

City of Ramsey
Agenda
City Council Work Session
Tuesday, July 9, 2024

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

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

1. **Call to Order**

2. **Topics for Discussion**
 1. 2025 General Fund/Enterprise Fund - Capital Equipment Requests
 2. Anoka County License Center Lease Amendment
 3. State Flag

3. **Topics for Future Discussion**
 1. Review Future Topics/Calendar

4. **Mayor/Council/Staff Input**

5. **Adjournment***

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

CC Work Session

Meeting Date: 07/09/2024

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

Information

Title:

2025 General Fund/Enterprise Fund - Capital Equipment Requests

Purpose/Background:

The 2025 Budget season will begin with the review of the capital equipment requests of several departments.

Included for review are the following:

- 2025 Capital Outlay: Reflects all requests (Replacements & New Purchase) with estimated purchase price, Useful Life & funding sources.
- 2025 Replacement Equipment Requests - Further summary of the Equipment Replacements noted in the 2025 Capital Outlay Sheet. Reflects Mileage and/or hours if applicable
- Photos of Current Equipment asking to be replaced - Vehicle Maintenance Log Summary provided for all Motorized Vehicles.
- Ramsey City Hall Security Study

Timeframe:

60 Minutes

Funding Source:

Responsible Party(ies):

City Administrator, Finance Director & Respective Department Heads

Outcome:

Review of 2025 Capital Equipment Requests

Attachments

- 2025 Capital Outlay
- 2025 Replacement Equipment Requests
- Ramsey City Hall Security Study
- Equipment Photos

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	07/03/2024 01:43 PM
Form Started By: Diana Lund		Started On: 06/28/2024 07:02 AM
Final Approval Date: 07/03/2024		

ITEM #	COST CNTR	DESCRIPTION	ESTIMATED PURCHASE PRICE	USEFUL LIFE	TOTAL OF PURCH PRC	NOTES	OTHER FUND AVAILABLE	OTHER FUND SOURCE	Fund	Net 2025 FUNDING REQUIRED							
2025 CAPITAL OUTLAY																	
Community Development #191																	
6550	191	New Chevy Equinox	30,000.00	5	30,000.00	New vehicle for rental housing inspector				30,000.00							
Total Data Processing #192			30,000.00		30,000.00		0.00	0.00		30,000.00							
Data Processing #192																	
6580	192	Replace Building Copier	8,000.00	10	8,000.00	Replace Building copier-Purchased in 2015				8,000.00							
6580	192	Replace PW Workroom Copier	8,000.00	10	8,000.00	Replace CD workroom copier-Purchased in 2015				8,000.00							
6580	192	Replace 2nd Floor workroom copier	9,000.00	10	9,000.00	Replace 2nd Floor workroom copier-Purchased 2015				9,000.00							
Total Data Processing #192			25,000.00		25,000.00		0.00	0.00		25,000.00							
Government Buildings #194																	
6550	194	Replace 2005 Ford Taurus	30,000.00	10	30,000.00	Replace City vehicle 403 2005 Ford Taurus				30,000.00							
6550	194	Replace 2005 Ford Taurus	30,000.00	10	30,000.00	Replace City vehicle 404 2005 Ford Taurus				30,000.00							
6530	194	New Security Improvements - Council Chambers	260,136.00	10	260,136.00	Council Chamber - Best				260,136.00							
6530	194	New Security Improvements - All Municipal Bldgs	701,564.00	10	701,564.00	Staff Area Only - Best				701,564.00							
Total Government Buildings #194			1,021,700.00		1,021,700.00		0.00			1,021,700.00							
POLICE PROTECTION #211																	
6550	211	Replace 2016 Chev Impala with 2025 Dodge Durango	48,000.00	8	48,000.00	Replace Inv. Squad 366 2016 Chev Impala				48,000.00							
6550	211	Replace 2016 GMC Acadia with 2025 Dodge Durango	48,000.00	8	48,000.00	Replace Squad 367 2016 GMC Acadia				48,000.00							
6580	211	Replace Panasonic Audio/Video rec in Interview Rooms	15,000.00	10	15,000.00	Replace Panasonic 360 mobile video recording system				15,000.00							
6580	211	New Fitness Equipemnt	24,650.00	15	24,650.00	Funded with 2023 Legis funds for Public Safety Wellness				24,650.00							
6530	211	Replace Garage Floor in PD squad garage	18,100.00	Life	18,100.00	Replace garage floor with lifetime warranty product				18,100.00							
6580	211	NEW Unmanned Aerial Vehicle (Drone)	18,000.00	10	18,000.00	UAV to locate lost persons-Not used for				18,000.00							
Total Police Protection #211			171,750.00		171,750.00		0.00			171,750.00							
FIRE #220																	
6550	220	Replace 2017 Ford Explorer with 2025 Ford Explorer	50,000.00	7	50,000.00	Replace 2017 - 569 Ford Explorer, estimated resale	5,000.00	Sale Proceeds		45,000.00					Net of sale of used		
6550	220	Replace 2013 Chev Tahoe with chev Tahoe	50,000.00	7	50,000.00	Replace 2013 - #333 Chev Tahoe, estimated resale	5,000.00	Sale Proceeds		45,000.00					Net of sale of used		
6540	220	Replace 2008 Rosenbauer Fire Engine with 2026 model - This is the first year of 2-year funding. Total Cost is \$1.2M	600,000.00	15	600,000.00	Replace 2008 - 565 Rosenbauer Fire Engine, estimated resale value \$40,000				600,000.00					Net of sale of used		
Total Fire #220			700,000.00		700,000.00		10,000.00			690,000.00							
CIVIL DEFENSE #250																	
6580	250	Replace 17 emergency siren circuit boards	17,000.00	15	17,000.00	Replace 17 emergency siren boards				17,000.00							
6580	250	Replace 1 emergency siren	17,500.00	15	17,500.00	Replace 1 emergency siren				17,500.00							
Total Civil Defense #250			34,500.00		34,500.00		0.00			34,500.00							
ENGINEERING #301																	
6550	301				0.00					0.00							
6580	301				0.00					0.00							
Total Engineering #301			0.00		0.00		0.00			0.00							
PUBLIC WORKS #311																	
6540	311	Replace Single Axle Plow Truck	310,000.00	15	310,000.00	Replace 2009 - 672 Sterling single-axle dump plow	15,000.00	Trade In		295,000.00					Net of trade in		
6580	311	Replace 2015 F2690 Kubota Mower with 2025 Exmark	20,000.00	5	20,000.00	Replace 2015 - 690 F2690 Kubota Mower, estimated resale	2,500.00	Trade In		17,500.00					Net of trade in		
6580	311	Replace 2004 Landpride Pull Behind PTO Mower	28,000.00	10	28,000.00	Replace 2004 Landpride with 2025 Landpride R	1,000.00	Trade In		27,000.00					Net of trade in		
Total Public Works #311			358,000.00		358,000.00		18,500.00			339,500.00							
PARK & RECREATION #452																	
6580	452	New Brush Bandit Intimidator 19XPC Wood Chipper	85,000.00	10	85,000.00	New wood chipper, Emerald Ash Borer requires more trimming				85,000.00							
6580	452	Replace 2015 Kubota UTV with 2025 Kobta UTV	32,000.00	10	32,000.00	Replace 2015 - 689 Kubota UTV, field maint and	7,000.00	Trade In		25,000.00					Net of trade in		
6540	452	Replace 2012 Ford One-Ton with 2025 F550 4x4 with plot	109,000.00	10	109,000.00	Replace 2012 - 678 Ford One-Ton Truck with du	6,000.00	Trade In		103,000.00					Net of trade in		
Total Park & Recreation #452			226,000.00		226,000.00		13,000.00			213,000.00							
TOTAL GENERAL FUND - 2025			2,566,950.00		2,566,950.00		41,500.00			2,525,450.00							
Funding Sources:																	
Fleet Vehicle Fund			30,000.00														
Trade Ins			31,500.00														
Resale			10,000.00														
2023 Public Safety Legislative Funds			24,650.00														
Pavement Management			0.00														
2023 Legislation for Public Safety			0.00														
Property Tax Levy			2,470,800.00														
Total			2,566,950.00														
ENTERPRISE FUNDED																	
1744	9601/9602	New 2025 F-350	66,675.00	10	66,675.00	Additional employee request in 2025				66,675.00							
1740	9605	Replace 2016 Elgin Pelican Sweeper with 2025 Elgin Pelic	330,000.00	10	330,000.00	Replace 2016 - 691 Elgin Pelican Street Sweeper	20,000.00	Trade in		310,000.00					Net of trade in		
TOTAL ENTERPRISE FUNDS - 2025			396,675.00		396,675.00		0.00			376,675.00							

2025 Replacement Equipment Requests:

Department	Description	Expected Useful Life	Replace Costs	Trade In/Resale	Mileage	Operation Hours	Picture taken (check y/n)
192-Data Processing	2015 Copier - Building Dept	10	\$ 8,000	\$ -	N/A	N/A	Y
192-Data Processing	2015 Copier - PW Building	10	\$ 8,000	\$ -	N/A	N/A	Y
192-Data Processing	2015 Copier - 2nd Floor (Admin, Engr, Finance)	10	\$ 9,000	\$ -	N/A	N/A	Y
194-Government Buildings	#403-2005 Ford Taurus	10	\$ 30,000	\$ -	76,317	N/A	Y (2 Pics - Shows Rusted out)
194-Government Buildings	#404-2005 Ford Taurus	10	\$ 30,000	\$ -	76,743	N/A	Y (2 Pics - Shows Rusted out)
211-Police	#366-2016 Chevy Impala	8	\$ 48,000	\$ -	68,483	N/A	Y (2 Pics - Front & Back)
211-Police	#367-2016 GMC Acadia	8	\$ 48,000	\$ -	68,926	N/A	Y (2 Pics - Front & Back)
211-Police	Panasonic Audio/Video	10	\$ 15,000	\$ -	N/A	N/A	Y (2 Pics - 2 Interview Rooms)
211-Police	Replace Existing Garage Floor	Life	\$ 18,100	\$ -	N/A	N/A	Y
220-Fire	#569-2017 Ford Explorer	7	\$ 50,000	\$ 5,000	55,679	N/A	Y
220-Fire	#333-2013 Chev Tahoe	7	\$ 50,000	\$ 5,000	117,107	N/A	Y
220-Fire	#565-2008 Rosenbauer	15	\$ 1,200,000 Over 2 years \$600,000 each	\$ 40,000	28,439	1,924	Y
250-Civil Defense	1 Siren & 17 Circuit Boards	15	\$ 34,500	\$ -	N/A	N/A	N
311-Public Works	#672-2009 Sterling Single Axle Dump/Plow	12-15	\$ 310,000	\$ 15,000	51,299	N/A	Y
311-Public Works	#690-2015-Kubota Mower	5	\$ 20,000	\$ 2,500	N/A	593	Y
311-Public Works	# 2004 Landpride Pull behind mower	10	\$ 28,000	\$ 1,000	N/A	N/A	Y
452-Parks	#689-2015 Kubota UTV	10	\$ 32,000	\$ 7,000	N/A	511	Y
452-Parks	#678-2012 Ford F350	10	\$ 109,000	\$ 6,000	80,400	N/A	Y
605-Storm	#691-2016 Elgin Street Sweeper	8-10	\$ 330,000	\$ 20,000	12,008	2,862	Y



RAMSEY CITY HALL SECURITY UPGRADES STUDY

June 04, 2024

EXHIBIT A – COUNCIL CHAMBERS SECURITY

EXHIBIT B – COUNCIL CHAMBERS GLAZING

EXHIBIT C – LOBBY RECEPTION DESK

EXHIBIT D – LEVEL 2 AFTER-HOURS ACCESS

EXHIBIT E – LEVEL 2 RECEPTION WINDOWS

EXHIBIT F – MAIN LEVEL RECEPTION WINDOWS

EXHIBIT G – FIRE STATION 1 LOBBY / RECEPTION

EXHIBIT H – POLICE LOBBY DOOR GLAZING

COST ESTIMATES






EXHIBIT A – COUNCIL CHAMBERS SECURITY

GOALS

- Add ballistic resistant paneling to council dais
- Provide ballistic resistance at council chambers glass wall at lobby
- Provide electronic access control at chambers entry doors
- Provide secure shelter-in-place area for staff and council in adjacent AV room

Council Floor Plan -
1/8" = 1' - 0"

KEYNOTE LEGEND	
1	Modify glass for ballistic resistance
2	Replace door w/ ballistic resistant door panel
3	Add ballistic resistance to existing wall
4	Add electronic access control to door
5	Add electronic access control - council side
6	Add ballistic resistant panel behind dais
7	Ballistic resistant glazing
8	Spectator railing appx. 30" high to match dais, w/ latching swing gate
	ADA clearance

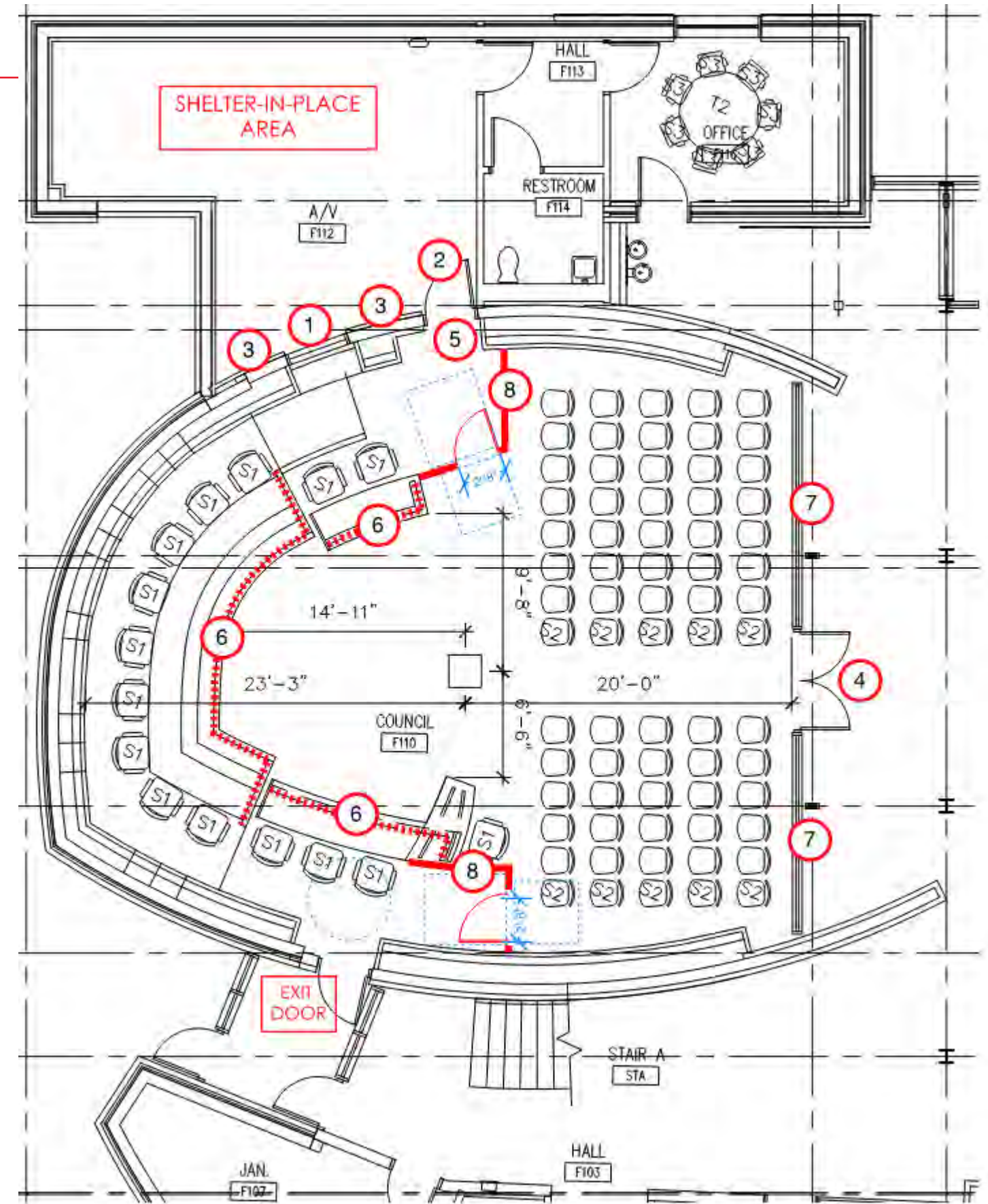
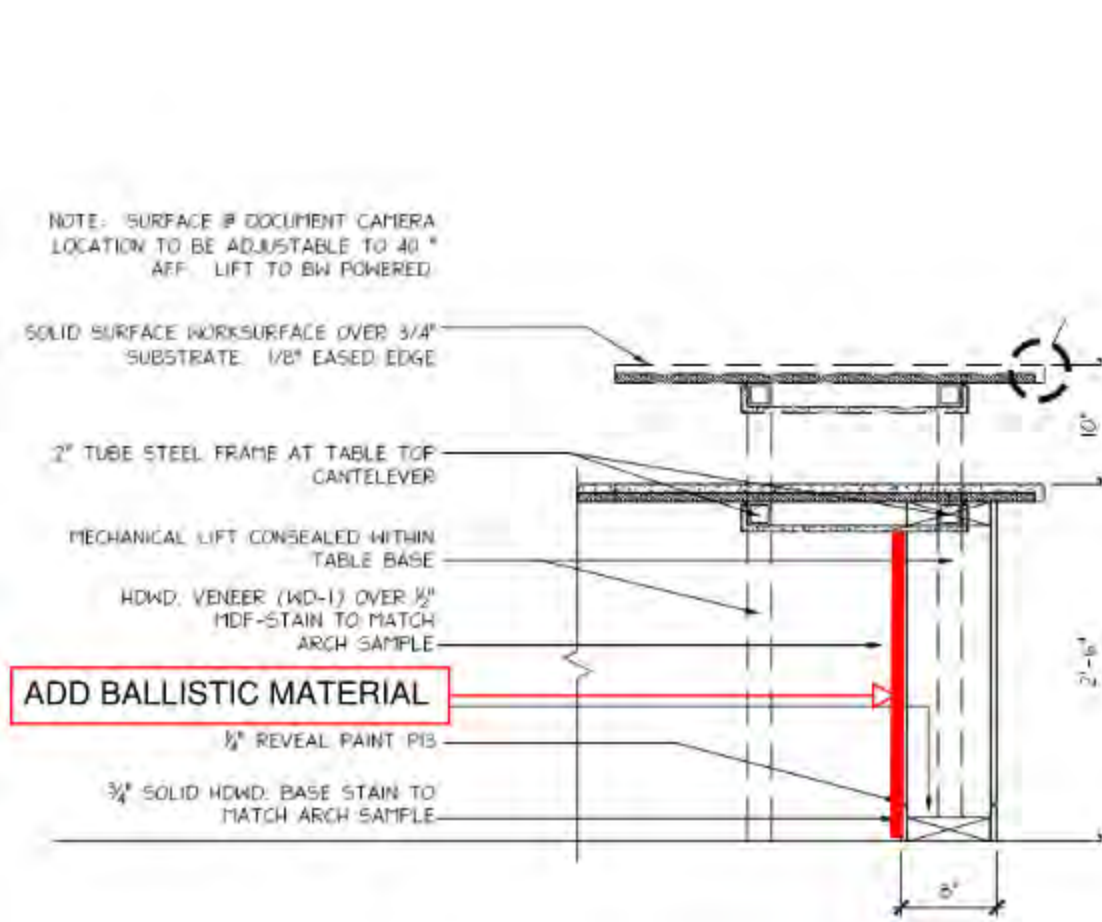


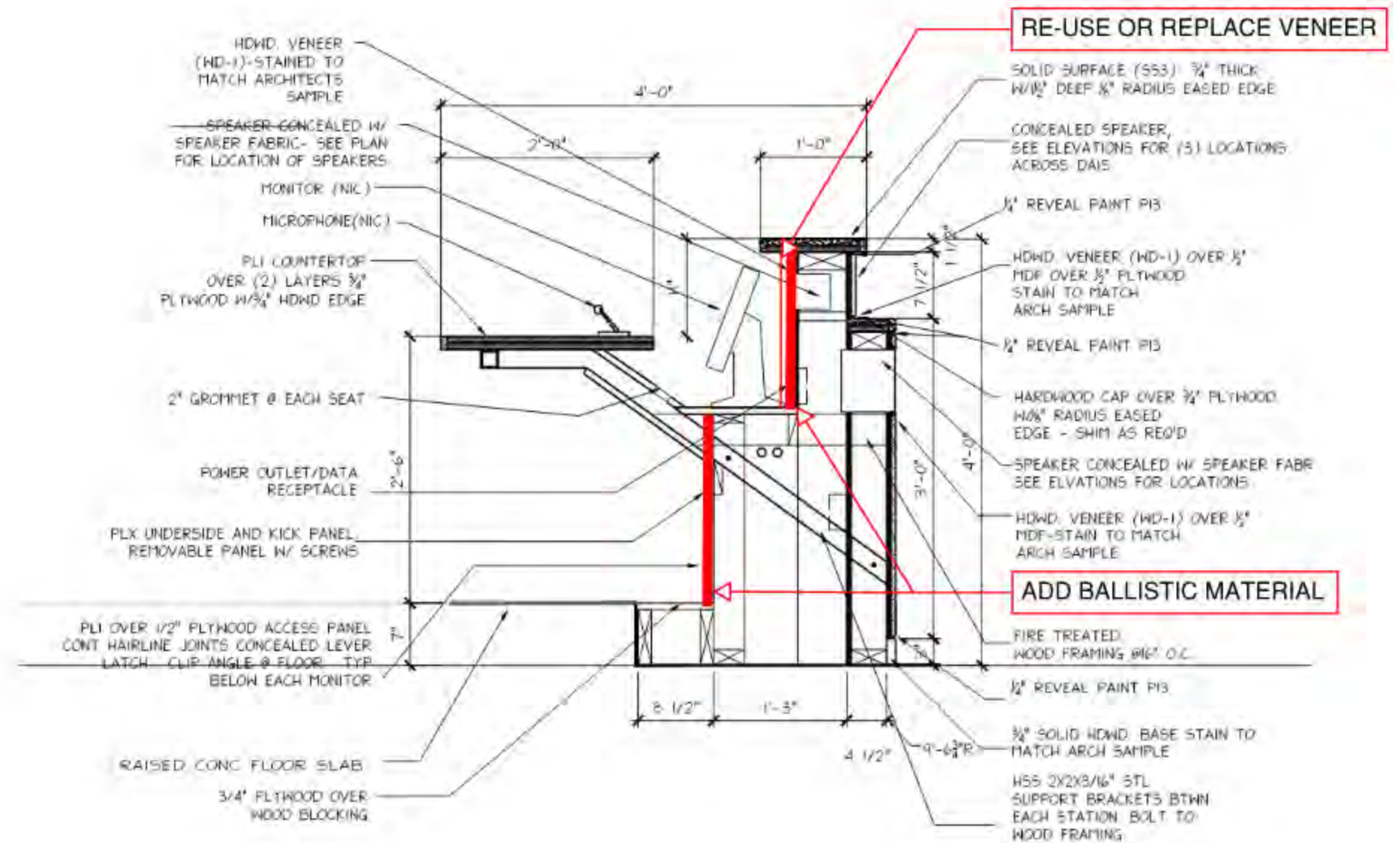


EXHIBIT A – COUNCIL CHAMBERS SECURITY

Location of proposed ballistic resistant paneling installed within existing council dais:



STAFF TABLE SECTION



COUNCIL DAIS SECTION

EXHIBIT B – COUNCIL CHAMBERS SECURITY

- Option 1 – Remove fixed glazing panels and replace with ballistic resistant glazing within existing curtain wall frame. Add ballistic resistant film to door vision panels.
- Option 2 – Apply ballistic resistant film at back of existing glazing including at the door vision panels

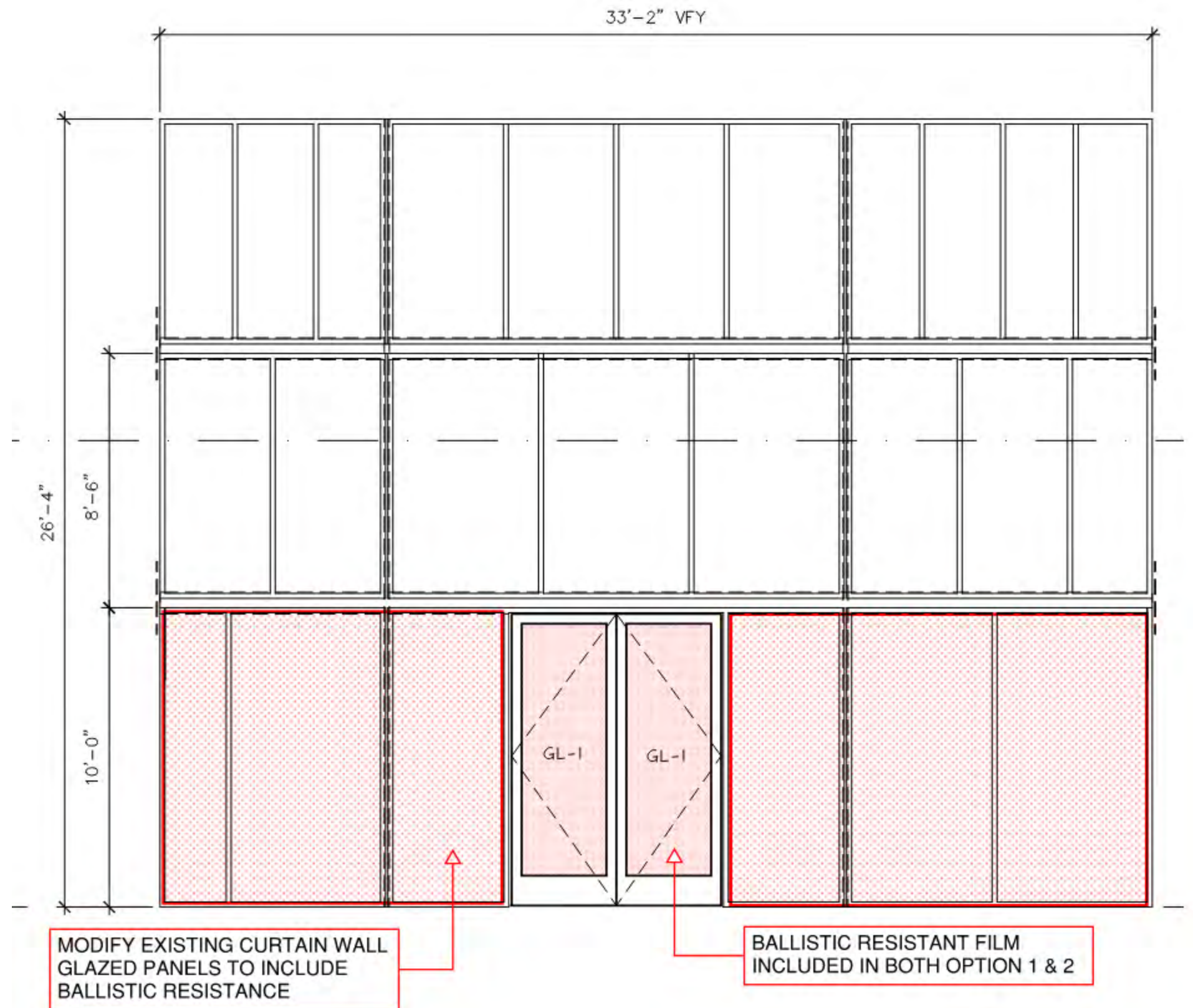
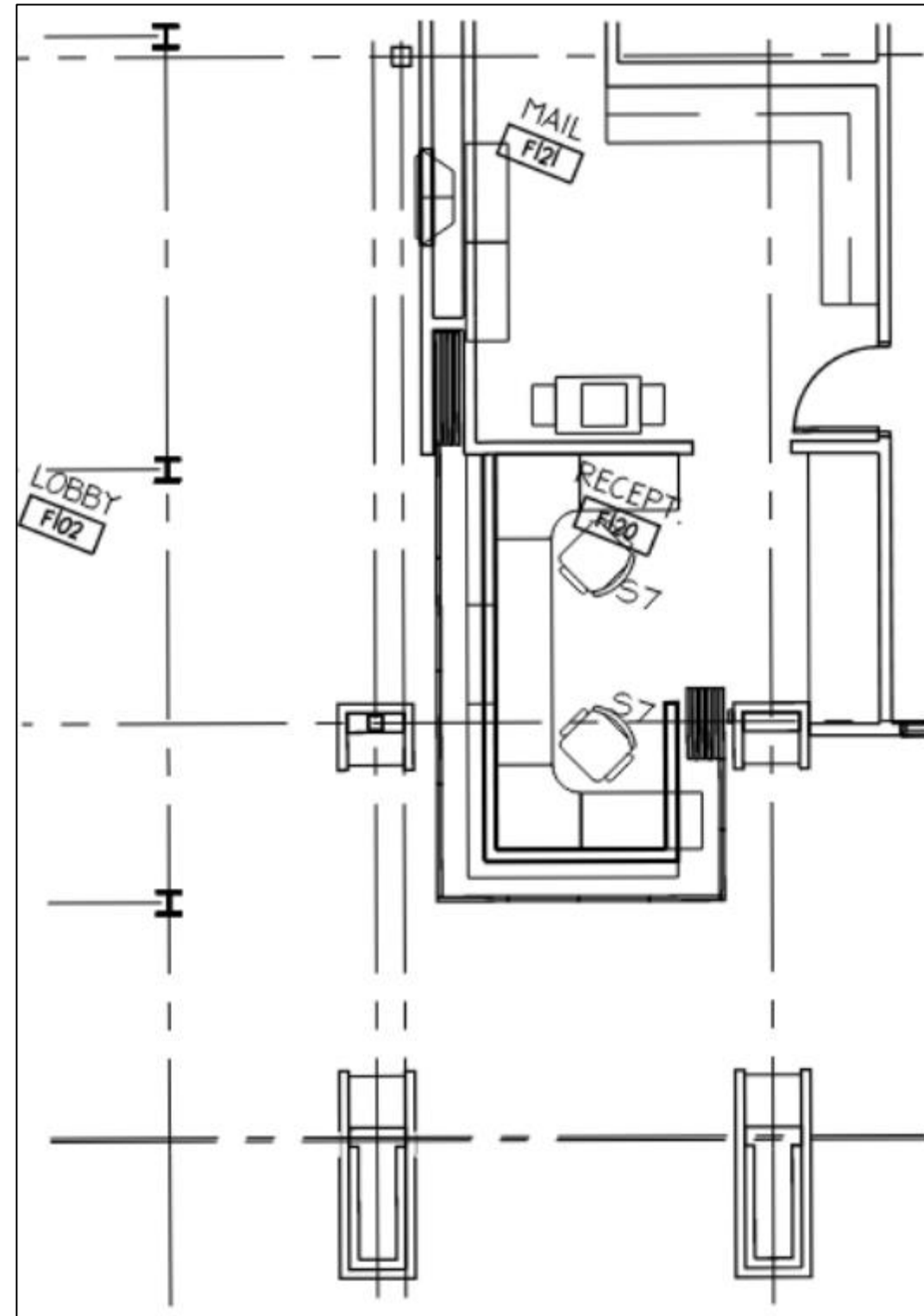




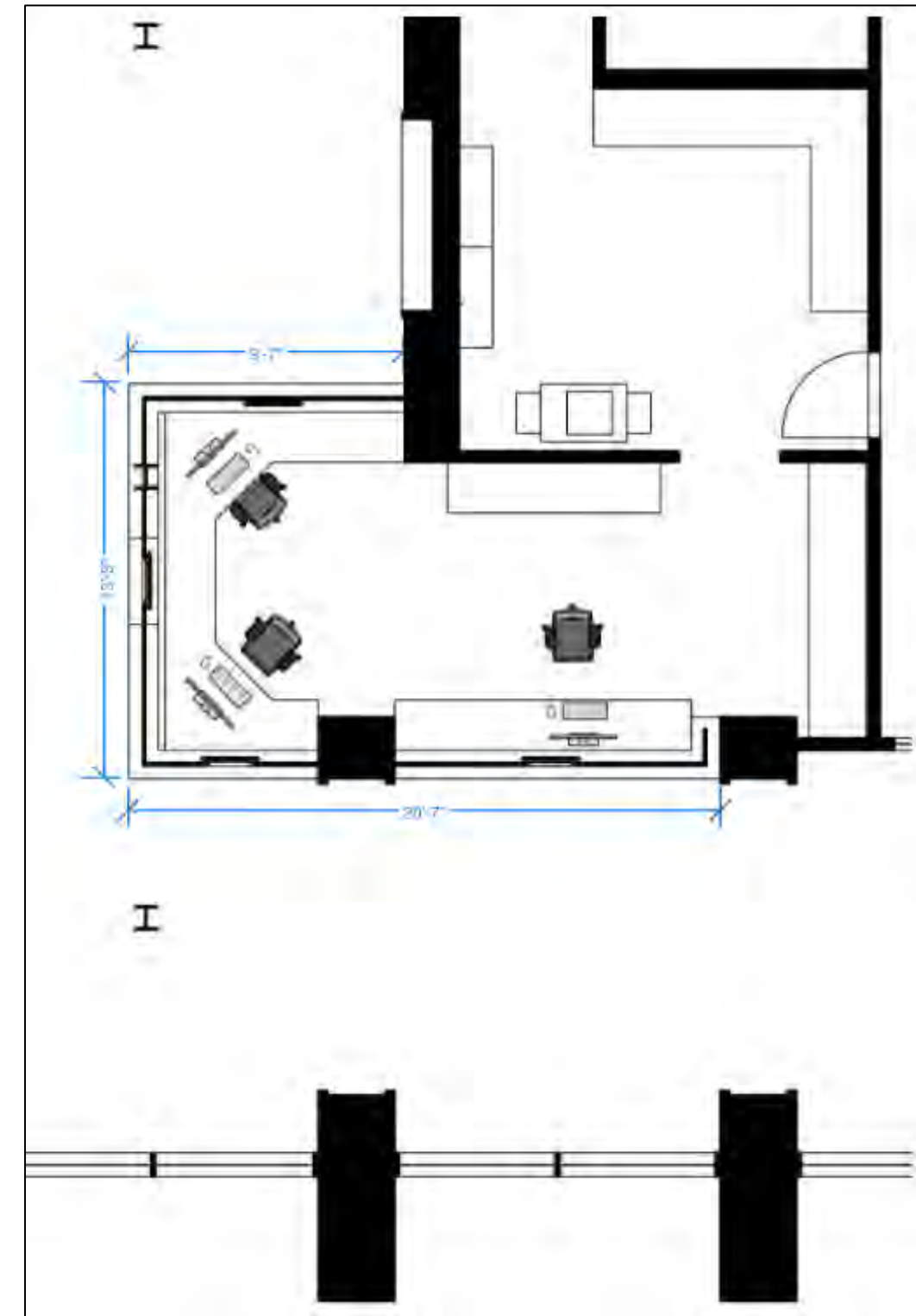
EXHIBIT C – LOBBY RECEPTION DESK

GOALS

- Provide workspace for 3 staff at the reception counter
- Improve staff visibility and sightlines to both lobby entrances
- Incorporate UL 752 Level 3 ballistic resistant panels below counter
- Incorporate UL 752 Level 3 ballistic resistant glazing above counter
- Secure reception desk to prevent after-hours public access



EXISTING RECEPTION DESK



PROPOSED RECEPTION DESK



EXHIBIT C – LOBBY RECEPTION DESK



3D VIEWS



BALLISTIC RESISTANT GLAZING EXAMPLE



EXHIBIT D – LEVEL 2 AFTER-HOURS ACCESS

GOALS

- Ability to secure 2nd level of city hall after-hours

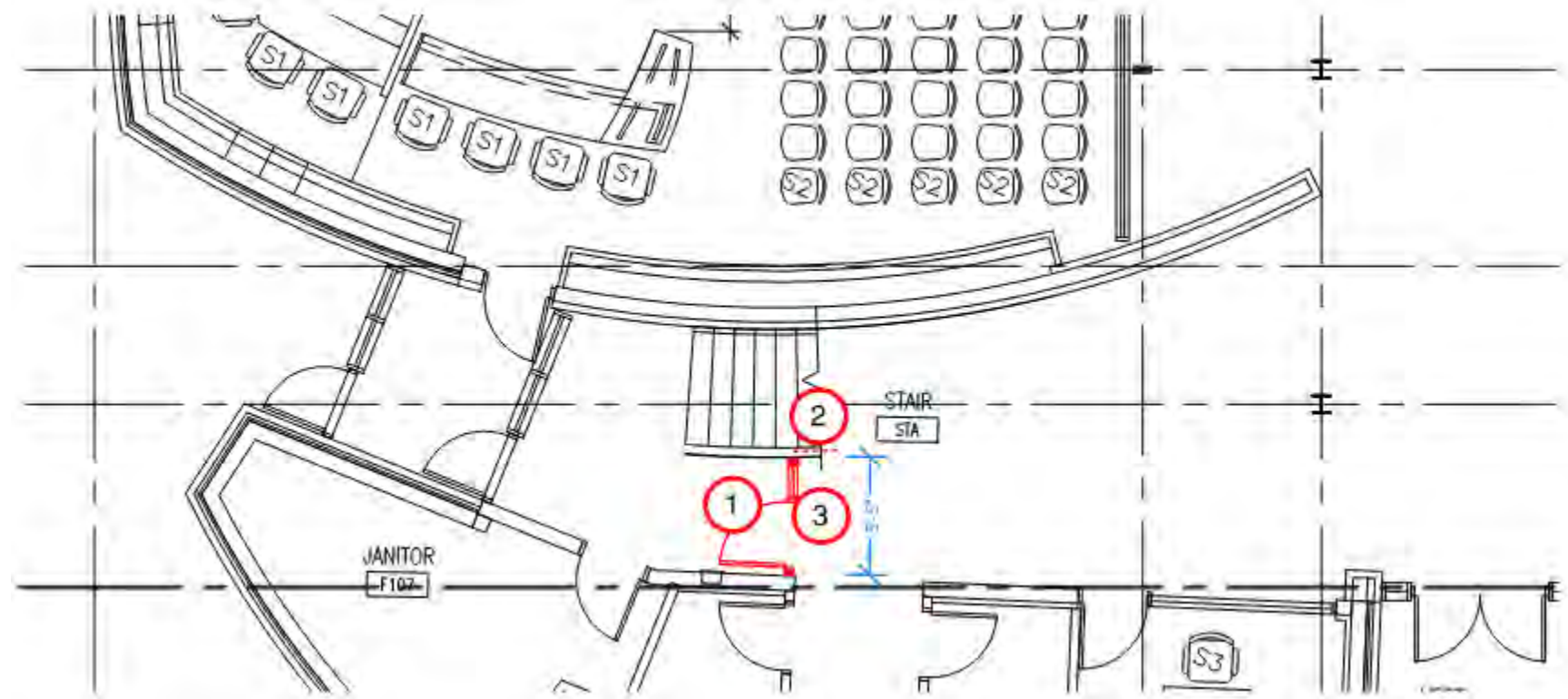
COMMENTS

- Add a storefront frame and door with electronic access control to create a barrier at the bottom of the stairs to control access to the 2nd level

KEYNOTE LEGEND	
1	Storefront system appx. 8'-2" high, match restroom vestibule height
2	Glass barrier along top of stair guard railing
3	Add electronic access control to door - (Lobby side)



3D VIEW



2ND LEVEL - PARTIAL PLAN

EXHIBIT E – LEVEL 2 RECEPTION WINDOWS (Administration / Finance)

OPTION 1: SUB-LOBBY

GOALS

- Provide secure service counters for city hall departments to prevent unintended access to city office areas and provide staff with a barrier of separation for safety

COMMENTS

- Create a secure sub-lobby within the department office space with a dedicated reception window for finance and administration
- Utilize existing suite door from concourse
- Utilize current office furniture

KEYNOTE LEGEND	
1	Service counter with glass barrier
2	Metal stud wall with gyp. board finish
3	Add electronic access control to door
4	Remove hinged doors and workstation walls

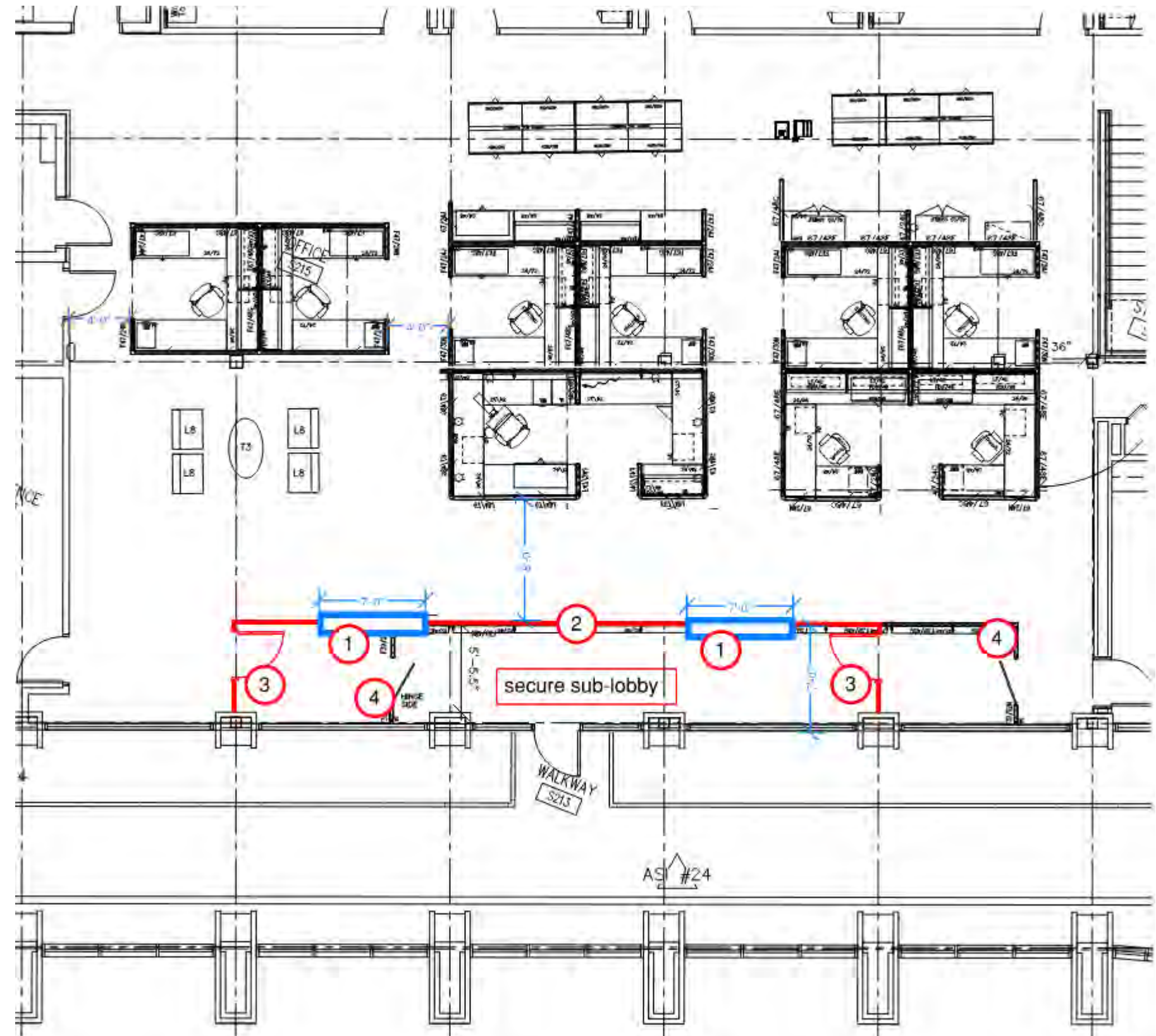


EXHIBIT E – LEVEL 2 RECEPTION WINDOWS (Administration / Finance)

OPTION 2: CONCOURSE WINDOW

GOALS

- Provide secure service counters for city hall departments to prevent unintended access to city office areas and provide staff with a barrier of separation for safety

COMMENTS

- Requires structural infill to floor
- Patching existing wood finishes and flooring
- Modification of existing glass railings

KEYNOTE LEGEND	
1	Remove existing hollow metal frame
2	Service counter with glass barrier
3	Walkway floor/structure spanning between existing beams
4	Existing beam
5	Remove existing door
6	Infill existing HMF opening with new elec. access door
7	Remove hinged doors and workstation walls

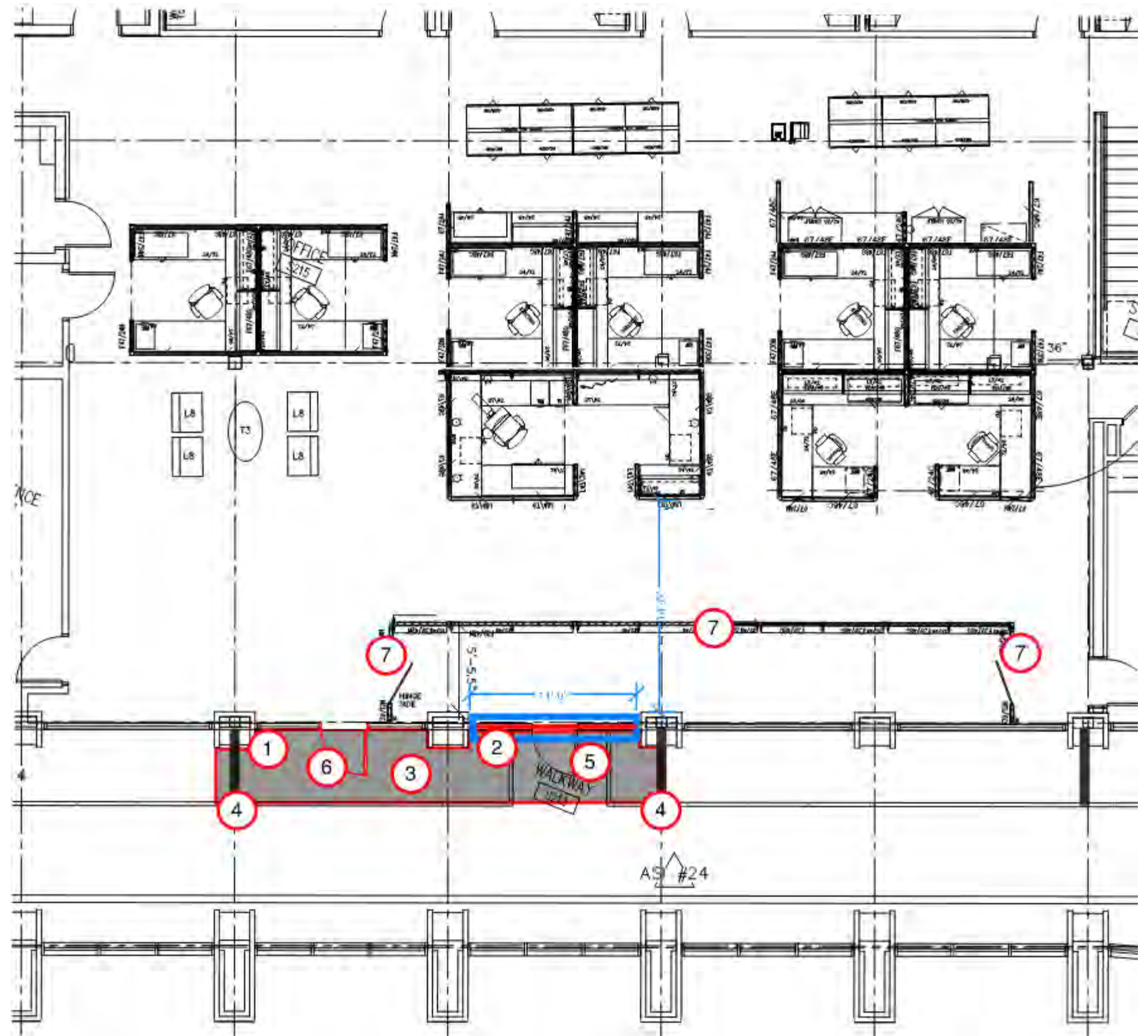


EXHIBIT E – LEVEL 2 RECEPTION WINDOWS (Engineering)

OPTION 1: SUB-LOBBY

GOALS

- Provide secure service counters for city hall departments to prevent unintended access to city office areas and provide staff with a barrier of separation for safety

COMMENTS

- Create a secure sub-lobby within the department office space
- Utilize existing suite door from concourse
- Utilize current office furniture

KEYNOTE LEGEND	
1	Service counter with glass barrier
2	Metal stud wall with gyp. board finish
3	Add electronic access control to door
4	Remove hinged doors and workstation walls

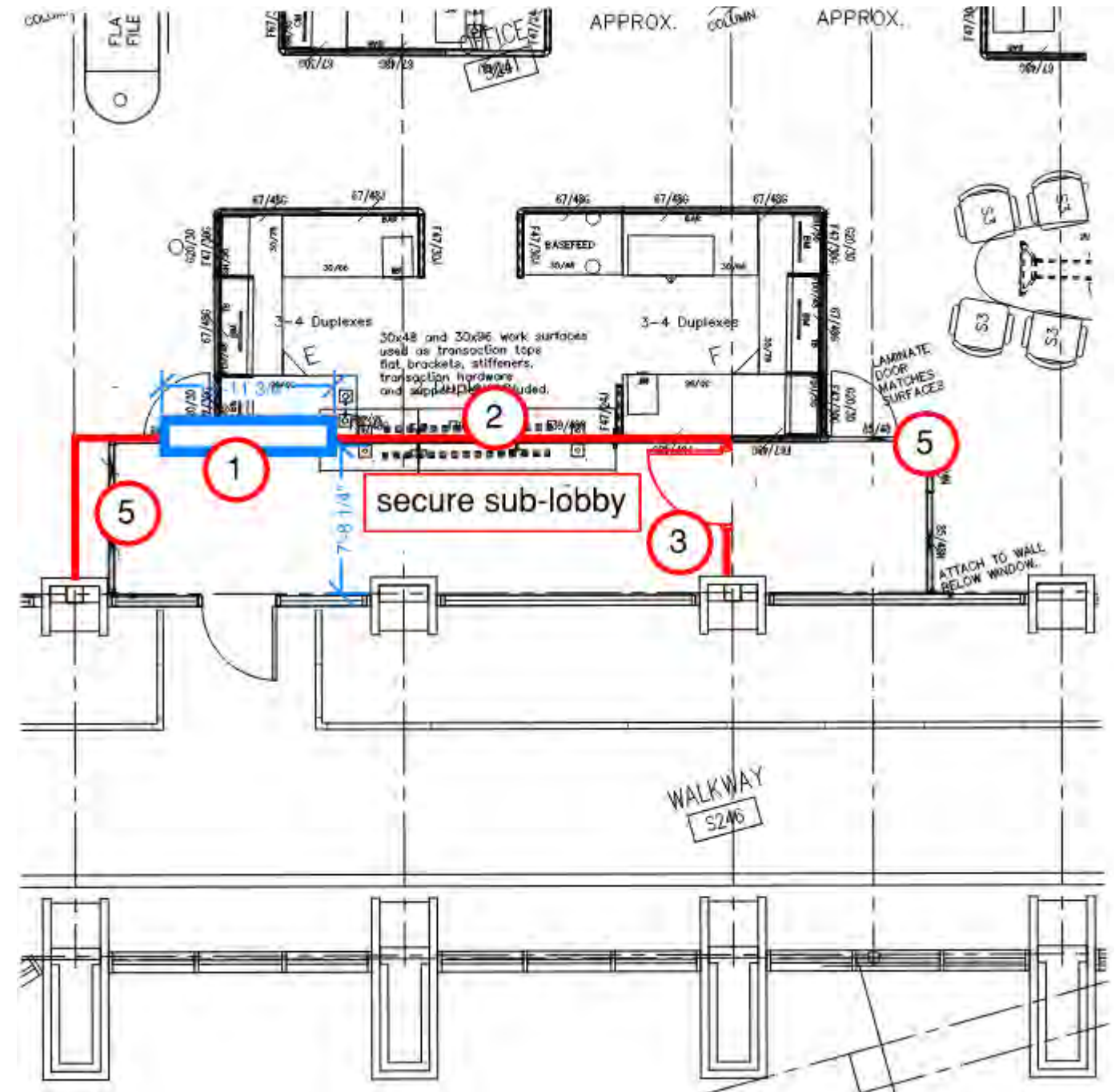


EXHIBIT E – LEVEL 2 RECEPTION WINDOWS (Engineering)

OPTION 2: CONCOURSE WINDOW

GOALS

- Provide secure service counters for city hall departments to prevent unintended access to city office areas and provide staff with a barrier of separation for safety

COMMENTS

- Uses existing opening for constructing a new service window
- Requires structural infill to floor
- Patching existing wood finishes and flooring
- Modification of existing glass railings

KEYNOTE LEGEND	
1	Remove existing hollow metal frame
2	Service counter with glass barrier
3	Walkway floor/structure spanning between existing beams
4	Existing beam
5	Remove hinged doors and workstation walls

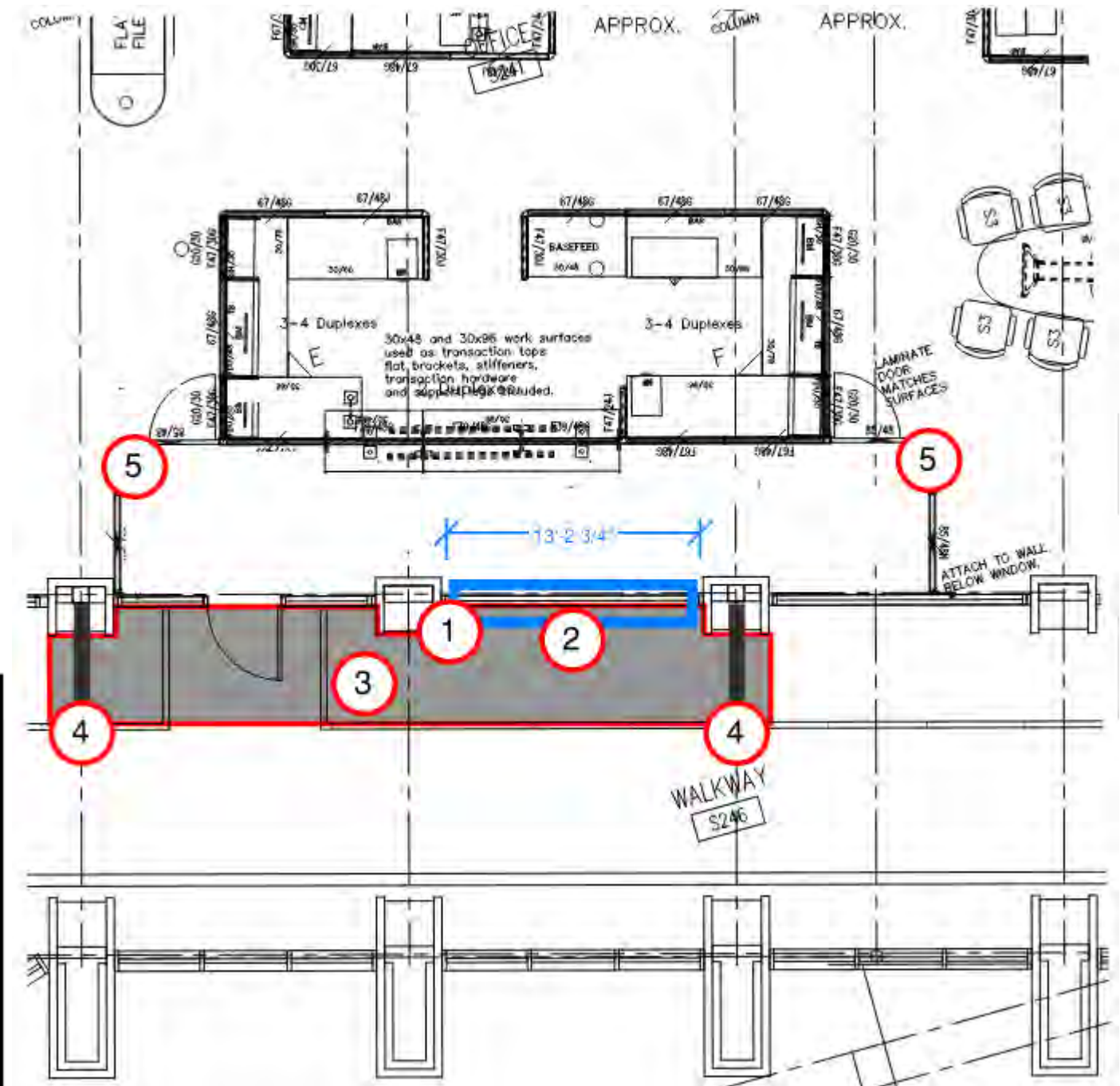


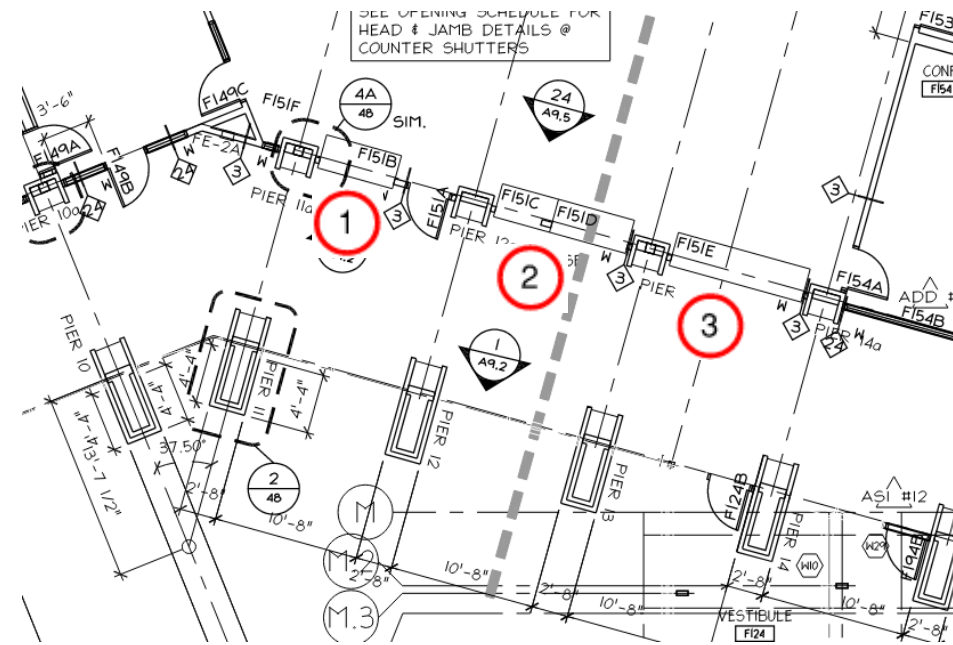
EXHIBIT F – MAIN LEVEL RECEPTION WINDOWS

GOALS

- Provide a secure barrier at existing reception windows along the main level concourse

COMMENTS

- Add non-ballistic glass barriers to existing openings with pass-thru for papers/packages



MAIN LEVEL – RECEPTION COUNTERS



GLASS SECURITY BARRIER EXAMPLE

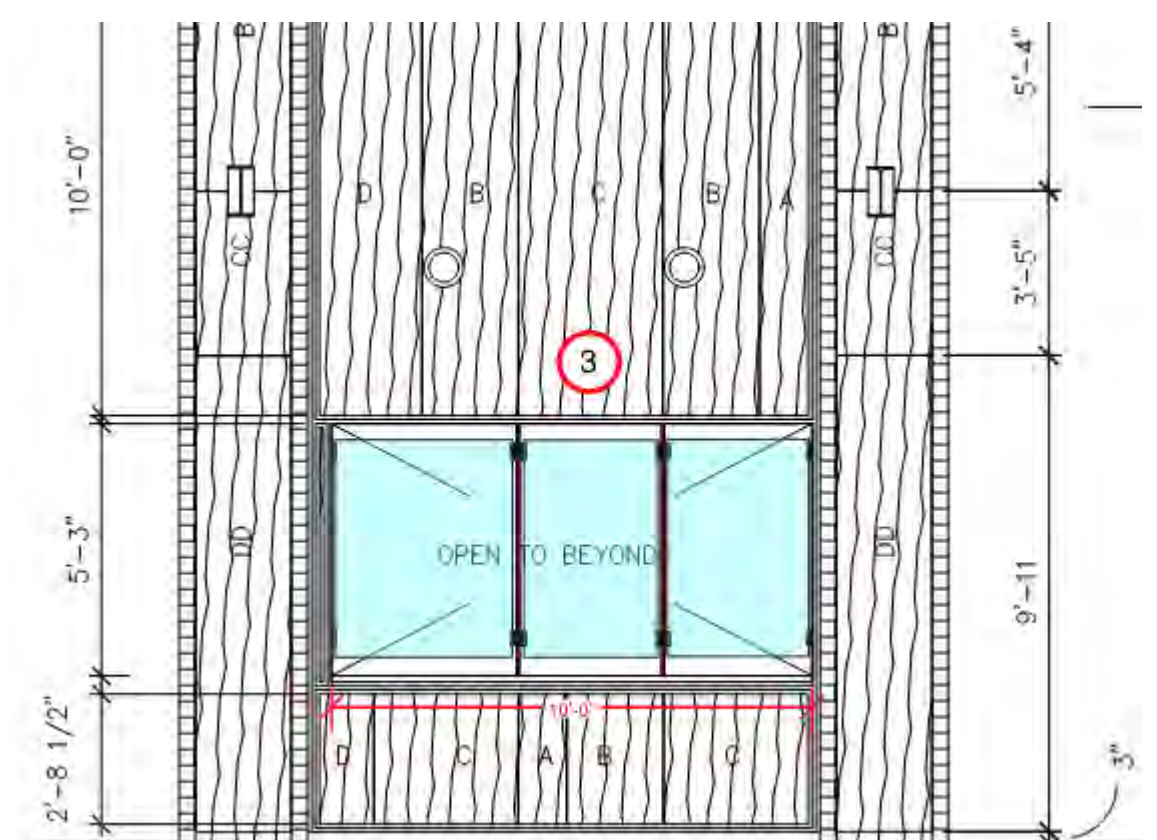
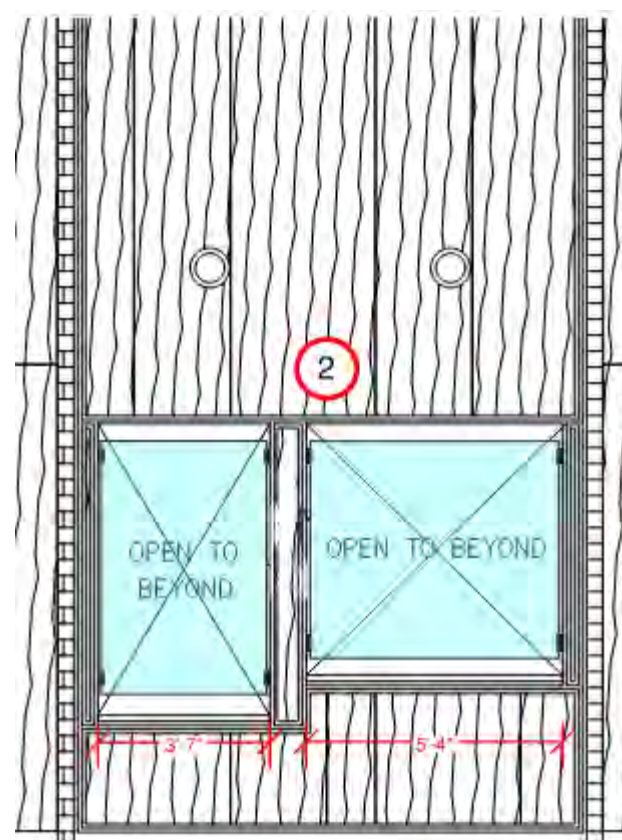
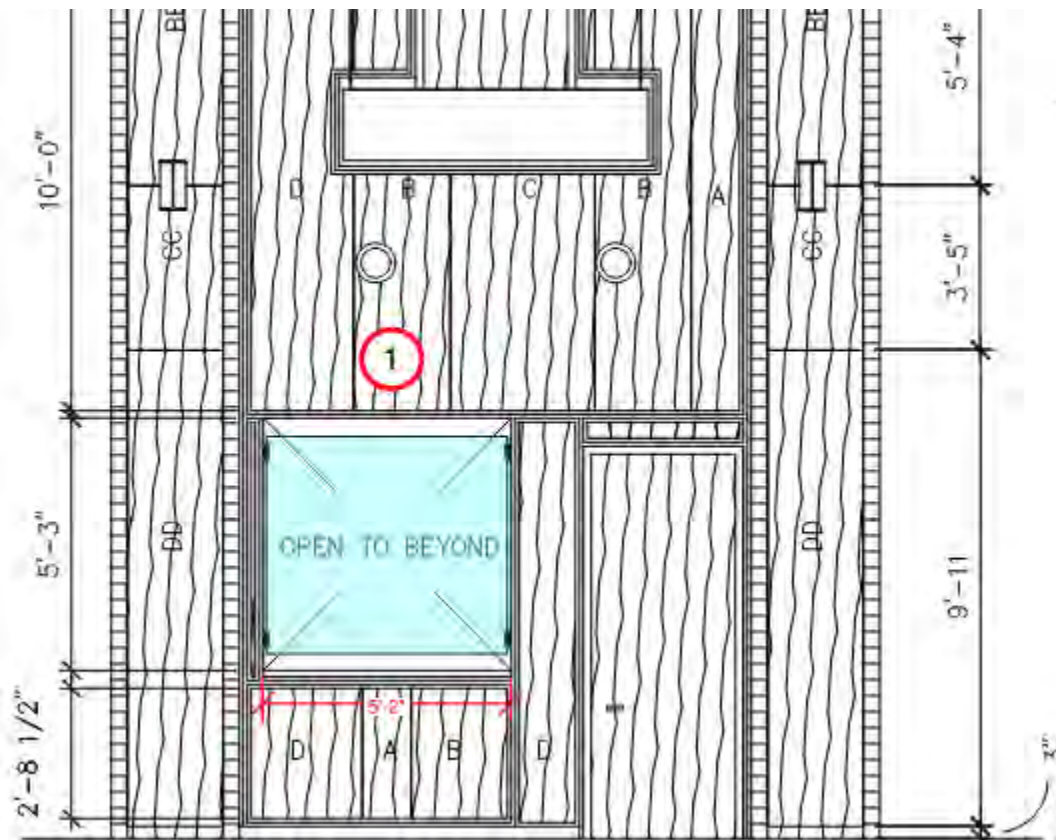


EXHIBIT G – FIRE STATION 1 LOBBY / RECEPTION

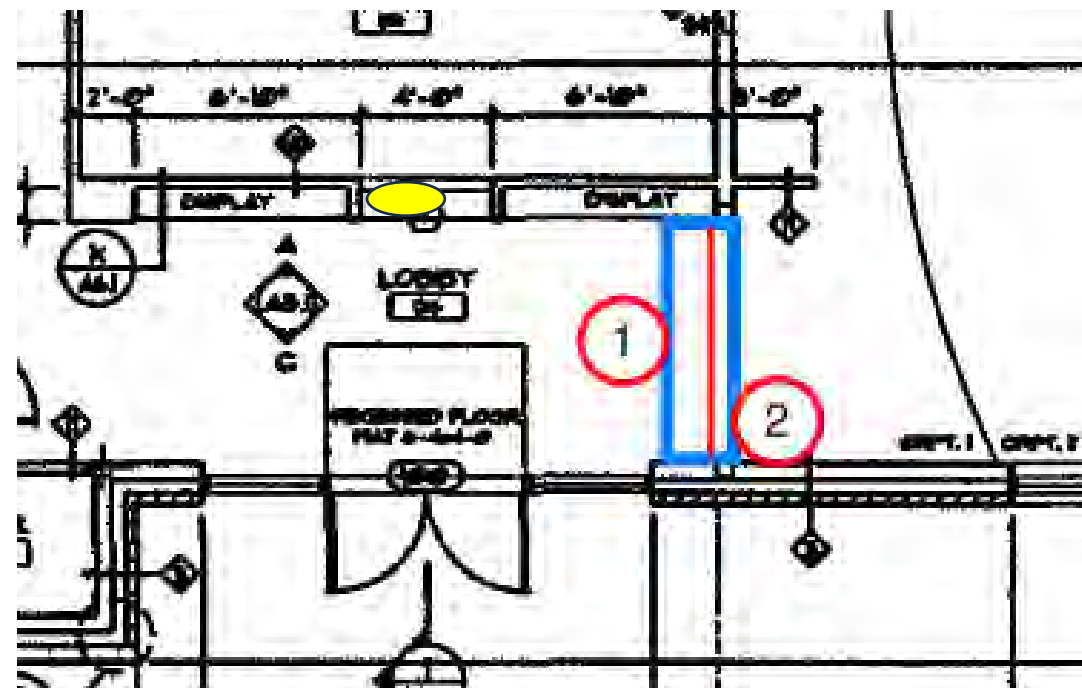
GOALS

- Provide secure office area for firefighters with defined public space and lobby.

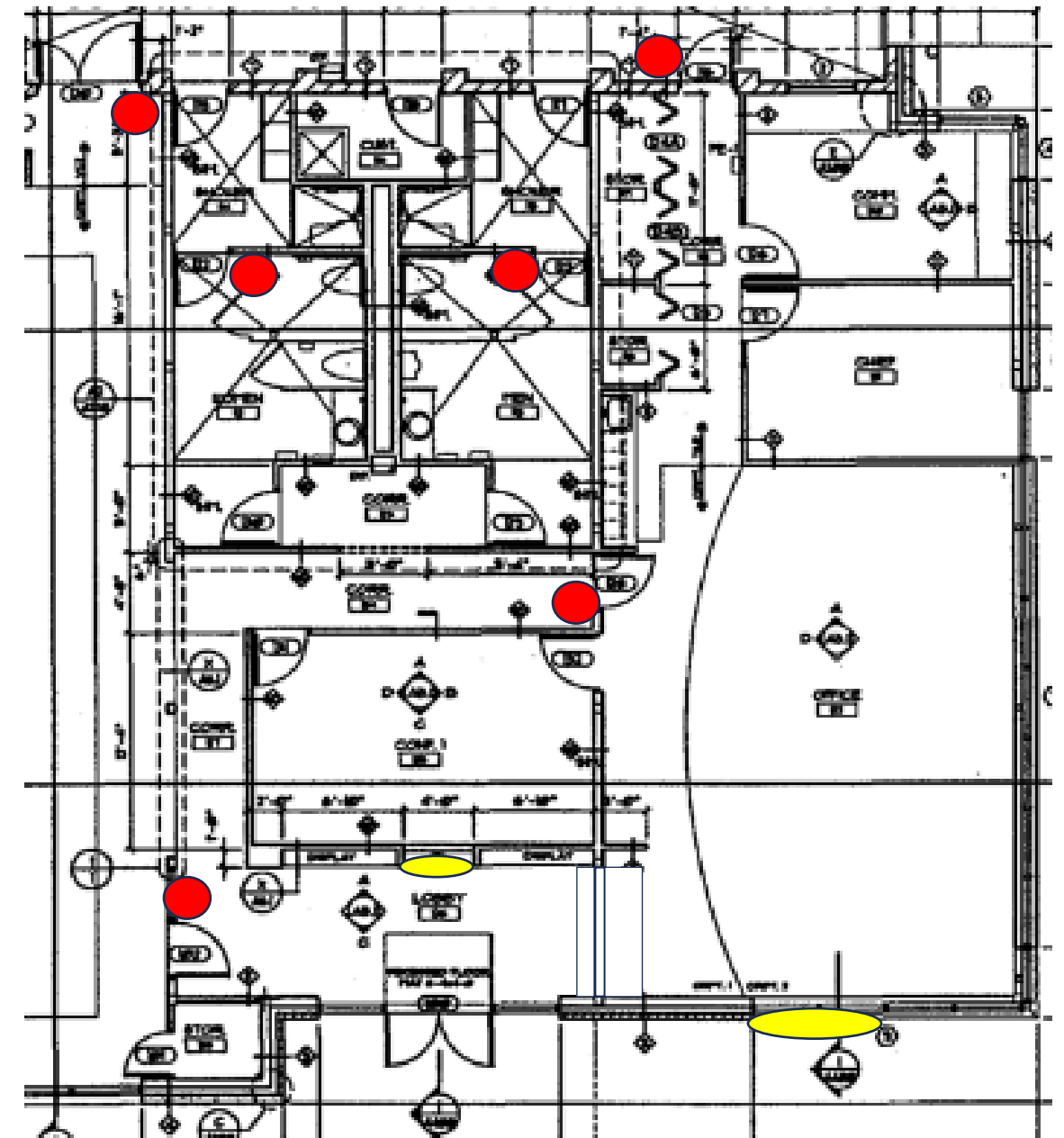
COMMENTS

- Add electronic access control to readers to six existing doors (See plan)
- Add wall and reception window off public lobby

KEYNOTE LEGEND	
1	Service counter with glass barrier
2	Remove existing glass door/wall
3	Add electronic access control to door



LOBBY NEW RECEPTION WINDOW



PARTIAL FIRE STATION 1 FLOOR PLAN

- ADD ELECTRONIC ACCESS CONTROL
- ADD ATTACK RESISTANT FILM TO WINDOW

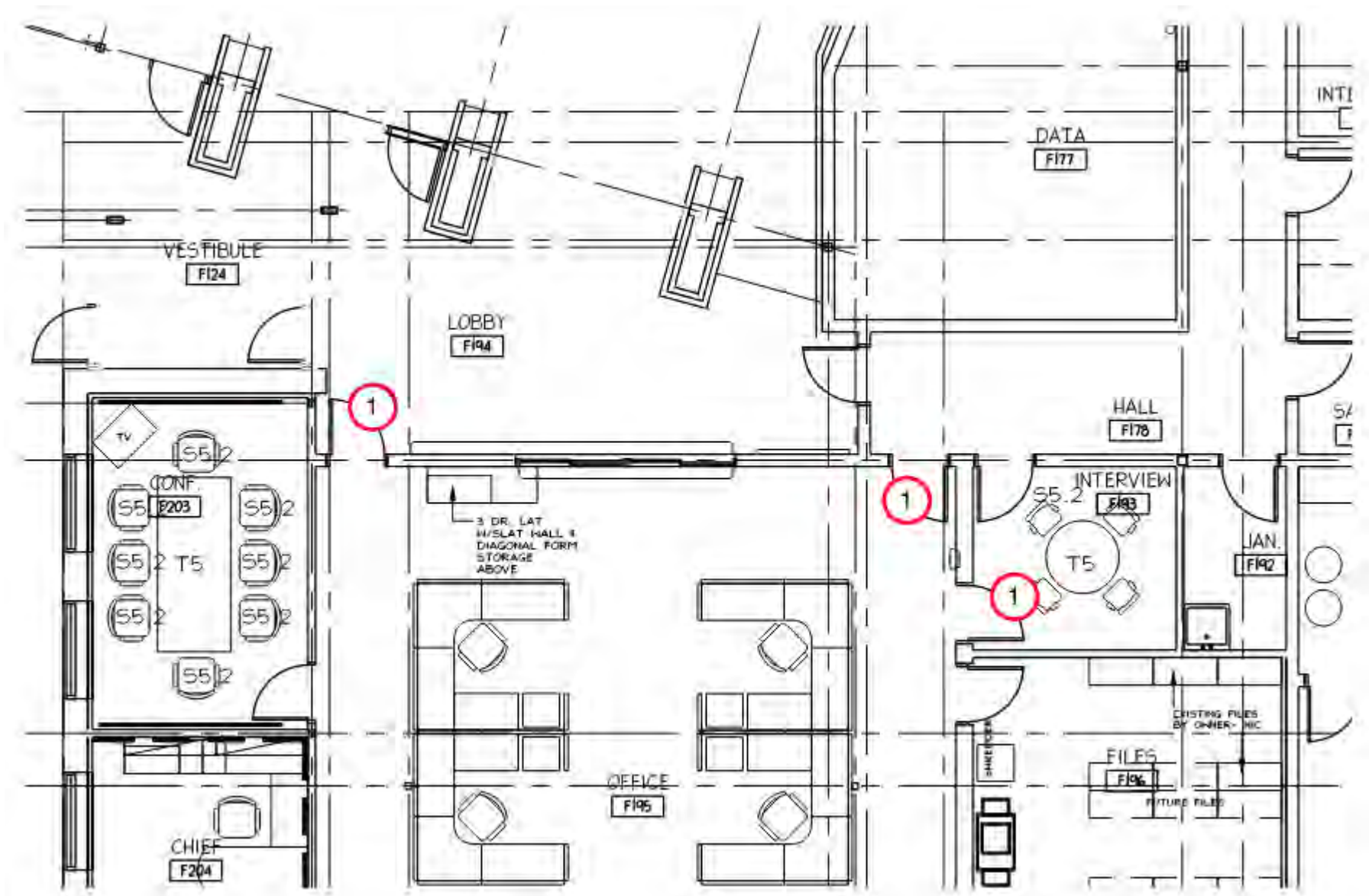


EXHIBIT H – POLICE LOBBY DOORS

GOALS

- Replace door vision panels with 60-minute attack resistant glazing

KEYNOTE LEGEND	
1	Replace door glazing w/ attack resistant glazing



POLICE LOBBY FLOOR PLAN



UL 752 STANDARD FOR BULLET-RESISTANT MATERIALS TESTING

UL RATING	WEAPON	AMMUNITION	WEIGHT	VELOCITY	SHOTS	TYPICAL USES	BALLISTIC MATERIAL APPROXIMATE THICKNESS
1	9mm Pistol	9mm Full Metal Copper Jacket with Lead Core	124 grains 8 grams	1175 FPS to 1293 FPS		Gas stations Banks Pharmacies Retail Shops	L1 Glazing 0.5"-1.25" L1 Fiberglass 0.25" Armor Plate 0.25"
2	.357 Magnum Pistol	.357 Magnum Jacketed Lead Soft Point	158 grains 10.2 grams	1250 FPS to 1375 FPS		Gas stations Banks Pharmacies Retail Shops	Glazing 0.75"-1.375" Fiberglass 0.375" Armor Plate 0.25"
3	.44 Magnum Pistol	.44 Magnum Lead Semi-Wadcutter Gas Checked	240 grains 15.6 grams	1350 FPS to 1485 FPS		Schools Utilities Police Stations Municipal Offices	Glazing 1.25" Fiberglass 0.5" Armor Plate 0.25"
4	.30 Caliber Rifle	.30 Caliber Rifle Lead Core Soft Point	180 grains 11.7 grams	2540 FPS to 2794 FPS		Government Military Elevated Risk Areas	Glazing 1.5" Fiberglass 1.375" Armor Plate 0.25"
5	7.62mm Rifle	7.62mm Rifle Lead Core Full Metal Copper Jacket Military Ball	150 grains 9.7 grams	2750 FPS to 3025 FPS		Government Military Elevated Risk Areas	Glazing 1.625" Fiberglass 1.375" Armor Plate 0.3125"
6	9mm Submachine Gun	9mm Full Metal Copper Jacket with Lead Core	124 grains 8 grams	1400 FPS to 1540 FPS		Government Military Elevated Risk Areas	Glazing 1.25" Fiberglass 0.5" Armor Plate 0.25"
7	5.56mm Rifle	5.56mm Rifle Full Metal Copper Jacket with Lead Core	55 grains 3.56 grams	3080 FPS to 3388 FPS		Government Military Elevated Risk Areas	Glazing 2.1875" Fiberglass 1.625" Armor Plate 0.25"
8	7.62mm Rifle	7.62mm Rifle Lead Core Full Metal Copper Jacket Military Ball	150 grains 9.7 grams	2750 FPS to 3025 FPS		Government Military Elevated Risk Areas	Glazing 2.5" Fiberglass 1.625" Armor Plate 0.3125"

RECOMMENDATION

OPTIONAL UPGRADE

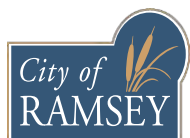
TOTAL SECURITY SOLUTIONS

935 Garden Lane
Fowlerville, MI 48836

Phone: 866.734.6277

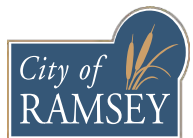
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COST ESTIMATES



COST ESTIMATES: COUNCIL CHAMBERS SECURITY IMPROVEMENTS

COUNCIL DAIS | BALLISTIC REINFORCEMENT (EXHIBIT A):

Council Chambers Security Upgrades - Dais Ballistic Resistance	
Retrofit council dais and staff desks with ballistic resistant material rated UL 752 Level 3	
Add millwork barrier rails and gates with ballistic resistant material rated UL 752 Level 3	
Sub Total:	\$35,000.00
Design Contingency (10%):	\$3,500
Construction Contingency (7%):	\$2,450
Total:	\$40,950.00
ADD ALTERNATE: Increase protection to UL 752 Level 7 ballistic resistance.	ADD \$19,500

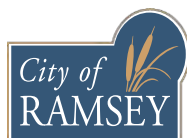
COUNCIL CHAMBERS | ADD ALTERNATES (EXHIBIT B):

Council Chambers Security Upgrades - Add Alternate Option A (AV Safe Room)	
Replace AV Room F112 door with UL 752 Level 3 ballistic resistant wood door rated UL 752 level 3.	
Add electronic card access to AV Room F112 door at council chamber's side.	
Replace glazing in hollow metal frame between council chambers and AV Room F112 with UL 752 Level 3 ballistic resistant glazing .	
Add UL 752 Level 3 ballistic resistant paneling on face of wall in AV Room F112 between AV / Council Chambers	
Sub Total:	\$22,750.00
Design Contingency (10%):	\$2,275.00
Construction Contingency (7%):	\$1,592.50
Total:	\$26,617.50
ADD ALTERNATE: Increase protection to UL 752 Level 7 ballistic resistance.	ADD \$20,500

Council Chambers Security Upgrades - Add Alternate Option B (Access Control)	
Add electronic card access to council chamber's double doors at lobby entrance	
Add electronic card access to council chamber's south exit door on lobby side (assumes no change to headend equipment)	
Sub Total:	\$12,000.00
Design Contingency (10%):	\$1,200
Construction Contingency (7%):	\$840
Total:	\$14,040.00

Council Chambers Security Upgrades - Add Alternate Option C1 (Ballistic Resistant Glazing)	
Replace existing glass at council chamber's lobby wall with UL 752 Level 3 ballistic resistant glazing from floor to 10ft above (assumes no changes to existing curtain wall framing). No changes to glazed entry doors.	
Add UL 752 Level 3 ballistic resistant film to existing glazed aluminum entry doors from lobby into council chambers	
Sub Total:	\$86,400.00
Design Contingency (10%):	\$8,640.00
Construction Contingency (7%):	\$6,048.00
Total:	\$101,088.00
ADD ALTERNATE: Increase protection to UL 752 Level 7 ballistic resistance.	ADD \$37,440

Council Chambers Security Upgrades - Add Alternate Option C2 (Ballistic Resistant Film)	
Add UL 752 Level 3 ballistic resistant film to existing glazing at council chamber's lobby wall from floor to 10ft above, including glazing within door panels.	
Sub Total:	\$99,600.00
Design Contingency (10%):	\$9,960.00
Construction Contingency (7%):	\$6,972.00
Total:	\$116,532.00
ADD ALTERNATE: Increase protection to UL 752 Level 7 ballistic resistance.	ADD \$29,200





COST ESTIMATES: CITY HALL & POLICE LOBBY SECURITY IMPROVEMENTS

CITY HALL | LOBBY RECEPTION DESK REPLACEMENT (EXHIBIT C):

Lobby Reception Desk Replacement	
Demolish and replace lobby reception desk with new desk including UL 752 Level 3 ballistic glazing and ballistic resistant paneling in millwork. Includes new carpet finish within staff work area.	
Sub Total:	\$235,000
Design Contingency (10%):	\$23,500
Construction Contingency (7%):	\$16,450
Total:	\$274,950
ADD ALTERNATE: Increase protection to UL 752 Level 7 ballistic resistance.	ADD \$61,800
DEDUCT ALTERNATE: Laminated glass in lieu of ballistic resistant glazing.	DEDUCT \$38,450

CITY HALL | MAIN LEVEL RECEPTION WINDOWS (EXHIBIT F):

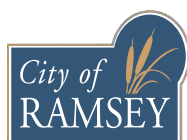
City Hall Level 1 Service Counters	
Add 3/8" tempered glass panel screen with metal supports to existing (4) service counter openings.	
Sub Total:	\$10,925
Design Contingency (10%):	\$1,093
Construction Contingency (7%):	\$765
Total:	\$12,782

CITY HALL | SECOND LEVEL CONTROLLED ACCESS (EXHIBIT D):

City Hall Second Level After-hours Public Access	
Install black aluminum storefront and glazed aluminum entry door at level 1.	
Add electronic access control to new door (assumes no change to headend equipment)	
Add electronic access control to public elevator to control access to the second floor (allowance)	
Patch existing millwork as needed.	
Sub Total:	\$20,500
Design Contingency (10%):	\$2,050
Construction Contingency (7%):	\$1,435
Total:	\$23,985

POLICE LOBBY – DOOR PANEL SECURITY GLAZING (EXHIBIT H):

Police Lobby & Entrance Door Glazing Replacement	
Replace existing vision panels in (3) doors with 60 minute attack resistant glazing.	
Replace existing insulated vision panel at exterior door to parking area with 60 minute attack resistant insulated glazing.	
Sub Total:	\$3,450
Design Contingency (10%):	\$345
Construction Contingency (7%):	\$242
Total:	\$4,037





COST ESTIMATES: CITY HALL SERVICE COUNTERS SECURITY IMPROVEMENTS

CITY HALL | LEVEL 2 ADMIN/FINANCE SERVICE COUNTERS (EXHIBIT E):

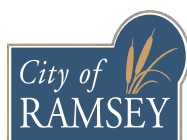
City Hall Level 2 Admin/Finance Department Service Counters - Option 1	
Add (2) wood doors in hollow metal frames with electronic card access control.	
Add 8ft tall metal stud walls with painted gypsum finish.	
Modifications to existing pendant lighting.	
Modifications to electrical (power).	
Modifications to data/low-voltage	
Add (2) 3/8" tempered glass service counter screens set in metal channels.	
Solid surfacing counters at service counters.	
Fire suppression systems modifications allowance.	
Furniture relocation/modifications allowance.	
Sub Total:	\$44,490
Design Contingency (10%):	\$4,449
Construction Contingency (7%):	\$3,114
Total:	\$52,053

City Hall Level 2 Admin/Finance Department Service Counters - Option 2	
Modification of existing glazed railings.	
Infill floor structure between existing structural beams, includes floor and ceiling finish below.	
Modifications/patching of existing finishes.	
Add (1) glazed service window.	
Relocate existing hollow metal frame and door with access control.	
Modifications to electrical (power).	
Modifications to data/low-voltage	
Furniture modifications allowance.	
Demolition allowance	
Sub Total:	\$79,500
Design Contingency (10%):	\$7,950
Construction Contingency (7%):	\$5,565
Total:	\$93,015

CITY HALL | LEVEL 2 ENGINEERING SERVICE COUNTER (EXHIBIT E):

City Hall Level 2 Engineering Department Service Counter - Option 1	
Add (1) wood doors in hollow metal frames with electronic card access control.	
Add 8ft tall metal stud walls with painted gypsum finish.	
Modifications to existing pendant lighting.	
Modifications to electrical (power).	
Modifications to data/low-voltage	
Add (1) 3/8" tempered glass service counter screens set in metal channels.	
Solid surfacing counters at service counters.	
Fire suppression systems modifications allowance.	
Furniture relocation/modifications allowance.	
Sub Total:	\$28,525
Design Contingency (10%):	\$2,853
Construction Contingency (7%):	\$1,997
Total:	\$33,374

City Hall Level 2 Engineering Department Service Counter - Option 2	
Modification of existing glazed railings.	
Infill floor structure between existing structural beams, includes floor and ceiling finish below.	
Modifications/patching of existing finishes.	
Add (1) glazed service window.	
Modifications to electrical (power).	
Modifications to data/low-voltage	
Furniture modifications allowance.	
Demolition allowance	
Sub Total:	\$73,500
Design Contingency (10%):	\$7,350
Construction Contingency (7%):	\$5,145
Total:	\$85,995



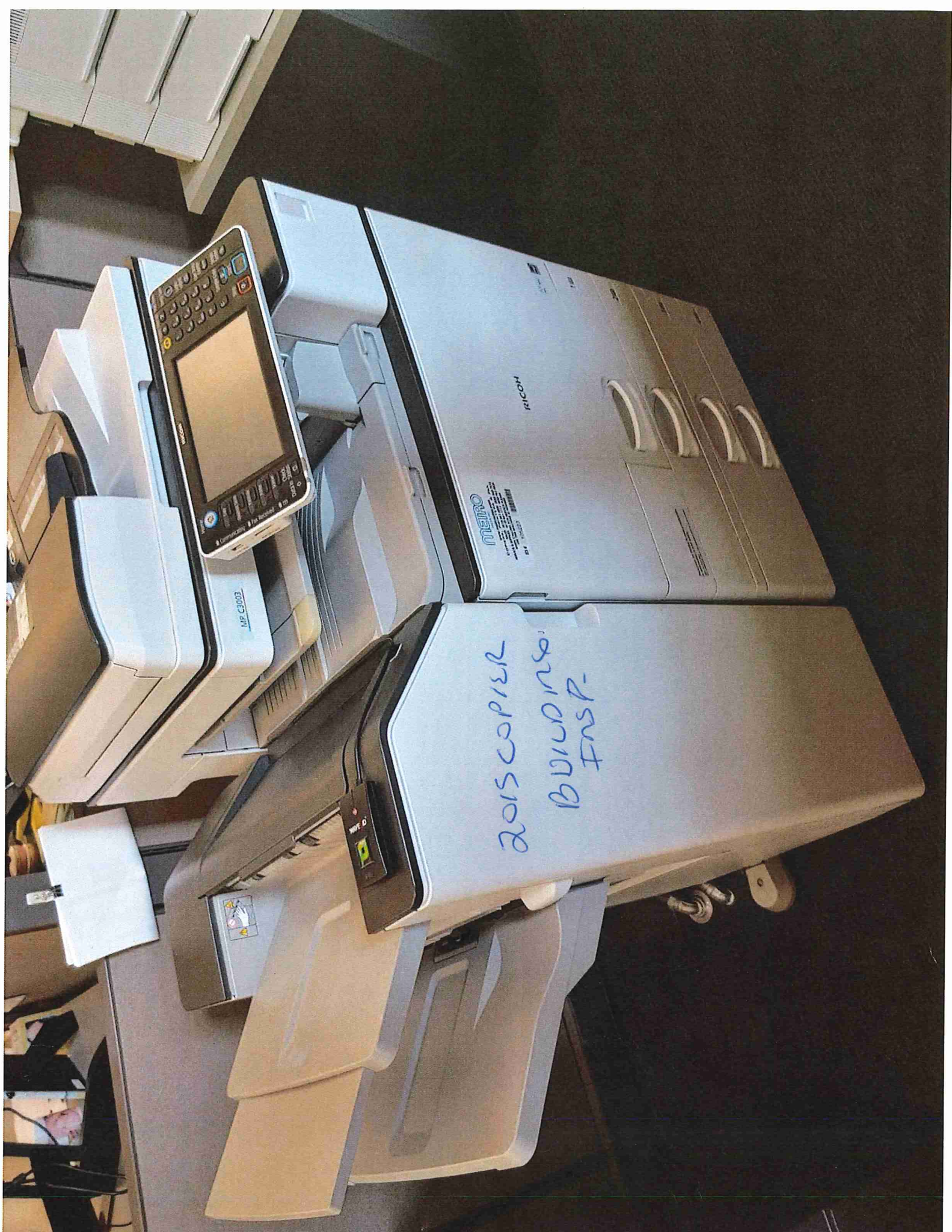
COST ESTIMATES: FIRE STATION 1 SECURITY IMPROVEMENTS

FIRE STATION 1 | SECURITY IMPROVEMENTS & ACCESS CONTROL (EXHIBIT G):

Fire Station Lobby & Office Security	
Add electronic access control to (6) existing doors.	
Add 3/8" tempered glass service counter screen set in metal channels.	
Add metal stud wall with gypsum finish and UL 752 level 3 ballistic resistant material.	
Demolition	
Sub Total:	\$42,300
Design Contingency (10%):	\$4,230
Construction Contingency (7%):	\$2,961
Total:	\$49,491
ADD ALTERNATE: Add ballistic resistant film to south exterior office window.	\$43,875
ADD ALTERNATE: Add UL 752 Level 3 ballistic glazing to private office window in existing frame.	\$8,000
ADD ALTERNATE: Add UL 752 Level 3 ballistic resistance to new lobby reception window.	\$7,200

2015
COPIER
Pw
BLD6





MP C3003

METRO
RICOH

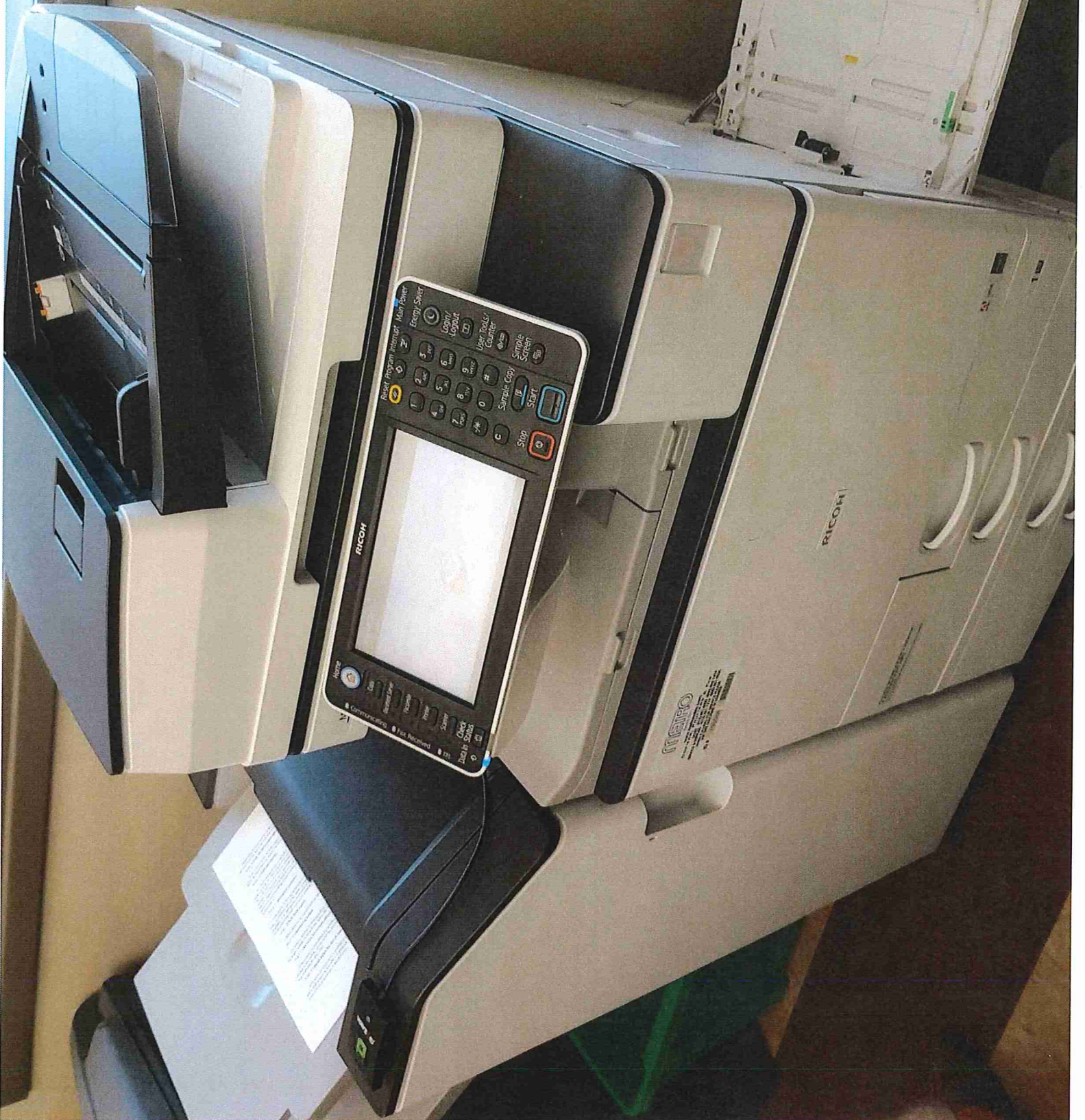
2015 COPIER
BUNDLES
INST.

2015 COPIER

ADMIN/ENERGY

FINANCE

WORK ROOM





Staff (General)

2005 FORD TAURUS
403

MILEAGE: 76,317
(alaska)

403

CITY OF
RAMSEY

2005 FORD Taurus
403

CAUTION

CAUTION



STAFF (GENERAL)
2005 FORD TAURUS
404
MESSAGE: 76743
(4/14/24)

2005
Ford
TAURUS
#404



1 of 2

Police

2016

Chev

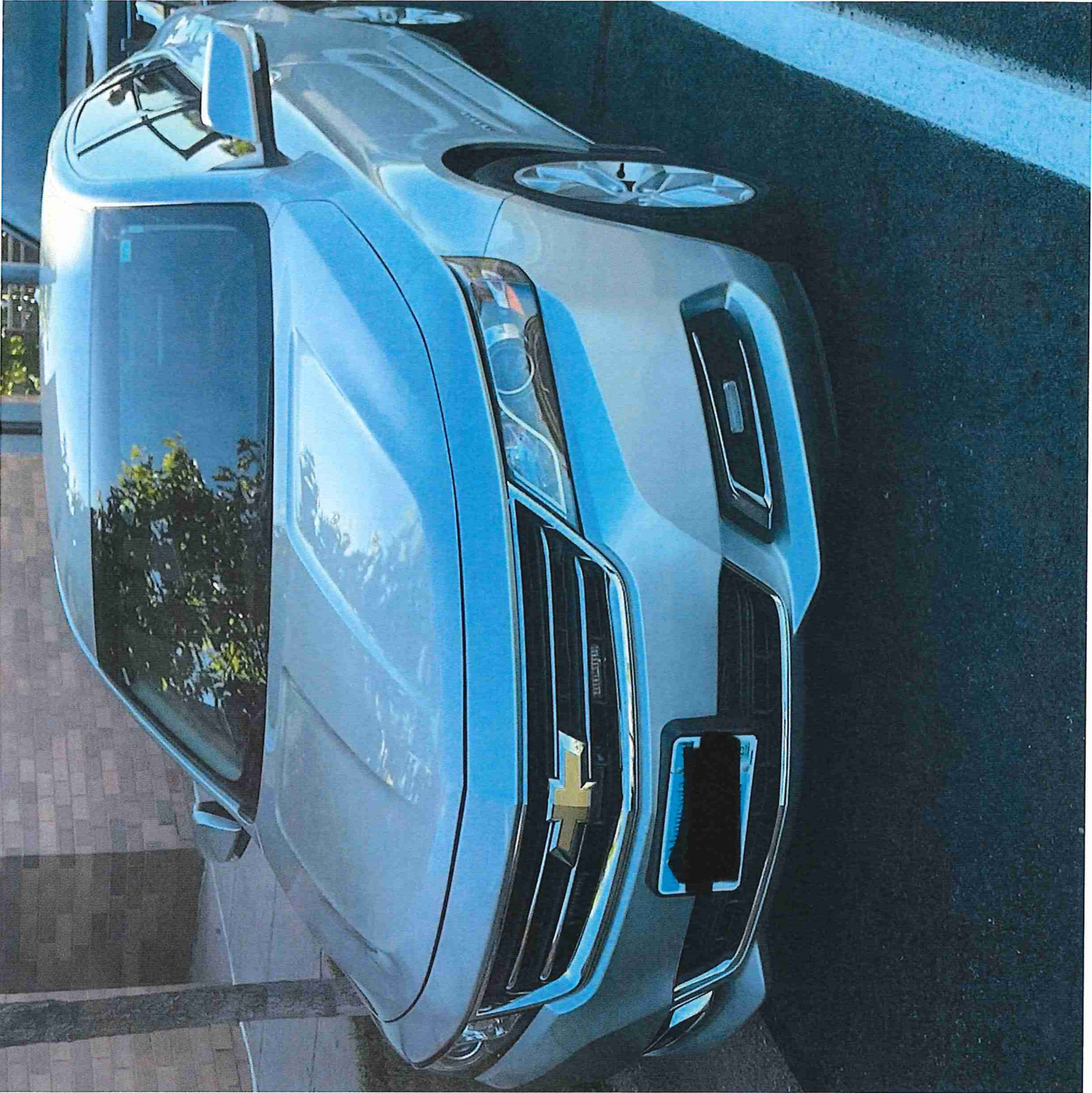
Impala

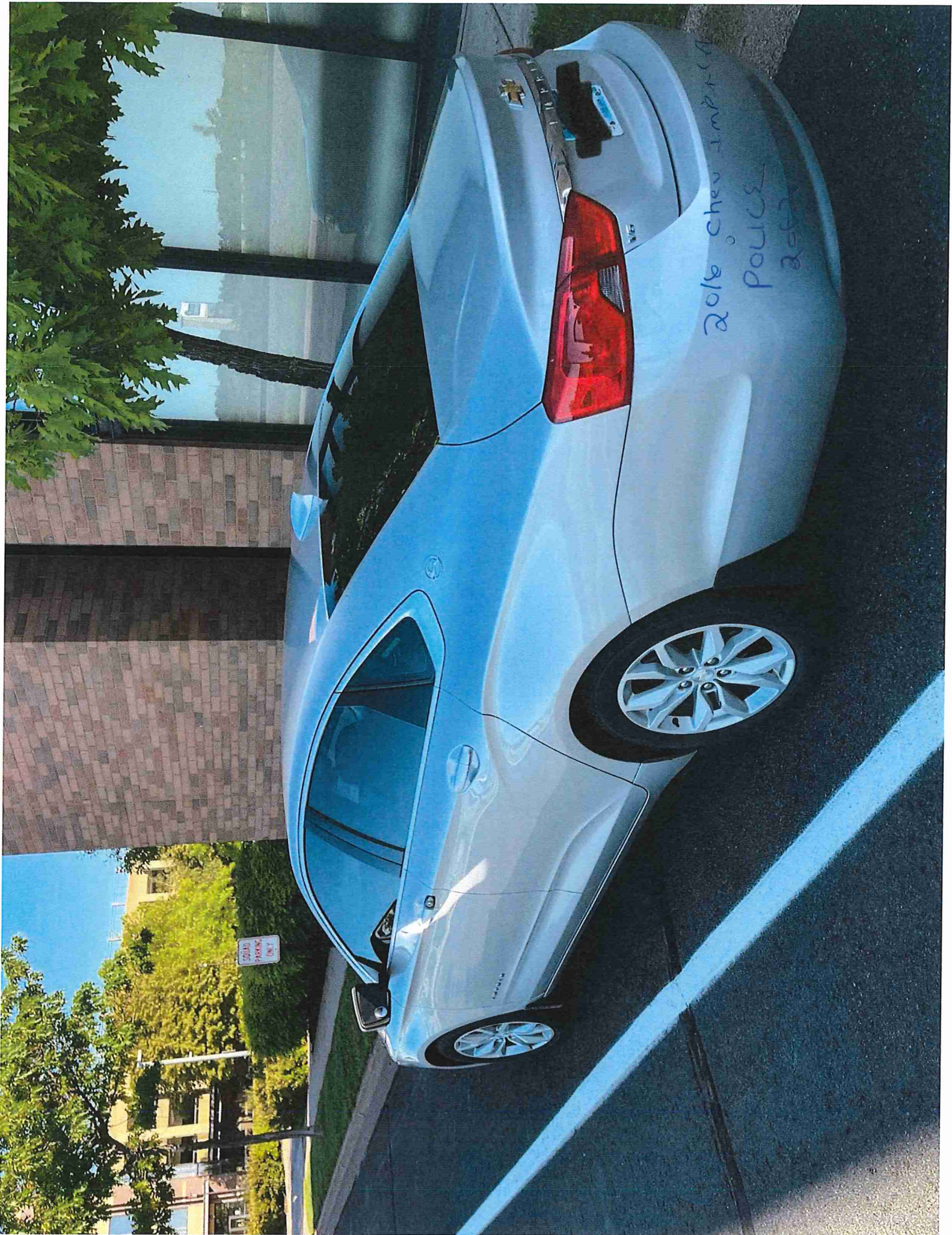
366

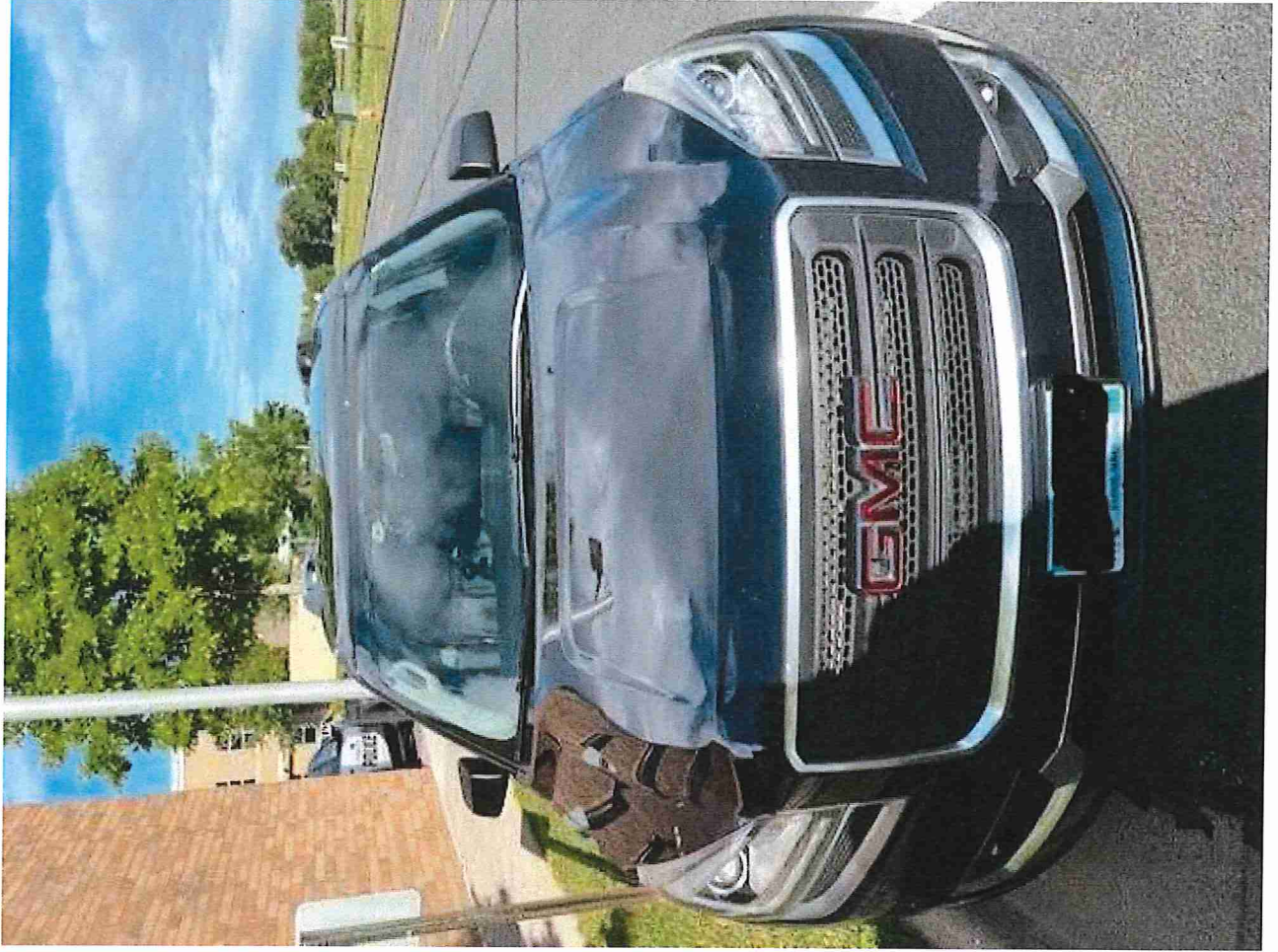
MT LEASE:

68,483

(5/21/24)







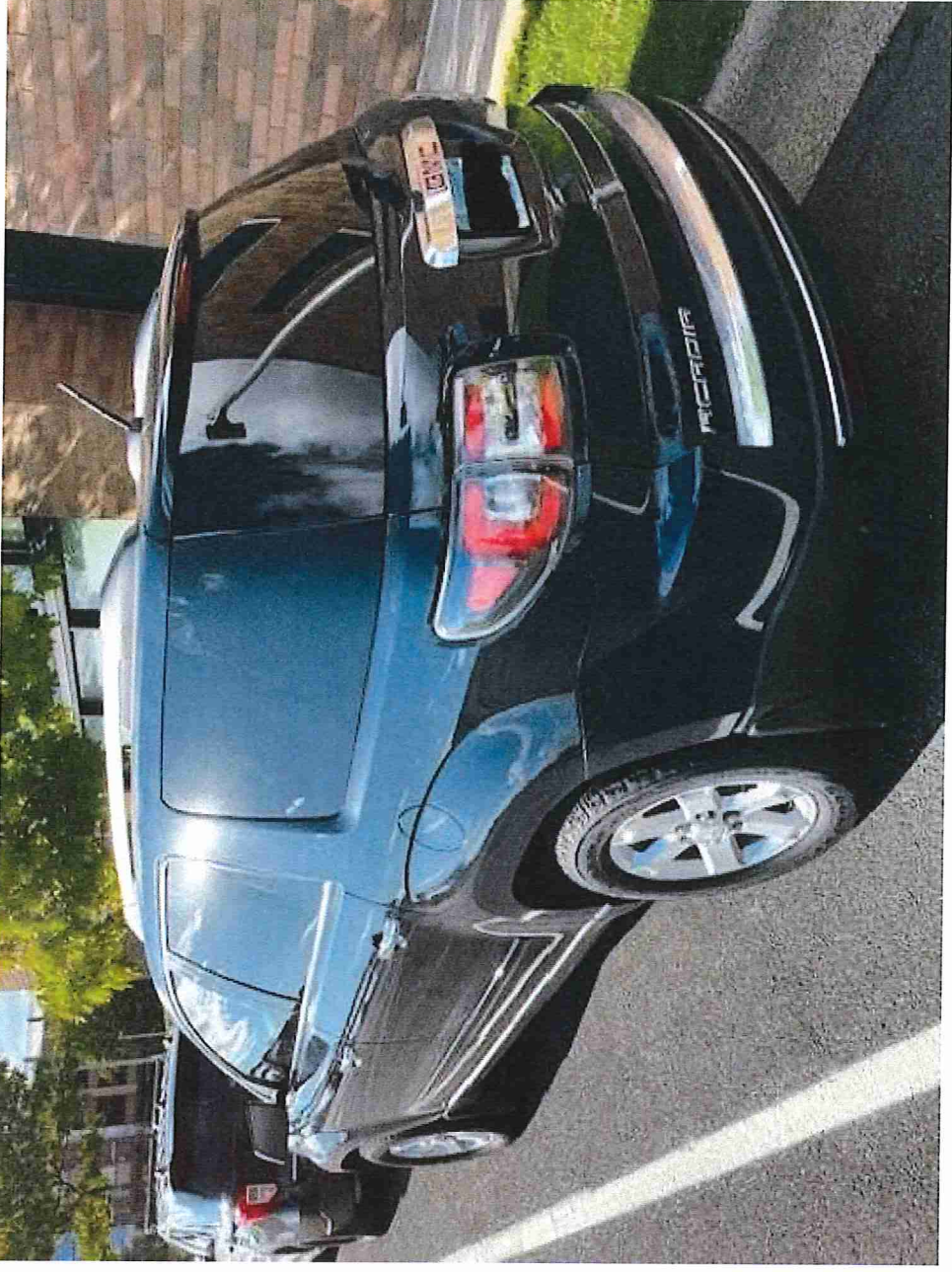
POLICE:

2016 GMC
ACADIA

4E 3607

MILEAGE - 68928
(5/29/21)

182



POUCE

2016

GMC

ACADIA

#32017

MILEAGE:

33,928

(5/29/21)

2 of 2

POLICE

REPLACE

PANASONIC

AUDIO/VIDEO

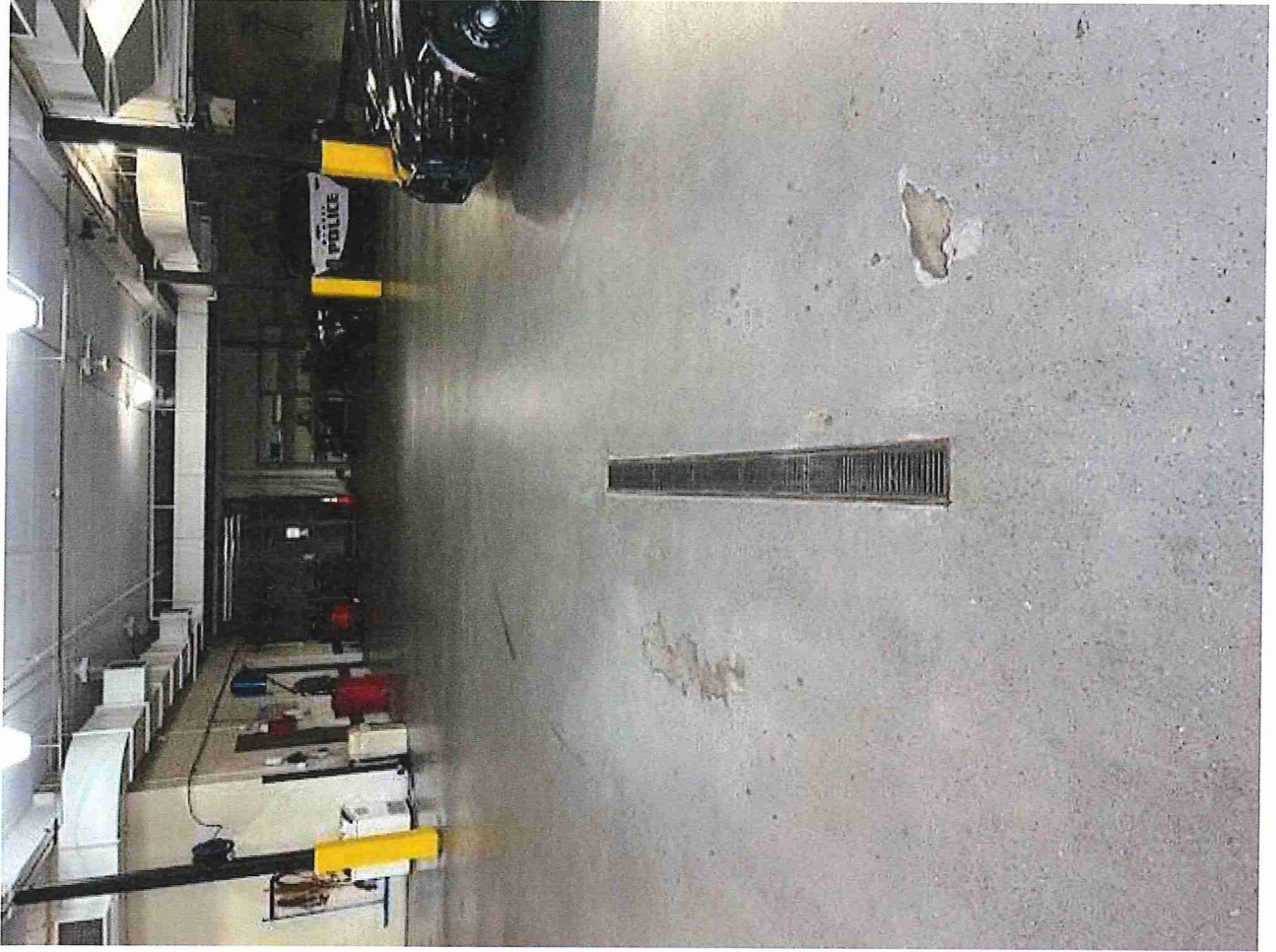
INTERVIEW ROOM/



POUCE
REPLACE
PANASONIC
AUDIO / VIDEO
INTERVIEW ROOM



POLICE
GARAGE
FLOOR
(SAND
GARAGE)



FIRE 2017 Ford Explorer #569

MILEAGE: 55,679
(6/18/24)



FIRS

2013 Chev Tahoe

#-333

MILEAGE - 117,107

(618/24)





FIRE

2008 Rosenbauer
565
1923-8 hours

MVLS AGE: 28,439
(6/18/24)

2

P20

2009 Sterling
Single Axle
672
Mickael Slaggy
(615/34)



P20

PW
2015 KUBOTA MOWER
690
593 HOURS
(6/5/24)



2015 Kubota Mower

Hrs: 593 or 59.3/year

Service Date	Service Type	Parts Cost	Labor Cost
10/2/2015	Left Front Tire	\$ 104.66	\$ 40.17
4/22/2016	Gauge Caster Wheel	\$ 123.40	
4/24/2016	100 hr. service	\$ 125.63	\$ 80.34
8/17/2016	Anti scalp wheels/pins	\$ 63.86	\$ 53.56
8/25/2016	Mower Blades	\$ 60.54	
5/5/2017	Oil Change	\$ 54.54	\$ 53.56
6/1/2017	Change 2 Tires	\$ 55.86	\$ 53.56
6/20/2017	Change 1 Tire	\$ 27.93	\$ 26.78
7/20/2017	Change 2 Tires	\$ 198.30	\$ 53.56
5/4/2018	100 hr. service	\$ 40.26	\$ 58.84
6/26/2018	Change 1 Tire	\$ 25.95	\$ 29.42
7/12/2018	Change 1 Tire	\$ 27.13	\$ 44.13
6/17/2019	100 hr. service	\$ 43.39	\$ 58.84
5/13/2020	Pre-season service	\$ 241.48	\$ 88.26
9/1/2020	100 hr. service	\$ 44.03	\$ 58.84
4/19/2021	Mower Deck Belt	\$ 94.88	\$ 88.26
5/21/2021	Fuel filters	\$ 24.84	\$ 58.84
8/20/2021	Mower Blades	\$ 60.12	\$ 44.13
9/10/2021	Mower Blade Hardware	\$ 78.95	\$ 58.84
4/6/2022	400 hr. Transmission/200 hr. Service	\$ 182.99	\$ 147.10
6/8/2022	Fuel filters, change 1 tire	\$ 30.65	\$ 88.26
7/31/2023	Change 1 Tire	\$ 58.98	\$ 29.42
8/28/2023	Change 1 Tire, replace front deck wheel assembly	\$ 207.00	\$ 58.84
8/31/2023	Air filters	\$ 83.99	\$ 29.42
6/6/2024	Front deck caster yoke wheel assembly	\$ 389.78	\$ 88.26
		TOTAL	\$ 2,449.14 \$ 1,391.23
		TOTAL PARTS & LABOR	\$ 3,840.37

	life	per year
Non-maintenance costs		
General Routine Maintenance (oil changes)	\$ 2,800.58	\$ 280.06
Other Mechanical Maintenance	\$ 1,039.79	\$ 103.98

P.W.
2004 Landpride
4x 64lb
no mileage
metal



2004 Landpride Mower

Hrs: N/A

Service Date	Service Type	Parts Cost	Labor Cost
6/7/2010	Deck spindle	\$ 304.10	\$ 102.00
6/3/2011	Deck spring	\$ 6.85	\$ 25.50
7/8/2011	Change 1 Tire	\$ 60.09	\$ 25.50
5/15/2012	Replace spindle assembly right side carrier wheel	\$ 226.67	
7/24/2012	Deck belt	\$ 126.85	\$ 204.00
6/3/2014	Left rear stub axle	\$ 270.98	\$ 187.46
6/25/2014	Deck bushing/pin	\$ 20.85	\$ 53.56
6/4/2015	Change 1 Tire	\$ 94.00	\$ 40.17
7/21/2015	PTO shaft and hydro. Hoses	\$ 681.16	\$ 214.24
8/25/2015	Change 2 Tires	\$ 207.18	\$ 53.56
9/28/2015	Change 1 Tire	\$ 52.71	\$ 26.78
5/10/2016	Change 2 Tires	\$ 105.42	\$ 53.56
5/19/2017	Mower Blades	\$ 290.04	\$ 53.56
6/20/2017	Right side outer spindle assembly	\$ 138.42	\$ 107.12
8/25/2017	Right side deck inner spindle	\$ 150.54	\$ 80.34
5/30/2019	Rebuild left rear outer deck wheel assembly	\$ 222.76	\$ 117.68
6/20/2019	Pivot bushings	\$ 151.97	
	Deck belts, springs, pulleys	\$ 380.20	
	Belts, pulley, inner tube	\$ 259.23	\$ 235.36
	TOTAL	\$ 3,750.02	\$ 1,580.39
	TOTAL PARTS & LABOR	\$ 5,330.41	

	life	per year
Non-maintenance costs		
General Routine Maintenance (oil changes)	\$ 2,268.21	\$ 226.82
Other Mechanical Maintenance	\$ 3,062.20	\$ 306.22



P+R
2015 KUBOTA RTV
#689
511 HOURS
(6/4/14)

DIESEL
689
KUBOTA
Power Shuttle
RTV X360

RTV X360

Power Shuttle

2015 Kubota UTV*Hrs: 511 or 51.1/year*

Service Date	Service Type	Parts Cost	Labor Cost
4/17/2015	Strobe Lights	\$ 393.60	
8/17/2017	200 hr. service	\$ 184.17	\$ 107.12
8/22/2018	200 hr. service	\$ 52.47	\$ 58.84
4/7/2022	200 hr. service	\$ 92.67	\$ 117.68
8/19/2022	2 Tires	\$ 324.20	\$ 58.84
4/5/2023	200 hr. service	\$ 82.85	\$ 88.26
5/4/2023	Replace relay for rear service	\$ 25.39	\$ 88.26
4/3/2024	200 hr. service	\$ 107.73	\$ 88.26
5/16/2024	Repair field groomer	\$ 1,391.45	\$ 117.68
	TOTAL	\$ 2,654.53	\$ 724.94
	TOTAL PARTS & LABOR	\$ 3,379.47	

	life	per year
Non-maintenance costs	\$ 1,902.73	
General Routine Maintenance (oil changes)	\$ 1,363.09	\$ 136.31
Other Mechanical Maintenance	\$ 113.65	\$ 11.37



P+R
2012 FORD ONE-TON # 678
MILEAGE: 80,400
(6/4/24)

STARM FUND
2010 EGIN
#691 PELICAN
MILEAGE 12,808
HOURS 2,862



2016 Elgin Street Sweeper

Hrs: 2862 or 318/year

Service Date	Service Type	Parts Cost	Labor Cost
6/1/2016	Oil Change	\$ 110.78	\$ 66.95
8/17/2016	Install Emergency Lights	\$ 983.36	\$ 160.68
11/4/2016	Replace Right Front Fender	\$ 8.56	\$ 107.12
3/2/2017	Replace Battery	\$ 109.46	\$ 53.56
3/15/2017	250 hr. Service	\$ 70.84	\$ 53.56
10/26/2017	250 hr. Service	\$ 293.35	\$ 133.90
8/22/2018	250 hr. Service	\$ 323.72	\$ 117.68
10/15/2018	Replace Wheel	\$ 470.62	\$ 81.84
5/29/2019	250 hr. Service	\$ 71.02	\$ 117.68
2/11/2020	250 hr. Service	\$ 120.10	\$ 117.68
4/3/2020	Replace Conveyor Chain/Sprocket	\$ 139.67	\$ 117.68
9/14/2020	Replace Battery	\$ 89.11	\$ 58.84
3/29/2021	Install Wiper	\$ 314.46	\$ 58.84
3/29/2021	Replace Water System Pump	\$ 678.55	\$ 117.68
4/8/2021	250 hr. Service/Air Box Assembly	\$ 190.11	\$ 147.10
5/3/2021	Replace Main Broom Carrier Brg/Hub	\$ 369.23	\$ 88.26
7/22/2021	250 hr. Service	\$ 252.18	\$ 58.84
7/22/2021	Replace Conveyor Belt/Drum	\$ 85.27	\$ 294.20
2/4/2022	Replace Conveyor Chain/Sprocket	\$ 50.01	\$ 117.68
3/8/2022	250 hr. Service/L Front Dirt Guide	\$ 126.13	\$ 176.52
1/24/2023	Replace Sterring Hydro. Hoses	\$ 89.04	\$ 88.26
3/22/2023	250 hr. Service	\$ 172.81	\$ 88.26
3/23/2023	Replace Conveyor Chain/Sprocket	\$ 48.77	
4/19/2023	Replace Side Light Bulb	\$ 36.17	\$ 29.42
7/18/2023	Adjust Conveyor Chain	\$ 6.20	\$ 58.84
9/18/2023	250 hr. Service/Conveyor Chain	\$ 282.28	\$ 147.10
9/29/2023	Replace 3 Hydro. Hoses	\$ 695.14	\$ 235.36
10/6/2023	Replace Solonoid valve for hopper	\$ 453.67	\$ 88.26
10/9/2023	Wire for fuel shutoff & battery	\$ 170.43	\$ 102.97
12/7/2023	Winterize for rink sweeping	\$ 20.40	\$ 117.68
3/8/2024	Replace Conveyor Chain/Sprocket, arfilter	\$ 140.00	\$ 117.68
5/6/2024	LOF Inspection	\$ 203.87	\$ 117.68
		TOTAL	\$ 7,175.31
		TOTAL PARTS & LABOR	\$ 10,613.11

	life	per year
Non-maintenance costs	\$ 1,282.12	N/A
General Routine Maintenance (250 hr. service, oil change)	\$ 3,871.11	\$ 430.12
Other Mechanical Maintenance	\$ 5,459.88	\$ 606.65

CC Work Session

Meeting Date: 07/09/2024

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

Information

Title:

Anoka County License Center Lease Amendment

Purpose/Background:

Staff has been reviewing a request by Anoka County to amend the License Center Lease terms. City Council discussed the proposed amendment by Anoka County at their May 14, 2024 Work Session. Following discussion, the City Council agreed to the following amendments:

- Amend future terms as requested to three year terms with a mutually agreed option of four additional terms.
- Adjust the annual rent escalator to 25 cents per year instead of a 2% increase.
- Leave the CAM charges as it is to include the License Center area and common shared space.

Following this direction, staff continued to work with the County to implement the amendment. Part of this discussion further included adjusting the annual term from July 1 – June 30 to follow a calendar year. This would benefit both parties from a budgeting standpoint as both entities are following a calendar year budget cycle. The County provided the attached letter notifying the City of their desire to extend the lease, subject to the lease amendment. They did counteroffer and request the reduction of space the CAM charges are applied to. Their reason being, their staff do not utilize the employee breakroom. Below is a summary of the counteroffer:

- Convert the lease term from July 1 – June 30 to January 1 – December 31. This adjustment would be completed by having an 18-month first term running from July 1, 2024 – December 31, 2025.
- Beginning January 1, 2026 lease term will be set at a three-year term subject to mutual agreement to extend the optional terms.
- Beginning January 1, 2026, annual base rent increases by 25 cents (2,220 sq. ft. for License Center space).
- Beginning January 1, 2026, CAM rent charges will be based on the 2,200 sq. ft. for License Center space.
- All other terms of the initial agreement will remain intact.

Considering the service the License Center brings to Ramsey residents and this area of the county, staff supports the above identified terms. Currently, the City receives approximately \$57,000 annually for the lease. Approval on adjusting the CAM charges would reduce the annual amount by approximately \$4,600 beginning in 2026.

Timeframe:

Funding Source:

Responsible Party(ies):

Brian Hagen, City Administrator

Outcome:

Provide consensus direction on the attached letter and whether staff should proceed forward with formalizing the amendment and extension of the lease, or to provide notice to the Council that Ramsey does not agree to the amendment. If supported, staff will bring back a formal lease amendment to a future meeting on consent.

Attachments

Anoka County Lease Extension Letter

Inbox

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 07/03/2024

Reviewed By

Brian Hagen

Form Review**Date**

07/03/2024 12:59 PM

Started On: 07/03/2024 12:25 PM



Anoka County

LICENSE & PASSPORT SERVICES DEPARTMENT

Respectful, Innovative, Fiscally Responsible

LICENSE
CENTERS

Blaine

Columbia Heights

Coon Rapids

Ham Lake

Ramsey

PASSPORT
CENTER

Coon Rapids

June 27, 2024

Brian Hagen
City Administrator
City of Ramsey
7550 Sunwood Dr. NW. Ramsey, MN 55303

SUBJECT: County Lease for License Center - Option to Extend Lease

Mr. Hagen: The County of Anoka leases part of the Ramsey Municipal Center for its license bureau (Anoka County Contract No. C0000521). The current five-year option term of the current lease agreement is set to expire June 30, 2025.

This letter is being sent for the purpose of notifying the City of Ramsey (LANDLORD) that the County of Anoka (TENANT) desires to extend the lease beyond June 30, 2025, and exercise Option Term 3 of the original lease (a new five (5) year lease extension), if the following changes to the original lease agreement dated 23rd day of February 2010 can be agreed upon.

Per our previous discussions, it appears the LANDLORD and the TENANT can agree upon the following changes.

1. Converting the current lease term from a July 1 – June 30 time period, to a January 1 – December 31 time period, beginning January 1, 2025
 - a. Lease rate and CAM Charges currently in effect from July 1, 2024 through June 30, 2025 would extend until December 31, 2025.
2. Beginning January 1, 2026, lease term will be set at a three-year term with four additional three-year option terms. Subject to mutual agreement of LANDLORD and TENANT
3. Beginning January 1, 2026, annual increases in base rent would change from the current 2% increase, to a fixed \$0.25 per square ft of leased space (2200 Sq Ft).
4. Beginning January 1, 2026, CAM Rent Charges will be based on the 2200 sq ft of leased space.
5. All other terms of the initial lease agreement will remain intact for the duration of this amended lease.

If there is indeed agreement on the above terms, we will need to coordinate an amendment to the current lease agreement. Once approved as to form by the respective legal counsels, the amendment can be forwarded to the respective board and council for final approval and appropriate signatures obtained.

John Lenarz,
Director, Anoka County License & Passport Services

CC Work Session

Meeting Date: 07/09/2024

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

State Flag

Purpose/Background:

Councilmember Howell requested a discussion about flying the new Minnesota State Flag.

Timeframe:

5 minutes

Funding Source:

Responsible Party(ies):

This discussion was requested by Councilmember Howell. Staff will be responsible for carrying out the consensus direction from the City Council.

Outcome:

Provide direction on flying the new Minnesota State Flag.

Attachments

No file(s) attached.

Form Review

Inbox

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 07/03/2024

Reviewed By

Brian Hagen

Date

07/03/2024 12:59 PM

Started On: 07/01/2024 02:08 PM

CC Work Session

Meeting Date: 07/09/2024

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

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

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

Timeframe:

Funding Source:

Responsible Party(ies):

Outcome:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 07/03/2024

Reviewed By

Brian Hagen

Date

07/03/2024 12:20 PM

Started On: 07/02/2024 10:46 AM

Row #	<u><i>Tentative City Council Future Work Session Topics</i></u>		
	Proposed Date	Topic	Minutes (Estimate)
	2024		
	July 23	Union Negotiations Update (closed session)	30
	July 23	Waterfront Park Ballot Question – deadline for November ballot is August 13, 2024	
	TBD	Continue Discussions Regarding Proposed Updates to the Personnel Policy	
	TBD	Subdivision Code	
	TBD	Hwy 10 Pedestrian Overpass	
	TBD	LRRWMO JPA Amendments	
	TBD	City Facility Safety Improvements	
	TBD	Discuss Precinct/Polling Location sizes	15
	TBD	Continue Policy Project Discussion – continue Park Policy discussion – Riverblood	30
	TBD	Draft Trail Maintenance Policy – Riverblood	30
	TBD	Draft Stormwater Pond Maintenance Policy – Westby	30
	TBD	Review procedure/policy/best practice for introduction of resolutions/proclamations – Staff	20
	TBD	Discuss Council and B/C Remote Meetings Policy - Staff	15
	TBD	Decorum of Council Towards Meeting Attendees	