City of Ramsey
Agenda
Regular City Council
Tuesday, January 9, 2024
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

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

1. Call to Order

2. Presentation

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Receive Cash & Investments for Period Ending December 31, 2023

2. Receive November 2023 Financial Reports - General Fund, EDA and Enterprise Funds

3. Note the following Boards, Commissions, and Committee Meeting Minutes:
- Economic Development Authority (EDA) Meeting Minutes-October 12, 2023
- Parks and Recreation Commission Meeting Minutes-October 12, 2023

4. Approve the Following Meeting Minutes:

1. City Council Work Session dated 12/12/2023
2. City Council Regular Session dated 12/12/2023

5. Adopt Resolution #24-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2023 through December 27, 2023.

6. Adopt Resolution #24-025 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 28, 2023 through January 3, 2024.

7. Adopt Resolution #24-001 Approving the 2024 Council Organization

8. Adopt Resolution #24-003 Approving Final Payment to North Valley, Inc. for Improvement Project #23-07; 2023 Neighborhood Pavement Overlay Improvements.

9. Adopt Resolution #24-004 Approving Final Payment to North Valley, Inc. for Improvement Project #23-06; 2023 MSA Pavement Overlay Improvements.

10. Adopt Resolution #24-005 Approving Partial Payment #3 to Veit & Company, Inc. for Improvement Project #23-02; Central Park Parking Lot Reconstruction.

11. Adopt Resolution #24-006 Declaring Development Agreement Satisfied and Authorizing Release from Property - The Sapphire Apartments (7555 145th Ave NW); Case of Partner Apartments

12. Adopt Resolution #24-007 Approving Partial Payment #3 to Enebak Construction Company for Improvement Project #23-20; COR Mass Grading.

13. Adopt Resolution 24-008 Authorizing Partial Payment No. 6 to Magney Construction for Improvement Project #21-09; Centralized Water Treatment Plant.

14. Adopt Resolution #24-009 Declaring Development Agreement for Ramsey Storage Center Satisfied and Authorizing Release from Property

15. Adopt Resolution #24-011 Approving EDA Funding for Replacement of Entrance Monument at TH #47 and Bunker Lake Boulevard NW

16. Adopt Resolution #24-012 Ordering Plans and Specifications for 2024 Crack Seal Improvements, Improvement Project #24-08

17. Adopt Resolution #24-013 Ordering Plans and Specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09

18. Adopt Resolution #24-014 Approving Plans and Specifications and Authorizing Advertisement for Bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02

19. Adopt Resolution #24-015 Designating Financial Institutions as Official Depositories; Adopt Resolution #24-016 Authorizing Signatures for Financial Transactions and Adopt Resolution #24-017 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2024.

20. Adopt Resolution #24-018 Approving the City of Ramsey's 2025 Budget Calendar

21. Adopt Resolution #24-020 Approving Loan from Restaurant Subsidy Program: Bossman Inc. dba Chanticlear Pizza

22. Adopt Resolution #24-024 Approving Premise Permit for Anoka Ramsey Athletic Association at Chanticlear Pizza Grill in Ramsey

23. Adopt Resolution #24-026 Directing Staff to Submit the 2023 Pay Equity Report

6. Public Hearing

7. Council Business

1. Settlement Hearing Continuation: Animal violation of Chapter 10 for the keeping of a rooster on property less than 2.5 acres in size, located at 6025 177th Ln NW, Ramsey, MN.

2. Adopt Ordinance #24-01 Rezoning 7790 and 7750 Sunwood Drive to COR-1 and Adopt Resolution #24-019 Approving the Development Agreement and Sidewalk Encroachment Agreement for Storyteller Café (Project No. 23-118); Case of Stories Foundation

3. Adopt Ordinance #23-19 Amending Temporary Sign Regulations

4. Adopt Ordinance #23-18, Amending Chapter 105, Buildings and Building Regulations, pertaining to Address Numbers

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Receive Cash & Investments for Period Ending December 31, 2023

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending December 31, 2023.

Cash and investment reports shows the monthly cash flow - receipts and expenditures through December 31, 2023 with the current listing of the city's investment portfolio.

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

Cash & Investment Report for Period Ending December 31, 2023

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:57 AM
Form Started By: Diana Lund		Started On: 01/02/2024 12:07 PM
Final Approval Date: 01/04/2024		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended December 31, 2023

	December-23 CURRENT MONTH	2023 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE (Includes 2022 & 2023 Bond Proceeds)	$ 101,397,603.29	$ 106,549,768.65
CASH INFLOWS:		
Daily Deposit	1,451,314.71	12,191,200.88
Tax Settlements	9,358,023.43	20,409,533.89
U/B Receipts	90,129.64	2,478,240.46
Credit Cards (Includes Utility Billing)	210,375.76	6,271,398.20
Interest Earnings [Net of Interest Paid on Investments]	277,993.85	2,811,778.33
Bond Proceeds-int	-	8,454,005.31
TOTAL CASH INFLOW	$ 11,387,837.39	$ 52,616,157.07
TOTAL CASH AVAILABLE	$ 112,785,440.68	$ 159,165,925.72
CASH OUTFLOWS:		
Prepaid Checks	2,887,088.78	16,068,660.66
Bills Lists	892,876.42	10,987,389.01
Pay Estimates	1,695,271.49	18,797,116.69
Credit Cards	28,540.32	128,267.87
Payroll - Net	470,882.47	6,084,593.85
Flex Reimbursement	286.23	19,679.96
Void Checks/Dormant Checks Paid	(2,167,969.63)	(2,237,022.90)
Debt Service	2,884,382.50	3,220,670.00
Miscellaneous [Bank Charges; etc.]	236.50	2,724.98
TOTAL CASH OUTFLOW	$ 6,691,595.08	$ 53,072,080.12
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 106,093,845.60**	**$ 106,093,845.60**
MEMO - NET 2023 CASH INFLOW (OUTFLOW)	**4,696,242.31**	**(455,923.05)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE - BV	**$ 71,547,522.61**	**89,614,560.81**
Purchases	249,389.65	29,197,126.55
Maturities/Sales	(165,000.00)	(47,179,775.10)
ENDING BALANCE	**$ 71,631,912.26**	**$ 71,631,912.26**

Prepared by the City of Ramsey Finance Department
1/4/2024

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
220809A	1/20/2023	4m	4M TERM SERIES			3,000,000.00		3,000,000.00	0.00
220809B	5/9/2023	4m	4M TERM SERIES			10,000,000.00		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		200,000.00	0.00
161114B	2/1/2024	Northland	ANDOVER MN TAX		034313-ZU-3	300,000.00		0.00	300,000.00
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9	100,000.00		0.00	100,000.00
201230	5/1/2025	Northland	FREEPORT NY TAX		356731-CA-5	300,000.00		0.00	300,000.00
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2	500,000.00		0.00	500,000.00
210625	7/15/2026	Northland	EAST LYME CONN TAX		273587-P3-3	200,000.00		0.00	200,000.00
191003A	12/1/2026	Northland	SCOTT BLUFF CTY SCHOOL DIST		810164-CQ-4	385,000.00		0.00	385,000.00
200113	3/1/2027	Northland	RICHLAND SCHOOL DISTRICT		764080-FT-9	165,000.00		0.00	165,000.00
200825A	8/1/2027	Northland	CENTINELA VALLEY CA HS		15239-RP-4	250,000.00		0.00	250,000.00
210401	12/1/2027	Northland	RUSH COUNTY KANSAS TAX		781834-D4-9	180,000.00		0.00	180,000.00
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX		825230-LB-9	225,000.00		0.00	225,000.00
190402	2/1/2028	Northland	CLOQUET MN TAX		189036-PS-9	150,000.00		0.00	150,000.00
191016B	4/1/2028	Northland	COLUMBUS OH TAX		199492E339	285,000.00		0.00	285,000.00
211020A	7/15/2028	Northland	MOUNT HILLS TOWNSHIP SCHOOL		6215S3-E6-7	430,000.00		0.00	430,000.00
200914	8/1/2028	Northland	BURLESON TX IDS ZERO CPN		121403-4E6	500,000.00		0.00	500,000.00
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-LC-7	465,000.00		0.00	465,000.00
200625	3/1/2029	Northland	LAWRENCE MASS TAX		520228-6Q-5	180,000.00		0.00	180,000.00
200923	7/15/2029	Northland	WILKINSBURGO BORO PA TAX		968529-JV-0	265,000.00		0.00	265,000.00
200825B	8/1/2029	Northland	CENTINELA VALLEY CA HS		15239-RR-0	270,000.00		0.00	270,000.00
210615	8/1/2030	Northland	MN STATE TAX		60412A-VP-5	500,000.00		0.00	500,000.00
									5,650,000.00
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		2,500,000.00	0.00
221102B	10/31/2023	UBS	US TREASURY NOTE		91282CDDO	213,000.00		213,000.00	0.00
211008	11/1/2023	UBS	SAN FRAN CA CITY & COUNTY UTIL		79771FAW7	140,000.00		140,000.00	0.00
201119C	12/1/2023	UBS	WARREN HEIGHTS OH BUILDING		936121JV5	165,000.00		165,000.00	0.00
221014	1/12/2024	UBS	CD-ISRAEL DISCOUI	19977	465076TW7	244,000.00		0.00	244,000.00
190315	3/15/2024	UBS	CD-COMENITY CAPI	57570	20033AS31	245,000.00		0.00	245,000.00
190325	3/25/2024	UBS	CD-BANK HAPOALI	33686	06251AW48	245,000.00		0.00	245,000.00
200325	4/1/2024	UBS	NEW YORK HOUSING		6498833S2	500,000.00		0.00	500,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE	4297	14042RLP4	245,000.00		0.00	245,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE U!	33954	14042TAP2	245,000.00		0.00	245,000.00
161018	7/1/2024	UBS	SELMA ALA TAX		816459QV6	500,000.00		0.00	500,000.00
161026	10/1/2024	UBS	HONOLULU TAX		4386705W7	300,000.00		0.00	300,000.00
151023	10/1/2024	UBS	MADISON TAXABLE		55844RKN3	640,000.00		0.00	640,000.00
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH REV		59447TJX2	250,000.00		0.00	250,000.00
221118	11/18/2024	UBS	CD-SALLLIE MAE	58177	795451CK7	243,000.00		0.00	243,000.00
191127	11/27/2024	UBS	CD-STATE BANK IN.	33682	856285RS2	245,000.00		0.00	245,000.00
201119D	12/1/2024	UBS	WARREN HEIGHTS OH BUILDING		93612JW3	165,000.00		0.00	165,000.00
191107B	12/1/2024	UBS	CORPUS CHRISTI TEX TRANS		220228BK5	400,000.00		0.00	400,000.00
190418	12/5/2024	UBS	CD-DELTA NATIONA	26633	2477RBD6	200,000.00		0.00	200,000.00
201218	12/18/2024	UBS	CD-TEXAS EXCHANGE		88241TJQ4	248,000.00		0.00	248,000.00
220419	3/1/2025	UBS	MARYLAND STATE COMM DEV TAX		57419RC78	750,000.00		0.00	750,000.00

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
161114A	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		1612855D4	250,000.00		0.00	250,000.00
210301	8/1/2028	UBS	SAN JOSE CA FING AUTHO		79818186P30	1,000,000.00		0.00	1,000,000.00
201007	8/1/2028	UBS	SAN BERNARDINO CALIFORN UNIV TAX		796711H44	1,000,000.00		0.00	1,000,000.00
191108	8/1/2028	UBS	CORONA-NORCO CAL		219764SC2	405,000.00		0.00	405,000.00
210825B	8/15/2028	UBS	NEW HAMPSHIRE MUNI		64465QHA7	550,000.00		0.00	550,000.00
210825A	8/25/2028	UBS	CD-CELTIC BANK	57056	15118RWG8	245,000.00		0.00	245,000.00
210326	9/1/2028	UBS	CHINO CALIF PUB FING		169548FP4	615,000.00		0.00	615,000.00
200320	9/1/2028	UBS	PENNSYLVANIA UNIV TAX		709235P25	425,000.00		0.00	425,000.00
191212	10/1/2028	UBS	UNIVERSITY OF ALABAMA TAX		914745GG2	400,000.00		0.00	400,000.00
210224B	11/1/2028	UBS	WILL COUNTY ILL COMMUNITY		969078QN7	2,500,000.00		0.00	2,500,000.00
191024	2/1/2029	UBS	PULASKI COUNTY		745401EGO3	400,000.00		0.00	400,000.00
211231	3/15/2029	UBS	NEW YORK STATE URBAN DEV		650036AX4	500,000.00		0.00	500,000.00
220207B	4/1/2029	UBS	BAY AREA CA TOLL AUTHORITY		072024XF4	250,000.00		0.00	250,000.00
210113	5/1/2029	UBS	NYC TRANSITIONAL		64971XSZ2	1,000,000.00		0.00	1,000,000.00
210617B	6/1/2029	UBS	ORANGE COUNTY TAX		684184TC8	110,000.00		0.00	110,000.00
210308A	6/1/2029	UBS	RIO RANCHO NEW MEXICO TAX		767169ER2	500,000.00		0.00	500,000.00
200630A	7/1/2029	UBS	NEW YORK STATE DORM AUTH		64990GS86	430,000.00		0.00	430,000.00
200611	11/1/2029	UBS	VENTURA COUNTY CA		923078CZ0	400,000.00		0.00	400,000.00
210114	12/1/2029	UBS	FRANKLIN COUNTY OH		353174JE6	1,000,000.00		0.00	1,000,000.00
200324	3/1/2030	UBS	NEW YORK CITY TAXABLE		64966QJL5	500,000.00		0.00	500,000.00
211014	5/1/2030	UBS	ST. JOHN'S PUBLIC SCHOOL		790450HN3	550,000.00		0.00	550,000.00
200921	7/1/2030	UBS	FLORIDA STATE REV BOND		341271AF1	500,000.00		0.00	500,000.00
210910	9/1/2030	UBS	BROWNSVILLE TX UTIL		1164753D4	1,000,000.00		0.00	1,000,000.00
101013	12/1/2030	UBS	HIDALGO COUNTY TEX TAX		429343BT3	500,000.00		0.00	500,000.00
201102	12/1/2030	UBS	XENIA OH COMM SCHOOL		984071CC2	720,000.00		0.00	720,000.00
210107	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	1,000,000.00		0.00	1,000,000.00
210111	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2	320,000.00		0.00	320,000.00
211020B	8/15/2031	UBS	ALABAMBA FEDERAL AID HWY		010268CT5	500,000.00		0.00	500,000.00
200417	9/1/2031	UBS	CITY OF NORFOLK VA TAX		655867G94	220,000.00		0.00	220,000.00
211115	10/1/2031	UBS	INFRASTRUCTURE BANK		76223MAL6	580,000.00		0.00	580,000.00
230106	10/6/2023	UBS	CD-INB NATIONAL /	3664	44989FAA7		248,000.00	248,000.00	0.00
230131	9/30/2024	UBS	CD-PLANTERS BANI	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 BANI	35583	72345SLG4		248,000.00	0.00	248,000.00
211209	9/15/2032	UBS	CAPE MAY COUNTY NJ TAX		139501SB7	470,000.00		0.00	470,000.00
201221	10/1/2026	UBS	LANCASTER OH SCHOOL DIST		514264FGO	1,675,000.00		0.00	1,675,000.00
230731		UBS	UBS PRIME FUND				554,843.90	0.00	554,843.90
231204		UBS	UBS PRIME FUND				249,389.65	0.00	249,389.65
230831A		UBS	UBS PRIME FUND				2,769,474.27	0.00	2,769,474.27

2023 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2023	PURCH 2023	SOLD/ MATURE 2023	BV PRIN BAL 12/31/2023
20831B		UBS	UBS PRIME FUND				6,001,637.81	0.00	6,001,637.81
230630		UBS	UBS PRIME FUND				859,359.98	0.00	859,359.98
230118		UBS	UBS PRIME FUND				1,515,697.17	1,515,697.17	0.00
230228		UBS	UBS PRIME FUND				825,284.10	825,284.10	0.00
23093023		UBS	UBS PRIME FUND				64,956.23	0.00	64,956.23
230430		UBS	UBS PRIME FUND				1,092,112.18	921,233.02	170,879.16
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
						-			
									55,981,912.26
	TOTAL INVESTMENTS					89,614,560.81	29,197,126.55	47,179,775.10	**71,631,912.26**
			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	75,930,755.75	74,519,281.60	8,040,275.43
			Bond Proceeds			11,904,760.14	8,454,005.31	8,536,247.33	11,822,518.12
			Money Market Accounts			985,723.50	26,197,493.37	10,000,000.00	17,183,216.87
			Net Cash and Investments			106,549,768.65	139,779,380.98	140,235,304.03	106,093,845.60

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

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

Purpose/Background:

Purpose: Receive November 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

November 2023 General Fund Financial Report - Budget to Actual

November 2023 Enterprise Funds Financial Reports - Budget to Actual

November 2023 Summary of Adopted budgets/expenditures to date

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:57 AM
Form Started By: Diana Lund		Started On: 01/02/2024 12:02 PM
Final Approval Date: 01/04/2024		

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2023 THROUGH PERIOD ENDING: November 30, 2023

GENERAL FUND EXPENDITURES
- BY DEPARTMENT -

Dept	2023 BUDGET	2023 YTD GENERAL LEDGER
Admin (inlcd elections, legal & newsletter)	1,212,108.00	1,037,879.77
Building Inspections	721,415.00	624,330.46
Council/Commissions (incld charter, council contingen	258,433.00	105,528.90
Data Processing	818,662.00	764,831.79
Engineering	554,975.00	823,341.60
Finance (incld assessing)	516,910.00	584,187.33
Fire (incld Civil Defense)	1,805,110.00	1,672,388.10
Gen Govt Buildings	667,254.00	480,744.75
Parks	1,661,536.00	1,439,055.73
Planning & Zoning	854,650.00	752,494.84
Police (incld animal control & comm orient)	5,527,998.00	4,444,382.37
Streets (incld traffic eng & snow/ice)	2,456,102.00	2,752,527.68
Grand Total	**17,055,153.00**	**15,481,693.32**

GENERAL FUND EXPENDITURES
- BY CATEGORY -

Category	2023 BUDGET	2023 YTD GENERAL LEDGER
Capital Outlay	1,074,183.00	854,009.09
Other Services & Charges	2,939,067.00	3,290,713.21
Personal Services	11,609,269.00	10,234,591.73
Supplies	1,326,261.00	1,101,780.77
Transfers out	106,373.00	-
Grand Total	**17,055,153.00**	**15,481,094.80**

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	970,952.62
Business Licenses/Permits	75,400.00	75,136.73
Fines and Forfeits	50,000.00	35,084.35
Federal Intergovernmental	9,200.00	70,054.68
State Intergovernmental	687,500.00	771,203.51
Interest	25,000.00	-
Miscellaneous	15,750.00	27,584.38
Non-Business Licenses/Permits	624,000.00	960,529.80
Transfers in	1,857,183.00	-
Grand Total	**17,055,153.00**	**9,798,946.09**

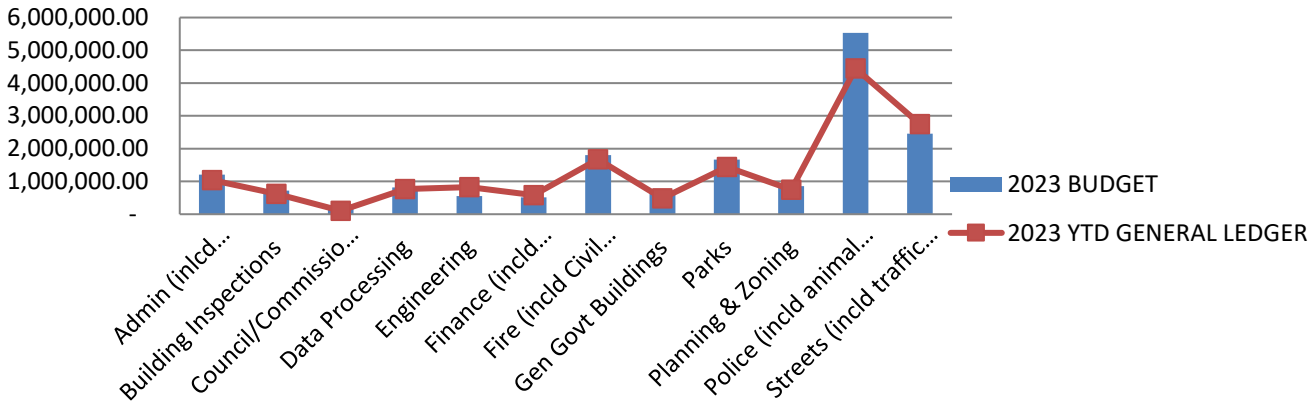
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

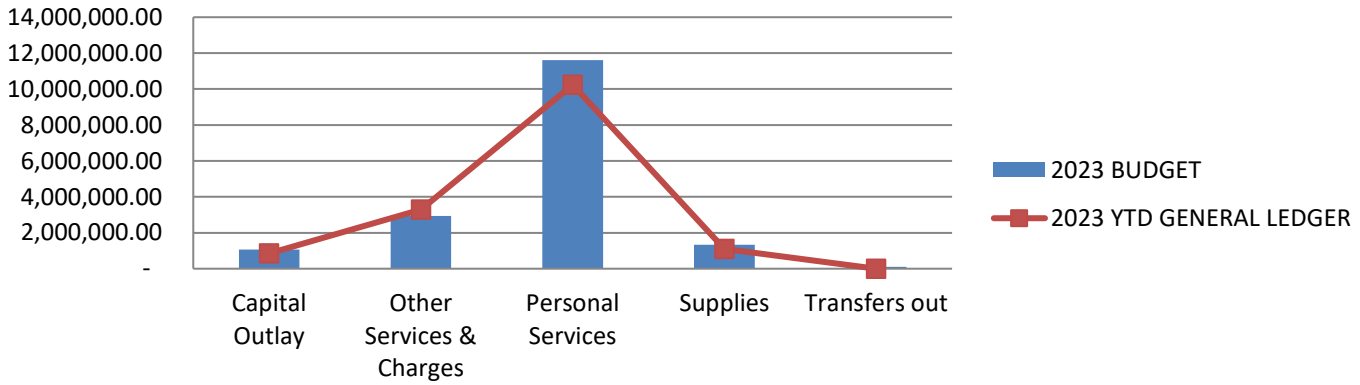
CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2023 THROUGH PERIOD ENDING: November 30, 2023

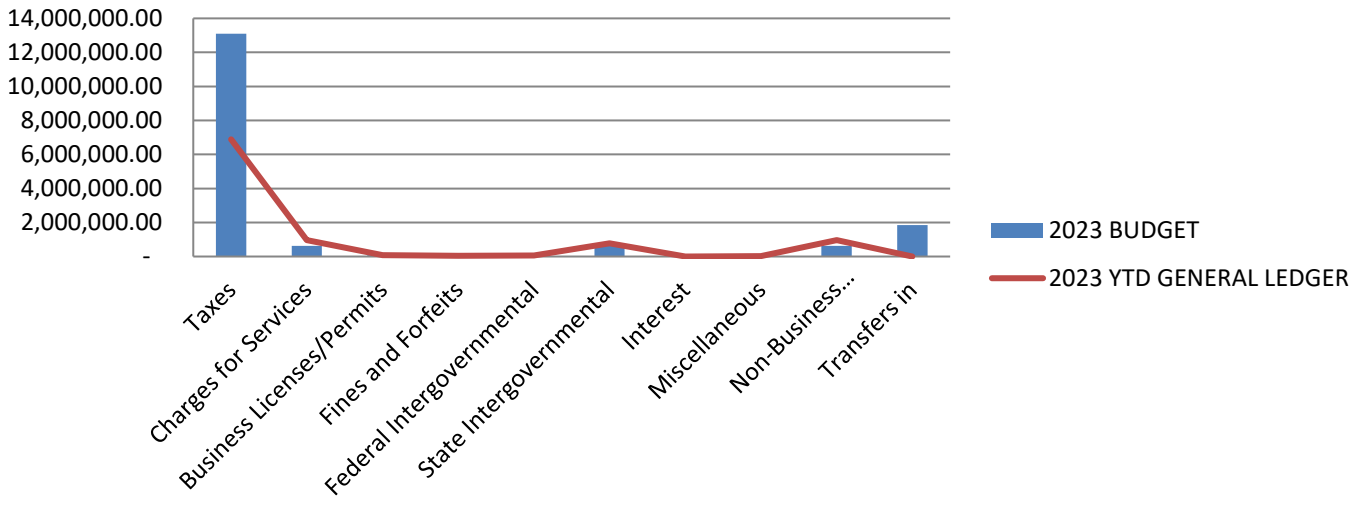
GENERAL FUND EXPENDITURES - BY DEPARTMENT



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: November 30, 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)	(25,961.10)	92.72%
4609	OTHER MISCELLANEOUS REVENUES	5,000.00	45,497.02	909.94%
4651	WATER REVENUE	-	30.00	0.00%
4652	WATER SALES - RESIDENTIAL	1,496,892.00	1,813,255.57	121.13%
4653	WATER SALES-COMMERCIAL	785,972.00	1,131,966.73	144.02%
4654	WATER PENALTIES	44,000.00	60,089.74	136.57%
4655	WATER METER INSTALLATION	15,000.00	25,190.00	167.93%
4656	WATER METERS	40,000.00	65,363.53	163.41%
4657	CONNECTION/RECONNECTION FEES	500.00	150.00	30.00%
4701	INTEREST ON INVESTMENTS	20,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	-	1,054,209.55	0.00%
4601	MISCELLANEOUS REVENUE		1,951.22	0.00%
Grand Total		**2,379,364.00**	**4,171,742.26**	

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	176,055.82	56.42%
6103	FULL TIME-REGULAR-OVERTIME	18,000.00	16,791.03	93.28%
6105	TEMPORARY-WAGES & SALARIES	19,167.00	18,219.09	95.05%
6121	PERA CONTRIBUTIONS	39,417.00	14,942.34	37.91%
6122	FICA/MEDICARE CONTRIBUTIONS	26,542.00	17,145.34	64.60%
6131	GROUP INSURANCE	45,000.00	37,774.24	83.94%
6133	WORKERS COMP INSURANCE PREMIUM	20,000.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	500.00	534.60	106.92%
6223	GASOLINE	8,000.00	8,364.55	104.56%
6225	DIESEL FUEL	500.00	-	0.00%
6229	SHOP MATERIALS	1,000.00	534.46	53.45%
6231	UNIFORMS & TURN-OUT GEAR	3,000.00	4,268.69	142.29%
6239	FIRST AID SUPPLIES		85.05	0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	15,000.00	11,629.34	77.53%
6257	OTHER VEHICLE PARTS	10,000.00	4,205.46	42.05%
6273	UTILITY SYSTEM MAINT SUPPLIES	120,000.00	154,498.27	128.75%
6281	SMALL TOOLS & MINOR EQUIPMENT	10,000.00	6,336.85	63.37%
6292	WATER METERS FOR RESALE	100,000.00	114,010.38	114.01%
6315	MISCELLANEOUS PROFESSIONAL SER	83,000.00	3,751.05	4.52%
6322	POSTAGE	3,000.00	1,079.37	35.98%
6323	CELLULAR PHONES	4,000.00	-	0.00%
6334	MILEAGE REIMBURSEMENT	450.00	374.66	83.26%
6335	TRAINING	4,500.00	2,217.39	49.28%
6352	GENERAL NOTICE & PUBLIC INFOR	300.00	247.25	82.42%
6361	GENERAL LIABILITY/PROPERTY INS	45,000.00	30,665.79	68.15%
6371	ELECTRIC UTILITIES	175,000.00	149,015.25	85.15%
6372	WATER/IRRIGATION	2,000.00	1,990.49	99.52%
6373	GAS	9,000.00	5,341.00	59.34%
6374	REFUSE/RECYCLING	1,500.00	1,212.60	80.84%
6381	BUILDING & STRUCTURE REPAIR	6,000.00	1,757.58	29.29%
6415	OTHER EQUIPMENT RENTAL	-	75.72	0.00%
6439	OTHER MISCELLANEOUS	30,000.00	1,186.98	3.96%
6451	MEMBERSHIP DUES	1,400.00	400.00	28.57%
6489	OTHER CONTRACTED SERVICES	80,000.00	73,444.21	91.81%
6722	DEPRECIATION	871,256.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	51,000.00	-	0.00%
6108	SEVERANCE PAY		2,052.84	0.00%
6436	WATER EFFICIENCY REBATE PROG		4,854.15	0.00%
Grand Total		**2,115,587.00**	**865,061.84**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2023 THROUGH PERIOD ENDING: November 30, 2023

REVENUES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(22,000.00)	(19,698.18)	89.54%
4273	OTHER STATE GRANTS & AIDS		39,596.00	0.00%
4356	SEWER AVAILABILITY CHARGE-ADM	7,000.00	7,380.45	105.44%
4609	OTHER MISCELLANEOUS REVENUES	-	5,400.00	0.00%
4661	RESIDENTIAL-SEWER CHARGES	1,570,800.00	1,134,828.58	72.25%
4662	COMMERCIAL-SEWER CHARGES	466,400.00	296,287.01	63.53%
4663	SEWER PENALTIES	33,000.00	35,649.62	108.03%
4701	INTEREST ON INVESTMENTS	20,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	-	136,533.89	0.00%
4601	MISCELLANEOUS REVENUE		1,951.22	0.00%
Grand Total		**2,075,200.00**	**1,637,928.59**	

EXPENSES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	229,231.00	107,644.03	46.96%
6103	FULL TIME-REGULAR-OVERTIME	-	624.15	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	6,121.83	0.00%
6121	PERA CONTRIBUTIONS	32,192.00	8,258.78	25.65%
6122	FICA/MEDICARE CONTRIBUTIONS	17,640.00	9,101.38	51.60%
6131	GROUP INSURANCE	20,013.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	12,000.00	-	0.00%
6223	GASOLINE	4,300.00	2,341.73	54.46%
6225	DIESEL FUEL	3,500.00	2,598.94	74.26%
6229	SHOP MATERIALS	500.00	50.10	10.02%
6249	MISCELLANEOUS OPERATING SUPPLY	26,000.00	8,356.85	32.14%
6257	OTHER VEHICLE PARTS	10,000.00	1,790.63	17.91%
6273	UTILITY SYSTEM MAINT SUPPLIES	5,000.00	3,813.94	76.28%
6275	OTHER EQUIPMENT PARTS	9,000.00	2,572.57	28.58%
6315	MISCELLANEOUS PROFESSIONAL SER	15,000.00	184.88	1.23%
6323	CELLULAR PHONES	700.00	1,291.24	184.46%
6334	MILEAGE REIMBURSEMENT	400.00	30.42	7.61%
6335	TRAINING	2,400.00	5,703.94	237.66%
6361	GENERAL LIABILITY/PROPERTY INS	24,000.00	23,230.50	96.79%
6371	ELECTRIC UTILITIES	25,000.00	16,220.69	64.88%
6372	WATER/IRRIGATION	2,000.00	1,990.50	99.53%
6373	GAS	7,000.00	4,788.84	68.41%
6374	REFUSE/RECYCLING	1,500.00	864.09	57.61%
6377	SEWER SERVICE CHARGE	1,138,899.00	1,138,899.00	100.00%
6489	OTHER CONTRACTED SERVICES	45,000.00	22,235.04	49.41%
6722	DEPRECIATION	653,080.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	45,000.00	-	0.00%
Grand Total		**2,329,355.00**	**1,368,714.07**	

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: November 30, 2023

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(4,500.00)	(3,707.07)	82.38%
4681	CHARGES FOR STREET LIGHTS	170,000.00	132,640.98	78.02%
4683	STREET LIGHTING PENALTIES	5,000.00	4,899.12	97.98%
4701	INTEREST ON INVESTMENTS	2,000.00	-	0.00%
4684	PRIORITY STREET LIGHT	56,000.00	42,816.63	76.46%
Grand Total		**228,500.00**	**176,649.66**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT		2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6371	ELECTRIC UTILITIES	140,000.00	103,544.00	73.96%
6489	OTHER CONTRACTED SERVICES	18,000.00	17,767.19	98.71%
6722	DEPRECIATION	46,340.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	27,000.00	-	0.00%
Grand Total		**231,340.00**	**121,311.19**	

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: **November 30, 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)	(6,075.49)	86.79%
4287	OTHER LOCAL GOVERNMENT GRANTS	75,000.00	28,728.70	38.30%
4609	OTHER MISCELLANEOUS REVENUES	1,000.00	1,017.90	101.79%
4671	RECYCLING CHARGES	446,500.00	339,782.67	76.10%
4672	RECYCLING PENALTIES	9,000.00	9,313.13	103.48%
4701	INTEREST ON INVESTMENTS	1,000.00	-	0.00%
Grand Total		**525,500.00**	**372,766.91**	

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	13,663.64	55.15%
6103	FULL TIME-REGULAR-OVERTIME	-	795.76	0.00%
6104	PART TIME-WAGES & SALARIES	-	26.36	0.00%
6121	PERA CONTRIBUTIONS	2,858.00	1,096.00	38.35%
6122	FICA/MEDICARE CONTRIBUTIONS	1,905.00	1,119.63	58.77%
6131	GROUP INSURANCE	3,696.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	300.00	-	0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	30,000.00	25,203.28	84.01%
6322	POSTAGE	300.00	-	0.00%
6489	OTHER CONTRACTED SERVICES	460,000.00	428,061.02	93.06%
Grand Total		**523,833.00**	**469,965.69**	

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: **November 30, 2023**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(11,000.00)	(10,366.82)	94.24%
4693 STORM WATER-RESIDENTIAL	596,000.00	455,568.36	76.44%
4694 STORM WATER-COMMERCIAL	608,000.00	478,271.18	78.66%
4695 STORM WATER-PENALTIES	16,000.00	18,520.63	115.75%
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%
Grand Total	**1,211,000.00**	**941,993.35**	

EXPENSES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	2023 BUDGET	2023 YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	209,384.00	49,817.87	23.79%
6105 TEMPORARY-WAGES & SALARIES	-	135.00	0.00%
6121 PERA CONTRIBUTIONS	30,704.00	3,736.47	12.17%
6122 FICA/MEDICARE CONTRIBUTIONS	16,047.00	3,843.43	23.95%
6131 GROUP INSURANCE	29,550.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	10,000.00	-	0.00%
6225 DIESEL FUEL	7,000.00	8,471.55	121.02%
6249 MISCELLANEOUS OPERATING SUPPLY	13,000.00	8,437.43	64.90%
6257 OTHER VEHICLE PARTS	10,000.00	10,388.18	103.88%
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	8,220.47	68.50%
6372 WATER/IRRIGATION	2,000.00	1,990.49	99.52%
6373 GAS	8,000.00	4,788.85	59.86%
6374 REFUSE/RECYCLING	2,000.00	727.81	36.39%
6451 MEMBERSHIP DUES	54,000.00	59,872.00	110.87%
6489 OTHER CONTRACTED SERVICES	50,000.00	22,014.49	44.03%
6722 DEPRECIATION	402,708.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	40,000.00	-	0.00%
Grand Total	**957,893.00**	**190,479.95**	

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: **November 30, 2023**

GENERAL FUND EXPENDITURES BY DEPARTMENT	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	11/12 ADOPTED BUDGET (Nov)	% of Budget Used (91.7% is 11/12)	BUDGET AMOUNT REMAINING
Admin (inlcd elections, legal & newsletter)	1,212,108.00	1,037,879.77	1,010,090.00	85.63%	174,228.23
Building Inspections	721,415.00	624,330.46	601,179.17	86.54%	97,084.54
Council/Commissions (incld charter, council contingency)	258,433.00	105,528.90	215,360.83	40.83%	152,904.10
Data Processing	818,662.00	764,831.79	682,218.33	93.42%	53,830.21
Engineering (personnel costs allocated after year-end)	554,975.00	823,341.60	462,479.17	148.36%	(268,366.60)
Finance (incld assessing) (personnel costs allocated after year-end)	516,910.00	584,187.33	430,758.33	113.02%	(67,277.33)
Fire (incld Civil Defense)	1,805,110.00	1,672,388.10	1,504,258.33	92.65%	132,721.90
Gen Govt Buildings	667,254.00	480,744.75	556,045.00	72.05%	186,509.25
Parks	1,661,536.00	1,439,055.73	1,384,613.33	86.61%	222,480.27
Planning & Zoning	854,650.00	752,494.84	712,208.33	88.05%	102,155.16
Police (incld animal control & comm orient)	5,527,998.00	4,444,382.37	4,606,665.00	80.40%	1,083,615.63
Streets (incld traffic eng & snow/ice)	2,456,102.00	2,752,527.68	2,046,751.67	112.07%	(296,425.68)
TOTAL	*17,055,153.00*	*15,481,693.32*	*14,212,627.50*	*90.77%*	*1,573,459.68*

ENTERPRISE EXPENDITURES BY FUND	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	11/12 ADOPTED BUDGET (Nov)	% of Budget Used (91.7% is 11/12)	BUDGET AMOUNT REMAINING	*BUDGETED DEPRECIATION (part of "2023 BUDGET")
Water (budgeted depreciation not booked until after year-end)	2,079,587.00	865,061.84	1,732,989.17	41.60%	1,214,525.16	*$ 871,256.00*
Sewer (budgeted depreciation not booked until after year-end)	2,329,355.00	1,368,714.07	1,941,129.17	58.76%	960,640.93	*$ 653,080.00*
Street Light (budgeted depreciation not booked until after year-end)	231,340.00	121,311.19	192,783.33	52.44%	110,028.81	*$ 46,340.00*
Recycling	523,833.00	469,965.69	436,527.50	89.72%	53,867.31	*N/A*
Storm Water (budgeted depreciation not booked until after year-end)	957,893.00	190,479.95	798,244.17	19.89%	767,413.05	*$ 402,708.00*
TOTAL	*6,122,008.00*	*3,015,532.74*	*5,101,673.33*	*49.26%*	*3,106,475.26*	$ 1,973,384.00

EDA FUND EXPENDITURES	2023 ADOPTED BUDGET	CURRENT YTD POSTED EXP	11/12 ADOPTED BUDGET (Nov)	% of Budget Used (91.7% is 11/12)	BUDGET AMOUNT REMAINING
Economic Development	87,610.00	23,388.38	73,008.33	26.70%	64,221.62

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

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

- Economic Development Authority (EDA) Meeting Minutes-October 12, 2023
- Parks and Recreation Commission Meeting Minutes-October 12, 2023

Purpose/Background:

Approve Meeting Minutes

Recommendation:

Approval

Action:

Approved

Attachments

EDA October 2023 Minutes

Park & Rec October 2023 Minutes

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:51 AM
Form Started By: Dana Verbeek		Started On: 01/02/2024 08:22 AM
Final Approval Date: 01/04/2024		

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, October 12, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Acting Chairperson Shanna Stewart Member Chelsee Howell Member Brittany Lindahl Member Chris Riley
Members Absent:	Chairperson Scott Wiyninger Member Rachal Johnson Member William Mac Lennan
Also Present:	Sean Sullivan, Economic Development Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated September 14, 2023

Motion by Member Lindahl, seconded by Member Howell, to approve the September 14, 2023, minutes as presented.

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

4. EDA BUSINESS

4.01: Approval of 2024 Business Network Meeting at LaFontaine Event Center

Economic Development Manager Sullivan presented the staff report.

Member Riley commented that Wells Catering has been doing the breakfast and Business Appreciation Day dinner for many years and therefore thought that should be discussed as to whether to continue with that caterer.

Economic Development Manager Sullivan replied that LaFontaine is the owner of the venue and can control which caterers they allow in the venue. He noted that LaFontaine has expressed interest in being the caterer for this event at its own venue and plans to advertise their new venue during the event as well. He noted that he would continue to use Lyndes/Wells for the golf event.

Acting Chairperson Stewart commented that she would like to give LaFontaine the opportunity to do the breakfast for this event.

Economic Development Manager Sullivan commented that Lyndes/Wells does provide quality food for the events, and the decision to use another caterer is not due to poor performance by Lyndes/Wells.

Member Riley asked when the date would be solidified.

Economic Development Manager Sullivan replied that he would anticipate that the date would be locked in within the next two weeks after he gets confirmation from the Communication Team at Zan and Associates. He asked if there were any dates on the list that would be conflicts.

Acting Chairperson Stewart noted that there is an EDA meeting on February 8th and commented that date should be removed unless that event will take the place of the regular meeting.

Economic Development Manager Sullivan commented that the budget for the event was $4,000 last year and recommends to keep that flat.

Motion by Member Lindahl, seconded by Member Riley, to allocated $4,000 for the 2024 Business Network Meeting at LaFontaine Event Center and to select LaFontaine as the caterer; approve the proposed agenda; and approve the following dates (1/31, 2/1, 2/6, and 2/7) for the meeting.

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

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided a recap of the recently held Chamber Breakfast, noting Ramsey businesses (Inky Elf, Minnesota Tool and Die and Bob FM) that were recognized. He provided an update on development project progress, development activity and interest.

Member Riley asked if the updates to Ferret Street attracted the new development interest.

Economic Development Manager Sullivan confirmed that the developer would not have been interested without the installation of the new street, sewer, water and storm. He explained the challenges and increased costs relating to septic systems and fire suppression systems if there was not City Services to the site. He then referenced the south portion parcel 42 (Aldi on the north), noting that two oil change businesses are looking at that spot. He asked if the EDA would support that type of use on that site.

Member Lindahl noted that with Aldi blocking the view that would be a good complimentary use. She noted that the new buildings of that type often look nice and therefore it would blend well.

Member Riley commented that while he would prefer a restaurant, he recognized that this is what the market is bringing. He stated that as long as the building meets the standards, he could support that.

Economic Development Manager Sullivan referenced the former Anytime Fitness space and noted that there is a potential restaurant user looking to build out that space. He noted that there are also potential users to backfill the vacant restaurant space formerly occupied by the Kitchen Table. He noted another site that has interest from a senior housing developer. He noted that perhaps if that site is chosen, they would want to request first floor retail or encourage the developer to look at another location.

Member Lindahl commented that she would think that frontage should be preserved, as she would think that senior housing would include fencing. She noted that perhaps a park feature for grandkids could be added near the street and the building could be pushed back.

Economic Development Manager Sullivan noted that all the buildings in that stretch have to be close to the street, which is why his thought was first floor retail. He noted that perhaps another site not on the main roadway would be better fitting for that project. He stated that perhaps it would make the most sense to hold out on that site as the hotel on the adjacent parcel could help bring more retail opportunities.

Acting Chairperson Stewart stated that perhaps the building is pushed more towards West Ramsey Parkway which would leave frontage on the main street for retail opportunities.

Member Riley commented that he would not support that location and would need to think more about a different location.

Acting Chairperson Stewart agreed with Member Riley. She stated that she would also prefer to have the oil change business located near O'Reilly's.

Economic Development Manager Sullivan noted that was discussed but there is no interest by the oil change businesses to go in that location because up the upcoming Ramsey Boulevard interchange project. He noted that the traffic counts are also higher on Armstrong and the businesses both preferred that area. He commented that Aldi does have use restrictions in place and is likely willing to work with these users.

Member Riley asked if Aldi and the oil change business would use up that land.

Economic Development Manager Sullivan confirmed that would use up the majority of that vacant land with some additional parking area. He provided additional background information on an agreement with Northstar Marketplace which states that when that vacant area develops, the developer of the site would provide additional parking.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:04 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 October 12, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Nathan Barten Vice Chair Brandon Sis Commissioner Jennifer Leistico Commissioner Justin Loss
Commission Members Absent:	Commissioner Todd Arts Commissioner Shane Bennett Commissioner Dean Olson
Also Present:	City Council Liaison Debra Musgrove Parks & Assistant Public Works Director Mark Riverblood Recreation Coordinator Abby Proulx

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

- Park and Recreation Commission Meeting Minutes date September 14, 2023

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

5. COMMISSION BUSINESS

5.01: Review Recreation Survey Results

Recreation Coordinator Proulx provided background information on the survey that was completed to better understand the growth of the community, assess the current offerings, identify new opportunities and make informed decisions on future programing. She explained how the survey was developed, the outreach that was completed and how the data was analyzed. She provided additional details on the sample group that completed the survey, noting that a large portion of respondents were families with children. She reviewed information gained on demographics, engagement, current offerings, program interest, and recreation interest. She also summarized some of the other feedback received through this process.

Commissioner Sis asked if staff was surprised with any of the survey results.

Recreation Coordinator Proulx commented that she expected the survey results to be more negative with people complaining and was pleasantly surprised that people were thoughtful and many people were willing to volunteer for events.

Chair Barten commented that a lot of the data is what he would expect, which can be reassuring. He asked if there is something they would look at to more specifically advertise recreational programing.

Commissioner Sis commented that perhaps there are opportunities to work with the communications staff to have things shared on social media as well to build up awareness and build an email list that can help connect with residents.

Recreation Coordinator Proulx commented that word of mouth is also a common way for people to find out about recreational programing opportunities. She confirmed that she is looking at different ways to reach people.

Commissioner Leistico commented that she was also not surprised with the areas people are looking for program. She noted that the methods people selected for notification actually match with the strategy the City uses. She agreed that word of mouth can help.

Chair Barten agreed that word of mouth is very effective, especially when it comes to government.

Commissioner Sis commented that the new billboard can also provide opportunities. He asked if there are plans to resurrect a City sign on Bunker and 47.

Parks & Assistant Public Works Director Riverblood replied that the Public Works Committee will be discussing that this coming week.

Councilmember Musgrove commented that she brought that forward as she felt that it got lost in the planning. She commented that there are funds from the vehicle accident to be used for that purpose. She commented that she had some concerns with the representative sample and limited time for the survey. She noted that there has been fantastic interest in pickleball but that is not accurately depicted in the survey, so perhaps a group of people are missing from the survey results. She also did not believe that some of the formats for the questions led to prioritized answers. She also commented on the need to maintain existing infrastructure within parks and trails and noted that perhaps a question should have been added asking if they would be willing to pay a fee to support those items. She noted some of the new program offerings that have been very successful that she did not see in the survey. She stated that perhaps the City should list all the parks and its amenities, noting that perhaps that would help people with handicap accessibility needs to find the best location for them.

Parks & Assistant Public Works Director Riverblood confirmed that those elements are available on the website and a fold out version was included in the *Ramsey Resident* as well.

Recreation Coordinator Proulx commented that she was also concerned with the sample size, noting that they did start with the flyers from Happy Days but after not receiving many responses, they turned to social media and targeted ads. She commented that she did think about having a question about funding, but because it was a small-scale survey, she felt that question would be better addressed in a larger scale survey. She explained that her purpose was to gain a direction on programing for the next year rather than future facilities. She confirmed that she has been tracking the successful events from the past in hopes to continue those.

Commissioner Loss asked if the fee mentioned by Councilmember Musgrove would be related to trail use or for those using a splashpad or other facility.

Councilmember Musgrove replied that her comment was more related to program offerings.

Parks & Assistant Public Works Director Riverblood commented that he was also pleased to see the constructive comments received and noting that residents even thanked the City for having an opportunity to share their input. He asked and received confirmation the pickleball participants were included on the emailed survey list. He commented that the survey can be completed again in one or two years and that will provide great comparison information. He believed items related to funding and/or a community center should be left separately from this type of survey and would be better handled by the City Council. He noted that every two years the City completes a community survey and that would be the more appropriate location for that type of question. He explained that they offered art in the park for free and have also charged a fee of $5 and found no change in participation, therefore they began charging $5. He commented that they have added fees to other programing as well and have found that it helps to fund the instructor and/or materials and helps to firm up the commitment of people attending. He noted that all park features are built to ADA compliant standards but noted that there are amenities in other communities that offer therapeutic programing using pools and things of that nature. He noted that the successful events from the last year will be repeated.

Commissioner Sis asked if they have attempted to work with the schools to partner for programing offerings.

Recreation Coordinator Proulx confirmed that she has been making a list of potential partners and the schools/community education are included on that list.

5.02: Consider Reduction in Ice Skating Operations and Maintenance

Parks & Assistant Public Works Director Riverblood stated that a lot of background information was included in the case and provided a brief overview going back to 1977. He commented on the staff time needed to create and maintain ice for skating. He noted that there has been a decline in outdoor ice skating as more teams and skaters tend to use indoor ice. He commented on the significant snowfall that also makes outdoor rinks unusable for a period of days. He noted that about ten years ago the two skating facilities had 5,000 to 7,000 users and now the use is about half of that even though the population has grown significantly during that period. He recommended shuttering the facility at Ramsey Elementary for the 2023-2024 to gauge whether the Central Park facility would be enough to serve the needs of the community. He noted that they would place a large sign at Ramsey Elementary directing users to Central Park. He stated that once they have the data from this season, they would reassess to determine if one location would better serve the community.

Commissioner Sis asked if there has been consideration of making Ramsey Elementary a more self-serve location that is not staffed.

Parks & Assistant Public Works Director Riverblood replied that they have done that when there has been a lack of rink attendants. He noted that does not work as well as people appreciate being able to go inside to put skates on and warm up. He commented that there have also been issues with vandalism and behavior of older children when there is not an attendant. He commented that it is still a significant cost to set up the ice.

Commissioner Loss asked if there would be a way to track people that first attempted to go to Ramsey Elementary before going to Central Park.

Parks & Assistant Public Works Director Riverblood commented that they could use the numbers from this last winter for comparison and assume that the increase would be people that previously used Ramsey Elementary.

Motion by Commissioner Sis, seconded by Commissioner Loss, to forego the opening of the Ramsey Elementary skating rink for the 2023-2024 skating season, with a focus on the Central Park skating rink this year.

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

6. COMMISSION/STAFF INPUT

Recreation Coordinator Proulx provided a recap on recent program offerings and events and also highlighted upcoming events and programing opportunities.

Commissioner Loss noted that this will be his last meeting as he is moving out of the community. He appreciated his time on the Commission.

Commissioner Sis thanked Commissioner Loss for his participation on the Commission.

7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 7:35 p.m.

Respectfully submitted,

_____
Mark Riverblood
Parks & Assistant Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

Meeting Date: 01/09/2024

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 12/12/2023
2. City Council Regular Session dated 12/12/2023

Purpose/Background:

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

Recommendation:

Approve the meeting minutes.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 12/12/2023
2. City Council Regular Session dated 12/12/2023

Attachments

12-12-23 CCWS

12-12-23 Meeting

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:33 AM
Form Started By: Katie Schmidt		Started On: 12/28/2023 12:54 PM
Final Approval Date: 01/04/2024		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, December 12, 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 Westby
Finance Director Diana Lund
Parks and Assistant Public Works Director Riverblood
Administrative Services Director Colleen Lasher
Planning Manager Todd Larson
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak
Community Development Director Stephanie Hanson
Streets Supervisor Shane Turner

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Provide Staff Direction On Animal Regulations and Derek Trout Rooster Appeal.

Community Development Director Hanson reviewed the Staff report concerning the animal regulations within the City and Derek Trout's rooster appeal. She shared that Staff is looking for direction on what to do with the ordinance.

Councilmember Musgrove shared that within the animal ordinance, under the 'poultry and fowl' section, there is a different setback for roosters and chickens. She stated that for consistency reasons, the setbacks for the roosters and chickens should be the same. She asked Staff where they would be able to get direction on what would be appropriate acreage for roosters. She noted there is guidance on horses and other agricultural animals like that.

Community Development Director Hanson said she is not sure where they got the direction for horses and other agricultural animals. She added that the University of Minnesota has extension services that have regulations to follow.

Councilmember Musgrove noted that for chickens and ducks there is no minimum acreage required in code.

Councilmember Howell stated that without the difference between the setbacks for chickens and roosters, it would eliminate a lot of people's ability to have chickens. She said she would not like to change the setbacks for chickens.

Councilmember Woestehoff asked how many rooster complaints come into the City and how they are generally resolved.

Community Development Director Hanson explained that she has only heard of one rooster complaint in her year with the City.

Planning Manager Larson shared there were three complaints this year, including this situation.

Councilmember Specht asked what happens if the rooster owner is meeting the lot size and setback requirements but there are still noise complaints.

Community Development Director Hanson stated there is nothing that can be done, unless the situation would call the noise ordinance into play.

Councilmember Howell asked how many complaints the City gets about noisy dogs.

Community Development Director Hanson shared that these complaints typically come through the Police Department.

Councilmember Riley explained that they just wrote this ordinance so if they were going to change anything, he would recommend removing roosters entirely from the ordinance. He noted this is consistent with a lot of other cities.

Councilmember Musgrove shared that she was a proponent of allowing roosters as she had a resident who reached out to her who had enough acreage for a rooster and wanted to be able to keep their rooster. She noted that Ramsey is rural and part of being rural is allowing people to have roosters if they so choose.

Councilmember Howell agreed that the City is rural and roosters fit the character of Ramsey. She stated that dogs can be very noisy, and people have to put up with that.

Councilmember Specht asked if there is any validity to the acreage versus the setbacks. He asked if it made sense to change this, so it was based on the distance from neighbors rather than based on acreage.

Mayor Kuzma stated he is not in favor of changing this as two acres is adequate. He added that he is not sure if a setback would even make a difference in this particular case.

Councilmember Woestehoff said he would only be interested in entertaining a change for this ordinance if they were to remove roosters altogether. He shared that Elk River does not allow roosters on properties from two and a half to five acres without a conditional use permit. He noted that Ramsey is far more suburban than Elk River.

Councilmember Specht shared that the resident had asked if they would be able to somehow put the rooster in a shed at night so that it would not make as much noise. He asked if this would be something they could approve if the rooster would be indoors during certain hours.

Councilmember Woestehoff noted that there are not really any tools that would allow the rooster on this property unless they changed the code.

Councilmember Howell stated that this could be an accommodation for an emotional support animal.

Councilmember Musgrove shared that she was shown a picture of the rooster, and it was smaller than the chickens. She noted that there is nothing in the ordinance that addresses roosters if they do not make any noise.

City Administrator Hagen asked if the Council would like to continue reviewing the rooster regulation. continue reviewing the entire animal ordinance, or just leave the ordinance and regulations as is.

Councilmember Specht asked how the Council came up with the two and a half acre requirement for roosters.

City Administrator Hagen explained this varies from city to city. He stated he does not remember any specific reason they decided on two and a half acres.

Councilmember Howell stated the only reason she can think of that they set it at two and a half acres is because of Elk River's acreage requirement.

Mayor Kuzma stated he would be in favor of leaving this as is and bringing it back to Council to approve.

Councilmember Musgrove asked if they would move forward with keeping this ordinance as is if the property owner would have any remedy to come back to the Council for any type of conditional use permit.

Mayor Kuzma said no.

Councilmember Specht asked if there is any kind of lawsuit threat since this is an emotional support animal.

City Attorney Knaak shared that there are some pretty compelling arguments for this that could eventually result in some type of adjunct situation. He stated these property owners are asking for some type of accommodation and not necessary to have this ordinance changed. He explained they would not have to completely modify the ordinance, but they would rather offer a waiver of this requirement.

The consensus of the Council was to leave the animal ordinance as is.

2.02: 2024 COR Infrastructure Improvements

City Administrator Hagen reviewed the Staff report in regard to the 2024 COR infrastructure improvements. He shared there are available funds in TIF Districts 1, 2, and 14.

Councilmember Woesethoff asked about parcel 46 and the apartment that the Council had preliminarily seen. He asked where these are if they would both benefit from the Ramsey Parkway extension.

City Administrator Hagen explained that Ramsey Parkway between Zeolite and the roundabout needs to be completed next year for all of this development. He noted that the eastern side of West Ramsey Parkway and Center Street is not as urgent.

Councilmember Musgrove stated she would like to see what they can do without the intergovernmental loan transfers.

Finance Director Lund explained that for purposes of being able to pay themselves back they have to have the inter-fund loan that is coming back in to pay back TIF 1 and 2 with interest. She stated it is just a loaning fund until the increment is generated in TIF 14. She explained that TIF 1 would contribute $1,134,000, TIF 2 would contribute $2,250,000, and the remainder would be $674,000. She noted this does not take into consideration any contribution for the two properties. She stated once it is constructed and the TIF 14 project area starts generating enough increment, it will then pay back these loans. She added that there needs to be an inter-fund resolution in place for them to be able to pay themselves back.

Councilmember Riley appreciated the conservative projections. He explained that if they want to fully develop the COR area then they need to incur these expenses at some point. He said if they wait too long to do this then the TIF will not be available. He stated it makes sense to do this now.

Councilmember Woestehoff agreed and added that road projects are likely going to continue to get more expensive as time goes on, so the sooner they can get some of this work done, the better.

Councilmember Olson added that he agrees that this should all be done sooner rather than later to not stretch out the construction.

Mayor Kuzma agreed.

Councilmember Musgrove asked if there will be more specific funding numbers that will come forward as these projects move along. She asked if the numbers presented are accurate amounts for the costs.

City Administrator Hagen explained that the analysis has accurate dollars for all of the projects that are currently under construction. He stated that the projected revenue includes all of these projects. He noted that they could have Elher's update the analysis as they move along if there are other projects that break ground.

Councilmember Specht asked if they would approve this if there would be a walking trail around the lake.

City Administrator Hagen stated that is a different discussion and this item is just about the roads as the trails cannot be paid for by TIF revenue.

Economic Development Manager Sullivan noted that all of the development right now is on the western side. He added that the intersection at Ramsey Boulevard will be done in 2025. He anticipates the need for Veterans Drive to connect just south of Casey's is going to lag. He stated that they can hold off on this to see if the hotel project gets done and comes in at the value they are anticipating. He noted they will have this information by November 28, 2026 which is an important date as it is the last date they can incur any expense within this TIF District. He added that they are set up for any infrastructure projects.

The consensus of the Council was to move forward with the proposed 2024 COR infrastructure improvements.

2.03: Continue Discussions Regarding Proposed Updates to the Personnel Policy

Administrative Services Director Lasher reviewed the Staff report concerning the proposed updates to the personnel policy.

Councilmember Musgrove asked how the date of December 1 was decided with the floating holiday.

Administrative Services Director Lasher stated that this date is in the policy currently. She explained that if someone is hired as late as December 1, it would be fairly difficult for them to get in time off before January.

City Administrator Hagen asked if December 1 is referenced in the union contracts.

Administrative Services Director Lasher said yes. She continued her presentation and reviewed the proposed updates to Section 1 - Introductions in the policy. She noted the purpose of the policy will continue to be reviewed. She added that she recommends removing the current language for the scope of the policy and implementing the League of Minnesota Cities' language. She explained that they have also discussed creating an individual policy for Councilmembers, Boards, and

Commissions which would be scaled down to just what applies to the Council, Boards, and Commissions.

City Administrator Hagen explained this policy has only certain sections that apply to Council, Boards, and Commissions. He stated that rather than having the over 100 page document, they could create a smaller policy and the personnel policy would only apply to Staff.

Councilmember Musgrove asked how other cities and government agencies handle this.

Administrative Services Director Lasher shared that she believes most other cities include this. She said she has not seen any other cities that have separate policies.

Councilmember Woestehoff asked if someone gets appointed to a Board or Commission if they are presented with the personnel policy.

Administrative Services Director Lasher said yes and noted she does have an abbreviated version that she presents.

Mayor Kuzma stated if it is not a huge task to make a separate policy for this then he would be in support of creating a separate policy.

Councilmember Woestehoff stated he would keep everyone in the same policy but also have an FAQ section for elected and appointed officials as this would accomplish the same task.

Councilmember Musgrove agreed with Councilmember Woestehoff. She shared when she was first elected, she received the abbreviated version of the policy which had a synopsis of the more pertinent information to her as a Councilmember.

Administrative Services Director Lasher reviewed the proposed changes for the data practices advisory with a shortened version.

Councilmember Riley stated this information is important; however, it is all very administrative in nature and would just like Staff to take care of it and if Staff has policies that they want Council to make a decision about then that can be brought forward. He noted he is in support of all of the recommendations and how Staff wants to do this.

Councilmember Musgrove shared that she likes to be able to look at this and give feedback.

Councilmember Howell agreed with Councilmember Musgrove. She added that Staff has done an awesome job with this, and she likes the opportunity to get to see this work.

Administrative Services Director Lasher reviewed the proposed changes for the equal employment opportunity statement. She asked if there was consensus on this change.

There was a consensus of the Council to move forward with this change.

Councilmember Howell stated that in regard to the equal employment opportunity statement she does not see a need to include that the City will not be discriminating against race including traits associated with race such as hair.

Administrative Services Director Lasher noted that they are required to include this section.

City Administrator Hagen shared that legislation was passed in 2023 that specifically called out identifying these attributes.

Councilmember Musgrove added that there are a lot more statuses than those which are listed in the equal employment opportunity statement. She asked if this is meant to be limiting to just those that are listed.

Administrative Services Director Lasher explained this is a pretty succinct way to identify who they will not discriminate against. She noted this has been vetted by the legal team at the League of Minnesota Cities.

City Attorney Knaak reiterated that the League of Minnesota Cities' legal team has vetted this thoroughly and does not see why this would be a problem.

Administrative Services Director Lasher explained that they have an opportunity to be defended by the League of Minnesota Cities attorneys in the past. She noted that since this is vetted by those attorneys then if there was an issue, they would have found it.

Councilmember Musgrove stated that the last grouping of statuses seems to be calling out specific things while leaving out others.

Administrative Services Director Lasher explained that she can take this feedback and research this item to come back at a future meeting to provide more reasoning for this.

City Attorney Knaak shared that categories are being broadened at the legislative level. He added that a lot of this is being guided by the EOC.

Councilmember Howell commented that people move all over the world or they trace their ancestry, and their hairstyles are always changing and she does not see a need for this to be in the policy. She explained that she would find it helpful if they could color code the policy to call out what they are required to include for language so that they do not have to spend Staff and Council time debating things that cannot change.

Administrative Services Director Lasher reviewed the personal communications and use of social media section of the policy, which is a new section. She shared that this is a recommendation of the League of Minnesota Cities. She asked if the Council was supportive of this item.

Councilmember Howell asked about the point that says if anyone publishes something related to city business and there is liable to be confusion whether they are speaking on behalf of the City it would be best to identify themselves by saying something about how this is just the individual's

opinion and it does not represent the City of Ramsey. She asked how a Councilmember sharing their opinion on something would play into this if they shared that opinion on City letterhead.

Administrative Services Director Lasher explained that this is pertaining to personal communications and the use of social media. She noted it would not be something that a City employee types up on City letterhead and would be on their own personal social media sites.

Councilmember Specht asked if this section applies to the Council.

Administrative Services Director Lasher shared that she knows that there is an administrative policy that they used years ago that states if a Councilmember is speaking on behalf of their opinion but not the majority that they need to make a statement similar to what is in the policy. She noted that she believes this does apply to the Council.

Councilmember Specht shared that he has a Councilmember Facebook page, and he has a personal Facebook page. He stated that he responds to comments with his personal page.

Councilmember Woestehoff added that disclaimers are always good for these sorts of gray areas.

Councilmember Howell stated that she disagrees with this applying to Councilmembers as they represent a section of the residents.

Mayor Kuzma stated that a disclaimer that an opinion is only held by one person and not the whole City would clear up confusion.

Councilmember Specht asked if he were responding to many different posts and adding a disclaimer every time it does not make sense.

Councilmember Musgrove shared that she thinks it is different for the Councilmembers as they are elected. She stated that the Governor does not always add a disclaimer that what he says are his opinions and he just speaks.

City Attorney Knaak stated that with respect to the employees this kind of policy can be effective. He noted that a policy that someone deliberately violates could be the basis of discipline. He said it is not the same for Councilmembers. He explained that the bottom line is that he does not think that the Council can restrict one another in the manner in which they are allowed to speak. He stated they are the ones that regulate their own speech. He noted this is clearly a policy for employees; however, for the Council, they do not have to fetter themselves with any kind of restrictions while they may want to in a sense of having guidance.

Councilmember Specht agreed that having a policy like this for the Council would be difficult. He noted that there should be a distinction when someone is stating an opinion and providing information.

City Administrator Hagen explained that providing information when asked falls more under the media request policy.

Administrative Services Director Lasher stated they can work on this further.

Councilmember Musgrove noted inconsistencies between the equal employment opportunity statement language and the personal communication and use of social media language.

Administrative Services Director Lasher said she will look into this.

Councilmember Woestehoff noted that there could be some phrasing changes to make the personal communication and use of social media language clearer and that this comes into play when it is not a part of official duties.

Councilmember Howell asked about the item added to this section concerning people using City-owned equipment to post on personal social media. She asked if people are often doing this.

Administrative Services Director Lasher said no. She shared that there is one employee that she is aware of that does not have a computer or internet access at home so this individual will sometimes stay after work to check emails and so forth.

Councilmember Specht asked about the item that relates to the employees using their resources or position to promote a friend running for City Council. He asked if this only applied during working hours or all of the time.

Administrative Services Director Lasher said she can clarify this at the next meeting. She shared that employees do not go around recommending anyone who is running for office.

There was a consensus of the Council to move forward with this section.

Administrative Services Director Lasher reviewed the new section of media requests, which details how employees would deal with being approached by the media. She asked if the Council was in support of this policy.

Councilmember Musgrove noted that under item 2 it would sound better to say ‘as soon as possible’ rather than ‘as soon as they can.’

Administrative Services Director Lasher said she can make this update.

There was a consensus of the Council to move forward with this addition.

Administrative Services Director Lasher reviewed the existing language for the unlawful acts and exceptions sections which did not have any recommended changes.

Councilmember Musgrove asked if they should add language to the exceptions section that calls out exceptions being written.

Administrative Services Director Lasher explained that if there is an exception to the personnel policy it is documented and scanned into the employee's personnel file as to what happened and why. She noted she can add the word 'documented' to this.

The consensus of the Council was to keep the existing language for these two sections with the addition of the word 'documented' to the exceptions section.

The consensus of the Council was to move forward with the proposed changes to Sections 1, 2, 6, and 12 of the personnel policy.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:45 p.m.

Respectfully submitted,

_____
Brian Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, December 12, 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 (arrived at 7:57pm)

Members Absent: None

Also Present: City Administrator Brian Hagen
Finance Director Diana Lund
Planning Manager Todd Larson
Economic Development Manager Sean Sullivan
Community Development Director Stephanie Hanson

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

Matt Kuker, PSD Land Development, came forward and shared that he does not have a problem with the City portion of the taxes; however, he had concern with the valuation that the County has been putting on properties lately. He stated he had spoken to the County about this but the valuations are very high. He shared that there are buildings that went from $6,000,000 valuation to $9,500,000 valuation, from $5,600,000 to $8,200,000, and more. He shared that all four of his buildings went up $14,800,000 in valuation. He stated that the difference in taxes for these four buildings from last year is $362,000. He noted that he does not know what the course of action would be to go to the County Board and have them look at their valuations. He explained that the new assessor is looking at these properties differently than they had been looked at over the past 20 years. He said this will be raising some problems in the next few years. He noted that he has

concerns with some of his tenants leaving due to the tax valuation of his buildings, this town, and the County.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

Councilmember Musgrove shared she would like to pull case 5:15 and move it to Council Business to discuss.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to approve the following items on the Consent Agenda with the removal of item 5:15:

5.01: Receive Cash & Investments for Period Ending November 30, 2023.
5.02: Receive November 2023 Financial Reports - General Fund, EDA and Enterprise Funds
5.03: Note the following Boards, Commissions, and Committee Meeting Minutes:
- Planning Commission Meeting Minutes Dated October 26, 2023
- Environmental Policy Board Meeting Minutes Dated August 21, 2023
- Public Works Committee Meeting Minutes Dated October 17, 2023

5.04: Approve the Following Meeting Minutes:
1) City Council Work Session dated 11/28/2023
2) City Council Regular Session dated 11/28/2023

5.05: Approve Joint Powers Agreement with Anoka County for Regional SWAT team
5.06: Approve Business Licenses (includes 2024 Business License Renewals)
5.07: Authorization to Update Three Policies within the Personnel Policy
5.08: Authorization to Approve Position Reclassifications
5.09: Authorization to Hire a Building Maintenance Worker
5:10: Authorization to Hire a Utilities Maintenance Worker
5:11: Authorization to Promote a Patrol Officer to Sergeant
5:12: Adopt Resolution #23-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 23, 2023 through December 6, 2023.
5:13: Adopt Resolution #23-271 Approving Change Order #6 for Improvement Project #23-03, Armstrong Boulevard and Alpine Drive Roundabout Improvements
5:14: Adopt Resolution #23-293 Approving a Conditional Use Permit from Rare Pomeranians at 15110 Uranimite St NW
5:15: ~~Adopt Resolution #23-301 Approving Loan to SA Group, Inc. from City RLF~~ This item was removed from the Consent Agenda and considered as Item 7.0(A)
5:16: Adopt Resolution #23-307 Approving the Final Plat and Development Agreement for Lynwood Third Addition (Project No. 23-121); case of U.S. Home, LLC dba Lennar

5:17: Adopt Resolution #23-308 Approving Right-of-Way Permit for a Private Ice Rink on Krypton Street North of 157th Avenue Northwest
5:18: Adopt Resolution #23-313 Approving ProjectDox Renewal Quote
5:19: Adopt Resolution #23-315 Authorizing the City's 2024 Non-Union Health and Dental Insurance Contributions and Cost of Living Adjustment.

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

6. PUBLIC HEARING

6.01: Public Hearing - Consider Zoning Map Amendment Along with a Site Plan and Minor Plat for Storyteller Café Located at 7790 Sunwood Drive NW (Project No. 23-118); Case of Stories Foundation

Presentation

Planning Manager Larson reviewed the Staff report in regard to the zoning map amendment, site plan, and minor plat for Storyteller Café. He shared the Planning Commission's recommendation of approval for the zoning map amendment, the site plan, and the minor plat.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:12 p.m.

Citizen Input

Jeriann Palmer, 8251 154th Lane NW, came forward and asked how tight the housing is going to be between COR 1 and 2 with this zoning change.

Planning Manager Larson shared it is three apartment units that will be on the second floor.

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

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

The public hearing was closed at 7:14 p.m.

Council Business

Councilmember Specht shared that he is very excited for this project as it is a great non-profit organization that does wonderful work.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to introduce Ordinance #24-01 rezoning the Subject Property and 7750 Sunwood Drive NW from COR-2 to COR-1.

A roll call vote was performed:

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

Motion carried.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to adopt Resolution #23-296, granting approval of the Site Plan and Minor Plat for Storyteller Café, contingent upon adoption of Ordinance #24-01.

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

6.02: Public Hearing - Adopt Resolution #23-309 Adopting the City's 2024-2033 Capital Improvement Plan (CIP)

Presentation

Finance Director Lund reviewed the Staff report concerning the 2024-2033 CIP. She noted that adopting this plan does not authorize any projects and each project will require their own authorization.

Councilmember Musgrove noted that the roads are not listed as an existing high priority project for the year 2026 while playground reconstruction is listed as a highest priority item. She shared that the roads would meet the definition of the highest priority. She asked why the streets are not listed as a highest priority item.

Finance Director Lund shared that engineering went through the needs based off of the roads and the projects in 2026 are a medium priority because the road projects in 2024 and 2025 are high priority. She added that only one priority year can be listed. She explained that if there were two years of funding for a project, then she cannot give two priority codes to one project.

Councilmember Musgrove asked if roads are still a high priority 2026 and beyond.

Finance Director Lund said yes. She explained that a priority 1 item means that there is a replacement in years 2024 and 2025, while a priority 3 item means it will be replaced in 2026.

Councilmember Musgrove stated she would like to see the park's supplemental activities incorporated into the main CIP.

Finance Director Lund explained it was set up this way because the park's supplemental activities do not have funding available for the projects.

Councilmember Riley suggested that they leave the park's supplemental activities separate.

Councilmember Howell shared that she would love to see City Hall become a higher priority.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:17 p.m.

Citizen Input

Jill Johns, 6043 174th Avenue NW, came forward and shared that she is here on behalf of the Ramsey Community Foundation, which is a 501C-3 that was established in Ramsey in 2006. She stated the mission of the Foundation is to improve the quality and life by creating cultural experiences in the City. She noted the foundation's long-term goal is to bring public art to the City. She wanted to call out the roundabout in the COR that is in the CIP. She shared that they consider this to be one of the gateways to the City and that this roundabout could be a perfect opportunity for the foundation to partner with the City to create something that is functional and beautiful. She noted that since this year is Ramsey's 50th anniversary it would be a great occasion to springboard fundraising on the foundation's behalf to find additional funding for this roundabout. She shared that they are here to offer their support for this project and to commit any assistance in working with Staff or Council on the public process of this project. She added that they could also use their status as a 501C-3 organization to find additional funding that may be available to them that would not be available to the City. She noted that the foundation could also use this for their own fundraising efforts for the project. She said they are excited to see this project begin.

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

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

The public hearing was closed at 7:30 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Olson, to adopt Resolution #23-309 Adopting the City of Ramsey's 2024-2033 Capital Improvement Plan.

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

6.03: Public Hearing - 2024 Tax Levies and General Fund Budget:

- **Adopt Resolution #23-310 Adopting the 2023, Payable 2024 Municipal Tax Levy**
- **Adopt Resolution #23-311 Adopting the 2024 General Fund Budget**
- **Adopt Resolution #23-312 Adopting the 2024 Economic Development Authority (EDA) Budget**

Presentation

Finance Director Lund reviewed the Staff report in regard to the proposed 2024 property tax levy and the general fund budget. She shared that the estimated tax capacity rate is proposed at 41.171%, the general budget is proposed at $20,799,768, and the overall final levy is proposed at $20,279,701.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:54 p.m.

Citizen Input

Jeriann Palmer, 8251 154th Lane NW, came forward and asked about the request for the three new full-time street workers. She asked if these positions were in addition to the existing workers. She thanked Staff for what they have done as her taxes have not gone up by a huge amount. She noted that for the amount of what Public Works has gotten over the last few years, three new employees as well as all of their other requests seem to be a large request. She asked if some of these requests can be stretched out over a number of years rather than just one year.

Councilmember Musgrove thanked Ms. Palmer for coming forward and shared her concerns. She shared that she will not be supporting the budget as there are quite a few items that she does appreciate while there are items that she does not support, including the three new street workers in one year. She noted that she is in support of the EDA increase as they have not had an increase in a while.

Councilmember Specht thanked the Staff for their hard work on this budget. He shared there were a lot of items that the Council went back and forth on in the budget. He explained that this year they had a very hard time with the roads due to some of the maintenance in the past. He added that they had to outsource some of the work to bring contractors in to repair the roads. He noted there were other street related items that were not getting done due to a lack of staffing. He shared that they are also adding a parks employee as they have had the same number of parks employees since around 2006; however, parks are increasing as development comes into the City. He shared he will be supporting the budget this evening. He noted he is not happy with the increase; however, as a growing City he feels that this budget is what they need to keep a safe community.

Councilmember Riley agreed with Councilmember Specht.

Councilmember Howell acknowledged Ms. Palmer's concerns with the number of personnel that is being added next year. She shared this was also a concern of hers and she had brought this up in budget discussions. She noted that she believes it is premature to add another parks employee at this point. She added that she believes it is tone-deaf to not try to cut more from the budget given the current state of the economy. She shared she will not be supporting the budget and tax levy this evening; however, she will be supporting the EDA budget.

Mayor Kuzma shared that over the course of the year they had robust discussions on the budget. He noted that the City is growing leaps and bounds. He shared that they also had a lot of snow at the beginning of 2023 and it was difficult to keep up with the snow plowing. He shared he will be supporting the budget this evening as these are items that the City needs as the citizens are demanding these things.

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

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

The public hearing was closed at 8:04 p.m.

Council Business

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to Adopt Resolution #23-310 Adopting the 2023, Payable 2024 Municipal Tax Levies (General, Pavement Management, EDA and debt service) in the amount of $20,279,701.

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

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to Adopt Resolution #23-311 Adopting the 2024 General Fund Budget in the amount of $20,799,768.

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

Motion by Councilmember Woestehoff, seconded by Councilmember Riley, to Adopt Resolution #23-312 Adopting the 2024 EDA Budget in the amount of $92,390.

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

7. COUNCIL BUSINESS

7.0(A): Adopt Resolution #23-301 Approving Loan to SA Group, Inc. from City RLF - Please Note: this case was moved from the Consent Agenda - 5.15 to the Regular Agenda - 7.0(A)

Councilmember Musgrove shared she requested this item be pulled from the Consent Agenda because she had reached out to Economic Development Manager Sullivan with a question on the interest and how this was determined for this loan. She noted that according to the City RLF policy, the amount does not match. She said the policy states that the interest rate should be a fixed rate and equal to the 10-year treasury bond rate at the date of funding but shall not be less than 3%. She noted that Economic Development Manager Sullivan shared that today the treasury bond rate is 4.2%. She added that having a rate in here already is premature based on what the policy states.

Economic Development Manager Sullivan stated Councilmember Musgrove is correct. He shared he has not done many RLFs in the City; however, every one that they have done, the rate has been below the 3% threshold so they locked in the 3%. He stated when they started looking at this in July the rate was 3.49%. He noted that in the event that the rate does go up, this would be the rate they should use for the policy. He shared that he supports the action of having this item pulled.

Motion by Councilmember Musgrove, seconded by Councilmember Riley, to Adopt Resolution #23-301 Approving a $149,999 loan from RLF (6 years) to SA Group Inc. from City RLF, with the interest rate to be determined based on the 10-year treasury note rate at the time of the loan closing, not to be less than 3%; subject to City Attorney Review.

Further discussion:

Councilmember Musgrove shared that she is glad that they are able to help out this business in this way.

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

7.01: Introduce Ordinance #23-19 Amending Temporary Sign Regulations

Planning Manager Larson reviewed the Staff report concerning the proposed amendment to temporary sign regulations.

Councilmember Musgrove asked about the EDA's recommendation to double the existing timeframe.

Planning Manager Larson explained that the EDA's recommendation was to take the existing six week timeframe with a four week extension and doubling that to a 12 week timeframe with an eight week extension. He shared that the Planning Commission's recommendation was the same; however, the eight week extension could be extended further.

Motion by Councilmember Specht, seconded by Councilmember Howell, to introduce Ordinance #23-19 amending Chapter 117 pertaining to temporary signs.

A roll call vote was performed:

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

Motion carried.

7.02: Introduction of Ordinance #23-18, Amending Chapter 105, Buildings and Building Regulations, pertaining to Address Numbers

Planning Manager Larson reviewed the Staff report in regard to amending Chapter 105 of the City Code pertaining to buildings and building regulations for address numbers.

Councilmember Howell asked if there were any concerns or objections raised at the Planning Commission meeting about any portions of the ordinance.

Planning Manager Larson shared that they did talk about some of the contrasting and visibility at night; however, these provisions have been modified so the proposed ordinance was based off of that discussion.

Councilmember Howell shared her main concern reading through this is how it applies to residential buildings requiring it to be on the primary structure. She noted that a lot of people may have a boulder out that is decorative where they have these numbers displayed. She added that there is an allowance if someone's primary structure is hidden by trees; however, she does not like that it would be allowed for some people and not others. She stated that she would like to see the requirement go away for having the numbers on the primary structure and to be required to have the light reflective coating if it is not on the primary structure.

Councilmember Specht agreed and shared they may need to spend more time looking at the residential piece of this. He noted that he is okay with the new construction and commercial updates.

Planning Manager Larson shared that this provision is in the Building Code today, so this mirrors the Building Code. He shared that when a house is built, the number is put on the house.

Councilmember Musgrove asked about the construction site requirements and how the signage is supposed to meet the requirements in the section above, yet the home is not completely constructed. She asked more about how this works for the construction sites.

Planning Manager Larson explained that a common way to do this is to take a can of spray paint and spray the number on the side of the plywood or house wrap. He added that some homebuilders will put a post near the street which would also be acceptable.

Mayor Kuzma asked if there was a consensus to change the residential requirements.

Councilmember Musgrove said yes, especially with already established homes.

Community Development Director Hanson explained that the reason this is in the Code as it is adopted as part of the Building Code as well and is a requirement.

Councilmember Howell asked where currently existing homes fall in this.

Planning Manager Larson stated that the Building Code only addresses things at the time of construction. He noted that if an older home decided to do some redecorating and got a decorative post or something similar, as long as it is visible from the street, they would meet the intent of the other provision and the City would be fine with it.

Councilmember Howell noted that she does see validity in her original comments. She stated she would like to see them not be so restrictive if there is a way to work with this.

Mayor Kuzma asked if it is possible that they can reword this.

Community Development Director Hanson shared they can talk to the Building Department and see where there is wiggle room for this.

Motion by Councilmember Howell, seconded by Councilmember Olson, to introduce Ordinance #23-18, Amending Chapter 105, Buildings and Building Regulations, pertaining to Address Numbers.

A roll call vote was performed:

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

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Specht shared that he was able to tour a new business in the City, Little Explorers, who are holding open houses. He added that Ramsey's Artery Studio has a lot of fun events coming up and encouraged residents to take a look. He noted that Lord of Life Church has Ruby's Pantry on December 22 and there is a permit to carry event going on at Total Defense on December 30. He wished everyone a very Merry Christmas.

Councilmember Woestehoff gave kudos to the Anoka Middle School for the Arts children for putting on a great band concert this evening. He thanked the MnDOT people for making Highway 10 easy to go at a safe speed.

Councilmember Musgrove wished all residents a Merry Christmas and thanked the Council and Staff for a great year.

9. ADJOURNMENT

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

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

The regular meeting of the City Council adjourned at 8:30 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Rokosz
TimeSaver Off Site Secretarial, Inc.

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

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative:

Information

Title

Adopt Resolution #24-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2023 through December 27, 2023.

Purpose/Background:

Adopt Resolution #24-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2023 through December 27, 2023.

Recommendation:

Staff Recommends to Adopt Resolution #24-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2023 through December 27, 2023.

Action:

Motion to Adopt Resolution #24-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2023 through December 27, 2023.

Attachments

Bills List 12/26/2023

Resolution 24-021

Form Review

Inbox	Reviewed By	Date
Diana Lund	Jennifer Morrison	12/27/2023 07:51 AM
Brian Hagen	Jennifer Morrison	12/27/2023 12:32 PM

Form Started By: Jennifer Morrison Started On: 12/26/2023 04:04 PM

Final Approval Date: 12/27/2023

CITY OF RAMSEY - FINANCE OFFICE PRINTED 12/27/2023

RAMSEY CITY COUNCIL MEETING

12.26.23

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:		SUBMITTED FOR APPROVAL
Prepaids 12.7.23 - 12.27.23		$ 2,807,327.45
Accounts Payable 12.7.23 - 12.27.23		428,231.12
Payroll	12.8.23	224,346.97
	12.22.23	246,534.50
Debt Service		
Pay Estimates- Projects		1,695,271.49

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 5,401,711.53**
(Invoices Available for Reviewal)

X Mark E Jurgens 12-27-2023

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2023 Y.T.D.
PREPAIDS	$ 263,153.62	$ 11,110,427.11
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	464,645.30	10,559,157.89
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	273,747.53	5,593,587.16
CORRECTION TO PAYROLL		
DEBT SERVICE	2,884,382.50	3,217,820.00
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS	95,307.62	17,197,152.82
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 3,981,236.57**	**$ 47,678,144.98**

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117880	**12/7/2023**		**120563 ALDI INC**							
		3,000.00	OVERPAID ON PERMIT 055673		122188	11172023	9101.4307		PERMIT PLAN REVIEW	GENERAL FUND
		3,000.00								
117881	**12/7/2023**		**113045 ANCONA TITLE AND ESCROW**							
		22.34	ACCT 719733 15401 RADIUM ST		122355	12072023	9601.4651		WATER REVENUE	WATER FUND
		22.34								
117882	**12/7/2023**		**116930 ARCHWAY CONTRACTING INC**							
		185.00	PERMIT CANCEL 055183		122386	11222023	9101.4205		BUILDING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL		122386	11222023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		186.00								
117883	**12/7/2023**		**115243 ARDEN TITLE LLC**							
		18.00	ACCT 491987660 15240 TONTO ST		122356	12072023	9601.4651		WATER REVENUE	WATER FUND
		18.00								
117884	**12/7/2023**		**120569 ASCENSION ROOFING & SIDING LLC**							
		80.00	PERMIT CANCEL 054040		122385	11212023	9101.4205		BUILDING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL		122385	11212023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		81.00								
117885	**12/7/2023**		**120576 BURNS, RYAN**							
		500.00	WATER EFF REBATE 23-R BURNS		122388	112723	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		500.00								
117886	**12/7/2023**		**110734 CITY OF RAMSEY**							
		30.00	ACCT 447450668 7261 149TH AVE		122351	12072023	9601.4651		WATER REVENUE	WATER FUND
		212.86	ACCT 734660 15443 RAMSEY BLVD		122351	12072023	9601.4651		WATER REVENUE	WATER FUND
		500.00	ACCT 721957 5698 152ND WAY		122351	12072023	9601.4651		WATER REVENUE	WATER FUND
		742.86								
117887	**12/7/2023**		**117863 COMMUNITY TITLE AND ESCROW LLC**							
		35.02	ACCT 428406 5981 142ND AVE		122357	12072023	9601.4651		WATER REVENUE	WATER FUND
		35.02								
117888	**12/7/2023**		**100116 CONNEXUS ENERGY**							
		10,323.50	10/18-11/17/23 ELECTRIC USE		122389	759126-303101 NOV 2023	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		6,717.79	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	0194.6371		ELECTRIC UTILITIES	GENERAL GOVERNMENT BUILDINGS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117888	12/7/2023		100116 CONNEXUS ENERGY						Continued...	
		1,082.21	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
		71.55	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		3,020.06	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	9240.6371		ELECTRIC UTILITIES	PARKING RAMP MAINTENANCE
		29.14	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	9410.6371	00041018	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		529.65	10/18-11/17/23 ELECTRIC USE		122390	759126-303107 NOV 2023	9410.6371	00041012	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
		89.25	SIREN UTILITIES		122391	759126-303095 NOV 2023	0250.6371		ELECTRIC UTILITIES	CIVIL DEFENSE
		1,747.07	ELECTRIC		122392	759126-303106 NOV 2023	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
		725.41	ELECTRIC		122392	759126-303106 NOV 2023	0311.6371		ELECTRIC UTILITIES	STREET MAINTENANCE
		111.06	ELECTRIC		122392	759126-303106 NOV 2023	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
		709.88	ELECTRIC		122392	759126-303106 NOV 2023	9601.6371		ELECTRIC UTILITIES	WATER FUND
		709.88	ELECTRIC		122392	759126-303106 NOV 2023	9602.6371		ELECTRIC UTILITIES	SEWER FUND
		709.88	ELECTRIC		122392	759126-303106 NOV 2023	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
		922.93	TRAFFIC SIGNALS		122393	759126-303100 NOV 2023	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		8,268.17	ELECTRICITY-WATER		122395	759126-303102 NOV 2023	9601.6371		ELECTRIC UTILITIES	WATER FUND
		949.34	ELECTRICITY-SEWER		122395	759126-303102 NOV 2023	9602.6371		ELECTRIC UTILITIES	SEWER FUND
		151.47	ELECTRICITY-STORM		122395	759126-303102 NOV 2023	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
		36,868.24								
117889	12/7/2023		112272 CUSTOM REMODELERS INC							
		80.00	PERMIT CANCEL 054205		122383	11202023	9101.4205		BUILDING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL		122383	11202023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		81.00								
117890	12/7/2023		106583 DELTA DENTAL PLAN OF MINNESOTA							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117890	12/7/2023		106583 DELTA DENTAL PLAN OF MINNESOTA						Continued...	
		4,757.12	DEC 2023 DENTAL PREM		122406	RIS0005330640	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		4,757.12								
117891	12/7/2023		120582 DORALE, PEG							
		200.00	WATER EFF REBATE 23-P DORALE		122400	113023	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
117892	12/7/2023		120588 DUPAUL, SARA OR RACHEL							
		53.40	ACCT 727589 15421 GERMANIUM ST		122358	12072023	9601.4651		WATER REVENUE	WATER FUND
		53.40								
117893	12/7/2023		120589 EXECUTIVE TITLE SERVICES							
		59.05	ACCT 725581 15408 RADIUM ST		122359	12072023	9601.4651		WATER REVENUE	WATER FUND
		59.05								
117894	12/7/2023		120579 FELEGY, TAMMY							
		100.00	DEP REF LAKE ITASCA 11/16/23		122394	112923	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117895	12/7/2023		116060 FIRST AMERICAN TITLE CO							
		198.28	ACCT 719280 7000 139TH LANE		122361	12072023	9601.4651		WATER REVENUE	WATER FUND
		198.28								
117896	12/7/2023		118143 FIRST AMERICAN TITLE INSURANCE CO							
		36.01	ACCT 680657760 15368 RADIUM ST		122360	12072023	9601.4651		WATER REVENUE	WATER FUND
		36.01								
117897	12/7/2023		120590 FREEDOM TITLE LLC							
		435.17	ACCT 465873189 6121 145TH LANE		122362	12072023	9601.4651		WATER REVENUE	WATER FUND
		435.17								
117898	12/7/2023		119348 GILLAN, LEA							
		200.00	WATER EFF REBATE 23-L GILLAN		122398	112723	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
117899	12/7/2023		120591 HAUGEN, JULIE							
		17.05	ACCT 730320 7370 BUNKER LAKE B		122363	12072023	9601.4651		WATER REVENUE	WATER FUND
		17.05								
117900	12/7/2023		115574 HEALTHPARTNERS							

12/7/2023 -- 12/28/2023

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
117900	12/7/2023		115574 HEALTHPARTNERS							
		1,649.00	DEC 2023 HEALTH PREM		122405	125297687	0211.6131		GROUP INSURANCE	POLICE PROTECTION
		76,976.50	DEC 2023 HEALTH PREM		122405	125297687	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		78,625.50								
117901	12/7/2023		120592 KETZ, SUSAN							
		177.91	ACCT 731729 5754 152ND LANE		122364	12072023	9601.4651		WATER REVENUE	WATER FUND
		177.91								
117902	12/7/2023		120584 LAKE STATE PLUMBING LLC							
		75.00	PERMIT CANCEL-056373		122403	12012023	9101.4206		PLUMBING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL-056373		122403	12012023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		76.00								
117903	12/7/2023		103846 LAND TITLE, INC							
		2,166,222.20	REDUCE FIN GUARANTY A119642		122353	11302023	9804.6433	00119642	REFUNDS	ESCROW ACCOUNTS
		2,166,222.20								
117904	12/7/2023		117259 LEGACY TITLE							
		13.99	ACCT 733539 8331 158TH LANE		122365	12072023	9601.4651		WATER REVENUE	WATER FUND
		13.99								
117905	12/7/2023		117685 LEGACY TITLE							
		38.97	ACCT 722186 5351 140TH CT NW		122366	12072023	9601.4651		WATER REVENUE	WATER FUND
		38.97								
117906	12/7/2023		117685 LEGACY TITLE							
		39.77	ACCT 731643 7336 146TH AVE NW		122367	12072023 A	9601.4651		WATER REVENUE	WATER FUND
		39.77								
117907	12/7/2023		117685 LEGACY TITLE							
		566.92	ACCT 730931 5661 154TH LANE		122368	12072023 B	9601.4651		WATER REVENUE	WATER FUND
		566.92								
117908	12/7/2023		120593 LOSS, JUSTIN OR KELLI							
		64.43	ACCT 726818 5635 156TH LANE		122369	12072023	9601.4651		WATER REVENUE	WATER FUND
		64.43								
117909	12/7/2023		120587 MCKEWIN, JUSTIN							
		112.33	DOUBLE PYMT REF ACCT 734939		122352	12072023	9601.4651		WATER REVENUE	WATER FUND
		112.33								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117909	12/7/2023		120587 MCKEWIN, JUSTIN						Continued...	
117910	12/7/2023		112590 MINNETONKA TITLE							
		20.68	ACCT 724280 14835 XKIMO ST		122370	12072023	9601.4651		WATER REVENUE	WATER FUND
		20.68								
117911	12/7/2023		118128 MPCA							
		23.00	MPCA OPER LIC RENEWAL		122354	SC-3678	9602.6335		TRAINING	SEWER FUND
		23.00								
117912	12/7/2023		120594 MURFF, ANDREA OR AARON							
		132.77	ACCT 727159 5145 149TH LANE		122371	12072023	9601.4651		WATER REVENUE	WATER FUND
		132.77								
117913	12/7/2023		119371 MYHRE, JOHN							
		400.00	WATER EFF REBATE 23-J MYHRE		122387	112823	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		400.00								
117914	12/7/2023		100351 NCPERS GROUP LIFE INS							
		304.00	DEC 2023 PERA LIFE PREM		122408	704800122023	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		304.00								
117915	12/7/2023		117153 OS NATIONAL LLC							
		1,083.86	ACCT 735034 14433 IODINE ST		122378	12072023	9601.4651		WATER REVENUE	WATER FUND
		1,083.86								
117916	12/7/2023		108066 PACT CHARTER SCHOOL							
		100.00	DEP REF AR 4/26/21		122396	113023	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117917	12/7/2023		117742 R G TITLE LLC							
		115.22	ACCT 68595871 17715 TONTO ST		122373	12072023	9601.4651		WATER REVENUE	WATER FUND
		115.22								
117918	12/7/2023		120595 RESULTS TITLE							
		42.11	ACCT 730883 15236 FLUORINE ST		122372	12072023	9601.4651		WATER REVENUE	WATER FUND
		42.11								
117919	12/7/2023		120596 RING, JEFFREY							
		91.90	ACCT 732634 14640 PERIDOT TERR		122374	12072023	9601.4651		WATER REVENUE	WATER FUND
		91.90								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117919	12/7/2023		120596 RING, JEFFREY						Continued...	
117920	12/7/2023		120565 RIVERS, DANIEL							
		80.00	PERMIT CANCEL 056362		122384	11202023	9101.4205		BUILDING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL		122384	11202023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		81.00								
117921	12/7/2023		120597 SUBAGLE, ILHAN OR NOUR, MUSTAFA							
		82.06	ACCT 719094 7252 149TH AVE NW		122375	12072023	9601.4651		WATER REVENUE	WATER FUND
		82.06								
117922	12/7/2023		120598 THE TITLE TEAM							
		217.85	ACCT 702413716 680 157TH LANE		122377	12072023	9601.4651		WATER REVENUE	WATER FUND
		217.85								
117923	12/7/2023		120585 THEIS, CHRIS							
		100.00	DEP REFUND AR 11/28/23		122404	120523	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
117924	12/7/2023		120165 TITLE SPECIALISTS INC							
		102.09	ACCT 729695 14981 RABBIT ST		122376	12072023	9601.4651		WATER REVENUE	WATER FUND
		102.09								
117925	12/7/2023		120580 TROSSEN, LUCAS							
		200.00	WATER EFF REBATE 23-L TROSSEN		122399	113023	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
117926	12/7/2023		117360 WATERMARK TITLE AGENCY							
		187.01	ACCT 734937 15260 GERMANIUM ST		122379	12072023	9601.4651		WATER REVENUE	WATER FUND
		187.01								
117927	12/7/2023		117360 WATERMARK TITLE AGENCY							
		67.05	ACCT 44063423 16100 DYSPROSIUM		122380	12072023 A	9601.4651		WATER REVENUE	WATER FUND
		67.05								
117928	12/7/2023		120599 WYKERT, SAMANTHA L							
		36.02	ACCT 732220 7360 147TH LANE		122381	12072023	9601.4651		WATER REVENUE	WATER FUND
		36.02								
117929	12/7/2023		120600 ZYLKA, MICHELLE							
		175.40	ACCT 733188 5440 144TH WAY #26		122382	12072023	9601.4651		WATER REVENUE	WATER FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
117929	12/7/2023		120600 ZYLKA, MICHELLE						Continued...	
		175.40								
117953	12/14/2023		100012 ACE SOLID WASTE INC							
		146.58	REFUSE/RECYCLING		122420	9927501T067 DEC 2023	0220.6374		REFUSE/RECYCLING	FIRE PROTECTION
		38,494.56	DECEMBER RECYCLING		122421	9922061T067 DEC 2023	9604.6489		OTHER CONTRACTED SERVICES	RECYCLING FUND
		343.76	WASTE SERVICES		122428	9922070T067 DEC 2023	0452.6374		REFUSE/RECYCLING	PARK & RECREATION
		338.49	WASTE SERVICES		122428	9922070T067 DEC 2023	0194.6374		REFUSE/RECYCLING	GENERAL GOVERNMENT BUILDINGS
		110.95	WASTE SERVICES		122428	9922070T067 DEC 2023	0311.6374		REFUSE/RECYCLING	STREET MAINTENANCE
		110.95	WASTE SERVICES		122428	9922070T067 DEC 2023	9601.6374		REFUSE/RECYCLING	WATER FUND
		110.95	WASTE SERVICES		122428	9922070T067 DEC 2023	9602.6374		REFUSE/RECYCLING	SEWER FUND
		493.44	WASTE SERVICES		122428	9922070T067 DEC 2023	9604.6249		MISCELLANEOUS OPERATING SUPPLY	RECYCLING FUND
		110.95	WASTE SERVICES		122428	9922070T067 DEC 2023	9605.6374		REFUSE/RECYCLING	STORM WATER UTILITY
		40,260.63								
117954	12/14/2023		118104 ADAM, ELIZABETH							
		300.00	WATER EFF REBATE 24-E ADAM		122422	120723	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		300.00								
117955	12/14/2023		120606 BERG, DAVID & THERESA							
		200.00	WATER EFF REBATE 23-D BERG		122423	120823	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
117956	12/14/2023		110734 CITY OF RAMSEY							
		715.04	ACCT 700617252 6601 153RD CT		122410	12142023	9601.4651		WATER REVENUE	WATER FUND
		715.04								
117957	12/14/2023		120366 DEMAIO, ANTHONY OR DANIELLE							
		290.01	ACCT 729735 14423 IODINE ST		122411	09112023	9601.4651		WATER REVENUE	WATER FUND
		290.01								
117958	12/14/2023		120046 FEDEX GROUND							

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117958	12/14/2023		120046 FEDEX GROUND							
		75.00	BUS EXPO REFUND REISSUE CHK		122412	05022023	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		75.00								
117959	12/14/2023		120586 HEATING & COOLING TWO INC							
		25.00	PERMIT CANCEL-056669		122416	12052023	9101.4206		PLUMBING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL-056669		122416	12052023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		26.00								
117960	12/14/2023		107333 MN DEPT OF LABOR AND INDUSTRY							
		200.00	ANNUAL PKG RAMP ELEVATOR INSP		122427	ALR0155931X	9240.6315		MISCELLANEOUS PROFESSIONAL SER	PARKING RAMP MAINTENANCE
		200.00								
117961	12/14/2023		120253 OGILVIE ELECTRIC							
		277.00	REF OVERPMT OF PERMITS		122413	12142023	9101.4609		OTHER MISCELLANEOUS REVENUES	GENERAL FUND
		277.00								
117962	12/14/2023		120605 PANGAEA HOSPITALITY GROUP LLC							
		500.00	DOWN PMT BUSINESS NETWORK		122432	10	9230.1550	00923003	PREPAID EXPENSE	ECONOMIC DEVELOPMENT AUTHORIT
		500.00								
117963	12/14/2023		120617 PLANTE CONSULTING INC							
		1,382.42	REF ESC BALANCE A 118512		122415	A118512	9804.6433	00118512	REFUNDS	ESCROW ACCOUNTS
		1,382.42								
117964	12/21/2023		111377 ANOKA MUNICIPAL UTILITY							
		42.74	STREET LIGHTING		122631	22-610280-00 NOV 2023	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		41.32	TRAFFIC SIGNALS		122632	22-612000-01 NOV 2023	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		78.80	STREET LIGHTING		122633	22-990005-01 NOV 2023	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		74.17	TRAFFIC SIGNALS		122634	22-613120-01 NOV 2023	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		237.03								
117965	12/21/2023		110734 CITY OF RAMSEY							
		100.00	ACCT 730849 7566 159TH AVE		122623	12212023	9601.4651		WATER REVENUE	WATER FUND
		171.47	ACCT 729064 5645 154TH LANE		122623	12212023	9601.4651		WATER REVENUE	WATER FUND
		271.47								

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117966	12/21/2023		119021 DOUGHMAN, SCOTT						Continued...	
		80.00	PERMIT CANCEL-055535		122627	12122023	9101.4205		BUILDING PERMIT	GENERAL FUND
		1.00	PERMIT CANCEL-055535		122627	12122023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		81.00								
117967	12/21/2023		100268 LRRWMO CITY OF ANOKA							
		1,150.00	21-08 WTP WATERMAIN PERMIT APP		122624	12212023	9601.1730	00202108	IMPROVEMENTS OTHER THAN BUILD	WATER FUND
		1,150.00								
117968	12/21/2023		106570 MBPTA							
		100.00	2024 MEMBERSHIP-ELLEN ALEJANDR		122636	12152023	9101.1550		PREPAID EXPENSE	GENERAL FUND
		100.00								
117969	12/21/2023		120612 NORTROM, TROY							
		200.00	WATER EFF REBATE 23-T NORTROM		122635	121323	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
117970	12/21/2023		117544 QUADIENT FINANCE USA INC							
		2,000.00	REFILL POSTAGE METER		122629	121323	9101.1551		POSTAGE METER DEPOSIT	GENERAL FUND
		2,000.00								
117971	12/21/2023		120634 SEVER CONSTRUCTION COMPANY							
		2,485.00	SAC ADJUSTMENT (REIMB)		122625	12212023	9602.2083		SAC CHARGES	SEWER FUND
		2,485.00								
1005835	12/8/2023		116114 AVESIS THIRD PARTY ADMINISTRATORS							
		306.50	DEC 2023 VISION PREM		122407	3039542	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		306.50								
1005836	12/8/2023		119638 O'REILLY AUTO PARTS							
		.35-	EARLY PAY DISCOUNT		122397	6193-145777	0194.6259		BUILDING MAINT/REPAIR SUPPLIES	GENERAL GOVERNMENT BUILDINGS
		17.49	HEX NUT, THREADED ROD		122397	6193-145777	0194.6259		BUILDING MAINT/REPAIR SUPPLIES	GENERAL GOVERNMENT BUILDINGS
		.11-	EARLY PAY DISCOUNT		122401	6193-145780	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		5.29	KUBOTA TRACTOR #686		122401	6193-145780	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.74-	EARLY PAY DISCOUNT		122402	6193-145814	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		37.24	TRK. #669		122402	6193-145814	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		58.82								
1005880	12/15/2023		119638 O'REILLY AUTO PARTS							
		.37-	EARLY PAY DISCOUNT		122419	6193-145976	0211.6257		OTHER VEHICLE PARTS	POLICE PROTECTION
		18.59	SQUAD #383 HEADLIGHT BULB		122419	6193-145976	0211.6257		OTHER VEHICLE PARTS	POLICE PROTECTION

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1005880	12/15/2023		119638 O'REILLY AUTO PARTS							
		.57-	EARLY PAY DISCOUNT		122424	6193-146262	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		28.59	FIRE #573		122424	6193-146262	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.21-	EARLY PAY DISCOUNT		122425	6193-146593	0260.6249		MISCELLANEOUS OPERATING SUPPLY	TRAFFIC ENGINEERING
		10.65	HOSE CLAMPS		122425	6193-146593	0260.6249		MISCELLANEOUS OPERATING SUPPLY	TRAFFIC ENGINEERING
		.11-	EARLY PAY DISCOUNT		122426	6193-146747	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		5.63	TRK. #669		122426	6193-146747	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		62.20								
1005881	12/15/2023		116811 PIPENHAGEN, AARON							
		16.00	9.27.23 LUNCH EMR TRAINING		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		11.99	9.28.23 LUNCH EMR TRAINING		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		16.00	10.2.23 LUNCH FIREARM SCHOOL		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		16.00	10.3.23 LUNCH FIREARM SCHOOL		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		13.49	10.4.23 LUNCH FIREARM SCHOOL		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		16.00	10.6.23 LUNCH FIREARM SCHOOL		122414	10172023	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		89.48								
1005882	12/15/2023		111488 POPP.COM INC							
		561.76	POPP COMM-CITY MONTHLY PHONE		122417	992811401	0192.6321		TELEPHONE	DATA PROCESSING
		75.48	POPP-RAMP-PHONE		122417	992811401	9240.6321		TELEPHONE	PARKING RAMP MAINTENANCE
		80.66	POPP-YOUTHFIRST-PHONE		122417	992811401	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SER	RALF FUNDED PROJECTS
		717.90								
1005883	12/15/2023		100510 VERIZON WIRELESS							
		45.04	DATA FOR LIFT STATION		122431	9950636260 NOV 2023	9602.6323		CELLULAR PHONES	SEWER FUND
		45.04								
1005884	12/15/2023		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC							
		28.95	POLICE SECURITY		122418	150-1682-6501 DEC 2023	0211.6489		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		52.95	PW FIRE PANEL MONT/TEST		122429	150-1681-4280 DEC 2023	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
		52.95	FS#2 FIRE PANEL MONIT		122429	150-1681-4280 DEC 2023	0220.6489		OTHER CONTRACTED SERVICES	FIRE PROTECTION
		36.90	7550 SUNWOOD MONITORING		122429	150-1681-4280 DEC 2023	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
		36.90	PW MONITORING		122429	150-1681-4280 DEC 2023	0311.6489		OTHER CONTRACTED SERVICES	STREET MAINTENANCE
		48.95	RAMP FIRE PANEL TEST/MONIT		122429	150-1681-4280	9240.6315		MISCELLANEOUS PROFESSIONAL SER	PARKING RAMP MAINTENANCE

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1005884	12/15/2023		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						Continued...	
						DEC 2023				
		27.95	YOUTH FIRST FIRE PANEL MONIT		122429	150-1681-4280 DEC 2023	9410.6315	00041012	MISCELLANEOUS PROFESSIONAL SERRALF FUNDED PROJECTS	
		1,056.95	C/H FIRE PANEL REPAIR		122430	150-1681-6340 DEC 2023	0194.6489		OTHER CONTRACTED SERVICES	GENERAL GOVERNMENT BUILDINGS
		1,342.50								
1005885	12/18/2023		107735 BNSF RAILWAY COMPANY							
		18,689.00	23W-16386,23W-16969,23W-16970		122433	12152023	9400.6315		MISCELLANEOUS PROFESSIONAL SERPUBLIC IMPROVEMENT REVOLVING	
		18,689.00	23W-16386,23W-16969,23W-16970		122433	12152023	9402.6315		MISCELLANEOUS PROFESSIONAL SERSTATE AID CONSTRUCTION	
		37,378.00								
1005886	12/22/2023		117306 BLOOD, ANDY							
		152.00	EE REIMB 2023 ON CALL MILEAGE		122622	12212023	9601.6334		MILEAGE REIMBURSEMENT	WATER FUND
		152.00								
1005887	12/22/2023		100291 MET COUNCIL SAC							
		49,700.00	SAC REMITTANCE		122626	12132023	9602.2083		SAC CHARGES	SEWER FUND
		497.00-	SAC REMITTANCE DISCOUNT		122626	12132023	9602.4356		SEWER AVAILABILITY CHARGE-ADM	SEWER FUND
		2,485.00-	SAC ADJUSTMENT		122626	12132023	9602.2083		SAC CHARGES	SEWER FUND
		24.85	SAC ADJUSTMENT		122626	12132023	9602.4356		SEWER AVAILABILITY CHARGE-ADM	SEWER FUND
		46,742.85								
1005888	12/22/2023		119638 O'REILLY AUTO PARTS							
		2.55-	EARLY PAY DISCOUNT		122630	6193-147003	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		127.38	PD. #395		122630	6193-147003	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.75-	EARLY PAY DISCOUNT		122637	6193-147222	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		37.40	ENGINEERING#407		122637	6193-147222	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		8.80-	EARLY PAY DISCOUNT		122638	6193-147332	0311.6249		MISCELLANEOUS OPERATING SUPPLY	STREET MAINTENANCE
		439.92	BATTERY CHARGER		122638	6193-147332	0311.6249		MISCELLANEOUS OPERATING SUPPLY	STREET MAINTENANCE
		1.03-	EARLY PAY DISCOUNT		122639	6193-147416	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		51.67	TRK. #697		122639	6193-147416	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		643.24								
1005889	12/22/2023		100510 VERIZON WIRELESS							
		4,106.09	STAFF CELL PHONES		122628	9951317029 NOV 2023	0192.6323		CELLULAR PHONES	DATA PROCESSING
		594.37	SQUAD LAPTOPS/CAMS		122628	9951317029 NOV 2023	0211.6415		OTHER EQUIPMENT RENTAL	POLICE PROTECTION
		4,700.46								

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1005889	12/22/2023		100510 VERIZON WIRELESS						Continued...	
1005890	12/27/2023		100257 LAW ENFORCEMENT LABOR SRV INC							
		978.75			122343	1206231556272	9101.2177		UNION DUES	GENERAL FUND
		978.75			122514	1219231548312	9101.2177		UNION DUES	GENERAL FUND
		1,957.50								
1005891	12/27/2023		100298 MN AFSCME COUNCIL 5							
		419.25			122344	1206231556273	9101.2177		UNION DUES	GENERAL FUND
		419.25			122515	1219231548313	9101.2177		UNION DUES	GENERAL FUND
		838.50								
98120823	12/8/2023		115568 ALERUS FINANCIAL NA							
		6,879.89			122342	12062315562714	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		6,879.89								
98122223	12/22/2023		115568 ALERUS FINANCIAL NA							
		7,073.63			122513	12192315483114	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		7,073.63								
99120823	12/8/2023		107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)							
		905.00			122339	12062315562711	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		905.00								
99121323	12/13/2023		107885 DEPARTMENT OF LABOR AND INDUSTRY							
		3,862.61	NOV 2023 SURCHARGE REMITTANCE		122409	12132023	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		77.25-	NOV 2023 SURCHARGE REMIT-RETEN		122409	12132023	9101.4604		SURCHARGES	GENERAL FUND
		3,785.36								
99121523	12/15/2023		108768 COMDATA NETWORK INC							
		455.68	GASOLINE FUEL		122481	NOV 2023 FIRE FUEL	0220.6223		GASOLINE	FIRE PROTECTION
		300.00	TATEMS SOFTWARE - PW		122482	NOV 2023 FREDRICKSON	9101.1550		PREPAID EXPENSE	GENERAL FUND
		1.22-	ARBOR DAY-SALES TAX REFUND		122483	NOV 2023 ANDERSON	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING
		20.96	AMAZON - MARTIN KEYBOARD PAD		122484	NOV 2023 LASRON	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING
		22.39	AMAZON - LARSON LAPTOP CASE		122484	NOV 2023 LASRON	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING
		17.98	AMAZON - SWALCHICK KEYBOARD PA		122484	NOV 2023 LASRON	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING
		398.00	TIGERTOUGH-TACTICAL SEATS		122485	NOV 2023 SCHIFERLI	0220.6257		OTHER VEHICLE PARTS	FIRE PROTECTION

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99121523	12/15/2023		108768 COMDATA NETWORK INC						Continued...	
		61.97	TRK #672		122486	NOV 2023 TURNER	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		613.00	DIVERSIFIED IPAD HOLDER		122487	NOV 2023 NELSON	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		136.42	AMAZON- CABLE		122488	NOV 2023 KOHNER	0220.6259		BUILDING MAINT/REPAIR SUPPLIES	FIRE PROTECTION
		26.96	COBORNS- FOOD FOR INFO MTG		122488	NOV 2023 KOHNER	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		399.99	GRAND RENTAL STATION- CHAINSAW		122488	NOV 2023 KOHNER	0220.6281		SMALL TOOLS & MINOR EQUIPMENT	FIRE PROTECTION
		100.00	MN STATE FIRE CHIEFS- DUES		122488	NOV 2023 KOHNER	9101.1550		PREPAID EXPENSE	GENERAL FUND
		457.59	VISTIPRINTS- FIRE PREVENTION P		122488	NOV 2023 KOHNER	0220.6471		BOOKS & PAMPHLETS	FIRE PROTECTION
		44.98	AMAZON- GLOVES		122488	NOV 2023 KOHNER	0220.6281		SMALL TOOLS & MINOR EQUIPMENT	FIRE PROTECTION
		43.04	AMAZON- CHAINSAW CASE		122488	NOV 2023 KOHNER	0220.6281		SMALL TOOLS & MINOR EQUIPMENT	FIRE PROTECTION
		14.78	AMAZON- CHAINSAW WEDGE		122488	NOV 2023 KOHNER	0220.6281		SMALL TOOLS & MINOR EQUIPMENT	FIRE PROTECTION
		66.95	AMAZON- CHAINSAW PROTECTIVE		122488	NOV 2023 KOHNER	0220.6231		UNIFORMS & TURN-OUT GEAR	FIRE PROTECTION
		62.95	AMAZON- CHAINSAW BLADES		122488	NOV 2023 KOHNER	0220.6281		SMALL TOOLS & MINOR EQUIPMENT	FIRE PROTECTION
		20.00	COR-PW DOUBLE WIDE DEMO PERMIT		122489	NOV 2023 HAGEN	9412.6315		MISCELLANEOUS PROFESSIONAL SER	PUBLIC FACILITIES CONSTRUCTION
		83.76	11/28/23 DOORDASH ACAPUL CC ME		122490	NOV 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		158.70	11/14/23 DOORDASH APPLEB CC ME		122490	NOV 2023 SCHMITZ	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		64.98	10/30/23 AMAZON COMPOST PLATES		122490	NOV 2023 SCHMITZ	0130.6208		MISCELLANEOUS OFFICE SUPPLIES	ADMINISTRATION
		5.69	ECM - ANOKA HERALD SUBSCRIPTIO		122491	NOV 2023 SULLIVAN	9230.6451		MEMBERSHIP DUES	ECONOMIC DEVELOPMENT AUTHORIT
		75.00	TLO TRANSUNION - ONLINE INVEST		122492	NOV 2023 FRANKFURTH	0211.6315		MISCELLANEOUS PROFESSIONAL SER	POLICE PROTECTION
		65.00	MN CHIEFS OF POLICE - TRAINING		122492	NOV 2023 FRANKFURTH	0211.6335		TRAINING	POLICE PROTECTION
		65.00	MN CHIEFS OF POLICE - TRAINING		122492	NOV 2023 FRANKFURTH	0211.6335		TRAINING	POLICE PROTECTION
		75.00	BCA - J HINNENKAMP TRAINING		122492	NOV 2023 FRANKFURTH	0211.6335		TRAINING	POLICE PROTECTION
		75.00	BCA - D ANDERSON TRAINING		122492	NOV 2023 FRANKFURTH	0211.6335		TRAINING	POLICE PROTECTION
		375.00	BCA - T LUX TRAINING		122492	NOV 2023 FRANKFURTH	0211.6335		TRAINING	POLICE PROTECTION
		145.98	JIMMY JOHNS - ALL DAY WARRANT		122493	NOV 2023 WEBB	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		3.97	THE HOME DEPOT-CAIN LOCKER KEY		122494	NOV 2023 BAGNE	0211.6208		MISCELLANEOUS OFFICE SUPPLIES	POLICE PROTECTION
		63.70	COUNTRYSIDE SAFE-TASER TRAININ		122494	NOV 2023 BAGNE	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		450.15	PAYPAL BACK DEFENS-5 SUSPENDER		122495	NOV 2023 BLUML	0211.6231		UNIFORMS & TURN-OUT GEAR	POLICE PROTECTION
		50.90	COBORN'S SUPERSTORE-CANDY HALL		122495	NOV 2023 BLUML	0280.6241		COMMUNITY POLICING SUPPLIES	COMMUNITY ORIENTING POLICING
		4.99	ARLO TECHNOLOGIES-INV CAMERA S		122495	NOV 2023 BLUML	0211.6315		MISCELLANEOUS PROFESSIONAL SER	POLICE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
99121523	12/15/2023		108768 COMDATA NETWORK INC							
		48.00	TAVERN AT GREEN HAVEN-AWARDS B		122495	NOV 2023 BLUML	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		55.00	SAFE KIDS WORLDWIDE-MS CAR SEA		122495	NOV 2023 BLUML	0280.6451		MEMBERSHIP DUES	COMMUNITY ORIENTING POLICING
		239.97	DTF SQUAD GAS		122496	NOV 2023 PD FUEL	0211.6223		GASOLINE	POLICE PROTECTION
		33.33	TONO PIZZERIA-TRAINING LUN		122497	NOV 2023 DAHLBERG	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		454.60	ARMAGEDDON GEAR-RIFLE SUPRESSO		122497	NOV 2023 DAHLBERG	0211.6281		SMALL TOOLS & MINOR EQUIPMENT	POLICE PROTECTION
		135.00	U OF MN-TRAINING J SZYKULSKI		122498	NOV 2023 SZYKULSKI	0240.6335		TRAINING	PROTECTIVE INSPECTIONS
		135.00	U OF MN-TRAINING T KNIGHT		122498	NOV 2023 SZYKULSKI	0240.6335		TRAINING	PROTECTIVE INSPECTIONS
		160.00	ICC-MEMBERSHIP DUES 2024		122498	NOV 2023 SZYKULSKI	9101.1550		PREPAID EXPENSE	GENERAL FUND
		764.42	KAHLER GRAND HOTEL-TZD CONFERE		122499	NOV 2023 CURTIS	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		52.00	PITTSBURGH BLUE ROCHES-TRAININ		122499	NOV 2023 CURTIS	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		38.44	OLDE BRICK HOUSE-TRAINING DINN		122499	NOV 2023 CURTIS	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		25.50	WENDYS-TRAINING LUNCH 11/15		122499	NOV 2023 CURTIS	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		67.92	WALMART C/C FRIDGE STOCK		122500	NOV 2023 BRAY	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		30.00	FACEBOOK-AD ORNAMENT CLASS		122501	NOV 2023 RIVERBLOOD	0452.6489		OTHER CONTRACTED SERVICES	PARK & RECREATION
		78.53	NON-OX. GAS		122502	NOV 2023 STREET FUEL	0311.6223		GASOLINE	STREET MAINTENANCE
		7,342.95								
99121923	12/19/2023		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM							
		334.21	MISC SUPPLIES		122469	11302023	0220.6259		BUILDING MAINT/REPAIR SUPPLIES	FIRE PROTECTION
		6.68-	EARLY PAY DISCOUNT		122469	11302023	0220.6259		BUILDING MAINT/REPAIR SUPPLIES	FIRE PROTECTION
		327.53								
99122223	12/22/2023		107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)							
		905.00			122510	12192315483111	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		905.00								
99153851	12/8/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		13,554.20			122340	12062315562712	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		13,554.20								
99165543	12/8/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		4,422.99			122341	12062315562713	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99165543	12/8/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO						Continued...	
		4,422.99								
99230123	12/8/2023		100301 MN CHILD SUPPORT PAYMENT CNTR							
		266.72			122345	1206231556274	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		266.72								
99230368	12/22/2023		100301 MN CHILD SUPPORT PAYMENT CNTR							
		162.08			122470	121823932371	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		266.72			122516	1219231548314	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		428.80								
99313370	12/22/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		4,403.05			122512	12192315483113	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		4,403.05								
99315289	12/22/2023		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		13,573.00			122511	12192315483112	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		13,573.00								
99534223	12/22/2023		101306 IRS							
		466.91			122472	121823932373	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		1,539.24			122473	121823932374	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		1,539.24			122474	121823932375	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		375.00			122478	1218231325324	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		302.31			122479	1218231325325	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		302.31			122480	1218231325326	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		17,595.40			122509	12192315483110	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		29,333.10			122520	1219231548318	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		17,595.40			122521	1219231548319	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		69,048.91								
99597728	12/22/2023		100601 MN DEPT OF REV WH							
		408.67			122471	121823932372	9101.2172		STATE WITHHOLDING	GENERAL FUND
		50.00			122477	1218231325323	9101.2172		STATE WITHHOLDING	GENERAL FUND
		14,037.20			122519	1219231548317	9101.2172		STATE WITHHOLDING	GENERAL FUND
		14,495.87								
99620591	12/22/2023		100223 ICMA RETIREMENT TRUST 457							
		780.00			122508	1219231548311	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		780.00								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99620591	12/22/2023		100223 ICMA RETIREMENT TRUST 457						Continued...	
99728472	12/8/2023		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		29,175.51			122346	1206231556275	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		39,058.89			122347	1206231556276	9101.2183		PERA-EMPLOYER	GENERAL FUND
		68,234.40								
99730565	12/22/2023		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		133.33			122475	1218231325321	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		133.33			122476	1218231325322	9101.2183		PERA-EMPLOYER	GENERAL FUND
		29,177.34			122517	1219231548315	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		39,027.50			122518	1219231548316	9101.2183		PERA-EMPLOYER	GENERAL FUND
		68,471.50								
99910466	12/8/2023		100601 MN DEPT OF REV WH							
		14,047.74			122348	1206231556277	9101.2172		STATE WITHHOLDING	GENERAL FUND
		14,047.74								
99933820	12/8/2023		101306 IRS							
		17,586.50			122338	12062315562710	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		29,551.74			122349	1206231556278	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		17,586.50			122350	1206231556279	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		64,724.74								
99951946	12/8/2023		100223 ICMA RETIREMENT TRUST 457							
		780.00			122337	1206231556271	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		780.00								
		2,807,327.45	Grand Total							

Payment Instrument Totals

Checks	2,347,841.18
EFT Payments	364,451.28
A/P ACH Payment	95,034.99
Total Payments	2,807,327.45

Payment Group Control Number 3745
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119144	ADVANCED ENGINEERING AND ENV SERV (AE2S)		PV	122528	001	00999	12/8/2023	91659	35,055.99		119144	ADVANCED ENGINEERI AND ENV SERV (AE2S)
	ADVANCED ENGINEERING AND ENV SERV 4050 GARDEN VIEW DRIVE STE 200 GRAND FORKS ND 58201						Summary Total		35,055.99			
							Payment Amount		35,055.99			
102953	AMERIGAS OF ANOKA		PV	122542	001	00999	11/30/2023	805840243	74.10		102953	AMERIGAS OF ANOKA
	AMERIGAS OF ANOKA P O BOX 660288 DALLAS TX 75266-0288						Summary Total		74.10			
							Payment Amount		74.10			
100052	ANOKA POLICE DEPARTMENT		PV	122585	001	00999	12/11/2023	11 2023	100.00		100052	ANOKA POLICE DEPARTMENT
	ANOKA POLICE DEPARTMENT 275 HARRISON STREET ANOKA MN 55303						Summary Total		100.00			
							Payment Amount		100.00			
107591	ARMORTHANE BEDLINERS PLUS TRUCK ACCES.		PV	122556	001	00999	12/8/2023	18426	507.00		107591	ARMORTHANE BEDLINE PLUS TRUCK ACCES.
	ARMORTHANE BEDLINERS PLUS TRUCK ACCES. 14155 UNITY STREET NW RAMSEY MN 55303						Summary Total		507.00			
							Payment Amount		507.00			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100063	ASPEN MILLS		PD	122444	001	00999	12/27/2023	CM5038	78.85-		100063	ASPEN MILLS
	ASPEN MILLS			Summary Total					78.85-			
	8201 C CENTRAL AVE NE		PV	122445	001	00999	12/5/2023	324168	288.10			
	SPRING LAKE PARK MN 55432			Summary Total					288.10			
			PV	122570	001	00999	12/7/2023	319113	618.75			
				Summary Total					618.75			
			PV	122575	001	00999	12/7/2023	324388	1,000.03			
				Summary Total					1,000.03			
			PV	122580	001	00999	12/11/2023	324533	129.90			
				Summary Total					129.90			
			PV	122581	001	00999	12/8/2023	324439	130.15			
				Summary Total					130.15			
			PV	122582	001	00999	12/8/2023	324434	42.95			
				Summary Total					42.95			
		less weight on officers backs	PV	122583	001	00999	12/8/2023	324454	872.50			
				Summary Total					872.50			
			PV	122584	001	00999	12/8/2023	324465	303.99			
				Summary Total					303.99			
			PV	122587	001	00999	12/11/2023	324580	67.13			
				Summary Total					67.13			
			PV	122588	001	00999	12/11/2023	324578	271.68			
				Summary Total					271.68			
			PV	122589	001	00999	12/11/2023	324579	261.58			
				Summary Total					261.58			
			PV	122591	001	00999	12/12/2023	324620	470.48			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					470.48			
				Payment Amount					4,378.39			
114451	COMPASS MINERALS		PV	122543	001	00999	10/27/2023	1240908	32,991.58		114451	COMPASS MINERALS
	COMPASS MINERALS P O BOX 277043 ATLANTA GA 30384-7043			Summary Total					32,991.58			
				Payment Amount					32,991.58			
100167	CORNERSTONE FORD	EP DISCOUNT TAKEN	PV	122604	001	00999	12/5/2023	15442459	5.11		100167	CORNERSTONE FORD
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					5.11			
				Payment Amount					5.11			
113734	CURT KRIENS CONSTRUCTION		PV	122523	001	00999	12/7/2023	12072023	3,012.00		113734	CURT KRIENS CONSTRUCTION
	CURT KRIENS CONSTRUCTION 15740 AZURITE COURT RAMSEY MN 55303			Summary Total					3,012.00			
				Payment Amount					3,012.00			
120626	DALCO		PV	122619	001	00999	12/14/2023	4171855	15,779.78		120626	DALCO
	DALCO PO BOX 64777 ST PAUL MN 55164-0777			Summary Total					15,779.78			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Payment Amount					15,779.78			
119788	ECM/UNION HERALD		PV	122554	001	00999	11/30/2023	38674	12.00		119788	ECM/UNION HERALD
	ECM/UNION HERALD			Summary Total					12.00			
	4095 COON RAPIDS BLVD											
	COON RAPIDS MN 55433-2523											
				Payment Amount					12.00			
100835	EDAM		PV	122467	001	00999	12/4/2023	2024-11124	770.00		100835	EDAM
	ECONOMIC DEVELOPMENT ASSOC OF MINNESOTA			Summary Total					770.00			
	4248 PARK GLEN ROAD											
	MINNEAPOLIS MN 55416											
				Payment Amount					770.00			
106624	EHLERS AND ASSOCIATES, INC	INV#96060	PV	122565	001	00999	12/12/2023	96060	6,552.50		106624	EHLERS AND ASSOCIATES, INC
	EHLERS & ASSOCIATES, INC			Summary Total					6,552.50			
	3060 CENTRE POINTE DRIVE	Medart TIF 19	PV	122594	001	00999	12/12/2023	96062	1,350.00			
	ROSEVILLE MN 55113-1105			Summary Total					1,350.00			
		TIF 14 COR Analysis	PV	122595	001	00999	12/12/2023	96061	280.00			
				Summary Total					280.00			
				Payment Amount					8,182.50			
104267	ELITE SANITATION		PV	122663	001	00999	12/15/2023	30353	127.30		104267	ELITE SANITATION
	ELITE SANITATION			Summary Total					127.30			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	PO BOX 526 ELK RIVER MN 55330											
				Payment Amount					127.30			
119765	EMERGENCY TECHNICAL DECON		PV	122452	001	00999	11/30/2023	1014	270.00		119765	EMERGENCY TECHNICAL DECON
	EMERGENCY TECHNICAL DECON 3711 KENNEBEC DR STE 100 EAGAN MN 55122											
				Summary Total					270.00			
				Payment Amount					270.00			
110388	FRATTALLONE'S / CAPITAL ONE TRADE CREDIT		PV	122534	001	00999	12/5/2023	B98553/J	119.98		110388	FRATTALLONE'S / CAPITAL ONE TRADE CREDIT
	CAPITAL ONE TRADE CREDIT PO BOX 105525 ATLANTA GA 30348-5525											
				Summary Total					119.98			
				Payment Amount					119.98			
117332	HEARTLAND TIRE INC		PV	122540	001	00999	11/27/2023	9037410	301.92		117332	HEARTLAND TIRE INC
	HEARTLAND TIRE INC 7151 RIVERDALE DRIVE NW RAMSEY MN 55303											
				Summary Total					301.92			
				Payment Amount					301.92			
115760	HENRY SCHEIN INC		PV	122573	001	00999	11/27/2023	62980411	61.82		115760	HENRY SCHEIN INC
	HENRY SCHEIN INC											
				Summary Total					61.82			

Payment Group Control Number 3745
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	DEPT CH 10241		PV	122576	001	00999	12/7/2023	64499864	1,319.56			
	PALATINE IL 60055-0241			Summary Total					1,319.56			
			PV	122618	001	00999	12/11/2023	65018920	9.27			
				Summary Total					9.27			
				Payment Amount					1,390.65			
101247	INTERSTATE ALL BATTERY CENTER		PV	122598	001	00999	12/14/2023	1901202009833	210.95		101247	INTERSTATE ALL BATTERY CENTER
	INTERSTATE ALL BATTERY CENTER 3560 MAIN ST NW COON RAPIDS MN 55448-1002			Summary Total					210.95			
				Payment Amount					210.95			
120359	LANGUAGE LINE SERVICES INC		PV	122443	001	00999	11/30/2023	11170627	36.05		120359	LANGUAGE LINE SERVICES INC
	LANGUAGE LINE SERVICES INC PO BOX 202564 DALLAS TX 75320-2564			Summary Total					36.05			
				Payment Amount					36.05			
100256	LANO EQUIPMENT INC		PV	122605	001	00999	11/29/2023	02-1042321	198.09		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW			Summary Total					198.09			
			PV	122606	001	00999	12/8/2023	02-1044654	122.97			
	ANOKA MN 55303			Summary Total					122.97			
			PV	122620	001	00999	12/8/2023	02-1044825	2,173.00			
				Summary Total					2,173.00			

Payment Group Control Number 3745
Bank Account 999.1010 CASH IN BANK 00002224
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Originator JMORRISON
Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
		Payment Amount							2,494.06			
119036	LEADERSHIP GROWTH GROUP		PV	122530	001	00999	12/10/2023	23213B	151.95		119036	LEADERSHIP GROWTH GROUP
	LEADERSHIP GROWTH GROUP	Summary Total							151.95			
	71 WEST GOLDEN LAKE ROAD		PV	122531	001	00999	12/10/2023	24213	600.00			
	CIRCLE PINES MN 55014	Summary Total							600.00			
		Payment Amount							751.95			
100259	LEAGUE OF MN CITIES INS TRUST		PV	122553	001	00999	12/1/2023	1001389 DEC 2023	187.43		100259	LEAGUE OF MN CITIES INS TRUST
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517	Summary Total							187.43			
		Payment Amount							187.43			
119352	LEE, JENNIFER		PV	122596	001	00999	12/11/2023	12112023	250.00		119352	LEE, JENNIFER
	JENNIFER LEE 102 SUNSET DRIVE CHAMPLIN MN 55316	Summary Total							250.00			
		Payment Amount							250.00			
100270	MACQUEEN EQUIPMENT INC		PV	122544	001	00999	12/6/2023	P54369	213.94		100270	MACQUEEN EQUIPMENT INC

Payment Group Control Number 3745
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106			Summary Total					213.94			
				Payment Amount					213.94			
102219	MAGNEY CONSTRUCTION, INC	PAY APP 6 21-09 WTR TRMT PLANT	PV	122504	001	09601	12/19/2023	12192023	683,427.66		102219	MAGNEY CONSTRUCTIC INC
	MAGNEY CONSTRUCTION, INC 1401 PARK ROAD CHANHASSEN MN 55317			Summary Total					683,427.66			
				Payment Amount					683,427.66			
117588	MEDART INC		PV	122608	001	00999	12/11/2023	08626511	8.48		117588	MEDART INC
	MEDART INC 124 MANUFACTURERS DRIVE ARNOLD MO 63010-4727			Summary Total					8.48			
				Payment Amount					8.48			
107333	MN DEPT OF LABOR AND INDUSTRY		PV	122438	001	00999	11/25/2023	ABR0319474X	40.00		107333	MN DEPT OF LABOR ANI INDUSTRY
	MN DEPT OF LABOR AND INDUSTRY FSO PO BOX 64219 ST PAUL MN 55164-0219			Summary Total					40.00			
				Payment Amount					40.00			
107333	MN DEPT OF LABOR AND INDUSTRY		PV	122439	001	00999	11/25/2023	ALR0155942X	100.00		107333	MN DEPT OF LABOR ANI INDUSTRY

Payment Group Control Number 3745
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
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Payment Instrument Check Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	MN DEPT OF LABOR AND INDUSTRY FSO PO BOX 64219 ST PAUL MN 55164-0219			Summary Total					100.00			
				Payment Amount					100.00			
107333	MN DEPT OF LABOR AND INDUSTRY		PV	122453	001	00999	11/25/2023	ABR0320063X	10.00		107333	MN DEPT OF LABOR ANI INDUSTRY
	MN DEPT OF LABOR AND INDUSTRY FSO PO BOX 64219 ST PAUL MN 55164-0219			Summary Total					10.00			
				Payment Amount					10.00			
107333	MN DEPT OF LABOR AND INDUSTRY		PV	122610	001	00999	11/25/2023	ABR0320367X	20.00		107333	MN DEPT OF LABOR ANI INDUSTRY
	MN DEPT OF LABOR AND INDUSTRY FSO PO BOX 64219 ST PAUL MN 55164-0219			Summary Total					20.00			
				Payment Amount					20.00			
120633	MUNSTERMAN, CHAD	REF ERO ESC 17850 URANIUM ST	PV	122650	001	00999	12/19/2023	A120456	300.00		120633	MUNSTERMAN, CHAD
	CHAD MUNSTERMAN 17850 URNAIUM ST NW RAMSEY MN 55303			Summary Total					300.00			
				Payment Amount					300.00			
100345	NAPA AUTO PARTS ELK		PV	122669	001	00999	12/15/2023	232764	256.40		100345	NAPA AUTO PARTS ELK

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	RIVER											RIVER
	NAPA AUTO PARTS ELK RIVER			Summary Total					256.40			
	17137 YALE STREET NW		PV	122673	001	00999	12/18/2023	233041	23.82			
	P O BOX 1041			Summary Total					23.82			
	ELK RIVER MN 55330											
				Payment Amount					280.22			
112959	PREMIUM WATERS INC		PV	122566	001	00999	11/30/2023	621331-11-23	105.89		112959	PREMIUM WATERS INC
	PREMIUM WATERS INC			Summary Total					105.89			
	P O BOX 9128		PV	122567	001	00999	11/30/2023	621332-11-23	4.32			
	MINNEAPOLIS MN 55480-9128			Summary Total					4.32			
				Payment Amount					110.21			
117595	QUADIENT LEASING USA INC	12/11/23 Quadient Lease Paymen	PV	122614	001	00999	12/11/2023	Q1102574	474.36		117595	QUADIENT LEASING US, INC
	QUADIENT LEASING USA INC			Summary Total					474.36			
	DEPT 3682											
	P O BOX 123682											
	DALLAS TX 75312-3682											
				Payment Amount					474.36			
107229	RADCO		PV	122525	001	00999	11/20/2023	BLN-91680	235.16		107229	RADCO
	RADCO			Summary Total					235.16			
	1502 99TH LANE											
	BLAINE MN 55434											
				Payment Amount					235.16			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119699	ROOF TO DECK DECORATION		PV	122464	001	00999	11/27/2023	65335	11,588.00		119699	ROOF TO DECK DECORATION
	ROOF TO DECK DECORATION 365 WEBSTER STREET ST PAUL MN 55102			Summary Total					11,588.00			
				Payment Amount					11,588.00			
120053	SHERMIK TREE FARM		PV	122522	001	00999	12/6/2023	4799	2,620.00		120053	SHERMIK TREE FARM
	SHERMIK TREE FARM 7120 251ST LANE NE STACY MN 55079			Summary Total					2,620.00			
				Payment Amount					2,620.00			
118921	SHRED RIGHT		PV	122616	001	00999	12/7/2023	0013885	17.73		118921	SHRED RIGHT
	SHRED RIGHT 6301 W OLD SHAKOPEE ROAD SUITE A BLOOMINGTON MN 55438			Summary Total					17.73			
				Payment Amount					17.73			
120063	SKYLINE GRAPHICS	11/30/23 Skyline PH Envel	PV	122561	001	00999	11/30/2023	035617	235.00		120063	SKYLINE GRAPHICS
	SKYLINE GRAPHICS 1101 ALDRICH AVE N MINNEAPOLIS MN 55411			Summary Total					235.00			
				Payment Amount					235.00			

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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
108110	TRI COUNTY LAW ENFORCEMENT ASSOCIATION	2024 prepaid	PV	122590	001	00999	12/8/2023	12082023	90.00		108110	TRI COUNTY LAW ENFORCEMENT ASSOCIATION
	TRICNTY LAWENFMNTASSC C/O LEGAL FOR GOOD 5353 GAMBLE DRIVE SUITE 320 ST LOUIS PARK MN 55416							Summary Total	90.00			
								Payment Amount	90.00			
119653	UNIVERSAL APPAREL	12/07/23 Ad Sales Jan/Feb RR	PV	122560	001	00999	12/7/2023	11962	717.00		119653	UNIVERSAL APPAREL
	UNIVERSAL APPAREL 112 MAIN ST S STE 1 PO BOX 341 BRAHAM MN 55006							Summary Total	717.00			
								Payment Amount	717.00			
								Total Amount to be Processed	807,496.50			
								Total Number of Payments to be Processed	41			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
117651	ACCESS MECHANICAL INC		PV	122600	001	00999	12/17/2023	022321-2299	4,685.00		117651	ACCESS MECHANICAL INC
	ACCESS MECHANICAL INC			Summary Total					4,685.00			
	15901 FOX STREET NW		PV	122601	001	00999	12/17/2023	022321-2298	1,450.00			
	ANDOVER MN 55304			Summary Total					1,450.00			
			PV	122602	001	00999	12/17/2023	022321-2300	1,325.00			
				Summary Total					1,325.00			
			PV	122674	001	00999	12/19/2023	022321-2317	497.50			
				Summary Total					497.50			
			PV	122675	001	00999	12/18/2023	022321-2316	1,705.00			
				Summary Total					1,705.00			
				Payment Amount					9,662.50			
110744	ALLINA HEALTH SYSTEM		PV	122455	001	00999	11/30/2023	CI00044745	2,192.88		110744	ALLINA HEALTH SYSTEM
	ALLINA HEALTH SYSTEM MISC BILLING NW 7710 P O BOX 9383 MINNEAPOLIS MN 55440-9383			Summary Total					2,192.88			
				Payment Amount					2,192.88			
117343	AMAZON CAPITAL SERVICES INC		PV	122569	001	00999	12/9/2023	1DD1-MDCY-JM1P	27.98		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC			Summary Total					27.98			
	PO BOX 035184		PV	122577	001	00999	12/11/2023	1GKP-TF4N-WH6Q	58.12			
	SEATTLE WA 98124-5184			Summary Total					58.12			
			PV	122578	001	00999	12/11/2023	176F-1C67-WQPQ	494.18			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					494.18			
			PV	122609	001	00999	12/11/2023	1L7Y-NFP6-WHNL	314.80			
				Summary Total					314.80			
				Payment Amount					895.08			
109256	AMERICAN ENGINEERING TESTING INC		PV	122661	001	00999	12/14/2023	INV-170041	228.25		109256	AMERICAN ENGINEERIN TESTING INC
	AMERICAN ENGINEERING TESTING INC			Summary Total					228.25			
	PO BOX 860678		PV	122662	001	00999	12/14/2023	INV-170031	1,356.75			
	MINNEAPOLIS MN 55486			Summary Total					1,356.75			
				Payment Amount					1,585.00			
110553	ANCHOR PAPER COMPANY	12/11/23 Anchor Copy Paper	PV	122559	001	00999	12/11/2023	10733906-00	2,330.15		110553	ANCHOR PAPER COMPA
	ANCHOR PAPER COMPANY			Summary Total					2,330.15			
	480 BROADWAY STREET											
	ST PAUL MN 55101			Payment Amount					2,330.15			
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	Recording	PV	122465	001	00999	11/30/2023	23-42165/23-42167	92.00		100043	ANOKA COUNTY PROPERTY RECORDS TAXATION
	ANOKA COUNTY PROPERTY RECORDS TAXATION			Summary Total					92.00			
	2100 - 3RD AVENUE	00066-2009	PV	122676	001	00999	12/18/2023	00066-2009	29,084.25			
	ANOKA MN 55303			Summary Total					29,084.25			
				Payment Amount					29,176.25			

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107587	ANOKA COUNTY TREASURY DEPARTMENT		PV	122447	001	00999	12/5/2023	AR021604	639.00		107587	ANOKA COUNTY TREASURY DEPARTMEN
	ANOKA COUNTY TREASURY DEPARTMENT			Summary Total					639.00			
	2100 3RD AVE STE 300	12/04/23 Local Gov Offical Mee	PV	122462	001	00999	12/4/2023	EC120423A	33.00			
	ANOKA MN 55303-5029			Summary Total					33.00			
				Payment Amount					672.00			
107141	APPLIED CONCEPTS INC	Speed/DWI enforcement tool	PV	122586	001	00999	12/7/2023	429973	527.50		107141	APPLIED CONCEPTS INC
	APPLIED CONCEPTS INC STALKER RADAR P O BOX 972943 DALLAS TX 75397-2943			Summary Total					527.50			
				Payment Amount					527.50			
106346	BAUER BUILT INCORPORATED		PV	122551	001	00999	12/11/2023	940105361	300.04		106346	BAUER BUILT INCORPORATED
	BAUER BUILT INCORPORATED			Summary Total					300.04			
	8270 W 35W SERVICE DR NE		PV	122579	001	00999	12/11/2023	940105352	540.56			
	BLAINE MN 55449			Summary Total					540.56			
			PV	122672	001	00999	12/18/2023	940105542	309.00			
				Summary Total					309.00			
				Payment Amount					1,149.60			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119224	BLUUM OF MINNEOSTA LLC		PV	122435	001	00999	5/15/2023	912754	40.90		119224	BLUUM OF MINNEOSTA LLC
	BLUUM OF MINNESOTA LLC			Summary Total					40.90			
	1771 ENERGY PARK DR STE 100		PV	122436	001	00999	11/17/2023	951265	993.16			
	ST PAUL MN 55108			Summary Total					993.16			
				Payment Amount					1,034.06			
100647	BOLTON AND MENK INC		PV	122611	001	00999	12/13/2023	0326477	3,031.00		100647	BOLTON AND MENK INC
	BOLTON AND MENK INC			Summary Total					3,031.00			
	1960 PREMIER DRIVE		PV	122612	001	00999	12/13/2023	0326476	19,302.50			
	MANKATO MN 56001-5900			Summary Total					19,302.50			
			PV	122653	001	00999	12/13/2023	0326474	363.00			
				Summary Total					363.00			
			PV	122657	001	00999	12/13/2023	0326473	326.00			
				Summary Total					326.00			
			PV	122658	001	00999	12/13/2023	0326475	1,429.50			
				Summary Total					1,429.50			
			PV	122659	001	00999	12/13/2023	0326471	407.50			
				Summary Total					407.50			
			PV	122660	001	00999	12/13/2023	0326472	42,016.80			
				Summary Total					42,016.80			
				Payment Amount					66,876.30			
112663	CAPSTONE HOMES INC	REF ERO ESC 14538 SNOWY OWL ST	PV	122649	001	00999	12/19/2023	A120352	1,500.00		112663	CAPSTONE HOMES INC

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	CAPSTONE HOMES INC 14015 SUNFISH LAKE BLVD SUITE 400 RAMSEY MN 55303			Summary Total					1,500.00			
				Payment Amount					1,500.00			
116197	CINTAS CORPORATION		PV	122545	001	00999	12/7/2023	4176412722	94.86		116197	CINTAS CORPORATION
	CINTAS CORPORATION CINTAS LOC #4K P O BOX 650838 DALLAS TX 75265-0838			Summary Total					94.86			
			PV	122572	001	00999	12/11/2023	4176651212	60.14			
				Summary Total					60.14			
			PV	122664	001	00999	12/18/2023	4177381009	45.50			
				Summary Total					45.50			
			PV	122668	001	00999	12/14/2023	4177118070	44.61			
				Summary Total					44.61			
				Payment Amount					245.11			
100120	CONTINENTAL RESEARCH CORP		PV	122440	001	00999	12/5/2023	0049866	468.00		100120	CONTINENTAL RESEARCH CORP
	CONTINENTAL RESEARCH CORP PO BOX 15204 ST LOUIS MO 63110			Summary Total					468.00			
				Payment Amount					468.00			
100144	DEHN OIL COMPANY		PV	122549	001	00999	12/7/2023	25221329	2,169.93		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303			Summary Total					2,169.93			
			PV	122666	001	00999	12/13/2023	104687	2,804.00			
				Summary Total					2,804.00			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			PV	122667	001	00999	12/13/2023	104688	1,959.39			
				Summary Total					1,959.39			
				Payment Amount					6,933.32			
118116	DTN LLC		PV	122538	001	00999	12/1/2023	6394734	473.00		118116	DTN LLC
	DTN LLC 18205 CAPITOL AVENUE SUITE 100 OMAHA NE 68022			Summary Total					473.00			
				Payment Amount					473.00			
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	Inv #11 2023	PV	122457	001	00999	11/30/2023	11 2023	6,267.81		116175	ECKBERG LAMMERS ATTORNEYS AT LAW
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082			Summary Total					6,267.81			
				Payment Amount					6,267.81			
100158	ECM PUBLISHERS INC	Inv#975694	PV	122458	001	00999	12/1/2023	975694	80.62		100158	ECM PUBLISHERS INC
	ECM PUBLISHERS INC			Summary Total					80.62			
	4095 COON RAPIDS BLVD		PV	122459	001	00999	12/1/2023	975692	59.13			
	COON RAPIDS MN 55433			Summary Total					59.13			
			PV	122460	001	00999	12/1/2023	975693	91.37			
				Summary Total					91.37			
		ECM	PV	122466	001	00999	12/1/2023	975695	102.12			
				Summary Total					102.12			
		Inv #976404	PV	122563	001	00999	12/8/2023	976404	48.37			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					48.37			
			PV	122597	001	00999	12/8/2023	976403	258.00			
				Summary Total					258.00			
				Payment Amount					639.61			
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	122592	001	00999	12/12/2023	DL11102321B	332.33		108737	EMERGENCY AUTOMOT TECHNOLOGY INC
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128			Summary Total					332.33			
				Payment Amount					332.33			
120464	ENEBAK CONSTRUCTION COMPANY	PAY APP 3 23-20 COR GRADING	PV	122503	001	09214	12/19/2023	12192023	996,394.12		120464	ENEBAK CONSTRUCTIO COMPANY
	ENEBAK CONSTRUCTION COMPANY 16972 BRANDTJEN FARM DRIVE LAKEVILLE MN 55044			Summary Total					996,394.12			
				Payment Amount					996,394.12			
113321	FACTORY MOTOR PARTS CO		PV	122607	001	00999	12/11/2023	6-1663372	52.04		113321	FACTORY MOTOR PART CO
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					52.04			
				Payment Amount					52.04			

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107099	FASTENAL		PV	122454	001	00999	12/4/2023	MNTC8212407	10.86		107099	FASTENAL
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987			Summary Total					10.86			
				Payment Amount					10.86			
100143	FERGUSON WATERWORKS # 2518		PV	122529	001	00999	12/8/2023	0524074	115.72		100143	FERGUSON WATERWOF # 2518
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					115.72			
			PV	122621	001	00999	12/12/2023	0515223	914.83			
				Summary Total					914.83			
			PV	122652	001	00999	12/14/2023	0524089	331.00			
				Summary Total					331.00			
				Payment Amount					1,361.55			
100193	GALLS LLC		PV	122615	001	00999	12/11/2023	026512627	432.98		100193	GALLS LLC
	GALLS LLC P O BOX 71628 CHICAGO IL 60694-1628			Summary Total					432.98			
				Payment Amount					432.98			
100200	GOPHER STATE ONE CALL INC		PV	122524	001	00999	11/30/2023	3110696	295.65		100200	GOPHER STATE ONE CALL INC
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317			Summary Total					295.65			
				Payment Amount								

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									295.65			
100204	GRAFIX SHOPPE		PV	122527	001	00999	12/4/2023	154182	1,875.00		100204	GRAFIX SHOPPE
	GRAFIX SHOPPE			Summary Total					1,875.00			
	3225 NEIL ARMSTRONG BLVD STE 600		PV	122536	001	00999	12/4/2023	154184	95.00			
	EAGAN MN 55121			Summary Total					95.00			
			PV	122546	001	00999	12/4/2023	154183	830.00			
				Summary Total					830.00			
				Payment Amount					2,800.00			
100650	GRAINGER		PV	122574	001	00999	12/12/2023	9932724132	203.17		100650	GRAINGER
	GRAINGER INC			Summary Total					203.17			
	DEPT. 806511127											
	PALATINE IL 60038-0001											
				Payment Amount					203.17			
100209	HAKANSON ANDERSON ASSOC INC		PV	122654	001	00999	12/15/2023	52190	4,435.25		100209	HAKANSON ANDERSON ASSOC INC
	HAKANSON ANDERSON ASSOC INC			Summary Total					4,435.25			
	3601 THURSTON AVENUE		PV	122655	001	00999	12/15/2023	52191	17,073.75			
	ANOKA MN 55303-1063			Summary Total					17,073.75			
				Payment Amount					21,509.00			
100211	HAWKINS INC		PV	122651	001	00999	12/15/2023	6646094	180.00		100211	HAWKINS INC
	HAWKINS INC			Summary Total					180.00			

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	P O BOX 860263 MINNEAPOLIS MN 55486-0263											
				Payment Amount					180.00			
112475	INNOVATIVE OFFICE SOLUTIONS	Supplies	PV	122555	001	00999	12/8/2023	IN4404795	168.35		112475	INNOVATIVE OFFICE SOLUTIONS
	INNOVATIVE OFFICE SOLUTIONS LOCKBOX 131434 P O BOX 1414 MINNEAPOLIS MN 55480-1414											
				Summary Total					168.35			
				Payment Amount					168.35			
100266	LOGIS		PV	122564	001	00999	11/30/2023	54404	11,994.95		100266	LOGIS
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036											
				Summary Total					11,994.95			
				Payment Amount					11,994.95			
113658	MARCO		PV	122434	001	00999	11/30/2023	INV11907223	1,310.39		113658	MARCO
	MARCO NW 7128 PO BOX 1450 MINNEAPOLIS MN 55485-7128											
				Summary Total					1,310.39			
				Payment Amount					1,310.39			
117425	MAUER MAIN CHEVROLET		PV	122526	001	00999	11/20/2023	5302161	324.32		117425	MAUER MAIN CHEVROL
	MAUER MAIN CHEVROLET 435 WEST MAIN STREET											
				Summary Total					324.32			

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ANOKA MN 55303											
				Payment Amount					324.32			
116846	MC TOOL AND SAFETY SALES		PV	122603	001	00999	12/7/2023	018258	1,132.66		116846	MC TOOL AND SAFETY SALES
	MC TOOL AND SAFETY SALES			Summary Total					1,132.66			
	2851 84TH LANE NE											
	BLAINE MN 55449											
				Payment Amount					1,132.66			
100283	MENARDS COON RAPIDS		PV	122535	001	00999	12/5/2023	8523	36.35		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS			Summary Total					36.35			
	3045 MAIN STREET		PV	122541	001	00999	12/4/2023	8467	16.41			
	COON RAPIDS MN 55448			Summary Total					16.41			
			PV	122568	001	00999	12/9/2023	8856	98.88			
				Summary Total					98.88			
				Payment Amount					151.64			
100284	MENARDS ELK RIVER		PV	122449	001	00999	11/30/2023	86346	499.97		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER			Summary Total					499.97			
	19521 EVANS STREET NW		PV	122450	001	00999	11/21/2023	85801	110.16			
	ELK RIVER MN 55330-1077			Summary Total					110.16			
			PV	122451	001	00999	11/30/2023	86314	57.28			
				Summary Total					57.28			
			PV	122533	001	00999	11/22/2023	85829	249.90			
				Summary Total					249.90			

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			PV	122571	001	00999	11/20/2023	85688	155.88			
				Summary Total					155.88			
				Payment Amount					1,073.19			
100285	MET COUNCIL ENVIRONMENTAL SRV	Inv #1165622	PV	122456	001	00999	12/1/2023	0001165622	105,019.79		100285	MET COUNCIL ENVIRONMENTAL SRV
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					105,019.79			
				Payment Amount					105,019.79			
119825	METRO CREATIVE GRAPHICS INC		PV	122552	001	00999	11/30/2023	238592	99.00		119825	METRO CREATIVE GRAPHICS INC
	METRO CREATIVE GRAPHICS INC PO BOX 2085 LIVINGSTON NJ 07039			Summary Total					99.00			
				Payment Amount					99.00			
108208	METRO PRODUCTS INC		PV	122537	001	00999	11/30/2023	177682	43.33		108208	METRO PRODUCTS INC
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					43.33			
			PV	122548	001	00999	12/7/2023	177811	216.68			
				Summary Total					216.68			
			PV	122550	001	00999	12/7/2023	177813	392.58			
				Summary Total					392.58			
			PV	122670	001	00999	12/14/2023	177952	73.48			
				Summary Total					73.48			

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
			PV	122671	001	00999	12/14/2023	177969	311.60			
				Summary Total					311.60			
				Payment Amount					1,037.67			
115167	NET TRANSCRIPTS INC		PV	122593	001	00999	11/30/2023	NT17584	51.48		115167	NET TRANSCRIPTS INC
	NET TRANSCRIPTS INC PO BOX 95777 CHICAGO IL 60694-5777			Summary Total					51.48			
				Payment Amount					51.48			
101234	NORTH VALLEY, INC	FINAL PAYAPP 3 23-06 MSA PAVMT	PV	122505	001	09402	12/19/2023	12192023	3,051.96		101234	NORTH VALLEY, INC
	NORTH VALLEY, INC	FINAL PAYAPP 3 23-06 MSA PAVMT	PV	122505	002	09402	12/19/2023	12192023	1,753.05			
	20015 IGUANA STREET NW #100	FINAL PAYAPP 3 23-06 MSA PAVMT	PV	122505	003	09402	12/19/2023	12192023	116.57			
	NOWTHEN MN 55330	FINAL PAYAPP 3 23-06 MSA PAVMT	PV	122505	004	09402	12/19/2023	12192023	208.40			
				Summary Total					5,129.98			
		FINAL PAYAPP 4 23-07NGBRHD PAV	PV	122506	001	09435	12/19/2023	12192023 A	4,908.98			
		FINAL PAYAPP 4 23-07NGBRHD PAV	PV	122506	002	09435	12/19/2023	12192023 A	767.70			
		FINAL PAYAPP 4 23-07NGBRHD PAV	PV	122506	003	09435	12/19/2023	12192023 A	58.36			
				Summary Total					5,735.04			
				Payment Amount					10,865.02			

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100363	NORTHERN SANITARY SUPPLY CO		PV	122437	001	00999	12/1/2023	208069	358.48		100363	NORTHERN SANITARY SUPPLY CO
	NORTHERN SANITARY SUPPLY CO			Summary Total					358.48			
	341 COON RAPIDS BLVD		PV	122557	001	00999	12/8/2023	208114	336.71			
	MINNEAPOLIS MN 55433			Summary Total					336.71			
			PV	122599	001	00999	12/15/2023	208154	258.65			
				Summary Total					258.65			
				Payment Amount					953.84			
115071	NORTHLAND OCCUPATIONAL HEALTH		PV	122446	001	00999	12/5/2023	20578	315.00		115071	NORTHLAND OCCUPATIONAL HEALTH
	NORTHLAND OCCUPATIONAL HEALTH			Summary Total					315.00			
	7533 SUNWOOD DRIVE NW SUITE 212		PV	122461	001	00999	12/5/2023	20576	150.00			
	RAMSEY MN 55303			Summary Total					150.00			
				Payment Amount					465.00			
110547	NORTHWEST LIGHTING SYSTEMS CO.		PV	122441	001	00999	12/7/2023	131599	207.00		110547	NORTHWEST LIGHTING SYSTEMS CO.
	NORTHWEST LIGHTING SYSTEMS CO.			Summary Total					207.00			
	736 CRAIG AVENUE		PV	122558	001	00999	12/12/2023	131680	384.00			
	TRACY MN 56175			Summary Total					384.00			
				Payment Amount					591.00			
110480	OPUS 21 MANAGEMENT SOLUTIONS	Inv #23118	PV	122562	001	00999	12/9/2023	231118	770.28		110480	OPUS 21 MANAGEMENT SOLUTIONS

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125			Summary Total					770.28			
				Payment Amount					770.28			
112421	PERRILL		PV	122547	001	00999	12/1/2023	261434	200.00		112421	PERRILL
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00			
				Payment Amount					200.00			
107978	PREMIER COMMERCIAL PROPERTIES INC	6781 Prop Mgmt	PV	122656	001	00999	12/18/2023	9192	600.00		107978	PREMIER COMMERCIAL PROPERTIES INC
	PREMIER COMMERCIAL PROPERTIES INC 299 COON RAPIDS BLVD NW #200 COON RAPIDS MN 55433			Summary Total					600.00			
				Payment Amount					600.00			
100431	SAFETY KLEEN CORPORATION		PV	122539	001	00999	12/3/2023	R003054465	110.97		100431	SAFETY KLEEN CORPORATION
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201			Summary Total					110.97			
				Payment Amount					110.97			
100440	SHORT ELLIOT HENDRICKSON INC		PV	122613	001	00999	12/11/2023	457907	6,434.72		100440	SHORT ELLIOT HENDRICKSON INC

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
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Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	SHORT ELLIOT HENDRICKSON INC			Summary Total					6,434.72			
	P O BOX 64780											
	ST PAUL MN 55164-0780											
				Payment Amount					6,434.72			
119121	SLOTH INSPECTIONS INC		PV	122468	001	00999	11/30/2023	11302023	10,458.00		119121	SLOTH INSPECTIONS INC
	SLOTH INSPECTIONS INC			Summary Total					10,458.00			
	2089 175TH LANE NW											
	ANDOVER MN 55304											
				Payment Amount					10,458.00			
100469	STREICHER'S POLICE EQUIPMENT		PV	122442	001	00999	12/1/2023	I1668598	27.99		100469	STREICHER'S POLICE EQUIPMENT
	STREICHER'S POLICE EQUIPMENT			Summary Total					27.99			
	10911 WEST HWY 55		PV	122448	001	00999	12/6/2023	I1669509	214.99			
	MINNEAPOLIS MN 55441			Summary Total					214.99			
		Code to 2024 budget	PV	122677	001	00999	12/18/2023	I1671411	~~6,649.65~~ VOID			
				Summary Total					~~6,649.65~~			
				Payment Amount					~~6,892.63~~ 242.98			
110313	SUMMIT FIRE PROTECTION		PV	122665	001	00999	12/18/2023	130094932	46.00		110313	SUMMIT FIRE PROTECTION
	SUMMIT FIRE PROTECTION			Summary Total					46.00			
	P O BOX 6205											
	CAROL STREAM IL 60197-6205											
				Payment Amount					46.00			

Payment Group Control Number 3746
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 12/27/2023

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
119474	THE MPX GROUP		PV	122617	001	00999	12/14/2023	410652	413.39		119474	THE MPX GROUP
	THE MPX GROUP 7105 MEDICINE LAKE ROAD GOLDEN VALLEY MN 55427			Summary Total					413.39			
				Payment Amount					413.39			
107571	VEIT AND COMPANY INC	PAY APP 3 23-02 CP PRKG LOT	PV	122507	001	09605	12/19/2023	12192023	4,584.69		107571	VEIT AND COMPANY INC
	VEIT AND COMPANY INC 14000 VEIT PLACE ROGERS MN 55374			Summary Total					4,584.69			
				Payment Amount					4,584.69			
106351	WATER LABORATORIES, INC		PV	122532	001	00999	12/3/2023	9804	690.00		106351	WATER LABORATORIES, INC
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					690.00			
				Payment Amount					690.00			
100529	WENDELL'S INC	12/06/23 Wendell's Name TagPla	PV	122463	001	00999	12/6/2023	2893705	16.91		100529	WENDELL'S INC
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458			Summary Total					16.91			

Payment Group Control Number	3746		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/27/2023		

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
	RAMSEY MN 55303-0458											
								Payment Amount	16.91			
								Total Amount to be Processed	~~1,322,655.76~~	1316,006.11		
								Total Number of Payments to be Processed	56			

CHECKS - 807,496.50
ACH - 1,316,006.11
2,123,502.61

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-021

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF DECEMBER 7, 2023 THROUGH DECEMBER 27, 2023

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of December 7, 2023 through December 27, 2023 in the amount of $5,401,711.53 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 December 7, 2023 through December 27, 2023, in the amount of $5,401,711.53.

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9h day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-025 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 28, 2023 through January 3, 2024.

Purpose/Background:

Adopt Resolution #24-025 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 28, 2023 through January 3, 2024.

Recommendation:

Staff Recommends to Adopt Resolution #24-025 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 28, 2023 through January 3, 2024.

Action:

Motion to Adopt Resolution #24-025 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 28, 2023 through January 3, 2024.

Attachments

Bills List 1/9/2024

Resolution 24-025

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	01/03/2024 02:28 PM
Brian Hagen	Brian Hagen	01/04/2024 10:57 AM
Form Started By: Jennifer Morrison		Started On: 01/03/2024 02:19 PM
Final Approval Date: 01/04/2024		

RAMSEY CITY COUNCIL MEETING

1.9.24

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Prepaids 12.28.23 - 1.3.24	$ 70,866.47
Accounts Payable 12.28.23 - 1.3.24	94,351.01
Payroll	
Debt Service	
Pay Estimates- Projects	
TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	**$ 165,217.48**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2023 Y.T.D.
PREPAIDS	$ 2,807,327.45	$ 13,917,754.56
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	428,231.12	10,987,389.01
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	470,881.47	6,064,468.63
CORRECTION TO PAYROLL		
DEBT SERVICE		3,217,820.00
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS	1,695,271.49	18,892,424.31
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 5,401,711.53**	**$ 53,079,856.51**

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12/20/2023-- 1/3/2024

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
118013	**12/28/2023**		**100009 ACCAP RAMSEY TOWNHOMES**							
		53,400.00	TIF 9 SITE IMPROVEMENTS		122679	12282023	9209.6433		REFUNDS	TAX INCREMENT DISTRICT #9
		53,400.00								
118014	**12/28/2023**		**120632 CARLSON, JENNESSA**							
		200.00	WATER EFF REBATE 23-J CARLSON		122647	121823	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
118015	**12/28/2023**		**100297 CENTERPOINT ENERGY**							
		3,705.70	C/H GAS		122640	6702493-5 NOV 2023	0194.6373		GAS	GENERAL GOVERNMENT BUILDINGS
		448.22	GAS UTILITIES STATION 2		122641	5961540-1 NOV 2023	0220.6373		GAS	FIRE PROTECTION
		426.73	GAS UTILITIES STATION 1		122642	5914352-9 NOV 2023	0220.6373		GAS	FIRE PROTECTION
		51.25	11/15-12/08/23 GAS USAGE		122643	6011580-5 NOV 2023	9410.6373	00041012	GAS	RALF FUNDED PROJECTS
		18.43	NATURAL GAS PH 3		122644	8782239-1 NOV 2023	9601.6373		GAS	WATER FUND
		4,650.33								
118016	**12/28/2023**		**110734 CITY OF RAMSEY**							
		200.00	ACCT 732399 15189 QUINTANA CT		122681	12282023	9601.4651		WATER REVENUE	WATER FUND
		200.00								
118017	**12/28/2023**		**120637 HOPE IN A HOPELESS WORLD**							
		100.00	DAMAGE DEPOSIT REFUND		122687	122623	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
118018	**12/28/2023**		**120322 NEWLANDER, JEFF**							
		200.00	WATER EFF PROG 23-J NEWLANDER		122646	121823	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
118019	**12/28/2023**		**113192 NORTHERN HEATING AND AIR CONDITIONING**							
		50.00	OVER PAYMENT RA051388		122686	121923	9101.4206		PLUMBING PERMIT	GENERAL FUND
		50.00								
118020	**12/28/2023**		**100391 POSTMASTER**							
		2,255.44	2024 JAN/FEB RR POSTAGE		122648	12/20/2023	9101.1550		PREPAID EXPENSE	GENERAL FUND
		2,255.44								

12/20/2023– 1/3/2024

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
118021	12/28/2023		120634 SEVER CONSTRUCTION COMPANY						Continued...	
		1,434.00	REF WAC CNCLD PERMIT RA053857		122685	RA053857	9601.4606		DEVELOPER FEES (WAC)	WATER FUND
		1,434.00								
118022	12/28/2023		118706 SHRYOCK, MARK							
		200.00	WATER EFF PROGRAM 23-M SHRYOCK		122645	121423	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
118023	12/28/2023		120639 SMITHERS, DOLORES							
		11.87	ACCT 56654682 6560 153RD LANE		122684	12282023	9601.4651		WATER REVENUE	WATER FUND
		11.87								
118024	12/28/2023		120638 VERIZON WIRELESS							
		1,382.42	REIS CHK117963 MIN ISOTOPE LS6		122683	A118512	9804.6433	00118512	REFUNDS	ESCROW ACCOUNTS
		1,382.42								
1005948	12/29/2023		110402 ADVANCE AUTO PARTS							
		504.32	NOV 2023 PURCHASES		122680	11302023	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		92.39	NOV 2023 PURCHASES		122680	11302023	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		596.71								
1005949	12/29/2023		119214 BENSON, ERICK							
		101.24	3RD HEP B SHOT 12.21.23		122682	12282023	0130.6306		PERSONNEL TESTING & RECRUITMT	ADMINISTRATION
		101.24								
1005950	12/29/2023		116846 MC TOOL AND SAFETY SALES							
		.50-	EARLY PAY DISCOUNT		122688	018258A	0311.6249		MISCELLANEOUS OPERATING SUPPLY	STREET MAINTENANCE
		50.00	STEEL RAKES		122688	018258A	0311.6249		MISCELLANEOUS OPERATING SUPPLY	STREET MAINTENANCE
		.47-	EARLY PAY DISCOUNT		122689	018366	0311.6231		UNIFORMS & TURN-OUT GEAR	STREET MAINTENANCE
		23.52	SAFETY GLASSES		122689	018366	0311.6231		UNIFORMS & TURN-OUT GEAR	STREET MAINTENANCE
		23.52	SAFETY GLASSES		122689	018366	0452.6231		UNIFORMS & TURN-OUT GEAR	PARK & RECREATION
		96.07								
1005951	12/29/2023		100459 STANDARD INSURANCE COMPANY							
		2,270.15	DEC 2023 LIFE PREM		122691	7725960001 DEC 2023	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		2,270.15								
1005952	12/29/2023		114486 SUN LIFE ASSURANCE COMPANY OF CANADA							
		429.00	DEC 2023 VOL LTD PREM		122690	237724 DEC 2023	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		434.28	DEC 2023 NON-VOL LTD PREM		122690	237724 DEC 2023	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1005952	**12/29/2023**		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						**Continued...**	
		863.28								
99010324	**1/3/2024**		**100219 HOME DEPOT COMMERCIAL ACCT PROGRAM**							
		388.18	SUPPLIES		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		7.76-	EP DISCOUNT		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		194.09	SUPPLIES		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		3.88-	EP DISCOUNT		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		511.47	SUPPLIES		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		10.23-	EP DISCOUNT		122702	12282023	0220.6335		TRAINING	FIRE PROTECTION
		1,069.48	SMALL TOOLS		122702	12282023	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		21.39-	EP DISCOUNT		122702	12282023	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		2,119.96								
99122023	**12/20/2023**		**100629 MN DEPT OF REV SALES TX**							
		35.75	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9101.4305		RENTAL FEES	GENERAL FUND
		2.28	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9101.4328		ACCIDENT REPORTS	GENERAL FUND
		8.13	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9101.4308		SALES OF MAPS & PUBLICATIONS	GENERAL FUND
		.09	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9101.4609		OTHER MISCELLANEOUS REVENUES	GENERAL FUND
		430.53	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		2.63	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2085		ANOKA COUNTY TRANSIT TAX .25%	WATER FUND
		229.10	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		8.33	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2085		ANOKA COUNTY TRANSIT TAX .25%	WATER FUND
		4.53	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2086		METRO TAX HOUSING .25%	WATER FUND
		13.63	NOV 2023 SALES/TRANS/USE TAX		122678	12202023	9601.2087		METRO TAX TRANSPORTATION .75%	WATER FUND
		735.00								
		70,866.47	Grand Total							

Payment Instrument Totals

Checks	64,084.06
EFT Payments	2,854.96
A/P ACH Payment	3,927.45
Total Payments	70,866.47

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Payment Group Control Number 3753
Bank Account 999.1010 CASH IN BANK 00002224
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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100063	ASPEN MILLS		PV	122694	001	00999	12/11/2023	324586	125.84		100063	ASPEN MILLS
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432			Summary Total					125.84			
			PV	122703	001	00999	12/27/2023	325492	134.69			
				Summary Total					134.69			
				Payment Amount					260.53			
108513	BLAINE LOCK AND SAFE INC		PV	122718	001	00999	12/11/2023	30535	1,281.00		108513	BLAINE LOCK AND SAFE INC
	BLAINE LOCK AND SAFE INC 10136 SUNSET AVENUE BLAINE MN 55014			Summary Total					1,281.00			
				Payment Amount					1,281.00			
112722	CENAIKO EXPO INC	EXPO HALF DOWN PMT PIPE DRAPES	PV	122761	001	00999	1/2/2024	2024RBE-01	1,550.50		112722	CENAIKO EXPO INC
	CENAIKO EXPO INC 9697 EAST RIVER ROAD NW MINNEAPOLIS MN 55433			Summary Total					1,550.50			
				Payment Amount					1,550.50			
119134	CINTAS (FIRST AID VENDOR)		PV	122755	001	00999	12/27/2023	5190394919	240.44		119134	CINTAS (FIRST AID VENDOR)
	CINTAS PO BOX 631025 CINCINNATI OH 45263-1025			Summary Total					240.44			
				Payment Amount					240.44			

Payment Group Control Number 3753
Bank Account 999.1010 CASH IN BANK 00002224
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
110483	CITY OF ST PAUL		PV	122732	001	00999	12/11/2023	IN56658	178.18		110483	CITY OF ST PAUL
	CITY OF ST PAUL OFFICE OF FINANCIAL SERVICES 15 W KELLOGG BLVD SUITE 700 ST PAUL MN 55102			Summary Total					178.18			
				Payment Amount					178.18			
100112	COMMISSIONER OF TRANSPORTATION		PV	122716	001	00999	12/22/2023	P00018190	531.44		100112	COMMISSIONER OF TRANSPORTATION
	COMMISSIONER OF TRANSPORTATION MN DEPT MS 215 -395 JOHN IRELAND BLVD ST PAUL MN 55155			Summary Total					531.44			
				Payment Amount					531.44			
100167	CORNERSTONE FORD	EP DISCOUNT TAKEN	PV	122692	001	00999	12/18/2023	16410861	989.84		100167	CORNERSTONE FORD
	CORNERSTONE FORD			Summary Total					989.84			
	17219 HIGHWAY 10 NW	EP DISCOUNT TAKEN	PV	122693	001	00999	12/18/2023	16411056	46.68			
	PO BOX 304			Summary Total					46.68			
	ELK RIVER MN 55330	EP DISCOUNT TAKEN	PV	122723	001	00999	12/12/2023	15443257	168.98			
				Summary Total					168.98			
				Payment Amount					1,205.50			
112411	COUNTRY SIDE SERVICES OF MN INC		PV	122751	001	00999	12/26/2023	1-111994	62.60		112411	COUNTRY SIDE SERVICES OF MN INC
	COUNTRY SIDE SERVICES OF MN INC 6228 HIGHWAY 10 NW			Summary Total					62.60			

Payment Group Control Number	3753		
Bank Account	999.1010	CASH IN BANK	00002224
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Originator	JMORRISON		
Payment Instrument	Check Payment		
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	RAMSEY MN 55303											
				Payment Amount					62.60			
115192	EAST SIDE OIL COMPANIES/FIRST FUEL BANK		PV	122752	001	00999	12/26/2023	R108987	81.50		115192	EAST SIDE OIL COMPANIES/FIRST FUEI BANK
	EAST SIDE OIL COMPANIES 625 LINCOLN AVENUE SE ST CLOUD MN 56304-1025											
				Summary Total					81.50			
				Payment Amount					81.50			
115760	HENRY SCHEIN INC		PV	122695	001	00999	12/18/2023	66100157	5.09		115760	HENRY SCHEIN INC
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241											
				Summary Total					5.09			
				Payment Amount					5.09			
117451	INKY ELF LLC	POCKET FOLDERS	PV	122714	001	00999	12/21/2023	12144	1,130.76		117451	INKY ELF LLC
	INKY ELF LLC P O BOX 819											
				Summary Total					1,130.76			
		SHORT PAY TAX 12144 PER VENDOR	PD	122715	001	00999	12/31/2023	12144A	84.96-			
	ANOKA MN 55303											
				Summary Total					84.96-			
				Payment Amount					1,045.80			
100256	LANO EQUIPMENT INC		PV	122711	001	00999	12/21/2023	02-1047728	7.12		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC											
				Summary Total					7.12			

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Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	6140 HIGHWAY 10 NW		PV	122734	001	00999	12/14/2023	02-1046127	34.30			
	ANOKA MN 55303			Summary Total					34.30			
			PD	122735	001	00999	12/31/2023	02-1045050	81.07-			
				Summary Total					81.07-			
			PV	122736	001	00999	12/11/2023	02-1045026	87.57			
				Summary Total					87.57			
			PV	122737	001	00999	12/14/2023	02-1046131	1.55			
				Summary Total					1.55			
			PV	122738	001	00999	12/7/2023	02-1044525	283.70			
				Summary Total					283.70			
				Payment Amount					333.17			
119036	LEADERSHIP GROWTH GROUP	Leadership Growth Training	PV	122713	001	00999	11/1/2023	23512	200.00		119036	LEADERSHIP GROWTH GROUP
	LEADERSHIP GROWTH GROUP 71 WEST GOLDEN LAKE ROAD CIRCLE PINES MN 55014			Summary Total					200.00			
				Payment Amount					200.00			
107138	M AND G TRAILER SALES		PV	122722	001	00999	9/12/2023	123287	19.99		107138	M AND G TRAILER SALES
	M AND G TRAILER SALES 9387 HWY 10 NW RAMSEY MN 55303			Summary Total					19.99			
				Payment Amount					19.99			

Payment Group Control Number 3753
Bank Account 999.1010 CASH IN BANK 00002224
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Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
117588	MEDART INC		PV	122743	001	00999	12/21/2023	08630096	31.30		117588	MEDART INC
	MEDART INC 124 MANUFACTURERS DRIVE ARNOLD MO 63010-4727			Summary Total					31.30			
				Payment Amount					31.30			
118388	MITCHELL 1		PV	122753	001	00999	12/18/2023	IB30287322	80.00		118388	MITCHELL 1
	MITCHELL 1 25029 NETWORK PLACE CHICAGO IL 60673-1250			Summary Total					80.00			
				Payment Amount					80.00			
100345	NAPA AUTO PARTS ELK RIVER		PV	122740	001	00999	12/20/2023	233342	442.52		100345	NAPA AUTO PARTS ELK RIVER
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW			Summary Total					442.52			
			PV	122741	001	00999	12/21/2023	233518	42.50			
	P O BOX 1041 ELK RIVER MN 55330			Summary Total					42.50			
			PV	122746	001	00999	12/26/2023	233789	14.72			
				Summary Total					14.72			
				Payment Amount					499.74			
120078	NORTH CENTRAL INTERNATIONAL OF CORCORAN		PV	122731	001	00999	12/19/2023	X225017016	36.83		120078	NORTH CENTRAL INTERNATIONAL OF CORCORAN
	NORTH CENTRAL INTERNATIONAL OF CORCORAN PO BOX 993 WILMAR MN 56201			Summary Total					36.83			

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Bank Account 999.1010 CASH IN BANK 00002224
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Originator JMORRISON
Payment Instrument Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Payment Amount					36.83			
100359	NORTH METRO MAYORS ASSN		PV	122725	001	00999	12/19/2023	99000672	11,303.00		100359	NORTH METRO MAYORS ASSN
	NORTH METRO MAYORS ASSN 1601 UTICA AVE S STE 213 MINNEAPOLIS MN 55416			Summary Total					11,303.00			
				Payment Amount					11,303.00			
116752	NORTH RISK PARTNERS-BEARENCE	Inv#6337654	PV	122724	001	00999	12/19/2023	6337654	7,000.00		116752	NORTH RISK PARTNERS BEARENCE
	NORTH RISK PARTNERS- BEARENCE 2010 CENTRE POINTE BLVD MENDOTA HEIGHTS MN 55120			Summary Total					7,000.00			
				Payment Amount					7,000.00			
116637	RENKO CONSTRUCTION INC	Asbestos Assessment Cost	PV	122717	001	00999	12/21/2023	232112	575.00		116637	RENKO CONSTRUCTION INC
	RENKO CONSTRUCTION INC 4484 E SHAMINEAU DRIVE MOTLEY MN 56466			Summary Total					575.00			
				Payment Amount					575.00			
110794	SCHMIDT CURB COMPANY INC		PV	122730	001	00999	12/18/2023	23-62 D	1,500.00		110794	SCHMIDT CURB COMPA INC
	SCHMIDT CURB COMPANY INC 13195 95TH STREET NE			Summary Total					1,500.00			

Payment Group Control Number	3753		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	1/10/2024		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ELK RIVER MN 55330											
								Payment Amount	1,500.00			
119374	SIGN SOLUTIONS USA, LLC		PV	122750	001	00999	12/26/2023	409755	2,550.52		119374	SIGN SOLUTIONS USA, LLC
	SIGN SOLUTIONS USA, LLC PO BOX 1408 FARGO ND 58107-1408							Summary Total	2,550.52			
								Payment Amount	2,550.52			
								Total Amount to be Processed	30,572.13			
								Total Number of Payments to be Processed	23			

Payment Group Control Number 3754
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 1/10/2024

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
110789	4IMPRINT		PV	122705	001	00999	12/21/2023	12001306	2,632.46		110789	4IMPRINT
	4IMPRINT 25303 NETWORK PLACE CHICAGO IL 60673-1253			Summary Total					2,632.46			
				Payment Amount					2,632.46			
117651	ACCESS MECHANICAL INC		PV	122758	001	00999	12/18/2023	022321-2315	2,595.00		117651	ACCESS MECHANICAL INC
	ACCESS MECHANICAL INC 15901 FOX STREET NW ANDOVER MN 55304			Summary Total					2,595.00			
				Payment Amount					2,595.00			
117343	AMAZON CAPITAL SERVICES INC		PV	122696	001	00999	12/25/2023	13DL-NT9K-KRTH	178.83		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC PO BOX 035184 SEATTLE WA 98124-5184			Summary Total					178.83			
			PV	122701	001	00999	12/25/2023	1963-4NTD-LDTR	462.94			
				Summary Total					462.94			
			PV	122710	001	00999	12/25/2023	1XDX-KRHC-LKMW	312.30			
				Summary Total					312.30			
			PV	122728	001	00999	12/25/2023	19R4-XRYM-L6JV	1,762.11			
				Summary Total					1,762.11			
				Payment Amount					2,716.18			
109256	AMERICAN ENGINEERING TESTING INC		PV	122729	001	00999	12/28/2023	INV-171347	2,413.25		109256	AMERICAN ENGINEERIN TESTING INC

Payment Group Control Number	3754		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	1/10/2024		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	AMERICAN ENGINEERING TESTING INC PO BOX 860678 MINNEAPOLIS MN 55486			Summary Total					2,413.25			
				Payment Amount					2,413.25			
107587	ANOKA COUNTY TREASURY DEPARTMENT		PV	122754	001	00999	12/27/2023	HWYSQ32023	2,058.99		107587	ANOKA COUNTY TREASURY DEPARTMEN
	ANOKA COUNTY TREASURY DEPARTMENT 2100 3RD AVE STE 300 ANOKA MN 55303-5029			Summary Total					2,058.99			
				Payment Amount					2,058.99			
116197	CINTAS CORPORATION		PV	122742	001	00999	12/21/2023	4177852699	94.86		116197	CINTAS CORPORATION
	CINTAS CORPORATION CINTAS LOC #4K P O BOX 650838 DALLAS TX 75265-0838			Summary Total					94.86			
				Payment Amount					94.86			
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	INV265290	PV	122762	001	00999	12/22/2023	INV265290	396.90		113306	DEFINITIVE TECHNOLOGY SOLUTIO INC
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 162 BLOOMINGTON MN 55431-2549			Summary Total					396.90			
				Payment Amount					396.90			

Payment Group Control Number 3754
Bank Account 999.1010 CASH IN BANK 00002224
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100144	DEHN OIL COMPANY		PV	122745	001	00999	12/21/2023	25221934	2,301.60		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303					Summary Total			2,301.60			
						Payment Amount			2,301.60			
100158	ECM PUBLISHERS INC	ECM-PH-ROW VACATION	PV	122699	001	00999	12/22/2023	978389	96.75		100158	ECM PUBLISHERS INC
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD COON RAPIDS MN 55433					Summary Total			96.75			
						Payment Amount			96.75			
100143	FERGUSON WATERWORKS # 2518		PV	122727	001	00999	12/21/2023	0524480	1,314.17		100143	FERGUSON WATERWOF # 2518
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817					Summary Total			1,314.17			
						Payment Amount			1,314.17			
106428	FORCE AMERICA INC		PV	122756	001	00999	12/27/2023	IN200-1046412	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			
100209	HAKANSON ANDERSON ASSOC INC		PV	122759	001	00999	10/18/2023	51732	3,182.50		100209	HAKANSON ANDERSON ASSOC INC

Payment Group Control Number 3754
Bank Account 999.1010 CASH IN BANK 00002224
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Payment Instrument T A/P ACH Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	HAKANSON ANDERSON ASSOC INC			Summary Total					3,182.50			
	3601 THURSTON AVENUE		PV	122760	001	00999	10/18/2023	51733	780.00			
	ANOKA MN 55303-1063			Summary Total					780.00			
				Payment Amount					3,962.50			
100211	HAWKINS INC		PV	122726	001	00999	12/18/2023	6652220	4,835.91		100211	HAWKINS INC
	HAWKINS INC			Summary Total					4,835.91			
	P O BOX 860263											
	MINNEAPOLIS MN 55486-0263											
				Payment Amount					4,835.91			
119037	HOLSTAD & KNAAK, PLC	Dec Legal	PV	122700	001	00999	12/27/2023	12272023	4,050.00		119037	HOLSTAD & KNAAK, PLC
	HOLSTAD & KNAAK,/ NORTH STAR LAW GROUP			Summary Total					4,050.00			
	SUITE 550											
	413 WACOUTA STREET											
	ST PAUL MN 55101											
				Payment Amount					4,050.00			
100266	LOGIS	inv#54458	PV	122763	001	00999	12/18/2023	54458	5,782.87		100266	LOGIS
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					5,782.87			
	5750 DULUTH STREET	Inv#54675	PV	122764	001	00999	12/22/2023	54675	1,018.97			
	GOLDEN VALLEY MN 55422-4036			Summary Total					1,018.97			
				Payment Amount					6,801.84			
117425	MAUER MAIN CHEVROLET		PV	122733	001	00999	12/11/2023	5302407	7.55		117425	MAUER MAIN CHEVROL
	MAUER MAIN CHEVROLET			Summary Total					7.55			

Payment Group Control Number 3754
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Payment Instrument T A/P ACH Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	435 WEST MAIN STREET ANOKA MN 55303											
				Payment Amount					7.55			
100284	MENARDS ELK RIVER		PV	122739	001	00999	12/8/2023	86822	12.59		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077			Summary Total					12.59			
				Payment Amount					12.59			
113909	MOBILE VEHICLE INTEGRATION		PV	122704	001	00999	12/14/2023	23-12198	750.00		113909	MOBILE VEHICLE INTEGRATION
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					750.00			
			PV	122706	001	00999	12/18/2023	23-12192	2,850.00			
				Summary Total					2,850.00			
			PV	122707	001	00999	12/18/2023	23-12193	2,850.00			
				Summary Total					2,850.00			
			PV	122708	001	00999	12/14/2023	23-12199	375.00			
				Summary Total					375.00			
			PV	122709	001	00999	12/14/2023	23-12189	2,850.00			
				Summary Total					2,850.00			
			PV	122719	001	00999	12/21/2023	23-12200	960.00			
				Summary Total					960.00			
			PV	122720	001	00999	12/22/2023	23-04128	3,576.09			
				Summary Total					3,576.09			
				Payment Amount					14,211.09			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100363	NORTHERN SANITARY SUPPLY CO		PV	122712	001	00999	12/28/2023	208201	349.04		100363	NORTHERN SANITARY SUPPLY CO
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					349.04			
				Payment Amount					349.04			
119638	O'REILLY AUTO PARTS	EARLY PAY DISCOUNT	PV	122721	001	00999	12/18/2023	6193-147742	19.60		119638	O'REILLY AUTO PARTS
	O'REILLY AUTO PARTS PO BOX 9464 SPRINGFIELD MO 65801-9464			Summary Total					19.60			
		EP DISCOUNT TAKEN	PV	122747	001	00999	12/18/2023	6193-147704	12.73			
				Summary Total					12.73			
		EP DISCOUNT TAKEN	PV	122748	001	00999	12/18/2023	6193-147711	10.37			
				Summary Total					10.37			
				Payment Amount					42.70			
117285	RUM RIVER CONSULTANTS		PV	122698	001	00999	12/16/2023	703	9,500.00		117285	RUM RIVER CONSULTANTS
	RUM RIVER CONSULTANTS 32134 111 1\2 STREET PRINCETON MN 55371			Summary Total					9,500.00			
				Payment Amount					9,500.00			
100469	STREICHER'S POLICE EQUIPMENT		PV	122697	001	00999	12/21/2023	I1672465	2,336.00		100469	STREICHER'S POLICE EQUIPMENT
	STREICHER'S POLICE EQUIPMENT			Summary Total					2,336.00			

Payment Group Control Number	3754		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	1/10/2024		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	10911 WEST HWY 55											
	MINNEAPOLIS MN 55441											
				Payment Amount					2,336.00			
112688	TITAN MACHINERY		PV	122744	001	00999	12/19/2023	19120643	75.00		112688	TITAN MACHINERY
	TITAN MACHINERY			Summary Total					75.00			
	14375 JAMES ROAD		PV	122749	001	00999	12/21/2023	19127990	124.50			
	ROGERS MN 55374			Summary Total					124.50			
				Payment Amount					199.50			
				Total Amount to be Processed					63,778.88			
				Total Number of Payments to be Processed					23			

Checks - 30,572.13

ACH - 63,778.88

94,351.01

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-025

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF DECEMBER 28, 2023 THROUGH JANUARY 3, 2024

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of December 28, 2023 through January 3, 2024 in the amount of $165,217.48 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 December 28, 2023 through January 3, 2024, in the amount of $165,217.48.

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9h day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Adopt Resolution #24-001 Approving the 2024 Council Organization

Purpose/Background:

Purpose: To adopt the annual resolution appointing Councilmembers to Committees or other groups as well as designating the City's Official Newspaper, renewing contracts with TimeSaver Off-Site Recording Secretarial, Inc. and naming the firms the City will use for Legal Services.

Background: The City Council met in work session earlier this evening and discussed the organizational resolution. The discussion determined who would serve on which committee or other group, the City's official newspaper designation, designation of the law firms the City will use for legal services, and the agreement with TimeSaver Off-site Recording Secretarial, Inc. The resolution as posted in this case, prior to this evening's work session may change based on discussion during the work session. Any needed changes will be made immediately following the work session and the resolution will be updated prior to adoption this evening.

Notification:

Additional Information as provided during tonight's work session: The organizational resolution includes declaring the City's official newspaper. At the time of this writing, the City has received one proposal - Adams Publishing Group - the Anoka County UnionHerald. Such proposal is attached to this case. The Anoka County UnionHerald has historically served as the City's official newspaper and currently provides the most regular coverage of the City. The proposal from Adams Publishing Group states the rates for 2024 will remain unchanged.

Also included for Council review and approval is the Addendum to the Recording Secretary Service Agreement between the City of Ramsey and TimeSaver Off Site Secretarial (TOSS) that extends the expiration date to December 31, 2024 (attached). The addendum shows a less than 5.25 percent increase in the rates. Approval of the contract with TOSS is part of the resolution.

Appointing legal services is another part of the Organization Resolution. The most recent agreement with the City's Attorney, Frederic Knaak of Holstad & Knaak, PLC is effective November 1, 2023 through October, 31 2025. The monthly fee is $4,150.00. Any time over the 10 hours included in the monthly fee is billed at a single rate of $150.00 per hour. The firm of Eckberg Lammers was contracted for prosecution services; the current agreement is effective through December 31, 2027.

Funding Source:

N/A

Recommendation:

Staff recommends adopting the attached resolution.

Outcome/Action:

Motion to adopt Resolution #24-001 for the 2024 Council Organization

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Attachments

Newspaper Request
TOSS Agreement
Holstad & Knaak Contract
Eckberg Lammers Contract
Committee Descriptions
Resolution #24-001

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:13 AM
Form Started By: Katie Schmidt		Started On: 12/19/2023 10:32 AM
Final Approval Date: 01/04/2024		

EAST CENTRAL MINNESOTA

November 10, 2023

Katie Schmidt
City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Ms. Schmidt,

It is with great pleasure that we ask to serve as the official newspaper for the City of Ramsey in 2024. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the **Anoka County UnionHerald.** The legal publication rate for the **Anoka County UnionHerald** as of January 1, 2024, will remain unchanged from the 2023 rate of 10.75 per column inch. If any documents need to be manually typeset, a $20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper.

All public notices published in the **Anoka County UnionHerald** will be posted to abcnewspapers.com – which averages over 54,000 unique visitors per month in search of local news and information.

We have appreciated your business over the past years and hope that we can be of service to you in 2024 as a credible, weekly community news source. If you have any questions, please feel free to call me at 763-691-6001or email me at publicnotice@apgecm.com. Thank you for your consideration.

Sincerely,

Tonya Orbeck
Legal Notice Department Manager

TimeSaver Off Site Secretarial, Inc.

OCT 30 2023

October 27, 2023

Ms. Katie Schmidt, Administrative Assistant
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Dear Katie,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2024. To comply with ESST requirements, the unit rates reflect increases of $1.50 per hour and 50 cents per page. The base rate and unit rate first hour reflect an increase of less than 5.25%.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2024.

If you need further information or have questions, please feel free to contact me at 612-251-8999.

Best regards,

Carla

Carla Wirth
Owner

Enclosure: Recording Secretary Service Agreement
Return envelope

ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT

Dated: December 31, 2023

By and between TimeSaver Off Site Secretarial, Inc. and the City of Ramsey, 7550 Sunwood Drive, Ramsey, MN 55303.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2022 shall be extended under the same terms and conditions to December 31, 2024.

2. TOSS CHARGES: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:

   a. Base Rate: One Hundred Sixty-Seven and 00/100 dollars ($167.00) for any meeting up to one (1) hour (billable time) plus Thirty-Nine and 50/100 dollars ($39.50) for each thirty (30) minutes following the first one (1) hour; **or**

   b. Unit Rate: Fifty-One and 75/00 dollars ($51.75) for the first hour of meeting time and Thirty-Four and 50/100 dollars ($34.50) for every hour after the first hour plus Fifteen and 50/100 dollars ($15.50) for each page of draft minutes for submission to the City of Ramsey for their preparation of final minutes.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January ___, 2024

CITY OF RAMSEY

By:_____
Brian S. Hagen

Its: City Administrator

October 27, 2023

TIMESAVER OFF SITE SECRETARIAL, INC.

By: Carla Wirth
Carla Wirth

Its: President & CEO

CONTRACT FOR CIVIL (NON-CRIMINAL) MUNICIPAL LEGAL SERVICES

THIS AGREEMENT is made between and entered by the CITY OF RAMSEY, MINNESOTA, a Minnesota Statutory City (hereinafter, "the City") and HOLSTAD & KNAAK, PLC, a law firm organized as a professional association under the laws of the State of Minnesota (hereinafter, "the Attorney")

Upon formal appointment of the Attorney by the City Council and for the promised consideration as outlined below, the Attorney shall provide the following legal services to the City:

LEGAL SERVICES

1. Attend City Council meetings and other City Board, Authority, Commission or Committee meetings as requested by the City Council or City Administrator.

2. Draft and/or review ordinances, resolutions, and correspondence, as requested. Review City Council agendas and meeting minutes, as requested.

3. Advise the Mayor, Council Members, City Administrator, Department Heads and other City staff on City legal matters.

4. Prepare and/or review municipal contracts, such as contracts for public improvements, joint powers agreements, construction, and purchase of equipment.

5. Review of the Municipal Code on a regular basis and provide assistance in the drafting of any needed modifications or amendments.

6. Represent the City in matters related to the enforcement of City building and zoning codes in injunctive and other civil proceedings, except in instances where such representation is provided in the City's insurance contract and third-party representation is obtained. In such instances it will remain the Attorney's duty to closely monitor and cooperate as needed in such representation.

7. Research and submit legal options on municipal or other legal matters, as requested by the City Council or the City Administrator.

8. Meet with the City Council, City Administration, Department Heads and City Staff as needed to review Council and Commission Agenda items and the status of all legal matters before the City. The Attorney and City Administrator will establish any necessary schedule if and when it is determined that regular meetings will be necessary for this purpose.

9. Provide legal briefings or presentations regarding new or proposed legislation affecting the City's operation and activities.

10. Provide advice and training on open meeting law, data practice law and requirements, parliamentary procedure, record retention and privacy issues, including HIPPA.

11. Represent, as needed, the City in employment related issues, labor negotiations, arbitration, administrative hearings and in litigation involving those same issues.

12. Interpret and advise with respect to municipal employment matters including, but not limited to PERA, labor agreements, personnel policy, FMLA and Veterans Preference.

13. Defend City in litigation, except in those cases where the City's insurance company is required to provide defense, including, but not limited to: a) human rights claims; b) condemnation; c) permits and administrative actions; and d) labor and employment proceedings in which legal representation of the city is either advisable or required.

14, Represent the City in uninsured claims and other insurance matters.

15. In coordination with any separately retained Bond Counsel, review financing, special assessments, bonds and insurance requirements required by or for City Contracts or activities.

16. Represent the City in the acquisition of properties for public improvements, easements, and parks.

17. Represent the City in condemnation proceedings for public improvement projects.

18. Represent the City in workers' compensation matters.

19. Initiate litigation on behalf of the City as requested by the City Council.

20. Interpret and advise the City on questions related to zoning or land use issues, impact fees and legal uses.

21. On direction of the Administrator, prepare and/or review the following:

a) Conditional and Special Use Permits

b) Vacation of Rights of Way Applications, supporting documentation and Resolutions

c) Special Assessments

d) Planned Unit Developments

e) Development Agreements

f) Subdivision and Zoning Requests

g) Development Agreement Drafts

22. The foregoing, expressly enumerated services, while intended to be extensive, is not intended to be all inclusive, and services provided shall also include those additional matters that may be considered customary and usual in the provision of legal services by a City attorney under customs and laws of the State of Minnesota.

ADDITIONAL DUTIES OF ATTORNEY

1. The Attorney shall not subcontract out or assign any interest in this contract to any third party without the prior written consent of the City.

2. Frederic W. Knaak shall be the principal attorney on all matters involving the representation of the City and shall be expressly, professionally, and individually responsible for all facets of that representation.

3. The Attorney shall maintain professional liability insurance coverage at all times during its representation of the City in the amount of $2,000,000 aggregate claims, and $2,000,000 individual claims.

4. It is understood by the Attorney and the City that this contract shall run for two years after the appointment of the Attorney, at which time it may only be renewed upon express agreement of the City and the Attorney. Notwithstanding the intended term, it is expressly understood that the Attorney's tenure as City Attorney is at the pleasure of the City Council and that the appointment of the City Attorney may be terminated at any time with or without any cause. In the event of a termination for other-than-cause prior to the two-year term, to the extent feasible, the City shall provide 60 days notice of its intention to terminate or not renew this contract.

5. On or about December 31 of each year, for the duration of this Agreement, the City Attorney and City Administrator may mutually evaluate the usage of legal services during the prior year of this Agreement in order to evaluate usage of legal services during the prior year of the Agreement in order to evaluate usage and identify areas where modification in the parties' relationship may be mutually beneficial.

6. All data collected, created, received, maintained, or disseminated for any purposes by the activities of the Attorney because of this Agreement and the resulting Attorney-Client relations is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended, the Minnesota Rules implement such act now in force or as adopted, as well as federal regulations on data privacy. This paragraph does not create a duty or any obligation on the part of the Attorney to provide access to public data to the public for inspection or otherwise if the public data are available from the City.

7. Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties hereto.

OTHER

1. The City expressly reserves its right to hire independent counsel on matters it determines requires an attorney with more expertise or expertise in a particular field. In such a situation, the City shall remain responsible to the Attorney for the monthly fee provided under this agreement along with any billings not related to the matter for which special counsel was retained. The City shall only be responsible to the Attorney for extra expenses in relation to the matter for which special counsel is retained if the City names the Attorney as co-counsel in the matter or otherwise requests the Attorney's participation.
2. The effective date of this Agreement shall be November 1, 2023.

COMPENSATION AND EXPENSES

1. Payment under this contract shall be in the form of a single, monthly fee of four-thousand one hundred and fifty/00 ($4,150.00). That payment is intended to be for all of the foregoing services, including up to 10 hours of time billed on litigation matters, such as condemnation matters or

arbitrations. This rate does not include filing or similar fees required in representing the City in litigation matters. These incidental fees shall be paid by the City as incurred.

2. If it appears that more than ten hours of time shall be required on litigation matters, the Attorney shall notify the City in writing of that expectation. Any time over the 10 hours included in the monthly fee shall be billed at a single rate of $150.00 per hour.

3. In the event of an unexpected or unusual cost, no expense or cost shall be billed to the City without first obtaining an authorization from the city in writing. Such an expense, as an example, might be a necessary deposition or transcript, or a very large volume of printing (in excess of 2000 pages in any given month.)

IN WITNESS WHEREOF, the CITY and the ATTORNEY have executed this Agreement and it is effective on the latest date affixed hereto.

CITY OF RAMSEY

By: _____

Mark E. Kuzma, its Mayor

By: _____

Brian Hagen, City Administrator

Dated: _____

HOLSTAD & KNAAK PLC

By: _____

Frederic W. Knaak, Esq.

Dated: _____

▼AGREEMENT FOR CRIMINAL PROSECUTION SERVICES

This Agreement, entered into between the City of Ramsey, a Minnesota Municipal Corporation (City) and the Law Firm of Eckberg Lammers, P.C., (Criminal Prosecution Attorney) as of January 1, 2023 provides as follows:

ARTICLE I:
BACKGROUND: FINDINGS

1.1 Authority. The appointment and removal of the Criminal Prosecution Attorney are made by the City Council.

1.2 Council Determination. At a duly called regular meeting of the City Council it was determined that the law firm of Eckberg Lammers, P.C. be engaged as Criminal Prosecution Attorney, with Joseph Van Thomme of that firm serving as chief prosecutor for the City. This agreement between the firm and the City sets forth the terms and conditions of the engagement.

ARTICLE II:
TERMS AND CONDITIONS

2.1 Consideration. In consideration of the mutual promises and conditions contained in this Agreement, the City and the Criminal Prosecution Attorney agree to the terms and conditions as set forth herein.

2.2. Criminal Prosecution Attorney Appointment. The City appoints the firm of Eckberg Lammers, P.C. as Criminal Prosecution Attorney, with Joseph Van Thomme acting as primary chief prosecutor for the City.

2.3 Usual and Customary Criminal Prosecution Services. The Criminal Prosecution Attorney agrees to perform all usual and customary criminal prosecution services for the City in accordance with the terms of this Agreement, including, but not limited to the following primary responsibilities for the criminal prosecution services:

General Responsibilities:

Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, and attending all necessary hearings, trials, arraignments, and post-conviction hearing as required, coordinating officer and witness appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate, act as a resource to the Police Department in the development of criminal cases, and provide training sessions for Police and other City staff as needed.

Provide timely pursuit of disposition of criminal case in advance of actual Court cases to avoid unnecessary officer Court time.

Process and prosecute forfeiture cases on behalf of the Police Department.

The Criminal Prosecution Attorney is required to be knowledgeable in a variety of legal areas, including but not limited to:

* Criminal Prosecution
* Trial Activity
* General Municipal Laws
* City Code Issues related to criminal prosecution
* General State and Federal Laws relating to prosecution matters
* General Government Data Practices related to rules of discovery and criminal prosecution

The Criminal Prosecution services that are required by the City and covered by a fixed retainer fee include, but are not limited to, the following areas:

1. Meetings and/or telephone conversations with and advising City Administrator and Police Chief, police officers and other authorized staff on general criminal legal matters.

2. Research and submission of legal opinions on criminal legal matters requested by the City Administrator, Police Chief or other authorized staff, availability to answer staff questions by telephone.

3. Legal consultation and general support for City Administrator and Police Chief and other authorized staff on general criminal legal matters.

4. Provide a high level of customer service by responding in a prompt matter.

5. Prosecute all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offense committed within the corporate limits of the City. This includes all such cases initiated by any law enforcement agency and citizen complaints including, but not limited to, traffic violations, DUI cases, and City Code violations that are prosecuted criminally.

6. Provide advice, consultation and training where required to the City's Police Department and to all other departments of the City in the interpretation and enforcement of statutes, ordinances and investigations of violations in connection with the prosecution of criminal cases.

7. Prepare criminal complaints where facts warrant.

8. Evaluate all cases where a plea of not guilty is entered and prosecute where warranted.

9. Prepare appropriate pre-trial notices as required.

10. Seek such additional investigation as required.
11. Negotiate and enter plea bargains where deemed advisable.

12. Represent the City at all pre-trial motions.

13. Perform all legal research and prepare briefs when required.

14. Try all jury and court cases as necessitated.

15. Review ordinances for criminal prosecution as requested.

16. Render written opinions to law enforcement on criminal prosecution matters where requested, including interpretation of statutes, ordinances, rules and regulations.

17. Ensure proper notifications and preparation of police officers and staff for trial.

18. Assist in resolving criminal prosecution matters not resulting in litigation.

19. Assist the City and law enforcement in efficient disposition of DUI-related forfeitures arising from cases handled by the Criminal Prosecution Attorney.

20. Examine, evaluate and provide representation for all appeals to the Appellate Courts.

As part of the firm's comprehensive flat fee prosecution services, no charges are ever imposed for phone calls. The firm encourages police officers and staff to contact any of our prosecuting attorneys. If a phone call evolves into a project or work item, that item shall be covered by the flat fee retainer agreement. The firm has found its law enforcement clients welcome this approach, as it provides for unfettered legal advice without imposing financial pressure on the given department.

2.4 Compensation for Criminal Prosecution Services. For Criminal Prosecution Services for the years 2023 - 2027, the City agrees to compensate the Criminal Prosecution Attorney as follows:

	2023	2024	2025	2026	2027
Retainer Fee*	$75,028	$77, 278	$79,596	$81,983	$84,442
Hourly Attorney *	$250	$250	$250	$250	$250

* Retainer Fee: Annual Amount to be paid in 12 equal installments.
* Hourly Attorney: The hourly rates for all attorneys will be the same and shall only apply to matters not related to or covered by this agreement. Such fees will be specifically agreed to by the City prior to any undertaking of legal services by the Criminal Prosecution Attorney.

2.5 Compensation for Expenses. The City will compensate the Criminal Prosecution Attorney for the following actual and necessary expenses incurred by the Criminal Prosecution Attorney on behalf of the City:

The Criminal Prosecution Attorney passes through the following charges to the City at cost:

* Process Server Fees
* Court Filing Fees
* Document Recording and Closing Fees
* Court Reporter Transcription Fees

2.6 Billing Statements. Billings by the Criminal Prosecution Attorney to the City for services will be on a monthly basis, except as may otherwise be agreed upon by the parties. The billing statement shall be of sufficient detail to adequately inform the City concerning the services performed and the nature and extent of costs and disbursements. The statement shall also contain a summary that shows the total fees, charges and disbursements.

2.7 Term of Agreement. The term of this Agreement shall be for five years. The rates specified in this Agreement will remain in effect for the term of this Agreement.

2.8 Chief Prosecutor. It is the intention of the parties and it is hereby agreed by the Criminal Prosecution Attorney, the term "Chief Prosecutor" as used herein means and refers to Joseph Van Thomme, who will supervise and be responsible to the City for the criminal prosecution services provided.

2.9 Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire Agreement between the City and the Criminal Prosecution Attorney, and supersedes any other written or oral agreements between the City and the Criminal Prosecution Attorney. This Agreement can only be modified in writing signed by the City and the Criminal Prosecution Attorney.

2.10 Termination. This Agreement may be terminated by the City at any time or by the Criminal Prosecution Attorney upon 60 days written notice.

2.11 Conflict of Interest. The Criminal Prosecution Attorney shall use best efforts to meet all professional obligations to avoid conflict of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Criminal Prosecution Attorney shall arrange for suitable alternative legal representation. It is the intent of the Criminal Prosecution Attorney to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.

2.12 Agreement Not Assignable. Except as provided in Paragraph 2.11 of this Agreement relating to conflicts of interest, the rights and obligations created by this Agreement may not he assigned by either party.

2.13 Agreement Not Exclusive. The City retains the right to hire other legal representatives for specific legal matters.

2.14 Independent Contractor Status. All services provided by the Criminal Prosecution Attorney pursuant to this Agreement shall be provided by the Criminal Prosecution Attorney as an independent contractor and not as an employee of the City for the purpose, including but not limited to: income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.

2.15 Work Product. All records, information, materials and other work product prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the City.

2.16 Insurance and Indemnification. Criminal Prosecution Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this Agreement. The value of

the policy shall not be less than the cap of municipal tort liability as established by Minnesota Statutes. Criminal Prosecution Attorney further agrees to defend, indemnify, and hold harmless the City, its agents and employees against all causes of actions against the City or any of its agents or employees that arise from or as a result of the Criminal Prosecution Attorney's negligent actions or advice under the terms of this Agreement.

2.17 Data Practices Act Compliance. Data provided to the Criminal Prosecution Attorney under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

2.18 Choices of Law and Venue. This Agreement shall be governed by the construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the State or Federal Courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their proper officers and representatives as the day and year first above written.

CITY OF RAMSEY

Dated: _____

_____
Mayor

Dated: _____

_____
City Administrator

Dated: _____

_____
Joseph Van Thomme
Criminal Prosecuting Attorney

COMMITTEES, AUTHORITIES, BOARDS, COMMISSIONS
(Descriptions and Meeting Schedules)

One Year Appointments

Environmental Policy Board (EPB) (Appointments 1 Plus Alt) The EPB will promote environmental awareness and conservation practices by citizens by advising the City Council on policy issues, review of new development proposals, communication and education. The EPB meets on the 3rd Monday of each month at 6:30 p.m. in the Council Chambers at the Municipal Center. *Liaison/Ex-Officio to Commissions*

Highway 10 Committee (Appointments 3) This is a committee of three City Councilmembers that addresses issues of concern to Highway 10, including legislative initiatives, grant requests, and attending the Anoka County Highway 10 Working Group meetings (early morning 7:30 a.m.). Meetings are scheduled as needed.

Park and Recreation Commission (Appointments 1 Plus Alt) The primary objective of the Park and Recreation Commission is to monitor and reflect the attitudes and concerns of the citizens of Ramsey relative to the park system and recreation programs, and to advise the City Council of citizen attitudes and policy matters relevant to the park and recreation function in Ramsey. The Park and Rec. Commission meets on the 2nd Thursday of each month at 6:30 p.m. in the Council Chambers at the Municipal Center or at various Ramsey parks.
Liaison/Ex-Officio to Commissions

Planning Commission (Appointments 1 Plus Alt) The primary objective of the Planning Commission is to advise the City Council on land use concerns. In addition, the Planning Commission shall serve as the planning agency and shall have the powers and duties given such agencies by state statute. The Planning Commission meets on the 1st Thursday of each month at 7 p.m. in the Council Chambers at the Municipal Center. *Liaison/Ex-Officio to Commissions*

Public Works Committee (Appointments 3 Plus Alt) This Committee considers and advises the City Council on matters concerning public infrastructure, including roadway improvements and maintenance operations, traffic control modification requests, storm water management, and public utility improvements and needs. The Committee meets the 3rd Tuesday of each month at 5:30 p.m. in the Lake Itasca Room at the Ramsey Municipal Center. *Committee of the Council*

***EDA Appointments Coincide with Council Terms** (A vacancy is created in the membership of the commission when a city councilmember of the authority ends councilmembership.)*
Economic Development Authority (EDA) (Appointments 2 Plus Alt) The primary objective of the EDA is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey. The EDA meets the second Thursday of each month, beginning at 7:30 a.m., in the Council Chambers at the Municipal Center. *Voting Member*

Two-Year Appointments

Anoka County Joint Law Enforcement (JLEC) (Appointments 1 Plus Alt) (This is a 2-year appointment.) The JLEC is an innovative governing body that was created in Anoka County to collaboratively and efficiently work on public safety issues through the entire county. The JLEC was created in 1970. This group is chaired by the County Attorney and is made up of elected officials from each jurisdiction, and the Chief/Sheriff of each jurisdiction. The Fire Protection Council also has a representative on the JLEC. This Board meets quarterly – the 4th Wednesday of the month at 2:00 p.m. The meeting locations vary.

Anoka County Fire Protection Council (ACFPC) (Appointments 1 Plus Alt) (This is a 2-year appointment) The ACFPC operates as an independent Joint Powers Arrangement between multiple jurisdictions in Anoka County. The purpose of the ACFPC is to join together to improve the efficiency and effectiveness of fire and emergency services to the public within the geographic service area of the member jurisdictions, to cooperatively address its member's long term needs for fire-fighting and emergency equipment, fire records data systems and fire-fighter and EMS training. The ACFPC meets quarterly in the months of January, April, July, and October, at approximately 7:00 p.m. at a rotating location in one of the members' jurisdictions.

Fire Relief Association (Appointments set by Bylaws) The objective of the Fire Relief Association is to provide service pensions and ancillary benefits to members and beneficiaries of the City of Ramsey Fire Department. The Board has nine members, six General Trustees elected from membership and three Municipal Trustees. Per the bylaws the three Municipal Trustees are the Fire Chief, Finance Director and the Mayor. The meeting schedule for the Fire Relief Association is TBD.

Lower Rum River Watershed Management Organization (LRRWMO) (Appointments 1 Plus Alt) (This is a 2-year appointment.) LRRWMO is a joint powers special purpose unit of government including the cities of Ramsey, Anoka and portions of Andover. The organization seeks to protect and improve lakes, rivers, streams, groundwater, and other water resources across municipal boundaries. The LRRWMO meets the 3rd Thursday of the month beginning at 8:00 a.m., at Anoka City Hall (Committee Room) 2015 South 1st Avenue, Anoka.

Youth First (Appointments 1 Plus Alt) (This is a 2-year appointment.) Youth First is a non-profit organization that provides free after school and summer programs to middle and high school age children in Andover, Anoka, Coon Rapids and Ramsey. Their mission is to actively engage youth, their families, and the community to ensure youth have the five fundamental promises they need to succeed: safe places, caring adults, effective education, a healthy start and opportunities to serve. Youth First meets the second Thursday of every month at 7:30 a.m. – at the Youth First Building, 6701 Highway 10 NW, Ramsey, MN. Member of Organization

Quad Cities Cable Commission (QCTV) (Appointments 1 Plus Alt) (This is a 2-year appointment.) QCTV strives to connect our communities through local cable TV programming valued by residents. The four member cities include Andover, Anoka, Champlin and Ramsey. The Committee meets bi-monthly on the 3rd Thursday of at 11:00 a.m. in the Council Chambers at Anoka City Hall, 2015 – 1st Avenue, Anoka as a governing board for this joint powers organization. Meeting Months: January, March, May, July, September and November.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-001

RESOLUTION FOR 2024 COUNCIL ORGANIZATION

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

1) That the City of Ramsey's official newspaper is the Anoka County UnionHerald; official newspaper of the City in which all legal notices, vacancies, advertisements, etc. will be published; and

2) That the City of Ramsey's Legal Services are provided as follows: a) General Legal Counsel: Holstad and Knaak, PLC; b) Prosecution Counsel: Ekberg Lammers, PC and c) Bond Counsel/TIF: Taft Stettinius & Hollister, LLP; and

3) That the City of Ramsey's recording secretarial service is TimeSaver Off-Site Secretary Services (TOSS); and

4) That the following one-year terms are as follows: Acting Mayor, Environmental Policy Board, Highway 10 Committee, Park and Recreation Commission, Planning Commission and Public Works Committee.

		2023 Appt.	**2024 Appt.**
a)	Acting Mayor	Chris Riley	Chris Riley
b)	Environmental Policy Board	Chelsee Howell Matt Woestehoff (Alt)	Matt Woestehoff Chelsee Howell (Alt)
c)	Highway 10 Committee	Mark Kuzma Chris Riley Dan Specht Brian Hagen	Mark Kuzma Dan Specht Chris Riley Brian Hagen
d)	Park and Recreation Commission	Debra Musgrove Michael Olson (Alt)	Debra Musgrove Chris Riley (Alt)
e)	Planning Commission	Matt Woestehoff Michael Olson (Alt)	Matt Woestehoff Michael Olson (Alt)
f)	Public Works Committee	Debra Musgrove Chris Riley Matt Woestehoff Chelsee Howell (Alt)	Debra Musgrove Chelsee Howell Michael Olson Chris Riley (Alt)

5) That the following two-year terms are as follows: Anoka County Fire Protection Council, Anoka County Joint Law Enforcement, Anoka County Solid Waste Abatement Advisory Team, Anoka County Housing and Redevelopment Authority, Fire Relief Association, Health Authority, LOGIS Board of Directors, Lower Rum River Watershed Management Organization (LRRWMO), North Metro Mayors Association, Quad Cities Cable Communications Commission, and Youth First are as follows:

		2021-2022 Appt.	**2023-2024 Appt.**
a)	Anoka County Fire Protection Council	Ryan Heineman Dan Specht (Alt)	Debra Musgrove Dan Specht (Alt)
b)	Anoka County Joint Law Enforcement Council (JLEC)	Jeff Katers Chelsee Howell Dan Specht (Alt)	Jeff Katers Michael Olson Chelsee Howell (Alt)
c)	Anoka County Solid Waste Abatement Advisory Team	Chris Anderson	Chris Anderson
d)	Fire Relief Association	Mark Kuzma Matt Kohner Diana Lund	Mark Kuzma Matt Kohner Diana Lund
e)	Health Authority	Dr. James Long	Dr. James Long
f)	LOGIS Board of Directors	Jason Fredrickson Chris Bruneau	Jason Fredrickson Chris Bruneau (Alt)
g)	Lower Rum River Watershed Management Organization (LRRWMO)	Debra Musgrove Chris Riley (Alt) Len Linton, Staff	Debra Musgrove Chris Riley (Alt) Len Linton, Staff
h)	North Metro Mayors Association: Operating Committee Management Committee	Mark Kuzma Kurt Ulrich	Mark Kuzma Brian Hagen
i)	Quad Cities Cable Communications Commission	Matt Woestehoff Kurt Ulrich	Dan Specht Matt Woestehoff
j)	Youth First	Michelle Anderson Tim Frankfurth Dan Specht Cory Gardner (Alt) Matt Woestehoff (Alt)	Michelle Anderson Tim Frankfurth Matt Woestehoff Kyle Brotkowski (Alt) Dan Specht (Alt)

6) The City Council members appointed to the EDA while maintaining City Council membership are as follows:

a) Economic Development Authority	Chris Riley Chelsee Howell Michael Olson (Alt)

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative:

Information

Title

Adopt Resolution #24-003 Approving Final Payment to North Valley, Inc. for Improvement Project #23-07; 2023 Neighborhood Pavement Overlay Improvements.

Purpose/Background:

Resolution and Pay Request attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from North Valley, Inc.

1. IC-134 (Contractor's Withholding Affidavit showing compliance with the provisions of Minnesota Statue 290.92 requiring withholding state income tax).
2. Waiver of Mechanic's Lien Rights (Affidavits that all claims against North Valley, Inc. by reasons of the contract have been fully paid or satisfactorily secured).
3. Consent of Surety to Final Payment (Certification from the contractor's surety).

Following receipt of these items, final payment will be issued.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc. for improvement project #23-07; 2023 Neighborhood Pavement Overlay Improvements in the amount of $5,735.04.

Action:

Motion to adopt Resolution #24-003 approving final payment to North Valley, Inc. for improvement project #23-07; 2023 Neighborhood Pavement Overlay Improvements in the amount of $5,735.04.

Attachments

Pay Resolution #24-003

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/19/2023 03:47 PM
Brian Hagen	Brian Hagen	01/04/2024 09:39 AM
Form Started By: Stacie Damjanovich		Started On: 12/05/2023 08:38 AM
Final Approval Date: 01/04/2024		

Councilmember _____introduced the following resolution and moved for its adoption:

RESOLUTION #24-003

RESOLUTION APPROVING FINAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #23-07; 2023 NEIGHBORHOOD PAVEMENT OVERLAY IMPROVEMENTS

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

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

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

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

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

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

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

WHEREAS, as of January 9, 2024, $567,768.59 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc. of Nowthen, Minnesota for said project, in the amount of $5,735.04.

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

1) The Ramsey City Council hereby authorizes final payment to North Valley, Inc. of Nowthen, Minnesota for improvement project #23-07, Neighborhood Pavement Overlay Improvements, in the amount of $5,735.04.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of January 9, 2024.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

24-003

Pay Estimate Summary Sheet

Estimate Number:	4 Final
Project Number:	23-07
Project Name:	2023 Neighborhood Pavemet Overlay Improvements
Period Ending	November 30, 2023
Contractor:	North Valley Inc.
Address:	20015 Iguana Street NW Suite 100, Nowthen, MN 55330

1	Original Contract Amount		$ 536,886.89
2	Change Order(s)	No. 1 Thru No. 1	$ 60,583.56
3	Total Funds Encumbered		$ 597,470.45
4	Value of Work Completed		$ 573,503.63
5	Retainage 0 %		$ -
	Percent Complete	100%	
6	Deductions or Charges		$ -
7	Total Earned Less Retainage (Lines 4+5+6)		$ 573,503.63
8	Previous Payment(s)		$ 567,768.59
9	**Payment Due (Lines 7-8)**		**$ 5,735.04**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ -

Certificaiton of Final Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the amount for the Final Estimate, the provisions of M.S. 290.92 have been complied with and that all claims against me by reason of the contract have been paid or satisfactorily secured.

North Valley, Inc.	Leslie A. Bloom
Contractor Name	Print Name
President	
Title	Signature
	December 5, 2023
	Date

City of Ramsey Approval

	12/7/2023
Signature (Project Engineer)	Date
	12/12/2023
Signature (City Engineer)	Date

2023 Neighborhood Pavemet Overlay Improvements
I.P. 23-07
Estimate No. 4 **Final**
Period Ending November 30, 2023

				CONTRACT AMOUNT			COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	$ 17,470.77	$ 17,470.77	0.0	$ -	1	$ 17,470.77
2	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	514	$ 8.27	$ 4,250.78	0	$ -	522	$ 4,316.94
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	702	$ 2.52	$ 1,769.04	0	$ -	425	$ 1,071.00
4	2104.503	SAWING CONCRETE (FULL DEPTH)	LF	261	$ 5.73	$ 1,495.53	0	$ -	85	$ 487.05
5	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	143	$ 6.81	$ 973.83	0	$ -	167	$ 1,137.27
6	2104.504	REMOVE CONCRETE WALK	SY	186	$ 9.06	$ 1,685.16	0	$ -	186	$ 1,685.16
7	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	96	$ 43.91	$ 4,215.36	0	$ -	15	$ 658.65
8	2231.603	SAWED & SEALED JOINT	EA	130	$ 48.23	$ 6,269.90	0	$ -	205	$ 9,887.15
9	2231.604	BITUMINOUS PATCH	SY	333	$ 48.33	$ 16,093.89	0	$ -	196	$ 9,472.68
10	2232.504	MILL BITUMINOUS SURFACE (1.0")	SY	3023	$ 2.64	$ 7,980.72	0	$ -	3066	$ 8,094.24
11	2232.504	MILL BITUMINOUS SURFACE (2.0")	SY	33377	$ 1.04	$ 34,712.08	0	$ -	33377	$ 34,712.08
12	2301.604	CONCRETE PAVEMENT DRIVEWAYS 6"	SY	8	$ 80.39	$ 643.12	0	$ -	8	$ 643.12
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2546	$ 2.84	$ 7,230.64	0	$ -	2190	$ 6,219.60
14	2360.509	1	TON	256	$ 88.16	$ 22,568.96	0	$ -	253	$ 22,304.48
15	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 2.0"	TON	3772	$ 84.94	$ 320,393.68	0	$ -	3314	$ 281,491.16
16	2503.602	GROUT CATCH BASIN	EA	63	$ 91.11	$ 5,739.93	0	$ -	57	$ 5,193.27
17	2503.602	RESET CATCH BASIN	EA	2	$ 321.55	$ 643.10	0	$ -	2	$ 643.10
18	2504.602	ADJUST VALVE BOX	EA	18	$ 107.18	$ 1,929.24	0	$ -	18	$ 1,929.24
19	2506.502	ADJUST FRAME AND RING CASTING	EA	28	$ 53.59	$ 1,500.52	0	$ -	28	$ 1,500.52
20	2521.504	6" CONCRETE WALK	SY	324	$ 69.67	$ 22,573.08	0	$ -	353	$ 24,593.51
21	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	222	$ 10.72	$ 2,379.84	0	$ -	378	$ 4,052.16
22	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	374	$ 48.23	$ 18,038.02	0	$ -	399	$ 19,243.77
23	2531.503	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	140	$ 48.23	$ 6,752.20	0	$ -	123	$ 5,932.29
24	2531.604	7" CONCRETE VALLEY GUTTER	SY	17	$ 75.03	$ 1,275.51	0	$ -	12	$ 900.36
25	2531.618	TRUNCATED DOMES	SF	370	$ 48.23	$ 17,845.10	0	$ -	378	$ 18,230.94
26	2540.601	LANDSCAPE RESTORATION	LS	1	$ 1,607.74	$ 1,607.74	0	$ -	1	$ 1,607.74
27	2563.601	TRAFFIC CONTROL	LS	1	$ 3,215.48	$ 3,215.48	0	$ -	1	$ 3,215.48
28	2574.507	TOPSOIL (LV)	CY	21	$ 49.84	$ 1,046.64	0	$ -	31	$ 1,545.04
29	2575.504	SODDING TYPE LAWN	SY	189	$ 24.27	$ 4,587.03	0	$ -	350	$ 8,494.50
		ORIGINAL CONTRACT TOTALS				**$ 536,886.89**		**$ -**		**$ 496,733.27**
		CHANGE ORDER No.1 - REVISE ALPINE DRIVE MILL & OVERLAY								
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
30A	2232.504	MILL BITUMINOUS SURFACE (1.5") - ALPINE DRIVE	SY	5876	$ 2.64	$ 15,512.64	0	$ -	7532	$ 19,884.48
13A	2357.506	BITUMINOUS MATERIAL FOR TACK COAT - ALPINE DRIVE	GAL	411	$ 2.84	$ 1,167.24	0	$ -	753	$ 2,138.52
14A	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) 1.5" - ALPINE DRIVE	TON	498	$ 88.16	$ 43,903.68	0	$ -	621	$ 54,747.36
		CHANGE ORDER TOTALS				**$ 60,583.56**		**$ -**		**$ 76,770.36**
		GRAND TOTALS				**$ 597,470.45**		**$ -**		**$ 573,503.63**

Internal City Use Only			
Pavement Management Funds		$ -	*$ 490,896.90*
Storm Sewer Utility Funds		$ -	*$ 5,836.37*
2023 Budgeted Temporary Pavement Repair Funds		$ -	*$ 76,770.36*
Total Funds		$ -	*$ 573,503.63*

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-004 Approving Final Payment to North Valley, Inc. for Improvement Project #23-06; 2023 MSA Pavement Overlay Improvements.

Purpose/Background:

Resolution and Pay Request attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from North Valley, Inc.:

1. IC 134 (Contractor's Withholding Affidavit showing compliance with the provisions of Minnesota Statue 290.92 requiring withholding state income tax).
2. Waiver of Mechanic's Lien Rights (Affidavits that all claims against North Valley, Inc. by reasons of the contract have been fully paid or satisfactorily secured).
3. Consent of Surety to Final Payment (Certification from the contractor's surety).

Following receipt of these items, final payment will be issued.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc. for improvement project #23-06; 2023 MSA Pavement Overlay Improvements in the amount of $5,129.98.

Action:

Motion to adopt Resolution #24-004 Approving Final Payment to North Valley, Inc for improvement project #23-06; 2023 MSA Pavement Overlay Improvements in the amount of $5,129.98

Attachments

Pay Resolution #24-004

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/19/2023 03:48 PM
Brian Hagen	Brian Hagen	01/04/2024 09:39 AM
Form Started By: Stacie Damjanovich		Started On: 12/05/2023 09:31 AM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-004

RESOLUTION APPROVING FINAL PAYMENT TO NORTH VALLEY, INC. OF NOWTHEN, MINNESOTA FOR IMPROVEMENT PROJECT #23-06; 2023 MSA PAVEMENT OVERLAY IMPROVEMENTS

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

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

WHEREAS, pursuant to Ramsey City Council Resolution #22-287, adopted December 13, 2022, the City Council ordered the City Engineer to prepare plans and specifications for Improvement Project #23-06, 2023 MSA Pavement Overlay Improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-083, adopted April 25, 2023, the City Council approved adding streets within the Rivenwick 3rd and Rivenwick Village subdivisions to Improvement Project #23-06; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-141, adopted June 27, 2023, the City Council approved plans and specifications as prepared by the City Engineer and authorized advertisement for bids for said improvement; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-169, adopted July 25, 2023, a contract was awarded to North Valley, Inc. of Nowthen, Minnesota, in the amount of $498,917.55 for construction and said improvements; and

WHEREAS, as of January 9, 2024 $507,868.29 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc., of Nowthen, Minnesota for improvement project #23-06, 2023 MSA Pavement Overlay Improvements in the amount of $5,129.98.

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

1) The City Council hereby authorizes final payment to North Valley, Inc. of Nowthen, Minnesota for Improvement Project #23-06, 2023 MSA Pavement Overlay Improvements in the amount of $5,129.98.

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

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of January 9, 2024.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

24-004

Pay Estimate Summary Sheet

Estimate Number:	3 Final
Project Number:	IP 23-06 (S.A.P. 199-114-001)
Project Name:	2023 MSA Pavement Overlay Improvements
Period Ending	November 30, 2023
Contractor:	North Valley, Inc.
Address:	20015 Iguana Street NW Suite 100, Nowthen, MN 55330

1	Original Contract Amount			$ 498,917.55
2	Change Order(s)	No. ____	Thru No. ____	
3	Total Funds Encumbered			$ 498,917.55
4	Value of Work Completed			$ 512,998.27
5	Retainage	0 %		$ -
	Percent Complete		100%	
6	Deductions or Charges			
7	Total Earned Less Retainage (Lines 4+5+6)			$ 512,998.27
8	Previous Payment(s)			$ 507,868.29
9	**Payment Due (Lines 7-8)**			**$ 5,129.98**
10	Total Balance to Finish, Including Retainage (Lines 3-7)			$ -

Certificaiton of Final Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the amount for the Final Estimate, the provisions of M.S. 290.92 have been complied with and that all claims against me by reason of the contract have been paid or satisfactorily secured.

North Valley, Inc.	Leslie A. Bloom
Contractor Name	Print Name
President	
Title	Signature
	December 5, 2023
	Date

City of Ramsey Approval

Joe Fenwick	12/7/2023
Signature (Project Engineer)	Date
Bruce Westby	12/12/2023
Signature (City Engineer)	Date

2023 MSA Pavement Overlay Improvements
I.P. IP 23-06 (S.A.P. 199-114-001)
Estimate No. 3 **Final**
Period Ending November 30, 2023

			CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	$ 10,610.51	$ 10,610.51	0.0	$ -	1.0	$ 10,610.51
2	2104.502	REMOVE CASTING ASSEMBLY	EA	16	$ 308.57	$ 4,937.12	0	$ -	16	$ 4,937.12
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	664	$ 3.09	$ 2,051.76	0	$ -	536	$ 1,656.24
4	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	187	$ 8.66	$ 1,619.42	0	$ -	185	$ 1,602.10
5	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	601	$ 10.79	$ 6,484.79	0	$ -	535	$ 5,772.65
6	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	99	$ 28.07	$ 2,778.93	0	$ -	282	$ 7,915.74
7	2104.504	REMOVE CONCRETE VALLEY GUTTER	SY	46	$ 41.19	$ 1,894.74	0	$ -	44	$ 1,812.36
8	2104.504	REMOVE CONCRETE WALK	SY	333	$ 19.75	$ 6,576.75	0	$ -	413	$ 8,156.75
9	2211.507	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	51	$ 92.03	$ 4,693.53	0	$ -	10	$ 920.30
10	2231.603	SAWED & SEALED JOINT	EA	101	$ 54.14	$ 5,468.14	0	$ -	101	$ 5,468.14
11	2231.604	BITUMINOUS PATCH	SY	235	$ 48.63	$ 11,428.05	0	$ -	319	$ 15,512.97
12	2232.504	MILL BITUMINOUS PAVEMENT 2.0"	SY	23522	$ 1.32	$ 31,049.04	0	$ -	23645	$ 31,211.40
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1647	$ 4.60	$ 7,576.20	0	$ -	1907	$ 8,772.20
14	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	2658	$ 95.79	$ 254,609.82	0	$ -	2626	$ 251,544.54
15	2504.602	ADJUST VALVE BOX	EA	3	$ 460.15	$ 1,380.45	0	$ -	12	$ 5,521.80
16	2506.502	ADJUST FRAME AND RING CASTING	EA	16	$ 595.49	$ 9,527.84	0	$ -	16	$ 9,527.84
17	2506.502	CASTING ASSEMBLY (SANITARY)	EA	16	$ 812.03	$ 12,992.48	0	$ -	16	$ 12,992.48
18	2506.602	GROUT ADJUSTMENT RINGS	EA	16	$ 162.41	$ 2,598.56	0	$ -	16	$ 2,598.56
19	2506.602	GROUT CATCH BASIN	EA	39	$ 189.47	$ 7,389.33	0	$ -	39	$ 7,389.33
20	2506.602	RESET CASTING ASSEMBLY	EA	5	$ 703.76	$ 3,518.80	0	$ -	5	$ 3,518.80
21	2521.518	6" CONCRETE WALK	SF	3284	$ 7.80	$ 25,615.20	0	$ -	3720	$ 29,016.00
22	2521.602	DRILL & GROUT REINF BAR (EPOXY COATED)	EA	202	$ 10.83	$ 2,187.66	0	$ -	266	$ 2,880.78
23	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	601	$ 48.72	$ 29,280.72	0	$ -	535	$ 26,065.20
24	2531.604	7" CONCRETE VALLEY GUTTER	SY	46	$ 75.79	$ 3,486.34	0	$ -	44	$ 3,334.76
25	2531.618	TRUNCATED DOMES	SF	381	$ 48.72	$ 18,562.32	0	$ -	381	$ 18,562.32
26	2540.601	LANDSCAPE RESTORATION	LS	1	$ 2,706.77	$ 2,706.77	0	$ -	1	$ 2,706.77
27	2563.601	TRAFFIC CONTROL	LS	1	$ 2,923.30	$ 2,923.30	0.00	$ -	1.00	$ 2,923.30
28	2563.601	ALTERNATE PEDESTRIAN ROUTE	LS	1	$ 974.44	$ 974.44	0	$ -	1	$ 974.44
29	2574.507	TOPSOIL (LV)	CY	43	$ 81.20	$ 3,491.60	0	$ -	32	$ 2,598.40
30	2575.504	SODDING TYPE LAWN	SY	300	$ 21.65	$ 6,495.00	0	$ -	577	$ 12,492.05
31	2582.503	4" DOUBLE SOLID LINE PAINT (EPOXY)	LF	2645	$ 1.84	$ 4,866.80	0	$ -	2652	$ 4,879.68
32	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	5446	$ 0.92	$ 5,010.32	0	$ -	5426	$ 4,991.92
33	2582.518	CROSSWALK PAINT (EPOXY)	SF	318	$ 12.99	$ 4,130.82	0	$ -	318	$ 4,130.82
		GRAND TOTALS				**$ 498,917.55**		**$ -**		**$ 512,998.27**

Internal City Use Only				
Municipal State Aid Funds (0.57 Mob)		$ -		*$ 305,196.36*
Pavement Management Funds (0.33 Mob)		$ -		*$ 175,304.56*
Storm Sewer Utility Funds (0.04 Mob)		$ -		*$ 11,657.37*
Sanitary Sewer Utility Funds (0.06 Mob)		$ -		*$ 20,839.97*
Total Funds		$ -		*$ 512,998.27*

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-005 Approving Partial Payment #3 to Veit & Company, Inc. for Improvement Project #23-02; Central Park Parking Lot Reconstruction.

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment #3 to Veit & Company, Inc. for improvement project #23-02, Central Park Parking Lot Reconstruction in the amount of $4,584.69.

Action:

Adopt Resolution #24-005 approving partial payment #3 to Veit & Company, Inc. for improvement project #23-02; Central Park Parking Lot Reconstruction in the amount of $4,584.69.

Attachments

Pay Resolution #24-005

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/19/2023 03:59 PM
Brian Hagen	Brian Hagen	01/04/2024 09:39 AM
Form Started By: Stacie Damjanovich		Started On: 12/07/2023 11:17 AM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-005

RESOLUTION APPROVING PARTIAL PAYMENT NO. 3 TO VEIT & COMPANY, INC. OF ROGERS, MINNESOTA FOR IMPROVEMENT PROJECT #23-02; CENTRAL PARK PARKING LOT RECONSTRUCTION

WHEREAS, the City of Ramsey proposes to reconstruct the Central Park main parking lot; and

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

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

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

WHEREAS, pursuant to Ramsey City Council Resolution #23-184, adopted August 22, 2023, a contract was awarded to Veit & Company, Inc. of Rogers, Minnesota, in the amount of $561,036.71 for construction and said improvements; and

WHEREAS, as of January 9, 2024 $571,132.29 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment No. 3 to Veit & Company, Inc., of Rogers, Minnesota for improvement project #23-02, Central Park Parking Lot Reconstruction in the amount of $4,584.69.

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

1) The City Council hereby authorizes partial payment No. 3 to Veit & Company, Inc. of Rogers, Minnesota for Improvement Project #23-02, Central Park Parking Lot Reconstruction in the amount of $4,584.69.

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

3) The total amount of this payment is not included in resolutions approving payment of bills for the date of January 9, 2024.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

24-005

Pay Estimate Summary Sheet

Estimate Number:	3 Partial
Project Number:	23-02
Project Name:	Central Park Main Parking Lot Reconstruction
Period Ending	November 30, 2023
Contractor:	Veit & Company, Inc.
Address:	14000 Veit Place, Rogers, MN 55374

1	Original Contract Amount		$ 561,036.71
2	Change Order(s)	No. 1 Thru No. 1	$ 6,871.20
3	Total Funds Encumbered		$ 567,907.91
4	Value of Work Completed		$ 581,532.30
5	Retainage 1 %		$ (5,815.32)
	Percent Complete	102%	
6	Deductions or Charges		
7	Total Earned Less Retainage (Lines 4+5+6)		$ 575,716.98
8	Previous Payment(s)		$ 571,132.29
9	**Payment Due (Lines 7-8)**		**$ 4,584.69**
10	Total Balance to Finish, Including Retainage (Lines 3-7)		$ 5,815.32

Certification of Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.

Veit & Company	**Bradley Holtz**
Contractor Name	Print Name
Project Manager	Brad Holtz Digitally signed by Brad Holtz DN: C=US, E=brad.holtz@veitusa.com, O="Veit & Company, Inc.", CN=Brad Holtz Date: 2023.12.07 10:18:29-06'00'
Title	Signature
	12/7/23
	Date

City of Ramsey Approval

Signature (Project Engineer)	12/7/2023 Date
Signature (City Engineer)	12/12/2023 Date

Central Park Main Parking Lot Reconstruction
I.P. 23-02
Estimate No. 3 **Partial**
Period Ending November 30, 2023

			CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
1	2021.501	MOBILIZATION	LS	1.0	$ 38,330.00	$ 38,330.00	0.00	$ -	1.00	$ 38,330.00
2	2101.501	CLEARING & GRUBBING LANDSCAPING	LS	1	$ 2,420.00	$ 2,420.00	0	$ -	1	$ 2,420.00
3	2101.502	CLEARING	EACH	7	$ 81.50	$ 570.50	0	$ -	7	$ 570.50
4	2101.502	GRUBBING	EACH	7	$ 81.50	$ 570.50	0	$ -	7	$ 570.50
5	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	101	$ 2.50	$ 252.50	0	$ -	101	$ 252.50
6	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	32	$ 21.25	$ 680.00	0	$ -	32	$ 680.00
7	2104.503	REMOVE BITUMINOUS CURB	LF	39	$ 11.50	$ 448.50	0	$ -	39	$ 448.50
8	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	8837	$ 1.50	$ 13,255.50	0	$ -	8837	$ 13,255.50
9	2106.507	EXCAVATION - COMMON (EV)	CY	100	$ 10.25	$ 1,025.00	0	$ -	100	$ 1,025.00
10	2106.507	EXCAVATION - SUBGRADE (EV)	CY	1632	$ 4.50	$ 7,344.00	0	$ -	1632	$ 7,344.00
11	2106.607	HAUL & STOCKPILE SUBGRADE EXCAVATION MATERIAL	CY	1705	$ 7.33	$ 12,497.65	0	$ -	1968	$ 14,425.44
12	2112.604	SUBGRADE PREPARATION	SY	9305	$ 0.50	$ 4,652.50	0	$ -	9305	$ 4,652.50
13	2130.523	WATER	MGAL	30	$ 92.50	$ 2,775.00	0	$ -	36	$ 3,330.00
14	2211.507	AGGREGATE BASE CLASS 5 MODIFIED	CY	1354	$ 14.25	$ 19,294.50	0	$ -	1552	$ 22,116.00
15	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	608	$ 3.90	$ 2,371.20	0	$ -	550	$ 2,145.00
16	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,F)	TON	982	$ 105.00	$ 103,110.00	0	$ -	1012	$ 106,260.00
17	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,F)	TON	736	$ 114.00	$ 83,904.00	0	$ -	777	$ 88,578.00
18	2502.603	4" PVC CONDUIT - SCHEDULE 40	LF	111	$ 27.75	$ 3,080.25	0	$ -	111	$ 3,080.25
19	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LF	429	$ 72.00	$ 30,888.00	0	$ -	429	$ 30,888.00
20	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	358	$ 77.50	$ 27,745.00	0	$ -	358	$ 27,745.00
21	2503.503	24" RC PIPE SEWER DESIGN 3006 CLASS III	LF	31	$ 111.00	$ 3,441.00	0	$ -	31	$ 3,441.00
22	2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	24	$ 141.00	$ 3,384.00	0	$ -	7	$ 987.00
23	2503.503	CLEAN & VIDEO PIPE SEWER	LF	842	$ 5.50	$ 4,631.00	842	$ 4,631.00	842	$ 4,631.00
24	2503.602	CONNECT TO EXISTING STORM SEWER	EA	1	$ 3,490.00	$ 3,490.00	0	$ -	1	$ 3,490.00
25	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'	EA	1	$ 2,040.00	$ 2,040.00	0	$ -	1	$ 2,040.00
26	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 27-4020	EA	6	$ 1,690.00	$ 10,140.00	0	$ -	6	$ 10,140.00
27	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EA	5	$ 3,680.00	$ 18,400.00	0	$ -	5	$ 18,400.00
28	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EA	1	$ 6,350.00	$ 6,350.00	0	$ -	1	$ 6,350.00
29	2506.502	CASTING ASSEMBLY (STORM)	EA	13	$ 1,200.00	$ 15,600.00	0	$ -	13	$ 15,600.00
30	2521.504	6" CONCRETE WALK	SY	129	$ 91.50	$ 11,803.50	0	$ -	132	$ 12,078.00
31	2531.604	6" CONCRETE FLUME	SY	26	$ 153.00	$ 3,978.00	0	$ -	30	$ 4,590.00
32	2534.503	CONCRETE CURB & GUTTER DESIGN B612	LF	2551	$ 32.00	$ 81,632.00	0	$ -	2610	$ 83,520.00
33	2563.601	TRAFFIC CONTROL	LS	1	$ 0.01	$ 0.01	0.0	$ -	1.0	$ 0.01
34	2572.503	TEMPORARY TREE PROTECTION FENCE	LF	697	$ 2.30	$ 1,603.10	0	$ -	696	$ 1,600.80
35	2573.501	STABILIZED CONSTRUCTION EXIT	EA	1	$ 2,080.00	$ 2,080.00	0	$ -	1	$ 2,080.00
36	2573.502	STORM DRAIN INLET PROTECTION	EA	11	$ 202.00	$ 2,222.00	0	$ -	11	$ 2,222.00
37	2573.503	SILT FENCE, TYPE MS	LF	239	$ 5.00	$ 1,195.00	0	$ -	238	$ 1,190.00

			CONTRACT AMOUNT				COMPLETED THIS PERIOD		COMPLETED TO DATE	
Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
38	2574.507	TOPSOIL (LV)	CY	567	$ 15.25	$ 8,646.75	0	$ -	567	$ 8,646.75
39	2574.508	FERTILIZER TYPE 3	LBS	40	$ 1.10	$ 44.00	0	$ -	40	$ 44.00
40	2575.505	SEEDING	ACRE	0.40	$ 509.00	$ 203.60	0.00	$ -	0.30	$ 152.70
41	2575.508	HYDRAULIC MULCH MATRIX	LBS	760	$ 1.00	$ 760.00	0	$ -	1050	$ 1,050.00
42	2575.508	SEED MIXTURE 25-151	LBS	25	$ 4.80	$ 120.00	0	$ -	35	$ 168.00
43	2575.508	SEED MIXTURE 33-262	LBS	10	$ 14.50	$ 145.00	0	$ -	13	$ 188.50
44	2575.604	ROLLED EROSION PREVENTION CATEGORY 25	SY	1009	$ 2.20	$ 2,219.80	0	$ -	900	$ 1,980.00
45	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	5314	$ 3.90	$ 20,724.60	0	$ -	5381	$ 20,985.90
46	2582.618	PAVEMENT MESSAGE (EPOXY)	SF	25	$ 38.75	$ 968.75	0	$ -	25	$ 968.75
		ORIGINAL CONTRACT TOTALS				**$ 561,036.71**		**$ 4,631.00**		**$ 574,661.10**

CHANGE ORDER No.1

Item No.	MnDOT No.	Item Description	Unit	Estimated Quantity	Unit Price	Extended Total	Quantity	Extended Total	Quantity	Extended Total
CO 1	2211.507	AGGREGATE BASE CLASS 5 MODIFIED - NOT FROM CITY STOCKPILE	CY	336	$ 20.45	$ 6,871.20	0	$ -	336	$ 6,871.20
		CHANGE ORDER No.1 TOTALS				**$ 6,871.20**		**$ -**		**$ 6,871.20**
		GRAND TOTALS				**$ 567,907.91**		**$ 4,631.00**		**$ 581,532.30**

Internal City Use Only			
Park Improvement Trust Fund	*$ -*		*$ 221,697.90*
Capital Maintenance Fund	*$ -*		*$ 221,697.90*
Storm Sewer Utility Fund	*$ 4,631.00*		*$ 138,136.50*
Total Funds	*$ 4,631.00*		*$ 581,532.30*

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title

Adopt Resolution #24-006 Declaring Development Agreement Satisfied and Authorizing Release from Property - The Sapphire Apartments (7555 145th Ave NW); Case of Partner Apartments

Purpose/Background:

The City has been contacted by Partner Apartments, on behalf of PA Sapphire Apartments LLC, the fee title owner of 7555 145th Ave NW (the "Subject Property"), requesting the release of the development agreement for COR SAPPHIRE ADDITION. The desire to get the release is so that the Development Agreement no longer shows up on the Subject Property's title. It is not uncommon for a property owner to request release from a satisfied development agreement, especially when a property is sold. Assuming the City Council adopts Resolution #24-006, the property owner would be responsible for recording the resolution with the Anoka County Recorder's Office, officially releasing the Subject Property from the development agreement.

City Staff have verified that all requirements and conditions of the development agreement have been satisfied.

Notification:

Notification is not required.

Funding Source:

This request is being handled as a normal part of staff's duties. Recording costs are the responsibility of the property owner.

Recommendation:

Staff recommends approval of Resolution #24-006.

Action:

Motion to adopt Resolution #24-006 Declaring the COR SAPPHIRE ADDITION Development Agreement Fully Satisfied and Authorizing Release from the Subject Property.

Attachments

Site Location Map

Resolution #24-006

Form Review

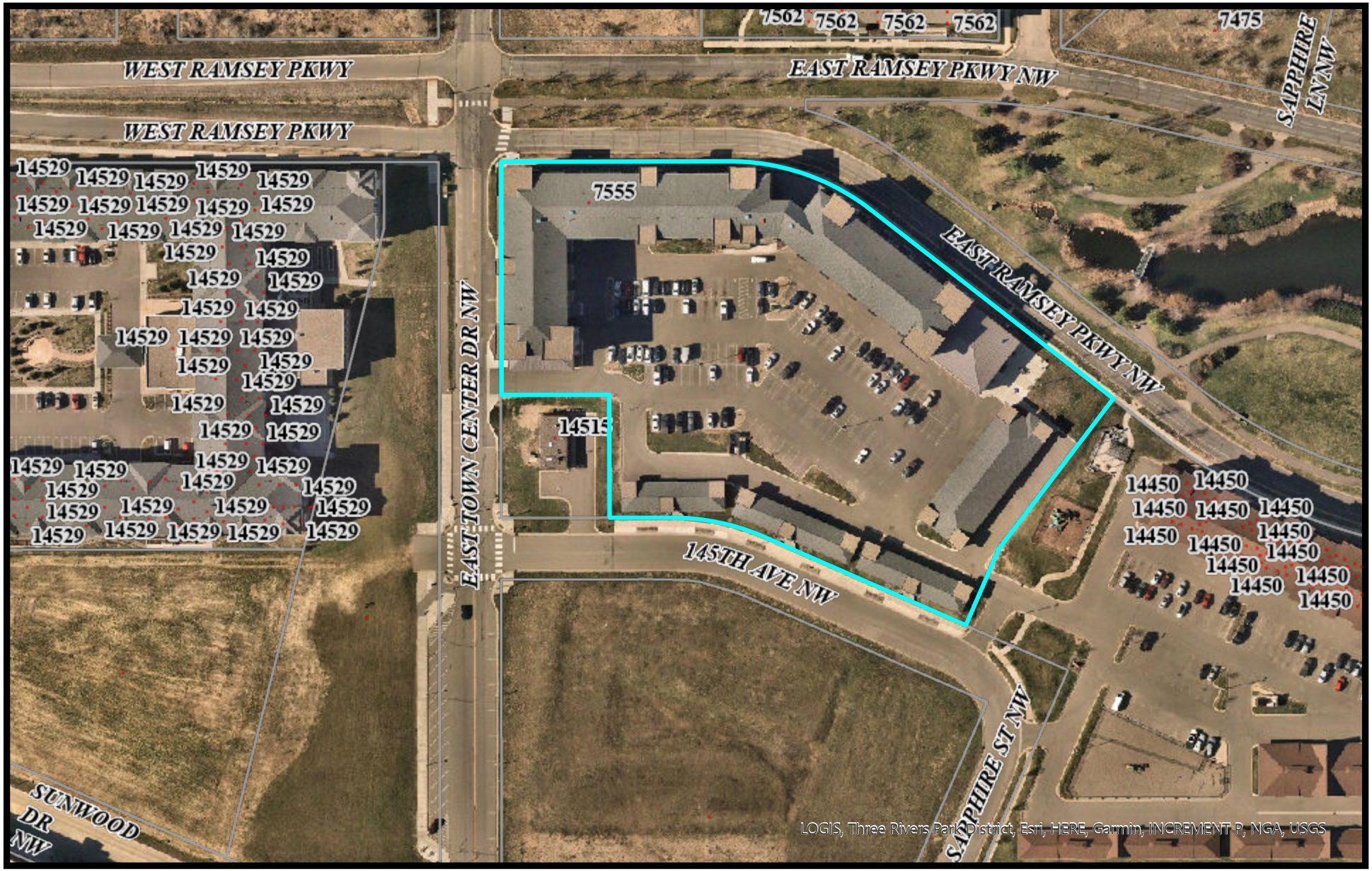
Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 09:40 AM
Form Started By: Chris Anderson		Started On: 12/07/2023 03:29 PM
Final Approval Date: 01/04/2024		

7555 145th Ave NW

28-32-25-13-0093

COR SAPPHIRE ADDITION

Site Location Map



Print Date: December 11, 2023

0 0.01 0.01 0.03 0.04 0.06 mi

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

RESOLUTION #24-006

RESOLUTION DECLARING THE COR SAPPHIRE ADDITION DEVELOPMENT AGREEMENT SATISFIED AND AUTHORIZING RELEASE FROM PROPERTY

WHEREAS, PA Sapphire Apartments LLC, hereafter referred to as "Property Owner", requested a release from the development agreement associated with the following described property located in the City of Ramsey:

Lot 1, Block 1, COR SAPPHIRE ADDITION, Anoka County, Minnesota

(the 'Subject Property'); and

WHEREAS, the Subject Property is encumbered, in whole or in part, by the following development agreement (the "Development Agreement") for a past project:

"City of Ramsey Development Agreement for COR SAPPHIRE ADDITION" recorded as Document Number 2246866.004 on December 23, 2019; and

WHEREAS, the City is declaring the Development Agreement satisfied with respect to the Subject Property described above; and

WHEREAS, the Development Agreement will remain on the title affected property; and

WHEREAS, the City Council reviewed the request to release this Development Agreement from the Subject Property on January 9, 2024.

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

The Development Agreement referenced above is deemed satisfied on the Subject Property and may be released from the Subject Property described above.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-007 Approving Partial Payment #3 to Enebak Construction Company for Improvement Project #23-20; COR Mass Grading.

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment #3 to Enebak Construction Company for improvement project #23-20; COR Mass Grading in the amount of $996,394.12.

Action:

Adopt Resolution #24-007 approving partial payment #3 to Enebak Construction Company for improvement project #23-20; COR Mass Grading in the amount of $996,394.12.

Attachments

Pay Resolution #24-007

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/19/2023 04:01 PM
Brian Hagen	Brian Hagen	01/04/2024 09:40 AM
Form Started By: Stacie Damjanovich		Started On: 12/11/2023 02:23 PM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-007

RESOLUTION APPROVING PARTIAL PAYMENT NO. 3 TO ENEBAK CONSTRUCTION COMPANY OF LAKEVILLE, MINNESOTA FOR IMPROVEMENT PROJECT #23-20; COR MASS GRADING

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

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

WHEREAS, pursuant to Ramsey City Council resolution #23-107, adopted May 9, 2023, the City Council 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 approves 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, a contract was awarded to Enebak Construction Company of Lakeville, Minnesota in the amount of $4,197,240.34 for said improvements; and

WHEREAS, as of January 9, 2024 $2,690,279.32 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment No. 3 to Enebak Construction Company of Lakeville, Minnesota for improvement project #23-20, The COR Mass Grading, in the amount of $996,394.12.

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

1) The City Council hereby authorizes partial payment No. 3 to Enebak Construction Company of Lakeville, Minnesota for Improvement Project #23-20, The COR Mass Grading in the amount of $996,394.12.

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

3) The total amount of this payment is not included in resolutions approving payment of bills

for the date of January 9, 2024.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

24-007

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-20
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.130893
Contractor:	Enebak Construction Company	**Agency's Project No.:**	
Project:	The COR Grading Improvements		
Contract:			

Application No.: 3 **Application Date:** 12/8/2023

Application Period: **From** 11/1/2023 **to** 11/30/2023

1. Original Contract Price	$	4,197,240.34
2. Net change by Change Orders	$	56,955.69
3. Current Contract Price (Line 1 + Line 2)	$	4,254,196.03
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	3,880,708.88
5. Retainage		
a. 5% X $ 3,880,708.88 Work Completed	$	194,035.44
b. X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	194,035.44
6. Amount eligible to date (Line 4 - Line 5.c)	$	3,686,673.44
7. Less previous payments	$	2,690,279.32
8. Amount due this application	**$**	**996,394.12**
9. Balance to finish, including retainage (Line 3 - Line 4)	$	373,487.15

Contractor's Certification

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

Contractor: Enebak Construction Company: 16972 Brandtjen Farm Drive, Lakeville, MN 55044

Signature: Thomas Hanson **Date:** 12-11-2023

Name: Thomas Hanson **Title:** Project Manager

Recommended by Engineer		**Approved by Owner**	
By:	Kevin P Kielb	**By:**	Bruce Westby
Name:	Kevin Kielb	**Name:**	Bruce Westby
Title:	Principal Engineer	**Title:**	City Engineer/Public Works Director
Date:	12/8/2023	**Date:**	12/12/2023

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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-20
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.130893
Contractor:	Enebak Construction Company	**Contractor's Project No.:**	
Project:	The COR Grading Improvements	**Agency's Project No.:**	
Contract:			

Application No.: 3 **Application Period:** From 11/01/23 to 11/30/23 **Application Date:** 12/08/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	84,337.50	84,337.50	0.90	75,903.75	1.00	84,337.50		84,337.50	100%	-
2	REMOVE MANHOLE OR CATCH BASIN (STORM)	10.00	EACH	1,428.01	14,280.10	7.00	9,996.07	10.00	14,280.10		14,280.10	100%	-
3	REMOVE SHEET PILING AND CONCRETE END CAP	1.00	EACH	1,022.95	1,022.95	1.00	1,022.95	1.00	1,022.95		1,022.95	100%	-
4	REMOVE MANHOLE (SANITARY)	4.00	EACH	2,194.87	8,779.48	4.00	8,779.48	4.00	8,779.48		8,779.48	100%	-
5	REMOVE GATE VALVE & BOX	1.00	EACH	426.12	426.12	1.00	426.12	1.00	426.12		426.12	100%	-
6	REMOVE HYDRANT	2.00	EACH	426.12	852.24	2.00	852.24	2.00	852.24		852.24	100%	-
7	REMOVE STORM PIPE	1,235.00	LIN FT	39.48	48,757.80	1,024.00	40,427.52	1,235.00	48,757.80		48,757.80	100%	-
8	REMOVE SANITARY PIPE	532.00	LIN FT	18.81	10,006.92	532.00	10,006.92	532.00	10,006.92		10,006.92	100%	-
9	REMOVE WATERMAIN	659.00	LIN FT	13.71	9,034.89	650.00	8,911.50	650.00	8,911.50		8,911.50	99%	123.39
10	REMOVE AND REPLACE CURB & GUTTER	25.00	LIN FT	120.95	3,023.75	-	-	-	-		-		3,023.75
11	SAW CUT BITUMINOUS PAVEMENT (FULL DEPTH)	48.00	LIN FT	3.00	144.00	48.00	144.00	48.00	144.00		144.00	100%	-
12	REMOVE BITUMINOUS PAVEMENT	2,440.00	SQ YD	2.50	6,100.00	2,440.00	6,100.00	2,440.00	6,100.00		6,100.00	100%	-
13	BITUMINOUS PATCH SPECIAL	30.00	SQ YD	138.82	4,164.60	-	-	-	-		-		4,164.60
14	SALVAGE & REINSTALL RIPRAP	100.00	CU YD	87.12	8,712.00	-	-	30.00	2,613.60		2,613.60	30%	6,098.40
15	EXCAVATION - COMMON (EV)	366,900.00	CU YD	1.47	539,343.00	355,585.00	522,709.95	357,845.00	526,032.15		526,032.15	98%	13,310.85
16	EXCAVATION - SUBGRADE (EV)	5,550.00	CU YD	1.47	8,158.50	-	-	-	-		-		8,158.50
17	COMMON EMBANKMENT (CV)	284,250.00	CU YD	0.01	2,842.50	260,686.00	2,606.86	262,316.00	2,623.16		2,623.16	92%	219.34
18	DEWATERING	1.00	LUMP SUM	500,000.00	500,000.00	0.90	450,000.00	1.00	500,000.00		500,000.00	100%	-
19	EXCAVATION SPECIAL (EV)	160,920.00	CU YD	1.47	236,552.40	188,833.00	277,584.51	189,142.00	278,038.74		278,038.74	118%	(41,486.34)
20	EMBANKMENT SPECIAL (CV)	146,310.00	CU YD	0.01	1,463.10	174,223.00	1,742.23	174,532.00	1,745.32		1,745.32	119%	(282.22)
21	CLAY LINER (CV) (P)	26,100.00	CU YD	35.47	925,767.00	15,644.00	554,892.68	26,303.00	932,967.41		932,967.41	101%	(7,200.41)
22	STOCKPILE EXCESS TOPSOIL (SV)	10,470.00	CU YD	0.01	104.70	-	-	10,470.00	104.70		104.70	100%	-
23	STREET SWEEPER (WITH PICKUP BROOM)	25.00	HOUR	165.00	4,125.00	40.50	6,682.50	136.50	22,522.50		22,522.50	546%	(18,397.50)
24	SKID LOADER	50.00	HOUR	203.00	10,150.00	5.00	1,015.00	32.00	6,496.00		6,496.00	64%	3,654.00
25	15" CMP APRON	2.00	EACH	453.21	906.42	-	-	-	-		-		906.42
26	15" RC PIPE APRON	2.00	EACH	2,016.77	4,033.54	-	-	2.00	4,033.54		4,033.54	100%	-
27	21" RC PIPE APRON	1.00	EACH	2,707.74	2,707.74	-	-	-	-		-		2,707.74
28	24" RC PIPE APRON	1.00	EACH	5,723.94	5,723.94	-	-	-	-		-		5,723.94
29	30" RC PIPE APRON	1.00	EACH	3,921.84	3,921.84	-	-	-	-		-		3,921.84
30	36" RC PIPE APRON	1.00	EACH	5,312.46	5,312.46	-	-	-	-		-		5,312.46
31	TRENCHLESS STORM SEWER	136.00	LIN FT	1,731.76	235,519.36	-	-	-	-		-		235,519.36
32	8" CONCRETE HEADWALL	3.00	EACH	19,173.00	57,519.00	-	-	3.00	57,519.00		57,519.00	100%	-
33	15" CMP	100.00	LIN FT	35.75	3,575.00	-	-	-	-		-		3,575.00
34	15" RC PIPE SEWER CLASS V	217.00	LIN FT	52.80	11,457.60	-	-	217.00	11,457.60		11,457.60	100%	-
35	21" RC PIPE SEWER CLASS IV	47.00	LIN FT	65.36	3,071.92	-	-	47.00	3,071.92		3,071.92	100%	-
36	24" RC PIPE SEWER CLASS III	448.00	LIN FT	72.39	32,430.72	-	-	448.00	32,430.72		32,430.72	100%	-
37	30" RC PIPE SEWER CLASS IV	417.00	LIN FT	122.33	51,011.61	-	-	417.00	51,011.61		51,011.61	100%	-
38	36" RC PIPE SEWER CLASS III	122.00	LIN FT	141.50	17,263.00	-	-	13.00	1,839.50		1,839.50	11%	15,423.50
39	48" RC PIPE SEWER CLASS III	1,715.00	LIN FT	245.81	421,564.15	1,122.00	275,798.82	1,669.00	410,256.89		410,256.89	97%	11,307.26
40	CONNECT TO EXISTING STORM SEWER	7.00	EACH	3,057.93	21,405.51	2.00	6,115.86	6.00	18,347.58		18,347.58	86%	3,057.93
41	6" DIP WATERMAIN CL 53	32.00	LIN FT	64.17	2,053.44	32.00	2,053.44	32.00	2,053.44		2,053.44	100%	-
42	8" DIP WATERMAIN CL 52	120.00	LIN FT	61.05	7,326.00	120.00	7,326.00	120.00	7,326.00		7,326.00	100%	-

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

Contractor's Application for Payment

Owner: City of Ramsey
Engineer: Bolton & Menk, Inc.
Contractor: Enebak Construction Company
Project: The COR Grading Improvements
Contract:

Owner's Project No.: 23-20
Engineer's Project No.: OR1.130893
Contractor's Project No.:
Agency's Project No.:

Application No.: 3 **Application Period:** From 11/01/23 to 11/30/23 **Application Date:** 12/08/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
43	12" DIP WATERMAIN CL 52	620.00	LIN FT	87.16	54,039.20	620.00	54,039.20	620.00	54,039.20		54,039.20	100%	-
44	6" GATE VALVE AND BOX	2.00	EACH	2,224.94	4,449.88	2.00	4,449.88	2.00	4,449.88		4,449.88	100%	-
45	8" GATE VALVE AND BOX	2.00	EACH	3,041.71	6,083.42	2.00	6,083.42	2.00	6,083.42		6,083.42	100%	-
46	12" GATE VALVE AND BOX	3.00	EACH	5,315.48	15,946.44	3.00	15,946.44	3.00	15,946.44		15,946.44	100%	-
47	HYDRANT	2.00	EACH	5,844.34	11,688.68	2.00	11,688.68	2.00	11,688.68		11,688.68	100%	-
48	WATERMAIN FITTINGS	1,700.00	LBS	14.36	24,412.00	1,700.00	24,412.00	1,700.00	24,412.00		24,412.00	100%	-
49	CONNECT TO EXISTING WATER MAIN	3.00	EACH	1,747.39	5,242.17	3.00	5,242.17	3.00	5,242.17		5,242.17	100%	-
50	CONNECT TO EXISTING SANITARY SEWER	2.00	EACH	4,368.47	8,736.94	2.00	8,736.94	2.00	8,736.94		8,736.94	100%	-
51	CLEAN & VIDEO TAPE PIPE SEWER	740.00	LIN FT	4.03	2,982.20	-	-	740.00	2,982.20		2,982.20	100%	-
52	8" PVC PIPE SEWER	170.00	LIN FT	32.12	5,460.40	170.00	5,460.40	170.00	5,460.40		5,460.40	100%	-
53	18" PVC PIPE SEWER	570.00	LIN FT	66.64	37,984.80	570.00	37,984.80	570.00	37,984.80		37,984.80	100%	-
54	4" INSULATION	20.00	SQ YD	75.45	1,509.00	20.00	1,509.00	20.00	1,509.00		1,509.00	100%	-
55	CONSTRUCT SANITARY SEWER MANHOLE	46.50	LIN FT	409.90	19,060.35	46.50	19,060.35	46.50	19,060.35		19,060.35	100%	-
56	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	19.50	LIN FT	481.25	9,384.38	-	-	19.50	9,384.38		9,384.38	100%	-
57	CONSTRUCT DRAINAGE STRUCTURE DES 60-4020	11.20	LIN FT	864.89	9,686.77	-	-	11.20	9,686.77		9,686.77	100%	-
58	CONSTRUCT DRAINAGE STRUCTURE DES 72-4020	31.00	LIN FT	848.50	26,303.50	28.00	23,758.00	31.00	26,303.50		26,303.50	100%	-
59	CONSTRUCT DRAINAGE STRUCTURE DES 84-4020	17.90	LIN FT	1,252.62	22,421.90	18.00	22,547.16	18.00	22,547.16		22,547.16	101%	(125.26)
60	CONSTRUCT DRAINAGE STRUCTURE DES 108-4020	21.60	LIN FT	2,138.96	46,201.54	-	-	21.60	46,201.54		46,201.54	100%	-
61	CONSTRUCT DRAINAGE STRUCTURE DES 60-4022	12.40	LIN FT	628.38	7,791.91	-	-	12.40	7,791.91		7,791.91	100%	-
62	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4022	15.30	LIN FT	1,363.21	20,857.10	-	-	6.60	8,997.19		8,997.19	43%	11,859.91
63	CONSTRUCT DRAINAGE STRUCTURE - OUTLET CONTROL STRUCTURE (5' DIA)	1.00	EACH	9,003.19	9,003.19	-	-	1.00	9,003.19		9,003.19	100%	-
64	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (SPLITTER STRUCTURE 7)	1.00	EACH	86,978.28	86,978.28	1.00	86,978.28	1.00	86,978.28		86,978.28	100%	-
65	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (SPLITTER STRUCTURE 7)	1.00	EACH	98,761.35	98,761.35	1.00	98,761.35	1.00	98,761.35		98,761.35	100%	-
66	CASTING ASSEMBLY, STORM	15.00	EACH	467.09	7,006.35	-	-	9.00	4,203.81		4,203.81	60%	2,802.54
67	CASTING ASSEMBLY, SANITARY	4.00	EACH	428.52	1,714.08	-	-	4.00	1,714.08		1,714.08	100%	-
68	ADJUST FRAME & RING CASTING	10.00	EACH	603.18	6,031.80	-	-	-	-		-		6,031.80
69	RANDOM RIPRAP CLASS III	85.00	CU YD	143.00	12,155.00	-	-	271.09	38,765.87		38,765.87	319%	(26,610.87)
70	TRAFFIC CONTROL	1.00	LUMP SUM	5,000.00	5,000.00	0.90	4,500.00	1.00	5,000.00		5,000.00	100%	-
71	F&I PERMANENT TYPE III BARRICADES	2.00	EACH	450.00	900.00	-	-	-	-		-		900.00
72	EROSION CONTROL SUPERVISOR	1.00	LUMP SUM	0.01	0.01	-	-	1.00	0.01		0.01	100%	-
73	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	1,274.30	1,274.30	-	-	-	-		-		1,274.30
74	STORM DRAIN INLET PROTECTION	48.00	EACH	412.65	19,807.20	-	-	-	-		-		19,807.20
75	SILT FENCE, TYPE MS	9,190.00	LIN FT	1.80	16,542.00	5,700.00	10,260.00	5,700.00	10,260.00		10,260.00	62%	6,282.00
76	TEMPORARY STABILIZATION	50.00	ACRE	650.00	32,500.00	-	-	-	-		-		32,500.00
77	TOPSOIL PLACEMENT (CV)	39,400.00	CU YD	1.83	72,102.00	25,562.00	46,778.46	39,400.00	72,102.00		72,102.00	100%	-
78	ROLLED EROSION PREVENTION CATEGORY 20	15,500.00	SQ YD	1.54	23,870.00	-	-	-	-		-		23,870.00
79	SEED MIXTURE 25-141	3,700.00	POUND	4.28	15,836.00	720.00	3,081.60	2,457.00	10,515.96		10,515.96	66%	5,320.04
80	SEED MIXTURE 34-263	70.00	POUND	62.90	4,403.00	-	-	-	-		-		4,403.00
81	SEED MIXTURE 38-631	70.00	POUND	43.42	3,039.40	-	-	-	-		-		3,039.40
82	HYDRAULIC MULCH MATRIX	117,300.00	POUND	0.90	105,570.00	32,000.00	28,800.00	108,000.00	97,200.00		97,200.00	92%	8,370.00
83	SEED MIXTURE NATIVE GRASS - CUSTOM	60.00	POUND	13.20	792.00	-	-	-	-		-		792.00
84	WATER FOR DUST CONTROL	2,000.00	MGAL	9.38	18,760.00	1,230.00	11,537.40	1,230.00	11,537.40		11,537.40	62%	7,222.60
				Original Contract Totals	$ 4,197,240.34		$ 2,802,713.93		$ 3,830,659.87	$ -	$ 3,830,659.87	91%	$ 366,580.47

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

Contractor's Application for Payment

Owner:	City of Ramsey	**Owner's Project No.:**	23-20
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0R1.130893
Contractor:	Enebak Construction Company	**Contractor's Project No.:**	
Project:	The COR Grading Improvements	**Agency's Project No.:**	
Contract:			

Application No.: 3 **Application Period:** From 11/01/23 to 11/30/23 **Application Date:** 12/08/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Change Orders												
CHANGE ORDER NO. 1													
CO-1.1	15" BULKHEAD	3.00	EACH	1,000.00	3,000.00	-	-	3.00	3,000.00		3,000.00	100%	-
CO-1.2	24" BULKHEAD	1.00	EACH	1,500.00	1,500.00	-	-	-	-		-		1,500.00
CO-1.3	36" BULKHEAD	2.00	EACH	2,000.00	4,000.00	-	-	1.00	2,000.00		2,000.00	50%	2,000.00
CO-1.4	6' DIA STRUCTURE (9A)	1.00	LS	7,757.38	7,757.38	1.00	7,757.38	1.00	7,757.38		7,757.38	100%	-
CO-1.5	6' DIA STRUCTURE (10A)	1.00	LS	9,820.02	9,820.02	1.00	9,820.02	1.00	9,820.02		9,820.02	100%	-
CO-1.6	UPSIZE MANHOLE 19 FROM 60" TO 72"	1.00	LS	2,057.94	2,057.94	-	-	1.00	2,057.94		2,057.94	100%	-
CO-1.7	UPSIZE MANHOLE 11 FROM 72" TO 84"	1.00	LS	3,640.73	3,640.73	1.00	3,640.73	1.00	3,640.73		3,640.73	100%	-
CO-1.8	UPSIZE MANHOLE 10 FROM 72" TO 96"	1.00	LS	4,723.08	4,723.08	1.00	4,723.08	1.00	4,723.08		4,723.08	100%	-
CO-1.9	UPSIZE MANHOLE 9 FROM 84" TO 96"	1.00	LS	3,217.83	3,217.83	1.00	3,217.83	1.00	3,217.83		3,217.83	100%	-
CHANGE ORDER NO. 2													
CO-2.1	SAWCUT BITUMINOUS PAVEMENT	50.00	LIN FT	3.00	150.00			45.00	135.00		135.00	90%	15.00
CO-2.2	REMOVE BITUMINOUS PAVEMENT	70.00	SQ YD	2.50	175.00			46.00	115.00		115.00	66%	60.00
CO-2.3	BITUMINOUS PATCH SPECIAL	70.00	SQ YD	138.82	9,717.40			46.00	6,385.72		6,385.72	66%	3,331.68
CO-2.4	30" RCP STORM SEWER CLASS IV	47.00	LIN FT	122.33	5,749.51			47.00	5,749.51		5,749.51	100%	-
CO-2.5	MODIFY STORM STRUCTURE NO. 6 (REALIGNMENT)	1.00	LS	5,000.00	5,000.00			1.00	5,000.00		5,000.00	100%	-
CO-2.6	REMOVE STORM PIPE	(90.00)	LF	39.48	(3,553.20)			(90.00)	(3,553.20)		(3,553.20)	100%	-
					-				-		-		-
				Change Order Totals	$ 56,955.69		$ 29,159.04		$ 50,049.01	$ -	$ 50,049.01	88%	$ 6,906.68
	Original Contract and Change Orders												
				Project Totals	$ 4,254,196.03		$ 2,831,872.97		$ 3,880,708.88	$ -	$ 3,880,708.88	91%	$ 373,487.15

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

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution 24-008 Authorizing Partial Payment No. 6 to Magney Construction for Improvement Project #21-09; Centralized Water Treatment Plant.

Purpose/Background:

Pay Estimate and Resolution are attached.

Recommendation:

The Resident Project Representative from Advanced Engineering and Environmental Services (AE2S) has inspected the completed work and recommends partial payment #6 to Magney Construction, Inc. for said project in the amount of $683,427.66.

Action:

Adopt Resolution #24-008 authorizing partial payment #6 to Magney Construction, Inc. for Improvement Project #21-09, Centralized Water Treatment Plant, in the amount of $683,427.66.

Attachments

Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/19/2023 03:45 PM
Brian Hagen	Brian Hagen	01/04/2024 09:45 AM
Form Started By: Marsha Weidner		Started On: 12/13/2023 11:42 AM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-008

RESOLUTION AUTHORIZING PARTIAL PAYMENT #6 TO MAGNEY CONSTRUCTION, INC. FOR IMPROVEMENT PROJECT #21-09; CENTRALIZED WATER TREATMENT PLANT

WHEREAS, pursuant to Ramsey City Council Resolution #19-248 adopted October 8, 2019, five (5) proposals were accepted and a professional services contract was awarded to SEH, Inc. for analyzing the City's municipal water supply system source water, developing a water system model, and preparing a preliminary design report for a centralized water treatment plant to ensure that the City's municipal water supply system will continue to provide adequate quantities of safe drinking water into the foreseeable future; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-143 adopted May 25, 2021, the final Feasibility Study dated March 4, 2021, for the centralized water treatment plant was approved; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-150 adopted May 25, 2021, Requests for Proposals for professional engineering services to prepare final plans and specifications, to administer the bid process, and to provide construction administration services for construction of a municipal water treatment plant was approved and the advertising and direct soliciting of said proposal was authorized; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-220 adopted July 27, 2021, Staff was authorized to negotiate a contract with Advanced Engineering and Environmental Services (AE2S) in an amount not to exceed $1,198,600 in response to their professional engineering services proposal, subject to review and approval of the contract by the City Attorney; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-032 adopted January 24, 2023, final plans and specifications as prepared by AE2S were approved and advertisements for bids were authorized for Improvement Project #21-09; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-061 adopted March 28, 2023, the lowest responsible bid of Magney Construction, Inc. was accepted in the amount of $31,528,500, for the Base Bid and Section 01 21 00 Allowances, the Mayor and City Administrator were directed to enter into a construction contract with Magney Construction, Inc., and the Mayor was directed to accept the amendment from AE2S in the amount of $225,100 for additional construction phase services for said improvements for and on behalf of the City of Ramsey; and

WHEREAS, as of January 9th, 2024 $4,023,930.57 has been paid to date; and

WHEREAS, the Resident Project Representative from Advanced Engineering and Environmental Services (AE2S) has inspected the completed work and recommends partial payment #6 to Magney Construction, Inc. for said project in the amount of $683,427.66.

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

1) That the City Council hereby authorizes partial payment #6 to Magney Construction, Inc. of Chanhassen, Minnesota, for Improvement Project #21-09, Centralized Water Treatment Plant, in the amount of $683,427.66.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of January 9, 2024.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

Contractor's Application For Payment No. 06A

	Application Period: 11/3/2023 - 12/4/2023	Application Date: 12/4/23 (revised 12/11/23)
To (Owner): City of Ramsey, MN	From (Contractor): Magney Construction, Inc.	Via (Engineer): Advanced Engineering and Environmental Services, Inc.
Project: Ramsey Water Treatment Plant	Contract: All Construction	
Owner's Contract No.:	Contractor's Project No.: 00599	Engineer's Project No.: 05434-2020-002

Application for Payment

Change Order Summary

Approved Change Orders

Number	Additions	Deductions
TOTALS	$0.00	$0.00
NET CHANGE BY CHANGE ORDERS		$0.00

1.	**ORIGINAL CONTRACT PRICE**		$31,528,500.00
2.	**Net change by Change Orders**		$0.00
3.	**CURRENT CONTRACT PRICE (Line 1 ± 2)**		$31,528,500.00
4.	**TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)**		$4,955,113.93
5.	**RETAINAGE:**		
a.	**5.0%** **$4,844,771.39**	**Work Completed**	$242,238.57
b.	**5% x** **$110,342.54**	**Stored Materials**	$5,517.13
c.	**Total Retainage (Line 5a + Line 5b)**		$247,755.70
6.	**AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)**		$4,707,358.23
7.	**LESS PREVIOUS PAYMENTS (Line 6 from prior Application)**		$4,023,930.57
8.	**AMOUNT DUE THIS APPLICATION**		**$683,427.66**
9.	**BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)**		$26,821,141.77

Contractor's Certification

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

By:	Date:
Ken K	12/11/2023

Payment of: $683,427.66
(Line 8 or other - attach explanation of other amount)

is recommended by: RYAN HANSON — 12/11/2023
(Engineer) — (Date)

Payment of: $683,427.66
(Line 8 or other - attach explanation of other amount)

is approved by: Bruce West — 12/18/23
(City of Ramsey, MN) — (Date)

Approved by:
Funding Agency (if applicable) — (Date)

Schedule of Values

Ramsey Water Treatment Plant

Payment Application No. 06A

Date of Application: 12/4/2023

Work completed through: 12/4/2023

Item			C	D	E	Total Completed and Stored to Date (C + D + E)	% (G)	Balance to Finish
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)			
01 10 00	Mobilization	$1,250,424.00	$306,101.00	$61,220.00	$0.00	$367,321.00	29	$883,103.00
01 10 01	General Conditions	$268,800.00	$54,800.00	$11,200.00	$0.00	$66,000.00	25	$202,800.00
01 10 02	Supervision	$384,000.00	$80,000.00	$16,000.00	$0.00	$96,000.00	25	$288,000.00
01 10 03	Bond & Insurance	$425,600.00	$425,600.00	$0.00	$0.00	$425,600.00	100	$0.00
01 21 00	ALLOWANCES							
1	Office Furniture ($50,000)	$50,000.00	$0.00	$0.00	$0.00	$0.00	0	$50,000.00
2	Computer Hardware ($80,000)	$80,000.00	$0.00	$0.00	$0.00	$0.00	0	$80,000.00
3	IT Equipment ($100,000)	$100,000.00	$0.00	$0.00	$0.00	$0.00	0	$100,000.00
4	Security and Access Control Hardware and Equipment ($60,000)	$60,000.00	$0.00	$0.00	$0.00	$0.00	0	$60,000.00
5	Irrigation System ($60,000)	$60,000.00	$0.00	$0.00	$0.00	$0.00	0	$60,000.00
6	General Construction Allowance ($950,000)	$950,000.00	$63,843.40	$0.00	$0.00	$63,843.40	7	$886,156.60
03 20 00	Concrete Reinforcement - Building	$1,602,777.00	$314,866.00350	$19,340.00	$0.00	$334,206.00	21	$1,268,571.00
03 20 00	Concrete Reinforcement - Reservoir	$864,856.00	$683,273.00	$0.00	$0.00	$683,273.00	79	$181,583.00
03 30 00	Cast-in-Place Concrete Work - Site	$108,600.00	$6.00	$0.00	$0.00	$6.00	0	$108,594.00
03 30 00	Cast-in-Place Concrete Work - Building	$3,885,960.00	$225,194.00	$372,875.00	$0.00	$598,069.00	15	$3,287,891.00
03 30 00	Cast-in-Place Concrete Work - Reservoir	$1,410,075.00	$1,120,966.00	$11,138.00	$0.00	$1,132,104.00	80	$277,971.00
03 35 30	Polished Concrete Finish	$6,800.00	$0.00	$0.00	$0.00	$0.00	0	$6,800.00
03 41 00	Structural Precast Concrete	$1,042,796.00	$0.00	$0.00	$0.00	$0.00	0	$1,042,796.00
04 22 00	Unit Masonry	$269,000.00	$0.00	$0.00	$0.00	$0.00	0	$269,000.00
05 12 00	Structural Steel Framing, Misc. Metals, Metal Stairs and Aluminum Railing	$1,990,378.00	$0.00	$0.00	$0.00	$0.00	0	$1,990,378.00
06 00 00	Carpentry	$375,128.00	$0.00	$3,150.00	$0.00	$3,150.00	1	$371,978.00
06 73 00	Fiberglass Reinforced Plastic Grating	$353,707.00	$0.00	$0.00	$0.00	$0.00	0	$353,707.00
07 12 00	Fluid Applied Waterproofing	$78,130.00	$21,000.00	$0.00	$0.00	$21,000.00	27	$57,130.00
07 12 50	Hot Mopped Waterproofing	$7,420.00	$0.00	$0.00	$0.00	$0.00	0	$7,420.00
07 17 13	Bentonite Waterproofing	$124,650.00	$114,130.00	$0.00	$0.00	$114,130.00	92	$10,520.00
07 21 00	Thermal Insulation and Air Barriers	$15,600.00	$0.00	$0.00	$0.00	$0.00	0	$15,600.00
07 23 00	Weather Barrier	$39,800.00	$0.00	$0.00	$0.00	$0.00	0	$39,800.00
07 24 00	Exterior Insulation and Finish System	$67,955.00	$0.00	$0.00	$0.00	$0.00	0	$67,955.00
07 42 15	Architectural Metal Panels	$229,910.00	$0.00	$0.00	$0.00	$0.00	0	$229,910.00
07 50 10	Concrete Faced Insulated Panels	$15,000.00	$0.00	$0.00	$0.00	$0.00	0	$15,000.00
07 53 23	EPDM Roof System, Flashing & Sheet Metal	$589,225.00	$0.00	$0.00	$0.00	$0.00	0	$589,225.00
07 92 00	Caulking & Sealants	$37,465.00	$0.00	$0.00	$0.00	$0.00	0	$37,465.00
08 11 13	Doors, Frames & Hardware	$328,136.00	$0.00	$0.00	$0.00	$0.00	0	$328,136.00
08 31 15	Access Doors	$6,513.00	$0.00	$0.00	$0.00	$0.00	0	$6,513.00
08 35 13	Accordion Folding Fire Door	$65,683.00	$0.00	$0.00	$0.00	$0.00	0	$65,683.00

Schedule of Values

Ramsey Water Treatment Plant

Payment Application No. 06A

Date of Application: 12/4/2023

Work completed through: 12/4/2023

Item			C	D	E	Total Completed and Stored to Date (C + D + E)	% (G)	Balance to Finish
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)			
08 35 16	Heavy Duty Folding Door	$49,985.00	$0.00	$0.00	$0.00	$0.00	0	$49,985.00
08 36 00	Sectional Overhead Doors	$14,900.00	$0.00	$0.00	$0.00	$0.00	0	$14,900.00
08 41 13	Aluminum Framed Entrances and Storefronts/Curtainwall/Glazing	$254,163.00	$0.00	$0.00	$0.00	$0.00	0	$254,163.00
08 95 00	Translucent Wall Panels	$275,400.00	$0.00	$0.00	$0.00	$0.00	0	$275,400.00
09 20 00	Metal Framing and Gypsum Board	$190,345.00	$0.00	$0.00	$0.00	$0.00	0	$190,345.00
09 30 00	Tiling	$8,195.00	$0.00	$0.00	$0.00	$0.00	0	$8,195.00
09 51 00	Acoustical Ceilings	$47,000.00	$0.00	$0.00	$0.00	$0.00	0	$47,000.00
09 65 13	Resilient Base and Accessories	$3,000.00	$1,435.00	$0.00	$0.00	$1,435.00	48	$1,565.00
09 68 13	Carpet Tile	$12,299.00	$5,845.00	$0.00	$0.00	$5,845.00	48	$6,454.00
09 90 00	Painting	$846,400.00	$0.00	$0.00	$0.00	$0.00	0	$846,400.00
10 14 16	Plaques/Dimensional Letter Signage and Panel Signage	$16,310.00	$0.00	$0.00	$0.00	$0.00	0	$16,310.00
10 28 00	Toilet Accessories	$708.00	$0.00	$0.00	$0.00	$0.00	0	$708.00
10 44 16	Fire Extinguishers	$1,656.00	$0.00	$0.00	$0.00	$0.00	0	$1,656.00
12 24 13	Roller Window Shades	$1,500.00	$0.00	$0.00	$0.00	$0.00	0	$1,500.00
12 35 30	Architectural Casework	$51,850.00	$0.00	$0.00	$0.00	$0.00	0	$51,850.00
12 35 35	Solid Polymer Fabrications	$15,000.00	$0.00	$0.00	$0.00	$0.00	0	$15,000.00
21 13 13	Wet Pipe Sprinkler System	$65,835.00	$0.00	$0.00	$0.00	$0.00	0	$65,835.00
22 00 00	Plumbing Install, Rough-in & Finish - Labor	$76,500.00	$19,860.00	$2,870.00	$0.00	$22,730.00	30	$53,770.00
22 00 01	Plumbing Pipe, Fittings & Fixtures - Material	$270,000.00	$15,990.00	$0.00	$0.00	$15,990.00	6	$254,010.00
22 07 00	Plumbing Insulation	$49,670.00	$0.00	$0.00	$0.00	$0.00	0	$49,670.00
23 00 00	HVAC General Conditions, Permits & Mobilization	$15,200.00	$0.00	$0.00	$0.00	$0.00	0	$15,200.00
23 00 00.01	Testing, Adjusting & Balancing	$5,900.00	$0.00	$0.00	$0.00	$0.00	0	$5,900.00
23 00 00.02	Ductwork Insulation	$29,400.00	$0.00	$0.00	$0.00	$0.00	0	$29,400.00
23 00 00.03	HVAC Controls	$76,000.00	$0.00	$0.00	$0.00	$0.00	0	$76,000.00
23 00 00.04	Refrigerant Piping - Labor	$10,400.00	$0.00	$0.00	$0.00	$0.00	0	$10,400.00
23 00 00.05	Refrigerant Piping - Material	$2,800.00	$0.00	$0.00	$0.00	$0.00	0	$2,800.00
23 00 00.06	Ductwork - Labor	$70,900.00	$0.00	$0.00	$0.00	$0.00	0	$70,900.00
23 00 00.07	Ductwork - Material	$65,100.00	$0.00	$0.00	$0.00	$0.00	0	$65,100.00
23 00 00.08	Louvers and Dampers - Labor	$8,100.00	$0.00	$0.00	$0.00	$0.00	0	$8,100.00
23 00 00.09	Louvers and Dampers - Material	$12,500.00	$0.00	$0.00	$0.00	$0.00	0	$12,500.00
23 00 00.10	VAV and GRD - Labor	$6,800.00	$0.00	$0.00	$0.00	$0.00	0	$6,800.00
23 00 00.11	VAV and GRD - Material	$7,600.00	$0.00	$0.00	$0.00	$0.00	0	$7,600.00
23 00 00.12	HVAC Fans - Labor	$13,800.00	$0.00	$0.00	$0.00	$0.00	0	$13,800.00
23 00 00.13	HVAC Fans - Material	$39,600.00	$0.00	$0.00	$0.00	$0.00	0	$39,600.00
23 00 00.14	Gas Unit Heaters - Labor	$14,000.00	$0.00	$0.00	$0.00	$0.00	0	$14,000.00
23 00 00.15	Gas Unit Heaters - Material	$16,200.00	$0.00	$0.00	$0.00	$0.00	0	$16,200.00

Schedule of Values

Ramsey Water Treatment Plant

Payment Application No. 06A

Date of Application: 12/4/2023

Work completed through: 12/4/2023

Item			C	D	E	Total Completed and Stored to Date (C + D + E)	% (G)	Balance to Finish
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)			
23 00 00.16	Make-Up Air Units - Labor	$5,600.00	$0.00	$0.00	$0.00	$0.00	0	$5,600.00
23 00 00.17	Make-Up Air Units - Material	$76,000.00	$0.00	$0.00	$0.00	$0.00	0	$76,000.00
23 00 00.18	Roof Top Units - Labor	$1,400.00	$0.00	$0.00	$0.00	$0.00	0	$1,400.00
23 00 00.19	Roof Top Units - Material	$50,200.00	$0.00	$0.00	$0.00	$0.00	0	$50,200.00
23 00 00.20	Split System A/C Unit - Labor	$3,000.00	$0.00	$0.00	$0.00	$0.00	0	$3,000.00
23 00 00.21	Split System A/C Unit - Material	$56,400.00	$0.00	$0.00	$0.00	$0.00	0	$56,400.00
23 00 00.22	Dehumidification Units - Labor	$3,500.00	$0.00	$0.00	$0.00	$0.00	0	$3,500.00
23 00 00.23	Dehumidification Units - Material	$37,500.00	$0.00	$0.00	$0.00	$0.00	0	$37,500.00
26 00 00	Electrical Mobilization & Permit	$10,000.00	$0.00	$0.00	$0.00	$0.00	0	$10,000.00
26 00 01	Temporary Power	$30,000.00	$11,000.00	$0.00	$0.00	$11,000.00	37	$19,000.00
26 05 19	Conductors	$222,000.00	$2,600.00	$0.00	$0.00	$2,600.00	1	$219,400.00
26 05 26	Grounding and Bonding	$10,000.00	$0.00	$0.00	$0.00	$0.00	0	$10,000.00
26 05 29	Hangers and Supports	$20,000.00	$0.00	$0.00	$0.00	$0.00	0	$20,000.00
26 05 33	Raceways and Boxes	$336,600.00	$2,500.00	$50,000.00	$0.00	$52,500.00	16	$284,100.00
26 22 13	Transformers	$20,000.00	$0.00	$0.00	$0.00	$0.00	0	$20,000.00
26 23 00	Electric Heat	$40,000.00	$15,500.00	$0.00	$0.00	$15,500.00	39	$24,500.00
26 24 11	Electrical Service	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 24 13	Switchboards	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 24 15	Transfer Switches	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 24 16	Panelboards	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 24 19	Motor Controls	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 27 26	Wiring Devices	$30,000.00	$0.00	$0.00	$0.00	$0.00	0	$30,000.00
26 28 16	Enclosed Switches	$20,000.00	$0.00	$0.00	$0.00	$0.00	0	$20,000.00
26 32 13	Engine Generators	$420,400.00	$0.00	$0.00	$0.00	$0.00	0	$420,400.00
26 51 00	Lighting	$150,000.00	$0.00	$0.00	$0.00	$0.00	0	$150,000.00
26 90 01	Measuring and Control Instruments/Water Treatment Controls/I & C	$1,506,000.00	$0.00	$0.00	$0.00	$0.00	0	$1,506,000.00
28 31 00	Fire Alarm	$50,000.00	$0.00	$0.00	$0.00	$0.00	0	$50,000.00
27 00 00	Cabling	$25,000.00	$0.00	$0.00	$0.00	$0.00	0	$25,000.00
31 10 00	Site Clearing/ Site Prep/ Erosion Control	$94,700.00	$77,410.00	$1,150.00	$0.00	$78,560.00	83	$16,140.00
31 20 00	Earth Moving - Excavation	$242,600.00	$192,053.00	$19,351.00	$0.00	$211,404.00	87	$31,196.00
31 20 01	Earth Moving - Backfill	$267,800.00	$6,800.00	$26,343.00	$0.00	$33,143.00	12	$234,657.00
31 20 02	Finish Grading	$69,900.00	$0.00	$0.00	$0.00	$0.00	0	$69,900.00
31 23 19	Dewatering	$35,900.00	$33,660.00	$290.00	$0.00	$33,950.00	95	$1,950.00
32 12 16	Asphalt Paving	$183,097.00	$0.00	$0.00	$0.00	$0.00	0	$183,097.00
32 13 13	Concrete Paving	$59,400.00	$0.00	$0.00	$0.00	$0.00	0	$59,400.00
32 17 13	Plastic Bollard Covers	$1,700.00	$0.00	$0.00	$0.00	$0.00	0	$1,700.00

Schedule of Values

Ramsey Water Treatment Plant

Payment Application No. 06A

Date of Application: 12/4/2023

Work completed through: 12/4/2023

Item			C	D	E	Total Completed and Stored to Date (C + D + E)	% (G)	Balance to Finish
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)			
32 31 13	Chain Link Fencing, Gates and Equipment	$207,654.00	$0.00	$0.00	$0.00	$0.00	0	$207,654.00
32 92 00	Turfs and Grasses	$63,500.00	$0.00	$0.00	$0.00	$0.00	0	$63,500.00
32 93 00	Plants	$50,000.00	$0.00	$0.00	$0.00	$0.00	0	$50,000.00
33 11 13	Facility Water Distribution Systems	$727,300.00	$57,855.00	$0.00	$0.00	$57,855.00	8	$669,445.01
33 13 13	Facility Sanitary Sewer Systems	$87,800.00	$0.00	$0.00	$0.00	$0.00	0	$87,800.00
33 41 00	Storm Utility Drainage	$124,600.00	$0.00	$8,760.00	$0.00	$8,760.00	7	$115,840.00
33 46 00	Subdrainage	$61,400.00	$0.00	$0.00	$0.00	$0.00	0	$61,400.00
40 23 19	Process Pipe & Fittings	$2,202,644.00	$255,541.00	$5,368.00	$110,342.54	$371,251.54	17	$1,831,392.46
40 27 87	Process Pipe Supports, Anchors and Sleeves	$139,344.00	$127,888.00	$0.00	$0.00	$127,888.00	92	$11,456.00
40 27 89	Process Pipe Specialties	$51,300.00	$0.00	$0.00	$0.00	$0.00	0	$51,300.00
40 27 97	Process Gauges	$5,327.00	$0.00	$0.00	$0.00	$0.00	0	$5,327.00
40 92 00	Process Valves - Plug, Butterfly, Air and Check	$655,400.00	$0.00	$0.00	$0.00	$0.00	0	$655,400.00
40 92 01	Process Valves - Pressure Reducing Valves	$149,439.00	$0.00	$0.00	$0.00	$0.00	0	$149,439.00
41 23 14	Overhead Crane Systems	$131,775.00	$0.00	$0.00	$0.00	$0.00	0	$131,775.00
43 05 10	Disinfection of Water Systems	$24,000.00	$0.00	$0.00	$0.00	$0.00	0	$24,000.00
43 11 16	Gas Handling Blowers	$107,240.00	$0.00	$0.00	$0.00	$0.00	0	$107,240.00
43 23 22	Split Case Pumps	$281,247.00	$0.00	$0.00	$0.00	$0.00	0	$281,247.00
43 32 76	Chlorine Gas Feed Equipment	$129,661.00	$0.00	$0.00	$0.00	$0.00	0	$129,661.00
43 32 77	Chemical Feed System Pumps	$94,650.00	$0.00	$0.00	$0.00	$0.00	0	$94,650.00
43 32 78	Chemical Feed System Accessories	$82,275.00	$0.00	$0.00	$0.00	$0.00	0	$82,275.00
44 42 24	Plate Settlers	$868,280.00	$0.00	$0.00	$0.00	$0.00	0	$868,280.00
46 33 20	Liquid Chemical Storage Tanks	$94,360.00	$0.00	$0.00	$0.00	$0.00	0	$94,360.00
46 33 33	Polymer Blending and Feed Equipment	$26,940.00	$0.00	$0.00	$0.00	$0.00	0	$26,940.00
46 43 47	Jet Mixing System	$159,793.00	$0.00	$0.00	$0.00	$0.00	0	$159,793.00
46 61 00	Filtration Equipment	$984,470.00	$0.00	$0.00	$0.00	$0.00	0	$984,470.00
	Totals	$31,528,500.00	$4,235,716.39	$609,055.00	$110,342.54	$4,955,113.93	15.7%	$26,573,386.07

EJCDC No. C-620 (2002 Edition)
Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title

Adopt Resolution #24-009 Declaring Development Agreement for Ramsey Storage Center Satisfied and Authorizing Release from Property

Purpose/Background:

The new Lil Explorers Day Care has completed construction. As part of the anticipated property transfer, it was noted that the development agreement from the plat of Ramsey Storage Center was listed on the property title. All the items from the recorded 2019 development agreement have been satisfied and the plat development agreement can be released by adopting the attached resolution. The more pertinent development agreement for the Lil Explorers building and site improvements remains on the property and in effect until its release is requested.

Notification:

None required.

Observations/Alternatives:

Alternatives to Consider:

1. Adopt the resolution as presented.
2. Adopt the resolution with any modifications the Council sees appropriate.
3. Deny the resolution based on certain findings.

Funding Source:

All costs associated with this work are the responsibility of the developer.

Recommendation:

Staff recommends approval of Resolution #24-009.

Action:

Motion to adopt Resolution #23-009 Declaring Development Agreement for "Ramsey Storage Center" Satisfied and Authorizing Release from Property.

Attachments

Resolution #24-009

Plat Development Agreement

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:12 AM
Form Started By: Todd Larson		Started On: 12/15/2023 03:00 PM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-009

RESOLUTION DECLARING THE COR SAPPHIRE ADDITION DEVELOPMENT AGREEMENT SATISFIED AND AUTHORIZING RELEASE FROM PROPERTY

WHEREAS, Jeremy Spaude, representing Lil Explorers Properties Ramsey LLC, hereafter referred to as "Property Owner", requested a release from the development agreement associated with the following described property located in the City of Ramsey:

Lots 1 and 2, Block 1, RAMSEY STORAGE CENTER, Anoka County, Minnesota

(the 'Subject Property'); and

WHEREAS, the Subject Property is encumbered, in whole or in part, by the following development agreement (the "Development Agreement") for a past project:

"City of Ramsey Development Agreement for RAMSEY STORAGE CENTER"
recorded as Document Number 2238183.002 on September 11, 2019; and

WHEREAS, the City is declaring the Development Agreement satisfied with respect to the Subject Property described above; and

WHEREAS, the Development Agreement will remain on the title affected property; and

WHEREAS, the City Council reviewed the request to release this Development Agreement from the Subject Property on January 9, 2024.

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

The Development Agreement referenced above is deemed satisfied on the Subject Properties and may be released from the Subject Property described above.

Record ID 4233593

2238183.002

ANOKA COUNTY, MINNESOTA

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR RAMSEY STORAGE CENTER

This Agreement (hereinafter the "Agreement") is dated as of this 27th day of August, 2019 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and Ramsey Storage Center, LLC, a Limited Liability Corporation under the laws of Minnesota (the "**PERMITTEE**").

Recitals

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

B. The **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as Ramsey Storage Center (the "Plat").

Agreement

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

2. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:

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

   b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.

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

3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Landform, dated June 6, 2019 and revised August 5, 2019. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter and ProjectDox comments have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

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

a. Storm drainage facilities (when specified).
b. Stormwater maintenance through 90 percent buildout.
c. Trunk and lateral sanitary sewer.
d. Trunk and lateral water main.
e. Concrete curb and gutter (urban).
f. Street traffic control signals.
g. Lot grading.
h. Electricity (within one-fourth mile).
i. Phone (within one-fourth mile).
j. Natural gas (within one-fourth mile).
k. Boulevard sodding.
l. Water shut off boxes.

(the "Stage I Improvements").

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the required Stage I Improvement Financial Guarantee noted in paragraph #12 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

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

6. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide

the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.

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

8. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Paragraph 12 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 12 or allows such financial guarantee to lapse, expire or otherwise terminate.

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

10. Stage II CITY Improvements. The public improvements the **PERMITTEE** must construct or install are as follows:

Installation of survey monumentation.

(the "Stage II Improvements").

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

PERMITTEE must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 above until **CITY** has received the as-built plans. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

11. Required Private Improvements. The private improvements the **PERMITTEE** will construct or install on the Subject Property (the "Required Private Improvements") are as follows:

a. Storm drainage facilities
b. Stormwater maintenance
c. Parking lot
d. Concrete curb and gutter

e. Landscaping
f. Site lighting

12. Financial Guaranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements, Stage II Improvements, Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of Three Hundred Seventeen Thousand Five Hundred Thirty Dollars and No Cents **($317,530.00),** which amount is 75% of the **CITY** Engineer's estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. Upon completion of Stage I Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, the **PERMITTEE** may request a reduction in the amount of the financial guaranty.

13. Inspection Fees for the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of Ten Thousand Five Hundred Eighty Four Dollars and No Cents **($10,584.00)**, which amount is 2.5% of the City Engineer's estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, Stage II Improvements, and Required Private Improvements, and upon acceptance by the **CITY**.

14. Warranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a one-year warranty in the amount of One Hundred Five Thousand Eight Hundred Forty Three Dollars and No Cents **$105,843.00**, which is 25% of the cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvements. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.

15. Maintenance Guarantee for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of Eleven Thousand Seventy Dollars and No Cents **$11,070.00** [# plantings (78 trees) x cost/planting ($300/tree x 30% average non-survival rate, (180 shrubs) x cost/planting $75/shrub x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Private Improvements.

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

shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the **PERMITTEE's** default.

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

17. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Trunk Sanitary Sewer Fees, Trunk Water Main Fees, Park Land Dedication Fees, Trail Development Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.

18. Requirements for Building and Occupancy Permits.

    a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) delivered the financial guaranty described in Section 12 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY**; and

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

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

    a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial

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

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

c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 20(j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 19(d).

20. Miscellaneous.

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

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

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

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**.

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

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

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

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

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

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

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

l. Proof of Parking. The **PERMITTEE** acknowledges that the additional parking stalls reflected on the Site Plan as Proof of Parking will need to be constructed as directed by the **CITY** if there are demonstrated parking violations on the Subject Property (parking on improper surfaces or obstructing fire lanes and/or drive aisles).

m. Code Enforcement. The **PERMITTEE** acknowledges that there may be no on-street parking related to the business, nor businesses ran out of individual self-storage units. The **PERMITTEE** will report all thefts to the Ramsey Police Department.

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

TO PERMITTEE:

Ramsey Storage Center, LLC
Attn: Robert Mikulak
13472 Sprandel Road
Finlayson, MN 55735

Mary Molloy
86 Diamond Drive
Henniker, NH 03242

TO THE CITY:

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

THE PERMITTEE:

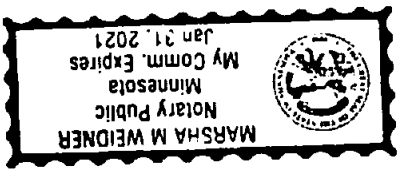
Ramsey Storage Center, LLC

By: Robert Mikulak, Robert Mikulak
Its: Managing Member

STATE OF MINNESOTA)
)ss.
COUNTY OF Anoka)

The foregoing instrument was acknowledged before me this 5 day of September, 2019, by Robert Mikulak, Managing Member of Ramsey Storage Center, LLC, a Limited Liability Corporation, under the laws of the State of Minnesota on behalf of the corporation.

Marsha M. Weidner
Notary Public



THE CITY:

CITY OF RAMSEY

By: _____
Its: Mayor

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this 6th day of September 2019, by John LeTourneau and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____
Notary Public

MARSHA M WEIDNER
Notary Public
Minnesota
My Comm. Expires
Jan 31, 2021

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

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT A

Legal Description of the Subject Property

Outlot A Regency Ponds, Anoka County, Minnesota, Subject to Easement of Record

-and-

That part of the Northwest Quarter of the Northwest Quarter described as follows: Commencing at a point on west line of said section which part is 209 feet north of southwest corner of said Northwest Quarter of Northwest Quarter as measured along said west line, thence proceeding east and parallel to the south line of said section for a distance of 209 feet thence proceeding south and parallel to west line of said section for a distance of 209 feet, thence proceeding west and parallel to first course to the west line of said section, thence proceeding north along west line of said section to point of commencing Section 27, Township 32, Range 25 except road subject to easement of record.

-and-

That part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 32, Range 25 that is describe as follows: to-wit-commencing at a point on the west line of said section which point is 209 feet north of the southwest corner of said Northwest Quarter of Northwest Quarter as measured along said west line, thence proceeding east and parallel to the south line of said section for a distance of 209 feet, thence proceeding north and parallel to the west line of said section for a distance of 209 feet, thence proceeding west and parallel to first course to the west line of said section, thence proceeding south along the west line of said section to point of commencing except road subject to easement of record.

-or upon recording-

Lots 1-2 (inclusive), Block 1 RAMSEY STORAGE CENTER, Anoka County, Minnesota.

EXHIBIT B

Fees Payable to the City

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication requirements. The 2019 Park Dedication Fee applicable to the Plat is $5,100 per acre for commercial land and $4,375 per acre for industrial land. **PERMITTEE** must pay a Park Dedication Fee of Twenty Eight Thousand Three Hundred Ninety Four Dollars and No Cents ($5,100 x 1.75 acres and $4,375 x 4.45 acres = **$28,394.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. The 2019 Trail Development Fee applicable to the Plat is $1,300 per acre. **PERMITTEE** must pay a Trail Development Fee of Eight Thousand Sixty Dollars and No Cents ($1,300 x 6.2 acres = **$8,060.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

3. Sanitary Sewer Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Trunk requirements. The 2019 Sanitary Sewer Trunk Fee applicable to the Plat is $3,652.00 per acre. The **PERMITTEE** must pay a Sanitary Sewer Trunk Fee of Twenty Two Thousand Six Hundred Forty Two Dollars and No Cents ($3,652 x 6.2 acres = **$22,642.00**).

4. Water Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Water Trunk requirements. The 2019 Water Trunk Fee applicable to the Plat is $6,601.00 per acre. The **PERMITTEE** must pay a Water Trunk Fee of Forty Thousand Nine Hundred Twenty Six Dollars and No Cents ($6,601 x 6.2 acres = **$40,926.00**).

5. Sanitary Sewer Lateral Benefit Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no sanitary sewer lateral benefit fee is due.

6. Water Lateral Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no water lateral benefit fee is due.

7. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. The 2019 Stormwater Management Fee is $4,855.00 per acre. The **PERMITTEE** must pay a Stormwater Management Fee of Thirty Thousand One Hundred One Dollars and No Cents ($4,855 x 6.2 acres = **$30,101.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

8. Street Light Fee. No new streetlights are proposed; therefore, no street light fee is due.

9. Street Light Operation and Maintenance Fee. No new streetlights are proposed; therefore, no street light operation and maintenance fee is due.

10. Infiltration Credit Fee. The **Subject Property** is within the Wellhead Protection Area where infiltration is prohibit. The **PERMITTEE** is therefore responsible for an Infiltration Credit Fee of Fourteen Thousand Four Hundred Twenty Five Dollars and No Cents (**$14,425.00**), in lieu of actual construction of an infiltration basin.

ANOKA COUNTY MINNESOTA

Document No.: 2238183.002 ABSTRACT
I hereby certify that the within instrument was filed in this office for record on: 09/11/2019 2:51:00 PM
Fees/Taxes In the Amount of $46.00
JONELL M. SAWYER
Anoka County Property Tax
Administrator/Recorder/Registrar of Titles
JMW, Deputy

Delinquent Taxes Certified
Transfer Entered

Record ID: 4233593

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Strengthen and enhance our identity, brand and image.

Information

Title:

Adopt Resolution #24-011 Approving EDA Funding for Replacement of Entrance Monument at TH #47 and Bunker Lake Boulevard NW

Purpose/Background:

The purpose of this case is to consider authorizing the Economic Development Authority funding for the replacement of the monument sign on Hwy 47 and Bunker Lake Blvd, consistent with the EDA's recommendation at the December 14, 2023 meeting, and the Public Works Committee Meeting from October 17, 2023.

Around the late 1990's, the city placed an entrance monument at the NW intersection of Bunker Lake Boulevard and St. Francis Boulevard. Several years ago, an automobile crash destroyed this same sign. The entrance sign to the city was not replaced, due to the substantial road construction taking place at this intersection, which has now been completed. An RFP was issued to three area sign manufacturing companies but only one quote was received from Signation Sign Group for $23,643, which is consistent with the EDA's and Public Works Committee's recommendation to City Council to approve the project at a not-to-exceed amount of $26,000, (which would include shrub plantings/landscaping and utilizing $4,500 in Insurance Money). It should be noted that the EDA funded this sign when it was originally installed.

Notification:

None required

Time Frame/Observations/Alternatives:

The placement of the entrance monument would occur in February or March after fabrication, with the shrub plantings occurring as soon as the frost is out in the Spring of 2024. The City has received $4,500 from the insurance claim for the sign damage which is available for the replacement project and is recommended by Finance Director Lund. The EDA recommended the balance of the funding of $21,500 from tEDA Unencumbered Fund Balance which was approved at the December 14, 2023 EDA meeting. It should be noted that the sign cost is $23,643 which will leave approximately $2,357 for landscaping to enhance the sign and location based on the recommended approval of an amount not to exceed $26,000.

Alternatives include:
1) Adoption of Resolution #24-011 Awarding bid to Signation Sign Group for $23,643 and allocating $21,500 from the EDA Unencumbered Fund Balance and Spending $4,500 from insurance money (Staff Recommendation)
2) Adoption of Resolution #24-011 Awarding bid to Signation Sign Group for $23,643 and allocating $(Insert Amount) from the EDA (Insert Funding Source) and Spending $4,500 from insurance money
3) Something Else

Funding Source:

Funding for the project consists of the following:

$21,500 from the Unencumbered EDA Fund Balance

and

Insurance Money of $4,500 totaling $26,000

Recommendation:

The EDA, Public Works Committee, and Staff support the replacement of the entrance monument sign to support community branding in a very visible City entry point, at a cost not-to-exceed amount of $26,000 and to select Signation Sign Group.

Draft Minutes from the December 14, 2023 EDA meeting are attached and the motion approved 6-1 by the EDA is below:

Motion by Member Johnson, seconded by Member Howell, to allocate up to $21,500 from the EDA Unencumbered Fund Balance for the construction of a monument sign at the NW corner of Highway 47 and Bunker Lake Boulevard NW. (Note that the $4,500 in insurance money already received would be allocated in addition to the $21,500)

Outcome/Action:

Motion to adopt Resolution #24-011 Approving EDA Funding for Replacement of Entrance Monument at TH #47 and Bunker Lake Boulevard NW; as presented (Staff Recommendation)

Attachments

ACTION - Resolution #24-011
Sign Location and Design
Quote for Monument Sign
RFP for Monument sign Quote
PW Meeting Minutes - Excerpt 10.17.23
Proposed 2024 EDA Budget
DRAFT EDA Minutes 12.14.23

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	12/19/2023 02:24 PM
Brian Hagen	Brian Hagen	01/04/2024 10:08 AM
Form Started By: Mark Riverblood		Started On: 12/15/2023 01:14 PM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-011

RESOLUTION APPROVING EDA FUNDING FOR REPLACEMENT OF ENTRANCE MONUMENT AT TH #47 AND BUNKER LAKE BOULEVARD NW

WHEREAS, the entrance monument sign located at the NW corner of the intersection of Trunk Highway 47 and Bunker Lake Boulevard NW originally funded by the EDA was destroyed by an automobile crash; and

WHEREAS, the City has received $4,500 in insurance money for the destroyed sign but has had to wait to replace it due to ongoing construction at the intersection of Trunk Highway 47 and Bunker Lake Boulevard NW which has now been completed; and

WHEREAS, Staff asked three qualified businesses for quotes to construct a replacement monument sign consistent with City branding but only received one quote from Signation Sign Group for $23,643; and

WHEREAS, Both the Public Works Committee and EDA made recommendations to the City Council to fund the replacement of the entrance monument in an amount not to exceed $26,000; and

WHEREAS, the monument sign location at the northwest corner of Trunk Highway #47 and Bunker Lake Boulevard NW is an entry point into the city with lots of visibility and high traffic counts.

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

1) That the City Council of the City of Ramsey award the bid to construct the sign to Signation Sign Group for $23,643 and that the entire project cost (including landscaping and shrubs) to not exceed $26,000.

2) The City Council authorizes $21,500 from the Unencumbered EDA Fund Balance and $4,500 in insurance money to fund the replacement of the City Entrance Monument.

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:

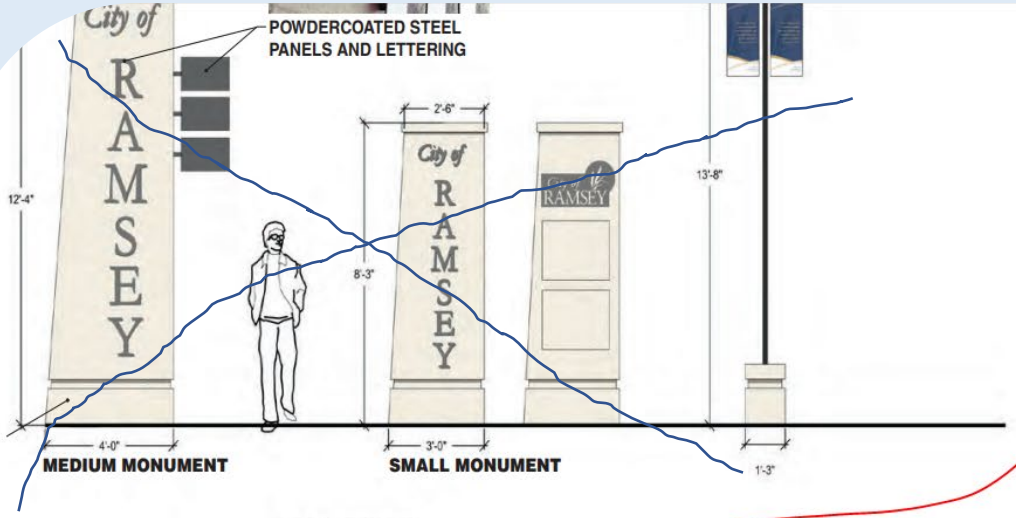
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

_____
Mayor

ATTEST:

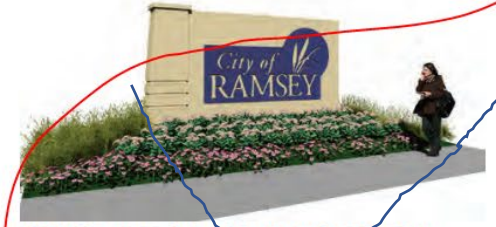
_____
City Clerk



Approved

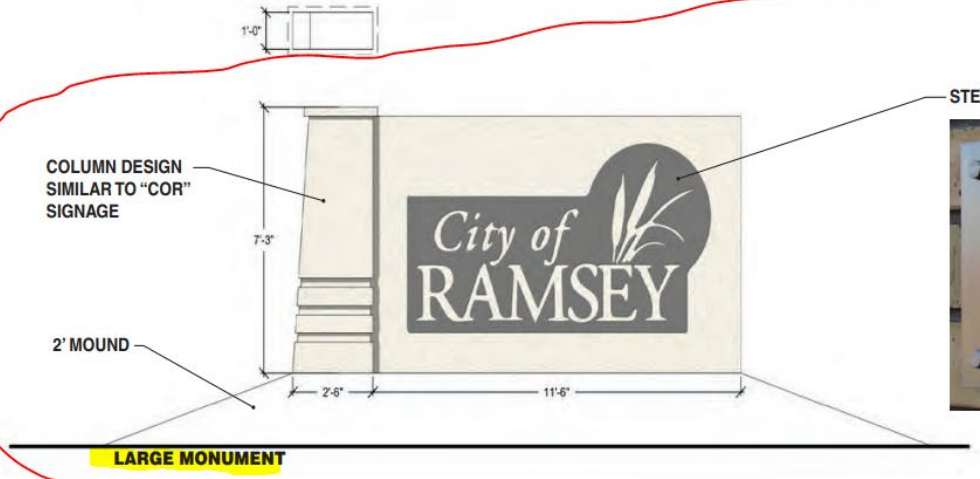


CONCRETE COLORS MATCH EXTERIOR BUILDING COLORS OF CITY HALL



CONCRETE COLOR MATCHES TAN COLOR OF CITY LOGO, METAL PANEL MATCHES BLUE OF CITY LOGO





STEEL PANEL - CUT OUT LETTERING



USTRY AVE NW
INDUSTRY AVE NW
SAINT FRANCIS BLVD NW
SAINT FRANCIS BLVD NW
BUNKER LAKE BLVD NW
BUNKER LAKE BLVD NW
AKE BLVD
SAINT FRANCIS BLV


START CROSSING
Watch For Vehicles
DON'T START
Finish Crossing If Started
TIME REMAINING To Finish Crossing
DON'T CROSS
PUSH BUTTON
TO CROSS


Bunker Lake Blvd
DOLLAR TREE
11′ x 28″

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4011 CURRENT-AD VALOREM TAXES	82,610.00	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%
Grand Total	**87,610.00**	**43,774.20**	

EXPENDITURES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6105 TEMPORARY-WAGES & SALARIES	1,500.00	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%
6335 TRAINING	1,500.00	1,125.00	75.00%
6361 GENERAL LIABILITY/PROPERTY INS	1,000.00	312.89	31.29%
6371 ELECTRIC UTILITIES	-	76.27	0.00%
6451 MEMBERSHIP DUES	2,200.00	576.10	26.19%
6246 MARKETING & PROMOTIONS	25,000.00	6,626.00	26.50%
6351 LEGAL NOTICES PUBLISHING		65.00	0.00%
Grand Total	**87,610.00**	**4,865.55**	

SIGNATION
SIGN GROUP

Quote

7624 Boone Ave. N.
Suite 100

Date	Quote #
11/6/2023	RC-101723R

Name / Address	Project Information:
City of Ramsey Mark Riverblood 7550 Sunwood Drive NW Ramsey, MN 55303	City Entrance Sign Attn: Mark Riverblood 763-433-9853 Highway 47 & Bunker Lake Blvd Ramsey, MN 55303

Rep	Project
DG	

Description	Qty	Unit Cost	Total
Furnish and install 64" high x 124" wide x 12"-20" deep single face non-illuminated aluminum monument sign with a textured finish and 1/4" thick waterjet cut out Corten steel logo mounted to the face on top the existing concrete pad per drawings dated 10/17/23 #2 & 3. **Assumes concrete pad is adequate.	1	23,634.00	23,634.00
Price includes shop drawings for approval, manufacturing and installation. Sales tax is not included. If required, snow removal will be by others. Approximate production time of above product would be 6-7 weeks from final approval. Terms: 50% down, net 30 days from completion. Quote is valid for 30 days. Sign here for approval _____ Date: _____			
Please Contact Doug Glienke at dglienke@ssgix.com 763.450.9941-direct line			

Total $23,634.00

Phone #	Fax #	Web Site
7635611005	763-561-1004	www.ssgix.com

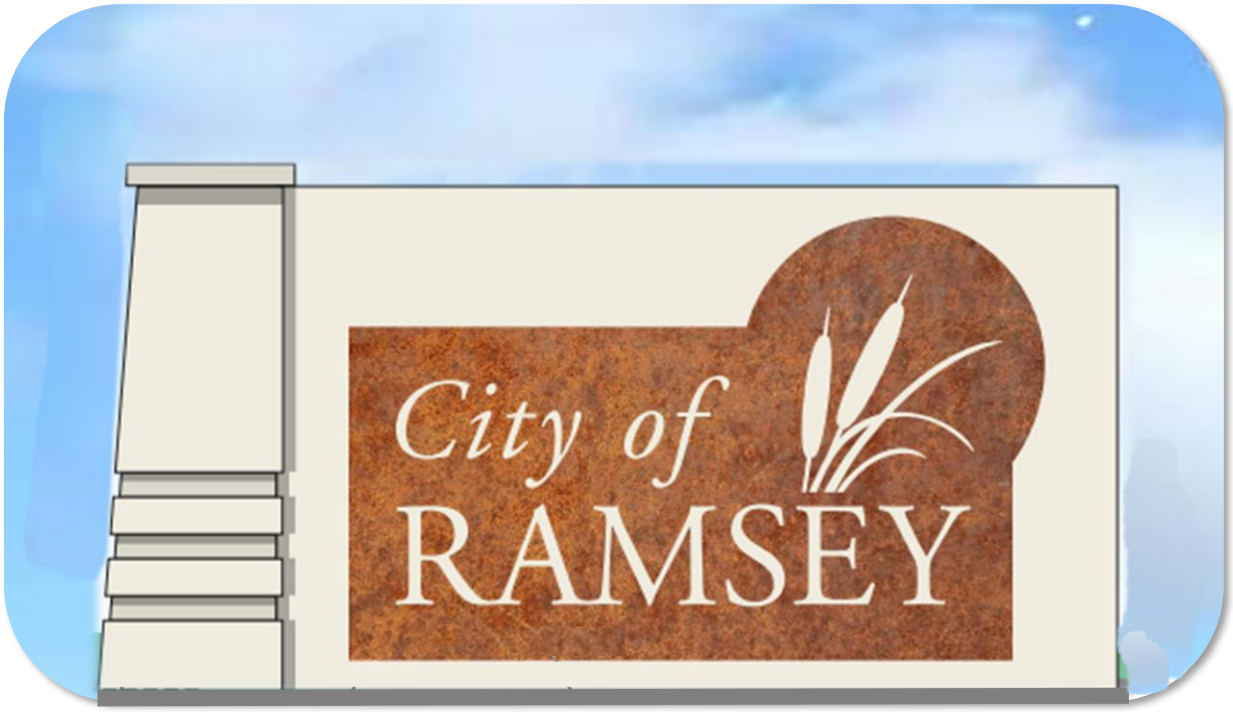
PROPOSALS MUST BE RECEIVED BY
3:30 PM, Monday, November 6th, 2023

Deliver by e-mail ONLY to:
Marsha Weidner
Ramsey, MN 55303
763-433-9839

E-mail to: mweidner@cityoframsey.com

REQUEST FOR QUOTATION

MANUFACTURE AND INSTALL, FABRICATED ALUMINUM MONUMENT FOR *CITY OF RAMSEY* ENTRANCE



PROPOSAL SPECIFICATIONS

Provide and construct/furnish S/F fabricated aluminum monument with painted textured finish pursuant to all specifications noted herein, and as follows:

I/We agree to furnish all materials, labor and site security to perform the work below.

- Mobilization and deliver the above referenced monument to and for the NW intersection of Bunker Lake Boulevard and T.H. #47.

- Quoted price must include detailed shop drawings for approval (including color sample), manufacturing and installation on existing concrete slab.

- This Request for Quotation shall be a lump sum amount, with no change orders, unless upon mutual agreement, the City would add to the scope of the project.

Work and Staging Areas:
Confine work activities to the monument location, with care to minimize impacts and rutting of turf in the vicinity of the monument. Contractor is responsible for maintaining safe job site conditions for the public at all times including when not present (E.g. overnight). No construction activity shall be performed before 6 am nor after 7 pm Monday through Saturday. The contractor shall provide 72 hour advance notice before working on Saturday. City Council approval is required for Sunday work.

A dumpster is not anticipated to be needed at the immediate site, and any construction related disposal is to be hauled away.

Liquidated Damages:
Liquidated damages shall be deducted from the approved quoted amount, in a sum of $50 dollars per weekday (M-F) for non-completion after December 21st, 2023. In submitting a quote, the Contractor Warranties the project shall be complete in every way and accepted by the City on the above date.

Warranty/Guarantee:

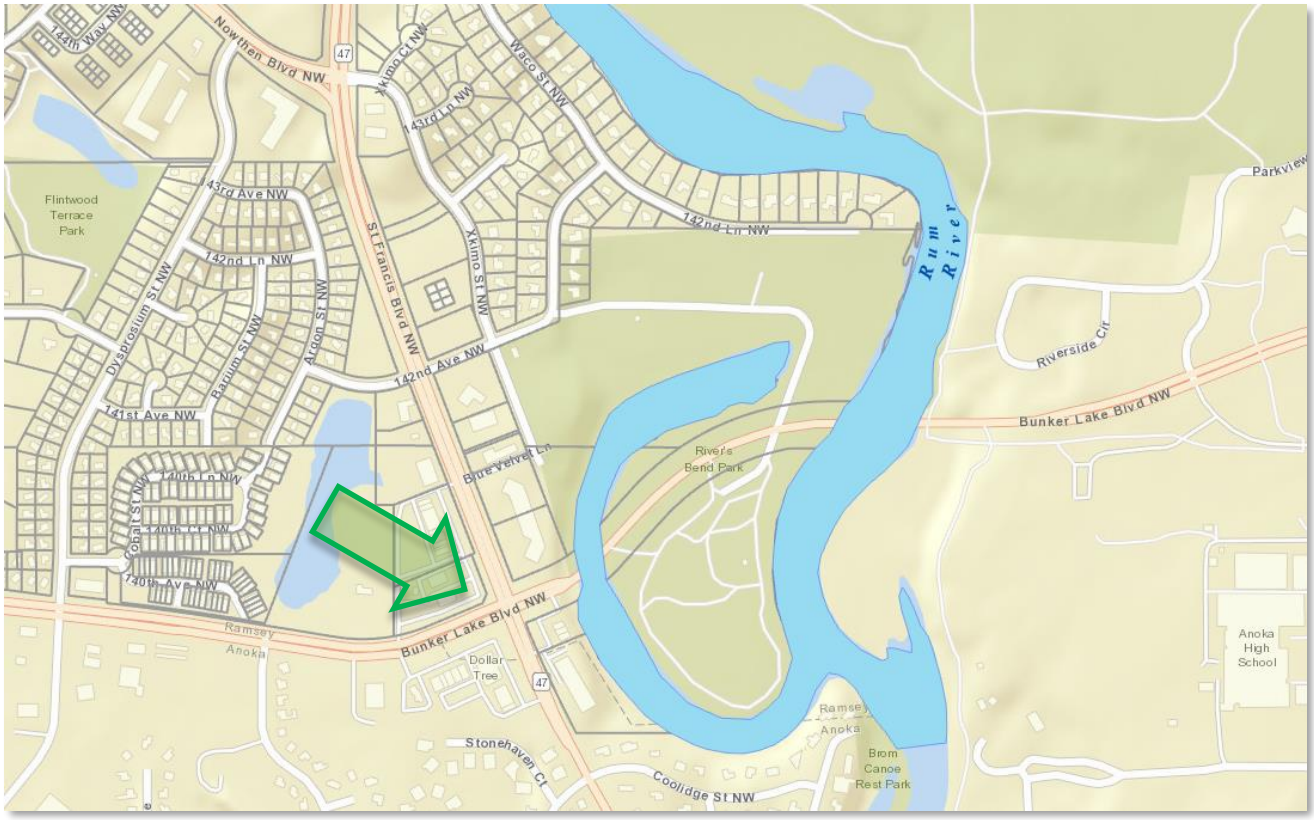
The Contractor warrants and guarantees to the Owner that all Work will be of good quality and free from faults or defects in accordance with this RFQ. All defective Work may be rejected.

If required by the Owner, prior to payment, the Contractor will promptly without cost to the Owner, correct defective Work, or replace it with non-defective Work. If the Contractor does not correct such defective Work or remove and replace within a reasonable time, the Owner may have the deficiency corrected or the rejected Work removed and replaced. All direct or indirect costs of such correction or removal and replacement, including compensation for additional professional services shall be paid by the Contractor, or deducted by the Owner, all such costs from the quoted contract price.

If, instead of requiring correction or removal and replacement of defective Work, the Owner (prior to approval of final payment) prefers to accept it, they may do so. In such case, if the acceptance occurs prior to final payment, a Statement shall be issued incorporating the necessary revisions, including appropriate reductions in Contract Price.

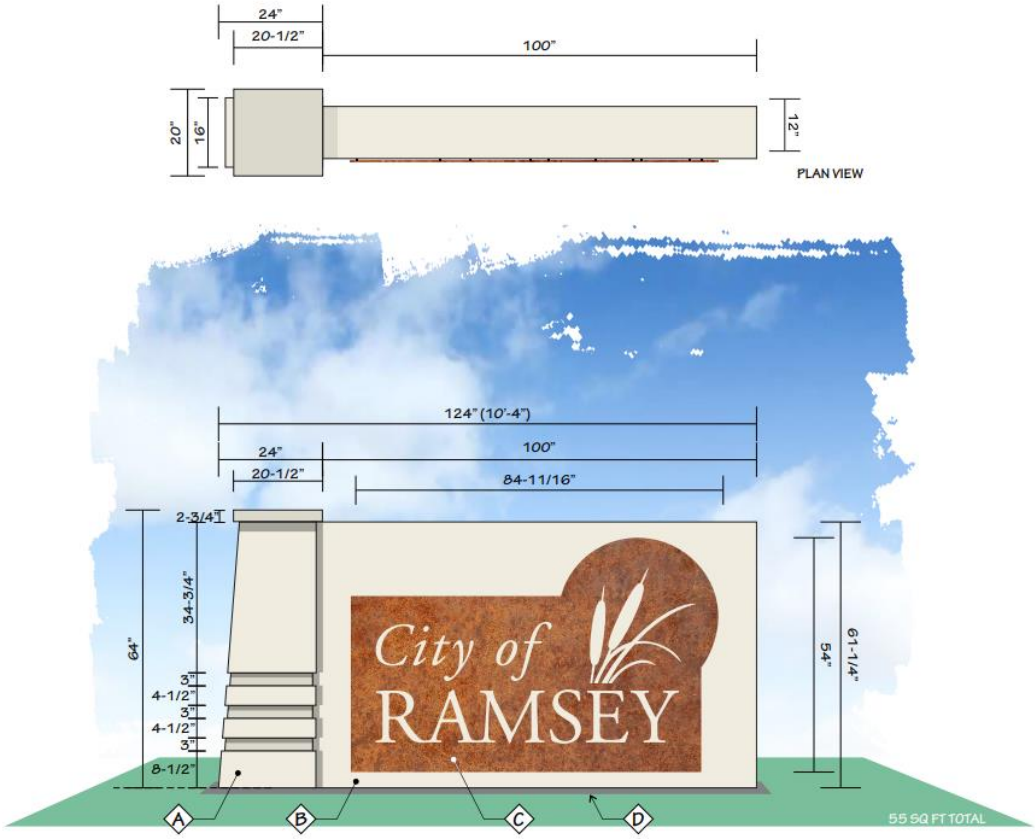
Specification Reference:

The Contractor shall inspect the site in person to be considered a Qualified Bidder, and may also request an appointment to preview the project with the City, prior to issuing his/her Quotation. The Contractor shall conduct his/her work in conformance with the specifications set forth herein, and in accordance with safe construction practices. Additionally, the Contractor must be licensed to work in the City of Ramsey, at the time work may commence. The scope of work is summarized as follows; manufacture and furnish 64'' high x 124'' wide x 12''-20'' deep single face non-illuminated aluminum monument sign with a textured finish and 1/4'' thick waterjet cut out Corten steel logo mounted to the face, and installed on top the existing concrete pad per drawings.



Site Location at NW intersection of Bunker Lk Blvd. and T.H. #47

Specification detail



S/F NON-ILLUMINATED FABRICATED MONUMENT

A COLUMN
- FABRICATED ALUMINUM COLUMN
- 16" RETURNS
- TOP CAP IS FABRICATED ALUMINUM
- PAINTED P1

B CABINET
- FABRICATED ALUMINUM CABINET
- 12" RETURNS
- PAINTED P1

C CITY LOGO
- ROUTED 1/4" CORTEN
- MOUNTED TO FACE OF MONUMENT ON WELDED STUD AND 1/2" SPACER

D BASE
- EXISTING SLAB IS 11' L X 28"W

FINISH SCHEDULE:

P1 FINAL COLOR TO BE DETERMINED

1/2 LAYOUT: S/F NON ILLUMINATED FABRICATED MONUMENT
SCALE: 1/2" = 1'-0"

Proposed Conditions



MANUFACTURE AND INSTALL, FABRICATED ALUMINUM MONUMENT FOR *CITY OF RAMSEY* ENTRANCE

$_____ **Lump Sum**.

In submitting the above quote, I/We warrant the quote valid for work to be completed on or before December 21st, 2023.

Additionally, I/we acknowledge each and all of the conditions, specifications and requirements above and within this RFQ. (Bidder need only to submit this page.)

Contractor name _____

Owner or representative _____

Signature _____

Phone(s) _____

E-mail _____

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, October 17, 2023, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Debra Musgrove
Councilmember Matt Woestehoff

Also Present: City Engineer/Public Works Director Bruce Westby
Parks & Assistant Public Works Director Mark Riverblood

1. CALL TO ORDER

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

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

4. APPROVE MINUTES

4.01: Approve September 19, 2023, Meeting Minutes

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to approve the following minutes with a note that the minutes were not drafted by Timesavers via recording:

Regular Meeting Minutes dated September 19, 2023

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

5.02: Consider Replacement of Entrance Monument at TH #47 and Bunker Lake Boulevard

Parks & Assistant Public Works Director Mark Riverblood reviewed background information noting that around the later 1990s, the City places an entrance monument at the northwest intersection of Bunker Lake Boulevard and St. Francis Boulevard and several years ago an automobile crash destroyed the same sign. The entrance sign to the city was not replaced due to the substantial construction taking place at the intersection, which has now been completed. The purpose of this case is to ascertain if the Committee wishes to recommend to City Council to replace the entrance monument at this time.

Chairperson Riley asked if the sign would be lit.

Parks & Assistant Public Works Director Mark Riverblood replied that this design did not call for the sign to be lit. He noted that the previous lit sign received a power drop from Super America and the gas station has changed ownership since that time. He noted that the intersection has a lot of light spill from the well-lit location and therefore lighting would not necessarily be needed.

Chairperson Riley commented that he prefers the aluminum design.

Councilmember Musgrove commented that she also favors that design. She noted that this style does seem similar to Riversbend, which she likes.

Councilmember Woestehoff asked if it would be possible to have a design similar to Riversbend with the faux timbers.

Parks & Assistant Public Works Director Mark Riverblood replied that they could, but they may look odd with the scale of this sign proposed.

Councilmember Musgrove asked if the Riversbend sign uses the blue color that has been used in newer signage.

Parks & Assistant Public Works Director Mark Riverblood replied on the colors that he recalled in the Riversbend sign and did not believe there was blue in that sign.

Councilmember Specht commented that they have been discussing the consistency in branding and asked if that has been considered.

Chairperson Riley commented that the same logo and style is carried through as well as the sign design that they have chosen. He noted that the Highway 10 bridges will also have the City logo.

Parks & Assistant Public Works Director Mark Riverblood commented on the time that was spent by the Council in developing the sign plan which does provide consistency at an affordable price range.

Councilmember Musgrove referenced the landscaping and asked if they would add flowers or plantings that would need to be maintained. She recognized that there are plantings along 47 that require maintenance and that does add ongoing costs.

Parks & Assistant Public Works Director Mark Riverblood replied that he did not put much thought into the landscape other than understanding that this area is impacted by salt and snow storage and does not have irrigation, therefore he believes that some type of minimal green landscaping could be added that may hold up better in those conditions.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to proceed with the aluminum monument sign with plantings as directed by staff with tolerance for salt at a cost not to exceed $26,000.

Further discussion: Parks & Assistant Public Works Director Mark Riverblood asked for direction on funding, noting that the EDA budget does have available funds. Councilmember Woestehoff stated that he believes that EDA would be appropriate to fund a portion but believes the funding could be left to staff.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

BUDGET SUMMARY:								
Business Unit	Object Account	Description	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Adopted Budget	2024 Rquested Budget
9230	4011	CURRENT-AD VALOREM TAXES	85,062	76,787	63,927	66,843	82,610	87,390
9230	4012	DELINQUENT-AD VALOREM TAXES	434	410	1,060	348		
9230	4014	FISCAL DISPARITIES	14,360	13,753	11,146	9,838		
9230	4273	OTHER STATE GRANTS & AIDS	-					
9230	4609	OTHER MISCELLANEOUS REVENUES	46,972		10	198,638		
9230	4701	INTEREST ON INVESTMENTS	35,028	40,633	(3,673)	(11,202)	5,000	5,000
9230	4901	TRANSFER IN FROM OTHER FUNDS	-					
Total Revenue			**181,856**	**131,583**	**72,470**	**264,465**	**87,610**	**92,390**

Business Unit	Object Account	Description	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Adopted Budget	2024 Rquested Budget
9230	6102	F.T. REGULAR-WAGES & SALARIES	-					
9230	6105	TEMPORARY-WAGES & SALARIES	840	755	560	660	1,500	1,000
9230	6121	PERA CONTRIBUTIONS	-		-			
9230	6122	FICA/MEDICARE CONTRIBUTIONS	64	58	43	50	100	80
9230	6131	GROUP INSURANCE	-					
9230	6133	WORKERS COMP INSURANCE PREMIUM	4	4	2	4	10	10
9230	6246	MARKETING	22,027	2,430	7,190	24,154	25,000	25,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	10,771	9,562	2,364	8,769	19,000	18,000
9230	6304	LEGAL FEES	-					
9230	6315	MISCELLANEOUS PROFESSIONAL SER	20,999	70,426	46,082	43,193	35,000	36,200
9230	6322	POSTAGE	-					
9230	6323	CELLULAR PHONES	-					
9230	6331	TRAVEL & LODGING	850	-	312	449	2,300	2,300
9230	6335	TRAINING	2,048	483	575	660	1,500	6,600
9230	6361	GENERAL LIABILITY/PROPERTY INS	590	877	3,242	624	1,000	1,000
9230	6371	ELECTRIC UTILITIES	-					
9230	6433	REFUNDS/REIMBURSEMENTS	-	-	250,000			
9230	6530	IMPROVEMENTS OTHER THAN BUILDINGS	-		15,151			
9230	6451	MEMBERSHIP DUES	1,437	940	1,121	1,798	2,200	2,200
9230	6452	SUBSCRIPTIONS	-	-	5	17	-	
9230	6530	IMPROVEMENTS OTHER THAN BUILDINGS	-	-	-	20,143	-	
Total Expenditure			**59,630**	**85,534**	**326,645**	**100,521**	**87,610**	**92,390**

DESCRIPTION OF SERVICES:

The primary objective of the Economic Development Authority is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey.

GOALS OF CURRENT YEAR BUDGET:

Enhance Business Retention and Expansion Program
Increase number of jobs
Increase retail base
Reduce the amount of land owned by City for development

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, December 14, 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 William MacLennan (arrived at 7:35 a.m.)
Member Chris Riley
Member Shanna Stewart

Members Absent: Member William MacLennan

Also Present: Sean Sullivan, Economic Development Manager

DRAFT

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 Johnson, seconded by Member Stewart, to approve the agenda.

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

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated October 12, 2023

Motion by Member Johnson, seconded by Member Lindahl, to approve the October 12, 2023, minutes as presented.

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

4. EDA BUSINESS

4.02: Consider EDA Funding for Replacement of Entrance Monument at TH #47 and Bunker Lake Boulevard NW

Economic Development Manager Sullivan presented the staff report.

Member Johnson asked what the sign used to look like as she could not recall.

Member Riley commented that it was a smaller sign that was lit but did not match any of the other City signs. He noted that it did not stand out.

Member Johnson stated that there has not been a sign in that location for a few years and she had not noticed the previous sign. She asked if that would be the proper focal point and perhaps those funds would be better allocated in another location.

Economic Development Manager Sullivan stated that he likes signage that is done right and looks good. He agreed that the previous sign did not stand out. He commented that the Public Works Committee and Parks put a lot of thought into this to ensure that it will look nice and stand out. He noted that other communities have this type of signage at key entry points into the community. He stated that location does have a lot of eyes on it and trusted that the design is something that will be seen and will be a landmark. He stated that he does support the sign and noted that there is a significant EDA fund balance that has not been touched for a number of years and would consider this to be a capital expense as there should not be much for ongoing maintenance costs. He believed that there would still be funds to do other things in the COR and this expenditure would not limit the ability to do other projects in the future.

Member Johnson stated that she does like the sign and was just questioning the location.

Member Lindahl commented that perception is exactly why the sign should be there to alert people to the break between Anoka and Ramsey. She stated that the COR is easily identified as Ramsey while that area may be confusing as to where Anoka and Ramsey split.

Chairperson Wiyninger agreed that it will be helpful to extend the branding to that edge and put the Ramsey stamp there.

Member Riley stated that the City does have an existing location for the sign as well, which is helpful. He stated that they are limited as to what can be done in that location and this does follow the City sign guidelines to create cohesive branding throughout the community. He believed that this would be an appropriate use of fund balance as well. He commented that while the cost of signage is always a shock, this will be built right to last with little ongoing maintenance costs.

Member Johnson asked if only one bid was received.

Economic Development Manager Sullivan commented that this falls under the threshold for bidding, but the City did make its best attempt to receive multiple quotes and therefore proceeding with the one quote would be acceptable.

DRAFT

Chairperson Wiyninger referenced the options for funding before the EDA. He asked where the remaining funding would come from if the EDA were to only recommend funding half of the balance.

Economic Development Manager Sullivan commented that would be to determined. He stated that initially the sign was fully funded through the EDA and therefore that could be done again.

Member Stewart commented that she could support 50 percent but would not want to fund more than that from the EDA. She stated that she would also like to see more quotes.

Chairperson Wiyninger stated that he looks at the businesses that are there that have aligned their businesses with Ramsey and this would be a way to show that the EDA recognizes that and supports those businesses as well.

Economic Development Manager Sullivan commented that both landowners for the multi-tenant spaces have recently reinvested into their properties to enhance that vision and therefore the sign would show commitment to area as well.

Motion by Member Johnson, seconded by Member Howell, to allocate up to $21,500 from the EDA Unencumbered Fund Balance for the construction of a monument sign at the NW corner of Highway 47 and Bunker Lake Boulevard NW. (Note that the $4,500 in insurance money already received would be allocated in addition to the $21,500)

Further discussion: Member Stewart commented that she does not agree that this would be the best way to spend these funds in order to support these businesses. She asked why the funding would only come from one fund, rather than be split between the different funds. Economic Development Manager commented that this is not a budgeted expense and therefore these funds would come from the unencumbered fund balance and believed that within the budget the funds would most likely be coded as marketing but ultimate would be decided by the Finance Director.

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

DRAFT

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #24-012 Ordering Plans and Specifications for 2024 Crack Seal Improvements, Improvement Project #24-08

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #24-012 ordering plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

Background:

Crack seal improvements are completed annually, on between 10 and 23 miles of public street segments to cost-effectively maximize the life of the bituminous pavement.

Crack sealing protects pavement by preventing stormwater runoff from seeping through cracks in the pavement and joints between the pavement and concrete curb and gutter, and utility castings, reducing future pavement damage caused by wet subgrade soils, especially during freeze-thaw cycles.

The City's current pavement maintenance schedule calls for public streets to be crack sealed the third, seventh, and fourteenth year following construction, reconstruction, and overlay improvements. However, while this is the typical maintenance schedule it is important to note that Staff reviews the condition of all streets annually and adjusts the schedule of maintenance operations based on actual pavement conditions.

A total of 13.58 miles of public street segments are proposed to receive crack seal improvements in 2024. These street segments were selected based on age, pavement maintenance history, and Pavement and Surface Evaluation Rating (PASER) values. Selected streets generally have PASER values between 7 and 10.

A draft 2024 Crack Seal Map is attached to this case for reference. Final plans and specifications are proposed to be prepared in-house as part of Staff's normal duties.

Preliminary Schedule Remaining

- Council approves plans and specifications, authorizes advertisement for bids
  - January 23, 2024
- Bids are publicly opened
  - Week of March 18, 2024
- Council awards contract to the lowest responsible bidder
  - March 26, 2024
- Contractor begins improvements
  - Late April / early May 2024
- Contractor completes improvements
  - May 31, 2024

The proposed improvements are designated as City Improvement Project #24-08, 2024 Crack Seal Improvements.

Notification:

Staff does not mail letters to property owners for crack seal improvements, since the work occurs quickly and has little to no impact to the traveling public or abutting properties. Engineering Staff will create and maintain a project webpage, which will be updated as new information is made available throughout the project.

Observations/Alternatives:

Observations:
Estimates are CIP level and will be updated during the design process.

Alternatives:
Motion to adopt Resolution #24-012 ordering plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

Funding Source:

The City budgeted $575,000 for crack seal and pavement rejuvenator improvements in 2024. Municipal State Aid (MSA) street segments may be paid using MSA maintenance funds. Approximately 40-percent of the proposed project area is composed of MSA street segments.

Estimated Construction Costs	$165,000
Indirect Costs	$8,000
Total Estimated Project Costs	$173,000

City Staff proposed to administer and inspect construction in-house, as part of their normal duties.

Recommendation:

Staff recommends adopting Resolution #24-012 ordering plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

Action:

Motion to adopt Resolution #24-012 ordering plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

Attachments

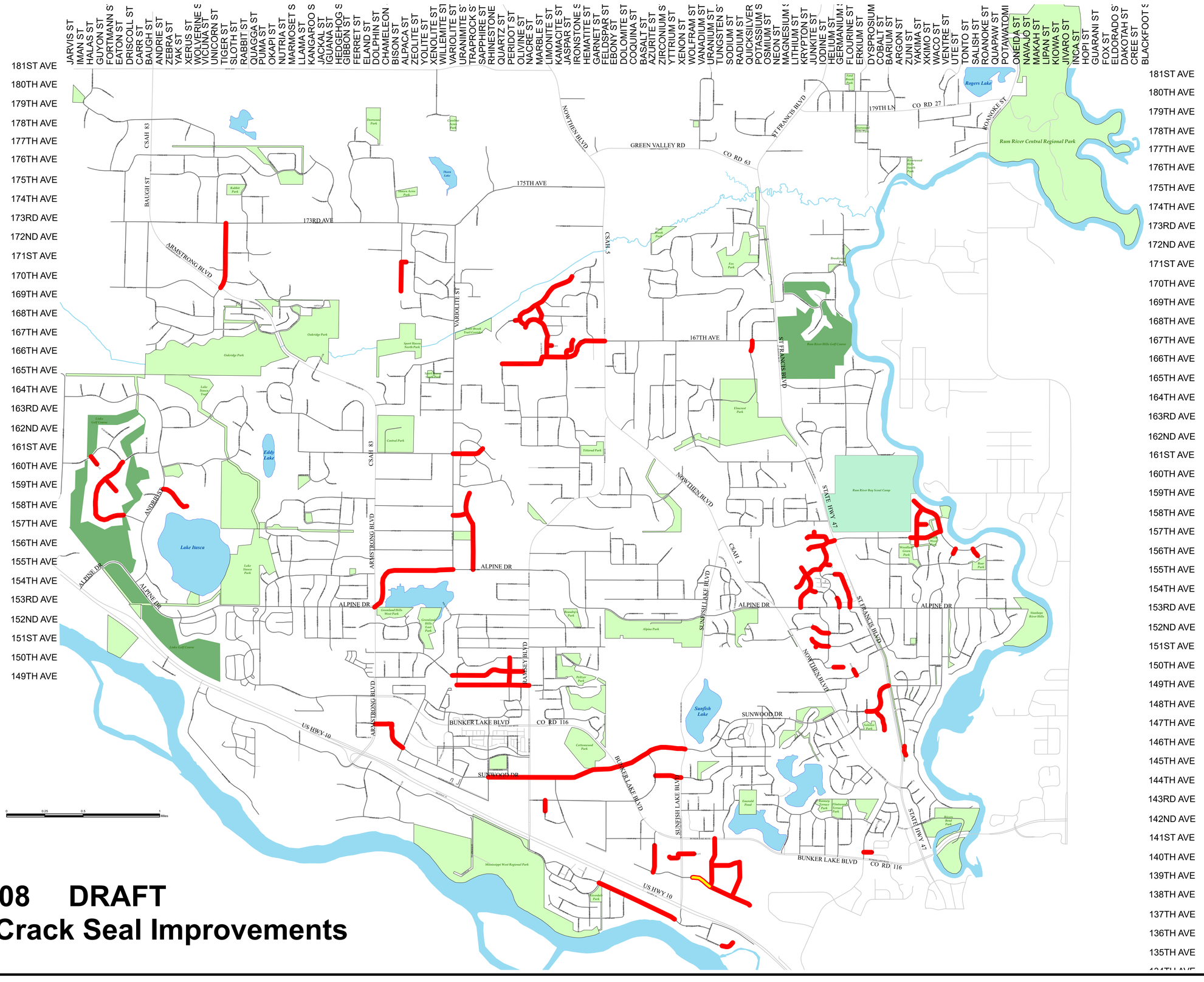
Draft 2024 Crack Seal Map

Res 24-012

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Joe Feriancek	01/03/2024 10:42 AM
Bruce Westby	Bruce Westby	01/04/2024 09:16 AM
Bruce Westby	Bruce Westby	01/04/2024 10:08 AM
Brian Hagen	Brian Hagen	01/04/2024 10:51 AM
Form Started By: Joe Feriancek		Started On: 12/29/2023 02:11 PM
Final Approval Date: 01/04/2024		

IP 24-08 DRAFT
2024 Crack Seal Improvements



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

RESOLUTION #24-012

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR 2024 CRACK SEAL IMPROVEMENTS; IMPROVEMENT PROJECT #24-08

WHEREAS, the City of Ramsey can most cost-effectively maximize the life of the bituminous pavement on public streets by sealing cracks on an annual basis; and

WHEREAS, the City of Ramsey adopted a budget for 2024 includes $575,000.00 for street maintenance contracted services, including to crack seal the bituminous pavement on numerous public street segments in support of the City's Pavement Management Program; and

WHEREAS, City Staff has the capacity to prepare plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

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

1) The Ramsey City Council hereby orders the City Engineer to prepare plans and specifications for 2024 Crack Seal Improvements, Improvement Project #24-08.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #24-013 Ordering Plans and Specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #24-03 ordering plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

Background:

Rejuvenator Use History

In 2019, the City Council indefinitely suspended seal coat improvements due to observed issues of pavement striping under seal coat, which causes approximately the top inch of pavement to strip away from underlying pavement. These areas of striping originally show as small spots in the surface of the pavement, but quickly migrate across the pavement into larger sections.

In alignment with many other metro cities confronted with these same pavement issues, Staff feels pavement rejuvenators provide the greatest overall benefit at the lowest cost. Staff proposes to continue to use Reclamite, a maltene-based petroleum product with the ability to penetrate into asphalt pavement and restore reactive components (maltenes) which have been lost due to the nature process of oxidation.

Reclamite has been used nationally for more than 50 years and is proven to add 5 to 7 years of service life to pavements. The application is intended to be performed on pavements 5 years old or less, though several cities are completing pilot project applications on pavement sections older than 5 years. Staff will continue to monitor such applications and adjust future projects within the City of Ramsey based on observed results.

Future Considerations

Regional contractors have taken note of metro Cities moving away from seal coating and toward pavement rejuvenators, and as a result several newer products are becoming available in our region. The Minnesota Local Road Research Board (LRRB), with the assistance of MnROAD's, is one year into an evaluation of proprietary rejuvenators, including the most commonly used product in the metro area, Reclamite. Early results indicate Reclamite is performing well in Minnesota. Ideally, once the evaluation is complete, additional reliable products will result in a competitive bidding market. Because of its proven track record, and the potential risks associated with using new products, Staff currently recommends continuing to use Reclamite on all street segments proposed to receive pavement rejuvenator.

2024 Proposed Rejuvenator Improvements

The City’s current pavement maintenance schedule calls for public streets to receive pavement rejuvenator the second year following construction, reconstruction, and overlay improvements. However, while this is the typical maintenance schedule it is important to note that Staff reviews the condition of all streets annually and adjusts the schedule of maintenance operations based on actual pavement conditions. Additionally, in past years, staff have had to reduce the miles of street segments receiving pavement rejuvenation due to budget limitations.

A map and subdivision summary of the proposed 2024 Pavement Rejuvenator Improvements is attached to this

case. A total of 16.08 miles of public street segments across 33 subdivisions are proposed to receive pavement rejuvenation. Approximately 50-percent of the street segments are proposed to receive pavement rejuvenation improvements on the 2-year schedule, while the remaining 50-percent were previously passed over due to budget restraints but are still in the window where pavement rejuvenation treatment is cost-effective.

Final plans and specifications are proposed to be prepared in-house as part of Staff's normal duties.

Preliminary Schedule Remaining

- Council approves plans and specifications, and awards contract for 2024 Pavement Rejuvenator
  - March 26, 2024
- Contractor begins improvements
  - Late June / early July, 2024
- Contractor completes improvements
  - Late July / early August, 2024

The proposed improvements are designated as City Improvement Project #24-09, 2024 Pavement Rejuvenation Improvements.

Notification:

If Council orders plans and specifications, engineering Staff will create and maintain a project webpage, which will be updated as new information is made available throughout the project. Letters will not be mailed out to affected property owners until Council approves the plans and awards the contract for the project, which is proposed to occur in late March, 2024.

Observations/Alternatives:

Observations:

Estimates are CIP level and will be updated during the design process.

Alternatives:

Motion to adopt Resolution #24-03 ordering plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

Funding Source:

The City budgeted $575,000 for crack seal and pavement rejuvenator improvements in 2024. Municipal State Aid (MSA) street segments may be paid using MSA maintenance funds. Approximately 9-percent of the proposed project area is composed of MSA street segments

Estimated Pavement Rejuvenator Project Costs	$402,000
Estimated Crack Seal Project Costs	$173,000
Total Contracted Street Maintenance Costs	$575,000

City Staff proposes to administer and inspect construction in-house, as part of their normal duties.

Recommendation:

Staff recommends adopting Resolution #24-03 ordering plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

Action:

Motion to adopt Resolution #24-03 ordering plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

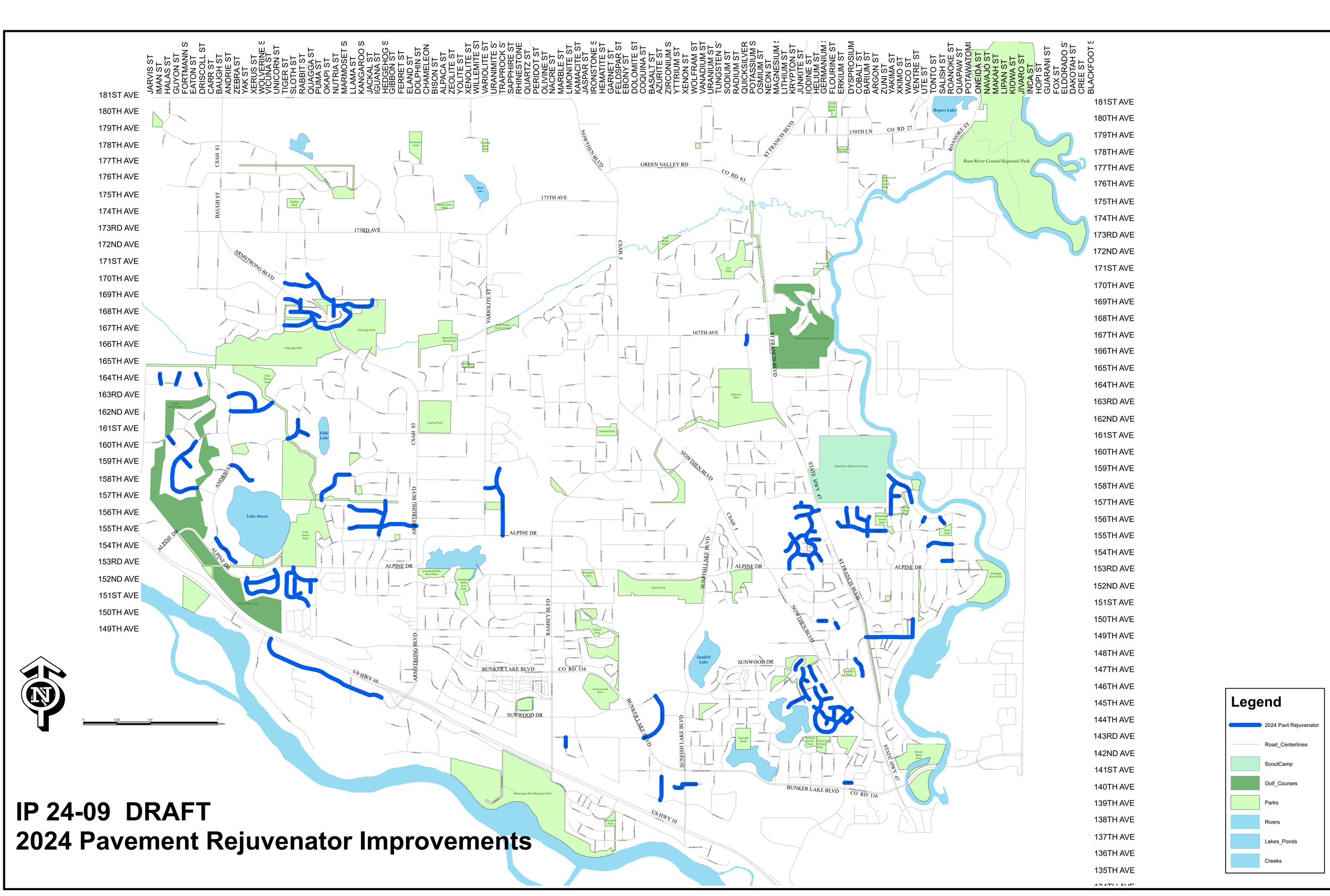
Attachments

24-09 Draft Map
Res 24-013
24-09 Subdivision Summary

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	01/04/2024 09:38 AM
Brian Hagen	Brian Hagen	01/04/2024 10:51 AM
Form Started By: Joe Feriancek		Started On: 12/29/2023 03:00 PM
Final Approval Date: 01/04/2024		

IP 24-09 DRAFT
2024 Pavement Rejuvenator Improvements



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

RESOLUTION #24-013

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR 2024 PAVEMENT REJUVENATION IMPROVEMENTS, IMPROVEMENT PROJECT #24-09

WHEREAS, the City of Ramsey can most cost-effectively maximize the life of the bituminous pavement on public streets by applying pavement rejuvenators; and

WHEREAS, the City of Ramsey adopted budget for 2024 includes $575,000.00 for street maintenance contracted services, including to apply pavement rejuvenator on numerous public street segments in support of the City's Pavement Management Program; and

WHEREAS, City Staff has the capacity to prepare plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

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 orders the City Engineer to prepare plans and specifications for 2024 Pavement Rejuvenation Improvements, Improvement Project #24-09.

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 9th day of January, 2024.

Mayor

ATTEST:

City Clerk

ANNUAL PAVEMENT REJUVENATOR IMPROVEMENT
DRAFT SUBDIVISION SUMMARY

Project	2024 CRACK SEAL	Construction Wear Course Year	Overlay Year	Reconstruction Year	Miles	Cost ($25K/mi.)
Autumn Heights				2022	1.61	$ 40,250.00
Birch Hill Lodges	YES		2021		0.14	$ 3,500.00
Ferrum 1st & 2nd	YES		2021		0.18	$ 4,500.00
Gateway Industrial Park (Limonite Street)	YES		2021		0.07	$ 1,750.00
Mallard Ponds	YES		2021		0.05	$ 1,250.00
MSA - Riverdale Drive (Armstrong Interchange / Llama Street)				2022	0.24	$ 6,000.00
MSA - Riverdale Drive (TH 10 / Llama Street)		2022			0.76	$ 19,000.00
MSA - Sunwood Drive (TH 47 / Waco Street)				2022	0.35	$ 8,750.00
MSA - Waco Street (Sunwood Drive / 150th Avenue)				2022	0.13	$ 3,250.00
Northfork			2018		0.34	$ 8,500.00
Northfork Itasca Point	YES		2021		0.20	$ 5,000.00
Northfork Itasca Shores			2018		0.24	$ 6,000.00
Northfork Oaks			2018		0.27	$ 6,750.00
Northfork St. Andrews	YES		2021		0.78	$ 19,500.00
Northfork Third			2018		0.54	$ 13,500.00
Oakridge Industrial Park	YES		2021		0.08	$ 2,000.00
Preserve at Northfork 1st & 2nd		2022			0.73	$ 18,250.00
Rabbit Run	YES		2021		0.07	$ 1,750.00
Ramsey Meadows 2nd	YES		2021		0.10	$ 2,500.00
Reilley Estates 1st, 2nd, & 3rd	YES		2021		0.68	$ 17,000.00
Riverstone 4th & 5th		2022			0.91	$ 22,750.00
Stanhope Terrace (153rd Crt & 154th Ave)				2018	0.26	$ 6,500.00
Sunfish Gateway Business Park	YES		2021		0.10	$ 2,500.00
Sunfish Lake Business Park 2nd			2022		0.10	$ 2,500.00
Sunflower Ridge			2022		0.54	$ 13,500.00
The North Forty 2nd			2018		0.34	$ 8,500.00
The North Forty 3rd			2018		1.04	$ 26,000.00
The Ponds of Ramsey			2022		1.20	$ 30,000.00
Tiger Meadows			2022		0.53	$ 13,250.00
Traprock Commons	YES		2021		0.64	$ 16,000.00
Wildlife Sanctuary 2nd & 3rd	YES		2021		1.16	$ 29,000.00
Wood Pond Hills 2nd, 3rd, 4th, & 5th				2022	0.88	$ 22,000.00
Woodland Green			2018		0.82	$ 20,500.00
				PROJECT TOTAL	**16.08**	**$ 402,000.00**

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Address infrastructure needs.

Information

Title

Adopt Resolution #24-014 Approving Plans and Specifications and Authorizing Advertisement for Bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #24-014 ordering plans and specifications and authorizing advertisement for bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Background:

City Improvement Project #24-02 proposes to reconstruct the streets within the Halls Dover Acres subdivision, generally located east of Nowthen Boulevard between 157th Lane and 158th Lane. The 2024 – 2033 Capital Improvement Program (CIP) identifies the streets within the Halls Dover Acres subdivision for street reconstruction in 2024. A street segment summary for the project is attached to this case.

Project History

- 2024 – 2033 Capital Improvement Program – listed as street reconstruction for 2024.
- June 13, 2023, Resolution #23-130, the Ramsey City Council accepted proposals for topographic survey of the project area.
- June 27, 2023, Resolution #23-129, the Ramsey City Council accepted proposals for geotechnical report of the project area.
- August 22, 2023, Resolution #23-198, the Ramsey City Council ordered Staff to prepare plans and specifications.
- November 21, 2023, the Ramsey Public Works Committee recommended the project include the proposed trunk watermain extension, including allowing service connections to properties along the route of the trunk watermain.

Pavement History

The streets within Halls Dover Acres were built in 1976. The streets received an overlay improvement in 1990, which included widening the pavement width to 24 feet. Following the overlay, crack seal / seal coat improvements were completed in 1996 and 2004. Maintenance crews have performed patching over the last several years, including extensive patching in 2023.

Existing Conditions

The streets are 24 feet wide rural sections with drainage swales adjacent to the roadway, totaling 0.98 miles in length. Traffic counts have not been taken, but Staff anticipates higher than typical neighborhood traffic along 157th Lane, due to the daycare center located at the intersection of 157th Lane and Nowthen Boulevard, but not rising to the level of a collector street.

Sewer and water exist in the subdivision to the east, but the Halls Dover Acres subdivision is not located within the MUSA. The 2040 Comprehensive Plan proposed water system improvements does include extending 12-inch trunk watermain along 157 th lane from Potassium Street to Nowthen Boulevard as part of a trunk system loop. This trunk watermain extension is proposed to occur as part of this project.

Proposed Improvements

Staff review of the geotechnical report found generally sandy subsoils, ideal for both roadway embankment and utility support, throughout the project area. Because of this, subsoil corrections are not anticipated, and the full-depth reclamation (FDR) design process will be used. The proposed alignments and profiles of the streets are proposed to generally match existing alignments and profiles. However, Staff found the roadway curves and centerlines tend to meander within the right-of-way, which will cause the edge of pavement to move several inches horizontally, and up to a foot from existing in places. Additionally, Staff found the existing roadway crown varies significantly throughout the project, with some areas having no crown or unanticipated sections with super elevation where the entire street surface slopes in one direction. This project proposes to place a 3-percent crown throughout, which has become standard practice for rural street reconstructions in Ramsey to ensure adequate drainage will be maintained. The proposed pavement section is 3.5-inches new bituminous pavement over 4-inches aggregate base. The aggregate base will be made up of reclamation material. Driveway aprons will extend back approximately 8 feet to tie the driveways into the new pavement, materials are proposed to match existing.

In general, the current swales along the streets within Halls Dover Acres are not proposed to be re-graded as part of this project. Staff is aware of standing water issues within the Radium Circle cul-de-sac, which are proposed to be addressed. Additionally, the existing swale at the northwest quadrant of 157th Lane and Radium Street has filled in over the years, completely covering the culvert. The soils are so well draining that water does not stand however, Staff must do grading work in the ditch for the new culvert to be properly installed. Otherwise, due to the nature of street reconstruction, the in-slopes of the swales along the pavement will likely be disturbed approximately 4 to 6 feet off the edge of pavement. No changes to the current drainage patterns are proposed. The existing culverts crossing the streets are proposed to be removed and replaced to ensure the culverts will remain functional through the proposed 60-year design life of the street.

A 12-inch trunk watermain is proposed to be extended from the existing end of the main at Potassium Street, at the east edge of the Halls Dover Acres plat, and along 157th Lane to Nowthen Boulevard. From there, the watermain will follow Nowthen Boulevard to Sunfish Lake Boulevard, and connect to an existing trunk watermain stub off of the Sodium Way cul-de-sac. In total, the trunk watermain extension is approximately 2,100 lineal feet. Additionally, an 8-inch watermain line is proposed to extend down the Radium Street stub to the south, to serve future development to the south. Hydrants are proposed to be added at the corner of 157 th Lane and Nowthen Boulevard, 157th Lane and Radium Street, and at the end of the stub on Radium Street. Because Halls Dover Acres is not in the MUSA, the project does not propose to extend sanitary sewer to the subdivision.

Staff has received some inquiries from residents whether water and sewer will be available for hook-up during the project, though no formal requests have been received yto date. Because the subdivision is not within the MUSA, sanitary sewer hook-ups would require a comprehensive plan amendment, and would delay the project beyond 2024 construction. There are some instances of properties within the City connecting to municipal water and not municipal sewer, staying on a private septic system, though it is not a common occurrence. Based on direction from the Public Works Committee, Staff mailed letters to the properties along the trunk watermain route to inquire if there is interest in connecting to municipal water.

Preliminary Schedule Remaining

- Council Approves Plans and Specifications / Authorizes Ad for Bids
  - January 9, 2024
- Staff Receives Bids
  - February 21, 2024
- Council Awards Contract to the Lowest Responsible Bidder
  - February 27, 2024
- Contractor Begins Construction
  - Spring 2024
- Contractor Substantially Completes Construction
  - Watermain construction in-place
  - New bituminous pavement in-place, topsoil and seed in-place

- August 2, 2024
- Contractor Final Completion
  - Watermain testing complete
  - Verify final restoration; punch list created
  - August 30, 2024

Bid Opening

Staff proposes to open bids on February 21, 2024, and to present the bid results to the City Council on February 27, 2024, for award of a construction contract to the lowest responsible bidder.

Final plans are not attached to this case to prevent potential bidders from downloading plans attached to the case to prepare and submit their bids, rather than purchasing the plans through QuestCDN, the electronic bidding software used by the City of Ramsey. This ensures all bidders are bidding off the same set of plans and all bidders are notified of any plan revisions (addenda) issued during the bidding process. Attached is the title sheet showing the scope of the improvements, as well as a plan sheet showing the typical sections, which includes information on the proposed pavement section. Plans are available upon request from the City Engineer.

The proposed improvements are designated as City Improvement Project #24-02, Hall's Dover Acres Street Reconstructions.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday, January 12, and again on Friday, January 19, 2024 in the City's official newspaper, the Anoka Union Herald. Plans are also advertised on the QuestCDN website, which directly notifies contractors interested in bidding these types of projects.

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

Observations/Alternatives:

Observations:

To date, no property owners have requested connection to municipal water as part of this project. If requests occur prior to bid opening, an addendum to the plans will add the service connection. Any connection would also require an agreement between the property owner and City, to cover the costs of the service connection. If requests to connect to municipal water are received after a contract is awarded, Staff will request City Council approval to add such connections on a case by case basis.

These streets received significant pothole patching in 2023 in an attempt to hold the streets together until they are reconstructed. If this project is not awarded in 2024, additional pothole patching will be required annually until the streets are reconstructed.

Alternatives:

Motion to adopt Resolution #24-014 ordering plans and specifications and authorizing advertisement for bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Funding Source:

Funding for this improvement is proposed to come from Pavement Management Funds, Stormwater Utility Funds, and Water Utility Funds.

Staff has completed project cost estimates based on final plans and anticipated 2024 construction costs. The total estimated project cost is $1,177,209, which includes 23-percent indirect costs for administrative, engineering, finance, and legal costs. Final project costs will be dependent upon actual bid pricing and quantities.

- Street Construction Costs $534,050
  - *Indirect Costs* *$122,832*
- Storm Sewer Construction Costs $63,645
  - *Indirect Costs* *$14,638*
- Watermain Construction Costs $359,385
  - *Indirect Costs* *$82,659*
- **Total Estimated Costs** **$1,177,209**

Recommendation:

Staff recommends adopting Resolution #24-014 ordering plans and specifications and authorizing advertisement for bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

On November 21, 2023 the Ramsey Public Works Committee reviewed the improvement project and supported including the trunk watermain extension as part of the project. Additionally, the committee supported allowing property owners along the trunk watermain route to connect to City water, if they are interested and ready to connect. Following the meeting, Staff sent letters out to the affected property owners, inquiring if they wish to make the connection.

Action:

Adopt Resolution #24-014 ordering plans and specifications and authorizing advertisement for bids for Halls Dover Acres Street Reconstructions, Improvement Project #24-02.

Attachments

Res 24-014

24-02 Street Summary

24-02 Title Sheet

24-02 Typical Section

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	01/04/2024 09:07 AM
Brian Hagen	Brian Hagen	01/04/2024 10:29 AM
Form Started By: Joe Feriancek		Started On: 12/20/2023 01:32 PM
Final Approval Date: 01/04/2024		

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

RESOLUTION #24-014

RESOLUTION APPROVING PLANS AND SPECFICIATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR HALLS DOVER ACRES STREET RECONSTRUCTIONS, IMPROVEMENT PROJECT #24-02

WHEREAS, the City of Ramsey proposes to reconstruct the streets within the Halls Dover Acres subdivision; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-130, adopted June 13, 2023, the City Council accepted and awarded the proposal to Bolton & Menk, Inc., for topographic survey of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-129, adopted June 27, 2023, the City Council accepted and awarded the proposal to Chosen Valley Testing, Inc., for a geotechnical report of the project area; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-198, adopted August 22, 2023, the City Council ordered the City Engineer to prepare plans and specifications for said improvements; and

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

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

1) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for making such improvements and authorizes the advertisement of bids for the same improvements as City Improvement Project #24-02; Halls Dover Acres Street Reconstructions.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2024.

Mayor

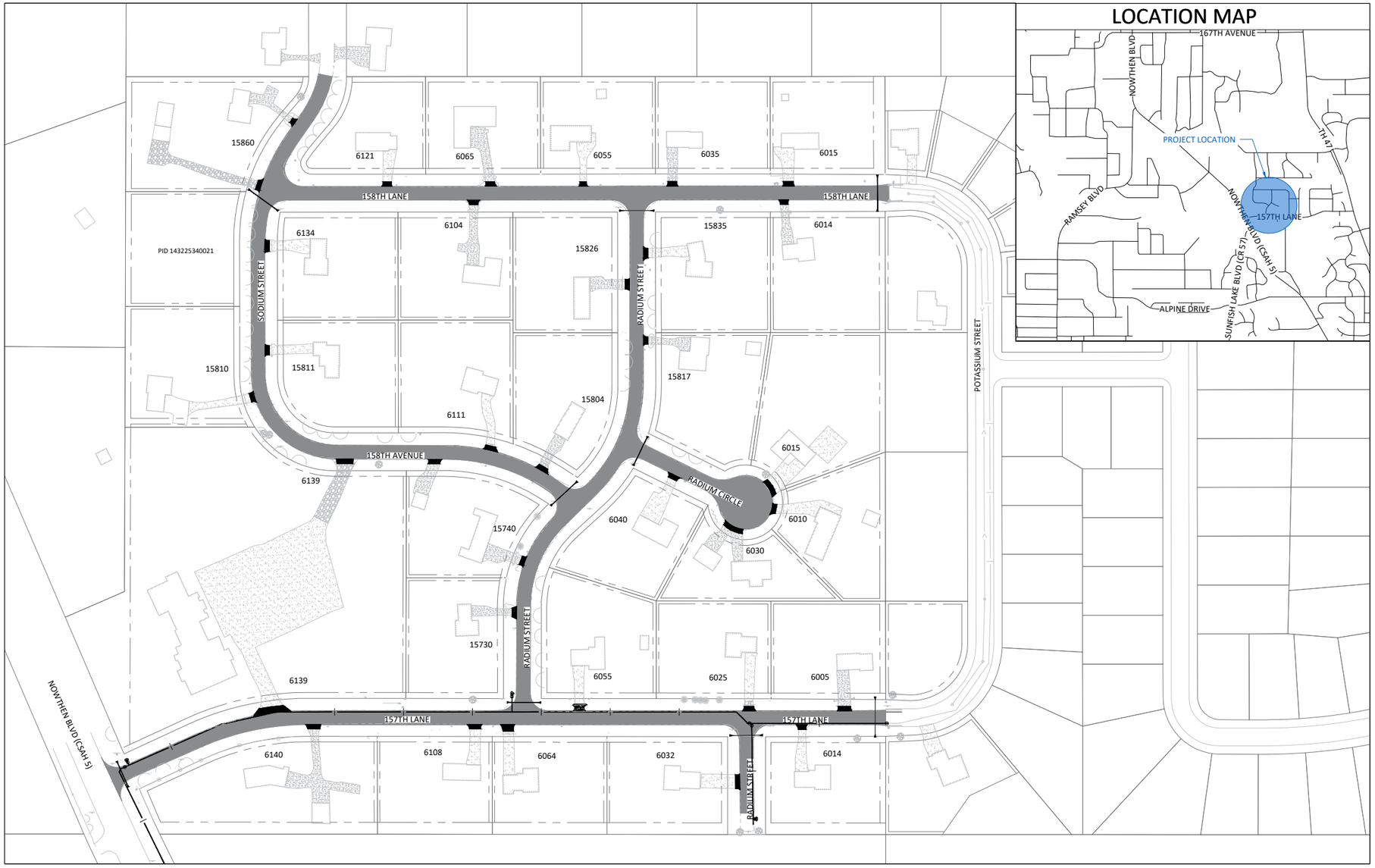
ATTEST:

City Clerk

IP 24-02 Halls Dover Acres Street Reconstructions
Street Segment Summary

Subdivision	Street	Segment Description	Length (feet)	Section (Urban / Rural)	2021 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Maint. 4	Maint. 5	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
Halls Dover Acres	157th Lane	Nowthen Blvd / E EOP	1401	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	3.8	7.5
	158th Avenue	NW PC Sodium Street & 158th Avenue / Radium Street	510	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	5.0	8.2
	158th Lane	Sodium Street / E EOP	1130	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	5.0	8.2
	Quicksilver Street	S EOP / 157th Lane	187	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7*	3.8*	7.5*
	Radium Circle	Radium Street / E CDS	289	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	3.9	7.6
	Radium Street	157th Lane / 158th Lane	971	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.7	4.3	8.0
	Sodium Street	NW PC 158th Avenue & Soium Street / N EOP	696	Rural	2	1976	SC 1981	OL 1990	SC 1996	SC 2004		3.2	3.4	6.8
	Halls Dover Acres Total Length		*5184*	*0.98 mi.*	**GPR not available, depth estimated*									

CITY OF RAMSEY
HALLS DOVER ACRES STREET RECONSTRUCTIONS
CITY IMPROVEMENT PROJECT NO. 24-02



LOCATION MAP

GOVERNING SPECIFICATIONS

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

THE 2023 EDITION OF THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA "STANDARD SPECIFICATIONS" SHALL GOVERN FOR MUNICIPAL UTILITY WORK.

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

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

SHEET INDEX

THIS PLAN CONTAINS 65 SHEETS

SHEET No.	DESCRIPTION	
01	TITLE SHEET	
02	STATEMENT OF ESTIMATED QUANTITIES	
03	ALIGNMENT LAYOUT	
04	TYPICAL SECTION	
05 - 08	DETAILS	
15	TRAFFIC CONTROL LAYOUT	
16 - 17	SWPPP	
18 - 24	EROSION CONTROL & GRADING	
25 - 31	EXISTING CONDITIONS & REMOVALS	
32 - 40	STREET & STORM SEWER	
41	SUNFISH LAKE TRAIL & STORM SEWER	
42 - 46	WATERMAIN CONSTRUCTION	
47 - 53	RESTORATION	
54 - 56	CROSS SECTIONS	157TH LANE
57 - 59	CROSS SECTIONS	158TH AVE & SODIUM ST
60 - 61	CROSS SECTIONS	158TH LANE
62 - 63	CROSS SECTIONS	RADIUM STREET
64	CROSS SECTIONS	RADIUM CIRCLE
65	CROSS SECTIONS	RADIUM STREET STUB

LEGEND

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

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

DRAFT

JOE FERIANCEK, P.E.
ASSISTANT CITY ENGINEER

57095 LIC. NO.

DATE --/--/--

DATE	REVISION

SHEET 01 OF 65 SHEETS

0 100 200 300
SCALE (FEET)

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

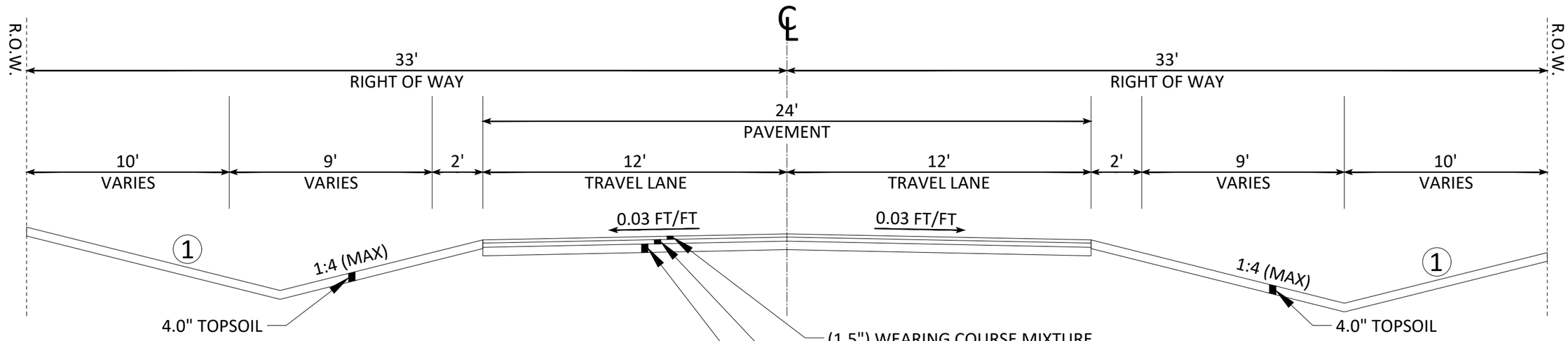
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

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

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

Dec 15, 2023 - 4:02pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Halls Dover Acres Reconstruction 24-02\Plan Drawings\24-02 Title Sheet.dwg

TYPICAL SECTION: CITY STREETS



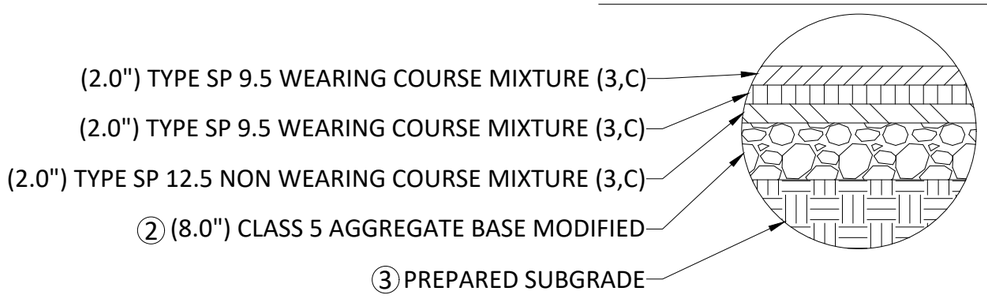
REFERENCE NOTES:

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

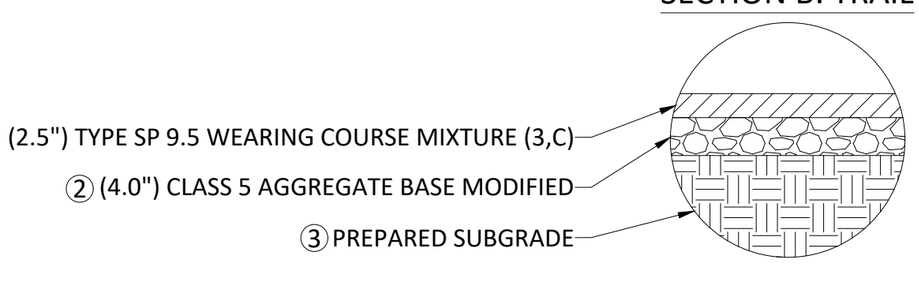
② MODIFY CLASS 5 AGGREGATE BASE PER CITY STANDARD DETAIL STR-26. SEE SHEET 09. RECYCLED RECLAMATION MATERIAL MEETING STR-26 MAY BE USED AS AGGREGATE BASE.

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

SECTION A: NOWTHEN BOULEVARD



SECTION B: TRAIL



DATE	REVISION

Dec 15, 2023 - 4:04pm
G:\Engineering\AutoCad Dwgs\Projects A-M\Halls Dover Acres Reconstruction 24-02\Plan Drawings\24-02 Alignment Layout.dwg

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

JOE FERIANCEK
Date --/--/-- Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 12/15/23
CHECKED BY:	JJF	FILE: 24-02

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

TYPICAL SECTION

HALLS DOVER ACRES STREET RECONSTRUCTIONS
CITY PROJECT NO. 24-02
CITY OF RAMSEY, MINNESOTA

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-015 Designating Financial Institutions as Official Depositories; Adopt Resolution #24-016 Authorizing Signatures for Financial Transactions and Adopt Resolution #24-017 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2024.

Purpose/Background:

Minnesota Statutes Section 118A sets forth the procedures that cities must follow for the deposit and investment of local public funds. Annually, the city needs to adopt a resolution that designates financial institutions as official depositories of city funds (Resolution #24-015). The City further adopts Resolution #24-017 that authorizes BMO Bank (an official depository noted in Resolution #24-015) as the City's official bank for banking services such as checking.

In addition, Resolution #24-016 is annually adopted that gives authorization to those that can sign off on financial transactions. Notably, the Mayor, Acting Mayor, City Administrator, Finance Director and Assistant Finance Director.

Observations/Alternatives:

There is an annual requirement that these financial resolutions be adopted.

Recommendation:

Adopt noted resolutions as these are required to be approved annually.

Action:

Motion to Adopt Resolution #24-015 Designating Financial Institutions as Official Depositories; Adopt Resolution #24-016 Authorizing Signatures for Financial Transactions and Adopt Resolution #24-017 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2024.

Attachments

Reso #24-015 Official Depositories

Reso #24-016 Authorized Signatures for Financial Transactions

Reso #24-017 BMO Bank for Banking Services

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:15 AM
Form Started By: Diana Lund		Started On: 12/20/2023 08:09 AM
Final Approval Date: 01/04/2024		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-015

RESOLUTION DESIGNATING FINANCIAL INSTITUTIONS AS OFFICIAL DEPOSITORIES OF CITY FUNDS FOR 2024

WHEREAS, the City of Ramsey must designate certain institutions as official depositories of City funds in accordance with Minnesota Statutes Chapter 118A.04.

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

1. That the City of Ramsey hereby appoints the following financial institutions as depositories of City funds for 2024:

Banking Institutions:

The Bank of the West
Ramsey, Minnesota
Walnut Creek, California

Minnesota Municipal Money Market Fund
Minneapolis, Minnesota

Brokerage Houses:

Northland Securities
Minneapolis, Minnesota

UBS Financial Services, Inc.
Minneapolis, Minnesota

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____

City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-016

RESOLUTION AUTHORIZING SIGNATURES FOR FINANCIAL TRANSACTIONS

WHEREAS, in order to conduct the business affairs of the City, the Council authorizes two of its members, the City Administrator and certain members of staff to sign financial documents on behalf of the City; and

WHEREAS, except for transfers within the City's accounts, this authorization provides for financial control by requiring two signatures on all such financial documents; and

WHEREAS, the Council hereby authorizes Brian Hagen, City Administrator, or Diana J. Lund, Finance Director, or Cynthia Nelson, Assistant Finance Director, to sign checks and other withdrawal documents from the City's checking and money market accounts; and

WHEREAS, for the purpose of confirming the authenticity of the documents already signed by one of the individuals named above, and consistent with the City's past financial practice which two signatures are required on all such documents, the Council designates Mark Kuzma, Mayor, or Chris Riley, Acting Mayor as counter-signatures for all such financial documents; and

WHEREAS, fund transfers (this also includes electronic fund transfers for payroll, sales tax, and all other taxes that are required to be deposited electronically) between the City's checking and money market accounts are generally verbal instructions and Kurt Ulrich, City Administrator, or Diana J. Lund, Finance Director, or Cynthia Nelson, Assistant Finance Director, are authorized to make such 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 City's authorized signatures for financial transactions as Brian Hagen, City Administrator; Diana J. Lund, Finance Director; and Cynthia Nelson, Assistant Finance Director and further designates Mark Kuzma, Mayor, and Chris Riley, Acting Mayor, as the required counter-signatures.

2) That the Ramsey City Council hereby authorizes Kurt Ulrich, City Administrator; Diana J. Lund, Finance Director; and Cynthia Nelson, Assistant Finance Director, to make fund transfers between the City's checking and money market accounts.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-017

RESOLUTION DESIGNATING BMO BANK (FORMERLY BANK OF THE WEST) AS OFFICIAL FINANCIAL INSTITUTION FOR THE CITY OF RAMSEY BANKING SERVICES FOR THE YEAR OF 2024

WHEREAS, the City of Ramsey must designate certain institutions as official depositories of City funds in accordance with Minnesota Statutes Chapter 118A.04.

WHEREAS, the City of Ramsey has selected BMO Bank for its banking services for the year of 2025;

WHEREAS, banking services will consist of such items as daily deposits of cash receipts, wire transfers of funds, and automated payroll for direct deposit;

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

1) That the City of Ramsey hereby appoints BMO Bank as the financial institution that will provide the City its banking services for the year 2024.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-018 Approving the City of Ramsey's 2025 Budget Calendar

Purpose/Background:

The City's Charter states that a budget calendar shall be established annually, by resolution, for the following year.

A draft resolution has been prepared to reflect all dates related to budget activities undertaken for the 2025 budget.

Observations/Alternatives:

The City is required by Charter to adopt a budget calendar.

Recommendation:

Staff recommends adoption of Resolution #24-018 approving the 2025 budget calendar.

Action:

Motion to Adopt Resolution #24-018 Approving the City of Ramsey's 2025 Budget Calendar

Attachments

Reso #24-018 2025 Budget Calendar

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:16 AM
Form Started By: Diana Lund		Started On: 12/20/2023 08:56 AM
Final Approval Date: 01/04/2024		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-018

RESOLUTION APPROVING THE CITY OF RAMSEY'S 2025 BUDGET CALENDAR

WHEREAS, the Ramsey City Charter states that a budget calendar shall be established annually by resolution; and

WHEREAS, the following dates are being presented:

January 9	Council adopts the 2025 Budget Calendar.
January 16 – February 28	City Council and Staff Leadership Team meet to Review and Develop a Three-Year Strategic Action Plan.
April 15	Finance Director to distribute 2025 Cost Center Budget Worksheets to Department Heads and supervisors. Worksheets include actual expenditures for 2022, 2023, 2024-year-to-date and adopted 2024 budget.
April 15	Finance Director to distribute listing of fixed assets as of December 31, 2023 to Department Heads and supervisors for review including item existence, accuracy, replacement values and number of years remaining in useful life.
April 15	City Clerk to distribute current Schedule of Rates, Fees and Charges to staff.
April 15	City Administrator to distribute most recent version of goals, objectives and 3-year departmental plans to Department Heads and supervisors.
May 17	Department Heads and supervisors to submit completed budget worksheets and accompanying justifications to the Finance Director.
May 17	Department Heads and supervisors to return listing of fixed assets to the Finance Director with any corrections noted.
May 17	Staff to return Schedule of Rates, Fees and Charges to the City Clerk with recommendations for 2024 amendments noted.
May 17	Department Heads and supervisors to submit goals, objectives and 3-year departmental plans to the City Administrator.
June 10-June 21	City Administrator and staff work sessions on the preliminary 2025 budget.
June 18	City Administrator to distribute preliminary goals, objectives and 3-year departmental plans for staff work sessions.

July 9	Finance Director and City Administrator submit preliminary budget to the City Council.
July 30	Department of Revenue certifies LGA amounts to all cities with populations over 2,500 and those receiving LGA.
August 15	Counties notify cities of the dates, which school districts, metropolitan special districts, and the county have selected for 2024 (Payable 2025) Truth in Taxation Hearings.
August 1 - September 20	Final Budget Work sessions before adoption of proposed budget/levy.
August 9	Department Heads and supervisors to submit items to be included in the 2025-2034 Capital Improvement Program.
August 12- August 16	Staff work sessions to review goals, objectives and 3-year departmental plans.
September 24	Staff recommends a 2025 Proposed Municipal Budget; 2024 Levy, Payable 2025, Proposed Municipal Levy to the City Council.
September 24	City Council adopts the 2025 Proposed Municipal Budget; 2024 Levied Payable 2025 Proposed Municipal Levy and sets the 2024 hearing dates for the 2025 Budget Public Hearing(s).
September 27	City certifies 2025 Proposed Municipal Budget; 2024 Payable 2025 Proposed Municipal Levy and 2024 Budget Public Hearing date.
September/October	Council work sessions as needed.
Sept 3-Sept 13	City Council work sessions on 2024 Goals, Objectives and 3-Year Departmental Plans.
October 22	City Council review and adopt 2025-2034 Capital Improvement Program.
November 1-20	County mails notice of proposed property taxes for payable 2025.
November 26	City Council to review and adopt the 2025 Schedule of Rates, Fees and Charges.
November 26	2022 Goals, Objectives and 3-Year Departmental Plans submitted to City Council for adoption.
November 30 - December 28	Public Hearing(s) on Final 2025 Municipal Budget and Levy
December 10	Adopt 2025 Municipal Budget and Final 2024, Payable 2025 Levy

December 30 Final levy certification to County auditor and certification of compliance with Truth in Taxation requirements to the Department of Revenue.

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

1) That the City Council of Ramsey hereby approves the 2025 Budget Calendar.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title:

Adopt Resolution #24-020 Approving Loan from Restaurant Subsidy Program: Bossman Inc. dba Chanticlear Pizza

Purpose/Background:

The purpose of this case is to consider approval of a loan request by Bossman Inc. for financial assistance utilizing the Restaurant Subsidy Program. Staff has received a complete application and the EDA has reviewed it and has provided a recommendation. Feedback from residents, businesses, visitors, and elected/appointed officials states that attracting more restaurants is a priority for Ramsey. On February 8, 2021 the City of Ramsey adopted a WAC and SAC Assistance program that provides forgivable loans for new and expanding "dine in, full service restaurants" in Ramsey. The city has received an application from Bossman Inc. dba Chanticlear Pizza for a forgivable loan relating to the 11 units of SAC and WAC Fees for a new restaurant build-out in the former Anytime Fitness location at 7876 Sunwood Drive NW, Unit 100 in Northstar Marketplace. The loan request meets the qualifications of the Ramsey Restaurant Subsidy Program. Staff is asking the City Council to consider funding this request.

Notification:

None required

Time Frame/Observations/Alternatives:

The proposed 1.63M in private investment would help bring a 5,165 SF Chanti Grill concept to Ramsey; similar to locations in Coon Rapids and Maple Grove. The full SAC Charge (Metropolitan Council) is estimated to be $27,335.00 and the WAC Charge (City of Ramsey) is estimated to be $16,291.00. These fees total $43,626.00. Bossman Inc. dba Chanticlear Pizza is requesting a loan of $30,538.20 (70% of the Toal SAC AND WAC Charges) from the Full Service Restaurant Subsidy Program (See attached). The negotiated lease for Chanticlear will commence in January 2024 with construction commencing shortly after when the building plans have been reviewed and a permit is issued.

The project will result in approximately 39 jobs coming to Ramsey. 21 of the jobs would be full time and 18 of the jobs would be part-time with wages starting at $18.00/hr. A summary of the anticipated hirings for this location is attached to this case.

The owner is securing $987,000 in private bank financing, providing an injection of cash and is requesting a City SAC and WAC forgivable loan. Staff supports approval of a 70%, 0% interest loan, forgivable loan for both the SAC and WAC Fees in the amount of $30,538.20; subject to satisfactory underwriting by CMDC. The proposed funding sources for the loan would be the City Water Fund (WAC) and the EDA Fund (SAC). The applicant would also be required to pay $13,087.80 (30%) for the SAC and WAC charges upfront and closing costs estimated to be $1000. The financing of this deal would likely include a loan agreement, and a subordinated UCC filing against collateral owned by the applicant. The applicant leases the space and a real estate mortgage would not be obtainable in this circumstance. Staff will work with the applicant to gather necessary financial information necessary to complete underwriting of the loan and the drafting of the loan documents if the loan is approved by the City Council. The Applicant has already provided the majority of the financial

information/projections needed to complete underwriting and just a few more pieces of information are needed.

Loan Approval Recommendation

1. City Council approval of a forgivable $30,538.20 (70%) SAC and WAC loan to Bossman Inc. dba Chanticlear Pizza; subject to underwriting by CMDC and City Attorney review (Staff/EDA recommendation)
2. City Council approval of a $_____ (__%) SAC and WAC loan to Bossman Inc. dba Chanticlear Pizza; subject to underwriting by CMDC and City Attorney review (with changes)
3. Something else

Funding Source:

$11,403.70 - City Water Fund
$19,134.50 - EDA Fund

Recommendation:

Staff and EDA recommendation is for the EDA to recommend to the City Council approval of a $30,538.20 (70%) SAC and WAC loan to Bossman Inc. dba Chanticlear Pizza; subject to underwriting by CMDC and City Attorney review.(as presented)

The EDA met on December 14, 2023 and unanimously approved the recommendation above. The draft minutes from that meeting are attached.

Outcome/Action:

Motion to adopt Resolution #24-020 Approving Loan from Restaurant Subsidy Program: Bossman Inc. dba Chanticlear Pizza; subject to underwriting by CMDC and City Attorney review. (as presented)

Attachments

Site Location Map
ACTION - Resolution #24-020
Application and Site Layout
Projected Job Creation
Restaurant Subsidy Program Policy
SAC and WAC Fee Breakdown
REFERENCE - DRAFT EDA MTG MIN 12.14.23 Excerpt

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:33 AM
Form Started By: Sean Sullivan		Started On: 12/21/2023 02:34 PM
Final Approval Date: 01/04/2024		

Chanti Grill Site



Parcel Information:

Approx. Acres:

Commissioner:

7678 Sunwood Drive NW Unit 100

RAMSEY

MN 55303

Plat:

Owner Information:

Northstar Marketplace

Sean Sullivan	1:2,400	Date: 11/27/2023

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

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

RESOLUTION #24-020

RESOLUTION APPROVING LOAN FROM RESTAURANT SUBSIDY PROGRAM: BOSSMAN INC. DBA CHANTICLEAR PIZZA

WHEREAS, the City of Ramsey, adopted a new Full-Service Restaurant Subsidy Program on February 8, 2021 to help reduce the cost of SAC and WAC charges and to assist in the recruiting of full-service restaurants to Ramsey; and

WHEREAS, Bossman Inc. dba Chanticlear Pizza ("Chanticlear Bar and Grill") submitted an application requesting a, 0% interest, forgivable loan for 70% of the $43,626 in SAC and WAC Charges due for the proposed restaurant expansion totaling $30,538.20; and

WHEREAS, the EDA met on December 14, 2023 and unanimously recommended that City Council approve a 70%, 0% interest, forgivable loan in the amount of $30,538.20 for Bossman Inc., dba Chanticlear Pizza; and

WHEREAS, Bossman Inc. is Active / in Good Standing with office of the Minnesota Secretary of State as of 12/21/23.

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

1) That the City Council approves a 0% interest, forgivable $30,538.20 loan to Bossman, Inc dba Chanticlear Pizza; subject to meeting loan criteria, satisfactory underwriting by CMDC and City Attorney review.
2) The City Council authorizes the execution of all required loan documents by the Mayor and City Administrator.
3) The $30,538.20 loan is to be funded from the EDA Cash balance and Water Fund.

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 9th day of January, 2023.

_____
Mayor

ATTEST:

_____
City Clerk

EXHIBIT A

BUSINESS ASSISTANCE APPLICATION

A. APPLICANT INFORMATION

Name of Corporation/Partnership Bossman Inc. D.B.A. Chanticlear Pizza

Address 7876 Sunwood Dr NW Unit 100A

Primary Contact Nicholas D. Swanson

Address 5910 146th Ave NW Ramsey, MN 55303

Phone 715 497-4574 Fax 763 323-4828 E-mail nswanson@chanticlearpizza.com

Type of business assistance requested (select one):

☐ Tax Abatement ☐ Tax Increment Financing ☐ Revolving Loan Fund ☒ Other

Have you been, or are you currently, involved in any bankruptcy proceedings or lawsuits related to other development projects with which you have been involved? If yes, please provide an explanation.

☐ Yes ☒ No

On a separate sheet, please provide the following:

- Brief description of the corporation/partnership's business, including history, principal product or service, etc. **Attach as Part 1**.
- List names of officers and shareholders/partners with more than five percent (5%) interest in the corporation/partnership. **Attach as Part 2**.
- Brief description of the proposed project. **Attach as Part 3**.
- A *but for* analysis and narrative. **Attach as Part 4**.
- Completed Revolving Loan Fund Application. **Attach as Part 5 if required.**

Attorney Name Thomas R. Wentzell

Address 200 Coon Rapids Blvd Suite 400 Minneapolis, MN

Phone (763) 783-5116 Fax (763) 780-1777 E-mail twentzell@bgs.com

Contractor Name Adam Dering (Dering Pierson Group)

Address 22401 Industrial Blvd Rogers, MN

Phone (612) 260-5836 Fax (612) 392-7944 E-mail adering@deringpierson.com

Engineer Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Architect Name Kevin Green (Thielen & Green)

Address 7455 Village Dr #110 Lino Lakes, MN

Phone (763) 553-7927 Fax — E-mail kpg@tandgarch.com

B. PROJECT INFORMATION

The project will be: (Check all that apply)

- ☐ Industrial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Office/research facility: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Commercial: (☐ New Construction ☒ Redevelopment/Rehab ☐ Expansion)
- ☐ Housing: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Other _____

The project will be: ☐ Owner Occupied ☒ Leased Space

- If leased space, please attach a list of names and addresses of future tenants and indicate the status of commitments or lease agreements. **Attach as Part 5.**

Project Address 7876 Sunwood Dr NW #100A

- Include Legal Description and PID number(s). **Attach as Part 6.**

Site Plan Attached: ☒ Yes ☐ No

Current Real Estate Taxes on Project Site:$ N/A Leased unit in Northstar Marketplace

Estimated Real Estate Taxes Upon Completion: Phase I $ N/A, remodel of Anytime Fitness space

Phase II$ _____

Phase III $ _____

Total $ _____

Construction Start Date: Estimated January 2024

Construction Completion Date: Estimated April 2024

If Phased Project: _____ % Completed in _____ years

_____ % Completed in _____ years

_____ % Completed in _____ years

C. PUBLIC PURPOSE OBJECTIVES

It is the policy of the City and EDA of Ramsey that the business assistance should result in a public benefit as identified in items 1-10 below. Please indicate how the proposed project will accomplish this by checking the appropriate boxes. **Attach additional narrative as Part 7.**

- [x] 1. To encourage redevelopment.
- [x] 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- [x] 3. To enhance and/or diversify the City's economic base.
- [ ] 4. To encourage additional unsubsidized private (re)development.
- [ ] 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- [ ] 6. To create housing opportunities.
- [ ] 7. To provide a diversity of housing.
- [ ] 8. To provide a variety of family housing ownership alternatives and housing choices.
- [ ] 9. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
- [ ] 10. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

SOURCES	AMOUNT
Bank Loan	$ 1,150,000
Other Loans	$
Owner Equity	$ 160,000
Fed Grant/Loan	$
State Grant/Loan	$
Industrial Development Bonds	$
Tax Increment Financing	$
Tax Abatement	$
Revolving Loan Fund	$ 30,528 (SAC and WAC Deferral Loan)
Other	$ $299,000 Tenant Improvement Allowance
TOTAL	**$** 1,639,528

USES	AMOUNT
Land Acquisition	$ _____
Site Development	$ _____
Construction	$ _____
Machinery & Equipment	$ _____
Architectural/Engineering Fees	$ _____
Debt Service Reserve	$ _____
Contingencies	$ _____
Other	$ _____
TOTAL	**$** _____

Total Amount of business assistance requested from either Revolving Loan Fund, Abatement, Tax Increment Financing or another source: $_____

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation.
All personal financial information will be kept private and confidential.

- [X] 1. Written business plan or a description of the business, ownership/ management, date established, products and services, and future plans.
- [X] 2. Financial statements for past two years, including profit and loss statements and balance sheets.
- [X] 3. Two year financial projections.
- [X] 4. Personal financial statements of all major shareholders (principals) including the most recent 2 years of tax returns. (If requested.)
- [ ] 5. Letter of commitment from other sources of financing, stating terms and conditions of their participation in the project.
- [ ] 6. Administrative fee of up to $5,000. In addition to defraying the cost of staff time, the fee will be used to pay costs associated with processing this request for financial assistance such as legal, engineering and financial analysis. The City reserves the right to stop the processing of the request until additional fees are paid should the original amount be insufficient to pay such costs. That portion which remains unspent, if any, will be returned only if the project is denied approval.
- [ ] 7. Attach the following documentation:

_____ Part 1 – Corporation/Partnership Description
_____ Part 2 – List of Shareholders/Partners
_____ Part 3 – Description of Project
_____ Part 4 – *But For* Analysis
_____ Part 5 – List of Prospective Lessees (If requested)
_____ Part 6 – Legal Description, Property Identification Numbers, maps of the project area, and project renderings
_____ Part 7 – Public Purpose Narrative
_____ Part 8 – Sources & Uses of Funds – Additional Information

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned authorizes the City and EDA of Ramsey to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

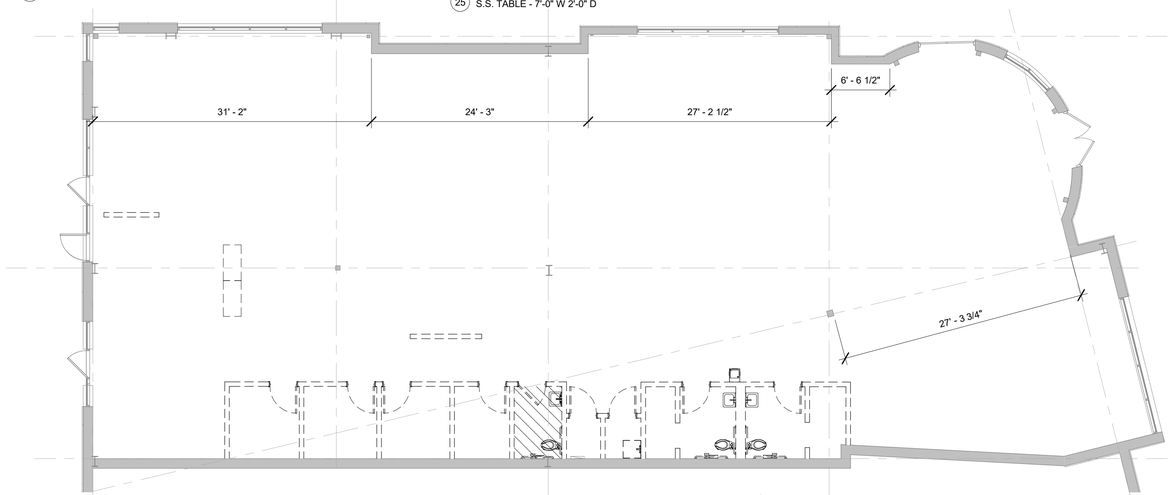
Applicant Name Nine D.S Date 10/30/23

By _____

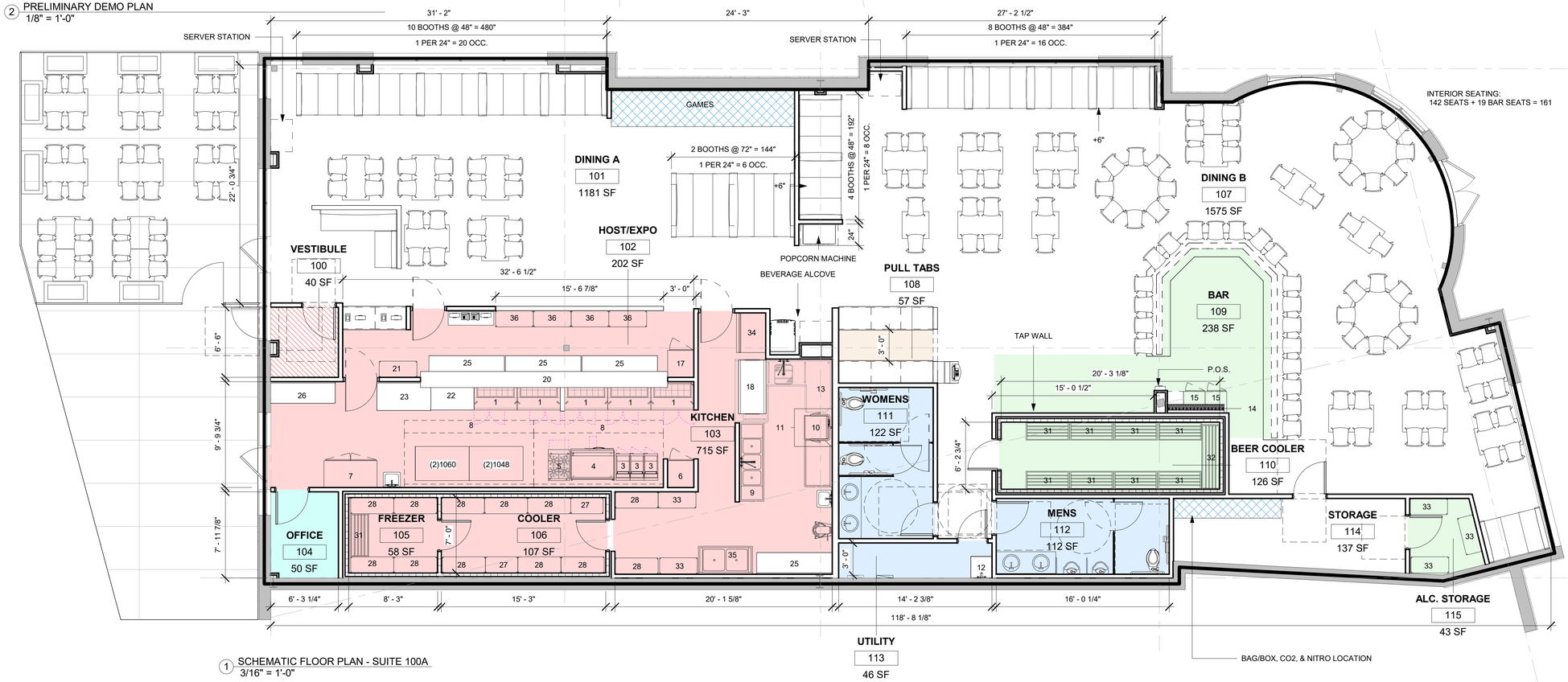
Its _____

EQUIPMENT KEYNOTES

1. PREP TABLE - 4'-0" W X 2'-7 1/2" D
2. PIZZA OVEN - 5'-0 W X 3'-2 D
3. FRYER - 1'-3 1/2" W X 2'-5 1/4" D
4. FLAT TOP GRILL - 4'-0" W X 2'-8" D
5. 4 BURNER STOVE - 2'-0" W - 2'-10 1/2" D
6. FREEZER - 2'-5" W X 2'-6" D X 6'-2" H
7. REACH-IN FRIDGE (INGREDIANTS) - 4'-11" W X 2'-6" D
8. 12'-0" HOOD
9. 3-COMP SINK - 7'-3" W X 2'-3" D
10. DISHWASHER
11. EXHAUST HOOD
12. MOP SINK
13. DISH PIT STAINLESS STEEL TABLE WITH SINK
14. S.S. BEER TAP UNIT - 16 TAPS - 5'-3" W
15. UNDERCOUNTER FRIDGE
16. SINK
17. S.S. FRIDGE (FOR SAUCES) - 2'-5" W X 2'-6" D X 6'-2" H
18. S.S. BOTTLE RACK HOLDER
19. NOT USED
20. S.S. CAP - 25'-4" WITH HEAT LAMPS
21. S.S. HEAT RACK - 3'-8" W X 1'-6" D
22. S.S. TABLE - 4'-0" W 3'-1" D
23. S.S. TABLE - 5'-0" W 3'-6" D
24. S.S. TABLE - 2'-0" W 3'-1" D
25. S.S. TABLE - 7'-0" W 2'-0" D
26. S.S. TABLE - 6'-0" W 2'-0" D
27. METRO SHELF - 3'-0" W 1'-6" D
28. METRO SHELF - 4'-2" W 1'-6" D
29. METRO SHELF - 2'-8" W 1'-6" D
30. DUNNAGE RACK - 3'-0" W 1'-8" D
31. DUNNAGE RACK - 4'-0" W 1'-8" D
32. DUNNAGE RACK - 6'-0" W 1'-8" D
33. METRO SHELF - 3'-6" W 1'-6" D
34. ICE STORAGE BIN - 3'-8" W 2'-8 1/2" D
35. VEGGIE SINK - 5'-0" W X 2'-7" D
36. METRO SHELF - 3'-6" W X 1'-6" D X 4'-0" H



2 PRELIMINARY DEMO PLAN
1/8" = 1'-0"



1 SCHEMATIC FLOOR PLAN - SUITE 100A
3/16" = 1'-0"

CODE INFORMATION

APPLICABLE CODES

BUILDING CODE:	2020 MINNESOTA STATE BUILDING CODE
ENERGY CODE:	2020 MINNESOTA ENERGY CODE
ACCESSIBILITY:	2020 MINNESOTA ACCESSIBILITY CODE
MECHANICAL:	2020 MECHANICAL AND FUEL GAS CODE
PLUMBING:	2020 MINNESOTA PLUMBING CODE
FIRE:	2020 MINNESOTA FIRE CODE
ELECTRICAL:	MINNESOTA ELECTRICAL CODE

CHAPTER 3: USE AND OCCUPANCY CLASSIFICATION

EXISTING OCCUPANCY:	A-3 (FITNESS CENTER)
PROPOSED OCCUPANCY:	A-2 (RESTAURANT); **NO CHANGE IN USE**

CHAPTER 5: BUILDING HEIGHTS AND AREAS

EXISTING BUILDING AREA:		+/- 13,637 GFA; **NO CHANGE**
PROJECT AREA:		5,165 USF
EXISTING CONSTRUCTION TYPE:		II-B
EXISTING BUILDING SPRINKLED:		YES
504.3	ALLOWABLE BUILDING HEIGHT:	**NO CHANGE**
504.4	ALLOWABLE STORIES:	**NO CHANGE**
506.2	ALLOWABLE AREA:	**NO CHANGE**

CHAPTER 6: TYPES OF CONSTRUCTION

EXISTING BUILDING CONSTRUCTION TYPE:	II-B
PRIMARY STRUCTURAL FRAME:	**0**
EXTERIOR BEARING WALLS:	**0**
INTERIOR BEARING WALLS:	**0**
NONBEARING EXTERIOR WALLS AND PARITIONS:	**0 (10 < X < 30)**
NONBEARING INTERIOR WALLS AND PARTIONS:	**0**
FLOOR CONSTRUCTION:	**0**
ROOF CONSTRUCTION:	**0**

CHAPTER 8: INTERIOR FINISHES

OCCUPANCY GROUP:	A-2 (RESTAURANT)
SPRINKLED:	YES
803.13 INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGEWAYS:	C (EXCEPTION B)
CORRIDORS AND EXIT ENCLOSURE FOR EXIT ACCESS STAIRWAYS:	B
ROOMS AND ENCLOSED SPACES:	C

CHAPTER 10: MEANS OF EGRESS

1004 FUNCTION OF SPACE: INDOOR

ROOM#	ROOM NAME	LOAD FACTOR (PER 1004.5)	OCCUPANT LOAD
• 100	VESTIBULE	ACCESSORY	000.00
• 101	DINING A	015/ 1181	078.73
• 102	HOST/EXPO	200/ 0202	001.01
• 103	KITCHEN	200/ 0715	003.58
• 104	OFFICE	150/ 0050	000.33
• 105	FREEZER	300/ 0058	000.19
• 106	WALK-IN COOLER	300/ 0107	000.36
• 107	DINING B	015/ 1575	105.00
• 108	PULL TABS	150/ 0057	000.38
• 109	BAR	200/ 0238	001.19
• 110	BEER COOLER	300/ 0126	000.42
• 111	MEN'S RR	ACCESSORY	000.00
• 112	WOMEN'S RR	ACCESSORY	000.00
• 113	UTILITY	300/ 0043	000.14
• 114	STORAGE	300/ 0137	000.46
• 115	ALC. STORAGE	300/ 0079	000.26
	TOTAL INDOOR OCCUPANT LOAD:		192.05

FUNCTION OF SPACE: OUTDOOR

• 113	PATIO	015 / 477	031.80
	TOTAL OUTDOOR OCCUPANT LOAD:		031.80
	TOTAL OCCUPANT LOAD:		**223.85**

1006.2	NUMBER OF EXITS:	2 REQUIRED; 3 PROVIDED
1006.2.1	COMMON PATH OF EGRESS TRAVEL:	<75'-0" REQUIRED; 32'-2" PROV
1017.2	EXIT ACCESS TRAVEL DISTANCE:	<250'-0" REQUIRED; 131'-3"" PROV
1020.1	CORRIDORS CONSTRUCTION:	0-HOUR RATED WITH EXISTING SPRINKLER SYSTEM

CHAPTER 29: PLUMBING SYSTEMS

2902.01 MINIMUM NUMBER OF FIXTURES
- GROUP "A-2" (RESTAURANT):
  - REQUIRED: 2.68 WC, 1.00 LAV
    - WC: 1 PER 75 PER SEX
    - LAV: 1 PER 200 PER SEX
    - SERVICE SINK: 1
  - PROVIDED: 4.00 WC, 2.00 LAV, 1 SERVICE SINK
    - 194.90 / 2 = 097.45 MALE/ FEMALE
      1. 097.45 / 75 = 1.30 WC EACH
      2. 097.45 / 200 = 0.49 LAV EACH

CITY STAMP AREA

THIELEN & GREEN
2051 RED OAK LANE
LINO LAKES, MN 55038
763-553-7927
WWW.TANDGARCH.COM

18015 ULYSSES ST NE
HAM LAKE, MN 55304
763-434-3333
WWW.CHANTICLEARPIZZA.COM

CHANTICLEAR PIZZA

7876 SUNWOOD DRIVE NW, SUITE 100A
RAMSEY, MN 55303

ISSUE	DATE
PRELIMINARY FIT PLAN	08-08-2023

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

NOT FOR CONSTRUCTION

KRIS THIELEN

REGISTRATION NO: 59237 DATE: 09-08-2023

REVISION SCHEDULE		
NO.	DESCRIPTION	DATE

SCHEMATIC FLOOR PLAN

Project Number	228_2023
Date	09-08-2023
Drawn By	CAD
Checked By	KPG

EX01

Scale **As indicated**

9/8/2023 3:11:56 PM

Ramsey Chanti Grill New Job Creation:

General Manager - $75,000

Chef - $60,000

Pizza Manager - $46,000 ($22/hr x 80hrs)

12 FT Bar/Servers - $73,000 ($35/hr x 80hrs)

6 FT Cooks $37,000 ($18/hr x 80hrs)

12 PT Cook/Host/Server - $26,000 ($20/hr x 50hrs)

6 PT Delivery Drivers - $39,000 ($30/hr x 50hrs)

APPROVED 2/8/21

Full-Service Restaurant Subsidy: Water Availability Charge (WAC) and Sewer Availability Charge (SAC) Program

The Program
This subsidy program is intended to serve as a catalyst for securing new restaurants and to promote the expansion of existing restaurants in Ramsey by providing financial assistance to qualified restaurant businesses. The full-service restaurant must be located in The City of Ramsey. To facilitate new full-service restaurants, the EDA would provide zero interest, forgivable loans to eligible full-service restaurants for the purpose of financing their water and sewer connection fees. The maximum loan amount would be 70% of the proposed restaurant's Water Availability Charge (WAC fee) and Sewer Availability Charge (SAC fee). The 70% cap would ensure that the businesses are covering some of the fixed capital costs for the City's water system. The loan would be recorded as a subordinated mortgage, or security and the principal would be forgiven if the restaurant remained in operation and in good standing with the City for five years. The loan principal would be forgiven at a rate of 20% per year.

In establishing the loan amount and the percentage of WAC and SAC subsidy, the EDA would advise the Ramsey City Council regarding several factors. The factors are (1) the size of the restaurant's capital investment, (2) the financial need and potential for long-term viability, and (3) the quality of the restaurant's concept. A full-service restaurant is defined as one that has washable plates, cups and utensils, wait staff, food served at tables, and whose projected SAC/WAC fees are charged at a rate of X unit per seat.

Funding Source
The funding for the Water Availability Charge (WAC) and Sewer Availability Charge (SAC) Program will come from the EDA Fund.

Eligibility
Eligible applicants are for-profit restaurant businesses considering new, additional or the expansion of existing restaurants in The City of Ramsey. Eligible businesses must devote a majority of their floor space to the restaurant concept. All applicants must be a permitted use in compliance with all laws, zoning ordinances, rules and regulations applicable to the business. The Ramsey EDA will review each application on a case-by-case basis and reserves the right to exclude activities not consistent with the City's Comprehensive Plan, or if the concept does not benefit the health, safety and welfare of the community.

Application Process
The applicant must submit a completed Business Assistance Application and all required attachments to the City's Economic Development Department. The Ramsey Economic Development Authority will make a recommendation on the full-service restaurant subsidy to the Ramsey City Council. Applicants will be notified of EDA and City Council meetings and may be asked to attend to present their request for assistance. Any financial assistance to full-service restaurants as part of this program is subject to City Council approval. Moreover, such financial assistance is limited by the availability of City Water Funds. The City will underwrite the loan request to ensure that the business concept is financially viable.

Implementation Procedures
The program does require the applicant pay upfront permit fees, and a minimum of 30% of all applicable Water Access Charges (WAC) and Sewer Access Charge (SAC fees) that the City of Ramsey is required to pay on behalf of the project to the City and Metropolitan Council. To be in good standing with the City, applicant and/or landlords must be current on all municipal taxes, special assessments, City utility bills, or EDA loans. Principal forgiveness will cease if the applicant and/or landlords fail to be current on these obligations. Principal forgiveness will cease if the applicant discontinues the business, moves the business, or fails to comply with any and all building, fire, health, or zoning codes or regulations.

Sunset Date
There is no Sunset Date on this program and it will remain in place until such date that the City Council determines it is no longer necessary.

SAC and WAC Charge Summary (2024 Rates)

	SAC UNITS	SAC Unit Charge	SAC	WAC unit Charge	WAC	Total
Project total	**11**	$ 2,485	$ 27,335.00	$ 1,481.00	$ 16,291.00	$ 43,626.00
70% Loan			**$ 19,134.50**		**$ 11,403.70**	**$ 30,538.20**
30% Chanticlear			$ 8,200.50		$ 4,887.30	$ 13,087.80

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, December 14, 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 William MacLennan (arrived at 7:35 a.m.)
Member Chris Riley
Member Shanna Stewart

Members Absent: Member William MacLennan

Also Present: Sean Sullivan, Economic Development Manager

DRAFT

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 Johnson, seconded by Member Stewart, to approve the agenda.

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

4. EDA BUSINESS

4.01: Consider Loan Application from Restaurant Subsidy Program: Bossman Inc. dba Chanticlear Pizza

Economic Development Manager Sullivan presented the staff report.

Member MacLennan arrived.

Chairperson Wiyninger invited the applicant to speak.

Nicholas Swanson, applicant, stated that he has had the location on the Anoka/Ramsey border for 18 years and most of their delivery business is to Ramsey. He stated that he has also lived in Ramsey since 2014 and has been considering a location in the COR for many years. He stated that he is ready for the full-service idea as the two other locations have been working well.

Member Riley noted that the case stated that this will be a full-service restaurant and not just a to-go pizza place and asked applicant to better describe the full service restaurant concept

Mr. Swanson commented that the two existing Chanti Grille concepts in Maple Grove and Coon Rapids do not have a large delivery business and more focus is on dine-in. He stated that there will be 160 seats in Ramsey.

Member MacLennan asked if this is a franchise restaurant.

Mr. Swanson commented that the delivery/carry-out businesses are franchised but the grill concept has not yet been franchised and is available through license. He stated that he has a full team set up and the owners of the Coon Rapids and Maple Grove locations are also assisting.

Member Johnson asked for details on the menu.

Mr. Swanson commented that it would be typical American sports bar fare, catered for a Ramsey audience.

Member Johnson asked if the pizza location would remain.

Mr. Swanson commented that he will be selling that location, so it will remain in business under a new operator with a larger delivery area. He stated that the restaurant will have a very small delivery area.

Member Riley commented that residents, the Council and EDA have had a goal to bring in full-service restaurants. He stated that the SAC and WAC are an obstacle for new businesses and this program is a good way to assist businesses in coming to Ramsey. He believed that this would be a good use of EDA resources to meet a need and want from residents.

Motion by Member Johnson, seconded by Member Stewart, to recommend to City Council approval of a $30,538.20 (70%) SAC and WAC loan to Bossman Inc. dba Chanticlear Pizza; subject to underwriting and City Attorney review.

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

Economic Development Manager asked the applicant what the time frame was for opening the restaurant.

Mr. Swanson stated that the lease commencement is January 1st with an estimated 12 weeks of construction and anticipated opening on May 1st.

DRAFT

6. ADJOURNMENT

Motion by Member Stewart, seconded by Member Johnson, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 8:22 a.m.

Respectfully submitted,

_____
Sean Sullivan
Economic Development Manager

ATTEST:

_____
Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

DRAFT

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title

Adopt Resolution #24-024 Approving Premise Permit for Anoka Ramsey Athletic Association at Chanticlear Pizza Grill in Ramsey

Purpose/Background:

Staff recently received the attached application for a premise permit for the Anoka Ramsey Athletic Association. Their organization is asking for a premise permit for lawful gambling (pull tabs (paper), tip boards, bar bingo, paddlewheel and electronic pull-tabs and electronic linked bingo) at Chanticlear Pizza Grill (formerly Any Time Fitness site). If the City Council is not opposed to this application, they have requested a waiver of the 60-day notice provision.

Anoka Ramsey Athletic Association is located in Ramsey which meets the City's Lawful Gambling Ordinance that states that the physical site for the Organization's place of doing business shall be located within the corporate limits of either the City of Ramsey or the City of Anoka and the Organization's place of doing business had been located in either the City of Ramsey or City of Anoka for at least two years immediately preceding the Premise Permit application.

The Anoka Ramsey Athletic Association currently holds a premise permit for gambling at The Links at Northfork, Aurelio's Pizza, McDuff's, Acapulco and Willy McCoys. There is currently no other premise permit holder located within Chanticlear Pizza Grill. The City's gambling ordinance allows for a maximum number of gambling devices, at any one location in the City, to a limit of two of any one type of device.

The Anoka Ramsey Athletic Association will be required to submit a monthly contribution to the City equal to 5% of their net profits that is deposited into the City's Lawful Gambling Fund.

Notification:

A copy of the Premise Permit Application and Lease for Lawful Gambling Activity that will be sent to the Gambling Control Board, if approved, is attached.

Observations/Alternatives:

A background check of the Anoka Ramsey Athletic Association's Gambling Manager, Mr. Josh Jungling, was performed by Chief Katers. Chief Katers reported no findings.

Recommendation:

Staff recommends Council approval of the premise permit for the Anoka Ramsey Athletic Association at Chanticlear Pizza Grill.

Action:

Motion to adopt Resolution #24-024 Approving the Anoka Ramsey Athletic Association for a premise permit for lawful gambling at Chanticlear Pizza Grill.

Attachments

Premise Permit & Lease Application-Anoka Ramsey Athletic Association

Reso #24-024 Premise Permit ARAA

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 10:15 AM
Form Started By: Diana Lund		Started On: 12/20/2023 07:07 AM
Final Approval Date: 01/04/2024		

LG214 Premises Permit Application

Annual Fee $150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity.**
2. $150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota.**"

Mail the application and required attachments to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Anoka Ramsey Athletic Association License Number: 98049

Chief Executive Officer (CEO) Dustin Reeder Daytime Phone: 612-366-0128

Gambling Manager: Josh Jungling Daytime Phone: 612-860-5616

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Chanticlear Pizza Grill

List any previous names for this location:

Any Time Fitness

Street address where premises is located: 7876 Sunwood Dr NW Suite 100A
(Do not use a P.O. box number or mailing address.)

City: **OR** Township:	County:	Zip Code:
Ramsey	Anoka	55303

Does your organization own the building where the gambling will be conducted?

☐ **Yes** ☑ **No** **If no,** attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☑ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☑ No ☐ Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: US Bank Bank Account Number: 104783931306

Bank Street Address: 129 West Main St City: Anoka State: **MN** Zip Code: 55303

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
6615 141st Ave NW	Ramsey	**MN**	55303
		MN	
		MN	

LG214 Premises Permit Application

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits

City Name: City of Ramsey

Date Approved by City Council: 11/7

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel:

_____

Title: _____ Date Signed: _____

Local unit of government must sign.

COUNTY APPROVAL for a gambling premises located in a township

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel:

_____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
3. I have read this application and all information submitted to the Board is true, accurate, and complete.
4. All required information has been fully disclosed.
5. I am the chief executive officer of the organization.
6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.
7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
10. I understand the fee is non-refundable regardless of license approval/denial.



Signature of Chief Executive Officer (designee may not sign)

12/15/23
Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

MINNESOTA LAWFUL GAMBLING

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization:	License/Site Number:	Daytime Phone:
Anoka Ramsey Athletic Associations	98049	612-860-5616
Address:	**City:**	**State: Zip:**
PO Box 265	Anoka	MN 55303
Name of Leased Premises:	**Street Address:**	
Ramsey Chanticlear Pizza Grill	7876 Sunwood Dr NW #100A	
City:	**State: Zip:**	**Daytime Phone:**
Ramsey	MN 55303	715 497-4574
Name of Legal Owner:	**Business/Street Address:**	
Bossman Inc	440 Bunker Lake Blvd #101	
City:	**State: Zip:**	**Daytime Phone:**
Anoka	MN 55303	715 497-4574
Name of Lessor (if same as legal owner, write "SAME"):	**Address:**	
Nicholas D. Swanson	5910 146th Ave NW	
City:	**State: Zip:**	**Daytime Phone:**
Ramsey	MN 55303	715 497-4574

Check applicable item:

☑ **New or amended lease.** Effective date: 03/01/2023. Submit changes at least ten days **before** the effective date of the change.

☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- ☑ Pull-Tabs (paper)
- ☐ Pull-Tabs (paper) with dispensing device
- ☑ Bar Bingo ☐ Bingo
- ☑ Tipboards
- ☑ Paddlewheel ☐ Paddlewheel with table
- ☑ Electronic Pull-Tabs
- ☑ Electronic Linked Bingo

Electronic games may only be conducted:

1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed $1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

~~**ELECTRONIC GAMES:**~~ Monthly rent to be paid: 15 %, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20 %, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: _____ %, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.

  - OR -

- Rate to be paid: $ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
  - ⇒ **Rent may not be paid for bar bingo.**
  - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 180 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:	Date:	Signature of Organization Official (Lessee):	Date:
N D S	12/15/23		12/15/23
Print Name and Title of Lessor:		**Print Name and Title of Lessee:**	
Nicholas D. Swanson	President	Josh Jungling Gambling Manager	

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-024

RESOLUTION APPROVING THE ANOKA RAMSEY ATHLETIC ASSOCIATION APPLICATION FOR A PREMISE PERMIT FOR LAWFUL GAMBLING AT CHANTICLEAR PIZZA GRILL IN RAMSEY

WHEREAS, The Anoka Ramsey Athletic Association has applied for a premise permit for gambling at Chanticlear Pizza Grill - 7876 Sunwood Drive Suite 100A, Ramsey.

WHEREAS, The Anoka Ramsey Athletic Association has requested Council waive the 60-day notice provision; and

WHEREAS, the Gambling Control Board Division of the Department of Gaming requires the City of Ramsey adopt a resolution specifically approving or denying the application.

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 premise permit application for the Anoka Ramsey Athletic Association to operate lawful gambling at Chanticlear Pizza Grill – 7876 Sunwood Drive Suite 100A, Ramsey.

2) That the Ramsey City Council hereby authorizes the City Administrator or Finance Director to sign the application and any other documents required by the Minnesota Gambling Board.

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 9th day of January, 2024.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Strive for high organizational morale and employee retention

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Information

Title

Adopt Resolution #24-026 Directing Staff to Submit the 2023 Pay Equity Report

Purpose/Background:

The purpose of this case is to seek direction from the City Council to submit the 2023 Pay Equity Report. The Local Government Pay Equity Act and Minnesota Rules require all public jurisdictions such as cities, counties, and school districts to eliminate any sex-based wage inequities in compensation. Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. A policy to establish pay equity usually means: 1) that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and 2) that salary adjustments will be made if it is discovered that women are consistently paid less than men for jobs with similar points.

Attached is the City's 2023 pay equity report which shows that the City is in compliance with the Local Government Pay Equity Act. The compliance report includes four tests: the completeness and accuracy test, the statistical analysis test, the salary range test and exceptional service pay test.

The completeness and accuracy test determines whether jurisdictions have filed reports on time, included correct data and supplied all required information. Staff believes the information provided is complete and accurate; however, with submission of the report, the state will determine whether Ramsey has passed the completeness and accuracy test.

The statistical analysis test compares salary data to determine if female-dominated classes are paid consistently below male-dominated classes that are of comparable value or job points. The minimum requirement to pass the statistical analysis test is an underpayment ratio of 80%. Ramsey has an underpayment ratio of 86.93182% which means we are in compliance. The T-test results are not considered because the City passed the primary test, the statistical analysis test.

The salary range test measures whether male classes are reaching the top of their salary range faster than female classes. This result must be above 80 to be found in compliance. The result of the salary range test for the City is 111.25%, which is above 80 and indicates that Ramsey has passed this test.

The exceptional service pay test analyzes whether there is a larger percentage of male classes receiving longevity or performance pay than female classes. For this test the result must either be 0 if less than 25% of male classes receive exceptional service pay or above 80. There are no male classes in Ramsey currently receiving exceptional service pay, therefore the result is 0 and indicates that the Ramsey also passes this test.

Predicted pay is the average pay of male classes at any given point value. It is calculated by averaging the maximum monthly salaries for male classes in the City. Although predicted pay is the state's standard for comparing how males and females are compensated, it is not necessarily the salary that should be paid at any particular point value. Compensation is typically set by establishing job value points and analyzing internal and external markets without regard for sex; therefore, using the Predicted Pay Report to set wages is discouraged.

Included with the Pay Equity Compliance Report you will also find Job Class Data Entry Verification List, which shows the data that has been entered for computation, and a graph that shows how male and female classes cluster around the predicted pay line at various point values.

As required by state law, the Pay Equity Compliance Report must be approved by the City Council.

Funding Source:

There is no cost associated with approving and submitting this report.

Recommendation:
Direct staff to submit the 2023 Pay Equity Report.

Action:
Motion to adopt resolution #24-026 Directing Staff to Submit the 2023 Pay Equity Report

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Attachments

Resolution 24-026
Compliance Report
Job Class Data Entry Verification
Graph

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 02:22 PM
Form Started By: Colleen Lasher		Started On: 01/04/2024 08:50 AM
Final Approval Date: 01/04/2024		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #24-026

RESOLUTION DIRECTING STAFF TO SUBMIT THE 2023 PAY EQUITY REPORT

WHEREAS, the State of Minnesota requires submission of a pay equity compliance report every three years; and

WHEREAS, the City of Ramsey is committed to ensuring that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and

WHEREAS, the computer evaluation shows that the City of Ramsey has passed the 2023 pay equity compliance requirement.

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

1) Motion to adopt resolution #24-026 directing Staff to submit the 2023 Pay Equity Report.

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 9th day of January, 2024.

MANAGEMENT AND BUDGET

Compliance Report

Jurisdiction: Ramsey
7550 Sunwood Drive NW

Ramsey, MN 55303

Report Year: 2024
Case: 2 - 2024 DATA (Private (Jur Only))

Contact: Colleen Lasher Phone: (763) 433-9867 E-Mail: clasher@cityoframsey.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	32	18	3	53
# Employees	55	27	27	109
Avg. Max Monthly Pay per employee	7687.50	6531.09		7402.45

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 86.93182 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	15	7
b. # Below Predicted Pay	17	11
c. TOTAL	32	18
d. % Below Predicted Pay (b divided by c = d)	53.13	61.11

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 80 Value of T = 1.510

a. Avg. diff. in pay from predicted pay for male jobs = 26

b. Avg. diff. in pay from predicted pay for female jobs = -113

III. SALARY RANGE TEST = 111.25 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 5.56

B. Avg. # of years to max salary for female jobs = 5.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 6.25 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

MANAGEMENT AND BUDGET

Job Class Data Entry Verification List

Case: 2024 DATA | Ramsey | LGID: 963

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Building Maintenance	3	0	0	M	47	3727.59	4659.49	5.00	0.00	
2	Community Service Officer	1	2	0	B	48	3879.19	4848.99	5.00	0.00	
3	Secretary/Receptionist	0	2	0	F	55	3995.33	4994.17	5.00	0.00	
4	Police Tech	0	2	0	F	55	3995.40	4994.25	5.00	0.00	
5	Admin Assistant	1	6	0	F	55	4153.10	5191.38	5.00	0.00	
6	Police Tech / Data Analyst	0	1	0	F	60	4232.24	5290.30	5.00	0.00	
11	HR Specialist	0	1	0	F	60	4731.13	5913.92	5.00	0.00	
12	IT Tech	1	0	0	M	60	4757.96	5947.44	5.00	0.00	
9	PW Maintenance Worker	14	0	0	M	60	4463.17	5578.96	5.00	0.00	
50	Accounting Clerk	0	1	0	F	60	4153.10	5191.38	5.00	0.00	
10	Auto Mechanic	2	0	0	M	61	4730.25	5912.18	5.00	0.00	
8	Permit Technician	0	2	0	F	62	4432.06	5540.07	5.00	0.00	
13	Engineer Tech II	2	0	0	M	63	5027.96	6284.95	5.00	0.00	
14	Recreation Coordinator	0	1	0	F	64	5100.85	6376.07	5.00	0.00	
15	PW Lead Maintenance Worker	3	0	0	M	64	5132.01	6415.01	5.00	0.00	
16	Engineer Tech III	1	0	0	M	64	5339.43	6674.28	5.00	0.00	
7	Police Tech Lead	0	1	0	F	64	4311.10	5388.88	5.00	0.00	
18	Communications Coordinator	0	1	0	F	65	5383.69	6729.61	5.00	0.00	
21	Building Maint Supervisor	1	0	0	M	68	5554.34	6942.93	5.00	0.00	
19	Accountant I	0	1	0	F	69	5414.27	6767.83	5.00	0.00	
20	HR Generalist	0	1	0	F	69	5414.29	6767.86	5.00	0.00	
17	Code Enforcement Officer	1	0	0	M	69	5383.69	6729.61	5.00	0.00	
29	Parks Supervisor	1	0	0	M	69	6421.42	8026.77	5.00	0.00	
54	Streets Supervisor	1	0	0	M	69	6421.42	8026.77	5.00	0.00	
30	City Clerk	0	1	0	F	70	6787.84	8484.80	5.00	0.00	
27	IT Security Administrator	1	0	0	M	70	6066.88	7583.60	5.00	0.00	
22	Patrol	17	5	0	B	70	5626.31	8108.89	16.00	0.00	Longevity
23	City Planner	1	0	1	M	70	5717.66	7147.07	5.00	0.00	
53	Police Dept. Office Supervisor	0	1	0	F	75	6066.88	7583.60	5.00	0.00	
51	Fire Inspector / Fire Fighter	1	0	0	M	75	5909.10	7386.37	5.00	0.00	
24	Building Inspector	1	1	0	B	78	5909.03	7386.28	5.00	0.00	
26	Senior Engineer Tech	1	0	0	M	78	6012.76	7515.95	5.00	0.00	

MANAGEMENT AND BUDGET

Job Class Data Entry Verification List

Case: 2024 DATA | Ramsey | LGID: 963

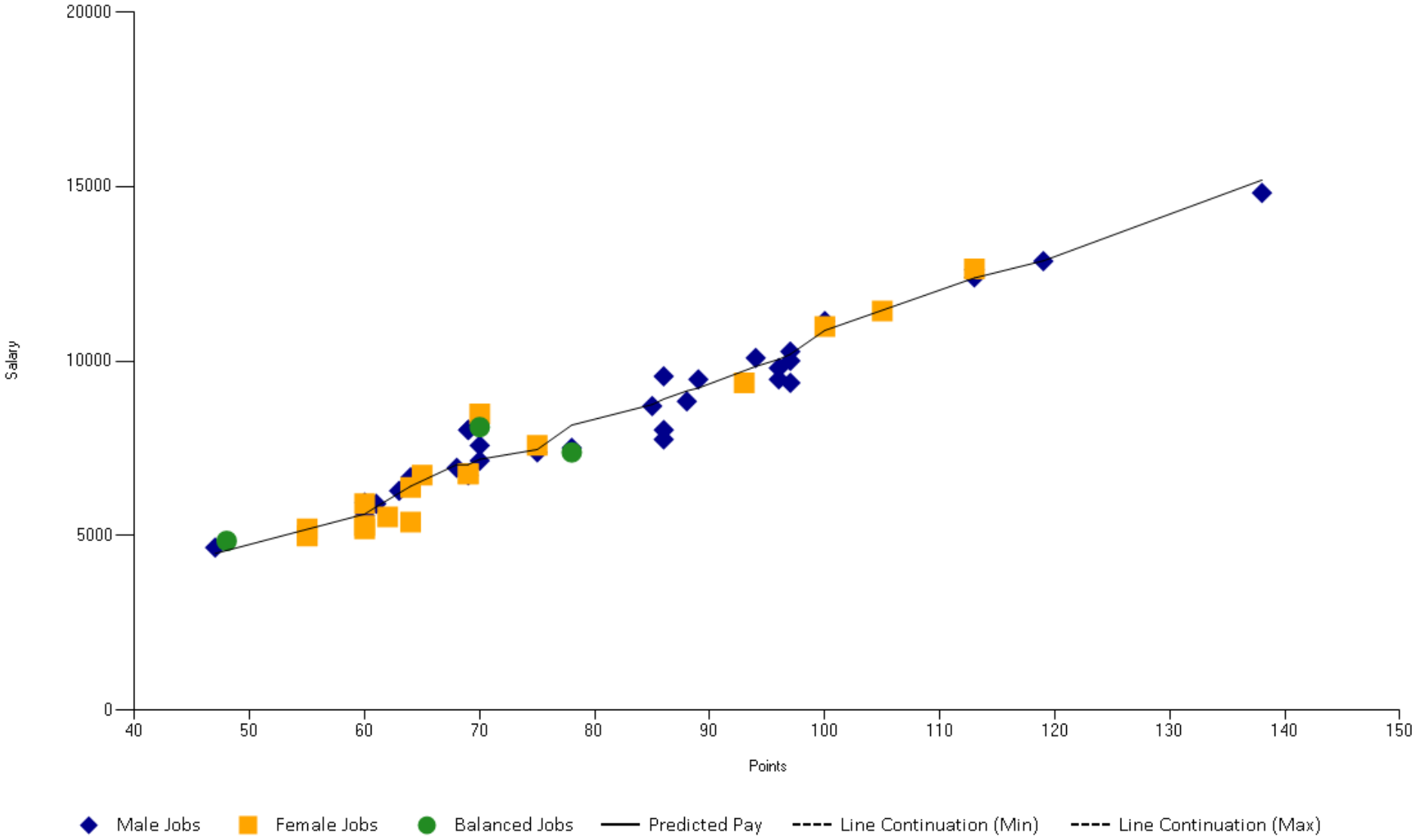
Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
31	Civil Engineer IV	1	0	0	M	85	6968.93	8711.16	5.00	0.00	
28	Fire Captain of Administration	1	0	0	M	86	6204.68	7755.85	5.00	0.00	
52	Utilities Maintenance Supervis	1	0	0	M	86	6421.42	8026.77	5.00	0.00	
37	Sergeants	4	0	0	M	86	7670.62	9565.72	12.00	0.00	Longevity
32	Senior Planner	1	0	0	M	88	7077.39	8846.73	5.00	0.00	
35	Building Official	1	0	0	M	89	7581.98	9477.47	5.00	0.00	
33	Asst Finance Officer	0	1	0	F	93	7499.89	9374.86	5.00	0.00	
40	IT Manager	1	0	0	M	94	8072.89	10091.11	5.00	0.00	
36	Planning Manager	1	0	0	M	96	7581.98	9477.47	5.00	0.00	
38	Econ Dev Manager	1	0	0	M	96	7840.92	9801.15	5.00	0.00	
39	Asst City Engineer	1	0	0	M	97	8006.29	10007.86	5.00	0.00	
55	Parks and Asst PW Director	1	0	0	M	97	8219.66	10274.58	5.00	0.00	
34	Asst Fire Chief/Fire Marshall	1	0	0	M	97	7502.69	9378.37	5.00	0.00	
42	Captains	2	0	0	M	100	8258.24	11149.00	16.00	0.00	Longevity
43	Admin Services Director	0	1	0	F	100	8793.88	10992.35	5.00	0.00	
44	Community Dev Director	0	1	0	F	105	9151.07	11438.84	5.00	0.00	
45	Fire Chief	1	0	0	M	113	9919.43	12399.29	5.00	0.00	
46	PW Director / City Engineer	1	0	0	M	113	10093.99	12617.49	5.00	0.00	
47	Finance Director	0	1	0	F	113	10113.91	12642.39	5.00	0.00	
48	Police Cheif	1	0	0	M	119	10291.18	12863.98	5.00	0.00	
49	City Administrator	1	0	0	M	138	11854.54	14818.17	5.00	0.00	

Job Number Count: 53

MANAGEMENT AND BUDGET

Predicted Pay Report for: Ramsey

Case: 2024 DATA



CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

Settlement Hearing Continuation: Animal violation of Chapter 10 for the keeping of a rooster on property less than 2.5 acres in size, located at 6025 177th Ln NW, Ramsey, MN.

Purpose/Background:

On August 21, 2023, Mr. Trout was notified of various violations, including the keeping of a rooster on a property less than 2.5 acres in size. Ramsey City Code Chapter 10, Animals, Article I. In General, Section 10-1 regulates the keeping of roosters. The City Code reads "Roosters may be kept and maintained only on parcels of at least two and one-half acres in size. Said properties are allowed a total of two roosters." There are also regulations for enclosure setbacks on property lines.

On September 20, 2023, a letter from Ellie Mental Health was submitted to staff indicating the rooster is an emotional support animal for Mrs. Trout.

On October 9, 2023, Mr Trout provided a written request for a Settlement Conference. City staff followed the appeal process identified in city code Chapter 2, Article 7, Section 2-332. The process is attached as part of the Settlement Conference Letter sent to Mr. Trout. On October 17, 2023, a Settlement Conference was completed. Mr. Hagen, City Administrator, compiled the details of the meeting and sent a letter of determination to Mr. Trout; summarizing the meeting details and staff's decision to uphold the requirements of the City Code related to the keeping of certain animals, livestock and poultry. The letter with the proposed findings of fact is attached for City Council's review.

City Code states that if a final resolution is not agreed upon by the property owner and city, then a settlement hearing will be conducted during a City Council meeting; at which time, a decision by the City Council shall be made to affirm, repeal or modify the order of the city at the conclusion of the conference. On November 28, 2023, the City Council conducted a settlement hearing, at which time, the City Council tabled the item to further discuss the animal regulations set forth in code.

At the December 12, 2023, City Council work session, the Council discussed rooster regulations. It was the consensus of the City Council to uphold the current regulations in code which allow the keeping of up to two (2) roosters on properties larger than 2.5 acres in size and to continue the settlement hearing at the January 9, 2024 City Council meeting.

During the November 28, 2023 Settlement Hearing, it was shared that a neighboring property owner expressed a negative impact by the rooster’s crowing to their family members due to disabilities they have. The city is not legally allowed to request proof of disability from this property owner.

To staff’s knowledge, there is only one other scenario where a code violation resulted in an emotional support animal discussion. In this case, the violation was for having 13 chickens (all hens) on the property. This property, under code, was allowed six (6) chickens. The code violation began with the Police Department, but was transferred to the Code Enforcement Officer. Through discussions, it was requested the City provide a reasonable accommodation to allow the emotional support animals. Staff, including City Attorney Knaak, felt that the fact the City allowed chickens under code negated a compromise to the number of chickens allowed. The City eventually received a Housing Discrimination Complaint from the U.S. Department of Housing and Urban

Development. The outcome of the compliant resulted in the following agreement:

Respondent (City) agrees to allow Complainant's family (resident) to keep eight (8) chickens of their current stock at the subject property, with the understanding that as the chickens begin to perish, Complainant will not replace the chickens beyond the allowable six (6) chickens under the City's code while living at the subject property. In return, Complainant agrees to reduce their flock to 8 chickens and provide the City of Ramsey with the names and pictures for the eight chickens they intend to keep within thirty (30) days of the effective date of this agreement.

Notification:

No public hearing notice required; however, the City Council agenda is published, giving the public notice of the agenda item.

Time Frame/Observations/Alternatives:

The Settlement Hearing is to be continued this evening and after such hearing, the findings of fact and final decision shall be provided to the property owner.

The City Council may consider the following alternatives:

1. Approve Res #24-022, adopting findings of fact upholding the requirements of the city code pertaining to the required acreage needed for the keeping of roosters.
2. Adopt Res #24-022, with modifications.
3. Deny Res #24-022 with Findings of Fact.
4. Direct staff to prepare a different resolution with Findings of Fact that will be brought to City Council on January 23, 2024, for final approval.

Funding Source:

Not applicable.

Recommendation:

City staff recommends the adoption of Resolution #24-022 with the proposed Findings of Fact, as presented.

Outcome/Action:

Motion to approve Resolution #24-022, A Resolution Determining That a Violation of the Ramsey City Code Relating to Keeping a Rooster on a Parcel of Less Than 2.5 Acres Has Occurred at 6025 177th Lane NE and Directing City Staff and Law Enforcement Authorities Take Such Measure as May be Neccessary to Remove the Animal Therein.

Attachments

Settlement Conference Letter

Violation Letters

REs #24-022

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 09:47 AM

Form Started By: Stephanie Hanson Started On: 12/13/2023 03:40 PM
Final Approval Date: 01/04/2024

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

October 25, 2023

VIA EMAIL

Trout, Derek Michael
6025 177th Lane NW
Ramsey, MN 55303

Re: Settlement Conference – Animal Violations of Chapter 10

Dear Mr. Trout,

The purpose of this letter is to inform you of the decision made following the Settlement Conference you and your wife (Lanie Trout) had with myself, Stephanie Hanson our Community Development Director and Todd Larson our Planning Manager. After meeting with you and making consideration on your case, the determination has been made to uphold the requirements of the City Code related to the keeping of certain animals, livestock and poultry. Staff considered factors of the case, most notably the fact that the City of Ramsey specifically has adopted regulations on chickens and roosters. While the City appreciates the Importance of emotional support animals, it must also take into account the rights of surrounding residents, including those with disabilities, in having the City's ordinances enforced. Below is a list of findings of fact that were considered as part of your appeal.

- August 21, 2023 you were notified of various code violations, which included a violation to the City of Ramsey's Animal Chapter. Specifically, you have a rooster on your property that does not meet the minimum lot size requirement of 2.5 acres. This letter ordered the removal not later than Monday, September 4, 2023.
- August 28, 2023 you left a voicemail for Craig Swalchick, Code Enforcement Officer, stating you were "currently going through VA to get an emotional support animal letter" for the rooster.
- September 18, 2023 you received a subsequent notice of violation which continued to identify the keeping of the rooster on your property. This letter ordered the removal not later than Monday, October 2, 2023.
- September 20, 2023 you provided Mr. Swalchick a letter from Ellie Mental Health recommending that your wife, Lanie Trout, be able to utilize her emotional support rooster named Little Roo.
- October 9, 2023 you provided a written request for a Settlement Conference.

- October 12, 2023 Mr. Larson confirmed the $250 deposit was received and provided you with available meeting dates.
- October 17, 2023 Lanie and yourself met with Ms. Hanson, Mr. Larson and myself to conduct the Settlement Conference. Details shared during that time are summarized below:
    - Staff reiterated the cause of the violation being your property (approx. 2.19 acres) has a rooster on it, whereas, City Code requires a 2.5 acre minimum parcel for a rooster.
    - Staff reiterated that the city has received multiple complaints from multiple neighbors.
    - Staff explained that the animal chapter of City Code was adopted February 8, 2022. At which time, the City Council was active in drafting the code language. Furthermore, six of the seven current councilmembers held seats on the City Council at time of adoption.
    - Staff further discussed the purpose of the city code is to set forth requirements for parcels in the city that benefit the majority of properties. It was recognized that not all property owners may agree with requirements within code, but are still expected to adhere.
    - It was asked to Mrs. Trout why a rooster was the best emotional support animal. No response was provided.
    - It was asked how long the rooster has been on the property. You indicated that 22 chickens were purchased in April 2023. At the time, you believed all 22 were hens. However, one actually was a bantam rooster and the two of you would prefer to keep it as you have grown to like him.
        - This timeline concludes you obtained and were aware of the rooster prior to it being identified as an emotional support animal.
    - Bantam roosters you believed had a lifespan of approximately four to five years and weighed around four pounds.
    - You further provided information that you have measured the decibel levels of the rooster crowing via an app on your phone. The decibels ranged in levels, but generally fell around 95 decibels.

Just as a reminder, we are following the appeal process identified in city code under Chapter 2, Article 7, Sec 2-332. Below is a snapshot of the code language:

Hearing procedure. Any property owner who feels aggrieved by an order of the city administrator and/or designee issued pursuant to this article may request a hearing before the examiner city council.

a. Request.

1. Such request shall identify with specificity the basis for the property owner's objection to the interpretation of this Code and notice of violation.
2. Such request shall be filed in writing with the community development department within 14 days after the date of the service of the notice by the city administrator and/or designee.
3. Such request shall include a filing fee as established by the city's rates and charges. This fee will be refundable to the petitioner if found to be the prevailing party.

b. Settlement conference.

1. The planning manager or community development director shall schedule a settlement conference, to be conducted no more than ten days after receipt of the hearing request and filing fee. A later date may be mutually agreed upon by the parties. The settlement conference will be held between the city and the property owner to encourage a resolution prior to a settlement hearing brought before city council.

2. If after the conference, no resolution has been made, the planning manager, community development director, or his designee shall notify the property owner of the date, time and place of a settlement hearing.

c. Settlement hearing.

1. A settlement hearing shall be conducted during the first available city council meeting after an appeal request from the settlement conference is received. Appeals to the settlement conference must be received within ten days of final resolution of the conference unless a later date is mutually agreed to by the property owner and the city.

2. Both the property owner and the city may appear at the hearing with counsel and may call such witnesses and present such evidence relevant to the case.

3. Any history of the property owner's prior violations shall be deemed relevant and admissible as evidence.

d. Resolution.

1. A decision shall be made to affirm, repeal or modify the order of the city at the conclusion of the conference. Within 14 days after such hearing, the findings of fact and final decision shall be provided to the property owner.

2. Any person aggrieved by the decision reached during the settlement conference may appeal that decision to the city council by filing notice, in writing, of such appeal with the community development department within ten days of the decision reached during the settlement conference.

3. Within 30 days of the filing of a notice of appeal of the conferences decision, the city council shall review the decision and findings of fact reached during the settlement conference and shall affirm, repeal or modify that decision.

The city shall take no action to abate any nuisance or violation while the matter is still pending.

Respectfully,



Brian Hagen
City Administrator

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

8/21/2023

Trout, Derek Michael
6025 177th Lane NW
Ramsey MN 55303

RE: 6025 177th La NW

Dear Property Owner:

As a service to the residents of City of Ramsey, the City notifies property owners of City Code issues occurring on their property that require correction or maintenance. These corrections are necessary to help maintain the basic health and safety standards, to provide for clean and attractive neighborhoods, and to retain positive property values.

Please review the following City Code correction(s) for your property and any information enclosed to help inform and assist you in resolving this matter.

Section 30-3(6) A Public Nuisance: Waste, Refuse, Garbage, Construction Materials

- The outdoor storage or accumulation of waste, refuse, or garbage are declared to be nuisances affecting public peace, health, welfare, and/or safety of the community. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered), unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.

Section 30-3(10) A Public Nuisance: Grass, Weeds, Noxious Growth of Vegetation over 8 inches

- All grass and weeds must be maintained at a height not greater than 8 inches. Please mow, weedwhip and remove all grass and weeds exceeding 8 inches from the lawn and landscaped areas.

Section 30-3(28) A Public Nuisance: Animal Violations of Chapter 10

- ***Please remove rooster or crowing hen. 2.5 Acre Minimum lot size required. ***

The violations must be corrected not later than Monday, September 4, 2023.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Code correction or maintenance is required to be completed within a reasonable time period. Please contact me if you have any further questions or wish to discuss the correction date(s). Please provide the address of the violation and your case number (23-003662) with all correspondence.

Thank you in your time and effort and for contributing to the value of your community.

Cordially,

Craig Swalchick
Zoning Code Enforcement Officer
(763) 433-9840

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

9/18/2023

Trout, Derek Michael
6025 177th Lane NW
Ramsey MN 55303

- NOTICE OF VIOLATION -

RE: 6025 177th La NW

Dear Property Owner:

The City of Ramsey has adopted certain ordinances that are designed to help keep the community safe, healthful and attractive. You were recently sent a letter noting code violations at the above address. A follow-up inspection of the above premises revealed the following violation(s) have not been corrected.

Section 30-3(6) A Public Nuisance: Waste, Refuse, Garbage, Construction Materials

- The outdoor storage or accumulation of waste, refuse, or garbage are declared to be nuisances affecting public peace, health, welfare, and/or safety of the community. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered), unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.

Section 30-3(10) A Public Nuisance: Grass, Weeds, Noxious Growth of Vegetation over 8 inches

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Section 30-3(28) A Public Nuisance: Animal Violations of Chapter 10

- ***Please remove rooster or crowing hen. 2.5 Acre Minimum lot size required. ***

The violations must be corrected not later than Monday, October 2, 2023.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Because the violation(s) have not been corrected, you are now subject to fine(s) and are responsible for payment of those fines, unless appealed by the administrative hearing process. Failure to pay the penalty imposed, without appeal, may result in prosecution. Additionally, if these items are not corrected by 10/2/2023, you may be subject to additional fine(s) and the violations will be corrected by the City, assessing the costs incurred to the property. Those costs will be certified to the County Auditor and will be collected in the same manner as special assessments against the property. They will remain a perpetual lien on the property until paid in full.

Cordially,

Craig Swalchick
Zoning Code Enforcement Officer
(763) 433-9840

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Code Violation Appeal Procedure

You may request a settlement conference regarding these violations. Your request must be filed in writing addressed to the Community Development Department within fourteen (14) days from the date you receive this notice and your request MUST identify with specificity the basis for your objection to the interpretation of the Code and the Notice of Violation for requesting the hearing. A $250 filing fee must also accompany your hearing request. Please remit request to:

Planning Manager
Community Development Department
7550 Sunwood Drive NW Ramsey, MN 55303

The settlement conference will be scheduled within (10) days of the application for appeal, however, a later date may be mutually agreed upon.

If you fail to correct the violations and come into compliance with the City Code or request a hearing within the fourteen (14) day period, you may be subject to an administrative fine, a court citation, AND the City will come onto the Property and correct (abate) the violations, and assess the costs of abatement along with any penalties and interest incurred. Those costs will be certified to the county auditor and will be collected along with current taxes the following year or in annual installments not exceeding ten as the City Council may determine. The assessments will remain a perpetual lien on the Property until paid in full.

You are further notified that any item removed from the Property by the City will be held for 15 days prior to disposal. Within said 15 days you may reclaim the items held by the City after paying all fees incurred by the City associated with the abatement. If you do not contact the City within 15 days to reclaim the items, all items will be disposed of and sold. Any abated items that are reclaimed and returned to the Property owner that are found to be in violation of the City Code's nuisance provisions shall be abated immediately by the City.

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

RESOLUTION #24-022

A RESOLUTION DETERMINING THAT A VIOLATION OF THE RAMSEY CITY CODE RELATING TO KEEPING A ROOSTER ON A PARCEL OF LESS THAN 2.5 ACRES HAS OCCURRED AT 6025 177TH LANE NORTHWEST AND DIRECTING CITY STAFF AND LAW ENFORCEMENT AUTHORITIES TAKE SUCH MEASURE AS MAY BE NECESSARY TO REMOVE THE ANIMAL THEREON.

WHEREAS, Ramsey City Code Chapter 10 permits the keeping of roosters on properties greater than 2.5 acres in size only; and

WHEREAS, Mr. Derek Michael Trout owns property located at 6025 177th Lane NW, Ramsey, MN 55303, which public records indicate is 2.19 acres in size; and

WHEREAS, Mr. Trout is keeping a rooster on the aforesaid property notwithstanding that doing so in in violation of the Ramsey City Code; and

WHEREAS, on August 21, 2023, Mr. Trout was sent a City Code correction letter to remove the rooster no later than September 4, 2023; and

WHEREAS, on August 28, 2023, Mr. Trout contacted the City of Ramsey Code Enforcement Officer stating he was currently working through the process of obtaining a letter from a medical professional to claim the rooster as an emotional support animal for himself; and

WHEREAS, on September 18, 2023, Mr. Trout was sent a subsequent notice of violation which continued to identify the rooster as noncompliant; the letter ordered to removal of the rooster no later than October 2, 2023; and

WHEREAS, on September 20, 2023, the Code Enforcement Officer was provided a letter from a medical professional recommending that Mr. Trout's wife, Lanie Trout, be able to utilize the rooster as an emotional support animal, and

WHEREAS, the City received complaints regarding the rooster on several occasions from nearby citizens, at least one of whom had a disability that could be adversely affected by the presence of a rooster on nearby residential property; and

WHEREAS, Mr. Trout requested an appeal, as identified in City Code, Chapter 2, Article 7, Section 2-332; and

WHEREAS, on October 17, 2023, a Settlement Conference took place between Mr. and Mrs. Trout; Brian Hagen, City Administrator: Stephanie Hanson, Community Development Director; and Todd Larson, Planning Manager; and

WHEREAS, at the Settlement Conference, Mr. Trout noted the rooster was hatched with

other chicks in the spring of 2023; and

WHEREAS, on October 25, 2023, Mr. Hagen provided a letter to Mr. Trout detailing the information collected at the Settlement Conference; and

WHEREAS, the October 25, 2025 settlement conference letter stated that staff decided to uphold the requirements of the City Code related to the keeping of certain animals, livestock and poultry; more specific to this case, staff considered factors of this case and city code regulations for the keeping of roosters on properties more than 2.5 acres in size; and

WHEREAS, no resolution was made between City staff and Mr. Trout; therefore, Mr. Trout requested an appeal to the settlement conference; and

WHEREAS, a settlement hearing was held at the City Council meeting; in which City Council heard evidence relevant to the case in order to reach a decision to affirm, repeal, or modify the order from the city at the conclusion of the conference as allowed by City Code.

BASED ON THE FOREGOING, AND AFTER HEARING, THE CITY COUNCIL FINDS AS FOLLOWS:

1. The subject property is approximately 2.19 acres in size, which is less than the 2.5 acres required for a rooster to be allowed. There is a rooster on it.

2. The City has received multiple complaints from multiple neighbors about the presence of a rooster on the property.

3. The presence of the rooster on the subject property is a violation of the express provisions of the Ramsey City Code.

4. The property owner documented that Mrs. Trout would benefit, in the opinion of a medical professional, from the presence of a rooster as an emotional support animal. The owner is requesting a waiver of the ordinance requirement due to the rooster's status as a declared emotional support animal.

5. In weighing a request for a waiver or exception of animal regulations in its Code, the Council must consider numerous factors, such as the importance of consistency in City Code enforcement, the rights of other citizens and the public in having specific provisions of the Code enforced, as well as the personal, unique considerations as may be posed by a particular request such as this one.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, MINNESOTA

1. **That the rooster that is at the property at 6025 177th Lane Northwest in Ramsey, Minnesota, is unpermitted under the regulations of the Ramsey City Code: and**
2. **After careful consideration of the evidence, including a review of the staff reports and testimony and the concerns raised by adjoining property owners, there is an insufficient basis for providing an exception to the rule stated in the City Code that a rooster cannot be kept on a property of less than 2.5 acres notwithstanding the potential benefit that keeping the animal on a substandard property might have for the individual property owner.**
3. **The rooster located on the property at 6025 177th Lane is there in violation of City Code and must be removed.**

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 Musgrove
Councilmember Howell
Councilmember Olson
Councilmember Specht
Councilmember Woestehoff

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title:

Adopt Ordinance #24-01 Rezoning 7790 and 7750 Sunwood Drive to COR-1 and Adopt Resolution #24-019 Approving the Development Agreement and Sidewalk Encroachment Agreement for Storyteller Café (Project No. 23-118); Case of Stories Foundation

Purpose/Background:

On December 12, 2023, the City Council approved (with contingencies) the Final Plat and Site Plan for Storyteller Café, located at 7790 Sunwood Drive (the "Subject Property"), proposed by Stories Foundation (the "Applicant"). That same evening, the City Council introduced Orindance #24-01, which will rezone the Subject Property, along with 7750 Sunwood Drive (Sunwood Village apartments), from COR-2 to COR-1, to accommodate three (3) apartments proposed on the second floor of the building. The purpose of this case is twofold. First, to formally adopt Ordinance #24-01, rezoning the two properties from COR-2 to COR-1, and secondly, to adopt Resolution #24-019 approving the Development Agreement and a Sidewalk Encroachment Agreement for Storyteller Café.

Notification:

A public notice was sent to all property owners within 350 feet of the Subject Property to inform them of the request for Planning Commission review of the Site Plan and Minor Plat. Staff also attempted to notify property owners within 350 feet of the Subject Property, as reflected in the Anoka County Property Records, of the Public Hearing the City Council conducted regarding the proposed Zoning Map Amendment. A notice of the Public Hearing was also published in the Anoka County UnionHerald, the City's official newspaperA "proposed development" sign was placed on the Subject Property. No additional notification was required for the proposed actions this evening.

Time Frame/Observations/Alternatives:

As noted, the City Council introduced Ordinance #24-01 on December 12, 2023, and the ordinance is now eligible for adoption. Every development requires a Development Agreement, which outlines the conditions of approval, responsibility for improvements, and development fees. Furthermore, due to the required ten (10) foot wide sidewalk along Sunwood Drive, a portion of the public sidewalk will encroach onto the Subject Property. Thus, a Sidewalk Encroachment Agreement is also necessary. This document not only addresses the encroachment but also specifies responsibilities for maintenance of the public sidewalk. Adoption of Resolution #24-019 will approve both of these agreements.

Funding Source:

All costs related to this request are the responsibility of the Applicant.

Recommendation:

Staff recommends adopting Ordinance #24-01 and Resolution #24-019 approving the rezoning and both agreements, respectively.

Outcome/Action:

Motion to adopt Resolution #24-019 approving the Development Agreement and Sidewalk Encroachment Agreement for Storyteller Café.
(voice vote acceptable)

-and-

Motion to waive the Charter requirement to read the ordinance aloud and to adopt Ordinance #24-01 rezoning 7790 and 7750 Sunwood Drive from COR-2 to COR-1.

Roll Call Vote:

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

Attachments

Site Location Map

Zoning Amendment Exhibit

Development Agreement

Sidewalk Easement Agreement

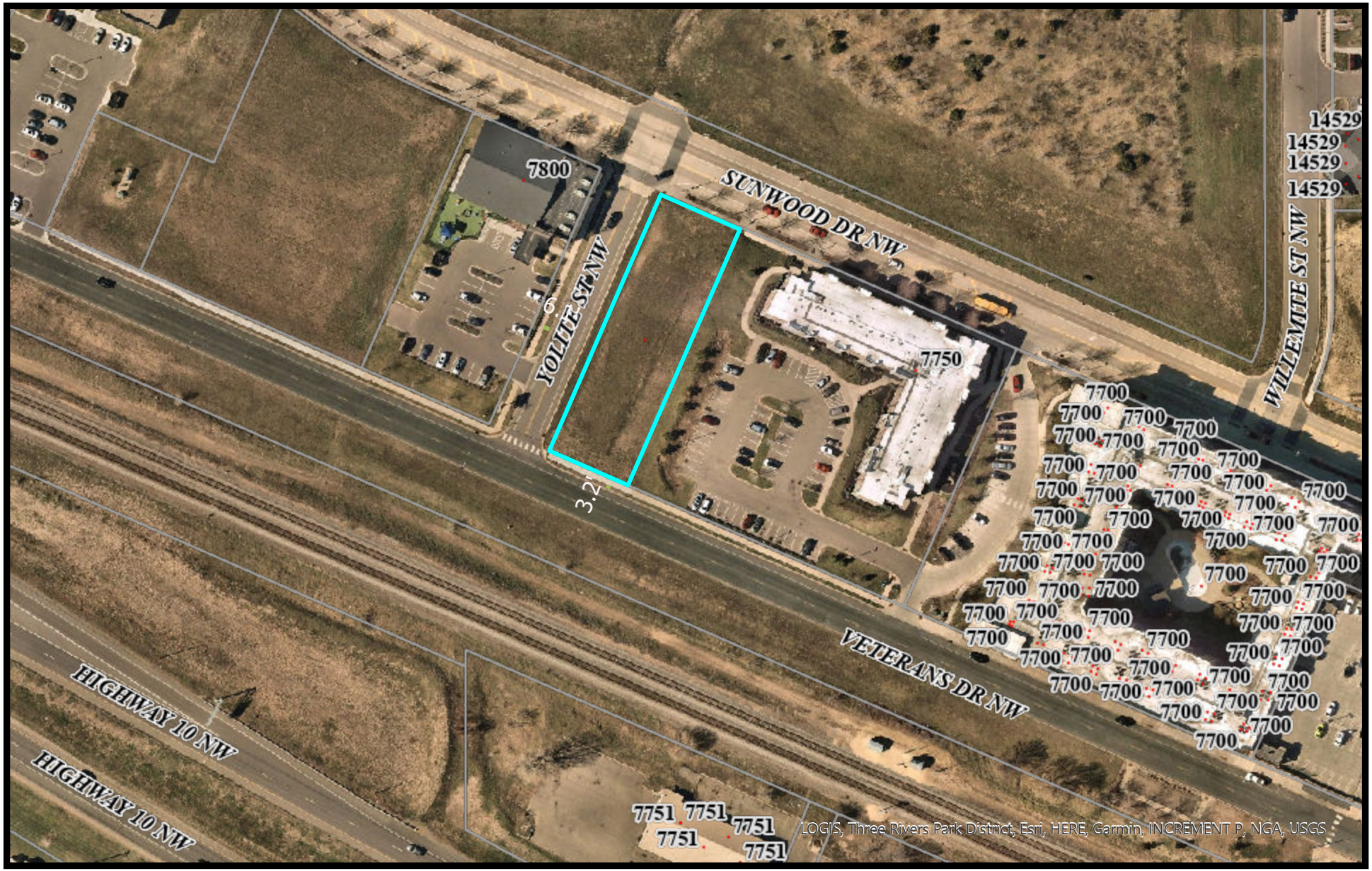
Resolution #24-019: Development Agreement and Sidewalk Easement Agreement

Ordinance #24-01: Rezoning from COR-2 to COR-1

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Chris Anderson	01/04/2024 08:29 AM
Chris Anderson (Originator)	Chris Anderson	01/04/2024 08:30 AM
Brian Hagen	Brian Hagen	01/04/2024 10:30 AM
Form Started By: Chris Anderson		Started On: 12/21/2023 09:39 AM
Final Approval Date: 01/04/2024		

Site Location Map for Storyteller Cafe

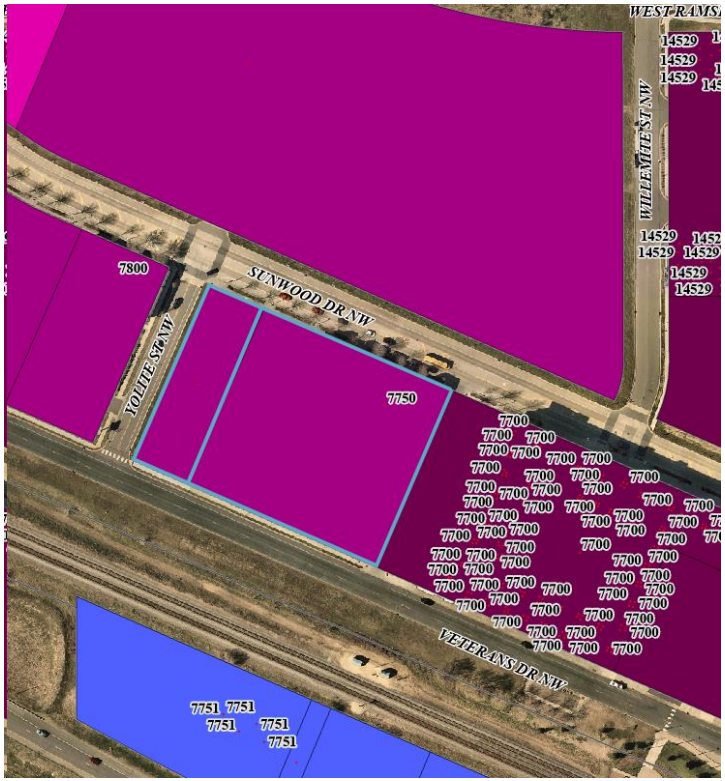


Print Date: September 20, 2023

0 0.01 0.01 0.03 0.04 0.06
mi

Zoning Amendment Exhibit

Current Zoning: COR-2



Proposed Zoning: COR-1



STORYTELLER CAFE
DEVELOPMENT AGREEMENT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

This Agreement (hereinafter the "Agreement") is dated as of this day Click or tap here to enter text. of Click or tap here to enter text., Click or tap here to enter text., and is by and between the City of Ramsey, a Minnesota municipal corporation (the "**CITY**") and Stories Foundation, a Nonprofit Corporation (Domestic) under the laws of Minnesota, (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the fee title owner of land generally known as 7790 Sunwood Drive NW, Ramsey, MN 55303 and legally described as:

Outlot B, COR STONE BROOK ACADEMY, Anoka County, Minnesota

-or upon recording-

Lot 1, Block 1 STORYTELLER CAFÉ, Anoka County, Minnesota

(the "Subject Property")

B. That on November 7, 2023, the **CITY** received an application for a Site Plan and Minor Plat from Dolezal Creative Design Build Inc., on behalf of the **PERMITTEE**, for an approximately 6,900 square foot building and associated site improvements on the **Subject Property**.

C. The **PERMITTEE** intends to cause the Required Improvements to the **Subject Property** to be constructed without financial participation by the **CITY.**

Agreement

SECTION I
REQUIRED IMPROVEMENTS AND FINANCIAL RESPONSIBILITIES

1. **City Code Compliance.** The **CITY** approves the site plan (the "Site Plan") and Minor Plat conditioned on the **PERMITTEE** developing the **Subject Property** in accordance with the applicable provisions of City Code**.**

2. **Conformance with the Plans**. The **Subject Property** shall be developed in accordance with the plans (the "Plans") prepared by Plowe Engineering, Inc., dated November 7, 2023 and revised Click or tap here to enter text.. The **Plans** remain subject to: (a) City Staff's review and approval of the **Plans** to, among other things, confirm that the revisions requested in the **CITY's** review have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The **Plans** shall not be attached to this **Agreement**, but are in the **CITY's** files.

3. **Incorporation of All City Code Requirements**. That the recitals above and the applicable provisions of the City Charter, Subdivision Code, Zoning Code and Public Improvement Code of the **CITY**, as amended to date hereof, are incorporated herein by reference.

DRAFT

4. **State Building Code Compliance**. The structure(s) shall be constructed in accordance with the requirements of the Building Code.

5. **Fire Lanes.** Fire lanes shall be maintained on the **Subject Property**. The exact locations of these items on the **Subject Property** shall be as directed by the Fire Chief.

6. **Required Improvements.** The **PERMITTEE** shall construct and install the following site improvements on the **Subject Property** in accordance with the specifications and location as shown on the **Plans.** The Required Improvements are as follows:

   a. Storm drainage facilities
   b. Stormwater maintenance
   c. Sanitary sewer and water utilities
   d. Parking/maneuvering area(s)
   e. Concrete curb and gutter
   f. Lot grading
   g. Sidewalk improvements along both Yolite Street and Sunwood Drive
   h. Landscaping
   i. Installation and removal of temporary erosion control measures.
   j. Temporary and permanent erosion control.

   ("Required Improvements)"

   The **PERMITTEE** agrees to construct the **Required Improvements** according to the terms and conditions of this **Agreement**, in accordance with the **Plans**, and in compliance with Staff review comments.

7. **Required Improvements Completion Date**. The **Required Improvements** shall be completed within twelve (12) months from the date of Site Plan approval (December 12, 2024).

8. **Required Improvements Financial Guaranty**. In order to ensure the installation of the **Required Improvements** in accordance with **CITY** specifications and in a timely manner, the **PERMITTEE** shall be required to deposit with the **CITY** a cash escrow or an irrevocable letter of credit, approved as to form by the **CITY**, in the amount of **One Hundred Thirty-Six Thousand Four Hundred Seventy-Four Dollars and No Cents** (**$136,474.00**), which is 125% of the **CITY's** estimated cost of the **Required Improvements**. Prior to the issuance of the building permit, the financial guaranty must be provided as required herein.

   Upon completion of the construction of the **Required Improvements** and written acceptance by the **CITY**, the financial guaranty shall be returned to the **PERMITTEE** and the **PERMITTEE** shall be required to provide the landscaping maintenance guaranty described in Section III Paragraph 12 of this **Agreement**. The determination of completion of the construction of the **Required Improvements** shall be made by the **CITY**. In the event the **PERMITTEE** fails to construct and install the **Required Improvements** as required herein, the City Council may order the completion of the **Required Improvements** with **CITY** day labor and/or by letting contracts for said completion and draw upon the escrow for payment. Only the City Council shall have the authority to direct completion of the **Required Improvements** and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the **Subject Property** for the purpose of completing the construction and installation of the **Required Improvements** in the event of the **PERMITTEE's** default.

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9. **Inspection Fees.** The **PERMITTEE** shall be responsible for all inspection costs incurred by the **CITY** related to the installation of **Required Improvements**. The **PERMITTEE** shall make a cash deposit into the appropriate escrow account at the **CITY** and the **CITY** shall have the authority to draw upon these funds for the purpose of compensating for inspection services. The amount of the deposit shall be equal to five percent (5%) of the estimated cost of the **Required Improvements**, which equates to **Five Thousand Four Hundred Fifty-Nine Dollars and No Cents** (**$5,459.00**) (5% x $109,179.25). Upon completion of the **Required Improvements** to the satisfaction of the **CITY**, any surplus balance remaining in the **CITY's** escrow account shall be refunded to the **PERMITTEE**.

10. **Payment of Development Fees**. The **PERMITTEE** must pay to the **CITY** development fees as outlined in Exhibit 1, prior to issuance of a Building Permit.

SECTION II
PERMITS AND OCCUPANCY

11. **Requirements for Building Permit.**

    a. No building permit shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) submitted the financial guaranty described in Section I Paragraph 8 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY;** and

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

SECTION III
LANDSCAPING

12. **Maintenance Guaranty for Landscaping**. It is herein agreed that the **PERMITTEE** shall provide a maintenance guaranty to ensure the survival of the plantings. Said maintenance guaranty shall consist of cash or an irrevocable letter of credit, approved as to form by the **CITY**, in the amount of One Thousand Nine Hundred Fifty-Eight Dollars and No Cents (**$1,958.00)** [# plantings (6 trees and 63 shrubs) x cost/planting ($300/tree and $75/shrub) x 30% average non-survival rate], which shall be in effect for a two (2) year period commencing on the date of the **CITY's** written acceptance of said plantings as part of the **Required Improvements**.

    At the end of the two (2) year period, the **PERMITTEE** shall contact the **CITY** to schedule a final inspection of the landscaping. The determination that all plantings that have been planted in accordance with the **Plans** have either survived or have been replaced shall be made by the **CITY**. Upon approval of the final landscape inspection by the **CITY,** the maintenance guaranty shall be

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returned to the **PERMITTEE**. In the event the **PERMITTEE** fails to maintain the required plantings for a two (2) year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the **Subject Property** for the purpose of replacing plantings in the event of the **PERMITTEE** default.

SECTION IV
GENERAL

13. **Boulevard and Area Restoration**. The **PERMITTEE** shall be responsible for restoring all areas disturbed by the development grading operation in accordance with the approved erosion and sediment control plan. The **PERMITTEE** shall also be responsible for the cost of cleaning any soil, earth or debris from the wetlands within and adjacent to the **Subject Property** resulting from grading performed in the development of the land.

14. **Construction Site Maintenance**. The **PERMITTEE** shall adhere to all **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.

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

16. **Estimated Cost**. It is understood and agreed that cost amounts set forth in this **Agreement** as **Required Improvements**, unless specified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal charges.

17. **Site Plan Approval Expenses**. The **PERMITTEE** agrees that it will pay to the **CITY** all **CITY** expenses incurred in the approval of the **Site Plan**, including, but not limited to administration expenses, engineering and legal fees. Said expenses shall be paid within fifteen (15) days of billing by the **CITY** and outstanding billings shall be paid prior to issuance of the building permit. Any expenses incurred after the release of the building permit shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY's** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this contract for payment.

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

19. **Invalidity of Any Section**. If any portion, section, subsection, sentence, clause, paragraph or phrase of this **Agreement** is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect or void any of the other provisions of this **Agreement**.

20. **Proof of Authority**. When the **PERMITTEE** is a corporation, the **CITY** requires proof of authority by the corporation to execute this **Agreement**. This proof of authority may be satisfied by providing the **CITY** with a certified copy of minutes of the corporate Board of Directors granting such authority.

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21. **Violation of This Permit**. If the **PERMITTEE** fails to perform any of the terms of this **Agreement** in the manner required by the **CITY**, the **CITY** shall be entitled to recover, from the **PERMITTEE** or the issuer of **PERMITTEE** financial guarantee, the full amount of any and all financial guarantees. Breach of any of the terms of this **Agreement** by the **PERMITTEE** shall also be grounds for denial of Building Permit or issuance of Certificate of Occupancy.

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

23. **Agreement Binding on Successors and Assigns**. The **PERMITTEE** agrees that this **Agreement** shall be binding upon its successors and assigns.

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

TO PERMITTEE:
Stories Foundation
Attn: Stephanie Page
500 West Main Street Suite #23
Anoka, MN 55303

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

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THE PERMITTEE:

Stories Foundation

By:_____, Stephanie Page

Its: President

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by Stephanie Page, the President of Stories Foundation, a Nonprofit Corporation (Domestic), under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

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

_____

Notary Public

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

This document reviewed by:
HKB Law, P.A.
413 Wacouta Street, Suite 550
St. Paul, MN 55101

EXHIBIT 1

Fees Payable to the City of Ramsey

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication Fee requirements. The **PERMITTEE** must pay a Park Dedication Fee of **$2,652.00** (0.52 acres x $5,100.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. The **PERMITTEE** must pay a Trail Development Fee of **$676.00** (0.52 acres x $1,300.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

3. Sanitary Sewer Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Trunk Fee requirements. The **PERMITTEE** must pay a Sanitary Sewer Trunk Fee of **$2,113.00** (0.52 acres x $4,063.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

4. Water Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Water Trunk Fee requirements. The **PERMITTEE** must pay a Water Trunk Fee of **$3,818.00** (0.52 acres x $7,343.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

5. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. The **PERMITTEE** must pay a Stormwater Management Fee of **$2,767.00** (0.52 acres x $5,321.00). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

6. Storm Water Regional Basin Contribution**.** In lieu of constructing on-site storm water management basins (due to being within a 10-year capture zone within a Drinking Water Supply Management Area), the **PERMITTEE** shall contribute an equal amount as the cost of actually constructing on-site basins to the **CITY** for use of the regional storm water basin in the amount of **$5,941.00**.

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (this "Agreement") is made this _____ day of _____, 2024, by and between Stories Foundation, a domestic Nonprofit Corporation (the "Grantor") under the laws of Minnesota, and the City of Ramsey, Minnesota (the "Grantee").

Recitals

A. Grantor is the fee owner of certain real estate (the "Property") in Anoka County, Minnesota, described as follows:

Outlot B, COR STONE BROOK ACADEMY, Anoka County, Minnesota

-or upon recording-

Lot 1, Block 1, STORYTELLER CAFÉ, Anoka County, Minnesota

B. Grantee has requested a permanent easement over a portion the Property legally described and depicted on the attached Exhibit A (the "Easement Area") for a non-exclusive, perpetual easement for pedestrian purposes in connection with the public sidewalk that parallels Sunwood Drive (the "Sidewalk"), part of which is located in the Easement Area, and Grantor has agreed to grant such easement to Grantee in accordance with the terms and conditions stated herein.

Grant of Easement

NOW, THEREFORE, in consideration of the covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Easement. Grantor hereby grants, bargains, and conveys to Grantee for the benefit of the public, a perpetual, non-exclusive, appurtenant easement for sidewalk purposes by pedestrians over and across the Easement Area (the "Easement").

2. Exclusivity and Restrictions. In accordance with the terms of this Agreement, Grantor may continue to use the Easement Area for any purpose which does not unreasonably interfere with the public's use of the Easement Area for sidewalk purposes. Grantor shall not grant any rights to the

Easement Area to any other party during the term of this Easement that would interfere with or jeopardize the use of the Easement Area. The Easement is subject to any and all restrictions, covenants, easements, licenses, permits, leases and other encumbrances of record related to the Easement Area and all applicable laws, regulations, ordinances and rules.

3. Easement to Run with Land. The Easement created herein shall run with the land and be binding on all parties having any right, title or interest in the Property, their heirs, successors and assigns.

4. Amendment; Modification; Termination. This Agreement may not be modified, restated, amended, or changed in any way without the prior written consent of the Grantor and Grantee.

5. Counterparts. This Agreement may be executed in any number of counterparts, all of which shall constitute a single agreement, any one of which bearing signatures of all parties shall be deemed an original.

[*The remainder of this page has been left intentionally blank*]

IN WITNESS WHEREOF, the parties have executed Agreement as of the date first above written.

GRANTOR:

Stories Foundation
a Nonprofit Corporation (Domestic)

By : _____
Stephanie Page
Its President

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

On this ____ day of _____, 2024, before me, a notary public, personally appeared Stephanie Page, the President of Stories Foundation, a Nonprofit Corporation (Domestic), named in the foregoing instrument and acknowledged said instrument on behalf of the nonprofit corporation.

_____
Notary Public

GRANTEE:

CITY OF RAMSEY, MINNESOTA

By: _____
Name: Mark E. Kuzma
Its: Mayor

By: _____
Name: Brian Hagen
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

On this ____ day of _____, 2024, before me, a notary public, personally appeared Mark E. Kuzma and Brian Hagen, the Mayor and City Administrator, respectively, of the City of Ramsey, Minnesota, named in the foregoing instrument and acknowledged said instrument on behalf of the city.

_____
Notary Public

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

This document reviewed by:
HKB Law, P.A.
413 Wacouta Street, Suite 550
St. Paul, MN 55101

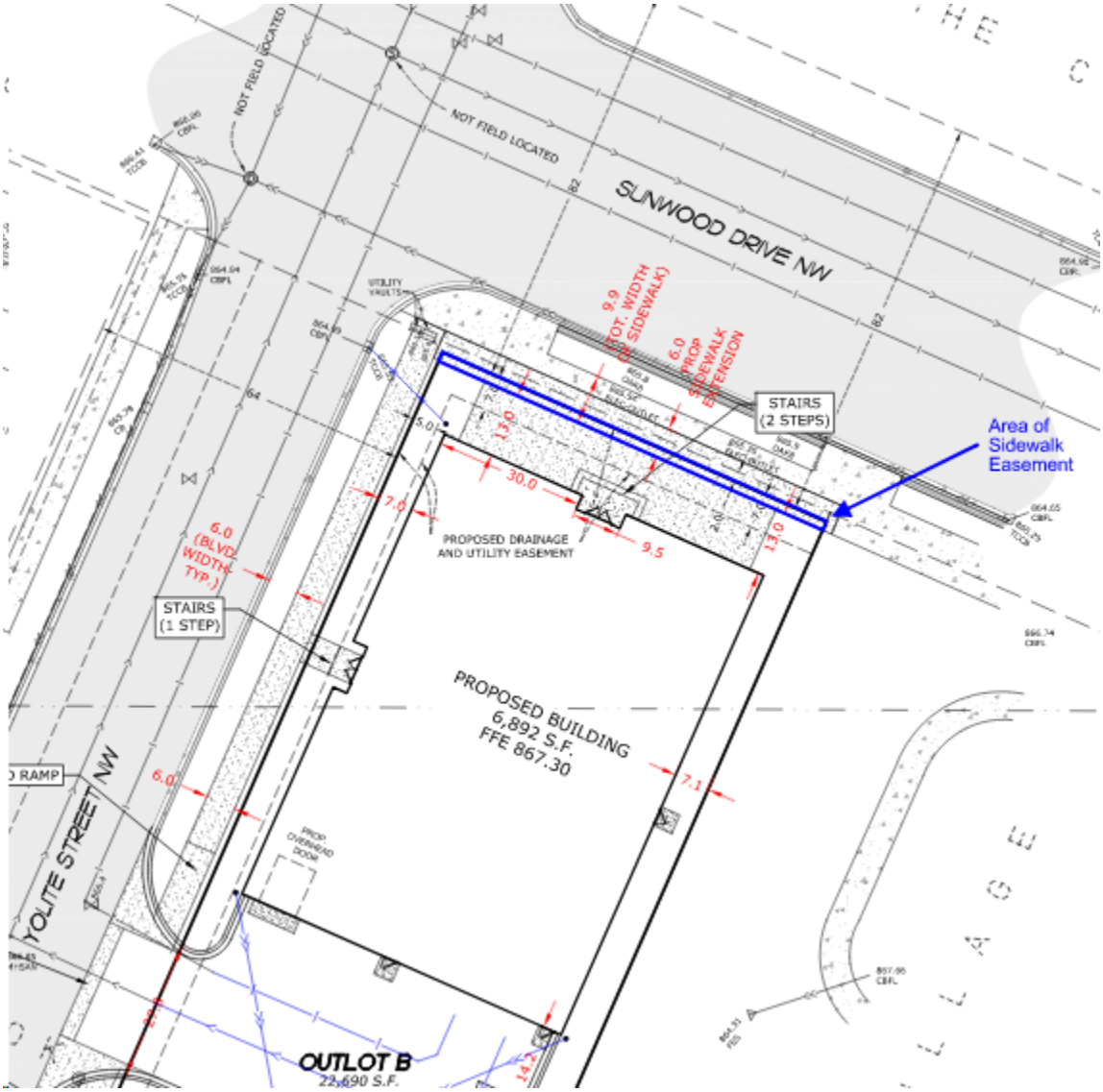
EXHIBIT A

DESCRIPTION AND DEPICTION OF EASEMENT AREA

Legal Description

A 2.00 foot wide easement over part of Lot 1, Block 1 STORYTELLER CAFÉ, according to the recorded plat thereof, Anoka County, Minnesota. Said 2.00 foot wide easement lies parallel with, adjoining, and southerly of the southerly right-of-way line of Sunwood Drive NW, lying between Yolite Street NW and the easterly line of said Lot 1, Block 1 STORYTELLER CAFÉ.

Depiction of Easement



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

RESOLUTION #24-019

A RESOLUTION APPROVING A DEVELOPMENT AGREEMENT AND SIDEWALK EASEMENT AGREEMENT FOR STORYTELLER CAFE

WHEREAS, Stories Foundation, hereinafter referred to as the "Developer", has properly applied for Site Plan and Final Plat approval for Storyteller Café, located on the property legally described as OUTLOT B, COR STONE BROOK ACADEMY, Anoka County, Minnesota ("Subject Property").

WHEREAS, the Subject Property is zoned COR, which is a mixed-use zoning designation and guided as such in the 2040 Comprehensive Plan; and

WHEREAS, on December 17, 2023, an updated Zoning Map will go into effect, which zones the Subject Property COR-2; and

WHEREAS, the Developer purchased the Subject Property from the City of Ramsey in 2021; and

WHEREAS, the Planning Commission and City Council previously reviewed and approved the project in April, 2021; and

WHEREAS, previous approvals expired prior to initiating construction and therefore, the Applicant submitted a new Land Use Application and plans on November 7, 2023; and

WHEREAS, the apartment component of this project requires either a Zoning Map Amendment, a Zoning Text Amendment, or a Conditional Use Permit; and

WHEREAS, the Planning Commission reviewed the Site Plan and Minor Plat at their regular meeting on November 30, 2023 and recommended approval of both;

WHEREAS, also on November 30, 2023, the Planning Commission recommended processing a Zoning Map Amendment to rezone the Subject Property, as well as 7750 Sunwood Drive NW, to COR-1 to address the apartment component of this project; and

WHEREAS, City Council reviewed and approved the Site Plan and Minor Plat on December 12, 2023; and

WHEREAS, also on December 12, 2023, the City Council introduced Ordinance #24-01 the Subject Property and 7750 Sunwood Drive from COR-2 to COR-1.

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

That the Ramsey City Council hereby grants approval of the Development Agreement and Sidewalk Easement Agreement for Storyteller Café, subject to the following:

1. Final legal form approved by the City Attorney.
2. Review and approval of the area of the Sidewalk Easement by the City Engineer.

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 9th day of January, 2024.

_____
Mayor

ATTEST:

_____
City Clerk

ORDINANCE #24-01

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 106 WHICH IS KNOWN AS THE ZONING CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA AND TO THE COR DESIGN FRAMEWORK.

AN ORDINANCE AMENDING SECTION 106-120 "OFFICIAL ZONING MAP" OF CHAPTER 106 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties are hereby rezoned from COR-2 to COR-1:

Parcel 1: 7790 Sunwood Drive NW
Outlot B, COR STONE BROOK ACADEMY, Anoka County, Minnesota

-or upon recording of the plat-

Lot 1, Block 1 STORYTELLER CAFÉ ADDITION, Anoka County, Minnesota

Parcel 2: 7750 Sunwood Drive NW
Lot 1, Block 1 SUNWOOD VILLAGE, Anoka County, Minnesota

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Official Zoning Map" and "The COR Design Framework" Sub-District Map Version 6.2, which maps were adopted pursuant to Section 106-245 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the ____ day of _____, 2024.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title:

Adopt Ordinance #23-19 Amending Temporary Sign Regulations

Purpose/Background:

The City Council approved the introduction of the ordinance on December 12.

The City's Economic Development Authority (EDA) has been working on different ways to mitigate the effects of the Highway 10 reconstruction project on businesses in the area. They reviewed several possibilities with temporary signage such as size, quantity, placement, permitting requirements, and duration. The recommendation the EDA made was to double the time allowed for temporary signage from up to 10 weeks to up to 20 weeks within the year. All other requirements for temporary signage would remain in place.

The EDA also discussed geographical boundaries for businesses to have the additional time. They recommended just doing it city-wide.

The City Attorney advised modifying Chapter 117 via ordinance rather than by resolution given the duration of the two-year construction project. Ordinance #23-19 attached adds a temporary provision that expires at the end of 2025. The construction project for the roadway is anticipated to be complete (or substantially complete) by late fall 2025.

It should also be noted that staff plan on working with the Planning Commission in 2024 on reviewing the entire Sign Code regulations.

Notification:

A public hearing notice was placed in the November 17 Anoka Union Herald Newspaper for the November 30, 2023, Planning Commission meeting.

Time Frame/Observations/Alternatives:

Alternatives to consider:

1. Adopt Ordinance #23-19 as recommended by the Planning Commission (attached ordinance).
2. Adopt Ordinance #23-19 as recommended by the EDA (doubling existing allowances only).
3. Adopt Ordinance #23-19 with modifications that the City Council sees appropriate.
4. Deny the Ordinance keeping the existing regulations in place.

Funding Source:

As an EDA/City-lead initiative, funding for this project was through the course of staff's duties.

Recommendation:

The Planning Commission and the EDA recommend adoption of Ordinance #23-19 pertaining to temporary signs. The Planning Commission's recommendation was to allow unlimited 8-week extensions of a sign that is in good repair during the construction period while the EDA's recommendation was simply doubling the current allowed timeframes. The attached ordinance reflects the Planning Commission's recommendation.

Outcome/Action:

Motion to adopt Ordinance #23-19 amending Chapter 117 pertaining to temporary signs.

Roll Call Vote:
Councilmember Olson
Councilmember Woestehoff
Councilmember Specht
Councilmember Musgrove
Councilmember Howell
Councilmember Riley
Mayor Kuzma

Attachments

Ordinance #23-19

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/04/2024 09:42 AM
Form Started By: Todd Larson		Started On: 12/13/2023 10:57 AM
Final Approval Date: 01/04/2024		

ORDINANCE #23-19
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDING CHAPTER 117
PERTAINING TO TEMPORARY SIGNS

The City Council of Ramsey ordains:

SECTION 1. AUTHORITY
This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2. AMENDMENT TO SECTION 117-465 PERTAINING TO TEMPORARY SIGNS.

The current City Code Chapter 117 is amended as follows (additions indicated by underline, deletions indicated by ~~strikethrough~~):

Sec. 117-465. - Temporary signs.

(a) Temporary signs are defined as signs which are erected or displayed for a limited period of time and not affixed to a state building code approved structure. A sign is considered temporary if it is not intended to remain on the property permanently and has not received a permanent sign permit and/or is not intended to be constructed per the state building code.

(1) *Duration.* Temporary signs shall be permitted for up to six weeks per year per parcel, or per business on multitenant business parcels. The six-week limit may be extended up to four weeks if there have been no sign violations in the past year by the entity who erects the sign.

a. Temporary Highway 10 Construction Provision (city-wide): The timeframes described above shall be permitted up to twelve weeks and may be extended in eight-week periods if there have been no sign violations in the past year by the entity who erects the sign and if the sign is in good repair. This temporary provision expires on December 31, 2025.

(2) *Location.* Temporary signs must be located fully on private property, with the permission of the property owner. The city will remove any signs in the public right-of-way, or erected without permission from the property owner.

(3) *Number.* All properties are limited to two temporary signs per parcel. In locations where there are multiple businesses on one parcel (a multitenant facility), three signs are permitted.

(4) *Size.* Temporary signs shall be limited to 50 square feet in size.

(5) *Permits and fees.* All temporary signs shall be required to obtain a temporary sign permit. The temporary sign permit application shall specify the exact times and dates the temporary sign is to be erected, the size of the sign, the location of the sign, contact information, and other information deemed necessary by the zoning administrator to determine that the temporary sign is erected within applicable code. The temporary sign permit shall be clearly displayed on the temporary sign. The fee for the temporary sign permit shall be established by ordinance as part of the rates and charges. The fee shall only be collected for the first permit per parcel or per business in a multi-tenant facility. The provisions of this division apply to all temporary signs, and appropriate penalties for violations will be assessed, as outlined in section 117-461.

a. *Exemptions from temporary sign Permit.* Signs less than 15 square feet in size and all temporary signs in residential districts (R-1 Residential, R-2 Residential, R-3 Residential) are exempt from temporary sign permitting requirements.

(6) *Dynamic display.* Temporary signs may consist of dynamic display, provided all standards of section 117-463(f) are complied with.

(b) Balloons, gas filled figures, streamers, whirling devices and revolving searchlights or any such attention-getting device that is not specifically a sign may be permitted up to four weeks per year, for one week at a time.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

SECTION 4. SUMMARY

The following official summary of Ordinance #23-19 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance:

"Ordinance #23-19 temporarily extends the duration of temporary signs to twelve weeks with extensions of periods of eight additional weeks if no violations exist. This provision expires on December 31, 2025."

CC Regular Session

Meeting Date: 01/09/2024

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Information

Title:

Adopt Ordinance #23-18, Amending Chapter 105, Buildings and Building Regulations, pertaining to Address Numbers

Purpose/Background:

Staff have received inquiries from developers and builders regarding address signage requirements for the buildings and homes they were constructing. Currently, nothing is present in City Code, except noted in Chapter 117 is the following language: "One address sign shall be required per main building in all districts." The proposed ordinance takes the requirements for address numbers from the State Building Codes (see attached) and places them in Chapter 105 of City Code for easy reference and enforcement. The Building Codes (both residential and commercial) are only enforceable at the time of construction or building alteration.

At the December 12, 2023, City Council meeting, it was noted that number placement on decorative elements like boulders, fences, and pillars was seen as attractive. The proposed Code amendment would not prevent any homeowner from doing this; they would just need to have an additional set of numbers on the home, unless the home is not visible from the street and placement on the decorative element is used to be visible from the street.

Staff reviewed other communities' Codes, and it was discovered that nearly all neighboring cities have requirements for size, building materials, and placement of address numbers. Additionally, some cities have specific requirements for address signage on multi-tenant commercial and multifamily apartment buildings. Further requirements are set forth in some cities for construction sites to maintain address signage for the duration of construction.

The proposed ordinance, which is attached to this case, proposes the introduction of several of the aforementioned regulations, including the following:

- The ordinance will move the address signage regulations from Chapter 117 to Chapter 105, which handles buildings and building regulations.
- The definition of "address sign" will be refined to the following language: "Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These address numbers shall be limited to identification numbers only, written in Arabic numerical form. Numbers shall not be spelled out."
- The ordinance introduces a new definition of "front of the building".
- The ordinance introduces specifications for residential, multifamily, and commercial structures. Additional specifications are introduced for buildings with multiple tenants or multiple entrances.
- For properties where the principal building is obscured from the view of the street, the new ordinance introduces regulations for posted address signs.
- Lastly, per the request of the Building Department, additional language is introduced for construction sites to maintain address signage at all times during construction.

At the Planning Commission public hearing on November 30, 2023, the Commission recommended approval of the ordinance, with a few requested modifications pertaining to the size and display of address numbers. Staff incorporated their requested modifications into the proposed ordinance attached to this case.

Notification:

A notice of the Planning Commission's Public Hearing, which was held on November 30, 2023, was published in the Anoka County UnionHerald, the City's official newspaper.

Time Frame/Observations/Alternatives:

Alternatives to Consider:

1. Motion to adopt the ordinance.
2. Motion to adopt the ordinance with changes.
3. Motion to deny the ordinance.

Funding Source:

Preparation of this ordinance is done through staff's normal duties.

Recommendation:

At the Planning Commission meeting on November 30, 2023, the Commission unanimously voted to recommend approval of the draft ordinance, with a few requested modifications that have been incorporated into the proposed ordinance.

Outcome/Action:

Motion to waive the City Charter requirement to read the ordinance aloud and to adopt Ordinance #23-18, Amending Chapter 105, Buildings and Building Regulations, pertaining to Address Numbers.

Roll Call Vote:
Councilmember Olson
Councilmember Woestehoff
Councilmember Specht
Councilmember Musgrove
Councilmember Howell
Councilmember Riley
Mayor Kuzma

Attachments

Ordinance #23-18

Building Code Sections

Form Review

Inbox	Reviewed By	Date
Adam Martin	Adam Martin	12/15/2023 02:12 PM
Brian Hagen	Brian Hagen	01/04/2024 10:11 AM
Form Started By: Todd Larson		Started On: 12/15/2023 01:42 PM
Final Approval Date: 01/04/2024		

ORDINANCE #23-18

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE OF THE CITY OF RAMSEY, MINNESOTA, AMENDING CHAPTER 105 BUILDING AND BUILDING REGULATIONS PERTAINING TO ADDRESS NUMBERS

The City Council of Ramsey ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2. AMENDMENTS

Chapter 105 – Buildings and Building Regulations, Article I. In General is amended to add the following (underline text):

Sec. 105-2. – Address sign regulations.

(a) *Definitions.*

(1.) *Address sign.* Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These address numbers shall be limited to identification numbers only, written in Arabic numerical form. Numbers shall not be spelled out.

(2.) *Front of the building.* The side of the building facing the street to which the building is addressed.

(b) *Auxiliary buildings exempted.* All auxiliary buildings within a lot having a building with an assigned number and buildings such as garages, barns and buildings, the likes thereof are not affected by this section.

(c) *General regulations.* It shall be the duty of the owner, lessor, or occupant of every house, industrial, commercial, or other building, to have proper house or building numbers by affixing such numbers to the primary structure.

(1.) *Specifications.* The address sign numbers shall conform to the size requirements listed as follows.

a. The building number shall be clearly displayed, of a color in contrast with the color of the building to which it is attached, in such a manner that the number may be easily and clearly seen and read from the public street.
b. Numbers shall be displayed with a minimum height of four inches (4”) for residential structures.
c. Multi-family residential buildings shall display numbers with a minimum of twelve inches (12”) in height.
d. On commercial structures, numbers shall be displayed with a minimum height of twelve inches (12”).
e. On multi-tenant commercial structures, rear entry access doors must display the tenant business name and unit number, address of the commercial space, or indicate access doors to mechanical, electrical or sprinkler rooms. The letters and numbers shall be a minimum four inches (4”) in height.
f. Buildings, which have a range of addresses for one building, shall display the range of numbers or addresses from lowest to highest.
g. Within multi-family residential dwelling buildings or commercial buildings with common entrances containing five units or more whether the units are rental or individually owned

shall display signs, including directional arrows, easily identifying the location of each dwelling unit in the building. The signs shall be placed in an obvious location inside each entrance to the building as approved by the Fire Marshal. For buildings with two or more floors, either above or below grade, similar signs shall be located on each floor across from stairways and from elevators if the building is so equipped. The lettering and numbering on the signs shall not be less than one and one-half inches (1.5") in height and shall be of a contrasting color to the base.

(2.) *Posted signs.* In those cases where the principal building is obscured from the view from the street by accessory buildings, trees, shrubbery or other visual obstruction, the numbers shall be displayed from a permanent mounting on the property, clearly visible from the street, displayed prominently in numerals not less than four inches (4") high, of a light reflective material of contrasting color to the background. The sign shall be double-sided and posted as to be seen from both directions along the street to which the property is accessed.

(3.) *Construction site requirement.* Approved numbers or addresses shall be placed on all construction sites in such a way as to be plainly visible and legible from the street or road fronting the property. Address signage shall be installed prior to the start of any work on the site. Additionally, address signage shall be maintained at all times during construction and shall follow the size requirements established in this section.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

SECTION 4. SUMMARY

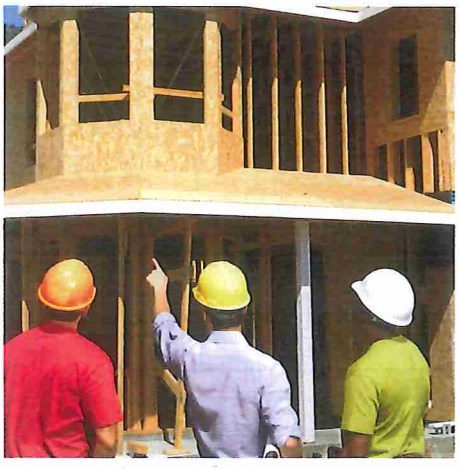
The following official summary of Ordinance #23-18 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

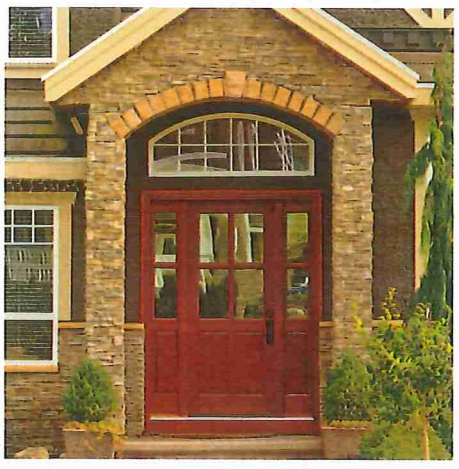
"Ordinance #23-18 amends Chapter 105 to establish standards for building and construction site address signage."

2020

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wood treatment. The concentration, rate of application and method of treatment of the chemical termiticide shall be in strict accordance with the termiticide *label*.

R318.3 Barriers. *Approved* physical barriers, such as metal or plastic sheeting or collars specifically designed for termite prevention, shall be installed in a manner to prevent termites from entering the structure. Shields placed on top of an exterior foundation wall shall be used only if in combination with another method of protection.

R318.4 Foam plastic protection. In areas where the probability of termite infestation is "very heavy" as indicated in Figure R301.2(7), extruded and expanded polystyrene, polyisocyanurate and other foam plastics shall not be installed on the exterior face or under interior or exterior foundation walls or slab foundations located below *grade*. The clearance between foam plastics installed above *grade* and exposed earth shall be not less than 6 inches (152 mm).

Exceptions:

1. Buildings where the structural members of walls, floors, ceilings and roofs are entirely of noncombustible materials or pressure-preservative-treated wood.
2. Where in *addition* to the requirements of Section R318.1, an *approved* method of protecting the foam plastic and structure from subterranean termite damage is used.
3. On the interior side of *basement walls*.

SECTION R319
SITE ADDRESS

R319.1 Address identification. Buildings shall be provided with *approved* address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) in height with a stroke width of not less than 0.5 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional *approved* locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

SECTION R320
ACCESSIBILITY

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R320.1 Scope. Where there are four or more IRC-3 *dwelling units* or sleeping units in a single structure, the provisions for Group R-3 occupancies located in Minnesota Rules, Chapter 1341, *Minnesota Accessibility Code*, shall apply.

R320.1.1 Guestrooms. Deleted.

SECTION R321
ELEVATORS AND PLATFORM LIFTS

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R321.1 Elevators, platform lifts. For elevator and platform lift requirements, see Minnesota Rules, Chapter 1307, Elevators and Related Devices.

R321.2 Platform lifts. Deleted.

R321.3 Accessibility. Deleted.

SECTION R322
FLOOD-RESISTANT CONSTRUCTION

R322.1 General. See Minnesota Rules, Chapter 1335.

SECTION R323
STORM SHELTERS

MN

R323.1 General. Deleted.

SECTION 324
SOLAR ENERGY SYSTEMS

R324.1 General. Solar energy systems shall comply with the provisions of this section.

R324.2 Solar thermal systems. Solar thermal systems shall be designed and installed in accordance with Chapter 23 and the *International Fire Code*.

R324.3 Photovoltaic systems. Photovoltaic systems shall be designed and installed in accordance with Sections R324.3.1 through R324.7.1, NFPA 70 and the manufacturer's installation instructions.

R324.3.1 Equipment listings. Photovoltaic panels and modules shall be listed and labeled in accordance with UL 1703. Inverters shall be *listed* and *labeled* in accordance with UL 1741. Systems connected to the utility grid shall use inverters *listed* for utility interaction.

R324.4 Rooftop-mounted photovoltaic systems. Rooftop-mounted *photovoltaic panel systems* installed on or above the roof covering shall be designed and installed in accordance with this section.

R324.4.1 Structural requirements. Rooftop-mounted *photovoltaic panel systems* shall be designed to structurally support the system and withstand applicable gravity loads in accordance with Chapter 3. The roof on which these systems are installed shall be designed and constructed to support the loads imposed by such systems in accordance with Chapter 8.

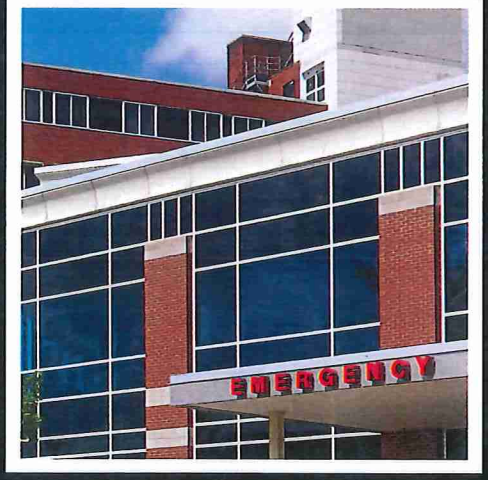
R324.4.1.1 Roof load. Portions of roof structures not covered with *photovoltaic panel systems* shall be designed for dead loads and roof loads in accordance with Sections R301.4 and R301.6. Portions of roof structures covered with *photovoltaic panel systems* shall be designed for the following load cases:

1. Dead load (including *photovoltaic panel* weight) plus snow load in accordance with Table R301.2(1).

2020

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CHAPTER 5
GENERAL BUILDING HEIGHTS AND AREAS

User note:

About this chapter: *Chapter 5 establishes the limits to which a building can be built. Building height, number of stories and building area are specified in this chapter. Chapter 5 must be used in conjunction with the occupancies established in Chapter 3 and the types of construction established in Chapter 6. This chapter also specifies the impact that mezzanines, accessory occupancies and mixed occupancies have on the overall size of a building.*

SECTION 501
GENERAL

501.1 Scope. The provisions of this chapter control the height and area of structures hereafter erected and *additions* to existing structures. An existing building plus additions shall comply with the height and area provisions of this chapter.

SECTION 502
BUILDING ADDRESS

[F] 502.1 Address identification. New and existing buildings shall be provided with *approved* address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of $^1/_2$ inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other approved sign or means shall be used to identify the structure. Address identification shall be maintained.

SECTION 503
GENERAL BUILDING HEIGHT AND AREA LIMITATIONS

503.1 General. Unless otherwise specifically modified in Chapter 4 and this chapter, *building height*, number of *stories* and *building area* shall not exceed the limits specified in Sections 504 and 506 based on the type of construction as determined by Section 602 and the occupancies as determined by Section 302 except as modified hereafter. *Building height*, number of *stories* and *building* area provisions shall be applied independently. For the purposes of determining area limitations, height limitations and type of construction, each portion of a building separated by one or more *fire walls* complying with Section 706 shall be considered to be a separate building.

503.1.1 Special industrial occupancies. Buildings and structures designed to house special industrial processes that require large areas and unusual *building heights* to accommodate craneways or special machinery and equipment, including, among others, rolling mills; structural metal fabrication shops and foundries; or the production and distribution of electric, gas or steam power, shall be exempt from the *building height*, number of *stories* and *building area* limitations specified in Sections 504 and 506.

503.1.2 Buildings on same lot. Two or more buildings on the same lot shall be regulated as separate buildings or shall be considered as portions of one building where the *building height*, number of *stories* of each building and the aggregate *building area* of the buildings are within the limitations specified in Sections 504 and 506. The provisions of this code applicable to the aggregate building shall be applicable to each *building*.

503.1.3 Type I construction. Buildings of Type I construction permitted to be of unlimited tabular *building heights and areas* are not subject to the special requirements that allow unlimited area buildings in Section 507 or unlimited *building height* in Sections 503.1.1 and 504.3 or increased *building heights and areas* for other types of construction.

503.1.4 Occupied roofs. A roof level or portion thereof shall be permitted to be used as an occupied roof provided the occupancy of the roof is an occupancy that is permitted by Table 504.4 for the story immediately below the roof. The area of the occupied roofs shall not be included in the building area as regulated by Section 506.

Exceptions:

1. The occupancy located on an occupied roof shall not be limited to the occupancies allowed on the *story* immediately below the roof where the building is equipped throughout with an *automatic sprinkler system* in accordance with Section 903.3.1.1 or 903.3.1.2 and occupant notification in accordance with Section 907.5 is provided in the area of the occupied roof.
2. Assembly occupancies shall be permitted on roofs of open parking spaces of Type I or Type II construction, in accordance with the exception to Section 903.2.1.6.

503.1.4.1 Enclosures over occupied roof areas. Elements or structures enclosing the occupied roof areas