

**City of Ramsey**  
**Agenda**  
**Regular City Council**  
**Tuesday, October 10, 2023**  
**7:00 pm**

**Council Chambers, 7550 Sunwood Drive NW**

Remote Attendance available at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).  
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. **Call to Order**
  
2. **Presentation**
  1. 2023 Happy Days Recap Presentation
  
3. **Citizen Input**
  
4. **Approve Agenda**
  
5. **Consent Agenda**
  1. Receive Cash & Investments for Period Ending September 30, 2023
  
  2. Receive August 2023 Financial Reports - General Fund, EDA and Enterprise Funds
  
  3. Note the Following Boards, Commissions, and Committee Meeting Minutes:
    - Planning Commission Meeting Minutes Dated August 24, 2023
    - Economic Development Authority Meeting Minutes Dated August 10, 2023
    - Public Works Committee Meeting Minutes Dated July 18, 2023
    - Parks and Recreation Commission Meeting Minutes Dated August 10, 2023
  
  4. Approve the Following Meeting Minutes:
    1. City Council Work Session dated 9/26/2023
    2. City Council Regular Session dated 9/26/2023
  
  5. Approve Rental Licenses

6. Approve Business Licenses
7. Authorization to Hire a Police Officer Filling an Upcoming Vacancy in the Patrol Division
8. Adopt Resolution #23-248 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2023 through October 4, 2023.
9. Adopt Resolution #23-235 Approving a Conditional Use Permit from Dehn Oil at 6651 141st Avenue NW
10. Adopt Resolution #23-239 Approving a Conditional Use Permit for Additional Square Footage on an Existing Detached Accessory Structure at 14275 Alpaca St NW (Project No. 23-112); Case of Jay and Carol McDonald
11. Adopt Resolution #23-245 Approving Change Order #1 for Improvement Project #23-20, COR Mass Grading
12. Adopt Resolution #23-246 Approving Change Order No. 4 for Ramsey Gateway Highway 10 Widening Improvements
13. Adopt Resolution #23-247 Approving Change Order No. 8 for Ramsey Gateway Highway 10 Widening Improvements
14. Adopt Resolution #23-249 Denying a Massage Establishment and Massage Therapy License
15. Adopt Resolutions #23-250, #23-251, #23-252, and #23-253 Accepting Sewer Cleaning and Televising Proposals for 2024 Pavement Management Program Projects
16. Approve Resolution #23-254 Accepting Withdrawal of Site Plan for Anoka Ramsey Athletic Association Athletic Training Facility

6. **Public Hearing**

7. **Council Business**

1. Introduce Ordinance #23-15, Amending Chapter 34 Regarding Tobacco and Cannabis Use on Public Property

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

9. **Adjournment**



**CC Regular Session**

**Meeting Date:** 10/10/2023

**Primary Strategic Plan Initiative:** Not Applicable

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**Information**

**Title:**  
2023 Happy Days Recap Presentation

**Purpose/Background:**

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**Attachments**

2023 HD Recap

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Brian Hagen	Brian Hagen	10/05/2023 11:02 AM
Form Started By: Nicole Laubach		Started On: 10/05/2023 08:34 AM
Final Approval Date: 10/05/2023		

Saturday, September 9th, 2023

25<sup>TH</sup> ANNIVERSARY  
*happy*  
*days*  
ramsey, mn



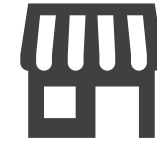
# 5K & Youth Fun Run



82  
Runners



# Expo & Farmers Market



55  
Expo Vendors





# Parade



42  
Floats



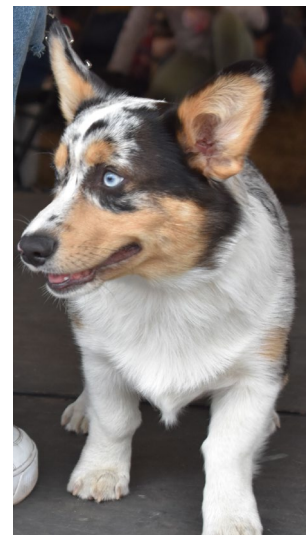


# Chili Cook-off

50% of Profits Donated to Local  
Non-Profit - WoMn Strong



# Dog Show



**11**  
Dogs



# Bean Bag Tournament



12 Teams  
24 Participants





# Car Show

47  
Cars



# Kids Activities





# Food Trucks



4  
Bands



# Music & Fireworks



# THANK YOU

A special thank you to all of our Volunteers, Public Works staff, Ramsey Police, Police Reserves, Ramsey Fire Department, Lucent Blue Event Company, and more!





# THANK YOU, HAPPY DAYS SPONSORS!

## PRESENTING SPONSORS



## PLATINUM SPONSOR



## GOLD SPONSORS



## SILVER SPONSORS



## BRONZE SPONSORS

- Affinity at Ramsey*
- Aurelio's Pizza*
- Boilermakers Local 647*
- Children of Hope Preschool*
- Command Tooling Systems, LLC*
- CorTrust Bank*
- Druk Auto Sales, LLC*
- Jernell Realty*
- Mary K. Weigel Agency, Inc.*
- American Family Insurance*
- Parkplace Studio*
- Vision 11 Dance*
- Wendell's Inc.*



**SAVE THE DATE**



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**26<sup>th</sup> Annual City of Ramsey  
Happy Days Festival  
Saturday, September 7th, 2024**

**CC Regular Session**

**Meeting Date:** 10/10/2023

**Primary Strategic Plan Initiative:** Not Applicable

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**Information**

**Title**

Receive Cash & Investments for Period Ending September 30, 2023

**Purpose/Background:**

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

Cash and investment report shows the monthly cash flow - receipts and expenditures through September 30, 2023, with the current listing of the city's investment portfolio.

**Recommendation:**

No action required. Informational only.

**Action:**

No action required. Informational only.

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**Attachments**

Cash & Investment Report for Period Ending September 30, 2023

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 10:59 AM

Started On: 10/02/2023 01:23 PM

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

	September-23 CURRENT MONTH	2023 YEAR-TO-DATE
<b>CASH AND TEMPORARY INVESTMENTS</b>		
<b>BEGINNING BALANCE (Includes PW Bond Proceeds)</b>	\$ 111,395,478.42	\$ 106,549,768.65
<b>CASH INFLOWS:</b>		
Daily Deposit	2,227,760.86	9,126,664.07
Tax Settlements	-	11,051,510.46
U/B Receipts	36,621.66	1,558,740.81
Credit Cards (Includes Utility Billing)	253,406.05	3,932,403.20
Interest Earnings [Net of Interest Paid on Investments]	215,119.36	2,079,379.96
Bond Proceeds-int	-	-
<b>TOTAL CASH INFLOW</b>	<b>\$ 2,732,907.93</b>	<b>\$ 27,748,698.50</b>
<b>TOTAL CASH AVAILABLE</b>	<b>\$ 114,128,386.35</b>	<b>\$ 134,298,467.15</b>
<b>CASH OUTFLOWS:</b>		
Prepaid Checks	1,355,903.35	8,613,774.79
Bills Lists	2,452,786.04	8,169,937.86
Pay Estimates	5,134,794.47	8,043,381.85
Credit Cards	24,116.43	80,018.99
Payroll - Net	716,616.96	4,639,818.31
Flex Reimbursement	(459.79)	14,810.69
Void Checks/Dormant Checks Paid	(100.00)	(45,401.88)
Debt Service	-	336,287.50
Miscellaneous [Bank Charges; etc.]	888.33	1,998.48
<b>TOTAL CASH OUTFLOW</b>	<b>\$ 9,684,545.79</b>	<b>\$ 29,854,626.59</b>
<b>POOLED CASH AND TEMPORARY INVESTMENTS</b>		
<b>ENDING BALANCE</b>	<b>\$ 104,443,840.56</b>	<b>\$ 104,443,840.56</b>
<b>MEMO - NET 2023 CASH INFLOW ( OUTFLOW)</b>	<b>(6,951,637.86)</b>	<b>(2,105,928.09)</b>
<b>INVESTMENT PORTFOLIO SUMMARY</b>		
<b>BEGINNING BALANCE - BV</b>	<b>\$ 82,395,059.64</b>	<b>89,614,560.81</b>
Purchases	64,956.23	28,947,736.90
Maturities/Sales	(4,500,000.00)	(40,602,281.84)
<b>ENDING BALANCE</b>	<b>\$ 77,960,015.87</b>	<b>\$ 77,960,015.87</b>

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRN	PURCH 2023	SOLD/ MATURE 2023	BV
						BAL 1/1/2023			PRN BAL 12/31/2023
220809A	1/20/2023	4m	4M TERM SERIES			3,000,000.00		3,000,000.00	0.00
220809B	5/9/2023	4m	4M TERM SERIES			10,000,000.00		10,000,000.00	0.00
230113	7/28/2023	4M	4M TERM SERIES				4,000,000.00	4,000,000.00	0.00
230804	4/30/2024	4M	4M TERM SERIES				10,000,000.00	0.00	10,000,000.00
221117	5/19/2023	4m	4M TERM SERIES			1,000,000.00		1,000,000.00	0.00
220809C	8/9/2023	4m	4M TERM SERIES			7,000,000.00		7,000,000.00	0.00
									10,000,000.00
220322	2/15/2023	Northland	SPARTA TOWNSHIP NJ TAX		84677-KV-6	135,000.00		135,000.00	0.00
220808	2/15/2023	Northland	JOHNSON COUNTY TX TAX		478898-FH-7	190,000.00		190,000.00	0.00
200326A	4/1/2023	Northland	TULSA COUNTY OK TAX		899525-TR-0	100,000.00		100,000.00	0.00
190628B	4/1/2023	Northland	WEST ALLIS WIS TAX		951173NP4	240,000.00		240,000.00	0.00
160812	5/1/2023	Northland	MONROE MI TAX		611101-MF-0	190,000.00		190,000.00	0.00
191107A	6/1/2023	Northland	NEWTON IOWA TAX		652810-YZ-9	120,000.00		120,000.00	0.00
190726B	6/1/2023	Northland	DESMOINES IA COMM COLLEGE TAX		250097L75	250,000.00		250,000.00	0.00
220714	7/1/2023	Northland	MANCHESTER NH TAX		562333-QS-6	250,000.00		250,000.00	0.00
180913	7/31/2023	Northland	CD-BANK NEW ENGLAND SALEM		06426K-AN-8	245,000.00		245,000.00	0.00
190220B	11/1/2023	Northland	HAWAII ST GO BONDS		214471-PA-6	200,000.00		0.00	200,000.00
161114B	2/1/2024	Northland	ANDOVER MN TAX		034313-ZU-3	300,000.00		0.00	300,000.00
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9	100,000.00		0.00	100,000.00
201230	5/1/2025	Northland	FREEMONT NY TAX		356731-CA-5	300,000.00		0.00	300,000.00
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2	500,000.00		0.00	500,000.00
210625	7/1/2026	Northland	EAST LYME CONN TAX		273587-P3-3	200,000.00		0.00	200,000.00
191003A	12/1/2026	Northland	SCOTT BLUFF CTY SCHOOL DIST		810164-CQ-4	385,000.00		0.00	385,000.00
200113	3/1/2027	Northland	RICHLAND SCHOOL DISTRICT		764080-FT-9	165,000.00		0.00	165,000.00
200825A	8/1/2027	Northland	CENTINELA VALLEY CA HS		15239-RP-4	250,000.00		0.00	250,000.00
210401	12/1/2027	Northland	RUSH COUNTY KANSAS TAX		781834-DA-9	180,000.00		0.00	180,000.00
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX		825230-LB-9	225,000.00		0.00	225,000.00
190402	2/1/2028	Northland	CLOQUET MN TAX		189036-PS-9	150,000.00		0.00	150,000.00
191016B	4/1/2028	Northland	COLUMBUS OH TAX		199492E339	285,000.00		0.00	285,000.00
211020A	7/1/2028	Northland	MOUNT HILLS TOWNSHIP SCHOOL		6215S3-E6-7	430,000.00		0.00	430,000.00
200914	8/1/2028	Northland	BURLESON TX IDS ZERO CPN		121403-4E6	500,000.00		0.00	500,000.00
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-IC-7	465,000.00		0.00	465,000.00
200625	3/1/2029	Northland	LAWRENCE MASS TAX		520228-6Q-5	180,000.00		0.00	180,000.00
200923	7/1/2029	Northland	WILKINSBURGO BORO PA TAX		968529-JV-0	265,000.00		0.00	265,000.00
200825B	8/1/2029	Northland	CENTINELA VALLEY CA HS		15239-RR-0	270,000.00		0.00	270,000.00
210615	8/1/2030	Northland	MN STATE TAX		60412A-VP-5	500,000.00		0.00	500,000.00
									5,850,000.00
210604	7/1/2030	UBS	FLORIDA STATE BOARD TAX		341271AF1	1,000,000.00		0.00	1,000,000.00
220414A	1/15/2023	UBS	US TREASURY NOTE		912828Z29	1,245,000.00		1,245,000.00	0.00
200116	1/17/2023	UBS	CD-MORGAN STANI	32992	6169OURY8	245,000.00		245,000.00	0.00
220414B	2/15/2023	UBS	US TREASURY NOTE		912828UN8	1,240,000.00		1,240,000.00	0.00
220414C	3/15/2023	UBS	US TREASURY NOTE		912828ZD5	1,260,000.00		1,260,000.00	0.00
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		250,000.00	0.00
220414D	4/15/2023	UBS	US TREASURY NOTE		912828ZH6	1,265,000.00		1,265,000.00	0.00
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		300,000.00	0.00
180628	6/28/2023	UBS	CD-COMENITY BAN	27499	981996UP3	200,000.00		200,000.00	0.00
191230B	6/30/2023	UBS	CD-RAYMOND JAMI	33893	75472RAR2	245,000.00		245,000.00	0.00
211109	8/1/2023	UBS	UPPER SANTA CLARA VY		916544ES4	200,000.00		200,000.00	0.00
210824A	8/15/2023	UBS	US TREASURY NOTE		91282CAF8	2,500,000.00		2,500,000.00	0.00
210824C	9/15/2023	UBS	US TREASURY NOTE		91282CAK7	2,500,000.00		2,500,000.00	0.00
210824B	10/15/2023	UBS	US TREASURY NOTE		91282CAP6	2,500,000.00		0.00	2,500,000.00
221102B	10/31/2023	UBS	US TREASURY NOTE		91282CDDO	213,000.00		0.00	213,000.00
211008	11/1/2023	UBS	SAN FRAN CA CITY & COUNTY UTIL		79771FAW7	140,000.00		0.00	140,000.00
201119C	12/1/2023	UBS	WARREN HEIGHTS OH BUILDING		936121JV5	165,000.00		0.00	165,000.00
221014	1/12/2024	UBS	CD-ISRAEL DISCOU	19977	465076TW7	244,000.00		0.00	244,000.00
190315	3/15/2024	UBS	CD-COMENITY CAP	57570	20033AS31	245,000.00		0.00	245,000.00
190325	3/25/2024	UBS	CD-BANK HAPOALII	33686	06251AW48	245,000.00		0.00	245,000.00
200325	4/1/2024	UBS	NEW YORK HOUSING		6498833S2	500,000.00		0.00	500,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE	4297	14042RLP4	245,000.00		0.00	245,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE U	33954	14042TAP2	245,000.00		0.00	245,000.00
161018	7/1/2024	UBS	SELMA ALA TAX		816459QV6	500,000.00		0.00	500,000.00
161026	10/1/2024	UBS	HONOLULU TAX		4386705W7	300,000.00		0.00	300,000.00
151023	10/1/2024	UBS	MADISON TAXABLE		55844RKN3	640,000.00		0.00	640,000.00
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH REV		59447TJX2	250,000.00		0.00	250,000.00
221118	11/18/2024	UBS	CD-SALLIE MAE	58177	795451CK7	243,000.00		0.00	243,000.00
191127	11/27/2024	UBS	CD-STATE BANK IN	33682	856285RS2	245,000.00		0.00	245,000.00
201119D	12/1/2024	UBS	WARREN HEIGHTS OH BUILDING		936121JW3	165,000.00		0.00	165,000.00
191107B	12/1/2024	UBS	CORPUS CHRISTI TEX TRANS		220228BK5	400,000.00		0.00	400,000.00
190418	12/5/2024	UBS	CD-DELTA NATION	26633	2477RBDQ6	200,000.00		0.00	200,000.00
201218	12/18/2024	UBS	CD-TEXAS EXCHANGE		88241TJQ4	248,000.00		0.00	248,000.00
220419	3/1/2025	UBS	MARYLAND STATE COMM DEV TAX		57419RC78	750,000.00		0.00	750,000.00

## 2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH	SOLD/	BV
						BAL		MATURE	PRIN
						1/1/2023	2023	2023	12/31/2023
16114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		0.00	300,000.00
211223	8/1/2025	UBS	HAWAII STATE		41972YQ3	500,000.00		0.00	500,000.00
191101	8/1/2025	UBS	MASSACHUSETTS ST WATER		576051VFO	400,000.00		0.00	400,000.00
201119E	12/1/2025	UBS	WARREN HEIGHTS OH BUILDING		936121JX1	175,000.00		0.00	175,000.00
191122A	12/1/2025	UBS	WARRENSVILLE HEIGHTS OHIO		936121JM5	500,000.00		0.00	500,000.00
191105	3/1/2026	UBS	MARYLAND STATE COMM DEV		57419TDZ1	320,000.00		0.00	320,000.00
220519	3/15/2026	UBS	NEW YORK DEV		6500355P6	105,000.00		0.00	105,000.00
220316	3/16/2026	UBS	CD-GOLDMAN SACHS			245,000.00		0.00	245,000.00
201105	4/1/2026	UBS	PARAMUS NJ SCHOOL		699347LF5	500,000.00		0.00	500,000.00
200113	4/15/2026	UBS	PHILADELPHIA AUTHORITY-ZERO COUP		71781LBU2	300,000.00		0.00	300,000.00
201204	4/15/2026	UBS	LONG BEACH CITY SCHOOL DIS		542535LY3	750,000.00		0.00	750,000.00
210309	6/1/2026	UBS	BEVERLY HILLS CA PUB		088006KA8	300,000.00		0.00	300,000.00
191115A	7/1/2026	UBS	LEXINGTON FAYETEE URBAN COUNTY		52909MDR2	470,000.00		0.00	470,000.00
210630	7/15/2026	UBS	MICHIGAN CITY IND SCHOOL		594381HJ7	500,000.00		0.00	500,000.00
200326B	8/1/2026	UBS	SAN BERNARDINO COMM		79672ONA47	500,000.00		0.00	500,000.00
210514	10/1/2026	UBS	BOSSIER CITY LA UTIL		100216FZ8	500,000.00		0.00	500,000.00
210621	11/1/2026	UBS	REGIONAL TRANSPORTATION		759136VD3	500,000.00		0.00	500,000.00
191219B	11/1/2026	UBS	OPELIKA ALABAMA TAX		683489ZE1	400,000.00		0.00	400,000.00
191016A	12/1/2026	UBS	DENVER CITY & COUNTY HSG		24917NAG6	500,000.00		0.00	500,000.00
210311	1/1/2027	UBS	FORT LAUDERDALE FLA SPL		347622CW0	500,000.00		0.00	500,000.00
210408B	1/15/2027	UBS	APACHE COUNTY ARIZ		03743TAF9	590,000.00		0.00	590,000.00
200925	4/1/2027	UBS	WESTERN WASHINGTON UNIV		959878RJO	500,000.00		0.00	500,000.00
211206	5/1/2027	UBS	PIMA COUNTY AZ		72178JAF0	500,000.00		0.00	500,000.00
210308B	6/1/2027	UBS	RIO RANCHO NEW MEXICO TAX		767169EP6	580,000.00		0.00	580,000.00
191219A	6/1/2027	UBS	UNIVERSITY OF NORTHERN COLORADO		914733DY3	360,000.00		0.00	360,000.00
210302	8/1/2027	UBS	VISTA CA UNI SCHOOL		928346P45	1,050,000.00		0.00	1,050,000.00
210219	9/1/2027	UBS	VIRGINIA COLLEGE BLDG			500,000.00		0.00	500,000.00
210121	10/1/2027	UBS	MIAMI DADE COUNTY TAX		59333NV91	750,000.00		0.00	750,000.00
191022	10/1/2027	UBS	NEW YORK NY TAX		64966QEK2	500,000.00		0.00	500,000.00
160802	12/1/2027	UBS	TOOLE CITY UT TAX		89033RBU7	400,000.00		0.00	400,000.00
190725A	12/1/2027	UBS	WRIGHT COUNTY TAXABLE		982276BK2	630,000.00		0.00	630,000.00
210713	2/1/2028	UBS	TEXAS PUB FIN AUTHORITY		882669BW3	325,000.00		0.00	325,000.00
210430	6/1/2028	UBS	BEVERLY HILLS CA PUB		088006KC4	500,000.00		0.00	500,000.00
220207A	7/1/2028	UBS	PHOENIX AZ CIVIC		71883RRS4	165,000.00		0.00	165,000.00
210617A	7/1/2028	UBS	EL SEGUNDO CA PENSION		284035AG7	1,000,000.00		0.00	1,000,000.00
210408A	7/1/2028	UBS	PHOENIX AZ CIVIC		71884AH44	500,000.00		0.00	500,000.00
210930	8/1/2028	UBS	CHARTER OAKS CA		161285D4	250,000.00		0.00	250,000.00
210301	8/1/2028	UBS	SAN JOSE CA FING AUTHO		79818186P30	1,000,000.00		0.00	1,000,000.00
201007	8/1/2028	UBS	SAN BERNARDINO CALIFORN UNIV TAX		796711H44	1,000,000.00		0.00	1,000,000.00
191108	8/1/2028	UBS	CORONA-NORCO CAL		219764SC2	405,000.00		0.00	405,000.00
210825B	8/15/2028	UBS	NEW HAMPSHIRE MUNI		64465QHA7	550,000.00		0.00	550,000.00
210825A	8/25/2028	UBS	CD-CELTIC BANK	57056	15118RWG8	245,000.00		0.00	245,000.00
210326	9/1/2028	UBS	CHINO CALIF PUB FING		169548FP4	615,000.00		0.00	615,000.00
200320	9/1/2028	UBS	PENNSYLVANIA UNIV TAX		709235P25	425,000.00		0.00	425,000.00
191212	10/1/2028	UBS	UNIVERSITY OF ALABAMA TAX		914745GG2	400,000.00		0.00	400,000.00
210224B	11/1/2028	UBS	WILL COUNTY ILL COMMUNITY		969078QN7	2,500,000.00		0.00	2,500,000.00
191024	2/1/2029	UBS	PULASKI COUNTY		745401EEO3	400,000.00		0.00	400,000.00
211231	3/15/2029	UBS	NEW YORK STATE URBAN DEV		650036AX4	500,000.00		0.00	500,000.00
220207B	4/1/2029	UBS	BAY AREA CA TOLL AUTHORITY		072024XF4	250,000.00		0.00	250,000.00
210113	5/1/2029	UBS	NYC TRANSITIONAL		64971XSZ2	1,000,000.00		0.00	1,000,000.00
210617B	6/1/2029	UBS	ORANGE COUNTY TAX		684184TC8	110,000.00		0.00	110,000.00
210308A	6/1/2029	UBS	RIO RANCHO NEW MEXICO TAX		767169ER2	500,000.00		0.00	500,000.00
200630A	7/1/2029	UBS	NEW YORK STATE DORM AUTH		64990GS86	430,000.00		0.00	430,000.00
200611	11/1/2029	UBS	VENTURA COUNTY CA		923078CZ0	400,000.00		0.00	400,000.00
210114	12/1/2029	UBS	FRANKLIN COUNTY OH		353174JE6	1,000,000.00		0.00	1,000,000.00
200324	3/1/2030	UBS	NEW YORK CITY TAXABLE		64966QJL5	500,000.00		0.00	500,000.00
211014	5/1/2030	UBS	ST. JOHN'S PUBLIC SCHOOL		790450HN3	550,000.00		0.00	550,000.00
200921	7/1/2030	UBS	FLORIDA STATE REV BOND		341271AF1	500,000.00		0.00	500,000.00
210910	9/1/2030	UBS	BROWNSVILLE TX UTIL		1164753D4	1,000,000.00		0.00	1,000,000.00
101013	12/1/2030	UBS	HIDALGO COUNTY TEX TAX		429343BT3	500,000.00		0.00	500,000.00
201102	12/1/2030	UBS	XENIA OH COMM SCHOOL		984071CC2	720,000.00		0.00	720,000.00
210107	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	1,000,000.00		0.00	1,000,000.00
210111	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	320,000.00		0.00	320,000.00
211020B	8/15/2031	UBS	ALABAMBA FEDERAL AID HWY		010268CT5	500,000.00		0.00	500,000.00
200417	9/1/2031	UBS	CITY OF NORFOLK VA TAX		655867G94	220,000.00		0.00	220,000.00
211115	10/1/2031	UBS	INFRASTRUCTURE BANK		76223MAL6	580,000.00		0.00	580,000.00
230118	230106	UBS	CD-INB NATIONAL	3664	44989FAA7		248,000.00	0.00	248,000.00
230131	9/30/2024	UBS	CD-PLANTERS BANJ	34254	72741PGZ4		244,000.00	0.00	244,000.00
230303		UBS	UBS PRIME FUND				51,724.41	0.00	51,724.41
230317	3/17/2025	UBS	CD-MANUFACTURE	588	5647595C3		243,000.00	0.00	243,000.00
230322	3/24/2025	UBS	CD-PINNACLE BANJ	35583	72345SLG4		248,000.00	0.00	248,000.00
211209	9/15/2032	UBS	CAPE MAY COUNTY NJ TAX		139501SB7	470,000.00		0.00	470,000.00
201221	10/1/2026	UBS	LANCASTER OH SCHOOL DIST		514264FG0	1,675,000.00		0.00	1,675,000.00
230731		UBS	UBS PRIME FUND				554,843.90	0.00	554,843.90
230831A		UBS	UBS PRIME FUND				2,769,474.27	0.00	2,769,474.27
20831B		UBS	UBS PRIME FUND				6,001,637.81	0.00	6,001,637.81

2023 CASH AND INVESTMENT ACTIVITY

<u>CITY</u> <u>INVEST #</u>	<u>STATED</u> <u>MAT</u> <u>DATE</u>	<u>BROKER</u>	<u>SECURITY</u> <u>DESCRIP</u>	<u>FDIC #</u>	<u>CUSIP</u>	<u>PRIN</u> <u>BAL</u> <u>1/1/2023</u>	<u>PURCH</u> <u>2023</u>	<u>SOLD/</u> <u>MATURE</u> <u>2023</u>	<u>BY</u> <u>PRIN</u> <u>BAL</u> <u>12/31/2023</u>
230630		UBS	UBS PRIME FUND				859,359.98	0.00	859,359.98
230118		UBS	UBS PRIME FUND				1,515,697.17	150,721.03	1,364,976.14
230228		UBS	UBS PRIME FUND				825,284.10	0.00	825,284.10
23093023		UBS	UBS PRIME FUND				64,956.23	0.00	64,956.23
230430		UBS	UBS PRIME FUND				1,092,112.18	0.00	1,092,112.18
230531		UBS	UBS PRIME FUND				229,646.85	0.00	229,646.85
221102A		UBS	UBS PRIME FUND			40,367.65		40,367.65	0.00
221231		UBS	UBS PRIME FUND			1,699,750.74		1,699,750.74	0.00
221004		UBS	UBS PRIME FUND			411,292.57		411,292.57	0.00
210107		UBS	UBS PRIME FUND			0.00		0.00	0.00
211130		UBS	UBS PRIME FUND			0.00		0.00	0.00
210826		UBS	UBS PRIME FUND			0.00		0.00	0.00
220131		UBS	UBS PRIME FUND			0.00		0.00	0.00
220331		UBS	UBS PRIME FUND			0.00		0.00	0.00
220802		UBS	UBS PRIME FUND			130,149.85		130,149.85	0.00
									<u>62,110,015.87</u>
TOTAL INVESTMENTS						89,614,560.81	28,947,736.90	40,602,281.84	77,960,015.87
Unamortized Premiums						1,759,475.03			1,759,475.03
Unamortized Discounts						(4,343,552.11)			(4,343,552.11)
BOW						6,628,801.28	43,743,672.03	48,850,379.48	1,522,093.83
Bond Proceeds						11,904,760.14		1,312,087.77	10,592,672.37
Money Market Accounts						985,723.50	25,967,412.07	10,000,000.00	16,953,135.57
Net Cash and Investments						106,549,768.65	98,658,821.00	100,764,749.09	104,443,840.56

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

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

**Purpose/Background:**

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

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

**Recommendation:**

No action required. Informational only.

**Action:**

No action required. Informational only.

**Attachments**

August 2023 General Fund Financial Report - Budget to Actual

August 2023 Enterprise Funds Financial Reports - Budget to Actual

August 2023 EDA Fund Financial Report - Budget to Actual

September 2023 Summary of Adopted budgets/expenditures to date

**Form Review****Inbox**

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 10:59 AM

Started On: 10/02/2023 01:24 PM

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



**JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023**

**GENERAL FUND EXPENDITURES  
- BY DEPARTMENT -**

Dept	2023 BUDGET	2023 YTD GENERAL LEDGER
Admin (inclcd elections, legal & newsletter)	1,212,108.00	760,152.31
Building Inspections	721,415.00	445,698.51
Council/Commissions (inclcd charter, council contingen	258,433.00	68,179.04
Data Processing	818,662.00	581,738.08
Engineering	554,975.00	603,033.51
Finance (inclcd assessing)	516,910.00	477,160.14
Fire (inclcd Civil Defense)	1,805,110.00	1,160,848.91
Gen Govt Buildings	667,254.00	356,573.64
Parks	1,661,536.00	968,330.96
Planning & Zoning	854,650.00	558,987.21
Police (inclcd animal control & comm orient)	5,527,998.00	3,164,854.06
Streets (inclcd traffic eng & snow/ice)	2,456,102.00	1,775,910.53
<b>Grand Total</b>	<b>17,055,153.00</b>	<b>10,921,466.90</b>

**GENERAL FUND EXPENDITURES  
- BY CATEGORY -**

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Capital Outlay	1,074,183.00	659,890.56
Other Services & Charges	2,939,067.00	2,193,604.07
Personal Services	11,609,269.00	7,338,986.06
Supplies	1,326,261.00	728,986.21
Transfers out	106,373.00	-
<b>Grand Total</b>	<b>17,055,153.00</b>	<b>10,921,466.90</b>

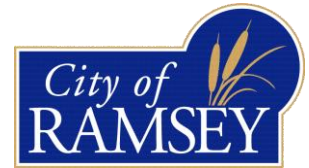
**GENERAL FUND REVENUES  
- BY CATEGORY -**

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Taxes	13,088,820.00	6,888,400.02
Charges for Services	622,300.00	678,771.38
Business Licenses/Permits	75,400.00	61,343.45
Fines and Forfeits	50,000.00	24,793.18
Federal Intergovernmental	9,200.00	70,054.68
State Intergovernmental	687,500.00	233,912.12
Interest	25,000.00	-
Miscellaneous	15,750.00	25,213.34
Non-Business Licenses/Permits	624,000.00	618,060.23
Transfers in	1,857,183.00	-
<b>Grand Total</b>	<b>17,055,153.00</b>	<b>8,600,548.40</b>

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

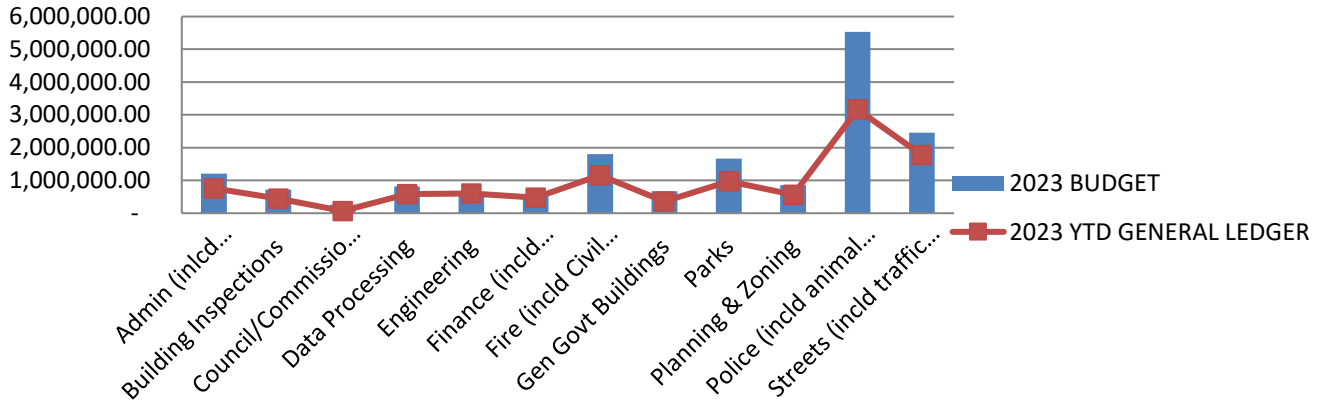
PREPARED BY: FINANCE DEPARTMENT

# CITY OF RAMSEY FINANCIAL STATEMENT

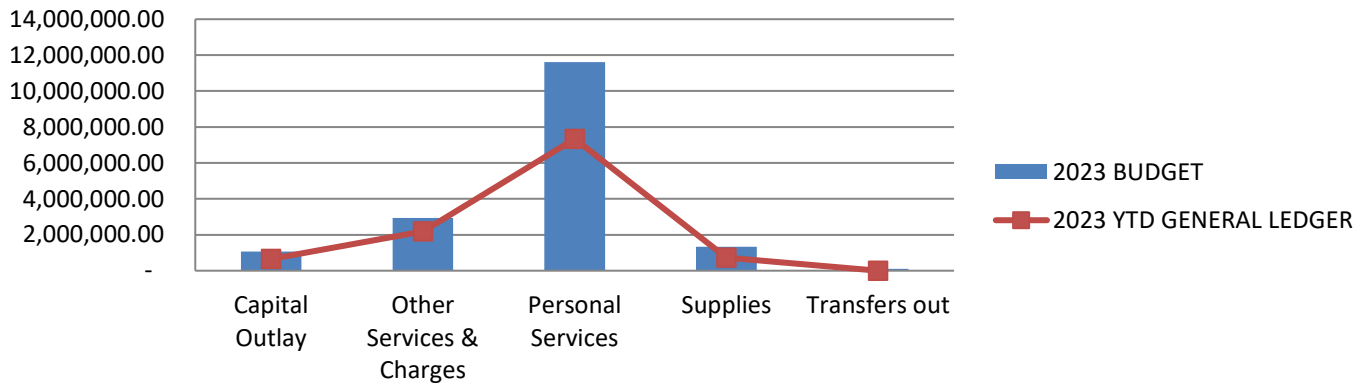


JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

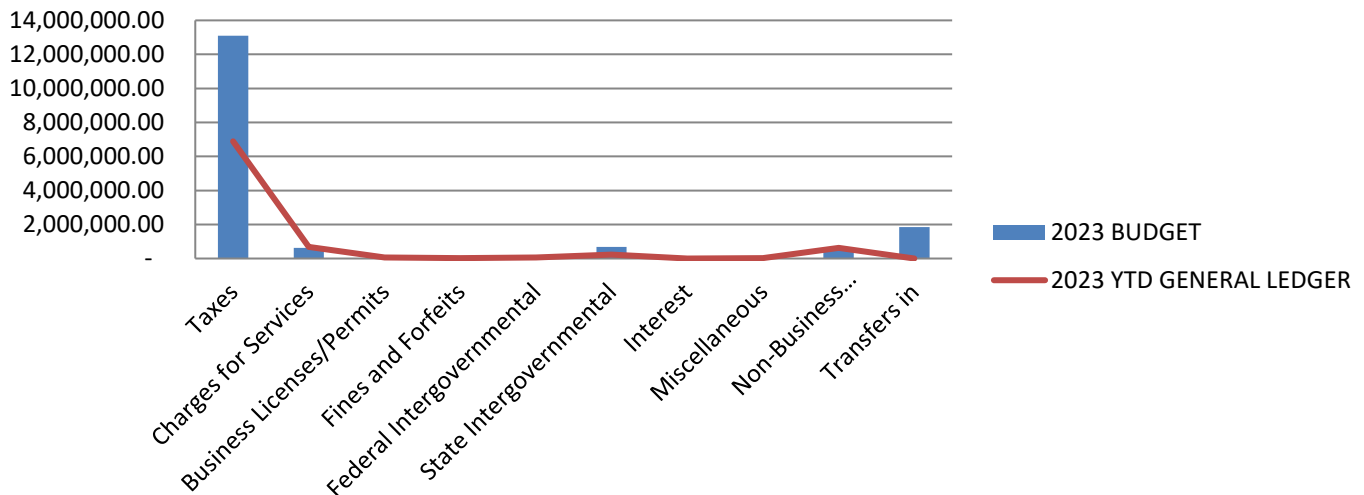
## GENERAL FUND EXPENDITURES - BY DEPARTMENT



## GENERAL FUND EXPENDITURES - BY CATEGORY



## GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

REVENUES			
BUSINESS UNIT	9601	WATER UTILITY	
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(28,000.00)	(11,641.17)	41.58%
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	43,415.86	868.32%
4652 WATER SALES - RESIDENTIAL	1,496,892.00	876,328.59	58.54%
4653 WATER SALES-COMMERCIAL	785,972.00	382,918.40	48.72%
4654 WATER PENALTIES	44,000.00	26,969.87	61.30%
4655 WATER METER INSTALLATION	15,000.00	15,350.00	102.33%
4656 WATER METERS	40,000.00	45,243.53	113.11%
4657 CONNECTION/RECONNECTION FEES	500.00	-	0.00%
4701 INTEREST ON INVESTMENTS	20,000.00	-	0.00%
4606 DEVELOPER FEES (WAC)	-	790,399.00	0.00%
4601 MISCELLANEOUS REVENUE	-	1,951.22	0.00%
<b>Grand Total</b>	<b>2,379,364.00</b>	<b>2,170,935.30</b>	

EXPENSES			
BUSINESS UNIT	9601	WATER UTILITY	
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	312,055.00	124,340.00	39.85%
6103 FULL TIME-REGULAR-OVERTIME	18,000.00	11,949.91	66.39%
6105 TEMPORARY-WAGES & SALARIES	19,167.00	11,934.74	62.27%
6121 PERA CONTRIBUTIONS	39,417.00	10,700.67	27.15%
6122 FICA/MEDICARE CONTRIBUTIONS	26,542.00	12,114.85	45.64%
6131 GROUP INSURANCE	45,000.00	30,236.03	67.19%
6133 WORKERS COMP INSURANCE PREMIUM	20,000.00	-	0.00%
6208 MISCELLANEOUS OFFICE SUPPLIES	500.00	155.08	31.02%
<b>6223 GASOLINE</b>	<b>8,000.00</b>	<b>6,319.13</b>	<b>78.99%</b>
6225 DIESEL FUEL	500.00	-	0.00%
6229 SHOP MATERIALS	1,000.00	358.51	35.85%
<b>6231 UNIFORMS &amp; TURN-OUT GEAR</b>	<b>3,000.00</b>	<b>4,110.48</b>	<b>137.02%</b>
6239 FIRST AID SUPPLIES	-	85.05	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	15,000.00	4,457.86	29.72%
6257 OTHER VEHICLE PARTS	10,000.00	631.39	6.31%
<b>6273 UTILITY SYSTEM MAINT SUPPLIES</b>	<b>120,000.00</b>	<b>113,187.72</b>	<b>94.32%</b>
6281 SMALL TOOLS & MINOR EQUIPMENT	10,000.00	4,508.67	45.09%
<b>6292 WATER METERS FOR RESALE</b>	<b>100,000.00</b>	<b>98,478.00</b>	<b>98.48%</b>
6315 MISCELLANEOUS PROFESSIONAL SER	83,000.00	3,328.21	4.01%
6322 POSTAGE	3,000.00	218.16	7.27%
6323 CELLULAR PHONES	4,000.00	-	0.00%
<b>6334 MILEAGE REIMBURSEMENT</b>	<b>450.00</b>	<b>374.66</b>	<b>83.26%</b>
<b>6335 TRAINING</b>	<b>4,500.00</b>	<b>5,397.39</b>	<b>119.94%</b>
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	53.75	17.92%
<b>6361 GENERAL LIABILITY/PROPERTY INS</b>	<b>45,000.00</b>	<b>30,665.79</b>	<b>68.15%</b>
6371 ELECTRIC UTILITIES	175,000.00	90,386.94	51.65%
6372 WATER/IRRIGATION	2,000.00	773.51	38.68%
6373 GAS	9,000.00	4,793.96	53.27%
<b>6374 REFUSE/RECYCLING</b>	<b>1,500.00</b>	<b>1,015.07</b>	<b>67.67%</b>
6381 BUILDING & STRUCTURE REPAIR	6,000.00	729.74	12.16%
6415 OTHER EQUIPMENT RENTAL	-	75.72	0.00%
6439 OTHER MISCELLANEOUS	30,000.00	975.54	3.25%
6451 MEMBERSHIP DUES	1,400.00	400.00	28.57%
6489 OTHER CONTRACTED SERVICES	80,000.00	16,973.28	21.22%
6722 DEPRECIATION	871,256.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	51,000.00	-	0.00%
6436 WATER EFFICIENCY REBATE PROG	-	2,093.49	0.00%
<b>Grand Total</b>	<b>2,115,587.00</b>	<b>591,823.30</b>	

This report reflects year to date revenue and expenditures as compared to annual budget. It does not reflect fund balance. Business Unit: 9601

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



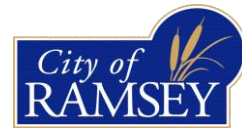
JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(22,000.00)	(11,831.22)	53.78%	
4273 OTHER STATE GRANTS & AIDS		39,596.00	0.00%	
4356 SEWER AVAILABILITY CHARGE-ADM	7,000.00	3,379.60	48.28%	
4661 RESIDENTIAL-SEWER CHARGES	1,570,800.00	729,721.10	46.46%	
4662 COMMERCIAL-SEWER CHARGES	466,400.00	181,474.16	38.91%	
4663 SEWER PENALTIES	33,000.00	26,139.82	79.21%	
4701 INTEREST ON INVESTMENTS	20,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)	-	348,487.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,951.22	0.00%	
<b>Grand Total</b>	<b>2,075,200.00</b>	<b>1,318,917.68</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	229,231.00	84,982.73	37.07%	
6103 FULL TIME-REGULAR-OVERTIME	-	501.40	0.00%	
6105 TEMPORARY-WAGES & SALARIES	-	4,968.30	0.00%	
6121 PERA CONTRIBUTIONS	32,192.00	6,550.06	20.35%	
6122 FICA/MEDICARE CONTRIBUTIONS	17,640.00	7,225.83	40.96%	
6131 GROUP INSURANCE	20,013.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	12,000.00	-	0.00%	
6223 GASOLINE	4,300.00	1,457.41	33.89%	
6225 DIESEL FUEL	3,500.00	1,932.73	55.22%	
6229 SHOP MATERIALS	500.00	9.30	1.86%	
6249 MISCELLANEOUS OPERATING SUPPLY	26,000.00	5,070.49	19.50%	
6257 OTHER VEHICLE PARTS	10,000.00	1,737.04	17.37%	
<b>6273 UTILITY SYSTEM MAINT SUPPLIES</b>	<b>5,000.00</b>	<b>3,813.94</b>	<b>76.28%</b>	
6275 OTHER EQUIPMENT PARTS	9,000.00	2,572.57	28.58%	
6315 MISCELLANEOUS PROFESSIONAL SER	15,000.00	184.88	1.23%	
<b>6323 CELLULAR PHONES</b>	<b>700.00</b>	<b>736.04</b>	<b>105.15%</b>	
6334 MILEAGE REIMBURSEMENT	400.00	30.42	7.61%	
<b>6335 TRAINING</b>	<b>2,400.00</b>	<b>4,907.16</b>	<b>204.47%</b>	
<b>6361 GENERAL LIABILITY/PROPERTY INS</b>	<b>24,000.00</b>	<b>23,230.50</b>	<b>96.79%</b>	
6371 ELECTRIC UTILITIES	25,000.00	11,555.60	46.22%	
6372 WATER/IRRIGATION	2,000.00	773.52	38.68%	
6373 GAS	7,000.00	4,292.16	61.32%	
6374 REFUSE/RECYCLING	1,500.00	666.56	44.44%	
<b>6377 SEWER SERVICE CHARGE</b>	<b>1,138,899.00</b>	<b>854,174.25</b>	<b>75.00%</b>	
6489 OTHER CONTRACTED SERVICES	45,000.00	15,937.95	35.42%	
6722 DEPRECIATION	653,080.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	45,000.00	-	0.00%	
<b>Grand Total</b>	<b>2,329,355.00</b>	<b>1,037,310.84</b>		

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

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



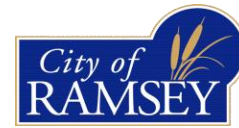
JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9603</b>	<b>STREET LIGHT UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(4,500.00)	(2,361.75)	52.48%	
4681 CHARGES FOR STREET LIGHTS	170,000.00	88,129.37	51.84%	
4683 STREET LIGHTING PENALTIES	5,000.00	3,646.95	72.94%	
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	56,000.00	28,499.40	50.89%	
<b>Grand Total</b>	<b>228,500.00</b>	<b>117,913.97</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9603</b>	<b>STREET LIGHT UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6371 ELECTRIC UTILITIES	140,000.00	73,475.75	52.48%	
6489 OTHER CONTRACTED SERVICES	18,000.00	14,347.00	79.71%	
6722 DEPRECIATION	46,340.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	27,000.00	-	0.00%	
<b>Grand Total</b>	<b>231,340.00</b>	<b>87,822.75</b>		

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

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



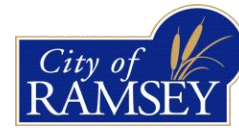
JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(7,000.00)	(3,870.26)	55.29%	
4287 OTHER LOCAL GOVERNMENT GRANTS	75,000.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	1,000.00	511.50	51.15%	
4671 RECYCLING CHARGES	446,500.00	226,125.12	50.64%	
4672 RECYCLING PENALTIES	9,000.00	6,935.18	77.06%	
4701 INTEREST ON INVESTMENTS	1,000.00	-	0.00%	
<b>Grand Total</b>	<b>525,500.00</b>	<b>229,701.54</b>		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	24,774.00	9,423.86	38.04%	
6103 FULL TIME-REGULAR-OVERTIME	-	378.99	0.00%	
6104 PART TIME-WAGES & SALARIES	-	26.36	0.00%	
6121 PERA CONTRIBUTIONS	2,858.00	746.83	26.13%	
6122 FICA/MEDICARE CONTRIBUTIONS	1,905.00	762.02	40.00%	
6131 GROUP INSURANCE	3,696.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	300.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	30,000.00	21,601.07	72.00%	
6322 POSTAGE	300.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	460,000.00	310,908.35	67.59%	
<b>Grand Total</b>	<b>523,833.00</b>	<b>343,847.48</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



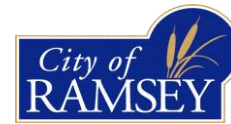
JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(11,000.00)	(6,326.69)	57.52%	
4693 STORM WATER-RESIDENTIAL	596,000.00	303,195.55	50.87%	
4694 STORM WATER-COMMERCIAL	608,000.00	323,285.79	53.17%	
4695 STORM WATER-PENALTIES	16,000.00	8,940.58	55.88%	
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%	
<b>Grand Total</b>	<b>1,211,000.00</b>	<b>629,095.23</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>2023 BUDGET</b>	<b>2023 YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	209,384.00	31,365.83	14.98%	
6105 TEMPORARY-WAGES & SALARIES	-	135.00	0.00%	
6121 PERA CONTRIBUTIONS	30,704.00	2,352.53	7.66%	
6122 FICA/MEDICARE CONTRIBUTIONS	16,047.00	2,436.54	15.18%	
6131 GROUP INSURANCE	29,550.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	10,000.00	-	0.00%	
<b>6225 DIESEL FUEL</b>	<b>7,000.00</b>	<b>5,615.99</b>	<b>80.23%</b>	
6249 MISCELLANEOUS OPERATING SUPPLY	13,000.00	4,114.34	31.65%	
6257 OTHER VEHICLE PARTS	10,000.00	1,762.09	17.62%	
6315 MISCELLANEOUS PROFESSIONAL SER	50,000.00	1,742.14	3.48%	
6361 GENERAL LIABILITY/PROPERTY INS	11,500.00	6,293.77	54.73%	
6371 ELECTRIC UTILITIES	12,000.00	5,893.99	49.12%	
6372 WATER/IRRIGATION	2,000.00	773.51	38.68%	
6373 GAS	8,000.00	4,292.18	53.65%	
6374 REFUSE/RECYCLING	2,000.00	530.28	26.51%	
<b>6451 MEMBERSHIP DUES</b>	<b>54,000.00</b>	<b>59,872.00</b>	<b>110.87%</b>	
6489 OTHER CONTRACTED SERVICES	50,000.00	14,785.33	29.57%	
6722 DEPRECIATION	402,708.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	40,000.00	-	0.00%	
<b>Grand Total</b>	<b>957,893.00</b>	<b>141,965.52</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



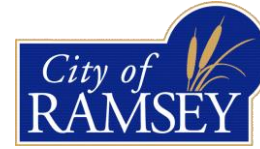
JANUARY 1, 2023 THROUGH PERIOD ENDING: August 31, 2023

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9230</b>	<b>EDA</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4011 CURRENT-AD VALOREM TAXES	82,610.00	38,082.98	46.10%	
4012 DELINQUENT-AD VALOREM TAXES	-	118.06	0.00%	
4014 FISCAL DISPARITIES	-	5,303.03	0.00%	
4018 PENALTY/INT-AD VALOREM TAXES	-	(5.29)	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	275.42	0.00%	
4701 INTEREST ON INVESTMENTS	5,000.00	-	0.00%	
<b>Grand Total</b>	<b>87,610.00</b>	<b>43,774.20</b>		

<b>EXPENDITURES</b>				
<b>BUSINESS UNIT</b>	<b>9230</b>	<b>EDA</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6105 TEMPORARY-WAGES & SALARIES	1,500.00	305.00	20.33%	
6122 FICA/MEDICARE CONTRIBUTIONS	100.00	23.33	23.33%	
6133 WORKERS COMP INSURANCE PREMIUM	10.00	-	0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	-	11.35	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	19,000.00	(5,654.80)	-29.76%	
6315 MISCELLANEOUS PROFESSIONAL SER	35,000.00	989.86	2.83%	
6331 TRAVEL & LODGING	2,300.00	409.55	17.81%	
<b>6335 TRAINING</b>	<b>1,500.00</b>	<b>1,125.00</b>	<b>75.00%</b>	
6361 GENERAL LIABILITY/PROPERTY INS	1,000.00	312.89	31.29%	
6371 ELECTRIC UTILITIES	-	76.27	0.00%	
6451 MEMBERSHIP DUES	2,200.00	576.10	26.19%	
6246 MARKETING & PROMOTIONS	25,000.00	6,626.00	26.50%	
6351 LEGAL NOTICES PUBLISHING	-	65.00	0.00%	
<b>Grand Total</b>	<b>87,610.00</b>	<b>4,865.55</b>		

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

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



**JANUARY 1, 2023 THROUGH PERIOD ENDING:**

**August 31, 2023**

<b>GENERAL FUND EXPENDITURES BY DEPARTMENT</b>	<b>2023 ADOPTED BUDGET</b>	<b>CURRENT YTD POSTED EXP</b>	<b>8/12 ADOPTED BUDGET (Aug)</b>	<b>% of Budget Used (66.7% is 8/12)</b>	<b>BUDGET AMOUNT REMAINING</b>
Admin (inclcd elections, legal & newsletter)	1,212,108.00	760,152.31	808,072.00	62.71%	451,955.69
Building Inspections	721,415.00	445,698.51	480,943.33	61.78%	275,716.49
Council/Commissions (inclcd charter, council contingency)	258,433.00	68,179.04	172,288.67	26.38%	190,253.96
Data Processing	818,662.00	581,738.08	545,774.67	71.06%	236,923.92
Engineering (personnel costs allocated after year-end)	554,975.00	603,033.51	369,983.33	108.66%	(48,058.51)
Finance (inclcd assessing) (personnel costs allocated after year-end)	516,910.00	477,160.14	344,606.67	92.31%	39,749.86
Fire (inclcd Civil Defense)	1,805,110.00	1,160,848.91	1,203,406.67	64.31%	644,261.09
Gen Govt Buildings	667,254.00	356,573.64	444,836.00	53.44%	310,680.36
Parks	1,661,536.00	968,330.96	1,107,690.67	58.28%	693,205.04
Planning & Zoning	854,650.00	558,987.21	569,766.67	65.41%	295,662.79
Police (inclcd animal control & comm orient)	5,527,998.00	3,164,854.06	3,685,332.00	57.25%	2,363,143.94
Streets (inclcd traffic eng & snow/ice)	2,456,102.00	1,775,910.53	1,637,401.33	72.31%	680,191.47
<b>TOTAL</b>	<b>17,055,153.00</b>	<b>10,921,466.90</b>	<b>11,370,102.00</b>	<b>64.04%</b>	<b>6,133,686.10</b>

<b>ENTERPRISE EXPENDITURES BY FUND</b>	<b>2023 ADOPTED BUDGET</b>	<b>CURRENT YTD POSTED EXP</b>	<b>8/12 ADOPTED BUDGET (Aug)</b>	<b>% of Budget Used (66.7% is 8/12)</b>	<b>BUDGET AMOUNT REMAINING</b>	<b>*BUDGETED DEPRECIATION (part of "2023 BUDGET")</b>
Water (budgeted depreciation not booked until after year-end)	2,079,587.00	591,823.30	1,386,391.33	28.46%	1,487,763.70	\$ 871,256.00
Sewer (budgeted depreciation not booked until after year-end)	2,329,355.00	1,037,310.84	1,552,903.33	44.53%	1,292,044.16	\$ 653,080.00
Street Light (budgeted depreciation not booked until after year-end)	231,340.00	87,822.75	154,226.67	37.96%	143,517.25	\$ 46,340.00
Recycling	523,833.00	343,847.48	349,222.00	65.64%	179,985.52	N/A
Storm Water (budgeted depreciation not booked until after year-end)	957,893.00	141,965.52	638,595.33	14.82%	815,927.48	\$ 402,708.00
<b>TOTAL</b>	<b>6,122,008.00</b>	<b>2,202,769.89</b>	<b>4,081,338.67</b>	<b>35.98%</b>	<b>3,919,238.11</b>	<b>\$ 1,973,384.00</b>

<b>EDA FUND EXPENDITURES</b>	<b>2023 ADOPTED BUDGET</b>	<b>CURRENT YTD POSTED EXP</b>	<b>8/12 ADOPTED BUDGET (Aug)</b>	<b>% of Budget Used (66.7% is 8/12)</b>	<b>BUDGET AMOUNT REMAINING</b>
Economic Development	87,610.00	4,865.55	58,406.67	5.55%	82,744.45

**CC Regular Session**

**Meeting Date:** 10/10/2023

**Primary Strategic Plan Initiative:** Not Applicable

**Information**

**Title**

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

- Planning Commission Meeting Minutes Dated August 24, 2023
- Economic Development Authority Meeting Minutes Dated August 10, 2023
- Public Works Committee Meeting Minutes Dated July 18, 2023
- Parks and Recreation Commission Meeting Minutes Dated August 10, 2023

**Purpose/Background:**

**Recommendation:**

**Action:**

**Attachments**

- August PC Meeting Minutes
- August EDA Minutes
- August Park and Rec Meeting minutes
- July Public Works Meeting Minutes

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Dana Verbeek

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 11:00 AM

Started On: 10/04/2023 07:54 AM

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 24, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Cheri Gengler  
  Commissioner Bruce Anderson  
  Commissioner Randy Bauer (via Zoom)  
  Commissioner Ryan Heineman (via Zoom)  
  Commissioner Tom Hunt  
  Commissioner Eric Peters  
  Commissioner Gary Van Scoy

Members Absent:                   None

Also Present:                       Planning Manager Todd Larson  
  City Council Liaison Matt Woestehoff

**1.     CALL TO ORDER**

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

**2.     PLEDGE OF ALLEGIANCE**

Chairperson Gengler led the group in the Pledge of Allegiance.

**3.     CITIZEN INPUT**

None.

**4.     APPROVAL OF AGENDA**

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

A roll call vote was performed:

Commissioner Hunt	aye
Commissioner Anderson	aye
Commissioner Van Scoy	aye
Commissioner Peters	aye
Commissioner Heineman	aye

Commissioner Bauer            aye  
Chairperson Gengler           aye

Motion Carried.

**5.        CONSENT AGENDA**

**5.01:    Approve the July 27, 2023 Planning Commission Meeting Minutes**

Motion by Commissioner Van Scoy, seconded by Commissioner Anderson, to approve the consent agenda as presented.

A roll call vote was performed:

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

Motion Carried.

**6.        PUBLIC HEARINGS**

**7.        COMMISSION BUSINESS**

**7.01:    Jam Hops – Site Plan Review for a Commercial Indoor Recreation Facility at 14165 Ramsey Boulevard NW**

**Presentation**

Planning Manager Larson presented the Staff Report stating staff recommends approval of the Site Plan, contingent upon compliance with staff’s review comments.

**Commission Business**

Commissioner Anderson asked if there would be any way to have a second entrance/exit to the site.

Planning Manager Larson replied that there would not be.

Chairperson Gengler noted that the map identifies a wall for the Highway 10 construction and asked if there would be construction impacts to this site.

Planning Manager Larson replied that generally speaking Ramsey Boulevard will not stay in its current alignment and will swing to the west. He noted that there will be a retaining wall and some grading, but that has not yet been finalized. He stated that none of this property is being taken or will even have easements resulting from the highway project.

Commissioner Van Scoy asked the difference between the standards for parking for the building and what is being proposed.

Planning Manager Larson replied that there is not a standard for a gymnastics training facility, noting that the Code. He confirmed that if this were a warehouse or office building, this would be much more parking than would be needed.

Commissioner Anderson asked and received confirmation that staff is comfortable with the parking proposed.

Commissioner Bauer asked what would happen to the property between the new location of Ramsey Boulevard and the property line for this parcel once the road project is completed.

John Kinghorn, Kinghorn Construction, commented that the County is not planning to come onto this property at all. He stated that they received plans today from the County and initially it appears that the County will grade and treat stormwater in that area. He commented that they do not object to changing the types of trees as recommended by staff.

Commissioner Peters asked if signage would only be on the wall of the building.

Mr. Kinghorn replied that they would have building signage facing Ramsey Boulevard and a pylon sign on the Limonite side.

Commissioner Hunt asked for details on parking, comparing what exists at the current location in Anoka to what will be at the new location in Ramsey.

Brenda Nolby, applicant, estimated about 50 parking stalls at the current location. She stated that this new building will be larger, and they will be adding a program to the new location as well, which is why they will have more parking at this new location.

Commissioner Hunt commented that his daughter attends the Anoka location and, in his experience, even when it is busy there seems to be parking so he believed that the parking proposed would be sufficient.

Ms. Nolby commented that they intentionally schedule their classes to allow for a good flow in the parking area.

Councilmember Woestehoff asked if the concern would be that there is too much or too little parking.

Commissioner Hunt stated that his question/comment was that based on his experience there should not be any issues with insufficient parking.

Ms. Nolby stated that they have planned for expansion of the building in the future, as well as additional parking.

Chairperson Gengler asked if there would be a separate entrance for the theater program.

Ms. Nolby replied that they would still come into the main lobby.

Chairperson Gengler invited the applicant to address the Commission.

Motion by Commissioner Peters, seconded by Commissioner Anderson, to recommend approval of Resolution #23-175 for a Commercial Indoor Recreation Facility at 14200 Limonite St NW.

**Further discussion:**

The Commission commented that this would be a nice project and great addition to the community.

A roll call vote was performed:

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

Motion Carried.

**8. COMMISSION / STAFF INPUT**

Planning Manager Larson noted a potential item(s) that will appear on the next meeting agenda. He noted that the EAW for Haviland Farms is still open for public comment.

**9. ADJOURNMENT**

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

A roll call vote was performed:

Commissioner Bauer	aye
Commissioner Heineman	aye
Commissioner Peters	aye
Commissioner Van Scoy	aye

Commissioner Anderson     aye  
Commissioner Hunt         aye  
Chairperson Gengler       aye

Motion Carried.

The regular meeting of the Planning Commission adjourned at 7:23 p.m.

Respectfully submitted,

---

Todd Larson  
Planning Manager

ATTEST:

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Dana Verbeek  
Planning Administrative Assistant

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

**ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, 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

**1.     CALL TO ORDER**

Chairperson Wiyninger 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.

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 Wyingner, 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 Wyingner 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.

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 Wyingner 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 Ramsey 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.

Motion carried. Voting Yes: Chairperson Wyingner, 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 Winyinger, 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 Winyinger, 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.*

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

The Ramsey Park and Recreation Commission conducted a regular meeting on August 10, 2023, at the Rivers Bend Park South Shelter, 5000 142<sup>nd</sup> Avenue NW and Waco Street NW, Ramsey, Minnesota.

Commission Members Present:      Chair Nathan Barten  
   Vice Chair Brandon Sis  
   Commissioner Todd Arts  
   Commissioner Shane Bennett  
   Commissioner Jennifer Leistico  
   Commissioner Dean Olson

Commission Members Absent:      Commissioner Justin Loss

Also Present:                              City Council Liaison Debra Musgrove  
   Parks & Assistant Public Works Director Mark Riverblood  
   Assistant City Engineer Joe Feriancek

**1.      CALL TO ORDER**

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

**2.      CITIZEN INPUT**

None.

**3.      APPROVE AGENDA**

Commissioner Leistico requested to amend the agenda, specifically Item 4.01, to remove the April Commission minutes as those were approved in May.

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

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

**4.      APPROVE MINUTES**

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

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

- ~~Park and Recreation Commission Meeting Minutes dated April 13, 2023~~
- Park and Recreation Commission Meeting Minutes dated May 11, 2023

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

## **5. COMMISSION BUSINESS**

### **5.01: Consider Recommending City Council Partially Fund Central Park Main Parking Lot Reconstruction, Improvement Project #23-02 Using Park Trust Funds**

Parks & Assistant Public Works Director Riverblood stated that this project was included in the 2023 Capital Improvement Projects. He noted that Assistant City Engineer Feriancek is present to provide an update on the project. He stated that the Commission will be asked to consider a funding request from the Park Trust Fund.

Assistant City Engineer Feriancek provided background information on the project noting that the project was authorized for bids on July 25<sup>th</sup>. He stated that staff worked with ARAA and the Game Fair in order to avoid conflicts to the extent possible. He provided details on the design that was developed as well as future considerations. He stated that the CIP estimate for the project was \$800,000 while the final estimate based on plans and timing of construction is \$924,000. He reviewed the funding sources proposed for the project, noting that the stormwater utility fund will cover all stormwater items and the remaining costs are split 50/50 between the capital maintenance fund and park trust fund. He stated that the Capital Maintenance Fund has a \$340,000 cap and therefore the remaining costs would be proposed to be funded through the Park Trust Fund. He reviewed the next steps and tentative project schedule.

Vice Chair Sis asked about the basketball hoops and whether those would be reused.

Assistant City Engineer Feriancek stated that area was reconstructed as part of the 161<sup>st</sup> project. He noted that there will be four hoops and it will be marked for basketball.

Councilmember Musgrove asked if the CIP funds were broken down in the same manner as discussed.

Parks & Assistant Public Works Director Riverblood confirmed that they did follow that breakdown between the three funds. He noted that the Stormwater funds and Capital Maintenance funds are approved in static amounts, therefore additional funding will be requested from the Park Trust Fund.

Commissioner Sis asked the genesis of the cap on the capital maintenance fund.

Parks & Assistant Public Works Director Riverblood provided additional details. He noted that the city-wide CIP projects also have allocated funding and therefore caps have been placed on

projects that have additional funding sources. He noted that additional improvements were built into this project and therefore because of that changed scope, the burden of those additional costs should not be placed on the Capital Maintenance Fund.

Commissioner Sis commented that he appreciates the additional stalls that will be added as the parking lot fills quickly during certain events. He asked if the width of the stalls will be appropriate for the vehicles that utilize the parks.

Assistant City Engineer Feriancek replied that nine feet in width is the standard.

Chair Barten asked if this will push closer to the trees.

Assistant City Engineer Feriancek replied that they would go 12 to 15 feet closer on both the north and south but noted that they would not want to go further as that would encroach on the roots.

Parks & Assistant Public Works Director Riverblood commented that there will be almost no impact to the tree roots. He noted that a mature tree could have up to one third of its rooting zone impacted without negative effects. He stated that the trees will have regular irrigation as part of the project.

Chair Barten stated that he was also wondering if the roots would have an eventual impact on the pavement, but it sounds like they will be far enough back.

Commissioner Olson recalled the discussion of angled spaces versus straight spaces and asked if there would have been a large difference in the number of spaces.

Assistant City Engineer Feriancek stated that they would have lost a few spaces if they would have used angled spaces. He noted that there were able to add some stalls in other locations.

Councilmember Musgrove stated that the Public Works Committee discussed this and were on the same page in supporting the number of stalls. She noted that the straight parking design provided more stalls.

Commissioner Bennett stated that he recalled that safety was an issue with the angled spaces. He believed that this design does a great job using medians and cuts down opportunities of people driving across the lot to cut through. He believed that this design provides additional stalls and improved safety.

Chair Barten asked if there are concrete gutters on the central islands.

Assistant City Engineer Feriancek replied that there is full height curb with curb cuts. He commented that there is a series of three curb cuts on each side of the median. He stated that the inlets are raised a bit to hold some of that water.

Parks & Assistant Public Works Director Riverblood stated that the City has drafted a cross parking agreement with PACT Charter School that will be before the appropriate entities within the next month which will add additional parking capacity during large tournaments. He

confirmed that some people attending Friday night games at the school may choose to park in Central's northeast parking lot.

Motion by Commissioner Sis, seconded by Commissioner Bennett, to recommend City Council partially fund the Central Park Main Parking Lot Reconstruction, Improvement Project #23-02, using the Park Trust Fund.

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

#### **5.02: Initiate the 2024-2033 Parks Capital Improvement Plan Process – A General Policy and Priority Discussion**

Parks & Assistant Public Works Director Riverblood recognized that the Commission is intimately familiar with the Capital Improvement Plan and its related process. He stated that the Commission typically reviewed the plan in the fall to plan for the coming year. He stated that he brought it forward a bit earlier this year to talk about more general priorities and whether there are additional items they should be thinking about. He noted that within the past year, the Commission reviewed the disc golf project within the plan and decided to focus on other projects because of the number of courses in close proximity to Ramsey. He asked if more emphasis should be placed on larger regional projects in 2024, such as the waterfront park project, rather than smaller neighborhood and trail projects. He commented that the Commission has done a great job in spreading improvements throughout the community to provide equity. He stated that this is meant to be a discussion item and formal action is not requested.

Commissioner Sis stated that his son is interested in the RC car park, acknowledging that item did not move forward. He asked the feasibility in exploring that concept again.

Parks & Assistant Public Works Director Riverblood replied that the Commission authorized the development of an area for that use, but momentum was lost. He stated that he did reach out to the resident that expressed interest in the past to see if momentum could be gained again.

Councilmember Musgrove referenced the concept of a dog park within the COR, asking if that was still on the radar of the Commission. She asked for an update on the trail repair plan.

Parks & Assistant Public Works Director Riverblood replied that the dog park is shown as a 2023 project. He stated that he has a good amount of work done on the specifications and plans but has not brought that forward for quotes yet. He anticipated that would have a cost of about \$20,000. He stated that they hope to develop a trail maintenance plan as a policy plan, noting that he hopes to bring that forward to the Public Works Committee in draft form in the next month or two. He stated that funds have been earmarked for trail repair each year in the budget and provided details on that. He stated that they will be doing trail maintenance this month.

Commissioner Arts asked if there is anything planned for trail expansion.

Parks & Assistant Public Works Director Riverblood replied that there is a placeholder within the CIP for priority trails. He provided additional details on those opportunities that could come with

development that will remain on the list. He anticipated that this item would be on the September agenda with a formal recommendation to be made to the City Council then, or at the Commission's October meeting.

Commissioner Sis asked if it would be possible to partner with a local company, noting that perhaps a local fencing company would assist with the dog park project if there were an opportunity for them to place signage.

Parks & Assistant Public Works Director Riverblood replied that opportunity could exist if the Commission wanted to invite a company to talk about that. He stated that exchanging subtle signage on the fencing in return for that donation would be a fair trade for the City.

Chair Barten commented that he would think there would be significant value in continuing the work for the dog park for the Commission to review at one of the upcoming meetings as a dog park would be a valuable addition to the residents in the COR.

Commissioner Bennett commented that generally the recommendations within the report seem to make a lot of sense. He stated that in terms of priorities he wants to ensure they are continuing to address the existing playground equipment per the recent policy that was adopted. He stated that he would also like to see continuous movement on the projects within the COR, as the movement of dirt has sparked resident interest.

Parks & Assistant Public Works Director Riverblood commented that the City Council recently held a worksession to provide staff direction relative to The COR. He stated that there was complete consensus that staff should continue to refine elements related to the splashpad and park building, along with a trail and restoration plan around The Waterfront. He stated that the anticipation is that the trail and landscaping would be ready for completion as soon as the Spring of 2024 to go along with The Waterfront while the splashpad and park building would have a longer timeline. He noted that the aeration project within the plan was pushed back as the fish died so there is no longer urgency.

Commissioner Arts asked for an update on the park located on the south side of Highway 10.

Parks & Assistant Public Works Director Riverblood replied that weather permitting, the Commission would be meeting at that location in September. He stated that the zipline has been installed, but some grading changes are needed before the remaining woodchip material can be placed in the fall zone.

Councilmember Musgrove asked if there is a plan for Lake Itasca Park with the current condition of the lake. She commented that the water level is currently so low that it makes recreation difficult.

Parks & Assistant Public Works Director Riverblood commented that the land is in place for a large community park, although he was unsure there is a need for a community park in that location at this time as the focus is currently on The COR. He noted that the previous CIP included an observation boardwalk, but the Council recommended that project be removed partly because of the droughty conditions.

Commissioner Arts referenced the Lake Itasca area, which is a natural and scenic area. He asked if there have been thoughts to placing natural plantings in the area that was previously tilled up.

Parks & Assistant Public Works Director Riverblood replied that the City created the 7-acre Monarch Trail, noting the goal to establish milkweed in that area. He stated that they have been unsuccessful in establishing that plant and they continue to work on it. He stated that they will be seeding and placing plugs again in the Spring of 2024.

Councilmember Musgrove provided context from recent resident input and discussion at the Lower Rum River Water Management Organization related to the low water level at Lake Itasca.

### **5.03: Proposed Haviland Fields Housing Project**

Parks & Assistant Public Works Director Riverblood stated that the City Council was asked to consider funding assistance for this project, which he believed was not approved. He believed the developer is continuing in the funding process to bring this forward for development. He stated that an Environmental Assessment Worksheet (EAW) was sent to the Commission and is posted on the City website noting that it is currently open for comments. He noted that they are very early in this process. He commented that staff will be talking about the interface between the project and Solstice Park. He noted that the park is lacking pickleball and perhaps there could be a modest park expansion to accommodate courts that would be shared between the general public and development's residents.

Chair Barten commented that his biggest concern would be the impact to the park as that type of development could create a larger amount of traffic for the park and liked the idea of exploring pickleball as an expansion.

## **6. COMMISSION/STAFF INPUT**

Parks & Assistant Public Works Director Riverblood stated that they will be moving forward with trail maintenance in the coming weeks. He provided an update on recent events including the giant waterslide that coincided with the summer concert event. He noted that the second to last concert will be held tonight. He provided flyers for Happy Days and announced that former Recreation Specialist Abigail Proulx is coming back the following week as the Recreation Coordinator for the City.

Commissioner Bennett referenced the legalization of cannabis, noting that there has been a lot of discussion about use within public parks. He asked if the City Council has talked about that concept.

Parks & Assistant Public Works Director Riverblood confirmed that the City is talking about that.

Councilmember Musgrove commented that the City Council tabled discussion on a proposed ordinance to ensure they are doing things right. She stated that it seemed there was consensus that cannabis use should be prohibited in parks but there was additional discussion needed related to

tobacco use in the parks. She welcomed input from the Commission on the topic. She stated that there were also concerns about the use of cannabis by minors.

Commissioner Bennett stated that he would agree that cannabis and tobacco should not be allowed within the parks.

## **7. ADJOURNMENT**

Motion by Commissioner Leistico, seconded by Commissioner Bennett, to adjourn the meeting.

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

The Park and Recreation Commission meeting adjourned at 7:37 p.m.

Respectfully submitted,

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Mark Riverblood  
Parks & Assistant Public Works Director

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

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

The Public Works Committee conducted a regular meeting on Tuesday, July 18, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Chairperson Debra Musgrove  
                              Councilmember Chelsee Howell (remote attendance)  
                              Councilmember Matt Woestehoff

Members Absent:     Chairperson Chris Riley

Also Present:         City Engineer/Public Works Director Bruce Westby  
                              Assistant City Engineer Joe Feriancek  
                              City Administrator Brian Hagen

**1.     CALL TO ORDER**

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

**2.     CITIZEN INPUT**

There was none.

**3.     APPROVE AGENDA**

City Engineer/Public Works Director Westby noted that Case 5.02 will be tabled to the September Public Works Committee meeting at the request of the resident.

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

A roll call vote was performed:

Councilmember Woestehoff	aye
Councilmember Howell	aye
Acting Chairperson Musgrove	aye

Motion carried.

**4.     APPROVE MINUTES**

**4.01:   Approve June 20, 2023, Meeting Minutes**

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

Regular Meeting Minutes dated June 20, 2023

A roll call vote was performed:

Councilmember Woestehoff	aye
Councilmember Howell	aye
Acting Chairperson Musgrove	aye

Motion carried.

## **5. COMMITTEE BUSINESS**

### **5.01: Review Cost Estimate for Drainage Improvements at 17650 Argon Street NW**

City Engineer/Public Works Director Westby reviewed the staff report and noted that the property owners of 17650 Argon Street NW, Kevin and Sarah Mytko, are attending remotely.

Councilmember Woestehoff asked roughly how long this project would take to complete.

City Engineer/Public Works Director Westby replied that assuming the contractor were ready to go, with quick execution of contract documents, the grading and driveway repair work could probably be completed in about three to four weeks.

Councilmember Woestehoff asked the length of time that would be spent on the driveway itself.

City Engineer/Public Works Director Westby replied that they would need to remove existing concrete, put in the culvert, replace the concrete, and establish the turf on the slopes. He estimated about two weeks.

Councilmember Woestehoff commented that he personally believes the City would help with some of this work, but the homeowner should take some responsibility as well. He would lean towards asking the homeowner to cover the removal of the concrete and replacement of the concrete with the City covering the rest. He stated that he does not feel that the City is at fault but also feels that the City could consider helping within the right-of-way.

Acting Chairperson Musgrove commented that she feels the City has an obligation for the easement but not for the front yard. She stated that if the water draining better could ease the issues the resident is experiencing.

Mr. Mytko commented that their intention was not to have the City assist in the front yard, and only within the right-of-way.

Acting Chairperson Musgrove asked staff to address the responsibility of the City within the right-of-way.

City Engineer/Public Works Director Westby provided background noting that this development was built prior to incorporation of the City of Ramsey. He explained how these concerns are addressed when they arise. He stated that the cases are brought forward to this committee for input and direction. He stated that if they were doing a street improvement project, they reach out to homeowners to solicit drainage concerns that could be addressed to the extent possible as part of the street project. He stated that there are situations such as this across the city. He commented that there are miles of streets within the City where ditches hold water for two or three days after a storm event. He stated that the City tries to prevent water from running off city streets onto private property, but in this case, there is no culvert in the west driveway and the ditches are not well defined.

Councilmember Woestehoff commented that he believes the opinion of legal counsel would be that the City does not have an obligation in this instance. He commented that this is an uncomfortable situation and noted that there are miles and miles of similar situations. He noted the cost for this project and stated that could potentially be multiplied by 100 houses. He stated that he would not mind taking on these types of projects when it is efficient for the City to do it. He commented that the City completing this as one project is probably more efficient than having the homeowner contract with multiple contractors but stated that he also does not believe the City would be solely responsible for the cost. He stated that the driveway would seem to be a natural break in terms of the cost split.

Councilmember Howell stated that she does feel for the homeowners but also recognizes that there is no obligation of the City. She stated that she would support a cost-share if that could be developed and works for both parties.

Mr. Mytko asked for details on the 23 percent indirect costs.

City Engineer/Public Works Director Westby replied that for City improvement projects the City adds 23 percent indirect costs for required administrative, engineering, finance and legal fees.

Councilmember Woestehoff stated that the \$32,000 is for the work the contractor would do while the \$7,400 would be for the work of staff.

Mr. Mytko commented that they are disappointed with how this is going as there are different members involved tonight than have been involved in the past. He stated that last month he felt they had some hope but noted that in honesty they cannot afford any more funds as they are spending between \$15,000 and \$20,000 to repair their home from the damage incurred. He stated that if the ditch held the water, he would not get water up to his house. He stated that it sounds like even though the City feels it has an obligation to move the water, but because the driveway is there, he would have to participate in the cost.

Councilmember Woestehoff explained that his thinking was that the driveway would be a good cutoff in determining the cost-share. He commented that it would be fair for the homeowner to

participate in the cost of the project, noting that would only be one fifth of the cost with the taxpayers of Ramsey paying the remainder. He stated that it should not be taken as the driveway is the leading factor, as he would want participation from a homeowner in any instance that they consider of this nature.

Mr. Mytko commented that they pay their fair share of taxes as well and while they want to stay in the city, they are not happy with the condition of the roads, how the snow removal is done, and the flooding that is caused to their home as a result. He stated that they cannot afford to spend another dime to remain in their home. He commented that they currently cannot use the lower level of their home because of the damage that has been incurred.

Councilmember Woestehoff asked if the homeowner would be willing to participate in any type of cost-share.

Mr. Mytko commented that he is not saying that but cannot afford \$10,000. He noted that he originally reached out to Councilmember Olson and has not received any follow-up correspondence since then, which is very disappointing. He stated that while he is not opposed to some sort of cost-share, he cannot afford anything at this time.

Acting Chairperson Musgrove asked if these are the actual costs or whether the cost could be over and above.

City Engineer/Public Works Director Westby replied that this is the engineer's estimate based on a recent similar project and staff feels the estimate is generally reflective of what a quote could be.

Acting Chairperson Musgrove commented that 10 percent would be \$3,900 and asked if the Committee would be open to that amount.

Councilmember Woestehoff commented that part of his hesitation is that based off the survey results, the low spot in the yard is one of the truly problematic areas. He noted that he is hesitant to move forward as this may not solve the issue and stated that the homeowner adding fill to that low spot could potentially solve the problem at a much lower cost than what this project would be.

Acting Chairperson Musgrove commented that there is evidence that this is also not draining properly.

Mr. Mytko commented that when the water pools in his front yard, he places a pump in the Argon Street ditch to direct the water to the ditch along Cobalt Street. He commented that he inherited the problem and did not create this.

Councilmember Woestehoff commented that the ditch improvements could help to an extent but there is still the low spot in the yard.

Acting Chairperson Musgrove asked if the homeowner is aware of when the two driveways were built.

Mr. Mytko believed that the driveways were original to the home, noting that they purchased the home six years ago as is.

City Engineer/Public Works Director Westby reviewed the scope of work that would be included in the estimated cost. He commented that the ditch project would generate some fill and it could be more cost effective to place that fill in the front yard to help resolve that issue.

Acting Chairperson Musgrove commented that if that were done, she would want a clause that the City is not responsible for future maintenance or other obligations.

Mr. Mytko asked about the plan for the trees on his property. He noted that originally, he was willing to sacrifice some of the trees, if need be, but he would lose some pretty significant tree coverage as part of the project and if he were going to share in the cost, he would want some type of response for the tree loss.

Acting Chairperson Musgrove commented that there has been new information provided with the cost breakdown, which helps to steer the discussion.

Councilmember Howell stated that she does not see the City grading the yard and would not want the City to pay that cost. She suggested a cost-share of 80/20 between the City and property owner and would agree that she would not want ongoing maintenance or obligation to the City.

Councilmember Woestehoff commented that there are three different opinions on the cost-share and perhaps they ask staff to create some type of cost-share agreement to be considered.

City Engineer/Public Works Director Westby stated that staff can move quicker with more direction from the Committee. He stated that staff could work with the property owner to determine what a cost-share could look like and to ensure there would not be liability on the part of the City after the work is completed.

Councilmember Woestehoff noted that the homeowner raises a great point that the trees are not covered in this proposal and would have additional cost. He acknowledged that the homeowner is tired of waiting and believed that some action should take place tonight.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to recommend staff work with the homeowner to develop a cost-share agreement that includes the tree removal and replacement if necessary, and would include the option for the homeowner to keep the fill generated to grade the yard themselves, and a suggested cost-share of 15 percent.

Further discussion: Mr. Mytko commented that he would not be interested in the fill as the soil would not be desired for grading.

Councilmember Woestehoff asked if this could move forward to a Council work session as a case rather than returning to the Committee.

City Administrator Hagen confirmed that could be done.

City Engineer/Public Works Director Westby asked for clarification on the tree removal and replacement work and whether that work should be completed with the project or whether that work could be completed by the homeowner with potential compensation by the City.

Councilmember Woestehoff stated that could be negotiated with the homeowner as it may be more efficient for the resident to handle that item rather than the City.

Mr. Mytko commented that he believed that the trees would be left, and they would see how they fair after the project.

Councilmember Woestehoff commented that he would support removing the language related to trees from the motion.

Councilmember Howell agreed to removing that language.

A roll call vote was performed:

Councilmember Woestehoff	aye
Councilmember Howell	aye
Acting Chairperson Musgrove	aye

Motion carried.

**~~5.02: Review Drainage Concerns at 5725 180<sup>th</sup> Lane NW~~**

Item removed from the agenda.

**5.03: Consider Recommending City Council Approve Plans and Specifications and Authorize Advertisement for Bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02**

Assistant City Engineer Feriancek reviewed the staff report and recommendation of staff to recommend City Council approval of plans and specifications and authorize advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to recommend City Council approve plans and specifications and authorize advertisement for bids for Central Park Main Parking Lot Reconstruction, Improvement Project #23-02.

A roll call vote was performed:

Councilmember Woestehoff	aye
Councilmember Howell	aye
Acting Chairperson Musgrove	aye

Motion carried.

**6. COMMITTEE / STAFF INPUT**

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

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

**6.02: Review Future Topics Calendar**

No comments.

**7. ADJOURNMENT**

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

A roll call vote was performed:

Councilmember Woestehoff	aye
Councilmember Howell	aye
Acting Chairperson Musgrove	aye

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:30 p.m.

Respectfully submitted,



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Bruce Westby  
City Engineer/Public Works Director

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

**CC Regular Session**

**Meeting Date:** 10/10/2023

**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 9/26/2023
- 2. City Council Regular Session dated 9/26/2023

**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 9/26/2023
- 2. City Council Regular Session dated 9/26/2023

**Attachments**

9-26-23 CCWS

9-26-23 Meeting

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 02:10 PM

Started On: 10/05/2023 01:28 PM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, September 26, 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  
Police Chief Jeff Katers  
Planning Manager Todd Larson  
City Attorney Fritz Knaak  
Community Development Director Stephanie Hanson

**1. CALL TO ORDER**

Mayor Kuzma called the City Council Work Session to order at 5:34 p.m.

**2. TOPICS FOR DISCUSSION**

**2.01: Discussion of Ordinance #23-15 Tobacco and Cannabis Use Within Public Property and Public Places**

Community Development Director Hanson reviewed the proposed ordinance based on discussion at previous meetings. She summarized uses of cannabis and tobacco products that would be prohibited on public property. She noted the challenge on clearly identifying within code when cannabis and tobacco use would be a prohibited use via the method of smoking versus electronic delivery devices.

Council reiterated their consensus of prohibiting the inhalation of cannabis on public property. Consensus was split on the tobacco use while on sidewalks and trails, as well as certain areas of public property. Consensus was generally reached to add a sentence to the tobacco use section to allow the use on public property in designated areas noted by signage.

**2.02: Zoning Code Update Discussion**

Planning Manager Larson began review of the Zoning Code by focusing on sections the Planning Commission recommended the City Council discuss further.

The first review focused on defining and setting expectations of what a single-family home is. Planning Manager Larson explained that Ramsey's Zoning Code references single-family homes and developments, however, a definition does not exist. He explained challenges associated with this, particularly in situations when a home is being rented out to a group of individuals who are not related. He further noted that it is common practice for cities to place limitations on how many non-related individuals may reside in a home. The benefit to this is to retain neighborhoods as single-family neighbors just as how they were developed, and where owner occupied homes exist to meet resident expectations. Defining or limiting non-related individuals would not prohibit rental homes in the city. He shared what a number of other cities identify for limitations with the majority of cities using four as the threshold, while some allow up to six. In some cases, cities do not identify a limit. Lastly, he noted that the proposed code defines and limits licensed residential facilities and unlicensed residential facilities to limit the number to six.

Discussion amongst Council focused on the benefit of setting a limitation, as well as whether four, five or six individuals was best. Consensus was reached to limit six unrelated individuals for consistency with the licensed and unlicensed residential facilities.

The second section of focus was car dealers. Planning Manager Larson noted that the City has held a desire to enhance the Highway 10 corridor. Staff has received feedback regarding the number of used car dealers along the corridor. These dealers are generally not invested in the community, and often times serve as secondary income. He explained that state regulations require dealers to hold a commercial office location, so this is the case where several dealers rent out office space on one property in multi-tenant buildings. The proposed code would require new dealers to be located on a minimum of two acres of land, have a building footprint equal to at least ten percent of the land and lastly limit a parcel of land to one dealer license.

Council expressed concerns about restricting existing properties or limiting existing businesses from expanding. Planning Manager Larson explained that most existing car dealer properties have additional permitting that has been granted through the years. This permitting along with legal non-conforming use laws would allow these properties to continue as they do today, subject to conforming to the conditions in their special permits. He emphasized the new regulations would pertain to new operations seeking to open in Ramsey.

Council continued discussion with a focus on parcel size. Consensus was reached to reduce the minimum parcel size to one acre of land, and to retain the requirement of ten percent of building footprint is required with a limitation of one dealer license per parcel.

In the interest of time, review of the Zoning Code concluded, but City Administrator Hagen requested council's interest in holding a special work session to finish the review. He noted upcoming work sessions will begin to focus on the final budget, but the zoning code is important to finish reviewing. Council agreed and Hagen would seek availability for a special work session date.

**3. TOPICS FOR FUTURE DISCUSSION**

**3.01: Review Future Topics/ Calendar**

Noted.

**4. MAYOR / COUNCIL / STAFF INPUT**

**5. ADJOURNMENT**

The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,

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Brian S. Hagen  
City Administrator

ATTEST:

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Katie M. Schmidt  
City Clerk

Drafted by Brian Hagen  
*City Administrator*

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

The Ramsey City Council conducted a regular meeting on Tuesday, September 26 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  
Finance Director Diana Lund  
Police Chief Jeff Katers  
Planning Manager Todd Larson  
Code Enforcement Officer Craig Swalchick  
City Attorney Fritz Knaak

**1. CALL TO ORDER**

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

**2. PRESENTATION**

**2.01: Proclamation Declaring October 2023 as *Domestic Violence Awareness Month***

Mayor Kuzma read the proclamation which declared October 2023 Domestic Violence Awareness Month.

Monica Elicerio, an Alexandra House Board Member, came forward and thanked the Council for this recognition of Domestic Violence Awareness Month, as well as, the constant support of the mission of the Alexandra House. She reviewed her presentation and shared information on the domestic violence crisis. She encouraged everyone to attend the HopeFest event on September 30, 2023. She shared that there is more information available on the Alexandra House website.

## **2.02: Oath of Office - Patrol Officer**

Police Chief Katers introduced Andrew DeVine and briefly reviewed his background.

Mayor Kuzma gave the oath of office to Mr. DeVine.

## **3. CITIZEN INPUT**

Steve Young, owner of M&G Trailer Sales, came forward and shared that he would like to discuss the Pearson Farms parcel that he purchased last year. He noted the City Staff challenges that he has faced over the last 14 years that have been very inconsistent. He added that he has a potential buyer for seven acres of his land at Pearson Farms; however, he was told that the use that the buyer would like to use for is not suitable for the property. He explained that the property is currently zoned agricultural, when Planning Manager Larson told him that it is zoned residential. He shared that Planning Manager Larson told the potential buyer to look elsewhere in the City to buy land for their business. He shared his frustration with this. He gave the Council a summary of the proposed U-Haul building that would be on the site. He noted that zoning along Highway 10 has been a big discussion recently. He explained that he has entertained a lot of ideas of what to do with his property as so many buyers have backed out. He added that when he first purchased this property he looked at moving M&G Trailer Sales to this site but it did not end up making sense to do so. He reiterated his frustration with this situation.

Mayor Kuzma asked if he has put together any proposals for the Planning Commission.

Mr. Young explained that he is not a property developer, he is just the property owner. He stated that he does not know what he sees as far as development on this site.

Mayor Kuzma suggested setting up a meeting with City Administrator Hagen and Economic Development Manager Sullivan to discuss this further.

Councilmember Howell asked for this to be discussed at a work session. She noted that she would like to hear about this project if U-Haul is interested in the site.

City Administrator Hagen shared that this parcel is currently zoned for single use residential so any commercial use would not be allowed. He stated that they are reviewing their zoning code and now is a good time to review this.

Councilmember Specht suggested also discussing when these types of companies want to come to Ramsey with the Council so they can be aware of what businesses are interested in coming to Ramsey.

Councilmember Woestehoff stated that they currently have a 20-40 Comprehensive Plan that outlines all of the areas in the City and what a future land use might be. He noted that the zoning code reflects this and this is the change that they are talking about. He added that there is an opportunity for the Council to amend the zoning map which was discussed earlier this evening in

a work session. He noted that these documents are available; however, if a developer of a certain level wanted to change the zoning in a certain area they could apply to do so.

Councilmember Howell agreed with Councilmember Specht's idea.

Mr. Young agreed that not only one person in the City should be looking at these types of requests. He added that he would also like to talk about the Police Department. He shared that many of his family members are currently or have been police officers and he has asked Police Chief Katers several times over the past few years to have a police officer to sit in his parking lot to write reports to show the residents that there is police presence in the City at businesses. He stated that he has gotten pushback from this due to the gate; however, he gave the Police Department a gate code so that they can get into the gated area. He noted that the Police Department has come to the property 10 times since March.

#### **4. APPROVE AGENDA**

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

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

#### **5. CONSENT AGENDA**

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to approve the following items on the Consent Agenda with the removal of case 5.18 making it regular case 7.4 and removal of case 5.24 making it regular case 7.5:

- 5.01: Approve the following Meeting Minutes:
  - 1) City Council Work Session dated September 12, 2023
  - 2) City Council Regular dated September 12, 2023
- 5.02: Approve Rental Licenses
- 5.03: Approve Business Licenses
- 5.04: Approve Request to Declare Surplus Property
- 5.05: Authorization to Hire a Community Service Officer (CSO/LEPS)
- 5.06: Authorization to Hire a Police Officer Filling a Current Vacancy in the Patrol Division
- 5.07: Adopt Resolution #23-241 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 7, 2023 through September 20, 2023.
- 5.08: Adopt Resolution #23-195 Approving a Development Agreement for Aldi.
- 5.09: Adopt Resolution #23-209 Approving Sale of Lot 1, Block 1, COR FOUR, Easements, Covenants and Restrictions (ECR) Agreement and 2nd Amendment to Declaration of ECR; ALDI
- 5.10: Adopt Resolution #23-213 Approving Final Payment to Douglas-Kerr Underground, L.L.C. for Improvement Project #22-05, 2022 Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive

- 5:11: Adopt Resolution #23-216 Authorizing Final Payment to Reshetar Systems, Inc. for IP 23-17, COR Tree Clearing.
- 5:12: Adopt Resolution #23-217 Authorizing Final Payment to Corrective Asphalt Materials, LLC for IP #23-09, 2023 Pavement Rejuvenation Improvements
- 5:13: Adopt Resolution #23-218 Approving Partial Payment #4 to Northern Lines Contracting, Inc. for Improvement Project #23-01; 161st Ave Reconstruction
- 5:14: Adopt Resolution #23-219 Approving Partial Payment no. 2 to Douglas-Kerr Underground, L.L.C. for Improvement Project #23-05; Barthel's Rum River Acres 2nd Street Reconstruction.
- 5:15: Adopt Resolution #23-220 Authorizing Partial Payment #2 to Meyer Contracting Inc. for Improvement Project #23-11; Lift Station #10 Improvements.
- 5:16: Adopt Resolution #23-221 Authorizing Partial Payment #2 to Douglas-Kerr Underground, L.L.C. for Improvement Project #23-12; HY-10 Ramsey Improvements.
- 5:17: Adopt Resolution #23-222 approving a development agreement for Nolby BC LLC (dba Jam Hops).
- 5:18: ~~Adopt Resolution #23-223 approving the Haviland Fields EAW, Findings of Fact, and Record of Decision.~~ **Please Note:** this Consent case was moved to the regular agenda - Case 7.4.
- 5:19: Adopt Resolution #23-225 Approving Partial Payment #1 to Landall Services for IP #23-10, Whispering Pines Estates Plat 3 Street Reconstructions.
- 5:20: Adopt Resolution #23-226 Approving Construction Contingency Expense No. 1 for Improvement Project #21-09, Centralized Water Treatment Plant
- 5:21: Adopt Resolution #23-231 Providing for the Sale of \$8,640,000 General Obligation Bonds, Series 2023A
- 5:22: Adopt Resolution #23-232 Authorizing Partial Payment to Magney Construction, Inc. for Improvement Project #21-09, Centralized Water Treatment Plant
- 5:23: Adopt Resolution #23-233 Proclaiming October 2023 Domestic Violence Awareness Month
- 5:24: ~~Adopt Resolution #23-234 to Enter into a Residential Recycling Program Agreement with Anoka County~~ - **Please Note:** this Consent case was moved to the regular agenda - Case 7.5.
- 5:25: Adopt Resolution #23-236 Accepting Proposals and Awarding Contract for 2023 Additional Pavement Marking Improvements, Improvement Project #23-18
- 5:26: Adopt Resolution #23-237 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements
- 5:27: Adopt Resolution #23-238 Approving Updated MnDOT Cooperative Construction Agreement #1052605 for Ramsey Gateway Highway 10 Improvements
- 5:28: Adopt Resolution #23-242 Authorizing Removal of Old Public Works Offices at 14100 Jasper St. NW
- 5:29: Adopt Resolution #23-243 Supporting the Anoka Rum River Dam Reconstruction and Modification Project Bonding Request

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

## **6. PUBLIC HEARING**

### **6.01: Public Hearing - Adopt Resolution #23-227 Adopting Assessments for Past-Due Charges on Municipal Utility Bills and Current Services Rendered**

#### **Presentation**

Finance Director Lund reviewed the Staff report concerning the assessments for past-due municipal utility bills. She noted that the City sent out 1,103 delinquent letters on September 5, 2023 for a total of \$469,000 and there are currently 947 delinquent accounts now totaling \$424,282.09.

Councilmember Musgrove asked about last year's total of delinquency accounts. She asked if some people paid after the first letter that was sent last year.

Finance Director Lund explained that the numbers for before the letter was sent, after the letter was sent, and the final number that was certified to the County is all in the Staff packet.

#### **Public Hearing**

Mayor Kuzma called the public hearing to order at 7:28 p.m.

#### **Citizen Input**

Kelly Hemp, 7240 181st Avenue, came forward and stated that he is one of the delinquent accounts that are being discussed. He shared that he has lived in the City for 17 years and has been paying his bill. He noted that he has been paying for little things like security lighting, stormwater, recycling, and other items yet there has never been anything to show for these payments. He added that he has written letters to ask about these things and has never received a response on where these dollars are going and how they relate to him. He emphasized that he would like to get clarification on these things.

Finance Director Lund explained that all utility billing is outsourced to a contracted service and they document whether or not a customer has asked questions. She stated that she can look into this. She noted that when calls and concerns come in about this they are able to explain them. She explained where the fees for stormwater, security lighting, and recycling goes.

Mr. Hemp asked if residents are allowed to recycle on their own in the City.

Finance Director Lund said yes but noted that the resident would still get charged as the City gets billed through their recycling contract for every resident in the City.

Mr. Hemp stated that he should see the services that he is being billed for; however, he is currently not seeing these services.

Councilmember Woestehoff noted that he does see these services if he drives on the streets and sees street lights. He stated that when it comes to public safety, the City cannot just bill the people who drive on the roads and use the lights at night and it is more fair to just spread this across every resident. He added that Mr. Hemp utilizes these services even if he doesn't realize it.

Mr. Hemp stated that he does his own recycling; however, he has never once seen someone come out to his property for recycling.

Councilmember Woestehoff noted that it is his choice to do his own recycling.

Councilmember Howell empathized with Mr. Hemp as she had asked the same questions when she had received these bills. She noted that for those who do not have lights or sewer drains on their streets, they do not see the same value as those who do have these things. She stated that even though she understands these concerns firsthand, she still pays her bills as it is part of being in the City. She stated that she does not like this either as she also does not see the benefit of it. She noted that the contract for the recycling is a five year contract that is up in 2025. She added that this contract was decided by a previous Council. She stated that this may be able to be revisited when the contract is up with a possibility of letting all residents figure out their own recycling.

City Attorney Knaak explained that the State has authorized cities to treat lights as a common utility and to assess residents equally. He noted that it is the same with drainage and they have their own statutory authorization for this. He shared that the thought process behind this is that everyone is getting 'taxed' for the purpose of taking care of drainage in high traffic areas. He reiterated that this is just part of the cost of living in a city.

Mr. Hemp stated that the Council also just heard from another resident who is not seeing the services that he pays taxes for.

City Attorney Knaak stated that Mr. Hemp could suggest to the Council that they look at a different way of doing this assessment. He noted that there are things that can be done to modify this.

Mr. Hemp shared that the citizens would appreciate that. He added that he was assessed a fine a few years ago due to not having enough gravel on his driveway which resulted in him having to hire an attorney and ended up spending over \$5,000 on a fine that was dropped because the City then verified that there was no violation. He asked how he can go about being reimbursed for a fine that should have never been sent to him.

City Attorney Knaak stated that Mr. Hemp has every right to challenge the City; however, usually cities that operate using their discretion have a lot of discretion. He noted that challenging the City may not be very successful. He acknowledged the frustration; however, it is a little late to be dealing with the issue of the fine from a few years ago. He stated that he can contact his Councilmember to ask them to have a discussion surrounding this.

Mr. Hemp asked who he should talk to about getting reimbursed for the fine for his driveway.

City Attorney Knaak stated that he can always petition the Council.

City Administrator Hagen told Mr. Hemp to reach out to him to start this discussion.

Finance Director Lund gave further clarification on street lighting. She explained that they have priority street lighting and subdivision street lighting. She stated that if a developer puts street lighting within a neighborhood, the residents in the neighborhood get a separate charge on their utility bill and they are the ones who are paying for these lights. She said that the priority lights are for safety reasons and there are hundreds throughout the City.

Harold Gustafson, 15000 Chameleon Street, came forward and reiterated the concerns of Mr. Hemp as he also does not have a street light or storm drain near him and he also does his own recycling. He stated that he is always paying taxes and wonders how he can continue to pay for these things while not receiving the services. He noted that he also owns five homes in Minneapolis and he has never had the city of Minneapolis charge him for a street light or a sewer drain.

Councilmember Woestehoff stated that the alternative to having this on a utility bill is to have this same bill rolled into the general fund and the property taxes. He noted that the residents would likely be paying for this one way or another.

Mr. Gustafson stated that he is paying taxes everywhere he goes yet not seeing anything for it.

Councilmember Woestehoff stated that he would argue for more MSA funding from the State as that is the gas tax money.

Mr. Gustafson shared his appreciation for this hearing as he has wondered for the past few years why he is being billed for something that he is not receiving.

Mayor Kuzma stated that this will be discussed and brought up in a work session.

Mr. Gustafson asked if a lien would be put against his property because of this assessment.

City Attorney Knaak explained that this will be assessed like another tax and it can be a lien on the property if it is not paid. He noted that this is done everywhere else in the State.

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

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

The public hearing was closed at 7:52 p.m.

### **Council Business**

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to adopt Resolution #23-227 Adopting Assessments for Past-Due Charges on Municipal Utility Bills.

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

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution 23-228 Adopting Proposed 2024 Payable Tax Levies (General, Pavement Management, EDA and Debt Service) & Schedule Public Hearing for December 12, 2023; Adopt Resolution #23-229 Adopting Proposed 2024 General Fund Budget and Resolution #23-230 Adopting Proposed 2024 EDA Budget.**

Finance Director Lund reviewed the Staff report in regard to the proposed 2024 tax levies and general fund budget. She stated that all amounts are strictly estimates.

Mayor Kuzma shared that the Council would like to vote on each item separately.

Councilmember Specht thanked Staff for their work on the budget. He shared that this has been worked out during multiple meetings since July. He noted that in a growing City with increasing infrastructure needs there are costs that the City needs to pay for which is why there is an increase.

Councilmember Riley reiterated that the Council has spent months talking about this budget. He noted that they started with the idea of a flat budget for all of the expenses; however, as they have gone through this they made a cost of living increase as well as determined what the City actually needs. He stated that everyone is well aware that the streets are a top priority that the City has fallen behind on. He noted that they are adding street staff and capital expenditures in response to this. He stated that he will be supporting the budget.

Councilmember Woestehoff thanked Staff again for their work on this and helping the Council understand these numbers. He noted that although the budget is now over \$20,000,000, the impact on residents is very small. He added that this has to do with the fact that the City has added so many new houses in the past years and these houses are now coming onto the tax rolls. He explained that the addition of both residential and commercial development has lessened the tax impact on the rest of the City.

Councilmember Howell stated that she will not be supporting the tax levy. She noted that she will be supporting the EDA budget as she is very supportive of the training that Staff needs. She shared concerns that the City is funding recreational programming as she does not see this as a necessity as it competes with the private sector. She noted that because of the increased cost of living that everyone is feeling, she feels as though the least the City could do is cut some things that are not necessities.

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to Adopt Resolution #23-228 Approving the Proposed 2023, Payable 2024 Tax Levy in the amount of \$20,279,701 and to schedule the City of Ramsey's budget/levy public meeting on Tuesday, December 12, 2023 at 7:00 p.m.

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

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to Adopt Resolution #23-229 Adopting Proposed 2024 General Fund Budget and Resolution.

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

Motion by Councilmember Howell, seconded by Councilmember Woestehoff, to Adopt Resolution #23-230 Adopting Proposed 2024 EDA Budget.

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

**7.02: Adopt Resolution #23-215 Approving Abatement Proceedings and Further Administrative Court Action for Removal of a Hazardous Building located at 15740 Ramsey Blvd.**

Zoning Code Enforcement Officer Swalchick reviewed the Staff report concerning the removal of a hazardous building in the City.

Steve Scherrer, 15740 Ramsey Boulevard, came forward and shared that it has been a tough year for him. He shared that his mother had been in and out of the hospital with cancer over the past several years as well as his father being in his 90s and he has been taking care of both of them. He noted that it is hard to find time to take care of things at this property. He added that he had a stroke in January and was in the hospital for 11 days and he was not fully recovered until July. He shared that he made an agreement with Zoning Code Enforcement Officer Swalchick to get the outside and the roof done on the home before Labor Day. He noted that during this time the homeowner was getting fined. He stated that he is still willing to do whatever it takes to get the property taken care of. He said that if he could be given another month to get this done with no fines, he could have the outside done.

Councilmember Riley stated that the homeowner has had 13 years to get this done and does not see how he thinks he can get it all done with one additional month.

Mr. Scherrer clarified that he could get the outside of the home taken care of over the one month. He stated that he could get the siding done on the house as well as the roof and windows. He acknowledged the issue that this has caused for the neighbors.

Councilmember Musgrove asked Mr. Scherrer if he had the receipts for the windows with him.

Mr. Scherrer said he did not have them but could send the Council a copy.

Mayor Kuzma asked if there were any neighbors of this property that would like to come forward and speak.

Hilary Dischinger, 7020 157th Lane, came forward and shared that she lives directly across from this property. She stated that over the past 13 years the condition of the property has continued to have gotten worse and she has seen no improvements other than the windows being removed. She shared that she has made many calls to the Police Department due to watching children go into this home. She noted that the most recent call she made about children entering this home was last week. She stated that this home is an eye sore as well as unsafe to the community. She added that there is also a trail right near the home which has a lot of neighborhood kids walking right by this home. She shared her overall concern for the property.

Cindy Broman, 15739 Ramsey Boulevard, came forward and shared that she is also directly across the street from this property. She shared her concerns with the safety of this property as well as it being an eyesore. She noted that this has been ongoing for a number of years. She added that she has complained about the property and asked if the homeowner was going to mow the lawn or fix anything at the property and years have gone by with no work being done. She said that she does see the homeowner out there every once in a while and they will mow the lawn or do some work. She shared that she struggles with the fact that if they make the outside look good, what will happen with the house. She asked if it will still remain vacant. She stated that she has seen children enter this building as well. She reiterated that this building is not safe. She said that she would like to see a solution that is acceptable to everyone involved in the situation. She added that if she ever decides to sell her home, this property will not be a good thing for her home value. She noted that there was a gas leak at the house due to someone stealing all of the copper piping. She added that this property is taking away her enjoyment of her own property.

Dale McKusick, 6801 157th Lane, came forward and stated that you can see a drop in the roof on the garage area of the home. He noted that to bring this house back up to date it would take more than just a contractor and would require an engineer to have this house redone and brought back up to code. He stated that this would come at an incredibly high price. He asked if the homeowners are willing or able to put such a large investment into this property to make it livable.

Ms. Dischinger asked the homeowners what their plan is once the property is fixed up on the outside.

Mr. Scherrer stated that his plan was to set up a work trailer in the driveway and live there to keep people away.

Councilmember Musgrove asked about the connection between Ms. Lemke, the property owner, and Mr. Scherrer.

Mr. Scherrer stated that Ms. Lemke is his long-term girlfriend.

Councilmember Musgrove asked if the abatement would go to the property owner, Ms. Lemke.

Zoning Code Enforcement Officer Swalchick said yes. He stated that at the beginning of this process, he and Ms. Lemke had conversations where she stated that Mr. Scherrer is her agent and the one to talk to during the process of fixing the home up. He added that he has made quite a few

attempts to contact Mr. Lemke; however, the phone numbers that he has have been disconnected. He stated that the fines that they received had been torn up as the penalty came after there was a signed document received from Mr. Scherrer that he would have everything repaired over a two week timeframe; however, all of this fell through and none of the timelines were met. He noted that the letter sent was dated July 24, 2023 and Mr. Scherrer was given until September 1, 2023 and none of the tasks were completed during this timeframe. He added that Mr. Scherrer was not given permits for this work as he is not the homeowner that lived on site to do this work.

Mr. Scherrer stated that the permits were given to him and then he was told he could not do any of the work. He noted that he had to stop his work as Zoning Code Enforcement Officer Swalchick said that he could not. He shared that their goal is to be able to move back into this house and live there once complete. He apologized to the neighbors for the condition of the property. He noted that he needs to be on the property to protect it. He shared that he has purchased deer cameras so that he will be notified if someone is on the property. He noted that he has the time now to complete the home.

Councilmember Woestehoff asked about the process in the abatement and what this timeframe would look like.

Zoning Code Enforcement Officer Swalchick explained that the first goal would be to secure the property. He noted that they were working with Mr. Scherrer to bring the home into compliance. He stated that with the abatement they would look to board up the home immediately as it is a hazardous structure. He noted that there is a 20-30 day window regarding legal action.

City Attorney Knaak stated that he has worked on quite a few of these abatements and only a few times did they result in the home being raised over the objection of the homeowner. He noted that there is usually some kind of resolution. He stated that if the resolution is passed this evening it would initiate the legal process that gives the authority to raise the home. He added that this resolution would also be taken as if it were a complaint and it is served on the homeowner giving them 20 days to answer before the process goes through the civil courts. He noted that if they do not respond within the 20 days, they can go in and get a court order to raise the home. He said that if they do respond, it is like any other case that will be tried. He stated that this rarely happens. He noted that in a lot of these cases negotiations will take place. He said that the City has the leverage in this case to be able to tear this home down. He explained that there are a variety of outcomes that could come from this.

Councilmember Specht shared that he is sympathetic towards the owners for the struggles that they have gone through; however, the Council needs to focus on the safety of the community.

Motion by Councilmember Specht, seconded by Councilmember Riley, to Adopt Resolution #23-215 Approving Abatement Proceedings and Further Administrative Court Action for Removal of a Hazardous Building located at 15740 Ramsey Blvd.

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

**7.03: Adopt Ordinance #23-08 to Amend Chapter 4 of the Charter - Nominations and Elections**

City Administrator Hagen reviewed the Staff report concerning the charter amendments for nominations and elections.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to waive the City Charter Requirement that the Ordinance be read aloud and adopt Ordinance #23-08 Amending Chapter 4 of the City Charter - Nominations and Elections.

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.

**7.04: Adopt Resolution #23-223 approving the Haviland Fields EAW, Findings of Fact, and Record of Decision. - Please Note: this case was moved from the Consent Agenda - Case 5.18 - to the regular agenda - Case 7.4.**

Councilmember Riley shared that he had this case pulled as he would like to have this sent back to the filer as he does not agree with all of the findings and this needs to be reworked. He noted that it should focus on the traffic study, findings, and conclusion as he has major problems with these items.

Planning Manager Larson shared that the environmental review document is something that is required for larger projects. He explained that this is a planning tool that analyzes the potential impact of a development on the environment. He stated that these documents are considered City documents that the project proposer puts together for Staff review. He noted that this document was reviewed by Staff and shared that after some back and forth, Staff thought that the analysis was to a point that it was done well. He shared that after this it goes out for a 30 day public comment period which allows anyone to comment on the document and changes are then made to the document after these comments. He stated that if there are specific things in this traffic study that would warrant further study then they can direct the project proposer to look at these things.

Councilmember Riley stated that he questions the peak number of trips based on the number of multi-family households that are involved. He added that he also questions the suggestion that there are no road improvements required. He stated that he feels that this road system is already at maximum capacity before adding over 400 households.

Planning Manager Larson shared the options that Council has. He stated that they can either find that there are significant environmental concerns raised to order an environmental impact statement, which is much more detailed and in-depth. He noted that they could also have this sent back to have certain things looked at again. He stated that they would not necessarily deny this document and approval of the document is not an approval of the project itself.

Councilmember Musgrove thanked Councilmember Riley for pulling this item for more discussion. She stated that she was interested to see that there were a number of complaints on this. She asked if they would be able to include a statement from the City addressing and acknowledging some of the areas of concern.

Planning Manager Larson stated that this would be possible; however, this is the City's document so the need for a statement is a little awkward. He noted that these things would need to be done right to the City's satisfaction.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to send the EAW back to the applicant to further address the traffic concerns.

Further discussion:

Planning Manager Larson noted that this document goes onto a distribution list in Anoka County and the transportation department was provided a copy of this and they did not provide any responses or concerns.

Councilmember Woestehoff stated that when looking at the study it very clearly shows traffic degradation as it lists some intersections as going from a D to an F. He noted that the charts show that traffic is going to get worse.

Sam Jagodzinski, Presbyterian Homes, came forward and shared his appreciation for the comments on the study. He stated that the comment on traffic is well taken and shared that they have tried to be very proactive about this. He noted that they worked with Kimley-Horn which is one of the most well regarded traffic analysis firms. He added that there were three different days of data collection that measured eight intersections and modeled five scenarios. He explained that this document is just the first pass and this document just informs of the planning rather than approving anything.

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

**7.05: Adopt Resolution #23-234 to Enter into a Residential Recycling Program Agreement with Anoka County - Please Note: this case was moved from the Consent Agenda - Case 5.24 - to the regular agenda - Case 7.5.**

Councilmember Howell shared her concerns with this item and asked if the Council has any appetite to look at this item in a work session.

Councilmember Musgrove agreed and stated that there have been discussions in the past about wanting to have a better understanding about recycling in the community. She shared that they had discussed having a work session on this; however, it has not come back to the Council. She stated that there were questions brought up by residents earlier this evening concerning recycling so it would be good for the Council to discuss this to gain a better understanding of it.

Councilmember Woestehoff stated that he does not disagree that they should have this discussion; however, he would imagine that the budget that has been approved already accounts for this. He noted that he would not want to have to fill the hole that this may create in the budget. He added that this also covers part of a salaried position. He stated that he is in support of discussing a recycling program and how they can make it better but we would not support not passing this resolution as an agreement for this year.

Councilmember Howell agrees that passing the resolution and receiving the funds is a good idea, she just wanted to mention that she would like to have a bigger discussion surrounding this.

Councilmember Specht asked about the deadline that this would need to be passed by.

City Administrator Hagen stated that the deadline is the middle of November so there is time from the standpoint of the contract. He confirmed that the budget has already been set to include this as the contract has already been set through 2025. He noted that it would make sense to go into greater detail on this at a future work session.

Councilmember Musgrove noted that part of this discussion can help the Council gain understanding of how much of the funding actually goes to the salaried position.

Motion by Councilmember Musgrove, seconded by Councilmember Olson, to adopt Resolution #23-234 to enter into a Residential Recycling Agreement with Anoka County to receive SCORE funds for 2024.

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.

Councilmember Riley reiterated that the priority lighting in the City does not necessarily mean that there are street lights on every resident's street, it just means that there are lights throughout the City that are at the priority intersections. He noted that it is the same for the storm water system as there are ditches and drains throughout the City that help drain this water. He stated that everyone in the City benefits from these things.

## **9. ADJOURNMENT**

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

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

The regular meeting of the City Council adjourned at 9:22 p.m.

Respectfully submitted,

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Brian S. Hagen  
City Administrator

ATTEST:

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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)  
<<http://www.qctv.org>>. Recordings are available for 36 months after the date of the meeting.

**CC Regular Session**

**Meeting Date:** 10/10/2023

**Primary Strategic Plan Initiative:** Not Applicable

**Information**

**Title**

Approve Rental Licenses

**Purpose/Background:**

The purpose of this case is to approve the 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**

Rental Licenses October

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Dana Verbeek

Final Approval Date: 10/04/2023

**Reviewed By**

Brian Hagen

**Date**

10/04/2023 09:02 AM

Started On: 10/04/2023 07:45 AM

Report Name: License Report - License Types  
 Council Dates: 9/28/2023 to 10/11/2023  
 Status: Active, Inactive  
 License Type(s): Rental, Multi-Family Rental

## City of Ramsey License Report - License Types

Printed: 10/4/2023  
 Page: 1

<u>Company</u>	<u>DBA</u>	<u>Complex Name</u>	<u>Applicant</u>	<u>Location</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
<b>Rental</b>							
MBP Companies LLC			Dylan and Lindsay Kellner	14731 Cobalt St NW #39	10/13/2026	10/10/2023	I
Sunny Ponds			Juergen and Sherry Schupp	14780 Fluorine St NW	10/13/2026	10/10/2023	I
J & A Diversified				15402 Radium St NW	9/8/2026	10/10/2023	I
Pinto Properties			Jeff Johnson	15413 Radium St NW	9/8/2026	10/10/2023	I
Patrick John or Helen Hosch				15035 Ramsey Blvd NW #1	9/22/2026	10/10/2023	I
Eric Huff				15387 Tungsten Way NW	6/9/2026	10/10/2023	I
Sunfish Pond			Lisa and Jim Snyder	14180 Xenon St NW 2	10/13/2026	10/10/2023	I
Saeed Alkhulaidi			Saeed Alkhulaidi	14210 Xenon St NW Unit 4	10/13/2026	10/10/2023	I

**Rental License Count: 8**

**Total Licenses: 8**

**CC Regular Session****Meeting Date:** 10/10/2023**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**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Sean Sullivan	Sean Sullivan	10/04/2023 04:18 PM
Brian Hagen	Brian Hagen	10/05/2023 10:59 AM
Form Started By: Wendy Schlueter		Started On: 10/03/2023 03:21 PM
Final Approval Date: 10/05/2023		

Report Name: License Report - License Types

Council Dates: 10/10/2023 to 10/10/2023

Status: Active, Inactive

License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale

Temporary, Amusement Center, Amusement

Devices/Billiard Tables, Broker/Precious Metals Dealer,

Business License-1st Year, Business License-Renewal,

Garbage Haulers, Gasoline Sales, Liquor 2 A.M. Closing,

Liquor Off-Sale, Liquor On-Sale, Liquor On-Sale Sunday,

Mobile Food Unit-90 Days, Mobile Food Unit-Annual,

Motor Vehicle Sales/Repair/Rentals, Pawnbroker, Second

Hand Goods Dealer, Special Events, Temporary

Amusement/Carnival/Circus, Temporary Intoxicating,

Therapeutic Massage Establishment, Therapeutic Massage

Therapist, Tobacco, Transient Merchant/Peddler/Solicitor,

Wine Off-Sale, Wine On-Sale

# City of Ramsey License Report - License Types

Printed: 10/3/2023

Page: 1

<u>Company</u>	<u>DBA</u>	<u>Complex Name</u>	<u>Applicant</u>	<u>Location</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
<b>Transient Merchant/Peddler/Solicitor</b>							
Everlight Solar			Wade A Shepherd		12/31/2023	10/10/2023	A
Everlight Solar			Max R Nelson		12/31/2023	10/10/2023	A
Everlight Solar			Nathaniel D Emerson		12/31/2023	10/10/2023	A
Everlight Solar			Jacob Lee Smith		12/31/2023	10/10/2023	A
Everlight Solar			Kevin J Kvern		12/31/2023	10/10/2023	A
Everlight Solar			Brady E Glause		12/31/2023	10/10/2023	A
Everlight Solar			Derek J Brellenthin		12/31/2023	10/10/2023	A
Everlight Solar			Drew S Doak		12/31/2023	10/10/2023	A
Everlight Solar			Brittini E Hagberg		12/31/2023	10/10/2023	A
Everlight Solar			Blake G Herburger		12/31/2023	10/10/2023	A
Everlight Solar			Ken Vang		12/31/2023	10/10/2023	A
Everlight Solar			Logan A Ripley		12/31/2023	10/10/2023	A
Everlight Solar			Hunter D Radloff		12/31/2023	10/10/2023	A
Everlight Solar			Logan J Collien		12/31/2023	10/10/2023	A
Everlight Solar			Brenden J Renn		12/31/2023	10/10/2023	A

**Transient Merchant/Peddler/Solicitor License Count: 15**

**Total Licenses: 15**

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Strive for high organizational morale and employee retention**Information****Title**

Authorization to Hire a Police Officer Filling an Upcoming Vacancy in the Patrol Division

**Purpose/Background:**

The purpose of this case is to request the City Council to hire a Police Officer, filling a position that will be vacant when Police Officer Cheryl Hassel retires later this month.

Human Resources conducted an internal and external recruitment. Ms. Akaylia Cain met the necessary training and experience threshold and was invited to take part in the City's interview process, the physical agility fitness testing and the "shoot/don't shoot" video scenario activity. The staff selected Ms. Cain as a finalist to be advanced through the pre-employment background testing. At this time, Chief Katers is recommending Ms. Cain for the position of Police Officer with the City of Ramsey.

With the City Council's authorization, Ms. Cain will start as the City's newest Police Officer on or near October 30, 2023. Ms. Cain, as with all new Police Officers, will serve a 1-year probationary period and will be subject to the City's Personnel Policy and the LELS Patrol Labor Agreement.

Note: Since April 2022, staff have been recruiting to fill vacant Police Officer positions. With approval to hire Ms. Cain, staff will have backfilled six Police Officer positions, bringing the Police Department to full capacity based on the number of authorized personnel.

**Funding Source:**

The funding required for this position is included in the 2023 budget and represents a saving over the previous employee in this role.

**Recommendation:**

To hire Ms. Akaylia Cain as full-time Police Officer, effective on or near October 30, 2023 at \$32.460 per hour, which is step 1 of the 2023 wage scale.

**Action:**

Motion to hire Ms. Akaylia Cain as full-time Police Officer, effective on or near October 30, 2023 at \$32.460 per hour, which is step 1 of the 2023 wage scale.

**Attachments***No file(s) attached.***Form Review**

**Inbox**

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 10/10/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 11:00 AM

Started On: 10/03/2023 04:29 PM

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Adopt Resolution #23-248 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2023 through October 4, 2023.

**Purpose/Background:**

Adopt Resolution #23-248 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2023 through October 4, 2023.

**Recommendation:**

Staff Recommends to Adopt Resolution #23-248 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2023 through October 4, 2023.

**Action:**

Motion to Adopt Resolution #23-248 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2023 through October 4, 2023.

**Attachments**

Bills List 10/10/2023

Resolution 23-248

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Diana Lund	Diana Lund	10/04/2023 02:24 PM
Brian Hagen	Brian Hagen	10/05/2023 11:00 AM
Form Started By: Jennifer Morrison		Started On: 10/04/2023 02:01 PM
Final Approval Date: 10/05/2023		

<b>RAMSEY CITY COUNCIL MEETING</b>
<b>10.10.23</b>
<b>BILLS LIST</b>

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

DISBURSEMENT TYPE:	<b>SUBMITTED FOR APPROVAL</b>
Prepays 9.21.23 - 10.4.23	\$ 755,835.07
Accounts Payable 9.21.23 - 10.4.23	298,089.73
Payroll 9.29.23	233,931.26
Debt Service	
Pay Estimates- Projects	

**TOTAL SUBMITTED FOR APPROVAL THIS MEETING**  
(Invoices Available for Reviewal)

**\$ 1,287,856.06**

**DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:**

	<b>APPROVED PREVIOUS MTG</b>	<b>2023 Y.T.D.</b>
PREPAIDS	\$ 417,667.43	\$ 8,037,458.96
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	422,822.13	8,169,937.86
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	247,352.93	4,385,762.83
CORRECTION TO PAYROLL		
DEBT SERVICE		333,437.50
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS	3,651,187.07	8,043,381.85

**TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED**

**\$ 4,739,029.56**

**\$ 28,969,979.00**

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

9/21/2023 -- 10/4/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117481	9/21/2023		<b>111377 ANOKA MUNICIPAL UTILITY</b>							
		34.75	STREET LIGHTING		121069	22-610280-00	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
						AUG 2023				
		47.34	TRAFFIC SIGNALS		121070	22-612000-01	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
						AUG 2023				
		79.59	TRAFFIC SIGNALS		121071	22-613120-01	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
						AUG 2023				
		78.80	STREET LIGHTING		121072	22-990005-01	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
						AUG 2023				
		<u>240.48</u>								
117482	9/21/2023		<b>120380 CARTER, ZACH</b>							
		200.00	WATER EFF REBATE 23-Z CARTER		121066	091223	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		<u>200.00</u>								
117483	9/21/2023		<b>110734 CITY OF RAMSEY</b>							
		240.00	ACCT 721662 14860 OLIVINE ST		121062	09212023	9601.4651		WATER REVENUE	WATER FUND
		<u>240.00</u>								
117484	9/21/2023		<b>120383 COONS, RUTHIE</b>							
		200.00	EXPO REFUND		121068	09142023	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		<u>200.00</u>								
117485	9/21/2023		<b>120362 IDTS MEDICAL</b>							
		20.00	PERMIT NOT REQ. REFUND APP FEE		121065	09072023	9101.4307		PERMIT PLAN REVIEW	GENERAL FUND
		<u>20.00</u>								
117486	9/21/2023		<b>106560 IHNOT, MICHELLE</b>							
		200.00	WATER EFF REBATE 23-M IHNOT		121067	091223	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		<u>200.00</u>								
117487	9/21/2023		<b>106570 MBPTA</b>							
		100.00	FALL EDUCATIONAL WRKSHP		121074	09182023	0240.6335		TRAINING	PROTECTIVE INSPECTIONS
		100.00	FALL EDUCATIONAL WRKSHP		121075	092023	0240.6335		TRAINING	PROTECTIVE INSPECTIONS
		<u>200.00</u>								
117544	9/28/2023		<b>117732 AFFINITY AT RAMSEY/INLAND CONT &amp; DEVELOP</b>							
		17,622.87	REF ESC BALANCE		121152	A 116093	9804.6433	00116093	REFUNDS	ESCROW ACCOUNTS
		<u>17,622.87</u>								
117545	9/28/2023		<b>120412 BUNKER LAKE BUSINESS PARK</b>							

Council Check Register by GL  
Council Check Register and Summary

9/21/2023 -- 10/4/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
<b>117545</b>	<b>9/28/2023</b>		<b>120412 BUNKER LAKE BUSINESS PARK</b>						<b>Continued...</b>	
		19,531.87	REF ESC BALANCE		121149	A 115749	9804.6433	00115749	REFUNDS	ESCROW ACCOUNTS
		19,531.87								
<b>117546</b>	<b>9/28/2023</b>		<b>100297 CENTERPOINT ENERGY</b>							
		31.62	8/8-9/17/23 GAS USAGE		121130	6011580-5 AUG 2023	9410.6373	00041012	GAS	RALF FUNDED PROJECTS
		15.00	CENTERPOINT NATURAL GAS PH 3		121131	8782239-1 AUG 2023	9601.6373		GAS	WATER FUND
		2,043.18	C/H GAS		121133	6702493-5 AUG 2023	0194.6373		GAS	GENERAL GOVERNMENT BUILDINGS
		113.47	MONTHLY GAS CHARGES		121143	8000014064-2 AUG 2023	0452.6373		GAS	PARK & RECREATION
		44.27	MONTHLY GAS CHARGES		121143	8000014064-2 AUG 2023	0311.6373		GAS	STREET MAINTENANCE
		44.27	MONTHLY GAS CHARGES		121143	8000014064-2 AUG 2023	9601.6373		GAS	WATER FUND
		44.27	MONTHLY GAS CHARGES		121143	8000014064-2 AUG 2023	9602.6373		GAS	SEWER FUND
		44.27	MONTHLY GAS CHARGES		121143	8000014064-2 AUG 2023	9605.6373		GAS	STORM WATER UTILITY
		93.32	5961540-1 AUG 2023		121165	5961540-1 AUG 2023	0220.6373		GAS	FIRE PROTECTION
		26.00	59145352-9 AUG 2023		121166	5914352-9 AUG 2023	0220.6373		GAS	FIRE PROTECTION
		2,499.67								
<b>117547</b>	<b>9/28/2023</b>		<b>117280 CENTRA HOMES</b>							
		7,470.00	REF ESC BALANCE		121157	A 118513	9804.6433	00118513	REFUNDS	ESCROW ACCOUNTS
		7,470.00								
<b>117548</b>	<b>9/28/2023</b>		<b>110734 CITY OF RAMSEY</b>							
		125.83	ACCT 704405679 7130 156TH AVE		121125	09282023	9601.4651		WATER REVENUE	WATER FUND
		161.00	ACCT 447450668 7261 19TH AVE		121125	09282023	9601.4651		WATER REVENUE	WATER FUND
		286.83								
<b>117549</b>	<b>9/28/2023</b>		<b>118987 CLASSIC CONSTRUCTION, INC</b>							
		905.00	REF ESC BALANCE		121156	A 118074	9804.6433	00118074	REFUNDS	ESCROW ACCOUNTS
		905.00								
<b>117550</b>	<b>9/28/2023</b>		<b>100116 CONNEXUS ENERGY</b>							



Council Check Register by GL  
 Council Check Register and Summary

9/21/2023 -- 10/4/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117558	9/28/2023		104920 MN HWY SAFETY RESEARCH CNTR/MHSRC RANGE						Continued...	
117559	9/28/2023		100351 NCPERS GROUP LIFE INS							
		368.00	OCT 23 NCPERS LIFE PREM		121144	704800102023	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		368.00								
117560	9/28/2023		120414 NOWTHEN STORAGE LLC							
		9,474.38	REF ESC BALANCE		121153	A 117008	9804.6433	00117008	REFUNDS	ESCROW ACCOUNTS
		9,474.38								
117561	9/28/2023		100678 PETTY CASH							
		14.00	PARKING @ ANOKA CO		121127	09282023	0130.6331		TRAVEL & LODGING	ADMINISTRATION
		5.35	ELECTION SUPPLIES		121127	09282023	0141.6249		MISCELLANEOUS OPERATING SUPPLYELECTIONS	
		19.97	LUNCH & LEARN		121127	09282023	0130.6249		MISCELLANEOUS OPERATING SUPPLYADMINISTRATION	
		9.00	ELECTRIC GRIDDLE FOR STAFF EVE		121127	09282023	0130.6249		MISCELLANEOUS OPERATING SUPPLYADMINISTRATION	
		7.50	LOSS CONTROL WRKSHIP PARKING		121127	09282023	0130.6335		TRAINING	ADMINISTRATION
		9.35	POSTAGE-CHRIS ANDERSON		121127	09282023	0191.6322		POSTAGE	PLANNING & ZONING
		25.00	TOBACCO COMPLIANCE		121127	09282023	0232.6207		TRAINING SUPPLIES	ALCOHOL COMPLIANCE
		90.17								
117562	9/28/2023		120417 PHILLIPS EDISON & COMPANY							
		5,361.89	PARTIAL REF ESC BALANCE		121163	A 119061	9804.6433	00119061	REFUNDS	ESCROW ACCOUNTS
		5,361.89								
117563	9/28/2023		112183 PSD, LLC							
		18,756.00	REF ESC BALANCE		121151	A 115994	9804.6433	00115994	REFUNDS	ESCROW ACCOUNTS
		18,756.00								
117564	9/28/2023		119988 RICE, MARK							
		1,275.18	REF ESC BALANCE		121159	A 119099	9804.6433	00119099	REFUNDS	ESCROW ACCOUNTS
		1,275.18								
117565	9/28/2023		120416 RIVERSTONE 5TH							
		30,467.99	REF ESC BALANCE		121161	A 117944	9804.6433	00117944	REFUNDS	ESCROW ACCOUNTS
		30,467.99								
117566	9/28/2023		120413 RUM RIVER PRAIRIE							
		10,232.68	REF ESC BALANCE		121150	A 115968	9804.6433	00115968	REFUNDS	ESCROW ACCOUNTS
		10,232.68								
117567	9/28/2023		117318 SAPPHIRE APARTMENTS LLC							





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

9/21/2023 -- 10/4/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99277515	9/29/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO						Continued...	
99289423	9/29/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		4,401.25				121115 09272315140710	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		4,401.25								
99645767	9/29/2023		100223 ICMA RETIREMENT TRUST 457							
		780.00				121114 0927231514071	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		780.00								
99719197	9/29/2023		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		29,167.06				121117 0927231514073	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		38,999.96				121118 0927231514074	9101.2183		PERA-EMPLOYER	GENERAL FUND
		68,167.02								
99910469	9/29/2023		100601 MN DEPT OF REV WH							
		14,538.07				121119 0927231514075	9101.2172		STATE WITHHOLDING	GENERAL FUND
		14,538.07								
99916011	9/29/2023		101306 IRS							
		30,017.72				121120 0927231514076	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		18,160.12				121121 0927231514077	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		18,160.12				121122 0927231514078	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		66,337.96								
		<u>755,835.07</u>	Grand Total							

Payment Instrument Totals

Checks	578,276.49
EFT Payments	168,770.77
A/P ACH Payment	<u>8,787.81</u>
Total Payments	755,835.07

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CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
120401	4FRONT ENERGY SOLUTIONS INC	PERMIT CANCEL	PV	121108	001	00999	9/20/2023	9202023	76.00		120401	4FRONT ENERGY SOLUTIONS INC
	4FRONT ENERGY SOLUTIONS INC						Summary Total		76.00			
	3230 GORHAM AVE						Payment Amount		76.00			
	ST LOUIS PARK MN 55426											
119144	ADVANCED ENGINEERING AND ENV SERV (AE2S)		PV	121095	001	00999	9/12/2023	89808	26,026.95		119144	ADVANCED ENGINEERING AND ENV SERV (AE2S)
	ADVANCED ENGINEERING AND ENV SERV						Summary Total		26,026.95			
	4050 GARDEN VIEW DRIVE STE 200						Payment Amount		26,026.95			
	GRAND FORKS ND 58201											
115955	AIM FIRE AND SAFETY INC	Prop Mgmt 6701 Hwy 10	PV	121289	001	00999	9/26/2023	28395	105.00		115955	AIM FIRE AND SAFETY INC
	AIM FIRE AND SAFETY INC						Summary Total		105.00			
	4762 PARTRIDGE COURT NE						Payment Amount		105.00			
	PRIOR LAKE MN 55372											
100063	ASPEN MILLS		PV	121099	001	00999	9/14/2023	319588	13.70		100063	ASPEN MILLS
	ASPEN MILLS						Summary Total		13.70			
	8201 C CENTRAL AVE NE		PV	121246	001	00999	9/21/2023	320057	79.99			
	SPRING LAKE PARK MN 55432						Summary Total		79.99			
			PV	121260	001	00999	9/25/2023	320183	34.00			
							Summary Total		34.00			

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
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 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee		Stub	Document				Due	Invoice	Payment	Discount	Supplier	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
			PV	121286	001	00999	9/19/2023	319800	79.99			
				Summary Total					79.99			
			PV	121287	001	00999	9/27/2023	320316	499.18			
				Summary Total					499.18			
				Payment Amount					706.86			
107195	B & D PLUMBING HEATING & AC INC	PERMIT CANCEL	PV	121167	001	00999	9/26/2023	9262023	76.00		107195	B & D PLUMBING HEATING & AC INC
	B & D PLUMBING HEATING & AC INC			Summary Total					76.00			
	4145 MACKENZIE COURT NE	PERMIT CANCEL	PV	121168	001	00999	9/26/2023	9262023 P	76.00			
	ST. MICHAEL MN 55376			Summary Total					76.00			
				Payment Amount					152.00			
120400	BERRE'S EXCAVATING LLC	DUPLICATE PAYMENT	PV	121107	001	00999	9/20/2023	092023	151.00		120400	BERRE'S EXCAVATING LLC
	BERRE'S EXCAVATING LLC			Summary Total					151.00			
	17725 NOWTHEN BLVD NW			Payment Amount					151.00			
	NOWTHEN MN 55303											
114036	BIRDSEYE VENTURES DBA MAJESTIC EVENTS		PV	121090	001	00999	9/11/2023	O10702-2	1,000.00		114036	BIRDSEYE VENTURES DBA MAJESTIC EVENTS
	MAJESTIC EVENTS			Summary Total					1,000.00			
	522 6TH AVENUE NW			Payment Amount					1,000.00			
	ROCHESTER MN 55901											

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
120396	CAZARES, JESUS & MINERVA	PERMIT CANCELED RA054793	PV	121092	001	00999	9/19/2023	09192023	26.00		120396	CAZARES, JESUS & MINERVA
	JESUS & MINERVA CAZARES 15426 FLUORINE ST NW RAMSEY MN 55303								Summary Total	26.00		
									Payment Amount	26.00		
100112	COMMISSIONER OF TRANSPORTATION		PV	121270	001	00999	9/18/2023	P00017610	2,165.77		100112	COMMISSIONER OF TRANSPORTATION
	COMMISSIONER OF TRANSPORTATION MN DEPT MS 215 -395 JOHN IRELAND BLVD ST PAUL MN 55155								Summary Total	2,165.77		
									Payment Amount	2,165.77		
100167	CORNERSTONE FORD	EP DISCOUNT TAKEN	PV	121190	001	00999	9/21/2023	15434117	64.72		100167	CORNERSTONE FORD
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330								Summary Total	64.72		
									Payment Amount	64.72		
120341	DAMON FARBER ASSOCIATES, INC		PV	121281	001	00999	9/18/2023	98452	7,761.06		120341	DAMON FARBER ASSOCIATES, INC
	DAMON FARBER ASSOCIATES, INC 310 SOUTH 4TH AVE STE 7050 MNNEAPOLIS MN 55415								Summary Total	7,761.06		

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
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 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number	Item Itrm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name	
Payment Amount								7,761.06				
115887	DVS RENEWAL	UNMARKED SQUAD 377 TAB RENEWAL	PV	121258	001 00999	9/28/2023	C12196883	15.25		115887	DVS RENEWAL	
	DVS RENEWAL PO BOX 64587 ST PAUL MN 55164-0587		Summary Total					15.25				
Payment Amount								15.25				
106624	EHLERS AND ASSOCIATES, INC	iNV #1212	PV	121084	001 00999	9/18/2023	1212	600.00		106624	EHLERS AND ASSOCIATES, INC	
	EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105		Summary Total					600.00				
		iNV #1210	PV	121085	001 00999	9/18/2023	1210	280.00				
		TIF 14 - Tax Settlement	PV	121213	001 00999	9/18/2023	1211	140.00				
Summary Total								280.00				
Summary Total								140.00				
Payment Amount								1,020.00				
104267	ELITE SANITATION		PV	121080	001 00999	9/15/2023	30035	576.40		104267	ELITE SANITATION	
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330		Summary Total					576.40				
Payment Amount								576.40				

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3701  
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 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
109910	GREAT NORTHERN LANDSCAPE INC		PV	121171	001	00999	9/25/2023	15355	3,115.00		109910	GREAT NORTHERN LANDSCAPE INC
	GREAT NORTHERN LANDSCAPE INC			Summary Total					3,115.00			
	19720 IGUANA STREET NW		PV	121215	001	00999	9/19/2023	15347	9,950.00			
	ELK RIVER MN 55330			Summary Total					9,950.00			
			PV	121298	001	00999	9/27/2023	15362	1,002.68			
				Summary Total					1,002.68			
			PV	121312	001	00999	6/22/2023	15270	200.00			
				Summary Total					200.00			
				Payment Amount					14,267.68			
120399	LANDMARK ELECTRIC INC	PERMIT CANCELED	PV	121106	001	00999	9/20/2023	9202023	21.00		120399	LANDMARK ELECTRIC INC
	LANDMARK ELECTRIC INC			Summary Total					21.00			
	6250 BUNKER LAKE BLVD STE 209			Payment Amount					21.00			
	ANOKA MN 55303											
100256	LANO EQUIPMENT INC		PV	121183	001	00999	9/15/2023	02-1024178	11.04		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC			Summary Total					11.04			
	6140 HIGHWAY 10 NW		PV	121188	001	00999	9/18/2023	02-1024605	5.06			
	ANOKA MN 55303			Summary Total					5.06			
			PV	121198	001	00999	9/21/2023	02-1025583	849.97			
				Summary Total					849.97			
			PV	121199	001	00999	9/21/2023	02-1025584	483.25			
				Summary Total					483.25			

Payment Group Control Number 3701  
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 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itrn Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			PV 121201 001 00999	9/22/2023	02-1026027	18.02			
			Summary Total			18.02			
			PV 121202 001 00999	9/23/2023	02-1026218	980.00			
			Summary Total			980.00			
			PV 121300 001 00999	9/26/2023	02-1026757	204.51			
			Summary Total			204.51			
			Payment Amount			2,551.85			
103472	MAILING SOLUTIONS	Mailing of Fall Rec. Event PC	PV 121111 001 00999	9/16/2023	39788	291.14		103472	MAILING SOLUTIONS
	MAILING SOLUTIONS 2951 100TH CT NE #150 BLAINE MN 55449-5126		Summary Total			291.14			
			Payment Amount			291.14			
120041	MARTIN MARIETTA MATERIALS		PV 121180 001 00999	9/14/2023	40381244	418.83		120041	MARTIN MARIETTA MATERIALS
	MARTIN MARIETTA MATERIALS PO BOX 93186 CHICAGO IL 60673-3186		Summary Total			418.83			
			PV 121196 001 00999	9/22/2023	40473404	239.65			
			Summary Total			239.65			
			Payment Amount			658.48			
117588	MEDART INC		PV 121204 001 00999	9/24/2023	08588015	28.98		117588	MEDART INC
	MEDART INC 124 MANUFACTURERS DRIVE ARNOLD MO 63010-4727		Summary Total			28.98			
			PV 121205 001 00999	9/25/2023	08589452	128.35			
			Summary Total			128.35			

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name	
Payment Amount									157.33				
108208	METRO PRODUCTS INC		PV	121178	001	00999	9/14/2023	176335	27.20		108208	METRO PRODUCTS INC	
	METRO PRODUCTS INC		Summary Total							27.20			
	7401 CENTRAL AVENUE NE		PV	121179	001	00999	9/13/2023	176324	137.49				
	FRIDLEY MN 55432		Summary Total							137.49			
			PV	121191	001	00999	9/20/2023	176441	31.25				
			Summary Total							31.25			
			PV	121193	001	00999	9/21/2023	176453	135.80				
			Summary Total							135.80			
			Payment Amount							331.74			
100293	MIDC ENTERPRISES		PV	121079	001	00999	9/12/2023	10050805	198.04		100293	MIDC ENTERPRISES	
	MIDC ENTERPRISES		Summary Total							198.04			
	1450 WEST COUNTY ROAD C		Payment Amount							198.04			
	ROSEVILLE MN 55113												
120398	MIDWEST ROOFING, SIDING & WINDOWS INC	PERMIT CANCEL	PV	121105	001	00999	9/20/2023	9202023	81.00		120398	MIDWEST ROOFING, SIDING & WINDOWS INC	
	MIDWEST ROOFING, SIDING & WINDOWS INC		Summary Total							81.00			
	3543 88TH AVE NE STE 300		Payment Amount							81.00			
	BLAINE MN 55014												
118388	MITCHELL 1		PV	121305	001	00999	9/18/2023	1B29861275	80.00		118388	MITCHELL 1	

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3701  
Bank Account 999.1010 CASH IN BANK 00002224  
Version LOGIS004V  
Originator JMORRISON  
Payment Instrument Check Payment  
Pay Through Date 10/11/2023

Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
MITCHELL 1 25029 NETWORK PLACE CHICAGO IL 60673-1250		Summary Total			80.00		
		Payment Amount			80.00		
100345 NAPA AUTO PARTS ELK RIVER		PV 121184 001 00999	9/19/2023	221930	13.92		100345 NAPA AUTO PARTS ELK RIVER
NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW		Summary Total			13.92		
		PV 121185 001 00999	9/19/2023	221929	417.00		
P O BOX 1041 ELK RIVER MN 55330		Summary Total			417.00		
		PV 121308 001 00999	9/28/2023	223161	24.96		
		Summary Total			24.96		
		PV 121309 001 00999	9/28/2023	223159	34.21		
		Summary Total			34.21		
		PV 121310 001 00999	9/28/2023	223160	45.99		
		Summary Total			45.99		
		Payment Amount			536.08		
120394 NORTH CENTRAL EMERGENCY VEHICLES		PV 121174 001 00999	9/14/2023	0041770	176.94		120394 NORTH CENTRAL EMERGENCY VEHICLES
NORTH CENTRAL EMERGENCY VEHICLES 18448 COUNTY ROAD 9 LESTER PRAIRIE MN 55354		Summary Total			176.94		
		Payment Amount			176.94		
120078 NORTH CENTRAL INTERNATIONAL OF		PV 121306 001 00999	9/26/2023	X225013737:01	1,027.46		120078 NORTH CENTRAL INTERNATIONAL OF

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
	CORCORAN											CORCORAN
	NORTH CENTRAL INTERNATIONAL OF CORCORAN PO BOX 993 WILMAR MN 56201								Summary Total	1,027.46		
									Payment Amount	1,027.46		
100393	PRAIRIE RESTORATIONS INC		PV	121216	001	00999	9/22/2023	INV-006228		3,025.00		100393 PRAIRIE RESTORATION: INC
	PRAIRIE RESTORATIONS INC 31646 128TH STREET PRINCETON MN 55371								Summary Total	3,025.00		
									Payment Amount	3,025.00		
117544	QUADIEN FINANCE USA INC	QUADIEN	PV	121110	001	00999	9/14/2023	INV17106701		159.60		117544 QUADIEN FINANCE US, INC
	QUADIEN FINANCE USA INC P O BOX 6813 CAROL STREAM IL 60197-6813								Summary Total	159.60		
									Payment Amount	159.60		
117595	QUADIEN LEASING USA INC	09/10/23 Quadien Lease Paymen	PV	121087	001	00999	9/10/2023	N10107934		474.36		117595 QUADIEN LEASING US, INC
	QUADIEN LEASING USA INC DEPT 3682 P O BOX 123682 DALLAS TX 75312-3682								Summary Total	474.36		
									Payment Amount	474.36		

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

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
120397	ROSBY, MANDY  MANDY ROSBY 26696 112TH ST NW ZIMMERMAN MN 55398	CANCEL PERMIT	PV	121078	001	00999	9/20/2023	9202023	81.00		120397	ROSBY, MANDY
									81.00			
									81.00			
118168	SERVICE GRINDING AND SHARPENING INC  SERVICE GRINDING AND SHARPENING INC 6190 FIELD STONE COURT STACY MN 55079		PV	121173	001	00999	9/20/2023	57707	72.00		118168	SERVICE GRINDING ANI SHARPENING INC
									72.00			
									72.00			
118921	SHRED RIGHT  SHRED RIGHT 6301 W OLD SHAKOPEE ROAD SUITE A BLOOMINGTON MN 55438		PV	121169	001	00999	9/14/2023	0008133	17.73		118921	SHRED RIGHT
									17.73			
									17.73			
120063	SKYLINE GRAPHICS  SKYLINE GRAPHICS 1101 ALDRICH AVE N MINNEAPOLIS MN 55411	09/14/23 Skyline Window Envel	PV	121086	001	00999	9/15/2023	035502	235.00		120063	SKYLINE GRAPHICS
									235.00			
									235.00			

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name	
120406	STEWART TITLE COMPANY	TIF 14 admin Commit Norhart	PV	121214	001	00999	9/19/2023	12525	850.00		120406	STEWART TITLE COMPANY	
	STEWART TITLE COMPANY 333 SOUTH 7TH STREET STE 2420 MINNEAPOLIS MN 55402			Summary Total					850.00				
				Payment Amount					850.00				
114151	TASC (FEES)		PV	121252	001	00999	9/26/2023	IN2874955	141.19		114151	TASC (FEES)	
	TASC CLIENT INVOICES P O BOX 88278 MILWAUKEE WI 53288-0001			Summary Total					141.19				
				Payment Amount					141.19				
120410	TMA LASER GROUP		PV	121261	001	00999	9/26/2023	31478	273.00		120410	TMA LASER GROUP	
	TMA LASER GROUP PO BOX 1628 BIG BEAR CITY CA 92314			Summary Total					273.00				
				Payment Amount					273.00				
111532	USA INFLATABLES		PV	121093	001	00999	9/19/2023	149952	6,474.72		111532	USA INFLATABLES	
	USA INFLATABLES 10964 MISSISSIPPI DRIVE N CHAMPLIN MN 55316			Summary Total					6,474.72				
				Payment Amount					6,474.72				

Payment Group Control Number 3701  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument Check Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
116648	WATER CONSERVATION SERVICES, INC		PV 121271 001 00999	9/19/2023	13493	1,196.00		116648	WATER CONSERVATION SERVICES, INC
	WATER CONSERVATION SERVICES, INC				Summary Total	1,196.00			
	6251 WEST SHADOW LAKE DR				Payment Amount	1,196.00			
	LINO LAKES MN 55014								
113539	WINSUPPLY TWIN CITIES MN CO.		PV 121217 001 00999	9/18/2023	157709 01	91.22		113539	WINSUPPLY TWIN CITIES MN CO.
	WINSUPPLY TWIN CITIES MN CO.				Summary Total	91.22			
	13930 RADIUM STREET NW				Payment Amount	91.22			
	RAMSEY MN 55303								
Total Amount to be Processed						73,316.57			
Total Number of Payments to be Processed						40			

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3702  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 10/11/2023

Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
110789 4IMPRINT 4IMPRINT 25303 NETWORK PLACE CHICAGO IL 60673-1253		PV 121299 001 00999	7/17/2023	11402870	3,002.80		110789 4IMPRINT
		Summary Total			3,002.80		
		Payment Amount			3,002.80		
117343 AMAZON CAPITAL SERVICES INC AMAZON CAPITAL SERVICES INC PO BOX 035184 SEATTLE WA 98124-5184		PV 121081 001 00999	9/18/2023	1FK1-GP9X-P4RW	180.69		117343 AMAZON CAPITAL SERVICES INC
		Summary Total			180.69		
		PV 121102 001 00999	9/18/2023	1GRH-GCXG-PK96	214.19		
		Summary Total			214.19		
		PV 121104 001 00999	9/18/2023	19WP-7DJX-NQ4Q	593.96		
		Summary Total			593.96		
		PV 121181 001 00999	9/18/2023	19QD-D7PC-P7PR	368.05		
		Summary Total			368.05		
		Payment Amount			1,356.89		
109256 AMERICAN ENGINEERING TESTING INC AMERICAN ENGINEERING TESTING INC PO BOX 860678 MINNEAPOLIS MN 55486		PV 121212 001 00999	9/21/2023	INV-150396	3,233.50		109256 AMERICAN ENGINEERIN TESTING INC
		Summary Total			3,233.50		
		PV 121272 001 00999	9/21/2023	INV-150589	841.00		
		Summary Total			841.00		
		PV 121273 001 00999	9/21/2023	INV-150774	1,504.00		
		Summary Total			1,504.00		
		PV 121274 001 00999	9/21/2023	INV-151397	2,152.50		
		Summary Total			2,152.50		

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Payment Group Control Number 3702  
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 Payment Instrument T A/P ACH Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number ltm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			PV 121275 001 00999	9/26/2023	INV-153840	1,799.00			
			Summary Total			1,799.00			
			PV 121276 001 00999	9/26/2023	INV-153822	619.50			
			Summary Total			619.50			
			PV 121277 001 00999	9/26/2023	INV-153780	4,336.00			
			Summary Total			4,336.00			
			PV 121278 001 00999	9/26/2023	INV-153483	3,450.00			
			Summary Total			3,450.00			
			PV 121313 001 00999	9/27/2023	INV-154220	2,837.00			
			Summary Total			2,837.00			
			PV 121314 001 00999	9/27/2023	INV-153931	2,536.00			
			Summary Total			2,536.00			
			Payment Amount			23,308.50			
107587	ANOKA COUNTY TREASURY DEPARTMENT		PV 121254 001 00999	9/19/2023	B230918M	492.00		107587	ANOKA COUNTY TREASURY DEPARTMEN
	ANOKA COUNTY TREASURY DEPARTMENT 2100 3RD AVE STE 300 ANOKA MN 55303-5029		Summary Total			492.00			
			Payment Amount			492.00			
101084	BATTERIES PLUS BULBS		PV 121253 001 00999	9/22/2023	P66029244	47.30		101084	BATTERIES PLUS BULBS
	BATTERIES PLUS BULBS 138 SOUTH DALE MABRY HWY TAMPA FL 33609		Summary Total			47.30			
			Payment Amount			47.30			

Payment Group Control Number 3702  
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 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 10/11/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
106346	BAUER BUILT INCORPORATED		PV	121307	001	00999	9/27/2023	940103208	632.32		106346	BAUER BUILT INCORPORATED
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR NE BLAINE MN 55449			Summary Total					632.32			
				Payment Amount					632.32			
100647	BOLTON AND MENK INC	TIF 14 Use Restriction - Hilto	PV	121112	001	00999	9/13/2023	0320281	331.00		100647	BOLTON AND MENK INC
	BOLTON AND MENK INC 1960 PREMIER DRIVE MANKATO MN 56001-5900			Summary Total					331.00			
			PV	121207	001	00999	9/13/2023	0320272	15,550.00			
				Summary Total					15,550.00			
			PV	121208	001	00999	9/13/2023	0320273	244.50			
				Summary Total					244.50			
			PV	121209	001	00999	9/13/2023	0320266	3,219.00			
				Summary Total					3,219.00			
			PV	121210	001	00999	9/13/2023	0320284	1,398.00			
				Summary Total					1,398.00			
			PV	121211	001	00999	9/13/2023	0320283	74,017.45			
				Summary Total					74,017.45			
			PV	121263	001	00999	9/13/2023	0320264	3,713.50			
				Summary Total					3,713.50			
			PV	121264	001	00999	9/13/2023	0320274	8,218.00			
				Summary Total					8,218.00			
			PV	121265	001	00999	9/13/2023	0320265	5,098.50			
				Summary Total					5,098.50			

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 Bank Account 999.1010 CASH IN BANK 00002224  
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 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			Summary Total			5,098.50			
			PV 121266 001 00999	9/13/2023	0320279	6,915.00			
			Summary Total			6,915.00			
			PV 121267 001 00999	9/13/2023	0320282	407.50			
			Summary Total			407.50			
			PV 121268 001 00999	9/13/2023	0320285	2,635.50			
			Summary Total			2,635.50			
			PV 121269 001 00999	9/13/2023	0320280	366.00			
			Summary Total			366.00			
			PV 121282 001 00999	9/13/2023	0320275	2,592.00			
			Summary Total			2,592.00			
			PV 121283 001 00999	9/13/2023	0320278	3,077.00			
			Summary Total			3,077.00			
			PV 121284 001 00999	9/13/2023	0320276	3,062.50			
			Summary Total			3,062.50			
			PV 121285 001 00999	9/13/2023	0320277	4,023.50			
			Summary Total			4,023.50			
			Payment Amount			134,868.95			
118550	CBIZ INVESTMENT ADVISORY SERVICES LLC		PV 121088 001 00999	3/31/2023	17921	46.63		118550	CBIZ INVESTMENT ADVISORY SERVICES LLC
			Summary Total			46.63			
	CBIZ INVESTMENT ADVISORY SERVICES LLC P O BOX 645547 CINCINNATI OH 45264-5547		PV 121089 001 00999	6/30/2023	17922	45.45			
			Summary Total			45.45			
			Payment Amount			92.08			

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 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
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Payee Number	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
116197 CINTAS CORPORATION		PV 121192 001 00999	9/21/2023	4168568134	44.61		116197	CINTAS CORPORATION
CINTAS CORPORATION		Summary Total			44.61			
CINTAS LOC #4K		PV 121247 001 00999	9/21/2023	4168569861	60.14			
P O BOX 650838		Summary Total			60.14			
DALLAS TX 75265-0838		PV 121288 001 00999	9/28/2023	4169259935	45.50			
		Summary Total			45.50			
		PV 121311 001 00999	9/28/2023	4169255297	94.86			
		Summary Total			94.86			
		Payment Amount			245.11			
100120 CONTINENTAL RESEARCH CORP		PV 121294 001 00999	9/27/2023	0048081	540.00		100120	CONTINENTAL RESEARCH CORP
CONTINENTAL RESEARCH CORP		Summary Total			540.00			
PO BOX 15204		Payment Amount			540.00			
ST LOUIS MO 63110								
100134 CUTTER SALES INC		PV 121175 001 00999	9/21/2023	166794	53.59		100134	CUTTER SALES INC
CUTTER SALES INC		Summary Total			53.59			
8844 ZEALAND AVENUE NORTH		Payment Amount			53.59			
BROOKLYN PARK MN 55445								
111818 DEANO'S COLLISION SPECIALISTS INC		PV 121259 001 00999	9/21/2023	64399	5,906.00		111818	DEANO'S COLLISION SPECIALISTS INC



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 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ECM PUBLISHERS INC			Summary Total					193.50			
	4095 COON RAPIDS BLVD		PV	121098	001	00999	9/15/2023	964831	53.75			
	COON RAPIDS MN 55433			Summary Total					53.75			
		ECM	PV	121218	001	00999	9/15/2023	964832	86.00			
				Summary Total					86.00			
		ECM	PV	121245	001	00999	9/15/2023	964833	86.00			
				Summary Total					86.00			
				Payment Amount					419.25			
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	121100	001	00999	9/13/2023	DL081623-21	104.40		108737	EMERGENCY AUTOMOT TECHNOLOGY INC
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC			Summary Total					104.40			
	2755 GENEVA AVE N		PV	121101	001	00999	9/13/2023	DL08212322A	104.40			
	OAKDALE MN 55128			Summary Total					104.40			
				Payment Amount					208.80			
113321	FACTORY MOTOR PARTS CO		PV	121302	001	00999	9/28/2023	1-9044223	83.52		113321	FACTORY MOTOR PART CO
	FACTORY MOTOR PARTS CO			Summary Total					83.52			
	BIN 139107											
	P O BOX 9107											
	MINNEAPOLIS MN 55480-9107			Payment Amount					83.52			
119655	FAIRCHILD EQUIPMENT, INC		PV	121255	001	00999	9/26/2023	SWO059687-1	690.03		119655	FAIRCHILD EQUIPMENT, INC

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 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 10/11/2023

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number	Item Itrn	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	FAIRCHILD EQUIPMENT, INC PO BOX 856386 MINNEAPOLIS MN 55485-6386		Summary Total					690.03			
			Payment Amount					690.03			
100143	FERGUSON WATERWORKS # 2518		PV	121256	001 00999	9/26/2023	0520420	5,105.84		100143	FERGUSON WATERWOF # 2518
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817		Summary Total					5,105.84			
			PV	121257	001 00999	9/26/2023	0520422	55.28			
			Summary Total					55.28			
			Payment Amount					5,161.12			
106428	FORCE AMERICA INC		PV	121303	001 00999	9/28/2023	IN200-1044647	850.00		106428	FORCE AMERICA INC
	FORCE AMERICA INC 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337		Summary Total					850.00			
			Payment Amount					850.00			
116933	GREAT PLAINS FIRE INC		PV	121250	001 00999	9/26/2023	7782	9,011.97		116933	GREAT PLAINS FIRE INC
	GREAT PLAINS FIRE INC 17277 230TH STREET FERGUS FALLS MN 56537		Summary Total					9,011.97			
			Payment Amount					9,011.97			
112564	GROUP HEALTH INC WORKSITE		PV	121280	001 00999	9/26/2023	7012102	103.00		112564	GROUP HEALTH INC WORKSITE

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 Pay Through Date 10/11/2023

Payee		Stub	Document			Due	Invoice	Payment	Discount	Supplier		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
	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 HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263		PV	121094	001	00999	9/15/2023	6578430	20.00		100211	HAWKINS INC
				Summary Total					20.00			
			PV	121096	001	00999	9/18/2023	6583852	9,962.98			
				Summary Total					9,962.98			
				Payment Amount					9,962.98			
119037	HOLSTAD & KNAAK, PLC HOLSTAD & KNAAK, / NORTH STAR LAW GROUP SUITE 550 413 WACOUTA STREET ST PAUL MN 55101	Sept 2023	PV	121262	001	00999	9/28/2023	09282023	4,050.00		119037	HOLSTAD & KNAAK, PLC
				Summary Total					4,050.00			
				Payment Amount					4,050.00			
112475	INNOVATIVE OFFICE SOLUTIONS INNOVATIVE OFFICE SOLUTIONS LOCKBOX 131434 P O BOX 1414 MINNEAPOLIS MN 55480-1414	S27569	PV	121109	001	00999	9/19/2023	IN4326502	914.20		112475	INNOVATIVE OFFICE SOLUTIONS
				Summary Total					914.20			
		S27569	PV	121251	001	00999	9/22/2023	IN4331261	102.40			
				Summary Total					102.40			
				Payment Amount					1,016.60			

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 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
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Payee		Stub	Document				Due	Invoice	Payment	Discount	Supplier	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	Taken	Number	Name
102954	LITTLE FALLS MACHINE INC		PV	121186	001	00999	9/15/2023	368906	1,436.10		102954	LITTLE FALLS MACHINE INC
	LITTLE FALLS MACHINE INC 300 LINDBERGH DRIVE SOUTH LITTLE FALLS MN 56345-1598			Summary Total					1,436.10			
				Payment Amount					1,436.10			
117425	MAUER MAIN CHEVROLET		PV	121187	001	00999	9/15/2023	5301407	73.04		117425	MAUER MAIN CHEVROL
	MAUER MAIN CHEVROLET 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					73.04			
			PV	121197	001	00999	9/5/2023	5301333	216.51			
				Summary Total					216.51			
			PV	121200	001	00999	9/6/2023	5301336	216.51			
				Summary Total					216.51			
			PV	121304	001	00999	9/22/2023	5301479	7.55			
				Summary Total					7.55			
				Payment Amount					513.61			
100283	MENARDS COON RAPIDS		PV	121082	001	00999	9/15/2023	3043	111.26		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55448			Summary Total					111.26			
				Payment Amount					111.26			
100284	MENARDS ELK RIVER		PV	121248	001	00999	9/18/2023	81682	82.69		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER 19521 EVANS STREET NW			Summary Total					82.69			
			PV	121249	001	00999	9/21/2023	81907	32.50			

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ELK RIVER MN 55330-1077								Summary Total	32.50		
									Payment Amount	115.19		
103915	MICHAEL BASICH INC. MICHAEL BASICH INC. 1761 THIRD STREET WHITE BEAR LAKE MN 55110		PV	121244	001	00999	9/22/2023	92223-10	4,800.00		103915	MICHAEL BASICH INC.
									Summary Total	4,800.00		
									Payment Amount	4,800.00		
100341	MTI DISTRIBUTING INC MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900		PV	121206	001	00999	9/22/2023	1406254-00	225.45		100341	MTI DISTRIBUTING INC
									Summary Total	225.45		
									Payment Amount	225.45		
115167	NET TRANSCRIPTS INC NET TRANSCRIPTS INC PO BOX 95777 CHICAGO IL 60694-5777		PV	121170	001	00999	9/15/2023	NT16912	220.22		115167	NET TRANSCRIPTS INC
									Summary Total	220.22		
									Payment Amount	220.22		
100363	NORTHERN SANITARY SUPPLY CO NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD		PV	121103	001	00999	9/15/2023	207580	369.54		100363	NORTHERN SANITARY SUPPLY CO
									Summary Total	369.54		
			PV	121295	001	00999	9/27/2023	207651	505.33			

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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	MINNEAPOLIS MN 55433					505.33			
						874.87			
115071	NORTHLAND OCCUPATIONAL HEALTH		PV 121091 001 00999	9/15/2023	19670	200.00		115071	NORTHLAND OCCUPATIONAL HEALTH
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212		PV 121279 001 00999	9/28/2023	19801	280.00			
	RAMSEY MN 55303					480.00			
110547	NORTHWEST LIGHTING SYSTEMS CO.		PV 121297 001 00999	9/28/2023	130640	327.00		110547	NORTHWEST LIGHTING SYSTEMS CO.
	NORTHWEST LIGHTING SYSTEMS CO. 736 CRAIG AVENUE TRACY MN 56175					327.00			
110480	OPUS 21 MANAGEMENT SOLUTIONS	INV #230861	PV 121172 001 00999	9/21/2023	230861	854.13		110480	OPUS 21 MANAGEMENT SOLUTIONS
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125					854.13			
107978	PREMIER COMMERCIAL PROPERTIES INC	6781 Hwy 10 Prop Maint	PV 121097 001 00999	9/19/2023	9033	600.00		107978	PREMIER COMMERCIAL PROPERTIES INC

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	PREMIER COMMERCIAL PROPERTIES INC 299 COON RAPIDS BLVD NW #200 COON RAPIDS MN 55433			Summary Total					600.00			
				Payment Amount					600.00			
100469	STREICHER'S POLICE EQUIPMENT		PV	121290	001	00999	9/21/2023	11655910	119.99		100469	STREICHER'S POLICE EQUIPMENT
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441			Summary Total					119.99			
			PV	121291	001	00999	9/22/2023	11656275	23.98			
				Summary Total					23.98			
			PV	121292	001	00999	9/25/2023	11656345	146.99			
				Summary Total					146.99			
			PV	121293	001	00999	9/21/2023	11655998	142.94			
				Summary Total					142.94			
				Payment Amount					433.90			
119474	THE MPX GROUP & MINUTEMA		PV	121296	001	00999	9/28/2023	184510	95.97		119474	THE MPX GROUP & MINUTEMA
	THE MPX GROUP 7105 MEDICINE LAKE ROAD GOLDEN VALLEY MN 55427			Summary Total					95.97			
				Payment Amount					95.97			
112688	TITAN MACHINERY		PV	121176	001	00999	9/20/2023	18849956 GP	225.50		112688	TITAN MACHINERY
	TITAN MACHINERY 14375 JAMES ROAD			Summary Total					225.50			
			PV	121177	001	00999	9/20/2023	18849931 GP	436.25			

Payment Group Control Number 3702  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JMORRISON  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 10/11/2023

Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number Name
ROGERS MN 55374					436.25		
					661.75		
112024 TOWMASTER		PV 121301 001 00999	9/25/2023	463485	108.47		112024 TOWMASTER
TOWMASTER 61381 US HWY 12 LITCHFIELD MN 55355					108.47		
					108.47		
					224,773.16		
					41		

CHECKS - 73,316.57  
 ACH - 224,773.16  
298,089.73

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #23-248**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF SEPTEMBER 21, 2023 THROUGH OCTOBER 4, 2023**

**WHEREAS**, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of September 21, 2023 through October 4, 2023 in the amount of \$1,287,856.06 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 September 21, 2023 through October 4, 2023, in the amount of \$1,287,856.06

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 10th day of October, 2023.

---

Mayor

**ATTEST:**

---

City Clerk

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Promote economic growth and development.**Information****Title:**

Adopt Resolution #23-235 Approving a Conditional Use Permit from Dehn Oil at 6651 141st Avenue NW

**Purpose/Background:**

The City has received an application for a Site Plan and Conditional Use Permit from Dehn Oil (the "Applicant") to construct above ground fuel tank storage, an access road, and a paved storage area at 6651 141st Avenue NW (the "Subject Property"). The Applicant is a wholesale marketer of refined products and renewable fuels, and supplies and delivers services for unbranded and branded gasoline, diesel fuel, bio-diesel, gasoline with ethanol, and a full line of lubricants. The Applicant recently purchased the Subject Property to expand their business operations.

**Notification:**

Staff attempted to notify property owners within 350 feet of the Subject Property, as reflected in the Anoka County Property Records, of the request for Conditional Use Permit consideration and the Public Hearing to be held by the Planning Commission on September 13, 2023. A notice of the Public Hearing was published in the Anoka County UnionHerald, the City's official newspaper. A proposed development sign was placed on the property.

**Time Frame/Observations/Alternatives:****Subject Property**

The Subject Property is located along the north side of 141st Avenue NW, between Ebony Street NW and Basalt Street NW, and is approximately 10.18 acres in size. It is zoned E-2, Employment District, and is guided as Business Park. The construction, storage, and operation of above-ground fuel tanks, both empty and full, are classified as Open and Outdoor Storage as a Principal Use, which is a Conditional Use in this zoning district. The Subject Property abuts employment zoned property to the west and north, PUD zoned property to the east, which is designated for employment land use, and is across 141st Avenue NW from employment zoned property. The Subject Property itself is currently used for industrial businesses.

**Existing Site Conditions**

The existing building is occupied by several industrial-use tenants. The Applicant's office is located on the adjacent property to the west. The Applicant uses the rear yard of the Subject Property for outdoor storage and processing of demolition concrete and bituminous, as allowed by the existing CUP #12-05-070, adopted by City Council on May 22nd, 2012. Additionally, the rear yard is currently being used for the storage of vehicles, both operable and inoperable, and the storage of various items related to the Applicant's business. There is a storm water detention basin located at the far north end of the Subject Property; no work will take place within the basin.

The above-ground fuel tanks were installed prior to the Applicant becoming aware of the City's permitting requirements for such equipment. Upon discovering the tanks, Staff instructed the Applicant to apply for a CUP to allow for the site to be brought back into compliance followed by the appropriate Fire permits.

**Proposed Use**

The Applicant is proposing the construction of above-ground fuel tank storage, two above-ground supply tanks, an access road, and a paved storage area in the rear yard of the Subject Property to accommodate their business

operations. There will be no changes to the existing building on the Subject Property as part of this application. To comply with Fire Department regulations, the Applicant is also proposing to install bollards and a six-foot-tall fence around the two above-ground fuel tanks. The fence will have gates that open to the west, east, and south, to allow for vehicular access and snow removal. Additionally, the access road and paved storage area will be installed to accommodate the storage of above-ground fuel tanks, per Fire Code requirements. This installation of paved surfacing will decrease the area used for the storage and processing of demolition concrete and bituminous.

Since the Applicant is proposing to make substantial site improvements to the Subject Property, a Site Plan review is required with a recommendation from the Planning Commission and final approval from the City Council. Additionally, since this application involves the use of fuel storage, the Fire Marshal has been intensively involved in the review process and has worked with the Applicant to bring their plans into compliance with Fire Code.

The plan set and Staff review comments at the time of writing this case, along with Resolution #23-235 to approve both the Site Plan and CUP, are attached for review.

### **Access & Parking**

Access to the site is provided via two driveways onto 141st Avenue NW. The proposed access road and paved storage area will be an extension of the existing paved area on the north side of the principal building on site. There will be no change in access to 141st Avenue NW, and there will be no change in parking requirements for the Subject Property with this project.

### **Staff Comments**

This CUP would allow for the construction and operation of two above-ground fuel tanks, storage of empty above-ground fuel tanks, an access road, and paved storage area on the Subject Property, in accordance with the E-2 Employment District standards. All of these items require a Site Plan Review as well as the CUP. As noted above, the above-ground fuel tanks were already installed without first obtaining permits from the Fire Department or obtaining a CUP. Thus, this CUP is intended to retroactively bring the Applicant into compliance with City Code. Staff are open to additional conditions that the City Council may desire to incorporate.

At the time of the case writing, the first and second rounds of review from City Staff have been fully conducted. As part of reviewing the application, Staff inspected the site and noticed an accumulation of junk and debris. Additionally, staff noticed that the existing stockpiles exceeded the height and area requirements outlined in the previously-approved CUP. The Applicant shall bring these items into compliance with City Code and the terms of their existing CUP before issuance of the new CUP can take place.

The only remaining items to be addressed in Applicant's submittal relate to the Engineering staff's requirements for corrected verbiage in the stormwater report, and adding match lines and turning templates to the paving plan. Engineering staff are currently working on their review of resubmitted plans, received from the applicant on September 6th, which may address the outstanding items.

As mentioned above, Staff review comments are attached to this case.

### **Public Correspondence**

At the time of the case writing, staff have not received any comments or questions regarding the application.

### **Alternatives**

Alternative 1: Approve the Site Plan and Conditional Use Permit as recommended by the Planning Commission. Open and Outdoor Storage as a Principal Use is a conditional use in the E-2 Employment District and the proposed Site Plan appears to meet the bulk standards of this district. The request is a reasonable industrial use of the Subject Property.

Alternative 2: Approve the Site Plan and Conditional Use Permit with additional changes based on City Council discussion.

Alternative 3: Deny the Site Plan and Conditional Use Permit based on certain findings.

Alternative 4: Direct Staff to schedule a Revocation of Conditional Use Permit hearing based on non-compliance findings with the existing Conditional Use Permit.

**Funding Source:**

All costs associated with this request are the Applicant's responsibility.

**Recommendation:**

On September 28th, 2023, the Planning Commission unanimously voted to recommend adoption of Resolution #23-235 approving the Conditional Use Permit and Site Plan on the Subject Property.

**Outcome/Action:**

Motion to adopt Resolution #23-235 approving the Conditional Use Permit and Site Plan for storage of fuel tanks at 6651 141st Avenue NW.

---

**Attachments**

- Site Location Map
- Public Hearing Notice
- Mailing Map - 350 Feet
- Plan Set
- Project Narrative
- Staff Review Comments
- Resolution #23-235 Conditional Use Permit & Site Plan

**Form Review**

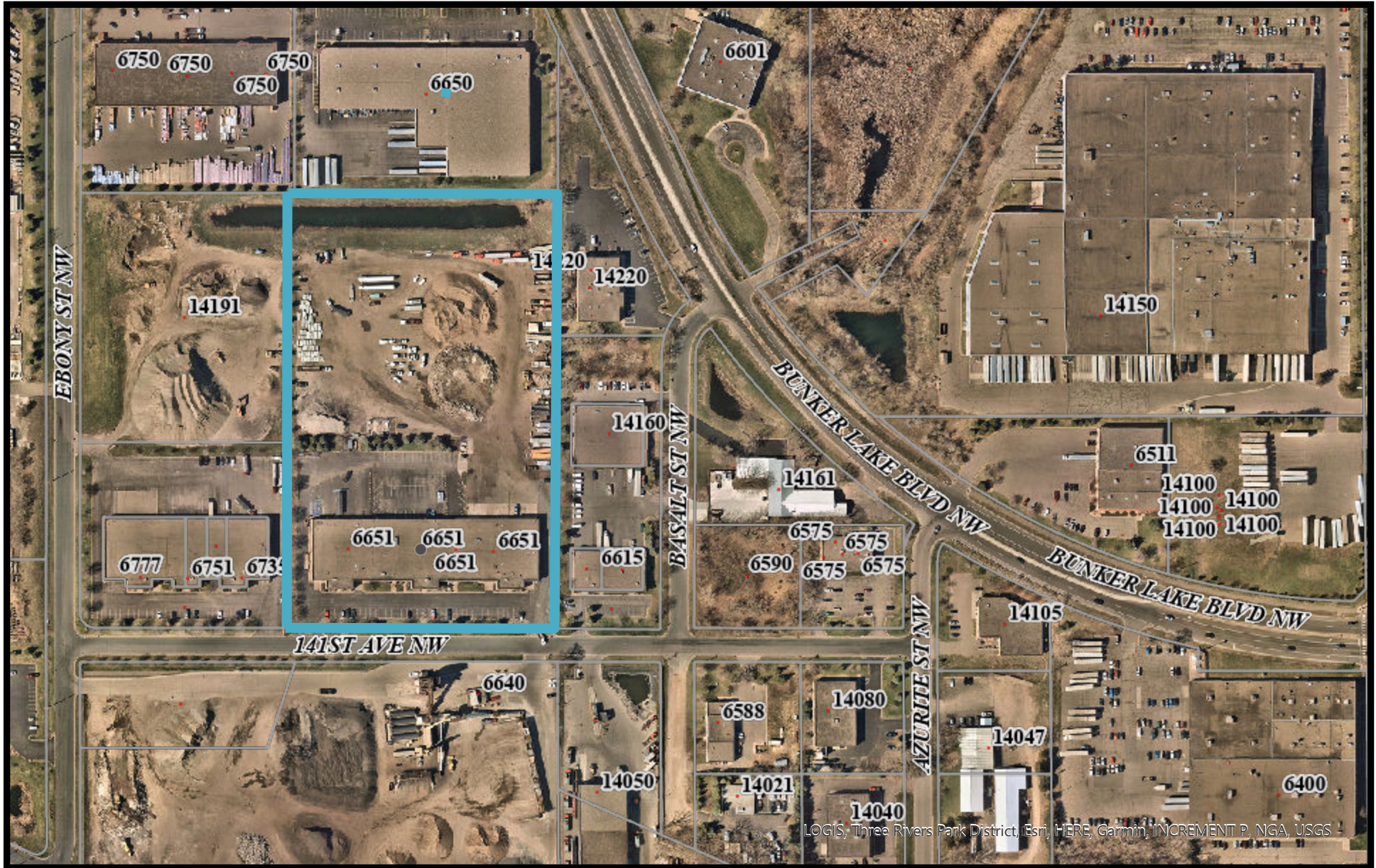
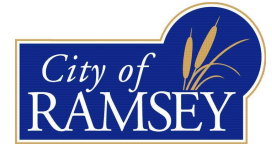
<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Brian Hagen	Brian Hagen	10/04/2023 08:57 AM
Form Started By: Adam Martin		Started On: 09/29/2023 08:35 AM
Final Approval Date: 10/04/2023		

27-32-25-43-0015

6651 141st Ave NW

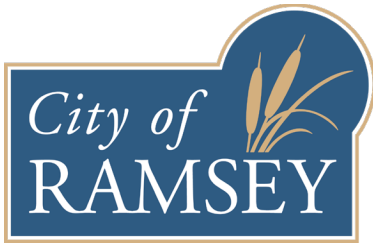
# DEHN OIL

Conditional Use Permit



Print Date: August 24, 2023

0 0.02 0.04 0.07 0.11 0.14 mi



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

[www.cityoframsey.com](http://www.cityoframsey.com)

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**NOTICE OF PUBLIC HEARING  
PROJECT 23-114: DEHN OIL  
CONDITIONAL USE PERMIT**

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

**TO WHOM IT MAY CONCERN:**

Notice is hereby given that the Planning Commission of the City of Ramsey will hold a public hearing on Thursday, September 28, 2023, at 7:00 p.m. at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, MN 55303.

The purpose of the hearing is to consider a request for a Conditional Use Permit for above-ground fuel tank storage, access road and paved storage area on the property generally known as 6651 141<sup>st</sup> Ave NW and legally described as follows:

LOT 1, BLOCK 1, GATEWAY NORTH INDUSTRIAL PARK NO. 5, Anoka County,  
Minnesota

The City of Ramsey complies with the Americans with Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Dana Verbeek at 763-433-9824 by noon on Wednesday, September 20, 2023.

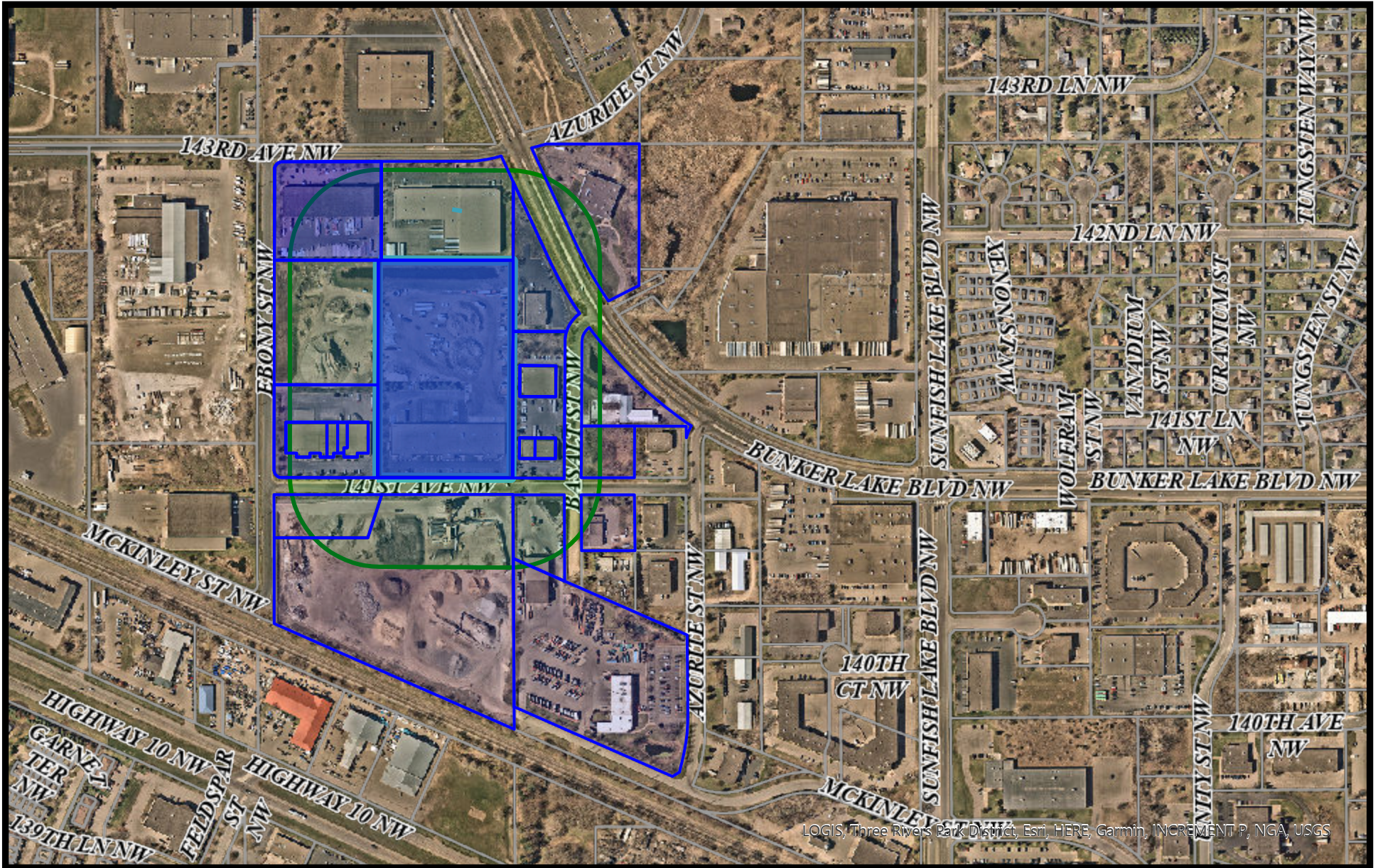
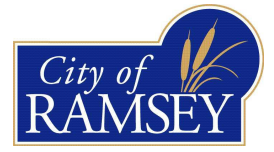
All interested persons are invited to watch the meeting from a PC, Mac, Linus, IOS, or Android at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).

Comments are welcome and shall be sent to [planning@cityoframsey.com](mailto:planning@cityoframsey.com) or addressed to the Ramsey City Council, at 7550 Sunwood Drive NW, Ramsey, MN 55303. Any comments must be received at the above email or address prior to 4:00 p.m. on September 28, 2023. For any other inquiries relating to this project contact Adam Martin at 763-443-9860 or [amartin@cityoframsey.com](mailto:amartin@cityoframsey.com).

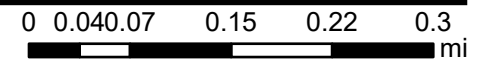
Adam Martin  
City Planner

Date: September 13, 2023

# 350FT Mailing MAP



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



# DEHN OIL COMPANY - SITE IMPROVEMENTS

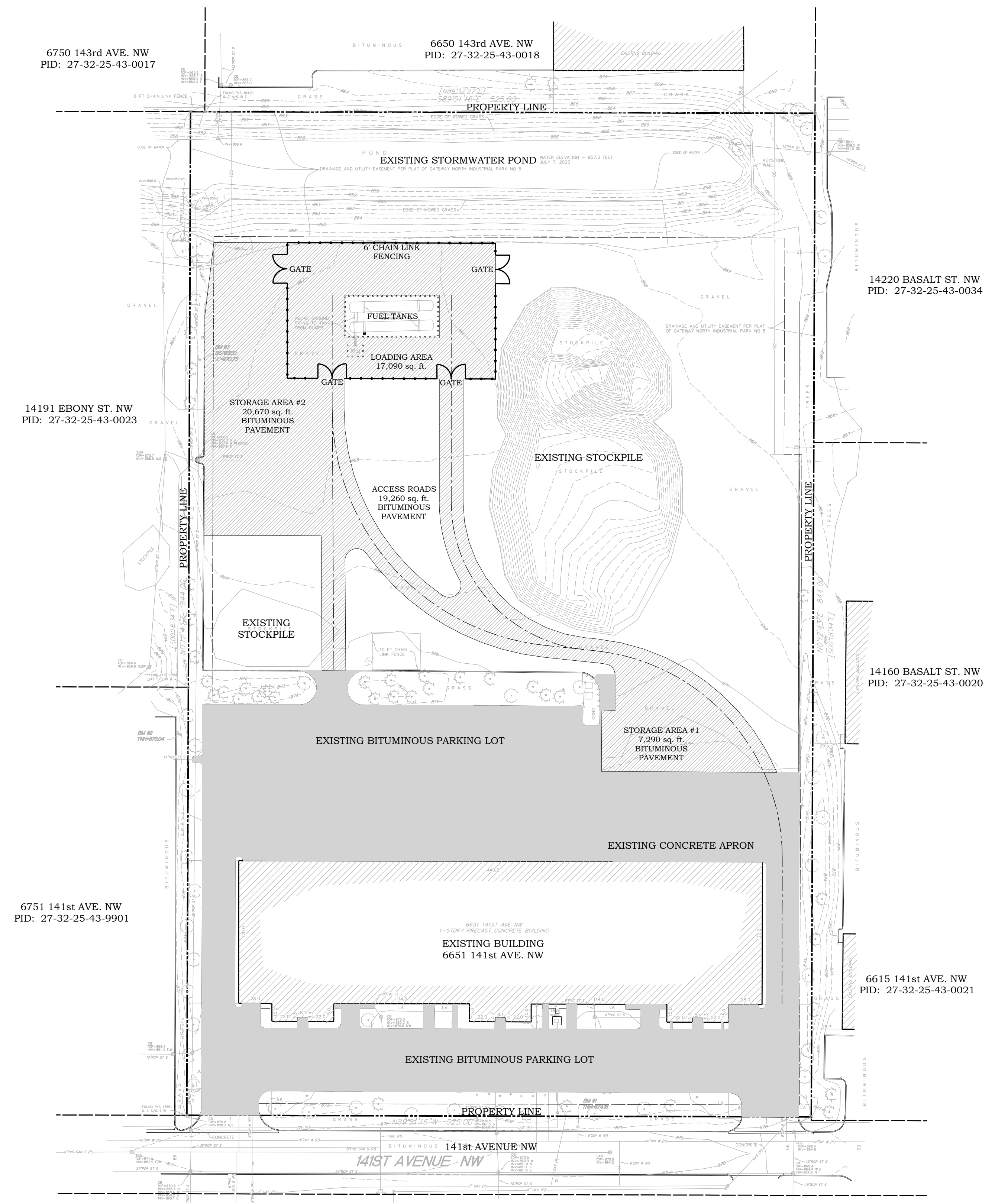
## 6651 141st AVENUE NW - RAMSEY, MINNESOTA

PIERCE PINI &  
ASSOCIATES, INC.  
Consulting Civil Engineers

9298 CENTRAL AVENUE NE  
SUITE 312  
BLAINE, MN 55434  
TEL 763-537-1311

DEHN OIL COMPANY  
SITE IMPROVEMENTS

6651 141st AVENUE NW  
RAMSEY, MN 55303



### PROPERTY INFORMATION

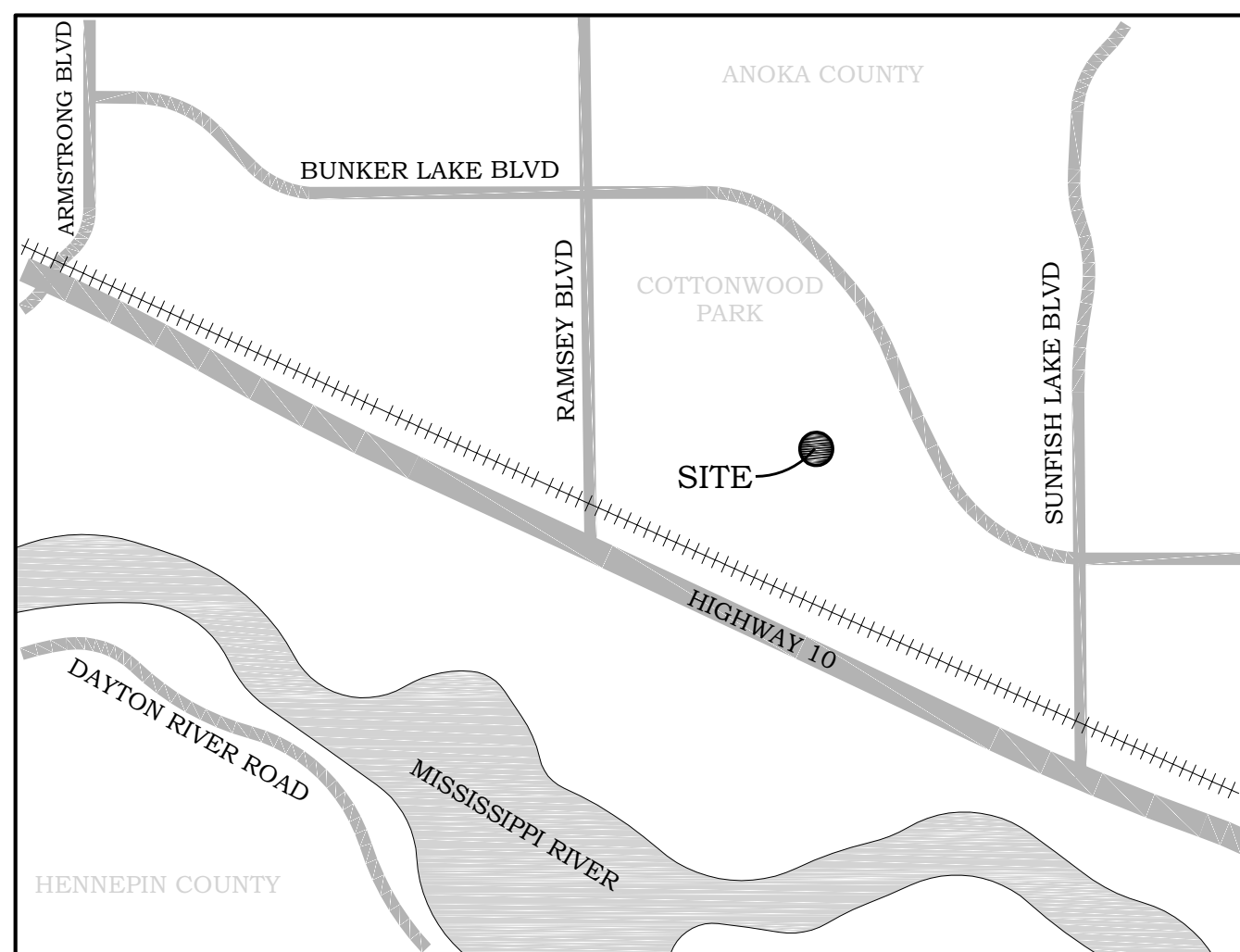
ADDRESS: 6651 141st AVENUE NW, RAMSEY, MN  
PARCEL ID: 27-32-25-43-0015  
LOT AREA: 10.17 ACRES  
WATERSHED: LOWER RUM RIVER WMO  
ZONING DISTRICT: E-2 EMPLOYMENT

### DRAWING INDEX

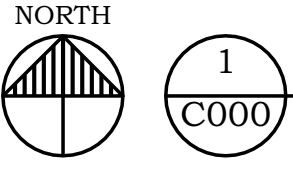
- C000 - COVER SHEET
- C101 - SITE REMOVALS PLAN
- C102 - SITE REMOVALS PLAN
- C200 - STORMWATER POLLUTION PREVENTION NOTES
- C201 - STORMWATER POLLUTION PREVENTION AREA MAP
- C300 - STORMWATER POLLUTION PREVENTION DETAILS
- C401 - GRADING, DRAINAGE AND EROSION CONTROL PLAN
- C402 - GRADING, DRAINAGE AND EROSION CONTROL PLAN
- C501 - PAVING PLAN
- C502 - PAVING PLAN
- C600 - CIVIL DETAILS

### CONSTRUCTION NOTES

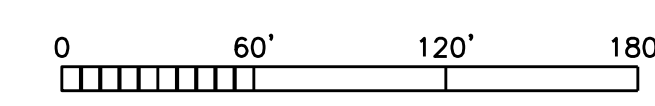
1. ALL EXISTING INFORMATION TAKEN FROM SUNDE LAND SURVEYING DATED 07/12/2023.
2. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS INCLUDING LOCATIONS OF EXISTING UTILITIES, AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO STARTING CONSTRUCTION.
3. CONTRACTOR TO PREVENT DIRT AND/OR DEBRIS FROM BEING TRANSPORTED OFF-SITE IN AN UNCONTROLLED MANNER. SEDIMENT DISCOVERED SHALL BE REMOVED BY CONTRACTOR WITHIN 7 DAYS OF DISCOVERY.
4. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH CITY OF RAMSEY, ANOKA COUNTY AND STATE OF MINNESOTA REGULATIONS AND STANDARDS.
5. EXISTING UTILITIES ARE SHOWN IN THEIR APPROXIMATE LOCATIONS. CONTRACTOR TO FIELD VERIFY THE LOCATION OF ALL EXISTING UTILITIES WHICH MAY INCLUDE BUT IS NOT LIMITED TO: ELECTRIC, TELEPHONE, GAS, CABLE TV, COMPUTER CABLE, FIBER OPTIC CABLE, SANITARY SEWER, STORM SEWER AND WATER MAIN. CONTRACTOR TO CONTACT THE GOPHER STATE ONE CALL BEFORE EXCAVATING.
6. CONTRACTOR TO PROTECT FROM DAMAGE ALL EXISTING IMPROVEMENTS, LANDSCAPING, STRUCTURES AND UTILITIES THAT ARE TO REMAIN. CONTRACTOR TO STORE AND PROTECT EXISTING SITE FEATURES WHICH NEED TO BE REMOVED AND REPLACED. CONTRACTOR TO PREVENT DAMAGE OR THEFT OF THESE ITEMS AND TO REPAIR AND REPLACE AT OWN EXPENSE.
7. ALL EXCAVATIONS MUST COMPLY WITH THE REQUIREMENTS OF OSHA 29 CFR, PART 1926, SUBPART P "EXCAVATIONS AND TRENCHES". THIS DOCUMENT STATES THAT EXCAVATION SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
8. CONTRACTOR SHALL COORDINATE WITH ARCHITECT'S DRAWINGS TO VERIFY LOCATION, SIZE AND QUANTITY OF ALL ROOF DRAINS AND UTILITY CONNECTIONS.
9. PROVIDE TRAFFIC CONTROL IN ACCORDANCE WITH MMUTCD, INCLUDING "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS", CURRENT EDITION.
10. DRAWINGS DO NOT INDICATE AREAS OF TEMPORARY SUPPORT SYSTEMS. THE CONTRACTOR IS RESPONSIBLE FOR ALL MEANS AND METHODS AND WILL HAVE TOTAL CONTROL OVER THE TYPES AND DESIGN OF ALL SHORING, SHEETING, BRACING, ANCHORAGES, EXCAVATION SUPPORT WALLS, DIRECTIONAL BORING, AUGER JACKING, SOIL STABILIZATION AND OTHER METHODS OF PROTECTING EXISTING IMPROVEMENTS. SEE SPECIFICATIONS FOR SUBMITTAL REQUIREMENTS.
11. CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS PRIOR TO STARTING CONSTRUCTION.
12. ALL MATERIALS FOR PROPOSED CONSTRUCTION OR REPAIR OF EXISTING FACILITIES SHALL BE NEW PRODUCTS DIRECT FROM THE FACTORY AND FREE FROM DEFECTS.
13. WHEN WORKING AROUND EXISTING UTILITIES, LIGHT POLES, TRAFFIC SIGNALS, TELEPHONE OR POWER POLES, THE CONTRACTOR SHALL PROVIDE SUFFICIENT SUPPORT OR BRACING TO PREVENT EXCESSIVE STRESS ON THE PIPING. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO EXACTLY LOCATE AND PRESERVE THESE UNDERGROUND FACILITIES.
14. CARE MUST BE TAKEN DURING CONSTRUCTION AND EXCAVATION TO PROTECT ANY SURVEY MONUMENTS AND/OR PROPERTY IRONS. MONUMENTS DAMAGED OR DISPLACED DUE TO CONTRACTOR NEGLIGENCE SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
15. CONTRACTOR SHALL NOT BLOCK DRAINAGE FROM OR DIRECT EXCESS DRAINAGE ONTO ADJACENT PROPERTY.
16. ADEQUATE DRAINAGE SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION AND ANY DRAINAGE STRUCTURE DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO THE SATISFACTION OF THE OWNING AUTHORITY.
17. CONTRACTOR MUST ADHERE TO AXLE LOAD LIMITS WHEN DELIVERING MATERIALS AND EQUIPMENT TO THE SITE. ANY DAMAGE TO THE ROADWAY AND THE CITY RIGHT-OF-WAY SHALL BE REPAIRED TO THE CITY'S SATISFACTION AT THE COST OF THE CONTRACTOR.
18. CONTRACTOR SHALL TAKE PHOTOGRAPHS AND DOCUMENT THE CONDITION OF THE EXISTING ROADWAY PRIOR TO CONSTRUCTION.



LOCATION MAP



1 SITE PLAN



1" = 60' (22" x 24" SHEET)  
1" = 120' (11" X 17" SHEET)

I hereby certify that this plan or drawing 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.

Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner*

Name: Kevin Gardner

Date: 09/06/2023 Reg. No: 45815

Issued for	Date

Copyright 2023 Pierce Pini & Associates, Inc.

Comm. No. 23-020

Drawn TS

Checked KG

Date 09/06/2023

City Approval

Drawing Title

COVER SHEET

# C000

**DRAWING LEGEND**

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT
- - - PROPOSED SAWCUT
- [Cross-hatched pattern] BITUMINOUS PAVEMENT REMOVAL
- [Diagonal hatched pattern] AGGREGATE STOCKPILE RELOCATION

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

9298 CENTRAL AVENUE NE  
 SUITE 312  
 BLAINE, MN 55434  
 TEL 763-537-1311

**DEHN OIL COMPANY**  
**SITE IMPROVEMENTS**

6651 141st AVENUE NW  
 RAMSEY, MN 55303

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Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner*  
 Name: Kevin Gardner  
 Date: 09/06/2023 Reg. No: 45815

Issued for	Date

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Comm. No. 23-020

Drawn TS

Checked KG

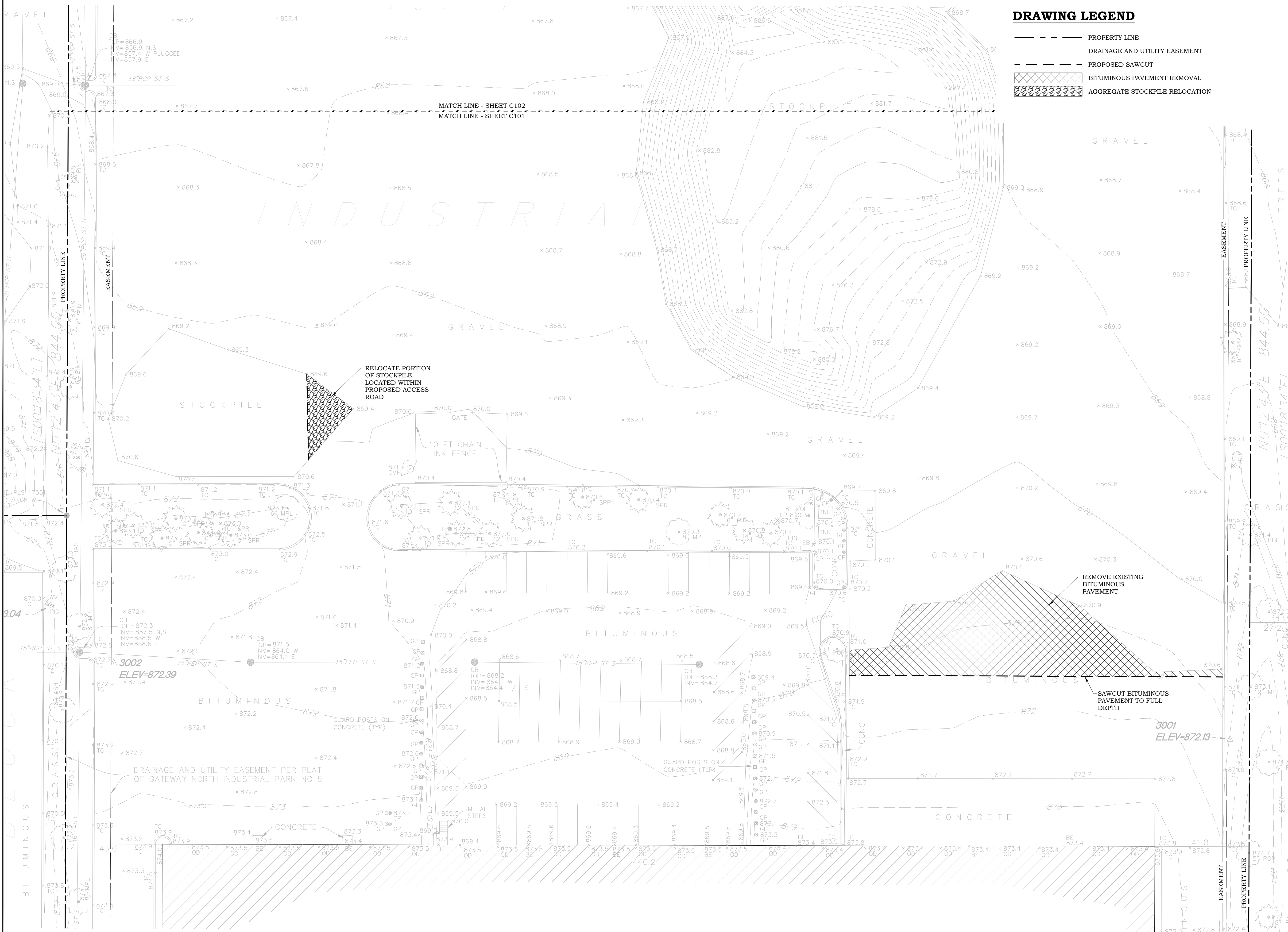
Date 09/06/2023

City Approval

Drawing Title

SITE DEMOLITION PLAN

**C101**



**SITE DEMOLITION PLAN**

1 C101

0 20' 40' 60'

NORTH

1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)

**DRAWING LEGEND**

- PROPERTY LINE
- - - DRAINAGE AND UTILITY EASEMENT
- - - PROPOSED SAWCUT
- [Cross-hatched] BITUMINOUS PAVEMENT REMOVAL
- [Stippled] AGGREGATE STOCKPILE RELOCATION

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

9298 CENTRAL AVENUE NE  
 SUITE 312  
 BLAINE, MN 55434  
 TEL 763-537-1311

**DEHN OIL COMPANY**  
**SITE IMPROVEMENTS**

6651 141st AVENUE NW  
 RAMSEY, MN 55303

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Signed: *Kevin Gardner*

Name: Kevin Gardner

Date: 09/06/2023 Reg. No: 45815

Issued for \_\_\_\_\_ Date \_\_\_\_\_

Issued for	Date

Copyright 2023 Pierce Pini & Associates, Inc.

Comm. No. 23-020

Drawn TS

Checked KG

Date 09/06/2023

**City Approval**

Drawing Title

**SITE DEMOLITION PLAN**

**C102**



**1 SITE DEMOLITION PLAN**

0 20' 40' 60'

NORTH

MATCH LINE - SHEET C102  
 MATCH LINE - SHEET C101

1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)



PIERCE PINI & ASSOCIATES, INC.  
Consulting Civil Engineers

9298 CENTRAL AVENUE NE  
SUITE 312  
BLAINE, MN 55434  
TEL 763-537-1311

DEHN OIL COMPANY  
SITE IMPROVEMENTS

6651 141st AVENUE NW  
RAMSEY, MN 55303



NPDES IMPAIRED WATERS MAP

I hereby certify that this plan or drawing 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.

Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner*

Name: Kevin Gardner

Date: 09/06/2023 Reg. No: 45815

Issued for	Date

Copyright 2023 Pierce Pini & Associates, Inc.

Comm. No. 23-020

Drawn TS

Checked KG

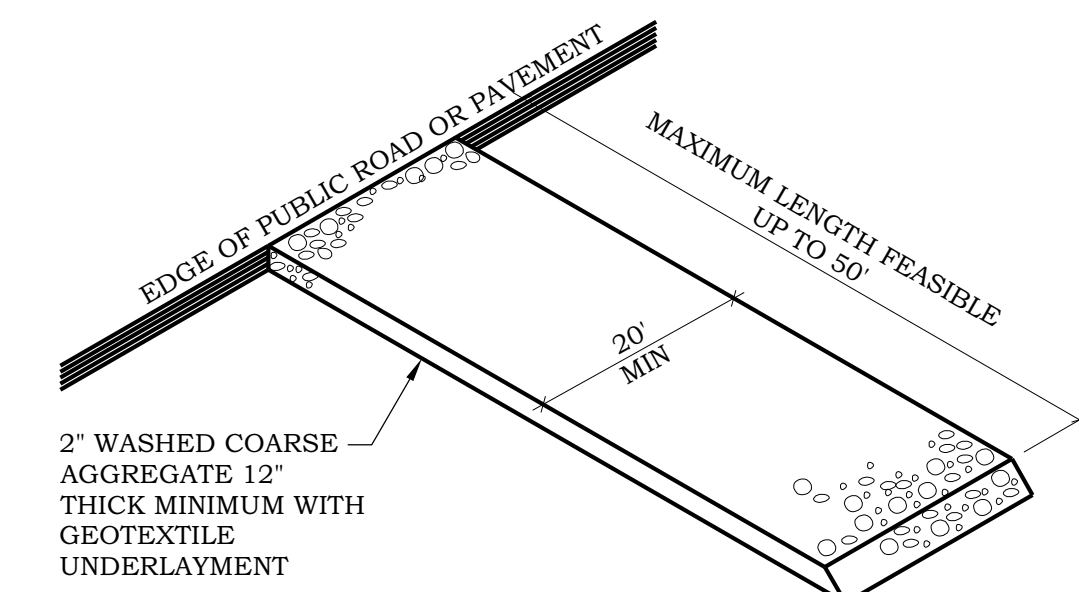
Date 09/06/2023

City Approval

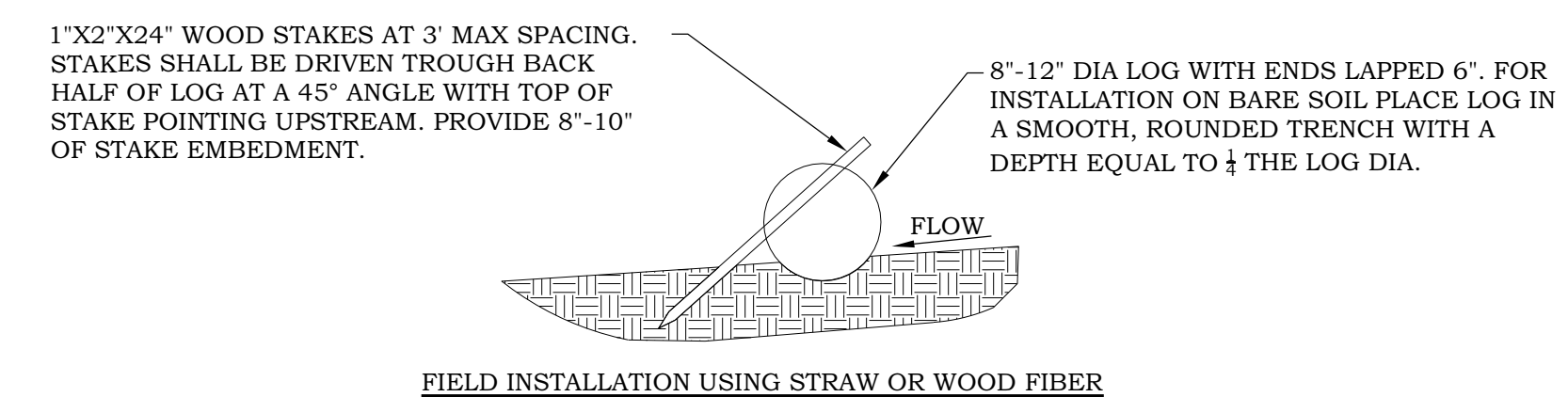
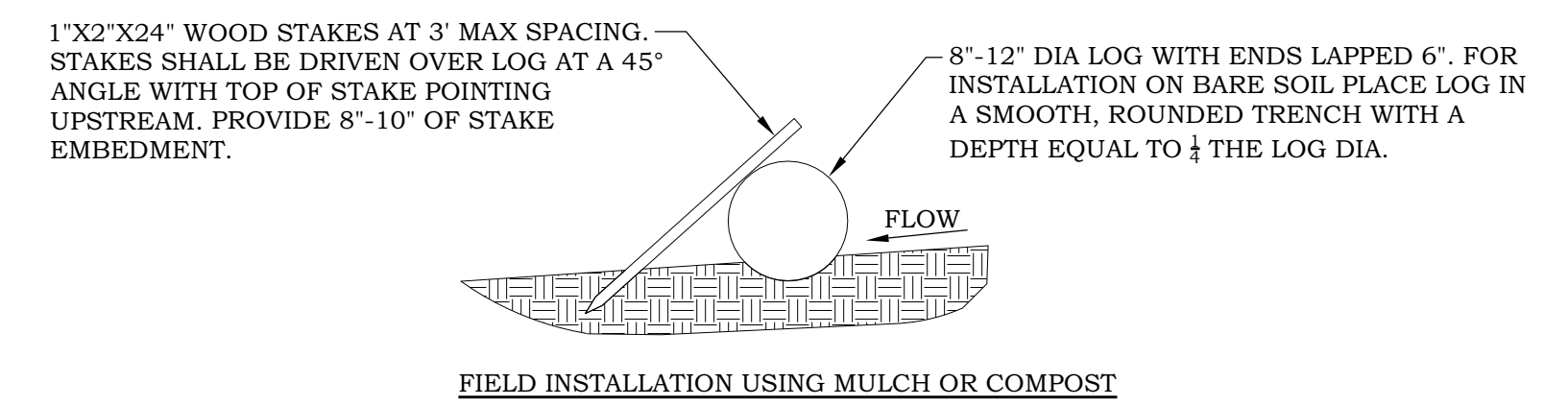
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STORMWATER  
POLLUTION  
PREVENTION NOTES

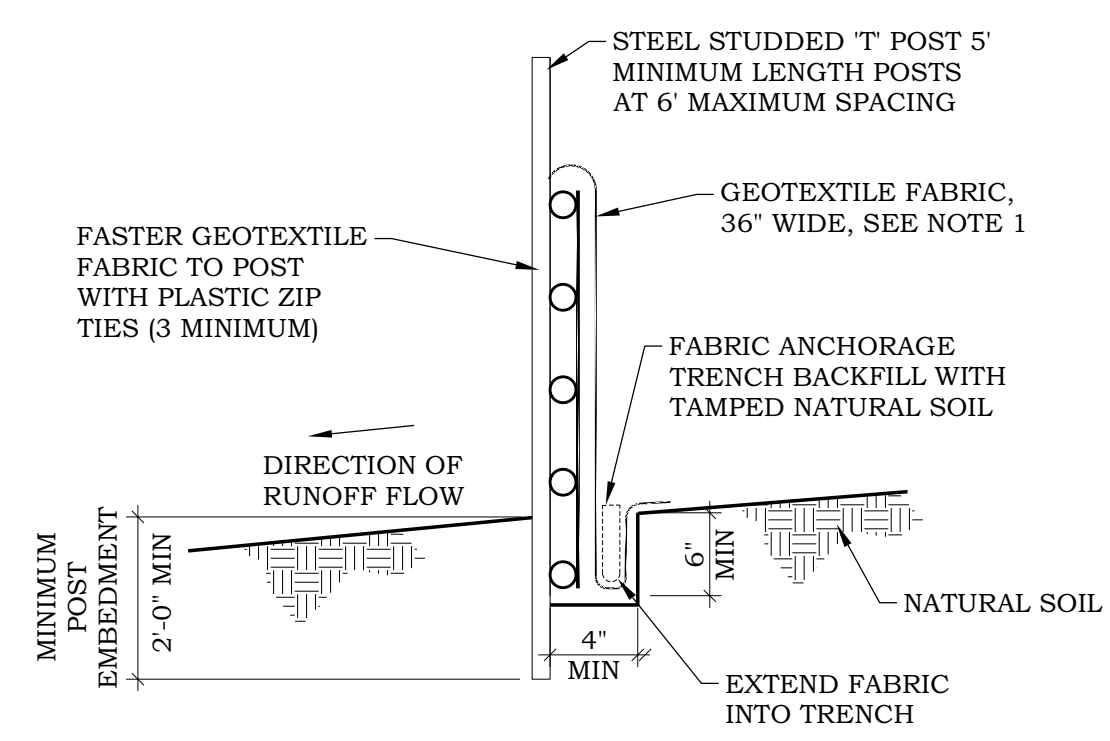
C201



**3 GRAVEL CONSTRUCTION ENTRANCE**  
NO SCALE



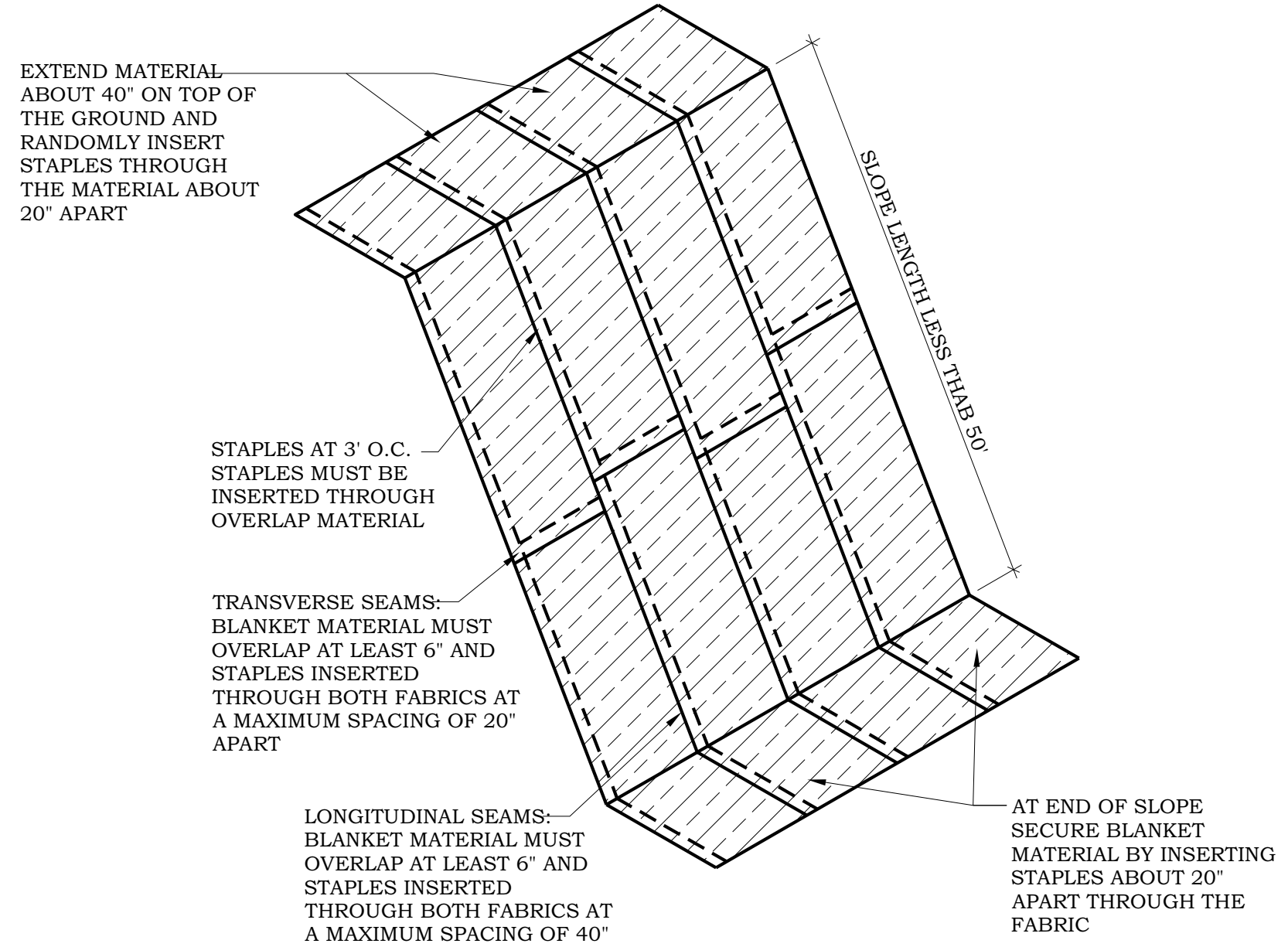
**4 EROSION LOG**  
NO SCALE



- NOTES:**
1. GEOTEXTILE FABRIC SHALL BE PER MNDOT SPEC 3886.
  2. SILT FENCES SHOULD BE INSTALLED ON THE CONTOUR (AS OPPOSED TO UP AND DOWN A HILL) AND CONSTRUCTED SO THAT FLOW CANNOT BYPASS THE ENDS.
  3. ENSURE DRAINAGE AREA IS NO GREATER THAN 1/4 ACRE PER 100 FT OF FENCE.
  4. FIELD VERIFY THE MAXIMUM SLOPE LENGTH IN THE TABLE. THIS LENGTH EQUATES TO A 2 FOOT STORAGE HEIGHT FOR THE 100-YEAR EVENT.
  5. SILT FENCE INSTALLATION TO CONFORM TO MNDOT SPEC 2573.3

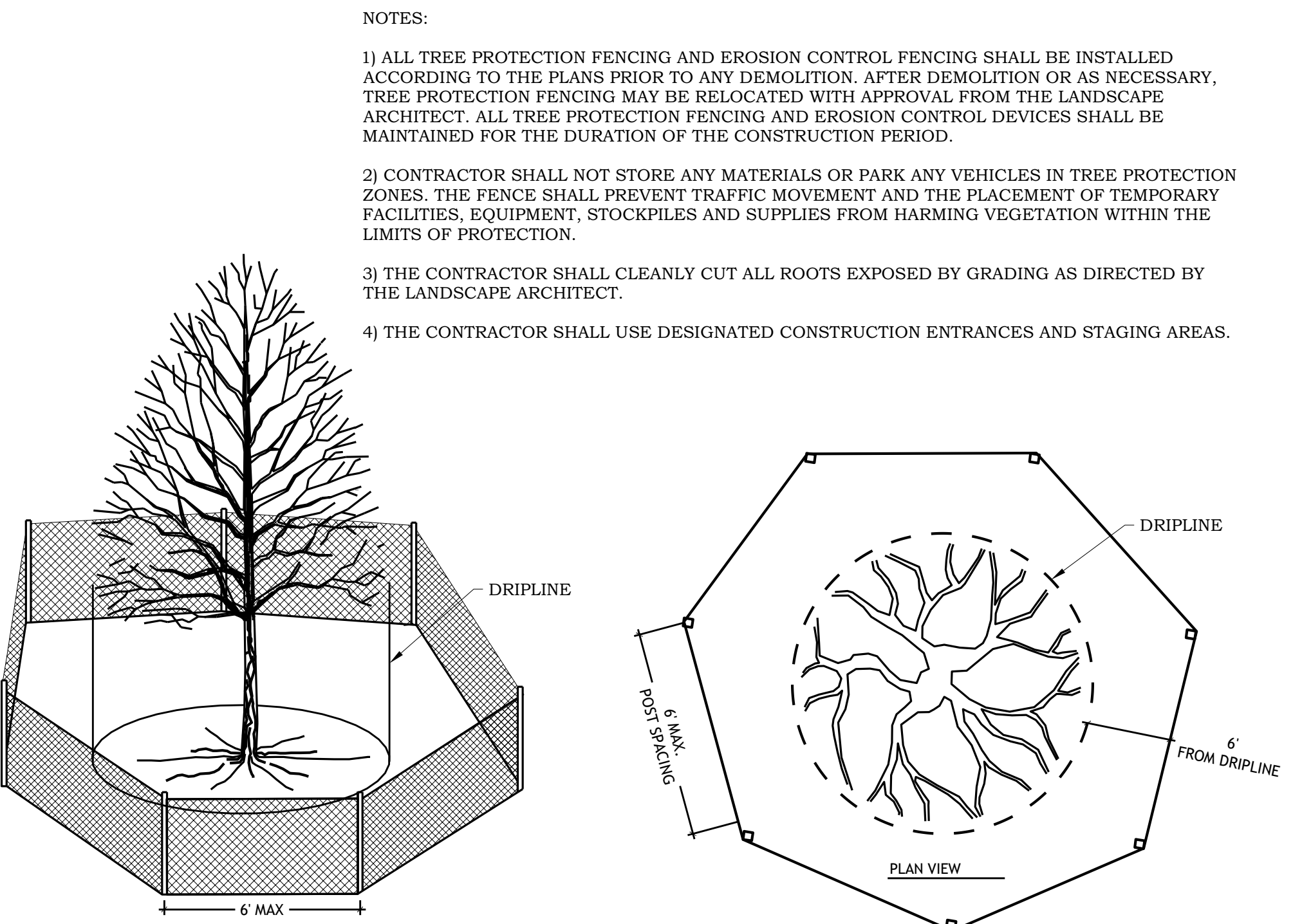
		BY ACCEPTED DESIGN PRACTICES
SLOPE H:V	PERCENT	MAXIMUM SLOPE LENGTH
100:1	1%	100 FT
50:1	2%	75 FT
25:1	4%	75 FT
20:1	5%	75-50 FT
17:1	6%	50 FT
12.5:1	8%	50 FT
10:1	10%	50-25 FT
5:1	20%	25-15 FT
4:1	25%	15 FT
3:1	33%	15 FT
2:1	50%	15 FT

**1 HEAVY DUTY SILT FENCE**  
NO SCALE



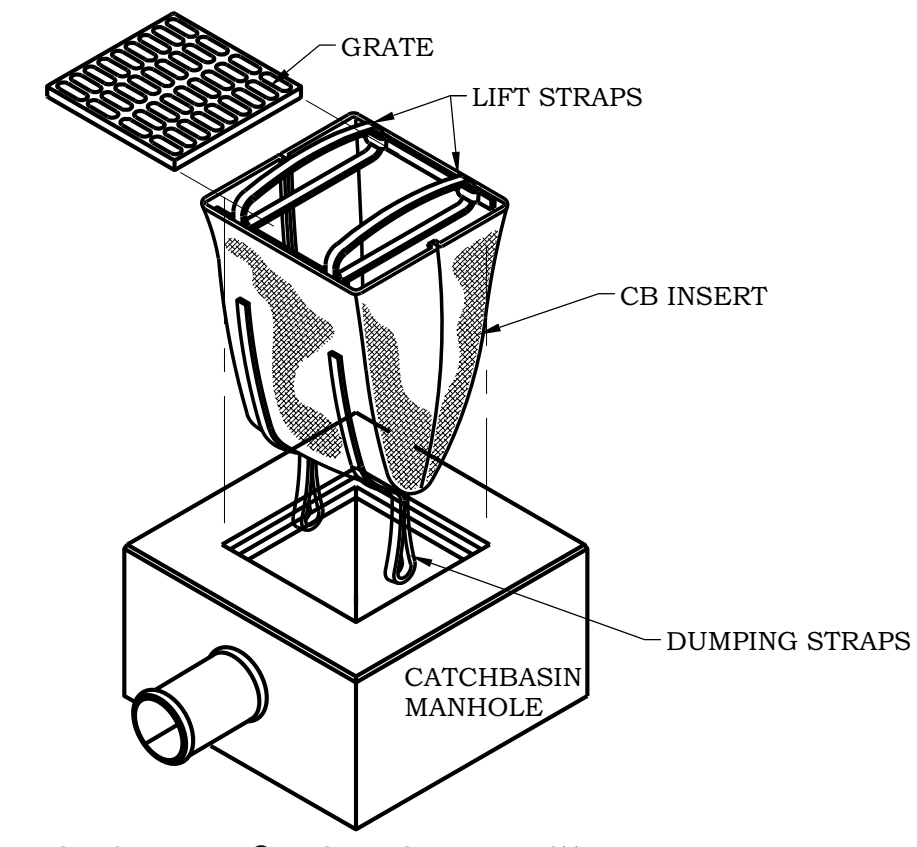
- NOTES:**
1. EROSION CONTROL BLANKET TO BE CATEGORY 4-COCONUT 2S FOR SLOPES GREATER THAN 5:1 AND SIDES AND BOTTOM OF ALL DRAINAGE SWALES AND PONDING AREAS AND CATEGORY 2-STRAW 2S FOR ALL SLOPES LESS THAN 5:1 PER MNDOT SPEC. SECTION 3885.
  2. INSTALL PER MNDOT SPEC. SECTION 2575

**2 EROSION CONTROL BLANKET**  
NO SCALE



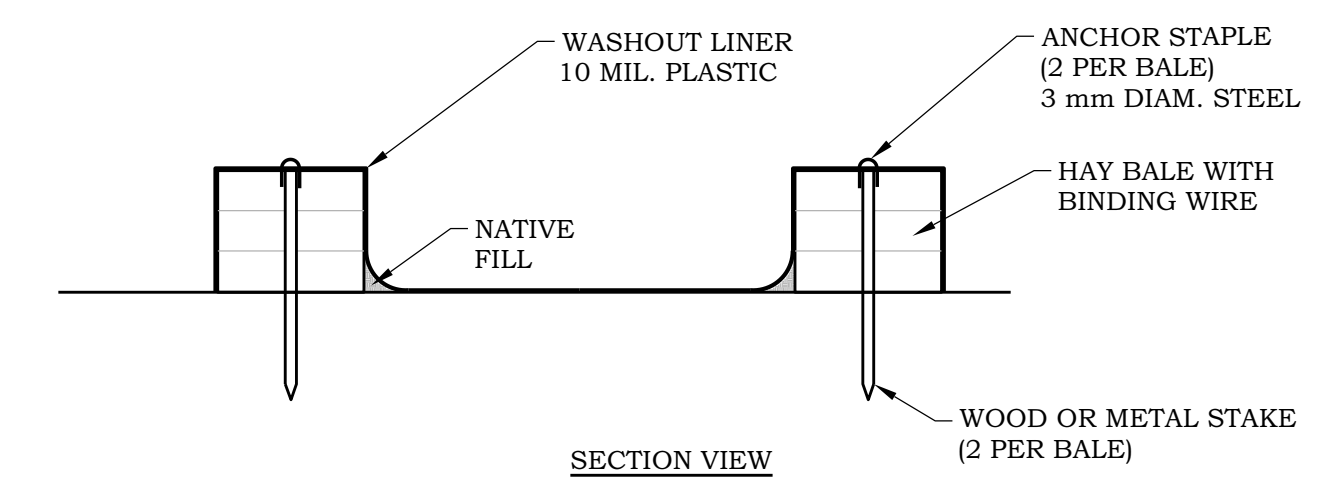
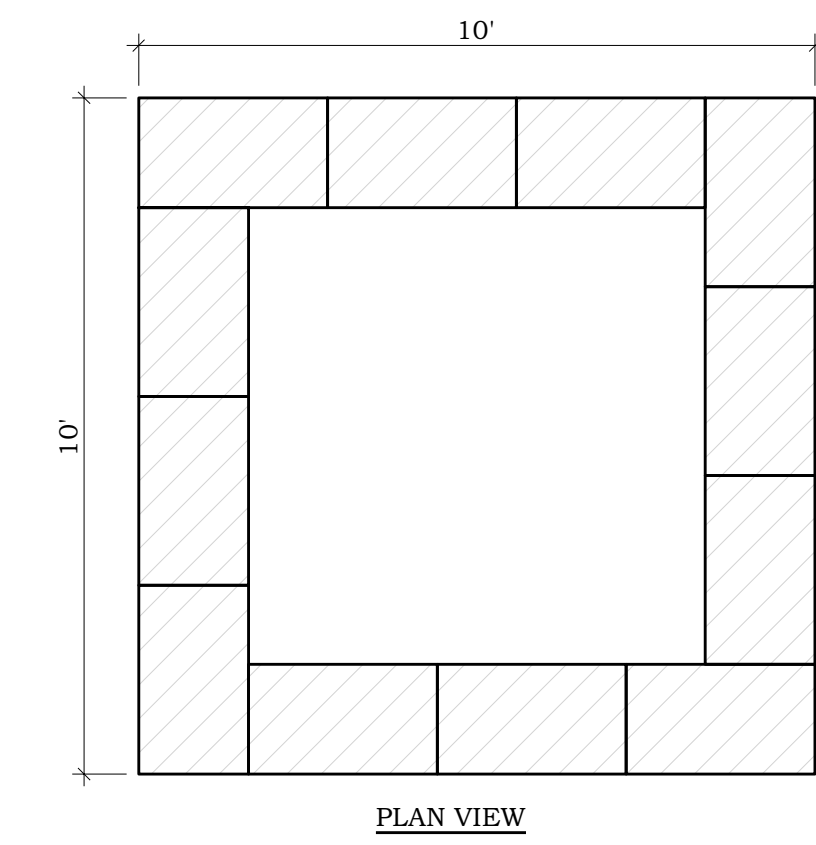
- NOTES:**
- 1) ALL TREE PROTECTION FENCING AND EROSION CONTROL FENCING SHALL BE INSTALLED ACCORDING TO THE PLANS PRIOR TO ANY DEMOLITION. AFTER DEMOLITION OR AS NECESSARY, TREE PROTECTION FENCING MAY BE RELOCATED WITH APPROVAL FROM THE LANDSCAPE ARCHITECT. ALL TREE PROTECTION FENCING AND EROSION CONTROL DEVICES SHALL BE MAINTAINED FOR THE DURATION OF THE CONSTRUCTION PERIOD.
  - 2) CONTRACTOR SHALL NOT STORE ANY MATERIALS OR PARK ANY VEHICLES IN TREE PROTECTION ZONES. THE FENCE SHALL PREVENT TRAFFIC MOVEMENT AND THE PLACEMENT OF TEMPORARY FACILITIES, EQUIPMENT, STOCKPILES AND SUPPLIES FROM HARMING VEGETATION WITHIN THE LIMITS OF PROTECTION.
  - 3) THE CONTRACTOR SHALL CLEANLY CUT ALL ROOTS EXPOSED BY GRADING AS DIRECTED BY THE LANDSCAPE ARCHITECT.
  - 4) THE CONTRACTOR SHALL USE DESIGNATED CONSTRUCTION ENTRANCES AND STAGING AREAS.

**5 TREE PROTECTION FENCING**  
NO SCALE



2. USE DANDY® BAG II AS MANUFACTURED BY DANDY® PRODUCTS, INC.
3. AN EQUIVALENT CATCHBASIN EROSION CONTROL INSERT METHOD OR PRODUCT MAY BE USED WITH PRIOR APPROVAL FROM ENGINEER.

**6 CATCH BASIN INSERT**  
NO SCALE



**7 CONCRETE WASHOUT AREA**  
NO SCALE

I hereby certify that this plan or drawing 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.

Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner*  
Name: Kevin Gardner

Date: 09/06/2023 Reg. No: 45815

Issued for	Date

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Comm. No. 23-020

Drawn TS

Checked KG

Date 09/06/2023

**City Approval**

Drawing Title

**STORMWATER POLLUTION PREVENTION DETAILS**

**DRAWING LEGEND**

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT
- PROPOSED CHAIN LINK FENCE
- EXISTING PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

9298 CENTRAL AVENUE NE  
 SUITE 312  
 BLAINE, MN 55434  
 TEL 763-537-1311

**DEHN OIL COMPANY**  
**SITE IMPROVEMENTS**

6651 141st AVENUE NW  
 RAMSEY, MN 55303

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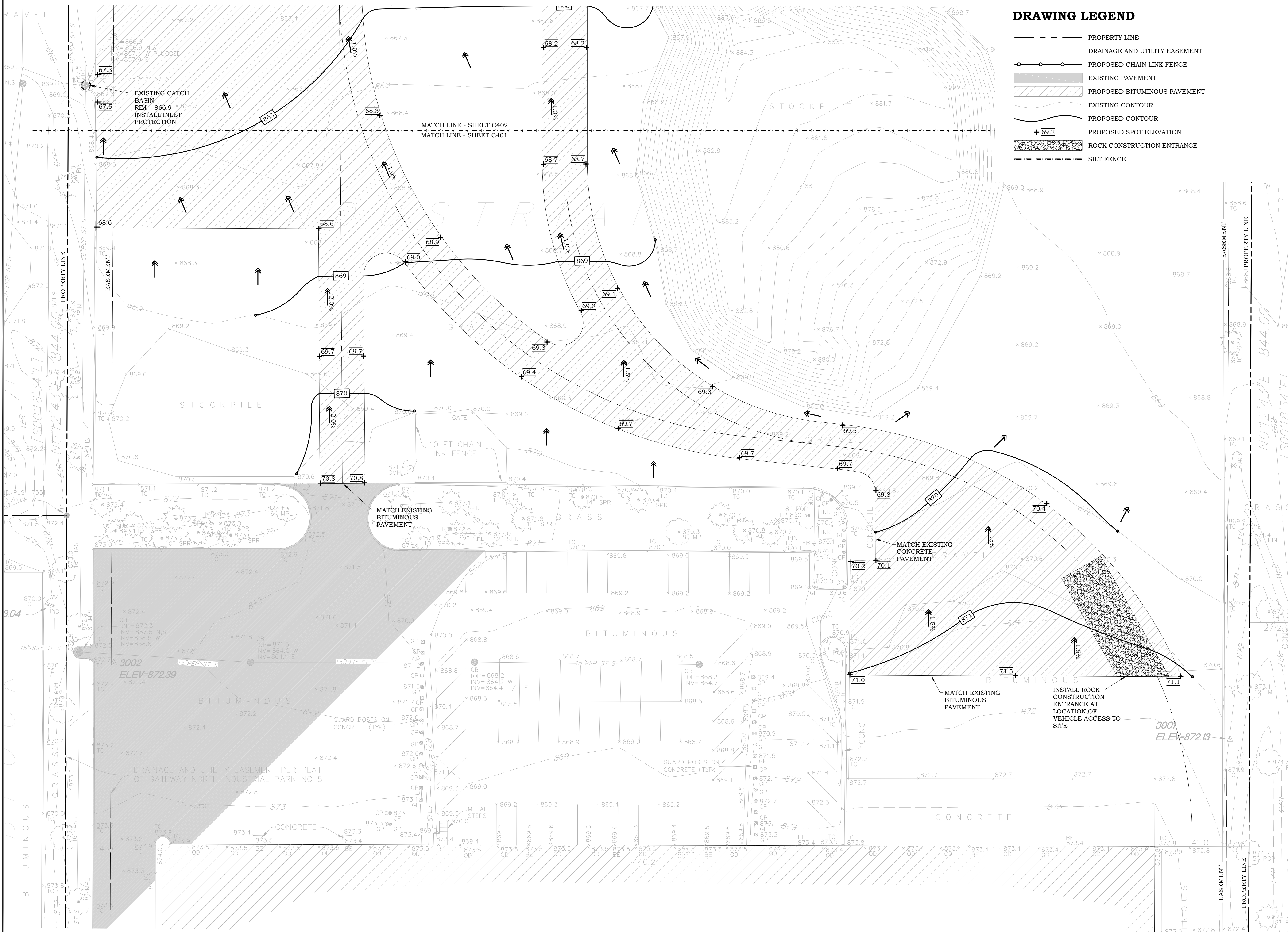
Date 09/06/2023

**City Approval**

Drawing Title

**GRADING, DRAINAGE AND EROSION CONTROL PLAN**

**C401**



**GRADING, DRAINAGE AND EROSION CONTROL PLAN**

NORTH

0 20' 40' 60'

1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)

**DRAWING LEGEND**

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT
- PROPOSED CHAIN LINK FENCE
- █ EXISTING PAVEMENT
- ▨ PROPOSED BITUMINOUS PAVEMENT
- EXISTING CONTOUR
- PROPOSED CONTOUR
- +69.2 PROPOSED SPOT ELEVATION
- █ ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

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 RAMSEY, MN 55303

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Signed: *Kevin Gardner*  
 Name: Kevin Gardner  
 Date: 09/06/2023 Reg. No: 45815

Issued for \_\_\_\_\_ Date \_\_\_\_\_

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Drawn TS

Checked KG

Date 09/06/2023

**City Approval**

Drawing Title

**GRADING, DRAINAGE AND EROSION CONTROL PLAN**

**C402**

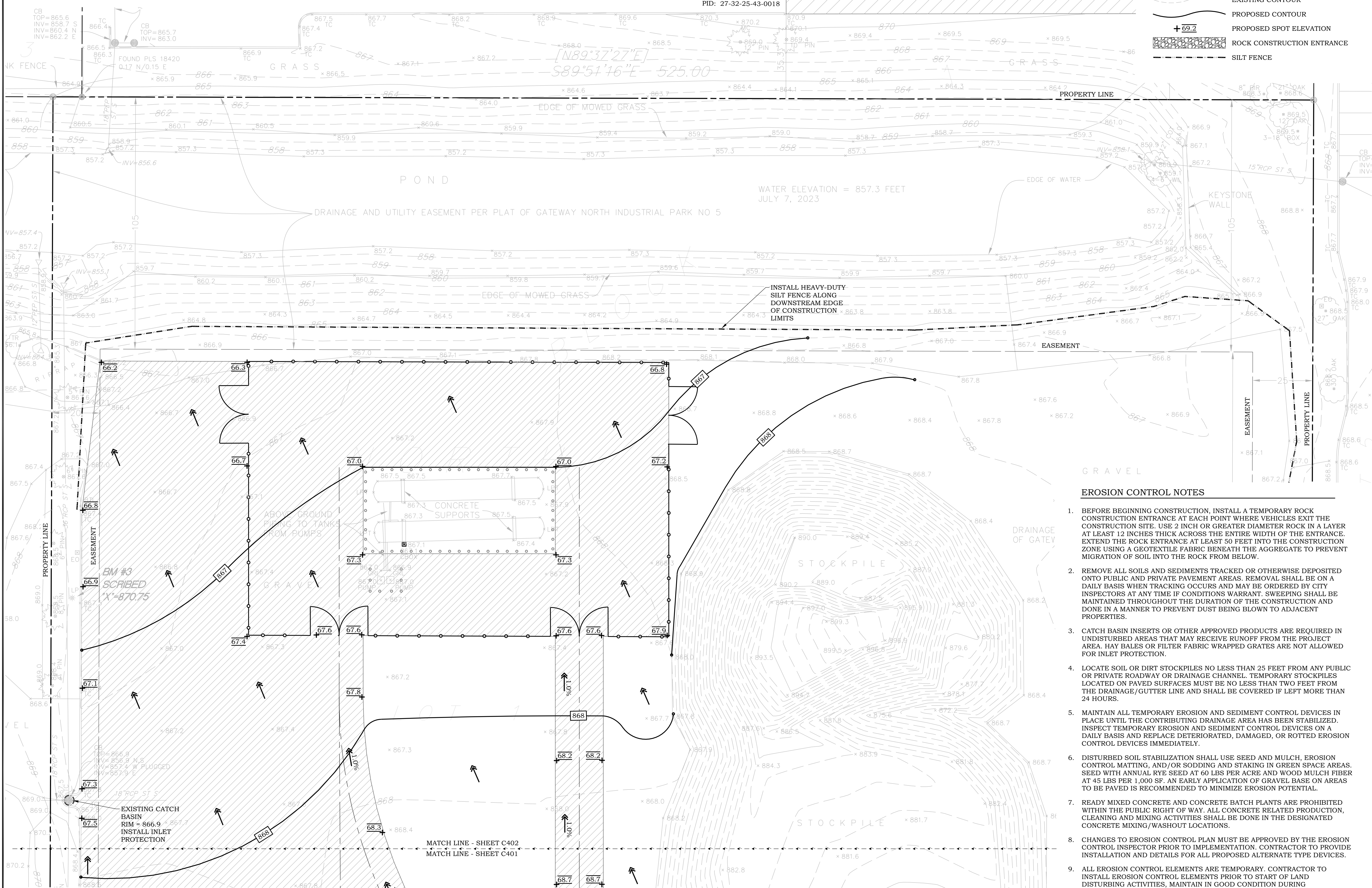
ESTIMATED BMP QUANTITIES	
HEAVY-DUTY SILT FENCE	650 LF
ROCK CONSTRUCTION ENTRANCE	1 EACH
CONCRETE WASHOUT AREA	1 EACH
INLET PROTECTION	1 EACH

NOTE: QUANTITIES ARE FOR INFORMATIONAL PURPOSES ONLY. CONTRACTOR SHALL DETERMINE FOR THEMSELVES THE EXACT QUANTITIES FOR BIDDING AND CONSTRUCTION. CONTRACTOR SHALL NOT RELY ON THESE QUANTITIES FOR THEIR BID AND CIVIL ENGINEER IS NOT RESPONSIBLE FOR COST ESTIMATES OR ACTUAL CONSTRUCTION COSTS.

ACREAGE SUMMARY	
TOTAL LOT AREA	10.17 ACRES
EXISTING IMPERVIOUS AREA	6.98 ACRES
PROPOSED IMPERVIOUS AREA	6.98 ACRES
DISTURBED AREA	2.40 ACRES

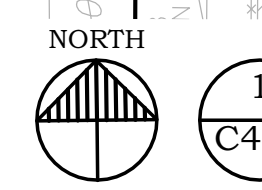
NOTE: IMPERVIOUS AREAS INCLUDE COMPACTED AGGREGATE SURFACES

6650 143rd AVE. NW  
 PID: 27-32-25-43-0018



**EROSION CONTROL NOTES**

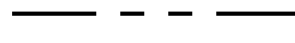
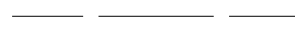
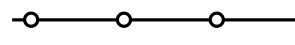

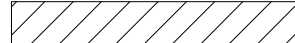
- BEFORE BEGINNING CONSTRUCTION, INSTALL A TEMPORARY ROCK CONSTRUCTION ENTRANCE AT EACH POINT WHERE VEHICLES EXIT THE CONSTRUCTION SITE. USE 2 INCH OR GREATER DIAMETER ROCK IN A LAYER AT LEAST 12 INCHES THICK ACROSS THE ENTIRE WIDTH OF THE ENTRANCE. EXTEND THE ROCK ENTRANCE AT LEAST 50 FEET INTO THE CONSTRUCTION ZONE USING A GEOTEXTILE FABRIC BENEATH THE AGGREGATE TO PREVENT MIGRATION OF SOIL INTO THE ROCK FROM BELOW.
- REMOVE ALL SOILS AND SEDIMENTS TRACKED OR OTHERWISE DEPOSITED ONTO PUBLIC AND PRIVATE PAVEMENT AREAS. REMOVAL SHALL BE ON A DAILY BASIS WHEN TRACKING OCCURS AND MAY BE ORDERED BY CITY INSPECTORS AT ANY TIME IF CONDITIONS WARRANT. SWEEPING SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE CONSTRUCTION AND DONE IN A MANNER TO PREVENT DUST BEING BLOWN TO ADJACENT PROPERTIES.
- CATCH BASIN INSERTS OR OTHER APPROVED PRODUCTS ARE REQUIRED IN UNDISTURBED AREAS THAT MAY RECEIVE RUNOFF FROM THE PROJECT AREA. HAY BALES OR FILTER FABRIC WRAPPED GRATES ARE NOT ALLOWED FOR INLET PROTECTION.
- LOCATE SOIL OR DIRT STOCKPILES NO LESS THAN 25 FEET FROM ANY PUBLIC OR PRIVATE ROADWAY OR DRAINAGE CHANNEL. TEMPORARY STOCKPILES LOCATED ON PAVED SURFACES MUST BE NO LESS THAN TWO FEET FROM THE DRAINAGE/GUTTER LINE AND SHALL BE COVERED IF LEFT MORE THAN 24 HOURS.
- MAINTAIN ALL TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES IN PLACE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. INSPECT TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES ON A DAILY BASIS AND REPLACE DETERIORATED, DAMAGED, OR ROTTED EROSION CONTROL DEVICES IMMEDIATELY.
- DISTURBED SOIL STABILIZATION SHALL USE SEED AND MULCH, EROSION CONTROL MATTING, AND/OR SODDING AND STAKING IN GREEN SPACE AREAS. SEED WITH ANNUAL RYE SEED AT 60 LBS PER ACRE AND WOOD MULCH FIBER AT 45 LBS PER 1,000 SF. AN EARLY APPLICATION OF GRAVEL BASE ON AREAS TO BE PAVED IS RECOMMENDED TO MINIMIZE EROSION POTENTIAL.
- READY MIXED CONCRETE AND CONCRETE BATCH PLANTS ARE PROHIBITED WITHIN THE PUBLIC RIGHT OF WAY. ALL CONCRETE RELATED PRODUCTION, CLEANING AND MIXING ACTIVITIES SHALL BE DONE IN THE DESIGNATED CONCRETE MIXING/WASHOUT LOCATIONS.
- CHANGES TO EROSION CONTROL PLAN MUST BE APPROVED BY THE EROSION CONTROL INSPECTOR PRIOR TO IMPLEMENTATION. CONTRACTOR TO PROVIDE INSTALLATION AND DETAILS FOR ALL PROPOSED ALTERNATE TYPE DEVICES.
- ALL EROSION CONTROL ELEMENTS ARE TEMPORARY. CONTRACTOR TO INSTALL EROSION CONTROL ELEMENTS PRIOR TO START OF LAND DISTURBING ACTIVITIES. MAINTAIN IN GOOD CONDITION DURING CONSTRUCTION AND REMOVE FROM THE SITE UPON COMPLETION OF FINAL PAVING AND TURF ESTABLISHMENT.



**GRADING, DRAINAGE AND EROSION CONTROL PLAN**

1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)

**DRAWING LEGEND**

-  PROPERTY LINE
-  DRAINAGE AND UTILITY EASEMENT
-  PROPOSED CHAIN LINK FENCE
-  EXISTING PAVEMENT
-  PROPOSED BITUMINOUS PAVEMENT

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

9298 CENTRAL AVENUE NE  
 SUITE 312  
 BLAINE, MN 55434  
 TEL 763-537-1311

**DEHN OIL COMPANY**  
**SITE IMPROVEMENTS**

6651 141st AVENUE NW  
 RAMSEY, MN 55303

I hereby certify that this plan or drawing 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.

Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner*  
 Name: Kevin Gardner  
 Date: 09/06/2023 Reg. No: 45815

Issued for	Date

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Comm. No. 23-020

Drawn TS

Checked KG

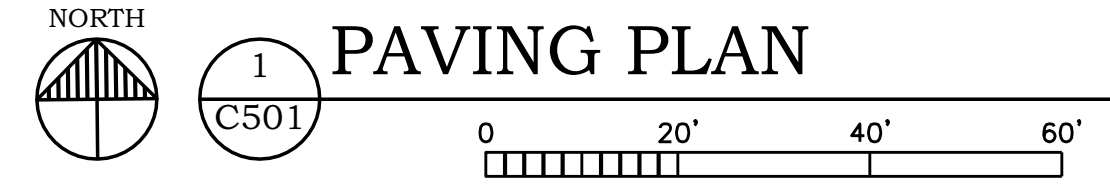
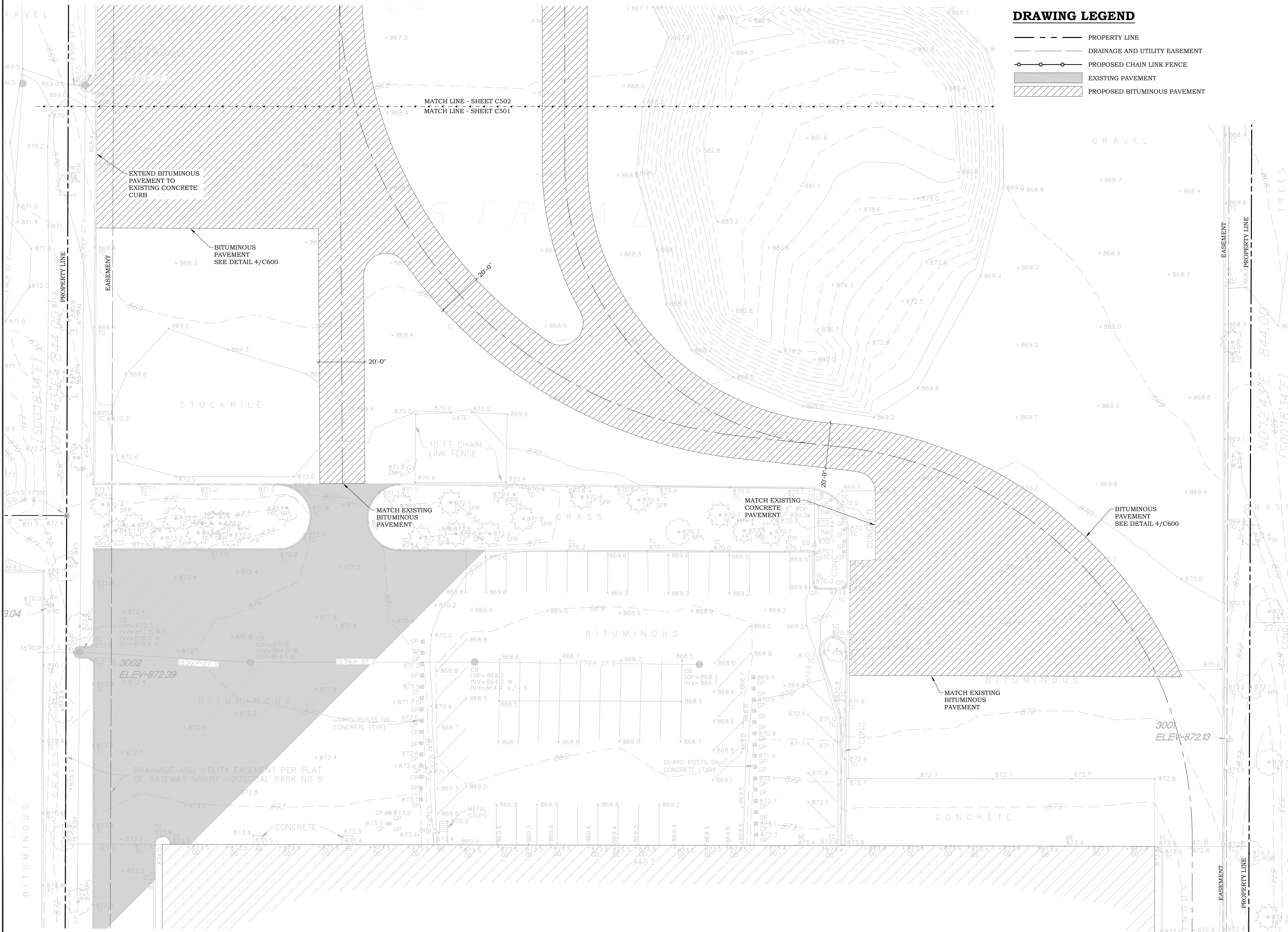
Date 09/06/2023

**City Approval**

Drawing Title

PAVING PLAN

**C501**



1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)

**DRAWING LEGEND**

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT
- PROPOSED CHAIN LINK FENCE
- EXISTING PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT

**PIERCE PINI & ASSOCIATES, INC.**  
**Consulting Civil Engineers**

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 SUITE 312  
 BLAINE, MN 55434  
 TEL 763-537-1311

**DEHN OIL COMPANY**  
**SITE IMPROVEMENTS**

6651 141st AVENUE NW  
 RAMSEY, MN 55303

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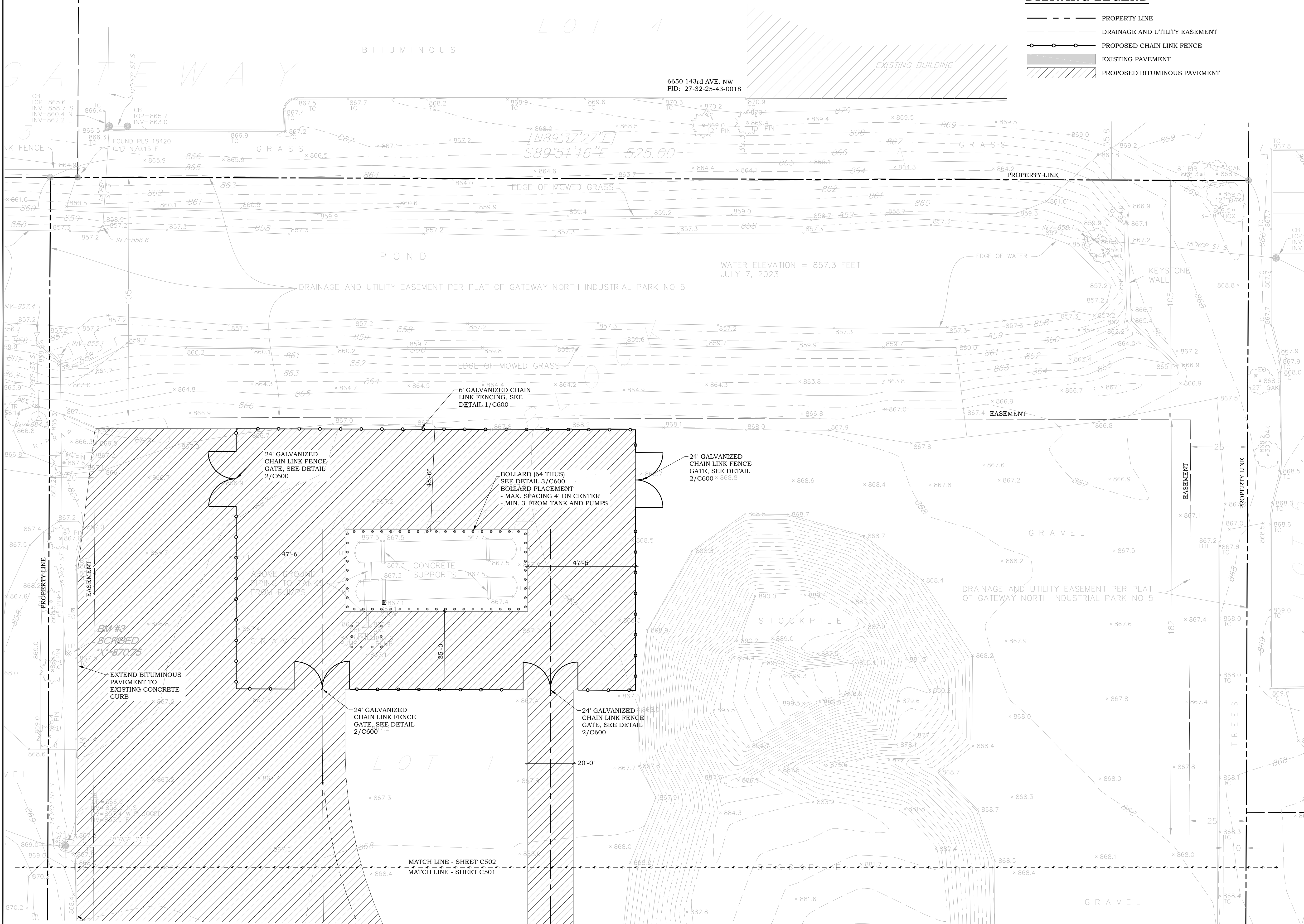
Date 09/06/2023

**City Approval**

Drawing Title

PAVING PLAN

**C502**



1" = 20' (22" x 34" SHEET)  
 1" = 40' (11" x 17" SHEET)

DEHN OIL COMPANY SITE IMPROVEMENTS

6651 141st AVENUE NW RAMSEY, MN 55303

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Company: PIERCE PINI & ASSOCIATES

Signed: *Kevin Gardner* Name: Kevin Gardner

Date: 09/06/2023 Reg. No: 45815

Issued for	Date

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Date 09/06/2023

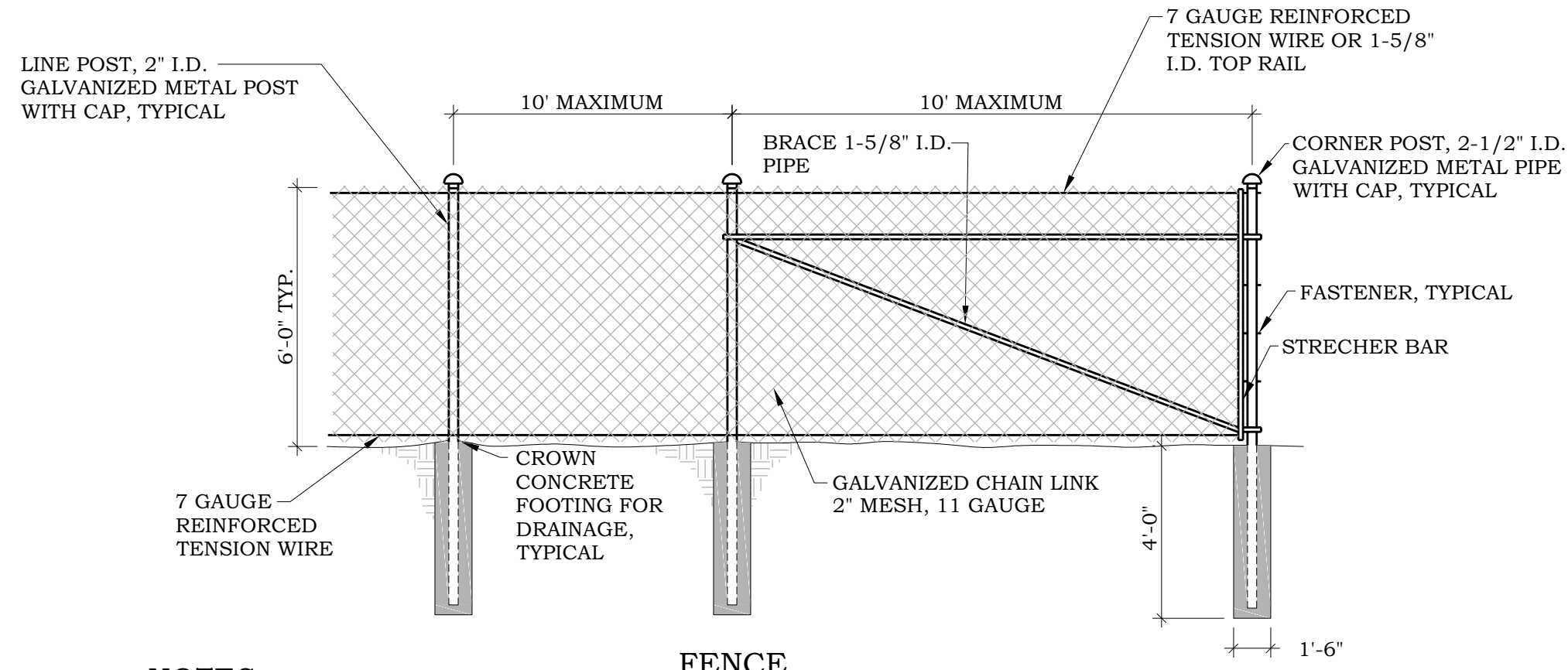
City Approval

Drawing Title

CIVIL DETAILS

C600

ALL GATE COMPONENTS SHALL BE GALVANIZED AND RATED FOR EXTERIOR USE



NOTES

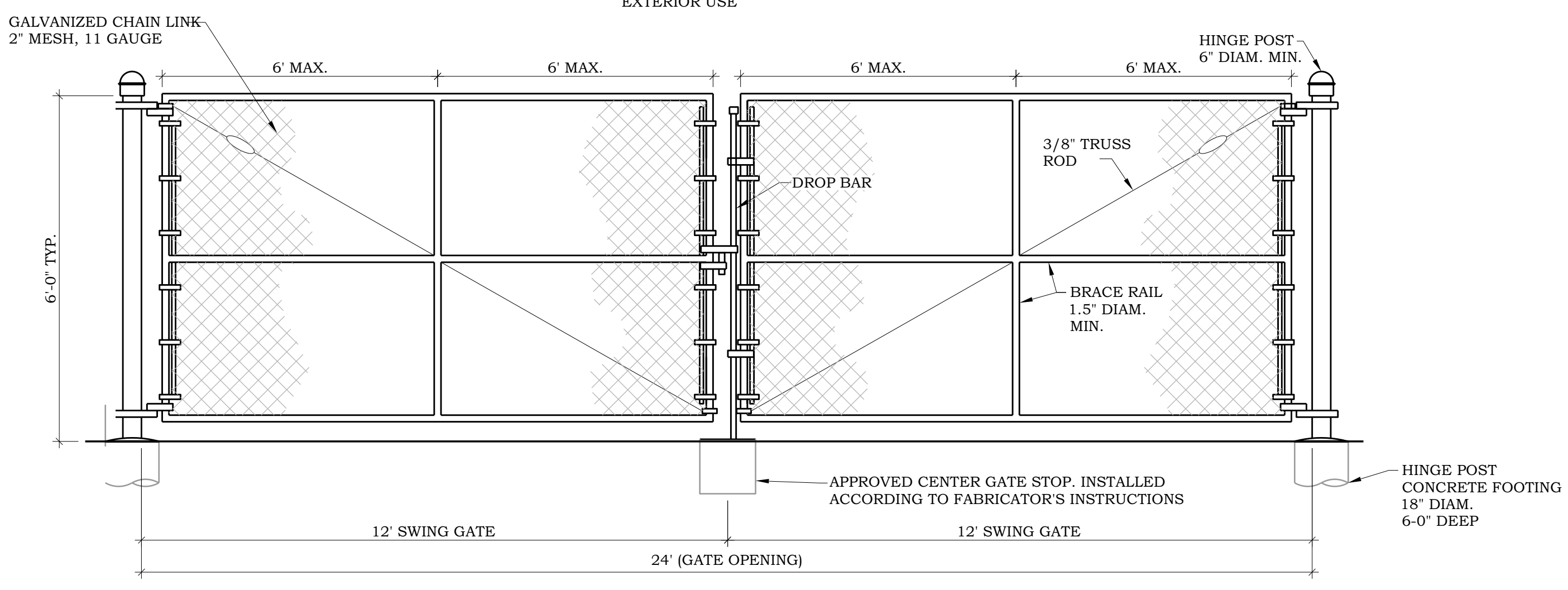
1. DEPTH OF FOOTINGS ARE INTO NATURAL UNDISTURBED SOIL OR TESTED & APPROVED COMPACTED FILL.
2. CONCRETE FOOTINGS SHALL BE A MINIMUM OF 4,000 PSI MIX.
3. 12 GAUGE WIRE FASTENERS SHALL BE USED.
4. ADDITIONAL BRACING MAY BE REQUIRED WITH RUNS OVER 200'.

FENCE

1 CHAIN LINK FENCE

C600

NO SCALE

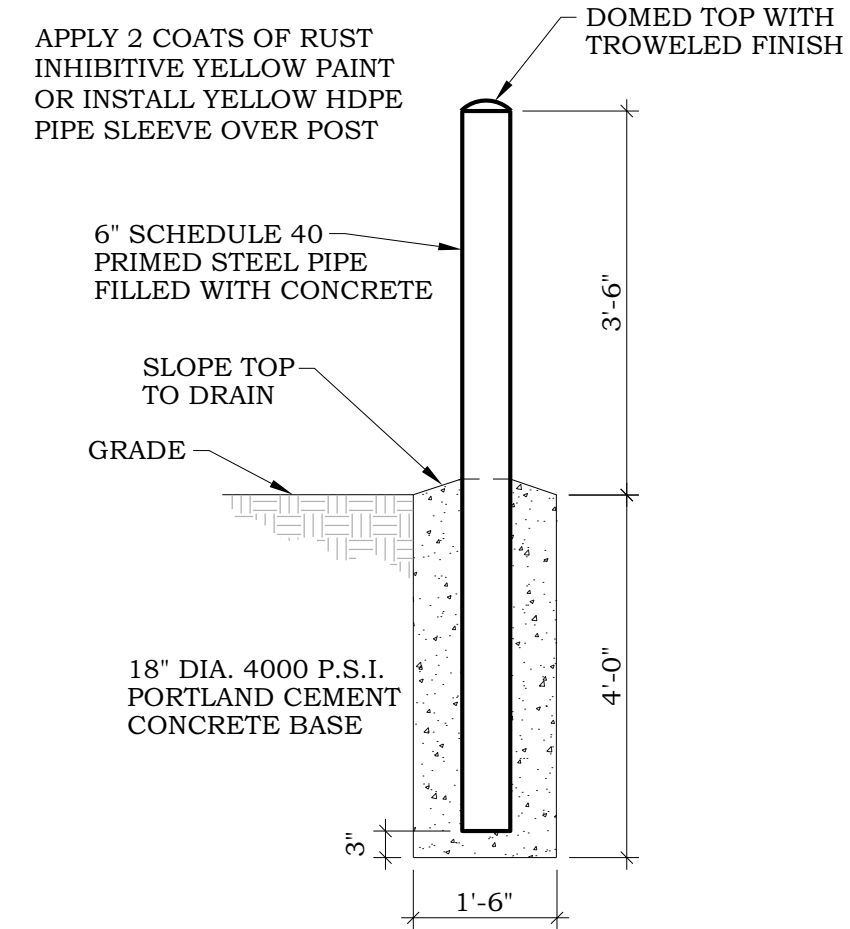


DOUBLE VEHICULAR GATE

2 CHAIN LINK SWING GATE

C600

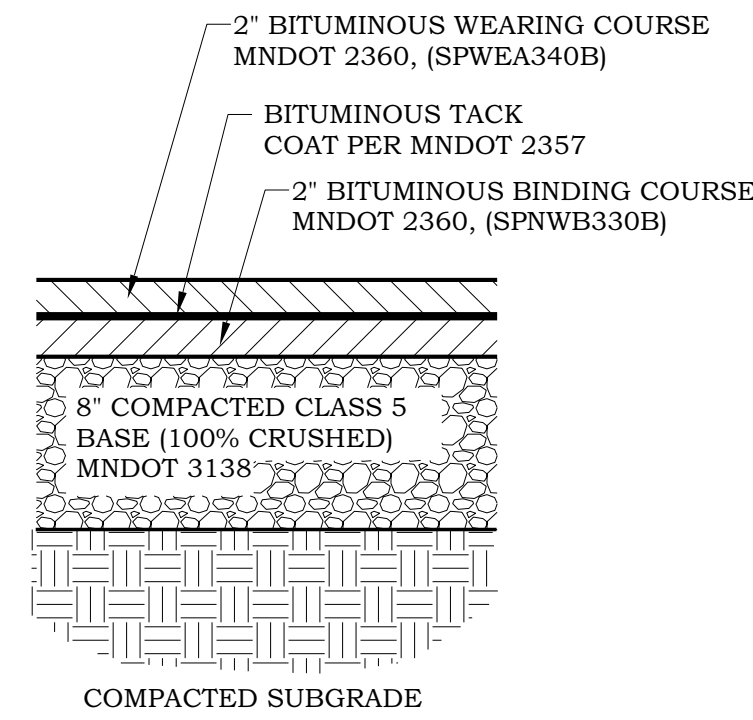
NO SCALE



3 BOLLARD

C600

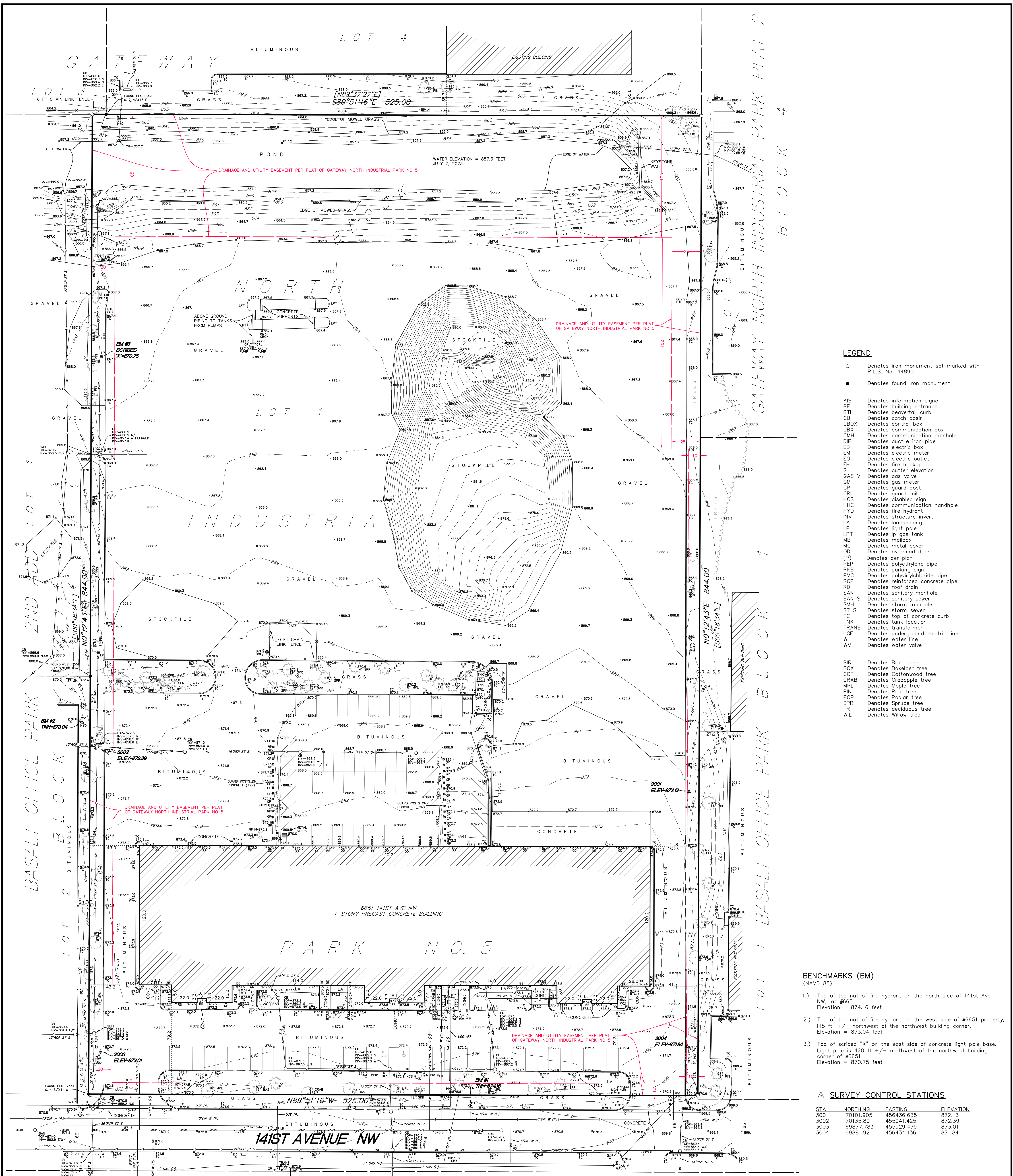
NO SCALE



4 BITUMINOUS PAVEMENT

C600

NO SCALE



**DESCRIPTION OF PROPERTY SURVEYED**  
(Per Warranty Deed Doc. No. 2366603.001)

Lot 1, Block 1, Gateway North Industrial Park No. 5, Anoka County, Minnesota.

**PLAT RECORDING INFORMATION**

The plat of GATEWAY NORTH INDUSTRIAL PARK was filed for record on March 6, 2001, as Document No. 1553817 in Abstract Book 60, Page 23.

[ ] Bearings and/or dimensions listed within brackets are per plat or record documents.

**TITLE COMMITMENT**

This survey was prepared without the benefit of current title work. Easements, appurtenances, and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a current title insurance commitment or attorney's title opinion.

**AREA**

Area = 443,100 square feet or 10.172 acres

**GENERAL NOTES**

- Survey coordinate and bearing basis: Anoka County System NAD83 (1996 adjustment)
- There were no wetland delineation markers observed in the process of conducting the fieldwork.

**UTILITY NOTES**

- Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. In addition, Gopher State One Call locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.  
**+There were no utility markings observed in the field in response to our Gopher State One Call ticket**
- Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket numbers 231794133 and 231794152.
- Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 12th day of July, 2023.

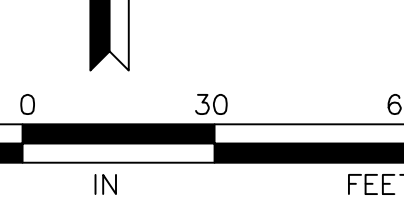
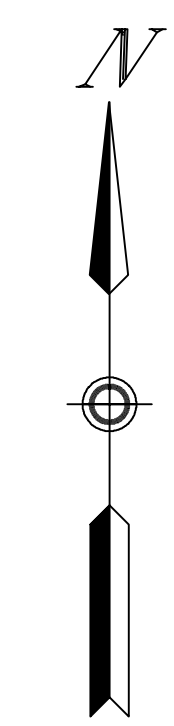
SUNDE LAND SURVEYING, LLC  
By: *Reynold F. Colson*  
Leonard F. Carlson, P.L.S. Minn. Lic. No. 44890

Added LP tank detail	NDN	7/27/23
Revision	By	Date
	NDN	

Drawing Title:  
**BOUNDARY, LOCATION, TOPOGRAPHIC and UTILITY SURVEY FOR: DEHN OIL COMPANY OF: 6651 141st Ave NW, Ramsey, MN**

**SUNDE LAND SURVEYING**  
Main Office: 900 East Bloomington Freeway (35W) • Suite 118  
Bloomington, Minnesota 55425-3435  
952-881-2455 (Fax: 952-888-9526)  
www.sunde.com

Project: 2023-084      Dk/Pg: 1178/08      Date: 07/12/2023  
Township: 32 Range: 25 Section: 27  
File: 2023084001.dwg      Sheet: 1 of 1



PIERCE PINI & ASSOCIATES, INC.  
CONSULTING CIVIL ENGINEERS

## Dehn Oil Site Redevelopment

Dehn Oil has recently purchased the property at 6651 141<sup>st</sup> Avenue NW in Ramsey. The property is zoned E-2 and has a multi-tenant commercial building on the south portion of the property parallel to 141<sup>st</sup>. There is a bituminous parking lot between the building and the public street as well as another bituminous parking area and vehicle staging area on the north side of the building. The north half of the property is undeveloped and has been used for aggregate stockpile and rock crushing operations in the past. There is conditional use permit in place that permits the aggregate stockpiling to be placed on the aggregate surfacing.

Recently there have been site improvements on the property that include the addition of two large above ground fuel storage tanks for propane. The fuel tanks are constructed on concrete footings with a fuel pump area southwest of the tanks.

City code requires that all exterior storage areas, loading areas and access roads be paved. The north portion of the property is currently all compacted aggregate. The proposed site improvements include a 20' wide bituminous access road to the fueling/loading area as well as paving of the fueling area and the storage area for empty fuel tanks and vehicles.

In addition to the bituminous pavement improvements, the above ground storage tanks will be fenced in with 6' chain link security fencing. The fenced area will have to access gates per fire department requirements as well as two additional gates for snow removal.

Protective bollards are also proposed to be added around the two large above ground fuel tanks and the pumping station. Bollards will be installed at 4' spacing and in conformance with the city of Ramsey's above ground fuel storage tank installation requirements.



The existing aggregate stockpiles will continue to be used and the project is requesting that the existing conditional use approval to remain for exterior storage of those features on unpaved areas.

The site drains north to the existing stormwater pond along the north property line. The proposed site improvements will not alter the general drainage pattern and runoff will continue to be directed to the existing pond. This project has been discussed with Lower Rum River Watershed Management Organization and will require a permit for erosion control and stormwater management. The scope of work will not require volume control per LRRWMO requirements and the existing pond meets the needs for rate control and water quality.





# Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	2	False	Unresolved	Civil Engineer IV		Dehn Oil - Stormwater Report.pdf	LL	Correction	This site is in the middle of an industrial area and is not adjacent to a lake.	08/21/2023 9:39 AM	Len Linton	
		3	False	Unresolved	Civil Engineer IV		Dehn Oil - Stormwater Report.pdf	LL	Correction required	Use the MIDS version 4 calculator and submit the results tab. This provides letter sized summary sheets vs. the large sheets in this report.	08/21/2023 9:39 AM	Len Linton	

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-235**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND SITE PLAN TO CONSTRUCT AND STORE ABOVE-GROUND FUEL TANKS AT 6651 141<sup>ST</sup> AVE NW**

**RECITALS**

1. Dehn Oil, hereinafter referred to as the “**Permittee**” has properly applied for a Site Plan and a Conditional Use Permit to construct and store above-ground fuel tanks (empty and filled) on the property legally described as follows:

Lot 1 Block 1 Gateway North Industrial Park No. 5, Anoka County, Minnesota

(the “**Subject Property**”)

2. That the **Subject Property** is zoned E-2 Employment District, which is an industrial zoning designation and guided as such in the 2040 Comprehensive Plan.
3. That above-ground fuel tank storage is classified as open and outdoor storage as a principal use, which is a conditional use in the E-2 Employment District.
4. That the **Permittee** appeared before the Planning Commission for a public hearing on September 28th, 2023, that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
5. That the Planning Commission reviewed and recommended approval of the request on September 28th, 2023.
6. That the City Council reviewed and **approved/denied** the request on October 10th, 2023.

**FINDINGS OF FACT**

1. That the proposed use **will not** adversely impact traffic in the area.
2. That the proposed use **will not** substantially or adversely impair the use, enjoyment or market value of surrounding properties.
3. That the proposed use **will not** create additional requirements at public cost for public facilities and services.
4. That the proposed use **will not** be detrimental to the economic welfare of the community.

5. That the proposed use **will not** be disturbing or hazardous to existing or future neighboring uses.
6. That the proposed use **will not** involve uses, activities, processes, materials and equipment and conditions of operation that may be detrimental to any persons, property or the general welfare, by reason of excessive production of traffic, noise, smoke or glare.

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

1. That the Ramsey City Council (the “**City**”) hereby grants approval of the Conditional Use Permit (the “**Permit**”) to construct and store above-ground fuel tank on the **Subject Property** contingent upon the following:

**CONDITIONS:**

1. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.
2. That this **Permit** authorizes the **Permittee** to construct, store, and operate above-ground fuel tanks on the **Subject Property**.
3. That this **Permit** complies with Staff comments as noted in ProjectDox.
4. The **Permittee** shall provide the **City** with copies of all applicable government permits and permit renewals, along with all applicable licenses and license renewals, as they are granted.
5. The **Permittee** shall also copy the **City** on all notices of violations, fines or permit revocations received relating to these permits.
6. The **Permittee** is responsible for obtaining all applicable and necessary permits, including but not limited to, building, plumbing, mechanical, and fire, prior to commencement of any building improvements or modifications.
7. The **Permittee** shall commit to conformance with all conditions outlined in Resolution #12-05-070, which allows for the storage and processing of demolition concrete and bituminous on the **Subject Property**. This Permit does not negate or alter any conditions of that permit.
8. The **Permittee** shall remove any outdoor accumulation of junk on the property, and shall ensure the property is free of refuse and debris.

9. The **Permittee** agrees that all required improvements and/or modifications, as outlined by the Fire Marshall and Building Inspector, shall be completed and approved by City Staff prior to the construction and operation of above-ground fuel tank storage.
10. The **Permittee** shall adhere to all applicable local, county, state, watershed, and federal regulations, including Minnesota State Building Code and Fire Code.
11. That this **Permit** shall be contingent upon final review and approval by the Building Official, Fire Marshal, and the City Engineer.
12. That the **Permittee** shall be responsible for all **City** costs incurred in administering and enforcing this **Permit**.
13. That this **Permit** shall automatically expire if the use is not initiated by October 10th, 2024 and issuance of a permit for the above-ground fuel tank storage shall constitute initiation.
14. That if the **Permittee** or its successors or assigns violates any material term or condition imposed by this **Permit**, it may be revoked and terminated consistent with applicable law. Without limiting the foregoing, the violation of any statute, regulation, ordinance or **Permit** condition imposed by lawful governmental authority and governing operations on the **Subject Property** is grounds for revocation and termination of this **Permit**, consistent with applicable law. The change, alteration or amendment of any such statute, regulation, ordinance or **Permit** condition by any governmental authority other than the **City**, shall not excuse the **Permittee** from compliance with statutes, regulations, ordinances or Permit conditions in effect on the date of the original issuance of this **Permit** unless compliance is waived or excused by the **City**.
15. That this **Permit** shall be recorded in the office of the Anoka County Recorder.

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 10th of October, 2023.

---

Mayor

**ATTEST:**

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City Clerk

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Create a positive image for residential neighborhoods, business districts and key corridors.**Information****Title:**

Adopt Resolution #23-239 Approving a Conditional Use Permit for Additional Square Footage on an Existing Detached Accessory Structure at 14275 Alpaca St NW (Project No. 23-112); Case of Jay and Carol McDonald

**Purpose/Background:**

The City has received a Land Use Application from Jay and Carol McDonald (the "Applicant") for a Conditional Use Permit (CUP) for a proposed addition to an existing detached accessory building on the property located at 14275 Alpaca Street NW (the "Subject Property"). The application also included a request for a variance to the driveway setback requirement, which the Planning Commission approved on September 28, 2023.

**Notification:**

The City attempted to notify property owners, as reflected in the Anoka County Property Records, within 350 feet of the Subject Property of the Public Hearing, held on September 28, 2023, via standard U.S. mail. A Land Use Application sign was also placed on the Subject Property.

**Time Frame/Observations/Alternatives:**

The Subject Property is just over three (3) acres in size and is located in the R-1 Residential (MUSA) - 80 district. The properties to the south and west are also zoned R-1 Residential (MUSA) - 80, while the properties to the north and east are zoned B-2 Highway Business District. There is an existing, detached accessory building on the Subject Property that is 2,700 square feet in size, which is the maximum size allowed based on the Subject Property's size per City Code Section 117-349 (Accessory Uses and Buildings). The Applicant is proposing to construct a fourteen foot by fifty foot (14' x 50') carport on the north side of the existing accessory building. This would result in an overage of 700 square feet of detached accessory building space, which prompted the need for a Conditional Use Permit (CUP).

The Applicant has stated that the roof of the carport will begin at the peak of the accessory building's roof. It will consist of the same material and color as the existing roof. The proposed carport is intended to provide overhead shelter for a motorhome. The carport will exceed all required setbacks from property lines and from the septic system and well (while the Subject Property is zoned R-1 Residential (MUSA) - 80, this entire neighborhood is still on private utilities).

The original application was only for a CUP to address additional detached accessory building square footage. However, as Staff began reviewing the request, it became clear that an existing driveway serving the Subject Property not only encroached on the required five (5) foot setback from a side property line, but also encroached onto the neighboring property to the south. This prompted the Applicant to submit another land use application seeking a variance to the driveway setback standard. This encroachment is not readily visible to the general public and has no impact on any other properties other than the Subject Property and the adjacent property owner.

The driveway setback serves multiple purposes. First, in general, it keeps impervious surfacing out of drainage and utility easements. Secondly, it provides some space for snow storage without impacting neighboring properties. There are no drainage and utility easements along the southern lot line of the Subject Property (or the northern boundary of the adjacent parcel). Secondly, as these are acreage lots (minimum of 2.5 acres in size), there is no impact related to snow storage. The Applicant stated he has spoken with the adjacent 'impacted'

property owner about the driveway encroachment and that the adjacent property owner has no objection to the current location of the driveway. The Applicant has prepared a draft of a Driveway Encroachment Agreement (attached to this case) that he and his neighbor would execute (and record against both properties) should the variance request be approved.

The Applicant stated that there had previously been drainage issues on the Subject Property resulting in water in the basement. A previous owner of the Subject Property ended up creating a quasi-drainage basin in the rear yard to address the drainage problem. This ultimately limited options for placement of a detached accessory building and led to the building being installed at the minimum setback for an accessory building. The Applicant has stated that the driveway was installed around the detached accessory building to avoid the need to back up for long distances, creating a safer maneuvering process.

The Planning Commission held a public hearing on September 28, 2023, regarding the request for both a Conditional Use Permit and a Variance. There were no written or verbal comments received regarding the request. The Planning Commission serves in a quasi-judicial capacity when an application for a variance is considered. The Planning Commission did approve Resolution #23-240 granting a variance for a zero-foot setback for the existing driveway.

**Alternatives:**

Alternative 1: Approve the request for a CUP to allow an additional 700 square feet of accessory building space to accommodate a 14' x 50' carport to be added to the north side of the existing accessory building. The additional square footage is for a carport, which will essentially be an extension of the existing roofline and will not have walls. The overage is reasonable and actually less than many similar past applications. Staff supports this alternative.

Alternative 2: Deny the Applicant's request for a CUP for additional accessory building space. The request for additional square footage is reasonable and will not negatively impact any surrounding properties. Staff does not support this alternative.

**Funding Source:**

All costs associated with this request are the Applicant's responsibility.

**Recommendation:**

The Planning Commission recommends approval of the CUP.

**Outcome/Action:**

Motion to adopt Resolution #23-239 approving a Conditional Use Permit for 700 square feet of accessory building space to allow the addition of a carport on the north side of the existing detached accessory building.

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**Attachments**

Site Location Map

Example of Proposed Carport

Survey of Property with Proposed Carport

Draft Planning Commission Meeting Minutes Dated September 28, 2023

Resolution #23-240: Variance (For Reference Only; Planning Commission Approved on 9.28.23)

Resolution #23-239: Conditional Use Permit

### **Form Review**

**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

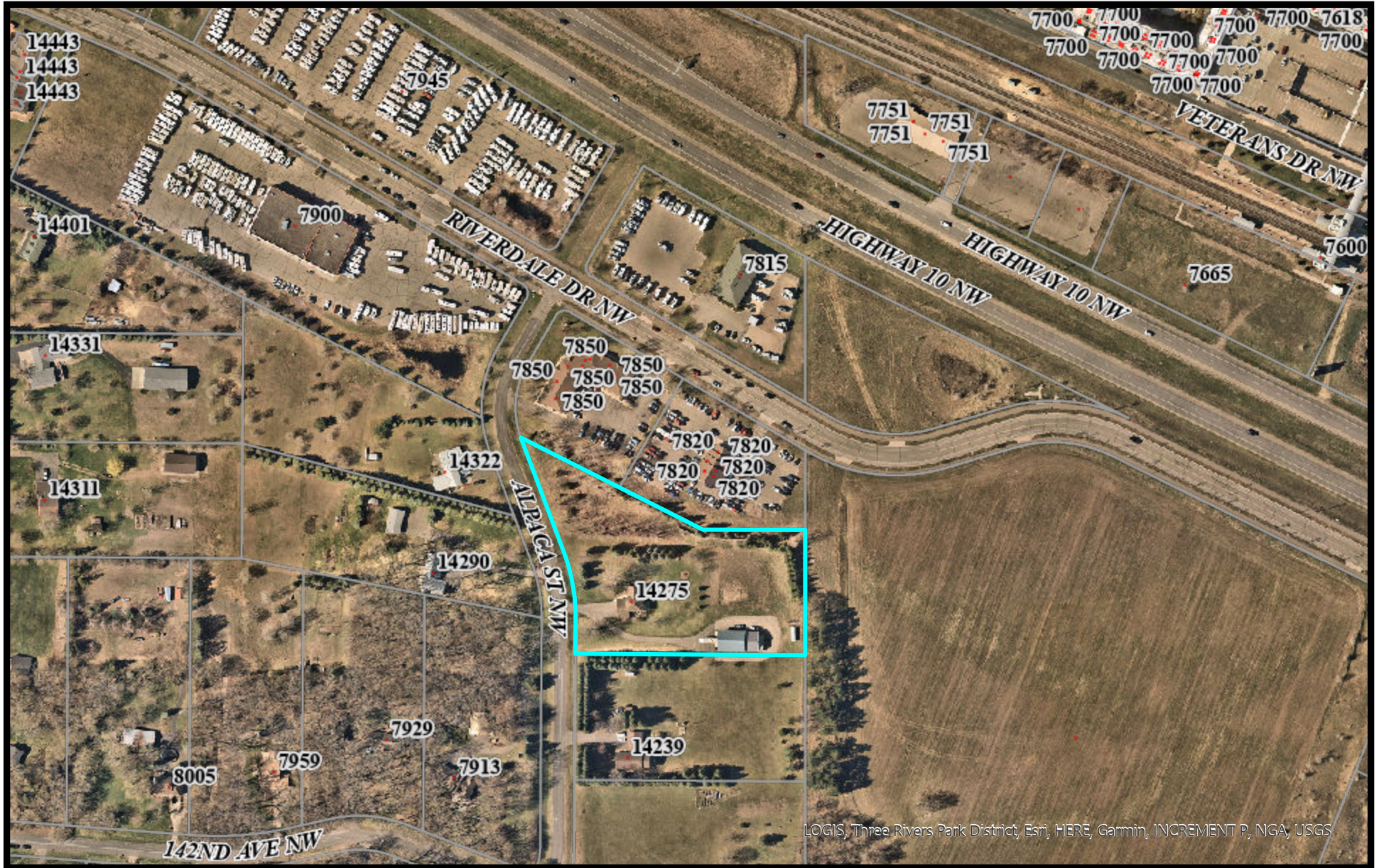
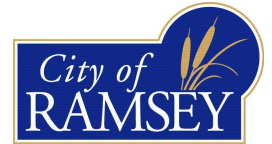
**Date**

10/05/2023 10:55 AM

Started On: 09/29/2023 08:36 AM

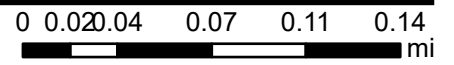
28-32-25-33-0006  
14275 Alpaca St NW

# Site Location Map: McDonald CUP & Variance

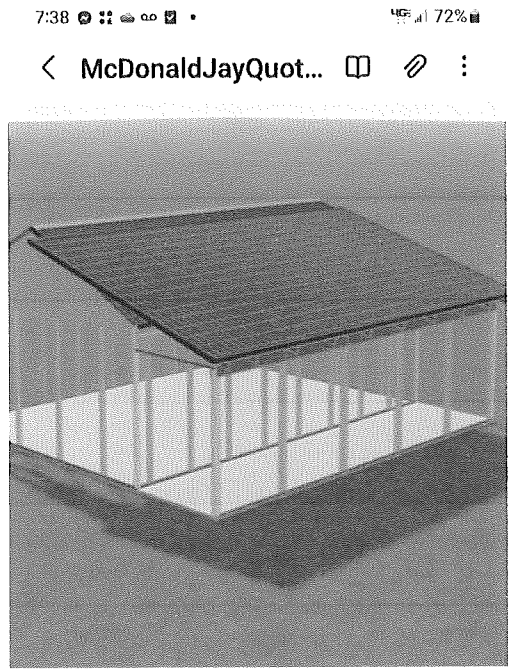
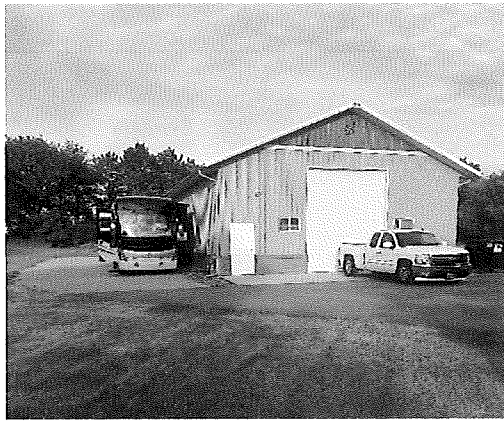


LOGIS, Three Rivers Park District, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

Print Date: September 21, 2023



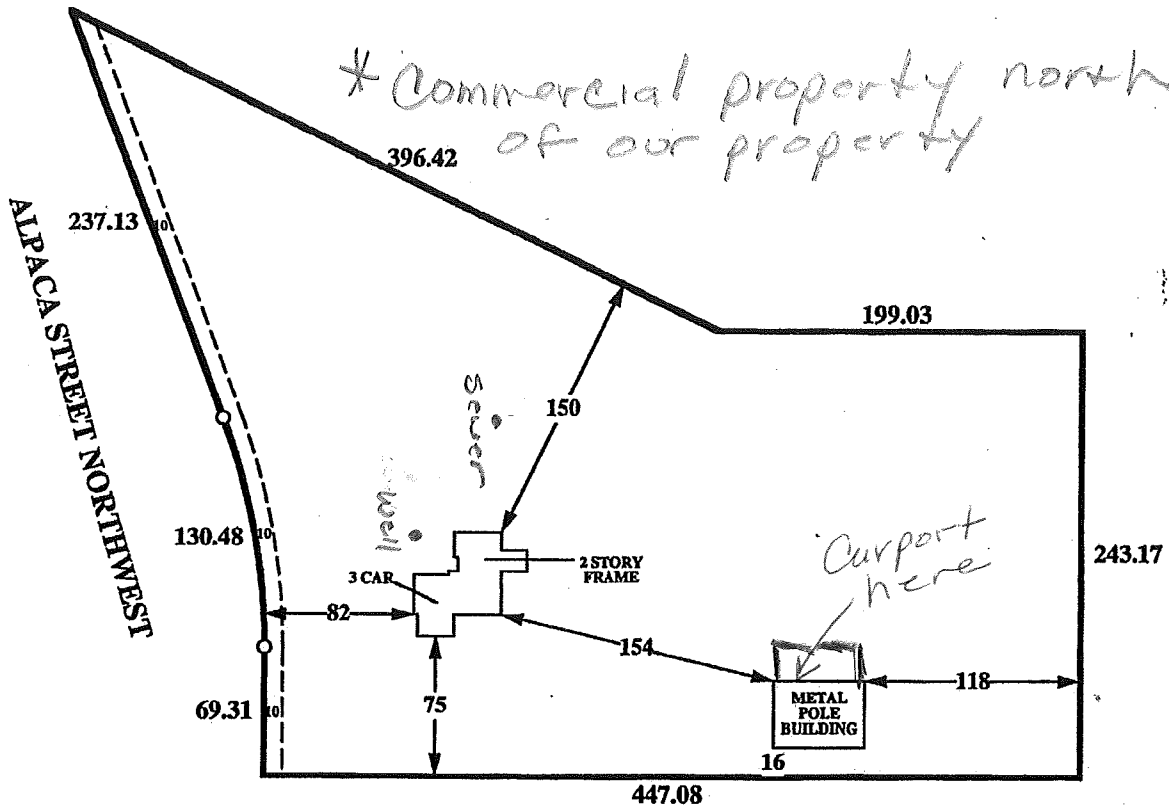
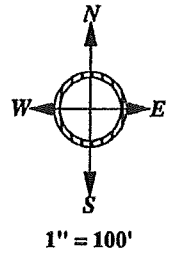
We are looking to build a carport onto the north side of our existing outbuilding to serve as overhead coverage for our motorcoach. This carport will measure 14' x 50' with the roof line starting at the peak of our current structure (see examples below) . This will be professionally built and be aesthetically complimentary to current outbuilding and house. Base floor for carport will be existing gravel shown in picture 1:



# LIBERTY TITLE, INC.

14275 ALPACA STREET NORTHWEST, RAMSEY  
LOT 1, BLOCK 2, ALPACA ESTATES 2ND ADDITION  
ANOKA COUNTY

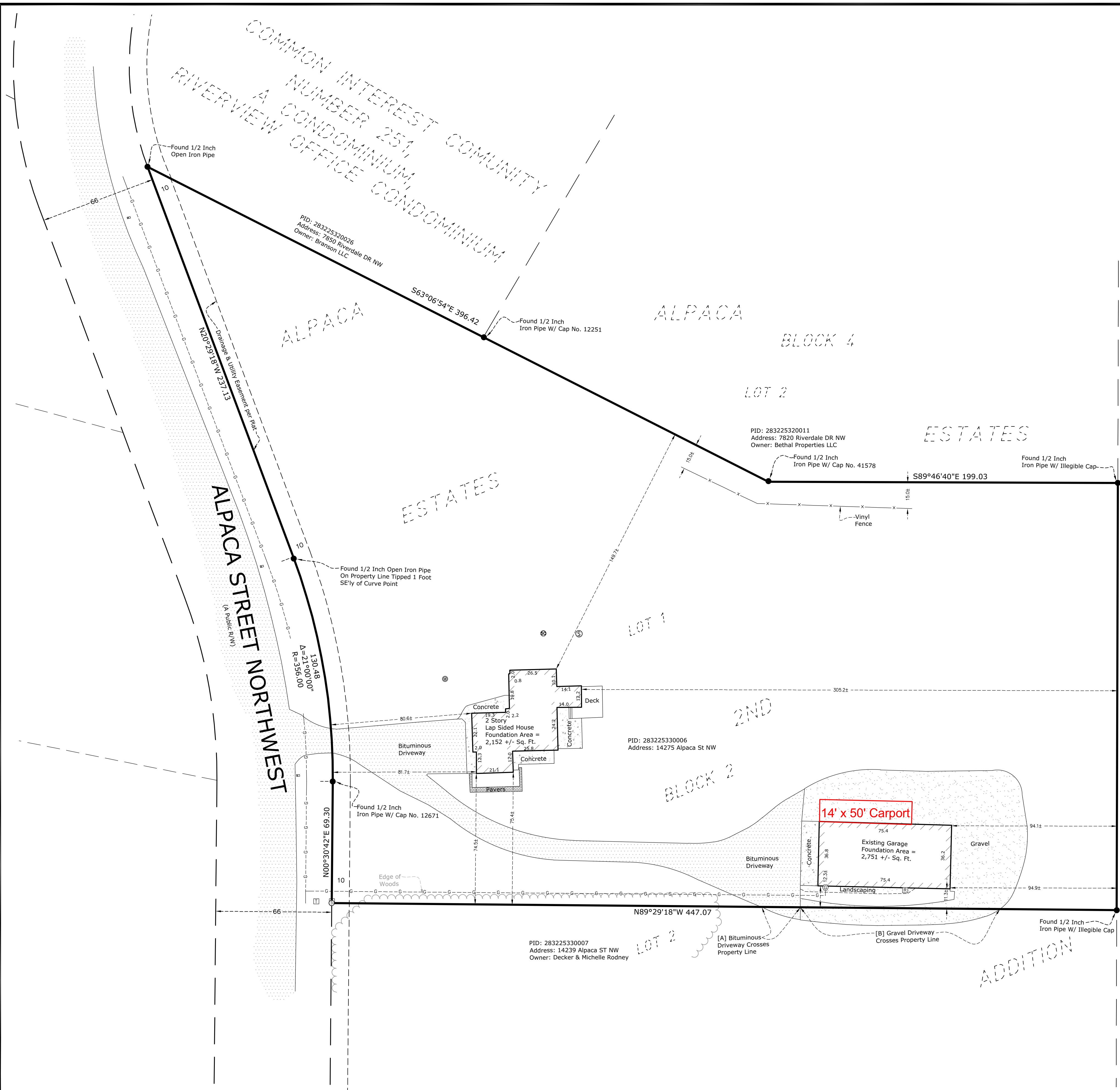
FILE # 1809-1249-RY



DRAINAGE AND  
UTILITY  
EASEMENTS

Accommodation sketch;  
plat drawing not a survey.

"The location of the improvements shown on this drawing are approximate and are based on a visual inspection of the premises.  
The lot dimensions are taken from the record plat drawings or county records.  
This drawing is for informational purposes and should not be used as a survey.  
It does not constitute a liability of the company and is intended for mortgage purposes only."



**DESCRIPTION OF PROPERTY SURVEYED**

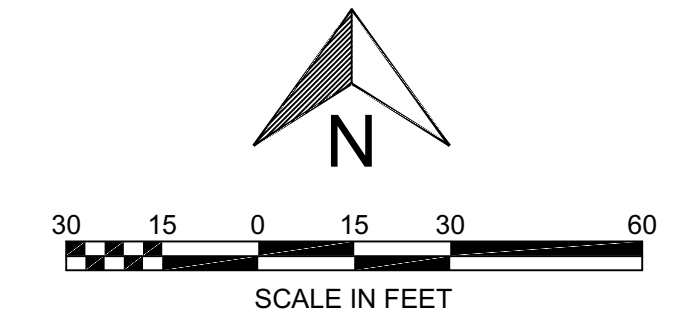
Lot 1, Block 2, ALPACA ESTATES 2ND ADDITION, Anoka County, Minnesota.

**GENERAL SURVEY NOTES**

- Bearings are based on the Anoka County Coordinate System (1996 Adjustment).
- We have shown the location of utilities to the best of our ability based on observed evidence together with evidence from the following sources: plans obtained from utility companies, plans provided by client, markings by utility companies and other appropriate sources. We have used this information to develop a view of the underground utilities for this site. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Also, please note that seasonal conditions may inhibit our ability to visibly observe all the utilities located on the subject property.
- Site Address: 14275 Alpaca Street Northwest, Ramsey, Minnesota 55303.
- This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27003C0280E, effective date of December 16, 2015.
- The Gross land area is 135,957 +/- square feet or 3.121 +/- acres.
- The names of the adjoining owners of the platted lands, as shown hereon, are based on information obtained from the Anoka County Interactive Property Map.
- The field work was completed on 8-25-2023.

**SURVEY REPORT**

- This map and report was prepared without the benefit of a Commitment for Title Insurance. The property description was obtained from Anoka County tax records and may not be the latest description of record. We have shown hereon a drainage and utility easement per the plat of ALPACA ESTATES 2ND ADDITION only. There may be easements or other matters of record we are unaware of and thus not shown hereon.
- Conflicts such as (but not limited to): encroachments, protrusions, access, occupation, and easements and/or servitudes:
  - [A]. Bituminous driveway crosses the south line of subject property, as shown hereon.
  - [B]. Gravel driveway crosses the south line of subject property, as shown hereon.



**Linetype & Symbol Legend**

—E—	ELECTRIC LINE	⊠	AIR CONDITIONER	⊠	UTILITY VAULT
- - -E - - -	ELECTRIC LINE (RECORD)	⊠	CABLE TV BOX	⊠	UTILITY MANHOLE
- - -F - - -	FIBER/COMM. LINE	⊠	ELECTRIC MANHOLE	⊠	ELECTRICAL OUTLET
- - -F - - -	FIBER/COMM. LINE (RECORD)	⊠	ELECTRIC TRANSFORMER	⊠	HAND HOLE
G	GASMAIN	⊠	ELECTRICAL METER	⊠	BOLLARD
- - -G - - -	GASMAIN (RECORD)	⊠	FIBER/COMM. MANHOLE	⊠	FLAG POLE
OH	OVERHEAD UTILITIES	⊠	POWER POLE	⊠	FUEL TANK
—S—	SANITARY SEWER	⊠	GUY WIRE	⊠	HANDICAP SYMBOL
- - -S - - -	SANITARY SEWER (RECORD)	⊠	GAS METER	⊠	LIGHT POLE
—SS—	STORM SEWER	⊠	GAS MANHOLE	⊠	MAIL BOX
- - -SS - - -	STORM SEWER (RECORD)	⊠	GAS VALVE	⊠	SIGN
T	TELEPHONE LINE	⊠	ROOF DRAIN	⊠	CONIFEROUS TREE
- - -T - - -	TELEPHONE LINE (RECORD)	⊠	SEWER CLEAN OUT	⊠	DECIDUOUS TREE
W	WATERMAIN	⊠	SANITARY MANHOLE	⊠	
- - -W - - -	WATERMAIN (RECORD)	⊠	STORM MANHOLE	⊠	
—X—	CHAINLINK FENCELINE	⊠	CATCH BASIN	⊠	
- - -X - - -	WOODEN FENCELINE	⊠	FLARED END SECTION	⊠	
—G—	GUARDRAIL	⊠	TELEPHONE BOX	⊠	
—A—	ACCESS RESTRICTION	⊠	TELEPHONE MANHOLE	⊠	
—C—	CONCRETE SURFACE	⊠	TRAFFIC SIGNAL	⊠	
—P—	PAVER SURFACE	⊠	HYDRANT	⊠	
—B—	BITUMINOUS SURFACE	⊠	FIRE CONNECTION	⊠	
—L—	GRAVEL/LANDSCAPE SURFACE	⊠	POST INDICATOR VALVE	⊠	
		⊠	WATER MANHOLE	⊠	
		⊠	WATER VALVE	⊠	
		⊠	WELL	⊠	

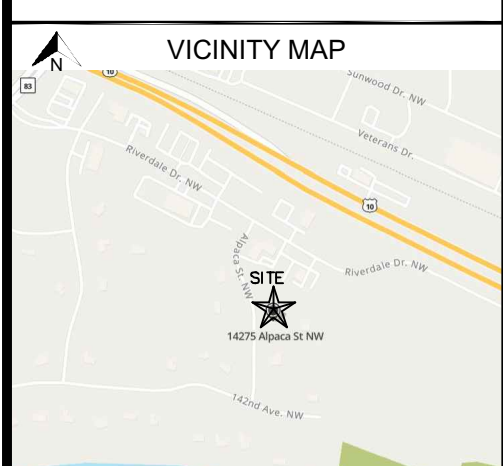
**PROJECT**  
14276 Alpaca Street NW  
Ramsey, Anoka County, Minnesota 55303

**CLIENT**  
Jay McDonald  
14275 Alpaca Street NW, Ramsey, Minnesota 55303

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

RORY L. SYNSTELIEN  
DATE 9-6-2023 LICENSE NO. 44565

QA/QC	
FIELD CREW	DD
DRAWN BY	DP
REVIEWED BY	CJ
UPDATED BY	



REVISION SUMMARY	
DATE	DESCRIPTION

PROJECT NO.: 23331

**BOUNDARY SURVEY**

**V1.0**

**6.01: Public Hearing: Consider Request for a Conditional Use Permit and Variance Related to a Proposed Addition of a Carport to a Detached Accessory Building (Project No. 23-112); Case of Jay and Carol McDonald**

**Public Hearing**

Commissioner Anderson called the public hearing to order at 7:02 p.m.

**Presentation**

Senior Planner Anderson presented the staff report stating that staff recommends approval of both the Conditional Use Permit (CUP) and variance requests.

Commissioner Anderson asked if the property would be in compliance, with the exception of the square footage, if the driveway were taken away on the side of the building.

Senior Planner Anderson replied that if the variance was not approved, and the driveway portion were removed, back to the five foot minimum setback, the current property would be in compliance and the CUP would cover the additional square footage.

Commissioner VanScoy asked the lifespan of the encroachment agreement.

Senior Planner Anderson replied that the City Attorney would be reviewing the document. He stated that as drafted there is language that states the agreement may be null and void if either property changes ownership. He noted that the City Attorney will determine if the agreement would need to run in perpetuity.

Commissioner VanScoy commented that once the variance is approved, that would run with the property and not the owner.

Senior Planner Anderson confirmed that if the variance were approved, it would allow a zero-foot setback but would not address encroachment onto a neighboring property. He stated that a condition within the variance, if approved, is that the encroachment agreement must be approved and recorded against both properties.

**Citizen Input**

Jay McDonald, 14275 Alpaca Street, commented that he was present to address any questions.

Commissioner VanScoy asked if it was a surprise that the driveway encroaches onto the neighbor's yard.

Mr. McDonald commented that when he purchased the property in 2018, he was still living in Fargo and did not move in until June of 2019. He stated that there was no driveway to the building, as the previous owner was driving across the grass, therefore he wanted to have a driveway put in. He stated that he had communication with the City about the driveway options, where he learned

the driveway had to branch off of the existing driveway. He commented that he had someone install the driveway at a time he was not home and was under the impression that his property included the row of trees, but it turned out that was a mistake. He commented that once he learned of the mistake, he reached out to his neighbor who did not have an issue with it. He stated that when he applied for the CUP, the issue came up again. He commented that he would be happy to have it all cleared up at this time.

Councilmember Olson asked which side of the building the carport would be located.

Mr. McDonald replied that it would be on the north side, which would be the opposite side of the driveway.

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

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Gengler	aye
Commissioner Peters	aye
Commissioner Hunt	aye

Motion Carried.

Commissioner Anderson closed the public hearing closed at 7:17 p.m.

### **Commission Business**

Motion by Commissioner Peters, seconded by Commissioner VanScoy, to adopt Resolution #23-240 granting a variance to the driveway setback on the subject property.

### **Further discussion**

Commissioner VanScoy asked if the resolution includes the reference to the encroachment agreement. Senior Planner Anderson confirmed that is included.

A roll call vote was performed:

Commissioner Hunt	aye
Commissioner Peters	aye
Chairperson Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #23-239 approving a Conditional Use Permit for 700 square feet of accessory building space to allow the addition of a carport on the north side of the existing detached accessory building.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Gengler	aye
Commissioner Peters	aye
Commissioner Hunt	aye

Motion Carried.

DRAFT

Commissioner \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-240**

**A RESOLUTION APPROVING THE ISSUANCE OF A VARIANCE TO DRIVEWAY SETBACKS AT 14275 ALPACA STEET NW AND DECLARING TERMS OF SAME**

**RECITALS**

1. The City of Ramsey received an application from Jay and Carol McDonald (the “**Permittee**”) requesting a Variance to the minimum driveway setback on the property generally known as 14275 Alpaca Street NW and legally described as follows:

Lot 1, Block 2 Alpaca Estates 2<sup>ND</sup> ADDITION, Anoka County, Minnesota

(the "Subject Property")

2. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 117-53 (Variances) of the Ramsey City Code on September 28, 2023, and that said public hearing was properly advertised and that the minutes of said public hearing are available.
3. That the **Subject Property** is approximately 3.12 acres in size.
4. That the **Subject Property** is zoned R-1 Residential (MUSA) – 80.
5. That the **Subject Property** is located in the Mississippi River Corridor Critical Area (MRCCA) Overlay District and more specifically, in the Separated from River (SR) district, which defaults to underlying zoning district standards.
6. That the parcels to the south and west of the **Subject Property** are also zoned R-1 Residential (MUSA) – 80 and the parcels to the north and east of the **Subject Property** are zoned B-2 Highway Business.
7. That the surrounding residential properties are all at least 2.5 acres in size.
8. That the **Subject Property** is guided as Low Density Residential in the 2040 Comprehensive Plan.
9. That the **Permittee** has an existing driveway (the “**Driveway**”), which consists partially of asphalt and partially of class V gravel, that leads to and around an existing detached accessory building.
10. That City Code Section 117-111 (R-1 Residential District) specifies a minimum setback of five (5) feet for a driveway to a side lot line.

11. That a portion of the **Driveway** not only encroaches on the minimum required setback but also encroaches onto the adjacent residential property as well.
12. That the driveway setback specified in City Code is intended to serve multiple purposes, including keeping impervious surfacing out of drainage and utility easements and providing space for snow storage.
13. That there is no drainage and utility easement along the southern lot of the **Subject Property**.
14. That the larger property sizes in this neighborhood provide ample space for snow storage.
15. That the **Permittee** has stated that they have communicated with the owner of the impacted property and that they have no objection to the encroachment.
16. That the **Permittee** stated a previous owner of the **Subject Property** had to dig a small basin in the rear yard to correct drainage problems that were resulting in water in the basement and as a result, the detached accessory building had to be constructed at the minimum side yard setback at the time.
17. That the **Driveway** encroachment is not readily visible from surrounding properties.

#### **FINDINGS OF FACT**

1. That the **Driveway** does not impair an adequate supply of light and air to adjacent property.
2. That the **Driveway** does not unreasonably increase the congestion on the public street.
3. That the **Driveway** does not have the effect of allowing any use prohibited in the R-1 Residential (MUSA) – 80 district.
4. That the **Driveway** does not permit a lesser degree of public health, safety, and general welfare protection than established by Chapter 117 of the Ramsey City Code, or permit standards which are lower than those required by state law.
5. That the **Driveway** does not increase the danger of fire or endanger the public safety.
6. That the **Driveway** does not unreasonably diminish or impair established property values within the neighborhood, nor in any way is the **Driveway** contrary to the intent of Chapter 117 of the Ramsey City Code.
7. That the **Driveway** is harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
8. That the **Driveway** does not violate the intent and purpose of the Comprehensive Plan.

9. That the **Driveway** will be in accordance with the objectives of the intent of Section 117-53 (Variances) of the Ramsey City Code.
10. That the **Driveway** will not be detrimental to Primary Conservation Areas (PCA) or Public River Corridor Views (PRCV) within the MRCCA.
11. That issuance of a variance for the **Driveway** would in no way be inconsistent with the character and management purpose of the SR District of the MRCCA.
12. That the **Driveway**, other than the side yard setback, is in substantial compliance with the MRCCA standards.

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

That the Ramsey Planning Commission hereby grants approval of a variance (the “Variance”) to deviate from the required driveway setback from a side property line to allow a driveway to be located with a zero setback on the **Subject Property**, subject to review and approval as to legal form and contingent upon the following conditions:

**CONDITIONS**

1. That this **Variance** shall allow a deviation to the setback requirement on the **Subject Property** as shown in Exhibit 1.
2. That this **Variance** shall be perpetual in duration as long as the terms are herein complied with.
3. That the **Permittee** shall not expand the **Driveway** in any way unless in full compliance with City Code.
4. That the **Permittee** shall be required to execute an Encroachment Agreement with the adjacent property owner and the **Permittee** shall record said Encroachment Agreement against both the **Subject Property** as well as Lot 2, Block 2 Alpaca Estates 2<sup>nd</sup> Addition.
5. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner \_\_\_\_\_, 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 Planning Commission this the 28<sup>th</sup> day of September, 2023.

---

Planning Commission Chairperson

**ATTEST:**

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City Clerk

The document drafted by:  
The City of Ramsey  
7550 Sunwood Dr NW  
Ramsey, Minnesota 55303



Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-239**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN  
OVERSIZED DETACHED ACCESSORY BUILDING ON THE PROPERTY  
GENERALLY KNOWN AS 14275 APALCA STREET NW AND DECLARING TERMS  
OF SAME**

**RECITALS**

1. Jay and Carol McDonald, hereinafter referred to as the “**Permittee**,” has properly applied for a Conditional Use Permit to allow an oversized detached accessory building on the property generally known as 14275 Alpaca Street NW and legally described as follows:  

Lot 1, Block 2 Alpaca Estates 2<sup>nd</sup> Addition, Anoka County, Minnesota  
(the “**Subject Property**”)
2. That the **Subject Property** is approximately 3.12 acres in size.
3. That the **Subject Property** is zoned R-1 Residential (MUSA) – 80.
4. That the parcels to the south and west of the **Subject Property** are also zoned R-1 Residential (MUSA) – 80 and the parcels to the north and east of the **Subject Property** are zoned B-2 Highway Business.
5. That based on the acreage of the **Subject Property**, the **Permittee** is eligible for a total of 2,700 square feet of detached accessory building space.
6. That the **Subject Property** currently has a single detached accessory structure that is 2,700 square feet in size, which is the maximum square footage allowed by Ramsey City Code Section 117-349.
7. That the **Permittee** is requesting a Conditional Use Permit to construct a fourteen foot by fifty foot (14’ x 50’) carport (the “**Addition**”) on the north side of the existing detached accessory structure to provide overhead cover for a motorhome.
8. That the **Subject Property** would have a total of 3,400 square feet of detached accessory building space.
9. That the proposed **Addition** to the existing detached accessory building meets all setback requirements for the R-1 Residential (MUSA) – 80 district.
10. That the proposed **Addition** will essentially be an extension of the existing roof of the detached accessory building.

11. That the roof of the **Addition** will match the existing roof of the detached accessory building.
12. That the **Permittee** has stated that no part of the detached accessory building or Addition will be used for a home occupation.
13. That there is an existing asphalt driveway that leads to the detached accessory building and an existing class V gravel driveway extension that encircles the building for maneuvering purposes.
14. That a concrete or asphalt parking pad will need to be installed underneath the carport to comply with City Code Section 117-355 (Residential Development Off-Street Parking).
15. That the **Permittee** has also applied for a variance to the driveway setback for the existing driveway along the south boundary of the **Subject Property**.
16. That the **Addition** will not disrupt the current individual well and septic systems on the **Subject Property**.
17. That the Ramsey Planning Commission duly held a public hearing and recommended approval/denial of the Conditional Use Permit during their regularly scheduled meeting on September 28, 2023.

## **FINDINGS OF FACT**

1. That the size of the **Addition** will not impair an adequate supply of light and air to adjacent property.
2. That the size of the **Addition** will not unreasonably increase the congestion on the public street.
3. That the size of the **Addition** will not have the effect of allowing any use prohibited in the R-1 Residential (MUSA) – 80 District.
4. That the size and location of the **Addition** will not permit a lesser degree of public health, safety, and general welfare protection that established by Chapter 117 of the Ramsey City Code or permit standards that are lower than those required by state law.
5. That the size of the **Addition** will not increase the danger of fire or endanger the public safety.
6. That the size of the **Addition** will not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of Chapter 117 of the Ramsey City Code.

7. That the size of the **Addition** will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
8. That the size of the **Addition** will not violate the intent and purpose of the Comprehensive Plan.
9. That the size of the **Addition** will be in accordance with the objectives of the intent of Section 117-51 (Conditional Use Permits) of the Ramsey 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 a Conditional Use Permit (the “**Permit**”) to construct a fourteen foot by fifty foot (14’ x 50’) carport addition (the “**Addition**”) onto the existing detached accessory building on the **Subject Property**, contingent upon the following conditions:

**CONDITIONS**

1. That this **Permit** allows for a 700 square foot carport to be constructed along the north side of the existing detached accessory building, resulting in a total of 3,400 square feet of detached structure square footage on the **Subject Property**.
2. That there shall be no other accessory buildings constructed on the **Subject Property**, unless in accordance with City Code.
3. That the **Permittee** shall construct the **Addition** in accordance with all other provisions of City Code Sections 117-111 (R-1 Residential District) and 117-349 (Accessory Uses and Buildings).
4. That the **Permittee** agrees to construct the **Addition** as shown on **Exhibit 1**.
5. That the **Addition** shall consist of roofing that matches the existing roof of the detached accessory building on the **Subject Property**.
6. That the **Permittee** agrees that no part of the **Addition** shall be used for a home occupation unless in compliance with City Code Section 117-351 (Home Occupations).
7. That the **Permittee** agrees to install an asphalt or concrete parking surface under the **Addition** to ensure compliance with off-street parking regulations outlined in City Code Section 117-355 (Residential Development Off-Street Parking), 117-349 (Accessory Uses and Buildings), and 117-111 (R-1 Residential District).
8. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

9. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.
10. That the **Permittee** shall obtain all necessary permits prior to commencing any construction of the **Addition**, including a building permit.
11. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes.
12. That this **Permit** shall automatically expire if the use is not initiated by October 10, 2024, and issuance of the building permit shall constitute initiation.

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:

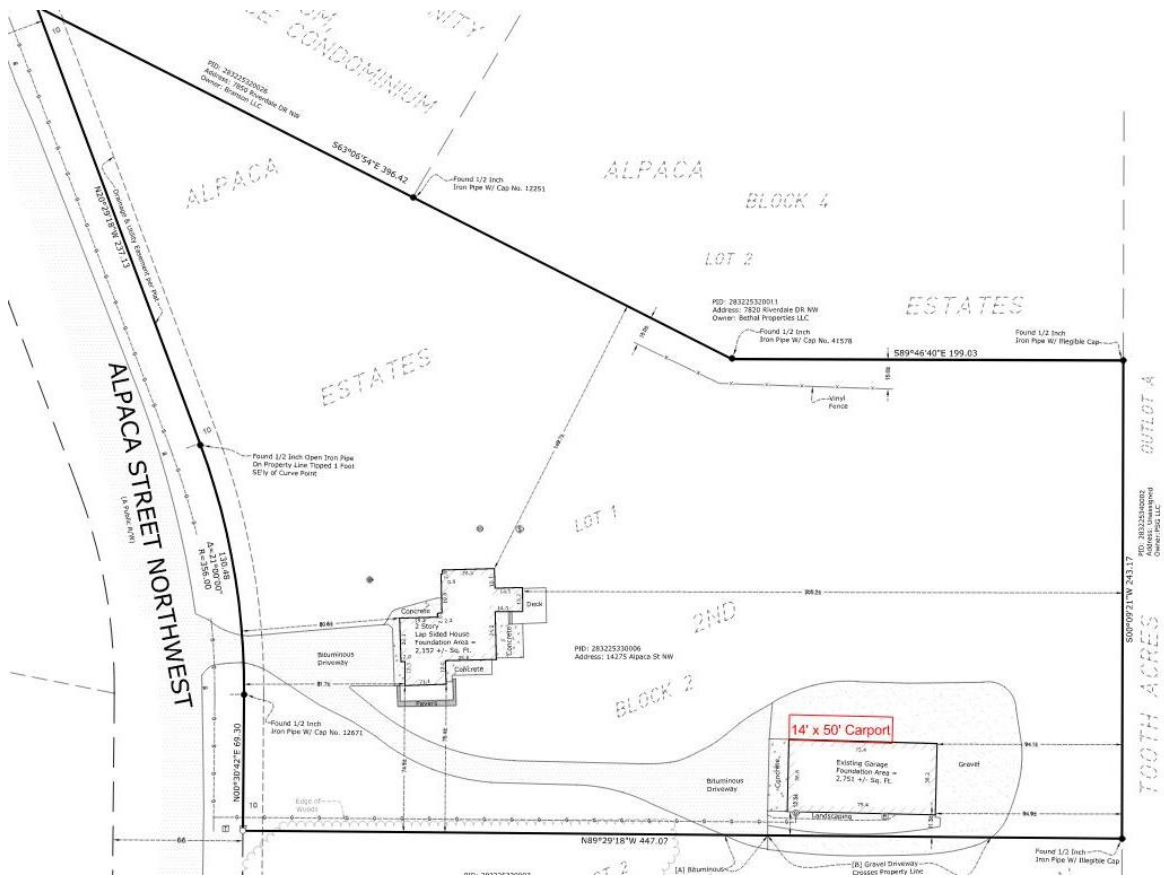
whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of October, 2023.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# Exhibit A Site Plan



**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Promote economic growth and development.**Information****Title**

Adopt Resolution #23-245 Approving Change Order #1 for Improvement Project #23-20, COR Mass Grading

**Purpose/Background:**

During construction of the COR Mass Grading project, staff identified that the development potential of Parcel 46 could be maximized by realigning the storm sewer south of Parcel 46 closer to Sunwood Drive. Staff therefore requested that Bolton and Menk, Inc. revise the storm sewer design and calculate the associated costs based on unit bid prices of the awarded project. The revised storm sewer alignment is shown in orange linework on the attached storm sewer revisions figure.

**Observations/Alternatives:**

This work has not been completed so if Change Order No. 1 is not approved the storm sewer alignment will remain as shown in the COR Mass Grading construction plans, which is represented by the black linework on the attached storm sewer revisions figure.

**Funding Source:**

As identified in attached Change Order No. 1, the associated increase in construction costs amounts to \$39,716.98, which is proposed to be funded using storm sewer funds.

**Recommendation:**

Staff recommends adopting Resolution #23-245 approving Change Order #1 since this will maximize the development potential of Parcel 46, which over time will benefit the City significantly more than the associated construction cost increase.

**Action:**

Adopt Resolution #23-245 Approving Change Order #1 for Improvement Project #23-20, COR Mass Grading

**Attachments**

Change Order #1 Enebak Signed

Resolution 23-245

Storm sewer revisions figure

**Form Review****Inbox**

Brian Hagen

Form Started By: Bruce Westby

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 02:07 PM

Started On: 10/03/2023 07:54 AM



# ENEBAK CONSTRUCTION CO.

16972 Brandtjen Farm Drive | Lakeville, MN 55044 • P: 952-479-6700 • F: 952-479-6701

## COR - Ramsey

### CHANGE ORDER #1

23-051

September 14, 2023

ITEM DESCRIPTION	QUANTITY	UNIT MEAS	UNIT PRICE	TOTAL
<b>Additions</b>				
<b>Storm</b>				
15" Bulkhead	3.0	EA	\$1,000.00	\$3,000.00
24" Bulkhead	1.0	EA	\$1,500.00	\$1,500.00
36" Bulkhead	2.0	EA	\$2,000.00	\$4,000.00
6' DIA Structure (9A)	1	LS	\$7,757.38	\$7,757.38
6' DIA Structure (10A)	1	LS	\$9,820.02	\$9,820.02
Upsize Manhole 19 From 60" To 72"	1	LS	\$2,057.94	\$2,057.94
Upsize Manhole 11 From 72" To 84"	1	LS	\$3,640.73	\$3,640.73
Upsize Manhole 10 From 72" To 96"	1	LS	\$4,723.08	\$4,723.08
Upsize Manhole 9 From 84" To 96"	1	LS	\$3,217.83	\$3,217.83
<b>TOTAL</b>				<b>\$39,716.98</b>

NOTES:

1.) SEE CONTRACT FOR INCLUSIONS & EXCLUSIONS/TERMS AND CONDITIONS.

THIS PROPOSAL MAY ONLY BE ACCEPTED IF SIGNED BY OWNERS AUTHORIZED REPRESENTATIVE AND RECEIVED BY ECC WITHIN 30 DAYS OF PROPOSAL DATE.

ACCEPTANCE BY: City OF Ramsey

BY: \_\_\_\_\_

DATED: \_\_\_\_\_

ENEBAK CONSTRUCTION CO.

BY: [Signature]

DATED: 9/29/23

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-245**

**RESOLUTION APPROVING CHANGE ORDER #1 FOR IMPROVEMENT PROJECT #23-20, COR MASS GRADING**

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

**WHEREAS**, pursuant to Ramsey City Council Resolution #23-107, adopted May 9, 2023, the City Council approved The COR Public Infrastructure Design Services proposal of Bolton & Menk, Inc. specifying their scope of services and not-to-exceed fees for design services associated with public infrastructure improvements in The COR; and

**WHEREAS**, pursuant to Ramsey City Council Resolution #23-157, adopted July 11, 2023, the City Council approved the plans prepared by Bolton and Menk, Inc. and authorized advertising bids for City Improvement Project #23-20, COR Mass Grading; and

**WHEREAS**, pursuant to Ramsey City Council Resolution #23-176, adopted August 8, 2023, the City Council accepted ten bids and directed the Mayor and City Administrator to enter into a contract with the lowest responsible bidder, Enebak Construction Company, in the amount of \$4,197,240.34 for construction of the improvements in accordance with the approved plans and specifications and advertisement for bids, and directed the City Administrator to accept the Construction Services Proposal of Bolton and Menk, Inc. in the not-to-exceed amount of \$222,187.00; and

**WHEREAS**, during construction it was identified that moving the storm sewer closer to Sunwood Drive would maximize the development potential of Parcel 46; and

**WHEREAS**, Bolton and Menk, Inc. revised the storm sewer design and worked with Enebak Construction Company to prepare Change Order No. 1 that identifies associated increased construction costs in the amount of \$39,716.98.

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

- 1) The City Administrator is hereby authorized and directed to execute Change Order No. 1 for Improvement Project #23-20, COR Mass Grading, for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10th day of October, 2023.

---

Mayor

**ATTEST:**

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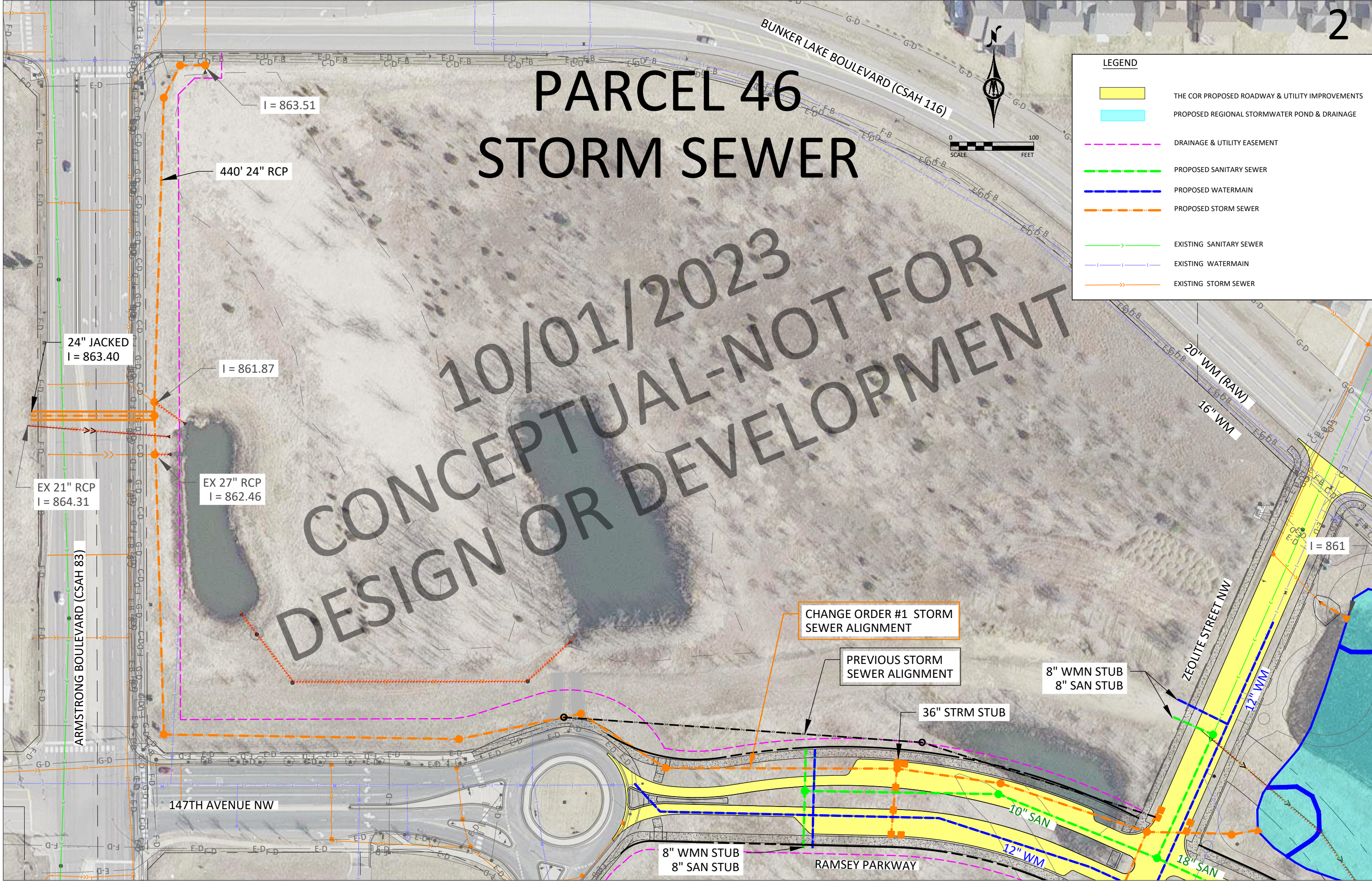
City Clerk

# PARCEL 46 STORM SEWER

**LEGEND**

- THE COR PROPOSED ROADWAY & UTILITY IMPROVEMENTS
- PROPOSED REGIONAL STORMWATER POND & DRAINAGE
- DRAINAGE & UTILITY EASEMENT
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING STORM SEWER

10/01/2023  
CONCEPTUAL-NOT FOR  
DESIGN OR DEVELOPMENT



CHANGE ORDER #1 STORM SEWER ALIGNMENT

PREVIOUS STORM SEWER ALIGNMENT

8" WMN STUB  
8" SAN STUB

36" STRM STUB

8" WMN STUB  
8" SAN STUB

RAMSEY PARKWAY

10" SAN

12" WM

18" SAN

ZEOLITE STREET NW

20" WM (RAW)  
16" WM

147TH AVENUE NW

ARMSTRONG BOULEVARD (CSAH 83)

BUNKER LAKE BOULEVARD (CSAH 116)

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-246 Approving Change Order No. 4 for Ramsey Gateway Highway 10 Widening Improvements

**Purpose/Background:**

During construction of the 2023 Ramsey Gateway Highway 10 Widening Improvements, the contractor proposed substituting 8-inch and 10-inch PVC C900 watermain in lieu of the 8-inch and 10-inch ductile iron pipe (DIP) watermain included in the plans and specifications as bid on by the awarded contractor, North Pine Aggregate. This material substitution was strictly proposed as a cost savings measure, which City staff supported and approved in order to allow the contractor to order the material in time to install it without delaying the project.

**Notification:**

Staff strives to present Change Orders to the City Council before the proposed work is completed. However, from time to time Staff approves Change Orders without prior Council approval, such as when a significant cost savings can be realized without sacrificing quality and there isn't time to obtain Council approval first, when there is an emergency situation that must be addressed, or when work needs to be done to avoid costly project delays. In such instances, Staff strives to present the Change Order to Council for their after-the-fact approval in as timely a manner as possible.

**Observations/Alternatives:**

Up until roughly 10 years ago, the City only allowed DIP watermain to be used for our water supply system. The City then gradually started allowing PVC C900 pipe to be used for watermain in green spaces. And in recent years, that City has allowed PVC C900 watermain to be installed under streets. Some other cities have been using PVC C900 watermain for decades and based on the results to date staff is now confident that PVC C900 watermain is as durable as DIP watermain when properly installed. In addition, manufacturers are now selling better fittings and saddles that better accommodate connections of service lines and other pipe materials to PVC C900 pipe, which had been an issue in the past.

**Funding Source:**

Executing Change Order No. 4 saved the City \$76,050.00.

**Recommendation:**

Staff recommends adopting Resolution #23-246 approving Change Order No. 4 for the Ramsey Gateway Highway 10 Widening Improvements.

**Action:**

Adopt Resolution #23-246 approving Change Order No. 4 for the Ramsey Gateway Highway 10 Widening Improvements.

**Attachments**

Resolution 23-246

Change Order 4

### Form Review

**Inbox**

Brian Hagen

Form Started By: Bruce Westby

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 02:08 PM

Started On: 10/04/2023 09:38 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-246**

**RESOLUTION APPROVING CHANGE ORDER NO. 4 FOR RAMSEY GATEWAY HIGHWAY 10 WIDENING IMPROVEMENTS**

**WHEREAS**, pursuant to City Council Resolution #23-074 adopted April 11, 2023, the Mayor and City Administrator were directed to enter into a Joint Powers Agreement with Anoka County, Contract No. C0009284, obligating the City of Ramsey to sharing in specific costs, construction and maintenance activities for City Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-149 adopted June 27, 2023, the Mayor and City Administrator were directed to enter into MnDOT Cooperative Construction Agreement No. 1052001 with the State of Minnesota, Department of Transportation, and Anoka County to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer to be performed upon, along, and adjacent to Trunk Highway 10 from 0.32 miles east of Armstrong Boulevard (County State Aid Highway 83) to 0.38 miles west of Thurston Avenue under State Project 0202-123 (TH 10=003) as part of the 2023 Ramsey Gateway Highway 10 Widening Improvements to facilitate the expedient construction of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-172 adopted September 12, 2023, the Mayor and City Administrator were directed to enter into MnDOT Agreement No. 1052605 with the State of Minnesota, Department of Transportation, to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer construction to be performed upon, along, and adjacent to Trunk Highway 10 from 0.37 miles east of Armstrong Boulevard (County State Aid Highway [CSAH] 83) TO 0.57 miles east of Sunfish Lake Boulevard (CSAH 57) and on CSAH 56 from 0.02 miles south of TH 10/169 to 0.40 miles south of Bunker Lake Boulevard (CSAH 116) and on CSAH 57 from TH 10/169 to 0.11 miles south of Bunker Lake Boulevard (CSAH 116) and on Riverdale Drive from 0.15 miles west of Ramsey Boulevard to 0.13 miles east of Ramsey Boulevard, and on Sunfish Lake Boulevard from Riverdale Drive to TH 10 under State Project 002-596-026 and State Project 0202-116 (TH 10=003) as part of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-238 adopted September 26, 2023, the Mayor and City Administrator were directed to enter into updated MnDOT Agreement No. 1052605 with the State of Minnesota, Department of Transportation, to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer construction to be performed upon, along, and adjacent to Trunk Highway 10 from 0.37 miles east of Armstrong Boulevard (County State Aid Highway [CSAH] 83) TO 0.57 miles east of Sunfish Lake Boulevard (CSAH 57) and on CSAH 56 from 0.02 miles south of TH 10/169 to 0.40 miles south of Bunker Lake Boulevard (CSAH

116) and on CSAH 57 from TH 10/169 to 0.11 miles south of Bunker Lake Boulevard (CSAH 116) and on Riverdale Drive from 0.15 miles west of Ramsey Boulevard to 0.13 miles east of Ramsey Boulevard, and on Sunfish Lake Boulevard from Riverdale Drive to TH 10 under State Project 002-596-026 and State Project 0202-116 (TH 10=003) as part of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, the contract called for 760 linear feet of 8-inch ductile iron pipe (DIP) watermain and 275 linear feet of 10-inch DIP watermain; and

**WHEREAS**, the contractor proposed substituting 8-inch and 10-inch PVC C900 watermain in lieu of the 8-inch and 10-inch DIP watermain as a cost savings measure; and

**WHEREAS**, the City Engineer reviewed the proposed watermain material substitution and executed Change Order No. 4 on September 14, 2023 approving the substitution of PVC C900 watermain in lieu of DIP watermain to reduce City construction costs by \$76,050.00; and

**WHEREAS**, the contractor subsequently installed the PVC C900 watermain as part of the 2023 Ramsey Gateway Highway 10 Widening Improvements.

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

- 1) The Ramsey City Council hereby provides after-the-fact approval of the execution of Change Order No. 4 for 2023 Ramsey Gateway Highway 10 Widening Improvements.

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 10th day of October, 2023.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# Minnesota Department Of Transportation

Report Printed Date: 9/16/2023

**Contract: 230503**

Prime Contractor: North Pine Aggregate, Inc., 0000388895

CO Type: COLevel2

State Proj. No.: 0202-123

Fed. Proj. No.:

District: M Metro

Reason: 1605 Substitute Materials

Location: T.H. 10 FROM .32 MILE EAST OF CSAH 83 (ARMSTRONG BLVD.) TO .38 MILES WEST OF THURSTON AVE. IN ANOKA.

Description: Substituting Water Pipe, from Ductile Iron to PVC C900

**Explanation:**

**Issue**

The contract calls for 8" and 10" Ductile Iron Pipe to be used for water main. The contractor has proposed substituting 8" and 10" PVC C900 for water main in lieu of Ductile Iron Pipe as a cost saving measure.

**Resolution**

Engineer and the city of Ramsey have reviewed the proposed substituted material and have agreed to the proposed material at a reduced cost per LF. The contractor will install 8" and 10" PCV C900 pipe for water main.

**Entitlement**

The Engineer has determined the contract will be revised in accordance with MnDOT 1605

**Cost**

The Engineer and City of Ramsey have reviewed and approved of the cost reduction associated with this change.

**Payment**

Payment for the proposed substituted material, PVC C900, will be made at a negotiated LF price in lieu of the Ductile Iron Contract Item 8" PVC Watermain @ \$59.50 per LF

10" PVC Watermain @ \$81.00 per LF

**Impact**

This change does not impact contract time.

**Change Order No.: 0004**

**Net Change Order Amount: -\$8,555.00**

Spec Book Year: 20

Awarded Contract Amount: \$3,549,753.62

Funding Source: SA

Resident Engineer: Dan Penn

Admin Office: MC-Golden Valley North West

County: C002 ANOKA

Route: TH 10

**Increases/Decreases**

Item Description	Item ID	Project Line	Contract Line	Project	Category	Item Source	Quantity Inc/Dec	Unit	Unit Price	Dollar Amount
8" WATERMAIN DUCTILE IRON CL 52	2504603/01082	1360	0475	146922	0002	Original	-760.000	LF	\$67.50	-\$51,300.00
10" WATERMAIN DUCTILE IRON CL 52	2504603/01102	1370	0480	146922	0002	Original	-275.000	LF	\$90.00	-\$24,750.00
<b>Total:</b>										<b>-\$76,050.00</b>

# Minnesota Department Of Transportation

Report Printed Date: 9/6/2023

## New Items

Item Description	Item ID	Item Reason	Project Line	Cont. Line	Project	Category	Quantity	Unit	Unit Price	Dollar Amount
CO #4 8" PVC Water Main Pipe - CHANGE ORDER LIN FT.	1402603/00010	Neg	1480	705	146922	0002 - CITY OF RAMSEY	760.000	L F	\$59.50	\$45,220.00
CO # 4 10" PVC Water Main Pipe - CHANGE ORDER LIN FT	1402603/00010	Neg	1490	710	146922	0002 - CITY OF RAMSEY	275.000	L F	\$81.00	\$22,275.00
<b>Total:</b>										\$67,495.00

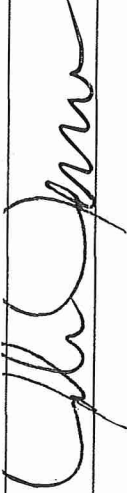
## Time Adjustments

Time ID	Time Description	Time Type	Original	Current	Adjustment	New

## Project/Category Summary

Project Description	Project	Category	Category Description	Dollar Amount
ANOKA COUNTY GATEWAY PREWORK, GRADING, BITUMINOUS SURFACING, AND LIGHTING TO CONSTRUCT TEMPORARY WIDENING ON T.H. 10 FROM .32 MILES EAST OF CSAH 83 (ARMSTRONG BLVD.) TO .38 MILES WEST OF THURSTON AVE. IN ANOKA.	146922	0002	CITY OF RAMSEY	-\$8,555.00

**Net Change Order Amount:** -\$8,555.00

	Signature & Date
Project Engineer/Project Supervisor	<b>Brian Porter</b> Digitally signed by Brian Porter Date: 2023.09.13 07:50:18 -05'00'
Contractor	
Commissioner of Transportation Pursuant to Delegation	
Commissioner of Administration Pursuant to Delegation	
Consultant Contract Administrator (recommendation for Approval only)	
Local Agency (if funded wholly or in part by Local Agency)	<i>Bruce West</i> 9/14/2023

ATTACHMENTS: By signing this agreement, the Contractor acknowledges receipt of the specified attachments (if applicable)

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Improve the safety and mobility of transportation corridors.**Information****Title**

Adopt Resolution #23-247 Approving Change Order No. 8 for Ramsey Gateway Highway 10 Widening Improvements

**Purpose/Background:**

The contract for the 2023 Ramsey Gateway Highway 10 Widening improvements called for connecting the new watermain extension along Riverdale Drive to the existing Highway 10 watermain crossing. However, while completing this work it was discovered that the existing watermain crossing casing needed to be cut back to allow the connection to be made as indicated in the plans so the contractor had to expose the casing, cut off approximately 10-feet using a cutting torch, then remove the casing to allow the new watermain to be connected to the existing watermain crossing without delaying the project.

**Notification:**

Staff strives to present Change Orders to the City Council before the proposed work is completed. However, from time to time Staff approves Change Orders without prior Council approval, such as when a significant cost savings can be realized without sacrificing quality and there isn't time to obtain Council approval first, when there is an emergency situation that must be addressed, or when work needs to be done to avoid costly project delays. In such instances, Staff strives to present the Change Order to Council for their after-the-fact approval in as timely a manner as possible.

**Funding Source:**

The City Engineer has reviewed and approves of the costs associated with the Extra Work included in this Change Order in the amount of \$4,000.00, which will be funded using water funds.

**Recommendation:**

Staff recommends adopting Resolution #23-247 approving Change Order No. 8 for Ramsey Gateway Highway 10 Widening Improvements.

**Action:**

Adopt Resolution #23-247 approving Change Order No. 8 for Ramsey Gateway Highway 10 Widening Improvements.

**Attachments**

Resolution 23-247

Change Order 8

**Form Review****Inbox**

Brian Hagen

Form Started By: Bruce Westby

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 02:09 PM

Started On: 10/04/2023 09:40 AM

Final Approval Date: 10/05/2023

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-247**

**RESOLUTION APPROVING CHANGE ORDER NO. 8 FOR RAMSEY GATEWAY HIGHWAY 10 WIDENING IMPROVEMENTS**

**WHEREAS**, pursuant to City Council Resolution #23-074 adopted April 11, 2023, the Mayor and City Administrator were directed to enter into a Joint Powers Agreement with Anoka County, Contract No. C0009284, obligating the City of Ramsey to sharing in specific costs, construction and maintenance activities for City Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-149 adopted June 27, 2023, the Mayor and City Administrator were directed to enter into MnDOT Cooperative Construction Agreement No. 1052001 with the State of Minnesota, Department of Transportation, and Anoka County to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer to be performed upon, along, and adjacent to Trunk Highway 10 from 0.32 miles east of Armstrong Boulevard (County State Aid Highway 83) to 0.38 miles west of Thurston Avenue under State Project 0202-123 (TH 10=003) as part of the 2023 Ramsey Gateway Highway 10 Widening Improvements to facilitate the expedient construction of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-172 adopted September 12, 2023, the Mayor and City Administrator were directed to enter into MnDOT Agreement No. 1052605 with the State of Minnesota, Department of Transportation, to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer construction to be performed upon, along, and adjacent to Trunk Highway 10 from 0.37 miles east of Armstrong Boulevard (County State Aid Highway [CSAH] 83) TO 0.57 miles east of Sunfish Lake Boulevard (CSAH 57) and on CSAH 56 from 0.02 miles south of TH 10/169 to 0.40 miles south of Bunker Lake Boulevard (CSAH 116) and on CSAH 57 from TH 10/169 to 0.11 miles south of Bunker Lake Boulevard (CSAH 116) and on Riverdale Drive from 0.15 miles west of Ramsey Boulevard to 0.13 miles east of Ramsey Boulevard, and on Sunfish Lake Boulevard from Riverdale Drive to TH 10 under State Project 002-596-026 and State Project 0202-116 (TH 10=003) as part of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, pursuant to City Council Resolution #23-238 adopted September 26, 2023, the Mayor and City Administrator were directed to enter into updated MnDOT Agreement No. 1052605 with the State of Minnesota, Department of Transportation, to provide for payment by the City to the State of the City's share of the costs of the construction engineering in connection with the City water main and sanitary sewer construction to be performed upon, along, and adjacent to Trunk Highway 10 from 0.37 miles east of Armstrong Boulevard (County State Aid Highway [CSAH] 83) TO 0.57 miles east of Sunfish Lake Boulevard (CSAH 57) and on CSAH 56 from 0.02 miles south of TH 10/169 to 0.40 miles south of Bunker Lake Boulevard (CSAH

116) and on CSAH 57 from TH 10/169 to 0.11 miles south of Bunker Lake Boulevard (CSAH 116) and on Riverdale Drive from 0.15 miles west of Ramsey Boulevard to 0.13 miles east of Ramsey Boulevard, and on Sunfish Lake Boulevard from Riverdale Drive to TH 10 under State Project 002-596-026 and State Project 0202-116 (TH 10=003) as part of Improvement Project #20-11, Ramsey Gateway Highway 10 Improvements; and

**WHEREAS**, the contract called for connecting the new watermain extension along Riverdale Drive to the existing Highway 10 watermain crossing and during the work it was discovered that the existing watermain crossing casing needed to be cut back to allow the connection to be made as indicated in the plans; and

**WHEREAS**, the contractor provided all labor and equipment necessary to expose, cut and remove the end of the watermain casing to allow the new watermain to be connected to the existing watermain without delaying the project; and

**WHEREAS**, the City Engineer has reviewed and approves of the costs associated with the Extra Work included in this Change Order in the amount of \$4,000.00.

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

- 1) The Ramsey City Council hereby provides after-the-fact approval of the execution of Change Order No. 8 for 2023 Ramsey Gateway Highway 10 Widening Improvements.

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 10th day of October, 2023.

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Mayor

**ATTEST:**

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City Clerk

**Contract: 230503**

Prime Contractor: North Pine Aggregate, Inc., 0000388895

CO Type: COLevel2

State Proj. No.: 0202-123

Fed. Proj. No.:

District: M Metro

Reason: 1402.5 Extra Work

Location: T.H. 10 FROM .32 MILE EAST OF CSAH 83 (ARMSTRONG BLVD.) TO .38 MILES WEST OF THURSTON AVE. IN ANOKA.

Description: Watermain Casing Removal

**Explanation:**

- Issue** The City of Ramsey Utility Plans include a connection to an existing watermain crossing Hwy 10 for the installation of the new watermain along the Riverdale Dr. extension. During the work, it was discovered that the casing pipe for the existing watermain crossing Hwy 10 extended into the Riverdale Dr. work where the plans call for the connection to occur. This section of casing pipe will need to be removed in order to connect the Riverdale Dr. watermain to the existing watermain at the location shown in the plan.
- Resolution** The Contractor will provide all labor and equipment necessary to expose, cut and remove at the casing pipe, by means and methods that will not cause damage to the existing watermain and as directed by the Engineer in order to connect the new watermain to the existing as indicated in the plans.
- Entitlement** The Engineer, with concurrence from the City of Ramsey, has determined the contract needs to be revised in accordance with MnDOT Specification 1402.5 Extra Work.
- Cost** The Engineer and City of Ramsey have reviewed and approve the costs associated with this Change Order.
- Payment** Payment for the work described in this Change Order will be made at a negotiated Lump Sum.
- Impact** This change does not impact contract time.

**Increases/Decreases**

Item Description	Item ID	Project Line	Contract Line	Project	Category	Item Source	Quantity Inc/Dec	Unit	Unit Price	Dollar Amount
<b>Total:</b>										\$0.00

**New Items**

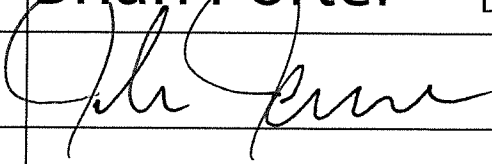
Item Description	Item ID	Item Reason	Project Line	Cont. Line	Project	Category	Quantity	Unit	Unit Price	Dollar Amount
CO #8 - Watermain Casing Removal - CHANGE ORDER LUMP SUM	1402601/00010	Neg	1530	730	146922	0002 - CITY OF RAMSEY	1.000	LS	\$4,000.00	\$4,000.00
<b>Total:</b>										\$4,000.00

**Time Adjustments**

Time ID	Time Description	Time Type	Original	Current	Adjustment	New
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**Project/Category Summary**

Project Description	Project	Category	Category Description	Dollar Amount
ANOKA COUNTY GATEWAY PREWORK, GRADING, BITUMINOUS SURFACING, AND LIGHTING TO CONSTRUCT TEMPORARY WIDENING ON T.H. 10 FROM .32 MILES EAST OF CSAH 83 (ARMSTRONG BLVD.) TO .38 MILES WEST OF THURSTON AVE. IN ANOKA.	146922	0002	CITY OF RAMSEY	\$4,000.00
<b>Net Change Order Amount:</b>				<b>\$4,000.00</b>

	Signature & Date	
<b>Project Engineer/Project Supervisor</b>	<b>Brian Porter</b>	Digitally signed by Brian Porter Date: 2023.09.19 17:52:31 -05'00'
<b>Contractor</b>		
<b>Commissioner of Transportation Pursuant to Delegation</b>		
<b>Commissioner of Administration Pursuant to Delegation</b>		
<b>Consultant Contract Administrator (recommendation for Approval only)</b>		
<b>Local Agency (if funded wholly or in part by Local Agency)</b>		

**ATTACHMENTS:** By signing this agreement, the Contractor acknowledges receipt of the specified attachments (if applicable)

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Create a positive image for residential neighborhoods, business districts and key corridors.**Information****Title:**

Adopt Resolution #23-249 Denying a Massage Establishment and Massage Therapy License

**Purpose/Background:**

Ms. Yan Chang has submitted license applications for Therapeutic Massage Therapist and Therapeutic Massage Establishment, Creekside Relaxing Spa LLC located at 6957 Highway 10 NW. Suite 204, Ramsey MN 55303.

**Notification:**

Applicant has been notified of denial recommendation via email on October 4, 2023 along with a mailed letter.

**Recommendation:**

After completion of the required Background Check, Chief Katers recommends denial of the licenses for Therapeutic Massage Establishment for Creekside Relaxing Spa LLC located at 6957 Highway 10 NW. Suite 204, Ramsey MN 55303 and Therapeutic Massage Therapist for Ms. Yan Chang.

The basis for the denial recommendation is:

1. Education requirements of city ordinance are not satisfied as the school listed is not accredited by the U.S. Department of Education.
2. Residence history listed in the application does not coincide with locations worked or schooling provided in employment history and schooling records.
3. Applicant's current license in Rochester is at an establishment that is on probation for conduct violations that involve elements of habitation and solicitation.

**Outcome/Action:**

Adopt Resolution #23-249 Denying Licenses for Therapeutic Massage Therapist and Therapeutic Massage Establishment for Ms. Yan Chang at Creekside Relaxing Spa LLC located at 6957 Highway 10 NW. Suite 204, Ramsey MN 55303.

**Attachments**

Resolution 23-249

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Sean Sullivan	Sean Sullivan	10/04/2023 04:20 PM
Jeff Katers	Jeff Katers	10/05/2023 10:56 AM
Brian Hagen	Brian Hagen	10/05/2023 11:01 AM
Form Started By: Wendy Schlueter		Started On: 10/04/2023 03:28 PM
Final Approval Date: 10/05/2023		

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-249**

**RESOLUTION DENYING LICENSE FOR YAN CHANG OF CREEKSIDE RELAXING SPA LLC FOR THERAPEUTIC MASSAGE ESTABLISHMENT AND THERAPEUTIC MASSAGE THERAPIST LICENSES.**

**WHEREAS**, the City of Ramsey, herein referred to as the “City,” has received an Application from **YAN CHANG** for THERAPEUTIC MASSAGE ESTABLISHMENT and THERAPEUTIC MASSAGE THERAPIST LICENSES; and

**WHEREAS**, the City’s Police Chief has conducted a background check and recommends denial of license.

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

- 1) That the City Council denies the application for a THERAPEUTIC MASSAGE ESTABLISHMENT license for **CREEKSIDE RELAXING SPA LLC**.
- 2) That the City Council denies the application for a THERAPEUTIC MASSAGE THERAPIST license for **YAN CHANG**.

That 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:

and the following voted against the same:

and the following abstained:

and the following were absent:

Where upon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of October, 2023.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

**CC Regular Session**

**Meeting Date:** 10/10/2023

**Primary Strategic Plan Initiative:** Address infrastructure needs.

**Information**

**Title**

Adopt Resolutions #23-250, #23-251, #23-252, and #23-253 Accepting Sewer Cleaning and Televising Proposals for 2024 Pavement Management Program Projects

**Purpose/Background:**

**Purpose:**

The purpose of this case is to adopt Resolutions #23-250, #23-251, #23-252, and #23-253 accepting sewer cleaning and televising proposals for 2024 pavement management program projects.

**Background:**

Testing of existing municipal utilities, which includes sanitary sewer, storm sewer, and watermain, is standard practice when designing street reconstruction projects. Newly paved streets in Ramsey are anticipated to have a 60-year life span, assuming proactive maintenance. Identifying damaged or failing municipal utilities under streets before they are reconstructed allows the required repair or replacement work to be completed as part of the street reconstruction project before the new pavement is placed, preventing costly pavement repairs after the fact.

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

Watermain leak testing was previously performed on a project by project basis. In the summer of 2023, a City-wide leak testing was performed, including the proposed project areas. No leaks were detected within any of the 2024 street reconstruction project areas.

Pipe Televising Proposals – Sanitary and Storm Sewer

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

Staff requested proposals for each street reconstruction project from six (6) contractors known to perform this work. Proposals for each project were received from one (1) of the contractors, which are tabulated below.

<b>Project</b>	<b>Hydro-Klean, LLC Proposal</b>
IP 24-01 Barthel’s Rum River Acres and White Pines Estates Street Reconstructions	\$3,558.75
IP 24-05 MSA Xkimo Street Reconstruction	\$17,338.10
IP 24-12 Juniper Woods 1 <sup>st</sup> – 3 <sup>rd</sup> Street Reconstructions	\$21,222.16
IP 24-13 Fox Ridge Estates 1 <sup>st</sup> & 2 <sup>nd</sup> Street Reconstructions	\$10,048.75
<i>Project Totals</i>	<i>\$52,167.76</i>

Hydro-Klean, LLC submitted the lowest responsible proposals, based on the submitted proposals. Staff recommends accepting the proposals for all four improvement projects.

The Contractor is required to complete their work within 30 working days of the notice to proceed issued by the City.

**Notification:**

No notifications are required with this case.

**Observations/Alternatives:**

Motion to adopt Resolutions #23-250, #23-251, #23-252, and #23-253 accepting sewer cleaning and televising proposals for 2024 pavement management program projects.

**Funding Source:**

Funding for this work is proposed to come from the respective utility enterprise (Sewer and Stormwater Utility) funds. If any utility repair or replacement work is required as a result of the testing, said work would be completed as part of the respective street reconstruction project and would be funded through the respective utility funds.

**Recommendation:**

Staff recommends adopting Resolutions #23-250, #23-251, #23-252, and #23-253 accepting sewer cleaning and televising proposals for 2024 pavement management program projects.

**Action:**

Adopt Resolutions #23-250, #23-251, #23-252, and #23-253 accepting sewer cleaning and televising proposals for 2024 pavement management program projects.

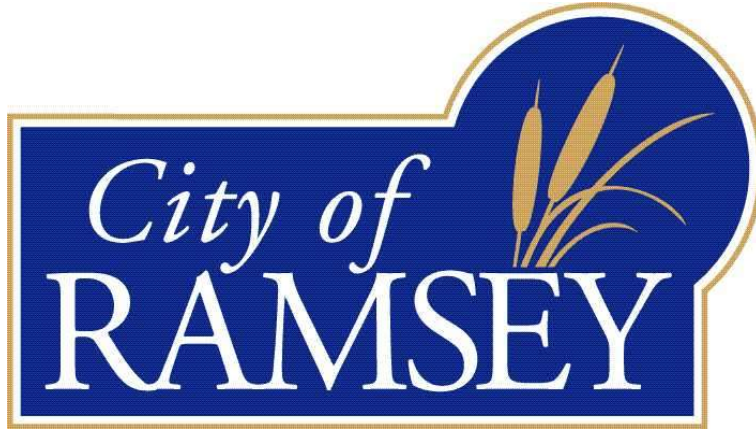
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**Attachments**

- 2024 PMP Televising RFP
- Res 23-250
- Res 23-251
- Res 23-252
- Res 23-253

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	10/05/2023 12:04 PM
Brian Hagen	Brian Hagen	10/05/2023 02:07 PM
Form Started By: Joe Feriancek		Started On: 10/02/2023 08:25 AM
Final Approval Date: 10/05/2023		



**REQUEST FOR PROPOSAL  
PAVEMENT MANAGEMENT PROGRAM  
2024 PROJECTS  
Clean & Televising Sanitary & Storm Sewer  
City of Ramsey**

ISSUE DATE  
September 26, 2023

PROPOSAL MUST BE RECEIVED BY:  
4:00 pm on Wednesday, October 4, 2023

DELIVER PROPOSAL TO:  
City of Ramsey Municipal Center  
7550 Sunwood Drive NW  
Ramsey, MN 55303  
Attn: Stacie Damjanovich  
763-433-9835

**INTRODUCTION:** The City of Ramsey (City) is requesting proposals for the cleaning and televising and delivery of televising reports for four (4) 2024 projects including;

1. IP 24-01 Barthel's Rum River Acres & White Pine Estates Street Reconstruction
  - a. Two subdivisions located generally between St Francis Blvd (TH47) and the Rum River, between 164<sup>th</sup> Ave & 169<sup>th</sup> Ave. The storm sewer is part of White Pine Estates, at the south end of the Helium St cul-de-sac South of Iodine St.
  - b. Scope of work includes:
    - i. Clean & Televis 150 lineal feet of storm sewer per attached exhibits
    - ii. Properly dispose of any materials
    - iii. Provide the City with a video of the televised lines
    - iv. Provide the City with a report of the televised lines, including descriptions of the pipe and any defects
  
2. IP 24-05 MSA Xkimo Street Reconstruction
  - a. Xkimo Street between St Francis Blvd (TH47) & 142<sup>nd</sup> Ave, as well as three cul-de-sacs – Xkimo Ct, 143<sup>rd</sup> Ln, and 143<sup>rd</sup> Ave.
  - b. Scope of work includes:
    - i. Clean & Televis 1,840 lineal feet of storm sewer per attached exhibits
    - ii. Clean & Televis 3,010 lineal feet of sanitary sewer per attached exhibits
    - iii. Properly dispose of any materials
    - iv. Provide the City with a video of the televised lines
    - v. Provide the City with a report of the televised lines, including descriptions of the pipe and any defects
  
3. IP 24-12 Juniper Woods 1<sup>st</sup> – 3<sup>rd</sup> Street Reconstruction
  - a. Subdivision located generally East of Waco St & South of Alpine Dr.
  - b. Scope of work includes:
    - i. Clean & Televis 2,170 lineal feet of storm sewer per attached exhibit
    - ii. Clean & Televis 3,870 lineal feet of sanitary sewer per attached exhibit
    - iii. Properly dispose of any materials
    - iv. Provide the City with a video of the televised lines
    - v. Provide the City with a report of the televised lines, including descriptions of the pipe and any defects

4. IP 24-13 Fox Hills Estates Street Reconstruction
  - a. Subdivision located generally between Yttrium St & St Francis Blvd (TH47) and North of 169<sup>th</sup> Ln.
  - b. Scope of work includes:
    - i. Clean & Televiser 1,780 lineal feet of storm sewer per attached exhibit
    - ii. Properly dispose of any materials
    - iii. Provide the City with a video of the televised lines
    - iv. Provide the City with a report of the televised lines, including descriptions of the pipe and any defects

Note: Sanitary sewer and storm sewer pipe sizes are shown on attached exhibits, but due to incomplete records of older city projects, some pipe sizes may vary slightly.

**SCHEDULE:** A written schedule of the work shall be submitted identifying all work components and showing work start and completion dates required to comply with the schedule. The cleaning and televising of the sewer lines will be completed within 30 working days of the notice to proceed issued by the City. A notice to proceed for the work is anticipated to be issued by the City on or around October 11, 2023. If work is not initiated within 7 calendar days of this notice, the City reserves the right to cancel the quotation and award to the second lowest responsible quote.

**PROPOSAL SUBMITTAL:** An itemized quote shall be submitted for the proposed work using the form at the end of this Request for Proposal (RFP)

**COMMUNICATION WITH THE CITY:** If any requirements of this RFP are not clearly understood, the Contractor is responsible for contacting the City for further clarifications in a prompt manner. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to the RFP.

**SUBMISSION:** A signed copy of the attached proposal form is requested by **4:00 p.m. Wednesday, October 4, 2023**. Deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey MN 55303 to the attention of Stacie Damjanovich, Engineering Administrative Assistant. E-mail proposals will be accepted and may be sent to [sdamjanovich@cityoframsey.com](mailto:sdamjanovich@cityoframsey.com).

**REVIEW PROCESS:** Proposals received by the RFP deadline will be reviewed by Engineering Staff. The City will award each individual project to the lowest proposal, rather than the lowest combined total of all four (4) proposals.

The City reserves the right to reject any or all proposals and to waive minor irregularities. The winning proposal(s) must be presented by the City Engineer and approved by the Ramsey City Council (Council meetings are on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month); once approved, an email will be sent out awarding the proposal to the qualified vendor, at which time a Certificate of Insurance will be required prior to scheduling work.

**PROPOSAL UNDERSTANDING:** By submitting a proposal, the Contractor agrees to be bound to the terms and conditions herein.

**COST OF PREPARATION:** Under no condition will any costs of preparation of the proposal be reimbursed by the City.

**LICENSE AND INSURANCE:** By submitting a proposal, the Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability \$1,000,000 per occurrence (written on an occurrence-based form bodily injury and property damage); automobile liability \$1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificated of Insurance for all of the above insurance shall be filed with the City prior to the work. The Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

**WORKING HOURS:** The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 8:00 p.m., Monday through Friday.

**WORK AND STAGGING AREAS:** The Contractor shall confine their work activities within City-owned properties and right of way / easement. No equipment shall be left on City streets outside normal working hours.

**SPECIFICATIONS:** Work shall be conducted in conformance with the specifications set forth herein and in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction which is incorporated by reference to these specifications.

**PIPE CLEANING:** The Contractor shall clean the pipe to a minimum of 95% capacity. Each run of pipe between structures, a minimum of 80% of the pipe invert must be visible.

**TRAFFIC CONTROL:** All traffic control devices and layouts shall conform and be installed in accordance to the latest addition of the Minnesota Temporary Traffic Control Field Manual.

**PERMITS:** The Contractor shall obtain all necessary construction permits.

**PAYMENT:** Invoices must be submitted to the City on a net 30-day basis, made out to the City of Ramsey Engineering Department including the project description, and must be submitted via email to [accountspayable@cityoframsey.com](mailto:accountspayable@cityoframsey.com). Payments may be made by EFT upon request, please submit EFT requests to [accountspayable@cityoframsey.com](mailto:accountspayable@cityoframsey.com). An IC 134 form will be required for final payment.

**BASIS OF PAYMENT:**

*Mobilization* – Payment shall be made on a lump sum basis for the mobilization of equipment.

*Traffic Control* – Payment shall be made on a lump sum basis as compensation for all equipment, material, and labor costs required for the installation and maintenance of traffic control measures (signage, barricades, flashers, flaggers, etc.), as directed by the Engineer, for any local traffic disruptions or temporary closures.

*Clean and Televiser Sewer* – Payment shall be made on a per lineal foot basis as compensation for all equipment, material, and labor costs required for cleaning, removal and disposal of material, description and video of the sewer lines.

*Other Items* – The cost of any additional equipment, labor, materials, tools and supplies which have not been specifically identified in this section for payment, but are required to complete the project per the plans and specifications shall be considered incidental to the project.

**PROPOSAL**

I/We agree to furnish all materials and labor for the project(s) described above:

**IP 24-01 BARTHEL'S RUM RIVER ACRES & WHITE PINE ESTATES STREET SEWER TELEVISIONING**

<b>Item No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Price</b>	<b>Extension</b>
1.	Mobilization	LS	1	_____	_____
2.	Traffic Control	LS	1	_____	_____
3.	Clean and Televis Storm Sewer Lines	LF	150	_____	_____

*MSA Xkimo Street Sewer Televisioning Total (Items 1-4)* \_\_\_\_\_

**IP 24-05 MSA XKIMO STREET SEWER TELEVISIONING**

<b>Item No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Price</b>	<b>Extension</b>
1.	Mobilization	LS	1	_____	_____
2.	Traffic Control	LS	1	_____	_____
3.	Clean and Televis Sanitary Sewer Lines	LF	3,010	_____	_____
4.	Clean and Televis Storm Sewer Lines	LF	1,840	_____	_____

*MSA Xkimo Street Sewer Televisioning Total (Items 1-4)* \_\_\_\_\_

**IP 24-12 JUNIPER WOODS 1<sup>st</sup> and 2<sup>nd</sup> STREET SEWER TELEVISIONING**

<b>Item No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Price</b>	<b>Extension</b>
1.	Mobilization	LS	1	_____	_____
2.	Traffic Control	LS	1	_____	_____
3.	Clean and Televis Sanitary Sewer Lines	LF	3,870	_____	_____
4.	Clean and Televis Storm Sewer Lines	LF	2,170	_____	_____

*Juniper Woods 1<sup>st</sup> and 2<sup>nd</sup> Street Sewer Televisioning Total (Items 1-4)* \_\_\_\_\_

**IP 24-13 FOX HILLS ESTATES STREET SEWER TELEVISIONING**

<b>Item No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Price</b>	<b>Extension</b>
1.	Mobilization	LS	1	_____	_____
2.	Traffic Control	LS	1	_____	_____
3.	Clean and Televising Storm Sewer Lines	LF	1,780	_____	_____

**Fox Hills Estates *Street Sewer Televising Total (Items 1-4)*** \_\_\_\_\_

Contractor Name \_\_\_\_\_

Owner or representative \_\_\_\_\_

Phone(s) \_\_\_\_\_

E-mail \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_



**BARTHEL'S RUM RIVER ACRES & WHITE  
PINE ESTATES  
PROJECT SCOPE**



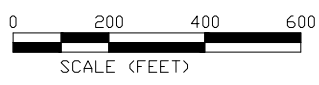


**XKIMO ST (TH47 - 142ND AVE)  
PROJECT SCOPE**





# JUNIPER WOODS 1ST - 3RD PROJECT SCOPE





FOX RIDGE ESTATES  
PROJECT SCOPE (1)





**FOX RIDGE ESTATES  
PROJECT SCOPE (2)**



Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-250**

**RESOLUTION ACCEPTING SEWER CLEANING & TELEVISIONING PROPOSALS FOR IMPROVEMENT PROJECT #24-01, BARTHEL’S RUM RIVER ACRES & WHITE PINES ESTATES STREET RECONSTRUCTIONS**

**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**, pursuant to Ramsey City Council Resolution #23-197, adopted August 22, 2023, the City Council ordered the City Engineer to prepare plans and specifications for Barthel’s Rum River Acres and White Pines Estates Street Reconstructions, Improvement Project #24-01; and

**WHEREAS**, televising of storm sewers is required to accurately evaluate the condition of below ground municipal utilities; and

**WHEREAS**, request for proposals were submitted to six (6) firms for the purpose of obtaining quotes for completing the proposed cleaning and televising services; and

**WHEREAS**, the one (1) cleaning and televising proposal received is tabulated below; and

<b>Project</b>	<b>Hydro-Klean, LLC</b>
IP 24-01 Barthel’s Rum River Acres and White Pines Estates Street Reconstructions	\$3,558.75

**WHEREAS**, the proposal of Hydro-Klean, LLC in the amount of \$3,558.75 for the televising of Barthel’s Rum River Acres and White Pines Estates, for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

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

- 1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Hydro-Klean, LLC for said cleaning and televising services for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of October, 2023.

---

Mayor

**ATTEST:**

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City Clerk

Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-251**

**RESOLUTION ACCEPTING SEWER CLEANING & TELEVISIONING PROPOSALS FOR IMPROVEMENT PROJECT #24-05, MSA XKIMO STREET RECONSTRUCTION**

**WHEREAS**, the City of Ramsey proposes to reconstruct MSA Xkimo Street between Trunk Highway 47 and 142<sup>nd</sup> Avenue as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

**WHEREAS**, pursuant to Ramsey City Council Resolution #23-200, adopted August 22, 2023, the City Council accepted a proposal from Hakanson Anderson to prepare final plans and specifications for MSA Xkimo Street Reconstruction, Improvement Project #24-05; and

**WHEREAS**, televising of sanitary and storm sewers is required to accurately evaluate the condition of below ground municipal utilities; and

**WHEREAS**, request for proposals were submitted to six (6) firms for the purpose of obtaining quotes for completing the proposed cleaning and televising services; and

**WHEREAS**, the one (1) cleaning and televising proposal received is tabulated below; and

<b>Project</b>	<b>Hydro-Klean, LLC Proposal</b>
IP 24-05 MSA Xkimo Street Reconstruction	\$17,338.10

**WHEREAS**, the proposal of Hydro-Klean, LLC in the amount of \$17,338.10 for the televising of MSA Xkimo Street, for said services in accordance with the prepared proposal is the lowest responsible proposal and their proposal 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 Hydro-Klean, LLC for said cleaning and televising services for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of October, 2023.

---

Mayor

**ATTEST:**

---

City Clerk



Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-252**

**RESOLUTION ACCEPTING SEWER CLEANING & TELEVISIONING PROPOSALS FOR IMPROVEMENT PROJECT #24-12, JUNIPER WOODS 1<sup>ST</sup> – 3<sup>RD</sup> STREET RECONSTRUCTIONS**

**WHEREAS**, the City of Ramsey proposes to reconstruct the streets within the Juniper Woods 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> 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**, pursuant to Ramsey City Council Resolution #23-202, adopted August 22, 2023, the City Council ordered the City Engineer to prepare plans and specifications for Juniper Woods 1<sup>st</sup> – 3<sup>rd</sup> Street Reconstructions, Improvement Project #24-12; and

**WHEREAS**, televising of sanitary and storm sewers is required to accurately evaluate the condition of below ground municipal utilities; and

**WHEREAS**, request for proposals were submitted to six (6) firms for the purpose of obtaining proposals for completing the proposed cleaning and televising services; and

**WHEREAS**, the one (1) cleaning and televising proposal received is tabulated below; and

<b>Project</b>	<b>Hydro-Klean, LLC Proposal</b>
IP 24-12 Juniper Wood 1 <sup>st</sup> – 3 <sup>rd</sup> Street Reconstructions	\$21,222.16

**WHEREAS**, the proposal of Hydro-Klean, LLC in the amount of \$21,222.16 for the televising of Juniper Woods 1<sup>st</sup> – 3<sup>rd</sup>, for said services in accordance with the prepared proposal is the lowest responsible proposal and their proposal 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 Hydro-Klean, LLC for said cleaning and televising services for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of October, 2023.

---

Mayor

**ATTEST:**

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City Clerk

Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-253**

**RESOLUTION ACCEPTING SEWER CLEANING & TELEVISIONING PROPOSALS FOR IMPROVEMENT PROJECT #24-13, FOX RIDGE ESTATES 1<sup>ST</sup> & 2<sup>ND</sup> STREET RECONSTRUCTIONS**

**WHEREAS**, the City of Ramsey proposes to reconstruct the streets within the Fox Ridge Estates 1<sup>st</sup> & 2<sup>nd</sup> subdivision as identified within the 2023 – 2032 10-Year Capital Improvement Program; and

**WHEREAS**, televising of storm sewers is required to accurately evaluate the condition of below ground municipal utilities; and

**WHEREAS**, request for proposals were submitted to six (6) firms for the purpose of obtaining proposals for completing the proposed cleaning and televising services; and

**WHEREAS**, the one (1) cleaning and televising proposal received is tabulated below; and

<b>Project</b>	<b>Hydro-Klean, LLC Proposal</b>
IP 24-13 Fox Ridge Estates 1 <sup>st</sup> & 2 <sup>nd</sup>	\$10,048.75

**WHEREAS**, the proposal of Hydro-Klean, LLC in the amount of \$10,048.75 for the televising of Fox Ridge Estates 1<sup>st</sup> & 2<sup>nd</sup>, for said services in accordance with the prepared proposal is the lowest responsible proposal and their proposal 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 Hydro-Klean, LLC for said cleaning and televising services for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of October, 2023.

---

Mayor

**ATTEST:**

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City Clerk

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Not Applicable**Information****Title**

Approve Resolution #23-254 Accepting Withdrawal of Site Plan for Anoka Ramsey Athletic Association Athletic Training Facility

**Purpose/Background:**

On February 14, 2023, City Council approved Resolution #23-026 Approving Site Plan for an Athletic Training Facility at 14600 Ferret Street NW. The facility was to be owned and operated by the Anoka Ramsey Athletic Association (ARAA).

On October 4, 2023, ARAA submitted an official request to withdraw its site plan for the athletic facility due to external factors. ARAA remains hopeful to continue the professional relationship with the City of Ramsey and possible future undertakings within the City. The letter is attached for your review.

**Funding Source:**

Not Applicable

**Recommendation:**

Staff recommends a motion to approve Resolution #23-254 Accepting the Withdrawal of the Site Plan for Anoka Ramsey Athletic Association Athletic Training Facility.

**Action:**

Motion to approve Resolution #23-254 Accepting the Withdrawal of the Site Plan for Anoka Ramsey Athletic Association Athletic Training Facility.

**Attachments**

Res #23-254 ARAA Withdrawal

Withdrawal Letter

Res #23-026 Approving Facility

**Form Review****Inbox**

Brian Hagen

Form Started By: Stephanie Hanson

Final Approval Date: 10/05/2023

**Reviewed By**

Brian Hagen

**Date**

10/05/2023 02:10 PM

Started On: 10/05/2023 11:59 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #23-254**

**RESOLUTION ACCEPTING THE WITHDRAWAL OF THE SITE PLAN FOR AN ATHLETIC TRAINING FACILITY AT 14600 FERRET STREET NORTHWEST**

**RECITALS**

1. Anoka-Ramsey Athletic Association, hereinafter referred to as the “**Permittee**” properly applied for a Site Plan for an athletic training facility on the property legally described as follows:  
  
Lot 1, Block 1, ARAA Subdivision, Anoka County, Minnesota
2. On February 14, 2023, City Council approved Resolution #23-026 Approving Site Plan for an Athletic Training Facility at 14600 Ferret Street NW.
3. On October 4, 2023 the **Permittee** hand delivered an official request to withdraw its site plan associated with the athletic training facility as previously approved by Resolution #23-026.
4. The **Permittee** stated the decision to withdraw the site plan is because of external factors.

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

- 1) That the Ramsey City Council hereby accepts the withdrawal of the site plan for an athletic training facility on the **Subject Property**, as formally approved by Resolution #23-026.

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 Riley  
Councilmember Specht  
Councilmember Howell  
Councilmember Musgrove  
Councilmember Olson

Councilmember Woestehoff

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10th day of October, 2023.

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Mayor

**ATTEST:**

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City Clerk



ANOKA RAMSEY ATHLETIC ASSOCIATION. PO BOX 265 ANOKA, MN 55303

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October 4, 2023

City of Ramsey

Attn: Brian Hagen

7550 Sunwood Drive NW

Ramsey, MN 55303

**HAND DELIVERED**

RE: ARAA Site Plan Withdrawal

Dear Mr. Hagen:

Please accept this letter as Anoka Ramsey Athletic Association's (ARAA) official request to withdraw its site plan application associated with the domed athletic structure previously proposed to be constructed at 14600 Ferret Street NW in the City of Ramsey, which was previously approved by the Ramsey City Council at its February 14, 2023 City Council meeting pursuant to, I believe, Ramsey City Council Resolution #23-026. Please know that this was a difficult decision, and one not taken lightly by the ARAA Board. Unfortunately, it was external factors, not associated with the City or ARAA's relationship with the City, that ultimately led to this decision. Notwithstanding the withdrawal of its site plan application, ARAA remains hopeful to continue its wonderful relationship with the City of Ramsey that has existed for several years and looks forward to perhaps future undertakings with the City as ARAA continues to provide youth athletic opportunities for families in the City of Ramsey.

Sincerely,

A handwritten signature in black ink, appearing to read "Dustin Reeder", with a long horizontal flourish extending to the right.

Dustin Reeder  
ARAA President

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

**RESOLUTION #23-026**

**RESOLUTION APPROVING SITE PLAN FOR AN ATHLETIC TRAINING FACILITY  
AT 14600 FERRET STREET NORTHWEST**

**RECITALS**

1. Anoka-Ramsey Athletic Association, hereinafter referred to as the “**Permittee**” has properly applied for a Site Plan for an athletic training facility on the property legally described as follows:

Lot 1, Block 1, ARAA Subdivision, Anoka County, Minnesota

(“**Subject Property**”)

2. That the **Subject Property** is zoned E-3 Employment District, which is a business park zoning designation and guided as such in the 2040 Comprehensive Plan.
3. That the City Code allows this type of permitted use in the E-3 Employment District.
4. That the **Permittee** appeared before the Planning Commission for a public hearing on January 26, 2023, that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
5. That the Planning Commission reviewed and recommended approval of the request.
6. That the City Council reviewed the request at a regular meeting on February 14<sup>th</sup>, 2023.

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

- 1) That the Ramsey City Council hereby grants approval of the Site Plan for an athletic training facility on the **Subject Property** contingent upon the following conditions:

**CONDITIONS**

1. That the Applicant enter into a Development Agreement with the City as prescribed by City Code pertaining to development fees and financial guarantees.
2. Final legal form approved by the City Attorney.
3. Modifications to the utility plans prior to building permit.

4. That the ground-level mechanical/HVAC equipment must be screened with privacy fencing.
5. That separate building permit and sign permits are required.
6. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.
7. That this Permit shall automatically expire if the use is not initiated by February 14<sup>th</sup>, 2024, or a valid building permit has been issued.
8. That the Lower Rum River Watershed Management Organization shall review the proposed site plan and all conditions therein shall be met, including a storm water maintenance agreement.
9. That development of any future buildings on the site or expansion of the parking lot shall require a new Land Use Application.
10. This Site Plan Review is authorized for an athletic training facility. Given the architectural design of the facility and availability of parking on site, the use of this facility for games, tournaments, or other events is limited to the design occupant load. Any event exceeding the design occupant load will require a Special Event Permit to ensure compliance with all applicable Building, Fire, and Zoning Codes and conditions may be imposed.

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

Acting Mayor Riley  
Councilmember Specht  
Councilmember Howell  
Councilmember Musgrove  
Councilmember Olson  
Councilmember Woestehoff

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Mayor Kuzma

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

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Mayor

**ATTEST:**

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City Clerk

**CC Regular Session****Meeting Date:** 10/10/2023**Primary Strategic Plan Initiative:** Create a positive image for residential neighborhoods, business districts and key corridors.**Information****Title:**

Introduce Ordinance #23-15, Amending Chapter 34 Regarding Tobacco and Cannabis Use on Public Property

**Purpose/Background:**

At the August 8, 2023 regular City Council meeting, staff introduced Ordinance #23-15 pertaining to tobacco and adult-use cannabis within public property and public places. At that time, the City Council tabled the introduction and directed staff to bring the proposed ordinance to a city council work session for further discussion. City Council and staff discussed the ordinance at the August 22, 2023 and September 26, 2023 work sessions. The attached red-line is the final draft, as discussed at the September 26, 2023 City Council work session. Proposed changes from the work session include the following:

1. Adult-use cannabis is prohibited on all public property, including within public buildings and public vehicles.
2. Tobacco use on public property is prohibited in a manner that involves inhalation of smoke, aerosol or vapor, or use of devices that emit smoke, with the exception of the use of tobacco and tobacco related products within a vehicle or in a designated area, marked by signage.

In summary, the ordinance prohibits smoking or vaping tobacco and cannabis on all city-owned or leased property, including city-owned vehicles and equipment. It will not prohibit the use of tobacco products within a vehicle by someone who is driving on city roads or sitting in a vehicle on public property. It also allows smoking in designated areas marked by signage.

**Notification:**

Notification is not required.

**Time Frame/Observations/Alternatives:****Time Frame:**

The ordinance needs to be introduced and then adopted at a subsequent meeting. Once adopted by the City Council, it becomes effective 30 days after publication.

**Alternatives:**

1. Introduce the ordinance as presented.
2. Introduce the ordinance with changes.
3. Deny the introduction of the ordinance.

**Recommendation:**

City staff recommends the introduction of Ordinance #23-15, Amending Chapter 34 Offenses and Miscellaneous Provisions, Article I. In General, of the City Code, by Adding Section 34-2 Regarding Tobacco and Cannabis Use Within Public Property.

**Outcome/Action:**

Motion to introduce Ordinance #23-15 Amending Chapter 34 Offenses and Miscellaneous Provisions, Article I. In General, of the City Code by Adding Section 34-2 Regarding Tobacco and Cannabis Use Within Public Property.

Roll Call Vote:  
Councilmember Olson  
Councilmember Woestehoff  
Councilmember Specht  
Councilmember Musgrove  
Councilmember Howell  
Councilmember Riley  
Mayor Kuzma

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### Attachments

Ord #23-15 Red-Lined  
Ord #23-15 Final Version

### Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/04/2023 08:57 AM
Form Started By: Stephanie Hanson		Started On: 09/28/2023 11:07 AM
Final Approval Date: 10/04/2023		

**ORDINANCE #23-15  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

**AN ORDINANCE OF THE CITY OF RAMSEY, MINNESOTA, AMENDING CHAPTER 34 OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE I. IN GENERAL, OF THE CITY CODE, BY ADDING SECTION 34-2 REGARDING TOBACCO AND CANNABIS USE WITHIN PUBLIC PROPERTY ~~AND PUBLIC PLACES~~**

The City Council of Ramsey ordains:

Chapter 34, Article I. In General, in the Ramsey City Code is hereby amended by adding Section 34-2 to read as follows:

**SECTION 34-2. TOBACCO AND CANNABIS USE WITHIN PUBLIC PROPERTY ~~AND PUBLIC PLACES~~**

**SECTION 1. DEFINITIONS. TOBACCO AND CANNABIS USE PROHIBITED.**

For purposes of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

~~PUBLIC PLACE. Property that is generally open to or accessible by the public, except on those premises licensed by the State of Minnesota to permit on-site consumption.~~

**PUBLIC PROPERTY.** Property, real and personal, that is owned, managed, or controlled by the City, including, but not limited to: City buildings and all the land thereon, parking lots, parks, pathways and trails, and city rights-of-way consisting of both the traveled portion and the abutting boulevard, sidewalks and trails, and any City personal property, such as motor vehicles, city equipment, and the like.

**CANNABIS FLOWER, CANNABIS PRODUCTS, LOWER-POTENCY HEMP EDIBLES, and HEMP-DERIVED CONSUMER PRODUCTS** shall have the meanings as defined in Minn. Stat. §342.01 (enacted under Minnesota Laws 2023).

**TOBACCO and TOBACCO RELATED PRODUCTS** shall have meanings as defined in Ramsey City Code Chapter 26, Article XVI. Tobacco. This includes, but not limited to, any product containing, made, or derived from tobacco and tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products.

~~a. Prohibition. No person shall use tobacco, tobacco related products, cannabis flower, cannabis products, or hemp derived consumer products within public property or in a public place in a manner that involves inhalation of smokes, aerosol, or vapor; or use any devices that emit smoke; with the exception of the use of tobacco and tobacco related products within a vehicle traveling along the city rights of way~~

~~b. Penalty. A violation of this Section is a petty misdemeanor.~~

**SECTION 2. TOBACCO USE PROHIBITED.**

~~No person shall use tobacco within public property in a manner that involves inhalation of smoke, aerosol, or vapor, or use any devices that emit smoke, with the exception of the use of tobacco and tobacco related products on sidewalks, trails, and within a vehicle or in a designated area, marked by signage. traveling along the city rights of way.~~

**SECTION 3. CANNABIS USE PROHIBITED.**

~~No person shall use cannabis flower, cannabis products or hemp-derived consumer products within public property in a manner that involves inhalation of smoke, aerosol, or vapor; or use any devices that emit~~

smoke.

**SECTION 4. PENALTY.** A violation of this Section is a petty misdemeanor.

**SECTION 5. EFFECTIVE DATE.** This ordinance becomes effective 30 days after its passage and publication, subject to charter section 5.04.

**SECTION 6. SUMMARY.** That 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 regulate tobacco and cannabis use within public property and public places.

PASSED by the City Council of the City of Ramsey, Minnesota, the \_\_\_\_ day of \_\_\_\_\_, 2023.

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Mayor

ATTEST:

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City Clerk

Roll Call:

Councilmember Olson

Councilmember Woestehoff

Councilmember Specht

Councilmember Musgrove

Councilmember Howell

Councilmember Riley

Mayor Kuzma

Introduction Date

Posting Dates

Adoption Date

Publication Date

Effective Date

**ORDINANCE #23-15  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

**AN ORDINANCE OF THE CITY OF RAMSEY, MINNESOTA, AMENDING CHAPTER 34 OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE I. IN GENERAL, OF THE CITY CODE, BY ADDING SECTION 34-2 REGARDING TOBACCO AND CANNABIS USE WITHIN PUBLIC PROPERTY**

The City Council of Ramsey ordains:

Chapter 34, Article I. In General, in the Ramsey City Code is hereby amended by adding Section 34-2 to read as follows:

**SECTION 34-2. TOBACCO AND CANNABIS USE WITHIN PUBLIC PROPERTY**

**SECTION 1. DEFINITIONS.**

For purposes of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**PUBLIC PROPERTY.** Property, real and personal, that is owned, managed, or controlled by the City, including, but not limited to: City buildings and all the land thereon, parking lots, parks, pathways and trails, and city rights-of-way consisting of both the traveled portion and the abutting boulevard, sidewalks and trails, and any City personal property, such as motor vehicles, city equipment, and the like.

**CANNABIS FLOWER, CANNABIS PRODUCTS, LOWER-POTENCY HEMP EDIBLES, and HEMP-DERIVED CONSUMER PRODUCTS** shall have the meanings as defined in Minn. Stat. §342.01 (enacted under Minnesota Laws 2023).

**TOBACCO and TOBACCO RELATED PRODUCTS** shall have meanings as defined in Ramsey City Code Chapter 26, Article XVI. Tobacco. This includes, but not limited to, any product containing, made, or derived from tobacco and tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products.

**SECTION 2. TOBACCO USE PROHIBITED.**

No person shall use tobacco within public property in a manner that involves inhalation of smoke, aerosol, or vapor, or use any devices that emit smoke, with the exception of the use of tobacco and tobacco related products on sidewalks, trails, and within a vehicle or in a designated area, marked by signage.

**SECTION 3. CANNABIS USE PROHIBITED.**

No person shall use cannabis flower, cannabis products or hemp-derived consumer products within public property in a manner that involves inhalation of smoke, aerosol, or vapor; or use any devices that emit smoke.

**SECTION 4. PENALTY.** A violation of this Section is a petty misdemeanor.

**SECTION 5. EFFECTIVE DATE.** This ordinance becomes effective 30 days after its passage and publication, subject to charter section 5.04.

**SECTION 6. SUMMARY.** That 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 regulate tobacco and cannabis use within public property and public places.

PASSED by the City Council of the City of Ramsey, Minnesota, the \_\_\_\_ day of \_\_\_\_\_, 2023.

---

Mayor

ATTEST:

---

City Clerk

Roll Call:

Councilmember Olson

Councilmember Woestehoff

Councilmember Specht

Councilmember Musgrove

Councilmember Howell

Councilmember Riley

Mayor Kuzma

Introduction Date

Posting Dates Adoption

Date Publication Date

Effective Date