

City of Ramsey
Agenda
City Council Work Session
Tuesday, May 23, 2023

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

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

1. Call to Order

2. Topics for Discussion

1. Review Proposal for Market Rate Apartment on City Owned Land in the COR
2. Amend 2023 Schedule of Rates, Fees and Charges
3. Discuss the Recreational Specialist Vacancy, Current Work and Proposed Position Changes
4. City Policy Review: Policy to Preserve Leisure and Quality of Experience For Park Patrons

3. Topics for Future Discussion

1. Review Future Topics/Calendar

4. Mayor/Council/Staff Input

5. Adjournment*

***Note: the City Council may motion to recess this Work Session meeting and reconvene after the regular City Council meeting if items on the agenda are not completed.**

Meeting Date: 05/23/2023

Information

Title:

Review Proposal for Market Rate Apartment on City Owned Land in the COR

Purpose/Background:

The purpose of this case is to review a proposal from Norhart to construct a Market Rate Apartment project on City-owned land in the COR and to receive guidance on the sale of City owned land.

On March 28 2023, the City Council reviewed a number of varying development proposals on Parcel 46. The proposals reviewed included two separate single-family housing projects on the northern part of the site and a 150 unit market rate apartment on the site north of the hotel and south of the future West Ramsey Parkway. The heart of the discussion on March 28 was spent on the 2 single family housing projects on the majority of the parcel. The item only had 20 minutes set aside for work session discussion, so there wasn't time to further discuss the Council position relating to the sale of City-owned land for apartments. Consensus of the Council on March 28, 2023 was to bring back the discussion relating to the sale of City-owned property for a market rate apartment project to a future work session.

Norhart has updated their proposal to include information relating to the market in Ramsey and submitted a Letter of Intent to purchase a +/- 3.2 acre site north of the proposed hotel project. Norhart has expressed an unwillingness to accept a restricted use agreement prohibiting short-term apartment rentals under six months for this site. The proposal includes a 5000 SF retail/office component on the first floor to meet the spirit of the COR mixed-use vision. The project is amenity rich and would be considered a "high-end" apartment product. The Developer is not asking for any assistance with this project. Marybeth Wise, from Norhart will be in attendance to answer questions relating to the proposed project.

Parcel 46 is located within TIF District No 14 which runs through 2040. Staff shared some tax estimates from the varying proposals on March 28, 2023 and attached updated information. Based on other market rate apartment projects in the COR Staff estimated that the Norhart project would have a tax assessed value of \$37,500,000. Based on the estimates provided, the market-rate apartment project had the highest local tax revenue per acre value at \$120,000. The single family housing project by Capstone had a rate of about \$16,708/acre. The large format retailer concept came in at about \$20,000 per acre in local taxes. If the proposed Norhart project was completed by December 31, 2024, it would be fully taxable for taxes Payable 2026. Preliminary TIF calculations based on 15 years of increment (2026-2040) for the apartment project are estimated to be close to \$5,600,000 (379K X 15) on 3.2 acres of land.

In 2020, the City Council communicated to staff that it wanted a "pause" on the sale of City-owned land for apartments in the COR. One item relating to the pause was the need for more commercial/retail development before considering more apartments on City land in the COR. Since 2020, the City has seen the following projects competed in the COR: Gigi's Salon (9,000 SF), O'Reilly Auto Parts (7,000 SF), West Armstrong Retail (15,000 SF) and Northstar Marketplace retail (7,200 SF). We currently have a 5,000 SF COR Trust Bank, a 98 unit Hilton Home2 Hotel and a 20,600 square foot Aldi, under purchase agreement and engaged in the site plan process. Staff would like to know if a "pause" on apartments in the COR is still the consensus of the Council or if they are now open to the possibility of selling city land for apartments.

Planning Staff has reviewed the proposed site location, and it is currently zoned COR 2B. If the Council was supportive of the project, a re-zone to COR 1, COR 4c, or another accommodating district would likely be needed if the project were to move forward on the proposed site. Based on previous discussion with the City Council

relating to the single family housing projects to the north on Parcel 46 it appeared that the City Council would be open to rezoning. Staff would like to know if the Council would be open to a zoning change or if it would prefer the project to be located in or adjacent to COR 1 zoning in the heart of the COR development.

Timeframe:

30 minutes

Funding Source:

No City funding is anticipated. The project is located in TIF 14.

Responsible Party(ies):

Sean Sullivan, Economic Development Manager
Stephanie Hanson, Community Development Director

Outcome:

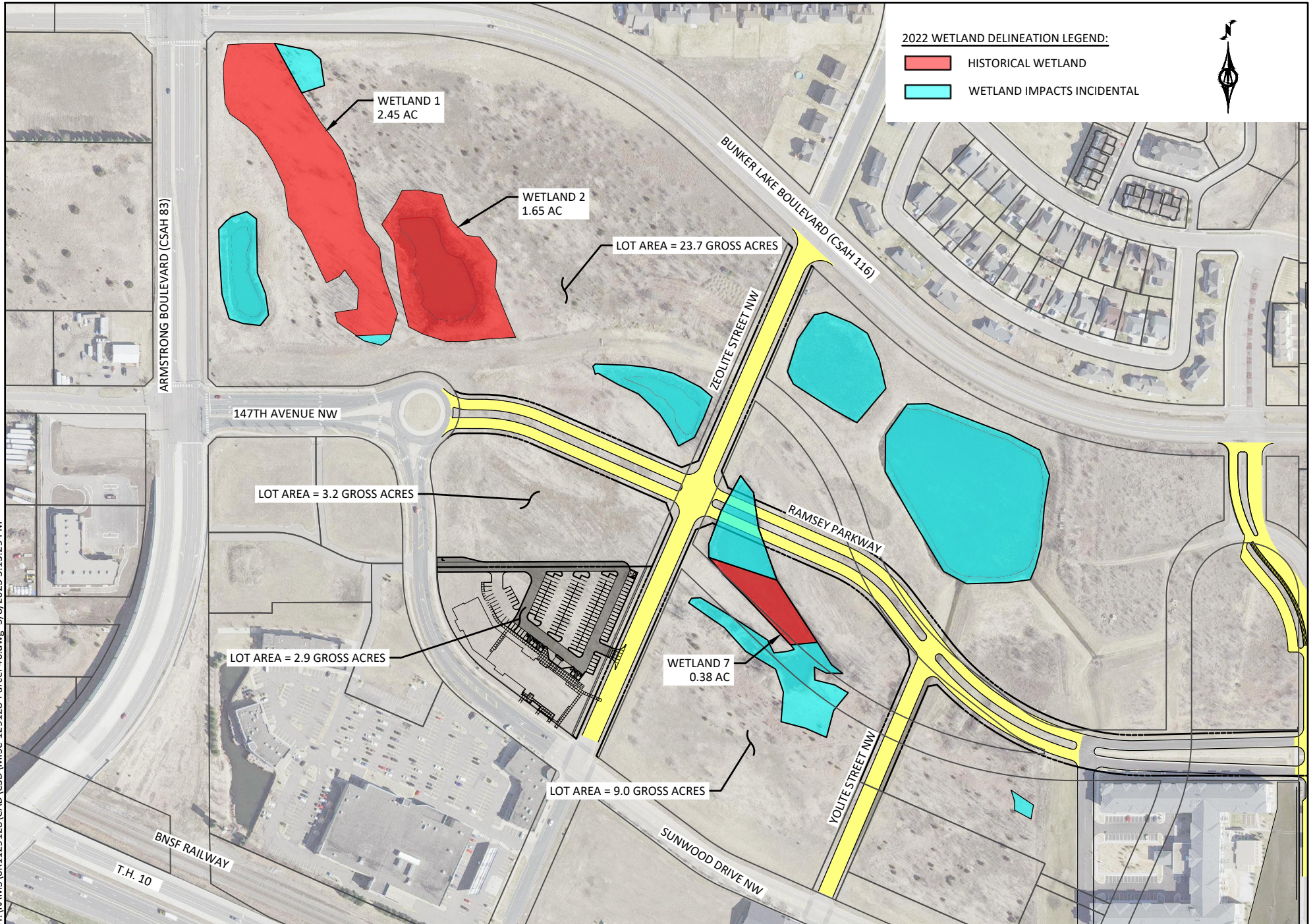
- 1) To determine if selling on City-owned land in the COR for apartments is still on pause (does a mixed-use apartment differ from straight apartment)
- 2) What type of/if any apartments would the City open to selling City-owned land to? (Market Rate, Affordable, Senior, other)
- 3) Whether Parcel 46 is an acceptable site for the project (re-zone, relocate), Would another site be preferred?
- 4) Whether Staff can begin negotiations and consider a Purchase Agreement with Norhart

Attachments

Site Location Map
Project Narrative - Norhart
LOI - Norhart Parcel 46
Tax Estimates for Parcel 46
Reference - COR Subdistrict Zoning Map
Reference - COR Zoning District Definitions

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/18/2023 11:27 AM
Form Started By: Sean Sullivan		Started On: 05/15/2023 01:28 PM
Final Approval Date: 05/18/2023		





NORHART RAMSEY

Narrative

INTRODUCTION

Norhart is pleased to present two designs for a market rate multifamily development playing an important role in the City of Ramsey's COR housing needs. The 150-unit development offers luxury amenities and housing options for a variety of lifestyles. Norhart Ramsey apartments will contribute to the city's walkable, urban feel bringing a streetscape look and vibe to the community.

SITE DESCRIPTION

The proposed development is located on the northern corner of Sunwood Drive NW, Ramsey Parkway and Zeolite Street NW. The parcel totals approximately 3.20 acres and will share an entrance driveway with the proposed Hilton hotel. Access points will be via Sunwood Drive NW and Zeolite Street NW.



PROJECT DESCRIPTION

Both designs are a 5-story market rate multifamily building offering a mix of studio, one-, two- and three-bedroom units. An impressive glass front corner houses tenant amenities spanning four floors. Ample building amenities enhance the way residents work, live and interact with others. Co-working space, a community lounge, game room and fitness facility provide areas where they can connect with other tenants and elevate their living experience. Parking is a combination of surface and sunken spaces creating a 1st floor living vibrancy.

The outdoor amenities offer something for everyone. A feature pool on an elevated deck will be prominently placed with surrounding lounge chairs, table and chairs and fire pits. Depending on the layout, a pickleball court and/or bocce ball area will be provided. Sidewalks lined with trees, bike racks and benches are positioned throughout the development and lead to major streets that connect to town roads.

Our four-legged tenants are catered to with multiple doggy bag stations throughout the development, a dog run and a pet washing station to keep them looking their best.

Approximately 5000 SF of retail space is conveniently located near the development driveway entrance off Sunwood Drive NW. Dedicated parking spaces will be provided. Desired retail tenants include restaurants, services and products that cater to the needs of the residents, i.e. Jimmy Johns, Jamba Juice, coffee shop, etc. Retail signage will be visible from Sunwood Drive NW.

The development will not require a request for subsidized funding.

AMENITIES

Building Amenities

- On-site staffing office
- Community room
- Game room
- Lobby area with coffee station
- Movie room
- Fitness & yoga center
- Pet washing station
- Co-working space
- Mail room
- Bike racks
- Heated sunken parking
- Storage

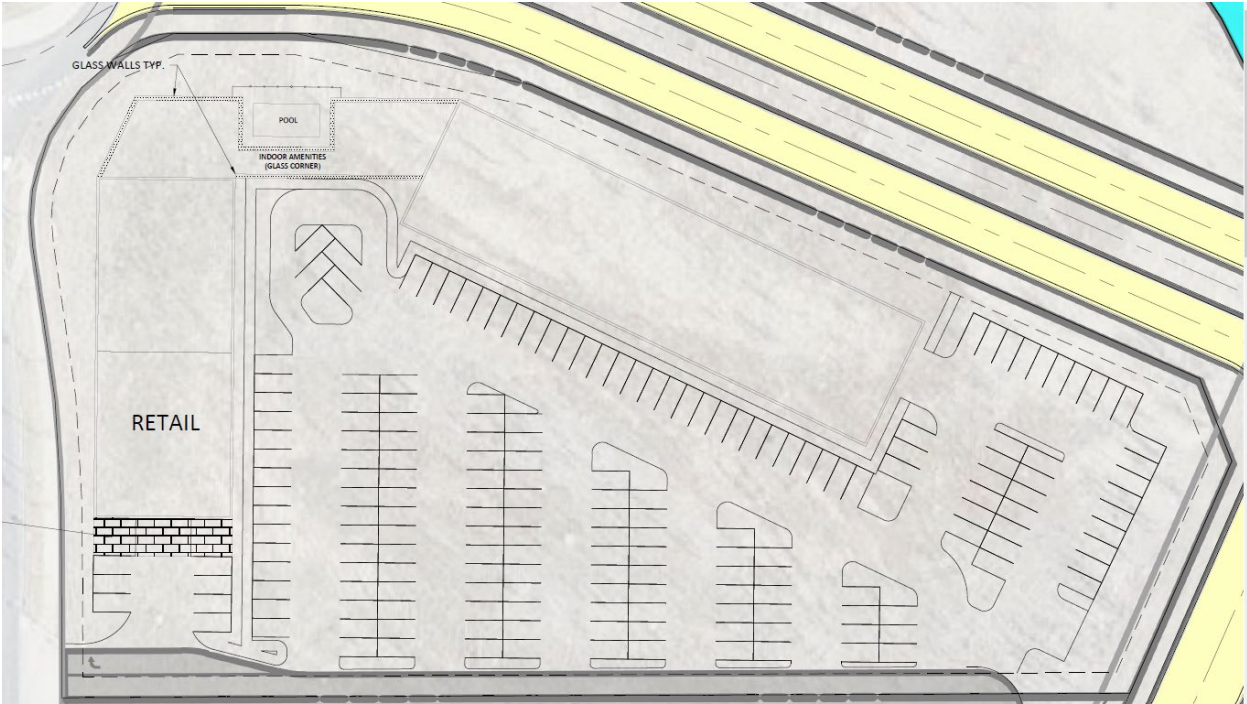
Unit Amenities

- Granite countertops
- Luxury vinyl plank flooring
- Central heat & A/C
- Fiber optic internet
- In unit washer & dryer
- Private balcony
- Stainless steel appliances
- Master walk-in closet

Exterior Amenities

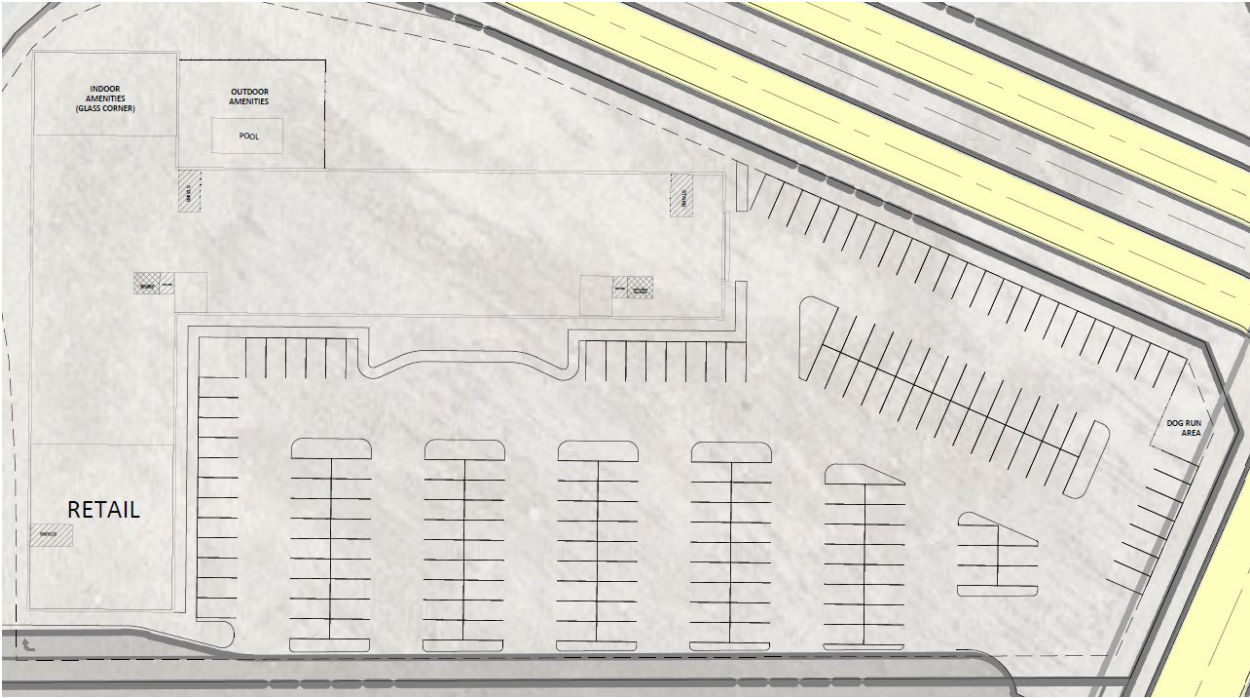
- Heated pool
- Lounge seating
- BBQs
- Fire pits
- Table and chairs
- Dog run
- Pet stations
- Bike racks
- Pickleball and/or bocce ball (design dependent)

DEISGN 1



Lot size	3.20 acres
Number of buildings	1
Building size	32,500 SF
Building height	5 Stores
Density	42.86 units/acre
Units	150 total
Parking ratio	1.6 stalls/unit
Parking	260 total
Surface	193
Sunken	67

DESIGN 2



Lot size	3.20 acres
Number of buildings	1
Building size	33,000 SF
Building height	5 Stores
Density	42.86 units/acre
Units	150 total
Parking ratio	1.6 stalls/unit
Parking	260 total
Surface	185
Sunken	75

NORTHART GLASS CORNER



PROJECT APPRAISAL

Based on a recent appraisal of a similar Norhart build, Norhart Ramsey development is projected at \$30 million.

RAMSEY MULTIFAMILY MARKET

Norhart Ramsey apartment will provide residents with convenient lifestyle living offering abundant amenities and luxury units.

Per Costar, there are 5 established multifamily developments located in the COR. Of these 5 only 2 are market rate. On average, the overall vacancy rate for the 5 COR multifamily developments is currently 4.44%. Within this rate, market rate apartment vacancy is 6.2%. This is 1.1% lower than the state vacancy rate. The state rental vacancy rate is 7.3% (U.S. Census Bureau).

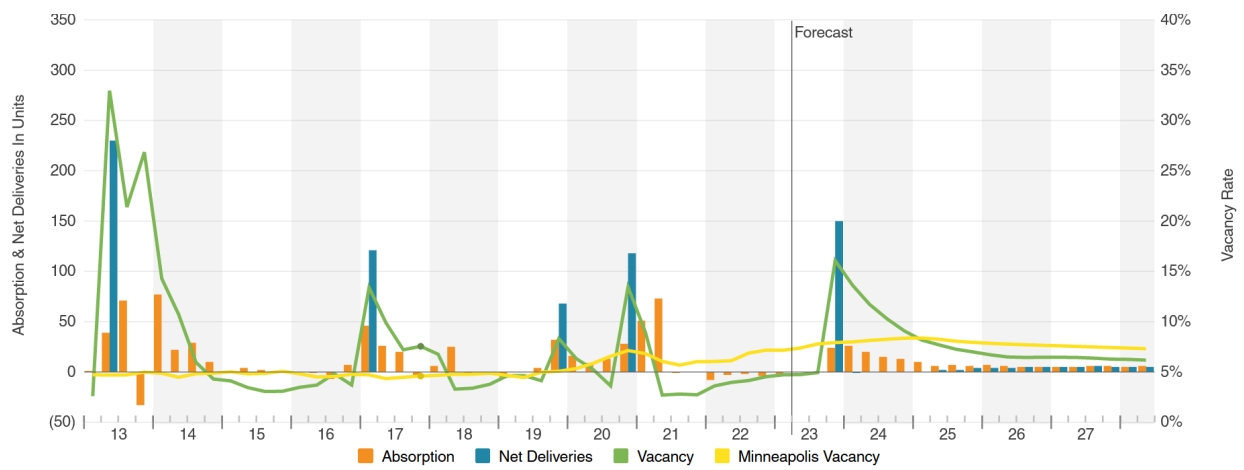
The most recent multifamily development, Sapphire (118 units), was built in 2020. Since this development no other market rate units have been built. Sapphire is at 2.6% vacancy and on average holds a 1.35% vacancy.

According to the COR Economic Development Guide, industrial development is on the rise and will bring new jobs and employees to the area. Over 815,000 SF of industrial space will be available by the end of this year. These developments will provide opportunities for local housing needs.

The 2040 Ramsey Comprehensive Plan indicates by 2030 the population will be over 33,000 people. As of 2020 the population was estimated at 27,000. To satisfy the projected housing needs of over 6,000 individuals, the housing supply will need to be increased. The consistent low vacancy rates of current multifamily housing also indicates the current supply cannot absorb the growth projected.

Per Costar data, the Anoka North Suburban market forecast indicates there is one proposed multifamily development in Q4 of 2023. The county vacancy rate will rise with the addition of this new

development but will recede to 6.5% by the middle of 2026. Note: this development is not for the city of Ramsey but elsewhere in Anoka County. See table below.



Typically, demand for rentals is driven by employment growth, in-migration and household growth. The market is considered balanced when there is around 5% average vacancy rate. COR vacancy rates are consistent with this benchmark. The proposed 150 unit market rate development will play an important role in fulfilling the projected future housing needs in Ramsey. If approved, the development would not be completed until 2026. Without continued development of multifamily housing projects the housing shortage will be significant.

NORHART DEVELOPMENT PHILOSOPHY

Norhart builds exceptional apartments that create a better way for people to live. We are hyper-focused on creating a best-in-class customer experience for our residents. Our 10-year roadmap is to be the largest smart apartment developer in the greater Minneapolis/St. Paul area with a focus on lifestyle living, building community and giving back.

Norhart has been family owned and based in Forest Lake since 1995. Named one of the “Top Work Places” in 2022, our employees are problem solvers, achievers, optimists, and leaders. We do not just construct apartment buildings - we create communities where people can build their families and live out their lives. We aspire to give people a safe, clean, and comfortable place to live.

When we build an apartment building, we aim to change the entire neighborhood for the better. Bringing new people into the community increases business for local shops, markets and restaurants. As a result, often new businesses are established to serve the growing community as well. We are proud to be part of this growth.

NORHART COMMUNITIES

Each Norhart building is designed with the community in mind and the resident experience foremost including luxury amenities, attractive aesthetics and well-designed units. Below are two recent Norhart projects depicting this style.



NORHART OAKDALE



LEXINGTON LOFTS, CIRCLE PINES

We look forward to being a part of the City of Ramsey!



May 16, 2023

Sean Sullivan
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Letter of Intent

Dear Sean,

This letter, when fully executed, will constitute a Letter of Intent under which the “Buyer” would purchase the below referenced property from the “Seller”. The Buyer and Seller acknowledge that this Letter of Intent is intended to outline initial terms for consideration only and will not obligate any party contractually, and no such obligation will arise unless and until a mutually satisfactory Purchase Agreement is fully executed by and delivered to all parties.

Buyer	Norhart, LLC
Seller	City of Ramsey
Property Address	Northern corner of Sunwood Drive NW, Ramsey Parkway and Zeolite Street NW.
PID#	283225220058
Acres	Approximately 3.20 acres
Purchase Price	██████████
Earnest Money	Earnest Money of \$25,000.00 will be held by an agreed upon Title Company upon full execution of Purchase Agreement. Said deposit would be refundable to Buyer in the event the escrow does not close, unless failure to close is the result of default by Buyer under the Purchase Agreement (in which event the deposit would be released to the Seller as liquidated damages). Additional Earnest Money events may occur upon discussion and agreement in Purchase Agreement.
Closing	Closing to occur 1 year from execution of Purchase Agreement
Purchase Agreement	This proposal is subject to the execution of a Purchase Agreement within thirty (30) days of mutual acceptance of the Letter of Intent.

Norhart HQ
1081 4th St SW #400
Forest Lake, MN
55025



Please see Narrative for development details.

If the above terms are acceptable, we request that the seller execute this Letter of Intent where indicated below and return to marybeth.wise@norhart.com.

Sincerely,

Marybeth Wise

Marybeth Wise
Norhart, LLC
1081 4th Steet SW #400
Forest Lake, MN 55025

AGREED TO AND ACCEPTED:

BUYER

SELLER

Norhart or assigns

By: _____

By: _____

Its: _____

It's: _____

Date: _____

Date: _____

Summary of Development Proposals 5.15.23

Capstone Homes Project 1

168 - 2 Story Townhomes (189 all wetlands gone)
 For Sale - Owner Occupied
 23.7 Gross Acres
 +/- 20 acres developed
 \$300,000 - \$335,000 - Price Point
 Homeowners Association
 3 bedrooms, 3 bathrooms
 1,500-1,800 SF
 Enhanced Architecture along Bunker Lake Blvd
 Developer to work through process to fill Wetland 2, portion of Wetland 1 and move pond
 \$275,000 - Tax Assessed Valuation per Unit
 46,200,000 Total Tax Valuation (51,975,000)
 \$3,046 - Estimated Taxes per Unit (1A Homestead)
 \$2,420 - Local Taxes per Unit
 \$511,728 - Annual Estimated Taxes Upon Project Completion (1A Homestead) (less wetland and pond acreage) (\$575,694)
 \$406,560 - Annual LOCAL Tax Estimate Upon Project Completion (1A - Homestead) (less wetland and pond acreage) (\$457,380)

Capstone Homes Project 2 (reserve retail)

137 - 2 Story Attached Townhomes (164 - est, all wetlands gone)
 For Sale - Owner Occupied
 3.0 Acres reserved for retail to be retained by City
 23.7 Gross Acres
 +/- 18 acres developed
 \$300,000 - \$335,000 - Price Point
 Homeowners Association
 3 bedrooms, 3 bathrooms
 1,500-1,800 SF
 Enhanced Architecture along Bunker Lake Blvd
 Developer to work through process to fill Wetland 2, portion of Wetland 1 and move pond
 \$275,000 - Tax Assessed Valuation per Unit
 42,000,000 Total Tax Valuation (\$45,100,000)
 \$3,046 - Estimated Taxes per Unit (1A Homestead)
 \$2,420 - Local Taxes per Unit
 \$417,302 - Annual Estimated Taxes Upon Project Completion (1A Homestead) (less wetland and pond acreage) (499,544)
 \$331,540 - Annual LOCAL Tax Estimate Upon Project Completion (1A - Homestead) (less wetland and pond acreage) (396,880)

Centra Homes Project 2

147 - 2 Story Townhomes
 For Sale - Owner Occupied
 23.7 Gross Acres
 All Wetland filled and pond solved for
 For Sale - Owner Occupied
 \$350,000 - \$400,000 - Price Point
 Homeowners Association
 3 - 4 bedrooms, 2.5 bathrooms
 1,742-1,875 SF
 Developer to work through process to fill Wetland 2, Wetland 1 and move / solve for pond
 \$325,000 - Tax Assessed Valuation per Unit
 47,775,000 Total Tax Valuation
 \$3,663 - Estimated Taxes per Unit (1A Homestead)
 \$2,923 - Local Taxes per Unit
 \$538,461 - Annual Estimated Taxes Upon Project Completion (1A Homestead) (less wetland and pond acreage)
 \$429,681 - Annual LOCAL Tax Estimate Upon Project Completion (1A - Homestead) (less wetland and pond acreage)

Centra Homes Project 1 (reserve retail)

124 - 2 Story Townhomes
 For Sale - Owner Occupied
 23.7 Gross Acres
 All Wetland filled and pond solved for
 For Sale - Owner Occupied
 \$350,000 - \$400,000 - Price Point
 Homeowners Association
 3 - 4 bedrooms, 2.5 bathrooms
 1,742-1,875 SF
 Developer to work through process to fill Wetland 2, Wetland 1 and move / solve for pond
 \$325,000 - Tax Assessed Valuation per Unit
 40,300,000 Total Tax Valuation
 \$3,663 - Estimated Taxes per Unit (1A Homestead)
 \$2,923 - Local Taxes per Unit
 \$454,212 - Annual Estimated Taxes Upon Project Completion (1A Homestead) (less wetland and pond acreage)
 \$364,560 - Annual LOCAL Tax Estimate Upon Project Completion (1A - Homestead) (less wetland and pond acreage)

Norhart (Projects 1 and 2)

3.2 Acre Lot
 150 Unit, Mixed Use, 5 Story, Market Rate Apartment
 Norhart glass corner feature
 Multiple Building Amenities - See Narrative
 Multiple Unit Amenities - See Narrative
 Multiple Exterior Amenities - See Narrative
 5,000 SF ground level retail space (i.e Jimmy Johns, Jamba Juice, Coffee Shop)
 Heated Underground Parking Available
 \$37,500,000 - Tax Assessed Valuation Estimate (250K/Unit)
 \$464,000 - Annual Taxes (4A - Apartment)
 \$384,000 - Local Taxes (4A - Apartment)

Large Format Retail Development (very preliminary interest shown)

(Potential users - Walmart, Target, Fleet Farm, Hy-Vee, Menards, Home Depot, Lowes or others)
 Might be visibility and or access issues
 Room for other smaller users possible
 Approximately 15-20 Acres
 \$12-16M Estimated Tax Assessed Value
 \$368,000 - \$491,000 Annual Taxes (3A)
 \$250,000 - \$340,000 Local Taxes + FD

BUNKER LAKE BLVD. NW

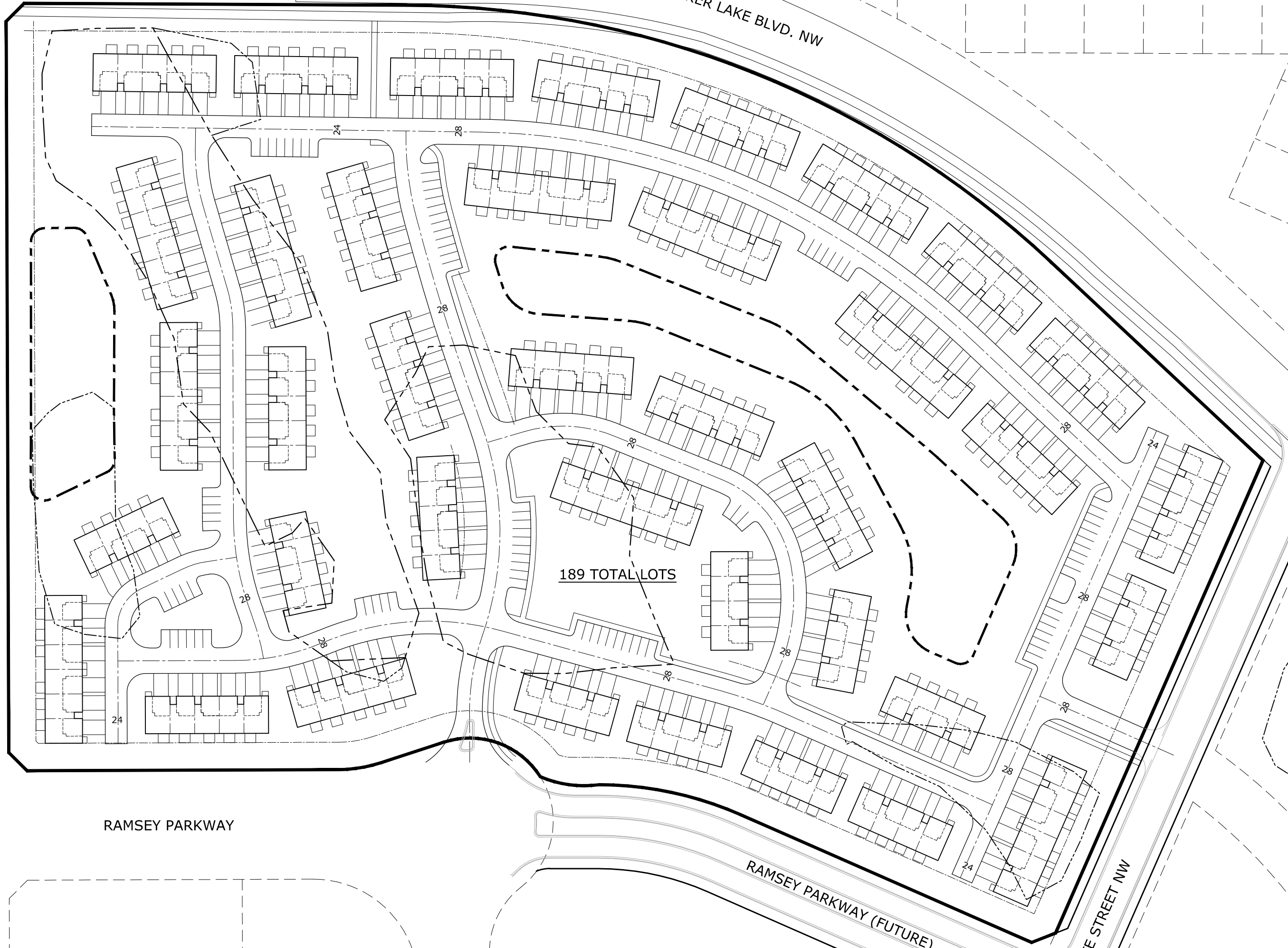
ARMSTRONG BLVD. NW

189 TOTAL LOTS

RAMSEY PARKWAY

RAMSEY PARKWAY (FUTURE)

TE STREET NW



THE COR

AT RAMSEY

 DISTRICT BOUNDARIES

 BOUNDARY LABELS



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Sub-District Map

Version 6.2

11/07/2012



Sec. 117-118. - The COR District.

- (a) *Intent.* The primary intent of the COR district is to create a focal point in the community that embodies the principles of transit-oriented and mixed-use development. The COR district envisions a distinctly different development pattern, with a more urban structure of streets and blocks, than the suburban and rural patterns that have shaped the community to date. The COR area is comprised of a number of distinct subdistricts intended to define the type and intensity of uses, location of amenities and overall character of development. The COR district incorporates the COR development plan and development framework by reference to provide necessary building and site design features that are essential to a pedestrian environment.
- (b) *The COR subdistrict definition.* The COR district consists of five subdistricts that define the type and intensity of land use.
 - (1) *COR-1 mixed-use core subdistrict.* The mixed-use core is intended to provide a mix of residential, retail, service, professional, community service, recreational and similar uses on every block near, and within easy walking distance of the transit station. The broadest variety and highest intensity of uses, including high density housing and lodging facilities, are encouraged near the station. Vertically-integrated mixed use projects with retail, restaurant and service uses, especially at corner locations, are strongly encouraged. This district incorporates the highest architectural and design standards to encourage pedestrian mobility and street activity. The majority of the uses within this district will rely on parking structures to accommodate the parking needs of customers and employees. In order to contribute to an active pedestrian environment, each block within the COR-1 subdistrict shall include at least two of the following uses: commercial, office, civic and/or residential use.
 - (2) *COR-2 (COR-2 and 2b) commercial subdistrict.* The COR-2 commercial subdistrict is designated to provide a location for retail commercial that has building and/or site designs inconsistent with the COR-1 subdistrict, including larger scale retail and other auto-oriented commercial uses. Such uses tend to benefit from direct highway access and good visibility, and may have market areas that extend beyond the community. These commercial and auto-oriented uses shall be clustered in compact identifiable areas and not present the look of typical strip suburban development. Buildings shall be designed with a pedestrian orientation and relationship to the primary street that is compatible with the adjacent COR-1 subdistrict. The COR-2 subdistrict is further defined by a COR-2b subdistrict that allows for additional flexibility in allowing larger-scale retail that is intended to anchor the development and support the mixed-uses within the development.
 - (3) *COR-3 and COR-3a workplace subdistrict.* The workplace area is intended to accommodate medical and technology-related office and research uses, as well as other office uses and ancillary retail and service uses designed to support serve employees and office visitors. Uses with high concentrations of employees are most desirable. The COR-3 subdistrict is further defined by a

COR-3a subdistrict that allows exclusively schools. Due to the unique design and site layout needs of a school, different standards are in place in the COR-3a subdistrict than other development within the COR-3 subdistrict.

- (4) *COR-4 (COR-4a, COR-4b and COR-4c) neighborhood subdistrict.* The neighborhood subdistrict is intended to include a full range of housing types, from small-lot single-family detached to high-density senior and general apartments, as well as a limited number of small-scale retail and office uses at appropriate locations (i.e., at corners). Neighborhood design incorporates many traditional single-family neighborhood features such as alleys, carriage houses (secondary units), front porches, and traditional street lighting. Neighborhoods shall be designed with suitable transitions between different housing types, and with well-integrated open space and natural amenities within walking distance of all homes. Traditional neighborhood design of streets, sidewalks and paths provide easy pedestrian mobility throughout the subdistrict. Protection of natural areas and corridors that link the natural environment to everyday life is emphasized in this area. The COR-4 subdistrict is further defined into three categories according to the residential net density:
- a. The COR-4a subdistrict is the lowest density area in the COR-4 district allowing up to ten dwelling units per acre.
 - b. The COR-4b subdistrict is the medium density area in the COR-4 district allowing up to 15 dwelling units per acre. This area is located along higher volume roadways within the COR and along its perimeter.
 - c. The COR-4c subdistrict shall provide the highest densities in the COR-4 District requiring a minimum of 15 dwelling units per acre. This area is adjacent to the mixed-use core.
- (5) *COR-5 park and open space subdistrict.* The park and open space subdistrict is intended to preserve environmental features, provide amenities and create focal points and community gathering places within easy access of all areas of the COR.

(c) *The COR development regulations.*

- (1) *Uses.* Table 1 specifies permitted and conditional uses within each subdistrict of the COR district. Any use may be combined within buildings (vertically) or in separate buildings (horizontally), unless otherwise specified.

Table 1: Permitted, conditional and prohibited uses

Use List	COR-1	COR-2		COR-3 and 3a		COR-4a, b and c			COR-5
		2	2b	3	3a	a	b	c	
RESIDENTIAL									

Single-family detached	N	N	N	N	N	P	N	N	N
Twinhomes	N	N	N	N	N	P	N	N	N
Duplexes	N	N	N	N	N	P	N	N	N
Row houses/townhouse	P	N	N	N	N	P	P	P	N
Multistory apartments/condominiums	P	N	N	N	N	N	P	P	N
Secondary units	N	N	N	N	N	P	N	N	N
Live-work units	P	C*	N	P	N	P	P	H	N
PERSONAL SERVICES such as laundry, barbershops and beauty shops									
<2,500 sq. ft.	P	P	P	P	N	H			N
>2,500 sq. ft.	P	P	P	P	N	N			N
PROFESSIONAL AND MEDICAL OFFICES AND CLINICS									
<5,000 sq. ft.	P	P	P	P	N	H			N
>5,000 sq. ft.	P	P	P	P	N	N			N
GENERAL OFFICES									
<5,000 sq. ft.	P	P	P	P	N	C			N
5,000—35,000 sq. ft.	P	P	P	P	N	N			N
>35,000 sq. ft.	N	P	P	P	N	N			N
ACCOMMODATION AND FOOD SERVICE USES									

Bed and breakfast residence	P	P	P	N	N	H			N
Brewpubs, microbreweries, and taprooms.	C	C	C	C	N	N			N
Lodging facilities	P	P	P	C	N	N			N
Restaurant, café (including seasonal)	P(a)	P	P	P	N	P	C	C	C <2,500 sq. ft.
<2,500 sq. ft.									
Tavern, bar	P	P	P						
Outdoor Seating for food services uses meeting the requirements in subsection <u>117-118(c)(1)d.</u> below.	A	A	A	A	A	A	A	A	A
ENTERTAINMENT AND RECREATION USES									
Theater, cinema	P	P	P	C	N	N	N	N	N
Health club, fitness center	P	P	P	P	N	N			N
Health club, fitness center <5,000 sq. ft.	P	P	P	P	N	N			N
GENERAL RETAIL AND SERVICES (including grocery, etc.)									
<2,500 sq. ft.	P	P	P	P	N	C	C	P	N
<35,000 sq. ft.	P	P	P	C	N	N			N
>35,000 sq. ft.	C	C	P	C	N	N			N
Uses with drive-thrus	P	P(e)	P(e)	P(e)	N	N			N

Accessory car washes	N	C	C	C	N	N	N
Gas stations	N	A (b)	C (c)	C	N	N	N
RESTRICTED USES							
Private clubs and lodges	N	N	N	N	N	N	N
Motor vehicle implement, and recreation equipment sales and service	N	N	N	N	N	N	N
Adult uses—principle and accessory	N	N	N	N	N	N	N
Open and outdoor services, sales, display or rental	N	N	N	N	N	N	N
PUBLIC USES AND SERVICES							
Municipal buildings	P	N	N	N	N	N	C
Post office - service no distribution facility	P	N	N	N	N	N	N
Museums/cultural centers	C	N	N	N	N	N	C
Religious institutions	C	P	P	C	N	C	N
Commercial day care centers	P	P	P	P	N	C	N
Hospitals	N	C	P	P	N	N	N
Libraries	P	P	P	P	N	C	N

Educational facilities (excludes daycares)	N	N	N	N	C	N	N
Essential public services	P	P	P	P	P	P	P
INDUSTRIAL							
Manufacturing	N	N	N	N	N	N	N
Warehousing	N	N	N	N	N	N	N
Outside storage	N	N	N	N	N	N	N

Key:

P - Permitted Use

C - Conditionally Permitted Use

A - Permitted Accessory Use

N - Use Not Permitted

H - Permitted with home occupation permit

- a. In the COR-1 subdistrict, one story restaurants are allowed when the facade cornice height is a minimum of 22 feet in height.
- b. In the COR-2 subdistrict, accessory gas uses are allowed under the following conditions:
 1. Gas operations that are accessory to a permitted principle use.
 2. Gas and convenience item sales shall not comprise more than 25 percent of the gross receipts of the principle use business.
 3. Payment for sale of gas must be paid at the pump or inside the principle building. No accessory structures are allowed as part of the gas operations.
 4. No more than five percent of the square footage of the principle use building may be dedicated for the gas operations and convenience item sales.
 5. No franchise food operations can be contained in the area designated within the principle building for gas operation and convenience item sales
 6. Gas operations located in the side or rear of the principle use building.

7. Gas operations are located within 100 feet of principle use building
 8. Gas islands and canopy are architecturally harmonious and contain the same exterior building materials as the principle use building.
 9. Gas operations shall constitute no more than four islands with a limit of eight individual dispensers.
 10. Gas operations that are located in the city's wellhead protection area must meet the following standards:
 - (i) Double walled storage tanks with corrosion protection.
 - (ii) Spill protection to catch spills that may occur during delivery of products.
 - (iii) Overfill protection including automatic shutoff devices, overfill alarms and ball float valves or approved equal.
 - (iv) Leak detection, including interstitial monitoring of the double walled tank.
 - (v) Product release monitoring, including installation of groundwater monitoring wells and monthly monitoring of these wells will be required only after a reportable leak or spill has been detected.
 - (vi) Tank tightness testing on an annual basis.
 - (vii) Annual reports summarizing monthly monitoring results, monthly inventory control, and tank tightness testing.
- c. In the COR-2b subdistrict, convenience store with motor fuel sales/car wash are a conditional use under the following conditions:
1. Convenience/deli food is of the take out type only and that no provision for seating or consumption on the premises is provided. Furthermore, that the enclosed area devoted to such activity shall not exceed 15 percent of the gross floor area.
 2. The storage, preparation and serving of food items are subject to the approval of the zoning administrator who shall provide specific written sanitary requirements based upon the applicable state and county regulations.
 3. Gas operations shall constitute no more than four islands with a limit of eight individual dispensers.
 4. Canopy height. The total height of any overhead canopy or weather protection shall not exceed 20 feet in height. All canopies shall be architecturally harmonious and contain the same exterior building materials as the principle use.
 5. Goods For Sale: All goods for sale by a motor fuel station convenience store other than commercial freezers for ice and petroleum based products required for the operation and maintenance of motor vehicles shall be displayed within the principle motor fuel structure. No displays shall be permitted in required parking or driveway areas, landscape areas,

required setback areas, or any right-of-way or other public property. Displays may be permitted on sidewalks, only if they leave at least four feet of sidewalk width available to pedestrians.

6. Motor fuel dispenser location: Motor fuel dispensers shall be located at least 30 feet from a property line, and 100 feet from a residential structure.
 7. The off-street loading space(s) and building access for delivery of goods shall be separate from customer parking and entrances and shall not cause conflicts with customer vehicles and pedestrian movements.
 8. The hours of operation shall be limited to 6:00 a.m. to 11:00 p.m., unless extended by the council as part of the conditional use permit.
 9. Accessory car wash uses shall be allowed subject to the following requirements:
 - (i) Car wash stacking spaces shall accommodate a minimum of three waiting vehicles.
 - (ii) No more than one car wash shall be permitted.
 - (iii) The car wash shall be designed to be an integral part of the principle building or if freestanding shall be designed with the same materials as the principle structure.
 - (iv) Neither the car wash or accessory vacuum shall be located within 300 feet of any residential use unless completely screened or located across an arterial or major collector roadway from the residential use.
 10. Gas stations are only permitted by conditional use on parcels that are located at intersections of both destination and arterial roadways as defined by the development framework.
- d. Outdoor seating for food service uses are an accessory use under the following conditions:
1. The seating shall be located on private property (or could allow on joint/abutting open space/plaza area owned and managed by association).
 2. The seating shall be of good patio or café type furniture that enhances the appearance of the business.
 3. The outdoor seating area shall be defined with the use of landscaping, temporary fencing or other means that contains the tables and chairs for the use as demonstrated on a site plan and approved by city staff.
 4. No alcoholic beverages or food shall be served to persons outside of the designated outdoor seating area. Signage shall be posted that restricts consumption on alcohol outside of the designated outdoor seating area as approved by staff.
 5. Patrons shall access the outdoor seating area through the main entrance or host station and shall be seating by a staff person.
 6. Seating shall be located so as not to compromise safety. Seating shall not obstruct the entrance or any required exits or be located on landscaping or parking areas. If located on

private sidewalks or walkways, it shall be located so as to leave a minimum of a four-foot wide passageway for pedestrians.

7. No additional parking is required for 30 seats or less. If public parking is available either in a ramp or adjacent on street, then no additional parking is required. Any additional seating over 30 seats shall provide required parking based on one space per three seats. Shared parking will be considered and may be approved by city staff.
 8. Any proposed outdoor seating plan over 50 or more seats shall be by conditional use permit.
 9. All exterior sound equipment shall be shut off at 10:00 p.m.
 10. Lighting shall be permitted provided it only illuminates the designated area. Lighting cannot shine or cause a glare upon other public or private property outside the designated area.
- e. Drive-thrus serving permitted and conditional uses are a permitted use under the following conditions:
1. Drive-thru lands are not permitted in the front yard or within the front build-to-line except as approved as part of the official development plan and design framework.
 2. Adequate stacking distance of not less than five vehicles shall be provided. A site plan shall be prepared to demonstrate provision for stacking space does not interfere with other drive areas, parking spaces, sidewalks or pedestrian access to the main entry of the building.
 3. Electronic speaker devices, if used, shall not be audible beyond the property being served.
 4. Screening shall be provided of automobile headlights in the drive-thru land to windows and doors of adjacent uses. Such screen shall be at least three feet in height at installation and fully opaque, consisting of a wall, fence, dense vegetation, berm or grade change.
 5. A bypass lane shall be provided for each drive-thru use, allowing cars to leave the drive-thru land from the stacking area.
 6. Within the COR-2 and COR-3 subdistricts there shall be no more than one drive-thru land serving a given use.
 7. Within the COR-2b subdistrict there shall be no more than two drive-thru lands serving a given use.
 8. Within the COR-1 subdistrict, the drive-thru lane shall be located in the rear or side yard only. A drive thru lane shall not be located adjacent to any destination street as classified in the COR design framework.

(2) Development standards.

(d) *General development standards.* All development within the COR district shall meet the COR development framework that is incorporated into this chapter by reference, as amended by the city council on November 27, 2012. These standards will be used by the city as the minimum

requirements for evaluating development proposals and site plans. However, the standards are not intended to restrict creativity in design. An applicant may request modification or waiver of any standard in favor of an alternate approach that will achieve the same design objective.

- (e) *Development review process within the COR district.* The review process for the COR shall follow the standard review process for site plan review and subdivision found in this chapter and shall include subdivision and site plan review.
- (f) *Relationship to other Code sections.* The COR district is structured to establish a regulatory framework intended to be administered separate from certain sections of this chapter. In order to prevent overlapping development regulations, the following portions of this chapter are not applicable to the COR district: article II, divisions 3 (zoning districts), 6 (performance standards), and 8 (signs), unless it is determined by the city that provisions from these sections are better suited to address any particular aspect of a development proposal. The provisions contained in article III of this chapter shall regulate land subdivision of The COR district.

(Code 1978, § 9.20.25; Ord. No. 82-02, 3-20-1982; Ord. No. 86-2, 8-25-1986; Ord. No. 93-06, 4-23-1993; Ord. No. 96-12, 7-29-1996; Ord. No. 97-09, 7-28-1997; Ord. No. 03-21, 8-25-2003; Ord. No. 03-22, 8-25-2003; Ord. No. 03-40, 11-3-2003; Ord. No. 04-11, 5-17-2004; Ord. No. 04-41, 12-6-2004; Ord. No. 05-11, 5-30-2005; Ord. No. 05-15, 8-15-2005; Ord. No. 07-06, § 2, 2-27-2007; Ord. No. 09-12, § 2, 9-8-2009; Ord. No. 10-17, § 1, 12-14-2010; Ord. No. 11-05, § 1, 4-12-2011; Ord. No. 12-03, § 1, 2-28-2012; Ord. No. 12-19, § 1, 11-27-2012; Ord. No. 13-02, § 1, 2-12-2013; Ord. No. 14-08, § 2, 8-11-2014; Ord. No. 14-14, § 2, 11-12-2014; Ord. No. 22-11, § 2, 2-22-2022)

Meeting Date: 05/23/2023

Information

Title:

Amend 2023 Schedule of Rates, Fees and Charges

Purpose/Background:

Ordinance #22-28 adopting the 2023 Schedule of Rates, Fees and Charges was officially adopted on November 22, 2022, after a public hearing was held. Any revised rates went into effect January 2, 2023.

At the time of adoption, the water treatment plant (WTP) project had not been awarded and sewer and water utility rates were held constant with 2022 rates until more finalized construction numbers were received. The WTP was officially awarded on March 28, 2023 and the respective trunk watermain improvements are proposed to be bid in late summer/fall of this year. The total of the projects is estimated at \$42.5M with the funding to come from current water and sewer utility funds and the issuance of a revenue bond whose debt service will be paid by the utility users via utility bill collections.

Sewer charges have also greatly increased in the city for 2023. Met Council increased its monthly fee it charges the city by 15% (from \$82,458 to \$94,908/month) and it is proposed to increase another 11% in 2024.

With the respective funding needs for Water and Sewer, staff is proposing a 10% increase for each utility. This would bring the minimum usage water fee from \$43.20 per quarter to \$47.52 per quarter and the fixed residential sewer charge from \$75.89 per quarter to \$83.48 per quarter. The second quarter utility bill is sent out on July 25, 2023.

A 2022 Survey of neighboring communities and their respective rates for water and sewer is attached to show where the city of Ramsey's proposed utility increases compare. This does not take into account any 2023 increases that the other cities in the survey may have implemented.

Lastly, with the implementation of police body cameras in the spring of 2023, the police department would like to implement A \$35.00 per copy of any body worn camera footage that they need to provide. This would help to offset the administrative costs of producing that footage.

Timeframe:

15 minutes

Funding Source:

Responsible Party(ies):

Finance Director

Outcome:

Based on discussion.

Attachments

2023 Schedule of rates, fees & Charges with amendments

2022 Rate Comparisons

Form Review

Inbox

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 05/18/2023

Reviewed By

Brian Hagen

Date

05/18/2023 09:26 AM

Started On: 05/15/2023 01:18 PM

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Administrative Hearings/Citations/Abatements		
Abatement: Administration Fee		25% of cost of abatement or 750.00, whichever is less
Administrative Citation: Violations of 10 - Animals		25.00
Administrative Citation: Violations of 26 - Rental Property		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 30 - Public Nuisance	1st offense after failure to abate within 14 days	75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 42 - Dump Garbage/Refuse		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 54 - Prohibited Parking		25.00
Administrative Citation: Violations of 54 - Recreational Vehicles		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 54 - Time Zone Parking		25.00
Administrative Citation: Violations of 105 - Construction		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 105 - Exterior Completion		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 105 - No Permit		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 105 - Property Identification		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 113 - Sewage		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 117 - Off Street Parking		25.00
Administrative Citation: Violations of 117 - Signs		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: Violations of 117 - Landscaping		75.00
	2nd offense w/in 12months	250.00
	3rd offense w/in 12 months	500.00
Administrative Citation: 1st Violation within 12 Months (Zoning Code Violations)		75.00
Administrative Hearing: Filing Fee		250.00
Alcoholic Beverages		
3.2 beer off-sale		100.00

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
3.2 beer on Sale		200.00
Change of Name-Liquor Establishment		50.00
Liquor license investigation fee	Corporate	500.00
	Partnership	500.00
	Sole-Proprietor	500.00
Liquor off-sale		380.00
	Tiered Payment System:	
	License Reduced by:	
	\$100-Meet State Statutes Conditions	
	\$100-Purchase/Utility ID Technology	
Liquor on-sale		5,000.00
Liquor on-sale Sunday		200.00
Wine license investigation fee	Corporate	500.00
	Partnership	500.00
	Sole-Proprietor	500.00
Wine on-sale		1,000.00
2 a.m. closing (optional)		300.00
Amusement & Commercial Recreation		
Temporary Amusement Center (Carnivals, Circus)		250.00
Lawful gambling investigation fee - New applicant only	Limit \$100.00	100.00
Lawful gambling investigation fee - Single Events		50.00
Fire Works Sales-Business selling only fireworks	Ordinance Adopted 6/11/02	350.00
Fire Works Sales-Retail Sellers		100.00
Parade Permit		100.00
Special Events - Ex: Music festival, performing arts, parades, carnivals, 5K Runs	Including Clean Up Fees, Electrical Inspection Fees etc.	50.00 Application fee +License Fee to be determined per event by CC + Staff Time @ 2.30* ^{wage} /hour
All Other Misc. Permit/Licenses		50.00/Admin fee + Staff time @ 2.30/ ^{wage} /hr. if needed
Building Construction		
Administrative Fee-Process Returned Bldg. Permits		25.00
Basement Finish	Cover 3 trips	158.00
Building permit		Based on February 2017 ICC building valuation data & 1997 Uniform Building Code Table No 1-A Building Permit Fees (attached at end of schedule)
Electronic Plan Review-Application Fee	Building Permit only	20.00
Electronic Plan Review-Application Fee	All Other Permits: Fire, Mechanical, Plumbing, Septic, Zoning	25.00
Building plan check - Residential		65% of Bldg. Permit Fee
Plan Review fee for Similar Plans		25% of Bldg. Permit Fee
Plan Check Fee for Accessory Structures	Garages, Remodels, Additions, etc.	65% of Bldg. Permit Fee

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Plan Check Fee for changes, additions, or revisions to plans		53.00/hr./Minimum 1 hr. (Non-Refundable)
Plan Check Fee for Commercial, Industrial & Apartments		65% of Bldg. Permit Fee
Plan Check Fee (Outside Contracted)	All administrative and Overhead Costs	Actual Costs (Non-Refundable)
Air Conditioner Replacement		50.00
Air Conditioner & Furnace Replacement (Combination)		50.00
Deck Permit		105.00
Demo Permit		200.00
Driveway Escrow		2,000.00
Water Heater Replacement		50.00
Electrical Permit Fee	Per Tokle Contract	Electrical Permit Fee Schedule
Erosion Control Escrow - Home Improvement	Returned when complete	Min \$100/Max \$1,000
Erosion Control Escrow - New Construction	Returned when complete	1,500.00
Fence Permit	Over 7 feet in height	City of Ramsey Valuation Fee Schedule
Fence Permit	Less than 7 feet in height	25.00
Fireplace Permit	Cover 2 trips	50.00
Furnace Replacement		50.00
Inspections-After Hours/Weekend	1.5 times hourly rate	80.00/hr./minimum 2 hr.
Investigation Fee	Work Started Without a Permit	Equal to Permit Fee
Gas Line (Residential)		50.00
Landscape Escrow		5,000.00
Lawn Irrigation-Residential	Cover 1 trip	50.00
Lawn Irrigation-Commercial (Multi)		50.00
Mechanical Permit-Residential	New Construction	150.00
	Remodel/Addition	100.00
Mechanical permit-Commercial	New Construction	1% of Job Value/Minimum 250.00
	Remodel/Addition	1% of Job Value/Minimum 125.00
Plan Check fee (65% of commercial mechanical permit)		65% of Bldg Permit fee (Non-Refundable)
Moving Structure Permit		105.00
Moving Structure Permit Site Inspection		105.00
Mobile Home Tie Down		75.00
Mobile Home Water Hookup	1.25 hours	50.00
Plumbing permit- Residential/Single Family	New Construction	150.00
	Remodel/Addition	100.00
Plumbing permit- Commercial	New Construction	1% of Job Value/Minimum 250.00
	Remodel/Addition	1% of Job Value/Minimum 125.00

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Plan Check Fee - Commercial Plumbing Permits		50% of Commercial Plumbing Permit - 5 or fewer fixtures
Public Sidewalk Panels-Broken		Min \$1,000/Max \$3,000
ReInspection Fees		80.00 per trip
Re-Roofing/Shingling Permit-Residential	Cover 2 trips	105.00
Re-Roofing/Shingling Permit-Commercial/Multi-Family		City of Ramsey Valuation Fee Schedule
Re-Siding Permit	Cover 2 trips	105.00
Replacement Windows (Residential)	City Required pre-inspection	105.00
Septic System Permit-Residential		175.00
Septic System Permit-Commercial		250.00
Septic System Repair -Residential/Commercial		100.00
Septic Tank Installation Permit-Residential		175.00
Service Availability Charge (SAC)	[current MCES rates]	2,485.00
Septic Tank Pumping Permit		15.00
Sewer permit (Utility Connection)-Residential		50.00
Sewer permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00
Site Evaluation Fee		80.00
State Surcharge	Applies to all permit types	1.00
	Per State of Minnesota Fee Schedule	
Swimming pool permit		105.00
Vacuum Breaker Verification for Irrigation System (RPZ)-Residential		50.00
Vacuum Breaker Verification for Irrigation System (RPZ)-Commercial	1.25 Hours	50.00
Water Availability Charge (WAC) - per address	based on national/local construction cost index 6/22 3.3%	1,481.00
Water Softener Permit-Residential		50.00
Water permit (Utility Connection)-Residential		50.00
Water permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00
Business		
Administrative Fee - Process Returned Business Permits		25.00
Business Registration Certificate (BRC)	Original Application	30.00
Contractor License	All Contractors	50.00
Garbage & refuse hauler		50.00
License Late Fee		15% of license fee/month
Massage Establishment		100.00/annual
Massage Establishment Owner/Manager Background Check Fee		50.00
Massage Therapist		50.00/annual
Massage Therapist Background Check Fee		35.00
Mobile Food Unit (Food Truck) - 90 Day License		80.00
Mobile Food Unit (Food Truck) - Annual License	Thru December 31 of calendar year	100.00
Pawn broker/Precious Metals		4,000.00
APS Automated Pawn Rate/Fee		2879.00
Pawn broker investigation fee	in-state investigation	500.00
	out-of-state investigation	1,500.00
Residential Rental - Multifamily	3-Year License	400.00/building
Residential Rental - Single Family/Townhome	3-Year License	25.00/unit
Second Hand Dealer		2,000.00
Second Hand Dealer investigation fee	in-state investigation	500.00

Proposed Amendment

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
	out-of-state investigation	1,500.00
Transient merchant/peddler/solicitor		100 + 35 per person backgrounded
City Financing		
Interest rate charge - non-bonded programs [bonded projects will be dependent upon interest rates being paid]		US Treas. rate + 2 points Bond Int rate + 2 points
Equipment Chargeback		
All Equipment Rental		Per FEMA Schedule + Staffing
Public Works Maintenance Worker		2.30 x wage/hr.
Portable Toilet		Actual Cost
Facility Use		
Antenna Lease - City Owned Property [PCS towers]	Per Individual Agreement	Per Individual Agreement
Concession stand/pavilion/shelter- per day/event- residents		See Facility Use & Rental Policy
Concession stand pavilion/shelter- per day/event - non-res.		See Facility Use & Rental Policy
Softball/baseball field maintenance - youth teams		40.00/game
Football field maintenance - youth teams		
Large Fields		75.00/week
Soccer & Lacrosse field maintenance - youth teams		
Full Size (Large Field)		75.00/week
1/2 Size (Medium Field)		60.00/week
Small Field		40.00/week
Field Layout Field-Soccer, Football, Lacrosse		300.00
Tennis court - non-residents		20.00
Lighted ballfield Deposit Fee		100.00/individual
Lighted ballfield - residents		45.00/Per 3 hours and then 15.00/Each Additional hour
Lighted ballfield - non-residents		60.00/Per 3 hours minimum and then 20.00/Each Additional hour + 25.00 for lights
Light - Used By ARAA		Actual Cost
General Field Use - Residents (football, soccer, softball,baseball)		45.00/Per 3 hours minimum and then 15.00/Each Additional hour
General Field Use - Non-Residents (football, soccer, softball,baseball)		105.00/Per 3 hours minimum and then 20.00/Each Additional hour
Athletic Field Marking Paint - ARAA		Actual Cost
Pact School Field Maintenance @ The Draw	Annual General Maintenance Fee	630.00
Pact School Field Maintenance @ Central Park	Annual General Maintenance Fee	630.00
Municipal Center Room Rental - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule
Coffee for Meetings		5.00/pot
Park Facilities - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule
Miscellaneous		

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Cemetery Plot (Trott Brook Cemetery)		900.00
Cemetery Plot Perpetual Care		400.00
Comp Plan CD		10.00
City Information-CD Format		10.00/disc
Kennel License (Administrative)	4th Dog on Property	200.00
Non-Traditional Animal License		200.00
Maps - City (28X 24)		5.00
Maps - Zoning (28 X 34)		15.00
Maps - Zoning/Address (34 X 44)		25.00
Maps-Zoning or Comp Plan (11 X 17)		6.00
Maps - Plat		10.00
Maps - Topo aerials per half section		20.00
Maps- Parks & Trails 11 X 17)		6.00
Maps - Parks & Trails (36 X 24)		15.00
Maps-Large Ward/Precinct	With Addresses	25.00
Notary Fee	State Statute	5.00
Photo copies - one-sided/duplexed	Up to 100 pages; over 100 pages plus staff time	0.25
Political office filing fee	State Statute	5.00
Public hearing publications		At City Cost
Returned check		35.00
Reissued Check Fee		15.00
Special assessment search		30.00
Planning and Zoning		
Comp Plan Escrow		1,000.00
Conditional use escrow minimum		1,000.00
Dock permit		25.00
Easement Encroachment Agreements		500.00
Environmental Assessment (EAW, EIS, AUAR) Escrow		3000.00
Grading Permit		200.00
Home Occupation Permit		250.00
Home Occupation Permit Escrow		1000.00
Industrial Revenue Bond - application		200.00
Industrial Revenue Bond - escrow		1,000.00
Interim Use Permit Escrow - Minimum		600.00
Land Use Application Fee		500.00
Park Dedication - Cash Contribution: Residential Unit	Including Townhomes & Apartment Units	4,500.00/dwelling unit
Park Dedication - Cash Contribution: Residential Unit	Exceed 12+ units per acre	7.5% Discount/\$4,163.00
Park Dedication - Cash Contribution: Residential Unit	Exceed 20+ units per acre	15% Discount/\$3,825.00
Park Dedication - Cash Contribution: Commercial/Assisted Living Facilities		5,100.00/acre
Park Dedication - Cash Contribution: Industrial		4,375.00/acre
Park Dedication - Land Contribution: Residential	0 - 3.0 dwelling units per acre	10% of land
	3.1 - 5.0 dwelling units per acre	15% of land
	5.1 + dwelling units per acre	Add .5% for each over 5
Park Dedication - Land Contribution: Commercial/Industrial/Assisted Living Facilities		5% gross land area
Park Dedication - Land Contribution: Planned Unit Developments	(public open space/rec. uses-not including wetlands)	10% gross land area
		2,800.00/dwelling unit
Trail Development Fee - Cash Contribution: Residential Unit		1,500.00/dwelling unit

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Trail Development Fee - Commercial/Industrial/Assisted Living Facilities		1,300.00/acre
Approval/Recording of Deeds:		
Abstract Property		County Fee+10.00/staff Time
Torrens Property		County Fee+10.00/staff Time
Rezoning escrow		1000.00
Sign permit - permanent		100.00
Sign permit - temporary		25.00
Site plan review escrow		1000.00
Special Council, HRA or Commission meeting fee		350.00
Temporary Structure escrow	(not construction trailers, not hoop tents)	2000.00
TIF/Conduit Debt Application Fee		4,000.00/+legal fee deposit
Vacation of easement escrow		1000.00
Variance escrow		500.00
Zoning Letter		100.00
Zoning Permit		25.00
Zoning Verification Signature for State Licensing (dealer's license)		25.00
Platting or Subdividing		
Address Charge		175.00
Administrative (interior lot lines) escrow		500.00
Major Subdivision escrow		2,000.00
Minor subdivision escrow		2000.00
Registered land survey escrow		2000.00
Professional Services		
Administrative Fee (Project Related Activity-Staff admin)	Consultants hired for project: Ex: Hakanson Anderson	contractor bill + 3%
Attorney - municipal		At City cost
Attorney - non-municipal		At City cost
City Staff Services		2.30 x wage/hr.
Plan Review - Anoka County Highway Improvement Projects		150.00
Police Officer	\$93/Avg Wage & Gas, Car, Liab	107.00/hr
Other professional /staff services		2.30 x wage/hr.
Public Safety		
Alarms: False (3rd offense)	In a Calendar Year	75.00
Alarms: False (4th offense)	In a Calendar Year	150.00
Alarms: False (5th offense)	In a Calendar Year	225.00
Alarms: False (6th offense)	In a Calendar Year	300.00
ATV/Golf Cart Permit		10.00
Body Warn Camera Footage		35.00
Car Seat Check -Non-Resident only		25.00
Clandestine Drug Labs Remediation	Recovery of Public Costs	125% of Recovery Costs (Recovery Cost + 25% admin Fee)
Copies: Audio/Video CD/DVD		20.00
Copies: Incident/Investigative Reports	Per statute Ch163 sec 8 adopted 8/1/05	.25/page
Copies: Statistical Summary Reports		5.00
Dangerous Dog License		500.00
Dog Impoundment fee		125.00+board
Dog Impoundment fee - If Non Licensed		145.00 +board
Dog Impoundment fee (2nd offense)	w/in 12 months (+50.00 each addtl w/in 12 mo)	175.00 +board

Proposed Amendment

Proposed Amendment

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Fire Prevention:		
Fire Suppression Fees:		
Permit		Valuation based/1997 UBC Fee Table 1-A Minimum of 23.50
Plan Review		65% of permit fee 5.00 Minimum State Surcharge
Fire Alarm Fees:		
Permit		Valuation based/1997 UBC Fee Table 1-A Minimum of 23.50
Plan Review		65% of permit fee 5.00 Minimum State Surcharge
Temporary Assembly/Tent Permit(Greater than 100 sq. ft.)		50.00/per tent
Aboveground Tank Storage		100.00/per tank
Underground Tank Storage		100.00/per tank
Fuel Tank Storage Removal		100.00/per tank
Daycare Inspection Fee		50.00
Permit Re-Inspection Fee		50.00
Fireworks/Pyrotechnic Display Permit		200.00
Fireworks -Retail Sale Permit - Retailer only selling fireworks		350.00
Fireworks-Retail Sale Permit-All other retailers		100.00
Double Permit Fee		2 x normal permit fee
Lock Box Fee:		
Surface Mount		Per Vendor Pricing
Recessed Box		Per Vendor Pricing
All Others		Actual cost + 10% Admin fee
Fire Code Re-Inspection Fee		140.00
Gas Line Hit By Contractors	Effective 4-1-10	300.00
Open Burn Permits:		
Open burn permit application	Residential	25.00
Open burn permit fire suppression escrow		500.00
Open burn permit fire suppression services		300.00/hr. - min 300.00
Illegal Burning	Effective 4-1-10	200.00
Subsequent Site Evaluations		45.00/visit
Fire Service Fee:		
Disaster Assistance		300.00/hr. per truck
Ordinance Violations		300.00/hr.
Victim Service Fee		300.00/hr. per truck
Letter of Good Standing		10.00
Photo CD		20.00/cd
Photo Electronical Transfers		10.00/transmission
Photo Reprints		5.00 min chg + 1.00/print
Vehicle Lockout		20.00
Vehicle Storage		10.00/day
Reimbursements		
Mileage/personal vehicle (IRS allowable rate)	Always follow IRS adopted rate	.625/mile
Right-of-Way		

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted	Proposed Amendment
Permit Fee - Boring/Open Trench		95.00+15.00/Driveway, 20.00/Road Closing + \$10,000 Bond per mile	
Boulevard Tree Replacement		900.00/Tree	
Permit Fee - Overhead		95.00\+.05/linear foot	
Street and Traffic Charges			
Developer contribution:			
street and/or traffic signs (each)	City Installed	245.00	
Bituminous Paving/Patching		38.00/sq yard	
Culverts		Price + Tax	
Road Improvement Assessment	Per Special Assessment Policy	Per Policy	
Sidewalk Panel Removal and Replacement Escrow		2500.00	
Street Sweeping: Equipment Only:	Per FEMA Schedule of Equipment Rates	FEMA Rates	
Traffic Sign Replacement (each)		245.00	
Tobacco			
Cigarette Sales (vending and over-the counter)		250.00	
Cigarette Sales with age verification technology		150.00	
E-Cigarette Sales		250.00	
E-Cigarette Sales with age verification technology		150.00	
UTILITY RATES			
Assessment Charge for Unpaid Items Assessed	Administration fee	35.00/account	
Interest Rate on Unpaid Items Assessed	Based on 1-Year Treasury + 2 Points	6.00%	
Penalty/late payment	Past due on current billing	10%	
Recycling Rates			
Residential Curb-side Program fee/qtr	Per Ace Contract	11.94/qtr	
Sewer Rates			
Residential/Single dwelling usage fee/qtr	Per 2016 Comprehensive Sewer Study	75.89	83.48
Multi-family(apt) & commercial usage fee/qtr		75.89+3.16/1000 gal. in excess of 20,000 gal.	83.48+3.48/1000 gal. in excess of 20,000 gal.
Connection charge/res. equivalent	based on national/local construction cost index 6/22 3.3%	1,349.00	
Connection charge/acre comm./ind.	based on national/local construction cost index 6/22 3.3%	4,063.00	
Lateral Benefit Charges: Residential	based on national/local construction cost index 6/22 3.3%	5,418.00	
Lateral Benefit Charges: Commercial	based on national/local construction cost index 6/22 3.3%	8,920.00	
Street Lights			
Developer contribution:			
installation of Cobra street light		Per Connexus Energy Fee Schedule	
traditionaire subdivision street light (w/100 ft of wire)		Developer Installed	
New ROW COR Lights		Per Connexus Energy Fee Schedule	
street light O & M 3 year @ \$98/year		294/light	
Residential billing:			
urban subdivision street light rate per lot (>7/92)		9.01/qtr	
rural subdivision street light rate per lot		14.85/qtr	
priority street light rate per residential/apartment/ lot		1.37/qtr	
Storm Water Management Rates			
Residential		15.95/qtr	
Commercial		63.80/REU/qtr	

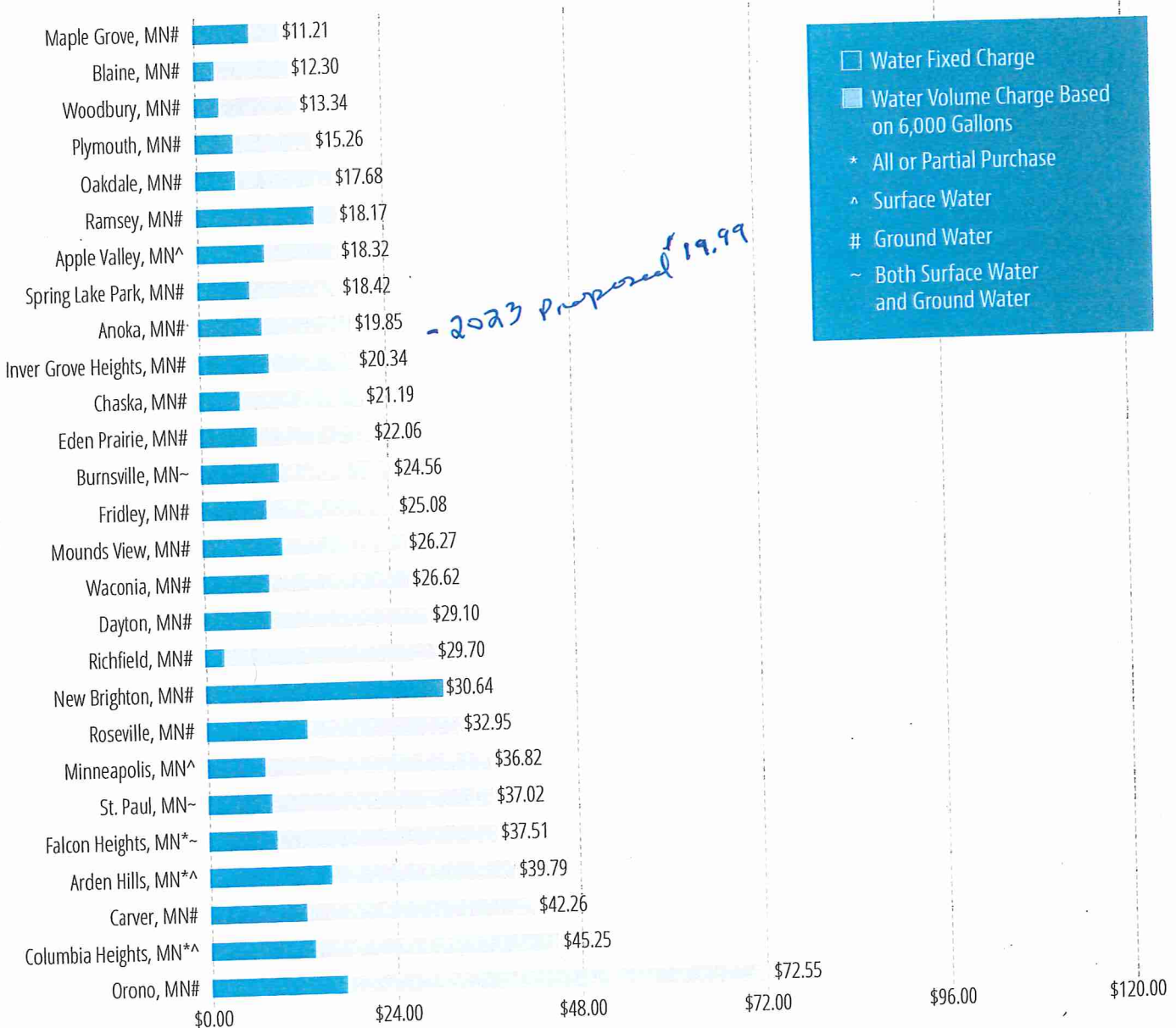
SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted	Proposed Amendment
Trunk charge/res. equivalent	based on national/local construction cost index 6/22 3.3%	534.00	
Trunk charge/acre comm./ind.	based on national/local construction cost index 6/22 3.3%	5,321.00	
Water Rates			
Minimum usage fee/qtr	Per 2012 & 2017 Comprehensive Water System Study	43.20	
Quarterly Rate Structure	Conservation Rates	\$43.20 Minimum	\$47.52 Minimum
		\$2.96 per 1,000 for 15,001-25,000	\$3.26 per 1,000 for 15,001-25,000
		\$3.05 per 1,000 for 25,001-40,000	\$3.36 per 1,000 for 25,001-40,000
		\$3.27 per 1,000 for 40,001-60,000	\$3.60 per 1,000 for 40,001-60,000
		\$3.50 per 1,000 for 60,001-99,000	\$3.85 per 1,000 for 60,001-99,000
		\$3.87 per 1,000 for 99,001-201,000	\$4.26 per 1,000 for 99,001-201,000
		\$4.62 per 1,000 for 201,001 and above	\$5.09 per 1,000 for 201,001 and above
Odd/Even Sprinkling Violations:	Effective day after Memorial Day thru Day after Labor Day		
	No Sprinkling between 10 am-8:00 pm		
First Violation		Written Warning & Registered Letter	
Second Violation		50.00	
Third Violation		100.00	
Fourth Violation		150.00	
Meter Replacement Admin Fee for Non-Compliance		100.00/qtr	
Installation of meter w/remote (Res & Commercial)		150.00	
5/8" T10 Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	305.00	
1" T10 Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	510.00	
1 1/2" T10 Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	1,005.00	
1 1/2" Mach 10 - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	1,090.00	
2" T10 Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	1,250.00	
2" Mach 10 - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	1,310.00	
2" Compound Domestic Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	2,670.00	
3" Mach 10 - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	3,500.00	
3" Compound Domestic Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	3,750.00	
4" Mach 10 - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	4,700.00	
4" Compound Domestic Meter - Radio Read System	Subject to change based on price increases: Will always be cost plus 5%	4,900.00	
Other than Meters Noted Above		Cost plus 5%	

CITY OF RAMSEY
 2023 ADOPTED SCHEDULE OF RATES, FEES AND CHARGES
 Adopted November 22, 2022 Ordinance 22-28

SERVICE OR LICENSE	SPECIAL NOTES	2023 Adopted
Water shut off at Curbstop		100.00
Water shut off at Curbstop	Winter Period of November 1 - April 1	150.00
Townhouse Irrigation Meter Winterization		150.00
Broken Hydrant Replacement - Summer		600.00
Broken Hydrant Replacement - Winter		850.00
Connection charge/res. equivalent	based on national/local construction cost index 6/22 3.3%	2,009.00
Connection charge/acre comm./ind.	based on national/local construction cost index 6/22 3.3%	7,343.00
Lateral Benefit Charges: Residential	based on national/local construction cost index 6/22 3.3%	6,954.00
Lateral Benefit Charges: Commercial	based on national/local construction cost index 6/22 3.3%	7,781.00

Proposed Amendment

MINNEAPOLIS/ST. PAUL METRO AREA

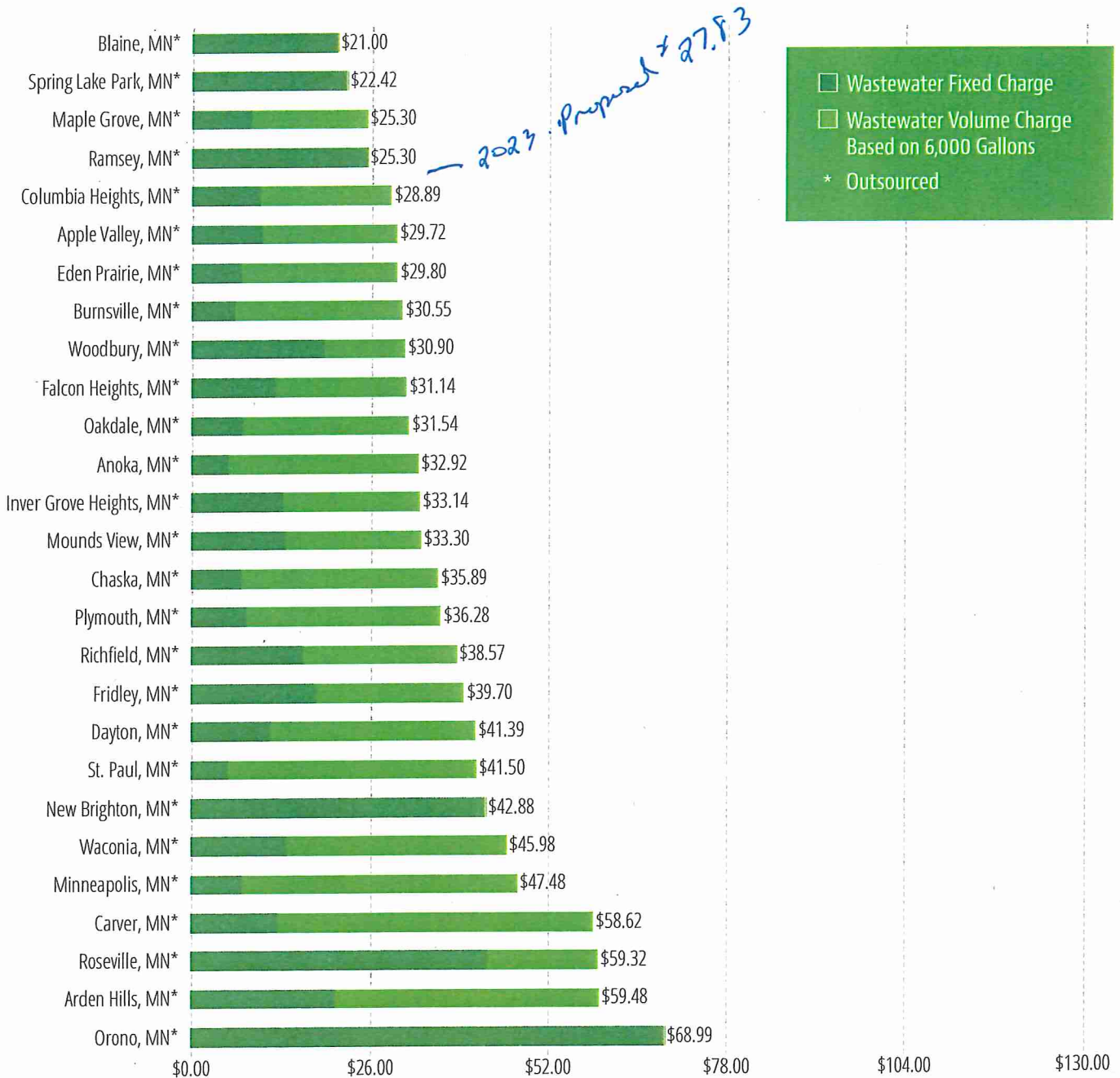


- Water Fixed Charge
- Water Volume Charge Based on 6,000 Gallons
- * All or Partial Purchase
- ^ Surface Water
- # Ground Water
- ~ Both Surface Water and Ground Water

TYPICAL MONTHLY RESIDENTIAL WATER UTILITY BILL (\$)

MINNEAPOLIS/ST. PAUL METRO

(Served by Metropolitan Council Environmental Services)



TYPICAL MONTHLY RESIDENTIAL WASTEWATER UTILITY BILL (\$)

Meeting Date: 05/23/2023

Information

Title:

Discuss the Recreational Specialist Vacancy, Current Work and Proposed Position Changes

Purpose/Background:

The purpose of this case is to discuss the soon to be vacant Recreational Specialist position, discuss how current duties will be handled in the near term and to review staff recommendations for filling the role.

Background: Ms. Marla Martinez-Flynn submitted a letter of resignation to the City stating her last day is Friday, May 26. For the work session discussion, staff will verbally highlight how the summer work will be accomplished during the vacancy (brief summary of The Draw Concerts, Art Fair, Happy Days, etc.) However, it is critically important to immediately begin efforts to fully staff this role taking into consideration the recent changes to the position, and the fact that staff (HR, Police, Finance, PW, and Admin.) has invested many hundreds of hours in on-boarding and training for this position over the years, that is once again vacant. (Thirteen individuals in the last ten years including interns and the recent four Rec Specialists.) Pending Council consensus on the strategy below, staff recommends beginning a recruitment no later than May 30 in order to have an employee on board by August 14.

The Recreation Specialist was understood to be an entry level position working under the general guidance and direction of the Parks & Assistant Public Works Director. The current position is a nonsupervisory position under the AFSCME union. It facilitates the development and ongoing administration of diverse annual recreational programs serving all ages and demographics.

Current/Previous Role (Job Description for the **Recreation Specialist**)

This position develops programs, organizes content, and engages public and private providers, as well as creates and maintains methods for evaluating offerings for consideration in future programming. Currently the position responsibilities include the following:

1. Perform all aspects of the development, marketing, implementation, and evaluation of municipal recreational programs and related events
2. Evaluate related contracts for accuracy, completeness, and fair pricing; review and prepare invoices for approval by the Parks & Assistant Public Works Superintendent
3. Create online event registrations and generate flyers and social media promotional posts for said activities
4. Use, prepare and maintain detailed notes and outlines on work performed and programs developed
5. Coordinate, purchase, organize, gather, and deliver supplies, documents and schedules for programs and recreational events
6. Provide staff support including data entry, phone calls, program registration, reports, records management in a timely manner
7. Fill in as needed at programs and recreational events. Assist with supervision, periodic check in and leadership of programs, seasonal staff and recreational events
8. Develop, plan, oversee and attend all ten or eleven of the Thursday Evening Summer Concert Series events (which includes contract administration), as well as the annual Art Fair
9. Attend and occasionally provide presentations at the once-per-month Parks and Recreation Commission meetings
10. Serve as back-up to the Public Works Administrative Assistant with park facility rentals, bike, bike locker and kayak rentals, and general Park & Recreation / Public Works walk-in questions.

In addition to the above, Happy Days event planning was recently added to the already 40 hour per week Recreation Specialist position. For April into May, Marla has been focused on Happy Days activity at about 30

hours per week, at the same time as the contracted event management firm has been working on their assigned tasks. No significant new recreation programming has been developed or conducted following the formal assignment of Happy Days to Marla's position.

Near Future/Expanded Role (proposed job title of **Park, Recreation and Events Coordinator** or similar)

Staff recommends bringing this position up to a supervisory level, including the proposed 2024 addition of a half-time Recreation Specialist position. This is due to recent job expansion, and equally important as a strategy for employee retention. This proposed position would be responsible for a comprehensive approach to city-wide programs and events. It's essential for the person in this role to be able to deliver a high level of customer service and coach and teach others. (Note: Due to staffing availability, a specific salary recommendation was not developed at the time of this case writing, but will be provided at the meeting.)

The proposed half-time Rec Specialist position for 2024 may be reviewed early in budget process in the coming months, and may correspond well the recruitment and interview process for the proposed Park, Recreation and Events Coordinator position as one of the next steps in addressing a sustaining solution to the city's recreation and event planning, programming, and staffing.

Timeframe:

Approximately 30 minutes.

Funding Source:

The savings incurred during the 10 plus weeks of the position being vacant will more than cover the increased hourly pay for the balance of 2023.

Responsible Party(ies):

Mark Riverblood, Parks and Assistant Public Works Director
Colleen Lasher, Administrative Services Director

Outcome:

Based on discussion.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	05/18/2023 10:01 AM
Colleen Lasher (Originator)	Katie Schmidt	05/18/2023 10:03 AM
Mark Riverblood	Mark Riverblood	05/18/2023 10:28 AM
Bruce Westby	Bruce Westby	05/18/2023 11:56 AM
Brian Hagen	Brian Hagen	05/18/2023 12:13 PM
Form Started By: Colleen Lasher		Started On: 05/08/2023 08:31 AM
Final Approval Date: 05/18/2023		

Information

Title:

City Policy Review: Policy to Preserve Leisure and Quality of Experience For Park Patrons

Purpose/Background:

In 2022, the City Council expressed a desire to review City Policies in an effort to update them as needed and to provide transparency to the residents on policies that impact the public. The purpose of this discussion is two-fold: 1) update the City Council regarding the policy project and 2) seek feedback from the City Council regarding a draft Parks and Recreation policy: Policy to Preserve Leisure and Quality of Experience For Park Patrons.

Policy Project

The City Council requested City Staff to organize and centralize City policies. Staff have been working on this effort, and many policies have been transferred to one central location on the shared network accessible by all staff. Previously, many departments held pertinent policies on their department's network drive where access was limited to employees within that department. Finalized policies will be stored as per the Records Retention Schedule on the City's document imaging system (Laserfiche).

All public-facing finalized policies will be posted on the City's website within the applicable location and accessible through the search feature. Examples of the website views are attached.

In an effort to keep track of current and past policies, a formal naming format will be used. For example:

0452.001.V1.Name

(Parks & Rec)(Policy #1)(Version #1)(Name)

Draft Policy to Preserve Leisure and Quality of Experience For Park Patrons

The City began programming concerts at The Draw (amphitheater and adjoining areas) beginning in 2010. In the following years the numbers of people gathered at the amphitheater continued to grow for these Thursday evening events. As the numbers of patrons grew, differing interests saw this crowd as a 'captive audience' for their benefit, and began approaching patrons handing out flyers, coupons for businesses, with others also asking if they could set up table(s) to advertise and sell wares.

At this same time, the Ramsey Foundation (in close association with the Park & Recreation Commission) was offering single entity sponsorships each week to raise money to pay for the performances. Business interests and occasionally persons campaigning for political office continued to 'show up' and mingle with the people at the park and patrons seated in the amphitheater—with some more aggressive sales representatives literally stepping over people and weaving through the seating areas handing out swag, flyers and paper advertising. This activity was clearly at odds with the intent of the concerts as a social gathering, and place where residents could be free from distraction and being sold something—and also perceived as an annoyance by some park patrons.

In 2014, it was determined that a policy to limit or regulate sales and solicitation at the concerts was needed to maintain the quality of experience for patrons at these events. In that the Foundation and Park & Recreation Commission collaborated and reserved the park primarily for the purpose of leisure and fun—a policy as described was developed such that it could be communicated to people 'showing up' or requesting to sell things, that this was not permitted at the Thursday evening concerts. (It may be noted that there are many opportunities in the city where sales and advertising are permitted or encouraged, including at the Elmcrest Art Fair and Happy Days to mention two.)

A policy was approved in 2014 by the Ramsey Foundation (the entity reserving the amphitheater) and acknowledged by the Park & Recreation Commission that same year. The policy was an effective communications tool and reduced or eliminated the extraneous activity at the park for the benefit of residents attending the concerts.

Now that the Foundation is no longer conducting fundraising (concert sponsorships), and the performances are paid for directly by the city—it seems like a good time to update the policy 8 years after establishment, (and correct some details like mention of the Farmer's Market).

Timeframe:

Up to 15 minutes

Funding Source:

Not Applicable

Responsible Party(ies):

Brian Hagen, City Administrator
Mark Riverblood, Parks and Assistant Public Works Director

Outcome:

Provide direction on desired changes in preparation for consideration at the June 13, 2023 City Council meeting. The Draw Summer Concert Series begins June 15, 2023.

Attachments

DRAFT Policy to preserve Liesure and Quality of Experience for Park Patrons
2014 Ramsey Foundation Adopted Policy
Your Gov. Page
I'm Looking to Page
DRAFT SAMLE Policies Page

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/18/2023 10:20 AM
Mark Riverblood	Mark Riverblood	05/18/2023 10:37 AM
Brian Hagen	Brian Hagen	05/18/2023 11:14 AM
Brian Hagen	Brian Hagen	05/18/2023 12:02 PM
Form Started By: Colleen Lasher		Started On: 05/12/2023 04:10 PM
Final Approval Date: 05/18/2023		

CITY OF RAMSEY

POLICY TO PRESERVE LEISURE AND QUALITY OF EXPERIENCE FOR PARK PATRONS

I. PURPOSE

The purpose of this policy is to establish the need to regulate certain activities to maintain the recreational and social quality of experiences at events, mainly the Summer Concert Series at The Draw.

II. GENERAL STATEMENT OF POLICY

- A. Fundraising for paying performers and certain other operational costs by weekly concert sponsorships has occurred in the past and *may* be needed in the future.
- B. These sponsorships, *if* instituted, are generally offered to Ramsey businesses first to favorably promote local businesses that can benefit from the advertising and advocacy.
- C. Limiting the number of business interests active at The Draw at any one time is essential to maintain the effectiveness of the sponsorship(s).
- D. Limiting advertising and soliciting at The Draw is essential to maintain the concerts' primary purpose, free entertainment and recreation with minimal commercialization and distraction for residents and park patrons.

III. GUIDELINES

The City of Ramsey, in programming and regulating the operation of the concerts and park spaces at The Draw, finds that except by special action or by approval of the City that:

- A. Only one sponsorship at a time should be in operation at the Thursday concerts, if any, and there shall be a direct nexus between the sponsorship's benefits and visibility and that of fundraising for the concerts.
- B. Advertising, if any, at the Thursday concerts should be limited to the formal sponsor as approved by the City; soliciting and campaigning of any nature that conflicts with the leisure and quality of experience that this policy seeks to preserve shall not be allowed.
- C. A booth or table by the City for public engagement in civic events or special municipal projects is not considered to conflict with this policy, and may be of interest and value to park patrons.

Adoption Date

Policy Number:

Resolution Number:

***A POLICY TO PRESERVE LEISURE
AND QUALITY OF EXPERIENCE FOR PARK PATRONS***

WHEREAS, the City of Ramsey Foundation and the Park and Recreation Commission have formally reserved The Draw for the Summer Concert Series and Farmer's Market; and

WHEREAS, this reservation of facilities includes the need to regulate certain park activity to maintain the recreational and social quality of experiences of the events; and

WHEREAS, the Foundation has managed the fund raising for paying performers and certain other operational costs by weekly concert sponsorships; and

WHEREAS, these sponsorships are generally offered to Ramsey businesses first, in order to favorably promote local business that can benefit by the advertising and advocacy; and

WHEREAS, limiting the number of business interests or raffles active at The Draw at any one time is essential to maintain the effectiveness of the sole sponsors or shared sponsorships; and

WHEREAS, limiting the number of business interests or raffles at The Draw at any one time is essential to maintain also the primary purpose of the concerts, that of free entertainment and recreation with minimal commercialization and distraction for residents and park patrons.

NOW THEREFORE, BE IT RESOLVED AS POLICY BY THE CITY OF RAMSEY FOUNDATION, OPERATING WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA:

That the City of Ramsey Foundation, operating on behalf of the Park and Recreation Commission in managing and regulating the operations of the concerts and park spaces at The Draw, finds that except by special action of the Foundation, or by approval of the City that;

- Only one raffle should be in operation at the Thursday concerts, and the primary value to fundraising and underwriting concert costs shall be the Foundation's raffle, or designee.
- Advertising at the Thursday concerts should be limited to the formal sponsors as established by the Foundation.
- A booth or table by the City for purposes of public engagement on matters of civic events or special projects shall not be in conflict with this policy and is of interest and value to park patrons.

Whereupon said policy was declared duly approved by the City of Ramsey Foundation this 17th day of June, 2014.

City of Ramsey Foundation President

ATTEST:

City of Ramsey Foundation Secretary

City Council

City Code

Boards & Commissions

- Charter Commission
- Economic Development Authority (EDA)
- Environmental Policy Board (EPB)
- Park & Recreation Commission
- Planning Commission

City Staff

Departments

- Administration
- Building Permits and Inspections
- Communications
- Economic Development
- Elections
- Engineering
- Finance
- Fire
- Natural Resources & Environment
- Parks & Recreation
- Planning
- Police
- Public Works
- Recycling
- Streets
- Utilities

Public Data & Transparency

- Agendas
- Archived Agendas & Minutes
- Budget & Finances
- Data Practices Policy
- Documents
- Policies
- Public Data Request Form
- Weekly Updates
- United States Census Data

Elections

Ramsey Televised Meetings

About Ramsey

- Cemeteries
- City Charter
- Contact Us
- A Heart Safe Community
- History
- Meet Your City Council
- Other Elected Officials
- Salary Data

Apply For

- [City Job Opportunities](#)
- [Community Sign & Event Promotion Resources](#)
- [Licenses](#)
- [An Organic Recycling Bin](#)
- [Permits](#)
- [Public Data Request](#)

Attend

- [City Events](#)
- [Happy Days](#)
- [Park & Rec Events](#)

Connect

- [City Notifications](#)
- [Communication Tools](#)
- [Contact Staff](#)
- [Events Calendar](#)
- [Facebook - City Hall](#)
- [Facebook - Public Safety](#)
- [Instagram](#)

Get Involved

- [Current Job Opportunities at Ramsey](#)
- [Emergency Preparedness](#)
- [Fire Preparedness](#)
- [Ramsey Photo Contest](#)
- [Volunteer at Happy Days](#)
- [Volunteer With the Police Department](#)

Pay For

- [Permits Online](#)
- [Utility Bills](#)

Rent

- [Bikes](#)
- [Canoes & Kayaks](#)
- [Fields](#)
- [Meeting Rooms](#)
- [Park Amenities](#)
- [Parks & Recreation Events](#)

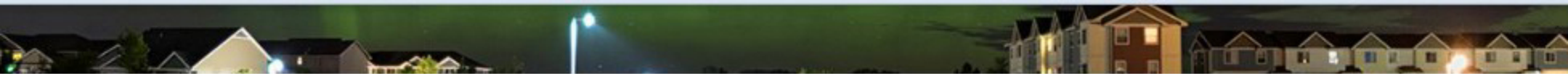
Sponsor

- [Adopt-a-Flag](#)
- [EDA Golf Tournament](#)
- [EDA Business Expo](#)
- [Kids Safety Camp](#)
- [Happy Days](#)
- [The Draw Summer Event Series](#)

View

- [Agendas & Minutes](#)
- [City Code](#)
- [City News](#)
- [City Newsletter \(Latest Issue\)](#)
- [Community Links](#)
- [Documents & Archives](#)
- [Frequently Asked Questions](#)
- [Live Meetings or Replays](#)
- [New Resident Information](#)
- [Policies](#)
- [Ramsey's Comprehensive Plan](#)
- [Recycling Information](#)
- [Road Construction Information](#)
- [United States Census Data](#)

Vote



Agendas

Archived Agendas & Minutes

Budget & Finances

Data Practices Policy

Documents

Policies

Public Data Request Form

Weekly Updates

United States Census Data

Policies

Parks & Recreation



POLICY TO PRESERVE LEISURE AND QUALITY OF EXPERIENCE FOR PARK PATRONS

I. PURPOSE

The purpose of this policy is to establish the need to regulate certain activities to maintain the recreational and social quality of experiences at events, mainly the Summer Concert Series at The Draw.

II. GENERAL STATEMENT OF POLICY

- A. Fundraising for paying performers and certain other operational costs by weekly concert sponsorships has occurred in the past and *may* be needed in the future.
- B. These sponsorships, *if* instituted, are generally offered to Ramsey businesses first to favorably promote local businesses that can benefit from the advertising and advocacy.
- C. Limiting the number of business interests active at The Draw at any one time is essential to maintain the effectiveness of the sponsorship(s).
- D. Limiting advertising and soliciting at The Draw is essential to maintain the concerts' primary purpose, free entertainment and recreation with minimal commercialization and distraction for residents and park patrons.

III. GUIDELINES

The City of Ramsey, in programming and regulating the operation of events at City parks, finds that except by special action or by approval of the City that:

- A. Only one sponsorship at a time should be in operation at the Thursday concerts, if any, and there shall be a direct nexus between the sponsorship's benefits and visibility and that of fundraising for the concerts.
- B. Advertising, if any, at the Thursday concerts should be limited to the formal sponsor as approved by the City; soliciting and campaigning of any nature that conflicts with the leisure and quality of experience that this policy seeks to preserve shall not be allowed.
- C. A booth or table by the City for public engagement in civic events or special municipal projects is not considered to conflict with this policy and may be of interest and value to park patrons.

Adoption Date

Policy Number:

Resolution Number:

CC Work Session

3.1.

Meeting Date: 05/23/2023

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Tentative dates have been assigned.

Timeframe:

Funding Source:

Responsible Party(ies):

Outcome:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/04/2023 11:51 AM
Brian Hagen	Brian Hagen	05/18/2023 08:32 AM
Form Started By: Katie Schmidt		Started On: 05/03/2023 03:13 PM
Final Approval Date: 05/18/2023		

Row #		<u><i>Tentative City Council Future Work Session Topics</i></u>	
	Proposed Date	Topic	Minutes (Estimate)
	2023		
	June 13	City Administrator's Annual Performance Evaluation - Lasher	30
	June 13	Continue Policy Project Discussion	30
	June 13	Discuss applying the COLA to: Firefighter, Seasonal, Intern, Rink Attendant, Plow Driver and other temporary employee pay scales - Lasher	20
	June 27	Annual Comprehensive Financial Report	30
	June 27	Continue Policy Project Discussion	30
	July 11	Preliminary Budget	90
	July 25	Preliminary Budget	75
	July 25	Quarterly Communications Updates (Q1 & Q2)	15
	August 8	Preliminary Budget	90
	August 22	Preliminary Budget	90
	Sept 12	Preliminary Budget	90
	TBD	Happy Days Program Update/25th Anniversary	20
	TBD	Draft Trail Maintenance Policy – Riverblood	30
	TBD	Draft Stormwater Pond Maintenance Policy – Westby	30
	TBD	Review procedure/policy/best practice for introduction of resolutions/proclamations – Staff	20
	TBD	Discuss Council and B/C Remote Meetings Policy - Staff	15
	TBD 2024 Budget	Discuss Election Judge Pay - Schmidt	20