shall be issued by the city council. If the building official determines there may be grounds for denial, a report of such shall accompany the application submitted to the city council.~~

(Code 1978, § 7.15, subd. 5; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

Sec. 26-652. Posting license and Notifications for Public Hearings.

(a) Every licensee of a residential rental facility containing three or more dwelling units, or a short-term rental (STR), shall cause to be conspicuously posted in the main entryway or other conspicuous location therein the current license for the dwelling. Every licensee of a single occupancy facility shall provide to the occupant of the dwelling unit, a certified copy of the current license for the dwelling.

(b) The licensee must, as a continuing obligation of the license, provide written notice to tenants or in the alternative, post the written notice in the lobby or common area of the rental dwelling for any public hearing notice received by the licensee that pertains to the rental dwelling, the rental dwelling unit, the property on which the rental dwelling is located or any adjacent rights of way.

(Code 1978, § 7.15, subd. 8; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016; Ord. No. 21-17 , § 2, 8-24-2021)

Sec. 26-653. License not transferable.

No license shall be transferable to another person or to another rental dwelling or rental dwelling unit. Every person holding a license shall give notice in writing to the City within ten business days after having legally transferred or otherwise disposed of the legal control of any licensed rental dwelling. Such notice shall include the name and address of the person succeeding to the ownership or control of such rental dwelling or dwellings. The successor shall apply to the City for a new rental license.

(Code 1978, § 7.15, subd. 9; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09, § 2, 10-25-2016)

DIVISION 3. Crime Free Housing

Sec. 26-654. Crime Free Rental Housing Program

The licensee or manager is required to complete the Phase One educational course of the Crime-Free Rental Housing Program, or similar course as approved by the City. Certification as a rental property manager may also be considered by the City to satisfy this requirement. To promote the benefits of the program, the City encourages licensees to fully participate in the Crime-Free Rental Housing Program. The licensee must provide proof that the licensee or manager has either successfully completed the Phase One educational course or the licensee or manager has registered to attend a Phase One educational course before a rental license will be issued.

(1) Phase One Participant (Required for licensure).

(a) The licensee or the manager with control over the rental dwellings and rental dwelling units must attend, at a minimum, the Phase I crime-free rental housing educational course or similar course as approved by the City Administrator as a condition of receiving or renewing a license. The cost of attending the educational requirements under this section shall be paid in addition to any license and inspection fees. Course attendance will be required on a schedule to be determined by the City Administrator.

(b) The licensee and/or manager must attend an eight-hour crime-free housing course presented by police, fire, public housing and others.

(c) Use a written lease including the Minnesota Crime Free Housing Lease Addendum.

(d) Check the criminal background and credit score of all prospective tenants.

(e) Actively pursue the eviction of tenants who violate the terms of the lease and/or the crime free lease addendum.

(2) Phase Two Participant (Includes Phase One plus the following).

(a) Complete a security assessment and complete the security improvements recommended. This phase will certify that the rental dwelling has met the security requirements for the tenant's safety.

(b) For rental dwellings with four or more units, attend a minimum of 25 percent of owners/managers association meetings.

(c) For rental dwellings with less than four units, attend licensee/manager refresher training at least once every three years and conduct an exterior inspection of the property at least once every year

(3) Phase Three Participant (Includes Phase One and Two plus the following).

(a) For rental dwellings with four or more units, conduct resident training annually for the residents where crime watch and crime prevention techniques are discussed.

(b) For rental dwellings with four or more units, hold regular resident meetings.

(c) For rental dwellings with four or more units attend a minimum of 50 percent of licensee/managers association meetings.

(d) Have no unresolved City Code violations within the past year.

(e) For rental dwellings with less than four units, attend annual refresher training approved by the City Administrator at least one time per year and verify attendance.

(f) For rental dwellings with less than four units, meet with tenants at least one time per year, inspect the exterior of the dwelling at least quarterly, and inspect the interior of the dwelling unit at least one time per year and provide written verification on a form provided by the City.

DIVISION 3. Penalties

Sec. 26-655. License Denial, Suspension, or Revocation.

(1)Grounds for Denial, Suspension or Revocation. The City Administrator may temporarily suspend, deny or not renew a license and the City Council may revoke or suspend a license for any of the following reasons that shall also constitute a violation of this Chapter:

(a) The property does not conform to City of Ramsey Zoning Code;

(b) The property does not comply with a health, building, maintenance, or other provisions of the City Code or State Law;

(c) The licensee has failed to pay the license fee, inspection fees, the investigation fee, or a fine that has been imposed;

(d) The licensee has made fraudulent statements, misrepresentations, or false statements in the application or investigation or in any information required by this Chapter;

(e) Conviction of a background check crime as defined in Minnesota Statutes Section 299C.67, subd.2, as may be amended from time to time; or any crime related to the business licensed and failure to show, by competent evidence, rehabilitation and present fitness to perform the duties of the business;

(f) Operating or allowing the rental property to be used in such a manner as to constitute a breach of the peace, a menace to the health, safety, and welfare of the public, or a disturbance of the peace or comfort of the residents of the City, upon recommendation of the Chief of Police;

(g) Actions unauthorized or beyond the scope of the license granted;

(h) The licensee's rental license to operate a rental dwelling in another jurisdiction has been denied, revoked, or suspended;

(i) Failure to schedule and/or allow rental or building inspections of the licensed premises, for the purpose of ensuring compliance with rental licensing requirements, City Code requirements, State building codes, or other applicable State or Federal law;

(j) Failure to continuously comply with all conditions required as precedent to the approval of the license;

(k) Real estate or personal property taxes have become delinquent and the property owner and the licensee are the same person or entity, or have any common ownership where they are a different person or entity;

(l) Violation of any regulation or provision of the City Code applicable to the activity for which the license has been granted, or any regulation or State or Federal law that may be applicable;

(m) Excessive calls for service as determined by the Chief of Police based on the number and nature of the calls compared to the number of dwelling units on the property when the Licensee has been notified of the calls by the Chief of Police and the licensee has failed to supply an appropriate written action plan for reducing the calls for service, or when the calls for service exceed an established threshold a second time within 12 months of completing an action plan for previously exceeding the threshold.

(n) Failure to actively pursue the eviction of tenants who have violated the provisions of the crime free lease addendum or who have otherwise created a nuisance in violation of the provisions of the written lease; and

(o) Other good cause as determined by the City Council after conducting a public hearing.

The City Council may revoke a license or suspend a license for a set period of time or until violations of City Code, or State or Federal law are corrected and, in addition, impose a civil penalty for each violation or impose a combination of these sanctions.

(2) Temporary Suspension. The City Administrator may temporarily suspend a license pending a hearing on the suspension or revocation when, in its judgment, the public health, safety, and welfare is endangered by the continuance of the licensed activity.

(3) Notice. Before the suspension or revocation of the rental license, the City must provide written notice informing the licensee of the right to a hearing. The notice must provide at least (30) thirty calendar days' notice of the time and place of the hearing and must state the grounds for the proposed suspension or revocation of the license. The notice may be served upon the licensee personally, by leaving the notice at the licensed premises with the designated manager, or by certified mail to the address listed on the license application.

(4) Hearing. A hearing will be conducted before the City Council at a public meeting. The licensee shall have the right to be represented by counsel, the right to respond to the charged violations, and the right to present evidence through witnesses. The rules of evidence do not apply to the hearing and the City Council may rely on all evidence it determines to be reasonably credible. The determination to suspend or revoke the license shall be made upon a preponderance of the evidence. It is not necessary that criminal charges be brought in order to support a suspension or revocation of a license violation nor does the dismissal or acquittal of such a criminal charge operate as a bar to suspension or revocation.

(5) Final Decision. Following the hearing, the City Council may revoke or suspend the license for all or any part of the licensed premises, may stay the revocation or suspension upon such terms and conditions as it deems reasonable and necessary to accomplish the purposes of this Chapter, or grant or continue the license. The decision by the City Council following a hearing is final. Upon a decision to suspend a license, no new application from the current licensee for the same rental dwelling will be accepted for a period of time specified in the Council's decision, not exceeding one year. A decision to revoke a license will result in no new application being accepted from the same licensee for a minimum of one year.

(6) Appeal of Decision to Deny or not Renew License. If the City Administrator denies or does not renew a license, the licensee shall be notified in writing, specifying the reasons for denying or not renewing the license. If the licensee corrects the conditions leading to the denial or non-renewal within (14) fourteen days, the City Administrator shall issue the license. A licensee whose license has been denied or not renewed by the City may appeal the decision by filing with the City Administrator a written notice of appeal within (10) ten days of receiving notice of the City's decision. The hearing will be conducted pursuant to City Code.

(7) Notification to Tenants. Upon denial, suspension, revocation or other enforcement action of a license, the City will notify all affected tenants of the action against the license. If the license is revoked or suspended the licensee may not let, rent or allow to be occupied any vacant dwelling units, or dwelling units that become vacant during the revocation or suspension period.

Sec. 26-656. Minimum Penalties.

The following are minimum penalties for a licensee's failure to comply with applicable Federal law, State Law, City Code or the requirements of this Chapter relating to the license. These penalties do not prohibit the City from any other sanctions listed in City Code or by State or Federal Law.

(1) Property owners, tenants and/or occupants can be held accountable for violations as deemed necessary by the City Administrator or Designee.

(2) Appeals shall be heard in accordance to the procedures set forth in City Code.

(3) The City Council at any time, may determine the level and order of penalties, or may impose penalties exceeding those below based on the history of compliance and the severity of the violation up to a maximum of $10,000.00 per violation.

(4) Penalties for violations based on Crime Free Housing participation are based on annual adopted fees as part of the Fee Schedule.

Sec. 26-657. Administration and Maintenance Standards.

The City has adopted standards for all properties, to include rental properties. In regards to this Code, all rental properties must be maintained in accordance to all local, state and federal laws including but not limited to, the Minnesota State Fire Code, Building Code, and Accessibility Code. The City has adopted the International Property Maintenance Code (IPMC), referenced in Article V. Property Maintenance Code; Sec. 105-142 Adopting the 2021 International Property Maintenance Code as published by the International Code Council, Inc.

(1) It is the responsibility of the licensee to assure that every rental dwelling and rental dwelling unit is maintained in compliance with all City ordinances, State Law, and Federal laws. A violation of City Code, State Law, or Federal law, constitutes a public nuisance and may be abated under the provisions of the City Code or IPMC.

(2) Snow and Ice Removal. Rental dwellings containing four or more dwelling units must remove snow and ice and remediate hazardous conditions from all walkways, sidewalks, steps and parking areas within 72 hours of a snowfall.

Sec. 26-659. Falsely Reporting Violations.

No person shall report a violation of this Chapter knowing or having reason to know that the report is false with the intent to affect the licensing status or inspection schedule of the rental dwelling.

Sec. 26-660. Violations.

In addition to any other sanctions or administrative penalties imposed, any violation of this Chapter shall constitute a misdemeanor offense, punishable as defined by State Law. Each day of violation constitutes a separate offense.

Sec. 26-661. No Warranty by City.

By enacting and undertaking to enforce this Chapter, neither the City nor its City Council, agents or employees warrant or guaranty the safety, fitness or suitability of any rental dwelling or rental dwelling unit in the City. Licensees and occupants should take appropriate steps to protect their interests, health, safety and welfare.

EFFECTIVE DATE. This ordinance becomes effective after its passage on January 1, 2024, subject to charter section 5.04.

SUMMARY. The following summary clearly informs the public of the intent and effect of the Ordinance and is approved for publication: The purpose of this Ordinance is to amend the regulations for rental residential dwelling units and create a crime-free rental housing program.

PASSED by the City Council of Ramsey, Minnesota, the ___day of _____, 2023.

ATTEST:

_____
City Clerk

CITY OF RAMSEY

_____
Mayor

Roll Call
Councilmember Olson
Councilmember Woestehoff
Councilmember Specht
Councilmember Musgrove
Councilmember Howell
Councilmember Riley
Mayor Kuzma

Introduction Date
Posting Date
Adoption Date
Publication Date
Effective Date

CC Regular Session

Meeting Date: 08/22/2023

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Receive Recommendation from the Charter Commissions to Amend Chapter 4 of the Charter - Nominations and Elections

Purpose/Background:

Background:

Council previously reviewed and voted on Ordinance #23-07 to amend sections 4.5.4 and 4.5.6 of the Charter. That ordinance did not pass. On May 9, 2023, Council discussed language that would be acceptable to update sections 4.5.4 and 4.5.6. The Charter Commission met on July 19, 2023 to review options to update those two sections and ultimately approved proposing the language in Ordinance #23-08.

Purpose:

The purpose of this case is to receive the recommendation from the Charter Commission to Amend Chapter 4 of the City Charter. The recommended changes are to amend Chapter 4 of the City Charter sections 4.5.4 and 4.5.6. The changes proposed allow the option to appoint a successor in the case of a vacancy until a successor is elected or with less than 365 days left in the term. In order for the appointment to be approved, it must receive unanimous support from all current Councilmembers.

Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing of the proposal. The city must hold the public hearing on the proposed charter amendment at least two weeks, but not more than one month after the notice is published. Within one month of the public hearing, the city council must vote on the proposed charter amendment ordinance. To pass, the vote must be unanimous, including approval by the mayor.

Time Frame/Observations/Alternatives:

Next Steps:

- Per State Statute 410.12 Subd. 7., the Council must vote on the proposed charter amendment ordinance within one month of the public hearing.
- Publish Public Hearing Notice on August 25, 2023.
- Hold Public Hearing and Introduce Ordinance #23-08 on September 12, 2023.
- The Ordinance will come back for final consideration on September 26, 2023.

Recommendation:

City Charter recommends adoption of the ordinance.

Outcome/Action:

No action is required at this time.

Attachments

Ordinance #23-08

Minnesota Statute 410.12

4-25-23 Council Minutes

5-9-23 WS Minutes

Form Review

Inbox	Reviewed By	Date

Brian Hagen	Brian Hagen	08/17/2023 03:22 PM
Form Started By: Katie Schmidt		Started On: 07/27/2023 09:07 AM
Final Approval Date: 08/17/2023		

ORDINANCE #23-08

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDING THE CITY CHARTER OF THE CITY OF RAMSEY, MINNESOTA CHAPTER 4 – ELECTIONS AND NOMINATIONS

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This Ordinance is adopted pursuant to the authority of the City Charter of the City of Ramsey and such authority as it is given under Minnesota Statutes Section 410.12, subdivision 7.

SECTION 2. AMENDMENT TO CHAPTER 4 OF THE CITY CHARTER

The Section 4 of the City of Ramsey Charter is amended to read as follows (additions indicated by underline, deletions indicated by strikethrough):

"Sec. 4.5 – Vacancy of municipal elected office.

4.5.4 ~~In the case of a vacancy where there remains less than 365 days in the unexpired term, the council shall, by a majority vote, appoint a successor to serve for the remainder of said term. In the case of a tie vote of the council, the mayor, or acting mayor if the office of mayor be vacant, shall make the appointment from the candidates involved in the tie vote.~~

If a special election has been called to fill a vacancy in an elected office of the city, and no candidates filed an affidavit of candidacy prior to the expiration of the period for filing an affidavit of candidacy, the special election shall be cancelled. In the event that such a cancellation occurs the council may, by unanimous vote of all current members of the city council, appoint a successor to serve until a successor elected at a special election held pursuant to this section is qualified. If a subsequent attempt to hold a special election would occur in the fourth year of the vacant term, no special election would be held. The council may appoint a successor according to Sec. 4.5.6 of this chapter.

4.5.6 ~~If there are insufficient numbers of candidates in a regular or special election to fill expiring or vacated municipal offices, the city council shall fill said offices by appointment until the next regular municipal election. In the case of a tie vote of the council, the mayor shall make said appointment from the candidates under consideration."~~

In the case of a vacancy where there remains less than 365 days in the unexpired term, the council may, by unanimous vote of all current members of the city council, appoint a successor to serve for the remainder of said term."

SECTION 3. SUMMARY

The following official summary of Ordinance #23-08 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance. "Ordinance #23-08 amends Chapter 4 – Elections and Nominations of the Ramsey City Charter."

SECTION 4. EFFECTIVE DATE

This ordinance becomes effective 90 days after its passage and publication as provided by Minnesota Statutes Section 410.12, Subdivision 7, as may be modified by any action undertaken pursuant to City of Ramsey Charter Section 5.

PASSED by the City Council of the City of Ramsey, Minnesota, the ____ day of August, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

410.12 AMENDMENTS.

Subdivision 1. **Proposals.** The charter commission may propose amendments to such charter and shall do so upon the petition of voters equal in number to five percent of the total votes cast at the last previous state general election in the city. Proposed charter amendments must be submitted at least 17 weeks before the general election. Only registered voters are eligible to sign the petition. All petitions circulated with respect to a charter amendment shall be uniform in character and shall have attached thereto the text of the proposed amendment in full; except that in the case of a proposed amendment containing more than 1,000 words, a true and correct copy of the same may be filed with the city clerk, and the petition shall then contain a summary of not less than 50 nor more than 300 words setting forth in substance the nature of the proposed amendment. Such summary shall contain a statement of the objects and purposes of the amendment proposed and an outline of any proposed new scheme or frame work of government and shall be sufficient to inform the signers of the petition as to what change in government is sought to be accomplished by the amendment. The summary, together with a copy of the proposed amendment, shall first be submitted to the charter commission for its approval as to form and substance. The commission shall within ten days after such submission to it, return the same to the proposers of the amendment with such modifications in statement as it may deem necessary in order that the summary may fairly comply with the requirements above set forth.

Subd. 1a. **Alternative methods of charter amendment.** A home rule charter may be amended only by following one of the alternative methods of amendment provided in subdivisions 1 to 7.

Subd. 2. **Petitions.** The signatures to such petition need not all be appended to one paper, but to each separate petition there shall be attached an affidavit of the circulator thereof as provided by this section. A petition must contain each petitioner's signature in ink or indelible pencil and must indicate after the signature the place of residence by street and number, or other description sufficient to identify the place. There shall appear on each petition the names and addresses of five electors of the city, and on each paper the names and addresses of the same five electors, who, as a committee of the petitioners, shall be regarded as responsible for the circulation and filing of the petition. The affidavit attached to each petition shall be as follows:

State of .....)

) ss.

County of .....)

.... being duly sworn, deposes and says that the affiant, and the affiant only, personally circulated the foregoing paper, that all the signatures appended thereto were made in the affiant's presence, and that the affiant believes them to be the genuine signatures of the persons whose names they purport to be.

Signed .....

(Signature of Circulator)

Subscribed and sworn to before me

this ..... day of ....

Notary Public (or other officer)

authorized to administer oaths

The foregoing affidavit shall be strictly construed and any affiant convicted of swearing falsely as regards any particular thereof shall be punishable in accordance with existing law.

Subd. 3. **May be assembled as one petition.** All petition papers for a proposed amendment shall be assembled and filed with the charter commission as one instrument. Within ten days after such petition is transmitted to the city council, the city clerk shall determine whether each paper of the petition is properly attested and whether the petition is signed by a sufficient number of voters. The city clerk shall declare any petition paper entirely invalid which is not attested by the circulator thereof as required in this section. Upon completing an examination of the petition, the city clerk shall certify the result of the examination to the council. If the city clerk shall certify that the petition is insufficient the city clerk shall set forth in a certificate the particulars in which it is defective and shall at once notify the committee of the petitioners of the findings. A petition may be amended at any time within ten days after the making of a certificate of insufficiency by the city clerk, by filing a supplementary petition upon additional papers signed and filed as provided in case of an original petition. The city clerk shall within five days after such amendment is filed, make examination of the amended petition, and if the certificate shall show the petition still to be insufficient, the city clerk shall file it in the city clerk's office and notify the committee of the petitioners of the findings and no further action shall be had on such insufficient petition. The finding of the insufficiency of a petition shall not prejudice the filing of a new petition for the same purpose.

Subd. 4. **Election.** Amendments shall be submitted to the qualified voters at a general or special election and published as in the case of the original charter. The form of the ballot shall be fixed by the governing body. The statement of the question on the ballot shall be sufficient to identify the amendment clearly and to distinguish the question from every other question on the ballot at the same time. If 51 percent of the votes cast on any amendment are in favor of its adoption, copies of the amendment and certificates shall be filed, as in the case of the original charter and the amendment shall take effect in 30 days from the date of the election or at such other time as is fixed in the amendment.

Subd. 5. **Amendments proposed by council.** The council of any city having a home rule charter may propose charter amendments to the voters by ordinance. Any ordinance proposing such an amendment shall be submitted to the charter commission. Within 60 days thereafter, the charter commission shall review the proposed amendment but before the expiration of such period the commission may extend the time for review for an additional 90 days by filing with the city clerk its resolution determining that an additional time for review is needed. After reviewing the proposed amendment, the charter commission shall approve or reject the proposed amendment or suggest a substitute amendment. The commission shall promptly notify the council of the action taken. On notification of the charter commission's action, the council may submit to the people, in the same manner as provided in subdivision 4, the amendment originally proposed by it or the substitute amendment proposed by the charter commission. The amendment shall become effective only when approved by the voters as provided in subdivision 4. If so approved it shall be filed in the same manner as other amendments. Nothing in this subdivision precludes the charter commission from proposing charter amendments in the manner provided by subdivision 1.

Subd. 6. **Amendments, cities of the fourth class.** The council of a city of the fourth class having a home rule charter may propose charter amendments by ordinance without submission to the charter commission. Such ordinance, if enacted, shall be adopted by at least a four-fifths vote of all its members after a public hearing upon two weeks' published notice containing the text of the proposed amendment and shall be approved by the mayor and published as in the case of other ordinances. The council shall submit the proposed amendment to the people in the manner provided in subdivision 4, but not sooner than three months after the passage of the ordinance. The amendment becomes effective only when approved by the voters as provided in subdivision 4. If so approved, it shall be filed in the same manner as other amendments.

Subd. 7. **Amendment by ordinance.** Upon recommendation of the charter commission the city council may enact a charter amendment by ordinance. Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing on the proposal and the notice must contain the text of the proposed amendment. The city council must hold the public hearing on the proposed charter amendment at least two weeks but not more than one month after the notice is published. Within one month of the public hearing, the city council must vote on the proposed charter amendment ordinance. The ordinance is enacted if it receives an affirmative vote of all members of the city council and is approved by the mayor and published as in the case of other ordinances. An ordinance amending a city charter shall not become effective until 90 days after passage and publication or at such later date as is fixed in the ordinance. Within 60 days after passage and publication of such an ordinance, a petition requesting a referendum on the ordinance may be filed with the city clerk. The petition must be signed by registered voters equal in number to at least five percent of the registered voters in the city or 2,000, whichever is less. If the requisite petition is filed within the prescribed period, the ordinance shall not become effective until it is approved by the voters as in the case of charter amendments submitted by the charter commission, the council, or by petition of the voters, except that the council may submit the ordinance at any general or special election held at least 60 days after submission of the petition, or it may reconsider its action in adopting the ordinance. As far as practicable the requirements of subdivisions 1 to 3 apply to petitions submitted under this section, to an ordinance amending a charter, and to the filing of such ordinance when approved by the voters.

History: *(1286) RL s 756; 1907 c 199 s 1; 1911 c 343 s 1; 1939 c 292 s 1; 1943 c 227 s 1; 1949 c 122 s 1; 1959 c 305 s 3,4; 1961 c 608 s 5,6; 1969 c 1027 s 3; 1973 c 503 s 1-4; 1986 c 444; 1998 c 254 art 1 s 107; 1999 c 132 s 42; 2005 c 93 s 1; 2008 c 331 s 7; 2010 c 184 s 43*

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
3. CITIZEN INPUT 2
4. APPROVE AGENDA 2
5. CONSENT AGENDA 3
6. PUBLIC HEARING 4
7. COUNCIL BUSINESS 4
   7.01: Adopt Ordinance #23-05 to Amend Chapter 4 of the Charter - Nominations and Elections 4
   7.02: Adopt Ordinance #23-07 to Amend Chapter 4 of the Charter - Nominations and Elections 4
   7.03: Adopt Resolution #23-081 Accepting Bids and Awarding Contract for 161st Avenue Reconstruction, Improvement Project #23-01 5
   7.04: Adopt Resolution #23-084 Accepting Bids and Awarding Contract for 2023 Neighborhood Pavement Overlay Improvements, Improvement Project #23-07 6
   7.05: Adopt Resolution #23-089 Approving Plans and Authorizing Bids for Improvement Project #23-14, 2023 Critical Mill and Overlay Improvements 7
   7.06: Adopt Resolution #23-078 Accepting Bids and Awarding Contract for Improvement Project #23-12, HY-10 Ramsey Improvements 9
8. MAYOR, COUNCIL AND STAFF INPUT 10
9. ADJOURNMENT 10

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, April 25, 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 Clerk Katie Schmidt
City Engineer/Public Works Director Bruce Westby
City Attorney Fritz Knaak
Assistant City Engineer Joe Feriancek
Streets Supervisor Shane Turner

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

5.01: Approve the Following Meeting Minutes:
1) City Council Work Session dated 4/11/2023
2) City Council Regular Session dated 4/11/2023

5.02: Approve Business Licenses

5.03: Approve Rental Licenses

5.04: Initiate Playground Development for Neighborhood Park in the Riverstone South Subdivision

5.05: Adopt Resolution #23-092 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 6, 2023 through April 19, 2023.

5.06: Adopt Resolution #23-069 Approving Final Plat and Development Agreement for Cedarview Estates (formerly Cedar Acres) [Project 22-136]

5.07: Adopt Resolution #23-073 Approving Testing Services Proposal for Improvement Project #21-09, Centralized Water Treatment Plant.

5.08: Adopt Resolution #23-079 Approving Lease Agreement of 6745 Hwy 10 NW with RM Golf Carts

5.09: Adopt Resolution #23-080 Approving Lease Agreement with RM Golf Carts for 7039 Highway 10

5:10: Adopt Resolution #23-082 Approving Plans and Specifications and Authorizing Advertisement for Bid for Improvement Project #23-05, Barthel's Rum River Acres 2nd Street Reconstructions

5:11: Adopt Resolution #23-083 Amending Scope of Improvement Project #23-06, 2023 MSA Pavement Overlay Improvements

5:12: Adopt Resolution #23-085 Authorizing Request for Quotation for 2023 MSA Pavement Marking Improvements, Improvement Project #23-13

5:13: Adopt Resolution #23-086, Suspending Grass Height Enforcement of Section 30.3 of City Code in Support of No-Mow-May

5:14: Adopt Resolution #23-087 Approving 2023 Construction Materials Testing Services Proposal

5:15: Adopt Resolution #23-088 Approving Purchase of Vactor Trailer

5:16: Adopt Resolution #23-091 Approving Change Order #3 for Improvement Project #23-03, Armstrong Boulevard and Alpine Drive Roundabout Improvements

5:17: Adopt Resolution #23-093 Installing Boulevard Trees for the Barren Side of Sunwood Drive in The COR

5:18: Adopt Resolution #23-094 Approving Plans and Specifications and Authorizing Bids for Improvement Project #23-11, Trott Brook Crossing Sanitary Sewer Lift Station

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Adopt Ordinance #23-05 to Amend Chapter 4 of the Charter - Nominations and Elections

City Clerk Schmidt reviewed the Staff report concerning the recommended Charter updates to clean up language to coincide with State law in regards to nominations and elections. She stated that if the Charter amendments are accepted they will go into effect 90 days after publication.

Motion by Councilmember Woestehoff, seconded by Councilmember Olson, to waive the City Charter requirement that the ordinance be read aloud and adopt Ordinance #23-05 amending Chapter 4 of the City Charter - Nominations and Elections.

Further discussion:

Councilmember Specht thanked the Charter Commission and Staff for their work on this and updating the Charter with State law.

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

7.02: Adopt Ordinance #23-07 to Amend Chapter 4 of the Charter - Nominations and Elections

City Clerk Schmidt reviewed the Staff report concerning the recommended Charter updates in regard to Council appointments when vacancies occur. She stated that if the Charter amendments are accepted they will go into effect 90 days after publication.

Councilmember Musgrove asked for clarification on Section 4.5.6, which stated that the appointed individual would serve the remainder of the term or until a special election where a new successor is elected. She asked if this would be considered a special election if it was coming up to a regular election.

City Clerk Schmidt stated that it would be considered a special election if the term was not set to be expired.

Councilmember Musgrove asked if there was no one who wanted to run in the special election, if it would still be considered a special election at the time of the next regular election.

City Clerk Schmidt said that was correct.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to waive the City Charter requirement that the ordinance be read aloud and adopt Ordinance #23-07 amending Chapter 4 of the City Charter - Nominations and Elections.

Further discussion:

Councilmember Specht stated that he is personally against this as he does not believe that the Council should be appointing replacements when vacancies occur and they should be voted on by the residents.

Councilmember Howell asked if the Council currently appoints individuals when vacancies occur, but only when there is less than 365 days left in the term.

City Clerk Schmidt stated that if an individual resigns within their last 365 days then the City is to appoint an individual.

Councilmember Howell asked if this consists of longer appointments with the proposed changes.

City Clerk Schmidt explained that it would possibly prolong the appointment until the special election would take place.

Councilmember Woestehoff asked what happens if this motion fails.

City Administrator Hagen stated that this would not go into effect and the Charter could choose to get input from Council to redraft the language.

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

7.03: Adopt Resolution #23-081 Accepting Bids and Awarding Contract for 161st Avenue Reconstruction, Improvement Project #23-01

Assistant City Engineer Feriancek reviewed the Staff report and recommendation to award the contract for the 161st Avenue reconstruction project to North Lines Contracting Inc.

Mayor Kuzma shared that in years past there have been some issues with contractors not doing a full four inches of bituminous on the pavement. He asked if there will be core samples after the roads are done to ensure that the full four inches are being done.

Assistant City Engineer Feriancek explained that there will be inspectors on site that will be spot checking as the pavement is being done to verify depth. He added that they will also compare the tonnage to correlate how many tons will be put down. He stated that with all State aid projects there is a requirement to take cores of the road and there are incentives and decentives if the contract does not meet the requirements.

Councilmember Woestehoff thanked Staff for their work and dedication to this project. He stated that he liked the addition of the off-road trail as this will help neighbors get to Central Park. He added that Staff has done a great job working with residents in regard to the infiltration pond. He shared his appreciation for the concrete curb as it should discourage people from parking in the park. He also thanked Staff for the addition of the south parking lot to the project as it is well needed.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to adopt Resolution #23-081 accepting bids and awarding contracts for 161st Avenue reconstruction, Improvement Project #23-01

Further discussion:

Councilmember Musgrove thanked Staff for their work on this and stated that she is glad to see this come in under bid.

Councilmember Riley added that this is the first of many projects that will come forward in the near future that attempt to get a handle on the roads within the City.

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

7.04: Adopt Resolution #23-084 Accepting Bids and Awarding Contract for 2023 Neighborhood Pavement Overlay Improvements, Improvement Project #23-07

Assistant City Engineer Feriancek reviewed the Staff report and recommendation to award the contract for the 2023 neighborhood pavement overlay improvements to North Valley Inc.

Councilmember Riley asked if the overlay would be going the entire distance on Alpine Drive.

Assistant City Engineer Feriancek shared the intent to start and stop within the pot areas on the drive aisles only in order to keep the ride quality of the road up to par.

Councilmember Olson asked why they would not add the full two inches when the overlay is done in this project.

Assistant City Engineer Feriancek explained that when it is raised two inches the aggregate becomes exposed on the edge of the bituminous, which has a tendency to weather and not hold up.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to adopt Resolution #23-084 accepting bids and awarding contracts for 2023 neighborhood pavement overlay improvements, Improvement Project #23-07.

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

7.05: Adopt Resolution #23-089 Approving Plans and Authorizing Bids for Improvement Project #23-14, 2023 Critical Mill and Overlay Improvements

City Engineer/Public Works Director Westby reviewed the Staff report and recommendation to approve plans and authorizing bids for the critical mill and overlay improvements, concerning pothole complaints. He explained that these are areas that the Council had previously approved spray patching for; however, with this winter they now require more attention. He stated that 14 times the amount of cold patch was used this winter as compared to other winters.

Councilmember Riley thanked City Engineer/Public Works Director Westby for his work on this and shared that this has been talked about in detail lately and the roads are an 'emergency' that needs to be addressed. He stated that this cannot wait and that stopping work after the budget of $750,000 has been met is not a possibility. He added that hiring contractors seems to be necessary as City Staff will not be able to get this all done on their own and this matter cannot wait. He suggested starting the work on these roads immediately where possible, that would fall in line with bidding laws. He noted that he would like to approve going out with other plans at the next meeting. He mentioned discussing the possibility of overtime or additional seasonal Staff at the next meeting.

Councilmember Specht agreed with Councilmember Riley and shared that he hears from residents, almost daily, about their concerns with the roads and potholes. He encouraged residents to continue to reach out with their concerns. He shared his appreciation for Staff and their hard work.

Councilmember Musgrove asked City Engineer/Public Works Director Westby to explain the State Statute of not having to go out for bids under $175,000.

City Engineer/Public Works Director Westby explained that State Statute allows for solicitation of quotes for projects with costs not in excess of $175,000 which the City typically tries to obtain two or three quotes for and they have the legal right to do this.

Councilmember Musgrove asked if a motion is needed for this.

City Engineer/Public Works Director Westby stated that he would appreciate a motion as to the scope of the project and dollar amount that they would be looking for to maximize a quote.

Councilmember Musgrove stated that she struggled to make a motion with a total that is over the State Statute bid mark. She agreed that these projects need to get moving as quickly as possible.

Mayor Kuzma suggested moving forward with a two part phase, first spending up to the $175,000 and in addition to that, they would be looking for additional quotes for the balance of the project.

City Engineer/Public Works Director Westby stated that when they receive the quotes back, if they are in excess of $175,000 they cannot accept those quotes.

City Attorney Knaak said that is correct.

City Engineer/Public Works Director Westby recommended getting quotes for spray patching that would not exceed $175,000.

Councilmember Woestehoff asked if project areas A, B, C, and D on the site map were considered one project if that would likely fall under $175,000.

City Engineer/Public Works Director Westby explained that a lot of calls are taken from residents concerning roads and when work is prioritized in one area and not others, this will yield more calls and pushback from residents. He stated he did not know how a portion of the work could be pulled out and prioritized over others.

Councilmember Woestehoff shared his perspective that all of these project areas are priorities and these areas would just be the first that are gotten too. He asked if there is a set of project areas that they would like to get done first while the City goes through the bid process with the rest. He stated that he does not see this as favoritism as every project is part of the goal and starting some of these projects during the bid process will help get things moving and not delay the process for all streets.

City Engineer/Public Works Director Westby asked if the intent that Councilmember Woestehoff is alluding to is to get some work done in each of the three different project types. He stated that the different project types should not be mixed as there will be many contract companies working on this.

Councilmember Woestehoff stated that his point is not specific around the mill and overlay projects, rather focusing on areas in town that should be a priority that can successfully be done under the budget of $175,000.

Councilmember Riley suggested getting a quote for deep pothole patching that is a certain dollar amount per ton and they are limited to $175,000. He stated that pothole patching should be a higher priority than water mains.

City Engineer/Public Works Director Westby shared that most companies quote based off of time and materials. He shared he was not sure if they would be able to request a quote for the amount of work that could be done under $175,000.

City Attorney Knaak explained that something like this cannot be done just to evade the bidding requirements. He shared that what makes this unique is that there is an overall bidding project that has to be done, but in the short term there is availability on the part of contractor crews over and beyond what the City has available. He added that as much of this should be done up front and looked at as a different project. He suggested looking for a quote around $150,000.

Councilmember Howell asked if an option for this would be to pick a smaller section that would not come close to the dollar amount to try out the contractor and see if the City likes their work before moving on to a bigger project.

City Attorney Knaak stated that when this is done during the bid process it appears that they would be avoiding the bid.

Councilmember Woestehoff asked if bituminous is the right solution to the lead up of intersections that have heavy tree cover with stones. He asked if these areas would be better served by concrete.

City Engineer/Public Works Director Westby stated that the biggest problem in these areas is water standing on the roads. He stated that he would not recommend concrete in these areas.

Councilmember Olson asked for clarification on the spray patching, as he thought he heard that this performed poorly.

City Engineer/Public Works Director Westby explained that spray patching performs well for a short period of time as it does seal the pavement and keeps water from penetrating the pavement for a few years. He stated that it is very thin and moves with heat. He said this is a temporary patch for one to three years.

Motion by Councilmember Riley, seconded by Councilmember Specht, to adopt Resolution #23-089 approving plans and authorizing bids for Improvement Project #23-14, 2023 critical mill and overlay improvements, and authorizing Staff, due to the unique nature of the situation with labor availability of contractors, to solicit quotes of up to $150,000 for special projects that Public Works sees fit, and direct Staff to come back at the May 9, 2023 meeting to bring plans and bid specs for spray patching and pothole filling, for all streets.

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

Further discussion:

Mayor Kuzma asked if authorized are they going out for the maximum bids for the rest of the reconstruction.

City Engineer/Public Works Director Westby said yes and that the plans will come back to the next meeting.

7.06: Adopt Resolution #23-078 Accepting Bids and Awarding Contract for Improvement Project #23-12, HY-10 Ramsey Improvements

City Engineer/Public Works Director Westby reviewed the Staff report and recommendation to award contract for the Highway 10 Ramsey improvements to Douglas Kerr.

Councilmember Musgrove shared that she is glad that the property owner has agreed to allow the road to be extended up to Bunker Lake Boulevard.

Motion by Councilmember Musgrove, seconded by Councilmember Olson, to adopt Resolution #23-078 accepting bids and awarding contract for Improvement Project #23-12, HY-10 Ramsey Improvements.

Further discussion:

Councilmember Woestehoff pointed out that between this case and the previous case, the costs came in over $400,000 below the estimates.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events, including the EDA Business Expo at Adrenaline Sports and Kite and Bites at Elmcrest Park. He stated that registration for the City Wide Garage Sale has closed and the sales will be held on May 5 and 6, 2023.

9. ADJOURNMENT

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

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

The regular meeting of the City Council adjourned at 8:11 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

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

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, May 9, 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 Clerk Katie Schmidt
Community Development Director Stephanie Hanson
City Planner Brian McCann
Administrative Services Director Colleen Lasher
Planning Manager Todd Larson
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: Discuss Recommendation to the Charter Commission regarding Chapter 4 - Nominations and Elections section 4.5.4 and 4.5.6

City Clerk Schmidt reviewed the Staff report and the recommendations from the Charter Commission regarding Chapter 4 of the Charter that was recently updated. She reviewed the four options for updating section 4.5.4 and 4.5.6 of the Charter.

Councilmember Musgrove asked for more information regarding the thought process behind option #3 of switching 4.5.4 and 4.5.6.

City Administrator Hagen explained that option #3 moves things around to make it flow better.

Councilmember Musgrove asked if these were switched around why 4.5.6 would be needed.

City Administrator Hagen stated that 4.5.6 establishes what happens when a vacancy happens with less than a year left in the term.

Councilmember Musgrove added that they had previously talked about the timeframe of this and if it was less than a year and could still be many months before the next election.

City Clerk Schmidt stated that if they move up the special election it could shorten the timeframe.

Councilmember Musgrove shared that she liked option #3 without the second part.

Councilmember Woestehoff stated that in option #2 where there is no timeframe around the appointment process, this does not particularly state if someone gets appointed if there would still be a special election after this. He asked if someone is appointed to a term that has three years left if there would still be a special election as soon as the dates align.

City Administrator Hagen said that was correct.

Councilmember Woestehoff asked if the longest timeframe for this could be a few months.

City Clerk Schmidt said yes.

Councilmember Specht stated that option #3 is likely to be the closest to what they are looking for but would not want 4.5.6 in the Charter.

City Administrator Hagen stated that the Charter is silent if a vacancy occurs with less than a year left in the term.

Councilmember Musgrove asked if this speaks to this in option 4.5.4.

City Administrator Hagen said no and explained that 4.5.4 is just a carry on from what has already been approved with what was recently adopted in 4.5.1, stating that in the event of a vacancy of an elected office occurs with less than 365 days remaining in the term it will go to a special election. He stated that 4.5.2 refers to when the elected official will start immediately and 4.5.3 refers to the procedure to hold the election. He explained that 4.5.4 is a carry on of these prior sections and discusses what happens when they attempt to hold a special election and no one signs up and rather than restarting a seven to nine month process, it gives Council the opportunity to appoint until a successful special election can be held. He stated that 4.5.4 discusses what would happen if they have attempted to hold three special elections.

Councilmember Specht noted that if it is less than a year they can leave the vacancy open until the next general election.

Councilmember Woestehoff asked if this has to be a majority vote or if they could ask the Charter Commission to make it a unanimous vote.

City Attorney Knaak stated that they could do this; however, it would add difficulty.

Councilmember Woestehoff shared that this would be a good middle ground for this.

Councilmember Specht stated that he understands the need for this in extreme cases. He mentioned that this would give the appointed individual an advantage in future elections if they are already serving in the seat.

Councilmember Musgrove asked which section the change to make this unanimous would go.

Councilmember Woestehoff said it could go anywhere. He stated that the timing does not bother him because at most it would be nine months, whether it is a three year term that is remaining or a one year term. He added that he is indifferent to whether this deals with terms with more than 365 days or less than 365 days.

Councilmember Musgrove stated that she is okay with it open and allowing it to go to the vote.

Mayor Kuzma stated that if they cannot all agree then this will just remain open.

Councilmember Musgrove asked for clarification that they are looking at option #3 and changing this to unanimous.

Councilmember Woestehoff stated that 4.5.6 would still be needed.

City Administrator Hagen added that they would also want to build in a unanimous vote by Council in both 4.5.4 and 4.5.6.

Councilmember Howell asked if this would eliminate the option for the Mayor to appoint someone.

City Administrator Hagen said yes and that there would be no tie breaker vote at that point. He asked if the unanimous vote would be from all current Councilmembers or just those present at the meeting.

Councilmember Howell stated that she would like for it to be all current members.

Councilmember Musgrove asked if this would include a member that had stepped down.

City Administrator Hagen said no.

There was a consensus of the Council.

2.02: Discuss Filling a Vacancy on the Environmental Policy Board

Administrative Services Director Lasher reviewed the Staff report in regard to deciding which of the three remaining candidates from the last recruitment should be appointed to the partial term on the Environmental Policy Board.

Mayor Kuzma asked who was the liaison on the EPB.

Councilmember Howell stated that she was. She noted that the candidate that stood out to her during the interviews was Michael as he showed lots of initiative.

Councilmember Woestehoff stated that all three of the candidates were good. He commented that Megan put EPB as a second choice and shared the importance of her having a desire to serve on that particular Board.

Councilmember Howell noted that when Megan interviewed she did not know what any of the Boards were.

Councilmember Musgrove shared support for appointing Michael.

Councilmember Olson stated that he also supported Michael.

The consensus of the Council was to appoint Michael Heifner.

2.03: Review the Findings of the 2023 All-staff Employee Survey

Administrative Services Director Lasher reviewed the Staff report concerning the all-Staff survey. She noted that the Labor Management Committee will meet at the end of the month to formulate a work plan. She reviewed the results of the survey.

Councilmember Howell asked if the questions about employee benefits were broken down at all into smaller categories, such as life insurance or health insurance.

Administrative Services Director Lasher stated that this is addressed. She said that people are mostly commenting on the health insurance. She explained that the City does not fund higher than single level plans in full, which makes the plans expensive. She added that there are also high deductibles. She stated that other comments made in regard to benefits were about offering short term disability, paid family leave, and others.

Councilmember Musgrove asked if this was the first year under the new insurance, as she remembered that they had recently switched.

Administrative Services Director Lasher noted that they are under rate caps right now with Health Partners that go through 2024. She explained that the plan design has not changed as they have always been on a high deductible plan.

Councilmember Musgrove discussed question #11 concerning the strategic plan. She added that this question may not be as valuable to Staff as the strategic plan mainly deals with managers and them passing work down to employees. She also discussed uniforms and the budget for this.

Administrative Services Director Lasher commented that this is a negotiated item through a contract and is a competitive and rich benefit.

Councilmember Musgrove noted the question on training and how some answered that they feel as though they did not have enough training.

Councilmember Riley acknowledged that the survey is anonymous' however, he asked if they are able to see which answers come from the same individual.

Administrative Services Director Lasher said yes. She noted that the information provided to the Council is all Staff responses pooled together. She stated that the report can be run by groups as well.

Mayor Kuzma stated that the survey has been good overall.

Administrative Services Director Lasher stated that the average of strongly agree and agree answers was 70.66%.

Councilmember Woestehoff shared that he looked at all results that were in the strongly agree and agree categories and there were only eight questions that fall below the 70% threshold. He stated that it is important to talk about those items. He noted that there were three questions that had low results dealing with Council. He stated that these results are disappointing and wants to solve some of these issues.

Councilmember Specht stated that it seems like there is a downward trend for whether or not employees would recommend a job at the City to someone they know, which is down from 96% in 2016. He asked if this was something to be concerned about.

City Administrator Hagen agreed that this is a sizable decrease from one survey to the next. He stated that this survey was done in house and they can do more targeted survey questions to drill down and get more information on some of the lower scoring areas.

Councilmember Musgrove asked if there could be more feedback on items such as training, which scored low on the survey. She added that when she was first elected to the Council she was directed to not get involved with employees. She stated that now it seems as though there is a different trend and a push to get to know the Staff. She added that there are opportunities for Staff and Council engagement.

Councilmember Woestehoff stated that he assumes that all teams are aware of all training opportunities, but based on some of the feedback he asked if they do not have the capacity and time for these training opportunities.

Administrative Services Director Lasher said this was possible. She added that they can drill down on this. She explained that the City's personnel policy states that the Council will set a training budget and stated that they can get more information on this. She acknowledged that time may be a big factor in this as well.

Councilmember Riley asked what the next step was in this process.

Administrative Services Director Lasher stated that she has a list of ideas of things to work on and will be grouping these things based on different categories. She added that she will also meet with the Labor Management Committee and come up with a work plan. She noted that she also wanted to hear recommendations from the Council on what to work on.

City Administrator Hagen stated that he looks at this from a budget perspective and explained that if the Council starts noticing training budgets increase then it will be as a direct result of the feedback that was received from Staff.

Mayor Kuzma said that there are contracts set for health insurance for the next two years. He asked how this could affect things.

Administrative Services Director Lasher explained that the labor contracts go through December 31, 2024 so there is not anything that can be done with these very easily. She noted that the City's contribution is also set; however, if the Labor Management Committee or the Council decide that they need to take a harder look at different plan options they can do this.

Councilmember Musgrove asked if there will be negotiations starting next year.

Administrative Services Director Lasher stated that they will start negotiations early 2024.

Councilmember Howell asked when they look at training and all of the information is anonymous, how is the training pinpointed so that the efforts go to where they actually need to be.

Administrative Services Director Lasher explained that this is where employee communication with their supervisor or department head will come into play.

Councilmember Woestehoff asked if there has been a compensation study done recently.

Administrative Services Director Lasher said no. She stated that a compensation study could cost around $100,000. She noted that the Police Department has been very stressed with being understaffed and there are some cities in the area doing hiring bonuses. She added that the Police Department pay is competitive for similar sized cities; however, a lot of the compensation comments came from non-management police and fire.

Councilmember Woestehoff suggested that some research can be done this year even though the union contracts are through 2024.

Councilmember Musgrove added that she thinks that the employees would rather have the money go to their salary rather than spending $100,000 on a compensation study. She suggested finding this data another way to aid with next year's discussions. She pointed out that under the water and utility category, the uniform budget is at 125%, whereas the training is at 9.64%. She stated that this may need to be looked at to reallocate training funds.

Administrative Services Director Lasher said that they can look into this.

City Administrator Hagen stated that a better gauge for this would be looking at past year budgets.

There was a consensus of the Council

2.04: Temporary Increase of Hours to Planning Administrative Assistant

City Administrator Hagen reviewed the Staff report and shared that City Planner McCann has turned in his resignation. He shared the request for the Council to temporarily authorize the increase of the Planning Administrative Assistant hours to 29 hours per week. He added that they plan to have the City Planner position posted by the end of the week.

Councilmember Musgrove wished City Planner McCann well. She shared her support for this plan.

There was a consensus of the Council.

2.05: Discuss Home Occupation Permits

City Planner McCann reviewed the Staff report concerning Home Occupation Permits and potential code revisions.

Mayor Kuzma asked if there was a team that will be working on this and coming up with recommendations.

City Planner McCann stated that they are looking for Council direction.

Councilmember Musgrove shared that for having businesses in townhomes, most covenants do not allow them.

Councilmember Riley asked if they were suggesting that the City should deny these permits based on the fact that there is potentially a covenant.

Councilmember Musgrove stated that even if the City gives the permit, the covenant board can still penalize the individual. She said this would be a waste of time for the City. She suggested that the applicant first check their covenant documents to determine if it would even be allowed.

City Administrator Hagen added that Staff does make these suggestions and the applicants do not even realize that they need to look into these things. He stated that the direction from Council that they are looking for is whether or not they would want to allow these things if there were not covenants or HOAs that restricted them.

Councilmember Howell stated that the City should allow for opportunities for everyone and the applicant would then have to work things out with their HOA. She stated that she would hate to see a low impact business in an accessory building go away.

Mayor Kuzma stated that in the scenario where there is manufacturing and trucks coming and going it can become more disruptive and would be considered a commercial operation.

Councilmember Woestehoff asked about commercial building codes and if there are triggers that force commercial rather than a building permit.

Planning Manager Larson stated that it is the way that plans are labeled and when they are labeled with rooms such as offices and conference rooms, those are not residential uses.

Councilmember Howell stated the size of the property should be taken into consideration rather than just pigeonholing and not allowing certain things. She said she likes the idea of being more flexible and working with people.

Councilmember Specht agreed that he would like this to be more flexible, especially for low impact practices. He asked if, based on these new standards, an individual wanted to open a gun shop.

City Planner McCann explained that this would depend on how it was formatted in the revisions.

Councilmember Specht asked if all Home Occupation Permits come to Council.

City Planner McCann said yes. He stated that there used to be an administrator permit and if there was an interest to bring this back, these permits would not go to Council.

Councilmember Howell stated that level 1 is low impact and would like to see it stay that way. She noted that in the zoning code draft, it contained firearm sales and repair as not allowed uses.

Planning Manager Larson said that they can take the sales and manufacturing portion out of the current draft and just leave the ammunition manufacturing.

Councilmember Woestehoff asked about the not allowed uses in other cities. He stated that Ramsey is rather liberal with what is allowed. He added that this is worth reviewing.

Councilmember Specht said that it would depend on how the scope of the work is defined. He stated that he is in favor of allowing firearm sales and repair.

Councilmember Howell asked what is allowed currently on residential properties as far as body shops and machine shops.

Planning Manager Larson stated that this is currently not allowed as it is related to an internal combustion engine. He noted that there are some State regulations that go along with auto repair shops.

City Administrator Hagen shared that they focused on the fact that home occupations are supposed to be low impact to the neighborhood. He asked if there was an appetite to limit the square footage that an applicant can operate out of.

Councilmember Woestehoff said he likes this perspective. He asked how the square footage of a home occupation such as a bed and breakfast would be calculated.

City Administrator Hagen clarified that this would focus on using an accessory building for the home occupation.

Councilmember Howell asked what it is to the City how someone uses their property if the use is compatible with not disrupting people and remains safe.

Mayor Kuzma added that this is why things would come back to Council to discuss.

Councilmember Woestehoff noted that if it is not a restricted use then there is potentially no recourse to say no. He emphasized the importance of outlining what is or is not allowed.

Planning Manager Larson stated that other cities treat these as interim uses where there is a timeframe for these permits, with the intent of getting the business up and running from your home and then moving it to a commercial or industrial space.

Councilmember Musgrove asked if the building code guides an accessory building.

City Administrator Hagen stated that building code only addresses the mention of construction.

Councilmember Specht agreed that the size does not matter as much as the activity.

City Administrator Hagen stated that they will work on these updates to be brought back to Council.

There was a consensus of the Council.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,

_____

Brian S. Hagen

City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.