City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, October 14, 2025
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. Approve Agenda

3. Presentation

4. Citizen Input

Citizen input is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and address for the record. Time may be limited.

5. Consent Agenda

All items listed under the Consent Agenda are considered to be routine or non-controversial by the City Council and will be enacted by one motion, without discussion.

1. Receive Cash and Investments for Period Ending September 30, 2025

2. Receive August 2025 Finance Reports - General Fund, EDA, and Enterprise Funds

3. Note the following Boards, Commissions and Meeting Minutes:
- Planning Commission - August 28, 2025
- Environmental Policy Board - May 19, 2025
- Economic Development Authority - no meeting
- Park and Rec Commission - August 14, 2025
- Public Works - July 15, 2025
- Public Works - August 19, 2025 - no meeting

4. Approve the Following Meeting Minutes:

1. City Council Work Session dated September 23, 2025
2. City Council Regular Session dated September 23, 2025

5. Approval of Quit Claim Deed for Kaylee and Justin Allen

6. Approve Business License Applications

7. Authorization to Promote a Patrol Officer to Patrol Sergeant

8. Adopt Resolution #25-246 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 18, 2025 through October 8, 2025.

9. Adopt Resolution #25-226 Approving a Variance to Lot Width for the proposed plat of "OShaughnessy 3rd Addition" at 17201 St. Francis Blvd. NW.

10. Adopt Resolution #25-236 Supporting Submittal of Building Official Training Municipal Grant

11. Adopt Resolution #25-238 Approving an Extension of a Variance to Height for a Detached Accessory Building at 17646 St. Francis Boulevard NW (Project #24-121); Case of Chuck and Angie Lattery

12. Adopt Resolution #25-243 Approving a Development Agreement for Zero Zone Refrigeration, LLC.

13. Adopt Resolution #25-244 Approving Monetary Donation to the Ramsey Fire Relief Association

14. Adopt Resolution #25-245 Approving Civil Legal Services Contract with Eckberg Lammers

6. Public Hearing

1. PUBLIC HEARING: Adopt Resolution #25-237 Vacating Easements in Riverstone South 5th Addition

2. Public Hearing: Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan

3. Public Hearing: Adopt Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone Refrigeration, LLC)

7. Council Business

1. Consider an Appeal of a Variance by iDigital

2. Adopt Resolution ~~#25-204~~ #25-203 Approving a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW (Kenjoh Outdoor Advertising)

3. Adopt Resolution #25-234, Approving a Site Plan Review for a Mixed-Use Building at 7979 Sunwood Drive NW (Roers)

4. Adopt Resolution #25-242 Approving Construction Contingency Expense No. 11 for Improvement Project #21-09, Centralized Water Treatment Plant

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative:

Title:

Receive Cash and Investments for Period Ending September 30, 2025

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending September 30, 2025.

Cash and investment report shows the monthly cash flow - receipts and expenditures through September 30, 2025 with the current listing of the city's investment portfolio.

Recommendation:

No action required. Informational only.

Outcome/Action:

No action required. Informational only.

Attachments

Cash & Investments for Period Ending September 30, 2025

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:38 PM
Form Started By: Diana Lund		Started On: 09/26/2025 07:59 AM
Final Approval Date: 10/09/2025		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended September 30, 2025

	September-25 CURRENT MONTH	2025 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE (Includes 2022 Bond Proceeds)	$ 81,721,935.91	$ 88,846,329.91
CASH INFLOWS:		
Daily Deposit	2,284,588.47	10,744,975.34
Tax Settlements	-	12,582,251.53
U/B Receipts	86,093.19	1,694,461.30
Credit Cards (Includes Utility Billing)	288,051.70	6,013,149.92
Interest Earnings [Net of Interest Paid on Investments]	131,160.49	1,691,972.28
Bond Proceeds-int	-	3,610.76
TOTAL CASH INFLOW	$ 2,789,893.85	$ 32,730,421.13
TOTAL CASH AVAILABLE	$ 84,511,829.76	$ 121,576,751.04
CASH OUTFLOWS:		
Prepaid Checks	910,520.91	9,217,734.55
Bills Lists	717,312.30	10,518,784.89
Pay Estimates	2,679,376.68	15,659,978.39
Credit Cards	25,647.29	131,870.34
Payroll - Net	594,753.03	5,844,335.85
Flex Reimbursement	-	315.04
Void Checks/Dormant Checks Paid	(407.52)	(22,549.72)
Debt Service	-	639,325.63
Miscellaneous [Bank Charges; etc.]	292.50	2,621.50
TOTAL CASH OUTFLOW	$ 4,927,495.19	$ 41,992,416.47
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 79,584,334.57**	**$ 79,584,334.57**
MEMO - NET 2025 CASH INFLOW (OUTFLOW)	**(2,137,601.34)**	**(9,261,995.34)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE - BV	**$ 70,825,515.22**	**72,720,097.99**
Purchases	-	20,673,848.78
Maturities/Sales	(1,465,346.57)	(24,033,778.12)
ENDING BALANCE	**$ 69,360,168.65**	**$ 69,360,168.65**

Prepared by the City of Ramsey Finance Department
10/2/2025

2025 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2025	PURCH 2025	SOLD/ MATURE 2025	BV PRIN BAL 12/31/2025
240731B	7/31/2025	4M	4M TERM SERIES			4,000,000.00		4,000,000.00	0.00
250731B	1/29/2026	4M	4M TERM SERIES				4,000,000.00	0.00	4,000,000.00
250626A	1/26/2026	4M	4M TERM SERIES				6,000,000.00	0.00	6,000,000.00
250626B	6/24/2026	4M	4M TERM SERIES				4,000,000.00	0.00	4,000,000.00
241213A	12/12/2025	4M	4M TERM SERIES			4,000,000.00		0.00	4,000,000.00
241213B	7/11/2025	4M	4M TERM SERIES			8,000,000.00		8,000,000.00	0.00
									18,000,000.00
201230	5/1/2025	Northland	FREEPORT NY TAX		356731-CA-5	300,000.00		300,000.00	0.00
250221	2/22/2027	Northland	CD-NEIGHBOR FCU		64017aABP8		245,000.00	0.00	245,000.00
250304A	6/1/2026	Northland	DUBUQUE IA TAX		263868-LW-9		190,000.00	0.00	190,000.00
250304B	6/1/2027	Northland	DUBUQUE IA TAX		263868-LX-7		295,000.00	0.00	295,000.00
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
									5,680,000.00
220419	3/1/2025	UBS	MARYLAND STATE COMM DEV TAX		57419RC78	750,000.00		750,000.00	0.00
250212A	2/12/2027	UBS	CD-MORGAN STANI	32992	61690DP44		245,000.00	0.00	245,000.00
250212B	2/12/2027	UBS	CD-MORGAN STANI	34221	61776NLH4		245,000.00	0.00	245,000.00
250218	2/18/2027	UBS	CD-MERRICK BANK	34519	59013K4M5		245,000.00	0.00	245,000.00
230317	3/17/2025	UBS	CD-MANUFACTURE	588	5647595C3	243,000.00		243,000.00	0.00
230322	3/24/2025	UBS	CD-PINNACLE BANI	35583	72345SLG4	248,000.00		248,000.00	0.00
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		300,000.00	0.00
211223	8/1/2025	UBS	HAWAII STATE		41972YQ3	500,000.00		500,000.00	0.00
191101	8/1/2025	UBS	MASSACHUSETTS ST WATER		576051VFO	400,000.00		400,000.00	0.00
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	250,000.00		0.00	250,000.00
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
201221	10/1/2026	UBS	LANCASTER OH SCHOOL DIST		514264FGO	1,675,000.00		0.00	1,675,000.00
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

2025 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2025	PURCH 2025	SOLD/ MATURE 2025	BV PRIN BAL 12/31/2025
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
210604	7/1/2030	UBS	FLORIDA STATE BOARD TAX		341271AF1	1,000,000.00		0.00	1,000,000.00
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
211209	9/15/2032	UBS	CAPE MAY COUNTY NJ TAX		139501SB7	470,000.00		0.00	470,000.00
250131		UBS	UBS TREASURY FUND (FORMERLY PRIME)				47,573.90	0.00	47,573.90
250731a		UBS	UBS TREASURY FUND (FORMERLY PRIME)				3,565,046.21	0.00	3,565,046.21
260630		UBS	UBS TREASURY FUND (FORMERLY PRIME)				1,596,228.67	0.00	1,596,228.67
240630		UBS	UBS TREASURY FUND (FORMERLY PRIME)			102,943.99		102,943.99	0.00
240731A		UBS	UBS TREASURY FUND (FORMERLY PRIME)			554,746.42		554,746.42	0.00
240228		UBS	UBS PRIME FUND			266,327.95		266,327.95	0.00
240831A		UBS	UBS TREASURY FUND (FORMERLY PRIME)			58,423.28		58,423.28	0.00
241231		UBS	UBS TREASURY FUND (FORMERLY PRIME)			10,866,656.35		8,310,336.48	2,556,319.87
						-			
									45,680,168.65
	TOTAL INVESTMENTS					72,720,097.99	20,673,848.78	24,033,778.12	**69,360,168.65**
			Unamortized Premiums			1,759,475.03			1,759,475.03
			Unamortized Discounts			(4,343,552.11)			(4,343,552.11)
			BMO			3,772,752.20	46,231,409.70	48,688,847.45	1,315,314.45
			Bond Proceeds			2,211,399.18	3,610.76	2,215,009.94	-
			Money Market Accounts			12,726,157.62	12,766,770.93	14,000,000.00	11,492,928.55
			Net Cash and Investments			88,846,329.91	79,675,640.17	88,937,635.51	79,584,334.57

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative:

Title:

Receive August 2025 Finance Reports - General Fund, EDA, and Enterprise Funds

Purpose/Background:

Purpose: Receive August monthly financial reports for the funds of: General, 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.

Outcome/Action:

No action required. Informational only.

Attachments

August 2025 General Fund Financial Report - Budget to Actual

August 2025 EDA Fund Financial Report - Budget to Actual

August 2025 Enterprise Funds Financial Reports - Budget to Actual

August 2025 Summary of Adopted Budgets/expenditures to date

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:38 PM
Form Started By: Diana Lund		Started On: 09/26/2025 08:01 AM
Final Approval Date: 10/09/2025		

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2025 THROUGH PERIOD ENDING: August 31, 2025

GENERAL FUND EXPENDITURES
- BY DEPARTMENT -

Dept	2025 BUDGET	2025 YTD GENERAL LEDGER
Admin (inlcd elections, legal & newsletter)	1,392,483.00	924,400.84
Building Inspections	888,040.00	523,411.91
Council/Commissions (incld charter, council contingen	245,486.00	75,228.96
Data Processing	1,097,132.00	754,221.25
Engineering	644,812.00	701,423.03
Finance (incld assessing)	666,692.00	639,974.63
Fire (incld Civil Defense)	2,096,484.00	1,471,638.00
Gen Govt Buildings	804,616.00	425,717.80
Parks	2,224,661.00	1,382,554.93
Planning & Zoning	1,149,903.00	727,570.85
Police (incld animal control & comm orient)	6,356,700.00	3,865,428.11
Streets (incld traffic eng & snow/ice)	2,806,601.00	1,580,776.37
Grand Total	**20,373,610.00**	**13,072,346.68**

GENERAL FUND EXPENDITURES
- BY CATEGORY -

Category	2025 BUDGET	2025 YTD GENERAL LEDGER
Capital Outlay	577,000.00	593,681.15
Other Services & Charges	3,602,860.00	2,182,879.94
Personal Services	14,484,111.00	9,533,188.49
Supplies	1,603,266.00	762,597.10
Transfers out	106,373.00	-
Grand Total	**20,373,610.00**	**13,072,346.68**

GENERAL FUND REVENUES
- BY CATEGORY -

Category	2025 BUDGET	2025 YTD GENERAL LEDGER
Taxes	16,874,046.00	8,567,282.08
Charges for Services	780,700.00	819,202.51
Business Licenses/Permits	86,350.00	85,827.07
Fines and Forfeits	48,000.00	36,140.73
Federal Intergovernmental	500.00	-
State Intergovernmental	755,500.00	290,635.28
Interest	50,000.00	-
Miscellaneous	20,600.00	22,246.76
Non-Business Licenses/Permits	874,520.00	927,957.81
Transfers in	883,394.00	-
Grand Total	**20,373,610.00**	**10,749,292.24**

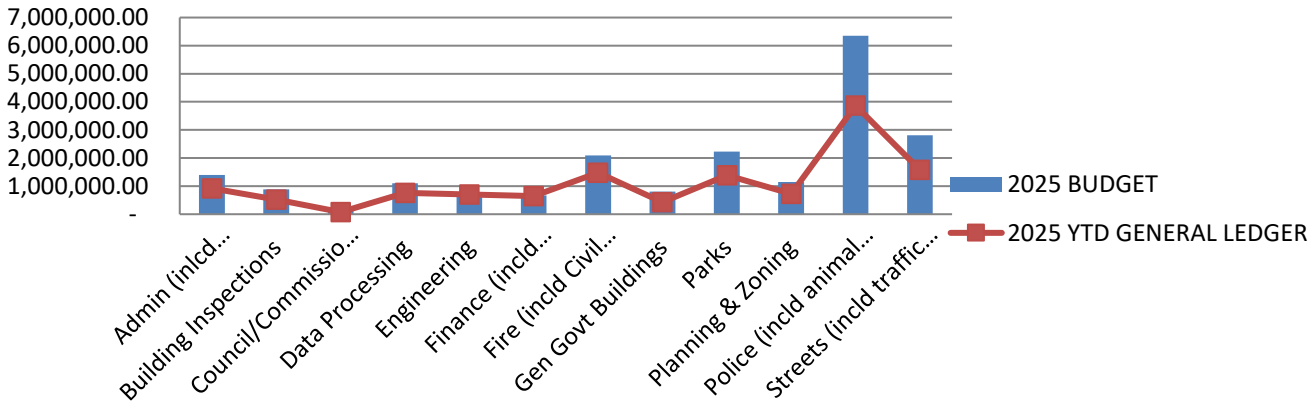
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

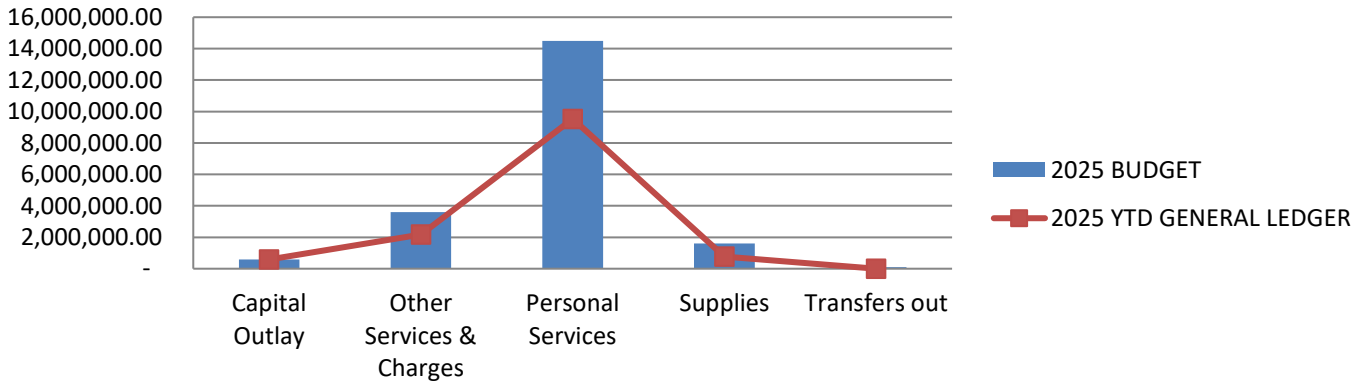
CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

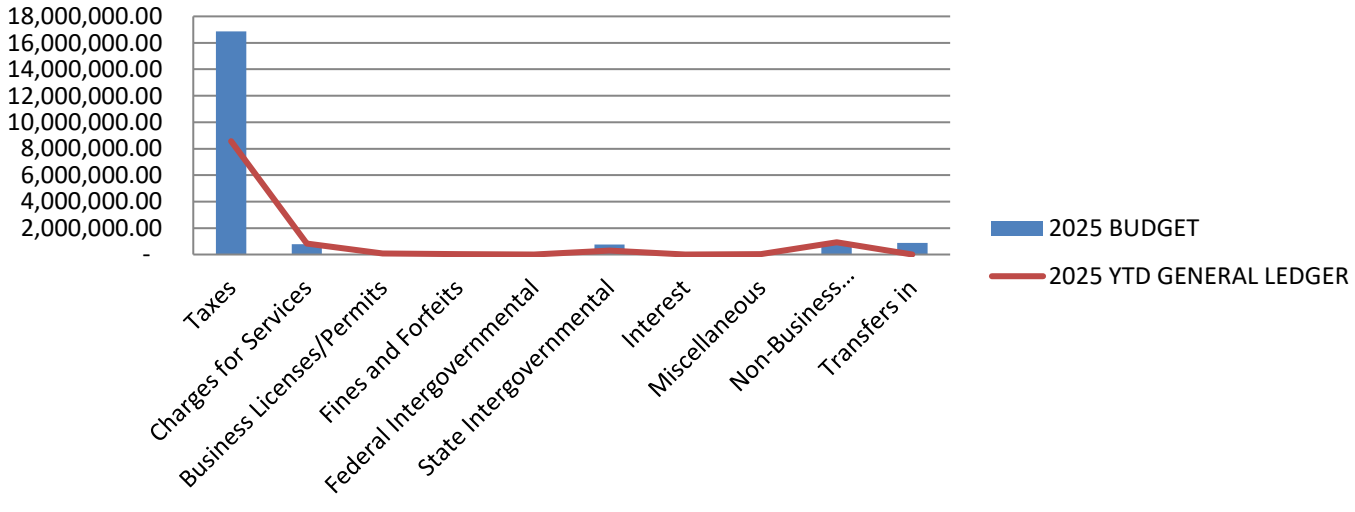
GENERAL FUND EXPENDITURES - BY DEPARTMENT



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, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

REVENUES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4011 CURRENT-AD VALOREM TAXES	86,367.00	40,059.98	46.38%
4012 DELINQUENT-AD VALOREM TAXES	-	(337.34)	0.00%
4014 FISCAL DISPARITIES	-	4,175.78	0.00%
4015 EXCESS TAX INCREMENTS	-	10.61	0.00%
4018 PENALTY/INT-AD VALOREM TAXES	-	(60.51)	0.00%
4609 OTHER MISCELLANEOUS REVENUES	-	82,775.88	0.00%
4701 INTEREST ON INVESTMENTS	5,000.00	-	0.00%
Grand Total	**91,367.00**	**126,624.40**	

EXPENDITURES

BUSINESS UNIT	9230	EDA	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6105 TEMPORARY-WAGES & SALARIES	1,000.00	100.00	10.00%
6122 FICA/MEDICARE CONTRIBUTIONS	80.00	7.65	9.56%
6133 WORKERS COMP INSURANCE PREMIUM	-	2.01	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	19,000.00	(6,701.74)	-35.27%
6315 MISCELLANEOUS PROFESSIONAL SER	36,200.00	2,666.67	7.37%
6331 TRAVEL & LODGING	2,500.00	707.16	28.29%
6335 TRAINING	5,100.00	2,235.00	43.82%
6361 GENERAL LIABILITY/PROPERTY INS	287.00	221.22	77.08%
6451 MEMBERSHIP DUES	2,200.00	2,540.86	115.49%
6246 MARKETING & PROMOTIONS	25,000.00	17,586.53	70.35%
Grand Total	**91,367.00**	**19,365.36**	

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, 2025 THROUGH PERIOD ENDING: August 31, 2025

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(32,000.00)	(26,323.48)	82.26%
4273	OTHER STATE GRANTS & AIDS	-	(271.83)	0.00%
4609	OTHER MISCELLANEOUS REVENUES	10,000.00	7,016.16	70.16%
4652	WATER SALES - RESIDENTIAL	2,128,123.00	1,125,833.13	52.90%
4653	WATER SALES-COMMERCIAL	1,187,930.00	532,066.17	44.79%
4654	WATER PENALTIES	50,618.00	37,264.90	73.62%
4655	WATER METER INSTALLATION	30,000.00	25,650.00	85.50%
4656	WATER METERS	60,000.00	62,435.10	104.06%
4657	CONNECTION/RECONNECTION FEES	150.00	150.00	100.00%
4701	INTEREST ON INVESTMENTS	40,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	362,427.00	684,159.50	188.77%
4601	MISCELLANEOUS REVENUE		1,198.88	0.00%
Grand Total		**3,837,248.00**	**2,449,178.53**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	421,920.00	167,158.27	39.62%
6103	FULL TIME-REGULAR-OVERTIME	25,000.00	13,677.81	54.71%
6105	TEMPORARY-WAGES & SALARIES	29,221.00	7,095.95	24.28%
6121	PERA CONTRIBUTIONS	62,862.00	14,530.95	23.12%
6122	FICA/MEDICARE CONTRIBUTIONS	35,142.00	15,823.45	45.03%
6131	GROUP INSURANCE	56,245.00	30,244.16	53.77%
6133	WORKERS COMP INSURANCE PREMIUM	26,140.00	13,291.40	50.85%
6208	MISCELLANEOUS OFFICE SUPPLIES	750.00	-	0.00%
6223	GASOLINE	9,500.00	5,151.18	54.22%
6225	DIESEL FUEL	500.00	-	0.00%
6229	SHOP MATERIALS	1,200.00	895.96	74.66%
6231	UNIFORMS & TURN-OUT GEAR	5,000.00	4,301.78	86.04%
6239	FIRST AID SUPPLIES	100.00	-	0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	15,500.00	5,554.82	35.84%
6257	OTHER VEHICLE PARTS	12,000.00	5,292.64	44.11%
6273	UTILITY SYSTEM MAINT SUPPLIES	675,000.00	134,459.75	19.92%
6281	SMALL TOOLS & MINOR EQUIPMENT	12,000.00	4,240.83	35.34%
6292	WATER METERS FOR RESALE	125,000.00	139,273.83	111.42%
6315	MISCELLANEOUS PROFESSIONAL SER	58,000.00	9,702.12	16.73%
6322	POSTAGE	2,000.00	257.18	12.86%
6334	MILEAGE REIMBURSEMENT	800.00	218.40	27.30%
6335	TRAINING	6,000.00	3,368.69	56.14%
6352	GENERAL NOTICE & PUBLIC INFOR	350.00	-	0.00%
6361	GENERAL LIABILITY/PROPERTY INS	45,192.00	44,104.87	97.59%
6371	ELECTRIC UTILITIES	200,000.00	85,565.59	42.78%
6372	WATER/IRRIGATION	2,500.00	1,035.55	41.42%
6373	GAS	9,000.00	3,988.68	44.32%
6374	REFUSE/RECYCLING	1,800.00	994.65	55.26%
6381	BUILDING & STRUCTURE REPAIR	17,035.00	6,558.84	38.50%
6405	OFFICE & DATA PROCESSING EQUIP	8,500.00	-	0.00%
6439	OTHER MISCELLANEOUS	67,000.00	5,069.94	7.57%
6451	MEMBERSHIP DUES	1,000.00	425.00	42.50%
6489	OTHER CONTRACTED SERVICES	84,000.00	22,001.59	26.19%
6722	DEPRECIATION	1,758,000.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	59,000.00	-	0.00%
6436	WATER EFFICIENCY REBATE PROG		1,323.98	0.00%
Grand Total		**3,833,257.00**	**745,607.86**	

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, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

REVENUES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(35,000.00)	(29,339.87)	83.83%
4356	SEWER AVAILABILITY CHARGE-ADM	7,000.00	4,199.65	60.00%
4661	RESIDENTIAL-SEWER CHARGES	1,912,050.00	1,005,262.69	52.58%
4662	COMMERCIAL-SEWER CHARGES	484,000.00	242,350.92	50.07%
4663	SEWER PENALTIES	40,000.00	34,864.67	87.16%
4701	INTEREST ON INVESTMENTS	38,600.00	-	0.00%
4606	DEVELOPER FEES (WAC)	138,900.00	113,498.00	81.71%
4601	MISCELLANEOUS REVENUE		2,349.60	0.00%
Grand Total		**2,585,550.00**	**1,373,185.66**	

EXPENSES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	284,147.00	106,415.19	37.45%
6103	FULL TIME-REGULAR-OVERTIME	1,000.00	1,115.88	111.59%
6105	TEMPORARY-WAGES & SALARIES	-	5,321.08	0.00%
6121	PERA CONTRIBUTIONS	40,545.00	8,473.42	20.90%
6122	FICA/MEDICARE CONTRIBUTIONS	22,258.00	9,305.11	41.81%
6131	GROUP INSURANCE	34,150.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	13,962.00	8,018.25	57.43%
6223	GASOLINE	4,300.00	631.22	14.68%
6225	DIESEL FUEL	3,500.00	2,047.19	58.49%
6229	SHOP MATERIALS	500.00	112.20	22.44%
6249	MISCELLANEOUS OPERATING SUPPLY	15,000.00	5,339.35	35.60%
6257	OTHER VEHICLE PARTS	8,000.00	417.70	5.22%
6273	UTILITY SYSTEM MAINT SUPPLIES	5,000.00	-	0.00%
6275	OTHER EQUIPMENT PARTS	8,000.00	-	0.00%
6281	SMALL TOOLS & MINOR EQUIPMENT	5,000.00	367.67	7.35%
6315	MISCELLANEOUS PROFESSIONAL SER	2,000.00	1,323.32	66.17%
6323	CELLULAR PHONES	2,000.00	1,395.54	69.78%
6334	MILEAGE REIMBURSEMENT	400.00	123.90	30.98%
6335	TRAINING	8,000.00	730.00	9.13%
6361	GENERAL LIABILITY/PROPERTY INS	30,000.00	21,956.17	73.19%
6371	ELECTRIC UTILITIES	30,000.00	18,036.46	60.12%
6372	WATER/IRRIGATION	2,000.00	1,035.55	51.78%
6373	GAS	7,500.00	3,523.37	46.98%
6374	REFUSE/RECYCLING	1,500.00	994.65	66.31%
6377	SEWER SERVICE CHARGE	1,277,649.00	958,237.11	75.00%
6381	BUILDING & STRUCTURE REPAIR	10,835.00	4,223.83	38.98%
6489	OTHER CONTRACTED SERVICES	45,000.00	18,587.07	41.30%
6722	DEPRECIATION	793,692.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	53,000.00	-	0.00%
Grand Total		**2,708,938.00**	**1,177,731.23**	

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2025 THROUGH PERIOD ENDING: August 31, 2025

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(6,000.00)	(2,604.11)	43.40%
4681 CHARGES FOR STREET LIGHTS	179,000.00	96,241.12	53.77%
4683 STREET LIGHTING PENALTIES	4,994.00	4,128.59	82.67%
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	58,000.00	30,560.80	52.69%
Grand Total	**237,994.00**	**128,326.40**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
6371 ELECTRIC UTILITIES	140,000.00	75,476.50	53.91%
6489 OTHER CONTRACTED SERVICES	20,000.00	10,952.38	54.76%
6722 DEPRECIATION	40,000.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	31,000.00	-	0.00%
Grand Total	**231,000.00**	**86,428.88**	

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, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(9,000.00)	(3,937.47)	43.75%
4287	OTHER LOCAL GOVERNMENT GRANTS	75,000.00	-	0.00%
4609	OTHER MISCELLANEOUS REVENUES	1,200.00	4,901.80	408.48%
4671	RECYCLING CHARGES	468,000.00	235,946.70	50.42%
4672	RECYCLING PENALTIES	9,400.00	7,546.89	80.29%
4701	INTEREST ON INVESTMENTS	4,000.00	-	0.00%
Grand Total		**548,600.00**	**244,457.92**	

EXPENSES

BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT		2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	32,375.00	17,349.27	53.59%
6103	FULL TIME-REGULAR-OVERTIME	1,000.00	742.49	74.25%
6104	PART TIME-WAGES & SALARIES	200.00	124.65	62.33%
6105	TEMPORARY-WAGES & SALARIES		767.18	0.00%
6121	PERA CONTRIBUTIONS	2,182.00	1,419.64	65.06%
6122	FICA/MEDICARE CONTRIBUTIONS	2,487.00	1,486.86	59.79%
6131	GROUP INSURANCE	3,029.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	236.00	75.96	32.19%
6249	MISCELLANEOUS OPERATING SUPPLY	32,000.00	21,141.50	66.07%
6322	POSTAGE	100.00	-	0.00%
6489	OTHER CONTRACTED SERVICES	483,000.00	325,458.02	67.38%
Grand Total		**556,609.00**	**368,565.57**	

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, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(16,000.00)	(7,918.95)	49.49%
4693 STORM WATER-RESIDENTIAL	732,900.00	382,100.67	52.14%
4694 STORM WATER-COMMERCIAL	786,600.00	403,577.22	51.31%
4695 STORM WATER-PENALTIES	26,250.00	18,059.42	68.80%
4701 INTEREST ON INVESTMENTS	3,000.00	-	0.00%
4722 SALE OF GENERAL FIXED ASSETS		43,000.00	0.00%
4607 BUILDERS CONTRIBUTION		18,307.00	0.00%
Grand Total	**1,532,750.00**	**857,125.36**	

EXPENSES

BUSINESS UNIT	(Multiple Items)	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	2025 BUDGET	2025 YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	281,114.00	78,265.90	27.84%
6105 TEMPORARY-WAGES & SALARIES	-	739.00	0.00%
6121 PERA CONTRIBUTIONS	40,831.00	5,893.02	14.43%
6122 FICA/MEDICARE CONTRIBUTIONS	21,538.00	6,198.95	28.78%
6131 GROUP INSURANCE	39,421.00	2,367.48	6.01%
6133 WORKERS COMP INSURANCE PREMIUM	14,733.00	8,050.12	54.64%
6225 DIESEL FUEL	10,500.00	5,090.03	48.48%
6231 UNIFORMS & TURN-OUT GEAR		393.75	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	11,000.00	7,815.48	71.05%
6257 OTHER VEHICLE PARTS	12,500.00	6,692.95	53.54%
6315 MISCELLANEOUS PROFESSIONAL SER	35,000.00	5,439.81	15.54%
6361 GENERAL LIABILITY/PROPERTY INS	12,500.00	6,454.35	51.63%
6371 ELECTRIC UTILITIES	12,000.00	6,793.10	56.61%
6372 WATER/IRRIGATION	3,500.00	1,035.55	29.59%
6373 GAS	7,200.00	3,523.34	48.94%
6374 REFUSE/RECYCLING	1,500.00	858.36	57.22%
6451 MEMBERSHIP DUES	65,000.00	56,510.00	86.94%
6489 OTHER CONTRACTED SERVICES	55,000.00	20,318.83	36.94%
6722 DEPRECIATION	549,096.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	49,000.00	-	0.00%
Grand Total	**1,221,433.00**	**222,440.02**	

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, 2025 THROUGH PERIOD ENDING: **August 31, 2025**

GENERAL FUND EXPENDITURES BY DEPARTMENT	2025 ADOPTED BUDGET	CURRENT YTD POSTED EXP	8/12 ADOPTED BUDGET (Aug)	% of Budget Used (66.67% is 8/12)	BUDGET AMOUNT REMAINING
Admin (inlcd elections, legal & newsletter)	1,392,483.00	924,400.84	928,322.00	66.39%	468,082.16
Building Inspections	886,040.00	523,411.91	590,693.33	59.07%	362,628.09
Council/Commissions (incld charter, council contingency)	245,486.00	75,228.96	163,657.33	30.64%	170,257.04
Data Processing	1,097,132.00	754,221.25	731,421.33	68.74%	342,910.75
Engineering (personnel costs allocated after year-end)	644,812.00	701,423.03	429,874.67	108.78%	(56,611.03)
Finance (incld assessing) (personnel costs allocated after year-end)	666,692.00	639,974.63	444,461.33	95.99%	26,717.37
Fire (incld Civil Defense)	2,096,484.00	1,471,638.00	1,397,656.00	70.20%	624,846.00
Gen Govt Buildings	804,616.00	425,717.80	536,410.67	52.91%	378,898.20
Parks	2,224,661.00	1,382,554.93	1,483,107.33	62.15%	842,106.07
Planning & Zoning	1,149,903.00	727,570.85	766,602.00	63.27%	422,332.15
Police (incld animal control & comm orient)	6,356,700.00	3,865,428.11	4,237,800.00	60.81%	2,491,271.89
Streets (incld traffic eng & snow/ice)	2,806,601.00	1,580,776.37	1,871,067.33	56.32%	1,225,824.63
TOTAL	*20,371,610.00*	*13,072,346.68*	*13,581,073.33*	*64.17%*	*7,299,263.32*

ENTERPRISE EXPENDITURES BY FUND	2025 ADOPTED BUDGET	CURRENT YTD POSTED EXP	8/12 ADOPTED BUDGET (Aug)	% of Budget Used (66.67% is 8/12)	BUDGET AMOUNT REMAINING	*BUDGETED DEPRECIATION (part of "2025 BUDGET")
Water (budgeted depreciation not booked until after year-end)	3,833,257.00	745,607.86	2,555,504.67	19.45%	3,087,649.14	*$ 1,758,000.00*
Sewer (budgeted depreciation not booked until after year-end)	2,708,938.00	1,177,731.23	1,805,958.67	43.48%	1,531,206.77	*$ 793,692.00*
Street Light (budgeted depreciation not booked until after year-end)	231,000.00	86,428.88	154,000.00	37.42%	144,571.12	*$ 40,000.00*
Recycling	556,609.00	368,565.57	371,072.67	66.22%	188,043.43	*N/A*
Storm Water (budgeted depreciation not booked until after year-end)	1,221,433.00	222,440.02	814,288.67	18.21%	998,992.98	*$ 549,096.00*
TOTAL	*8,551,237.00*	*2,600,773.56*	*5,700,824.67*	*30.41%*	*5,950,463.44*	$ 3,140,788.00

EDA FUND EXPENDITURES	2025 ADOPTED BUDGET	CURRENT YTD POSTED EXP	8/12 ADOPTED BUDGET (Aug)	% of Budget Used (66.67% is 8/12)	BUDGET AMOUNT REMAINING
Economic Development	91,367.00	19,365.36	60,911.33	21.20%	72,001.64

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Not Applicable

Title:

Note the following Boards, Commissions and Meeting Minutes:

- Planning Commission - August 28, 2025
- Environmental Policy Board - May 19, 2025
- Economic Development Authority - no meeting
- Park and Rec Commission - August 14, 2025
- Public Works - July 15, 2025
- Public Works - August 19, 2025 - no meeting

Purpose/Background:

Approve the Meeting Minutes

Recommendation:

Approval

Outcome/Action:

Approval

Attachments

PC August 2025 Minutes

EPB May Minutes

Park and Rec August Minutes

Public Works July Minutes

Form Review

Inbox	Reviewed By	Date
Mariah Albrecht	Kathy Schmitz	10/09/2025 03:52 PM
Brian Hagen	Brian Hagen	10/09/2025 04:03 PM
Brian Hagen	Brian Hagen	10/09/2025 04:09 PM
Form Started By: Kalia Lor		Started On: 10/07/2025 09:39 AM
Final Approval Date: 10/09/2025		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 28, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Cheri Gengler Commissioner Bruce Anderson Commissioner Nichole Bauer Commissioner Randy Bauer Commissioner Jeffrey Lubarski Commissioner Debra Musgrove Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Planning Manager Todd Larson City Planner Adam Martin City Council Liaison Eric Peters

1. CALL TO ORDER

Chairperson Gengler called the regular meeting to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

Chairperson Gengler led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

Motion by Commissioner Lubarski, seconded by Commissioner VanScoy, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Lubarski, VanScoy, Anderson, N. Bauer, R. Bauer, and Musgrove. Voting No: None. Absent: None.

5. CONSENT AGENDA

5.01: Approve the June 26, 2025, Planning Commission Meeting Minutes

Commissioner Musgrove noted that while she stepped away from the dais, she was present for the motion to adjourn and should be reflected in that vote. She also requested to remove the language that she had left the meeting on page 12.

Motion by Commissioner R. Bauer, seconded by Commissioner Anderson, to approve the consent agenda as amended.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Anderson, N. Bauer, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider a Variance Request Related to Accessory Structure Setback Regulations at 16785 Iodine Street NW (Project 25-117); Case of Tim and Sue Johnson

Public Hearing

Chairperson Gengler called the public hearing to order at 7:04 p.m.

Presentation

City Planner Martin presented the staff report stating that staff recommends approval of the variance as presented.

Commissioner Anderson referenced the triangle of property to the north and asked if the well and septic system would prevent the garage from being placed in that location.

City Planner Martin confirmed that is accurate.

Citizen Input

Tim Johnson, applicant, commented that he was present to address any questions that may arise.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:11 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-195, Granting a Variance to Accessory Structure Placement at 16785 Iodine Street NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.02: "Brookside Terrace" – Preliminary Plat for Six Single-Family Lots at the Northwest Corner of Nowthen Boulevard NW and 151st Lane NW (Brookside Construction, Inc.)

Public Hearing

Chairperson Gengler called the public hearing to order at 7:12 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the preliminary plat of "Brookside Terrace".

Commissioner Musgrove thanked staff for working with the developer to incorporate a sidewalk. She asked if that impacts the width of the street.

Planning Manager Larson replied that the street width is not changing as the sidewalk is placed in the boulevard area within the right-of-way.

Commissioner Musgrove asked for more information on the utility work that would be required and whether the pavement would be disrupted.

Planning Manager Larson replied that the streets would be ripped up and dug down to install services, with patching completed. He stated that generally, the project lasts a few days and is a common project.

Commissioner Musgrove recognized that this street provides the only access in or out for some residents and asked how the project would impact those residents.

Planning Manager Larson replied that the road would be bumpy for a few days, but the road would remain passable.

Commissioner Musgrove asked if 151st is on the calendar for reconstruction. She asked that staff keep in mind the quality of the road after the utility work is completed.

Planning Manager Larson confirmed that staff does verify that patching work meets the requirements of the City.

Commissioner N. Bauer asked the number of residents living on this street, and there is only one access in/out, and asked if there is concern for fire and rescue.

Planning Manager Larson replied that currently there are 45 lots, and there were no concerns from the Police and Fire. He noted that there are neighborhoods in Ramsey with a larger number of homes and only one access. He noted a multi-use trail that could be used for emergency access.

Commissioner VanScoy referenced a letter received related to density and asked for more information on that issue.

Planning Manager Larson explained the Metropolitan Council allocation for density in Ramsey, noting that Ramsey can allocate where different types of density should be located through its planning. He stated that if there is a sewer extension permit, the Metropolitan Council ensures that the City is being accountable to its Comprehensive Plan. He noted that this is infill development and additional sewer permits are not required; therefore, this development would be included in the annual report to the Metropolitan Council.

Citizen Input

Ron Sivigny, applicant, stated that he previously worked as a sewer and water foreman and provided more information on the utility work and related process, noting that they would impact the flow of traffic to the extent possible. He stated that the Metropolitan Council would require seven lots, but they are proposing six lots that meet the width requirements of the Ramsey Zoning Code. He stated that some residents would prefer to have three lots in this area, recognizing that people do not like to see change, but the proposal meets the requirements of the City's Comprehensive Plan.

Chairperson Gengler asked for more information on the sidewalks.

Mr. Sivigny stated that there was a letter received from a resident who is not happy with the addition of the sidewalk. He stated that he would also prefer not to install the sidewalk, as they will lose many nice trees. He stated that he would prefer to contribute the funds that would be associated with the sidewalk and preserve the trees. He noted that the home lots are platted in a way to allow home construction with minimal impact to the trees.

Commissioner Musgrove asked and received confirmation that the existing home would be removed.

Mr. Sivigny stated that the existing home will be moved to another location.

Commissioner Musgrove asked for information on stormwater management and asked if the ponds would capture some of the runoff that was impacting the lot to the west.

Mr. Sivigny stated that their property would be graded for all drainage to flow to the pond and would therefore remain on the property and not impact the Weis property. He confirmed that they have received permitting through the Lower Rum River Water Management Organization (LRRWMO).

Glen Weekly, 5931 151st, stated that they would prefer a lower density, although he understood the need of the developer to create a profit. He stated that in 2008, there was discussion of the property to the north of his home, which included a basketball court behind his home, but commented that project did not move forward. He asked if the plans reflect a garage within the building pad for the homes. He commented that people often use their garage for storage and have two vehicles in the driveway. He asked to see a model of the homes to ensure they are consistent with the neighborhood.

Mr. Sivigny commented that these will be nice homes and provided sketches of a proposed model, estimating a purchase price of $800,000. He stated that they want the homes to fit in with the development, with peaks and gables.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, VanScoy, Anderson, N. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:36 p.m.

Commission Business

Commissioner R. Bauer commented that, given that the preliminary plat conforms with the Comprehensive Plan and Zoning Code, there would be no grounds to deny the request.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend that City Council approve the preliminary plat of "Brookside Terrace".

Further discussion

Commissioner Musgrove acknowledged that the plat meets all requirements but commented that she would prefer to see fewer homes and, therefore, will be opposing this request.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, and VanScoy. Voting No: Commissioner Musgrove. Absent: None.

6.03: "Oshaughnessy 3rd Addition" Variance and Sketch Plan for Four Single-Family Lots at 17201 St. Francis Boulevard NW

Public Hearing

Chairperson Gengler called the public hearing to order at 7:39 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends denial of the lot frontage variance based on there being adequate width in the existing parcel to create conforming lots and that there are no other similarly narrow lots in the vicinity. Staff also recommends directing the applicant to make adjustments to the lot frontages on the proposed plat for the preliminary plat submittal.

Citizen Input

Tim Oshaughnessy, applicant, provided background information on himself and the property he purchased in 2013. He stated that this is a wonderful property and he believes that this proposal would provide the opportunity for more people to live in Ramsey. He noted that he and his in-laws would continue to live on their properties. He provided additional details on the proposed plans, lot sizes, and related frontages.

Commissioner R. Bauer asked if there had been discussions with the neighbor related to the encroachment.

Mr. Oshaughnessy confirmed that he has talked to the neighbor, who has shown interest in the eight-acre lot. He stated that if the neighbor does not want to purchase the lot, they would resolve the situation.

Chairperson Gengler referenced the existing structure in the northwest corner.

Mr. Oshaughnessy replied that is his home and identified a pole barn on the property. He also confirmed the boundaries of the proposed new lots.

Planning Manager Larson commented that the sketch plan shows where required items could be located, such as septic, to ensure there is sufficient space for those items, and they do not necessarily need to be in those locations. He stated that if drain fields are to be located in the power line transition easement, permission would be required from the power company.

Commissioner Musgrove recognized that this proposal would create four lots and asked if there would be ability in the future to further subdivide the lots.

Mr. Oshaughnessy commented that there are no roads proposed as part of this development.

Commissioner Musgrove asked if the driveway for the Oshaughnessy property could be turned into a road if the property were further subdivided in the future.

Mr. Oshaughnessy commented that he has no plans to further subdivide his property in his lifetime. He stated that he enjoys his large lot and wants to create other large lots for people to enjoy.

Commissioner Anderson asked if the applicant agrees with the staff comment to reduce the size of lots one and three to reach compliance for lot two and remove the need for a variance.

Mr. Oshaughnessy commented on the restrictions of lot three because of the location of the power lines and noted that he would not want to further restrict the home placement for that lot.

Planning Manager Larson commented that staff understand that the power line easement cuts up the proposed lot, but did not believe that reducing that lot size by ten to 20 feet would impact the ability to build a home. Similarly, he did not believe that the other proposed lot would be impacted by slightly reducing the width.

Councilmember Peters asked and received confirmation that the applicant will be keeping the pole barn.

Commissioner Anderson asked and received confirmation that a variance would not be required if the applicant followed the staff suggestion shown in red on the map.

Commissioner Musgrove asked if there were any thoughts on having one access to 47, which could provide access to lots one, two, and three.

Mr. Oshaughnessy commented that he does not like easements as they create problems for landowners and therefore does not want a shared entrance.

Duwayne Skoglund, 5801 170th Lane, stated that he is opposed to the applicant doing anything. He stated that this is the fourth time the applicant has proposed something that would include a variance. He noted a previous request for an organic farm, another to build a second home, and now a request to create four lots. He stated that he appreciates honest people, and the applicant has not done anything to hold by his word to have one home with an organic farm. He believed that the applicant should have been honest from the beginning, that he had plans to develop over 20 years.

Diane Weber, 5450 173rd Avenue NW, stated that she had concerns about how the septic systems and wells would be managed. She commented that there has always been one road in and out of the neighborhood and would prefer not to have an entrance coming off 47. She commented that there is a lot of wildlife in the area and wants to ensure that they are protected. She asked if the next stage would be to develop the land behind this area. She commented on poor construction management that has occurred on one lot in the area, not related to this request.

Planning Manager Larson provided additional information on the review and inspection that occurs for septic systems.

Ms. Weber asked if there is a required distance from the power lines for buildings.

Planning Manager Larson replied that the power lines lie within a 175-foot easement where buildings cannot be placed. He noted that anything more significant than a driveway or sports court would need the approval of the power company.

Ms. Weber asked for information on access and commented on the poor road condition. She asked if there would be a plan for reconstruction of the road as part of this request. She noted that the

last time the City proposed to reconstruct the road, the residents objected to the project as they did not want to pay the assessment.

Planning Manager Larson provided details on the proposed access for the lots. He stated that the applicant would not be required to reconstruct the road, and the road is currently scheduled for reconstruction in 2032.

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:12 p.m.

Commission Business

Chairperson Gengler suggested that the Commission begin its discussion with the requested variance.

Planning Manager Larson identified the area related to the requested variance.

Commissioner R. Bauer commented that it would not seem that any of the variance criteria would be met by the request, and therefore, a variance could not be granted.

Commissioner VanScoy agreed that the applicant could move the lot lines to avoid the variance, which would still create very nice lots.

Commissioner Musgrove asked if the power line easement could be considered a practical difficulty.

Commissioner R. Bauer commented that staff stated that there would still be sufficient land to build upon if the lot line were shifted to avoid the variance.

Planning Manager Larson replied that there would be 140 feet in width as proposed, and therefore, even reducing that slightly to avoid the variance would still leave more than enough width for building upon.

Commissioner VanScoy referenced the lot that houses the encroachment by the neighbor and noted that lot is narrower than what is proposed by the City to avoid the variance, and that lot also contains a home. He therefore did not see the power line causing a practical difficulty.

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-194 Denying a Variance to Lot Width at 17201 St. Francis Boulevard NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler welcomed any input the Commission may have related to the Sketch Plan.

Commissioner Anderson recommended that the applicant work with staff to shift those two lots to put everything back into balance. He stated that he does have concerns with the finger lot on the eastern edge with the encroachment.

Commissioner VanScoy commented that it sounds like the Commission would not support an additional variance attempt for this development request.

6.04: Kenjoh Outdoor Advertising – CUP and Variance for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW

Public Hearing

Chairperson Gengler called the public hearing to order at 8:20 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff acknowledged that the applicant provided responses to the variance practical difficulty criteria in their application, and within the staff report is a resolution based solely on the practical difficulties provided by the applicant. Should the Planning Commission be in support of the variance and Conditional Use Permit (CUP), staff will prepare a CUP Resolution of approval for the City Council meeting on September 9th. Should the Commission feel the responses are inadequate for granting a variance, and therefore the CUP, the Commission should provide findings that staff can use in a denial resolution.

Commissioner R. Bauer commented that when the ordinance was first approved, they approved up to three signs. He stated that the two existing signs meet the distance requirement, but the placement of the first two signs seems to make it impossible to locate a third sign without a variance.

Planning Manager Larson agreed, noting that distance was not measured from the first sign to ensure sufficient space for another sign.

Commissioner R. Bauer stated that one of the variance criteria is that the situation is not of the applicant's creation and recognized that the City caused the hardship with the placement of its sign.

Commissioner N. Bauer referenced a letter the members of the Commission received from the owners of Outpost stating that this would visually impact their sign. She asked for more information on how this would look.

Planning Manager Larson provided additional information and stated that staff believe that the sign would remain visible.

Citizen Input

Scott Levine, representing the applicant, stated that he is present to address any questions of the Commission.

Commissioner R. Bauer asked the applicant for additional information on the concern with the blockage of another sign.

Mr. Levine replied that the height of the sign and curve of the road would ensure that there would not be a visual impact on the existing sign.

Chairperson Gengler acknowledged that there is a frontage road between the property and the highway.

Commissioner VanScoy asked the distance of this location from the City boundary.

Planning Manager Larson replied that the distance from the sign to the boundary of the City would be 509 feet.

Commissioner VanScoy acknowledged that it would be pretty limited to place the sign further towards the boundary.

Planning Manager Larson agreed, noting that the properties to the east of the sign towards the border of the City may be re-developable, where this property would most likely not be redeveloped as something else in the future.

Commissioner Musgrove referenced the sign on the other end of Ramsey and asked if this sign would be comparable in height.

Mr. Levine replied that the sign near Alpine would be maybe 35 feet in height, whereas this would be proposed at 50 feet, but acknowledged that there is no need for vehicle access near that sign.

Commissioner Musgrove commented that it would seem that this sign would have good visibility for the highway drivers.

Chairperson Gengler asked if billboards are excluded from the neon sign regulations.

City Planner Martin replied that the Commission did not discuss off-premises billboard signs other than moving them from one chapter to another, and therefore, the billboard regulations did not change. He stated that the sign on the west end of Ramsey is 29.5 feet tall.

Chairperson Gengler asked and received confirmation that this sign would follow all restrictions within the City Ordinance.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, VanScoy, N. Bauer, R. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:35 p.m.

Commission Business

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to approve Resolution 25-196 For a Variance to Distance Separation Requirements for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend approval of a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW, subject to the staff recommendations.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.05: Zoning Code Updates

Public Hearing

Chairperson Gengler called the public hearing to order at 8:38 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the proposed ordinance as presented.

Commissioner Musgrove asked if this would come back before the Commission again or move to the Council, recognizing that this is an ordinance.

Planning Manager Larson replied that the Planning Commission reviews items once, while the Council does consider an ordinance twice.

Commissioner VanScoy stated that he likes the layout of the staff presentation as it was nicely summarized and easy to follow.

Commissioner Musgrove asked for more information on the church and daycare amendments.

Planning Manager Larson replied that was overlooked when they created the use tables in the various sections. He stated that one of the churches within the residential district asked about a potential daycare use, and staff noticed the error in the Code. He explained that it was not a specific request of the church but something staff noticed in discussions.

Citizen Input

No comments.

Motion by Commissioner R. Bauer, seconded by Commissioner Lubarski, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Lubarski, Anderson, N. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:46 p.m.

Commission Business

Motion by Commissioner Musgrove, seconded by Commissioner N. Bauer, to recommend that City Council adopt Ordinance #25-08 Amending Chapter 106 Pertaining to the Zoning Code.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Musgrove, N. Bauer, Anderson, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

7. COMMISSION BUSINESS

8. COMMISSION / STAFF INPUT

Planning Manager Larson noted the September, October, November, and December meeting dates. He stated that at the next meeting, the Commission will review the 2026 schedule and confirmed consensus to keep meetings on the fourth Thursday of each month and change the start time to 6:30 p.m. He confirmed that the time change would take effect in January. He also provided information on the new member of the planning team.

Councilmember Peters commented that Happy Days is coming up, and volunteers are still needed.

City Planner Martin stated that he is working on the website update with the communications staff and is excited for the updates to come to the planning webpage.

Planning Manager Larson provided details on the items coming before the Commission at its next meeting.

Commissioner Musgrove commented that she did not receive notification of the groundbreaking for Taco Bell.

Planning Manager Larson commented that the Economic Development Authority and City Council receive notification of those events, but the Planning Commission was not included. It was confirmed that the Planning Commission would like to be included on that notification list.

Commissioner Anderson asked for an update on Home2Suites.

Planning Manager Larson commented that the hotel is getting closer, but still has some items left to complete.

Commissioner Anderson asked for an update on the PSD apartment complex.

Planning Manager Larson replied that the fourth floor has been signed off on, noting that the developer has been completing one floor and wing per week. He stated that they have a few weeks left to go.

Commissioner Anderson commented that he would be interested in visiting that site.

Planning Manager Larson commented that staff have met some potential tenants for the retail spaces in that building.

9. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:01 p.m.

Respectfully submitted,

_____

Todd Larson
Planning Manager

ATTEST:

_____

Kalia Lor
Planning Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, May 19, 2025, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Melissa Fetterley
Board Member Reid Bernard
Board Member Nick Burgess
Board Member Thomas Hagerty
Board Member Paula Houts
Board Member Laura Moore
Board Member Hassan Salami

Members Absent: None

Also Present: Senior Planner Chris Anderson
City Councilmember Eric Peters

1. CALL TO ORDER

Chairperson Fetterley called the meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Bernard and seconded by Board Member Burgess to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Bernard, Burgess, Hagerty, Houts, Moore, and Salami. Voting No: None. Absent: None.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated April 21, 2025

Motion by Board Member Moore and seconded by Board Member Bernard to approve the regular meeting minutes dated April 21, 2025.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Moore, Bernard, Burgess, Hagerty, Houts, and Salami. Voting No: None. Absent: None.

5. POLICY BOARD BUSINESS

5.01: Consider the Natural Resources Aspects of a Site Plan for Taco Bell (Project No. 25-109); Case of Border Foods, LLC

Senior Planner Anderson presented the staff report. He reported that the City has received an application from Border Foods, LLC for consideration of a Site Plan for Taco Bell, to be located at the southeast corner of Armstrong Boulevard and Bunker Lake Boulevard.

Board Member Moore asked if the yellow outline is just the Taco Bell site or the whole site.

Senior Planner Anderson replied that Taco Bell would be the northern portion, while the yellow line represents the three parcels.

Board Member Moore stated that there is a significant amount of tree cover in the portion of the plat closest to the roundabout and asked if there is a plan to save any of those trees.

Senior Planner Anderson replied that there would not be much tree removal as a part of this, noting that most of the removal work previously occurred, noting additional comments will be provided during case two.

Chairperson Fetterley asked if a different type of fence could be used that would provide more of a sound barrier for the drive-through from the busy road.

Senior Planner Anderson replied that the applicant could choose to do so, but there is nothing in the City Code that would require that. He stated that the fence would need to be decorative or match the building, which can add a significant cost to a project. He noted that there would be a consistent fence along all three parcels to make it look more uniform.

Chairperson Fetterley asked and received confirmation that the trees shown would be on the outside of the fence.

Motion by Board Member Salami and seconded by Board Member Moore to recommend approval of the natural resources elements of the Site Plan.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Salami, Moore, Bernard, Burgess, Hagerty, and Houts. Voting No: None. Absent: None.

5.02: Consider the Natural Resources Aspects of Bunker Lake Crossing Subdivision (Project No. 25-105); Case of Capital Real Estate, Inc.

Senior Planner Anderson presented the staff report. He reported that the City has received an application from Capital Real Estate Inc. for consideration of a Final Plat for Bunker Lake Crossing, a three-lot subdivision located south of Bunker Lake Boulevard, north of Sunwood Drive, and east of Armstrong Boulevard. Typically, landscaping is reviewed as part of a Site Plan, however, the applicant has essentially designed the layout and landscaping for two of the three lots in the subdivision.

Board Member Houts asked how large the outdoor seating area would be.

Senior Planner Anderson replied that there would be enough space for two to four tables. He provided additional explanation on the request to place some trees in that area to provide screening and shade.

Councilmember Peters asked if this site would have irrigation.

Senior Planner Anderson replied that he is unsure. He stated that the City Code does not require irrigation, but if irrigation is used, it must have both a rain sensor and some other form of water efficient technology. He went on to state that the tree and shrub plantings do require a two year maintenance warranty.

Motion by Board Member Burgess and seconded by Board Member Salami to recommend approval of the natural resources aspects of this subdivision.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Burgess, Salami, Bernard, Hagerty, Houts, and Moore. Voting No: None. Absent: None.

6. BOARD / STAFF INPUT

- **Wood Boilers**

Senior Planner Anderson noted that staff reached out to the Minnesota Pollution Control Agency (MPCA) to seek out an individual who could attend an EPB meeting to discuss outdoor wood boilers in greater detail. Coincidentally, the MPCA is currently seeking to fill this position, and until it is filled, they would not have anyone available to attend a meeting, which is why the item was not back on the agenda.

- Spring Recycling Event

Senior Planner Anderson reported that about 450 vehicles were serviced at the event. Staff have not yet received the tonnage data, but it is safe to say this was another successful recycling event.

Board Member Moore asked if the City is pursuing the option of having cardboard recycling year-round rather than just at the holidays.

Senior Planner Anderson replied that concept was discussed but it was determined that it would not make sense to spend funds on a dumpster when ACE has a dropped off dumpster available for that purpose down the road. He recognized that the City dumpster used around the holidays does get a lot of use.

Councilmember Peters noted that Coon Rapids also has a recycling center that is available to everyone, and appliances can be dropped off at the appliance store in Anoka at no cost.

- Arbor Month Planting Recap

Senior Planner Anderson provided a recap of the Arbor Month events. He also provided details on the upcoming rain barrel and compost bin distribution event.

7. ADJOURNMENT

Motion by Board Member Moore and seconded by Board Member Bernard to adjourn the meeting.

The meeting adjourned at 7:12 p.m.

Respectfully submitted,

_____
Chris Anderson
Senior Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on August 14, 2025, at Riverdale Park, 6860 Riverdale Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Megan Ealain Vice Chair Nathan Barten Commissioner Garth Anderson Commissioner Todd Arts Commissioner Shane Bennett Commissioner Dean Olson Commissioner Brandon Sis
Commission Members Absent:	
Also Present:	City Council Liaison Kirsten Buscher Parks & Assistant Public Works Director Mark Riverblood

1. CALL TO ORDER

Chair Ealain called the Park and Recreation Commission meeting to order at 6:32 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

- Park and Recreation Commission Meeting Minutes dated July 10, 2025

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

5. COMMISSION BUSINESS

5.01: Resident Request to Remove Neighborhood Trail Connection

Parks & Assistant Public Works Director Riverblood provided background information, details of the request, and a summary of the discussion that occurred at the last meeting. He noted that the issue had been tabled to allow Commissioners to visit the site and for additional background/research to be completed.

Commissioner Bennett asked for clarification on the location of the trail within the easement.

Parks & Assistant Public Works Director Riverblood replied that the trail is fully within the easement and the easement fully lies within one property.

Jeff Lammert, 7494 159th Avenue, stated that his property line actually falls four feet past the trail onto what they had previously believed to be the neighbor's property.

Commissioner Bennett commented that it is an unfortunate placement for the trail, but he believes the trail should remain in place. He did not believe it would be advantageous to remove the trail.

Commissioner Sis stated that after reviewing the minutes from the previous meeting and the information in the case, he would agree that the trail should remain. He asked if the City would consider making an offer to purchase the strip of land where the easement is, so the boundary would lie on the other side of the trail.

Parks & Assistant Public Works Director Riverblood stated that while that could be done, there would not be a purpose for the City to purchase the land, as the only use for the land is the trail, and that is accommodated by the easement.

Commissioner Bennett stated that perhaps in the future, if the trail were aged and deteriorated to the point where it is no longer viable, it could then be determined whether the trail should be replaced or removed.

Councilmember Buscher asked if there had been consideration of the resident placing a fence on the inside of the trail, as it could be considered abandonment of the remainder of his property.

Commissioner Sis stated that perhaps there could be a memorandum of understanding with the City that the placement of the fence would not be considered abandonment of the remainder of the property.

Parks & Assistant Public Works Director Riverblood commented that he is not aware of any action related to the placement of fencing that would trigger abandonment of property. He stated that the property lines and easement were identified in the original plat for the development.

Commissioner Barten stated that he did a lot of research on this, and there are a lot of additional trails done in this same manner, not just in Ramsey, but throughout the country. He stated that, regardless of the usefulness of the trail, there would be an issue of precedent; removing a trail on an easement would set precedent for others to do the same, and that would be counteractive to the desire for connectivity.

Parks & Assistant Public Works Director Riverblood stated that there has been discussion of developing Traprock Park as a community garden, and the trail connection would then provide a benefit to more residents, including in The Woodlands neighborhood, most of which have tiny yards, many with shade.

Commissioner Bennett stated that he has two neighbors who would make a similar request to remove a trail that terminates at their driveway if this request were approved.

Mr. Lammert asked why it would be bad to remove something that residents do not like. He stated that he should have looked at a survey before purchasing the property to determine where his property line is, but he has now discovered that ten percent of his property is essentially unusable.

Commissioner Bennett commented that Mr. Lammert is asking for consideration for his property, which existed in this manner when he purchased it, and in addition to putting that burden on other Ramsey taxpayers to remove the trail and add other connections to take that place. He stated that the Commission is charged with making the best decision overall. He had empathy for the resident but also understood that he purchased the property in the manner it exists.

Mr. Lammert commented that he would be willing to contribute to the cost of removal of the trail.

Commissioner Bennett asked about the cost to make a connection to Traprock along Variolite Street to Alpine Drive.

Parks & Assistant Public Works Director Riverblood commented that the trail connection would have a cost of about $500,000.

Commissioner Bennett commented that the issue is not just the trail on the easement but the broader ramifications.

Mr. Lammert stated that it seems like a shortcut the City chose to save money, in having the developer create this trail rather than the City paying for the extension and connection of trails.

Commissioner Bennett agreed that this was probably a poorly thought-out choice at the time of development.

Commissioner Arts commented that the situation should have been disclosed to the homeowner at the time of purchase, noting that he had a similar situation with an easement on his property. He recognized that it is not an ideal situation, but noted that he has used the trail connection himself.

Motion by Commissioner Barten, seconded by Commissioner Sis, to leave the trail as is with no changes.

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

Mr. Lammert asked where he could place a fence.

Parks & Assistant Public Works Director Riverblood commented that he could supply a letter approving the placement of a fence 12 to 18 inches from the trail.

Councilmember Buscher stated that the resident is also welcome to bring this issue forward to the City Council if desired.

Parks & Assistant Public Works Director Riverblood commented that if the City were going to vacate real property and public improvements, there would be more impacts than just the property owner, and therefore, there would need to be public notice and a public hearing.

Mr. Lammert asked who he should speak with about how taxes are assessed for his property and how he could recoup any charges he has been assessed for that property.

Parks & Assistant Public Works Director Riverblood suggested that Mr. Lammert follow up with the County Assessor.

5.02: Water Play Development at The Waterfront – Progress Report

Parks & Assistant Public Works Director Riverblood provided an update on the development of the design for the water play feature at The Waterfront, including estimated costs and lead times to obtain the materials. He asked that the Commission consider recommending the purchase of the building and sewer, and water main to keep the project moving forward on schedule.

Commissioner Sis asked if the restrooms would be proposed to be open year-round.

Parks & Assistant Public Works Director Riverblood commented that would not be anticipated at this time because of the additional cost that would be required for heating.

Commissioner Bennett commented that once the main building is completed, that would include indoor restrooms that would be accessible year-round.

Parks & Assistant Public Works Director Riverblood commented on the restrooms that are also presently available at nearby retailers.

Councilmember Buscher asked if the restrooms would just be male/female or whether there would be a family restroom.

Parks & Assistant Public Works Director Riverblood commented that is something that can be considered, but because of the additional cost that would be associated with these may just be

male/female restrooms. He noted that this would help to further develop the community park and provide an amenity that the community does not yet have.

Motion by Commissioner Sis, seconded by Commissioner Bennett, to recommend to City Council that the prefab restroom and support building, as well as the underground utility work for The Waterfront Park Improvement Project, be placed on the subsequent City Council Consent Agenda for formal approvals.

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

6. COMMISSION/STAFF INPUT

6.01: Consider Park and Recreation Commission Presence at the 2025 Happy Days Festival

Parks & Assistant Public Works Director Riverblood stated that this is the annual request for Commission presence at the Happy Days Festival. He noted that there are also other volunteer opportunities beyond the Commission booth for those who are interested and available.

Councilmember Buscher asked if the volunteer opportunities would be available for families.

Commissioner Sis noted that his son has volunteered with him at the event.

6.02: Recreation Program Updates - August

Parks & Assistant Public Works Director Riverblood noted the monthly recreation program update included in the Commission packet.

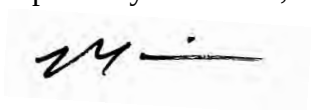
7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 7:16 p.m.

Respectfully submitted,



Mark Riverblood
Parks & Assistant Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, July 15, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Michael Olson
Councilmember Chris Riley
Councilmember Dan Specht

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

1. CALL TO ORDER

Chairperson Olson 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 Riley, seconded by Councilmember Specht, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Olson, Councilmembers Riley and Specht. Voting No: None.

4. APPROVE MINUTES

4.01: Approve June 17, 2025, Meeting Minutes

Motion by Councilmember Riley, seconded by Councilmember Specht, to approve the following minutes:

Regular Meeting Minutes dated June 17, 2025

Motion carried. Voting Yes: Chairperson Olson, Councilmembers Riley and Specht. Voting No: None.

5. COMMITTEE BUSINESS

6. COMMITTEE / STAFF INPUT

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

Parks and Assistant Public Works Director Riverblood provided an update on the planning for the waterplay area at The Waterfront, including restrooms, architectural features, other activities, parking, landscaping, and other elements. He also provided information on capacity and the other uses that could be considered for the space. He noted a grant received for landscaping enhancements and provided information on the overall project timeline and schedule.

Commissioner Riley asked for an update on Central Park and the new playground.

Parks and Assistant Public Works Director Riverblood commented that the new playground has been a success that is appreciated by residents and visitors. He referenced the music components, noting that one tube was bent upon installation and has since been removed for replacement. He stated that he continues to follow up to determine when that piece would be received and installed.

Chairperson Olson asked if there are plans for outdoor speakers in the waterplay area.

Parks and Assistant Public Works Director Riverblood commented that they could consider that, as he is looking into that feature for The Draw as well. He noted that the outdoor speakers could always be added after the fact as well. He also provided an update on the TH 47 trail connection and related conversations with MnDOT.

City Engineer/Public Works Director Westby provided an update on current and proposed City, County, and MnDOT improvement projects and studies, and other items of interest to the Committee. He provided more specific information on the water treatment plant project, noting that he will be bringing a case forward to the Council worksession next week related to project costs, construction delays, and what the contractor and engineering consultant feel they have done to keep the project on track. He stated that the contractor would be provided an opportunity to provide information on the requested time extension.

Councilmember Specht commented that the City paid extra ahead of time to get the project done sooner.

City Engineer/Public Works Director Westby commented that, unfortunately, the contractor did not factor winter conditions into the timeline for their initial time extension request. He stated that if the change order is not approved, AE2S will still request additional funds for the extended construction timeline.

Councilmember Specht asked what would happen if that is not approved.

City Engineer/Public Works Director Westby commented that he did not believe that AE2S would walk away from the project, but they would most likely reduce their time on site. He explained that would not be desirable as this is the time in the project when you want the project engineers on site, inspecting the progress as the contractors attempt to hurry to complete the remaining work and final details.

Councilmember Riley agreed that it is important to have someone watching to ensure everything is done correctly.

Councilmember Specht recognized that the funding is not coming from the general fund and will not impact the budget for the next year, as the water fund is being used.

City Engineer/Public Works Director Westby commented that once the site is ready to safely host a tour, the Council will receive a tour of the facility.

Councilmember Riley commented that the contractor is missing the timeline by a lot. He stated that if the winter put them behind, they should have had time during the other months to catch up. He reiterated that the City paid more to get the project completed sooner, and the contractor did not deliver.

City Engineer/Public Works Director Westby confirmed that staff have heard that message, and they will be following up with the contractor. He continued to provide an update on other items of interest to the Committee. He confirmed the consensus of the Committee for him to provide updated information on the waterplay project within the packet, and the Committee can ask questions, rather than asking Parks and Assistant Public Works Director Riverblood to attend each meeting and provide an update.

6.02: Review Future Topics Calendar

City Engineer/Public Works Director Westby reviewed the future topics calendar, and it was confirmed that the gravel road elimination program could be removed as that is being worked through the Capital Improvement Plan.

7. ADJOURNMENT

Motion by Councilmember Riley, seconded by Councilmember Specht, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:55 p.m.

Respectfully submitted,

_____

Bruce Westby
City Engineer/Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

Meeting Date: 10/14/2025

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

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated September 23, 2025
2. City Council Regular Session dated September 23, 2025

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.

OutcomeAction:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated September 23, 2025
2. City Council Regular Session dated September 23, 2025

Attachments

09-23-25 CCWS

09-23-25 Meeting

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:38 PM
Form Started By: Katie Schmidt		Started On: 10/07/2025 12:29 PM
Final Approval Date: 10/09/2025		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, September 23, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Ryan Heineman
Councilmember Kirsten Buscher
Councilmember Michael Olson
Councilmember Eric Peters
Councilmember Chris Riley
Councilmember Dan Specht
Councilmember Shanna Stewart

Also Present: City Administrator Brian Hagen
Planning Manager Todd Larson
Parks and Assistant Public Works Director Mark Riverblood
Senior Planner Chris Anderson
City Attorney Fritz Knaak

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Review Quotes for a New Curbside Recycling Contract Beginning in 2026

Senior Planner Anderson reviewed the Staff report in regard to quotes for a new recycling contract to begin in 2026. He shared Staff's recommendation to negotiate with ACE Solid Waste.

Councilmember Peters asked what is included in the organics that are picked up with recycling.

Senior Planner Anderson said organics would be food waste or things like pizza boxes that have food grease on them that cannot be recycled.

Councilmember Riley asked how these prices compare to what they have been paying in their last contract.

Senior Planner Anderson shared that the current rate is $3.98 per household per month. He noted that ACE is proposing to hold this rate steady for the first year of a new contract and increase a total of $0.39 over the course of the contract.

Councilmember Busher asked if this increase is similar to what they saw in the last contract.

Senior Planner Anderson shared that ACE had originally proposed an increase for the last contract; however, after discussions, they did propose a flat fee.

The consensus of the Council was to direct Staff to negotiate a contract for recycling services with ACE Solid Waste.

2.02: Variance Appeals

Planning Manager Larson reviewed the Staff report concerning the process of variance appeals. He shared that there will be a variance appeal at the next two Council meetings.

City Attorney Knaak shared that the Planning Commission has been given decision-making authority over variances, which means that the Council no longer has to review the Planning Commission's recommendations for these variances and would only see a request if it goes through the appeals process.

Councilmember Riley suggested that they change the process to not give the Planning Commission final authority to approve variances, and their recommendations would be placed on the Consent Agenda or regular Agenda for the Council to vote on.

Councilmember Stewart asked if the Planning Commission has always had final authority over variances.

Senior Planner Anderson explained that the Planning Commission has always had the authority for variances.

Councilmember Specht shared that he had a resident who reached out to him with concerns that an unelected Commission was making these decisions. He noted that he respects the Planning Commission and understands that they play an important role; however, he likes the idea of them giving a recommendation to Council to make the final vote as the elected body.

Councilmember Peters agreed.

City Attorney Knaak noted that when these items would come forward to the Council for final approval, no supplemental information could be used in this consideration.

Councilmember Buscher asked what other cities in the area are doing to approve these variances.

Planning Manager Larson shared that Staff can research this and put together a City Code amendment to change this process.

Mayor Heineman noted that the practical difficulties outlined for a variance are all subjective. He said the Planning Commission could believe the practical difficulties to be not present, and the Council could believe them to be different. He asked if this would be allowed through the appeals process.

City Attorney Knaak said yes, as long as the Council's findings were based on the record.

Councilmember Buscher shared that she is comfortable with keeping this process as is, as the Council still has the process to make a change to a decision through the appeals process if necessary.

The consensus of the Council was to direct Staff to put together an amendment to change the variance process to make the Planning Commission an advisory body and the Council the deciding body.

2.03: Consider Public Fund Expenditure to the Fire Relief Association

City Administrator Hagen reviewed the Staff report in regard to considering a public fund expenditure to the Fire Relief Association.

Councilmember Buscher shared that this is something that she finds to be equitable and thinks that, since they gave to the Ramsey Police Association, they should also give to the Fire Relief Association. She noted that the Police Department pensions are already higher than the Fire Department's.

Councilmember Stewart asked if this $400 amount would be in excess of what they already give to the Fire Department.

Councilmember Buscher said yes, but noted that they are giving the same extra amount to the Police Association.

City Administrator Hagen explained the difference between the Ramsey Police Association and the Fire Relief Association, which are both non-profits.

Councilmember Buscher noted that the Fire Relief Association serves the same purpose as the Ramsey Police Association, so she believes it would be equitable to give the same amount to both organizations.

Councilmember Specht said this is not about equity to him, as this could be a slippery slope; however, he is not against giving the Fire Relief Association the extra $400.

Councilmember Olson stated he does not see a need to do this. He noted that there was a very specific request brought to the Council for an additional $400 for the Ramsey Police Association, and he does not think that they need to match the donation to the Fire Relief Association. He shared that the Council is responsible for handling the taxpayers' dollars, and since the Fire Relief Association has not even asked for this additional donation, he does not think it is reasonable to give to them just to be equitable.

Councilmember Buscher shared that while the Fire Relief Association did not request these funds, she did reach out and ask if she could raise this request on their behalf, to which they were excited

at the possibility of getting some extra funding. She added that they put a lot of effort into raising money for the Fire Relief Association.

Mayor Heineman said that he thinks that they should wait for requests to approve additional donations; however, he would be supportive of approving the additional $400 for the Fire Relief Association.

The consensus of the Council was to provide the Fire Relief Association with an additional $400 donation.

2.04: Veterans Park Discussion

City Administrator Hagen reviewed the Staff report concerning the idea of creating a Veterans Park in Ramsey.

Mayor Heineman shared that, as a veteran himself, he does not see a need for a Veterans Park. He said if they wanted to incorporate a memorial at an existing park, then he would be supportive.

Councilmember Buscher asked if there is currently a park being planned somewhere in the City.

Parks and Assistant Public Works Director Riverblood shared that they have a number of proposed parks that have yet to be developed. He added that there is a resident who does an annual flag retirement event, which has grown over the years. He said they could consider collaborating with this event to honor the veterans in the City.

Mayor Heineman added that they could name one of the other proposed parks Veterans Park.

City Administrator Hagen noted that the next park is likely three years out from being built.

Councilmember Olson shared that he likes the idea of collaborating with the resident for the flag retirement event. He added that he would like them to work on some sort of succession planning for after this resident is no longer able to put on the event himself.

Councilmember Specht agreed.

Councilmember Buscher said she does not think this would need to be a full park; however, they could put some kind of memorial next to the old Town Hall.

Councilmember Stewart shared that she would also like the City to look into some succession planning for the flag retirement event currently being put on by a resident.

The consensus of the Council was to direct Staff to work with the resident who puts on the flag retirement event for City collaboration and succession planning, and also look into adding a Veterans memorial at a future park.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

4.01: Update on Outside Committees

Councilmember Riley shared that the Lower Rum River Watershed Management Organization has new engineering staff, and he thinks this will be a good thing for Ramsey.

Councilmember Specht shared that QCTV has won several awards and has been nominated for the local Emmy Awards.

Councilmember Buscher noted that the Blaine Police Department has helped reconfigure the pure support team, and they are seeking members from the Fire and Police Departments to help work through different issues. She added that at the Fire Protection Council, they discussed coordination with mental health providers for arson-related behavior. She encouraged other Councilmembers to stop by these meetings to see how the surrounding cities are working together to protect all citizens.

Mayor Heineman added that the Joint Law Enforcement Council has new facilities that opened around the Anoka County Sheriff's Office, which are now available for tours for those interested. He noted that he attended the Twin Cities Gateway meeting, where they discussed where visitors to the area are spending money when travelling to the City. He shared that summer sports are a huge draw to the City for visitors. He added that the Twin Cities Gateway came out with their first magazine, and Ramsey has a two-page spread all about the City.

City Administrator Hagen shared that these projects through the Twin Cities Gateway are being funded through hotel taxes.

Councilmember Olson asked about the emergency fence consortium with the Joint Law Enforcement Council.

Councilmember Buscher noted that this is on hold for the time being due to not being given the legislative budget for this. She said they are hopeful to have this reproposed in the future.

City Administrator Hagen shared that the North Metra Mayors Association typically takes a break over the summer months, so they have not met recently; however, they will be starting back up soon to discuss the budget and legislative priorities.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:44 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Major
TimeSaver Off Site Secretarial, Inc.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. APPROVE AGENDA 2
3. PRESENTATIONS 2
3.01: Proclamation Declaring October 2025 as Domestic Violence Awareness Month 2
4. CITIZEN INPUT 3
5. CONSENT AGENDA 3
6. PUBLIC HEARING 4
6.01: PUBLIC HEARING: Adopt Resolution #25-218 Vacating Easements and Right-of-Way in Business Park 95 Second and Eighth Additions. 4
6.02: PUBLIC HEARING: Consider a Request for a Private Kennel License at 14365 Bowers Drive NW 5
6.03: PUBLIC HEARING: Adopt Resolution #25-220 Adopting Assessments for Past-Due Charges on Municipal Utility Bills and Current Services Rendered. 5
7. COUNCIL BUSINESS 6
7.01: Adopt Resolution 25-221 Adopting Proposed 2026 Payable Tax Levies (General, Pavement Management, EDA, and Debt Service) & Schedule Public Hearing for December 9, 2025; Adopt Resolution #25-222 Adopting Proposed 2026 General Fund Budget and Resolution #25-223 Adopting Proposed 2026 EDA Budget. 6
7.02: Appeal of the Planning Commission's denial of a variance for lot width for the proposed plat of "O'Shaughnessy 3rd Addition" at 17201 St. Francis Blvd. NW. 8
7.03: Adopt Ordinance #25-08 - Zoning Code Updates. 10
7.04: Adopt Charter Recommended Ordinance #25-09 Amending Chapters 2, 3, and 7 of the City Charter. 10
8. MAYOR, COUNCIL AND STAFF INPUT 10
9. ADJOURNMENT 11

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, September 23, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Ryan Heineman
Councilmember Kirsten Buscher
Councilmember Michael Olson
Councilmember Eric Peters
Councilmember Chris Riley
Councilmember Dan Specht
Councilmember Shanna Stewart

Members Absent: None

Also Present: City Administrator Brian Hagen
Finance Director Diana Lund
Planning Manager Todd Larson
City Planner Adam Martin
City Attorney Fritz Knaak

1. CALL TO ORDER

Mayor Heineman 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 Heineman.

2. APPROVE AGENDA

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

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Peters, Olson, Buscher, Riley, Specht, and Stewart. Voting No: None.

3. PRESENTATIONS

3.01: Proclamation Declaring October 2025 as *Domestic Violence Awareness Month*

Mayor Heineman read the proclamation declaring October 2025 as Domestic Violence Awareness Month.

Katie Kelly, Community Outreach Coordinator for the Alexandra House, came forward and shared that they are thankful for the City's leadership and commitment to ending violence in the

community. She noted that nearly one in two women and two in five men report that they have been victims of violence or stalking at some point in their lifetime. She added that in 2024, there were at least 24 domestic-related homicides in Minnesota, and there have already been 17 domestic-related homicides this year. She invited all residents to join in on taking community action against domestic violence. She encouraged everyone to wear purple on Purple Thursday in support of ending domestic violence on Thursday, October 23. She shared that they will be hosting a Hope Fest event on Saturday, September 27, in downtown Anoka to raise awareness and show support for victims and survivors of domestic violence. She said more information can be found on their website, www.AlexandraHouse.org.

4. CITIZEN INPUT

None.

5. CONSENT AGENDA

Motion by Councilmember Riley, seconded by Councilmember Peters, to approve the following items on the Consent Agenda:

5.01: Approve the Following Meeting Minutes:
1) City Council Regular Session dated September 9, 2025

5.02: Adopt Resolution #25-232 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 4, 2025, through September 17, 2025.

5.03: Adopt Resolution #25-165 Approving Final Payment to Douglas-Kerr Underground LLC for Improvement Project #23-19, The COR Infrastructure Improvements.

5.04: Adopt Resolution #25-173 Declaring the Property west of Xkimo Street and South of 15010 Xkimo Street as Surplus and Authorizing Execution of a Quit Claim Deed to Dispose of Property.

5.05: Adopt Resolution #25-213 Approving Partial Payment to Dave Perkins Contracting, Inc. for Improvement Project #25-04, Dickensons Mississippi Estate Street Reconstructions.

5.06: Adopt Resolution #25-214 Approving Partial Payment to Park Construction Company for Improvement Project #25-03, MSA Alpine Drive Reconstruction.

5.07: Adopt Resolution #25-216 Approving Partial Payment to North Valley, Inc. for Improvement Project #25-07, 2025 Neighborhood Pavement Overlay Improvements.

5.08: Adopt Resolution #25-217 Approving Partial Payment #27 to Magney Construction, Inc. for Improvement Project #21-09; Centralized Water Treatment Plant.

5.09: Adopt Resolution #25-219 Approving Final Plat of "Zero Zone Addition."

5:10: Adopt Resolution #25-224 Approving Final Plat and Development Agreement for "Brookside Terrace" (Brookside Construction Inc.)

5:11: Adopt Resolution #25-225 Approving Partial Payment to North Valley, Inc. for Improvement Project #25-05, High Point Street Reconstructions.

5:12: Adopt Resolution #25-227 Approving Change Order #1 for 2025 Neighborhood Pavement Overlay Improvements, Improvement Project #25-07

5:13: Adopt Resolution #25-229 Approving Partial Payment to Douglas-Kerr Underground, LLC for Improvement Project #24-13, Fox Ridge Estates 1st & 2nd Street Reconstructions.

5:14: Adopt Resolution #25-230 Approving Construction Contingency Expense No. 10 for Improvement Project #21-09, Centralized Water Treatment Plant.
5:15: Adopt Resolution #25-231 Accepting Quotes and Awarding Contract for Waterfront Water-Play Park Utility Improvements, Improvement Project #25-61.
5:16: Adopt Resolution #25-233 to Appoint a New Member to the Economic Development Authority.
5:17: Adopt Resolution #25-235 Approving an Encroachment Agreement for Taco Bell at 14751 Armstrong Boulevard NW.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Peters, Buscher, Olson, Specht, and Stewart. Voting No: None.

6. PUBLIC HEARING

6.01: PUBLIC HEARING: Adopt Resolution #25-218 Vacating Easements and Right-of-Way in Business Park 95 Second and Eighth Additions.

Presentation

Planning Manager Larson reviewed the Staff report in regard to the vacation of easements and right-of-way in Business Park 95, Second and Eighth Additions.

Public Hearing

Mayor Heineman called the public hearing to order at 7:09 p.m.

Citizen Input

None.

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

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Olson, Buscher, Peters, Specht, and Stewart. Voting No: None.

Mayor Heineman closed the public hearing at 7:10 p.m.

Council Business

Motion by Councilmember Peters, seconded by Councilmember Stewart, to adopt Resolution #25-218 Vacating Easements and Right-of-Way in Business Park 95 Second and Eighth Addition.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Peters, Stewart, Buscher, Olson, Riley, and Specht. Voting No: None.

6.02: PUBLIC HEARING: Consider a Request for a Private Kennel License at 14365 Bowers Drive NW.

Presentation

City Planner Martin reviewed the Staff report concerning the request for a private kennel license at 14365 Bowers Drive NW.

Public Hearing

Mayor Heineman called the public hearing to order at 7:13 p.m.

Citizen Input

None.

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

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Olson, Buscher, Peters, Specht, and Stewart. Voting No: None.

Mayor Heineman closed the public hearing at 7:14 p.m.

Council Business

Motion by Councilmember Specht, seconded by Councilmember Buscher, to adopt Resolution #25-228, Approving a Private Kennel License to Michael and Kathryn Manning at 14365 Bowers Drive NW.

Further discussion:

Councilmember Stewart thanked the Mannings for going through the proper channels to adopt this fourth dog.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Specht, Buscher, Olson, Peters, Riley, and Stewart. Voting No: None.

6.03: PUBLIC HEARING: Adopt Resolution #25-220 Adopting Assessments for Past-Due Charges on Municipal Utility Bills and Current Services Rendered.

Presentation

Finance Director Lund reviewed the Staff report in regard to the assessments for past-due charges on municipal utility bills and current services rendered. She shared that there are currently 1,026 delinquent accounts in the amount of $509,585.72.

Public Hearing

Mayor Heineman called the public hearing to order at 7:18 p.m.

Citizen Input

None.

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

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Olson, Buscher, Peters, Specht, and Stewart. Voting No: None.

Mayor Heineman closed the public hearing at 7:19 p.m.

Council Business

Councilmember Riley noted that there are several properties on the delinquent list on newer streets or in newer neighborhoods. He asked if there is a lack of understanding of these bills among newer residents.

Finance Director Lund shared that these property owners would all have received this bill. She added that new residents also receive an informational packet when moving in that explains the utility bills.

Motion by Councilmember Riley, seconded by Councilmember Peters, to adopt Resolution #25-220 Adopting Assessments for Past-Due Charges on Municipal Utility Bills (Which May Include Water, Sewer, Street Lighting, Recycling, Storm Water Charges, and Penalties Incurred) and Current Services Rendered.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Peters, Buscher, Olson, Specht, and Stewart. Voting No: None.

7. COUNCIL BUSINESS

7.01: Adopt Resolution 25-221 Adopting Proposed 2026 Payable Tax Levies (General, Pavement Management, EDA, and Debt Service) & Schedule Public Hearing for December 9, 2025; Adopt Resolution #25-222 Adopting Proposed 2026 General Fund Budget and Resolution #25-223 Adopting Proposed 2026 EDA Budget.

Finance Director Lund reviewed the Staff report concerning the adoption of the proposed 2026 payable tax levies, 2026 general fund budget, 2026 EDA budget, and scheduling the public hearing for December 9, 2025. She shared that the proposed tax levy for 2026 totals $23,376,916, which is a 6.5% increase.

Councilmember Specht thanked Staff for all of their hard work putting the budget together every year. He asked how much of the budget was being covered by a transfer from an internal source.

Finance Director Lund said there will be $1,788,750 transferred from other internal funds, $917,000 of which will be coming from the COR fund.

Motion by Councilmember Peters, seconded by Councilmember Olson, to adopt Resolution #25-221 Approving the Proposed 2025, Payable 2026 Tax Levy in the amount of $23,376,916 and to schedule the City of Ramsey's budget/levy public meeting on Tuesday, December 9, 2025, at 7:00 p.m.

Further discussion:

Councilmember Specht shared that he will not be supporting the budget as he does not agree with all of the additional personnel hires and spending on equipment that are in the proposed budget. He said he thinks they are doing the residents a disservice by growing the government by this much during a time when a lot of people are hurting financially.

Councilmember Riley noted that the City is growing, and the development that they have been working on in the COR area has been successful. He stated that moving around internal funds has made the overall increase only 6.5%; however, there are more cuts that they could have made to decrease this even more. He said he believes they are spending too much. He noted that without the transfers from internal funds, they are actually looking at an over 11% increase.

Mayor Heineman shared that during Work Session meetings, the Council reached consensus that they were comfortable with moving forward with the budget if Staff could get it below a 7.5% increase. He noted that they were able to use funds that are newly afforded to them to bring this down to 6.5%. He said the new funding source was revealed to the Council later due to the Legislative Session running late. He shared that since Staff was able to meet the request of Council to be under 7.5%, he is supportive.

Councilmember Buscher stated Staff put a lot of time into preparing this budget. She noted that they need to get ahead of the growth in the City to continue to take care of residents. She said she will be supporting this.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Peters, Olson, and Buscher. Voting No: Councilmembers Riley, Specht, and Stewart.

Motion by Councilmember Peters, seconded by Councilmember Olson, to adopt Resolution #25-222 Adopting Proposed 2026 General Fund Budget.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Peters, Olson, and Buscher. Voting No: Councilmembers Riley, Specht, and Stewart.

Motion by Councilmember Specht, seconded by Councilmember Peters, to adopt Resolution #25-223 Adopting Proposed 2026 EDA Budget.

Further discussion:

Councilmember Specht shared his appreciation for the work that the EDA does and for keeping its budget flat this year.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Specht, Peters, Buscher, Olson, Riley, and Stewart. Voting No: None.

7.02: Appeal of the Planning Commission's denial of a variance for lot width for the proposed plat of "O'Shaughnessy 3rd Addition" at 17201 St. Francis Blvd. NW.

Planning Manager Larson reviewed the Staff report in regard to an appeal of the Planning Commission's denial of a variance for lot width on the proposed plat of "O'Shaughnessy 3rd Addition" at 17201 St. Francis Boulevard NW.

Tim O'Shaughnessy, 17201 St. Francis Boulevard NW, came forward and thanked Staff and the Planning Commission for all of their work on this item. He shared that the southern lot of this plat needs over 60% non-easement property, while the proposal from the City would leave this lot at less than 50% buildable. He said they comply with the spirit of the ordinance. He noted that MnDOT has approved this request. He stated that he wants the southern lot to be as nice as possible.

Councilmember Riley asked if the applicant would still be able to meet his goals by moving the lot lines.

Mr. O'Shaughnessy said no, as it would turn the northern lot into a skinny lot.

Mayor Heineman explained that when the Planning Commission decides on a variance, the Council can overrule this if the findings were inaccurate. He noted that there are seven conditions for approving a variance. He asked if all seven conditions were addressed in these findings from the Planning Commission.

Planning Manager Larson explained that they only need to meet one of the conditions to approve a variance.

Mayor Heineman shared that he sees errors in the findings of the Planning Commission, as they are only addressing two of the conditions.

Planning Manager Larson explained that the application did not include any direct answers to the seven conditions to see if any of them worked. He noted that this burden is on the applicant to provide, and it was not provided. He said Staff looked at this and figured out a way to make it work, and the applicant did not like this solution.

Councilmember Buscher shared that other properties throughout the City have been given this variance, and it would not alter the character of the locality, as this would still be a large plot of land.

Mayor Heineman noted that if they are turning a 30-acre lot into four larger lots, this would still meet the character of the area. He said there are developments on the other side of Highway 47 with a lot smaller lot sizes.

Planning Manager Larson stated the developments across Highway 47 are in different zoning districts and were approved due to offsetting dedicated land given to the City for open space. He said there is no give and take in this situation.

Mayor Heineman asked if the applicant had an interest in rezoning the property to a PUD.

Planning Manager Larson shared that there was a concept plan proposed a few years ago to run a street through this area to several one-acre lots. He said this was not looked at favorably by Staff as there was no offset of dedicated land, which would have gone against the spirit of the Rural Residential zoning area.

Mr. O'Shaughnessy explained that there was no formal proposal at this time for the PUD. He said he is not opposed to dedicating open space.

Planning Manager Larson suggested that the Council direct Staff to put together some provisions for flag lots of large acreages in the Rural Residential area.

Councilmember Riley said he is not sure that, at this point, he would want to make a change to any ordinances.

Councilmember Stewart agreed.

Motion by Councilmember Riley, seconded by Councilmember Peters, to table this item and direct Staff to prepare a resolution overturning the Planning Commission's decision with specific practical difficulties, under Finding B that the proposed narrow lot would be out of character with other lots in the area, justifying the variance, and bring the resolution approving the variance back at the October 14 meeting.

Further discussion:

Councilmember Specht shared that he believes this request fits with the spirit of the nearby lots, and he is supportive of this variance.

Mayor Heineman noted that Staff and the Planning Commission did everything right in this situation, and the appeals process is something that is in place to allow the Council to look at the situation. He said this overturning is not indicative of Staff or the Planning Commission doing a poor job.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Riley, Peters, Buscher, Olson, Specht, and Stewart. Voting No: None.

7.03: Adopt Ordinance #25-08 - Zoning Code Updates.

Planning manager Larson reviewed the Staff report concerning the proposed zoning code updates.

Motion by Councilmember Specht, seconded by Councilmember Stewart, to adopt Ordinance #25-08 Amending Chapter 106 Pertaining to the Zoning Code.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

7.04: Adopt Charter Recommended Ordinance #25-09 Amending Chapters 2, 3, and 7 of the City Charter.

City Administrator Hagen reviewed the Staff report in regard to the proposed amendments to the City Charter.

Motion by Councilmember Olson, seconded by Councilmember Peters, to adopt Ordinance #25-09 Amending Chapters 2, 3, and 7 of the City Charter.

A roll call vote was performed:

Councilmember Buscher	aye
Councilmember Riley	aye
Councilmember Stewart	aye
Councilmember Olson	aye
Councilmember Specht	aye
Councilmember Peters	aye
Mayor Heineman	aye

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Hagen announced upcoming meetings and events.

Councilmember Buscher shared that the Fire Department will be having an Open House on October 7 at Station #1 and on October 9 at Station #2.

Councilmember Specht shared that Iglesia CREES will be hosting their 15th Annual Festival of Nations this Saturday, September 27.

9. ADJOURNMENT

Motion by Councilmember Stewart, seconded by Councilmember Buscher, to adjourn the meeting.

Motion carried. Voting Yes: Mayor Heineman, Councilmembers Stewart, Buscher, Olson, Peters, Riley, and Specht. Voting No: None.

The regular meeting of the City Council adjourned at 8:23 p.m.

Respectfully submitted,

_____
Brian S. Hagen
City Administrator

ATTEST:

_____
Katie M. Schmidt
City Clerk

Drafted by Ava Major
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: 10/14/2025

Primary Strategic Plan Initiative: Not Applicable

Title:

Approval of Quit Claim Deed for Kaylee and Justin Allen

Purpose/Background:

On September 23, 2025, City Council approved Resolution #25-173 Declaring Surplus Property and Approving the Execution of a Quit Claim Deed to Transfer a Parcel No Longer Needed for Road Purposes. The resolution is attached for your review. The City Attorney has drafted the Quit Claim Deed which will deed the surplus property to the adjacent property owners Kaylee and Justin Allen, located at 15010 Xkimo St NW.

In 2002, the City Council adopted Resolution #02-09, vacating road easements and road right-of-way segments no longer needed because of adjacent development patterns. The City is still the fee owner of one of the parcels lying west of Xkimo St and south of 15010 Xkimo St. The City Attorney determined the City will need to execute a Quit Claim Deed to transfer the property to the owner of 15010 Xkimo St, whose septic system is in on the property, in which the City granted a permit for in 1983.

The execution of the Quit Claim Deed will accomplish two things: the City will no longer be the fee owner (this was the original goal from 2002) and it will correct the issue with the existing septic system on city property.

Notification:

Not Applicable

Time Frame/Observations/Alternatives:

Deeds will be filed after City Council takes action.

Funding Source:

The City of Ramsey will be financially responsible for the executed Quit Claim Deed to be filed with Anoka County Property Taxation Department.

Recommendation:

Staff recommends approval of the Quit Claim Deed. Another option couple be to deny it or provide staff with other options.

Outcome/Action:

Motion to approve the Quit Claim Deed that deeds the city-owned surplus property to the adjacent property owner, with the requirement that the City of Ramsey will be financially responsible and will file the executed deed with Anoka County Property and Taxation Department.

Attachments

Quit Claim Deed

Approved Res #25-173

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:33 PM
Form Started By: Stephanie Hanson		Started On: 10/03/2025 12:09 PM
Final Approval Date: 10/09/2025		

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED
Business Entity to Individual(s)

Minnesota Uniform Conveyancing Blanks
Form 10.3.4 (2016)

eCRV number: _____

DEED TAX DUE: $ _____

DATE: September 23, 2025
(month/day/year)

FOR VALUABLE CONSIDERATION, the City of Ramsey, Minnesota
(insert name of Grantor)

a Charter City and Municipal Corportation under the laws of Minnesota ("**Grantor**"), hereby conveys and quitclaims to Kaylee I Allen and Justin J. Allen, Wife and Husband
(insert name of each Grantee)

("**Grantee**"), as

(Check only one box.)

■ tenants in common,
☐ joint tenants,

(If more than one Grantee is named above and either no box is checked or both boxes are checked, this conveyance is made to the named Grantees as tenants in common.)

real property in Anoka County, Minnesota, legally described as follows:

That part of 150th Avenue N.W. lying west of the westerly right-of-way line of Xkimo Street N.W. and easterly of the east line of Lot 1, Block 4, GORHAM'S SANDY ACRES ESTATES, Anoka County, Minnesota

Check here if all or part of the described real property is Registered (Torrens) ☐

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- ■ The Seller certifies that the Seller does not know of any wells on the described real property.
- ☐ A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: .)
- ☐ I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

City of Ramsey, Minnesota
(name of Grantor)

By: _____
(signature) Ryan Heineman, Mayor

Its: _____
(type of authority)

By: _____
(signature) Brian Hagen, City Administrator

Its: _____
(type of authority) City Administrator

State of Minnesota, County of Anoka

This instrument was acknowledged before me on October _____, by Ryan Heineman
(month/day/year) *(name of authorized signer)*

_____ as Mayor
(type of authority)

and by Brian Hagen
(name of authorized signer)

as City Administrator of Ramsey, Minnesota.
(type of authority) *(name of Grantor)*

(Stamp)

_____
(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Frederic W. Knaak
(Mn. Attorney Lic. # 0056777)
North Star Law Group PLLC
1295 Bandana Blvd. N., Suite 335
St. Paul, MN 55108

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
(insert legal name and residential or business address of Grantee)

Kaylee and Justin Allen
15010 Xkimo Street N.W.
Ramsey, Minnesota 55303

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

RESOLUTION #25-173

RESOLUTION DECLARING SURPLUS PROPERTY AND APPROVING THE EXECUTION OF A QUIT CLAIM DEED TO TRANSFER A PARCEL NO LONGER NEEDED FOR ROAD PURPOSES

RECITALS

1. That on October 23, 2001, the City of Ramsey held a Public Hearing to consider Ordinance #02-09, which would vacate certain road easements that were no longer needed.

2. That the Ramsey City Council introduced Ordinance #02-09 on February 26, 2002 and adopted Ordinance #02-09 on March 12, 2002.

3. That Ordinance #02-09 went into effect on June 1, 2002.

4. That one of the dedicated road easements was legally described as:

   That part of 150th Avenue N.W. lying west of the westerly right-of-way line of Xkimo Street N.W. and easterly of the east line of Lot 1, Block 4, GORHAM'S SANDY ACRES ESTATES, Anoka County, Minnesota

   ("Subject Property")

5. That the vacation proceedings were properly conducted and completed in 2002.

6. That in 2018, it was discovered that this road easement segment still existed as a separate parcel and Staff resent the vacation proceedings and Ordinance #02-09 again to Anoka County.

7. That in 2025, after conferring with the City Attorney, it was determined that the Subject Property was actually conveyed to Ramsey Township 1971 in fee simple, and thus the standard vacation procedure does not eliminate the City's interest in the parcel.

8. That for the City of Ramsey to release the Subject Property, it must be declared as surplus property conveyed to a third party via a Quit Claim Deed.

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

1) That the Ramsey City Council hereby declares the Subject Property to be surplus and does not serve any other benefit to the public or taxpayers. Furthermore, the Ramsey City Council authorizes Staff to execute a Quit Claim Deed to convey the Subject Property to the owners of the adjacent parcel generally known as 15010 Xkimo Street NW and authorizes the Mayor and City Administrator to sign the deed.

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

Mayor Heineman
Councilmember Riley
Councilmember Peters
Councilmember Buscher
Councilmember Olson
Councilmember Specht
Councilmember Stewart

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of September, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Title

Approve Business License Applications

Purpose/Background:

The purpose of this case is to obtain City Council approval of business license applications (not including Rental or BRC).

Background: Certain businesses or groups in the City of Ramsey are required to apply for a business license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC, may also be included in this approval. Those new license requests and/or renewals are attached for City Council approval.

Notification:

All current business license holders are posted on www.cityoframsey.com once approved.

Funding Source:

License fees are collected at time of application.

Recommendation:

Staff recommends approval of business license applications.

OutcomeAction:

Motion to approve the attached business license applications.

Attachments

Business License Applications

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Kathy Schmitz	10/09/2025 03:53 PM
Brian Hagen	Brian Hagen	10/09/2025 04:03 PM
Form Started By: Wendy Schlueter		Started On: 10/06/2025 02:56 PM
Final Approval Date: 10/09/2025		

Report Name: License Report - License Types
Council Dates: 10/14/2025 to 10/14/2025
Status: Active, Inactive
License Type(s): Garbage Haulers, Hemp, Low-Potency Edible Retailer Registration, Mobile Food Unit–90 Days, Mobile Food Unit–Annual, Pawnbroker, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Temporary Intoxicating, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey
License Report - License Types

Company	DBA	Complex_Name	Applicant	Location	Exp. Date	Council Date	Status
Special Events							
Minnesota Weapons Collectors Association Inc		Adrenaline Sports Center	Tracey Darwin	8310 147th La NW	10/15/2025	10/14/2025	A
Adrenaline Sports Center	Adrenaline Sports Center	Adrenaline Sports Center - North Metro Ice Show	Adrenaline Sports Center - Jason Jacob	8310 147th La NW	10/27/2025	10/14/2025	A
					Special Events License Count:		**2**
Transient Merchant/Peddler/Solicitor							
Sunburn Construction	Everlight Solar	Donte Robinson	Donte Robinson		12/31/2025	10/14/2025	A
					Transient Merchant/Peddler/Solicitor License Count:		**1**
					Total Licenses:		**3**

CC Regular Session

Meeting Date: 10/14/2025

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

Title:

Authorization to Promote a Patrol Officer to Patrol Sergeant

Purpose/Background:

The purpose of this case is to request the City Council to promote a Patrol Officer to the position of Sergeant. This promotion is one of the final steps necessary in response to the sequential staffing impact created when the former Police Chief retired. Now that the Police Department has its full complement of sworn officers, this Patrol Officer promotion is needed to satisfy the supervisory needs of the Department. Mr. Aaron Pipenhagen was one of four internal candidates interviewed for this position. He was advanced as the finalist to attend a leadership assessment and is now recommended for promotion to Sergeant.

Patrol Sergeants are responsible for supervising licensed police officers and assigned non-sworn personnel in the performance of their duties. Patrol Sergeants conduct patrol duties, serve as the designated shift supervisor, review and approve reports, maintain police records, provide instruction and guidance to department personnel, and coordinate the work of assigned staff.

Funding Source:

The funding required for this promotion is included in 2025 budget.

Recommendation:

To promote Patrol Officer Aaron Pipenhagen as the City's next Patrol Sergeant, effective October 18, 2025, at $52.927 per hour based on step 3 of the 2025 wage scale.

Outcome/Action:

Authorization to promote Patrol Officer Aaron Pipenhagen as the City's next Patrol Sergeant, effective October 18, 2025, at $52.927 per hour based on step 3 of the 2025 wage scale.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:50 PM
Form Started By: Colleen Lasher		Started On: 09/30/2025 02:47 PM
Final Approval Date: 10/09/2025		

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative:

Title:

Adopt Resolution #25-246 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 18, 2025 through October 8, 2025.

Purpose/Background:

Adopt Resolution #25-246 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 18, 2025 through October 8, 2025.

Recommendation:

Staff Recommends to Adopt Resolution #25-246 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 18, 2025 through October 8, 2025.

Outcome/Action:

Motion to Adopt Resolution #25-246 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 18, 2025 through October 8, 2025.

Attachments

Bills List 10/14/2025

Resolution 25-246

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/08/2025 01:48 PM
Brian Hagen	Brian Hagen	10/09/2025 01:38 PM
Form Started By: Jennifer Morrison		Started On: 10/08/2025 01:39 PM
Final Approval Date: 10/09/2025		

RAMSEY CITY COUNCIL MEETING

10.14.2025

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Prepaids 9.18.25 - 10.8.25	$ 898,572.89
Accounts Payable 9.18.25 - 10.8.25	411,092.85
Payroll 9.26.25	312,958.63
Debt Service	
Pay Estimates- Projects	
TOTAL SUBMITTED FOR APPROVAL THIS MEETING (Invoices Available for Reviewal)	**$ 1,622,624.37**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:

	APPROVED PREVIOUS MTG	2025 Y.T.D.
PREPAIDS	$ 481,537.47	$ 8,794,830.09
PREPAID ADJUSTMENTS		
ACCOUNTS PAYABLE INVOICING	461,406.55	10,519,382.39
ACCT PAYABLE INVOICING ADJUSTMENTS		
NET PAYROLL TOTAL	281,794.40	5,531,377.22
CORRECTION TO PAYROLL		
DEBT SERVICE		639,325.63
CORRECTION TO DEBT SERVICE		
PAY ESTIMATE(S) - PROJECTS	2,679,376.68	15,648,573.75
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 3,904,115.10**	**$ 41,133,489.08**

THIS PAGE LEFT BLANK INTENTIONALLY

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
121389	**9/18/2025**		**122244 BENSON, EMMANUEL**							
		100.00	FACILITY USE DEPOSIT REFUND		133821	DAMAGE/KEY DEPO REFUND	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
121390	**9/18/2025**		**121709 MINNESOTA METRO NORTH TOURISM**							
		4,512.43	AUG 2025 LODGING TAX COR		133816	AUG 2025 LODGING TAX	9298.2088		LODGING TAX	LODGING TAX
		4,512.43								
121391	**9/18/2025**		**111525 OFFICE OF THE SECRETARY OF STATE**							
		120.00	WEIDNER-NOTARY RENEWAL		133817	WEIDNER NOTARY RENEWAL	0311.6451		MEMBERSHIP DUES	STREET MAINTENANCE
		120.00								
121392	**9/18/2025**		**122245 ORR, MARCIE**							
		100.00	FACILITY USE DEPOSIT REFUND		133822	09122025	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
121432	**9/25/2025**		**121235 ALL PRIDE PLUMBING INC**							
		100.00	PERMIT RA063364 CANCEL		133929	RA063364	9101.4206		PLUMBING PERMIT	GENERAL FUND
		1.00	PERMIT RA063364 CANCEL		133929	RA063364	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		101.00								
121433	**9/25/2025**		**119788 ANOKA CO UNION HERALD ADAMS PUBLISHING**							
		20.00	UNION LOBBY COPY AUGUST 2025		133949	49599	0130.6452		SUBSCRIPTIONS	ADMINISTRATION
		20.00								
121434	**9/25/2025**		**100948 ANOKA COUNTY LICENSE CENTER**							
		1,827.10	#684 2026 GMC SIERRA REG/PLTS		133921	2026 GMC SIERRA	9601.1744		MOTOR VEHICLES	WATER FUND
		1,827.09	#684 2026 GMC SIERRA REG/PLTS		133921	2026 GMC SIERRA	9602.1744		MOTOR VEHICLES	SEWER FUND
		3,654.19								
121435	**9/25/2025**		**111377 ANOKA MUNICIPAL UTILITY**							
		68.47	TRAFFIC SIGNALS		133945	22-613120-01 AUG 2025	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		78.80	STREETLIGHTS		133946	22-990005-01 AUG 2025	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
		50.33	TRAFFIC SIGNALS		133947	22-612000-01 AUG 2025	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		42.24	STREETLIGHTS		133948	22-610280-00	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
121435	**9/25/2025**		**111377 ANOKA MUNICIPAL UTILITY**						**Continued...**	
						AUG 2025				
		239.84								
121436	**9/25/2025**		**100297 CENTERPOINT ENERGY**							
		28.92	GAS UTILITIES STATION 1		133930	5914352-9 AUG 2025	0220.6373		GAS	FIRE PROTECTION
		98.90	GAS UTILITIES STATION 2		133931	5961540-1 AUG 2025	0220.6373		GAS	FIRE PROTECTION
		33.51	GAS USAGE 8/7-9/9/25		133932	6011580-5 AUG 2025	9410.6373	00041012	GAS	RALF FUNDED PROJECTS
		2,170.13	C/H GAS		133933	6702493-5 AUG 2025	0194.6373		GAS	GENERAL GOVERNMENT BUILDINGS
		18.07	PUMP HOUSE #3 NATURAL GAS		133934	8782239-1 AUG 2025	9601.6373		GAS	WATER FUND
		2,349.53								
121437	**9/25/2025**		**117573 CHRAVE DAVIS PAINTING**							
		5,720.00	50% DWN PYMT COR, RR RM RENOS		133922	2501-2213-6627	9412.6315		MISCELLANEOUS PROFESSIONAL SER	PUBLIC FACILITIES CONSTRUCTION
		5,720.00								
121438	**9/25/2025**		**122250 CONNECTIONS CHURCH**							
		100.00	CANCELLED RESERVATION		133935	091825	9101.4305		RENTAL FEES	GENERAL FUND
		100.00								
121439	**9/25/2025**		**100116 CONNEXUS ENERGY**							
		848.50	ELMCREST PARK		133940	444931-267449 AUG 2025	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
		20.86	AUG 2025/7040 173RD AVE		133950	444931-3270 AUG 2025	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
		869.36								
121440	**9/25/2025**		**115607 DVS**							
		15.25	TABS FOR SQUAD 377		133939	D795087	0211.6249		MISCELLANEOUS OPERATING SUPPLY	POLICE PROTECTION
		15.25								
121441	**9/25/2025**		**122248 GUTZWILLER, JESSIE**							
		100.00	FACILITY USE DEPOSIT REFUND		133928	091625	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
121442	**9/25/2025**		**118583 HAAS PLUMBING LLC**							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
121442	9/25/2025		118583 HAAS PLUMBING LLC						Continued...	
		3,316.64	TACO BELL 2" METERS - RETURNED		133923	33941	9601.6292		WATER METERS FOR RESALE	WATER FUND
		228.02	SALES TAX 6.875%		133923	33941	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		8.29	ANOKA CO TRANSIT TAX 0.25%		133923	33941	9601.2085		ANOKA COUNTY TRANSIT TAX .25%	WATER FUND
		8.29	METRO HOUSING TAX 0.25%		133923	33941	9601.2086		METRO TAX HOUSING .25%	WATER FUND
		24.87	METRO TRANSPORTATION TAX 0.75%		133923	33941	9601.2087		METRO TAX TRANSPORTATION .75%	WATER FUND
		3,586.11								
121443	9/25/2025		122249 JOHNSON, ASHLEY							
		60.00	RENTAL RATE REFUND		133927	091625	9101.4305		RENTAL FEES	GENERAL FUND
		60.00								
121444	9/25/2025		122259 JONES, ERIK							
		200.00	WATER EFF REBATE 25- E JONES		133937	091925DISHWASHER	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
121445	9/25/2025		122258 SALO-SEVERSON, ALYONA							
		200.00	H2O EFF REBATE 25-SALO-SEVERSO		133936	091925DISHWASHER	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00	H2O EFF REBATE 25-SALO-SEVERSO		133938	091925WASHERDRYER	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		400.00								
121446	9/25/2025		122265 THURSTON, AMY							
		100.00	FACILITY USE DEPOSIT REFUND		133943	092325	9101.2201		DEPOSITS PAYABLE	GENERAL FUND
		100.00								
121447	9/25/2025		120711 TOP TIER HEATING & AIR CONDITIONING							
		25.00	PERMIT RA062702 CANCELED		133926	RA062702	9101.4214		ELECTRICAL INSPECTION PERMIT	GENERAL FUND
		1.00	PERMIT RA062702 CANCELED		133926	RA062702	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		26.00								
121448	10/2/2025		122283 ANOKA COUNTY COURT HOUSE							
		369.99	OVERPAY RESTITUTION 21013814		134066	21013814	9702.4609		OTHER MISCELLANEOUS REVENUES	SELF INSURANCE
		369.99								
121449	10/2/2025		100297 CENTERPOINT ENERGY							
		65.87	AUGUST 2025 GAS CHARGES		134087	8000014064-2 AUG 2025	0211.6373		GAS	POLICE PROTECTION
		110.03	AUGUST 2025 GAS CHARGES		134087	8000014064-2	0452.6373		GAS	PARK & RECREATION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
121449	**10/2/2025**		**100297 CENTERPOINT ENERGY**						**Continued...**	
						AUG 2025				
		34.05	AUGUST 2025 GAS CHARGES		134087	8000014064-2	0311.6373		GAS	STREET MAINTENANCE
						AUG 2025				
		38.08	AUGUST 2025 GAS CHARGES		134087	8000014064-2	0220.6373		GAS	FIRE PROTECTION
						AUG 2025				
		34.04	AUGUST 2025 GAS CHARGES		134087	8000014064-2	9601.6373		GAS	WATER FUND
						AUG 2025				
		34.04	AUGUST 2025 GAS CHARGES		134087	8000014064-2	9602.6373		GAS	SEWER FUND
						AUG 2025				
		34.04	AUGUST 2025 GAS CHARGES		134087	8000014064-2	9605.6373		GAS	STORM WATER UTILITY
						AUG 2025				
		350.15								
121450	**10/2/2025**		**100116 CONNEXUS ENERGY**							
		20,471.04	ELECTRICITY WATER		134074	759126-303102	9601.6371		ELECTRIC UTILITIES	WATER FUND
						SEPT 2025				
		1,524.16	ELECTRICITY SEWER		134074	759126-303102	9602.6371		ELECTRIC UTILITIES	SEWER FUND
						SEPT 2025				
		199.20	ELECTRICITY STORM		134074	759126-303102	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
						SEPT 2025				
		11,068.33	8/19-9/18/25 ELECTRIC USAGE		134075	759126-303101	9603.6371		ELECTRIC UTILITIES	STREET LIGHTING FUND
						SEPT 2025				
		1,086.24	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
						SEPT 2025				
		15,264.49	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	0194.6371		ELECTRIC UTILITIES	GENERAL GOVERNMENT BUILDINGS
						SEPT 2025				
		67.85	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
						SEPT 2025				
		3,424.37	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	9240.6371		ELECTRIC UTILITIES	PARKING RAMP MAINTENANCE
						SEPT 2025				
		30.39	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	9410.6371	00041018	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
						SEPT 2025				
		652.90	8/19-9/18/25 ELECTRIC USAGE		134076	759126-303107	9410.6371	00041012	ELECTRIC UTILITIES	RALF FUNDED PROJECTS
						SEPT 2025				
		91.80	SIREN UTILITIES		134082	759126-303095	0250.6371		ELECTRIC UTILITIES	CIVIL DEFENSE
						SEPT 2025				
		3,276.99	SEPT 2025 ELECTRIC		134088	759126-303106	0452.6371		ELECTRIC UTILITIES	PARK & RECREATION
						SEPT 2025				
		230.99	SEPT 2025 ELECTRIC		134088	759126-303106	0211.6371		ELECTRIC UTILITIES	POLICE PROTECTION
						SEPT 2025				

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
121450	**10/2/2025**		**100116 CONNEXUS ENERGY**						**Continued...**	
		47.63	SEPT 2025 ELECTRIC		134088	759126-303106 SEPT 2025	0220.6371		ELECTRIC UTILITIES	FIRE PROTECTION
		617.05	SEPT 2025 ELECTRIC		134088	759126-303106 SEPT 2025	0311.6371		ELECTRIC UTILITIES	STREET MAINTENANCE
		599.41	SEPT 2025 ELECTRIC		134088	759126-303106 SEPT 2025	9601.6371		ELECTRIC UTILITIES	WATER FUND
		599.41	SEPT 2025 ELECTRIC		134088	759126-303106 SEPT 2025	9602.6371		ELECTRIC UTILITIES	SEWER FUND
		599.41	SEPT 2025 ELECTRIC		134088	759126-303106 SEPT 2025	9605.6371		ELECTRIC UTILITIES	STORM WATER UTILITY
		979.95	SEPT 2025 TRAFFIC SIGNALS		134089	759126-303100 SEPT 2025	0260.6371		ELECTRIC UTILITIES	TRAFFIC ENGINEERING
		60,831.61								
121451	**10/2/2025**		**106583 DELTA DENTAL PLAN OF MINNESOTA**							
		5,089.72	OCT 2025 DENTAL PREMIUMS		134085	RIS0006617529	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		5,089.72								
121452	**10/2/2025**		**100179 FIRE FIGHTERS RELIEF ASSN**							
		280,175.56	FIRE STATE AID REIMBURSEMENT		134067	10022025	0220.6104		PART TIME-WAGES & SALARIES	FIRE PROTECTION
		14,068.86	RAMSEY CONTRIB-FIRE RELIEF		134067	10022025	0220.6104		PART TIME-WAGES & SALARIES	FIRE PROTECTION
		294,244.42								
121453	**10/2/2025**		**115574 HEALTHPARTNERS**							
		2,065.50	OCT 2025 HEALTH PREM JB/KH		134084	343218742863	0211.6131		GROUP INSURANCE	POLICE PROTECTION
		963.00	OCT 2025 HEALTH PREM CS		134084	343218742863	0220.6131		GROUP INSURANCE	FIRE PROTECTION
		103,303.50	OCT 2025 HEALTH PREMIUMS		134084	343218742863	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		106,332.00								
121454	**10/2/2025**		**119557 MCFOA REGION IV**							
		40.00	K SCHMIDT MCFOA TRAIN 11/18		134072	10022025	0130.6335		TRAINING	ADMINISTRATION
		40.00								
121455	**10/2/2025**		**113974 VERBEEK, DANA**							
		200.00	WATER EFF REBATE 25- D VERBEEK		134073	092525	9601.6436		WATER EFFICIENCY REBATE PROG	WATER FUND
		200.00								
1008517	**9/19/2025**		**117418 ANDERSON, DEREK**							
		20.00	9.9.25 WHITE RABBIT LUNCH		133815	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		19.46	9.10.25 TONOS LUNCH		133815	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1008517	9/19/2025		117418 ANDERSON, DEREK						Continued...	
		20.00	9.11.25 JELLY BEAN LUNCH		133815	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		59.46								
1008518	9/19/2025		119638 O'REILLY AUTO PARTS							
		.20-	EARLY PAY DISCOUNT		133823	6193-218223	0312.6257		OTHER VEHICLE PARTS	SNOW & ICE REMOVAL
		9.99	TRK. #600		133823	6193-218223	0312.6257		OTHER VEHICLE PARTS	SNOW & ICE REMOVAL
		.71-	EARLY PAY DISCOUNT		133824	6193-218328	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		35.48	POLICE #344		133824	6193-218328	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		44.56								
1008519	9/19/2025		103119 ROSSUM, BEN							
		20.00	9.9.25 WHITE RABBIT LUNCH		133818	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		19.46	9.10.25 TONOS LUNCH		133818	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		20.00	9.11.25 JELLY BEAN LUNCH		133818	09182025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		59.46								
1008520	9/19/2025		100510 VERIZON WIRELESS							
		183.00-	ESSENTIALS SUITE REFUND		133819	6120620656 JULY 2025	0192.6323		CELLULAR PHONES	DATA PROCESSING
		5,032.25	STAFF CELL PHONES		133819	6120620656 JULY 2025	0192.6323		CELLULAR PHONES	DATA PROCESSING
		40.04	IPADS FOR FIRE INSPECTIONS		133819	6120620656 JULY 2025	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		20.02	RAMP ELEVATOR		133819	6120620656 JULY 2025	9240.6321		TELEPHONE	PARKING RAMP MAINTENANCE
		183.00-	ESSENTIALS SUITE REFUND		133820	6123104496	0192.6323		CELLULAR PHONES	DATA PROCESSING
		5,007.93	STAFF CELL PHONES		133820	6123104496	0192.6323		CELLULAR PHONES	DATA PROCESSING
		40.04	IPADS FOR FIRE INSPECTIONS		133820	6123104496	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		20.02	RAMP ELEVATOR		133820	6123104496	9240.6321		TELEPHONE	PARKING RAMP MAINTENANCE
		9,794.30								
1008579	9/26/2025		110402 ADVANCE AUTO PARTS							
		77.11	AUG 2025 MONTHLY PURCHASES		133920	08312025	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		77.11								
1008580	9/26/2025		121552 LINCOLN NATIONAL LIFE INSURANCE CO							
		2,663.05	SEPT 2025 LIFE INS PREMIUMS		133941	1094824 SEPT 2025	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		2,663.05								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1008581	9/26/2025		100291 MET COUNCIL SAC						Continued...	
		96,915.00	SAC REMITTANCE		133924	AUG 2025 REMITTANCE	9602.2083		SAC CHARGES	SEWER FUND
		969.15-	SAC REMITTANCE DISCOUNT		133924	AUG 2025 REMITTANCE	9602.4356		SEWER AVAILABILITY CHARGE-ADM	SEWER FUND
		95,945.85								
1008582	9/26/2025		119638 O'REILLY AUTO PARTS							
		.18-	EARLY PAY DISCOUNT		133944	6193-219608	0220.6388		OTHER VEHICLE REPAIR	FIRE PROTECTION
		8.99	TIRE REPAIR KIT		133944	6193-219608	0220.6388		OTHER VEHICLE REPAIR	FIRE PROTECTION
		8.81								
1008583	9/26/2025		115841 PULLAR, ROBERT							
		17.50	9.16.25 POTBELLY LUNCH		133925	09162025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		18.02	9.17.25 PIZZA RANCH LUNCH		133925	09162025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		35.52								
1008584	9/26/2025		114486 SUN LIFE ASSURANCE COMPANY OF CANADA							
		1,015.34	SEPT 2025 VOL LTD PREMIUMS		133942	237724 SEPT 2025	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		490.86	SEPT 2025 NON-VOL LTD PREMIUMS		133942	237724 SEPT 2025	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		1,506.20								
1008585	9/29/2025		100257 LAW ENFORCEMENT LABOR SRV INC							
		1,022.00			133646	0910251046462	9101.2177		UNION DUES	GENERAL FUND
		1,058.50			133845	0923251532142	9101.2177		UNION DUES	GENERAL FUND
		2,080.50								
1008586	9/29/2025		100298 MN AFSCME COUNCIL 5							
		612.20			133647	0910251046463	9101.2177		UNION DUES	GENERAL FUND
		612.20			133846	0923251532143	9101.2177		UNION DUES	GENERAL FUND
		1,224.40								
1008587	10/3/2025		116114 AVESIS THIRD PARTY ADMINISTRATORS							
		357.14	OCT 2025 VISION PREMIUMS		134086	3261654	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		357.14								
1008589	10/3/2025		114431 HINNENKAMP, JAKE							
		17.72	9/16 SWAT TRAIN-LUNCH		134069	09172025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		16.49	9/17 SWAT TRAIN-LUNCH		134069	09172025	0211.6331		TRAVEL & LODGING	POLICE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
1008589	**10/3/2025**		**114431 HINNENKAMP, JAKE**						**Continued...**	
		34.21								
1008590	**10/3/2025**		**119639 LARSON, TODD**							
		91.14	MILEAGE MNAPA CONF 9/24-9/26		134070	09262025	0191.6334		MILEAGE REIMBURSEMENT	PLANNING & ZONING
		263.88	BEST WESTERN HOTEL 9/24-9/26		134070	09262025	0191.6331		TRAVEL & LODGING	PLANNING & ZONING
		355.02								
1008591	**10/3/2025**		**120452 MARTIN, ADAM**							
		127.12	MILEAGE MNAPA CONF 9/24-9/26		134071	09262025	0191.6334		MILEAGE REIMBURSEMENT	PLANNING & ZONING
		286.00	HOLIDAY INN HOTEL 9/24-9/26		134071	09262025	0191.6331		TRAVEL & LODGING	PLANNING & ZONING
		413.12								
1008592	**10/3/2025**		**100351 NCPERS GROUP LIFE INS**							
		352.00	OCT 2025 LIFE INS PREMIUMS		134083	704800102025	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		352.00								
1008593	**10/3/2025**		**119638 O'REILLY AUTO PARTS**							
		.26-	EARLY PAY DISCOUNT		134077	6193-219712	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		13.20	FIRE #569		134077	6193-219712	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		.56-	EARLY PAY DISCOUNT		134078	6193-219884	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		27.99	UTILITIES PORTABLE COMPRESSOR		134078	6193-219884	9601.6281		SMALL TOOLS & MINOR EQUIPMENT	WATER FUND
		2.38-	EARLY PAY DISCOUNT		134079	6193-219858	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		119.00	WIRING CABLE		134079	6193-219858	0311.6229		SHOP MATERIALS	STREET MAINTENANCE
		.32-	EARLY PAY DISCOUNT		134080	6193-220267	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		15.98	UTILITIES #697		134080	6193-220267	0311.6257		OTHER VEHICLE PARTS	STREET MAINTENANCE
		3.28-	EARLY PAY DISCOUNT		134081	6193-220239	9601.6257		OTHER VEHICLE PARTS	WATER FUND
		163.99	UTILITIES TRK. #684		134081	6193-220239	9601.6257		OTHER VEHICLE PARTS	WATER FUND
		333.36								
95092625	**9/26/2025**		**122049 VOYA INSTITUTIONAL TRUST COMPANY**							
		15,300.84			133843	09232515321416	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		15,300.84								
96092625	**9/26/2025**		**122049 VOYA INSTITUTIONAL TRUST COMPANY**							
		61,330.82			133844	09232515321417	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		61,330.82								
97092625	**9/26/2025**		**118579 ND CHILD SUPPORT DIVISION**							
		287.08			133842	09232515321415	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		287.08								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
97092625	**9/26/2025**		**118579 ND CHILD SUPPORT DIVISION**						**Continued...**	
98092625	**9/26/2025**		**115568 ALERUS FINANCIAL NA**							
		11,324.77			133841	09232515321414	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		11,324.77								
99092225	**9/22/2025**		**100629 MN DEPT OF REV SALES TX**							
		393.27	AUG 2025 SALES/USE/TRANS		134065	09222025	9101.4305		RENTAL FEES	GENERAL FUND
		3.58	AUG 2025 SALES/USE/TRANS		134065	09222025	9101.4328		ACCIDENT REPORTS	GENERAL FUND
		.51	AUG 2025 SALES/USE/TRANS		134065	09222025	9101.4609		OTHER MISCELLANEOUS REVENUES	GENERAL FUND
		1,290.65	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		9.52-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2085		ANOKA COUNTY TRANSIT TAX .25%	WATER FUND
		9.52-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2086		METRO TAX HOUSING .25%	WATER FUND
		28.57-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2087		METRO TAX TRANSPORTATION .75%	WATER FUND
		73.95-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		2.69-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2085		ANOKA COUNTY TRANSIT TAX .25%	WATER FUND
		2.69-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2086		METRO TAX HOUSING .25%	WATER FUND
		8.07-	AUG 2025 SALES/USE/TRANS		134065	09222025	9601.2087		METRO TAX TRANSPORTATION .75%	WATER FUND
		1,553.00								
99092625	**9/26/2025**		**107962 TOTAL ADMINISTRATIVE SERV (DO NOT USE)**							
		470.00			133840	09232515321413	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		470.00								
99100325	**10/3/2025**		**100219 HOME DEPOT COMMERCIAL ACCT PROGRAM**							
		261.07	9.16.25 MISC TOOLS/EQUIPMENT		134008	SEPT MONTHLY PURCHASES	0194.6281		SMALL TOOLS & MINOR EQUIPMENT	GENERAL GOVERNMENT BUILDINGS
		5.22-	EARLY PAY DISCOUNT		134008	SEPT MONTHLY PURCHASES	0194.6281		SMALL TOOLS & MINOR EQUIPMENT	GENERAL GOVERNMENT BUILDINGS
		84.98	9.19.25 MISC SUPPLIES		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		1.70-	EARLY PAY DISCOUNT		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		38.94	9.19.25 MISC SUPPLIES		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		.78-	EARLY PAY DISCOUNT		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		78.94-	9.20.25 RETURN ITEMS		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		133.36	9.20.25 MISC SUPPLIES		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99100325	**10/3/2025**		**100219 HOME DEPOT COMMERCIAL ACCT PROGRAM**						**Continued...**	
		2.67-	EARLY PAY DISCOUNT		134008	SEPT MONTHLY PURCHASES	0220.6249		MISCELLANEOUS OPERATING SUPPLY	FIRE PROTECTION
		163.10	9.26.25 MISC TOOLS/EQUIPMENT		134008	SEPT MONTHLY PURCHASES	0194.6281		SMALL TOOLS & MINOR EQUIPMENT	GENERAL GOVERNMENT BUILDINGS
		3.26-	EARLY PAY DISCOUNT		134008	SEPT MONTHLY PURCHASES	0194.6281		SMALL TOOLS & MINOR EQUIPMENT	GENERAL GOVERNMENT BUILDINGS
		588.88								
99193230	**9/26/2025**		**101306 IRS**							
		438.15			133826	092225951502	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		2,020.91			133827	092225951503	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		2,020.91			133828	092225951504	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		300.00			133833	0922251326215	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		317.97			133834	0922251326216	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		317.97			133835	0922251326217	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		41,137.61			133837	09232515321410	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		23,718.76			133838	09232515321411	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		23,718.76			133839	09232515321412	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		93,991.04								
99250398	**9/26/2025**		**100301 MN CHILD SUPPORT PAYMENT CNTR**							
		16.00			133829	0922251326211	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		278.26			133847	0923251532144	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		543.14			133848	0923251532145	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		329.02			133849	0923251532146	9101.2185		GARNISHMENTS/SUPPORT	GENERAL FUND
		1,166.42								
99355488	**9/26/2025**		**100601 MN DEPT OF REV WH**							
		425.61			133825	092225951501	9101.2172		STATE WITHHOLDING	GENERAL FUND
		50.00			133832	0922251326214	9101.2172		STATE WITHHOLDING	GENERAL FUND
		19,039.94			133852	0923251532149	9101.2172		STATE WITHHOLDING	GENERAL FUND
		19,515.55								
99725836	**9/26/2025**		**100223 ICMA RETIREMENT TRUST 457**							
		1,916.54			133836	0923251532141	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		1,916.54								
99818318	**9/26/2025**		**100398 PUBLIC EMPLOYEES RETIREMENT ASSN**							
		75.00			133830	0922251326212	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		75.00			133831	0922251326213	9101.2183		PERA-EMPLOYER	GENERAL FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99818318	**9/26/2025**		**100398 PUBLIC EMPLOYEES RETIREMENT ASSN**						**Continued...**	
		36,877.43			133850	0923251532147	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		48,924.85			133851	0923251532148	9101.2183		PERA-EMPLOYER	GENERAL FUND
		85,952.28								
		898,572.89	Grand Total							

Payment Instrument Totals

Checks	489,831.60
EFT Payments	293,397.22
A/P ACH Payment	115,344.07
Total Payments	898,572.89

THIS PAGE LEFT BLANK INTENTIONALLY

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
115955	AIM FIRE AND SAFETY INC	6701 HWY 10 - FIRE EXT CERT	PV	134010	001	00999	9/23/2025	30499	115.00		115955	AIM FIRE AND SAFETY INC
	AIM FIRE AND SAFETY INC 4762 PARTRIDGE COURT NE PRIOR LAKE MN 55372			Summary Total					115.00			
				Payment Amount					115.00			
100063	ASPEN MILLS		PV	133855	001	00999	9/15/2025	361241	34.85		100063	ASPEN MILLS
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432			Summary Total					34.85			
			PV	133856	001	00999	9/15/2025	361243	34.85			
				Summary Total					34.85			
			PV	133857	001	00999	9/15/2025	361246	34.85			
				Summary Total					34.85			
			PV	133858	001	00999	9/15/2025	361244	34.85			
				Summary Total					34.85			
			PV	133859	001	00999	9/15/2025	361245	34.85			
				Summary Total					34.85			
			PV	133880	001	00999	9/12/2025	361139	143.60			
				Summary Total					143.60			
			PV	133881	001	00999	9/12/2025	361164	206.90			
				Summary Total					206.90			
			PV	133882	001	00999	9/12/2025	361132	52.95			
				Summary Total					52.95			
			PV	133887	001	00999	9/17/2025	361396	104.90			
				Summary Total					104.90			
			PV	133888	001	00999	9/17/2025	361397	54.45			

Payment Group Control Number	4073		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	10/15/2025		

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					54.45			
			PV	133911	001	00999	9/22/2025	361639	129.90			
				Summary Total					129.90			
			PV	133912	001	00999	9/22/2025	361638	92.95			
				Summary Total					92.95			
			PV	133913	001	00999	9/22/2025	361640	46.65			
				Summary Total					46.65			
			PV	133993	001	00999	9/22/2025	361616	169.65			
				Summary Total					169.65			
			PV	133994	001	00999	9/22/2025	361617	28.35			
				Summary Total					28.35			
			PD	133996	001	00999	10/15/2025	CM5506	143.85-			
				Summary Total					143.85-			
			PV	134013	001	00999	9/23/2025	361741	206.55			
				Summary Total					206.55			
			PV	134021	001	00999	9/25/2025	361871	4.00			
				Summary Total					4.00			
			PV	134022	001	00999	9/25/2025	361857	64.95			
				Summary Total					64.95			
			PV	134023	001	00999	9/25/2025	361858	106.65			
				Summary Total					106.65			
			PV	134024	001	00999	9/25/2025	361856	129.85			
				Summary Total					129.85			
			PV	134025	001	00999	9/25/2025	361860	63.95			
				Summary Total					63.95			
			PV	134060	001	00999	9/25/2025	361861	62.95			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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					62.95			
			PV	134098	001	00999	9/26/2025	361943	174.85			
				Summary Total					174.85			
			PV	134099	001	00999	9/29/2025	361955	64.45			
				Summary Total					64.45			
			PV	134138	001	00999	9/30/2025	362126	357.70			
				Summary Total					357.70			
			PV	134139	001	00999	9/30/2025	362122	66.83			
				Summary Total					66.83			
				Payment Amount					2,363.43			
100070	B AND B HOFFMAN SOD FARMS INC B & B HOFFMAN SOD FARMS INC 22390 GRANT STREET NW ELK RIVER MN 55330		PV	134141	001	00999	9/30/2025	75983	6.72		100070	B AND B HOFFMAN SOD FARMS INC
				Summary Total					6.72			
				Payment Amount					6.72			
117516	BEST OUTDOOR SERVICES BEST OUTDOOR SERVICES 3098 162ND LANE NW ANDOVER MN 55304		PV	134146	001	00999	10/1/2025	12432	893.88		117516	BEST OUTDOOR SERVICES
				Summary Total					893.88			
			PV	134147	001	00999	10/1/2025	12539	3,565.39			
				Summary Total					3,565.39			
				Payment Amount					4,459.27			
108513	BLAINE LOCK AND SAFE		PV	134011	001	00999	9/24/2025	41744	239.16		108513	BLAINE LOCK AND SAFE

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
	INC											INC
	BLAINE LOCK AND SAFE INC 10136 SUNSET AVENUE BLAINE MN 55014			Summary Total					239.16			
				Payment Amount					239.16			
117951	BRAND MANUFACTURING		PV	134182	001	00999	9/30/2025	75216	796.31		117951	BRAND MANUFACTURIN
	BRAND MANUFACTURING 1503 SOUTH 14TH STREET PRINCETON MN 55371			Summary Total					796.31			
				Payment Amount					796.31			
119134	CINTAS (FIRST AID VENDOR)		PV	134179	001	00999	9/29/2025	5294359511	218.25		119134	CINTAS (FIRST AID VENDOR)
	CINTAS PO BOX 631025 CINCINNATI OH 45263-1025			Summary Total					218.25			
				Payment Amount					218.25			
110483	CITY OF ST PAUL		PV	133884	001	00999	8/31/2025	IN63130	800.00		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					800.00			
				Payment Amount					800.00			
100112	COMMISSIONER OF		PV	134004	001	00999	9/12/2025	P00020487	1,229.82		100112	COMMISSIONER OF

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
	TRANSPORTATION											TRANSPORTATION
	COMMISSIONER OF TRANSPORTATION MN DEPT MS 215 -395 JOHN IRELAND BLVD ST PAUL MN 55155			Summary Total					1,229.82			
				Payment Amount					1,229.82			
100167	CORNERSTONE FORD	EP DISCOUNT TAKEN	PV	134166	001	00999	10/2/2025	16474482/1	623.38		100167	CORNERSTONE FORD
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					623.38			
		EP DISCOUNT TAKEN	PV	134169	001	00999	9/23/2025	15517868	64.72			
				Summary Total					64.72			
				Payment Amount					688.10			
112411	COUNTRY SIDE SERVICES OF MN INC		PV	134180	001	00999	9/30/2025	1-110472-01	10,359.58		112411	COUNTRY SIDE SERVICES OF MN INC
	COUNTRY SIDE SERVICES OF MN INC 6228 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					10,359.58			
				Payment Amount					10,359.58			
120341	DAMON FARBER ASSOCIATES, INC		PV	134029	001	00999	9/22/2025	99870	32,511.01		120341	DAMON FARBER ASSOCIATES, INC
	DAMON FARBER ASSOCIATES, INC 310 SOUTH 4TH AVE STE 7050 MNNEAPOLIS MN 55415			Summary Total					32,511.01			
				Payment Amount					32,511.01			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
112275	DESTINY SOFTWARE INC		PV	134159	001	00999	10/1/2025	5503	6,897.50		112275	DESTINY SOFTWARE IN
	DESTINY SOFTWARE INC P O BOX 817 LA CONNER WA 98257-0817			Summary Total					6,897.50			
				Payment Amount					6,897.50			
106624	EHLERS	TIF 19 District Creation - Adm	PV	134014	001	00999	9/15/2025	102861	1,296.25		106624	EHLERS
	EHLERS 3001 BROADWAY ST NE STE 320 MINNEAPOLIS MN 55413			Summary Total					1,296.25			
		TIF 19 Z Zone Financial Analys	PV	134015	001	00999	9/15/2025	102987	2,500.00			
				Summary Total					2,500.00			
		TIF 19 District Creation - Adm	PV	134092	001	00999	9/15/2025	102986	6,250.00			
				Summary Total					6,250.00			
				Payment Amount					10,046.25			
104267	ELITE SANITATION		PV	133898	001	00999	9/11/2025	32030	2,303.39		104267	ELITE SANITATION
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					2,303.39			
			PV	134173	001	00999	9/29/2025	32052	130.50			
				Summary Total					130.50			
				Payment Amount					2,433.89			
100733	ELK RIVER WINLECTRIC CO		PV	133951	001	00999	9/15/2025	419111 01	33.76		100733	ELK RIVER WINLECTRIC CO

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	ELK RIVER WINLECTRIC CO			Summary Total					33.76			
	12777 MEADOWVALE ROAD		PV	133954	001	00999	9/18/2025	419111 03	67.52			
	SUITE A			Summary Total					67.52			
	ELK RIVER MN 55330											
				Payment Amount					101.28			
115231	EVERGREEN RECYCLING	Fall Recycling Day Event	PV	134091	001	00999	9/29/2025	3854	3,574.00		115231	EVERGREEN RECYCLIN
	EVERGREEN RECYCLING			Summary Total					3,574.00			
	53465 FOREST BLVD											
	RUSH CITY MN 55069											
				Payment Amount					3,574.00			
104205	EXPRESS SIGNS INC		PV	133966	001	00999	9/23/2025	INV-9856	270.00		104205	EXPRESS SIGNS INC
	EXPRESS SIGNS INC			Summary Total					270.00			
	PO BOX 475											
	ANOKA MN 55303											
				Payment Amount					270.00			
110760	FIRE SAFETY USA, INC		PV	134176	001	00999	10/3/2025	206825	662.24		110760	FIRE SAFETY USA, INC
	FIRE SAFETY USA, INC			Summary Total					662.24			
	3253 19TH STREET NW											
	ROCHESTER MN 55901											
				Payment Amount					662.24			
100814	HACH COMPANY		PV	133957	001	00999	9/12/2025	14668227	1,056.00		100814	HACH COMPANY

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
	HACH COMPANY			Summary Total					1,056.00			
	2207 COLLECTIONS CENTER DR		PV	133958	001	00999	9/16/2025	14672236	439.50			
	CHICAGO IL 60693			Summary Total					439.50			
				Payment Amount					1,495.50			
120776	HOSE PROS LLC		PV	134018	001	00999	9/25/2025	10435	1,170.34		120776	HOSE PROS LLC
	HOSE PROS LLC 4501 103RD CT STE 130 CIRCLE PINES MN 55104			Summary Total					1,170.34			
				Payment Amount					1,170.34			
102294	INDEPENDENT TESTING TECHNOLOGIES, INC		PV	134006	001	00999	9/15/2025	45969	7,715.00		102294	INDEPENDENT TESTING TECHNOLOGIES, INC
	INDEPENDENT TESTING TECHNOLOGIES, INC			Summary Total					7,715.00			
	337 31ST AVE SOUTH		PV	134007	001	00999	9/15/2025	45966	5,890.00			
	WAITE PARK MN 56387			Summary Total					5,890.00			
			PV	134157	001	00999	9/30/2025	46058	3,855.00			
				Summary Total					3,855.00			
			PV	134158	001	00999	9/30/2025	46057	6,780.00			
				Summary Total					6,780.00			
				Payment Amount					24,240.00			
100256	LANO EQUIPMENT INC		PV	133979	001	00999	9/15/2025	02-1184092	83.76		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC			Summary Total					83.76			
	6140 HIGHWAY 10 NW		PV	133986	001	00999	9/17/2025	02-1184914	518.98			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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			Summary Total					518.98			
				Payment Amount					602.74			
100259	LEAGUE OF MN CITIES INS TRUST	AGREEMENT # 1001389	PV	134155	001	00999	10/1/2025	25204/25171	1,684.80		100259	LEAGUE OF MN CITIES INS TRUST
	LEAGUE OF MN CITIES INS TRUST			Summary Total					1,684.80			
	C/O BERKLEY RISK SERVICES INC											
	P O BOX 581517											
	MINNEAPOLIS MN 55458-1517											
				Payment Amount					1,684.80			
100270	MACQUEEN		PV	133964	001	00999	9/22/2025	P55083	96.10		100270	MACQUEEN
	MACQUEEN			Summary Total					96.10			
	1125 7TH STREET E		PV	133973	001	00999	9/15/2025	W17341	1,288.19			
	ST PAUL MN 55106			Summary Total					1,288.19			
				Payment Amount					1,384.29			
120041	MARTIN MARIETTA		PV	133970	001	00999	9/12/2025	47151031	715.33		120041	MARTIN MARIETTA
	MARTIN MARIETTA			Summary Total					715.33			
	PO BOX 93186		PV	133980	001	00999	9/15/2025	47166972	594.43			
	CHICAGO IL 60673-3186			Summary Total					594.43			
			PV	133983	001	00999	9/16/2025	47184511	773.10			
				Summary Total					773.10			
			PV	133989	001	00999	9/17/2025	47201024	731.60			
				Summary Total					731.60			
			PV	134044	001	00999	9/23/2025	47267193	230.56			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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					230.56			
			PV	134045	001	00999	9/23/2025	47267181	471.20			
				Summary Total					471.20			
			PV	134048	001	00999	9/24/2025	47284134	1,211.79			
				Summary Total					1,211.79			
			PV	134052	001	00999	9/25/2025	47300412	1,067.38			
				Summary Total					1,067.38			
			PV	134186	001	00999	9/30/2025	47366713	153.96			
				Summary Total					153.96			
			PV	134188	001	00999	9/30/2025	47348392	149.45			
				Summary Total					149.45			
				Payment Amount					6,098.80			
117588	MEDART INC		PV	133988	001	00999	9/18/2025	299166-00	70.10		117588	MEDART INC
	MEDART INC			Summary Total					70.10			
	124 MANUFACTURERS DRIVE		PV	134043	001	00999	9/23/2025	303888-00	10.99			
	ARNOLD MO 63010-4727			Summary Total					10.99			
				Payment Amount					81.09			
120745	MEDICINE LAKE TOURS		PV	134027	001	00999	9/24/2025	09242025	3,080.00		120745	MEDICINE LAKE TOURS
	MEDICINE LAKE TOURS			Summary Total					3,080.00			
	PO BOX 44214											
	EDEN PRAIRIE MN 55344											
				Payment Amount					3,080.00			
100293	MIDC ENTERPRISES		PV	133915	001	00999	9/18/2025	I0053073	996.00		100293	MIDC ENTERPRISES

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
	MIDC ENTERPRISES			Summary Total					996.00			
	1450 WEST COUNTY ROAD C		PV	134140	001	00999	9/25/2025	I0053100	1,320.45			
	ROSEVILLE MN 55113			Summary Total					1,320.45			
				Payment Amount					2,316.45			
100330	MN FIRE SRV CERTIFICATION BRD		PV	133965	001	00999	9/23/2025	14726	551.25		100330	MN FIRE SRV CERTIFICATION BRD
	MN FIRE SRV CERTIFICATION BRD			Summary Total					551.25			
	PO BOX 490667											
	BLAINE MN 55449			Payment Amount					551.25			
121461	NEWEGG BUSINESS INC		PV	134170	001	00999	10/1/2025	1305651081	89.99		121461	NEWEGG BUSINESS INC
	NEWEGG BUSINESS INC			Summary Total					89.99			
	PO BOX 31001-2895		PV	134171	001	00999	10/1/2025	1305651782	846.99			
	PASADENA CA 91110-2895			Summary Total					846.99			
				Payment Amount					936.98			
120078	NORTH CENTRAL INTERNATIONAL OF CORCORAN		PV	133991	001	00999	9/19/2025	X225041615:01	230.00		120078	NORTH CENTRAL INTERNATIONAL OF CORCORAN
	NORTH CENTRAL INTERNATIONAL OF CORCORAN			Summary Total					230.00			
	PO BOX 993											
	WILMAR MN 56201			Payment Amount					230.00			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
119274	NORTH COUNTRY CHEVROLET BUICK GMC		PV	134093	001	00999	9/24/2025	3001021	52,561.00		119274	NORTH COUNTRY CHEVROLET BUICK GMC
	NORTH COUNTRY CHEVROLET BUICK GMC 1502 E HOWARD STREET HIBBING MN 55746			Summary Total					52,561.00			
				Payment Amount					52,561.00			
100360	NORTH STAR TOWING INC		PV	133883	001	00999	9/15/2025	100968	210.00		100360	NORTH STAR TOWING INC
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303			Summary Total					210.00			
				Payment Amount					210.00			
100421	REGAL AWARDS AND TROPHIES	Name Plates	PV	133999	001	00999	9/23/2025	07243	35.00		100421	REGAL AWARDS AND TROPHIES
	REGAL AWARDS AND TROPHIES 15454 HEMATITE STREET NW ANOKA MN 55303			Summary Total					35.00			
				Payment Amount					35.00			
119959	ROCKET CITY CAR WASH		PV	134057	001	00999	9/25/2025	36	99.95		119959	ROCKET CITY CAR WAS
	ROCKET CITY CAR WASH 14101 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					99.95			
			PV	134058	001	00999	9/25/2025	35	99.95			
				Summary Total					99.95			
			PV	134059	001	00999	9/25/2025	37	99.95			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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					99.95			
			PV	134100	001	00999	9/25/2025	34	769.51			
				Summary Total					769.51			
				Payment Amount					1,069.36			
122268	ROMTEC INC		PV	134028	001	00999	9/24/2025	INV2571	45,000.00		122268	ROMTEC INC
	ROMTEC INC 18240 NORTH BANK RD ROSEBURG OR 97470			Summary Total					45,000.00			
				Payment Amount					45,000.00			
118921	SHRED RIGHT		PV	133886	001	00999	9/11/2025	0056611	18.85		118921	SHRED RIGHT
	SHRED RIGHT 6301 W OLD SHAKOPEE ROAD SUITE A BLOOMINGTON MN 55438			Summary Total					18.85			
				Payment Amount					18.85			
120063	SKYLINE GRAPHICS	Insp Envelopes	PV	134191	001	00999	9/25/2025	036490	285.00		120063	SKYLINE GRAPHICS
	SKYLINE GRAPHICS 1101 ALDRICH AVE N MINNEAPOLIS MN 55411			Summary Total					285.00			
				Payment Amount					285.00			
122288	SQUEEGEE AND ME		PV	134134	001	00999	9/30/2025	1924	2,464.00		122288	SQUEEGEE AND ME
	SQUEEGEE & ME PO BOX 291			Summary Total					2,464.00			

Payment Group Control Number 4073
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument Check Payment
Pay Through Date 10/15/2025

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
	SPICER MN 56288											
		Payment Amount							2,464.00			
119466	STANDARD SPRING PARTS		PV	134039	001	00999	9/22/2025	411197	1,934.13		119466	STANDARD SPRING PARTS
	STANDARD SPRING PARTS	Summary Total							1,934.13			
	2015 GATEWAY BOULEVARD											
	ARDEN HILLS MN 55112											
		Payment Amount							1,934.13			
120040	TANGENT FILMS INC		PV	133879	001	00999	9/12/2025	1030	510.00		120040	TANGENT FILMS INC
	TANGENT FILMS INC	Summary Total							510.00			
	9255 DAVENPORT ST NE											
	BLAINE MN 55449-4348											
		Payment Amount							510.00			
114151	TASC (FEES)		PV	134003	001	00999	9/18/2025	IN3555374	231.25		114151	TASC (FEES)
	TASC	Summary Total							231.25			
	CLIENT INVOICES											
	P O BOX 88278											
	MILWAUKEE WI 53288-0001											
		Payment Amount							231.25			
121426	TWIN CITIES FLAG SOURCE		PV	133893	001	00999	9/18/2025	1071	440.50		121426	TWIN CITIES FLAG SOURCE
	TWIN CITIES FLAG SOURCE	Summary Total							440.50			
	1301 CLIFF ROAD EAST STE 115											

Payment Group Control Number	4073		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	Check Payment		
Pay Through Date	10/15/2025		

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
	BURNSVILLE MN 55337											
									440.50			
	Payment Amount											
100498	UNITED RENTALS		PV	133897	001	00999	9/11/2025	252570035-003	449.00		100498	UNITED RENTALS
	UNITED RENTALS								449.00			
	P O BOX 840514	Summary Total										
	DALLAS TX 75284-0514											
									449.00			
	Payment Amount											
		Total Amount to be Processed							226,852.14			
		Total Number of Payments to be Processed							45			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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	133995	001	00999	9/17/2025	14293236	304.97		110789	4IMPRINT
	4IMPRINT 25303 NETWORK PLACE CHICAGO IL 60673-1253			Summary Total					304.97			
				Payment Amount					304.97			
111610	A DYNAMIC DOOR CO. INC.		PV	134036	001	00999	9/26/2025	22509262	368.00		111610	A DYNAMIC DOOR CO. INC.
	A DYNAMIC DOOR CO. INC. 4588 194TH AVENUE NE EAST BETHEL MN 55092			Summary Total					368.00			
			PV	134051	001	00999	9/26/2025	22509261	666.00			
				Summary Total					666.00			
			PV	134165	001	00999	10/2/2025	22510022	1,262.61			
				Summary Total					1,262.61			
				Payment Amount					2,296.61			
111385	ACHIEVE SERVICES INC		PV	133895	001	00999	9/12/2025	39283	108.00		111385	ACHIEVE SERVICES INC
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434			Summary Total					108.00			
				Payment Amount					108.00			
110744	ALLINA HEALTH SYSTEM		PV	134175	001	00999	9/30/2025	CI00073716	750.00		110744	ALLINA HEALTH SYSTEM
	ALLINA HEALTH SYSTEM MISC BILLING NW 7710 P O BOX 9383 MINNEAPOLIS MN 55440-9383			Summary Total					750.00			
				Payment Amount								

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
									750.00			
117343	AMAZON CAPITAL SERVICES INC		PV	133864	001	00999	9/15/2025	16YL-6JNY-WWYT	642.61		117343	AMAZON CAPITAL SERVICES INC
	AMAZON CAPITAL SERVICES INC PO BOX 035184 SEATTLE WA 98124-5184			Summary Total					642.61			
			PV	133877	001	00999	9/15/2025	1JW3-VYVM-Y7YP	272.50			
				Summary Total					272.50			
			PV	133878	001	00999	9/15/2025	1XM9-7W4D-XGHX	138.07			
				Summary Total					138.07			
			PV	133976	001	00999	9/15/2025	1YGW-9QR4-WPHG	39.97			
				Summary Total					39.97			
			PV	134037	001	00999	9/29/2025	1PRP-DNJL-446Y	333.99			
				Summary Total					333.99			
			PV	134053	001	00999	9/29/2025	11MQ-TJ6V-37GX	528.45			
				Summary Total					528.45			
			PV	134096	001	00999	9/29/2025	13P3-RNN3-1P9Y	41.38			
				Summary Total					41.38			
			PV	134097	001	00999	9/29/2025	1R4N-WJ4W-4DT4	87.36			
				Summary Total					87.36			
				Payment Amount					2,084.33			
100026	ANDERSON IRRIGATION		PV	133918	001	00999	9/19/2025	184530	375.00		100026	ANDERSON IRRIGATION
	ANDERSON IRRIGATION 27066 103RD STREET NW ZIMMERMAN MN 55398			Summary Total					375.00			
				Payment Amount					375.00			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
100029	ANOKA AREA CHAMBER OF COMMERCE	Anoka Chamber Ann Meet- Table	PV	134131	001	00999	9/30/2025	35204	175.00		100029	ANOKA AREA CHAMBER OF COMMERCE
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					175.00			
				Payment Amount					175.00			
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	Recording	PV	134156	001	00999	9/30/2025	2540110/40381/4107 2/42536	184.00		100043	ANOKA COUNTY PROPERTY RECORDS TAXATION
	ANOKA COUNTY PROPERTY RECORDS TAXATION 2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					184.00			
				Payment Amount					184.00			
107587	ANOKA COUNTY TREASURY DEPARTMENT		PV	133873	001	00999	9/12/2025	B250911M	492.00		107587	ANOKA COUNTY TREASURY DEPARTMEN
	ANOKA COUNTY TREASURY DEPARTMENT 2100 3RD AVE STE 300 ANOKA MN 55303-5029			Summary Total					492.00			
				Payment Amount					492.00			
106346	BAUER BUILT INCORPORATED		PV	133876	001	00999	9/12/2025	940124221	3,224.84		106346	BAUER BUILT INCORPORATED
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR			Summary Total					3,224.84			
			PV	134038	001	00999	9/22/2025	940124587	530.36			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
	NE											
	BLAINE MN 55449			Summary Total					530.36			
				Payment Amount					3,755.20			
100647	BOLTON AND MENK INC		PV	134030	001	00999	9/22/2025	0374397	4,975.50		100647	BOLTON AND MENK INC
	BOLTON AND MENK INC			Summary Total					4,975.50			
	1960 PREMIER DRIVE		PV	134054	001	00999	9/22/2025	0374403	189.00			
	MANKATO MN 56001-5900			Summary Total					189.00			
			PV	134055	001	00999	9/22/2025	0374448	2,850.00			
				Summary Total					2,850.00			
			PV	134056	001	00999	9/22/2025	0374447	236.50			
				Summary Total					236.50			
			PV	134064	001	00999	9/22/2025	0374404	783.00			
				Summary Total					783.00			
			PV	134148	001	00999	9/22/2025	0374398	9,035.50			
				Summary Total					9,035.50			
				Payment Amount					18,069.50			
116845	CADY BUSINESS TECHNOLOGIES INC		PV	133870	001	00999	9/12/2025	112952	1,774.30		116845	CADY BUSINESS TECHNOLOGIES INC
	CADY BUSINESS TECHNOLOGIES INC			Summary Total					1,774.30			
	3030 HARBOR LANE SUITE 104		PV	134128	001	00999	10/1/2025	113510	422.24			
	PLYMOUTH MN 55447			Summary Total					422.24			
				Payment Amount					2,196.54			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
112019	CENTRAL HYDRAULICS INC		PV	133972	001	00999	9/15/2025	00655756	70.78		112019	CENTRAL HYDRAULICS INC
	CENTRAL HYDRAULICS INC			Summary Total					70.78			
	21877 INDUSTRIAL COURT		PV	134041	001	00999	9/22/2025	00656238	106.02			
	ROGERS MN 55374			Summary Total					106.02			
				Payment Amount					176.80			
116197	CINTAS CORPORATION		PV	133961	001	00999	9/19/2025	4243996841	60.14		116197	CINTAS CORPORATION
	CINTAS CORPORATION			Summary Total					60.14			
	CINTAS LOC #4K		PV	133990	001	00999	9/18/2025	4243878442	101.55			
	P O BOX 650838			Summary Total					101.55			
	DALLAS TX 75265-0838		PV	134049	001	00999	9/25/2025	4244600372	45.01			
				Summary Total					45.01			
			PV	134061	001	00999	9/26/2025	4244772423	45.50			
				Summary Total					45.50			
			PV	134183	001	00999	10/2/2025	4245324523	101.55			
				Summary Total					101.55			
				Payment Amount					353.75			
114117	CRAWFORD'S EQUIPMENT INC		PV	133992	001	00999	9/22/2025	01-109961	318.32		114117	CRAWFORD'S EQUIPME INC
	CRAWFORD'S EQUIPMENT INC			Summary Total					318.32			
	4898 HIGHWAY 95 NW											
	CAMBRIDGE MN 55008											
				Payment Amount					318.32			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC		PV	133896	001	00999	9/22/2025	INV299347	456.91		113306	DEFINITIVE TECHNOLOGY SOLUTIO INC
	DEFINITIVE TECHNOLOGY SOLUTIONS INC			Summary Total					456.91			
	9401 JAMES AVENUE SOUTH SUITE 162		PV	134126	001	00999	9/29/2025	INV299702	22,048.00			
	BLOOMINGTON MN 55431-2549			Summary Total					22,048.00			
				Payment Amount					22,504.91			
100144	DEHN OIL COMPANY		PV	133984	001	00999	9/17/2025	119183	3,003.70		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY			Summary Total					3,003.70			
	6735 141ST AVENUE NW		PV	133985	001	00999	9/17/2025	115780	2,433.20			
	RAMSEY MN 55303			Summary Total					2,433.20			
			PV	134046	001	00999	9/24/2025	119235	2,297.20			
				Summary Total					2,297.20			
			PV	134047	001	00999	9/24/2025	119236	2,892.20			
				Summary Total					2,892.20			
			PV	134187	001	00999	10/1/2025	115165	2,697.24			
				Summary Total					2,697.24			
				Payment Amount					13,323.54			
119266	EARLE M JORGENSEN CO DBA EMJ		PV	134181	001	00999	9/30/2025	S538676462	150.00		119266	EARLE M JORGENSEN C DBA EMJ
	EARLE M JORGENSEN CO DBA EMJ			Summary Total					150.00			
	10650 SOUTH ALAMEDA STREET											

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
	LYNWOOD CA 90262											
				Payment Amount					150.00			
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	09 2025	PV	134162	001	00999	9/30/2025	09 2025	6,662.19		116175	ECKBERG LAMMERS ATTORNEYS AT LAW
	ECKBERG LAMMERS ATTORNEYS AT LAW			Summary Total					6,662.19			
	1809 NORTHWESTERN AVENUE											
	STILLWATER MN 55082											
				Payment Amount					6,662.19			
100158	ECM PUBLISHERS INC	CERTIFICATION PH NOTICE	PV	133862	001	00999	9/12/2025	1065571	198.00		100158	ECM PUBLISHERS INC
	ECM PUBLISHERS INC			Summary Total					198.00			
	4095 COON RAPIDS BLVD		PV	133867	001	00999	9/12/2025	1065572	82.50			
	COON RAPIDS MN 55433			Summary Total					82.50			
			PV	133900	001	00999	9/12/2025	1065574	132.00			
				Summary Total					132.00			
			PV	133905	001	00999	9/12/2025	1065573	99.00			
				Summary Total					99.00			
			PV	134033	001	00999	9/19/2025	1066324	126.50			
				Summary Total					126.50			
		ECM	PV	134034	001	00999	9/19/2025	1066323	104.50			
				Summary Total					104.50			
			PV	134149	001	00999	9/26/2025	1067203	60.50			
				Summary Total					60.50			
			PV	134150	001	00999	9/26/2025	1067204	55.00			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
				Summary Total					55.00			
		Inv #1067202	PV	134163	001	00999	9/26/2025	1067202	93.00			
				Summary Total					93.00			
		Inv # 1067201	PV	134164	001	00999	9/26/2025	1067201	196.00			
				Summary Total					196.00			
				Payment Amount					1,147.00			
113651	ELECTRO WATCHMAN INC		PV	133875	001	00999	9/4/2025	447419	3,474.79		113651	ELECTRO WATCHMAN II
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					3,474.79			
				Payment Amount					3,474.79			
119694	ELK RIVER PRINTING		PV	133960	001	00999	9/18/2025	200741	6.12		119694	ELK RIVER PRINTING
	ELK RIVER PRINTING 596 DODGE AVE NW ELK RIVER MN 55330			Summary Total					6.12			
				Payment Amount					6.12			
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	133869	001	00999	9/15/2025	DL091225-22	2,943.44		108737	EMERGENCY AUTOMOT TECHNOLOGY INC
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128			Summary Total					2,943.44			
			PV	133889	001	00999	9/15/2025	DL091225-23	6,446.70			
				Summary Total					6,446.70			
			PV	133890	001	00999	9/15/2025	DL091225-21	518.91			
				Summary Total					518.91			

Payment Group Control Number	4074		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	10/15/2025		

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	133907	001	00999	9/18/2025	DL09122523B	728.48			
				Summary Total					728.48			
			PV	133908	001	00999	9/18/2025	DL09122522A	138.04			
				Summary Total					138.04			
			PV	133909	001	00999	9/18/2025	DL09122522B	218.08			
				Summary Total					218.08			
			PV	133910	001	00999	9/18/2025	DL09122521A	34.22			
				Summary Total					34.22			
			PV	133952	001	00999	9/18/2025	DL09122523A	732.54			
				Summary Total					732.54			
			PV	133953	001	00999	9/19/2025	DL09122521B	373.52			
				Summary Total					373.52			
			PV	133997	001	00999	9/22/2025	DL092225-21	91.59			
				Summary Total					91.59			
			PV	133998	001	00999	9/22/2025	DL09122521C	281.30			
				Summary Total					281.30			
			PV	134019	001	00999	9/25/2025	DL09122521D	40.10			
				Summary Total					40.10			
			PV	134020	001	00999	9/25/2025	DL091225-20	675.41			
				Summary Total					675.41			
			PV	134102	001	00999	9/29/2025	DL09122523C	386.86			
				Summary Total					386.86			
			PV	134135	001	00999	9/29/2025	DL09122521E	1,262.08			
				Summary Total					1,262.08			
			PV	134142	001	00999	9/29/2025	DL09122522C	98.02			
				Summary Total					98.02			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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	134143	001	00999	9/30/2025	DL09122521F	1,249.90			
				Summary Total					1,249.90			
		SQUAD 346	PV	134168	001	00999	9/30/2025	DL092225-20	1,059.39			
				Summary Total					1,059.39			
		SQUAD 315	PV	134172	001	00999	9/30/2025	DL09222521A	1,025.52			
				Summary Total					1,025.52			
			PV	134174	001	00999	10/2/2025	DL09122521G	146.16			
				Summary Total					146.16			
				Payment Amount					18,450.26			
106790	ESRI, INC		PV	134127	001	00999	9/30/2025	900105209	4,635.51		106790	ESRI, INC
	ESRI, INC PO BOX 741076 LOS ANGELES CA 90074-1076			Summary Total					4,635.51			
				Payment Amount					4,635.51			
113321	FACTORY MOTOR PARTS CO		PV	134184	001	00999	10/2/2025	6-1705649	115.44		113321	FACTORY MOTOR PART CO
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					115.44			
				Payment Amount					115.44			
100143	FERGUSON WATERWORKS # 2518		PV	133955	001	00999	9/18/2025	0555470	40.74		100143	FERGUSON WATERWOF # 2518

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	FERGUSON WATERWORKS 2516			Summary Total					40.74			
	P O BOX 802817		PV	133956	001	00999	9/18/2025	0555469	611.55			
	CHICAGO IL 60680-2817			Summary Total					611.55			
			PV	134017	001	00999	9/22/2025	0554329	166.67			
				Summary Total					166.67			
				Payment Amount					818.96			
100186	FRANKENSIGNS INC		PV	134009	001	00999	9/17/2025	284278	375.00		100186	FRANKENSIGNS INC
	FRANKENSIGNS			Summary Total					375.00			
	9991 GOODHUE STREET NE											
	P O BOX 490301											
	BLAINE MN 55449											
				Payment Amount					375.00			
112564	GROUP HEALTH INC WORKSITE		PV	133868	001	00999	9/16/2025	7125039	247.20		112564	GROUP HEALTH INC WORKSITE
	GROUP HEALTH INC WORKSITE			Summary Total					247.20			
	M.S. # 21109A P O BOX 1309											
	MINNEAPOLIS MN 55440-1309											
				Payment Amount					247.20			
100209	HAKANSON ANDERSON ASSOC INC		PV	134005	001	00999	9/17/2025	55795	5,854.50		100209	HAKANSON ANDERSON ASSOC INC
	HAKANSON ANDERSON ASSOC INC			Summary Total					5,854.50			
	3601 THURSTON AVENUE											
	ANOKA MN 55303-1063											
				Payment Amount					5,854.50			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
100211	HAWKINS INC HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263		PV	133860	001	00999	9/15/2025	7196661	40.00		100211	HAWKINS INC
				Summary Total					40.00			
			PV	133861	001	00999	9/12/2025	7201580	4,007.11			
				Summary Total					4,007.11			
			PV	134026	001	00999	9/25/2025	7211863	2,449.65			
				Summary Total					2,449.65			
				Payment Amount					6,496.76			
119617	HIRSHFIELD'S HIRSHFIELD'S 725 2ND AVENUE N MINNEAPOLIS MN 55405		PV	134012	001	00999	9/24/2025	22195776	91.96		119617	HIRSHFIELD'S
				Summary Total					91.96			
				Payment Amount					91.96			
112160	HOLIDAY COMPANIES HOLIDAY COMPANIES 6000 CLEARWATER DR STE 300 MINNETONKA MN 55343		PV	134137	001	00999	10/1/2025	046801102500	178.50		112160	HOLIDAY COMPANIES
				Summary Total					178.50			
				Payment Amount					178.50			
119037	HOLSTAD & KNAAK, PLC HOLSTAD & KNAAK,/ NORTH STAR LAW GROUP 1295 BANDANA BLVD N STE 335 ST PAUL MN 55101	SEPT 2025	PV	134095	001	00999	9/26/2025	09262025	4,150.00		119037	HOLSTAD & KNAAK, PLC
				Summary Total					4,150.00			
				Payment Amount					4,150.00			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
112475	INNOVATIVE OFFICE SOLUTIONS	S27569	PV	134000	001	00999	9/22/2025	IN4936704	30.84		112475	INNOVATIVE OFFICE SOLUTIONS
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					30.84			
	LOCKBOX 131434	S27569	PV	134001	001	00999	9/22/2025	IN4937332	34.56			
	P O BOX 1414			Summary Total					34.56			
	MINNEAPOLIS MN 55480-1414	S27569	PV	134002	001	00999	9/17/2025	IN4934170	155.34			
				Summary Total					155.34			
		S27569	PV	134090	001	00999	9/25/2025	IN4940815	263.06			
				Summary Total					263.06			
		S27569	PV	134129	001	00999	9/30/2025	IN4944137	513.67			
				Summary Total					513.67			
				Payment Amount					997.47			
116789	KIESLER POLICE SUPPLY INC		PV	134167	001	00999	5/7/2025	IN259794	1,503.88		116789	KIESLER POLICE SUPPLY INC
	KIESLER POLICE SUPPLY INC			Summary Total					1,503.88			
	2802 SABLE MILL ROAD											
	JEFFERSONVILLE IN 47130			Payment Amount					1,503.88			
100266	LOGIS		PV	133871	001	00999	9/15/2025	152584	322.92		100266	LOGIS
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					322.92			
	5750 DULUTH STREET		PV	133872	001	00999	9/15/2025	152546	1,212.45			
	GOLDEN VALLEY MN 55422-4036			Summary Total					1,212.45			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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					1,535.37			
103472	MAILING SOLUTIONS	Fall Recycling Event Postcard	PV	133901	001	00999	9/12/2025	44025	298.72		103472	MAILING SOLUTIONS
	MAILING SOLUTIONS 2951 100TH CT NE #150 BLAINE MN 55449-5126			Summary Total					298.72			
				Payment Amount					298.72			
106616	MARTIN MCALLISTER, INC		PV	134132	001	00999	9/30/2025	17111	2,450.00		106616	MARTIN MCALLISTER, INC
	MARTIN MCALLISTER, INC 7650 EDINBOROUGH WAY #550 EDINA MN 55435			Summary Total					2,450.00			
				Payment Amount					2,450.00			
117425	MAUER MAIN CHEVROLET		PV	133967	001	00999	9/9/2025	5308952	83.20		117425	MAUER MAIN CHEVROL
	MAUER MAIN CHEVROLET 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					83.20			
			PV	133968	001	00999	9/8/2025	5308915	400.59			
				Summary Total					400.59			
			PV	133975	001	00999	9/8/2025	6135197	231.80			
				Summary Total					231.80			
			PV	134178	001	00999	9/23/2025	5309063	87.04			
				Summary Total					87.04			
				Payment Amount					802.63			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
100283	MENARDS COON RAPIDS		PV	133854	001	00999	9/12/2025	49740	28.48		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS			Summary Total					28.48			
	3045 MAIN STREET		PV	133892	001	00999	9/17/2025	50064	109.46			
	COON RAPIDS MN 55448			Summary Total					109.46			
				Payment Amount					137.94			
100284	MENARDS ELK RIVER		PV	133853	001	00999	9/7/2025	22573	115.95		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER			Summary Total					115.95			
	19521 EVANS STREET NW		PV	133891	001	00999	9/9/2025	22693	20.95			
	ELK RIVER MN 55330-1077			Summary Total					20.95			
			PV	133916	001	00999	9/18/2025	23249	38.89			
				Summary Total					38.89			
			PV	133917	001	00999	9/18/2025	23245	88.14			
				Summary Total					88.14			
			PV	133962	001	00999	9/16/2025	23157	76.81			
				Summary Total					76.81			
			PV	133963	001	00999	9/16/2025	23136	93.90			
				Summary Total					93.90			
			PV	133969	001	00999	9/9/2025	22694	110.33			
				Summary Total					110.33			
			PV	134062	001	00999	9/27/2025	23833	10.66			
				Summary Total					10.66			
			PV	134063	001	00999	9/27/2025	23810	146.67			
				Summary Total					146.67			
			PV	134133	001	00999	8/20/2025	21572	170.67			
				Summary Total					170.67			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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	134144	001	00999	9/23/2025	23551	68.14			
				Summary Total					68.14			
			PV	134145	001	00999	8/20/2025	21537	82.88			
				Summary Total					82.88			
				Payment Amount					1,023.99			
119825	METRO CREATIVE GRAPHICS INC		PV	134130	001	00999	9/30/2025	421290	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 LLC		PV	133977	001	00999	9/10/2025	188186	36.28		108208	METRO PRODUCTS LLC
	METRO PRODUCTS LLC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					36.28			
			PV	133987	001	00999	9/17/2025	188267	241.98			
				Summary Total					241.98			
				Payment Amount					278.26			
100289	METRO SALES INC		PV	134160	001	00999	10/1/2025	INV2902349	1,857.34		100289	METRO SALES INC
	METRO SALES INC ATTN: ACCOUNTS RECEIVABLE 250 N RIVER RIDGE CIRCLE SUITE 100 BURNSVILLE MN 55337			Summary Total					1,857.34			
				Payment Amount					1,857.34			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
100341	MTI DISTRIBUTING INC		PV	134040	001	00999	9/22/2025	1495597-00	130.21		100341	MTI DISTRIBUTING INC
	MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900			Summary Total					130.21			
				Payment Amount					130.21			
115375	MUTT MITT		PV	134177	001	00999	9/22/2025	783472	2,999.35		115375	MUTT MITT
	MUTT MITT 12316 WORLD TRADE DRIVE SUITE 102 SAN DIEGO CA 92128			Summary Total					2,999.35			
				Payment Amount					2,999.35			
100345	NAPA AUTO PARTS ELK RIVER		PV	133885	001	00999	9/17/2025	309700	7.84		100345	NAPA AUTO PARTS ELK RIVER
	NAPA AUTO PARTS ELK RIVER			Summary Total					7.84			
	17137 YALE STREET NW		PV	133971	001	00999	9/15/2025	309301	20.78			
	ELK RIVER MN 55330			Summary Total					20.78			
			PV	133978	001	00999	9/16/2025	309512	318.26			
				Summary Total					318.26			
				Payment Amount					346.88			
100363	NORTHERN SANITARY SUPPLY CO		PV	133863	001	00999	9/17/2025	100253	334.52		100363	NORTHERN SANITARY SUPPLY CO
	NORTHERN SANITARY SUPPLY CO			Summary Total					334.52			
	341 COON RAPIDS BLVD		PV	134035	001	00999	9/28/2025	100304	293.17			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
	MINNEAPOLIS MN 55433			Summary Total					293.17			
				Payment Amount					627.69			
110480	OPUS 21 MANAGEMENT SOLUTIONS	Inv #250816	PV	133919	001	00999	9/20/2025	250816	677.63		110480	OPUS 21 MANAGEMENT SOLUTIONS
	OPUS 21 MANAGEMENT SOLUTIONS 680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125			Summary Total					677.63			
				Payment Amount					677.63			
122177	OWENS COMPANIES		PV	133959	001	00999	9/23/2025	8572	487.50		122177	OWENS COMPANIES
	OWENS COMPANIES 500 WEST 92ND STREET BLOOMINGTON MN 55420			Summary Total					487.50			
				Payment Amount					487.50			
114134	PHASOR ELECTRIC COMPANY		PV	134189	001	00999	9/30/2025	051678	262.00		114134	PHASOR ELECTRIC COMPANY
	PHASOR ELECTRIC COMPANY 2160 108TH LANE NE BLAINE MN 55449			Summary Total					262.00			
				Payment Amount					262.00			
111488	POPP.COM INC		PV	134161	001	00999	9/30/2025	992894122	180.58		111488	POPP.COM INC
	POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427			Summary Total					180.58			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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					180.58			
100393	PRAIRIE RESTORATIONS INC		PV	133874	001	00999	9/12/2025	INV-017025	2,197.00		100393	PRAIRIE RESTORATIONS INC
	PRAIRIE RESTORATIONS INC			Summary Total					2,197.00			
	31646 128TH STREET		PV	133899	001	00999	9/19/2025	INV-017132	2,803.00			
	PRINCETON MN 55371			Summary Total					2,803.00			
			PV	134031	001	00999	9/24/2025	INV-017204	1,800.00			
				Summary Total					1,800.00			
			PV	134032	001	00999	9/24/2025	INV-017203	1,200.00			
				Summary Total					1,200.00			
				Payment Amount					8,000.00			
113444	PRECISE		PV	133982	001	00999	9/17/2025	IN200-2007896	1,242.00		113444	PRECISE
	PRECISE			Summary Total					1,242.00			
	8633 EAGLE CREEK PKWY											
	SAVAGE MN 55378			Payment Amount					1,242.00			
107978	PREMIER COMMERCIAL PROPERTIES INC	6781 Hwy 10 Property Mgmt	PV	133904	001	00999	9/19/2025	10382	600.00		107978	PREMIER COMMERCIAL PROPERTIES INC
	PREMIER COMMERCIAL PROPERTIES INC			Summary Total					600.00			
	299 COON RAPIDS BLVD NW #200											
	COON RAPIDS MN 55433			Payment Amount					600.00			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
111839	REGENTS OF THE UNIVERSITY OF MINNESOTA	Lab Testing to Confirm Disease	PV	133902	001	00999	9/16/2025	0230058110	50.00		111839	REGENTS OF THE UNIVERSITY OF MINNESOTA
	REGENTS OF THE UNIVERSITY OF MINNESOTA NW 5960 P O BOX 1450 MINNEAPOLIS MN 55485-5960							Summary Total	50.00			
								Payment Amount	50.00			
121170	RIDGEWAY AND ASSOCIATES		PV	134101	001	00999	9/30/2025	3364	840.00		121170	RIDGEWAY AND ASSOCIATES
	RIDGEWAY AND ASSOCIATES 1030 COUNTY ROAD E WEST #140 SHOREVIEW MN 55126							Summary Total	840.00			
								Payment Amount	840.00			
116092	ROADKILL ANIMAL CONTROL		PV	134185	001	00999	9/30/2025	09 2025	129.00		116092	ROADKILL ANIMAL CONTROL
	ROADKILL ANIMAL CONTROL 520 HAROLD DRIVE BURNSVILLE MN 55337							Summary Total	129.00			
								Payment Amount	129.00			
117285	RUM RIVER CONSULTANTS		PV	133906	001	00999	9/14/2025	1013	17,924.60		117285	RUM RIVER CONSULTANTS
	RUM RIVER CONSULTANTS 32134 111 1\2 STREET PRINCETON MN 55371							Summary Total	17,924.60			

Payment Group Control Number	4074		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	10/15/2025		

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					17,924.60			
100431	SAFETY KLEEN CORPORATION		PV	134190	001	00999	9/24/2025	98138359	416.98		100431	SAFETY KLEEN CORPORATION
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201			Summary Total					416.98			
				Payment Amount					416.98			
119374	SIGN SOLUTIONS USA, LLC		PV	134050	001	00999	9/2/2025	419048	2,639.80		119374	SIGN SOLUTIONS USA, LLC
	SIGN SOLUTIONS USA, LLC PO BOX 1408 FARGO ND 58107-1408			Summary Total					2,639.80			
				Payment Amount					2,639.80			
119121	SLOTH INSPECTIONS INC	AUG 2025	PV	133903	001	00999	8/31/2025	08312025	8,763.26		119121	SLOTH INSPECTIONS INC
	SLOTH INSPECTIONS INC 2089 175TH LANE NW ANDOVER MN 55304			Summary Total					8,763.26			
				Payment Amount					8,763.26			
119474	THE MPX GROUP		PV	133914	001	00999	9/22/2025	445948	372.65		119474	THE MPX GROUP
	THE MPX GROUP 7105 MEDICINE LAKE ROAD			Summary Total					372.65			
			PV	134016	001	00999	9/25/2025	446572	283.63			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
	GOLDEN VALLEY MN 55427			Summary Total					283.63			
			PV	134136	001	00999	9/30/2025	446687	135.87			
				Summary Total					135.87			
				Payment Amount					792.15			
100485	TIMESAVER OFF SITE SECRETARIAL INC		PV	133865	001	00999	9/12/2025	31034	280.75		100485	TIMESAVER OFF SITE SECRETARIAL INC
	TIMESAVER OFF SITE SECRETARIAL INC			Summary Total					280.75			
	21021 KAROLINE COURT N		PV	133866	001	00999	9/12/2025	31083	296.75			
	FOREST LAKE MN 55025			Summary Total					296.75			
			PV	134151	001	00999	9/30/2025	31183	172.00			
				Summary Total					172.00			
			PV	134152	001	00999	9/30/2025	31182	172.00			
				Summary Total					172.00			
			PV	134153	001	00999	9/30/2025	31119	438.89			
				Summary Total					438.89			
			PV	134154	001	00999	9/30/2025	31181	172.00			
				Summary Total					172.00			
				Payment Amount					1,532.39			
112688	TITAN MACHINERY		PV	134042	001	00999	9/23/2025	PS0929752-1	372.00		112688	TITAN MACHINERY
	TITAN MACHINERY			Summary Total					372.00			
	14375 JAMES ROAD											
	ROGERS MN 55374											
				Payment Amount					372.00			

Payment Group Control Number 4074
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JMORRISON
Payment Instrument T A/P ACH Payment
Pay Through Date 10/15/2025

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
106351	WATER LABORATORIES, INC		PV	134094	001	00999	10/1/2025	10661	816.00		106351	WATER LABORATORIES INC
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					816.00			
				Payment Amount					816.00			
100529	WENDELL'S INC	Name Badge/Plate N Bauer	PV	133894	001	00999	9/18/2025	3076271	15.42		100529	WENDELL'S INC
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458			Summary Total					15.42			
				Payment Amount					15.42			
100541	ZARNOTH BRUSH WORKS INC		PV	133981	001	00999	9/11/2025	0203532-IN	1,331.70		100541	ZARNOTH BRUSH WORK INC
	ZARNOTH BRUSH WORKS INC PO BOX 141 CHILTON WI 53014-0141			Summary Total					1,331.70			
				Payment Amount					1,331.70			
100543	ZIEGLER INC		PV	133974	001	00999	9/8/2025	S1000692658	1,756.31		100543	ZIEGLER INC
	ZIEGLER INC SDS 12-0436 PO BOX 86 MINNEAPOLIS MN 55486-0436			Summary Total					1,756.31			

Payment Group Control Number	4074		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JMORRISON		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	10/15/2025		

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
								Payment Amount	1,756.31			
								Total Amount to be Processed	184,240.71			
								Total Number of Payments to be Processed	69			

Checks - 226,852.14

ACH - 184,240.71

Total A/P - 411,092.85

THIS PAGE LEFT BLANK INTENTIONALLY

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #25-246

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF SEPTEMBER 18, 2025 THROUGH OCTOBER 8, 2025

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of September 18, 2025 through October 8, 2025 in the amount of $1,622,624.37 and

WHEREAS, the City Council of the City of Ramsey is required to authorize payment for all disbursement transactions.

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

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period September 18, 2025 through October 8, 2025 in the amount of $1,622,624.37.

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

Mayor Heineman
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Title:

Adopt Resolution #25-226 Approving a Variance to Lot Width for the proposed plat of "OShaughnessy 3rd Addition" at 17201 St. Francis Blvd. NW.

Purpose/Background:

The property at 17201 St. Francis Boulevard consists of two parcels totaling 34 acres and contains a single-family home with an accessory building. Access to the house and accessory building currently comes from St. Francis Boulevard.

The applicant has provided a sketch plan, the first step in the Major Plat process, that was reviewed by the Planning Commission on August 28, intending to subdivide the property into four lots--three fronting St. Francis Boulevard and one fronting Germanium Street. . The sketch plan is a high-level review before the preliminary plat submittal is made. The property is zoned RR--Rural Residential with the eastern portion having the Scenic River Protection Overlay. All four of the proposed lots meet the minimum required 2.5 acres of lot area.

During staff's review, it was noted that one of the lots, Lot 2 (the proposed lot containing the existing home and accessory building), does not have the required 200 feet of lot width, resulting in a "flag lot" of about 109 feet in width. Lot width is measured at the minimum front setback, which is 40 feet back from the front property line. The property has 713 feet of lot width today, though approximately 136 feet of that is encumbered by a transmission line easement. Staff suggested that a slight adjustment of the south line and a larger adjustment of the north property line of proposed Lot 2 would result in three conforming lots along St. Francis Boulevard. The applicant insisted upon the proposed lot configuration and then included a variance request in the application (attached to this case). The applicant's letter did not include any "practical difficulties," or legal variance justifications, as outlined in City Code Section 106-220. Staff's recommendation was to deny the variance based on a lack of identified practical difficulties and that the lots could conform.

The Planning Commission held a public hearing on August 28 to consider the variance and provide feedback on the sketch plan. The Commission unanimously voted to deny the variance for the reason staff identified. At the meeting, the applicant noted that he would like the lots that he is proposing to sell be wider than the 200 feet required by Code to allow for more space. The City Council heard the appeal on September 23 and voted to direct staff to prepare a resolution overturning the Planning Commission's variance approving the variance based on that the lot width is in charector with other properties in the neighborhood.

Notification:

The public hearing was conducted at the Planning Commission meeting on August 28 in the typical manner.

Funding Source:

All costs associated with the proposed development are the responsibility of the applicant.

Recommendation:

The attached resolution is based on Council direction given at the September 23 City Council meeting.

Outcome/Action:
Motion to adopt Resolution #25-226 approving a variance to lot width at 17201 St. Francis Boulevard NW.

Attachments

Resolution #25-226 Approval
Location Map
Applicant's Original Narrative
Applicant's Appeal Letter
Sketch Plan
Resolution #25-196 (PC Denial)

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:43 PM
Form Started By: Todd Larson		Started On: 10/02/2025 09:20 AM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-226

A RESOLUTION APPROVING A VARIANCE TO LOT WIDTH AT 17201 ST. FRANCIS BOULEVARD NW

RECITALS

1. The City of Ramsey received an application from Tim O'Shaughnessy (the Applicant) requesting a Variance to the minimum lot width requirements in conjunction with a request to subdivide property (Major Plat) at 17201 St. Francis Boulevard NW and legally described as follows:

   Lot 1, Block 1, OSHAUGHNESSY ADDITION, Anoka County, Minnesota; and
   Outlot A, OSHAUGHNESSY SECOND ADDITION, Anoka County, Minnesota

   -Or after platting-

   Lot 2, Block 1, OSHAUGHNESSY THIRD ADDITION, Anoka County, Minnesota

   (the "Subject Property")

2. That the Subject Property is guided as Rural Developing in the 2040 Comprehensive Plan.

3. That the Subject Property is zoned RR, Rural Residential District, as are surrounding parcels on the south and northwest. Parcels to the northeast and west are zoned PUD, Planned Unit Development. The eastern portion of the property is located within the Scenic River Protection Overlay.

4. That the Subject Property has a lot width of approximately 713.41 feet.

5. That City Code Section 106-430(a) (Bulk Standards) specifies that minimum lot width for non-cul-de-sac lots in Rural Residential zoning district is 200 feet.

6. That City Code Section 106-105 (Definitions) define Lot Width as means "the uniform width measured at the property line abutting the street at the minimum building setback line of the underlying zoning district. In the case of a lot abutting a cul-de-sac, the lot width is the width measured at right angles to the depth at the building setback requirement."

7. That the Applicant has requested to subdivide the property into four lots as OSHAUGHNESSY THIRD ADDITION.

8. That along the western portion of the property, one of the proposed lots has a lot width of approximately 109 feet while the other two adjacent proposed lots have widths of approximately 302 feet each.

9. That the Applicant appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on August 28, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

10. That the Planning Commission unanimously adopted Resolution #25-194 denying the variance to lot width with the following findings of fact:

    a. That there is enough width on the western side of the existing parcel to adjust the proposed lots so that each has at least 200 feet of width as measured at the minimum setback line, including the area encumbered by a power line easement.

    b. That the proposed narrow lot would be out of character with other properties in the area as none zoned RR, Rural Residential District, are below 200 feet in width.

11. That the Applicant has appealed the Planning Commission's decision to the City Council which reviewed the proposal at its regular meeting on September 23 noting that the Applicant would like lots that are 300 feet in width.

12. That, reviewed the Resolution and record of the Planning Commission herein and finding the Planning Commission's decision was in error noting that the proposed 109-foot-wide lot is in character with the surrounding neighborhood.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows: That the lot width of Lot 2, Block 1, OSHAUGHNESSY THIRD ADDITION, Anoka County, Minnesota, may be reduced to 109 feet in width and that this variance is based on a "practical difficulty" as it is remaining in character with the surrounding neighborhood.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____, 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:

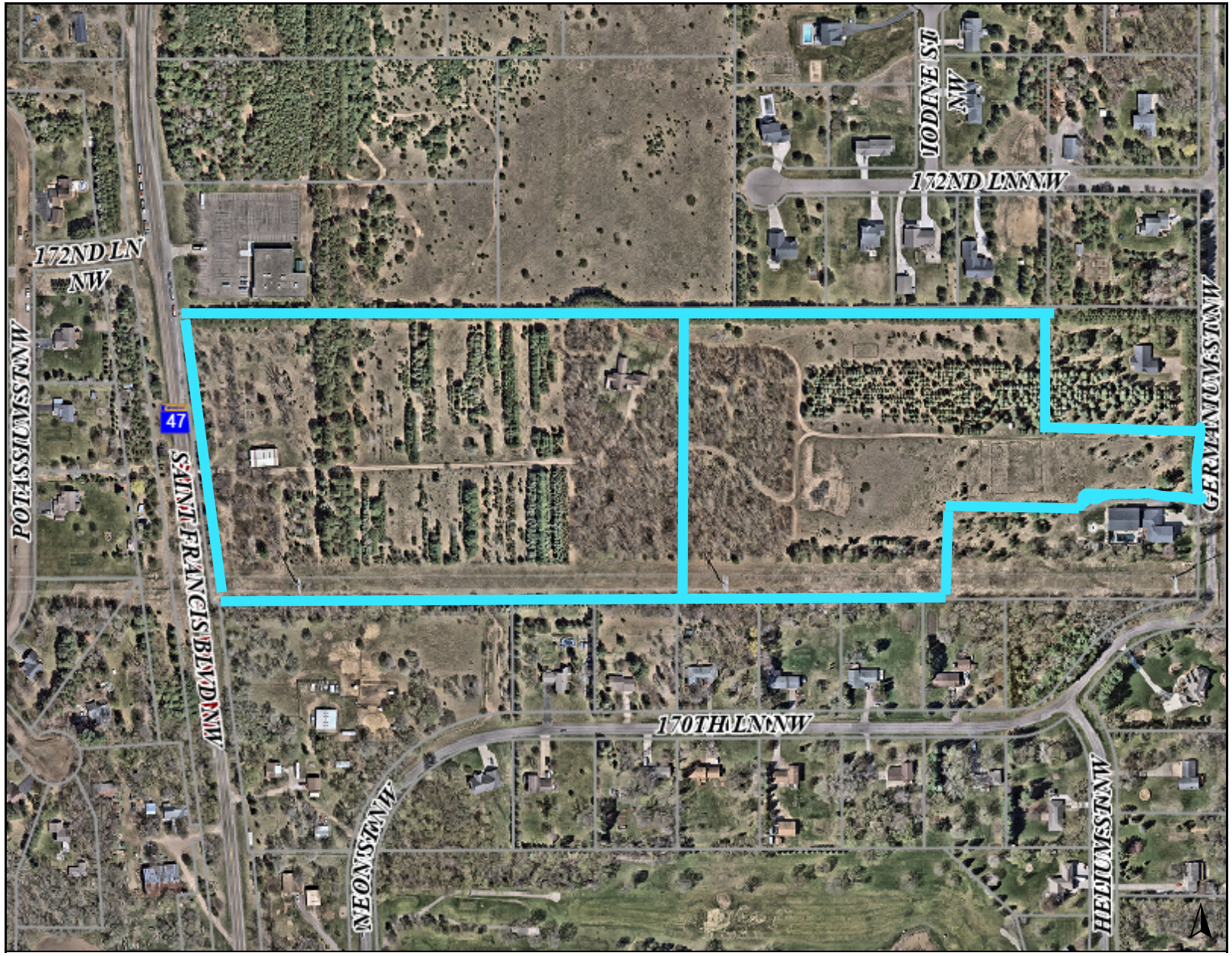
whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

Mayor

ATTEST:

City Clerk

OShaughnessy 3rd Addition





Address:
17201 Saint Francis Blvd NW

PID:11-32-25-12-0012

PID: 11-32-25-11-0010

Notes

0 500 1000 ft

Created on: 08/05/2025 10:29:47
Powered by LOGIS GIS

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

HOUSTON engineering, inc.

Eden Prairie Office | P | 952.829.0700

7510 Market Place Drive | Eden Prairie, MN 55344

July 16, 2025

City of Ramsey, MN
Planning Department
7550 Sunwood Dr.
Ramsey, MN 55303

Subject: Narrative supporting a request for variance
O'Shagnessy Third Addition

Tim O'Shaugnessy, owner of the above proposed subdivision, is hereby requesting a variance from lot frontage on a public right of way.

Lot dimensions for Rural Residential per section 106-430 of the Ramsey Zoning Ordinance calls for minimums as follows:

Lot Area 2.5 acres

Lot Width 200 feet

Lot Depth 200 feet

Lot Frontage 60 feet

All proposed lots in this subdivision exceed those standards. We have been informed by planning staff that all of the City of Ramsey lies within the Lower Rum River WMO which has a lot frontage requirement of 300 feet and a lot width at the proposed building site of 200 feet. All 4 lots meet the width requirement, and all but 2 lots meet the 200-foot frontage requirement.

Variance requested:

Lot 2 109.25 feet

Practical difficulty: side lot lines could be altered at intersection with highway but would leave angle points in the lot lines

Lot 4 170.46 feet

Practical difficulty: this part of the lot would be used as driveway access. The building site is in an area of the lot that is 300 feet wide.

Sincerely,

HOUSTON ENGINEERING, INC.

Paul Thorp
Land Surveyor
Direct: 952.737.4053
pthorp@houstoneng.com

HOUSTON engineering, inc.

Eden Prairie Office | P | 952.829.0700

7510 Market Place Drive | Eden Prairie, MN 55344

September 9, 2025

City of Ramsey, MN
Planning Department
7550 Sunwood Dr.
Ramsey, MN 55303

Subject: Appeal of Planning Commission denial of variance request for O'Shagnessy Third Addition.

Tim O'Shaugnessy, owner of the above proposed subdivision, is requesting an appeal to the City Council to address the Planning Commission denial of variance request for Lot Width of Lot 2.

The goal of the owner is to create 4 lots that have a width of 300 feet at proposed building sites. By making Lot 2 200 feet wide, Lot 1 would be only 200 feet wide at the proposed building site.

Sincerely,

HOUSTON ENGINEERING, INC.

Paul Thorp
Land Surveyor
Direct: 952.737.4053
pthorp@houstoneng.com

CONCEPT PLAT FOR OSHAUGNESSY THIRD ADDITION ADDITION

C.R. DOC. NO _____

N 1/4 CORNER OF SEC. 11, T. 32, R. 25

NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 11

NE CORNER OF SEC. 11, T. 32, R.25

WEST LINE OF THE NORTHEAST 1/4 OF SECTION 11

S00°24'59"W 611.02

MEADOWBROOK
BLOCK 1
LOT 1

COVENANT MEADOWS
BLOCK 2

MEADOWBROOK
BLOCK 2
LOT 1

UNPLATTED ANOKA COUNTY

SOUTH LINE OF THE NORTH 611.00 FEET OF THE NORTH HALF OF THE NE 1/4

N89°49'40"E 2121.23

N89°49'40"E 382.38

1667.50

453.74

20 FOOT DRIVEWAY ENTRANCE PER MNDOT PERMIT #US-25-113275 (#1)

46.5 46.5 93

60 FT

10 FOOT SIDE SETBACK

PROPOSED DRIVEWAY

EXISTING ACCESS (APPROXIMATE)

PROPOSED 70' x 70' BUILDING PAD

884

30 FOOT REAR SETBACK

LOT 1
±3.003 ACRES

PRIMARY DRAIN FIELD

ALTERNATE DRAIN FIELD

100 FOOT SETBACK FROM RIGHT-OF-WAY CENTER LINE

10 FOOT SIDE SETBACK

S89°49'40"W 418.30

EXISTING BUILDING

ST. FRANCIS BLVD

N06°54'32"W 713.42

109.25

302.09

300.00

S00°10'20"E

OSHAUGHNESSY BLOCK 1 LOT 1

LOT 2
±4.426 ACRES

EXISTING HOUSE

OSHAUGHNESSY

BLOCK 1

109.41

409.41

S00°00'00"E

300.00

S89°49'40"W 888.43

30 FOOT REAR SETBACK

10 FOOT SIDE SETBACK

PROPOSED 70' x 70' BUILDING PAD

OUTLOT

PROPOSED DRIVEWAY

192

40 FOOT FRONT SETBACK

S89°26'33"E 366.01

S00°11'53"W 299.28

S00°11'53"W 170.46

BLOCK 1
ADDITION
LOT 1

GERMANIUM STREET NW

N89°50'13"E 1182.29

10 FOOT SIDE SETBACK

20 FOOT DRIVEWAY ENTRANCE PER MNDOT PERMIT #US-25-113275 (#2)

100 FOOT SETBACK FROM RIGHT-OF-WAY CENTER LINE

150 FOOT NORTHERN STATES POWER COMPANY EASEMENT PER DOC. NO. 380677

PROPOSED 70' x 70' BUILDING PAD

886

ALTERNATE DRAIN FIELD

PRIMARY DRAIN FIELD

ADDITION

30 FOOT REAR SETBACK

LOT 3
±8.017 ACRES

LOT 4
±8.588 ACRES

SECOND

S89°50'13"W 348.18

N89°32'13"W 229.42

LINE PARALLEL WITH THE SOUTH LINE OF THE NORTH HALF OF THE NE 1/4 OF SEC. 11, T. 32, R. 25

S62°39'39"W 43.79

S00°11'53"W 217.00

217.00

PROPOSED DRIVEWAY

CENTER LINE OF 150 FOOT EASEMENT

S00°24'59"W

STATE TRUNK HWY NO. 47

20 FOOT DRIVEWAY ENTRANCE PER MNDOT PERMIT #US-25-113275 (#3)

EXISTING ACCESS (APPROXIMATE)

20

1145.95

10 FOOT SIDE SETBACK

N89°50'13"E 636.59

UNPLATTED

S89°50'13"W 1782.54

46.5 63.5 110

EAST LINE OF SECTION 11

66

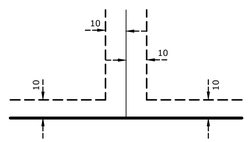
BROOK VIEW ESTATES

SOUTH LINE OF THE NORTH HALF OF THE NE 1/4 OF SEC. 11, T. 32, R. 25

- Denotes Proposed Well Location
- Denotes Anoka County cast iron monument found
- Denotes found iron monument as shown
- Denotes a 1/2 inch by 14 inch iron pipe set and marked by License No. 13637

Bearings are based on West line of the Northeast Quarter of Section 11, Township 32, Range 25, having an assumed bearing of S00°24'59"W

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:
(NO SCALE)



Being 10 feet in width when adjoining side lot lines, unless otherwise indicated, and being 10 feet in width when adjoining public ways, unless otherwise indicated, as shown on this plat.

SCALE IN FEET
100 50 0 50 100 200

HOUSTON engineering, inc.

Commissioner Anderson introduced the following resolution and moved for its adoption:

RESOLUTION #25-194

RESOLUTION DENYING A VARIANCE TO LOT WIDTH AT 17201 ST. FRANCIS BOULEVARD NW

RECITALS

1. The City of Ramsey received an application from Tim O'Shaughnessy (the Applicant) requesting a Variance to the minimum lot width requirements in conjunction with a request to subdivide property (Major Plat) at 17201 St. Francis Boulevard NW and legally described as follows:

   Lot 1, Block 1, OSHAUGHNESSY ADDITION, Anoka County, Minnesota; and
   Outlot A, OSHAUGHNESSY SECOND ADDITION, Anoka County, Minnesota

   (the "**Subject Property**")

2. That the **Subject Property** is guided as Rural Developing in the 2040 Comprehensive Plan.

3. That the **Subject Property** is zoned RR, Rural Residential District, as are surrounding parcels on the south and northwest. Parcels to the northeast and west are zoned PUD, Planned Unit Development. The eastern portion of the property is located within the Scenic River Protection Overlay.

4. That the Subject Property has a lot width of approximately 713.41 feet.

5. That City Code Section 106-430(a) (Bulk Standards) specifies that minimum lot width for non-cul-de-sac lots in Rural Residential zoning district is 200 feet.

6. That City Code Section 106-105 (Definitions) define Lot Width as means "the uniform width measured at the property line abutting the street at the minimum building setback line of the underlying zoning district. In the case of a lot abutting a cul-de-sac, the lot width is the width measured at right angles to the depth at the building setback requirement."

7. That the Applicant has requested to subdivide the property into four lots as OSHAUGHNESSY THIRD ADDITION.

8. That along the western portion of the property, one of the proposed lots has a lot width of approximately 109 feet while the other two adjacent proposed lots have widths of approximately 302 feet each.

9. That the Applicant appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on August 28, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

FINDINGS OF FACT

1. That there is enough width on the western side of the existing parcel to adjust the proposed lots so that each has at least 200 feet of width as measured at the minimum setback line, including the area encumbered by a power line easement.

2. That the proposed narrow lot would be out of character with other properties in the area as none zoned RR, Rural Residential District, are below 200 feet in width.

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

1) That the Ramsey Planning Commission hereby denies approval of a variance (the "Variance") to deviate from the required lot width requirement and directs the Applicant to prepare a conforming plat to proceed to the Preliminary Plat phase of a Major Plat review.

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

Chairperson Gengler
Commissioner Anderson
Commissioner Lubarski
Commissioner N. Bauer
Commissioner R. Bauer
Commissioner Musgrove
Commissioner VanScoy

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 28th day of August, 2025.

Planning Commission Chairperson

ATTEST:

City Clerk

CC Regular Session

Meeting Date: 10/14/2025

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

Title:

Adopt Resolution #25-236 Supporting Submittal of Building Official Training Municipal Grant

Purpose/Background:

The Building Official Training (BOT) Municipal Grant program from the Minnesota Department of Labor and Industry (DLI) was created to offer competitive grants to qualified municipalities that want to establish a training program in their building code department to train an individual toward becoming a Minnesota-certified building official. The program provides partial funding and training guidance. The training program will provide the full-time building code department trainee with on-the-job training and education while under the supervision of the city's Minnesota-certified building official.

Notification:

Not applicable

Time Frame/Observations/Alternatives:

The dates for the grant cycle are for budget year 2026. Application submittal date is October 17, 2026. Awarded cities will be notified by mid-December.

Funding Source:

DLI plans to award funding to approximately 10 applicants. The maximum amount of funding that can be requested by a single applicant is $75,000. The awarded funds are not intended to fully fund the trainee position and grantee contribution is expected. The adopted 2026 Preliminary Budget includes the addition of a full-time Plans Examiner/Inspector. However, past recruitments have proven that many of the applicants do not hold a Building Official license, and they come with limited experience in the Plans Examiner/Inspector role. If awarded, the grant funds wouold aid the City in training a less experienced individual to meet our needs in both residential and commercial building inspection services.

Recommendation:

Staff recommends to adoption of the resolution to support to submittal of the grant application.

Outcome/Action:

Motion to adopt Resolution #25-236 Supporting the Submittal of the Building Official Training Municipal Grant application.

Attachments

REs #25-236 Supporting Submittal for BOT Grant

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:50 PM

Form Started By: Stephanie Hanson Started On: 09/26/2025 01:23 PM
Final Approval Date: 10/09/2025

Councilmember _____introduced the following resolution and moved for its adoption:

RESOLUTION #25-236

RESOLUTION TO APPROVE SUBMITTAL FOR THE BUILDING OFFICIAL TRAINING (BOT) MUNICIPAL GRANT

WHEREAS, the Construction Codes and Licensing Division of the Minnesota Department of Labor and Industry is offering a competitive grant to qualified municipalities that want to establish a training program in their municipality's building code department to train an individual toward becoming a Minnesota-certified building official; and

WHEREAS, the City of Ramsey Building Division is interested in submitting a grant application in hopes to obtain grant funding for up to $75,000 for fiscal year 2026; and

WHEREAS, the City of Ramsey Building Division will administer the BOT; and

WHEREAS, it is herein determined that it is in Ramsey's best interest to apply for the BOT grant.

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

1) Ramsey City Council supports the submittal of the Building Official Training Municipal Grant..

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

Where upon said resolution was declared duly passed and adopted by the Ramsey City Council the 14th day of October, 2025.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Title:

Adopt Resolution #25-238 Approving an Extension of a Variance to Height for a Detached Accessory Building at 17646 St. Francis Boulevard NW (Project #24-121); Case of Chuck and Angie Lattery

Purpose/Background:

On October 24, 2024, the Planning Commission adopted Resolution #24-284 granting a variance to deviate from the height restriction for a detached accessory building located in the side yard of the property known as 17646 St. Francis Boulevard NW (the "Subject Property"). On September 30, 2025, the City received a written request from Chuck and Angie Lattery (the "Applicant") seeking an extension to ensure they can obtain the building permit needed before construction can begin. Mr. Lattery suffered a back injury in November 2024, which severely limited his physical abilities until approximately March 2025. There was also a death in the family, which further delayed the Applicant's ability to obtain the building permit. Thus, the Applicant is seeking this extension to ensure that the variance does not become null and void, which will occur on October 25, 2025, if a building permit for the detached garage is not issued. Should the City Council adopt Resolution #25-238, it will supersede the original variance (Resolution #24-284) and will give the Applicant until October 14, 2026, to obtain a building permit for the detached accessory building. Efforts to construct this accessory structure will also aid in the corrections of code violations, in which the property owner has progressed to correct over the last several months.

Funding Source:

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

Recommendation:

Staff recommends adopting Resolution #25-238 granting an extension for a variance to height standards for a detached accessory building.

Outcome/Action:

Motion to adopt Resolution #25-238 granting an extension for a variance to height standards for a detached accessory building.

Attachments

Site Location Map

Extension Request from Applicant

Original Variance: Resolution #24-284

Resolution #25-238: Variance Extension

Form Review

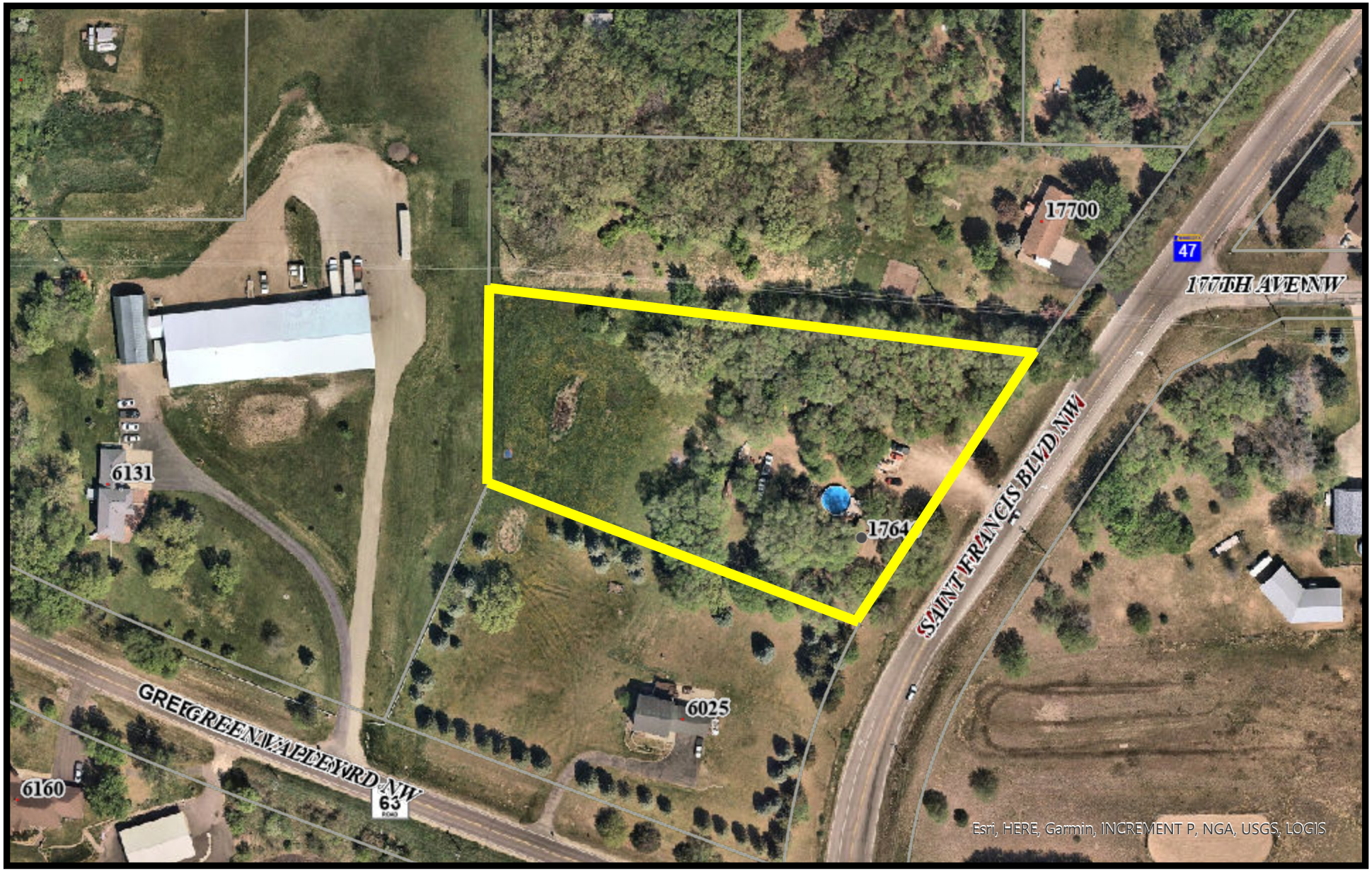
Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:43 PM
Form Started By: Chris Anderson		Started On: 10/01/2025 08:43 AM
Final Approval Date: 10/09/2025		

17646 St. Francis BLVD

Variance

02-32-25-0003

17646 St. Francis BLVD, Ramsey, MN 55303



Print Date: September 16, 2024

0 0.01 0.01 0.03 0.04 0.06
mi

DATE: September 30, 2025

TO: CITY OF RAMSEY

RE: Variance Extension Request for

17646 St. Francis Boulevard, Ramsey MN 55303

To Whom It May Concern:

We are writing this request in regards to an extension request for the Variance for our property located at 17646 St. Francis Boulevard, Ramsey MN 55303 which is dated October 24, 2024. We have been working with members of City Planning/Building Inspectors-Plan Examiners since our initial submission for the Building Permit in October 2024.

Unfortunately, we have had a really rough year and it has been difficult to be able to complete the process to obtain the building permit for the Variance. We have been doing the best that we can but we are now getting close to the deadline that has been identified in the Variance. Last November, Charles Lattery, sustained a back injury where a chunk of his vertebrae got lodged into the center of the spine which rendered him with a lot of physical limitations. This injury impacted his physical abilities from November through March. My father was diagnosed with Stage IV Pancreatic Cancer in January earlier this year, our family has been a main part of the primary caregiver for him during his treatment and cancer journey. We were working with Eric Hoffman late last year-early this year on working through the process to obtain the building permit in accordance with the Variance that was issued last fall. We have been in the process of trying to get building plans developed as required by Eric Hoffman, but then my dad's condition worsened, he was in and out of the hospital as he slowly deteriorated and more and more help was needed for his care. In addition, (as you can also see in your records), we had to replace our roof at the end of the summer as well which was a huge project that we had to work on. As you can imagine, all of this has been extremely difficult to navigate everything happening all at once. Unfortunately, my dad passed away on 9/15/25 and the last several weeks we have been working on getting all of the arrangements together for his service which we had last week.

We have been advised by the City of Ramsey representatives that we should submit an extension request to enable us to comply with obtaining the building permit for the Variance that was approved last fall. We are currently working on getting plans developed with an architect and engineer so that we can submit them to the Building Inspectors to continue with the process of obtaining the building permit.

As you can see, there has been alot of life changes for us which has impacted our ability to be able to get the requested plans together since we last spoke with Eric Hoffman. We are hereby requesting that we are granted an extension to obtain the building permit past the current date of October 24, 2025 given our unique circumstances this last year. We appreciate your willingness to work with us to allow us additional time to obtain the plans from our architect/engineer to finish the last phase to enable the City of Ramsey to be able to issue a building permit for our building.

We thank you for your consideration and willingness to grant us this extension and enable us to finalize the last requirements to obtain the building permit.

Chuck and Angie Lattery

Commissioner Anderson introduced the following resolution and moved for its adoption:

RESOLUTION #24-284

RESOLUTION APPROVING A VARIANCE TO HEIGHT RESTRICTIONS FOR A DETACHED ACCESSORY BUILDING LOCATED IN THE SIDE YARD OF THE PROPERTY GENERALLY KNOWN AS 17646 ST. FRANCIS BOULEVARD NW

RECITALS

1. The City of Ramsey received a Land Use Application from Charles and Angela Lattery (the "Applicant") for a Variance to the height restrictions of a detached accessory building located in the side yard of property generally known as 17646 St. Francis Boulevard NW and legally described as follows:

   Lot 2, Block 1 Green Valley Estates, Anoka County, Minnesota

   (the "Subject Property")

2. That the Subject Property is zoned Rural Residential and is guided as Rural Developing in the 2040 Comprehensive Plan.

3. That the surrounding properties are also zoned Rural Residential and guided as Rural Developing as well.

4. That the Subject Property is approximately 2.51 acres in size.

5. That the Applicant previously had a detached accessory building, which served as the primary garage, just to the north of the home.

6. That the Applicant removed the former detached accessory building in 2022 because it was dilapidated and the roof was collapsing in on itself.

7. That parcels between 2.50 acres and 3.49 acres are eligible for up to 2,700 square feet of detached accessory building space.

8. That, after the rewrite of the Zoning Code, the height of a detached accessory building located in the front or side yard is limited to twenty-four (24) feet or the height of the principal building, whichever is less (prior to the rewrite of Zoning Code, as long as a detached accessory building was in the side or rear yard, the height of the principal structure had no bearing on the height of a detached accessory building).

9. That the Applicant is proposing to construct a 2,688 square foot (42' x 64'), detached accessory building, which will measure twenty-four (24) feet in height from grade to peak, in the side yard of the Subject Property.

10. That the principal building on the Subject Property is a rambler with an approximate height of fifteen (15) feet.

11. That the Applicant has stated that they will have multiple 4-post hoists in the building to assist with additional storage space for their vehicles and equipment.

12. That the Applicant has stated that one of their mudding trucks is nine feet eight inches tall (9' 8") and is stored on a gooseneck trailer, which, combined, requires a sixteen (16) foot tall ceiling.

13. That the Subject Property has a significant grade change of approximately eighteen feet (18') from the front yard to the rear yard.

14. That the Applicant previously had Connexus Energy bury the line that provided power to the former detached garage and has proposed rebuilding in the same location to capitalize on power already being available.

FINDINGS OF FACT

1. That the Detached Accessory Building Height will not impair an adequate supply of light and air to adjacent property.

2. That the Detached Accessory Building Height will not unreasonably increase the congestion on the public street.

3. That the Detached Accessory Building Height will not have the effect of allowing any use prohibited in the Rural Residential District.

4. That the Detached Accessory Building Height will not permit a lesser degree of public health, safety, and general welfare protection than established by Chapters 106 and 117 of the Ramsey City Code, or permit standards which are lower than those required by state law.

5. That the Detached Accessory Building Height will not increase the danger of fire or endanger the public safety.

6. That the Detached Accessory Building Height will not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of Chapters 106 and 117 of the Ramsey City Code.

7. That the Detached Accessory Building Height will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.

8. That the Detached Accessory Building Height will not violate the intent and purpose of the Comprehensive Plan.

9. That the Variance will be in accordance with the objectives and intent of Section 106-220 (Variances) of the Ramsey City Code.

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

1) That the Ramsey Planning Commission hereby grants approval of a variance (the "**Variance**") for the height of a detached accessory building, which will be located in the side yard, to exceed the height of the principal building on the **Subject Property**, subject to review and approval as to legal form and contingent upon the following conditions:

CONDITIONS

1. That this **Variance** shall allow a detached accessory building, with a height of twenty-four (24) feet from grade to peak, to be located in the side yard of the Subject Property as shown in **Exhibit 1**.

2. That the **Applicant** agrees that the detached accessory building will comply with all other regulations of both Zoning Code and MN State Building Code.

3. That the **Applicant** agrees the exterior finish of the detached accessory building will consist of beige metal paneling and green fascia, eaves, and wainscot, similar to the principal structure.

4. That the **Applicant** agrees to remove both membrane hoop structures from the Subject Property within thirty (30) days of a passing final building inspection for the detached accessory building.

5. That the **Applicant** agrees to have the two (2) front corner survey 'pins' found and exposed so that at the time of the footing inspection, the building inspector can verify the detached accessory building is meeting the minimum required setback of forty (40) feet.

6. That the **Applicant** agrees that no part of the detached accessory building shall be used for a home occupation unless in full compliance with City Code Section 106-425 (2) Home Occupations.

7. That the **Applicant** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.

8. That this **Variance** shall be recorded against the Subject Property with the Anoka County Recorder's Office prior to receiving a building permit for the detached accessory building.

9. That this **Variance** shall become null and void if the use is not initiated within twelve (12) months of the date of approval, and issuance of a building permit for the detached accessory building shall constitute initiation.

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

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Commissioner Bauer

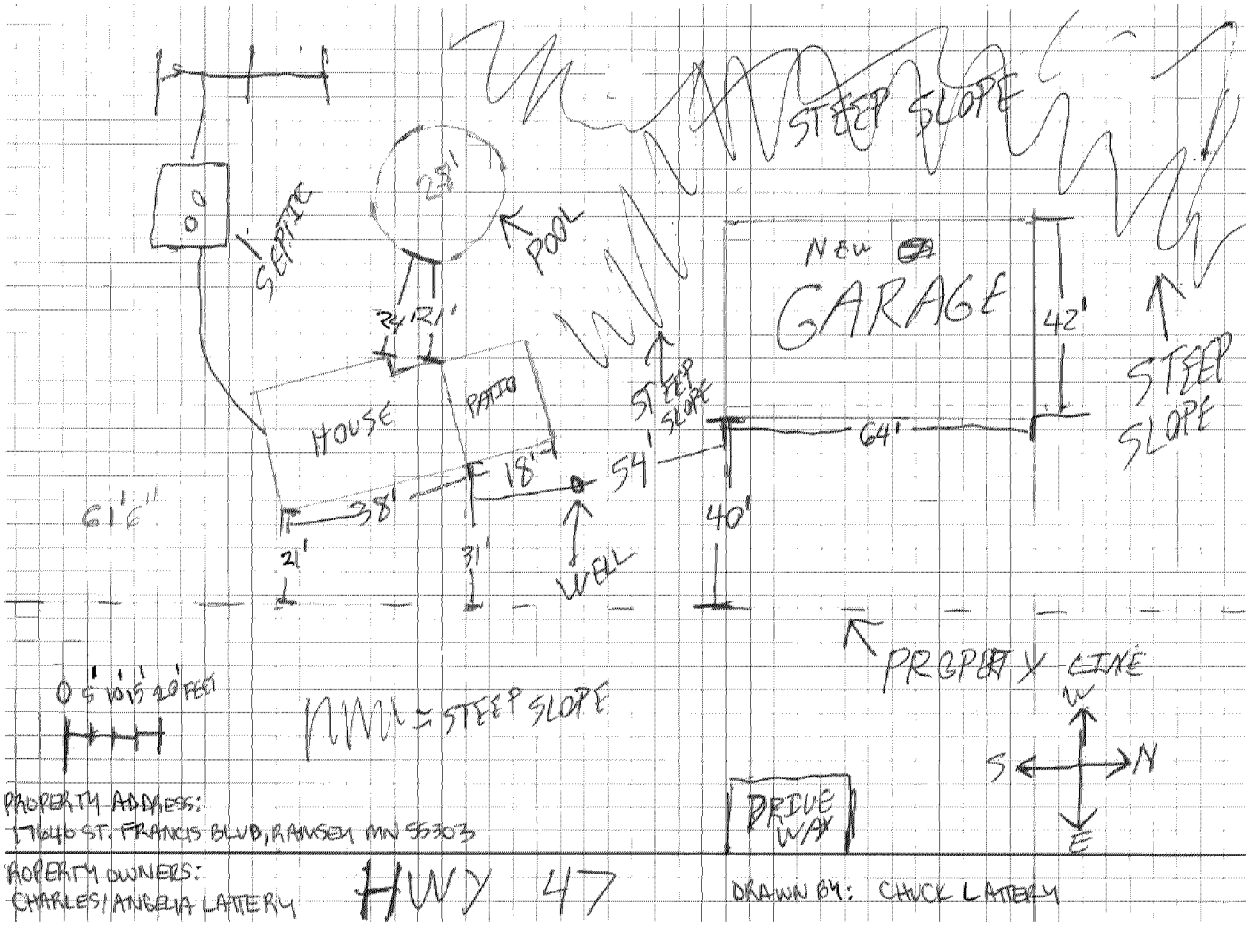
whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 22nd day of August, 2024.

Planning Commission Chairperson

ATTEST:

City Clerk

Exhibit 1
Site Plan



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

RESOLUTION #25-238

A RESOLUTION APPROVING AN EXTENSION OF A VARIANCE TO HEIGHT RESTRICTIONS FOR A DETACHED ACCESSORY BUILDING LOCATED IN THE SIDE YARD OF THE PROPERTY GENERALLY KNOWN AS 17646 ST. FRANCIS BOULEVARD NW

RECITALS

1. The City of Ramsey received a Land Use Application from Charles and Angela Lattery (the "Applicant") for a Variance to the height restrictions of a detached accessory building located in the side yard of property generally known as 17646 St. Francis Boulevard NW and legally described as follows:

   Lot 2, Block 1 Green Valley Estates, Anoka County, Minnesota

   (the "Subject Property")

2. That the Subject Property is zoned Rural Residential and is guided as Rural Developing in the 2040 Comprehensive Plan.

3. That the surrounding properties are also zoned Rural Residential and guided as Rural Developing as well.

4. That the Subject Property is approximately 2.51 acres in size.

5. That the Applicant previously had a detached accessory building, which served as the primary garage, just to the north of the home.

6. That the Applicant removed the former detached accessory building in 2022 because it was dilapidated and the roof was collapsing in on itself.

7. That parcels between 2.50 acres and 3.49 acres are eligible for up to 2,700 square feet of detached accessory building space.

8. That, after the rewrite of the Zoning Code, the height of a detached accessory building located in the front or side yard is limited to twenty-four (24) feet or the height of the principal building, whichever is less (prior to the rewrite of Zoning Code, as long as a detached accessory building was in the side or rear yard, the height of the principal structure had no bearing on the height of a detached accessory building).

9. That the Applicant is proposing to construct a 2,688 square foot (42' x 64'), detached accessory building, which will measure twenty-four (24) feet in height from grade to peak, in the side yard of the Subject Property.

10. That the principal building on the Subject Property is a rambler with an approximate height of fifteen (15) feet.

11. That the Applicant has stated that they will have multiple 4-post hoists in the building to assist with additional storage space for their vehicles and equipment.

12. That the Applicant has stated that one of their mudding trucks is nine feet eight inches tall (9’ 8”) and is stored on a gooseneck trailer, which, combined, requires a sixteen (16) foot tall ceiling.

13. That the Subject Property has a significant grade change of approximately eighteen feet (18’) from the front yard to the rear yard.

14. That the Applicant previously had Connexus Energy bury the line that provided power to the former detached garage and has proposed rebuilding in the same location to capitalize on power already being available.

15. That on October 24, 2024, the Ramsey Planning Commission held a Public Hearing and adopted Resolution #24-284, granting a variance to height standards for a detached accessory building.

16. That on September 30, 2025, the City received a written request from the Applicant seeking to extend the deadline in Resolution #24-284 from October 24, 2025 to October 14, 2026.

17. That the Applicant has stated that both an injury and a death in the family have delayed them from obtaining a building permit for the detached accessory building before Resolution #24-284 becomes null and void.

FINDINGS OF FACT

1. That the Detached Accessory Building Height will not impair an adequate supply of light and air to adjacent property.

2. That the Detached Accessory Building Height will not unreasonably increase the congestion on the public street.

3. That the Detached Accessory Building Height will not have the effect of allowing any use prohibited in the Rural Residential District.

4. That the Detached Accessory Building Height will not permit a lesser degree of public health, safety, and general welfare protection than established by Chapters 106 and 117 of the Ramsey City Code, or permit standards which are lower than those required by state law.

5. That the Detached Accessory Building Height will not increase the danger of fire or endanger the public safety.

6. That the Detached Accessory Building Height will not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of Chapters 106 and 117 of the Ramsey City Code.

7. That the Detached Accessory Building Height will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.

8. That the Detached Accessory Building Height will not violate the intent and purpose of the Comprehensive Plan.

9. That the Variance will be in accordance with the objectives and intent of Section 106-220 (Variances) of the Ramsey City Code.

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

That the Ramsey City Council hereby grants approval of a variance (the "**Variance**") for the height of a detached accessory building, which will be located in the side yard, to exceed the height of the principal building on the **Subject Property**, subject to review and approval as to legal form and contingent upon the following conditions:

CONDITIONS

1. That this **Variance** shall supersede Resolution #24-284.

2. That this **Variance** shall allow a detached accessory building, with a height of twenty-four (24) feet from grade to peak, to be located in the side yard of the Subject Property as shown in **Exhibit 1**.

3. That the **Applicant** agrees that the detached accessory building will comply with all other regulations of both Zoning Code and MN State Building Code.

4. That the **Applicant** agrees the exterior finish of the detached accessory building will consist of beige metal paneling and green fascia, eaves, and wainscot, similar to the principal structure.

5. That the **Applicant** agrees to remove both membrane hoop structures from the **Subject Property** within thirty (30) days of a passing final building inspection for the detached accessory building.

6. That the **Applicant** agrees to have the two (2) front corner survey 'pins' found and exposed so that at the time of the footing inspection, the building inspector can verify the detached accessory building is meeting the minimum required setback of forty (40) feet.

7. That the **Applicant** agrees that no part of the detached accessory building shall be used for a home occupation unless in full compliance with City Code Section 106-425 (2) Home Occupations.

8. That the **Applicant** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.

9. That this **Variance** shall be recorded against the **Subject Property** with the Anoka County Recorder's Office prior to receiving a building permit for the detached accessory building.

10. That this **Variance** shall become null and void if the use is not initiated within twelve (12) months of the date of approval, and issuance of a building permit for the detached accessory building shall constitute initiation.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

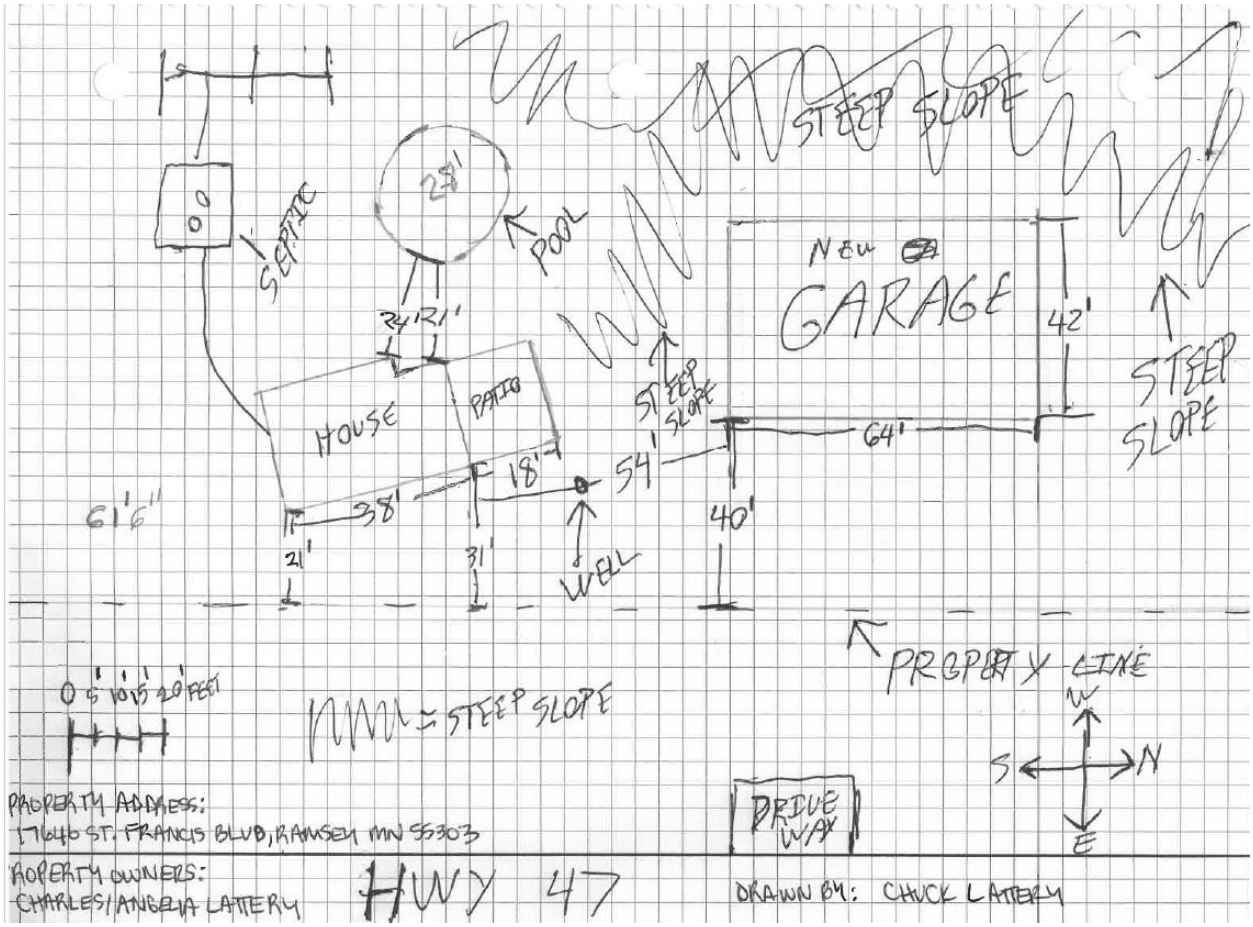
_____
Mayor

ATTEST:

_____
City Clerk

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

Exhibit 1
Site Plan


STEEP SLOPE
SEPTIC
25'
POOL
24'
21'
New
GARAGE
42'
STEEP SLOPE
STEEP SLOPE
HOUSE
PATIO
64'
18'
54'
38'
61'6"
21'
31'
WELL
40'
PROPERTY LINE
0 5 10 15 20 FEET
= STEEP SLOPE
W
S
N
E
DRIVE WAY
PROPERTY ADDRESS:
17640 ST. FRANCIS BLVD, RAMSEY MN 55303
PROPERTY OWNERS:
CHARLES/ANGELIA LATTERY
HWY 47
DRAWN BY: CHUCK LATTERY

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

Adopt Resolution #25-243 Approving a Development Agreement for Zero Zone Refrigeration, LLC.

Purpose/Background:

Zero Zone Refrigeration, LLC., located at 6151 140th Avenue NW is getting ready for a substantial addition and site improvements on its property. The plat, easement vacation, and variance have already been approved and a financial assistance package is on tonight's agenda. The development agreement is the final land-use-related approval needed from the City Council for this project to proceed through the building permit process. The agreement is standard in form.

Notification:

Notification is not required for development agreements. The variance was notified in the typical manner.

Funding Source:

Costs associated with this project are the responsibility of the applicant.

Recommendation:

Staff recommends approving the development agreement.

Outcome/Action:

Motion to adopt Resolution #25-243 approving a development agreement for Zero Zone Refrigeration, LLC.

Attachments

Resolution #25-243

Development Agreement

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:33 PM
Form Started By: Todd Larson		Started On: 10/07/2025 09:00 AM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-243

RESOLUTION APPROVING A DEVELOPMENT AGREEMENT FOR ZERO ZONE REFRIGERATION, LLC

RECITALS

1. Zero Zone Refrigeration, LLC, hereafter referred to as "Permittee", properly applied for a minor plat and variance to impervious coverage to accommodate a building expansion and associated site improvements on the property generally known as 6151 140th Avenue NW and legally described as:

   Lot 1, Block 1, Zero Zone Addition, Anoka County, Minnesota

   (the 'Subject Property'); and

2. That on September 23, 2025, the City Council adopted Resolution #25-218 vacating easements and right-of-way and Resolution #25-219 approving the Final Plat (minor plat) of Zero Zone Addition.

3. That on October 2, 2025, the Planning Commission approved a variance to impervious coverage through Resolution #25-215.

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

A. That the Ramsey City Council hereby approves the Development Agreement for the associated site improvements, contingent upon:
   1) Approval by the City Attorney as to legal form.
   2) Construction plans approved by the City Engineer.
   3) The Permittee obtaining a permit through the Lower Rum River Watershed Management Organization.
   4) The Permittee obtaining a building permit.

B. The Mayor and City Administrator are authorized to sign the Development Agreement.

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 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

ZERO ZONE REFRIGERATION, LLC
DEVELOPMENT AGREEMENT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

This Agreement (hereinafter the "Agreement") is dated as of this 14th day of October, 2025, and is by and between the City of Ramsey, a Minnesota municipal corporation (the "**CITY**") and **ZERO ZONE REFRIGERATION, LLC**, a Minnesota limited liability company, (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the fee title owner of land generally known as 6151 140th Avenue Northwest, Ramsey, MN 55303 and legally described as:

Lot 1, Block 1, ZERO ZONE ADDITION, Anoka County, Minnesota.

(the "**Subject Property**")

B. That on May 12, 2025, the **CITY** received a Land Use Application from Mr. Trevor Gruys of Loucks, Inc., on behalf of Zero Zone Refrigeration, LLC (the "**PERMITTEE**") requesting a Minor Plat and Variance as part of a proposal to construct an addition to an existing industrial building on the **Subject Property**, and associated site improvements (cumulatively, the "**New Building**").

C. That on September 25, 2025, the City Council adopted Resolution #25-219 approving the Final Plat.

D. That on October 2, 2025, the Planning Commission reviewed and approved the Variance to impervious coverage of the **Subject Property** with the adoption of Resolution #25-215.

E. The **PERMITTEE** intends to cause the Required Improvements to the **Subject Property** to be constructed**.**

Agreement

SECTION I
REQUIRED IMPROVEMENTS AND FINANCIAL RESPONSIBILITIES

1. **City Code Compliance.** The **CITY** approves the site plan (the "Site Plan") 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 final plans (the "**Plans**") prepared by Loucks, Inc. and dated September 11, 2025. 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, and Zoning Code of the **CITY**, as amended to date hereof, are incorporated herein by reference.

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. The **PERMITTEE** herein agrees to post "No Parking" signs along driveways in accordance with City Code requirements and in conjunction with the instructions of the Fire Chief.

6. **Required On-Site 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 and the allocated costs therefor are as follows:

Required Improvement	Cost	75% of Cost Release Amount
a. Site Work	$653,531	$490,148.25
b. Earthwork	$91,563	$68,672.25
c. Erosion & Sediment Control	$23,109	$17,331.75
d. Utilities – Storm Sewer	$168,563	$126,422.25
e. Utilities – Watermain	$74,255	$55,691.25
f. Landscaping & Restoration	$86,002	$64,501.50
Total	$1,097,023	$822,767.00

("**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 twenty-four (24) months from the date of issuance of the building permit for the

New Building, subject to Unavoidable Delays. For the purposes of this Agreement, Unavoidable Delays means delays, outside the control of the party claiming its occurrence, which are the result of strikes, other labor troubles, unusually severe or prolonged bad weather, acts of God, global pandemic, epidemic, fire or other casualty to the Project, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion, results in delays, or acts of any federal, state or local governmental unit other than the **CITY**.

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 **Eight Hundred Twenty-Two Thousand Seven Hundred Sixty-Seven Dollars and No Cents** (**$822,767.00**), which is 75% of the **CITY's** estimated cost of the **Required Improvements** for the on-site improvements. Prior to the issuance of the building permit, the financial guaranty must be provided as required herein.

   At the request of **PERMITTEE**, the **CITY** shall, not more frequently that once monthly, release that part of the Financial Guaranty for any completed portion of the Required Improvements in the amount set forth in Section 6 that have been accepted in writing by the **CITY**. Upon completion of the construction of all or any remaining 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 11 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.

9. **Site Inspection Fees.** The **PERMITTEE** shall be responsible for all site 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 **Fifty-Four Thousand Eight Hundred Fifty-One Dollars and No Cents** (**$54,851.00**) (5% x $1,097,023.00). 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**.

SECTION II
DEVELOPMENT FEE INFORMATION

The **Subject Property** is being re-platted as a buildable lot of record through the "Zero Zone Addition" plat. Two of the three parcels included in the plat have already paid development fees. The third parcel, a 0.06-acre outlot, has not been charged development fees and those fees are as follows, due upon release of the plat for recording:

a. Park and Trail Dedication. Park dedication totaling $270.00 based on the rate of $4,500 per acre and Trail dedication at $84.00 based on the rate of $1,400 per acre.

b. Water Trunk (Connection) Fee of $454.00 based on the rate of $7,563 per acre.

c. Sanitary Sewer Trunk (Connection) Fee of $251.00 based on the rate of $4,185 per acre.

d. Stormwater Management Fee of $329.00 based on the rate of $5,481 per acre.

SECTION III
PERMITS AND OCCUPANCY

10. **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) the financial guaranty described in Section I Paragraph 8 to the **CITY**; and (d) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY**, if applicable**;** 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; and (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.**

SECTION IV
ON-SITE LANDSCAPING

11. **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 **Six Thousand One Hundred Forty-Two Dollars and No Cents ($6,142.00)** [# plantings (57 trees and 45 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 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 V
GENERAL

12. **As-Built Record Plan.** The **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of storm sewer, sanitary sewer, and water connections at the stubs.

13. **Survey Monumentation.** The **PERMITTEE** must protect all lot corner stakes and survey monumentation at all lot corners.

14. **Preconstruction Meeting.** The **PERMITTEE** shall schedule and hold a pre-construction meeting with the City Engineer prior to commencing site work.

15. **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.

16. **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.

17. **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.

18. **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.

19. **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.

20. **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.

21. **Existing Private Utilities.** The movement or disturbance of any private utilities on the Subject Property, including the costs thereof, are the responsibility of the **PERMITTEE** and must be coordinated with the applicable utility company.

22. **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**.

23. **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.

24. **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.

25. **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.

26. **Agreement Binding on Successors and Assigns**. The **PERMITTEE** agrees that this **Agreement** shall be binding upon its successors and assigns.

27. **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:
Zero Zone Refrigeration, LLC
Attn: Barry DeRousse
110 N. Oakridge Drive
North Prairie, WI 53153-9792

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Dr. NW
Ramsey, MN 55303

[The rest of this page left intentionally blank]

THE PERMITTEE:

Zero Zone Refrigeration, LLC

By:_____
Barry DeRousse
Its: Vice President/General Manager

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Barry DeRousse, the Vice President/General Manager of Zero Zone Refrigeration, LLC, a Minnesota limited liability company, on behalf of the company.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Ryan Heineman
Its: Mayor

By:_____
Brian Hagen
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2025, by Ryan Heineman 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:
North Star Law Group
1295 Bandana Blvd. N., Suite 355
St. Paul, MN 55108

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Not Applicable

Title:

Adopt Resolution #25-244 Approving Monetary Donation to the Ramsey Fire Relief Association

Purpose/Background:

At the September 23, 2025 City Council Work Session, City Council provided consensus support to spend public dollars, pursuant to M.S. 424A.091, to donate $400 to the Ramsey Fire Relief Association.

Notification:

N/A

Time Frame/Observations/Alternatives:

N/A

Recommendation:

By consensus, the City Council supported a direct $400 monetary donation to Ramsey Fire Relief Association.

Outcome/Action:

Motion to adopt Resolution #25-244 approving a monetary donation to the Ramsey Fire Relief Association.

Attachments

Res #25-244

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 04:03 PM
Form Started By: Brian Hagen		Started On: 10/06/2025 02:00 PM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-244

RESOLUTION APPROVING A DONATION TO THE RAMSEY FIRE RELIEF ASSOCIATION

WHEREAS, the City Council desires to provide a monetary donation to the Ramsey Fire Relief Association; and

WHEREAS, authority to provide such donation is granted to the City Council pursuant to M.S. 424A.091.

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

1) That pursuant to the authority granted under M.S. 424A.091, the Ramsey City Council hereby approves the donation of $400 to the Ramsey Fire Relief Association.

The motion for 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:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Not Applicable

Title:

Adopt Resolution #25-245 Approving Civil Legal Services Contract with Eckberg Lammers

Purpose/Background:

The City of Ramsey conducted a formal request for proposals (RFP) process from July 9 – August 1. Six firms submitted proposals for consideration, with the City Council interview all firms. Concluding interviews, City Council deliberated with final consensus given to staff to negotiate a new Civil Legal Services Contract with Attorney Amanda Johnson of Eckberg Lammers beginning November 1, 2025. Attached to this case is the full contract, along with the resolution to approve the contract.

Funding Source:

Civil Legal Services are budgeted within the City's annual budget adoption. Some work billed may be passed through to third parties, including but not limited to land use applications.

Recommendation:

Staff recommends approval of the contract.

Outcome/Action:

Motion to adopt Resolution #25-245 approving Civil Legal Services Contract with Eckberg Lammers.

Attachments

Res #25-245

Civil Legal Services Contract

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 04:05 PM
Form Started By: Brian Hagen		Started On: 10/06/2025 04:14 PM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-245

RESOLUTION APPROVING CIVIL LEGAL SERVICES CONTRACT WITH ECKBERG LAMMERS

WHEREAS, the City Council conducted a Request for Proposal process from July 9 – August 1, 2025; and

WHEREAS, the City received six qualified proposals; and

WHEREAS, concluding interviewing all six firms, City Council directed its City Administrator to negotiate a contract with Attorney Amanda Johnson, of Eckberg Lammers.

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

1) Approves the Civil Legal Services Contract with Eckberg Lammers to begin November 1, 2025.

The motion for 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:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

_____
Mayor

ATTEST:

_____

City Clerk

CONTRACT FOR CIVIL LEGAL SERVICES

This CONTRACT FOR CIVIL LEGAL SERVICES (the "Agreement") is entered into by and between the City of Ramsey, a Minnesota municipal corporation, with its principal office located at 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303 (the "City") and the law firm of Eckberg, Lammers, P.C., with its principal office located at 1809 Northwestern Avenue, Stillwater, Minnesota, 55082 (the "Law Firm"), for the purpose of utilizing the Law Firm to provide civil legal services to the City.

RECITALS

A. The City and the Law Firm desire to enter into a contract for civil legal services through December 31, 2027, with hourly rates outlined as follows:

	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)
Hourly Rate – Attorneys			
General Legal Services	$235.00	$245.00	$255.00
Hourly Rate for Paralegals			
General Legal Services	$165.00	$175.00	$175.00
Specialty Services - *Development Work* - *Litigation*	Billed at Attorney's rate for private clients		

NOW THEREFORE, IN CONSIDERATION OF the mutual promises contained herein and other good and sufficient consideration, incorporating the Recitals in full the parties agree to the following:

TERMS

1.1 Scope and Nature of General Counsel Services: The parties agree to the following description of the nature of the legal services to be provided by the Law Firm to the City:

a. Scope of Services as set forth in Exhibit A (attached).

b. Attendance at regular or special City Council meetings as requested. Attendance at City Council workshops and regular and special Commission meetings shall be upon request of the City Administrator.

c. Review of City Council, City committee, and Planning Commission agenda items and minutes.

d. Availability for consultation with City Council, City Administrator and department heads at staff meetings to identify issues of short and long-term importance.

e. Drafting of and revisions to City ordinances, resolutions, and regulations.

f. Drafting of municipal contracts, joint powers agreements, and the like; review of contractor/vendor bond and insurance documents.

g. Research and preparation of legal opinions on municipal or other legal matters, including open meeting law/data practices issues and general municipal employment matters.

h. Provision of regular updates on significant developments in laws affecting the City to the City Administrator, City Council and City staff.

i. Provision of a yearly legislative update.

j. Provision of regular in-service presentations as requested to City staff and City officers on topics selected by the Law Firm and the City with special emphasis on new developments in the law (e.g. labor issues/data practices issues/land use issues) and general information for new elected officials (e.g., Good Governance, Roles, Data and Open Meeting Law information).

k. Provision of economic development services including advice on tax increment financing, tax abatement, business subsidy, and other development matters, including the drafting of and revisions to development agreements, assessment agreements, tax increment financing proceedings, and the like. If such economic development representation is proposed to be fully reimbursed by a private developer, the Law Firm may adjust its billing rate accordingly in consultation with the City Administrator.

l. Provision of labor and employment law services to the City, including representation for staff disciplinary matters, union negotiations, personnel policies, contested cases, employment contracts, and other similar services.

1.2 Best Legal Practices Initiatives: In addition to the above-stated services, throughout the period of its representation, the Law Firm furnishes regular "Best Legal Practices Initiative Services." The services shall include meetings with City staff and department heads and, where appropriate, the City Administrator and City Council to perform the specified initiatives. It is expected that the specified best practices initiatives may change as required by the growth and change of the City. All practices shall be benchmarked against those of other leading cities, not limited to cities in Minnesota. These services include, but are not limited to:

A. Department Specific Best Practices: The Law Firm regularly reviews the internal processes and procedures of City Departments to furnish recommendations in order to:

1. Reduce or avoid future liability and litigation.

2. Benchmark department legal processes against other leading cities.

B. Planning/Engineering Legal Best Practices:

1. Perform an annual review of Planning/Engineering documents and related documentation to ensure that the documents are up to date, consistently utilized correctly and sufficiently protective of City financial and planning interests.

2. Make regular recommendations for standardization of City documents, development agreements and contracts and processes using templates and checklists where advisable to improve efficiency and predictability.

3. Devise solutions for avoidance of liability and litigation, and assurance of proper development close-out including recordation of all necessary conveyances.

4. Regularly benchmark Planning/Engineering legal processes and documentation against other leading cities.

C. Zoning/Subdivision/Regulatory Ordinance Best Legal Practices:

1. Regularly furnish examples of, and suggestions for, zoning, subdivision and regulatory ordinance improvements and modifications based upon needs identified by the Law Firm and the City and also based upon legislative changes.

2. Regularly benchmark such ordinances against other leading cities.

1.3 Other Matters: The parties contemplate that the Law Firm may also provide civil legal services outside the scope of services covered by the general and "best practices" services as described in paragraphs 1.1 and 1.2 above. These services are handled as follows:

1.3.1 Contested Case Matters and Litigation: The Law Firm will provide, and the City shall utilize the Law Firm for representation in, contested cases, provided the City has the right to select counsel in the contested case, and provided the City determines, in its reasonable discretion, that the Law Firm has the skill and experience to represent the City in a fashion that the City deems to be in its best interests given the expertise, costs, and litigation service delivery available from other law firms in the Twin Cities Metro area.

2. Reimbursable Costs and Expenses.

2.1 **General Rule:** The City will reimburse the Law Firm for actual, necessary and reasonable costs and expenses incurred by the Law Firm in the performance of the legal services contained in this Agreement.

2.2 **Specific Rates:**

Description of Costs	Rate
Mileage	No reimbursement
Parking	Actual Cost
Photocopying	$0.25 per page
Facsimile	$1.00 per page
Long Distance Telephone	$0.00
Postage	Actual Cost
Messenger	Actual Cost
Court Costs/Filing Fees	Actual Cost
Arbitration Costs	Actual Cost
Other Contested Case Costs	Actual Cost
Westlaw or Equivalent	Actual Cost

3. **Matters Covered by Insurance:** The Law Firm will assist the City in submitting claims for insurance coverage to various insurance carriers. Whenever a claim is made with an insurance carrier, which arises out of a legal issue within the scope of this Agreement, the City will recommend that the Law Firm be utilized by the insurance carrier in the matter for which the claim is made. The City may recommend the Law Firm to an insurance carrier for claims arising out of matters which are outside the scope of this Agreement. At the point in time when an insurance carrier admits coverage, and to the extent that such carrier will provide retroactive payments for attorneys' fees, the Law Firm will receive its payments for services rendered from the insurance carrier and not from the City. To the extent that an insurance carrier does not pay for legal services rendered by the Law Firm, including any deductibles, the City will pay the Law Firm for services rendered at the rates charged to the insurance company, subject to billing and payment provisions of paragraph 5.

4. **Conflict of Interest and Attorney/Client Privilege Issues:**

4.1 **Conflict of Interest:** The Law Firm will notify the City if the Law Firm represents or has ever represented an opposing party in a legal matter.

4.2 **Attorney/Client Privilege:** The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. The City specifically acknowledges that it understands the confidentiality risks associated with inadvertent interception of such information.

5. Billing Format, Cycle, Payment Expectations and Interests.

5.1 Billing Format: The Law Firm will submit monthly statements to the City itemizing legal services rendered for the prior month broken down into easily understandable categories.

5.2 Billing Cycle: The Law Firm will bill monthly for legal services rendered in the prior month. Generally, bills will go out approximately 10 days after the end of the prior month.

5.3 Payment Expectations: The City will pay the bill of the Law Firm routinely according to its internal payment procedures by forwarding a check to the Law Firm paying for both legal services and expenses shown on the Law Firm's bill.

5.4 Disputes: In the event that the City disputes any aspect of the Law Firm's bill, the appropriate City representative will contact Nicholas J. Vivian at the Law Firm stating the nature of the dispute.

5.5 Term and Renewal: The term of this Agreement will be from the date of signing through December 31, 2027. At the end of the term, for each year thereafter, this Agreement shall automatically renew for another year at the previous year's rates, unless different rates have been agreed to in writing between the Firm and the City Administrator. During the term of the Agreement including renewal terms, either party may terminate the Agreement upon 60 calendar days' written notice to the other party.

5.6 Authorized Contact Persons: Amanda Johnson will act as lead attorney for the City. Nick Vivian will act as the assistant attorney. However, the parties contemplate that other attorneys in the Law Firm will also be providing services to the City subject always to advance approval by the City.

CITY OF RAMSEY

Dated: _____

_____
By: Ryan Heineman
Its: Mayor

Dated: _____

_____
By: Brian Hagen
Its: City Administrator

ECKBERG LAMMERS, P.C.

Dated: 10/6/25

_____
By: Amanda J. Johnson

Exhibit A

Scope of Services

The Law Firm will provide services and expertise across a broad range of legal areas, including but not limited to:

- **Municipal Law** – General statutes and legal principles governing municipalities
- **Municipal Defense** – Laws and statutes related to defending municipal interests
- **State & Federal Regulations** – Legal requirements impacting municipal governance
- **Municipal Litigation** – Representation in legal disputes involving the City (Specialty Services)
- **Land Use & Development** – Zoning, land development, platting, MSA 429 projects, housing, subdivisions, and related regulations
- **Economic Development** – Laws governing development, redevelopment, enforcement, and real estate transactions (Specialty Services/Development Pass-Through when identified)
- **Ordinances & Resolutions** – Drafting, interpreting, and enforcing city ordinances and resolutions
- **Contract Law** – Review, negotiation, and enforcement of municipal contracts
- **Public Right-of-Way & Utilities** – State regulations governing private utilities within public spaces
- **Environmental Law** – Compliance and legal considerations regarding environmental regulations
- **Eminent Domain** – Laws governing the acquisition of private property for public use (Specialty Services)
- **Employment Law & Labor Relations**– Legal matters involving municipal employment with significant risk exposure, along with reviewing and providing analysis on union contracts.

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

PUBLIC HEARING: Adopt Resolution #25-237 Vacating Easements in Riverstone South 5th Addition

Purpose/Background:

The plat of Riverstone South 5th Addition was approved in 2024 and was consistent with the preliminary plat that was approved in 2021. The developer, Riverstone Development LLC (Capstone Homes), designed the lots based on the homes in their portfolio they were intending to build in this subdivision. The 5th Addition included two typical 20-foot wide drainage and utility easements to protect shallow storm sewer pipes spanning four lots. The intended homes' foundations will adequately fit on the lot outside the easements, but the eaves will encroach into the easements. The width of the easement is being required to be reduced by one foot on each of the lots to accommodate the entire house.

An encroachment agreement could have been prepared, but those agreements state that the structure can be removed if work in the easement is needed. Since this encroachment is the main house, that could make obtaining a mortgage difficult or prohibitive. Vacating the easement is the preferred remedy.

The City Engineer has reviewed the proposal and has determined that the shallowness of the storm pipes will not require the full 20 feet should they need to be excavated so the resulting 18 feet will be sufficient.

Notification:

Notification was provided to the private utility companies 30 days prior to the public hearing. Mailed notices were sent to property owners within 350 feet of the site. A legal notice was placed in the Anoka Union Herald Newspaper.

Some of the utility companies have noted that they have facilities located in a portion of the easement adjacent to the roadways. This area is not being vacated.

Funding Source:

Costs associated with this request are the responsibility of the applicant.

Recommendation:

Staff recommends vacating the four one-foot easement segments.

Outcome/Action:

Motion to adopt Resolution #25-237 Approving Vacating Easements in Riverstone South Fifth Addition

---

Attachments

Resolution #25-237 (with exhibit)

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/08/2025 05:19 PM

Brian Hagen	Brian Hagen	10/09/2025 03:31 PM
Form Started By: Todd Larson		Started On: 09/09/2025 02:29 PM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-237

RESOLUTION VACATING EASEMENTS IN RIVERSTONE SOUTH FIFTH ADDITION

RECITALS

WHEREAS, Riverstone Development, LLC, (the "Applicant") has requested the vacation of portions of platted drainage and utility easements on properties legally described as:

Lots 4 and 5, Block 2, Riverstone South Fifth Addition, Anoka County, Minnesota; and

Lots 4 and 5, Block 3, Riverstone South Fifth Addition, Anoka County, Minnesota

(the "Subject Properties"); and

WHEREAS, a public hearing, pursuant to Section 106-260 (Easement Vacation) of the Ramsey City Code and Section 12.6 of the City Charter, was held on October 14, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available; and

WHEREAS, the Ramsey Engineering Department has reviewed the request and has no objection to the easement vacation;

WHEREAS, some utility companies have noted that they may have facilities, partially, in easements on the Subject Properties;

WHEREAS, reduction of the easements by one foot each per lot on the Subject Properties will accommodate new home construction; and

WHEREAS, the City Council held a public hearing regarding vacating these easements and right-of-way on September 23, 2025.

FINDINGS OF FACT

1. That the easement vacation will not violate the intent and purpose of the Comprehensive Plan.

2. That reduction of the easements by one foot each per lot on the Subject Properties will not be detrimental to the operation and the maintenance of the storm sewer system.

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 approves of vacating the following portions of drainage and utility easements, as depicted on the attached Drainage and Utility Easement Vacation Description Sketch:

That part of the West 1.00 foot of the East 10.00 feet of Lot 4, Block 2, and the East 1.00 foot of the West 10.00 feet of Lot 5, Block 2, all in Riverstone South Fifth Addition, according to the recorded plat thereof, Anoka County, Minnesota lying southerly of the following described line:

> *Commencing at the Southwest corner of Said Lot 4l thence North 21 degrees 05 minutes 41 seconds East, assumed bearing, along the West line of said Lot 4, a distance of 106.12 feet to the point of beginning of said line to the described thence South 68 degrees 16 minutes 31 seconds East, 45.04 feet; thence South 70 degrees 29 minutes 01 second East, 45.05 feet and said line there terminating.*
>
> *Except the South 10.00 feet of said Lot 4 and said Lot 5, Block 2.*

AND

The West 1.00 foot of the East 10.00 feet of Lot 4, Block 3, Riverstone South Fifth Addition, according to the recorded plat thereof, Anoka County, Minnesota, Except the North 10.00 feet and the South 12.00 feet of Said Lot 4, Block 3.

AND

The East 1.00 foot of the West 10.00 feet of Lot 5, Block 3, Riverstone South Fifth Addition, according to the recorded plat thereof, Anoka County, Minnesota, Except the North 10.00 feet and the South 12.00 feet of said Lot 5, Block 3.

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:

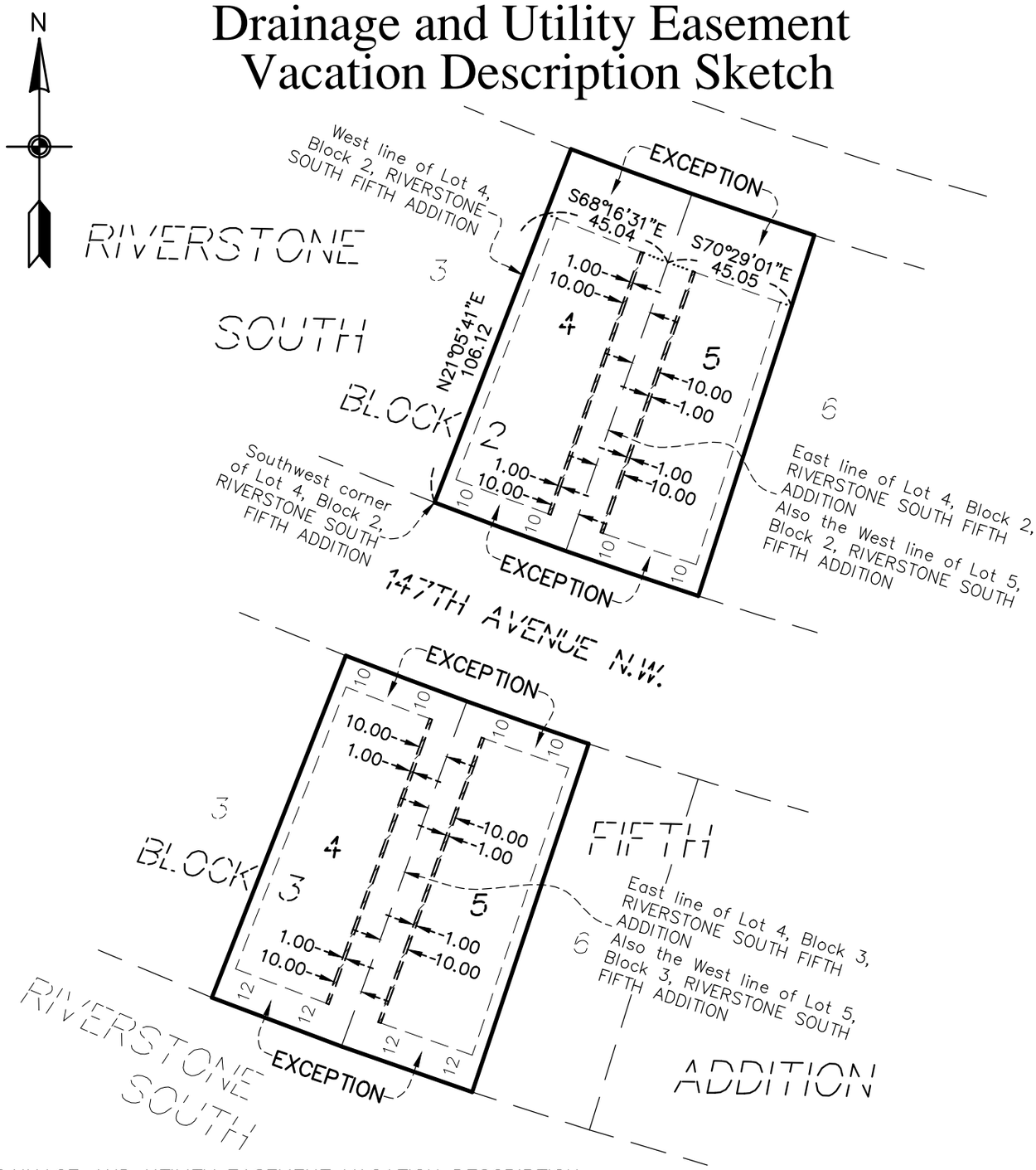
Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of October, 2025.

Mayor

ATTEST:

City Clerk

Drainage and Utility Easement Vacation Description Sketch



DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:

That part of the West 1.00 foot of the East 10.00 feet of Lot 4, Block 2, and the East 1.00 foot of the West 10.00 feet of Lot 5, Block 2, all in RIVERSTONE SOUTH FIFTH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying southerly of the following described line:

Commencing at the Southwest corner of said Lot 4; thence North 21 degrees 05 minutes 41 seconds East, assumed bearing, along the West line of said Lot 4, a distance of 106.12 feet to the point of beginning of said line to be described; thence South 68 degrees 16 minutes 31 seconds East, 45.04 feet; thence South 70 degrees 29 minutes 01 second East, 45.05 feet and said line there terminating.

EXCEPT the South 10.00 feet of said Lot 4 and said Lot 5, Block 2.

AND

The West 1.00 foot of the East 10.00 feet of Lot 4, Block 3, RIVERSTONE SOUTH FIFTH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, EXCEPT the North 10.00 feet and the South 12.00 feet of said Lot 4, Block 3.

AND

The East 1.00 foot of the West 10.00 feet of Lot 5, Block 3, RIVERSTONE SOUTH FIFTH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, EXCEPT the North 10.00 feet and the South 12.00 feet of said Lot 5, Block 3.

CARLSON ENGINEERING
ENGINEERING
SURVEYING
PLANNING

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSON-ENGINEERING.COM

2086 | 8494_10 ft d&u easements

Denotes Drainage and Utility Easement Vacation Area

GRAPHIC SCALE
0 25 50 100
(IN FEET)
(8.5x14 sheet)

Save Date: 09/08/25 | I:\Jobs\8481 - 8500\8494 - pearson place 2nd\cad civil\survey\description sketches\8494_10 ft d&u easements.dwg

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

Public Hearing: Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan

Purpose/Background:

The purpose of this case is to consider approval of the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan relating to the proposed 55,000-58,000 square foot expansion here in Ramsey. Although not required by State Statute, Staff thought it would be important to have the EDA review the TIF plan and TIF Agreement and make a recommendation to the City Council which was done on October 9th.

As previously communicated, in 2021, Zero Zone expanded its manufacturing operations in Dyersville, Iowa with critical support provided by the Iowa Economic Development team. Ramsey was looked at for this investment but difficult workforce conditions at that time and the incentive package offered by Iowa lead to the decision to invest in Iowa. Since 2021, Zero Zone, with the assistance of City Staff, has worked with the Workforce Center and Anoka Area Chamber and has found some solutions with its workforce deficit and is confident that Ramsey and the surrounding communities have enough workers to strongly consider an 11 Million dollar investment in Ramsey. Zero Zone is requesting $360,000 in Pay-Go TIF Note with 6% Interest to assist with TIF-eligible site costs and the City Council has previously provided support for this level of TIF assistance. Zero Zone and the City have also applied to the State of Minnesota for $350,000 from the Minnesota Investment Fund (MIF) and $450,000 from the Job Creation Fund (JCF). The State has provided conditional approvals for the above assistant amounts and there will be additional documents needed to be executed by the City and/or Zero Zone Refrigeration. Zero Zone has indicated that if the assistance above is approved, they will move forward with the project in Ramsey; not Iowa.

Zero Zone acquired Systematic Refrigeration in 2002 here in Ramsey. In February 2007, the company acquired an adjacent site from the City of Ramsey where the proposed expansion will occur for $440,000. The proposed 55,000 square-foot expansion on this site will result in the creation of 55-70 new jobs with starting wages exceeding $21.00/hr. Based on analysis by the City and Anoka County the 55,000-58,000 SF expansion will add $5,222,400 in taxable value which will result in $150,320 new taxes annually. Approximately $54,000 of the new taxes generated will be captured as TIF under the current proposal and will be paid to Zero Zone in the form of a TIF note for a period of 9 years. For clarification purposes, Zero Zone will pay the full taxes and the TIF payments will be provided a year afterward as a reimbursement for eligible project costs. This project is exactly what economic development is all about; helping an existing business expand and flourish in Ramsey.

Notification:

The Public Hearing has been properly noticed in the Anoka Union Herald on September 26, 2025. A copy of the Public Hearing notice is attached to this case.

Time Frame/Observations/Alternatives:

Staff has been working with DEED, TAFT Law and Ehlers to draft documents required for the TIF, MIF and JCF. All documents are complete and will be formally acted upon by the City Council on October 14th, following the Public Hearings. Below is an updated schedule for reference:

August 14, 2025	EDA meets at 7:30 a.m. to consider TIF request and makes recommendation to City Council (COMPLETE)
August 26, 2025	City Council meets at 7:00 p.m. to consider TIF request and call for a public hearing establishing the TIF District and to adopt Resolutions supporting applications to MIF/JCF (COMPLETE)
August 27, 2025	Project information, property identification numbers, fiscal impacts and maps sent to Ehlers for drafting documentation. (COMPLETE Ehlers confirms whether building permits have been issued on the property to be included in the TIF District. (COMPLETE)
By September 5, 2025	Ehlers conducts internal review of Plans. (COMPLETE)
September 12, 2025	Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing) and County receives information for review of county road impacts. (COMPLETE) *The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because City staff believes that the proposed TIF district will not require unplanned county road improvements, the TIF Plan was not forwarded to the County Board 45 days prior to the public hearing. Please be aware the County Board could claim that tax increment should be used for county roads, even after the public hearing. (COMPLETE)
September 26, 2025	Publication of hearing notice and map in the Anoka County Union Herald (at least 10 days but not more than 30 days prior to hearing). (COMPLETE)
October 9, 2025	EDA meets at 7:30 AM to consider recommending the Plans and TIF Agreement in connection with the TIF District. (COMPLETE)
October 14, 2025	City Council holds Public Hearing at 7:00 PM on the modification to the Development Program for Development District No. 1 and the proposed Establishment of Tax Increment Financing District No. 19 (Zero Zone) and considers a resolution approving the Plans. City Council considers approval of TIF agreement. City considers an Interfund Loan resolution in connection with the TIF District. City conducts Public Hearing for MIF
October 15, 2025	City may issue building permits.
Before June 30, 2026	Ehlers files the Plans with the MN Department of Revenue, Office of the State Auditor, and requests certification of the TIF District with the County.

Staff has reviewed the TIF Agreement drafted by TAFT Law and the TIF Plan Drafted by Ehlers and they include the 360K of Pay-go TIF Assistance, the requirement to create 55 new jobs onsite with wages of at least $21.00/hr., a requirement to operate onsite for 5 years and to construct at least a 55,000 Square Foot Manufacturing Expansion. Public Notice has been sent to ECM for publishing as required by State Statute.

The 350K MIF Award is a partially forgivable loan. The City will enter into a 50K loan agreement with Zero Zone Refrigeration with the payments seeding the City Revolving Loan Program. 300K of the loan will be forgiven as long as project is completed and job creation goals are met.

The 450K JCF Award is broken down as follows (225K Cap Ex Refund, 225K Payment for Job Creation). The City has received a copy of the JCF Award and it is attached to this case for reference.

Alternatives Include:
1) Motion to Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan ; subject to City Bond Attorney Review (as presented)
2) Motion to Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan ; subject to City Bond Attorney Review (with changes)
3) Something Else

Funding Source:
The $5000 Application Fee received will be used to pay for a portion of financial analysis and drafting of TIF Documents; the rest of the administrative fees will be paid from the newly created TIF District No. 19 via the Interfund Loan identified in Resolution #25-240. The TIF Financial Assistance of $360,000 plus 6% interest will be funded through property taxes paid by Zero Zone that is captured by the newly created TIF District.

Recommendation:
Staff recommends the following motion:

1) Motion Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan ; subject to City Bond Attorney Review (as presented)

Outcome/Action:
1) Motion to Adopt Resolution #25-240 Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No.19 (Zero Zone); within Development District No.1 and Approving the Tax Increment Financing Plan Therefor; Approving a Development Agreement and Business Subsidy; and Authorizing an Interfund Loan ; subject to City Bond Attorney Review (as presented)

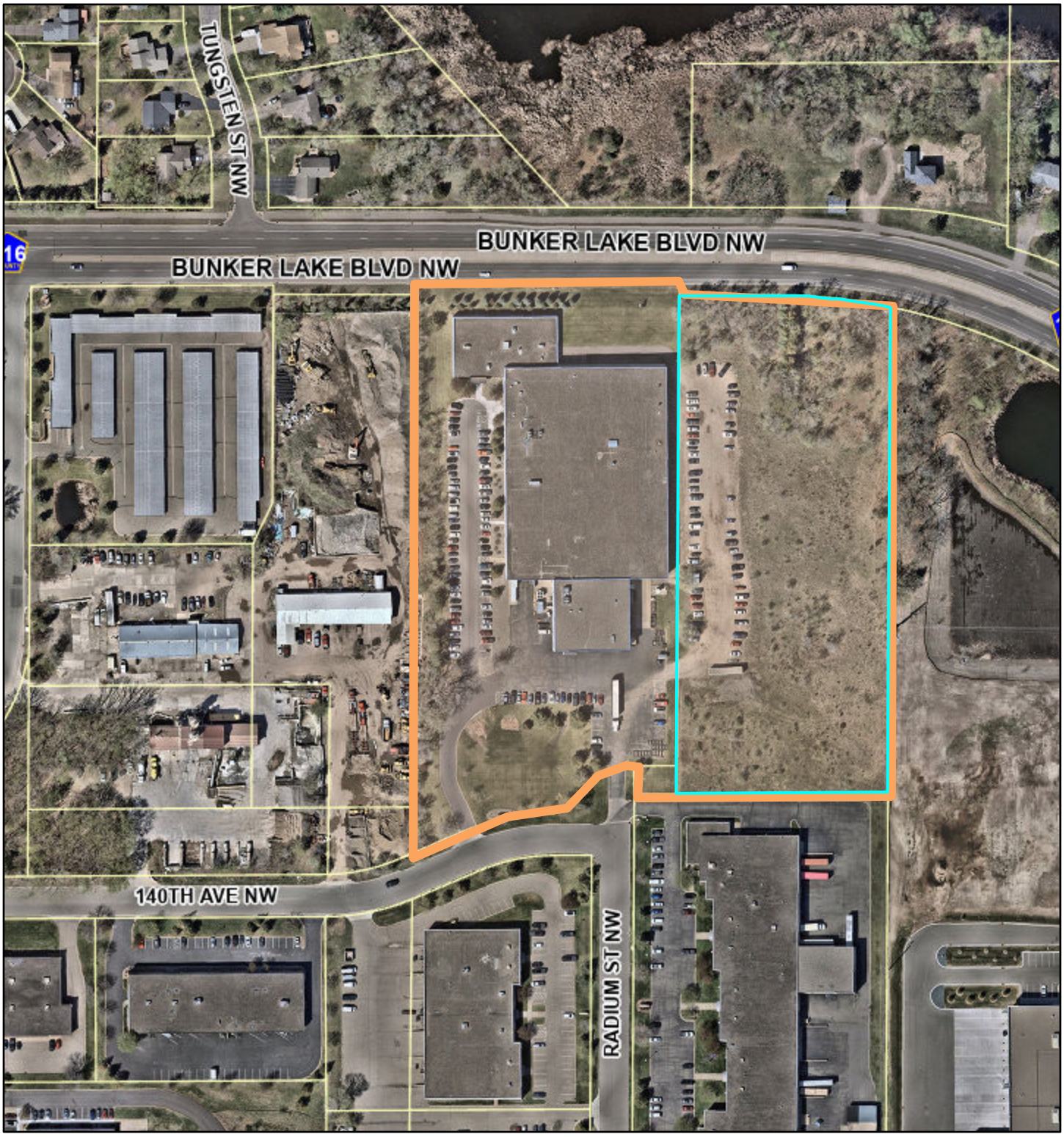
Attachments

Site Location Map
ACTION- Resolution #25-240
ACTION - Draft TIF Agreement
ACTION - DRAFT TIF 19 PLAN
Reference - MIF Grant Contract
Reference - JCF Award Letter

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:33 PM
Form Started By: Sean Sullivan		Started On: 10/06/2025 01:49 PM
Final Approval Date: 10/09/2025		

Site Location Map - Zero Zone



8/6/2025, 8:38:12 AM

1:2,400

0 112.5 225 450 ft

0 30 60 120 m

Sean Sullivan

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION #25-240

RESOLUTION APPROVING THE MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 19 (ZERO ZONE): WITHIN DEVELOPMENT DISTRICT NO. 1 AND APPROVING THE TAX INCREMENT FINANCING PLAN THEREFOR; APPROVING A DEVELOPMENT AGREEMENT AND BUSINESS SUBSIDY; AND AUTHORIZING AN INTERFUND LOAN

A. **WHEREAS**, it has been proposed that the City of Ramsey, Minnesota (the "City") (1) modify the Development Program for Development District No. 1 (the "Development District"); (2) establish Tax Increment Financing District No. 19 (Zero Zone), an economic development district therein (the "TIF District"); (3) approve and adopt the proposed Tax Increment Financing Plan therefor under the provisions of Minnesota Statutes, Sections 469.174 to 469.1794, as amended (the "Act"); (4) authorize an Interfund Loan (hereinafter defined); and (5) approve a development agreement and business subsidy; and

B. **WHEREAS**, the City Council has investigated the facts and has caused to be prepared the Modification to the Development Program for the Development District (the "Development Program Modification"), and has caused to be prepared a proposed tax increment financing plan for the TIF District therein (the "TIF Plan"); and

C. **WHEREAS**, the City has performed all actions required by law to be performed prior to the approval of the modification of the Development District and the establishment of the TIF District therein, and the adoption of the Development Program Modification and TIF Plan therefor, including, but not limited to, notification of Anoka County and Independent School District No. 11 having taxing jurisdiction over the property to be included in the TIF District and the holding of a public hearing upon published and mailed notice as required by law; and

D. **WHEREAS**, Zero Zone Refrigeration, LLC (the “Developer”) has requested the City assist with the financing of certain costs incurred in connection with the approximately 55,000 square foot expansion of the Developer’s existing facility for the manufacturing of commercial and industrial refrigeration systems (the “Project”) located in the TIF District (the “Project”); and

E. **WHEREAS**, the Developer and the City have determined to enter into a Development Agreement providing for the City's financial assistance for the Project (the "Development Agreement"); and

F. **WHEREAS**, the financial assistance provided under the Development Agreement is a business subsidy (the "Business Subsidy") pursuant to Minnesota Statutes, Sections 116J.993 to 116J.995 (the "Business Subsides Act").

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ramsey follows:

Development District. The City is not modifying the boundaries of the Development District.

Development Program Modification. The Modification to the Development Program for Development District No. 1, a copy of which is on file in the office of the City Administrator, is adopted.

Tax Increment Financing District No. 19 (Zero Zone). There is hereby established in the City within the Development District, Tax Increment District No. 19 (Zero Zone), an economic development tax increment financing district, the initial boundaries of which are fixed and determined as described in the TIF Plan.

Tax Increment Financing Plan. The TIF Plan is adopted as the tax increment financing plan for the TIF District, and the City Council makes the following findings:

The TIF District is an economic development district as defined in Minnesota Statutes, Section 469.174, Subd. 12, the specific basis for such determination is set forth in Appendix D of the TIF Plan.

The proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future. The reasons for such determination are set forth in Appendix D of the TIF Plan.

In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. The reasons supporting this finding are set forth in Appendix D of the TIF Plan.

The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City as a whole. The reasons for supporting this finding are set forth in Appendix D of the TIF Plan.

The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Development District by private enterprise. The reasons supporting this finding are set forth in Appendix D of the TIF Plan.

Appendix D of the TIF Plan is incorporated herein by reference.

Public Purpose. The adoption of the TIF Plan for the TIF District within the Development District conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the State which is already built up to provide employment opportunities, to

improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

Certification. The Auditor of Anoka County is requested to certify the original net tax capacity of the TIF District as described in TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the Community Development Director is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the TIF District for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

Filing. The Community Development Director is further authorized and directed to file a copy of the Modification and TIF Plan for the TIF District with the Commissioner of Revenue and the Office of the State Auditor.

Interfund Loan. The City has determined that it may pay for certain costs (the "Qualified Costs") identified in the TIF Plan which costs may be financed on a temporary basis from the City's general fund or any other fund from which such advances may be legally made (the "Fund"). Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the Fund in order to finance the Qualified Costs. The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the following terms (which terms are referred to collectively as the "Interfund Loan"):

The City shall repay to the Fund from which the Qualified Costs are initially paid, the principal amount of $70,949 (or, if less, the amount actually paid from such fund) together with interest at 4.00% per annum (which is not more than the greater of (i) the rate specified under Minnesota Statutes, Section 270C.40, or (ii) the rate specified under Minnesota Statutes, Section 549.09) from the date of the payment.

Principal and interest on the Interfund Loan ("Payments") shall be paid semi-annually on each February 1 and August 1 commencing with the first February 1 or August 1 occurring after the date the tax increments from the TIF District are available and not otherwise pledged to and including the earlier of (a) the date the principal and accrued interest of the Interfund Loan is paid in full, or (b) the date of last receipt of tax increment from the TIF District ("Payment Dates") which Payments will be made in the amount and only to the extent of available tax increments. Payments shall be applied first to accrued interest, and then to unpaid principal.

Payments on the Interfund Loan are payable solely from the tax increment generated in the preceding six (6) months with respect to the TIF District and remitted to the City by Anoka County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on this Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with tax increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with tax increments.

The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from tax increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of tax increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the termination of the TIF District.

The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Development Agreement and Business Subsidy.

The Council hereby approves the Development Agreement in substantially the form submitted and the granting of the Business Subsidy as described in the Development Agreement, and the Mayor and the City Administrator are hereby authorized and directed to execute the Development Agreement on behalf of the Council.

The approval hereby given to the Development Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Development Agreement. The execution of the Development Agreement by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Development Agreement in accordance with the terms hereof.

The motion for 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 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

DEVELOPMENT AGREEMENT

BY AND BETWEEN

CITY OF RAMSEY, MINNESOTA

AND

ZERO ZONE REFRIGERATION, LLC

This document drafted by: TAFT STETTINIUS & HOLLISTER LLP
(MTM)
2200 IDS Center, 80 South 8th Street
Minneapolis, Minnesota 55402

TABLE OF CONTENTS

Page

ARTICLE I DEFINITIONS 2

Section 1.1 Definitions 2

ARTICLE II REPRESENTATIONS AND WARRANTIES 4

Section 2.1 Representations and Warranties of the City 4
Section 2.2 Representations and Warranties of the Developer 4

ARTICLE III UNDERTAKINGS BY DEVELOPER AND CITY 6

Section 3.1 Project, Site Improvements; and Costs 6
Section 3.2 Limitations on Undertaking of the City 6
Section 3.3 Reimbursement: TIF Note 6
Section 3.4 Prohibition Against Transfer of Project and Assignment of Agreement 7
Section 3.5 Real Property Taxes 7
Section 3.6 Legal and Administrative Expenses 8
Section 3.7 Business Subsidies Law. 8

ARTICLE IV EVENTS OF DEFAULT 10

Section 4.1 Events of Default Defined 10
Section 4.2 Remedies on Default 10
Section 4.3 No Remedy Exclusive 11
Section 4.4 No Implied Waiver 11
Section 4.5 Agreement to Pay Attorney's Fees and Expenses 11
Section 4.6 Indemnification of City 11

ARTICLE V DEVELOPER'S OPTION TO TERMINATE AGREEMENT 13

Section 5.1 The Developer's Option to Terminate 13
Section 5.2 Action to Terminate 13
Section 5.3 Effect of Termination 13

ARTICLE VI ADDITIONAL PROVISIONS 14

Section 6.1 Restrictions on Use 14
Section 6.2 Conflicts of Interest 14
Section 6.3 Titles of Articles and Sections 14
Section 6.4 Notices and Demands 14
Section 6.5 Counterparts 15
Section 6.6 Law Governing 15
Section 6.7 Expiration 15
Section 6.8 Provisions Surviving Rescission or Expiration 15
Section 6.9 Assignability of TIF Note 15

EXHIBIT A DESCRIPTION OF DEVELOPMENT PROPERTY A-1

EXHIBIT B FORM OF TIF NOTE B-1

EXHIBIT C SITE IMPROVEMENTS C-1

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the "Agreement"), made as of the 14th day of October, 2025 by and between the City of Ramsey, Minnesota (the "City"), a municipal corporation existing under the laws of the State of Minnesota, and Zero Zone Refrigeration, LLC., a Wisconsin limited liability company (the "Developer"),

WITNESSETH:

WHEREAS, pursuant to Minnesota Statutes, Section 469.124 to 469.133, as amended, the City has heretofore established Municipal Development District No. 1 (the "Development District") and has adopted a development program therefor (the "Development Program"); and

WHEREAS, pursuant to the provisions of Minnesota Statutes, Section 469.174 through 469.1794, as amended (hereinafter, the "Tax Increment Act"), the City has heretofore established, within the Development District, Tax Increment Financing District No. 19 (the "Tax Increment District") and has adopted a tax increment financing plan therefor (the "Tax Increment Plan") which provides for the use of tax increment financing in connection with certain development within the Tax Increment District and the Development District; and

WHEREAS, in order to achieve the objectives of the Development Program and particularly to make the land in the Development District available for development by private enterprise in conformance with the Development Program, the City has determined to assist the Developer with the financing of certain costs of a Project (as hereinafter defined) to be constructed within the Tax Increment District as more particularly set forth in this Agreement; and

WHEREAS, the City believes that the development and construction of the Project (as hereinafter defined), and the fulfillment of this Agreement are vital and are in the best interests of the City, the health, safety, morals and welfare of the residents of the City, and in accordance with the public purpose and provisions of the applicable state and local laws and requirements under which the Project has been undertaken and is being assisted;

WHEREAS, the requirements of the Business Subsidy Law, Minnesota Statutes, Section 116J.993 through 116J.995, apply to this Agreement;

WHEREAS, the City has adopted criteria for awarding business subsidies that comply with the Business Subsidy Law, after a public hearing for which notice was published; and

WHEREAS, the City Council of the City has approved this Agreement as a subsidy agreement under the Business Subsidy Law;

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

ARTICLE I

DEFINITIONS

Section 1.1 Definitions. All capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

Agreement means this Development Agreement by and between the City and the Developer as the same may be from time to time modified, amended or supplemented;

Business Day means any day except a Saturday, Sunday or a legal holiday or a day on which banking institutions in the City are authorized by law or executive order to close;

Business Subsidy means the term as defined by Minnesota Statutes, Section 116J.993, Subdivision 3;

Business Subsidy Law means Minnesota Statutes, Section 116J.993 through 116J.995;

City means the City of Ramsey, Minnesota;

County means Anoka County, Minnesota;

Developer means Zero Zone Refrigeration, LLC, a Wisconsin limited liability company, its successors and assigns;

Development District means Municipal Development District No. 1, including the real property described in the Development Program;

Development Program means the development program approved in connection with the Development District;

Development Property means the real property described in Exhibit A, attached to this Agreement;

Event of Default means any of the events described in Section 4.1 hereof;

Legal and Administrative Expenses means the fees and expenses incurred by the City in connection with the review and analysis of the development proposed under this Agreement with the adoption and administration of the Tax Increment Financing Plan and establishment of the Tax Increment District, the preparation of this Agreement, the issuance of the TIF Note, including, but not limited to, attorney and municipal advisor fees and expenses;

Note Payment Date means August 1, 2028, and each February 1 and August 1 thereafter to and including February 1, 2037; provided, that if any such Note Payment Date should not be a Business Day, the Note Payment Date shall be the next succeeding Business Day;

Prime Rate means the rate of interest from time to time publicly announced by U.S. Bank National Association in Minneapolis, Minnesota, as its "reference rate" or any successor rate, which rate shall change as and when that prime rate or successor rate changes;

Project means an approximately 55,000 square foot expansion of the Developer's existing facility for the manufacturing of commercial and industrial refrigeration systems located on the Development Property;

Site Improvements means the site improvements undertaken or to be undertaken on the Development Property, more particularly described on Exhibit C attached hereto;

State means the State of Minnesota;

Tax Increments means 90% of the tax increments derived from the Development Property which have been received and retained by the City in accordance with the provisions of Minnesota Statutes, Section 469.177;

Tax Increment Act means Minnesota Statutes, Sections 469.174 through 469.1794, as amended;

Tax Increment District means Tax Increment Financing District No. 19 located within the Development District, a description of which is set forth in the Tax Increment Financing Plan, and qualified as an economic development district under the Tax Increment Act;

Tax Increment Financing Plan means the tax increment financing plan approved for the Tax Increment District by the City Council on October 14, 2025, and any future amendments thereto;

Termination Date means the earlier of (i) February 1, 2037, (ii) the date the TIF Note is paid in full, (iii) the date on which the Tax Increment District expires or is otherwise terminated, or (iv) the date this Agreement is terminated or rescinded in accordance with its terms;

TIF Note means the Tax Increment Revenue Note (Zero Zone Refrigeration) to be executed by the City and delivered to the Developer pursuant to Article III hereof, a form of which is attached hereto as Exhibit B; and

Unavoidable Delays means delays, outside the control of the party claiming its occurrence, which are the direct result of strikes, other labor troubles, unusually severe or prolonged bad weather, acts of God, fire or other casualty to the Project, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion, directly results in delays, or acts of any federal, state or local governmental unit (other than the City) which directly result in delays.

ARTICLE II

REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the City. The City makes the following representations and warranties:

(1) The City is a municipal corporation, duly organized, and has the power to enter into this Agreement and carry out its obligations hereunder.

(2) The Tax Increment District is a "economic development district" within the meaning of Minnesota Statutes, Section 469.174, Subdivision 12 and was created, adopted and approved in accordance with the terms of the Tax Increment Act.

(3) The development contemplated by this Agreement is in conformance with the development objectives set forth in the Development Program.

(4) To finance certain costs within the Tax Increment District, the City agrees, subject to the further provisions of this Agreement, to apply Tax Increments to reimburse the Developer for a portion of the costs of the construction of Site Improvements incurred in connection with the Project as further provided in this Agreement.

(5) The City makes no representation or warranty, either expressed or implied, as to the Development Property or its condition or the soil conditions thereon, or that the Development Property shall be suitable for the Developer's or Developer's purposes or needs.

Section 2.2 Representations and Warranties of the Developer. The Developer makes the following representations and warranties:

(1) The Developer is a Wisconsin limited liability company and has the power and authority to enter into this Agreement and to perform its obligations hereunder and doing so will not violate its articles of organization, member control agreement or operating agreement, if any, or the laws of the State and by proper action has authorized the execution and delivery of this Agreement.

(2) The Developer shall cause the Project to be constructed in accordance with the terms of this Agreement, the Development Program, Tax Increment Financing Plan, and all applicable local, state and federal laws and regulations (including, but not limited to, environmental, zoning, energy conservation, building code and public health laws and regulations).

(3) The Developer will obtain or cause to be obtained, in a timely manner, all required permits, licenses and approvals, and will meet, in a timely manner, all requirements of all applicable local, state, and federal laws and regulations which must be obtained or met before the Project may be lawfully constructed.

(4) The construction of the Project would not be undertaken by the Developer, and in the opinion of the Developer would not be economically feasible within the reasonably foreseeable future, without the assistance and benefit to the Developer provided for in this Agreement.

(5) Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provision of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the Developer is now a party or by which it is bound, or constitutes a default under any of the foregoing.

(6) The Developer will cooperate fully with the City with respect to any litigation commenced with respect to the Project.

(7) The Developer will cooperate fully with the City in resolution of any traffic, parking, trash removal or public safety problems which may arise in connection with the construction and operation of the Project.

(8) The construction of the Project shall commence no later than November 1, 2025 and barring Unavoidable Delays, the Project will be substantially completed by December 31, 2026.

(9) The Developer acknowledges that Tax Increment projections contained in the Tax Increment Financing Plan are estimates only and the Developer acknowledges that it shall place no reliance on the amount of projected Tax Increments and the sufficiency of such Tax Increments to reimburse the Developer for a portion of the costs of the construction of the Site Improvements as provided in Article III.

ARTICLE III

UNDERTAKINGS BY DEVELOPER AND CITY

Section 3.1 Project, Site Improvements; and Costs. The parties agree that the Site Improvements to be constructed by the Developer are essential to the successful completion of the Project. The costs of the Site Improvements shall be paid by the Developer. The City shall reimburse the Developer for the lesser of (a) $360,000, or (b) the cost of constructing the Site Improvements actually incurred and paid by the Developer (the "Reimbursement Amount") as further provided in Section 3.3.

Section 3.2 Limitations on Undertaking of the City. Notwithstanding the provisions of Section 3.1, the City shall have no obligation to the Developer under this Agreement to reimburse the Developer for the Reimbursement Amount, if the City, at the time or times such payment is to be made is entitled under Section 4.2 to exercise any of the remedies set forth therein as a result of an Event of Default which has not been cured in accordance with the provisions of this Agreement.

Section 3.3 Reimbursement: TIF Note. The City shall reimburse the payments made by the Developer under Section 3.1 for costs of the construction of the Site Improvements relating to the Project through the issuance of the City's TIF Note in substantially the form attached to this Agreement as Exhibit B, subject to the following conditions:

(1) The TIF Note shall be dated, issued and delivered when the Developer shall have (a) demonstrated in writing to the reasonable satisfaction of the City that the construction of the Project is complete and that the Developer has incurred and paid the costs of the construction of the Site Improvements, as described in and limited by Section 3.1; and (b) shall have submitted paid invoices for the costs of construction of the Site Improvements in an amount not less than the Reimbursement Amount.

(2) The unpaid principal of the TIF Note shall bear simple non-compounding interest from the date of issuance of the TIF Note, at 6.00% per annum. Interest shall be computed on the basis of a 360-day year consisting of twelve (12) 30-day months.

(3) The principal amount of the TIF Note and the interest thereon shall be payable solely from the Tax Increments.

(4) The payment dates of the TIF Note shall be the Note Payment Dates. On each Note Payment Date and subject to the provisions of the TIF Note, the City shall pay, against the principal and interest outstanding on the TIF Note, the Tax Increments received by the City during the preceding six (6) months. All such payments shall be applied first to accrued interest and then to reduce the principal of the TIF Note.

(5) The TIF Note shall be a special and limited obligation of the City and not a general obligation of the City, and only Tax Increments shall be used to pay the principal of and interest on the TIF Note. If, on any Note Payment Date, the Tax Increments for the payment of the accrued and unpaid interest on the TIF Note are insufficient for such purposes, the difference shall be carried forward, without interest accruing thereon, and shall be paid if and to the extent that on a

future Note Payment Date there are Tax Increments in excess of the amounts needed to pay the accrued interest then due on the TIF Note.

(6) The City's obligation to make payments on the TIF Note on any Note Payment Date or any date thereafter shall be conditioned upon the requirement that (a) there shall not at that time be an Event of Default that has occurred and is continuing under this Agreement and (b) this Agreement shall not have been rescinded pursuant to Section 4.2.

(7) The TIF Note shall be governed by and payable pursuant to the additional terms thereof, as set forth in Exhibit B. In the event of any conflict between the terms of the TIF Note and the terms of this Section 3.3, the terms of the TIF Note shall govern. The issuance of the TIF Note pursuant and subject to the terms of this Agreement, and the taking by the City of such additional actions as bond counsel for the TIF Note may require in connection therewith, are hereby authorized and approved by the City.

Section 3.4 Prohibition Against Transfer of Project and Assignment of Agreement. The Developer represents and agrees that prior to the Termination Date the Developer shall not transfer the Project or any part thereof or any interest therein, without the prior written approval of the City. The City shall be entitled to require as conditions to any such approval that:

(1) Any proposed transferee shall have the qualifications and financial responsibility, in the reasonable judgment of the City, necessary and adequate to fulfill the obligations undertaken in this Agreement by the Developer.

(2) Any proposed transferee, by instrument in writing satisfactory to the City shall, for itself and its successors and assigns, and expressly for the benefit of the City, have expressly assumed all of the obligations of the Developer under this Agreement and agreed to be subject to all the conditions and restrictions to which the Developer is subject.

(3) There shall be submitted to the City for review and prior written approval all instruments and other legal documents involved in effecting the transfer of any interest in this Agreement or the Project.

Section 3.5 Real Property Taxes. The Developer acknowledges that it is obligated under law to pay all real property taxes payable with respect to all and any parts of the Development Property until the Developer's obligations have been assumed by any other person with the written consent of the City pursuant to the provisions of this Agreement. The Developer agrees that prior to the Termination Date:

(1) It will not seek a reduction in the market value as determined by the Anoka County Assessor of the Project or any facilities located or to be located on the Development Property, pursuant to the provisions of this Agreement, for so long as the TIF Note remains outstanding.

(2) It will not seek administrative review or judicial review of the applicability of any tax statute relating to the ad valorem property taxation of real property contained on the Development Property determined by any tax official to be applicable to the Project or the Developer or raise the inapplicability of any such tax statute as a defense in any proceedings with

respect to the Development Property, including delinquent tax proceedings; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax.

(3) It will not seek administrative review or judicial review of the constitutionality of any tax statute relating to the taxation of real property contained on the Development Property determined by any tax official to be applicable to the Project or the Developer or raise the unconstitutionality of any such tax statute as a defense in any proceedings, including delinquent tax proceedings with respect to the Development Property; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax.

(4) It will not seek any tax deferral or abatement, either presently or prospectively authorized under Minnesota Statutes, Section 469.1813, or any other State or federal law, of the ad valorem property taxation of the Development Property between the date of execution of this Agreement and the Termination Date.

Section 3.6 Legal and Administrative Expenses. The Developer shall pay the Legal and Administrative Expenses incurred by the City.

Section 3.7 Business Subsidies Law.

(1) In order to satisfy the Business Subsidy Law, the Developer acknowledges and agrees that: (i) the amount of the Business Subsidy granted to the Developer by the City under this Agreement is $360,000, which is the Reimbursement Amount and (ii) the Business Subsidy is needed because the Project is not sufficiently feasible for the Developer to undertake without the Business Subsidy. The public purpose of the Business Subsidy is to preserve and increase the tax base in the City, and create high-qualify job growth in the City. The Developer agrees that it will meet the following goals (the "Goals") in connection with the development of the Development Property: the Developer will create at least fifty-five (55) full time jobs at an minimum hourly wage, exclusive of benefits, of $21.00 per hour within two years from the "Benefit Date", which is the earlier of the date the Developer completes or occupies the Project

(2) If the Goals are not met, the Developer agrees to repay the City all or a part of the Business Subsidy to the City, plus interest ("Interest") set at the implicit price deflator defined in Minnesota Statutes, Section 275.70, Subdivision 2, accruing from and after the Benefit Date, compounded semiannually. If the Goals are met in part, the Developer will repay a portion of the Business Subsidy (plus Interest) determined by multiplying the Business Subsidy by a fraction, the numerator of which is the number of jobs in the Goals which were not created at the wage level set forth above and the denominator of which is fifty-five (55) (i.e. number of jobs set forth in the Goals).

(3) The Developer agrees to (i) report its progress on achieving the Goals to the City until the later of the date the Goals are met or two (2) years from the Benefit Date, or, if the Goals are not met, until the date the Business Subsidy is repaid, (ii) include in the report the information required in Minnesota Statutes, Section 116J.994, Subdivision 7 on forms developed by the Minnesota Department of Employment and Economic Development, and (iii) send completed reports to the City. The Developer agrees to file these reports no later than March 1 of each year, commencing March 1, 2027, and within 30 days after the deadline for meeting the Goals. The

City agrees that if it does not receive the reports, the City will mail the Developer a warning within one week of the required filing date. If within 14 days of the post marked date of the warning the reports are not made, the Developer agrees to pay to the City a penalty of $100 for each subsequent day until the report is filed up to a maximum of $1,000.

(4) In addition to the assistance the City is granting to the Developer pursuant to this Agreement, the Developer also intends to apply for financial assistance from other "grantors" as defined in the Business Subsidies Act in connection with the Project, including the Minnesota Department of Employment Economic Development (Minnesota Investment Fund and Job Creation Fund).

(5) There is no parent corporation of the Developer.

(6) The Developer agrees to continue operations on the Development Property for at least five (5) years after the Benefit Date.

(7) The Developer certifies that it does not appear on the Minnesota Department of Employment and Economic Development's list of recipients that have failed to meet the terms of a business subsidy agreement.

ARTICLE IV

EVENTS OF DEFAULT

Section 4.1 Events of Default Defined. The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean whenever it is used in this Agreement any one or more of the following events:

(1) Failure by the Developer to timely pay any ad valorem real property taxes and special assessments levied against the Development Property and all public utility or other City payments due and owing with respect to the Development Property when due and payable.

(2) Failure by the Developer to cause the construction of the Project to be completed pursuant to the terms, conditions, and limitations of this Agreement.

(3) Failure of the Developer to observe or perform any other covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement.

(4) The holder of any mortgage on the Development Property or any improvements thereon, or any portion thereof, commences foreclosure proceedings as a result of any default under the applicable mortgage documents.

(5) If the Developer shall:

(A) file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended or under any similar federal or state law; or

(B) make an assignment for the benefit of its creditors; or

(C) admit in writing its inability to pay its debts generally as they become due; or

(D) be adjudicated as bankrupt or insolvent; or if a petition or answer proposing the adjudication of the Developer as bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within sixty (60) days after the filing thereof; or a receiver, trustee or liquidator of the Developer, or of the Project, or part thereof, shall be appointed in any proceeding brought against the Developer, and shall not be discharged within sixty (60) days after such appointment, or if the Developer, shall consent to or acquiesce in such appointment.

Section 4.2 Remedies on Default. Whenever any Event of Default referred to in Section 4.1 occurs and is continuing, the City, as specified below, may take any one or more of the following actions after the giving of thirty (30) days' written notice to the Developer, but only if the Event of Default has not been cured within said thirty (30) days:

(1) The City may suspend its performance under this Agreement and the TIF Note until it receives assurances from the Developer, deemed adequate by the City, that the Developer will cure its default and continue its performance under this Agreement.

(2) The City may cancel and rescind the Agreement and the TIF Note.

(3) The City may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement.

Section 4.3 No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 4.5 Agreement to Pay Attorney's Fees and Expenses. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of the Developer herein contained, the Developer agrees that it shall, on demand therefor, pay to the City the fees of such attorneys and such other expenses so incurred by the City.

Section 4.6 Indemnification of City.

(1) The Developer (a) releases the City and its governing body members, officers, agents, including the independent contractors, consultants and legal counsel, servants and employees (collectively, the "Indemnified Parties") from, (b) covenants and agrees that the Indemnified Parties shall not be liable for, and (c) agrees to indemnify and hold harmless the Indemnified Parties against, any claim, cause of action, suit or liability for loss or damage to property or any injury to or death of any person occurring at or about or resulting from any defect in the Project or on the Development Property.

(2) Except for any willful misrepresentation or any willful or wanton misconduct of the Indemnified Parties, the Developer agrees to protect and defend the Indemnified Parties, now and forever, and further agrees to hold the aforesaid harmless from any claim, demand, suit, action or other proceeding whatsoever by any person or entity whatsoever arising or purportedly arising from the actions or inactions of the Developer (or other persons acting on its behalf or under its direction or control) under this Agreement, or the transactions contemplated hereby or the acquisition, construction, installation, ownership, and operation of the Project; provided, that this indemnification shall not apply to the warranties made or obligations undertaken by the City in this Agreement or to any actions undertaken by the City which are not contemplated by this

Agreement but shall, in any event and without regard to any fault on the part of the City, apply to any pecuniary loss or penalty (including interest thereon from the date the loss is incurred or penalty is paid by the City at a rate equal to the Prime Rate) as a result of the Developer operating the Project so that the Tax Increment District does not qualify or ceases to qualify as a "economic development district" under Section 469.174, Subdivision 12, of the Act, or (ii) to violate limitations as to the use of Tax Increments as set forth in Section 469.176, Subdivision 4c.

(3) All covenants, stipulations, promises, agreements and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not of any governing body member, officer, agent, servant or employee of the City.

ARTICLE V

DEVELOPER'S OPTION TO TERMINATE AGREEMENT

Section 5.1 Developer's Option to Terminate. This Agreement may be terminated by the Developer, if (i) the Developer is in compliance with all material terms of this Agreement and no Event of Default has occurred; and (ii) the City fails to comply with any material term of this Agreement, and, after written notice by the Developer of such failure, the City has failed to cure such noncompliance within ninety (90) days of receipt of such notice, or, if such noncompliance cannot reasonably be cured by the City within ninety (90) days, of receipt of such notice, the City has not provided assurances, reasonably satisfactory to the Developer, that such noncompliance will be cured as soon as reasonably possible.

Section 5.2 Action to Terminate. Termination of this Agreement pursuant to Section 5.1 must be accomplished by written notification by the Developer to the City within sixty (60) days after the date when such option to terminate may first be exercised. A failure by the Developer to terminate this Agreement within such period constitutes a waiver by the Developer of its rights to terminate this Agreement due to such occurrence or event.

Section 5.3 Effect of Termination. If this Agreement is terminated pursuant to this Article V, this Agreement shall be from such date forward null and void and of no further effect; provided, however, the termination of this Agreement shall not affect the rights of either party to institute any action, claim or demand for damages suffered as a result of breach or default of the terms of this Agreement by the other party, or to recover amounts which had accrued and become due and payable as of the date of such termination. Upon termination of this Agreement pursuant to this Article V, the Developer shall be free to proceed with the Project at its own expense and without regard to the provisions of this Agreement; provided, however, that the City shall have no further obligations to the Developer with respect to reimbursement of the expenses set forth in Section 3.2, or to make any further payments on the TIF Note.

ARTICLE VI

ADDITIONAL PROVISIONS

Section 6.1 Restrictions on Use. The Developer agrees for itself, its successors and assigns and every successor in interest to the Development Property, or any part thereof, that during the term of this Agreement the Developer and such successors and assigns shall operate, or cause to be operated, the Project in accordance with, the uses specified in this Agreement.

Section 6.2 Conflicts of Interest. No member of the governing body or other official of the City shall have any financial interest, direct or indirect, in this Agreement, the Development Property or the Project, or any contract, agreement or other transaction contemplated to occur or be undertaken thereunder or with respect thereto, nor shall any such member of the governing body or other official participate in any decision relating to the Agreement which affects his or her personal interests or the interests of any corporation, partnership or association in which he or she is directly or indirectly interested. No member, official or employee of the City shall be personally liable to the City in the event of any default or breach by the Developer or successor or on any obligations under the terms of this Agreement.

Section 6.3 Titles of Articles and Sections. Any titles of the several parts, articles and sections of the Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

Section 6.4 Notices and Demands. Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

(1) in the case of the Developer is addressed to or delivered personally to:

Zero Zone Refrigeration, LLC
110 N Oakridge Dr.
North Prairie, WI 53153

(2) in the case of the City is addressed to or delivered personally to the City at:

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

with a copy to:

Taft Stettinius & Hollister LLP
Attention: Mary Ippel
2200 IDS Center
80 South 8th Street
Minneapolis, MN 55402

or at such other address with respect to any such party as that party may, from time to time, designate in writing and forward to the other, as provided in this Section.

Section 6.5 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 6.6 Law Governing. This Agreement will be governed and construed in accordance with the laws of the State.

Section 6.7 Expiration. This Agreement shall expire on the Termination Date, unless earlier terminated or rescinded in accordance with its terms.

Section 6.8 Provisions Surviving Rescission or Expiration. Sections 4.5 and 4.6 shall survive any rescission, termination or expiration of this Agreement with respect to or arising out of any event, occurrence or circumstance existing prior to the date thereof.

Section 6.9 Assignability of TIF Note. The TIF Note may only be assigned pursuant to the terms of the TIF Note.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and on its behalf and the Developer has caused this Agreement to be duly executed on its behalf, on or as of the date first above written.

CITY OF RAMSEY, MINNESOTA

By:_____
Its: Mayor

By:_____
Its: City Administrator

This is a signature page to the Development Agreement by and between the City of Ramsey, Minnesota and Zero Zone Refrigeration, LLC

ZERO ZONE REFRIGERATION, LLC

By: _____
Barry DeRousse

Its: _____
Vice President / General Manager
Systems Division

This is a signature page to the Development Agreement by and between the City of Ramsey, Minnesota and Zero Zone Refrigeration, LLC

EXHIBIT A

DESCRIPTION OF DEVELOPMENT PROPERTY

Property located in the City of Ramsey, Anoka County, Minnesota with the following property identification number:

35-32-25-21-0031
35-32-25-21-0032
35-32-25-21-0012

LEGAL DESCRIPTION:
To be platted as:
Lot 1, Block 1, Zero Zone Addition

EXHIBIT B

FORM OF TIF NOTE

No. R-1 $_____

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF RAMSEY

TAX INCREMENT REVENUE NOTE
(ZERO ZONE REFRIGERATION, LLC)

The City of Ramsey, Minnesota (the "City"), hereby acknowledges itself to be indebted and, for value received, hereby promises to pay the amounts hereinafter described (the "Payment Amounts") to Zero Zone Refrigeration, LLC or its registered assigns (the "Developer" or "Registered Owner"), but only in the manner, at the times, from the sources of revenue, and to the extent hereinafter provided.

The principal amount of this Note shall equal from time to time the principal amount stated above, as reduced to the extent that such principal installments shall have been paid in whole or in part pursuant to the terms hereof; provided that the sum of the principal amount listed above shall in no event exceed $360,000 as provided in that certain Development Agreement, dated as of October 14, 2025, as the same may be amended from time to time (the "Development Agreement"), by and between the City and the Developer. The unpaid principal amount hereof shall bear interest from the date of this Note at the simple non-compounded rate of six percent (6.00%) per annum. Interest shall be computed on the basis of a 360 day year consisting of twelve (12) 30-day months.

The amounts due under this Note shall be payable on August 1, 2028, and on each February 1 and August 1 thereafter to and including February 1, 2037, or, if the first should not be a Business Day (as defined in the TIF Agreement), the next succeeding Business Day (the "Payment Dates"). On each Payment Date the City shall pay by check or draft mailed to the person that was the Registered Owner of this Note at the close of the last business day of the City preceding such Payment Date an amount equal to the sum of the Tax Increments (hereinafter defined) received by the City during the six (6) month period preceding such Payment Date. All payments made by the City under this Note shall first be applied to accrued interest and then to principal. This Note may be prepaid by the City, in whole or in part, on any date.

The Payment Amounts due hereon shall be payable solely from 90% of the tax increments (the "Tax Increments") from the Development Property (as defined in the Development Agreement) within the City's Tax Increment Financing District No. 19 (the "Tax Increment District") within its Municipal Development District No. 1 which are paid to the City and which the City is entitled to retain pursuant to the provisions of Minnesota Statutes, Sections 469.174 through 469.1794, as the same may be amended or supplemented from time to time (the "Tax Increment Act"). This Note shall terminate and be of no further force and effect following the

termination of the Tax Increment District, on any date upon which the City shall have terminated the Development Agreement under Section 4.2(2) thereof or the Developer shall have terminated the Development Agreement under Article V thereof, or on the date that all principal and interest payable hereunder shall have been paid in full, whichever occurs earliest.

The City makes no representation or covenant, expressed or implied, that the Tax Increments will be sufficient to pay, in whole or in part, the amounts which are or may become due and payable hereunder.

The City's payment obligations hereunder shall be further conditioned on the fact that no Event of Default under the Development Agreement shall have occurred and be continuing at the time payment is otherwise due hereunder, but such unpaid amounts shall become payable, without interest accruing thereon in the meantime, if said Event of Default shall thereafter have been cured; and, further, if pursuant to the occurrence of an Event of Default under the Development Agreement the City elects to cancel and rescind the Development Agreement, the City shall have no further debt or obligation under this Note whatsoever. Reference is hereby made to all of the provisions of the Development Agreement, including without limitation Section 3.3 thereof, for a fuller statement of the rights and obligations of the City to pay the principal of this Note, and said provisions are hereby incorporated into this Note as though set out in full herein.

This Note is a special, limited revenue obligation and not a general obligation of the City and is payable by the City only from the sources and subject to the qualifications stated or referenced herein. This Note is not a general obligation of the City and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of the principal of this Note and no property or other asset of the City, save and except the above-referenced Tax Increments, is or shall be a source of payment of the City's obligations hereunder.

This Note is issued by the City in aid of financing a project pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including the Tax Increment Act.

This Note may be assigned only with the consent of the City, which consent shall not be unreasonably withheld, conditioned or delayed. In order to assign the Note, the assignee shall surrender the same to the City either in exchange for a new fully registered note or for transfer of this Note on the registration records for the Note maintained by the City. Each permitted assignee shall take this Note subject to the foregoing conditions and subject to all provisions stated or referenced herein.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions, and things required by the Constitution and laws of the State of Minnesota to be done, to have happened, and to be performed precedent to and in the issuance of this Note have been done, have happened, and have been performed in regular and due form, time, and manner as required by law; and that this Note, together with all other indebtedness of the City outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the City to exceed any constitutional or statutory limitation thereon.

IN WITNESS WHEREOF, City of Ramsey, Minnesota, by its City Council, has caused this Note to be executed by the manual signatures of its Mayor and City Administrator and has caused this Note to be issued on and dated _____, 20__.

_____	_____
City Administrator	Mayor

DO NOT EXECUTE UNTIL PAID INVOICES OR OTHER EVIDENCE OF PAYMENT SITE IMPROVEMENTS ARE GIVEN TO THE CITY - REFER TO SECTION 3.3(1).

CERTIFICATION OF REGISTRATION

It is hereby certified that the foregoing Note was registered in the name of Zero Zone Refrigeration, LLC, and that, at the request of the Registered Owner of this Note, the undersigned has this day registered the Note in the name of such Registered Owner, as indicated in the registration blank below, on the books kept by the undersigned for such purposes.

NAME AND ADDRESS OF REGISTERED OWNER	DATE OF REGISTRATION	SIGNATURE OF CITY ADMINISTRATOR
Zero Zone Refrigeration, LLC 110 N Oakridge Dr. North Prairie, WI 53153		

EXHIBIT C

SITE IMPROVEMENTS

Landscaping, including irrigation
Foundations and Footings
Grading/earthwork
Survey
Environmental Testing
Soil Borings
Site Preparation
Onsite Utilities and Utility Connection Fees
SAC/WAC
Storm Water/Ponding
Outdoor Lighting
Onsite Road, Curb, Gutter, Driveway, Sidewalk and Streetscape Improvements
Parking

Adoption Date: October 14, 2025

City of Ramsey,
Anoka County, Minnesota

MODIFICATION TO THE DEVELOPMENT PROGRAM
Development District No. 1
&
Tax Increment Financing (TIF) Plan
Establishment of Tax Increment Financing
District No. 19 (Zero Zone)
(an economic development district)

EHLERS
PUBLIC FINANCE ADVISORS

Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, Minnesota 55413

BUILDING COMMUNITIES. IT'S WHAT WE DO.

TABLE OF CONTENTS

Modification to the Development Program for Development District No. 1 1

FOREWORD 1

Tax Increment Financing Plan for Tax Increment Financing District No. 19 (Zero Zone) 2

FOREWORD 2

STATUTORY AUTHORITY 2

STATEMENT OF OBJECTIVES 2

DEVELOPMENT PROGRAM OVERVIEW 3

DESCRIPTION OF PROPERTY IN THE DISTRICT AND PROPERTY TO BE ACQUIRED 3

DISTRICT CLASSIFICATION 4

DURATION & FIRST YEAR OF DISTRICT'S TAX INCREMENT 5

ORIGINAL TAX CAPACITY, TAX RATE & ESTIMATED CAPTURED NET TAX CAPACITY VALUE/INCREMENT & NOTIFICATION OF PRIOR PLANNED IMPROVEMENTS 5

SOURCES OF REVENUE/BONDS TO BE ISSUED 7

USES OF FUNDS 8

FISCAL DISPARITIES ELECTION 9

ESTIMATED IMPACT ON OTHER TAXING JURISDICTIONS 9

SUPPORTING DOCUMENTATION 11

DISTRICT ADMINISTRATION 12

Appendix A: Project Description

Appendix B: Map of Development District No. 1 and the TIF District

Appendix C: Estimated Cash Flow for the District

Appendix D: Findings Including But/For Qualifications

Modification to the Development Program for Development District No. 1

FOREWORD

The following text represents a Modification to the Development Program for Development District No. 1. This modification represents a continuation of the goals and objectives set forth in the Development Program for Development District No. 1. Generally, the substantive changes include the establishment of Tax Increment Financing District No. 19 (Zero Zone).

For further information, a review of the Development Program for Development District No. 1, is recommended. It is available from the Economic Development Manager at the City of Ramsey. Other relevant information is contained in the tax increment financing plans for the tax increment financing districts located within Development District No. 1.

Tax Increment Financing Plan for Tax Increment Financing District No. 19 (Zero Zone)

FOREWORD

The City of Ramsey (the "City"), staff and consultants have prepared the following information to expedite the establishment of Tax Increment Financing District No. 19 (Zero Zone) (the "District"), an economic development tax increment financing district, located in Development District No. 1.

STATUTORY AUTHORITY

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the City has certain statutory powers pursuant to *Minnesota Statutes ("M.S."), Sections 469.124 - 469.133*, inclusive, as amended, and *M.S., Sections 469.174 to 469.1794*, inclusive, as amended (the "TIF Act"), to assist in financing public costs related to this project.

This section contains the Tax Increment Financing Plan (the "TIF Plan") for the District. Other relevant information is contained in the Modification to the Development Program for Development District No. 1.

STATEMENT OF OBJECTIVES

The District currently consists of three (3) parcels of land and adjacent roads and internal rights-of-way. The District is being created to facilitate the expansion of Zero Zone's manufacturing facility in the City. The City intends to enter into an agreement with Zero Zone for the project. Development is anticipated to begin in 2026. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program for Development District No. 1.

The activities contemplated in the Modification to the Development Program and the TIF Plan do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Development District No. 1 and the District.

DEVELOPMENT PROGRAM OVERVIEW

Pursuant to the Development Program and authorizing state statutes, the City is authorized to undertake the following activities in the District:

1. Property to be Acquired – Although not anticipated at this time, selected property located within the District may be acquired by the City and is further described in this TIF Plan.

2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.

3. Upon approval of a developer's plan relating to the project and completion of the necessary legal requirements, the City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.

4. The City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public street work within the District.

5. The City proposes both public and private infrastructure within the District. The proposed reuse of private property within the District will be for a manufacturing facility, and there will be continued operation of Development District No. 1 after the capital improvements within Development District No. 1 have been completed.

DESCRIPTION OF PROPERTY IN THE DISTRICT AND PROPERTY TO BE ACQUIRED

The District encompasses all property and adjacent roads rights-of-way and abutting roadways identified by the parcels listed below.

Parcel number	Address	Owner
35-32-25-21-0031	6151 140th Ave NW	Zero Zone
35-32-25-21-0032	Unassigned	Zero Zone
35-32-25-21-0012	Unassigned	Zero Zone

Please also see the map in Appendix B for further information on the location of the District.

The City may acquire any parcel within the District including interior and adjacent street rights of way. Any properties identified for acquisition will be acquired by the City only in order to accomplish one or more of the following: storm sewer improvements; provide land for needed public streets, utilities and facilities; carry out land acquisition, site improvements, clearance and/or development to accomplish the uses and objectives set forth in this plan. The City may acquire property by gift, dedication, condemnation or direct purchase from willing sellers in order to achieve the objectives of this TIF Plan. Such acquisitions will be undertaken only when there is assurance of funding to finance the acquisition and related costs.

DISTRICT CLASSIFICATION

The City, in determining the need to create a tax increment financing district in accordance with *M.S., Sections 469.174 to 469.1794*, as amended, inclusive, finds that the District, to be established, is an economic development district pursuant to *M.S., Section 469.174, Subd. 12*.

The District is in the public interest because it will meet the statutory requirement of discouraging commerce, industry, or manufacturing from moving their operations to another state or municipality; resulting in increased employment in the State; and resulting in preservation and enhancement of the tax base of the State.

Pursuant to *M.S., Section 469.176, Subd. 4c,* revenue derived from tax increment from an economic development district may not be used to provide improvements, loans, subsidies, grants, interest rate subsidies, or assistance in any form to developments consisting of buildings and ancillary facilities, if more than 15% of the buildings and facilities (determined on the basis of square footage) are used for a purpose other than:

1. The manufacturing or production of tangible personal property, including processing resulting in the change in condition of the property;

2. Warehousing, storage, and distribution of tangible personal property, excluding retail sales;

3. Research and development related to the activities listed in items (1) or (2);

4. Telemarketing if that activity is the exclusive use of the property; or

5. Tourism facilities;

6. Space necessary for and related to the activities listed in items (1) to (5); or

7. A workforce housing project that satisfies the requirements of *M.S., Section 469.176, Subd. 4c(d)*.

In meeting the statutory criteria the City relies on the following facts and findings: The facilities in the District meet the conditions of Purposes 1, 2, 3 and 6.

Pursuant to *M.S., Section 469.176, Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S., Sections 273.111*, *273.112, or 273.114* or *Chapter 473H* for taxes payable in any of the five calendar years before the filing of the request for certification of the District.

DURATION & FIRST YEAR OF DISTRICT'S TAX INCREMENT

Pursuant to *M.S., Section 469.175, Subd. 1, and M.S., Section 469.176, Subd. 1*, the duration of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b.*, the duration of the District will be 8 years after receipt of the first increment by the City. The date of receipt by the City of the first tax increment is expected to be 2028.

Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2036, or when the TIF Plan is satisfied. If increment is received in 2027, the term of the District will be 2035. The City reserves the right to decertify the District prior to the legally required date.

ORIGINAL TAX CAPACITY, TAX RATE & ESTIMATED CAPTURED NET TAX CAPACITY VALUE/INCREMENT & NOTIFICATION OF PRIOR PLANNED IMPROVEMENTS

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District will be based on the market values placed on the property by the assessor in 2025 for taxes payable 2026.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 2028) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the District;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured and no tax increment will be payable to the City.

The original local tax rate for the District will be the local tax rate for taxes payable 2026, assuming the request for certification is made before June 30, 2026. The rates for 2026 were not available at the time the District was established. The ONTC and the Original Local Tax Rate for the District appear in the table below.

Pursuant to *M.S., Section 469.174 Subd. 4 and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within Development District No. 1, upon completion of the projects within the District, will annually approximate tax increment revenues as shown in the table below. The City requests 100% of the available increase in tax capacity be used for repayment of the obligations of the City and current expenditures, beginning in the tax year payable 2028. The Project Tax Capacity (PTC) listed is an estimate of values when the projects within the District are completed.

Project Tax Capacity		
Development estimated Tax Capacity upon completion	$320,549	
Original estimated Net Tax Capacity	148,596	
Fiscal Disparities	65,942	
Estimated Captured Tax Capacity	**$106,010**	
Original Local Tax Rate	93.6470%	Pay 2025
Estimated Annual Tax Increment	**$99,275**	
Percent Retained by the City	100%	

Note: Tax capacity includes a 3.0% inflation factor for the duration of the District. The tax capacity included in this chart is the estimated tax capacity of the District in year 9. The tax capacity of the District in year one is estimated to be $253,044.

Pursuant to *M.S., Section 469.177, Subd. 4*, the City shall, after a due and diligent search, accompany its request for certification to the County Auditor or its notice of the District enlargement pursuant to *M.S., Section 469.175, Subd. 4*, with a listing of all properties within the District or area of enlargement for which building permits have been issued during the eighteen (18) months immediately preceding approval of the TIF Plan by the municipality pursuant to *M.S., Section 469.175, Subd. 3.* The County Auditor shall increase the original net tax capacity of the District by the net tax capacity of improvements for which a building permit was issued.

The City is reviewing the area to be included in the District to determine if any building permits have been issued during the 18 months immediately preceding approval of the TIF Plan by the City.

SOURCES OF REVENUE/BONDS TO BE ISSUED

The total estimated tax increment revenues for the District are shown in the table below:

SOURCES	
Tax Increment	$ 709,494
Interest	70,949
TOTAL	**$ 780,443**

The costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The City reserves the right to issue bonds or incur other indebtedness as a result of the TIF Plan. As presently proposed, the projects within the District will be financed by pay-as-you-go notes and interfund loans. Any refunding amounts will be deemed a budgeted cost without a formal modification to this TIF Plan. This provision does not obligate the City to incur debt. The City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City.

The City may issue bonds secured in whole or in part with tax increments from the District in a maximum principal amount of $628,648. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or interfund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Plan as of the date of approval.

USES OF FUNDS

Currently under consideration for the District is a proposal to facilitate the expansion of Zero Zone's manufacturing facility in the City. The City has determined that it will be necessary to provide assistance to the project(s) for certain District costs, as described herein.

The City has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the establishment and development or redevelopment of the District, this TIF Plan authorizes the use of tax increment financing to pay for the cost of certain eligible expenses. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

USES	
Land/Building Acquisition	$ -
Site Improvements/Preparation	200,000
Utilities	200,000
Other Qualifying Improvements	157,699
Administrative Costs (up to 10%)	70,949
PROJECT COSTS TOTAL	**$ 628,648**
Interest	151,795
PROJECT AND INTEREST COSTS TOTAL	**$ 780,443**

The total project cost, including financing costs (interest) listed in the table above does not exceed the total projected tax increments for the District as shown in the Sources of Revenue section.

Estimated capital and administrative costs listed above are subject to change among categories by modification of the TIF Plan without hearings and notices as required for approval of the initial TIF Plan, so long as the total capital and administrative costs combined do not exceed the total listed above. Further, the City may spend up to 20% of the tax increment revenues from the District for activities located outside the boundaries of the District but within the boundaries of the Development District No. 1 (including administrative costs, which are considered to be spend outside the District), subject to all other terms and conditions of this TIF Plan.

FISCAL DISPARITIES ELECTION

Pursuant to *M.S., Section 469.177, Subd. 3*, the City may elect one of two methods to calculate fiscal disparities.

The City will choose to calculate fiscal disparities by clause b (inside).

ESTIMATED IMPACT ON OTHER TAXING JURISDICTIONS

The estimated impact on other taxing jurisdictions assumes that the redevelopment contemplated by the TIF Plan would occur without the creation of the District. However, the City has determined that such development or redevelopment would not occur "but for" tax increment financing and that, therefore, the fiscal impact on other taxing jurisdictions is $0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

Impact on Tax Base

Entity	2024/Pay 2025 Total Net Tax Capacity	Estimated Captured Tax Capacity (CTC) upon completion	Percent of CTC to Entity Total
Anoka County	542,102,975	106,010	**0.0196%**
City of Ramsey	42,470,228	106,010	**0.2496%**
ISD 11 (Anoka-Hennepin)	284,887,195	106,010	**0.0372%**

Impact on Tax Rates

Entity	Pay 2025 Extension Rate	Percent of Total	CTC	Potential Taxes
Anoka County	30.2450%	32.30%	106,010	**$32,063**
City of Ramsey	46.2140%	49.35%	106,010	**48,992**
ISD 11 (Anoka-Hennepin)	13.5980%	14.52%	106,010	**14,415**
Other	3.5900%	3.83%	106,010	**3,806**
	93.6470%	**100.00%**		**$99,275**

The estimates listed above display the captured tax capacity when all construction is completed. The tax rate used for calculations is the Pay 2025 rate. The total net capacity for the entities listed above are based on Pay 2025 figures. The District will be certified under the Pay 2026 rates, which were unavailable at the time this TIF Plan was prepared.

Pursuant to *M.S., Section 469.175 Subd. 2(b)*:

(1) Estimate of total tax increment. It is estimated that the total amount of tax increment that will be generated over the life of the District is $709,494;

(2) Probable impact of the District on city provided services and ability to issue debt. An impact of the District on police protection is expected. With an expansion of the business, the city anticipates police calls for service will be increased. Calls currently average 6 per year at this location, the police department expects this may increase to 12 calls on average annually. As calls for service increase, the police department expects that additional police vehicles may be needed. The City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or facilities.

The probable impact of the District on fire protection is not expected to be significant. Typically new buildings generate few calls, if any, and are of superior construction. The fire department expects that any call volume increase would be medical related given the additional employees at the site. City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or facilities.

The impact of the District on public infrastructure is expected to be minimal. The development is not expected to significantly impact any traffic movements in the area. The current infrastructure for sanitary sewer, storm sewer and water will be able to handle the additional volume generated from the proposed development. Based on the development plans, there are no additional costs associated with street maintenance, sweeping, plowing, lighting and sidewalks. The development in the District is expected to contribute an estimated $87,252 in sanitary sewer (SAC) and water (WAC) connection fees.

The probable impact of the issuance of any general obligation tax increment bonds payable from tax increment revenues from the District on the City's ability to issue debt for general fund purposes is expected to be minimal. It is not anticipated that there will be any general obligation debt issued in relation to this project, therefore there will be no impact on the City's ability to issue future debt or on the City's debt limit.

(3) Estimated amount of tax increment attributable to school district levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to school district levies, assuming the school district's share of the total local tax rate for all taxing jurisdictions remained the same, is $103,022;

(4) Estimated amount of tax increment attributable to county levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to county levies, assuming the county's share of the total local tax rate for all taxing jurisdictions remained the same, is $229,144;

(5) Additional information requested by the county or school district. The City is not aware of any standard questions in a county or school district written policy regarding tax increment districts and impact on county or school district services. The county or school district must request additional information pursuant to *M.S., Section 469.175 Subd. 2(b)* within 15 days after receipt of the tax increment financing plan.

No requests for additional information from the county or school district regarding the proposed development for the District have been received.

SUPPORTING DOCUMENTATION

Pursuant to *M.S., Section 469.175, Subd. 1 (a), clause 7* this TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S., Section 469.175, Subd. 3, clause (b)(2)* and the findings are required in the resolution approving the District.

(i) In making said determination, reliance has been placed upon (1) written representation made by the Developer to such effects, (2) review of the Developer's pro forma; and (3) City staff awareness of the feasibility of developing the project site within the District, which is further outlined in the City Council resolution approving the establishment of the District and Appendix D.

(ii) A comparative analysis of estimated market value both with and without establishment of the District and the use of tax increments has been performed. Such analysis is included with the cashflow in Appendix C and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the District and the use of tax increments.

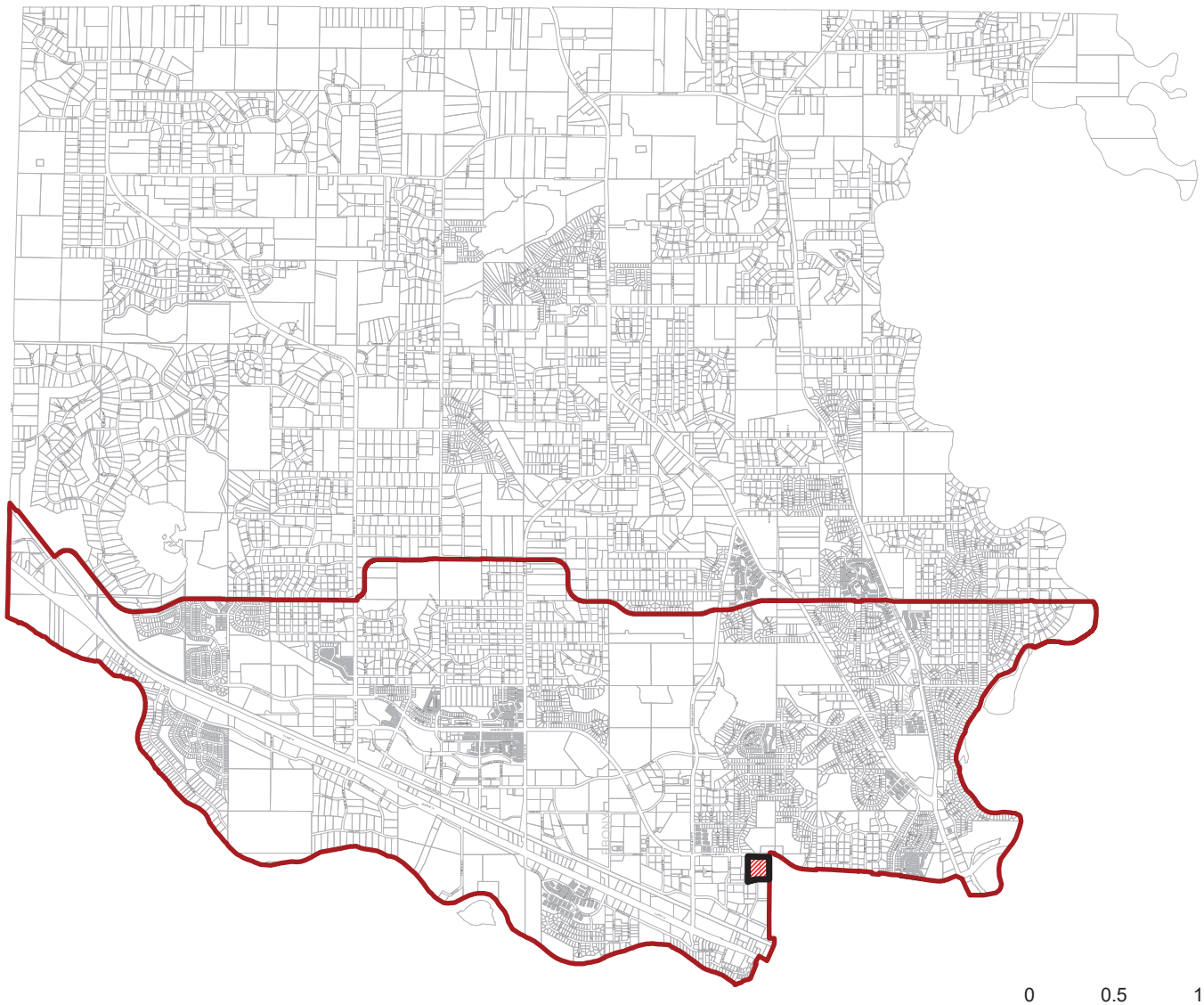
DISTRICT ADMINISTRATION

Administration of the District will be handled by the Economic Development Manager.

Appendix A: Project Description

Zero Zone currently operates a facility in the City of Ramsey. The company is a manufacturer of high-performance refrigeration systems for the perishable food market, ice arenas, and other commercial and industrial applications. In order to meet significant increases in future customer demand, Zero Zone is expanding its existing facility by 55,000 sq. ft. The expanded facility will bring an additional 55-70 new jobs with starting wages exceeding $21.00 per hour.

Appendix B: Map of Development District No. 1 and the TIF District



City of RAMSEY

TIF District 19

Legend

- Development District #1
- Proposed TIF District No. 19

Site to be platted as:
Lot 1, Block 1, Zero Zone Addition

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
September 4, 2025
Lampert Conformal Conic Projection
I:GIS\Users\Tim\TIF_ZZ

This map has been compiled using information gathered from various governmental offices and other sources and is to be used for reference purposes only. It is neither a legally recorded map nor a survey and is not intended for use as one. The Geographic Information System (GIS) data used to develop this map is not warranted by the City as being error-free.

The City does not represent that the GIS data can be used for exact measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found, please contact (763) 427-1410.

The City of Ramsey disclaims any responsibility for or liability for the accuracy of the information at any point of initial contact with a GIS to which the public has general access. The preceding disclaimer is provided pursuant to Minnesota Statute 466.03, Subd. 21 (2000), and the user of this map acknowledges that the City of Ramsey is immune from any and all claims brought by User, its

Appendix C: Estimated Cash Flow for the District

Zero Zone Refrigeration

City of Ramsey, MN

55,000 sq. ft. Expansion

ASSUMPTIONS AND RATES

DistrictType:	**Economic Development**	
District Name/Number:		
County District #:		
First Year Construction or Inflation on Value	**2026**	
Existing District - Specify No. Years Remaining		
Inflation Rate - Every Year:	**3.00%**	
Interest Rate:	**5.00%**	
Present Value Date:	**1-Aug-27**	
First Period Ending	1-Feb-28	
Tax Year District was Certified:	**Pay 2026**	
Cashflow Assumes First Tax Increment For Development:	2028	
Years of Tax Increment	9	
Assumes Last Year of Tax Increment	2036	
Fiscal Disparities Election [Outside (A), Inside (B), or NA]	**Inside(B)**	
Incremental or Total Fiscal Disparities	**Incremental**	
Fiscal Disparities Contribution Ratio	38.3491%	Pay 2025
Fiscal Disparities Metro-Wide Tax Rate	123.8880%	Pay 2025
Maximum/Frozen Local Tax Rate:	93.647%	Pay 2025
Current Local Tax Rate: (Use lesser of Current or Max.)	93.647%	Pay 2025
State-wide Tax Rate (Comm./Ind. only used for total taxes)	28.8570%	Pay 2025
Market Value Tax Rate (Used for total taxes)	0.19635%	Pay 2025

Tax Rates

Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First	$150,000	1.50%
Over	$150,000	2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First	$100,000	0.25%
Over	$100,000	0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First	$500,000	1.00%
Over	$500,000	1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First	$500,000	1.00%
Over	$500,000	1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map ID	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
1	35-32-25-21-0031	Zero Zone	6151 140th Ave NW	1,225,400	5,398,500	6,623,900	100%	6,623,900	Pay 2026	C/I Pref.	131,728	C/I Pref.	131,728	1
2	35-32-25-21-0032	Zero Zone	Unassigned	100	0	100	100%	100	Pay 2026	C/I Pref.	2	C/I	2	
3	35-32-25-21-0012	Zero Zone	Unassigned	843,300	0	843,300	100%	843,300	Pay 2026	C/I Pref.	16,116	C/I	16,866	
				2,068,800	**5,398,500**	**7,467,300**		**7,467,300**			**147,846**		**148,596**	

Note:

1. **Base values are for pay 2025 based on review of County website on 7-9-25.**
2. **Located in SD #11, WS - Lower Rum River (Tax District: 98 - 630111)**

Zero Zone Refrigeration

City of Ramsey, MN
55,000 sq. ft. Expansion

EHLERS
PUBLIC FINANCE ADVISORS

PROJECT INFORMATION (Project Tax Capacity)

Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2026	Percentage Completed 2027	Percentage Completed 2028	Percentage Completed 2029	First Year Full Taxes Payable
Total Value	Industrial	12,689,700	12,689,700	1	12,689,700	C/I Pref.	253,044	253,044	100%	100%	100%	100%	2028
TOTAL					12,689,700		253,044						
Subtotal Residential				0	0		0						
Subtotal Commercial/Ind.				1	12,689,700		253,044						

Note:

1. Market values are based upon estimates from the County Assessor.

TAX CALCULATIONS

New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Industrial	253,044	97,040	156,004	146,093	120,221	72,372	24,916	363,602	363,601.86
TOTAL	253,044	97,040	156,004	146,093	120,221	72,372	24,916	363,602	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

2. If tax increment in received in 2027, then the district will be one year shorter.

WHAT IS EXCLUDED FROM TIF?

Total Property Taxes	**363,602**
less State-wide Taxes	**(72,372)**
less Fiscal Disp. Adj.	**(120,221)**
less Market Value Taxes	**(24,916)**
less Base Value Taxes	**(85,791)**
Annual Gross TIF	**60,302**

MARKET VALUE BUT / FOR ANALYSIS

Current Market Value - Est.	7,467,300
New Market Value - Est.	12,689,700
Difference	5,222,400
Present Value of Tax Increment	542,787
Difference	4,679,613
Value likely to occur without Tax Increment is less than:	**4,679,613**

EHLERS
PUBLIC FINANCE ADVISORS

Zero Zone Refrigeration

City of Ramsey, MN

55,000 sq. ft. Expansion

TAX INCREMENT CASH FLOW

% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
							-	-	-	-				02/01/28
100%	253,044	(148,596)	(40,055)	64,393	93.647%	60,302	30,151	(109)	(3,004)	27,038	25,735	0.5	2028	08/01/28
							30,151	(109)	(3,004)	27,038	50,843	1	2028	02/01/29
100%	260,635	(148,596)	(42,966)	69,073	93.647%	64,685	32,343	(116)	(3,223)	29,003	77,119	1.5	2029	08/01/29
							32,343	(116)	(3,223)	29,003	102,754	2	2029	02/01/30
100%	268,454	(148,596)	(45,965)	73,894	93.647%	69,199	34,600	(125)	(3,448)	31,028	129,509	2.5	2030	08/01/30
							34,600	(125)	(3,448)	31,028	155,611	3	2030	02/01/31
100%	276,508	(148,596)	(49,053)	78,859	93.647%	73,849	36,924	(133)	(3,679)	33,112	182,788	3.5	2031	08/01/31
							36,924	(133)	(3,679)	33,112	209,302	4	2031	02/01/32
100%	284,803	(148,596)	(52,234)	83,973	93.647%	78,638	39,319	(142)	(3,918)	35,260	236,847	4.5	2032	08/01/32
							39,319	(142)	(3,918)	35,260	263,720	5	2032	02/01/33
100%	293,347	(148,596)	(55,511)	89,241	93.647%	83,571	41,786	(150)	(4,164)	37,472	291,582	5.5	2033	08/01/33
							41,786	(150)	(4,164)	37,472	318,765	6	2033	02/01/34
100%	302,148	(148,596)	(58,886)	94,666	93.647%	88,652	44,326	(160)	(4,417)	39,750	346,897	6.5	2034	08/01/34
							44,326	(160)	(4,417)	39,750	374,343	7	2034	02/01/35
100%	311,212	(148,596)	(62,362)	100,254	93.647%	93,885	46,943	(169)	(4,677)	42,096	402,700	7.5	2035	08/01/35
							46,943	(169)	(4,677)	42,096	430,365	8	2035	02/01/36
100%	320,549	(148,596)	(65,942)	106,010	93.647%	99,275	49,638	(179)	(4,946)	44,513	458,906	8.5	2036	08/01/36
							49,638	(179)	(4,946)	44,513	486,750	9	2036	02/01/37
	Total						**712,057**	**(2,563)**	**(70,949)**	**638,545**				
	Present Value From	**08/01/2027**		**Present Value Rate**	**5.00%**		**542,787**	**(1,954)**	**(54,083)**	**486,750**				

Appendix D: Findings Including But/For Qualifications

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Tax Increment Financing District No. 19 (Zero Zone) as required pursuant to *Minnesota Statutes* (*M.S.), Section 469.175, Subd. 3* are as follows:

1. *Finding that Tax Increment Financing District No. 19 (Zero Zone) is an economic development district as defined in M.S., Section 469.174, Subd. 12.*

   Tax Increment Financing District No. 19 (Zero Zone) is a contiguous geographic area within the City's Development District No. 1, delineated in the TIF Plan, for the purpose of financing economic development in the City through the use of tax increment. The District is in the public interest because it will facilitate the expansion of Zero Zone's manufacturing facility in the City which will increase employment in the State and preserve and enhance the tax base of the State.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 19 (Zero Zone) permitted by the TIF Plan.*

   The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: This finding is supported by the fact that the development proposed in this plan is an expansion of a manufacturing facility that meets the City's objectives for economic development. The cost of land acquisition, and related site improvements necessary to maximize development potential, makes development of the facility infeasible without City assistance. The business was asked for and provided project cost detail and out of state alternative investment options as justification that the developer would not have gone forward without tax increment assistance.

   The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed

development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan: The City supported this finding on the grounds that the project includes expansion of a facility within Ramsey that could be developed in another state. The City reasonably determines that no other development of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

Therefore, the City concludes as follows:

a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is $0.

b. If the proposed development occurs, the total increase in market value will be $5,222,400 (see Appendix C of the TIF Plan)

c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be $542,787 (see Appendix C of the TIF Plan).

d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than $4,679,613 (the amount in clause b less the amount in clause c) without tax increment assistance.

3. *Finding that the TIF Plan for Tax Increment Financing District No. 19 (Zero Zone) conforms to the general plan for the development or redevelopment of the municipality as a whole.*

   The City Council reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 19 (Zero Zone) will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of Development District No. 1 by private enterprise.*

   The project to be assisted by the District will result in increased employment in the City and the State of Minnesota, increased tax base of the State, and add a high-quality development to the City. Further, the assistance will ensure the company does not invest in an alternative facility this is not located with the State.

STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT

Minnesota Investment Fund
Grant Number: CDAP-25-0007-H-FY26
Grant Amount: $350,000.00

This Grant Contract Agreement is between the State of Minnesota, acting through the Department of Employment and Economic Development ("State") and the City of Ramsey 7550 Sunwood Drive NW, Ramsey, MN 55303 ("Grantee").

Recitals

1. Under Minnesota Statutes §§ 116J.993 through 116J.995 which established the guidelines for providing business subsidies, and 116J.8731, which established the Minnesota Investment Fund, the State is empowered to enter into this Grant Contract Agreement.
2. The State is in need of local government to administer financial assistance to eligible projects in accordance with Minnesota Statutes § 116J.8731 Minnesota Investment Fund; Minnesota Rules Chapter 4300; and policies and procedures developed by the State.
3. The work anticipated to be performed for the Borrower's Project is not geographically dependent. It therefore could have been located at any number of locations either within or outside of the State of Minnesota. The subsidy has been provided to enhance the financial attractiveness and financial feasibility of locating or retaining the Borrower's operations in the Jurisdiction, rather than at some other location.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Contract Agreement to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this Grant Contract Agreement.
5. The Grantee and State are entering into this Grant Contract Agreement for public purposes that include the creation or retention of jobs that pay quality wages, the enhancement of economic growth in the State of Minnesota and the expansion of the tax base of the local community where the business will locate or expand.

Defined Terms

Defined terms. As used in this Grant Contract Agreement, the following terms shall have the meanings set out respectively after such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined), unless the context specifically indicates otherwise:

"Application" means the Grantee's application to the State for a Minnesota Investment Fund award for the purpose of providing a loan to Zero Zone Refrigeration, LLC ("Borrower").

"Benefit Date" means the date equipment financed through a Minnesota Investment Fund loan is fully operational **OR** the date a building certificate of occupancy is issued for real property financed through a Minnesota Investment Fund loan as defined in Section 1.2 of the **Term of Grant Contract Agreement** on page two of this Grant Contract Agreement.

"Compliance Date" is the date two years from the Benefit Date at which job creation and wage goals by the Borrower must be completed.

"Full-Time Equivalent (FTE)" is one or more people working a sum of 2,080 hours in a calendar year.

"Loan Agreement" is a document between the Grantee and Borrower defining the terms and conditions of

the loan.

1 Term of Grant Contract Agreement

1.1 Effective Date:

October 14, 2025, or the date the State obtains all required signatures, whichever is later.

Per Minnesota Statutes § 16B.98, Subd. 5, the Grantee must not begin work until this Grant Contract Agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.

Per Minnesota Statutes § 16B.98 Subd. 7, no payments will be made to the Grantee until this Grant Contract Agreement is fully executed.

1.2 Benefit Date:

October 15, 2026

1.3 Compliance Date:

October 15, 2028

1.4 Expiration Date:

January 2, 2029, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.5 Survival of Terms.

The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Specifications, Duties and Scope of Work

The parties will perform the services outlined in Exhibit A: Specifications, Duties, and Scope of Work.

3 Time

The Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

4 Consideration and Terms of Payment

4.1 Compensation. The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed $350,000, which shall be paid in accordance with the terms outlined in Exhibit B: Approved Budget, which is attached and incorporated into this Grant Contract Agreement.

4.2 Administrative Costs. Grantee administrative costs must be necessary and reasonable and will not exceed $0.00.

4.3 Travel Expenses. Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee because of this Grant Contract Agreement will not exceed $0.00. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current Commissioner's Plan promulgated by the Commissioner of Minnesota Management and Budget.

4.4 Payments.

A. Requests for Reimbursement.
The State will disburse funds to the Grantee pursuant to this Grant Contract Agreement, based upon payment requests for reimbursement submitted by the Grantee and reviewed and approved by the State. All funds must be disbursed within a twelve-month period of the Initial Disbursement Date as defined in the Loan Agreement with a maximum of three disbursements. Payment requests for reimbursement must be accompanied by supporting invoices that relate to the activities in the approved budget and the documentation detailed in Section B below. The State will provide payment request forms for reimbursement.

If the Grantee has received invoices from the Borrower for expenditures made after Effective Date of this Grant Contract Agreement but before the grant is closed or until all funds are disbursed, whichever is earlier, the Grantee shall submit those invoices to the State for review and approval no later than 25 days after the end date of the state fiscal year of June 30th. To ensure that all funds are drawn down by the Expiration Date of the Grant Contract Agreement, all Grantee payment requests for reimbursement must be received by the State at least 30 days prior to the Expiration Date.

B. Documentation

The following information must be submitted and approved by the State before funds will be released:

(1) Loan Documents
Minnesota Investment Fund Loan Agreement, promissory note, amortization schedule, corporate guaranty of Zero Zone, Inc. and evidence of security filings, (security agreement with UCC filing).

(2) Lender Documents
Documentation that participating lenders and or equity injections have closed on their financing:

(a) Promissory note for $10,290,000 from US Bank.
(b) Evidence from city of Ramsey TIF in the amount of $360,000.

(3) Invoices
Invoices or other documentation as approved by DEED Loan Officer for $350,000 MIF reimbursement costs and $350,000 in matching costs. Third party verification of additional leverage costs for project expenses identified in the budget above in the amount of $10,300,000 will be required at or prior to the Compliance Date.

(4) Eligible Costs
Eligible costs include the costs identified in the budget above that are incurred during the Grant Contract Agreement period for equipment or real estate in the corporate boundaries of the Grantee.

4.5 **Unexpended Funds.** The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

5 Conditions of Payment

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Contracting and Bidding Requirements

The Grantee is required to comply with Minnesota Statutes § 471.345, Uniform Municipal Contracting Law.

6.1 Prevailing wage rates are required to be paid on an economic development project site if that project receives or will be receiving state financial assistance in the form of a grant where a single business receives $200,000 or more of the grant proceeds, a loan or the guaranty or purchase of a loan if a single business receives $500,000 or more of the loan proceeds, or certain tax incentives, per Minnesota Statutes § 116J.871. For economic development projects subject to the prevailing wage requirements in Minnesota Statutes § 116J.871, Grantee must ensure that Grantee and all contractors and subcontractors comply with applicable prevailing wage requirements including submitting all required certified payroll records, as described in the attached "Prevailing Wage Certification – Minnesota Statutes § 116J.871", to the following email address: wagedata.deed@state.mn.us.

6.2 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: Suspended and Debarred Vendors, Minnesota Office of State Procurement.

6.3 The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

7 Authorized Representative

7.1 The State's Authorized Representative is Kipp Woxland, Economic Development Specialist, kipp.woxland@state.mn.us 180 E 5th Street, St. Paul, MN 55101, 651-259-7690, or their successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2 The Grantee's Authorized Representative is, Sean Sullivan, Economic Development Manager, ssullivan@cityoframsey.com, 7550 Sunwood Drive NW Ramsey, MN 55303, 763-433-9868 or their successor. If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the state.

7.3 The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

8.1 Assignment

The Grantee may neither assign nor transfer any rights or obligations under this Grant Contract Agreement without the prior consent of the State and a fully executed agreement, executed and approved by the authorized parties or their successors.

8.2 Amendments

Any amendment to this Grant Contract Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Contract Agreement, or their successors.

8.3 Waiver

If the State fails to enforce any provision of this Grant Contract Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Contract Agreement Complete

This Grant Contract Agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Contract Agreement, whether written or oral, may be used to bind either party.**Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Contract Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Contract Agreement.

10 State Audits

Under Minnesota Statutes § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Contract Agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Grant Contract Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

11 Government Data Practices and Intellectual Property Rights

11.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Grant Contract Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Contract Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State**.**

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11.2 Intellectual Property Rights. The Grantee represents and warrants that Grantee's intellectual property used in the performance of this Grant Contract Agreement does not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of Grantee's intellectual property used in the performance of

this Grant Contract Agreement infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing intellectual property as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

12 Workers Compensation

The Grantee certifies that it is in compliance with Minnesota Statutes § 176.181, Subd. 2,, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13 Governing Law, Jurisdiction, and Venue

Venue for all legal proceedings out of this Grant Contract Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State.

A. Without Cause.
The State may terminate this Grant Contract Agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed**.**

B. With Cause.

The State may immediately terminate this Grant Contract Agreement if the State finds that there has been a failure to comply with the provisions of this Grant Contract Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.2 Termination by The Commissioner of Administration.

The Commissioner of Administration may immediately and unilaterally cancel this Grant Contract Agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 Termination for Insufficient Funding.

The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement.

Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

15 Publicity and Endorsement

15.1 Publicity

Any publicity regarding the subject matter of this Grant Contract Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Contract Agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

15.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

16 Data Disclosure

Under Minnesota Statutes § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

Exhibits

The following Exhibits are attached and incorporated into this Grant Contract Agreement. In the event of a conflict between the terms of this Grant Contract Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Contract Agreement, and then in the following order:

Exhibit A: Specifications, Duties, and Scope of Work

Exhibit B: Budget

Exhibit C: Other Provisions

Exhibit D: Prevailing Wage Certification (if applicable)

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15

Print Name:_____

Signature:_____

Title: Date:_____

SWIFT Contract/PO No(s)._____

2. GRANTEE

With delegated authority

Print Name: Brian Hagen

Signature:_____

Title: City Administrator

Date:_____

Print Name: Ryan Heineman

Signature:_____

Title: Mayor

Date:_____

3. STATE AGENCY

With delegated authority

Print Name:_____

Signature:_____

Title: Date:_____

Distribution:

Agency
Grantee
State's Authorized Representative

EXHIBIT A
Specifications, Duties, and Scope of Work

The Grantee, who is not a state employee, will:

1 Administer the project in accordance with the requirements of the Minnesota Investment Fund Program, Minn. Stat. § 116J.8731; Minn. Rules, Chapter 4300; and policies and procedures developed by the State.

2 Enter into a Loan Agreement with the Borrower for $350,000, ("loan") and assure the following conditions are included in such Loan Agreement:

2.1 Conditions

(a) Loan Term: 7 years

(b) Interest Rate: 0%

(c) Collateral: as defined in the Security Agreement, Exhibit A and Loan Agreement Exhibit B

(d) The corporate guaranty of Zero Zone, Inc. is required.

2.2 Job Creation and Wages

(a) As of the project award date, the Borrower identified 179 full time equivalent (FTE) base jobs that must be maintained through the Compliance Date. If necessary, base job number will be amended following the Effective Date to account for fluctuation during Grant Contract Agreement processing periods.

(b) The Borrower will create an additional fifty-five (55) permanent non-contract FTE jobs between the Effective Date and the Compliance Date. Each job created may be included in only one "wage bracket" as stated below:

(i) Forty-one (41) paying at least $21.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $5,115, per job created in this wage bracket not to exceed $209,715 in total, and repayable loan proceeds in the amount of $852 per job created in this wage bracket not to exceed $34,943 in total;

(ii) Six (6) paying at least $23.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $5,966 per job created in this wage bracket not to exceed $35,765 in total, and repayable loan proceeds in the amount of $994 per job created in this wage bracket not to exceed $5,966 in total;

(iii) Eight (8) paying at least $32.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $6,815 per job created in this wage bracket not to exceed $54,520 in total, and repayable loan proceeds in the amount of $1,136 per job created in this wage bracket not to exceed $9,091 in total;

(iv) In no case shall the total amount of the loan exceed the total obligation listed in Section 4.1(c) of the Grant Contract Agreement.

(c) All jobs created through the Compliance Date must pay at least $17.00 per hour, including Benefits, on the Compliance Date. Benefits are defined as one or more of the following: health, dental, life and disability insurance, retirement program and profit sharing paid by the Borrower.

(d) If the Borrower fails to meet the job creation and wage goal level commitments on the Compliance Date, the Grantee may, after approval by the State and after holding a public hearing, extend the Compliance Date for up to one year. If the Borrower fails to meet the job creation goal and wage level commitment by the revised Compliance Date, the award amount shall be reduced proportionally on a per job basis, and the Borrower will be required to repay the Grantee all or a proportional share of the loan funds on an accelerated term. If the Borrower is required to repay a proportional share, the amount shall be determined based upon the "wage bracket" values defined in Section 2.2(b). Forgivable loan proceeds are required to be repaid first. The Grantee will then also be required to return to the State all or a proportional share of the loan funds. The interest rate on the "accelerated" portion of the loan shall increase as defined in the Promissory Note.

(e) In the event that no jobs are created by the Borrower by the revised Compliance Date, or all jobs created do not meet the commitment noted in 2.2(c), the Grantee will be required to return all loan funds to the State on an accelerated basis.

2.3 Loan Forgiveness

If the job creation goals and wage level commitments detailed in Section 2.2 in Exhibit A of this Grant Contract Agreement are met on the Compliance Date, $300,000 of the loan will be forgiven. $50,000 of the loan will be repaid to the Grantee under Section 4 of this Exhibit A. If job creation goals and wage level commitments are partially met, forgiveness and repayment will be prorated.

3 Require the Grantee's attorney to review the loan agreement, promissory note, security agreement, mortgage, guaranty and/or other documents, if any, considered necessary to secure the loan to ensure they are valid, binding, and enforceable.

4 If applicable, retain 40% of each principal and interest payment made by the Borrower, up to $100,000. Repay to the State 60% of each principal and interest payment made by the Borrower until the Grantee has received $100,000 in repayments. Once the Grantee has received $100,000 in repayments, the Grantee will repay the State 100% of every payment on the loan until paid in full. In the event the loan is not paid in full or job and wage goals in Section 2.2 are not met, principal and interest the Grantee retains will be reduced proportionally and returned to the State.

5 For any portion of the loan which is repayable under the Loan Agreement, or which becomes repayable pursuant to Section 2.2(d) or (e) of this Exhibit A, the Grantee shall make all reasonable effort, in consultation with the State, to collect the repayable portion of the loan. If, after all reasonable effort has been made to collect, the Borrower continues to owe any repayable portion of the loan, the Grantee will have no obligation to repay the loan to the State from the Grantee's own funds, notwithstanding any funds owing under Section 4 of this Exhibit A. The Grantee shall continue to be obligated to remit to the State any loan funds that may be recovered from the Borrower in the future.

6 The Grantee will establish and maintain a revolving loan fund (RLF) consistent with Minn. Stat. §116J.8731 Minnesota Investment Fund; Minnesota Rules Chapter 4300; and policies and procedures developed by the State and the State RLF Guidelines published by DEED. The Grantee must retain

financial control and decision-making authority regarding the use of repayments from the loan. Upon approval by the State, the Grantee may loan or grant money from its RLF to a regional development commission, or other regional entity, or statewide community capital fund to capitalize or to provide the local match required for capitalization of a regional or statewide RLF.

7 Reporting Requirements

7.1 Minnesota Investment Fund Annual Progress Reports

(a) Submit to the State annual progress reports on forms provided by the State until the project goals have been met or until the Compliance Date, whichever is later. These reports must be submitted January 25th of each year for the period ending December 31, for as long as the project remains open. A final Progress Report is required within 25 days of the Compliance Date.

(i) June 25, 2026, for the period ending December 31, 2025.
(ii) January 25, 2027, for the period ending December 31, 2026.
(iii) January 25, 2028, for the period ending December 31, 2027.
(iv) Twenty-five days after the Compliance Date.

(b) Funds will not be disbursed on any Grant with past due progress reports per OGM Policy 08-09.

(c) The final report must be submitted no later than 25 days after the Compliance Date.

(d) The State, at its discretion, may require the submittal of additional progress reports.

(e) Information required in these reports may include, but is not limited to the following:

- Permanent jobs created
- Hourly base wage
- Date of hire
- Job titles
- Hourly value of benefits
- Benefits provided
- Project expenditures
- Status of project
- Status of payments
- Payroll report

7.2 Minnesota Business Assistance Form (MBAF) Reports

Submit to the MN Department of Employment and Economic Development, Office of Economic Analysis, no later than April 1st of each year until the project goals have been met, but not less than two years.

8 Keep financial records, including properly executed contracts, invoices, receipts, vouchers and other documents sufficient to evidence in proper detail the nature and propriety of the expenditures made pursuant to this Grant Contract Agreement for a period of six years. Accounting methods must be in accordance with generally accepted accounting principles.

9 Complete the project in accordance with the approved budget within the time frames specified in this Grant Contract Agreement.

10 Promptly notify the State of any proposed material change in the scope of the project, budget, or completion date, which must be approved by the State, prior to implementation.

11 Have on file the necessary documentations to show that all project funds have been used for the items stated in the application.

Exhibit B
Budget

Use of Funds	MIF	Bank	Equity	City	Other	Total
Property Acquisition						$0
Site Improvement		$520,000		$360,000		$880,000
Building Renovation						$0
Construction		$7,470,000				$7,470,000
Machinery & Equip.	$350,000	$2,300,000				$2,650,000
Roads						$0
Water						$0
Sewer (Sanitation)						$0
Other (Specify)						$0
Total	$350,000	$10,290,000	$0	$360,000	$0	$11,000,000

Exhibit C
Other Provisions

1 Conflicts of Interest

The State will take steps to prevent individual and organizational conflicts of interest in reference to Grantees per Minnesota Statutes §16B.98 and Department of Administration, Office of Grants Management, Policy Number 08-01 Conflict of Interest Policy for State Grant-Making (Current Policies tab). When a conflict of interest concerning State grant-making is suspected, disclosed or discovered, transparency shall be the guiding principle in addressing it.

In cases where a potential or actual individual or organizational conflict of interest is suspected, disclosed, or discovered by the Grantee throughout the life of the Grant Contract Agreement, they must immediately notify the State for appropriate action steps to be taken, as defined above.

The Grantee must complete a Conflict-of-Interest Disclosure Form.

2 Successors and Assignees

This Grant Contract Agreement shall be binding upon any successors or assignees of the parties.

3 Minnesota Business Subsidy Law

This Grant Contract Agreement must comply with the Minnesota Business Subsidy Law, Minnesota Statutes §§ 116J.993 through 116J.995 as applicable.

4 Job Listing Agreements

Minnesota Statutes § 116L.66, subd.1, requires a business or private enterprise to list any vacant or new positions with the state workforce center if it receives $200,000 or more a year in grants from the State. If applicable, the business or private enterprise shall list any job vacancy in its personnel complement with MinnesotaWorks.net at www.minnesotaworks.net as soon as it occurs.

5 Reporting Requirements

The Grantee must submit to the State annual reports on the use of grant funds and the progress of the Project covering January 1 through December 31 of each year. Each annual report must be received by the State no later than January 25 of each year. The annual report must identify specific Project goals listed in the application and quantitatively and qualitatively measure the progress of such goals. Grant payments shall not be made on grants, or subsequent grant awards made to the Grantee, with past due reports. In addition, the Grantee shall submit a final annual report. The State will provide annual reporting form.

6 Monitoring and Corrective Action

Grantee agrees to permit monitoring by the State to determine Grant Contract Agreement performance and compliance with Grant Contract Agreement provisions. Grantee further agrees to cooperate with the State in performing and completing such monitoring activities and Grantee agrees to implement and comply with such remedial action as is proposed by the State. Grantee must provide any financial records, timesheets or other supporting documentation, upon the request of the State.

EMPLOYMENT AND ECONOMIC DEVELOPMENT

September 19, 2025

Phil Peterson
Operations Excellence Manager
Zero Zone Refrigeration LLC
6151 140th Ave. NW
Ramsey, MN 55303

Dear Phil:

I am pleased to inform you that Zero Zone Refrigeration LLC's application for Job Creation Fund designation is approved. As outlined in the application, Zero Zone Refrigeration LLC is expected to have $8,240,000 in eligible capital expenditures and create 55 new jobs in Ramsey. Based on those and other factors, the Department of Employment and Economic Development will provide up to $450,000 in a Job Creation Fund award to Zero Zone Refrigeration LLC, consisting of up to $225,000 in a job creation allotment and $225,000 in a capital investment rebate. The contract will have a five (5) year term. To facilitate the timely delivery of this assistance, all contracts and agreements associated with this financing must be completed within 120 days from the date of this letter or the award may be rescinded.

A business subsidy agreement, which includes a provision regarding prevailing wage, is being prepared by the Economic Development & Research Division staff. Please note that no project expenditures or job creation that occurs prior to execution of the business subsidy agreement by all parties will be eligible for rebate or count toward job creation requirements. Staff will also provide you with additional information on performance goals, reporting and requesting funds. For additional information, contact Tom Washa, Program Administrator, at 651-259-7483.

Thank you for your investment and job creation in Minnesota. We are excited about your expansion and look forward to your long-term success.

Regards,

Matt Varilek
Commissioner

CC: Senator Cal Bahr
Representative Harry Niska
Sean Sullivan, Economic Development Manager, City of Ramsey

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

Public Hearing: Adopt Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone Refrigeration, LLC)

Purpose/Background:

The purpose of this case is to conduct a required Public Hearing relating to the submittal of a MIF Application and Approval of the MIF Grant Contract Agreement for Zero Zone Refrigeration. Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone) is being presented to the City Council for consideration. Staff has been working with Zero Zone Refrigeration and DEED to complete the $350,000 Grant application to assist Zero Zone with its 55-58,000 SF expansion. The MIF Application has been reviewed by DEED and a draft Grant Contract awarding the $350,000 MIF loan is attached to this case for City Council review and approval. $300,000 of the loan is forgivable as long as the 55-58,000 SF building project is completed and 55 full-time jobs paying a wage of at least $21.00/hr are created onsite by January 2, 2029. A separate, $50,000, 5-7 year, 0 percent interest non-forgivable loan from MIF Funds will be executed with Zero Zone Refrigeration, LLC at a later date once the project commences. The payments received from this loan by the City will be added to the City RLF for future use. The EDA has reviewed the MIF Contract and recommends City Council approval.

Notification:

The Public Hearing has been properly noticed in the Anoka Union Herald on September 26, 2025. A copy of the Public Hearing notice is attached to this case.

Time Frame/Observations/Alternatives:

This Public Hearing is required to formally approve the MIF Application and Final Grant Contract Agreement. Resolution #25-241, presented for consideration, is similar to Resolution #25-204, but it further identifies the final award amounts approved by the state and acknowledges the Public Hearing to be held on October 14th. Key details and requirements for Zero Zone Refrigeration LLC to be considered in the Public Hearing include:

Project - 55-58,000 SF Manufacturing Building Expansion
Project Cost - 11M
MIF Loan Amount - $350,000 ($300,000 forgivable, $50,000 0% Interest Loan)
Job Creation - Full time 55 jobs to be created
Minimum Wage Requirement - All 55 FT jobs will have wages of at least $21.00/hour.
Security / Loan Agreement to be drafted by DEED

Alternatives:

1) Adopt Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone Refrigeration, LLC) (as presented); subject to City Attorney review.
2) Adopt Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone Refrigeration, LLC) (with changes); subject to City Attorney review.
3) Something Else

Funding Source:

$350,000 in Minnesota Investment Fund (MIF) (DEED)

Recommendation:

The EDA met on October 9th and recommended that the City Council approve the $350,000 MIF loan and Grant Contract Agreement

Outcome/Action:

Motion to Adopt Resolution #25-241 Approving Minnesota Investment Fund (MIF) Grant Contract Agreement (Zero Zone Refrigeration, LLC) (as presented); subject to City Attorney review.

Attachments

Site Location Map

ACTION - Resolution #25-241

ACTION - MIF Grant Contract - Final

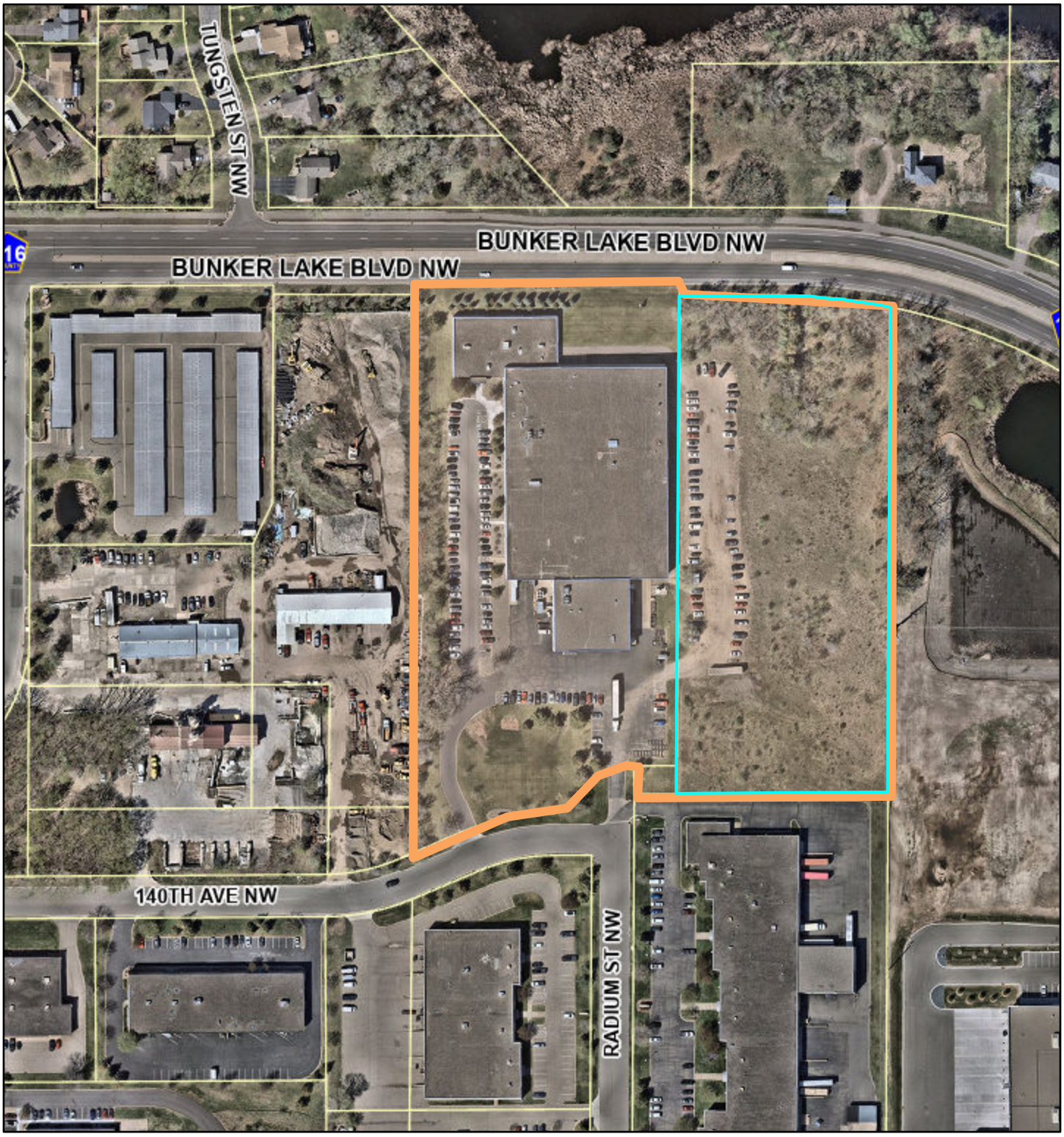
Public Hearing Notice (MIF)

Reference - Resolution #25-204 (MIF)

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:33 PM
Form Started By: Sean Sullivan		Started On: 10/06/2025 02:32 PM
Final Approval Date: 10/09/2025		

Site Location Map - Zero Zone



8/6/2025, 8:38:12 AM

1:2,400

0 112.5 225 450 ft

0 30 60 120 m

Sean Sullivan

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION #25-241

RESOLUTION APPROVING MINNESOTA INVESTMENT FUND (MIF) GRANT CONTRACT FOR ZERO ZONE REFRIGERATION LLC

WHEREAS, Zero Zone Refrigeration, LLC (the "Developer") has requested the City of Ramsey, Minnesota (the "City") to assist with the financing of certain costs to be incurred in connection with the construction of an approximately 55-58,000 square foot manufacturing/office project located in the City (the "Project"); and

WHEREAS, the Developer requested $360,000 in Tax Increment Financing in the form of a 6% interest bearing Pay-Go TIF Note and additional financial assistance from the Minnesota Investment Fund (MIF) ($350,000) and Job Creation Fund (JCF)($450,000); and

WHEREAS, the City of Ramsey, Minnesota (the "City"), desires to assist Zero Zone Refrigeration, LLC, a limited liability company, which is proposing to construct a facility in the City; and,

WHEREAS, that the City of Ramsey acted as the legal sponsor for the project contained in the Minnesota Investment Fund Application submitted on or about August 28, 2025 and that Mayor and City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Ramsey and to execute all documents necessary to obtain the MIF And JCF financing; and,

WHEREAS, that the City of Ramsey has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to administer the proposed project; and,

WHEREAS, that the City of Ramsey has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.; and,

WHEREAS, the Developer worked with City Staff to submit both MIF and JCF applications and the Minnesota Department of Employment and Economic Development (DEED) has approved $350,000 in MIF and $450,000 in JCF funding for the Project; and

WHEREAS, that upon approval of its application by the State, City of Ramsey may enter into a MIF Grant Contract with the State of Minnesota, in the amount of $350,000 for the approved Project, and that City of Ramsey certifies that it will comply with all applicable laws, statutes, regulations and rules as stated in the Grant Contract and described in the Project Compliance Certification of the Application.; and,

WHEREAS, that the City of Ramsey and Ehler's has completed financial analysis on the

project and has reviewed credit reports and credit information on Zero Zone Refrigeration, LLC. Upon full review by the City of Ramsey and Ehlers it has been determined that no adverse findings or concerns regarding, but not limited to, tax liens, judgments, court actions, and filings with state, federal and other regulatory agencies were identified. Failure to disclose any such adverse information could result in revocation or other legal action; and,

WHEREAS, the City of Ramsey held a Public Hearing, to consider approval of the MIF Grant Contract and related items on October 14, 2025.

WHEREAS, The EDA met on August 14, 2025 and October 9, 2025 and unanimously recommended that the City Council Approve a $360,000 6% interest bearing TIF Note and a requirement for the Developer to create 55 Jobs with a minimum wage of at least $21.00 / hour and is supportive of applications to MIF ($350,000) and JCF ($450,000).

WHEREAS, Zero Zone Refrigeration LLC is active and in good standing with the Minnesota Secretary of State Office as of October 9, 2025

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

1. that the Mayor and City Administrator, or their successors in office, are hereby authorized to execute the $350,000 MIF Grant Contract and amendments and Security Agreements, thereto, as are necessary to implement the project on behalf of the City of Ramsey; subject to City Attorney review.

The motion for 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 14th day of October, 2025.

Mayor

ATTEST:

City Clerk

STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT

Minnesota Investment Fund
Grant Number: CDAP-25-0007-H-FY26
Grant Amount: $350,000.00

This Grant Contract Agreement is between the State of Minnesota, acting through the Department of Employment and Economic Development ("State") and the City of Ramsey 7550 Sunwood Drive NW, Ramsey, MN 55303 ("Grantee").

Recitals

1. Under Minnesota Statutes §§ 116J.993 through 116J.995 which established the guidelines for providing business subsidies, and 116J.8731, which established the Minnesota Investment Fund, the State is empowered to enter into this Grant Contract Agreement.
2. The State is in need of local government to administer financial assistance to eligible projects in accordance with Minnesota Statutes § 116J.8731 Minnesota Investment Fund; Minnesota Rules Chapter 4300; and policies and procedures developed by the State.
3. The work anticipated to be performed for the Borrower's Project is not geographically dependent. It therefore could have been located at any number of locations either within or outside of the State of Minnesota. The subsidy has been provided to enhance the financial attractiveness and financial feasibility of locating or retaining the Borrower's operations in the Jurisdiction, rather than at some other location.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Contract Agreement to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this Grant Contract Agreement.
5. The Grantee and State are entering into this Grant Contract Agreement for public purposes that include the creation or retention of jobs that pay quality wages, the enhancement of economic growth in the State of Minnesota and the expansion of the tax base of the local community where the business will locate or expand.

Defined Terms

Defined terms. As used in this Grant Contract Agreement, the following terms shall have the meanings set out respectively after such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined), unless the context specifically indicates otherwise:

"Application" means the Grantee's application to the State for a Minnesota Investment Fund award for the purpose of providing a loan to Zero Zone Refrigeration, LLC ("Borrower").

"Benefit Date" means the date equipment financed through a Minnesota Investment Fund loan is fully operational **OR** the date a building certificate of occupancy is issued for real property financed through a Minnesota Investment Fund loan as defined in Section 1.2 of the **Term of Grant Contract Agreement** on page two of this Grant Contract Agreement.

"Compliance Date" is the date two years from the Benefit Date at which job creation and wage goals by the Borrower must be completed.

"Full-Time Equivalent (FTE)" is one or more people working a sum of 2,080 hours in a calendar year.

"Loan Agreement" is a document between the Grantee and Borrower defining the terms and conditions of

the loan.

1 Term of Grant Contract Agreement

1.1 Effective Date:

October 14, 2025, or the date the State obtains all required signatures, whichever is later.

Per Minnesota Statutes § 16B.98, Subd. 5, the Grantee must not begin work until this Grant Contract Agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.

Per Minnesota Statutes § 16B.98 Subd. 7, no payments will be made to the Grantee until this Grant Contract Agreement is fully executed.

1.2 Benefit Date:

October 15, 2026

1.3 Compliance Date:

October 15, 2028

1.4 Expiration Date:

January 2, 2029, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.5 Survival of Terms.

The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Specifications, Duties and Scope of Work

The parties will perform the services outlined in Exhibit A: Specifications, Duties, and Scope of Work.

3 Time

The Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

4 Consideration and Terms of Payment

4.1 Compensation. The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed $350,000, which shall be paid in accordance with the terms outlined in Exhibit B: Approved Budget, which is attached and incorporated into this Grant Contract Agreement.

4.2 Administrative Costs. Grantee administrative costs must be necessary and reasonable and will not exceed $0.00.

4.3 Travel Expenses. Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee because of this Grant Contract Agreement will not exceed $0.00. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current Commissioner's Plan promulgated by the Commissioner of Minnesota Management and Budget.

4.4 Payments.

A. Requests for Reimbursement.
The State will disburse funds to the Grantee pursuant to this Grant Contract Agreement, based upon payment requests for reimbursement submitted by the Grantee and reviewed and approved by the State. All funds must be disbursed within a twelve-month period of the Initial Disbursement Date as defined in the Loan Agreement with a maximum of three disbursements. Payment requests for reimbursement must be accompanied by supporting invoices that relate to the activities in the approved budget and the documentation detailed in Section B below. The State will provide payment request forms for reimbursement.

If the Grantee has received invoices from the Borrower for expenditures made after Effective Date of this Grant Contract Agreement but before the grant is closed or until all funds are disbursed, whichever is earlier, the Grantee shall submit those invoices to the State for review and approval no later than 25 days after the end date of the state fiscal year of June 30th. To ensure that all funds are drawn down by the Expiration Date of the Grant Contract Agreement, all Grantee payment requests for reimbursement must be received by the State at least 30 days prior to the Expiration Date.

B. Documentation

The following information must be submitted and approved by the State before funds will be released:

(1) Loan Documents
Minnesota Investment Fund Loan Agreement, promissory note, amortization schedule, corporate guaranty of Zero Zone, Inc. and evidence of security filings, (security agreement with UCC filing).

(2) Lender Documents
Documentation that participating lenders and or equity injections have closed on their financing:

(a) Promissory note for $10,290,000 from US Bank.
(b) Evidence from city of Ramsey TIF in the amount of $360,000.

(3) Invoices
Invoices or other documentation as approved by DEED Loan Officer for $350,000 MIF reimbursement costs and $350,000 in matching costs. Third party verification of additional leverage costs for project expenses identified in the budget above in the amount of $10,300,000 will be required at or prior to the Compliance Date.

(4) Eligible Costs
Eligible costs include the costs identified in the budget above that are incurred during the Grant Contract Agreement period for equipment or real estate in the corporate boundaries of the Grantee.

4.5 **Unexpended Funds.** The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

5 Conditions of Payment

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Contracting and Bidding Requirements

The Grantee is required to comply with Minnesota Statutes § 471.345, Uniform Municipal Contracting Law.

6.1 Prevailing wage rates are required to be paid on an economic development project site if that project receives or will be receiving state financial assistance in the form of a grant where a single business receives $200,000 or more of the grant proceeds, a loan or the guaranty or purchase of a loan if a single business receives $500,000 or more of the loan proceeds, or certain tax incentives, per Minnesota Statutes § 116J.871. For economic development projects subject to the prevailing wage requirements in Minnesota Statutes § 116J.871, Grantee must ensure that Grantee and all contractors and subcontractors comply with applicable prevailing wage requirements including submitting all required certified payroll records, as described in the attached "Prevailing Wage Certification – Minnesota Statutes § 116J.871", to the following email address: wagedata.deed@state.mn.us.

6.2 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: Suspended and Debarred Vendors, Minnesota Office of State Procurement.

6.3 The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

7 Authorized Representative

7.1 The State's Authorized Representative is Kipp Woxland, Economic Development Specialist, kipp.woxland@state.mn.us 180 E 5th Street, St. Paul, MN 55101, 651-259-7690, or their successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2 The Grantee's Authorized Representative is, Sean Sullivan, Economic Development Manager, ssullivan@cityoframsey.com, 7550 Sunwood Drive NW Ramsey, MN 55303, 763-433-9868 or their successor. If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the state.

7.3 The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

8.1 Assignment

The Grantee may neither assign nor transfer any rights or obligations under this Grant Contract Agreement without the prior consent of the State and a fully executed agreement, executed and approved by the authorized parties or their successors.

8.2 Amendments

Any amendment to this Grant Contract Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Contract Agreement, or their successors.

8.3 Waiver

If the State fails to enforce any provision of this Grant Contract Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Contract Agreement Complete

This Grant Contract Agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Contract Agreement, whether written or oral, may be used to bind either party.**Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Contract Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Contract Agreement.

10 State Audits

Under Minnesota Statutes § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Contract Agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Grant Contract Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

11 Government Data Practices and Intellectual Property Rights

11.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Grant Contract Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Contract Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State**.**

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11.2 Intellectual Property Rights. The Grantee represents and warrants that Grantee's intellectual property used in the performance of this Grant Contract Agreement does not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of Grantee's intellectual property used in the performance of

this Grant Contract Agreement infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing intellectual property as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

12 Workers Compensation

The Grantee certifies that it is in compliance with Minnesota Statutes § 176.181, Subd. 2,, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13 Governing Law, Jurisdiction, and Venue

Venue for all legal proceedings out of this Grant Contract Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State.

A. Without Cause.
The State may terminate this Grant Contract Agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed**.**

B. With Cause.

The State may immediately terminate this Grant Contract Agreement if the State finds that there has been a failure to comply with the provisions of this Grant Contract Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.2 Termination by The Commissioner of Administration.

The Commissioner of Administration may immediately and unilaterally cancel this Grant Contract Agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 Termination for Insufficient Funding.

The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement.

Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

15 Publicity and Endorsement

15.1 Publicity

Any publicity regarding the subject matter of this Grant Contract Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Contract Agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

15.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

16 Data Disclosure

Under Minnesota Statutes § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

Exhibits

The following Exhibits are attached and incorporated into this Grant Contract Agreement. In the event of a conflict between the terms of this Grant Contract Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Contract Agreement, and then in the following order:

Exhibit A: Specifications, Duties, and Scope of Work

Exhibit B: Budget

Exhibit C: Other Provisions

Exhibit D: Prevailing Wage Certification (if applicable)

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15

Print Name:_____

Signature:_____

Title: Date:_____

SWIFT Contract/PO No(s)._____

2. GRANTEE

With delegated authority

Print Name: Brian Hagen

Signature:_____

Title: City Administrator

Date:_____

Print Name: Ryan Heineman

Signature:_____

Title: Mayor

Date:_____

3. STATE AGENCY

With delegated authority

Print Name:_____

Signature:_____

Title: Date:_____

Distribution:

Agency
Grantee
State's Authorized Representative

EXHIBIT A
Specifications, Duties, and Scope of Work

The Grantee, who is not a state employee, will:

1 Administer the project in accordance with the requirements of the Minnesota Investment Fund Program, Minn. Stat. § 116J.8731; Minn. Rules, Chapter 4300; and policies and procedures developed by the State.

2 Enter into a Loan Agreement with the Borrower for $350,000, ("loan") and assure the following conditions are included in such Loan Agreement:

2.1 Conditions

(a) Loan Term: 7 years

(b) Interest Rate: 0%

(c) Collateral: as defined in the Security Agreement, Exhibit A and Loan Agreement Exhibit B

(d) The corporate guaranty of Zero Zone, Inc. is required.

2.2 Job Creation and Wages

(a) As of the project award date, the Borrower identified 179 full time equivalent (FTE) base jobs that must be maintained through the Compliance Date. If necessary, base job number will be amended following the Effective Date to account for fluctuation during Grant Contract Agreement processing periods.

(b) The Borrower will create an additional fifty-five (55) permanent non-contract FTE jobs between the Effective Date and the Compliance Date. Each job created may be included in only one "wage bracket" as stated below:

(i) Forty-one (41) paying at least $21.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $5,115, per job created in this wage bracket not to exceed $209,715 in total, and repayable loan proceeds in the amount of $852 per job created in this wage bracket not to exceed $34,943 in total;

(ii) Six (6) paying at least $23.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $5,966 per job created in this wage bracket not to exceed $35,765 in total, and repayable loan proceeds in the amount of $994 per job created in this wage bracket not to exceed $5,966 in total;

(iii) Eight (8) paying at least $32.00 per hour in cash wages, exclusive of Benefits. The Borrower is entitled to forgivable loan proceeds in the amount of $6,815 per job created in this wage bracket not to exceed $54,520 in total, and repayable loan proceeds in the amount of $1,136 per job created in this wage bracket not to exceed $9,091 in total;

(iv) In no case shall the total amount of the loan exceed the total obligation listed in Section 4.1(c) of the Grant Contract Agreement.

(c) All jobs created through the Compliance Date must pay at least $17.00 per hour, including Benefits, on the Compliance Date. Benefits are defined as one or more of the following: health, dental, life and disability insurance, retirement program and profit sharing paid by the Borrower.

(d) If the Borrower fails to meet the job creation and wage goal level commitments on the Compliance Date, the Grantee may, after approval by the State and after holding a public hearing, extend the Compliance Date for up to one year. If the Borrower fails to meet the job creation goal and wage level commitment by the revised Compliance Date, the award amount shall be reduced proportionally on a per job basis, and the Borrower will be required to repay the Grantee all or a proportional share of the loan funds on an accelerated term. If the Borrower is required to repay a proportional share, the amount shall be determined based upon the "wage bracket" values defined in Section 2.2(b). Forgivable loan proceeds are required to be repaid first. The Grantee will then also be required to return to the State all or a proportional share of the loan funds. The interest rate on the "accelerated" portion of the loan shall increase as defined in the Promissory Note.

(e) In the event that no jobs are created by the Borrower by the revised Compliance Date, or all jobs created do not meet the commitment noted in 2.2(c), the Grantee will be required to return all loan funds to the State on an accelerated basis.

2.3 Loan Forgiveness

If the job creation goals and wage level commitments detailed in Section 2.2 in Exhibit A of this Grant Contract Agreement are met on the Compliance Date, $300,000 of the loan will be forgiven. $50,000 of the loan will be repaid to the Grantee under Section 4 of this Exhibit A. If job creation goals and wage level commitments are partially met, forgiveness and repayment will be prorated.

3 Require the Grantee's attorney to review the loan agreement, promissory note, security agreement, mortgage, guaranty and/or other documents, if any, considered necessary to secure the loan to ensure they are valid, binding, and enforceable.

4 If applicable, retain 40% of each principal and interest payment made by the Borrower, up to $100,000. Repay to the State 60% of each principal and interest payment made by the Borrower until the Grantee has received $100,000 in repayments. Once the Grantee has received $100,000 in repayments, the Grantee will repay the State 100% of every payment on the loan until paid in full. In the event the loan is not paid in full or job and wage goals in Section 2.2 are not met, principal and interest the Grantee retains will be reduced proportionally and returned to the State.

5 For any portion of the loan which is repayable under the Loan Agreement, or which becomes repayable pursuant to Section 2.2(d) or (e) of this Exhibit A, the Grantee shall make all reasonable effort, in consultation with the State, to collect the repayable portion of the loan. If, after all reasonable effort has been made to collect, the Borrower continues to owe any repayable portion of the loan, the Grantee will have no obligation to repay the loan to the State from the Grantee's own funds, notwithstanding any funds owing under Section 4 of this Exhibit A. The Grantee shall continue to be obligated to remit to the State any loan funds that may be recovered from the Borrower in the future.

6 The Grantee will establish and maintain a revolving loan fund (RLF) consistent with Minn. Stat. §116J.8731 Minnesota Investment Fund; Minnesota Rules Chapter 4300; and policies and procedures developed by the State and the State RLF Guidelines published by DEED. The Grantee must retain

financial control and decision-making authority regarding the use of repayments from the loan. Upon approval by the State, the Grantee may loan or grant money from its RLF to a regional development commission, or other regional entity, or statewide community capital fund to capitalize or to provide the local match required for capitalization of a regional or statewide RLF.

7 Reporting Requirements

7.1 Minnesota Investment Fund Annual Progress Reports

(a) Submit to the State annual progress reports on forms provided by the State until the project goals have been met or until the Compliance Date, whichever is later. These reports must be submitted January 25th of each year for the period ending December 31, for as long as the project remains open. A final Progress Report is required within 25 days of the Compliance Date.

(i) June 25, 2026, for the period ending December 31, 2025.
(ii) January 25, 2027, for the period ending December 31, 2026.
(iii) January 25, 2028, for the period ending December 31, 2027.
(iv) Twenty-five days after the Compliance Date.

(b) Funds will not be disbursed on any Grant with past due progress reports per OGM Policy 08-09.

(c) The final report must be submitted no later than 25 days after the Compliance Date.

(d) The State, at its discretion, may require the submittal of additional progress reports.

(e) Information required in these reports may include, but is not limited to the following:

- Permanent jobs created
- Hourly base wage
- Date of hire
- Job titles
- Hourly value of benefits
- Benefits provided
- Project expenditures
- Status of project
- Status of payments
- Payroll report

7.2 Minnesota Business Assistance Form (MBAF) Reports

Submit to the MN Department of Employment and Economic Development, Office of Economic Analysis, no later than April 1st of each year until the project goals have been met, but not less than two years.

8 Keep financial records, including properly executed contracts, invoices, receipts, vouchers and other documents sufficient to evidence in proper detail the nature and propriety of the expenditures made pursuant to this Grant Contract Agreement for a period of six years. Accounting methods must be in accordance with generally accepted accounting principles.

9 Complete the project in accordance with the approved budget within the time frames specified in this Grant Contract Agreement.

10 Promptly notify the State of any proposed material change in the scope of the project, budget, or completion date, which must be approved by the State, prior to implementation.

11 Have on file the necessary documentations to show that all project funds have been used for the items stated in the application.

Exhibit B
Budget

Use of Funds	MIF	Bank	Equity	City	Other	Total
Property Acquisition						$0
Site Improvement		$520,000		$360,000		$880,000
Building Renovation						$0
Construction		$7,470,000				$7,470,000
Machinery & Equip.	$350,000	$2,300,000				$2,650,000
Roads						$0
Water						$0
Sewer (Sanitation)						$0
Other (Specify)						$0
Total	$350,000	$10,290,000	$0	$360,000	$0	$11,000,000

Exhibit C
Other Provisions

1 Conflicts of Interest

The State will take steps to prevent individual and organizational conflicts of interest in reference to Grantees per Minnesota Statutes §16B.98 and Department of Administration, Office of Grants Management, Policy Number 08-01 Conflict of Interest Policy for State Grant-Making (Current Policies tab). When a conflict of interest concerning State grant-making is suspected, disclosed or discovered, transparency shall be the guiding principle in addressing it.

In cases where a potential or actual individual or organizational conflict of interest is suspected, disclosed, or discovered by the Grantee throughout the life of the Grant Contract Agreement, they must immediately notify the State for appropriate action steps to be taken, as defined above.

The Grantee must complete a Conflict-of-Interest Disclosure Form.

2 Successors and Assignees

This Grant Contract Agreement shall be binding upon any successors or assignees of the parties.

3 Minnesota Business Subsidy Law

This Grant Contract Agreement must comply with the Minnesota Business Subsidy Law, Minnesota Statutes §§ 116J.993 through 116J.995 as applicable.

4 Job Listing Agreements

Minnesota Statutes § 116L.66, subd.1, requires a business or private enterprise to list any vacant or new positions with the state workforce center if it receives $200,000 or more a year in grants from the State. If applicable, the business or private enterprise shall list any job vacancy in its personnel complement with MinnesotaWorks.net at www.minnesotaworks.net as soon as it occurs.

5 Reporting Requirements

The Grantee must submit to the State annual reports on the use of grant funds and the progress of the Project covering January 1 through December 31 of each year. Each annual report must be received by the State no later than January 25 of each year. The annual report must identify specific Project goals listed in the application and quantitatively and qualitatively measure the progress of such goals. Grant payments shall not be made on grants, or subsequent grant awards made to the Grantee, with past due reports. In addition, the Grantee shall submit a final annual report. The State will provide annual reporting form.

6 Monitoring and Corrective Action

Grantee agrees to permit monitoring by the State to determine Grant Contract Agreement performance and compliance with Grant Contract Agreement provisions. Grantee further agrees to cooperate with the State in performing and completing such monitoring activities and Grantee agrees to implement and comply with such remedial action as is proposed by the State. Grantee must provide any financial records, timesheets or other supporting documentation, upon the request of the State.

NOTICE OF PUBLIC HEARING TO CONSIDER AN APPLICATION TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR A GRANT UNDER THE MINNESOTA INVESTMENT FUND (MIF) PROGRAM

Notice is hereby given that on October 14, 2025 at 7:00 pm at the City Council Chambers located at 7550 Sunwood Dr NW, Ramsey, Minnesota, the City Council (the "Council") of the City of Ramsey, Minnesota (the "City") will hold a public hearing concerning submittal of an application to the Minnesota Department of Employment and Economic Development for a grant under the Minnesota Investment Fund (MIF) program.

The City is requesting approximately $350,000 to assist with the expansion of Zero Zone Refrigeration, LLC. The funds will be used for the creation of jobs.

All interested parties are invited to attend the public hearing at which time you will be given the opportunity to express comments on the project.

Written testimony will also be accepted at the public hearing. Written comments must be received by October 7, 2025, at 7550 Sunwood Drive NW, Ramsey, MN 55303. Specific questions can be directed to Sean Sullivan, Economic Development Manager, at 763-433-9868.

The City makes reasonable accommodation for any known disability and to meet the needs of non-English speaking residents that may interfere with a person's ability to participate in this public hearing. Persons needing an accommodation must notify Katie Schmidt, City Clerk at 763-433-9842 no later than October 7, 2025, to allow adequate time to make needed arrangements.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF RAMSEY, MINNESOTA

/s/ Katie Schmidt
City Clerk

Councilmember Riley introduced the following resolution and moved its adoption:

RESOLUTION #25-204

RESOLUTION APPROVING SUBMITTAL OF APPLICATION TO MINNESOTA INVESTMENT FUND FOR ZERO ZONE REFRIGERATION, LLC

WHEREAS, Zero Zone Refrigeration, LLC (the "Developer") has requested the City of Ramsey, Minnesota (the "City") to assist with the financing of certain costs to be incurred in connection with the construction of an approximately 55,000 square foot manufacturing/office project located in the City (the "Project"); and

WHEREAS, the Developer is requesting $360,000 in Tax Increment Financing in the form of a 6% interest bearing Pay-Go TIF Note and additional financial assistance from the Minnesota Investment Fund (MIF) and Job Creation Fund (JCF); and

WHEREAS, the Developer has completed a Business Assistance Application and financial analysis was completed. Ehlers, City Staff and the EDA have reviewed the information and have determined that the request for financial assistance is not unduly enriching the developer and the it meets the "but-for" test required to provide Tax Increment financing; and

WHEREAS, the City of Ramsey, Minnesota (the "City"), desires to assist Zero Zone Refrigeration, LLC, a limited liability company, which is proposing to construct a facility in the City; and,

WHEREAS, that the City of Ramsey act as the legal sponsor for the project contained in the Minnesota Investment Fund Application to be submitted on or about August 28, 2025 and that Mayor and City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Ramsey; and,

WHEREAS, that the City of Ramsey has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to administer the proposed project; and,

WHEREAS, that the City of Ramsey has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.; and,

WHEREAS, that upon approval of its application by the State, City of Ramsey may enter into a Grant Contract with the State of Minnesota for the approved project, and that City of Ramsey certifies that it will comply with all applicable laws, statutes, regulations and rules as stated in the Grant Contract and described in the Project Compliance Certification of the Application.; and,

WHEREAS, that the City of Ramsey and Ehler's has completed financial analysis on the project and has reviewed credit reports and credit information on Zero Zone Refrigeration, LLC. Upon full review by the City of Ramsey and Ehlers it has been determined that no adverse findings or concerns regarding, but not limited to, tax liens, judgments, court actions, and filings with state, federal and other regulatory agencies were identified. Failure to disclose any such adverse information could result in revocation or other legal action; and,

WHEREAS, the City of Ramsey held a city council meeting on August 26, 2025, to consider this matter.

WHEREAS, a future public hearing, pursuant to the Business Subsidy Act and MIF program, is required; and

WHEREAS, The EDA met on August 14, 2025 and unanimously recommended that the City Council Approve a $360,000 6% interest bearing TIF Note and a requirement for the Developer to create 55 Jobs with a minimum wage of at least $21.00 / hour and is supportive of applications to MIF and JCF.

WHEREAS, Zero Zone Refrigeration LLC is active and in good standing with the Minnesota Secretary of State Office as of August 26, 2025

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

1. that the Mayor and City Administrator, or their successors in office, are hereby authorized to execute the Grant Contract and amendments, thereto, as are necessary to implement the project on behalf of the City of Ramsey; subject to City Attorney review.

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

Mayor Heineman
Councilmember Riley
Councilmember Olson
Councilmember Buscher
Councilmember Peters
Councilmember Specht
Councilmember Stewart

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 26th day of August, 2025.

Mayor

ATTEST:

City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Not Applicable

Title:

Consider an Appeal of a Variance by iDigital

Purpose/Background:

On August 28, 2025, the Planning Commission approved a variance to the distance separation requirements for an off-premise digital billboard sign at 6111 Highway 10 NW. Attached is a copy of the adopted resolution and the minutes from that meeting. Kenjoh Outdoor Advertising, the applicant, provided a letter addressing several of the practical difficulties outlined in City Code and the responses were placed in the approval resolution.

iDigital, the owner and operator of the other two approved off-premise digital billboard signs in Ramsey, submitted an appeal to City Staff within the 10-day appeal period allowed by City Code Section 106-220. The appeal was not made due to a disagreement with the Planning Commission's findings, but rather because they feel that they have an earlier "claim" to a sign. Within iDigital's appeal packet, several air photos, renderings of the sign, and other information were provided. In 2022, iDigital submitted an incomplete application for a sign. They did not include plans prepared by a licensed surveyor or civil engineer that showed where the sign was going, nor did they pay the application fee. Knowing that Highway 10 property acquisitions were in process, the submitted air photos did not show existing or proposed property lines, so staff could not determine where the sign was actually going. In addition, staff was unsure if the sign met the spacing requirement and advised iDigital to have a licensed professional include an official measurement (as opposed to an approximation made by an on-line mapping site) in the application. iDigital expressed unwillingness to undertake the expense of plan preparation, so the application was deemed incomplete per Minnesota Statutes 15.99. Had plans been provided, staff would have processed the application.

Notification:

Notification of surrounding property owners is not required for variance appeals.

Time Frame/Observations/Alternatives:

Alternatives to Consider

The City Council needs to review the variance based on the practical difficulties that the Planning Commission reviewed.

1. Find that the Planning Commission properly applied the practical difficulties criteria and sustain their decision.
2. Overturn the Planning Commission's decision and articulate reasons why. Staff will then prepare a resolution denying the variance for the next Council meeting.

Funding Source:

Costs of processing this claim are being absorbed through regular staff time (general fund).

Recommendation:

Staff recommends council discuss the process and articulate reasons behind either decision.

Outcome/Action:

Based on discussion:

1) Motion to adopt Resolution #25-239 sustaining the Planning Commission decision on approving a variance to distance separation requirements for an off-premise digital billboard sign at 6111 Highway 10 NW
2) Motion to direct staff to grant the appeal with specific reasons why.

Attachments

Resolution #25-239
iDigital's Appeal Packet
iDigital Supplemental Letter
Planning Commission Minutes 9/28/2025
Applicant's (Kenjoh) Narrative
Plans
Adopted Resolution #25-196
Letter from Kenjoh's Attorney

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/02/2025 01:49 PM
Brian Hagen	Brian Hagen	10/09/2025 03:42 PM
Form Started By: Todd Larson		Started On: 09/11/2025 08:16 AM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-239

A RESOLUTION SUSTAINING THE PLANNING COMMISSION DECISION ON APPROVING A VARIANCE TO DISTANCE SEPARATION REQUIREMENTS FOR AN OFF-PREMISE DIGITAL BILLBOARD SIGN AT 6111 HWY 10 NW

RECITALS

1. The City of Ramsey received an application from Mr. Scott Levine of Kenjoh Outdoor Advertising ("the applicant") requesting a Variance to the minimum separation requirements of an off-premises digital billboard sign per Section 108-55(b)(3) of City Code on the properties owned by 6111 Ramsey Properties LLC generally known as 6111 Highway 10 NW and legally described as follows:

   Lot 1, Block 1, Guy Addition, except Parcel 66 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota;

   Lot 1A, Block 1, Guy Addition, Anoka County, Minnesota;

   Lot 2, Block 1, Guy Addition, except Parcel 67 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota.

   (the "Subject Property")

2. That City Code Section 108-55(b)(3) specifies that off-premises digital billboard signs shall be no closer than two miles from each other.

3. That City Code Section 108-55(b)(2) states that there shall be no more than three off-premises digital billboard signs located within the City of Ramsey.

4. That two other such signs have been legally constructed within the City of Ramsey.

5. That the Subject Property is zoned B-2, Community Business District where such signs are allowed by conditional use permit subject to performance standards.

6. That the proposed location does not meet the required two-mile spacing from the sign located near the intersection of Riverdale Drive and Traprock Street NW, being 811 feet short of this requirement, necessitating a variance to construct the sign in this location.

7. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on August 28, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

8. That the Planning Commission unanimously adopted Resolution #25-196 approving the variance to the minimum separation requirements with the following findings of fact:

   A. That the off-premises digital billboard sign does not violate the intent and purpose of the Comprehensive Plan.

   B. That the practical difficulties, as stated by the Permittee, in placing the sign in a location not meeting the two-mile spacing requirement of Section 108-55(b)(3) are:

      1.) *That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.* The applicant is proposing to construct a digital off-premises billboard in a location specifically designated by the city's zoning for such use. This is a reasonable and anticipated use of the property in this district. The sign complies with all applicable design, height, and dimensional requirements outlined in the ordinance. The proposed sign aligns with the city's intention to allow up to three digital billboards along Highway 10.

      2.) *The plight of the landowner is due to circumstances unique to the property not created by the landowner.* The need for the variance comes from the physical location of this property and the location of the pre-existing placement of the two other off-premises digital billboards. This area – the eastern portion of the off-premise digital billboard overlay district along Highway 10 is the last remaining area feasible for the code contemplated third digital billboard. Due to the placement of the existing, previously approved off-premises digital billboards, achieving the two-mile spacing is mathematically impossible. The two-mile spacing puts the next allowable sign outside of the city's boundary to the east. This creates a unique hardship and the application would otherwise be fully compliant if it were not for this slight spacing shortfall. Any other location to the east would also need a variance for spacing. These circumstances were brought about by the city defined spacing intervals combined with the previous placement of the two previously approved digital off-premises signs, which is not the result of any action or decision by the applicant or landowner.

      3.) *The variance, if granted will not alter the essential character of the locality.* The proposed sign is located within the designated off-premise digital billboard overlay district and is compliant with all other requirements of the ordinance with exception of the spacing variance. The code permits up to three of these signs – two of which have already been constructed. The variance would allow the third and final sign as contemplated by the ordinance, and fulfill the city's original vision of having three signs distributed along Highway 10. The original intention was one sign on the west end, one sign in the middle, and one sign on the east end. This fulfills that vision. The sign's design and placement are consistent with existing permitted signs and will be located along a major commercial corridor, where such signs are expected and appropriate. The variance does not introduce a new or unexpected intensity of use into the area. It simply allows for the completion of the originally intended sign

plan. The character will remain consistent and the visual and functional impact of the sign is aligned with the city's intended land use in this area.

4.) *Economic considerations alone do not constitute practical difficulties.* While there is an economic component to the development and use of any billboard, the variance request is not based on financial considerations. The practical difficulty stems from the limitations created by the existing placement of the other two permitted billboards and the fixed length of the Highway 10 corridor within city limits.

9. That Mr. Joshua Gilleland of iDigital has appealed the Planning Commission's decision within the ten-day timeframe outlined in Section 106-220 to the City Council which reviewed his appeal at its regular meeting on October 14, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows: Having reviewed the Planning Commission's Resolution and record of the Planning Commission herein and finding no basis for reversal or modification thereof, sustains its findings.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____, 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 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

iDigital Outdoor
25113 21st Ave
St Cloud, MN 56301
Phone: 701-369-6100
Fax: 701-212-4714

September 4, 2025

To the Honorable Mayor and Members of the Ramsey City Council:

Thank you for the opportunity to submit this letter for your consideration ahead of Tuesday's Council meeting.

I am writing regarding the proposed digital billboard project currently under review, which seeks a variance from the city's 2-mile spacing requirement. My company, iDigital Outdoor, previously submitted an application for a similar location in the same area. However, based on direct feedback from city staff at the time, including guidance that the location fell within the 2-mile buffer and would therefore not be permitted, we made the decision not to proceed. There was no indication that pursuing a variance was a viable or encouraged option.

We were very invested in this, we had the lease drafted up for the landowner, we had submitted to the MNDOT for permit application and had done all of the city's application and sent it into city staff, so we did not abandon the site due to lack of interest, feasibility, or resources. We stepped back out of respect for the city's process and based on what we believed was a definitive reading of the code and how it would be applied. Had we been told that a variance could be considered, particularly for sites like ours at roughly 1.86 to 1.94 miles, we would have gladly pursued that path. In fact, we had already been working with MNDOT on the state side of the permitting process.

Now, a separate applicant has been allowed to move forward with a variance for a nearly identical situation. I understand that they submitted a complete application, and I do not fault them for doing so. However, I respectfully ask the Council to take into account that we were the first to identify and pursue this opportunity and that our decision not to continue was directly shaped by advice we received from the city.

We have invested heavily in the Ramsey community and have operated two existing conforming signs in the area for years. Our preference was always to work collaboratively with the city, follow the process, and respect the city's stated ordinances. If the current variance request is granted, it will fully block us from ever placing a sign in this area due to spacing, despite our prior engagement and good faith efforts.

I respectfully ask the Council to consider this background before approving the current request. We would appreciate the opportunity to submit a new application and variance request for our previously discussed location, should the city be open to tabling the current request long enough for both parties to be evaluated fairly.

Thank you for your time and consideration.

Sincerely,

Joshua L Gilleland
Managing Member - CEO

Conditional Use Permit Application - East Ramsey Hwy 10

Submitted 08-19-2022

Land Use Application

☐ Plat – Sketch Plan	☐ Plat – Preliminary Plat	☐ Plat – Final Plat
☐ Administrative Plat	☐ Site Plan Review	☐ Easement/ROW Vacation
■ Conditional Use Permit	☐ Interim Use Permit	☐ Comprehensive Plan Amendment
☐ Zoning Amendment	☐ Home Occupation Permit	☐ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☐ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Josh Gilleland		
Street Address:	3235 Oak Ridge Loop E		
City, State, ZIP:	West Fargo, ND 58078		
Home Phone:		Work Phone:	701-369-6100
Email:	josh@idigitaloutdoor.com	Fax Number:	
Name of Business (if applicable):	iDigital Outdoor, LLC		
Business Address (if applicable)	4302 13th Ave So, Ste 4-375		
Business City, State, ZIP	Fargo, ND 58103		
Business Phone:	701-369-6100	Business Fax:	701-212-4714

Subject Property Information

(Location of Application)

Address	6043 US-10, Anoka, MN 55303
PIN	35-32-25-31-0037
Legal Description	LOT 23 AUD SUB NO 96, TOG/W THAT PRT OF LOT 22
Zoning District	H-1 Business District

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

(If different than Applicant)

Name:	13120 SUNSET TRAIL LLC		
Street Address:	6043 US-10		
City, State, ZIP:	Anoka, MN 55303		
Home Phone:	612-708-0529	Work Phone:	
Email:	ruhome@comcast.net	Fax Number:	

Please provide a detailed description of your request and attached a copy of a scaled site plan

Install a double sided vertical digital billboard on Hwy 10 NW located on parcel: 35-32-25-31-0037
The structure will have an overall height of 50' & width of 18' & screen sizes will be 39' h X 15' w. Please see attached site plan (exhibit A) and sign design (exhibit B).

A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature		Co-Applicant Signature	
Printed Name	Josh Gilleland	Printed Name	
Title	CEO	Title	
Date	8/2/2022	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	
Printed Name		Printed Name	
Title		Title	
Date		Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

iDIGITAL OUTDOOR

Letter of Permission to apply for City/County/State Permit

iDIGITAL
4302 13th Ave So
Suite 4-375
Fargo, ND 58103

SECTION I:	AGREEMENT

Agreement of Permit Application Processing by & between 13120 SUNSET TRAIL LLC and NDSG Properties, LLC, dba iDigital Outdoor.

SECTION II:	POTENTIAL LOCATION OF SIGN

Sign Address: 6043 HIGHWAY 10

City: Ramsey State: MN Zip: 55303

Parcel #: 35-32-25-31-0037

Legal Description: LOT 23 AUD SUB NO 96, TOG/W THAT PRT OF LOT 22 SD AUD SUB DESC AS FOL: THE NELY 206.43 FT OF SELY 211.02 FT OF SD LOT AS MEAS AT RT ANG TO NELY & SELY LINES THEREOF, SUBJ TO EASE OF REC

SECTION III:	DEFINITION

This agreement is for the initial requests for permitting for NDSG Properties, LLC, dba iDigital Outdoor to begin the process of applying for City/County/State permits for an outdoor digital billboard. This agreement is only for permission of applications, this is not a lease agreement but does signify the permission of the landowner or prospective lessor to apply for city/county/state permitting, this does not warrant the right to NDSG Properties, LLC dba iDigital Outdoor to erect an outdoor billboard structure until the final lease agreement has been reached. Applications for permits will be applied for at levels required by the property's location. If a Lease is not agreed to after application, outstanding permits issued will be cancelled.

SECTION IV:	LETTER OF PERMISSION

To Whom It May Concern:

I, Roman Gadaskin, as the owner or agent for the property listed above in Section 1, do authorize NDSG Properties, LLC dba iDigital Outdoor and/or their authorized agent, to obtain a sign permit for the above referenced property on my behalf.

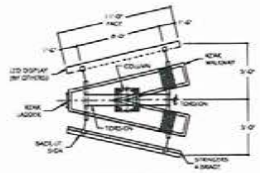
SECTION V:	SIGNATURE

Permitting Agent:

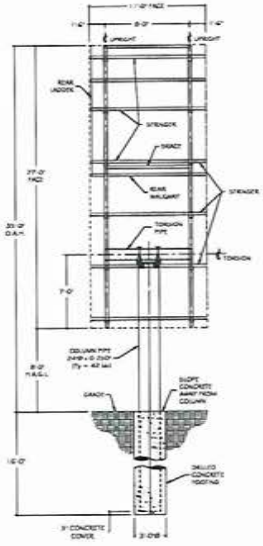
Legal Name:	Authorized Signature:
NDSG PROPERTIES, LLC, dba iDIGITAL OUTDOOR	Paul Hilt
Printed Name: Paul Hilt	**Date:** 7/25/2022

Property Representative:

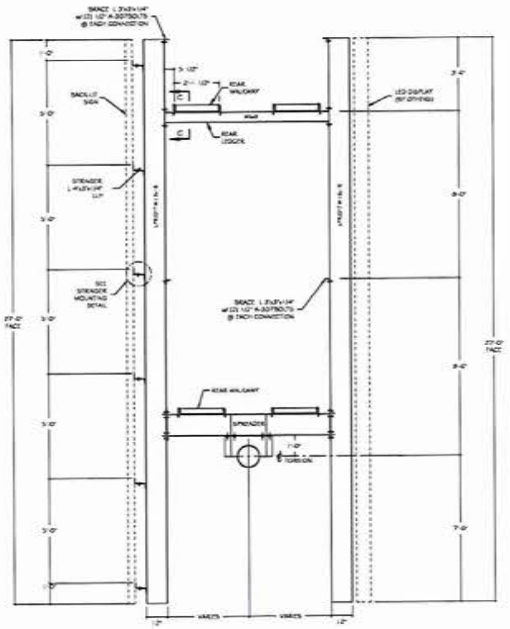
Legal Name:	Authorized Signature:
13120 SUNSET TRAIL LLC	Roman Gadaskin
Printed Name: Roman Gadaskin	**Date:** 7/25/2022



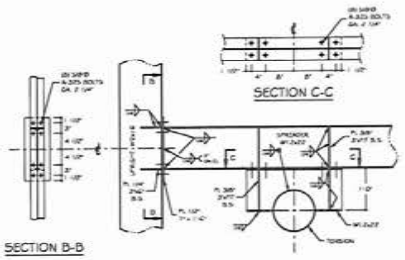
PLAN VIEW



ELEVATION



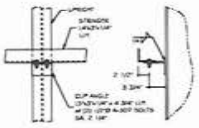
TYPICAL SECTION THRU SIGN



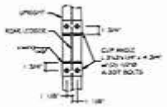
SECTION B-B

UPRIGHT-TORSION-SPREADER CONNECTION

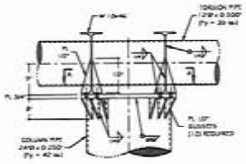
SECTION C-C



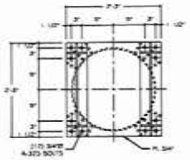
STRINGER MOUNTING DETAIL



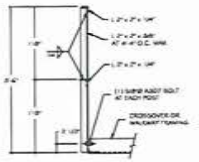
SECTION C-C



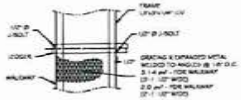
COLUMN-TORSION CONNECTION



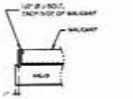
SECTION A-A



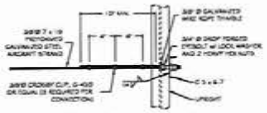
TYPICAL HAND RAIL CONNECTION



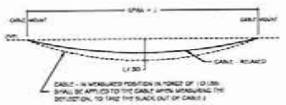
TYPICAL WALKWAY DETAIL



WALKWAY MOUNTING DETAIL



SAFETY CABLE MOUNTING



SAFETY CABLE TENSION

NOTES AND SPECIFICATIONS

(APPLY UNLESS OTHERWISE NOTED)

CODE - 2018 IBC

WIND DESIGN - SIGN STRUCTURE WIND LOADS ARE DETERMINED IN ACCORDANCE WITH ASCE 7-10 SECTION 29.3.1.
BASIC WIND SPEED: 115 MPH (3 SECOND GUST)
RISK CATEGORY: II
EXPOSURE: C
DESIGN WIND PRESSURE (ASD): 27.0 PSF (MAXIMUM)
REFER TO ASCE 7-10 FIGURE 29.3-1.
ANY SIGN COMPONENTS NOT SPECIFICALLY DETAILED ON THESE DRAWINGS BUT ATTACHED TO THE STRUCTURE SHALL BE DESIGNED IN ACCORDANCE WITH THE INFORMATION ABOVE.

DESIGN LIVE LOAD - MAINTENANCE PLATFORM 40 PSF OR 300 LBS CONCENTRATED LOAD.

DESIGN DEAD LOAD -
DIGITAL DISPLAY - 2000 LBS EA.
OTHER STRUCTURAL MEMBERS: AS NOTED IN CALCULATIONS

STEEL - W6X9C FLANGES - ASTM A-992, OTHER SHAPES & PLATES - ASTM A-36.

PIPE SECTIONS - ASTM A53 GR B OR A252 GR 2, OR API 5L (WITH MINIMUM YIELD STRENGTH AS INDICATED ON DRAWINGS).

EXPANDED METAL GRATING - EXPANDED METAL GRATING SHALL BE MANUFACTURED FROM CARBON STEEL IN CONFORMANCE WITH THE EXPANDED METAL MANUFACTURERS ASSOCIATION (EMMA) STANDARD NO. 557-99, "STANDARDS FOR EXPANDED METAL." EMMA IS A DIVISION OF THE NATIONAL ASSOCIATION OF ARCHITECTURAL METAL MANUFACTURERS (NAAMM).

ALL STRUCTURAL STEEL SHALL BE FABRICATED AND ERECTED ACCORDING TO LATEST AISC SPECIFICATIONS AND STANDARD PRACTICE.

PAINTING - ALL STRUCTURAL STEEL, EXPOSED TO WEATHER, SHALL BE SHOP PRIMED AND PAINTED IN ACCORDANCE WITH AISC 335 (SPECIFICATION) AND AISC 303 (STANDARD PRACTICE).

CONCRETE - CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI (DESIGNED AT 2,500) AT 28 DAYS AND BE PLACED IN ACCORDANCE WITH ACI 318. CONCRETE MIX SHALL BE PROPORTIONED WITH A MAXIMUM WATER CEMENT RATIO OF 0.5

WELDING - ALL WELDING MATERIALS AND COMPONENTS SHALL BE IN COMPLIANCE WITH AWS D1.1.

BOLTS - ALL REGULAR SHALL CONFORM TO ASTM A-307, HIGH STRENGTH BOLTS SHALL CONFORM TO ASTM A-325N, ALL BOLTS SHALL BE INSTALLED TO A SNUG TIGHT CONDITION UNLESS NOTED TO BE PRETENSIONED (PT), PT BOLTS SHALL BE FULLY TENSIONED PER AISC TURN-OF THE NUT METHOD (1/2 OF A TURN PAST A SNUG TIGHT CONDITION) OR OTHER AISC APPROVED TENSIONING METHOD.

ROUND COLUMN FOOTING - EMBEDMENT DEPTH FOR FOOTING DOES NOT APPLY TO LOCATIONS WHERE WALLS OF THE HOLE WILL NOT STAND WITHOUT SUPPLEMENTAL SUPPORT, OR WHERE UNCOMPACTED FILL OR ORGANIC FILL EXISTS. FOUNDATION IS DESIGNED UTILIZING LATERAL BEARING PER IBC SECTION 1805.7.2.1. DESIGN LATERAL SOIL PRESSURE PER IBC TABLE 1804.2 (S) 150 PSF/FT (SOIL CLASS 4 - TYPE: SAND, SILTY SAND). ALLOWABLE LATERAL SOIL PRESSURE HAS BEEN MULTIPLIED BY 2 PER SECTION 1804.3.1. VERIFY SOIL TYPE DURING EXCAVATION. NOTIFY ENGINEER OF ANY DISCREPANCY.

SPECIAL INSPECTIONS - SPECIAL INSPECTIONS ARE REQUIRED PER CHAPTER 17 FOR THE FOLLOWING ITEMS:
- HIGH STRENGTH BOLTS: PERIODIC INSPECTION TO REVIEW BOLT TYPE AND TENSION
- PIER FOUNDATION: VERIFY PROPER DEPTH AND DIAMETER

STEEL FABRICATOR - ALL STRUCTURAL STEEL SHALL BE SHOP FABRICATED BY THE FOLLOWING APPROVED FABRICATOR
PAGE STEEL
2048 INDUSTRIAL DRIVE
PAGE, AZ 86040

THE ERECTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD BEFORE ERECTION AND NOTIFY ENGINEER OF ANY DISCREPANCIES.

THE UNDERSIGNED ENGINEER WILL NOT SUPERVISE THE FABRICATION OR ERECTION OF THIS STRUCTURE.

THIS PRINT IS THE PROPERTY OF RMG OUTDOOR, INC. PROFESSIONAL SEAL VALID ONLY WHEN FABRICATED BY THE ABOVE. IT IS PROVIDED FOR PERMIT PURPOSES ONLY.

ANY OTHER USE OR REPRODUCTION IS PROHIBITED WITHOUT WRITTEN AUTHORIZATION FROM RMG OUTDOOR, INC.

CUSTOMER: I-DIGITAL

SIGN LOCATION: FARGO, ND

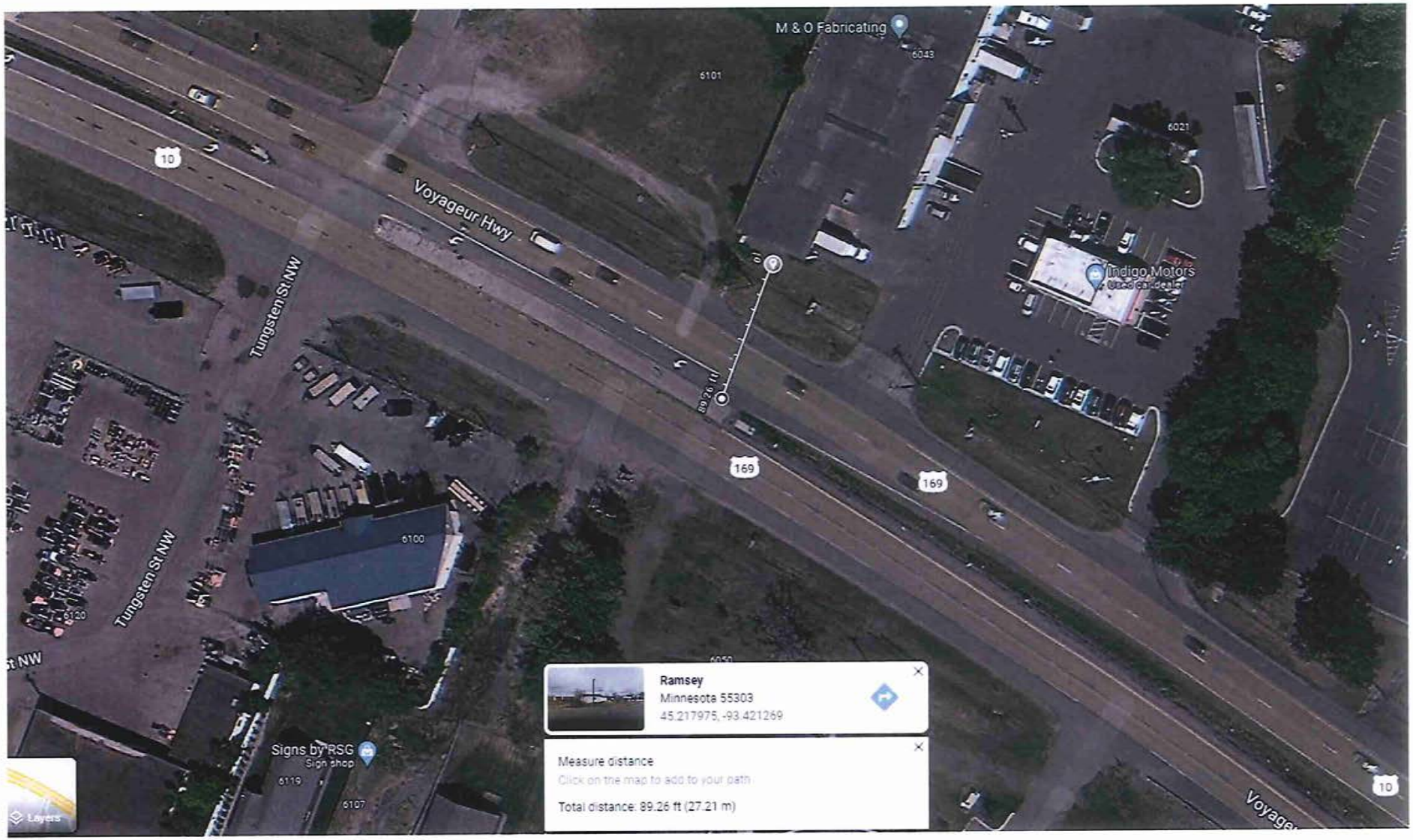
27' x 11'
SINGLE POST
CENTER MOUNT
10' V-BUILD
LED CAPABLE (BOTH SIDES)

RMG Outdoor Inc.
4425 North 24th Street, Suite 200
Phoenix, Arizona 85016
Phn: (602) 230-8834 Fax: (602) 230-9071

END. NO.	DR. FS	CH. FS
	DATE 08/07/20	
JOB NO. 08-03-20P	SHEET NO. 51 of 1	


Cass-Clay
BACK
TO
SCHOOL
FUEL
Google


Cass-Clay
BIG
GAME
READY
Ramsey


M & O Fabricating
6043
6101
6021
10
Voyageur Hwy
Tungsten St NW
Indigo Motors
Used car dealer
89.26 ft
169
169
6100
Tungsten St NW
6120
Signs by RSG
Sign shop
6119
6107
Ramsey
Minnesota 55303
45.217975, -93.421269
Measure distance
Click on the map to add to your path
Total distance: 89.26 ft (27.21 m)
Layers
10


Voyageur Hwy
35.72 ft
0
169
Voyageur Hwy
10
10
Voyageur Hwy
169
Measure distance
Click on the map to add to your path
Total distance: 35.72 ft (10.89 m)


M & O Fabricating
Indigo Motors
Used car dealer
Voyageur Hwy
Tungsten St NW
Lano Equipment - Anoka
Signs by RSG
Sign shop
10
169
Measure distance
Click on the map to add to your path
Total distance: 107.70 ft (32.83 m)
Layers

Emails - Between Paul and Todd following Josh's application submission

Josh Gilleland

To: Josh Gilleland
Subject: RE: RE: Ramsey East Sign Application

---------- Original Message ----------
From: Todd Larson <tlarson@ci.ramsey.mn.us>
To: 'Paul' <paul@idigitaloutdoor.com>
Date: 08/22/2022 4:25 PM CDT
Subject: RE: Ramsey East Sign Application

My quick measurement might not be very accurate. At 1.94 miles, that is off only by ~317 feet. That still might fit there or on the property next door to the east before hitting Anoka if I got my start and end points off a bit. Having it professionally measured by a surveyor will determine if it is in a proper placement. Up to you if you want to continue. Please let me know which way you want to proceed.

From: Paul <paul@idigitaloutdoor.com>
Sent: Monday, August 22, 2022 4:22 PM
To: Todd Larson <tlarson@ci.ramsey.mn.us>
Subject: RE: Ramsey East Sign Application

Todd,

I appreciate your quick reply, but there's absolutely no reason to move forward because as I said in my previous email the 2 mile distance from the location we have with you puts us into the City of Anoka. I believe this happened when we were made to move the sign to the east from its original location. Thoughts? Thank you

> On 08/22/2022 4:04 PM CDT Todd Larson <tlarson@ci.ramsey.mn.us> wrote:
>
> Paul,
>
> I just talked with Hilary from the County. She needs the property owner to be directly involved in the conversation. Note that you will need to have a SURVEY done showing the property lines, including the pending taking, and the setbacks

for the sign. What was submitted for the last one was good enough, but not really what we would like to have in the way of accuracy. This site is confined and you'll need to show that it fits. …And that it is the proper distance away from the other one.

Thanks,

Todd

From: Paul <paul@idigitaloutdoor.com>
Sent: Monday, August 22, 2022 1:56 PM
To: Todd Larson <tlarson@ci.ramsey.mn.us>; josh@idigitaloutdoor.com; Brian McCann <BMcCann@ci.ramsey.mn.us>
Cc: Brian Hagen <BHagen@ci.ramsey.mn.us>
Subject: RE: Ramsey East Sign Application

Hi Todd,

Can you give me a call? I just left you a VM after talking with the Anoka County Transportation group they are telling me that it is probably MNDOT I need to be speaking with. I however am still waiting on a call back from Jerry Oshay (sp?). He is one of the Anoka County Transportation engineers. I am hoping for some clarity as this is time sensitive. Thank you.

> On 08/19/2022 2:01 PM CDT Todd Larson <tlarson@ci.ramsey.mn.us> wrote:
>
> Josh,
>
> This sign location is most likely going to be impacted by the upcoming Highway 10 reconstruction project. We will be deeming this one incomplete unless we get a plan showing that it isn't in the way. You'll need to work with the folks at Anoka County Transportation who are leading the design and property acquisitions. Please let me know if you have any questions. The deadline isn't until Thursday morning, so hopefully, they can assist you in putting something together quickly.

Thanks,

Todd

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Friday, August 19, 2022 1:04 PM
To: Brian McCann <BMcCann@ci.ramsey.mn.us>
Cc: Todd Larson <tlarson@ci.ramsey.mn.us>; 'Paul Hilt' <paul@idigitaloutdoor.com>
Subject: Ramsey East Sign Application

Hello again, attached is application for the East side of Ramsey. Please let us know the best method to pay for the application fee and if there is any other info you need. I hope you both have a great weekend, thank you!

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Brian McCann [mailto:BMcCann@ci.ramsey.mn.us]
Sent: Wednesday, August 17, 2022 4:29 PM
To: 'josh@idigitaloutdoor.com'
Cc: Todd Larson
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Good afternoon Josh,

We will need the following for ***each*** proposed billboard:

Land Use Application

A completed Land Use Application is required. The application can be found here.

Site Plan:

A Site Plan is also required, which outlines where the billboard will be, how large it will be, and how far away from neighboring property lines and other structures it will be. Other site information will need to be included like any proposed access to the site.

Fees:

The CUP includes an $1,000 fee ($200 non-refundable application fee, $800 escrow). The escrow amount is for staff time, public noticing, and any additional cost of the project. If there are funds remaining in the escrow, they will be returned to you after all necessary actions are completed. If there is a negative balance, the City will request additional funds.

Other Documents:

If you have any building or architectural plans available for the proposed billboard, those would be great to have to present to the Planning Commission and City Council.

Meeting Schedule:

A public hearing with the Planning Commission and final action by City Council are requirements of a CUP. If you were to submit by next Thursday, August 25th,, 2022 – you could be on the September 22nd, 2022 Planning Commission agenda (they meet the fourth Thursday of each month and that is also the deadline for each subsequent meeting). I've outlined a tentative schedule if we receive all materials listed above by next Thursday:

Application Deadline:	Thursday, August 25th, 2022
Planning Commission: 2022	Thursday, September 22nd,
City Council:	Tuesday, October 11th, 2022

Our Conditional Use Permit Guide also covers anything that I may have missed. Please contact me if you have any questions, otherwise please provide me with the application materials to be considered for the next Planning Commission meeting for a public hearing.

Sincerely,

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Tuesday, August 16, 2022 4:46 PM
To: Nicole Laubach <NLaubach@ci.ramsey.mn.us>
Cc: Andy@idigitaloutdoor.com; 'Paul Hilt' <paul@idigitaloutdoor.com>
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

HI Nicole, I have 2 other billboard applications to submit. Would you like me to email those over to you? And then can we send in a check for the application fee for those? Thanks!

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this

communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Nicole Laubach [mailto:NLaubach@ci.ramsey.mn.us]
Sent: Friday, July 22, 2022 10:16 AM
To: 'josh@idigitaloutdoor.com'
Cc: Andy@idigitaloutdoor.com; 'Paul Hilt'
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Hi Josh,

All I will need is the application for now to get the process going. I will begin with that now and email you once I am finished to take payment over the phone.

Thank you!

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Friday, July 22, 2022 9:52 AM
To: Nicole Laubach <NLaubach@ci.ramsey.mn.us>
Cc: Andy@idigitaloutdoor.com; 'Paul Hilt' <paul@idigitaloutdoor.com>
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Good morning Nicole, hope your Friday is starting off great! Can you look at the attached application and let me know if you think it need any changes or if there is any additional documentation I need to submit?

And then if you can let me know how to submit the application fees that would be great. Thank you!

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Todd Larson [mailto:tlarson@ci.ramsey.mn.us]
Sent: Friday, July 22, 2022 8:34 AM
To: 'josh@idigitaloutdoor.com'; 'Paul Hilt'
Cc: Brian Hagen; Andy@idigitaloutdoor.com; Nicole Laubach
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Josh,

Will we be expecting your CUP application before next Thursday (7/28) for the August Planning Commission meeting? If so, please make sure that you work with Nicole (cc'd) on submitting the application materials and payment. Let me know if you have any questions.

Todd

From: Sean Sullivan <SSullivan@ci.ramsey.mn.us>
Sent: Wednesday, July 20, 2022 10:31 AM
To: 'josh@idigitaloutdoor.com' <josh@idigitaloutdoor.com>; Todd Larson <tlarson@ci.ramsey.mn.us>; 'Paul Hilt' <paul@idigitaloutdoor.com>
Cc: Brian Hagen <BHagen@ci.ramsey.mn.us>; Frederic Knaak <Fknaak@klaw.us>; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Josh-

Please see the executed letter of permission by Administrator Hagen. Please let me know if this is sufficient.

Please let me know if you need anything else.

By chance, do you have an expected timeline to get this this project built?

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Monday, July 11, 2022 4:19 PM

To: Todd Larson <tlarson@ci.ramsey.mn.us>; Sean Sullivan <SSullivan@ci.ramsey.mn.us>; 'Paul Hilt' <paul@idigitaloutdoor.com>
Cc: Brian Hagen <BHagen@ci.ramsey.mn.us>; Frederic Knaak <Fknaak@klaw.us>; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Good afternoon all, attached is a permit permission form that we use with landowners when applying for permits prior to a lease being executed. Let me know if you see any issues with filling this out for me so that we can apply for the MNDOT sign permit to make sure there are not any issues on their end. Thank you!

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Todd Larson [mailto:tlarson@ci.ramsey.mn.us]
Sent: Wednesday, July 6, 2022 12:34 PM
To: 'josh@idigitaloutdoor.com'; Sean Sullivan; 'Paul Hilt'
Cc: Brian Hagen; Frederic Knaak; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Correct, the CUP could be approved on 9/13 provided you get your application in soon. After that, you'll need the sign permit where we are looking at the structural aspect of things with the Building Dept.

Todd

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Wednesday, July 6, 2022 11:20 AM
To: Todd Larson <tlarson@ci.ramsey.mn.us>; Sean Sullivan <SSullivan@ci.ramsey.mn.us>; 'Paul Hilt' <paul@idigitaloutdoor.com>
Cc: Brian Hagen <BHagen@ci.ramsey.mn.us>; Frederic Knaak <Fknaak@klaw.us>; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Thanks Todd! So looking at the review schedule, the earliest the permit could be approved is September 13th after the regular city council meeting?

Thank you

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Todd Larson [mailto:tlarson@ci.ramsey.mn.us]
Sent: Tuesday, July 5, 2022 2:14 PM
To: 'josh@idigitaloutdoor.com'; Sean Sullivan; 'Paul Hilt'
Cc: Brian Hagen; Frederic Knaak; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Hi Josh,

Your sites will need a Conditional Use Permit. Here is a link to the info on our website:

Developer Resources | Ramsey, MN (cityoframsey.com)

Please note the Land Use Application and Schedule under the "Applications" tab and then the Conditional Use Permit info under the "Submittal Requirements" tab. You will need to fill out a separate application for each site. The next deadline is 7/28, so you have a little time to put everything together. We are happy to meet with you and the property owner(s) you are working with to go over your plans and the process. Please let me know if you have any questions.

Thanks,

Todd

From: josh@idigitaloutdoor.com <josh@idigitaloutdoor.com>
Sent: Tuesday, July 5, 2022 10:32 AM
To: Sean Sullivan <SSullivan@ci.ramsey.mn.us>; 'Paul Hilt' <paul@idigitaloutdoor.com>
Cc: Todd Larson <tlarson@ci.ramsey.mn.us>; Brian Hagen <BHagen@ci.ramsey.mn.us>; Frederic Knaak <Fknaak@klaw.us>; Andy@idigitaloutdoor.com
Subject: RE: Digital Display Ordinance 22-19 Adopted June 28, 2022

Hi Sean, we will review this and get back to you later this week with a timeline and so forth. I am thinking we should execute that lease on the effective date of the ordinance. We will reach out to MNDOT this week as well for the state permit as well, I can't remember if we need the city permit prior or not, but we will check on that.

Does anyone on this email chain know the next step for the city permit? Is that something we need to wait to apply for on the August date or can we submit that now?

Brian, any suggestions who we should reach out to as far as city staff to get the permit process going?

Thanks all!

Josh Gilleland | CEO

iDigital Outdoor & Media

P: 701-369-6100 | F: 701-212-4714

Minnesota Offices
25113 21st Ave, St Cloud, MN 56301

North Dakota Offices
3235 Oak Ridge Loop E, West Fargo, ND 58078

www.iDigitalOutdoor.com

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

From: Sean Sullivan [mailto:SSullivan@ci.ramsey.mn.us]
Sent: Friday, July 1, 2022 2:51 PM
To: 'Josh Gilleland'; 'Paul Hilt'
Cc: Todd Larson; Brian Hagen; Frederic Knaak
Subject: Digital Display Ordinance 22-19 Adopted June 28, 2022

Josh-

I am happy to say that Ordinance #22-19 was adopted at the June 28th City Council Meeting. It will become effective on August 8, 2022.

What is the status of your sign permit?

Have you contacted MNDOT?

Will the sign be exactly as depicted on the attached lease? If it will be changing we should make sure that the correct exhibit and dimensions are correct.

Just an FYI, I edited the lease to remove the "Interim" from City Administrator Hagen's Title.

It might be helpful to sit down with City Staff to make sure that everything runs smoothly.

Please let me know how you plan to proceed.

This email has been checked for viruses by Avast antivirus software.
www.avast.com

Sincerely,

Clear Channel Outdoor Chairman and CEO William Eccleshare said recently in an interview, *"It's a good moment for us. Out of home media has been growing very well the last few years. We've been growing faster than any of the traditional media. Faster than TV, print or radio. And I think many marketeers are finding that the magic of Facebook and Google isn't quite what they thought it was going to be a few years ago. A lot of the data isn't as robust as they'd hoped. And I think you're seeing a swing back to media like outdoor just because it's big and it's public. And that has a great power for people."*

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

[redacted]

[redacted]
[redacted]
[redacted]

[redacted]

[redacted]
[redacted]
[redacted]

MNDOT Permit Application & Email submission to Jeff Constant at the MNDOT office.

Josh Gilleland

From: Paul <paul@idigitaloutdoor.com>
Sent: Tuesday, August 16, 2022 4:09 PM
To: Constant, Jeffrey (DOT); Josh Gilleland
Subject: MNDOT permits for two other Ramsey MN locations
Attachments: 20220725_105415 (1).jpg; Part_2 (1).jpeg; Vertical Structure - 2711CMBB 35' LED CAPABLE 08-03-20P I DIGITAL FARGO ND-Layout1.pdf; Riverside Farms City of Ramsey Western located Billboard MNDOT Outdoor Ad Permit Application Form-1765133-v2.docx; Roman Gadaskin City of Ramsey Eastern located Billboard MNDOT Outdoor Ad Permit Application Form-1765133-v2.docx

Jeff,
Here are the other two permits being requested.
Josh, please send 2 separate checks for $110 each for these please to the address outlined below:
Minnesota Department of Transportation
Advertising Control Agent Roadway Regulation Unit
1500 West County Road B-2
Roseville, MN 55113
Thank you both.

Sincerely,

Paul Hilt
President of Business Development
701.630.4466 | **www.IDigitalOutdoor.com**

Clear Channel Outdoor Chairman and CEO William Eccleshare said recently in an interview, *"It's a good moment for us. Out of home media has been growing very well the last few years. We've been growing faster than any of the traditional media. Faster than TV, print or radio. And I think many marketeers are finding that the magic of Facebook and Google isn't quite what they thought it was going to be a few years ago. A lot of the data isn't as robust as they'd hoped. And I think you're seeing a swing back to media like outdoor just because it's big and it's public. And that has a great power for people."*

This message originates from iDigital, LLC. The information transmitted in this e-mail and any attachment is intended only for the personal and confidential use of the intended recipients. This message may be or may contain privileged and confidential communications. If you as the reader are not the intended recipient, you are hereby notified that you have received this communication in error and that any retention, review, use, dissemination, distribution, or copying of this communication or the information contained is strictly prohibited. If you have received this communication in error, please notify the sender

immediately and delete the original message from your system. You are further notified that all personal messages express views solely of the sender which are not to be attributed to iDigital, LLC or any of its' sub-companies and may not be copied or distributed without this disclaimer.

Advertising Device Permit Application

For Office Use Only

Account: _____	Permit: _____	eDocs: _____	Do: _____
C/D/N/S: _____	1/2/3/5: _____	CS: _____	L/R: _____
TH: _____	Mile Point: _____		

Comments:

Applicant

Applicant Name (***First, Middle, Last***)

IDIGITAL Outdoor

Mailing Address (***Street, City, State, Zip***)

3235 Oak Ridge Loop E., West Fargo

State: ND Zip: 58078

Contact Information

Home Telephone: Cell: 701-630-4466 eMail Address: paul@idigitaloutdoor.com

Land Owner

Applicant Name ***(First, Middle, Last)***

Roman Gadaskin

Mailing Address ***(Street, City, State, Zip)***

6043 HIGHWAY 10, Ramsey

State: MN Zip: 55303

Contact Information

Home Telephone: 612-708-0529 Cell: eMail Address: ruhome@comcast.net

Advertisement Details

Sign Message

Electronic Changeable

Landmark

PIN: 35-32-25-31-0037

Property Location

Highway: 10 County: Ramsey Municipality/Township: _____

Advertisement Details

Will this device be located within tribal lands?

☐ Yes ☒ No

If yes, select tribe from the menu:

☐ Bois Fort Band of Chippewa ☐ Fond du Lac ☐ Grand Portage Band of Chippewa
☐ Leech Lake Band of Ojibwe ☐ Lower Sioux Community ☐ Mille Lacs Band of Ojibwe
☐ Prairie Island Indian Community ☐ Red Lake Nation ☐ White Earth Band of Chippewa
☐ Shakopee Mdewakanton Sioux Community

Zoning Authority

City: Ramsey County: Anoka Township: Ramsey Historical

Zoning Designation

☐ Residential ☐ Agriculture ☐ Industrial ☒ Commercial ☐ Unzoned/Commercial

Advertising Area ***(Including Border & Trim)***

Height: 39' Width: 15' Square Feet: 585

Device

Illuminating: ☒ Yes ☐ No

Type: ☐ Single Face ☐ Side-by-Side ☐ 'V' Type
☒ Back-to-Back ☐ Over Under ☒ Electronic

Distance

From center of highway to nearest corner of device = 89 Feet

Right of Way at sign site = 2114 Feet

Date the device will be/was erected on

NOV 1, 2022

Landowner, Lessee or Agent must submit letter granting use of property or sign item below. Letter attached:

☒ Yes ☐ No

Signature	Date of Signature
See letter attached - Roman Gadaskin	7/25/2022

I, We, the undersigned, hereby declare that all statements herein are true and complete, with the same force and effect as though given under oath, herewith accept the terms and conditions of the regulations of the Commissioner of Transportation and fully agree to comply there with the satisfaction of the Minnesota Department of Transportation.

Signature	Date of Signature
Paul T. Hilt	7/25/2022

Advertising Device Permit

Permission is hereby granted for the construction of the device as described in the above application, said device to be in accordance with the regulations as set forth in the Commissioner of Transportation's regulations and the laws of the State of Minnesota. Subject to Local Ordinance.

SPECIAL REQUIREMENTS: Device must be erected within 120 days or permit will be voided. Permit number must be affixed to device together with Permittee name. It is expressly understood that this permit is conditioned upon maintenance of the device in its original or to a satisfactory condition.

This permit expires on June 30, 20_____

Authorized MnDOT Signature	Date	Permit No
_____	_____	_____

Application Instructions

1. Fill out as much of this form as you can use the computer. Then print out the form to sign and send in.
2. A complete set of the forms prepared by the applicant should be furnished to the district office. Under normal circumstances an application should be approved or denied within 30 days from date of receipt or applicant advised of reasons for delay.
3. Applicant may be a firm, corporation, individual, government agency or other entity.
4. Highway No. means the existing number on the highway markers or the lowest number posted where 2 or more routes are carried simultaneously on one roadway.
5. Landmarks mean the distance to the nearest intersection or other well-known landmark.
6. Advertising Area means that portion of the advertising face of an advertising device which includes the border and trim thereof, but excludes the base and apron supports and other structural members.
7. Distance from center of highway means distance in feet from the centerline (the lane nearest the device on multi-lane highways).
8. Right of Way distance at sign site means distance in feet from the centerline (the lane nearest the device on multi-lane highways) to the State's property line. Fees should be submitted with your application. Obtain the correct fee from the Sign Technician.
9. Special requirements may include additional restrictions inserted by the engineer to provide for traffic safety or proper erection and care

Fees:

Fees should be submitted with your application. Obtain the correct fee from the Sign Technician.

Note: 1. Direction signs up to 150 sq. ft. subject to the same fees as listed above.
2. Make the check in the proper amount payable to: ***Commissioner of Transportation***

Size of Device (Sq. Ft.)	Annual Fee ($)	Total ($)
0 - 50		
51-300		
Over 300		

iDIGITAL OUTDOOR

Letter of Permission to apply for City/County/State Permit

iDIGITAL
4302 13th Ave So
Suite 4-375
Fargo, ND 58103

SECTION I:	AGREEMENT

Agreement of Permit Application Processing by & between 13120 SUNSET TRAIL LLC and NDSG Properties, LLC, dba iDigital Outdoor.

SECTION II:	POTENTIAL LOCATION OF SIGN

Sign Address: 6043 HIGHWAY 10

City: Ramsey State: MN Zip: 55303

Parcel #: 35-32-25-31-0037

Legal Description: LOT 23 AUD SUB NO 96, TOG/W THAT PRT OF LOT 22 SD AUD SUB DESC AS FOL: THE NELY 206.43 FT OF SELY 211.02 FT OF SD LOT AS MEAS AT RT ANG TO NELY & SELY LINES THEREOF, SUBJ TO EASE OF REC

SECTION III:	DEFINITION

This agreement is for the initial requests for permitting for NDSG Properties, LLC, dba iDigital Outdoor to begin the process of applying for City/County/State permits for an outdoor digital billboard. This agreement is only for permission of applications, this is not a lease agreement but does signify the permission of the landowner or prospective lessor to apply for city/county/state permitting, this does not warrant the right to NDSG Properties, LLC dba iDigital Outdoor to erect an outdoor billboard structure until the final lease agreement has been reached. Applications for permits will be applied for at levels required by the property's location. If a Lease is not agreed to after application, outstanding permits issued will be cancelled.

SECTION IV:	LETTER OF PERMISSION

To Whom It May Concern:

I, Roman Gadaskin, as the owner or agent for the property listed above in Section 1, do authorize NDSG Properties, LLC dba iDigital Outdoor and/or their authorized agent, to obtain a sign permit for the above referenced property on my behalf.

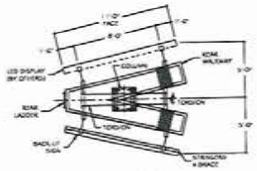
SECTION V:	SIGNATURE

Permitting Agent:

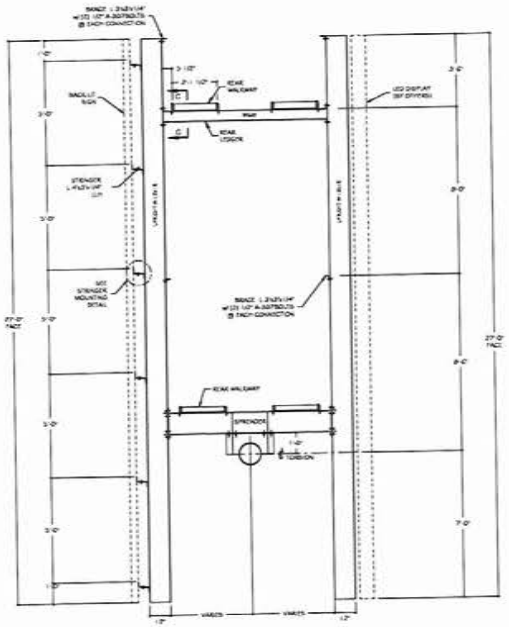
Legal Name:	Authorized Signature:
NDSG PROPERTIES, LLC, dba iDIGITAL OUTDOOR	Paul Hilt
Printed Name: Paul Hilt	**Date:** 7/25/2022

Property Representative:

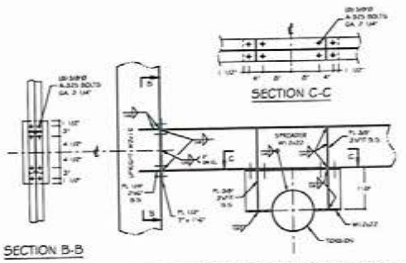
Legal Name:	Authorized Signature:
13120 SUNSET TRAIL LLC	Roman Gadaskin
Printed Name: Roman Gadaskin	**Date:** 7/25/2022



PLAN VIEW



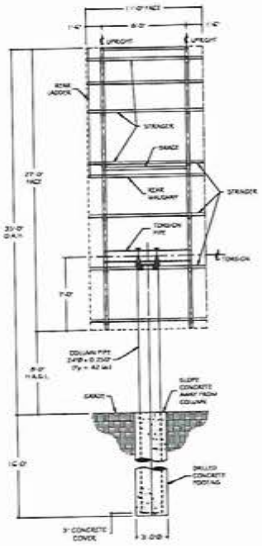
TYPICAL SECTION THRU SIGN



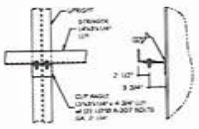
SECTION B-B

UPRIGHT-TORSION-SPREADER CONNECTION

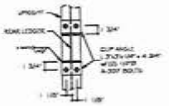
SECTION C-C



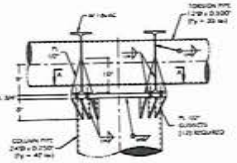
ELEVATION



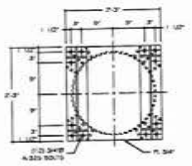
STRINGER MOUNTING DETAIL



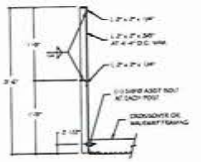
SECTION C-C



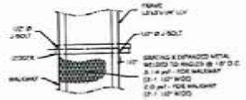
COLUMN-TORSION CONNECTION



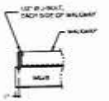
SECTION A-A



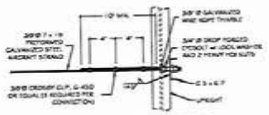
TYPICAL HAND RAIL CONNECTION



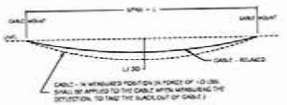
TYPICAL WALKWAY DETAIL



WALKWAY MOUNTING DETAIL



SAFETY CABLE MOUNTING



SAFETY CABLE TENSION

NOTES AND SPECIFICATIONS

(APPLY UNLESS OTHERWISE NOTED)

CODE - 2018 IBC

WIND DESIGN - SIGN STRUCTURE WIND LOADS ARE DETERMINED IN ACCORDANCE WITH ASCE 7-16 SECTION 29.3.1.
BASIC WIND SPEED: 115 MPH (3 SECOND GUST)
RISK CATEGORY: II
EXPOSURE: C
DESIGN WIND PRESSURE (ASD): 27.0 PSF (MAXIMUM)
REFER TO ASCE 7-16 FIGURE 29.3-1.
ANY SIGN COMPONENTS NOT SPECIFICALLY DETAILED ON THESE DRAWINGS BUT ATTACHED TO THE STRUCTURE SHALL BE DESIGNED IN ACCORDANCE WITH THE INFORMATION ABOVE.

DESIGN LIVE LOAD - MAINTENANCE PLATFORM 40 PSF OR 300 LBS CONCENTRATED LOAD.

DESIGN DEAD LOAD -
DIGITAL DISPLAY: 2550 LBS EA.
OTHER STRUCTURAL MEMBERS: AS NOTED IN CALCULATIONS

STEEL - WIDE FLANGES - ASTM A-992, OTHER SHAPES & PLATES - ASTM A-36.

PIPE SECTIONS - ASTM A53 GR. B OR A252 GR 2, OR API 5L (WITH MINIMUM YIELD STRENGTH AS INDICATED ON DRAWINGS).

EXPANDED METAL GRATING - EXPANDED METAL GRATING SHALL BE MANUFACTURED FROM CARBON STEEL IN CONFORMANCE WITH THE EXPANDED METAL MANUFACTURERS ASSOCIATION (EMMA) STANDARD NO. 557-99, "STANDARDS FOR EXPANDED METAL," EMMA IS A DIVISION OF THE NATIONAL ASSOCIATION OF ARCHITECTURAL METAL MANUFACTURERS (NAAMM).

ALL STRUCTURAL STEEL SHALL BE FABRICATED AND ERECTED ACCORDING TO LATEST AISC SPECIFICATIONS AND STANDARD PRACTICE.

PAINTING - ALL STRUCTURAL STEEL EXPOSED TO WEATHER, SHALL BE SHOP PRIMED AND PAINTED IN ACCORDANCE WITH AISC 303 (SPECIFICATION) AND AISC 303 (STANDARD PRACTICE).

CONCRETE - CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI (DESIGNED AT 2,500) AT 28 DAYS AND BE PLACED IN ACCORDANCE WITH ACI 318. CONCRETE MIX SHALL BE PROPORTIONED WITH A MAXIMUM WATER CEMENT RATIO OF 0.5

WELDING - ALL WELDING MATERIALS AND COMPONENTS SHALL BE IN COMPLIANCE WITH AWS D1.1.

BOLTS - ALL REGULAR SHALL CONFORM TO ASTM A-307, HIGH STRENGTH BOLTS SHALL CONFORM TO ASTM A-325N. ALL BOLTS SHALL BE INSTALLED TO A SNUG TIGHT CONDITION UNLESS NOTED TO BE PRE-TENSIONED (PT). PT BOLTS SHALL BE FULLY TENSIONED PER AISC TURN OF THE NUT METHOD (1/3 OF A TURN PAST A SNUG TIGHT CONDITION) OR OTHER AISC APPROVED TENSIONING METHOD.

ROUND COLUMN FOOTING - EMBEDMENT DEPTH FOR FOOTING DOES NOT APPLY TO LOCATIONS WHERE WALLS OF THE HOLE WILL NOT STAND WITHOUT SUPPLEMENTAL SUPPORT, OR WHERE UNCOMPACTED FILL OR ORGANIC FILL EXISTS. FOUNDATION IS DESIGNED UTILIZING LATERAL BEARING PER IBC SECTION 1605.7.2.1. DESIGN LATERAL SOIL PRESSURE PER IBC TABLE 1804.2 (I) 150 PSF/FT (SOIL CLASS 4 - TYPE: SAND, SILTY SAND). ALLOWABLE LATERAL SOIL PRESSURE HAS BEEN MULTIPLIED BY 2 PER SECTION 1804.3.1. VERIFY SOIL TYPE DURING EXCAVATION. NOTIFY ENGINEER OF ANY DISCREPANCY.

SPECIAL INSPECTIONS - SPECIAL INSPECTIONS ARE REQUIRED PER CHAPTER 17 FOR THE FOLLOWING ITEMS:
- HIGH STRENGTH BOLTS: PERIODIC INSPECTION TO REVIEW BOLT TYPE AND TENSION
- PIER FOUNDATION: VERIFY PROPER DEPTH AND DIAMETER

STEEL FABRICATOR - ALL STRUCTURAL STEEL SHALL BE SHOP FABRICATED BY THE FOLLOWING APPROVED FABRICATOR:
PAGE STEEL
2040 INDUSTRIAL DRIVE
PAGE, AZ 85040

THE ERECTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD BEFORE ERECTION AND NOTIFY ENGINEER OF ANY DISCREPANCIES.

THE UNDERSIGNED ENGINEER WILL NOT SUPERVISE THE FABRICATION OR ERECTION OF THIS STRUCTURE.

THIS PRINT IS THE PROPERTY OF RMG OUTDOOR, INC. PROFESSIONAL SEAL VALID ONLY WHEN FABRICATED BY THE ABOVE. IT IS PROVIDED FOR PERMIT PURPOSES ONLY.
ANY OTHER USE OR REPRODUCTION IS PROHIBITED WITHOUT WRITTEN AUTHORIZATION FROM RMG OUTDOOR, INC.

CUSTOMER: I-DIGITAL

SIGN LOCATION: FARGO, ND

27' x 11'
SINGLE POST
CENTER MOUNT
10' V-BUILD
LED CAPABLE (BOTH SIDES)

RMG Outdoor Inc.
4425 North 24th Street, Suite 200
Phoenix, Arizona 85016
Phn: (602) 230-8604 Fax: (602) 230-8671

ENG. NO.	DR.	CK.
	FS	FS
	DATE	
	08/07/20	
JOB NO.	SHEET NO.	
08-03-20P	S1 of 1	

Lease with Landowner

STANDARD OUTDOOR SIGN LEASE

iDigital Outdoor, LLC
25113 21st Ave
St Cloud, MN 56301

06172022

SECTION I: AGREEMENT

Agreement of Lease made this_____day of_____of 202____, by & between 13120 SUNSET TRAIL LLC as Lessor, and iDigital Outdoor, LLC, as Lessee.

SECTION II: LOCATION OF SIGN STRUCTURE

Sign Address: 6043 HWY 10 NW City: Ramsey State: MN Zip: 55303

Property Identification Number (PIN): 35-32-25-31-0037

SECTION III: LESSOR/LESSEE INFORMATION

Lessor:	13120 SUNSET TRAIL LLC	Lessee:	IDIGITAL OUTDOOR, LLC
Address:	13112 SUNSET TRL Plymouth, MN 55441	Address:	25113 21st Ave St Cloud, MN 56301
Contact:	Roman G[redacted]	Contact:	Josh Gilleland
Phone:	[redacted]	Phone:	320.252.7680
Email:	[redacted]	Email:	josh@idigitaloutdoor.com

SECTION IV: LEASE TERM - RENTAL/ADVERTISING PAYMENTS

Term: This Lease is for an initial term of 50 years. The Lessee will have the option to renew this Lease for one additional fifty year term which will automatically renew unless notice is given to Lessor by Lessee two months before the expiration of the Lease term. At the end of the final term of this Lease, if no notice is given, this lease will renew on a year to year basis from the date of the signing of this Lease.

Payment: Initial installation of this sign will be static on both faces, at some point in the future one or more faces may be converted to digital. Once a digital is installed, the monthly minimums will be increase since a digital can typically produce more revenue. Please note the below scenarios are intended to be one or the other, they are not meant to be combined or interpreted as per face, this is a per structure payment. If both faces are static, the static scenario applies, if one or more faces are converted to digital then the digital scenario applies, they can not be combined or interpreted to mean in addition to.

Static: Lessor will be paid monthly at a rate of __[redacted]__% of the gross monthly collections per month or an annual total sum of $[redacted] paid out in equal monthly payments of $[redacted], whichever is greater. Payments to Lessor will commence 60 days after the billboard goes live.

or

Digital: Lessor will be paid monthly at a rate of __[redacted]__% of the gross monthly collections per month or an annual total sum of $[redacted] paid out in equal monthly payments of $[redacted], whichever is greater. Payments to Lessor will commence 60 days after the billboard goes live.

SECTION V: CONSTRUCTION OF SIGNS

The Lessee will have the right to erect, place and maintain advertising sign structures and equipment at Lessee's own expense on the demised premises and post, paint, illuminate and maintain advertisements on such structures. All structures, equipment and materials placed upon the said premises by the Lessee shall always remain the personal property of, and may be removed by, the Lessee at any time prior to or within a reasonable time after the expiration of the term hereof or any extension thereof or as otherwise provided herein.

SECTION VI: EASEMENT

Lessor hereby grants unto Lessee, its successors and assigns an easement over, upon and in the following described tract of property:

Legal Description: .

Parcel 1

That part of Lot 22, Auditor's Subdivision No. 96, Anoka County, Minnesota more particularly described as follows: The Northeasterly 206.43 feet as measured at right angles to the northeasterly line of said Lot 22, of the southeasterly 211.02 feet as measured at right angles to the southeasterly line of said Lot 22.

Parcel 2

All that part of the Northeast Quarter of the Southwest Quarter of Section 35, Township 32, Range 25, Anoka County, Minnesota, described as follows: Commencing at the Northeast corner of said Northeast Quarter of the Southwest Quarter said corner having been set by the County Surveyor of Anoka County, Minnesota, pursuant to District Court Order in Torrens File T- 1186; thence South along the East line of said Northeast Quarter of the Southwest Quarter a distance of 299.78 feet, more or less, to its intersection with the Southerly right of way line of the Great Northern Railroad; thence North 66 degrees 30 minutes West along that said Southerly right of way line of distance of 247.70 feet to the actual point of beginning of the Tract of land to be described; thence continuing North 66 degrees 30 minutes West along said southerly right of way line a distance of 125.0 feet; thence south 23 degrees 02 minutes West a distance of 410.7 feet, more or less, to the intersection with the Northerly right of way line of U.S. Highway Number 10 and 169; thence Southeasterly along said Northerly right of way line to its intersection with a line bearing South 23 degrees 02 minutes West from the actual point of beginning, thence North 23 degrees 02 minutes East a distance of 427.01 feet, more or less, to the actual point of beginning.

Also known as Lot 23 Auditor's Subdivision No. 96, according to the map or plat thereof on file and of record in the office of the Register of Deeds in and for Anoka County, Minnesota. For the purpose of the above description, the East line of said Northeast Quarter of the Southwest Quarter of Section 35 is assumed to be a due North-South line. The boundary lines of said tract are marked by Judicial Landmarks set pursuant to Torrens Case T-1476 at the Northwest, Northeast, Southeast and Southwest corners thereof.

County: Anoka County

State: Minnesota

Tax Parcel#: 35-32-25-31-0037

The purpose is constructing, operating and maintaining, repairing its advertising sign structures and equipment, together with the customary utilities including, but not limited to, the electrical utilities described in Section VII below. The easement area for the location of and access to the sign structures and equipment is pictorially represented on the attached Exhibit "A." Lessor, it's successors and assigns, further agree that they will not disturb, injure, molest or in any manner interfere with the advertising structures and equipment, including utilities, over and upon the above described premises and Lessor expressly warrants and states no buildings, trees, shrubs or other obstacles of any kind shall be placed or located upon the above described premises so as to interfere in any manner with the construction, operation, maintenance or repair of said advertising sign, structures and equipment including utilities or customary appurtenances provided that Lessee, at its own expense, shall refill any excavation it makes, and level the ground thereafter, leaving the easement area in as good condition as it was prior to the time of constructing said advertising structure and equipment and customary appurtenances has begun. Lessee further maintains the right to remove brush, trees or obstructions impairing the full view of the sign(s).

SECTION VII: ACCESS, ELECTRIC POWER, INSURANCE, MAINTENANCE

Lessor guarantees to Lessee free access to and use of any part of any ground or structure on said premises as may be necessary for Lessee to hang scaffolds, or construct, post, paint, illuminate, repair or remove its advertisements and structures. Lessee may equip the signs with electric wires and other equipment necessary or incidental to operation and maintenance of the sign and Lessor agrees to grant to Lessee such easements and other rights of access and use as are reasonably necessary to install and repair any such electrical wires or equipment provided that such wires and equipment shall not interfere with Lessor's quiet enjoyment of the demised premise. Lessee shall supply and pay the charges for all electric power for the sign. Lessee will cover all maintenance costs of the digital billboard and will cover this sign location under its existing general liability and property damage insurance policy.

SECTION VIII: LESSEE'S OPTION TO TERMINATE

If at any time (a) the signs or structures of the Lessee on the demised premises shall be or become entirely or partially obscured or destroyed; or (b) the said premises shall be or become unsafe for the maintenance of the Lessee structures thereon, or unable to support such structures; or (c) the value of said location for advertising purposes shall be or become diminished; or (d) there be a permanent diversion of traffic from the street or streets adjacent to, or leading to or past, the said premises, or a change in the direction of traffic on such street or streets; or (e) the Lessee be unable to obtain from authorities having jurisdiction any necessary permit for the erection or maintenance of such sign or signs (of special or standard size, design and construction) as the Lessee may desire to construct or maintain for the purpose of its business; or (f) the Lessee be prevented by any present or future law or ordinance, or by the authorities having jurisdiction, from construction or maintaining on said premise such signs (of special or standard size, design and construction), as the Lessee may so desire to construct, use or maintain them and in such event, at the option of the Lessee, this Lease shall terminate on fifteen (15) days' notice in writing to the Lessor, by registered mail addressed to him at his address shown below, or such other addresses as the Lessor may here after in writing specify. If for any reason prior to the renewal date of this contract the Lease is terminated outside the forces of the Lessee, or if at the end of the term of this Lease the Lessee does not renew, the Lessee shall have the right to remove the structure, concrete, footings or pads and has the obligation to repair the grounds at grade level to their original condition. Lessee maintains the ability, authority and right to remove any structure, signage or components upon the end or termination of this Lease but not the obligation if the termination is a result of an action by Lessor. Upon the end of or termination of this Lease, Lessee shall have 60 days to remove any structure, signage, concrete, footings or pads during the months of May through October and 90 days after October 30 to remove during the months of November through April due to cold weather conditions.

SECTION IX: CONTRACT

Payments for this contract shall commence 60 days after the date that the digital billboard is live. This Contract shall be construed and enforced in accordance with the laws of the state of Minnesota without regard to principles of conflicts of laws. The parties agree that jurisdiction; rule of law, venue and the interpretation of this Lease agreement shall be pursuant to the state of Minnesota. Shall any disputes arise, it is agreed that the state of Minnesota shall hold jurisdictional governing law and any actions taken will be done so through the Minnesota judicial system.

SECTION X: LESSOR'S WARRANTIES

The Lessor represents and warrants that Roman G[redacted] (Lessor Representative) the Member (Title of Representative) of the premises above described and has authority to make this Lease and covenants. Lessor also warrants that he will not permit any adjoining premises, owned, or controlled by Lessor, to be used for advertising purposes or permit Lessee's signs to be obstructed.

SECTION XI: OBLIGATION; BINDING ON SUCCESSORS

It is expressly understood that neither the Lessor nor the Lessee is bound by any stipulations, representations, or agreements not printed or written in the Lease. This Lease shall inure to the benefit of and be binding upon the personal representative, successors and assigns of the parties hereto.

SECTION XII: LESSEE'S RIGHT TO ASSIGN

Lessee hereby reserves the right, and said right, is granted to Lessee to sell, assign and set over all of the Lessee's rights, title and interest in this Lease to any financially responsible assignee upon the express and written assumption by the assignee of all the obligations of the Lessee herein named and upon such assumption, Lessee shall be fully discharged from any and all obligations under this instrument. Lessee retains the ability and right to assign a security interest in this Lease to a secured party.

SECTION XIII: MEMORANDUM OF LEASE

The parties agree to execute a Memorandum of Lease setting forth basic terms of the Lease in order to give notice of record of the existence of the Lease. The Memorandum of Lease will not contain the financial terms of the Lease. Both parties agree to execute the Memorandum of Lease which will be recorded by Lessee. Lessor agrees not to record the Outdoor Sign Lease.

SECTION XIV: CONTINGENCY

This contract is contingent upon permit approval from city, state and any other governing body that may regulate signage, digital signage, or billboard signage. This contract and any memorandums will be deemed null and void in the event a permit is not granted by any of the aforementioned permitting authorities.

SECTION XV: EXCLUSIVITY

Lessee and its successors and assigns shall have the exclusive right to install and operate any advertising or billboard sign upon the Property. Lessor shall not allow or permit any other advertising sign, billboard sign or other sign upon the Property, except for the existing signage or on-premise signage for any subsequent tenant or occupant operating upon the Property. Any new signage will not encumber or obstruct the Lessee's billboard sign. Lessee and its successors and assigns shall have the right to enforce by any proceeding at law or in equity the exclusivity restriction imposed by this Lease.

SECTION XVI:	SIGNATURE

Lessee:

Legal Name: IDIGITAL OUTDOOR, LLC	Authorized Signature:
Printed Name/Title:	Date:

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____day of_____, 20____ before me, the undersigned, a Notary Public within and for said county and state, personally appeared_____, known to me to be the _____of iDigital Outdoor, LLC the limited liability company that is described herein and that executed the within and foregoing instrument and acknowledged to me that such corporation executed the same.

(Seal)	Notary Public Signature:
	Commission Expires:

Lessor:

Legal Name: 13120 SUNSET TRAIL LLC	Authorized Signature:
Printed Name/Title: Roman G[redacted]/Member	Date:

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____day of_____, 20____ before me, the undersigned, a Notary Public within and for said county and state, personally appeared _____ known to me to be person who is described in and who executed the within instrument and acknowledged to me that said person executed the same.

(Seal)	Notary Public Signature:
	Commission Expires:

Authorizing Agent: (If Applicable)

Legal Name:	Authorized Signature:
Printed Name/Title:	Date:

STATE OF_____)
) ss.
COUNTY OF _____)

On this _____day of_____, 20____ before me, the undersigned, a Notary Public within and for said county and state, personally appeared _____ known to me to be person who is described in and who executed the within instrument and acknowledged to me that said person executed the same.

(Seal)	Notary Public Signature:
	Commission Expires:

Email regarding Incomplete Application and mailed letter

Josh Gilleland

From: Todd Larson <tlarson@ci.ramsey.mn.us>
Sent: Thursday, August 25, 2022 12:38 PM
To: josh@idigitaloutdoor.com
Cc: Brian McCann
Subject: New CUP Applications

Josh,
The east sign CUP application that you submitted is not complete, as previously noted. You'll need to provide a site plan that is prepared by a surveyor that includes the pending right-of-way acquisitions by Anoka County for the upcoming Highway 10 reconstruction project. You'll also need a measurement prepared by a licensed surveyor showing the distance between this sign and the other one being at least two miles. I will be returning your application materials to you. You are welcome to re-apply for a future meeting once you have all the necessary materials.

The west sign CUP is missing a proper site plan. Please prepare a site survey by a licensed surveyor showing property lines and any easements on the property. The site survey needs to show all the required setbacks. This is something that will be needed for the building permit anyway. When can I expect this to be done? I will need it by early next week to keep on track for the September meeting. If it will be later than that, let me know so that we can determine which meeting you'll be on or if you need to withdraw your application and resubmit when you are ready. Also, you'll need to revise the elevations to include the required enhanced base.

As of right now, the September 22 Planning Commission meeting will likely be pushed back one week to the 29th due to some conflicts on our end. The switch will not affect the City Council date of October 11.

Thanks,
Todd

Todd A. Larson

City of RAMSEY
www.cityoframsey.com

Todd A. Larson
Planning Manager | City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9821 (Direct)
763-228-3660 (Cell)
763-427-1410 (City Hall)
tlarson@cityoframsey.com

Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective and efficient government services

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

August 29, 2022

Josh Gilleleand
3235 Oak Ridge Loop E
West Fargo, ND 58078

Re: Conditional Use Permit Application

Dear Mr. Gilleleand,

In accordance with Minnesota Statute 15.99, this letter shall serve as official notification that the City has reviewed your application for a Conditional Use Permit for a billboard, project titled "iDigital East", and has determined that said application is incomplete. The application received is deficient of the following items:

a. Prepared site plan from a licensed surveyor that includes the pending right-of-way acquisitions from Anoka County for the upcoming Highway 10 reconstruction project, and measurements between this sign and the proposed "West" sign showing a minimum of two (2) miles in separation.
b. Property survey from a licensed surveyor showing property lines, existing structures, easements, and setbacks.
c. Conditional Use Permit fees ($1,000 total - $200 non-refundable application fee and $800 escrow)

Therefore, the application will not be scheduled for Planning Commission or City Council review until all of the required submittals have been provided. The 60-day review time frame established by State Statute will start on the date that all submittals are received and determined to be complete. The deadline for the October Planning Commission regular meeting is September 22, 2022.

If you have any questions or need additional information, please don't hesitate to call me. Thank you for your cooperation in this process.

Respectfully,

CITY OF RAMSEY

Todd Larson
Planning Manager

September 11, 2025

Ramsey City Council 7550 Sunwood Drive NW Ramsey, MN 55303

RE: Clarification Letter Accompanying Submitted Packet – Variance Appeal for Off-Premises Billboard at 6111 Highway 10 NW

Dear Mayor and Members of the Ramsey City Council,

Thank you for your time during last night's meeting. I am writing to provide context and clarification regarding the packet of information I submitted to each of you at that meeting, which outlined our past efforts to place a digital billboard at a location in East Ramsey.

Please note, this letter is not the formal appeal. That document is submitted separately as an accompaniment to the packet that I handed out in Tuesday night city council meeting. This letter is only intended to clarify the materials included in the packet and respond to several comments and questions raised during last night's City Council discussion.

1. Clarifying Staff Conduct: Nothing in the attached packet is intended to suggest that Todd Larson acted inappropriately or gave us faulty guidance. On the contrary, we believe he performed his duties with integrity, providing direction based on the ordinances in place at that time. Our concern lies with the broader process, specifically, the sequence of events and the handling of variance consideration without a formal window of public notice or opportunity for all stakeholders to apply under the revised interpretation.

2. Completion Status of Our Application: It was stated at the meeting that our earlier application was incomplete due to the absence of a survey and unpaid application fee. We want to clarify that we were instructed via email and follow-up phone calls that a professional survey was required to verify compliance with the 2-mile ordinance. We made the reasonable decision to delay spending several thousand dollars on a survey after our own measurements showed the location to fall just inside the 2-mile limit. It was our understanding that an application without that survey showing a 2-mile separation would not be accepted. As such, the fee was never submitted, this is consistent with the process followed in our previous two approved applications, where the fee was submitted only after all materials were deemed complete.

3. Nature of Email Communication and Decision Timeline: While the email thread included in the packet may appear to end abruptly, the decision not to proceed was concluded in phone calls between our team and city staff. Mr. Larson later sent us a summary email and letter to close the file, reiterating that without a survey confirming the site was outside the 2-mile restriction, the application could not move forward.

4. Clarification of Comments in the Record: One council member referenced an email comment from our team stating, "There's absolutely no reason to move forward." That statement was not a withdrawal of our interest. Rather, it was a reflection of the obstacle presented by the spacing requirement and our attempt to get further direction. We were seeking clarity and support on whether other options might even be considered, given that

a variance had never previously been approved in this context. At the time, it was presented as unlikely or inappropriate under the ordinance, and we acted accordingly.

5. Property Rights and Public Notification: One of our core concerns with the variance granted to Kenjoh is that adjacent property owners east of the proposed location were not formally notified, despite the fact that their billboard eligibility is directly affected by this decision. By granting a variance for a sign 1.85 miles from an existing one, the City has effectively eliminated the ability for any other landowner within that corridor to benefit from a sign lease agreement. That impact is not minor. These are property rights that deserved a seat at the table. Public notice should have extended to these owners.

6. Stakeholder Notification: As the owner of the only two existing digital billboard structures in the City of Ramsey, structures approved under the very ordinance now being varied, we believe iDigital should have been notified of any proposed variance request affecting our industry, especially one within 1.85 miles of an existing location. While we acknowledge this is not a legal requirement under current noticing procedures, we submit that best practices in municipal transparency and stakeholder engagement support this type of notification.

7. Broader Process Concerns: Finally, we believe that the variance process as executed, granting an exception to a company that submitted its application before the rest of the community was made aware a variance would be considered, sets a precedent that disadvantages other landowners and stakeholders. When rules change, there should be a window for all interested parties to submit under the new conditions. That opportunity was not provided here.

We appreciate your consideration of these points. The accompanying packet outlines the timeline and depth of our original efforts to bring a third billboard location to the east end of town, under the original rules. The circumstances and procedures surrounding the recently approved variance deserve a closer look, and we respectfully submit that this appeal is warranted on those grounds.

Sincerely,

Josh Gilleland
iDigital Outdoor
3235 Oak Ridge Loop E
West Fargo, ND 58078
Josh@iDigitalOutdoor.com
701-369-6100

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 28, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Cheri Gengler Commissioner Bruce Anderson Commissioner Nichole Bauer Commissioner Randy Bauer Commissioner Jeffrey Lubarski Commissioner Debra Musgrove Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Planning Manager Todd Larson City Planner Adam Martin City Council Liaison Eric Peters

1. CALL TO ORDER

Chairperson Gengler called the regular meeting to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

Chairperson Gengler led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

Motion by Commissioner Lubarski, seconded by Commissioner VanScoy, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Lubarski, VanScoy, Anderson, N. Bauer, R. Bauer, and Musgrove. Voting No: None. Absent: None.

5. CONSENT AGENDA

5.01: Approve the June 26, 2025, Planning Commission Meeting Minutes

Commissioner Musgrove noted that while she stepped away from the dais, she was present for the motion to adjourn and should be reflected in that vote. She also requested to remove the language that she had left the meeting on page 12.

Motion by Commissioner R. Bauer, seconded by Commissioner Anderson, to approve the consent agenda as amended.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Anderson, N. Bauer, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider a Variance Request Related to Accessory Structure Setback Regulations at 16785 Iodine Street NW (Project 25-117); Case of Tim and Sue Johnson

Public Hearing

Chairperson Gengler called the public hearing to order at 7:04 p.m.

Presentation

City Planner Martin presented the staff report stating that staff recommends approval of the variance as presented.

Commissioner Anderson referenced the triangle of property to the north and asked if the well and septic system would prevent the garage from being placed in that location.

City Planner Martin confirmed that is accurate.

Citizen Input

Tim Johnson, applicant, commented that he was present to address any questions that may arise.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:11 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-195, Granting a Variance to Accessory Structure Placement at 16785 Iodine Street NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.02: "Brookside Terrace" – Preliminary Plat for Six Single-Family Lots at the Northwest Corner of Nowthen Boulevard NW and 151st Lane NW (Brookside Construction, Inc.)

Public Hearing

Chairperson Gengler called the public hearing to order at 7:12 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the preliminary plat of "Brookside Terrace".

Commissioner Musgrove thanked staff for working with the developer to incorporate a sidewalk. She asked if that impacts the width of the street.

Planning Manager Larson replied that the street width is not changing as the sidewalk is placed in the boulevard area within the right-of-way.

Commissioner Musgrove asked for more information on the utility work that would be required and whether the pavement would be disrupted.

Planning Manager Larson replied that the streets would be ripped up and dug down to install services, with patching completed. He stated that generally, the project lasts a few days and is a common project.

Commissioner Musgrove recognized that this street provides the only access in or out for some residents and asked how the project would impact those residents.

Planning Manager Larson replied that the road would be bumpy for a few days, but the road would remain passable.

Commissioner Musgrove asked if 151st is on the calendar for reconstruction. She asked that staff keep in mind the quality of the road after the utility work is completed.

Planning Manager Larson confirmed that staff does verify that patching work meets the requirements of the City.

Commissioner N. Bauer asked the number of residents living on this street, and there is only one access in/out, and asked if there is concern for fire and rescue.

Planning Manager Larson replied that currently there are 45 lots, and there were no concerns from the Police and Fire. He noted that there are neighborhoods in Ramsey with a larger number of homes and only one access. He noted a multi-use trail that could be used for emergency access.

Commissioner VanScoy referenced a letter received related to density and asked for more information on that issue.

Planning Manager Larson explained the Metropolitan Council allocation for density in Ramsey, noting that Ramsey can allocate where different types of density should be located through its planning. He stated that if there is a sewer extension permit, the Metropolitan Council ensures that the City is being accountable to its Comprehensive Plan. He noted that this is infill development and additional sewer permits are not required; therefore, this development would be included in the annual report to the Metropolitan Council.

Citizen Input

Ron Sivigny, applicant, stated that he previously worked as a sewer and water foreman and provided more information on the utility work and related process, noting that they would impact the flow of traffic to the extent possible. He stated that the Metropolitan Council would require seven lots, but they are proposing six lots that meet the width requirements of the Ramsey Zoning Code. He stated that some residents would prefer to have three lots in this area, recognizing that people do not like to see change, but the proposal meets the requirements of the City's Comprehensive Plan.

Chairperson Gengler asked for more information on the sidewalks.

Mr. Sivigny stated that there was a letter received from a resident who is not happy with the addition of the sidewalk. He stated that he would also prefer not to install the sidewalk, as they will lose many nice trees. He stated that he would prefer to contribute the funds that would be associated with the sidewalk and preserve the trees. He noted that the home lots are platted in a way to allow home construction with minimal impact to the trees.

Commissioner Musgrove asked and received confirmation that the existing home would be removed.

Mr. Sivigny stated that the existing home will be moved to another location.

Commissioner Musgrove asked for information on stormwater management and asked if the ponds would capture some of the runoff that was impacting the lot to the west.

Mr. Sivigny stated that their property would be graded for all drainage to flow to the pond and would therefore remain on the property and not impact the Weis property. He confirmed that they have received permitting through the Lower Rum River Water Management Organization (LRRWMO).

Glen Weekly, 5931 151st, stated that they would prefer a lower density, although he understood the need of the developer to create a profit. He stated that in 2008, there was discussion of the property to the north of his home, which included a basketball court behind his home, but commented that project did not move forward. He asked if the plans reflect a garage within the building pad for the homes. He commented that people often use their garage for storage and have two vehicles in the driveway. He asked to see a model of the homes to ensure they are consistent with the neighborhood.

Mr. Sivigny commented that these will be nice homes and provided sketches of a proposed model, estimating a purchase price of $800,000. He stated that they want the homes to fit in with the development, with peaks and gables.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, VanScoy, Anderson, N. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:36 p.m.

Commission Business

Commissioner R. Bauer commented that, given that the preliminary plat conforms with the Comprehensive Plan and Zoning Code, there would be no grounds to deny the request.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend that City Council approve the preliminary plat of "Brookside Terrace".

Further discussion

Commissioner Musgrove acknowledged that the plat meets all requirements but commented that she would prefer to see fewer homes and, therefore, will be opposing this request.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, and VanScoy. Voting No: Commissioner Musgrove. Absent: None.

6.03: "Oshaughnessy 3rd Addition" Variance and Sketch Plan for Four Single-Family Lots at 17201 St. Francis Boulevard NW

Public Hearing

Chairperson Gengler called the public hearing to order at 7:39 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends denial of the lot frontage variance based on there being adequate width in the existing parcel to create conforming lots and that there are no other similarly narrow lots in the vicinity. Staff also recommends directing the applicant to make adjustments to the lot frontages on the proposed plat for the preliminary plat submittal.

Citizen Input

Tim Oshaughnessy, applicant, provided background information on himself and the property he purchased in 2013. He stated that this is a wonderful property and he believes that this proposal would provide the opportunity for more people to live in Ramsey. He noted that he and his in-laws would continue to live on their properties. He provided additional details on the proposed plans, lot sizes, and related frontages.

Commissioner R. Bauer asked if there had been discussions with the neighbor related to the encroachment.

Mr. Oshaughnessy confirmed that he has talked to the neighbor, who has shown interest in the eight-acre lot. He stated that if the neighbor does not want to purchase the lot, they would resolve the situation.

Chairperson Gengler referenced the existing structure in the northwest corner.

Mr. Oshaughnessy replied that is his home and identified a pole barn on the property. He also confirmed the boundaries of the proposed new lots.

Planning Manager Larson commented that the sketch plan shows where required items could be located, such as septic, to ensure there is sufficient space for those items, and they do not necessarily need to be in those locations. He stated that if drain fields are to be located in the power line transition easement, permission would be required from the power company.

Commissioner Musgrove recognized that this proposal would create four lots and asked if there would be ability in the future to further subdivide the lots.

Mr. Oshaughnessy commented that there are no roads proposed as part of this development.

Commissioner Musgrove asked if the driveway for the Oshaughnessy property could be turned into a road if the property were further subdivided in the future.

Mr. Oshaughnessy commented that he has no plans to further subdivide his property in his lifetime. He stated that he enjoys his large lot and wants to create other large lots for people to enjoy.

Commissioner Anderson asked if the applicant agrees with the staff comment to reduce the size of lots one and three to reach compliance for lot two and remove the need for a variance.

Mr. Oshaughnessy commented on the restrictions of lot three because of the location of the power lines and noted that he would not want to further restrict the home placement for that lot.

Planning Manager Larson commented that staff understand that the power line easement cuts up the proposed lot, but did not believe that reducing that lot size by ten to 20 feet would impact the ability to build a home. Similarly, he did not believe that the other proposed lot would be impacted by slightly reducing the width.

Councilmember Peters asked and received confirmation that the applicant will be keeping the pole barn.

Commissioner Anderson asked and received confirmation that a variance would not be required if the applicant followed the staff suggestion shown in red on the map.

Commissioner Musgrove asked if there were any thoughts on having one access to 47, which could provide access to lots one, two, and three.

Mr. Oshaughnessy commented that he does not like easements as they create problems for landowners and therefore does not want a shared entrance.

Duwayne Skoglund, 5801 170th Lane, stated that he is opposed to the applicant doing anything. He stated that this is the fourth time the applicant has proposed something that would include a variance. He noted a previous request for an organic farm, another to build a second home, and now a request to create four lots. He stated that he appreciates honest people, and the applicant has not done anything to hold by his word to have one home with an organic farm. He believed that the applicant should have been honest from the beginning, that he had plans to develop over 20 years.

Diane Weber, 5450 173rd Avenue NW, stated that she had concerns about how the septic systems and wells would be managed. She commented that there has always been one road in and out of the neighborhood and would prefer not to have an entrance coming off 47. She commented that there is a lot of wildlife in the area and wants to ensure that they are protected. She asked if the next stage would be to develop the land behind this area. She commented on poor construction management that has occurred on one lot in the area, not related to this request.

Planning Manager Larson provided additional information on the review and inspection that occurs for septic systems.

Ms. Weber asked if there is a required distance from the power lines for buildings.

Planning Manager Larson replied that the power lines lie within a 175-foot easement where buildings cannot be placed. He noted that anything more significant than a driveway or sports court would need the approval of the power company.

Ms. Weber asked for information on access and commented on the poor road condition. She asked if there would be a plan for reconstruction of the road as part of this request. She noted that the

last time the City proposed to reconstruct the road, the residents objected to the project as they did not want to pay the assessment.

Planning Manager Larson provided details on the proposed access for the lots. He stated that the applicant would not be required to reconstruct the road, and the road is currently scheduled for reconstruction in 2032.

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:12 p.m.

Commission Business

Chairperson Gengler suggested that the Commission begin its discussion with the requested variance.

Planning Manager Larson identified the area related to the requested variance.

Commissioner R. Bauer commented that it would not seem that any of the variance criteria would be met by the request, and therefore, a variance could not be granted.

Commissioner VanScoy agreed that the applicant could move the lot lines to avoid the variance, which would still create very nice lots.

Commissioner Musgrove asked if the power line easement could be considered a practical difficulty.

Commissioner R. Bauer commented that staff stated that there would still be sufficient land to build upon if the lot line were shifted to avoid the variance.

Planning Manager Larson replied that there would be 140 feet in width as proposed, and therefore, even reducing that slightly to avoid the variance would still leave more than enough width for building upon.

Commissioner VanScoy referenced the lot that houses the encroachment by the neighbor and noted that lot is narrower than what is proposed by the City to avoid the variance, and that lot also contains a home. He therefore did not see the power line causing a practical difficulty.

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-194 Denying a Variance to Lot Width at 17201 St. Francis Boulevard NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler welcomed any input the Commission may have related to the Sketch Plan.

Commissioner Anderson recommended that the applicant work with staff to shift those two lots to put everything back into balance. He stated that he does have concerns with the finger lot on the eastern edge with the encroachment.

Commissioner VanScoy commented that it sounds like the Commission would not support an additional variance attempt for this development request.

6.04: Kenjoh Outdoor Advertising – CUP and Variance for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW

Public Hearing

Chairperson Gengler called the public hearing to order at 8:20 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff acknowledged that the applicant provided responses to the variance practical difficulty criteria in their application, and within the staff report is a resolution based solely on the practical difficulties provided by the applicant. Should the Planning Commission be in support of the variance and Conditional Use Permit (CUP), staff will prepare a CUP Resolution of approval for the City Council meeting on September 9th. Should the Commission feel the responses are inadequate for granting a variance, and therefore the CUP, the Commission should provide findings that staff can use in a denial resolution.

Commissioner R. Bauer commented that when the ordinance was first approved, they approved up to three signs. He stated that the two existing signs meet the distance requirement, but the placement of the first two signs seems to make it impossible to locate a third sign without a variance.

Planning Manager Larson agreed, noting that distance was not measured from the first sign to ensure sufficient space for another sign.

Commissioner R. Bauer stated that one of the variance criteria is that the situation is not of the applicant's creation and recognized that the City caused the hardship with the placement of its sign.

Commissioner N. Bauer referenced a letter the members of the Commission received from the owners of Outpost stating that this would visually impact their sign. She asked for more information on how this would look.

Planning Manager Larson provided additional information and stated that staff believe that the sign would remain visible.

Citizen Input

Scott Levine, representing the applicant, stated that he is present to address any questions of the Commission.

Commissioner R. Bauer asked the applicant for additional information on the concern with the blockage of another sign.

Mr. Levine replied that the height of the sign and curve of the road would ensure that there would not be a visual impact on the existing sign.

Chairperson Gengler acknowledged that there is a frontage road between the property and the highway.

Commissioner VanScoy asked the distance of this location from the City boundary.

Planning Manager Larson replied that the distance from the sign to the boundary of the City would be 509 feet.

Commissioner VanScoy acknowledged that it would be pretty limited to place the sign further towards the boundary.

Planning Manager Larson agreed, noting that the properties to the east of the sign towards the border of the City may be re-developable, where this property would most likely not be redeveloped as something else in the future.

Commissioner Musgrove referenced the sign on the other end of Ramsey and asked if this sign would be comparable in height.

Mr. Levine replied that the sign near Alpine would be maybe 35 feet in height, whereas this would be proposed at 50 feet, but acknowledged that there is no need for vehicle access near that sign.

Commissioner Musgrove commented that it would seem that this sign would have good visibility for the highway drivers.

Chairperson Gengler asked if billboards are excluded from the neon sign regulations.

City Planner Martin replied that the Commission did not discuss off-premises billboard signs other than moving them from one chapter to another, and therefore, the billboard regulations did not change. He stated that the sign on the west end of Ramsey is 29.5 feet tall.

Chairperson Gengler asked and received confirmation that this sign would follow all restrictions within the City Ordinance.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, VanScoy, N. Bauer, R. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:35 p.m.

Commission Business

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to approve Resolution 2025-196 For a Variance to Distance Separation Requirements for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend approval of a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW, subject to the staff recommendations.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.05: Zoning Code Updates

Public Hearing

Chairperson Gengler called the public hearing to order at 8:38 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the proposed ordinance as presented.

Commissioner Musgrove asked if this would come back before the Commission again or move to the Council, recognizing that this is an ordinance.

Planning Manager Larson replied that the Planning Commission reviews items once, while the Council does consider an ordinance twice.

Commissioner VanScoy stated that he likes the layout of the staff presentation as it was nicely summarized and easy to follow.

Commissioner Musgrove asked for more information on the church and daycare amendments.

Planning Manager Larson replied that was overlooked when they created the use tables in the various sections. He stated that one of the churches within the residential district asked about a potential daycare use, and staff noticed the error in the Code. He explained that it was not a specific request of the church but something staff noticed in discussions.

Citizen Input

No comments.

Motion by Commissioner R. Bauer, seconded by Commissioner Lubarski, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Lubarski, Anderson, N. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:46 p.m.

Commission Business

Motion by Commissioner Musgrove, seconded by Commissioner N. Bauer, to recommend that City Council adopt Ordinance #25-08 Amending Chapter 106 Pertaining to the Zoning Code.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Musgrove, N. Bauer, Anderson, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

7. COMMISSION BUSINESS

8. COMMISSION / STAFF INPUT

Planning Manager Larson noted the September, October, November, and December meeting dates. He stated that at the next meeting, the Commission will review the 2026 schedule and confirmed consensus to keep meetings on the fourth Thursday of each month and change the start time to 6:30 p.m. He confirmed that the time change would take effect in January. He also provided information on the new member of the planning team.

Councilmember Peters commented that Happy Days is coming up, and volunteers are still needed.

City Planner Martin stated that he is working on the website update with the communications staff and is excited for the updates to come to the planning webpage.

Planning Manager Larson provided details on the items coming before the Commission at its next meeting.

Commissioner Musgrove commented that she did not receive notification of the groundbreaking for Taco Bell.

Planning Manager Larson commented that the Economic Development Authority and City Council receive notification of those events, but the Planning Commission was not included. It was confirmed that the Planning Commission would like to be included on that notification list.

Commissioner Anderson asked for an update on Home2Suites.

Planning Manager Larson commented that the hotel is getting closer, but still has some items left to complete.

Commissioner Anderson asked for an update on the PSD apartment complex.

Planning Manager Larson replied that the fourth floor has been signed off on, noting that the developer has been completing one floor and wing per week. He stated that they have a few weeks left to go.

Commissioner Anderson commented that he would be interested in visiting that site.

Planning Manager Larson commented that staff have met some potential tenants for the retail spaces in that building.

9. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:01 p.m.

Respectfully submitted,

Todd Larson
Planning Manager

ATTEST:

Kalia Lor
Planning Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Description of request:

The applicant proposes to install an off-premise digital billboard within the designated Off-Premise Digital Billboard Overlay District in the City of Ramsey. The city's zoning ordinance permits a maximum of three such signs; two have already been approved and constructed. This proposed sign would be the third and final installation allowed under the current code.

The sign is designed to be 672 square feet in area and 50 feet tall, with two digital faces—one oriented toward each direction of travel on Highway 10. The applicant is seeking to enter into an agreement with the city to dedicate a minimum of 20 hours per month per sign face for public service and city-related messaging.

The city code requires a 2-mile (10,560 feet) separation between off-premise digital billboards. The proposed location offers a separation of 9,749 feet—approximately an 8% variance. The intent of the spacing requirement is to allow one digital billboard on the west end, one centrally, and one on the east end of the city along Highway 10. While the west and central locations have already been utilized, the eastern end lacks sufficient spacing under the code as written. If a sign was placed at the easternmost point within the city limits, the sign would not meet the spacing requirement. Without a variance, the city would be unable to complete its envisioned distribution of signs.

This proposed sign would fulfill the final permitted location under the existing code. It complies with all other applicable sections of the ordinance. The city's current sign code update does not impact regulations related to off-premise digital billboards.

Practical Difficulties requirements:

That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.

The applicant is proposing to construct a digital off-premises billboard in a location specifically designated by the city's zoning for such use. This is a reasonable and anticipated use of the property in this district. The sign complies with all applicable design, height, and dimensional requirements outlined in the ordinance. The proposed sign aligns with the city's intention to allow up to three digital billboards along Highway 10.

The only element requiring a variance is a minor reduction in spacing – approximately 8% - from the 2-mile requirement. The proposed use fully remains consistent with surrounding land uses and existing signage. The request does not seek to increase the number of permitted signs or expand the overlay district; it simply enables the final sign envisioned by the city's existing plan to be constructed.

The plight of the landowner is due to circumstances unique to the property not created by the landowner

Answer: The need for the variance comes from the physical location of this property and the location of the pre-existing placement of the two other off-premises digital billboards. This area – the eastern portion of the off-premise digital billboard overlay district along Highway 10 is the last remaining area feasible for the code contemplated third digital billboard. Due to the placement of the existing, previously approved off-premises digital billboards, achieving the 2 mile spacing is mathematically impossible. The 2 mile spacing puts the next allowable sign outside of the city's boundary to the east. This creates a unique hardship and the application would otherwise be fully compliant if it were not for this slight spacing shortfall. Any other location to the east would also need a variance for spacing. These circumstances were brought about by the city defined spacing intervals combined with the previous placement of the two previously approved digital off-premises signs, which is not the result of any action or decision by the applicant or landowner.

The variance, if granted will not alter the essential character of the locality

Answer: The proposed sign is located within the designated off-premise digital billboard overlay district and is compliant with all other requirements of the ordinance with exception of the spacing variance. The code permits up to three of these signs – two of which have already been constructed. The variance would allow the third and final sign as contemplated by the ordinance, and fulfill the city's original vision of having 3 signs distributed along Highway 10. The original intention was 1 sign on the west end, 1 sign in the middle, and 1 sign on the east end. This fulfills that vision.

The sign's design and placement are consistent with existing permitted signs and will be located along a major commercial corridor, where such signs are expected and appropriate. The variance does not introduce a new or unexpected intensity of use into the area. It simply allows for the completion of the originally intended sign plan. The character will remain consistent and the visual and functional impact of the sign is aligned with the city's intended land use in this area.

Economic considerations alone do not constitute practical difficulties

Answer: While there is an economic component to the development and use of any billboard, the variance request is not based on financial considerations. The practical difficulty stems from the limitations created by the existing placement of the other two permitted billboards and the fixed length of the Highway 10 corridor within city limits.

The applicant is not seeking to exceed the number of signs allowed or alter intent of the ordinance. The variance is necessary to fulfill the city's plan for 3 evenly spaced digital billboards along highway 10. Without the slight reduction in the required spacing, the third and final sign cannot be

constructed in the city. The issue is a matter of geographic constraint and ordinance mechanics. The hardship is rooted in practical realities beyond economics.

Practical difficulties include but are not limited to, inadequate access to direct sunlight for solar energy systems

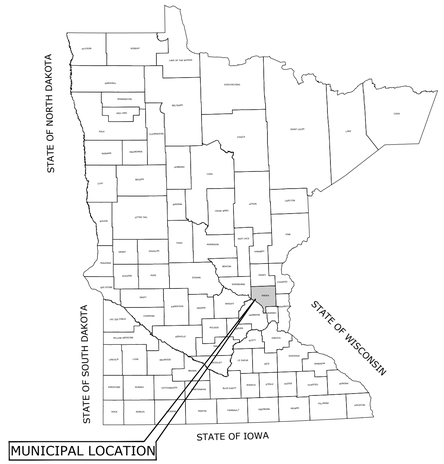
Not Applicable

Public takings of property due to condemnation

Not Applicable

Variances shall be granted for earth-sheltered construction as defined in Miinn. Stats 216C.06, subd. 14, when in harmony with Chapter 106 of the city code

Not Applicable

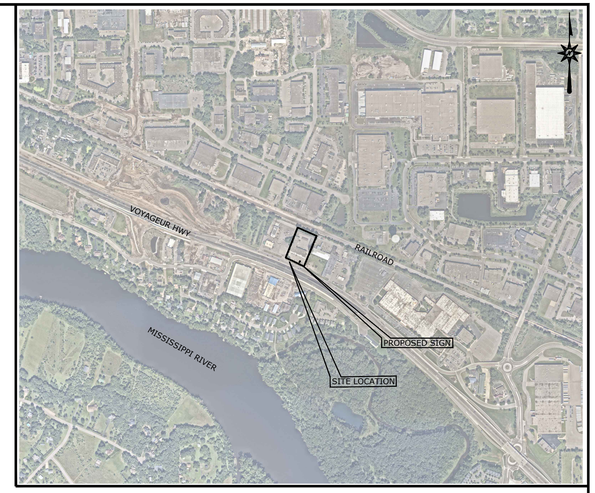


LOCATION MAP

N.T.S.

LAND DEVELOPMENT PLANS FOR PROPOSED BILLBOARD
ISSUED FOR CONSTRUCTION

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303



VICINITY MAP

SCALE: 1"=800'

PREPARED FOR:

KENJOH OUTDOOR ADVERTISING
928 HAVERHILL DRIVE
TROY, OHIO 45373

PREPARED BY:

BL Companies

ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
LAND SURVEYING

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

CONTENTS

CV-1	COVER SHEET
GN-1	GENERAL NOTES
EX-1 (1 OF 1)	BOUNDARY AND TOPOGRAPHIC SURVEY
EXH-1	SITE PLAN
EXH-2	SITE DETAILS
EXH-3	LOCATION MAP

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

DEVELOPER:

KENJOH OUTDOOR ADVERTISING
928 HAVERHILL DRIVE
TROY, OHIO 45373

OWNER:

6111 RAMSEY PROPERTIES LLC
299 COON RAPIDS BLVD NW STE 200
COON RAPIDS, MINNESOTA 55433

DATES

ISSUE DATE: 7/09/2025
REVISION: 7/10/2025
7/11/2025
7/29/2025

CAD FILE: G2501240-00

BL PROJECT NUMBER: PROJECT NUMBER

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

SITE WORK GENERAL NOTES

1. THESE PLANS ARE FOR CONSTRUCTION.
2. ALL CONSTRUCTION SHALL COMPLY WITH THE PROJECT SPECIFICATION MANUAL; KENJOH OUTDOOR ADVERTISING CORPORATION STANDARDS, MUNICIPAL STANDARDS AND SPECIFICATIONS, MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS, 2010 ADA STANDARDS, AND STATE BUILDING CODE IN THE ABOVE REFERENCED INCREASING HIERARCHY. ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE OSHA, FEDERAL, STATE AND LOCAL REGULATIONS.
3. REFER TO OTHER PLANS BY OTHER DISCIPLINES, DETAILS AND PROJECT MANUAL FOR ADDITIONAL INFORMATION. THE CONTRACTOR SHALL VERIFY ALL SITE AND BUILDING CONDITIONS IN THE FIELD AND CONTACT THE CIVIL ENGINEER AND ARCHITECT IF THERE ARE ANY QUESTIONS OR CONFLICTS REGARDING THE CONSTRUCTION DOCUMENTS AND/OR FIELD CONDITIONS, SO THAT APPROPRIATE REVISIONS CAN BE MADE PRIOR TO BIDDING. ANY CONFLICT BETWEEN THE DRAWINGS AND SPECIFICATIONS SHALL BE CONFIRMED WITH THE OWNER'S CONSTRUCTION MANAGER PRIOR TO BIDDING.
4. DO NOT INTERRUPT EXISTING UTILITIES SERVICING FACILITIES OCCUPIED AND USED BY THE OWNER OR OTHERS DURING OCCUPIED HOURS EXCEPT WHEN SUCH INTERRUPTIONS HAVE BEEN AUTHORIZED IN WRITING BY THE OWNER AND THE LOCAL MUNICIPALITIES. INTERRUPTIONS SHALL ONLY OCCUR AFTER ACCEPTABLE TEMPORARY SERVICE HAS BEEN PROVIDED.
5. THE CONTRACTOR SHALL ABIDE BY ALL OSHA, FEDERAL, STATE, AND LOCAL REGULATIONS WHEN OPERATING CRANES, BOOMS, HOISTS, ETC. IN CLOSE PROXIMITY TO OVERHEAD ELECTRIC LINES. IF CONTRACTOR MUST OPERATE EQUIPMENT CLOSE TO ELECTRIC LINES, CONTACT POWER COMPANY TO MAKE ARRANGEMENTS FOR PROPER SAFEGUARDS. ANY UTILITY COMPANY FEES SHALL BE PAID FOR BY THE CONTRACTOR.
6. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORD DRAWINGS OF ALL CONSTRUCTION TO THE OWNER AT THE END OF CONSTRUCTION.
7. THE ARCHITECT OR ENGINEER IS NOT RESPONSIBLE FOR SITE SAFETY MEASURES TO BE EMPLOYED DURING CONSTRUCTION. THE ARCHITECT AND ENGINEER HAVE NO CONTRACTUAL DUTY TO CONTROL THE SAFEST METHODS OR MEANS OF THE WORK, JOB SITE RESPONSIBILITIES, SUPERVISION OR TO SUPERVISE SAFETY AND DOES NOT VOLUNTARILY ASSUME ANY SUCH DUTY OR RESPONSIBILITY.
8. THE CONTRACTOR SHALL COMPLY WITH CFR 29 PART 1926 FOR EXCAVATION, TRENCHING, AND TRENCH PROTECTION REQUIREMENTS.
9. INFORMATION ON EXISTING UTILITIES AND STORM DRAINAGE SYSTEMS HAS BEEN COMPILED FROM AVAILABLE INFORMATION INCLUDING UTILITY COMPANY AND MUNICIPAL OR COUNTY OR STATE RECORD MAPS AND/OR FIELD SURVEY AND IS NOT GUARANTEED CORRECT OR COMPLETE. UTILITIES AND STORM DRAINAGE SYSTEMS ARE SHOWN TO ALERT THE CONTRACTOR TO THEIR PRESENCE AND THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETERMINING ACTUAL LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND AND OVERHEAD UTILITIES AND STORM DRAINAGE SYSTEMS INCLUDING SERVICES. THE CONTRACTOR SHALL VERIFY THE SIZE LOCATION AND INVERT UPON COMMENCEMENT OF CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR THE RESTORATION OF ANY AND ALL UTILITIES ENCOUNTERED AND DISCONNECTED AS A RESULT OF THE CONSTRUCTION ACTIVITIES.
10. PRIOR TO DEMOLITION OR CONSTRUCTION, THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL 72 HOURS BEFORE COMMENCEMENT OF WORK AT (651) 454-0002 OR AT 811 AND VERIFY ALL UTILITY AND STORM DRAINAGE SYSTEM LOCATIONS. THE CONTRACTOR SHALL EMPLOY THE USE OF A UTILITY LOCATING COMPANY TO PROVIDE SUBSURFACE UTILITY ENGINEERING CONSISTING OF DESIGNATING UTILITIES AND STORM PIPING ON PRIVATE PROPERTY WITHIN THE CONTRACT. STREET LIGHTING AND TRAFFIC SIGNALS LOCATED WITHIN THE PUBLIC RIGHT-OF WAY MAY NOT BE MARKED OUT, AND A SEPARATE CONTACT MUST BE MADE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY/ALL WORK TO RELOCATE ANY/ALL STREET LIGHTING EQUIPMENT TO MAINTAIN SYSTEM.
11. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN OVER SCALED DIMENSIONS.
12. SHOULD CONFLICTING INFORMATION BE FOUND WITHIN THE CONTRACT DOCUMENTS, IT IS INCUMBENT UPON THE CONTRACTOR TO REQUEST CLARIFICATION PRIOR TO PROCEEDING WITH THE WORK. FOR BUDGETING PURPOSES, THE CONTRACTOR SHALL CARRY THE COST OF THE HIGHER QUALITY/QUANTITY OF WORK UNTIL SUCH TIME THAT A CLARIFICATION IS RENDERED.
13. ALL CONTRACTORS AND SUBCONTRACTORS SHALL OBTAIN COMPLETE DRAWING PLAN SETS FOR BIDDING AND CONSTRUCTION. PLAN SETS OR PLAN SET ELECTRONIC POSTINGS SHALL NOT BE DISASSEMBLED INTO PARTIAL PLAN SETS FOR USE BY CONTRACTORS AND SUBCONTRACTORS OF INDIVIDUAL TRADES. IT SHALL BE THE CONTRACTOR'S AND SUBCONTRACTOR'S RESPONSIBILITY TO OBTAIN COMPLETE PLAN SETS OR COMPLETE PLAN SET ELECTRONIC POSTINGS FOR USE IN BIDDING AND CONSTRUCTION.
14. ALL NOTES AND DIMENSION DESIGNATED AS "TYPICAL" OR "TYP" APPLY TO ALL LIKE OR SIMILAR CONDITIONS THROUGHOUT THE PROJECT.
15. CONTRACTOR(S) TO TAKE AND VERIFY ALL DIMENSIONS AND CONDITIONS OF THE WORK AND BE RESPONSIBLE FOR COORDINATION OF SAME. FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO START OF WORK.
16. THE CONTRACTOR SHALL NOT PROCEED WITH ANY MODIFICATIONS TO THE DESIGN PLANS UNTIL THE WORK HAS BEEN APPROVED. ANY WORK DONE WITHOUT THE APPROVAL OF THE ENGINEER AND/OR CLIENT MAY BE DEEMED UNACCEPTABLE.
17. NO CONSTRUCTION OR DEMOLITION SHALL BEGIN UNTIL APPROVAL OF THE FINAL PLANS IS GRANTED BY ALL GOVERNING AND REGULATORY AGENCIES.
18. THE OWNER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS REQUIRED BY GOVERNMENT AGENCIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT AND OBTAIN FROM MUNICIPAL SOURCES ALL CONSTRUCTION PERMITS, INCLUDING ANY STATE DOT PERMITS, SEWER AND WATER CONNECTION PERMITS, AND ROADWAY CONSTRUCTION PERMITS. THE CONTRACTOR SHALL POST ALL BONDS, PAY ALL FEES, PROVIDE PROOF OF INSURANCE AND PROVIDE TRAFFIC CONTROL NECESSARY FOR THIS WORK.
19. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF ALL PRODUCTS AND MATERIALS PER PLANS AND SPECIFICATIONS TO THE OWNER AND CIVIL ENGINEER FOR REVIEW AND APPROVAL PRIOR TO FABRICATION OR DELIVERY TO THE SITE. ALLOW A MINIMUM OF 14 WORKING DAYS FOR REVIEW.
20. THE CONTRACTOR SHALL REFERENCE STRUCTURAL ENGINEERS PLANS FOR EXACT DIMENSIONS AND CONSTRUCTION DETAILS OF BILLBOARD.
21. SHOULD ANY UNCHARTED OR INCORRECTLY CHARTED, EXISTING PIPING OR OTHER UTILITY BE UNCOVERED DURING EXCAVATION, CONSULT THE CIVIL ENGINEER IMMEDIATELY FOR DIRECTIONS BEFORE PROCEEDING FURTHER WITH WORK IN THIS AREA.
22. ALL SITE DIMENSIONS ARE REFERENCED TO THE FACE OF CURBS OR EDGE OF PAVING AS APPLICABLE UNLESS OTHERWISE NOTED. ALL BUILDING DIMENSIONS ARE REFERENCED TO THE OUTSIDE FACE OF THE STRUCTURE.
23. THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TRAFFIC DEVICES FOR PROTECTION OF VEHICLES AND PEDESTRIANS CONSISTING OF DRUMS, BARRIERS, SIGNS, LIGHTS, FENCES, TEMPORARY WALKWAYS, TRAFFIC CONTROLLERS AND UNIFORMED TRAFFIC OFFICERS AS REQUIRED OR AS ORDERED BY THE ENGINEER OR AS REQUIRED BY THE LOCAL GOVERNING AUTHORITIES OR AS REQUIRED BY PERMIT STIPULATIONS OR AS REQUIRED BY THE OWNER. CONTRACTOR SHALL MAINTAIN ALL TRAFFIC LANES AND PEDESTRIAN WALKWAYS FOR USE AT ALL TIMES UNLESS WRITTEN APPROVAL FROM THE APPROPRIATE GOVERNING AGENCY IS GRANTED.
24. TRAFFIC CONTROL SIGNAGE SHALL CONFORM TO THE STATE DOT STANDARD DETAIL SHEETS AND THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. SIGNS SHALL BE INSTALLED PLUMB WITH THE EDGE OF THE SIGN 2' OFF THE FACE OF THE CURB, AND WITH 7' VERTICAL CLEARANCE UNLESS OTHERWISE DETAILED OR NOTED.
25. REFER TO DETAIL SHEETS FOR PAVEMENT, CURBING, AND SIDEWALK INFORMATION.
26. THE CONTRACT LIMIT IS THE PROPERTY LINE UNLESS OTHERWISE SPECIFIED OR SHOWN ON THE CONTRACT DRAWINGS.
27. THE CONTRACTOR SHALL RESTORE ANY UTILITY STRUCTURE, DRAINAGE STRUCTURE, PIPE, UTILITY, PAVEMENT, CURBS, SIDEWALKS, LANDSCAPED AREAS, SWALE, PAVEMENT MARKINGS, OR SIGNAGE DISTURBED DURING DEMOLITION AND/OR CONSTRUCTION TO THEIR ORIGINAL CONDITION OR BETTER, AS APPROVED BY THE CIVIL ENGINEER, AND TO THE SATISFACTION OF THE OWNER AND MUNICIPALITY.
28. EXISTING BOUNDARY AND TOPOGRAPHY IS BASED ON DRAWING TITLED "BOUNDARY AND TOPOGRAPHIC SURVEY"; SCALE 1"=30', DATED 7/2/2025, BY WESTWOOD PROFESSIONAL SERVICES, INC.
29. ALTERNATIVE METHODS AND PRODUCTS OTHER THAN THOSE SPECIFIED MAY BE USED IF REVIEWED AND APPROVED BY THE OWNER, CIVIL ENGINEER, AND APPROPRIATE REGULATORY AGENCY PRIOR TO INSTALLATION DURING THE BIDDING PROCESS.
30. THE SITE IS CURRENTLY SERVICED BY PUBLIC WATER.
31. THE SITE IS CURRENTLY SERVICED BY PUBLIC SEWER.
32. NO PART OF THE PROJECT PARCEL IS LOCATED WITHIN A FEMA DESIGNATED FLOOD HAZARD AREA.
33. THERE ARE NO WETLANDS LOCATED ON THE SITE AS INDICATED BY MINNESOTA NATIONAL WETLAND INVENTORY MAPPING.
34. CONSTRUCTION OCCURRING ON THIS SITE SHALL COMPLY WITH NFPA 241 STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION AND DEMOLITION OPERATIONS, AND CHAPTER 16 OF NFPA 1 UNIFORM FIRE CODE.
35. THE CONTRACTOR IS TO MAINTAIN FIRE DEPARTMENT ACCESS TO THE SITE AT ALL TIMES.
36. REMOVE AND DISPOSE OF ANY SIDEWALKS, FENCES, STAIRS, WALLS, DEBRIS AND RUBBISH REQUIRING REMOVAL FROM THE WORK AREA IN AN APPROVED OFF SITE LANDFILL, BY AN APPROVED HAULER. HAULER SHALL COMPLY WITH ALL REGULATORY REQUIREMENTS.
37. THE CONTRACTOR SHALL SECURE ALL PERMITS FOR THE DEMOLITION AND DISPOSAL OF THE DEMOLITION MATERIAL TO BE REMOVED FROM THE SITE. THE CONTRACTOR SHALL POST BONDS AND PAY PERMIT FEES AS REQUIRED. BUILDING DEMOLITION CONTRACTOR SHALL BE RESPONSIBLE FOR PERMITS AND DISPOSAL OF ALL BUILDING DEMOLITION DEBRIS IN AN APPROVED OFF-SITE LANDFILL.
38. THE CONTRACTOR SHALL PREPARE ALL MANIFEST DOCUMENTS AS REQUIRED PRIOR TO COMMENCEMENT OF DEMOLITION.
39. THE CONTRACTOR SHALL PROTECT ALL IRON PINS, MONUMENTS AND PROPERTY CORNERS DURING DEMOLITION AND CONSTRUCTION ACTIVITIES. ANY CONTRACTOR DISTURBED PINS, MONUMENTS, AND OR PROPERTY CORNERS, ETC. SHALL BE RESET BY A LICENSED LAND SURVEYOR AT THE EXPENSE OF THE CONTRACTOR.
40. IF IMPACTED OR CONTAMINATED SOIL IS ENCOUNTERED BY THE CONTRACTOR, THE CONTRACTOR SHALL SUSPEND EXCAVATION WORK OF IMPACTED SOIL AND NOTIFY THE OWNER AND/OR OWNER'S ENVIRONMENTAL CONSULTANT PRIOR TO PROCEEDING WITH FURTHER WORK IN THE IMPACTED SOIL LOCATION UNTIL FURTHER INSTRUCTED BY THE OWNER AND/OR OWNER'S ENVIRONMENTAL CONSULTANT.
41. BACK FILL DEPRESSIONS, FOUNDATION HOLES AND ACCESS AREAS IN LOCATIONS NOT SUBJECT TO FURTHER EXCAVATION WITH SOIL MATERIAL APPROVED BY THE OWNER'S GEOTECHNICAL ENGINEER AND COMPACT, FERTILIZE, SEED AND MULCH DISTURBED AREAS NOT SUBJECT TO FURTHER SITE CONSTRUCTION. DEMOLISHED BUILDING FOUNDATION AREA AND BASEMENT IF PRESENT TO BE BACKFILLED WITH GRAVEL FILL OR MATERIAL SPECIFIED IN THE PROJECT GEOTECHNICAL REPORT IN LIFT THICKNESS SPECIFIED IN THE GEOTECHNICAL REPORT. COMPACT TO 95% MAX. DRY DENSITY PER ASTM D1557 AT MOISTURE CONTENT SPECIFIED IN GEOTECHNICAL REPORT AND EARTHWORK SPECIFICATION. EMPLOY WATERING EQUIPMENT FOR DUST CONTROL.
42. THE CONTRACTOR SHALL REPAIR PAVEMENTS BY INSTALLING TEMPORARY AND PERMANENT PAVEMENTS IN PUBLIC RIGHTS OF WAYS AS REQUIRED BY LOCAL GOVERNING AUTHORITIES AND THE MUNICIPALITY AND PER PERMIT REQUIREMENTS DUE TO DEMOLITION AND PIPE REMOVAL ACTIVITIES.
43. NO WORK ON THIS SITE SHALL BE INITIATED BY THE CONTRACTOR UNTIL A PRE-CONSTRUCTION MEETING WITH OWNER AND THE CIVIL ENGINEER IS PERFORMED. THE CONTRACTOR SHOULD BE AWARE OF ANY SITE INFORMATION AVAILABLE SUCH AS GEOTECHNICAL AND ENVIRONMENTAL REPORTS. THE CONTRACTOR SHALL HAVE MA DIG SAFE MARK OUTS OF EXISTING UTILITIES COMPLETED PRIOR TO MEETING.
44. THE CONTRACTOR SHALL ARRANGE FOR AND INSTALL TEMPORARY OR PERMANENT UTILITY CONNECTIONS WHERE INDICATED ON PLAN OR AS REQUIRED. MAINTAIN UTILITY SERVICES TO BUILDINGS OR TO SERVICES TO REMAIN. CONTRACTOR TO COORDINATE WITH UTILITY PROVIDERS FOR INSTALLATION AND PAY UTILITY PROVIDER FEES.
45. THE CONTRACTOR OR DEMOLITION CONTRACTOR SHALL INSTALL TEMPORARY SHEETING OR SHORING AS NECESSARY TO PROTECT EXISTING AND NEW BUILDINGS, STRUCTURES AND UTILITIES DURING CONSTRUCTION AND DEMOLITION. SHEETING OR SHORING SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER, LICENSED IN THIS STATE AND EVIDENCE OF SUCH SUBMITTED TO THE OWNER PRIOR TO INSTALLATION.
46. NO SALVAGE SHALL BE PERMITTED UNLESS PAID TO THE OWNER AS A CREDIT.
47. THE CONTRACTOR SHALL PRESERVE EXISTING VEGETATION WHERE POSSIBLE AND/OR AS NOTED ON DRAWINGS.
48. TOPSOIL SHALL BE STRIPPED AND STOCKPILED ON SITE FOR USE IN FINAL LANDSCAPING.
49. THE CONTRACTOR SHALL COMPACT FILL IN LIFT THICKNESS PER THE GEOTECHNICAL REPORT.
50. VERTICAL DATUM IS NAVD 88.
51. PROPER CONSTRUCTION PROCEDURES SHALL BE FOLLOWED ON ALL IMPROVEMENTS WITHIN THIS PARCEL SO AS TO PREVENT THE SILTING OF ANY WATERCOURSE OR WETLANDS IN ACCORDANCE WITH THE REGULATIONS OF THE MNDOT AND THE MINNESOTA STORMWATER MANUAL, LATEST EDITION. THE CONTRACTOR SHALL BE RESPONSIBLE TO POST ALL BONDS AS REQUIRED BY THE LOCAL MUNICIPALITIES WHICH WOULD GUARANTEE THE PROPER IMPLEMENTATION OF THE PLAN.
52. ALL SITE WORK, MATERIALS OF CONSTRUCTION, AND CONSTRUCTION METHODS FOR EARTHWORK SHALL CONFORM TO THE SPECIFICATIONS AND DETAILS AND APPLICABLE SECTIONS OF THE PROJECT SPECIFICATIONS MANUAL. OTHERWISE THIS WORK SHALL CONFORM TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS AND PROJECT GEOTECHNICAL REPORT IF THERE IS NO PROJECT SPECIFICATIONS MANUAL. ALL FILL MATERIAL UNDER STRUCTURES AND PAVED AREAS SHALL BE PER THE ABOVE STATED APPLICABLE SPECIFICATIONS, AND/OR PROJECT GEOTECHNICAL REPORT, AND SHALL BE PLACED IN ACCORDANCE WITH THE APPLICABLE SPECIFICATIONS UNDER THE SUPERVISION OF A QUALIFIED PROFESSIONAL ENGINEER. MATERIAL SHALL BE COMPACTED IN LIFT THICKNESSES PER THE PROJECT GEOTECHNICAL REPORT TO 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D 1557 AT MOISTURE CONTENT INDICATED IN PROJECT GEOTECHNICAL REPORT.
53. ALL CONSTRUCTION WITHIN A DOT RIGHT OF WAY SHALL COMPLY WITH ALL DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.
54. THE CONTRACTOR SHALL VISIT THE SITE AND VERIFY THE ELEVATION AND LOCATION OF ALL UTILITIES BY VARIOUS MEANS PRIOR TO BEGINNING ANY EXCAVATION. TEST PITS SHALL BE DUG AT ALL PROPOSED UTILITY CROSSINGS AND EARTHWORK OVER EXISTING UTILITIES TO REMAIN. TEST PITS SHALL BE USED TO DETERMINE THE HORIZONTAL AND VERTICAL LOCATIONS OF THE UTILITIES. THE CONTRACTOR SHALL CONTACT THE CIVIL ENGINEER IN THE EVENT OF ANY DISCOVERED OR UNFORESEEN CONFLICTS BETWEEN UTILITIES.
55. UTILITY CONNECTION DESIGN AS REFLECTED ON THE PLAN MAY CHANGE SUBJECT TO UTILITY PROVIDER AND GOVERNING AUTHORITY STAFF REVIEW.
56. THE CONTRACTOR SHALL ENSURE THAT ALL UTILITY PROVIDERS AND GOVERNING AUTHORITY STANDARDS FOR MATERIALS AND CONSTRUCTION METHODS ARE MET. THE CONTRACTOR SHALL PERFORM PROPER COORDINATION WITH THE RESPECTIVE UTILITY PROVIDER.
57. THE CONTRACTOR SHALL ARRANGE FOR AND COORDINATE WITH THE RESPECTIVE UTILITY PROVIDERS FOR SERVICE INSTALLATIONS AND CONNECTIONS. THE CONTRACTOR SHALL COORDINATE WORK TO BE PERFORMED BY THE VARIOUS UTILITY PROVIDERS AND SHALL PAY ALL FEES FOR CONNECTIONS, DISCONNECTIONS, RELOCATIONS, INSPECTIONS, AND DEMOLITION UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATIONS MANUAL AND/OR GENERAL CONDITIONS OF THE CONTRACT.
58. ALL EXISTING PAVEMENT WHERE UTILITY PIPING IS TO BE INSTALLED SHALL BE SAW CUT. AFTER UTILITY INSTALLATION IS COMPLETED, THE CONTRACTOR SHALL INSTALL TEMPORARY AND/OR PERMANENT PAVEMENT REPAIR AS DETAILED ON THE DRAWINGS OR AS REQUIRED BY THE OWNER HAVING JURISDICTION.
59. ALL UTILITY CONSTRUCTION IS SUBJECT TO INSPECTION FOR APPROVAL PRIOR TO BACKFILLING, IN ACCORDANCE WITH THE APPROPRIATE UTILITY PROVIDER REQUIREMENTS.
60. A ONE-FOOT MINIMUM VERTICAL CLEARANCE BETWEEN WATER, GAS, ELECTRICAL, AND TELEPHONE LINES AND STORM PIPING SHALL BE PROVIDED. A SIX-INCH MINIMUM CLEARANCE SHALL BE MAINTAINED BETWEEN STORM PIPING AND SANITARY SEWER WITH A CONCRETE ENCASEMENT. AN 18-INCH TO 6-INCH VERTICAL CLEARANCE BETWEEN SANITARY SEWER PIPING AND STORM PIPING SHALL REQUIRE CONCRETE ENCASEMENT OF THE PROPOSED PIPING.
61. SITE CONTRACTOR SHALL COORDINATE INSTALLATION OF ELECTRICAL SERVICES, CONDUIT AND CABLES FOR BILLBOARD WITH THE BUILDING ELECTRICAL CONTRACTOR.
62. THE CONTRACTOR SHALL ARRANGE AND COORDINATE WITH UTILITY PROVIDERS FOR WORK TO BE PERFORMED BY UTILITY PROVIDERS. THE CONTRACTOR SHALL PAY ALL UTILITY FEES UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATION MANUAL AND GENERAL CONDITIONS, AND REPAIR PAVEMENTS AS NECESSARY.
63. ELECTRIC SERVICES SHALL BE INSTALLED UNDERGROUND IN ACCORDANCE WITH LOCAL UTILITY PROVIDER REGULATIONS. THE CONTRACTOR SHALL PROVIDE AND INSTALL AND BACKFILL (2)-4 INCH PVC CONDUITS FOR ELECTRIC SERVICE PRIMARY, PVC CONDUITS FOR ELECTRICAL SECONDARY PER BUILDING ELECTRICAL PLANS, (SCHEDULE 80 UNDER PAVEMENT, SCHEDULE 40 IN NON PAVEMENT AREAS). SERVICES MAY BE INSTALLED IN A COMMON TRENCH WITH 12" CLEAR SPACE BETWEEN. MINIMUM COVER IS 36" ON ELECTRIC CONDUITS. SERVICES SHALL BE MARKED WITH MAGNETIC LOCATOR TAPE AND SHALL BE BEDDED, INSTALLED, AND BACKFILLED IN ACCORDANCE WITH ELECTRIC UTILITY PROVIDER STANDARDS. INSTALL HANDHOLES AS REQUIRED TO FACILITATE INSTALLATION AND AS REQUIRED BY UTILITY PROVIDER. INSTALL TRAFFIC LOAD QUALIFIED HANDHOLES IN VEHICULAR AREAS. INSTALL CONCRETE ENCASEMENT ON PRIMARY ELECTRIC CONDUITS IF REQUIRED BY ELECTRIC UTILITY PROVIDER.

DEFINITIONS

MUNICIPALITY SHALL MEAN RAMSEY

COUNTY SHALL MEAN ANOKA COUNTY

STATE SHALL MEAN MINNESOTA

ELECTRIC UTILITY PROVIDER SHALL MEAN CONNEXUS ENERGY

DOT SHALL MEAN THE MINNESOTA DEPARTMENT OF TRANSPORTATION

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

7/29/2025, GCRUZ, G:\JOBS\25\2501240\DWG\G2501240-01.DWG (GD.3) 24X36.

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS		
No.	Date	Desc.
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	N.T.S.
Project No.	2501240
Date	7/09/2025

CAD File: G2501240-01

Title

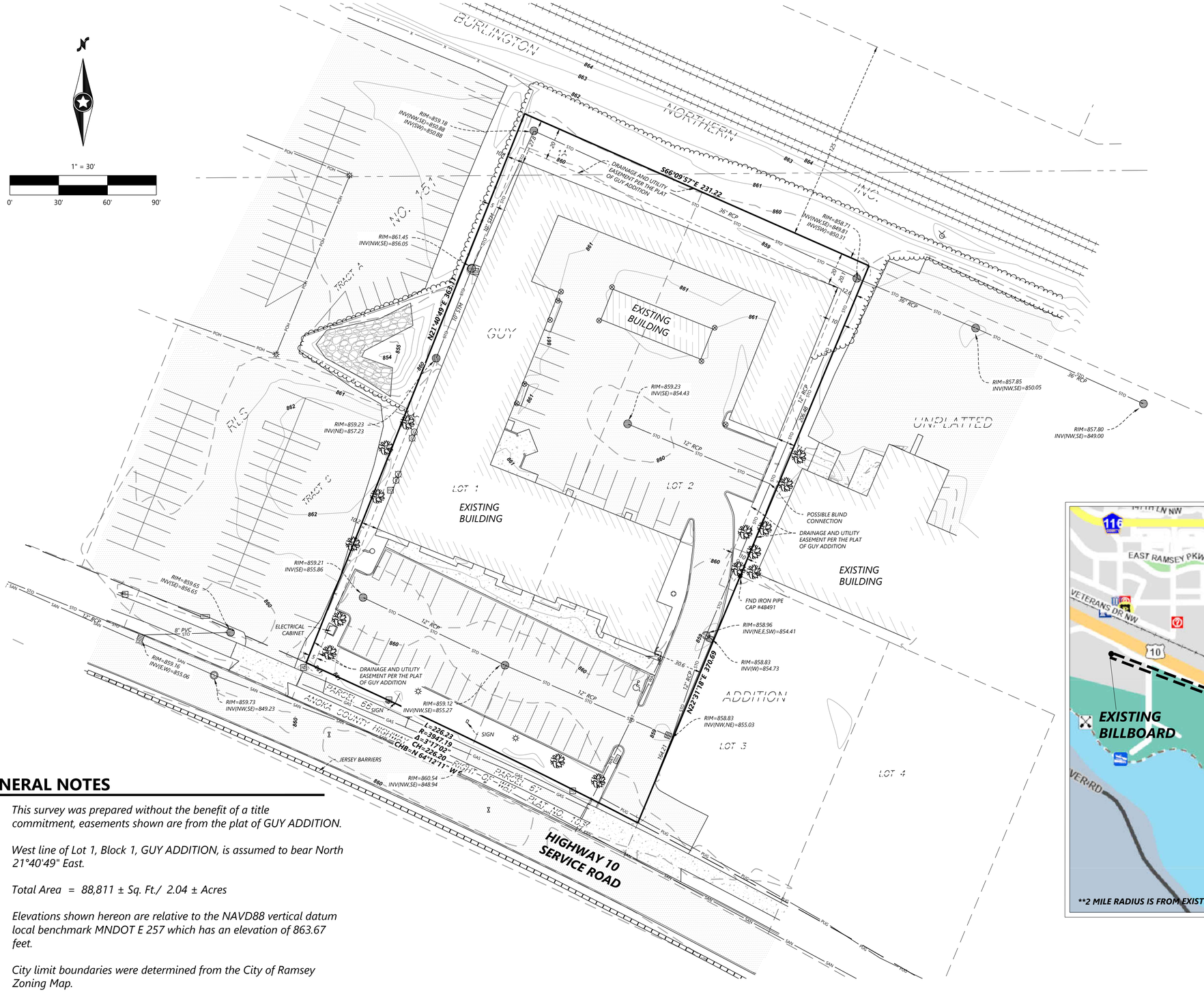
GENERAL NOTES

Sheet No.

GN-1

Xref (s):

© 2025 Westwood Professional Services, Inc.



GENERAL NOTES

1. *This survey was prepared without the benefit of a title commitment, easements shown are from the plat of GUY ADDITION.*
2. *West line of Lot 1, Block 1, GUY ADDITION, is assumed to bear North 21°40'49" East.*
3. *Total Area = 88,811 ± Sq. Ft./ 2.04 ± Acres*
4. *Elevations shown hereon are relative to the NAVD88 vertical datum local benchmark MNDOT E 257 which has an elevation of 863.67 feet.*
5. *City limit boundaries were determined from the City of Ramsey Zoning Map.*

SURVEYED LEGAL DESCRIPTION

Lot 1, 1A & 2 Block 1, GUY ADDITION, according to the recorded plat thereof, Anoka County, Minnesota per Quit Claim Deed Doc. Numbers 2369074.001 & 602500.001.

EXCEPT

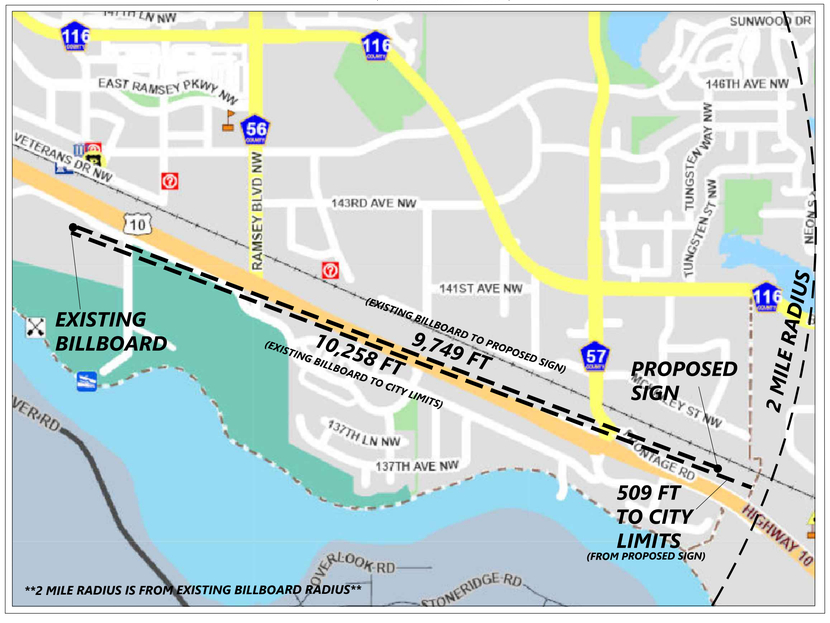
Parcels 66 & 67 ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 103, according to the recorded plat thereof, said Anoka County.

LEGEND

- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- CATCH BASIN MANHOLE
- DOWNSPOUT
- HYDRANT
- GATE VALVE
- FIRE DEPARTMENT CONNECTION
- ELECTRIC METER
- LIGHT POLE
- TRAFFIC SIGNAL-NO ARM
- HAND HOLE/JUNCTION BOX
- NATURAL GAS METER
- STEEL/WOOD POST
- SIGN
- MAIL BOX
- FLAG POLE
- HANDICAPPED STALL
- BUSH/SHRUB
- CONIFEROUS TREE
- DECIDUOUS TREE
- TREE LINE
- GAS LINE
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- FIBER OPTIC
- WALL
- RAILROAD TRACKS
- CURB & GUTTER
- CONCRETE SURFACE
- BITUMINOUS SURFACE
- RIP RAP
- BOUNDARY LINE
- ADJACENT LINE
- EASEMENT LINE
- PARCEL LINE

VICINITY MAP

(AND BILLBOARD PROXIMITY DETAIL)



N:\0069167.00\DWG\0069167-V-SURV.DWG

DESIGNED:	-
CHECKED:	NAS
DRAWN:	MSC
HORIZONTAL SCALE:	30'
VERTICAL SCALE:	

INITIAL ISSUE: 7/2/2025
REVISIONS: 7/9/2025: REVISED LEGAL DESCRIPTION & BOUNDARY
7/10/2025: CITY LIMIT DETERMINATION
7/31/2025: UPDATE VICINITY MAP

PREPARED FOR:

BL COMPANIES

RAMSEY BILLBOARD
RAMSEY, MN

Westwood
Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.
TBPELS ENGINEERING FIRM REGISTRATION NO. 11756
TBPELS SURVEYING FIRM REGISTRATION NO. 10074301

BOUNDARY AND TOPOGRAPHIC SURVEY

PROJECT NUMBER: 0069167.00

SHEET NUMBER: 1 OF 1

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

ZONING INFORMATION

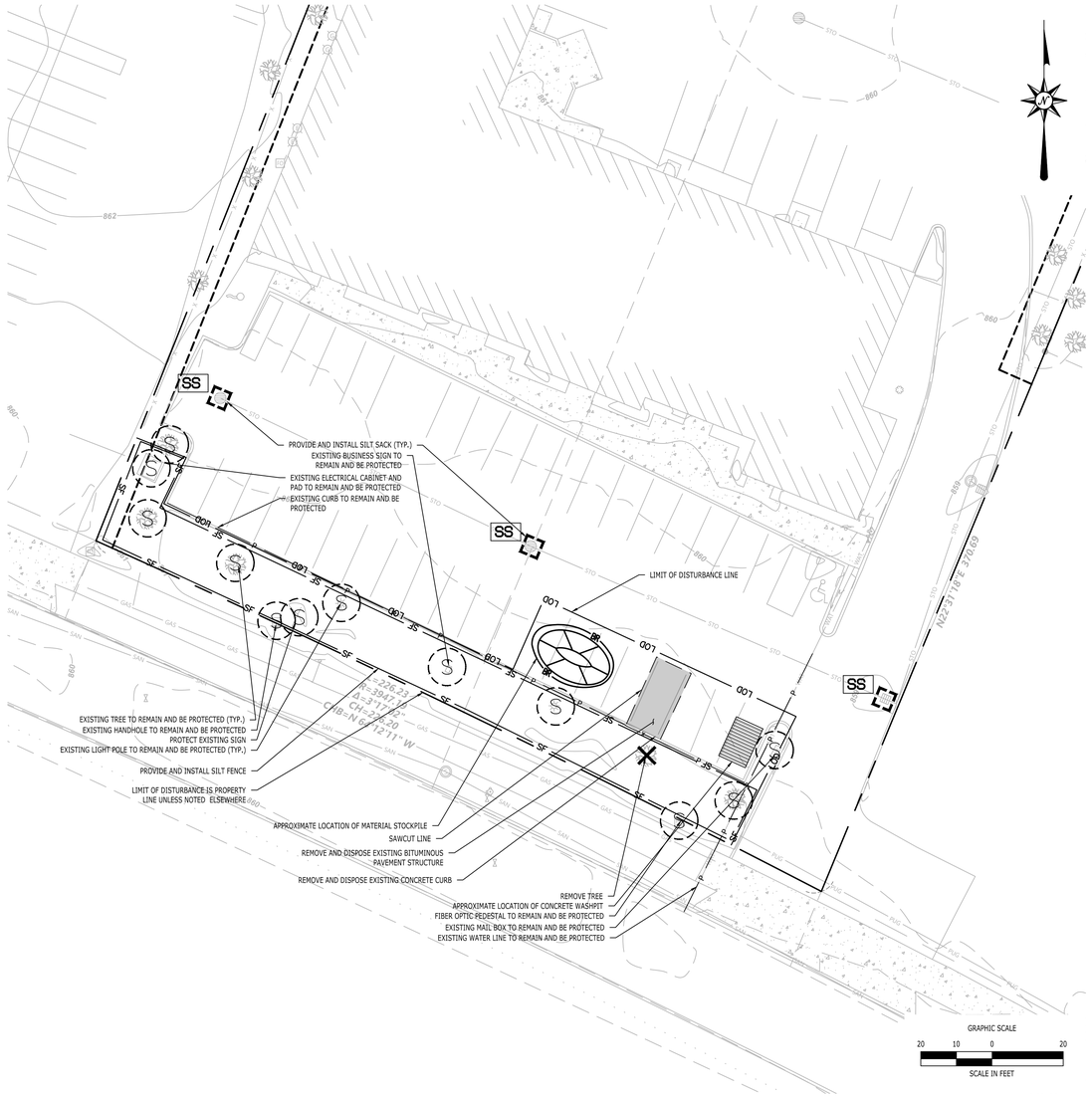
LOCATION: RAMSEY, ANOKA COUNTY			
ZONE: B-2 (BUSINESS DISTRICT)			
USE: OFF-PREMISES DIGITAL BILLBOARD SIGN (BUILDING PERMIT)			
ITEM	REQUIREMENTS	PROPOSED	VARIANCE
MINIMUM SETBACK FROM PROPERTY LINE	0 FEET	5 FEET	NO
MINIMUM SETBACK FROM EASEMENT	0 FEET	5 FEET	NO
MINIMUM SETBACK FROM VEHICULAR ACCESS POINT	15 FEET	20 FEET	NO
MAXIMUM SIGN AREA	700 S.F. PER SIDE	700 S.F. PER SIDE	NO
MAXIMUM SIGN HEIGHT	50 FEET	50 FEET	NO
MINIMUM SIGN SPACING	TWO MILES (10,560 FEET)	1.85 MILES (9,749 FEET)	YES

NOTES

1. GRASS ABOVE ELECTRICAL TRENCH TO BE CUT IN SQUARES AND STOCKPILED. REPLACE SQUARES ABOVE TRENCH AND SUPPLEMENT WITH SEED AS NECESSARY TO RESTORE AREA TO GRASS CONDITION.

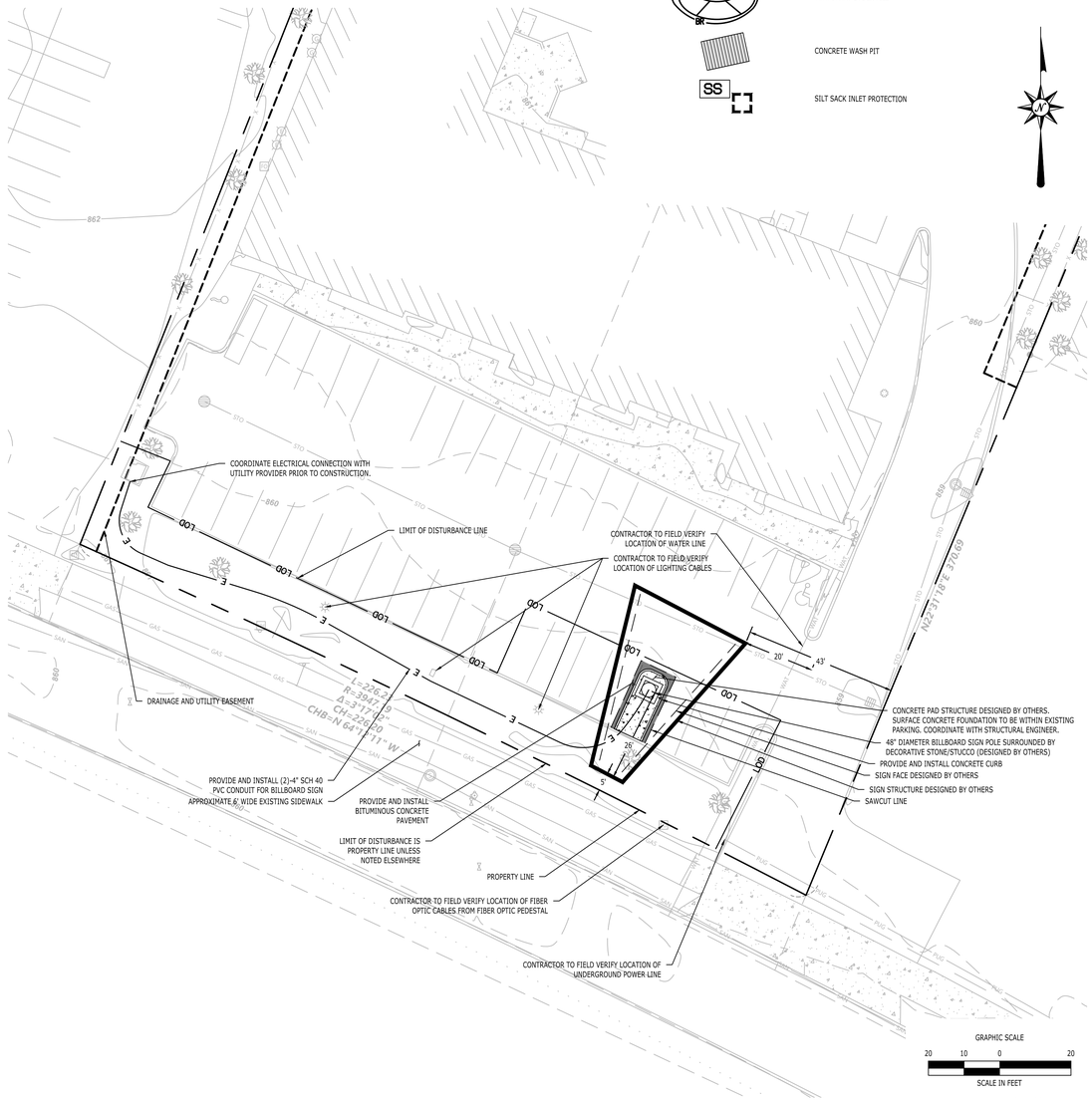
LEGEND

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT LINE
- LOD — LIMIT OF DISTURBANCE AND SITEWORK CONTRACT LIMIT LINE
- E — ELECTRIC UTILITY LINE
- P — PROTECT EXISTING STRUCTURE
- SF — PROVIDE AND INSTALL SILT FENCE
- BR — PROVIDE AND INSTALL BIO-ROLL
- REMOVE AND DISPOSE EXISTING CONCRETE CURB
- REMOVE AND DISPOSE EXISTING BITUMINOUS CONCRETE PAVEMENT
- PROVIDE AND INSTALL BITUMINOUS CONCRETE PAVEMENT
- PROVIDE AND INSTALL CONCRETE PAD STRUCTURE
- PROTECT EXISTING STRUCTURE OR TREE
- REMOVE EXISTING STRUCTURE OR TREE
- TEMPORARY STOCK PILE
- CONCRETE WASH PIT
- SILT SACK INLET PROTECTION



DEMOLITION AND EROSION CONTROL PLAN

1"=20'



SITE PLAN

1"=20'

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS		
No.	Date	Desc
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	1"=20'
Project No.	2501240
Date	7/09/2025
CAD File: C2501240-10	

Title

SITE PLAN

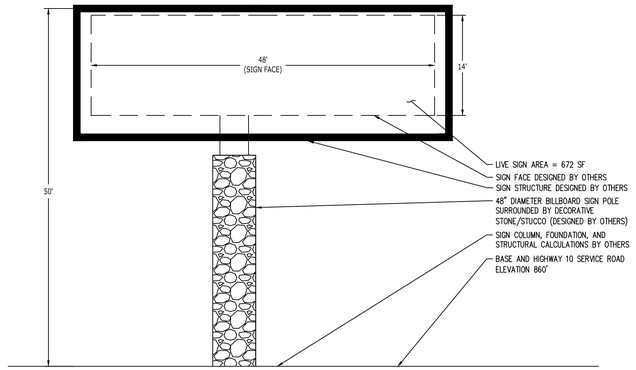
Sheet No.

EXH-1

7/29/2025, GCRUZ, G:\JOBS\25\12\2501240\DWG\C2501240-10.DWG,EXH-1 24X36,

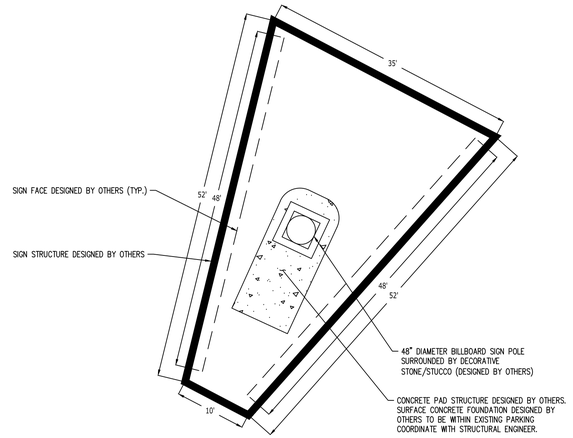
Xref \\bl-0069167-SMB\r2-25

© 2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.



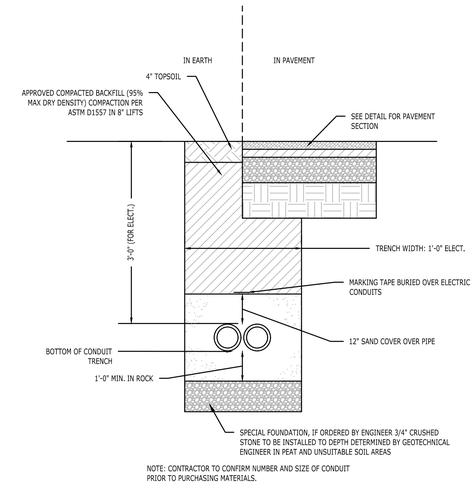
SIGN DETAIL (BY OTHERS)

1"=10'



SIGN DIMENSIONS (BY OTHERS)

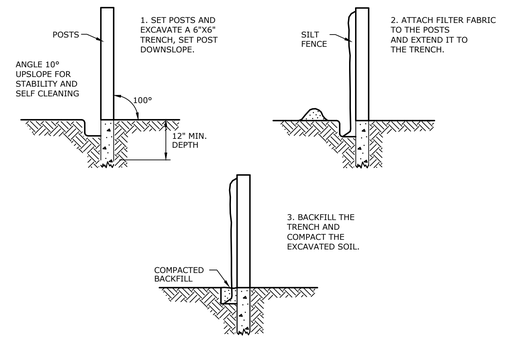
1"=10'



NOTE: CONTRACTOR TO CONFIRM NUMBER AND SIZE OF CONDUIT PRIOR TO PURCHASING MATERIALS.

ELECTRICAL TRENCH DETAIL

N.T.S



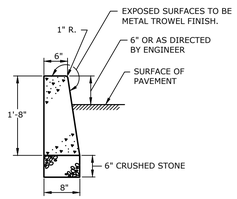
SILT FENCE BARRIER

N.T.S.

NOTES:

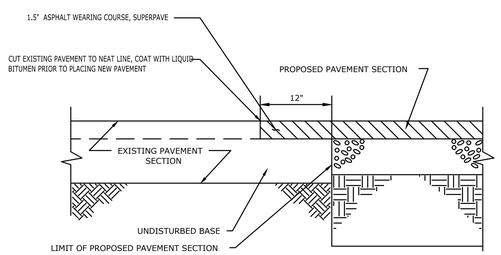
1. CONSTRUCTION JOINTS SHALL BE SPACED APPROXIMATELY EVERY 10 FEET BUT NOT LESS THAN 6 FEET. 1/4" THICK PREFORMED EXPANSION JOINT FILLER SHALL BE INSTALLED EVERY OTHER JOINT.

2. FORMWORK SHALL REMAIN INPLACE FOR 24 HOURS FOLLOWING CONCRETE POURING.



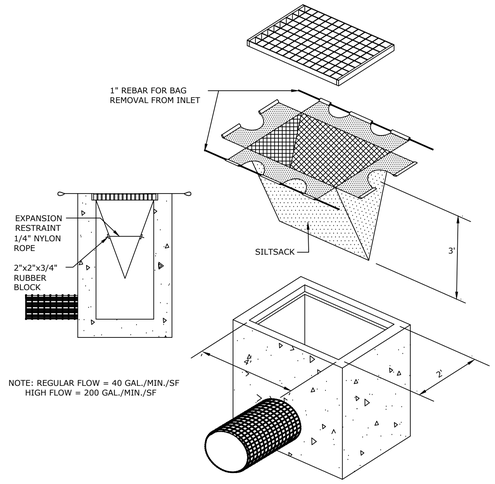
CONCRETE CURB DETAIL

N.T.S.



PAVEMENT TRANSITION

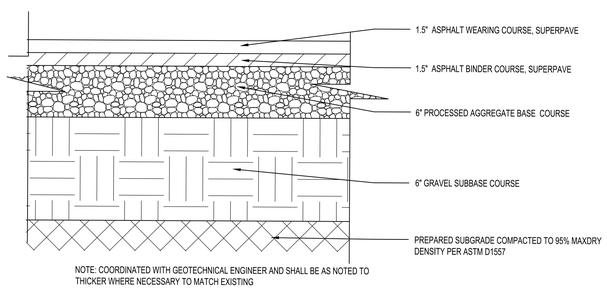
N.T.S



NOTE: REGULAR FLOW = 40 GAL./MIN./SF
HIGH FLOW = 200 GAL./MIN./SF

SILT SACK DETAIL

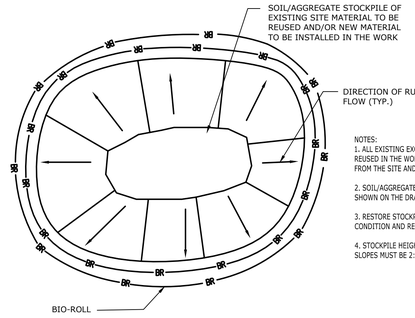
N.T.S.



NOTE: COORDINATED WITH GEOTECHNICAL ENGINEER AND SHALL BE AS NOTED TO THICKER WHERE NECESSARY TO MATCH EXISTING

STANDARD DUTY BITUMINOUS CONCRETE PAVEMENT STRUCTURE DETAIL

N.T.S.



NOTES:
1. ALL EXISTING EXCAVATED MATERIAL THAT IS NOT TO BE REUSED IN THE WORK IS TO BE IMMEDIATELY REMOVED FROM THE SITE AND PROPERLY DISPOSED OF.

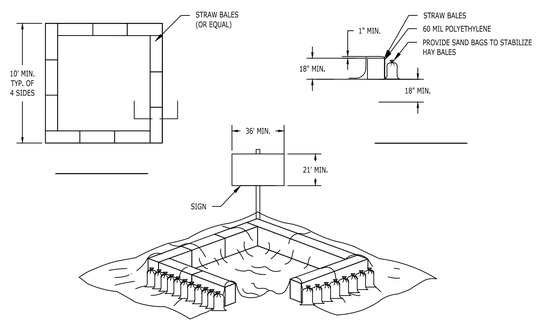
2. SOIL/AGGREGATE STOCKPILE SITES TO BE WHERE SHOWN ON THE DRAWINGS.

3. RESTORE STOCKPILE SITES TO PRE-EXISTING PROJECT CONDITION AND RESEED AS REQUIRED.

4. STOCKPILE HEIGHTS MUST NOT EXCEED 35'. STOCKPILE SLOPES MUST BE 2:1 OR FLATTER.

MATERIALS STOCKPILE DETAIL

N.T.S.



CONCRETE WASH PIT DETAIL

N.T.S.

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

No.	REVISIONS Date	Desc
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	N.T.S.
Project No.	2501240
Date	7/09/2025

CAD File: C2501240-10

Title

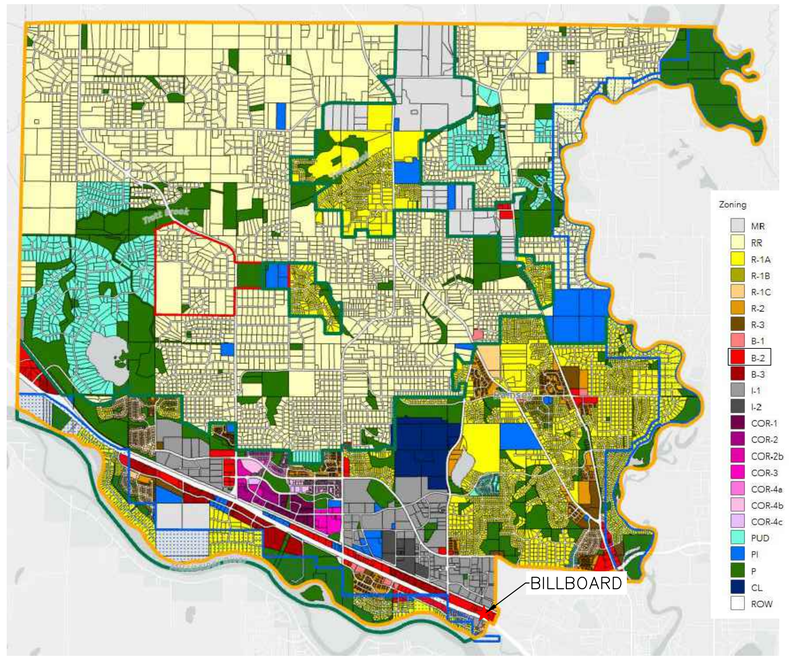
SITE DETAILS

Sheet No.

EXH-2

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

7/29/2025, G:\2025\2512\2501240\DWG\C2501240-10.DWG EXH-2 24X36.
Xref (s) : 0001637-SIGN-72-25



TOWN ZONING MAP

N.T.S.



GRAPHIC SCALE

200 100 0 200

SCALE IN FEET

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

© 2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS

No.	Date	Desc.
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	1"=200'
Project No.	2501240
Date	7/09/2025

CAD File:
C2501240-10

Title

LOCATION MAP

Sheet No.

EXH-3

7/29/2025, GCRUZ, G:\JOBS\2511\2501240\DWG\C2501240-10.DWG,EXH-3 24X36,

Xref (s): ..\..\..\

Commissioner R. Bauer introduced the following resolution and moved for its adoption:

RESOLUTION #25-196

RESOLUTION GRANTING A VARIANCE TO THE DISTANCE SEPARATION REQUIREMENTS FOR AN OFF-PREMISES DIGITAL BILLBOARD SIGN AT 6111 HIGHWAY 10 NW

RECITALS

1. The City of Ramsey received an application from Mr. Scott Levine of Kenjoh Outdoor Advertising (the "Permittee") requesting a Variance to the minimum separation requirements of an off-premises digital billboard sign per Section 108-55(b)(3) of City Code on the properties owned by 6111 Ramsey Properties LLC generally known as 6111 Highway 10 NW and legally described as follows:

   Lot 1, Block 1, Guy Addition, except Parcel 66 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota;

   Lot 1A, Block 1, Guy Addition, Anoka County, Minnesota;

   Lot 2, Block 1, Guy Addition, except Parcel 67 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota.

   (the "Subject Property")

2. That City Code Section 108-55(b)(3) specifies that off-premises digital billboard signs shall be no closer than two miles from each other.

3. That City Code Section 108-55(b)(2) states that there shall be no more than three off-premises digital billboard signs located within the City of Ramsey.

4. That two other such signs have been legally constructed within the City of Ramsey.

5. That the Subject Property is zoned B-2, Community Business District where such signs are allowed by conditional use permit subject to performance standards.

6. That the proposed location does not meet the required two-mile spacing from the sign located near the intersection of Riverdale Drive and Traprock Street NW, being 811 feet short of this requirement, necessitating a variance to construct the sign in this location.

7. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on August 28, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

FINDINGS OF FACT

1. That the off-premises digital billboard sign does not violate the intent and purpose of the Comprehensive Plan.

2. That the practical difficulties, as stated by the Permittee, in placing the sign in a location not meeting the two-mile spacing requirement of Section 108-55(b)(3) are:

   A. **That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.** The applicant is proposing to construct a digital off-premises billboard in a location specifically designated by the city's zoning for such use. This is a reasonable and anticipated use of the property in this district. The sign complies with all applicable design, height, and dimensional requirements outlined in the ordinance. The proposed sign aligns with the city's intention to allow up to three digital billboards along Highway 10.

   B. **The plight of the landowner is due to circumstances unique to the property not created by the landowner.** The need for the variance comes from the physical location of this property and the location of the pre-existing placement of the two other off-premises digital billboards. This area – the eastern portion of the off-premise digital billboard overlay district along Highway 10 is the last remaining area feasible for the code contemplated third digital billboard. Due to the placement of the existing, previously approved off-premises digital billboards, achieving the two-mile spacing is mathematically impossible. The two-mile spacing puts the next allowable sign outside of the city's boundary to the east. This creates a unique hardship and the application would otherwise be fully compliant if it were not for this slight spacing shortfall. Any other location to the east would also need a variance for spacing. These circumstances were brought about by the city defined spacing intervals combined with the previous placement of the two previously approved digital off-premises signs, which is not the result of any action or decision by the applicant or landowner.

   C. **The variance, if granted will not alter the essential character of the locality.** The proposed sign is located within the designated off-premise digital billboard overlay district and is compliant with all other requirements of the ordinance with exception of the spacing variance. The code permits up to three of these signs – two of which have already been constructed. The variance would allow the third and final sign as contemplated by the ordinance, and fulfill the city's original vision of having three signs distributed along Highway 10. The original intention was one sign on the west end, one sign in the middle, and one sign on the east end. This fulfills that vision. The sign's design and placement are consistent with existing permitted signs and will be located along a major commercial corridor, where such signs are expected and appropriate. The variance does not introduce a new or unexpected intensity of use into the area. It simply allows for the completion of the originally intended sign plan. The character will remain consistent and the visual and functional impact of the sign is aligned with the city's intended land use in this area.

D. **Economic considerations alone do not constitute practical difficulties.** While there is an economic component to the development and use of any billboard, the variance request is not based on financial considerations. The practical difficulty stems from the limitations created by the existing placement of the other two permitted billboards and the fixed length of the Highway 10 corridor within city limits.

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

1) That the Ramsey Planning Commission hereby grants approval of a variance to deviate from the required two-mile separation requirement of Section 108-55(b)(3) by 811 feet to be constructed and operate on the Subject Property, subject to review and approval as to legal form and contingent upon the following conditions:

CONDITIONS

1. That the off-premises digital billboard sign must obtain a building permit and pass all required inspections.

2. That the off-premises digital billboard sign must follow all of the other performance standards as outlined in Section 108-55 of City Code.

3. That the off-premises digital billboard sign must obtain and maintain the required permit(s) from the Minnesota Department of Transportation.

4. That the Permittee must enter into a community benefit agreement as required by Section 108-55(c)(10) of City Code.

5. That conditions set forth in previous conditional use permits and variances remain in effect, including the approved landscape plan from 1999. For this, the diseased ash trees must be removed and replaced new trees. The remainder of the landscape may be modified for hardier species that meets the intent of the 1999 plan upon review by City staff.

6. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.

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

Chairperson Gengler
Commissioner R. Bauer
Commissioner N. Bauer
Commissioner Anderson
Commissioner Lubarski
Commissioner Musgrove
Commissioner VanScoy

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 28th day of August, 2025.

Planning Commission Chairperson

ATTEST:

City Clerk

Larkin Hoffman

8300 Norman Center Drive
Suite 1000
Minneapolis, MN 55437-1060
General: 952-835-3800
Fax: 952-896-3333
www.larkinhoffman.com

October 1, 2025

Mayor and City Council
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Via Email

Re: Opposition to iDigital Outdoor's Appeal of Variance Granted for Off-Premise Digital Billboard at 6111 Hwy 10 NW, Ramsey and Letter in Support of Kenjoh CUP

Mayor and Members of Council:

Our firm represents Kenjoh Outdoor Advertising, LLC ("Kenjoh"). Kenjoh applied for, and was unanimously granted, a variance by the Planning Commission for the installation of a digital billboard at 6111 Hwy 10 NW (the "Site"). The staff report, the unopposed testimony presented at the duly noticed public hearing, and the Commission's written findings all confirm that Kenjoh's variance application fully satisfies the requirements of the City Code and Minnesota law.

As explained in greater detail below, iDigital's appeal is procedurally and substantively deficient. The Planning Commission's approval of the variance was both proper and well-supported, and the record compels the conclusion that Kenjoh's conditional use permit (CUP) application should likewise be approved by the City Council.

I. Background and Project Description

Kenjoh is an independent, minority-owned operator of off-premise signs ("Billboards"), licensed in Minnesota and multiple other states. Several months ago, Kenjoh identified the Site as a favorable and marketable location for a digital billboard (the "Proposed Sign"). Through its due diligence, Kenjoh confirmed that the Proposed Sign would comply with all height, lighting, design, and size standards under the City Code. However, because of the location of existing billboards and the City's two-mile spacing requirement, it was mathematically impossible to site an additional billboard without a variance.

In consultation with City staff, Kenjoh appropriately determined that a variance from the Planning Commission was required before pursuing a CUP from the City Council. The City Code expressly allows up to three billboards along Highway 10, provided they are at least two miles apart. Yet because iDigital already controls the only two existing billboards – one on the west side of town and the other near the City center – a variance was necessary to realize the third location contemplated by ordinance. In fact, the central location approved for iDigital is itself less than two miles from Ramsey's eastern boundary, creating precisely the "practical difficulties" that justify the variance now at issue.

Since Kenjoh objectively met all of the height, size, and other limitations imposed in the code for a CUP, and it confidently anticipated compliance with the "practical difficulties" and other

standards for a variance from the two-mile separation requirement, it proceeded with the expensive and time-consuming process for securing the Site. This included negotiating and paying for a long-term lease with the owner of the property under the Proposed Sign, applying for and obtaining a permit from the Minnesota Department of Transportation, and paying thousands of dollars for a site survey to complete its variance and CUP applications. In short, unlike the appellant, Kenjoh did its due diligence, worked with City staff to understand the applicable rules and procedures and then committed the time, resources, and expense necessary to secure the required variance. The appellant, in contrast, declined to undertake this effort or commit the resources required, and now seeks through appeal to block a competitor from exercising rights properly obtained under Minnesota law.

II. Kenjoh's Variance Hearing Complied with City and State Notice Requirements.

Kenjoh presented its application to the Planning Commission at its duly noticed public meeting on September 28, 2025. Kenjoh's representative, Scott Levine, appeared in person and explained in detail and demonstrated compliance with all of the criteria for securing a variance under Section 106-220(c). No one offered public comment in opposition to Kenjoh's variance or CUP applications.

As confirmed by Planner Larson, in writing in the Planning Commission packet, mailed notification was provided in accordance with City Code requirements and the Minnesota Municipal Planning Act (Minn. Stat. 462). Legal notice was published in the *Anoka Union Herald* on August 15. Beyond these requirements, a proposed development sign, required by the City but not by Minnesota law, was also posted on the Site to provide supplemental notice. Although iDigital objects to an alleged "lack of personal notice" regarding the variance hearing, the notice provided was in full compliance with the City Code and exceeded the requirements of Minnesota law.

III. iDigital Is Not An "Affected Person" and Lacks Standing to Appeal

Under Section 106-220(f) of the City Code, the Planning Commission is the final decision-making authority for variance applications; however, its actions may be appealed to the City Council by "any affected person" so long as notice of appeal is received by the zoning administrator within ten days of the Commission's final action. iDigital is not an "affected person" under Minnesota law and therefore lacks standing to appeal. iDigital neither owns property adjacent to the Site nor demonstrates any direct impact on its property rights.

While the term "affected person" is not expressly defined in the City Code, a useful comparison is the right to appeal a variance decision to state district court. Minnesota Statutes § 462.361, subd. 1, grants that right to "any person aggrieved by an ordinance, rule, regulation, decision or order of a governing body or board of adjustments and appeals..." The Minnesota Court of Appeals has construed "aggrieved person" to mean an individual "upon whom the municipal action operates on his rights of property or bears directly upon his personal interest." *Stansell v. City of Northfield*, 618 N.W.2d 814, 819 (Minn. App. 2000). By that measure, iDigital does not qualify.

Other courts addressing similar challenges to billboard approvals have reached the same conclusion. In *Arcadia Osborn Neighborhood Association v. Clear Channel Outdoor* (attached) the Arizona Court of Appeals upheld the dismissal of a neighborhood association and individual residents who attempted to challenge variances granted for the relocation and digital conversion of billboards. The court held that the individual plaintiffs lacked "a sufficient particularized palpable injury to confer standing," and that the association had "neither representational nor organizational standing." The court explained that to qualify as a "person aggrieved," a plaintiff must allege a concrete, particularized harm resulting from the decision, and further emphasized that "pure advocacy" efforts to limit billboard conversions do not satisfy the standard.

Likewise, in this case iDigital has no property interest adjacent to or near the Site that will be affected by the variance approval. The variance decision does not bear directly upon iDigital's personal interest in any tangible manner. Indeed, iDigital is a competitor, who is belatedly complaining about losing out on a business opportunity, which it might have secured years ago by utilizing the same type of diligence and effort successfully demonstrated by Kenjoh.[1]That is not a cognizable injury under Minnesota law and does not confer standing to appeal the variance.

IV. The Planning Commission Properly Exercised Its Authority in Granting the Variance

While iDigital lacks standing to pursue an appeal, the Planning Commission's decision to grant Kenjoh's variance application was objectively appropriate on the merits. Resolution 25-196 correctly identifies and justifies the practical difficulties that necessitate Kenjoh's variance, aligning with both legal and factual bases for approval. iDigital's appeal offers no convincing bases for overturning the Planning Commission's decision.

a. Proper Legal Notice was Given.

iDigital objects to the lack of notice for the variance hearing and meeting. But, as discussed in detail above, Mr. Larson unequivocally confirmed all of the City's notice requirements under Section 106-220(b) were strictly met.

b. The Application Complies with the Comprehensive Plan

The Proposed Sign is within the designated Off-Premises Digital Billboard Overlay District. The Planning Commission found that Kenjoh's Proposed Sign does not contravene the intent and purpose of the City's Comprehensive Plan.

c. The Planning Commission Correctly Found That Kenjoh's Application Meets the Practical Difficulties Standard

iDigital argues that Kenjoh failed to demonstrate "practical difficulties." "Practical difficulties" is a statutory standard that cities must apply when considering applications for variances. An applicant must show that they propose to use the property in a reasonable manner, that the requested flexibility is due to circumstances unique to the property not caused by the applicant and lastly, that the variance will not alter the essential character of the locality. The Planning Commission discussed each factor in turn.

The Proposed Sign complies with all prescribed design, height and dimensional requirements. Planning Commissioner Bauer observed that as adopted the ordinance permits three signs

[1] iDigital failed to complete its application and abandoned its pursuit of a similar project in 2022.

within the District. Placing a third sign within a three-sign district that complies with all other code requirements is a reasonable use of the Site. iDigital itself is the real reason that Kenjoh, or any applicant, would have to seek a variance to secure the third remaining sign CUP on the east side of town. IDigital secured the first two available sites, one on the west and the other toward the center of town. And, in doing so, iDigital left less than the required two miles from the City's eastern boundary to second billboard. Commissioner Bauer observed that the City effectively created the hardship by approving iDigital's sign. Lastly, the Planning Commission specifically found that the Proposed Sign location was consistent with the existing character of the property and, importantly, preserved alternative sites for anticipated redevelopment.

iDigital has the burden of proof on this appeal of the variance unanimously granted to Kenjoh, including (1) that it has standing and is an "affected person" entitled to prosecute this appeal; and (2) that it has successfully rebutted the grounds for the variance that Kenjoh demonstrated to the unanimous satisfaction of the Planning Commission. iDigital has not done so. iDigital's appeal amounts to little more than dissatisfaction with the outcome of a competitive business process. Disappointment in losing a lawful opportunity is not a legitimate ground for City Council intervention. As a matter of law, third parties seeking to overturn an approved variance must show that the variance (i) violates applicable legal standards, (ii) adversely affects their property rights, or (iii) was granted through a procedurally defective process. None of those factors are present here, and there is no basis to disturb the Planning Commission's findings, which were made after a duly noticed public hearing. iDigital's appeal is legally deficient and should be denied.

V. The City should Approve Kenjoh's CUP Application Because it Meets All Applicable Standards.

The Planning Commission unanimously recommended approval of Kenjoh's conditional use permit application at its meeting on August 28, 2025 subject to a condition of approval agreed to by Kenjoh to submit an updated landscaping plan to City staff. The application was before the City Council on September 9, 2025, where it was tabled in light of iDigital's objections. Consideration of Kenjoh's conditional use permit application remains on the City Council's agenda for the meeting on October 14, 2025. There being no basis to overturn the variance decision and Kenjoh respectfully requests approval of its conditional use permit application.

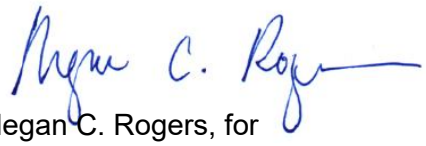
City Code Section 108-55(b)(7) provides that off-premises digital billboard signs are permitted conditional uses according to the procedures established in City Code Section 106-230. The City Council must approve conditional use permits upon a showing by an applicant that the standards and criteria of the zoning ordinance will be satisfied. Minnesota courts have consistently held that when a zoning ordinance specifies standards for granting a conditional use permit, and the applicant fully complies with those standards, the city council or governing body has no discretion to deny the permit. *Zylka v. City of Crystal,* 283 Minn. 192, 167 N.W.2d 45, (1969). Refusal to grant the permit in such cases is deemed arbitrary and subject to judicial intervention to compel the issuance of the permit.

Here, Kenjoh's Proposed Sign satisfies all relevant standards and criteria of the zoning ordinance, and specifically all requirements of City Code Section 108-55 relating to off-premises digital billboard signs. The Proposed Sign will be erected in the Off-Premises Digital Billboard Sign Overlay District in accordance with City Code Section 108-55(b). Kenjoh's Proposed Sign complies with all regulations related to sign height, sign area, number of permitted signs in the City (three total) and distance spacing requirements (due to the variance approval). As noted in the City Staff Report provided to the Planning Commission and City Council, Kenjoh's Proposed

Sign also meets all design requirements of Chapter 108. Because Kenjoh's conditional use permit application meets all relevant standards and criteria of the zoning ordinance, we look forward to the City Council's approval of Kenjoh's CUP application.

Kenjoh has made a substantial investment in securing and permitting the Site and is eager to contribute to the vitality of this key corridor. The company looks forward to partnering with the City to support local businesses and enhance advertising opportunities in this important area. Please do not hesitate to contact me or the Kenjoh team with any further questions.

Sincerely,



Megan C. Rogers, for
Larkin Hoffman
Direct Dial: (952) 896-3395
Direct Fax: (952) 842-1847
Email: mrogers@larkinhoffman.com

IN THE

ARIZONA COURT OF APPEALS

DIVISION ONE

ARCADIA OSBORN NEIGHBORHOOD, et al., *Plaintiffs/Appellants,*

v.

CLEAR CHANNEL OUTDOOR, LLC, *Defendants/Appellees.*

No. 1 CA-CV 22-0464
FILED 8-15-2023

Appeal from the Superior Court in Maricopa County
No. LC2020-000294-001
The Honorable Katherine Cooper, Judge

AFFIRMED

COUNSEL

Richard Mario Storkan Attorney at Law, Tempe
By Richard Mario Storkan
Co-Counsel for Plaintiffs/Appellants Arcadia, et al.

Kimberly W. MacEachern, Phoenix
By Kimberly W. MacEachern
Co-Counsel for Plaintiffs/Appellants Arcadia, et al.

Neal Haddad, Phoenix
Plaintiff/Appellant

Harvey Shulman, Phoenix
Plaintiff/Appellant

Osborn Maledon PA, Phoenix
By Eric M. Fraser, Hayleigh S. Crawford
Counsel for *Defendant/Appellee Clear Channel Outdoor LLC*

Burch & Cracchiolo
By Andrew Abraham, Daryl Manhart
Counsel for *Defendant/Appellee J & R Holdings VI LLC*

Phoenix City Attorney's Office
By Paul M. Li
Counsel for *Defendant/Appellee City of Phoenix*

League of Arizona Cities and Towns
By Nancy Davidson
Counsel for *Amicus Curiae League of AZ Cities*

Bowman and Brooke LLP, Phoenix
By Amanda E. Heitz, Kendra L. Cobb
Counsel for *Amicus Curiae Out of Home Advertising*

OPINION

Judge James B. Morse Jr. delivered the opinion of the Court, in which Presiding Judge Maria Elena Cruz and Judge Daniel J. Kiley joined.

M O R S E, Judge:

¶1 The City of Phoenix Board of Adjustment ("Board") granted five use permits and a variance to allow Clear Channel Outdoor, LLC ("Clear Channel") to relocate three billboards onto the facade of a newly planned building and to convert two of the billboards from static to digital. Harvey Shulman, Neal Haddad, Tabitha Myers, (collectively "Individual Plaintiffs") and Arcadia Osborn Neighborhood Association ("AONA") filed this petition for special action in superior court claiming that the Board acted in excess of its statutory authority and that the relocation and

conversion of the billboards would violate the City of Phoenix Zoning Ordinance. The superior court dismissed the petition after finding that the Individual Plaintiffs and AONA both lacked standing to challenge the Board's decision. We affirm because we agree with the superior court that the Individual Plaintiffs do not have a sufficient particularized palpable injury to confer standing and AONA has neither representational nor organizational standing.

FACTS AND PROCEDURAL BACKGROUND

¶2 Appellee Clear Channel owns and operates three static billboards located on property owned by J & R Holdings VI, LLC ("J & R") at the northwest corner of Thomas Road and Central Avenue in Phoenix ("Property"). Clear Channel's billboards are located on a tower within a "perpetual, exclusive easement" that encumbers the Property.

¶3 Although Clear Channel's easement does not expressly forbid development of the Property, both Clear Channel and J & R determined that Phoenix zoning law made it practically impossible to do so without encroaching on the easement. In 2019, Clear Channel and J & R devised a solution which would allow J & R to construct a new mixed-use tower on the Property by relocating Clear Channel's billboards and easement to the facade of the tower.

¶4 In October of that year, Clear Channel applied for five use permits and a variance, which would allow it to relocate the three billboards and to convert two of the signs from static to digital. The City's Zoning Adjustment Hearing Officer ("ZAHO") held a public hearing on Clear Channel's application. Following the hearing, the ZAHO approved the relocation of the billboards but denied the request to convert two of the three signs to digital.

¶5 Clear Channel appealed the ZAHO's denial of the digital conversion to the Board. And AONA, along with the Urban Phoenix Project Network ("UPP"), appealed the ZAHO's approval of the relocation. After a hearing on the merits, the Board upheld the ZAHO's relocation decision but reversed the denial of Clear Channel's request for digital conversion.

¶6 In response, Appellants and others filed this special action in superior court challenging the Board's decision. Appellees moved to dismiss the complaint, arguing that all plaintiffs lacked standing under A.R.S. § 9-462.06(K).

¶7 After briefing and oral argument, the superior court determined that the plaintiffs failed to plead the special damages necessary to qualify as "persons aggrieved" under the statute and dismissed the complaint. AONA and the Individual Plaintiffs appealed. We have jurisdiction under A.R.S. § 12-2101(A)(1).

DISCUSSION

¶8 "Whether a party has standing is a question of law we review de novo." *Pawn 1st, L.L.C. v. City of Phoenix*, 231 Ariz. 309, 311, ¶ 11 (App. 2013). When ruling on a motion to dismiss for lack of standing, "we consider the facts alleged in the complaint to be true . . . and determine whether the complaint, construed in a light most favorable to the plaintiff, sufficiently sets forth a valid claim." *Scenic Ariz. v. City of Phx. Bd. of Adjustment*, 228 Ariz. 419, 421-22, ¶ 5 (App. 2011) (quoting *Douglas v. Governing Bd. of the Window Rock Consol. Sch. Dist. No. 8*, 206 Ariz. 344, 346, ¶ 4 (App. 2003)).

I. The Individual Plaintiffs.

¶9 The Individual Plaintiffs claim that they are entitled to statutory standing as "person[s] aggrieved" under A.R.S. § 9-462.06(K) and that they are entitled to "procedural" and "First Amendment" standing due to the constitutional claims raised in their First Amended Complaint.

A. Persons Aggrieved

¶10 "If a statute authorizes judicial review of an administrative decision, deciding whether a plaintiff has standing 'must begin with a determination of whether the statute in question authorizes review at the behest of the plaintiff.'" *Scenic Ariz.*, 228 Ariz. at 422, ¶ 7 (quoting *Sierra Club v. Morton*, 405 U.S. 727, 732 (1972). Here, A.R.S. § 9-462.06(K) authorizes a "person aggrieved by a decision of the legislative body or board" to file a special action in superior court for judicial review of that decision.

¶11 We interpret the term "person aggrieved" broadly, with an eye towards "promot[ing] the ends of justice." *Id.* at 422, ¶ 7. But to have standing to bring an action under the statute, "a plaintiff must allege 'particularized harm' resulting from the [Board's] decision." *Ctr. Bay Gardens, L.L.C. v. City of Tempe City Council*, 214 Ariz. 353, 358, ¶ 20 (App. 2007). "An allegation of generalized harm that is shared alike by all or a large class of citizens generally is not sufficient to confer standing." *Sears v. Hull*, 192 Ariz. 65, 69, ¶ 16 (1998). In other words, "[g]eneral economic losses

or general concerns regarding aesthetics in the area without a particularized palpable injury to the plaintiff are typically not sufficient to confer standing." *Ctr. Bay Gardens*, 214 Ariz. at 358-59, ¶ 20.

¶12 The Individual Plaintiffs assert harms related to traffic safety and loss of aesthetic value in the area. Their allegations of individualized harm focus on the frequency with which they use the intersection adjacent to the Property. But it is not enough that a plaintiff has suffered the same kind of harm or interference as the general public but to a greater extent or degree. *Hopi Tribe v. Ariz. Snowbowl Resort Limited Partnership*, 245 Ariz. 397, 401, ¶ 13 (2018). Accordingly, because the Individual Plaintiffs have not alleged particularized harm causing palpable injuries, their allegations are insufficient to confer standing.

¶13 Myers alleges that she works in a building within view of the Property, but she does not claim that she can see the proposed billboards from her office. Instead, she claims that she may be distracted by them if she chooses to work in other public areas of the building or in a nearby café. These claims also fail to show a particularized harm that is not shared by others who regularly travel through and frequent businesses located at a busy intersection in midtown Phoenix. *See Sears*, 192 Ariz. at 69-70, ¶¶ 17-19 (finding plaintiffs' allegations of increased traffic, crowding, and stress did not establish standing "under nuisance or zoning law").

¶14 In addition, Myers now claims she is entitled to standing as "a taxpayer who owns or leases . . . a property within three hundred feet" of the Property. A.R.S. § 9-462.06(K). But Myers did not assert taxpayer standing before the superior court and, thus, waived this claim on appeal. *See Cont'l Lighting & Contracting, Inc. v. Premier Grading & Utils., LLC*, 227 Ariz. 382, 386, ¶ 12 (App. 2011) ("If the argument is not raised below so as to allow the trial court . . . an opportunity [to address it], it is waived on appeal.").

B. Scenic Arizona

¶15 Appellants claim that our decision in *Scenic Arizona* created a new, broader category of standing whenever the case involves a challenge to a billboard. This is not so.

¶16 In *Scenic Arizona*, we recognized that "deciding whether a person is aggrieved necessarily involves examining the legal basis of the claimed injury." 228 Ariz. at 423, ¶ 11. In that case, Scenic Arizona claimed that a proposed electronic billboard adjacent to Interstate 17 would violate the Arizona Highway Beautification Act, A.R.S. § 28-7901, *et seq.* ("AHBA").

Id. at 420, ¶ 1. And we focused our inquiry on "whether Scenic qualifie[d] as a 'person aggrieved' under A.R.S. § 9-4602.06(K) *within the context of the AHBA*." *Id.* at 421, ¶ 5 n.6 (emphasis added). We found that Scenic Arizona's allegations of "claimed interference with the proper use and enjoyment of one of the highways of this state, which are interests within the scope of the AHBA," were sufficient to confer standing. *Id.* at 424, ¶ 13. We also noted that the loss of "aesthetic enjoyment," "increased safety risk," and other "specific harm[s]" that Scenic Arizona alleged fell "within the zone of interests the AHBA was intended to protect—the safety and aesthetics of Arizona's highways." *Id.* at 424, 425, ¶¶ 13, 16. Finally, we found that restricting standing to assert claims under the AHBA to only "neighboring property owners who experience injuries to their own properties would make highway billboards . . . virtually immune from judicial review." *Id.* at 425, ¶ 16.

¶17 Notably, *Scenic Arizona* reaffirms the "well-established principles" applied in cases "involving other land use challenges" that, to establish standing, a plaintiff must generally show (1) particularized harm resulting from the decision, (2) injury, "economic or otherwise," and (3) damages "peculiar to the plaintiff or at least more substantial than that suffered by the community at large." *Id.* at 424, ¶ 14 (quoting *Ctr. Bay Gardens*, 214 Ariz. at 358, ¶ 20).

¶18 Thus, the plaintiffs in *Scenic Arizona* had standing because the billboard at issue in that case was subject to the AHBA. *Id.* at 425, ¶16. Ordinary zoning ordinances do not create the same special interest. *See* Phoenix Zoning Ordinance § 102 (2011) (stating that the purpose of the Zoning Ordinance is to "establish standards and regulations to govern the use of land and structures in the City and for review and approval of all proposed development of property in the City"). Because the billboards at issue in this case are not subject to the AHBA, *Scenic Arizona* does not provide standing for the Individual Plaintiffs to challenge an ordinary zoning decision absent allegations of a particularized harm, injury, or damages distinct from that suffered by the public. 228 Ariz. at 425, ¶ 16. As noted above, *supra* ¶¶ 12-13, the Individual Plaintiffs failed to meet this standard, and the superior court correctly dismissed their complaint.

C. Constitutional Standing

¶19 The Individual Plaintiffs also claim the superior court erred in finding that they lacked standing to bring their constitutional claims because "they d[id] not allege violations of their own constitutional rights." We disagree.

¶20 First, the Individual Plaintiffs assert that they "have standing to raise the constitutional rights of others if a violation of those rights will directly harm them." But we have previously identified three requirements for litigants seeking to assert standing based on the constitutional rights of a third party: (1) the litigant must have a substantial relationship to the third party, (2) the third party must be unable to assert the constitutional rights on its own behalf, and (3) failure to grant the litigant standing must dilute the rights of the third party. *Kerr v. Killian*, 197 Ariz. 213, 217, ¶ 16 (App. 2000). Because litigants failed to allege a substantial relationship to the parties whose rights they sought to raise, the superior court correctly determined they lacked standing to bring their constitutional claims.

¶21 Finally, the Individual Plaintiffs claim the superior court erred in dismissing their due process claims. Specifically, they claim the court erred in relying on the "incorrect factual statement" that Individual Plaintiffs "did not file the appeal that led to the Board hearing." But the First Amended Complaint, which the superior court was required to accept as true, clearly states that the appeal was filed only by "Plaintiff UPP and Plaintiff AONA," not the Individual Plaintiffs.[1] The superior court did not err in relying on a factual assertion contained in the First Amended Complaint. *See Scenic Ariz.*, 228 Ariz. at 421-22, ¶ 5 (stating that courts must consider the facts alleged in the complaint to be true).

¶22 The Individual Plaintiffs' due process claims focus on the Board's denial of their request for an "automatic continuance." Non-appellant parties to an administrative hearing are entitled to procedural due process. *See Rouse v. Scottsdale Unified Sch. Dist. No. 48*, 156 Ariz. 369, 371 (App. 1987) ("We start from the premise that there are certain 'fundamental' procedural requisites which a person is entitled to receive at an administrative hearing which is quasi-judicial in nature."). But even if the Individual Plaintiffs were wrongfully denied an "automatic continuance," they acknowledge that the Board granted their continuance after hearing arguments on the issue. Therefore, any due process claims are moot. *See Simms v. Ariz. Racing Comm.*, 253 Ariz. 214, 220, ¶ 30 (App. 2022) (finding a due process claim moot where the plaintiff received the proper remedy through other means).

---

1 Because AONA does not raise the issue in its own opening brief, we determine they have waived the issue on appeal. *See Robert Schalkenbach Found. v. Lincoln Found., Inc.*, 208 Ariz. 176, 180, ¶ 17 (App. 2004) ("Generally, we will consider an issue not raised in an appellant's opening brief as abandoned or conceded.").

II. The Arcadia Osborn Neighborhood Association.

¶23 AONA raises claims of both representational standing on behalf of its members and direct organizational standing.

A. Representational Standing

¶24 The test for representational standing in Arizona is "whether, given all the circumstances in the case, the [organization] has a legitimate interest in an actual controversy involving its members and whether judicial economy and administration will be promoted by allowing representational appearance." *Armory Park Neighborhood Ass'n v. Episcopal Cmty. Svcs.*, 148 Ariz. 1, 6 (1985). A primary consideration in this test is whether the association's members would have standing to sue in their own right. *Home Builders Ass'n of Cent. Ariz. v. Kard*, 219 Ariz. 374, 377, ¶ 10 (App. 2008).

¶25 AONA alleges that its members are persons aggrieved because they work in and commute through the area. But AONA does not identify particularized harm, injury in fact, or damage peculiar to any specific member. *See Scenic Ariz.*, 228 Ariz. at 424, ¶ 14. Instead, AONA relies on the standing arguments raised by the Individual Plaintiffs. These arguments are insufficient. *See supra* ¶¶ 10-22. Because AONA has failed to establish individual standing on behalf of any of its members, it cannot assert representational standing. *Cf. Armory Park*, 148 Ariz. at 6 (finding standing where an organization would "adequately and fairly represent the interests of those of its members who would have had standing in their individual capacities").

B. Direct Standing

¶26 Finally, AONA claims the superior court erred in finding that it lacks direct standing to challenge the Board's decision. The superior court did not err.

¶27 The First Amended Complaint lists two ways the Board's decision could harm AONA. First, the decision "would threaten AONA's mission (and successes) in limiting digital billboard conversion" and second, the intersection adjacent to the billboards is "probably . . . located on one of the non-highway commuter routes most used by [its] members."

¶28 Turning to the first allegation of harm, AONA points to federal case law to assert that diversion of resources is sufficient to show a concrete injury justifying standing. But our supreme court has recently

rejected that line of cases. *See Ariz. Sch. Bds. Ass'n, Inc. v. State*, 252 Ariz. 219, 224, ¶ 18 (2022) (disavowing the trial court's reliance on *Valle del Sol Inc. v. Whiting*, 732 F.3d 1006 (9th Cir. 2013)). Instead, in Arizona, organizations "cannot establish standing if the only injury arises from the effect of a challenged action on the organizations' lobbying activities, or when the service impaired is pure issue-advocacy." *Id.* (quoting *Equal Means Equal v. Ferreiro*, 3 F.4th 24, 30 (1st Cir. 2021)) (cleaned up). AONA's efforts to limit digital-billboard conversion—such as organizing neighbors for the purpose of preserving the character of the neighborhood, serving as a source of information gathering and dissemination, and promoting neighborhood goals and objectives as they relate to transportation issues—are pure issue advocacy, and granting standing on that basis would "eviscerat[e] the standing requirement . . . ." *Id.*

¶29 The second allegation of harm fails for the same reason as the Individual Plaintiffs' allegation of individualized harm. *See Supra* ¶ 12. AONA does not claim its members are damaged by a special use of the subject intersection. Instead, it relies on their frequency of use and reliance on the intersection for commuter travel—an interest shared by all commuters that travel through the area. As stated above, it is not enough to show that its members suffered the same kind of harm or interference as the general public but to a greater extent or degree. *Sears*, 192 Ariz. at 70, ¶ 19; *see also Hopi Tribe*, 245 Ariz. at 401, ¶ 13.

III. Standing to Seek Declaratory Relief.

¶30 Appellants further claim the superior court erred in denying them standing under the Arizona Declaratory Judgments Act ("ADJA"). The ADJA allows "[a]ny person . . . whose rights, status or other legal relations are affected by a . . . municipal ordinance" to "obtain a declaration of rights, status or other legal relations thereunder." A.R.S. § 12-1832.

¶31 The First Amended Complaint mentions the ADJA, but does not include an allegation that plaintiffs' "rights, status or other legal relations are affected by" the Phoenix Zoning Ordinance or any other municipal ordinance. *See id.* Instead, on nine of the twelve counts raised in the Complaint, plaintiffs seek "declaratory judgment that Defendant Board acted in excess of legal authority." But in considering a motion to dismiss under Arizona Rules of Civil Procedure 12(b)(6), "the prayer is not part of the complaint." *Citizens' Comm. for Recall of Jack Williams v. Marston*, 109 Ariz. 188, 192 (1973). And even if it were, using declaratory language does not transform a special-action challenge to an action seeking declaratory judgment. *See Lecky v. Staley*, 6 Ariz. App. 556, 558-59 (1967) (holding that

labeling a complaint "Complaint For Declaratory Judgment (Contract)" did not transform an action for damages to an action for declaratory judgment).

¶32 Whether labeled a special action or a request for a declaratory judgment, Appellants ask the superior court to reverse the Board's decision. Such a request is outside the scope of the ADJA. *See* A.R.S. § 12-1832 (stating that relief is limited to "obtain[ing] a declaration of rights, status or other legal relations"), *Black v. Siler*, 96 Ariz. 102, 105 (1964) (noting that a declaratory judgment "simply declares the rights of the parties or expresses the opinion of the court on a question of law, without ordering anything to be done"). Short of reversing the Board's decision, a declaration that the Board acted in excess of its legal authority would be advisory only. *See Ariz. St. Bd. of Dirs. for Junior Colls. v. Phx. Union High Sch. Dist. of Maricopa Cnty.*, 102 Ariz. 69, 73 (1967) ("No proceeding will lie under the declaratory judgment acts to obtain a judgment which is advisory only or which merely answers a moot or abstract question; a mere difference of opinion will not suffice."). The superior court did not err.

CONCLUSION

¶33 For the reasons stated above, we affirm the ruling of the superior court that plaintiffs lack standing to challenge the Board's decision.



AMY M. WOOD • Clerk of the Court
FILED: AA

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Create a positive image for residential neighborhoods, business districts and key corridors.

Title:

Adopt Resolution ~~#25-204~~ #25-203 Approving a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW (Kenjoh Outdoor Advertising)

Purpose/Background:

This case was continued from the September 9 City Council meeting pending the appeal of the variance to the separation distance requirement. Should the variance in the previous case be overturned, this case cannot go forward.

Kenjoh Outdoor Advertising (the Applicant) has submitted a Land Use Application requesting a conditional use permit to construct and operate an off-premise digital billboard sign along with a variance to the distance separation requirements. The proposed site is at 6111 Highway 10 NW, a multi-tenant retail and self-storage building. The proposed sign would be placed near the driveway on the eastern side of the property. The sign base will take up one parking space with the sign face elevated well-above the adjacent spaces and drive aisle. The Applicant would lease the space from the property owner, 6111 Ramsey Properties LLC. The proposed 672 sq.ft./50-foot-tall sign meets the design requirements of Chapter 108. The sign structure includes a decorative base, as required by City Code, that matches the building.

The loss of one parking space will not be decremental to the site. Clearance under the sign that extends over the drive aisle is well above the needs of a fire truck.

This sign would be the third and final off-premise digital billboard in Ramsey. City Code limits the number to three within the community. In 2022 and 2023, iDigital received approvals and built the two existing signs--one near Riverdale Drive and Traprock Street and the other along Highway 10 opposite Alpine Drive.

Also included in this review is the Community Benefit Agreement, as required by City Code. This agreement allows the City limited message time for important public announcements.

Variance

The one provision of City Code that the sign does not meet, however, is the two-mile spacing between signs. The distance between the proposed sign and the Riverdale iDigital sign is 1.85 miles, 811 feet short of meeting the requirement. There are other business properties to the east, but not with enough additional spacing to meet the 2.00-mile mark. That mark is within the City of Anoka in the Anoka Technical College parking lot. The Planning Commission granted the applicant's request for a variance and has outlined their practical difficulties in the narrative attached to this report, but was appealed by iDigital (addressed in a separate case on tonight's agenda).

Landscaping

The property was approved for a conditional use permit for the self-storage use in back as well as a setback variance for the rear-yard setback in 1999. With that review came a landscape plan (attached). It appears that everything was installed according to plan, but the shrubs have since disappeared and some of the ash trees appear to have been infected with Emerald Ash Borer (EAB). The applicant is willing to revise the landscaping to meet the intent of what was approved in 1999 with hardier, more durable selections in order to bring the property back into compliance with its initial approvals. Staff will work with the applicant and property owner on a suitable

plan.

Notification:
Mailed notification was made to properties within 350 feet of the site. A "Proposed Development" sign was placed on the site. A legal notice was placed in the August 15 Anoka Union Herald Newspaper.

One email was submitted commenting on the sign (attached). The Planning Commission noted that page 2 of the Perspectives attachment shows the Outpost sign and that it will not be blocked by the proposed billboard.

Time Frame/Observations/Alternatives:
Alternatives to Consider:

1. Approve the CUP resolution, as recommended by the Planning Commission.
2. Approve CUP resolution with modifications.
3. Override the Planning Commission's variance resolution and the CUP resolution Based on certain findings.

Funding Source:
All costs associated with this project are the responsibility of the Applicant.

Recommendation:
At their meeting on August 28, the Planning Commission unanimously approved a variance to the spacing requirements. They also recommended approval of a conditional use permit with the condition that a landscaping plan be submitted to staff.

Outcome/Action:
Motion to adopt Resolution ~~#25-204~~ #25-203 approving a conditional use permit for an off-premises digital billboard sign at 6111 Highway 10 NW.

Should the variance appeal be overturned by the City Council earlier on tonight's agenda, the following motion must be made:

Motion to direct staff to prepare a resolution to deny a conditional use permit based on inadequate separation distance.

Attachments

Location Map
Civil Plans
Sign Structure
Perspectives
Applicant's Narrative
Community Benefit Agreement
1999 Landscaping Plan with 2011 Photo
Approved Resolution #25-196 - Variance
Public Comment Email
Resolution #25-203 CUP

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 01:39 PM
Form Started By: Todd Larson		Started On: 09/10/2025 10:06 AM
Final Approval Date: 10/09/2025		

Kenjoh Outdoor Advertising





Address:
6111 Highway 10 NW

PID: 35-32-25-31-0025

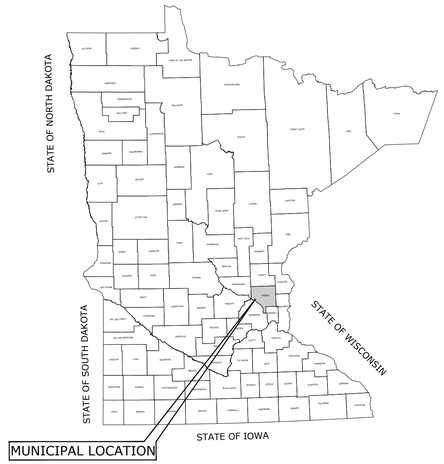
PID: 35-32-25-31-0026

0 250 500 ft

Created on: 08/05/2025 10:10:53
Powered by LOGIS GIS

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

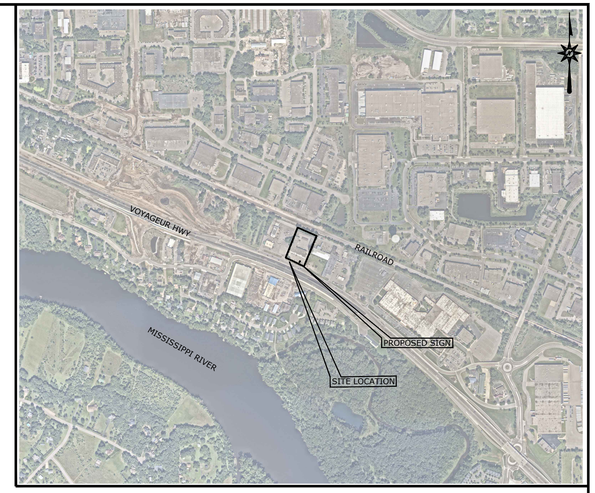


LOCATION MAP

N.T.S.

LAND DEVELOPMENT PLANS FOR PROPOSED BILLBOARD
ISSUED FOR CONSTRUCTION

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303



VICINITY MAP

SCALE: 1"=800'

PREPARED FOR:

KENJOH OUTDOOR ADVERTISING
928 HAVERHILL DRIVE
TROY, OHIO 45373

PREPARED BY:

BL Companies

ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
LAND SURVEYING

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

CONTENTS

CV-1	COVER SHEET
GN-1	GENERAL NOTES
EX-1 (1 OF 1)	BOUNDARY AND TOPOGRAPHIC SURVEY
EXH-1	SITE PLAN
EXH-2	SITE DETAILS
EXH-3	LOCATION MAP

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

DEVELOPER:

KENJOH OUTDOOR ADVERTISING
928 HAVERHILL DRIVE
TROY, OHIO 45373

OWNER:

6111 RAMSEY PROPERTIES LLC
299 COON RAPIDS BLVD NW STE 200
COON RAPIDS, MINNESOTA 55433

DATES

ISSUE DATE: 7/09/2025
REVISION: 7/10/2025
7/11/2025
7/29/2025

CAD FILE: G2501240-00

BL PROJECT NUMBER: PROJECT NUMBER

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

SITE WORK GENERAL NOTES

1. THESE PLANS ARE FOR CONSTRUCTION.
2. ALL CONSTRUCTION SHALL COMPLY WITH THE PROJECT SPECIFICATION MANUAL; KENJOH OUTDOOR ADVERTISING CORPORATION STANDARDS, MUNICIPAL STANDARDS AND SPECIFICATIONS, MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS, 2010 ADA STANDARDS, AND STATE BUILDING CODE IN THE ABOVE REFERENCED INCREASING HIERARCHY. ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE OSHA, FEDERAL, STATE AND LOCAL REGULATIONS.
3. REFER TO OTHER PLANS BY OTHER DISCIPLINES, DETAILS AND PROJECT MANUAL FOR ADDITIONAL INFORMATION. THE CONTRACTOR SHALL VERIFY ALL SITE AND BUILDING CONDITIONS IN THE FIELD AND CONTACT THE CIVIL ENGINEER AND ARCHITECT IF THERE ARE ANY QUESTIONS OR CONFLICTS REGARDING THE CONSTRUCTION DOCUMENTS AND/OR FIELD CONDITIONS, SO THAT APPROPRIATE REVISIONS CAN BE MADE PRIOR TO BIDDING. ANY CONFLICT BETWEEN THE DRAWINGS AND SPECIFICATIONS SHALL BE CONFIRMED WITH THE OWNER'S CONSTRUCTION MANAGER PRIOR TO BIDDING.
4. DO NOT INTERRUPT EXISTING UTILITIES SERVICING FACILITIES OCCUPIED AND USED BY THE OWNER OR OTHERS DURING OCCUPIED HOURS EXCEPT WHEN SUCH INTERRUPTIONS HAVE BEEN AUTHORIZED IN WRITING BY THE OWNER AND THE LOCAL MUNICIPALITIES. INTERRUPTIONS SHALL ONLY OCCUR AFTER ACCEPTABLE TEMPORARY SERVICE HAS BEEN PROVIDED.
5. THE CONTRACTOR SHALL ABIDE BY ALL OSHA, FEDERAL, STATE, AND LOCAL REGULATIONS WHEN OPERATING CRANES, BOOMS, HOISTS, ETC. IN CLOSE PROXIMITY TO OVERHEAD ELECTRIC LINES. IF CONTRACTOR MUST OPERATE EQUIPMENT CLOSE TO ELECTRIC LINES, CONTACT POWER COMPANY TO MAKE ARRANGEMENTS FOR PROPER SAFEGUARDS. ANY UTILITY COMPANY FEES SHALL BE PAID FOR BY THE CONTRACTOR.
6. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORD DRAWINGS OF ALL CONSTRUCTION TO THE OWNER AT THE END OF CONSTRUCTION.
7. THE ARCHITECT OR ENGINEER IS NOT RESPONSIBLE FOR SITE SAFETY MEASURES TO BE EMPLOYED DURING CONSTRUCTION. THE ARCHITECT AND ENGINEER HAVE NO CONTRACTUAL DUTY TO CONTROL THE SAFEST METHODS OR MEANS OF THE WORK, JOB SITE RESPONSIBILITIES, SUPERVISION OR TO SUPERVISE SAFETY AND DOES NOT VOLUNTARILY ASSUME ANY SUCH DUTY OR RESPONSIBILITY.
8. THE CONTRACTOR SHALL COMPLY WITH CFR 29 PART 1926 FOR EXCAVATION, TRENCHING, AND TRENCH PROTECTION REQUIREMENTS.
9. INFORMATION ON EXISTING UTILITIES AND STORM DRAINAGE SYSTEMS HAS BEEN COMPILED FROM AVAILABLE INFORMATION INCLUDING UTILITY COMPANY AND MUNICIPAL OR COUNTY OR STATE RECORD MAPS AND/OR FIELD SURVEY AND IS NOT GUARANTEED CORRECT OR COMPLETE. UTILITIES AND STORM DRAINAGE SYSTEMS ARE SHOWN TO ALERT THE CONTRACTOR TO THEIR PRESENCE AND THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETERMINING ACTUAL LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND AND OVERHEAD UTILITIES AND STORM DRAINAGE SYSTEMS INCLUDING SERVICES. THE CONTRACTOR SHALL VERIFY THE SIZE LOCATION AND INVERT UPON COMMENCEMENT OF CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR THE RESTORATION OF ANY AND ALL UTILITIES ENCOUNTERED AND DISCONNECTED AS A RESULT OF THE CONSTRUCTION ACTIVITIES.
10. PRIOR TO DEMOLITION OR CONSTRUCTION, THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL 72 HOURS BEFORE COMMENCEMENT OF WORK AT (651) 454-0002 OR AT 811 AND VERIFY ALL UTILITY AND STORM DRAINAGE SYSTEM LOCATIONS. THE CONTRACTOR SHALL EMPLOY THE USE OF A UTILITY LOCATING COMPANY TO PROVIDE SUBSURFACE UTILITY ENGINEERING CONSISTING OF DESIGNATING UTILITIES AND STORM PIPING ON PRIVATE PROPERTY WITHIN THE CONTRACT. STREET LIGHTING AND TRAFFIC SIGNALS LOCATED WITHIN THE PUBLIC RIGHT-OF WAY MAY NOT BE MARKED OUT, AND A SEPARATE CONTACT MUST BE MADE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY/ALL WORK TO RELOCATE ANY/ALL STREET LIGHTING EQUIPMENT TO MAINTAIN SYSTEM.
11. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN OVER SCALED DIMENSIONS.
12. SHOULD CONFLICTING INFORMATION BE FOUND WITHIN THE CONTRACT DOCUMENTS, IT IS INCUMBENT UPON THE CONTRACTOR TO REQUEST CLARIFICATION PRIOR TO PROCEEDING WITH THE WORK. FOR BUDGETING PURPOSES, THE CONTRACTOR SHALL CARRY THE COST OF THE HIGHER QUALITY/QUANTITY OF WORK UNTIL SUCH TIME THAT A CLARIFICATION IS RENDERED.
13. ALL CONTRACTORS AND SUBCONTRACTORS SHALL OBTAIN COMPLETE DRAWING PLAN SETS FOR BIDDING AND CONSTRUCTION. PLAN SETS OR PLAN SET ELECTRONIC POSTINGS SHALL NOT BE DISASSEMBLED INTO PARTIAL PLAN SETS FOR USE BY CONTRACTORS AND SUBCONTRACTORS OF INDIVIDUAL TRADES. IT SHALL BE THE CONTRACTOR'S AND SUBCONTRACTOR'S RESPONSIBILITY TO OBTAIN COMPLETE PLAN SETS OR COMPLETE PLAN SET ELECTRONIC POSTINGS FOR USE IN BIDDING AND CONSTRUCTION.
14. ALL NOTES AND DIMENSION DESIGNATED AS "TYPICAL" OR "TYP" APPLY TO ALL LIKE OR SIMILAR CONDITIONS THROUGHOUT THE PROJECT.
15. CONTRACTOR(S) TO TAKE AND VERIFY ALL DIMENSIONS AND CONDITIONS OF THE WORK AND BE RESPONSIBLE FOR COORDINATION OF SAME. FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO START OF WORK.
16. THE CONTRACTOR SHALL NOT PROCEED WITH ANY MODIFICATIONS TO THE DESIGN PLANS UNTIL THE WORK HAS BEEN APPROVED. ANY WORK DONE WITHOUT THE APPROVAL OF THE ENGINEER AND/OR CLIENT MAY BE DEEMED UNACCEPTABLE.
17. NO CONSTRUCTION OR DEMOLITION SHALL BEGIN UNTIL APPROVAL OF THE FINAL PLANS IS GRANTED BY ALL GOVERNING AND REGULATORY AGENCIES.
18. THE OWNER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS REQUIRED BY GOVERNMENT AGENCIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT AND OBTAIN FROM MUNICIPAL SOURCES ALL CONSTRUCTION PERMITS, INCLUDING ANY STATE DOT PERMITS, SEWER AND WATER CONNECTION PERMITS, AND ROADWAY CONSTRUCTION PERMITS. THE CONTRACTOR SHALL POST ALL BONDS, PAY ALL FEES, PROVIDE PROOF OF INSURANCE AND PROVIDE TRAFFIC CONTROL NECESSARY FOR THIS WORK.
19. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF ALL PRODUCTS AND MATERIALS PER PLANS AND SPECIFICATIONS TO THE OWNER AND CIVIL ENGINEER FOR REVIEW AND APPROVAL PRIOR TO FABRICATION OR DELIVERY TO THE SITE. ALLOW A MINIMUM OF 14 WORKING DAYS FOR REVIEW.
20. THE CONTRACTOR SHALL REFERENCE STRUCTURAL ENGINEERS PLANS FOR EXACT DIMENSIONS AND CONSTRUCTION DETAILS OF BILLBOARD.
21. SHOULD ANY UNCHARTED OR INCORRECTLY CHARTED, EXISTING PIPING OR OTHER UTILITY BE UNCOVERED DURING EXCAVATION, CONSULT THE CIVIL ENGINEER IMMEDIATELY FOR DIRECTIONS BEFORE PROCEEDING FURTHER WITH WORK IN THIS AREA.
22. ALL SITE DIMENSIONS ARE REFERENCED TO THE FACE OF CURBS OR EDGE OF PAVING AS APPLICABLE UNLESS OTHERWISE NOTED. ALL BUILDING DIMENSIONS ARE REFERENCED TO THE OUTSIDE FACE OF THE STRUCTURE.
23. THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TRAFFIC DEVICES FOR PROTECTION OF VEHICLES AND PEDESTRIANS CONSISTING OF DRUMS, BARRIERS, SIGNS, LIGHTS, FENCES, TEMPORARY WALKWAYS, TRAFFIC CONTROLLERS AND UNIFORMED TRAFFIC OFFICERS AS REQUIRED OR AS ORDERED BY THE ENGINEER OR AS REQUIRED BY THE LOCAL GOVERNING AUTHORITIES OR AS REQUIRED BY PERMIT STIPULATIONS OR AS REQUIRED BY THE OWNER. CONTRACTOR SHALL MAINTAIN ALL TRAFFIC LANES AND PEDESTRIAN WALKWAYS FOR USE AT ALL TIMES UNLESS WRITTEN APPROVAL FROM THE APPROPRIATE GOVERNING AGENCY IS GRANTED.
24. TRAFFIC CONTROL SIGNAGE SHALL CONFORM TO THE STATE DOT STANDARD DETAIL SHEETS AND THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. SIGNS SHALL BE INSTALLED PLUMB WITH THE EDGE OF THE SIGN 2' OFF THE FACE OF THE CURB, AND WITH 7' VERTICAL CLEARANCE UNLESS OTHERWISE DETAILED OR NOTED.
25. REFER TO DETAIL SHEETS FOR PAVEMENT, CURBING, AND SIDEWALK INFORMATION.
26. THE CONTRACT LIMIT IS THE PROPERTY LINE UNLESS OTHERWISE SPECIFIED OR SHOWN ON THE CONTRACT DRAWINGS.
27. THE CONTRACTOR SHALL RESTORE ANY UTILITY STRUCTURE, DRAINAGE STRUCTURE, PIPE, UTILITY, PAVEMENT, CURBS, SIDEWALKS, LANDSCAPED AREAS, SWALE, PAVEMENT MARKINGS, OR SIGNAGE DISTURBED DURING DEMOLITION AND/OR CONSTRUCTION TO THEIR ORIGINAL CONDITION OR BETTER, AS APPROVED BY THE CIVIL ENGINEER, AND TO THE SATISFACTION OF THE OWNER AND MUNICIPALITY.
28. EXISTING BOUNDARY AND TOPOGRAPHY IS BASED ON DRAWING TITLED "BOUNDARY AND TOPOGRAPHIC SURVEY"; SCALE 1"=30', DATED 7/2/2025, BY WESTWOOD PROFESSIONAL SERVICES, INC.
29. ALTERNATIVE METHODS AND PRODUCTS OTHER THAN THOSE SPECIFIED MAY BE USED IF REVIEWED AND APPROVED BY THE OWNER, CIVIL ENGINEER, AND APPROPRIATE REGULATORY AGENCY PRIOR TO INSTALLATION DURING THE BIDDING PROCESS.
30. THE SITE IS CURRENTLY SERVICED BY PUBLIC WATER.
31. THE SITE IS CURRENTLY SERVICED BY PUBLIC SEWER.
32. NO PART OF THE PROJECT PARCEL IS LOCATED WITHIN A FEMA DESIGNATED FLOOD HAZARD AREA.
33. THERE ARE NO WETLANDS LOCATED ON THE SITE AS INDICATED BY MINNESOTA NATIONAL WETLAND INVENTORY MAPPING.
34. CONSTRUCTION OCCURRING ON THIS SITE SHALL COMPLY WITH NFPA 241 STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION AND DEMOLITION OPERATIONS, AND CHAPTER 16 OF NFPA 1 UNIFORM FIRE CODE.
35. THE CONTRACTOR IS TO MAINTAIN FIRE DEPARTMENT ACCESS TO THE SITE AT ALL TIMES.
36. REMOVE AND DISPOSE OF ANY SIDEWALKS, FENCES, STAIRS, WALLS, DEBRIS AND RUBBISH REQUIRING REMOVAL FROM THE WORK AREA IN AN APPROVED OFF SITE LANDFILL, BY AN APPROVED HAULER. HAULER SHALL COMPLY WITH ALL REGULATORY REQUIREMENTS.
37. THE CONTRACTOR SHALL SECURE ALL PERMITS FOR THE DEMOLITION AND DISPOSAL OF THE DEMOLITION MATERIAL TO BE REMOVED FROM THE SITE. THE CONTRACTOR SHALL POST BONDS AND PAY PERMIT FEES AS REQUIRED. BUILDING DEMOLITION CONTRACTOR SHALL BE RESPONSIBLE FOR PERMITS AND DISPOSAL OF ALL BUILDING DEMOLITION DEBRIS IN AN APPROVED OFF-SITE LANDFILL.
38. THE CONTRACTOR SHALL PREPARE ALL MANIFEST DOCUMENTS AS REQUIRED PRIOR TO COMMENCEMENT OF DEMOLITION.
39. THE CONTRACTOR SHALL PROTECT ALL IRON PINS, MONUMENTS AND PROPERTY CORNERS DURING DEMOLITION AND CONSTRUCTION ACTIVITIES. ANY CONTRACTOR DISTURBED PINS, MONUMENTS, AND OR PROPERTY CORNERS, ETC. SHALL BE RESET BY A LICENSED LAND SURVEYOR AT THE EXPENSE OF THE CONTRACTOR.
40. IF IMPACTED OR CONTAMINATED SOIL IS ENCOUNTERED BY THE CONTRACTOR, THE CONTRACTOR SHALL SUSPEND EXCAVATION WORK OF IMPACTED SOIL AND NOTIFY THE OWNER AND/OR OWNER'S ENVIRONMENTAL CONSULTANT PRIOR TO PROCEEDING WITH FURTHER WORK IN THE IMPACTED SOIL LOCATION UNTIL FURTHER INSTRUCTED BY THE OWNER AND/OR OWNER'S ENVIRONMENTAL CONSULTANT.
41. BACK FILL DEPRESSIONS, FOUNDATION HOLES AND ACCESS AREAS IN LOCATIONS NOT SUBJECT TO FURTHER EXCAVATION WITH SOIL MATERIAL APPROVED BY THE OWNER'S GEOTECHNICAL ENGINEER AND COMPACT, FERTILIZE, SEED AND MULCH DISTURBED AREAS NOT SUBJECT TO FURTHER SITE CONSTRUCTION. DEMOLISHED BUILDING FOUNDATION AREA AND BASEMENT IF PRESENT TO BE BACKFILLED WITH GRAVEL FILL OR MATERIAL SPECIFIED IN THE PROJECT GEOTECHNICAL REPORT IN LIFT THICKNESS SPECIFIED IN THE GEOTECHNICAL REPORT. COMPACT TO 95% MAX. DRY DENSITY PER ASTM D1557 AT MOISTURE CONTENT SPECIFIED IN GEOTECHNICAL REPORT AND EARTHWORK SPECIFICATION. EMPLOY WATERING EQUIPMENT FOR DUST CONTROL.
42. THE CONTRACTOR SHALL REPAIR PAVEMENTS BY INSTALLING TEMPORARY AND PERMANENT PAVEMENTS IN PUBLIC RIGHTS OF WAYS AS REQUIRED BY LOCAL GOVERNING AUTHORITIES AND THE MUNICIPALITY AND PER PERMIT REQUIREMENTS DUE TO DEMOLITION AND PIPE REMOVAL ACTIVITIES.
43. NO WORK ON THIS SITE SHALL BE INITIATED BY THE CONTRACTOR UNTIL A PRE-CONSTRUCTION MEETING WITH OWNER AND THE CIVIL ENGINEER IS PERFORMED. THE CONTRACTOR SHOULD BE AWARE OF ANY SITE INFORMATION AVAILABLE SUCH AS GEOTECHNICAL AND ENVIRONMENTAL REPORTS. THE CONTRACTOR SHALL HAVE MA DIG SAFE MARK OUTS OF EXISTING UTILITIES COMPLETED PRIOR TO MEETING.
44. THE CONTRACTOR SHALL ARRANGE FOR AND INSTALL TEMPORARY OR PERMANENT UTILITY CONNECTIONS WHERE INDICATED ON PLAN OR AS REQUIRED. MAINTAIN UTILITY SERVICES TO BUILDINGS OR TO SERVICES TO REMAIN. CONTRACTOR TO COORDINATE WITH UTILITY PROVIDERS FOR INSTALLATION AND PAY UTILITY PROVIDER FEES.
45. THE CONTRACTOR OR DEMOLITION CONTRACTOR SHALL INSTALL TEMPORARY SHEETING OR SHORING AS NECESSARY TO PROTECT EXISTING AND NEW BUILDINGS, STRUCTURES AND UTILITIES DURING CONSTRUCTION AND DEMOLITION. SHEETING OR SHORING SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER, LICENSED IN THIS STATE AND EVIDENCE OF SUCH SUBMITTED TO THE OWNER PRIOR TO INSTALLATION.
46. NO SALVAGE SHALL BE PERMITTED UNLESS PAID TO THE OWNER AS A CREDIT.
47. THE CONTRACTOR SHALL PRESERVE EXISTING VEGETATION WHERE POSSIBLE AND/OR AS NOTED ON DRAWINGS.
48. TOPSOIL SHALL BE STRIPPED AND STOCKPILED ON SITE FOR USE IN FINAL LANDSCAPING.
49. THE CONTRACTOR SHALL COMPACT FILL IN LIFT THICKNESS PER THE GEOTECHNICAL REPORT.
50. VERTICAL DATUM IS NAVD 88.
51. PROPER CONSTRUCTION PROCEDURES SHALL BE FOLLOWED ON ALL IMPROVEMENTS WITHIN THIS PARCEL SO AS TO PREVENT THE SILTING OF ANY WATERCOURSE OR WETLANDS IN ACCORDANCE WITH THE REGULATIONS OF THE MNDOT AND THE MINNESOTA STORMWATER MANUAL, LATEST EDITION. THE CONTRACTOR SHALL BE RESPONSIBLE TO POST ALL BONDS AS REQUIRED BY THE LOCAL MUNICIPALITIES WHICH WOULD GUARANTEE THE PROPER IMPLEMENTATION OF THE PLAN.
52. ALL SITE WORK, MATERIALS OF CONSTRUCTION, AND CONSTRUCTION METHODS FOR EARTHWORK SHALL CONFORM TO THE SPECIFICATIONS AND DETAILS AND APPLICABLE SECTIONS OF THE PROJECT SPECIFICATIONS MANUAL. OTHERWISE THIS WORK SHALL CONFORM TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS AND PROJECT GEOTECHNICAL REPORT IF THERE IS NO PROJECT SPECIFICATIONS MANUAL. ALL FILL MATERIAL UNDER STRUCTURES AND PAVED AREAS SHALL BE PER THE ABOVE STATED APPLICABLE SPECIFICATIONS, AND/OR PROJECT GEOTECHNICAL REPORT, AND SHALL BE PLACED IN ACCORDANCE WITH THE APPLICABLE SPECIFICATIONS UNDER THE SUPERVISION OF A QUALIFIED PROFESSIONAL ENGINEER. MATERIAL SHALL BE COMPACTED IN LIFT THICKNESSES PER THE PROJECT GEOTECHNICAL REPORT TO 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D 1557 AT MOISTURE CONTENT INDICATED IN PROJECT GEOTECHNICAL REPORT.
53. ALL CONSTRUCTION WITHIN A DOT RIGHT OF WAY SHALL COMPLY WITH ALL DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.
54. THE CONTRACTOR SHALL VISIT THE SITE AND VERIFY THE ELEVATION AND LOCATION OF ALL UTILITIES BY VARIOUS MEANS PRIOR TO BEGINNING ANY EXCAVATION. TEST PITS SHALL BE DUG AT ALL PROPOSED UTILITY CROSSINGS AND EARTHWORK OVER EXISTING UTILITIES TO REMAIN. TEST PITS SHALL BE USED TO DETERMINE THE HORIZONTAL AND VERTICAL LOCATIONS OF THE UTILITIES. THE CONTRACTOR SHALL CONTACT THE CIVIL ENGINEER IN THE EVENT OF ANY DISCOVERED OR UNFORESEEN CONFLICTS BETWEEN UTILITIES.
55. UTILITY CONNECTION DESIGN AS REFLECTED ON THE PLAN MAY CHANGE SUBJECT TO UTILITY PROVIDER AND GOVERNING AUTHORITY STAFF REVIEW.
56. THE CONTRACTOR SHALL ENSURE THAT ALL UTILITY PROVIDERS AND GOVERNING AUTHORITY STANDARDS FOR MATERIALS AND CONSTRUCTION METHODS ARE MET. THE CONTRACTOR SHALL PERFORM PROPER COORDINATION WITH THE RESPECTIVE UTILITY PROVIDER.
57. THE CONTRACTOR SHALL ARRANGE FOR AND COORDINATE WITH THE RESPECTIVE UTILITY PROVIDERS FOR SERVICE INSTALLATIONS AND CONNECTIONS. THE CONTRACTOR SHALL COORDINATE WORK TO BE PERFORMED BY THE VARIOUS UTILITY PROVIDERS AND SHALL PAY ALL FEES FOR CONNECTIONS, DISCONNECTIONS, RELOCATIONS, INSPECTIONS, AND DEMOLITION UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATIONS MANUAL AND/OR GENERAL CONDITIONS OF THE CONTRACT.
58. ALL EXISTING PAVEMENT WHERE UTILITY PIPING IS TO BE INSTALLED SHALL BE SAW CUT. AFTER UTILITY INSTALLATION IS COMPLETED, THE CONTRACTOR SHALL INSTALL TEMPORARY AND/OR PERMANENT PAVEMENT REPAIR AS DETAILED ON THE DRAWINGS OR AS REQUIRED BY THE OWNER HAVING JURISDICTION.
59. ALL UTILITY CONSTRUCTION IS SUBJECT TO INSPECTION FOR APPROVAL PRIOR TO BACKFILLING, IN ACCORDANCE WITH THE APPROPRIATE UTILITY PROVIDER REQUIREMENTS.
60. A ONE-FOOT MINIMUM VERTICAL CLEARANCE BETWEEN WATER, GAS, ELECTRICAL, AND TELEPHONE LINES AND STORM PIPING SHALL BE PROVIDED. A SIX-INCH MINIMUM CLEARANCE SHALL BE MAINTAINED BETWEEN STORM PIPING AND SANITARY SEWER WITH A CONCRETE ENCASEMENT. AN 18-INCH TO 6-INCH VERTICAL CLEARANCE BETWEEN SANITARY SEWER PIPING AND STORM PIPING SHALL REQUIRE CONCRETE ENCASEMENT OF THE PROPOSED PIPING.
61. SITE CONTRACTOR SHALL COORDINATE INSTALLATION OF ELECTRICAL SERVICES, CONDUIT AND CABLES FOR BILLBOARD WITH THE BUILDING ELECTRICAL CONTRACTOR.
62. THE CONTRACTOR SHALL ARRANGE AND COORDINATE WITH UTILITY PROVIDERS FOR WORK TO BE PERFORMED BY UTILITY PROVIDERS. THE CONTRACTOR SHALL PAY ALL UTILITY FEES UNLESS OTHERWISE STATED IN THE PROJECT SPECIFICATION MANUAL AND GENERAL CONDITIONS, AND REPAIR PAVEMENTS AS NECESSARY.
63. ELECTRIC SERVICES SHALL BE INSTALLED UNDERGROUND IN ACCORDANCE WITH LOCAL UTILITY PROVIDER REGULATIONS. THE CONTRACTOR SHALL PROVIDE AND INSTALL AND BACKFILL (2)-4 INCH PVC CONDUITS FOR ELECTRIC SERVICE PRIMARY, PVC CONDUITS FOR ELECTRICAL SECONDARY PER BUILDING ELECTRICAL PLANS, (SCHEDULE 80 UNDER PAVEMENT, SCHEDULE 40 IN NON PAVEMENT AREAS). SERVICES MAY BE INSTALLED IN A COMMON TRENCH WITH 12" CLEAR SPACE BETWEEN. MINIMUM COVER IS 36" ON ELECTRIC CONDUITS. SERVICES SHALL BE MARKED WITH MAGNETIC LOCATOR TAPE AND SHALL BE BEDDED, INSTALLED, AND BACKFILLED IN ACCORDANCE WITH ELECTRIC UTILITY PROVIDER STANDARDS. INSTALL HANDHOLES AS REQUIRED TO FACILITATE INSTALLATION AND AS REQUIRED BY UTILITY PROVIDER. INSTALL TRAFFIC LOAD QUALIFIED HANDHOLES IN VEHICULAR AREAS. INSTALL CONCRETE ENCASEMENT ON PRIMARY ELECTRIC CONDUITS IF REQUIRED BY ELECTRIC UTILITY PROVIDER.

DEFINITIONS

MUNICIPALITY SHALL MEAN RAMSEY

COUNTY SHALL MEAN ANOKA COUNTY

STATE SHALL MEAN MINNESOTA

ELECTRIC UTILITY PROVIDER SHALL MEAN CONNEXUS ENERGY

DOT SHALL MEAN THE MINNESOTA DEPARTMENT OF TRANSPORTATION

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

7/29/2025, GCRUZ, G:\JOBS\25\2501240\DWG\G2501240-01.DWG (GD.3) 24X36.

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS		
No.	Date	Desc.
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	N.T.S.
Project No.	2501240
Date	7/09/2025

CAD File: G2501240-01

Title

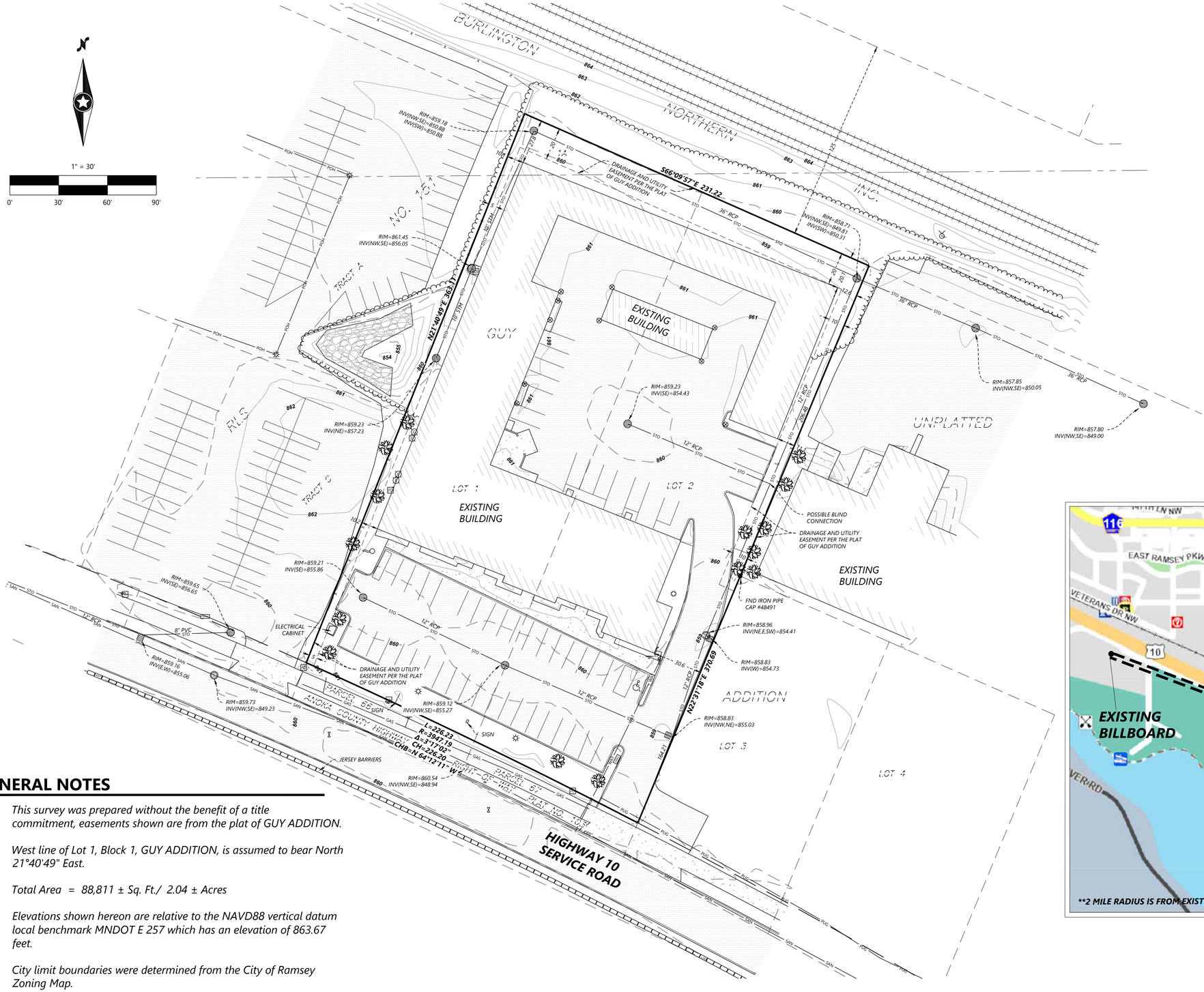
GENERAL NOTES

Sheet No.

GN-1

Xref (s):

© 2025 Westwood Professional Services, Inc.



GENERAL NOTES

1. *This survey was prepared without the benefit of a title commitment, easements shown are from the plat of GUY ADDITION.*
2. *West line of Lot 1, Block 1, GUY ADDITION, is assumed to bear North 21°40'49" East.*
3. *Total Area = 88,811 ± Sq. Ft./ 2.04 ± Acres*
4. *Elevations shown hereon are relative to the NAVD88 vertical datum local benchmark MNDOT E 257 which has an elevation of 863.67 feet.*
5. *City limit boundaries were determined from the City of Ramsey Zoning Map.*

SURVEYED LEGAL DESCRIPTION

Lot 1, 1A & 2 Block 1, GUY ADDITION, according to the recorded plat thereof, Anoka County, Minnesota per Quit Claim Deed Doc. Numbers 2369074.001 & 602500.001.

EXCEPT

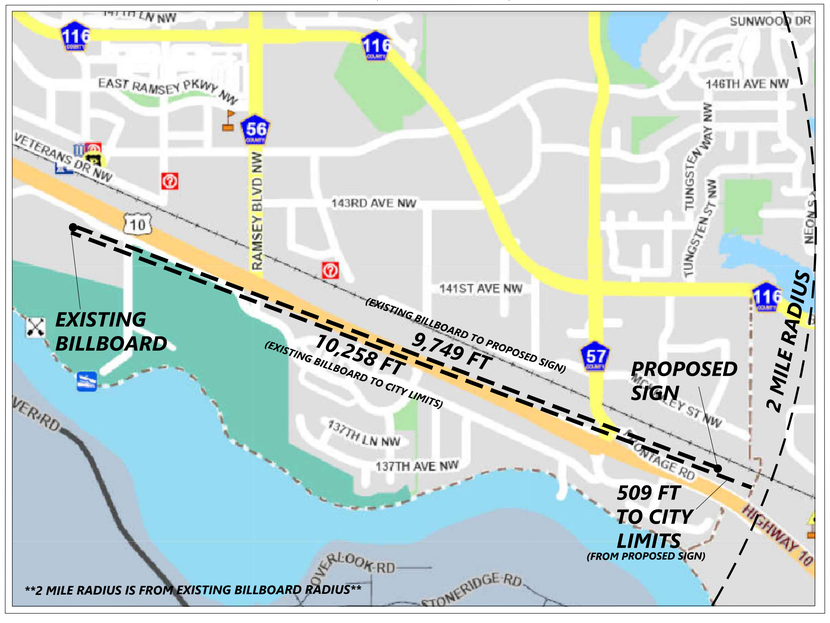
Parcels 66 & 67 ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 103, according to the recorded plat thereof, said Anoka County.

LEGEND

- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- CATCH BASIN MANHOLE
- DOWNSPOUT
- HYDRANT
- GATE VALVE
- FIRE DEPARTMENT CONNECTION
- ELECTRIC METER
- LIGHT POLE
- TRAFFIC SIGNAL-NO ARM
- HAND HOLE/JUNCTION BOX
- NATURAL GAS METER
- STEEL/WOOD POST
- SIGN
- MAIL BOX
- FLAG POLE
- HANDICAPPED STALL
- BUSH/SHRUB
- CONIFEROUS TREE
- DECIDUOUS TREE
- TREE LINE
- GAS LINE
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- FIBER OPTIC
- WALL
- RAILROAD TRACKS
- CURB & GUTTER
- CONCRETE SURFACE
- BITUMINOUS SURFACE
- RIP RAP
- BOUNDARY LINE
- ADJACENT LINE
- EASEMENT LINE
- PARCEL LINE

VICINITY MAP

(AND BILLBOARD PROXIMITY DETAIL)



N:\0069167.00\DWG\0069167-V-SURV.DWG

DESIGNED:	-
CHECKED:	NAS
DRAWN:	MSC
HORIZONTAL SCALE:	30'
VERTICAL SCALE:	

INITIAL ISSUE: 7/2/2025
REVISIONS: 7/9/2025: REVISED LEGAL DESCRIPTION & BOUNDARY
7/10/2025: CITY LIMIT DETERMINATION
7/31/2025: UPDATE VICINITY MAP

PREPARED FOR:

BL COMPANIES

RAMSEY BILLBOARD
RAMSEY, MN

Westwood
Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.
TBPELS ENGINEERING FIRM REGISTRATION NO. 11756
TBPELS SURVEYING FIRM REGISTRATION NO. 10074301

BOUNDARY AND TOPOGRAPHIC SURVEY

PROJECT NUMBER: 0069167.00

SHEET NUMBER: 1 OF 1

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

ZONING INFORMATION

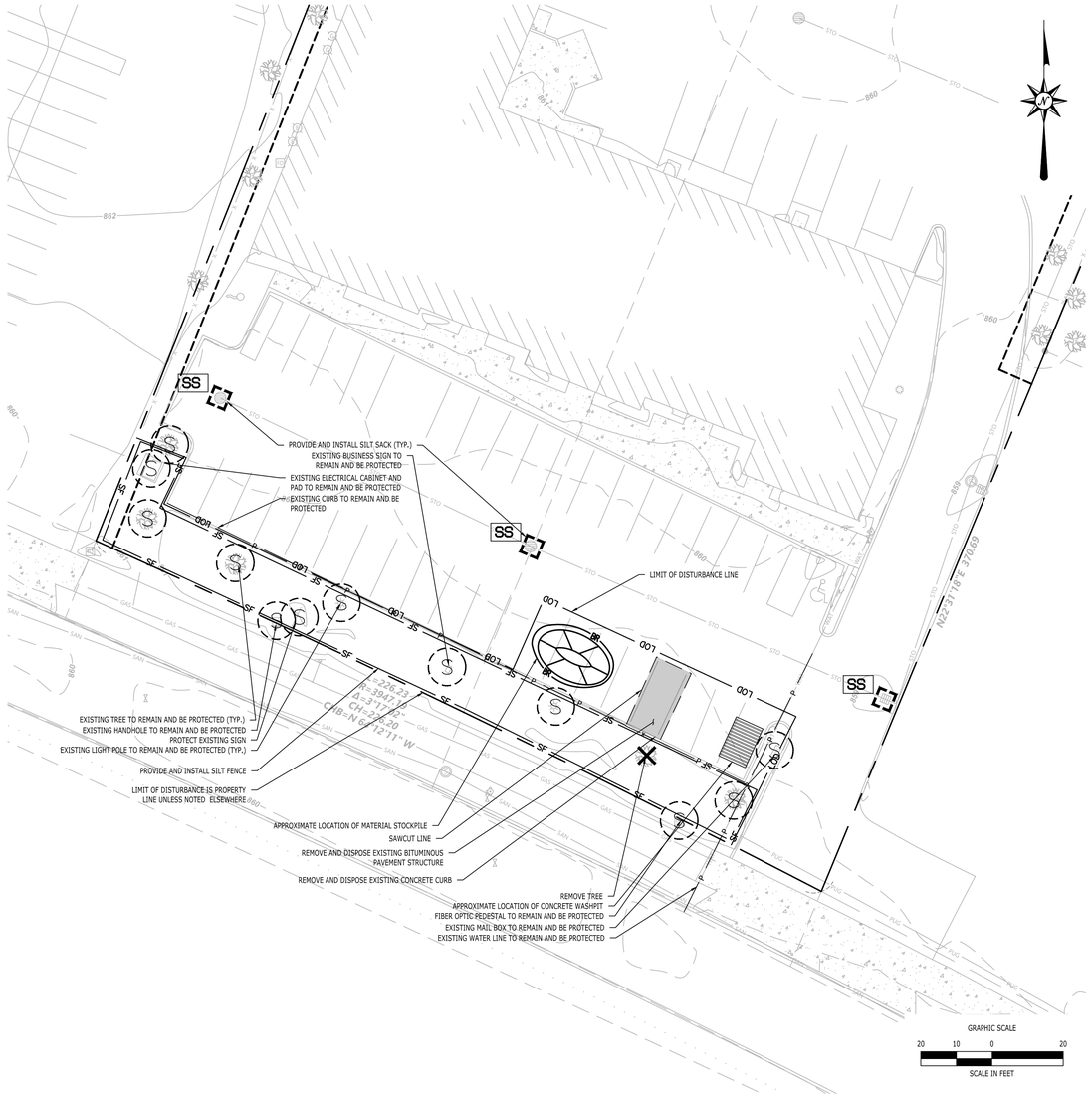
LOCATION: RAMSEY, ANOKA COUNTY			
ZONE: B-2 (BUSINESS DISTRICT)			
USE: OFF-PREMISES DIGITAL BILLBOARD SIGN (BUILDING PERMIT)			
ITEM	REQUIREMENTS	PROPOSED	VARIANCE
MINIMUM SETBACK FROM PROPERTY LINE	0 FEET	5 FEET	NO
MINIMUM SETBACK FROM EASEMENT	0 FEET	5 FEET	NO
MINIMUM SETBACK FROM VEHICULAR ACCESS POINT	15 FEET	20 FEET	NO
MAXIMUM SIGN AREA	700 S.F. PER SIDE	700 S.F. PER SIDE	NO
MAXIMUM SIGN HEIGHT	50 FEET	50 FEET	NO
MINIMUM SIGN SPACING	TWO MILES (10,560 FEET)	1.85 MILES (9,749 FEET)	YES

NOTES

1. GRASS ABOVE ELECTRICAL TRENCH TO BE CUT IN SQUARES AND STOCKPILED. REPLACE SQUARES ABOVE TRENCH AND SUPPLEMENT WITH SEED AS NECESSARY TO RESTORE AREA TO GRASS CONDITION.

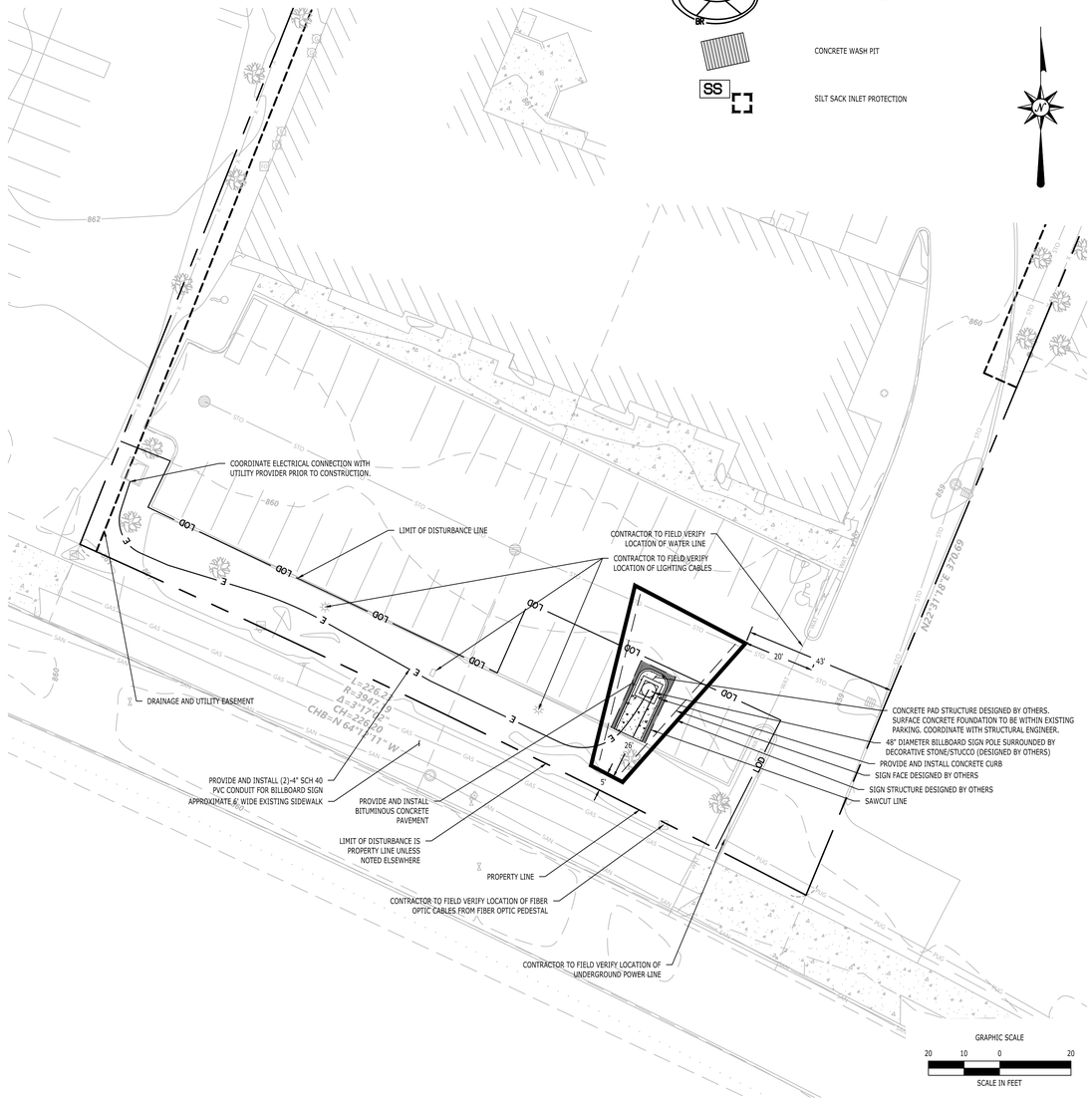
LEGEND

- PROPERTY LINE
- DRAINAGE AND UTILITY EASEMENT LINE
- LOD — LIMIT OF DISTURBANCE AND SITEWORK CONTRACT LIMIT LINE
- E — ELECTRIC UTILITY LINE
- P — PROTECT EXISTING STRUCTURE
- SF — PROVIDE AND INSTALL SILT FENCE
- BR — PROVIDE AND INSTALL BIO-ROLL
- REMOVE AND DISPOSE EXISTING CONCRETE CURB
- REMOVE AND DISPOSE EXISTING BITUMINOUS CONCRETE PAVEMENT
- PROVIDE AND INSTALL BITUMINOUS CONCRETE PAVEMENT
- PROVIDE AND INSTALL CONCRETE PAD STRUCTURE
- PROTECT EXISTING STRUCTURE OR TREE
- REMOVE EXISTING STRUCTURE OR TREE
- TEMPORARY STOCK PILE
- CONCRETE WASH PIT
- SILT SACK INLET PROTECTION



DEMOLITION AND EROSION CONTROL PLAN

1"=20'



SITE PLAN

1"=20'

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS		
No.	Date	Desc
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	1"=20'
Project No.	2501240
Date	7/09/2025
CAD File: C2501240-10	

Title

SITE PLAN

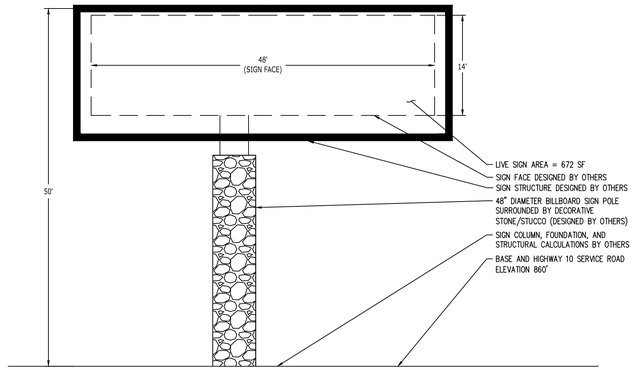
Sheet No.

EXH-1

7/29/2025, GCRUZ, G:\JOBS\25\12\2501240\DWG\C2501240-10.DWG,EXH-1 24X36,

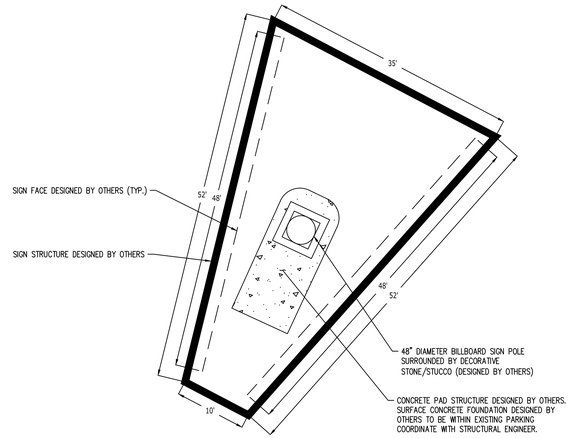
Xref \\bl-0069167-SMB\r2-25

© 2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.



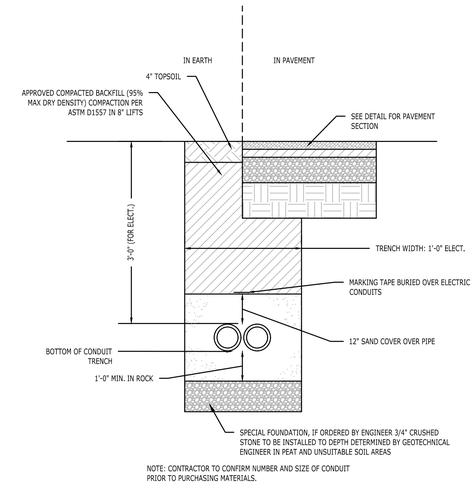
SIGN DETAIL (BY OTHERS)

1"=10'



SIGN DIMENSIONS (BY OTHERS)

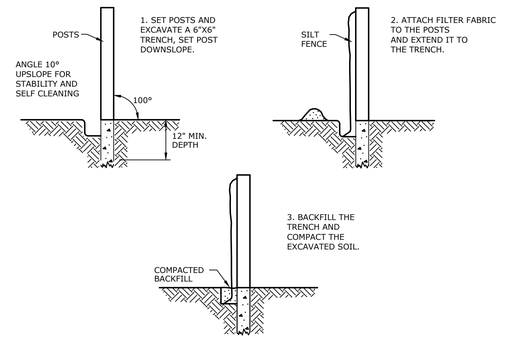
1"=10'



NOTE: CONTRACTOR TO CONFIRM NUMBER AND SIZE OF CONDUIT PRIOR TO PURCHASING MATERIALS.

ELECTRICAL TRENCH DETAIL

N.T.S



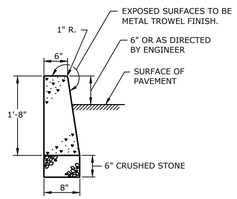
SILT FENCE BARRIER

N.T.S.

NOTES:

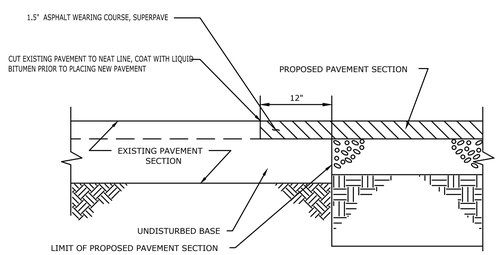
1. CONSTRUCTION JOINTS SHALL BE SPACED APPROXIMATELY EVERY 10 FEET BUT NOT LESS THAN 6 FEET. 1/4" THICK PREFORMED EXPANSION JOINT FILLER SHALL BE INSTALLED EVERY OTHER JOINT.

2. FORMWORK SHALL REMAIN INPLACE FOR 24 HOURS FOLLOWING CONCRETE POURING.



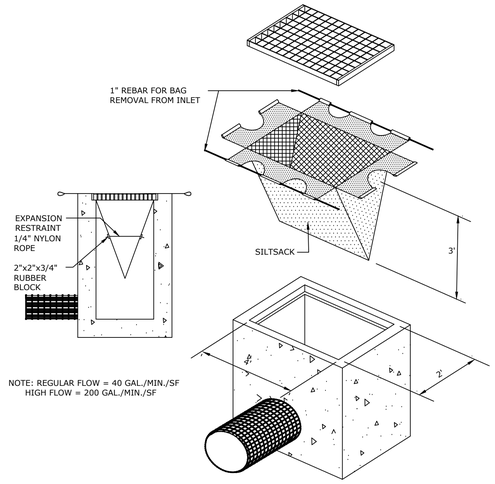
CONCRETE CURB DETAIL

N.T.S.



PAVEMENT TRANSITION

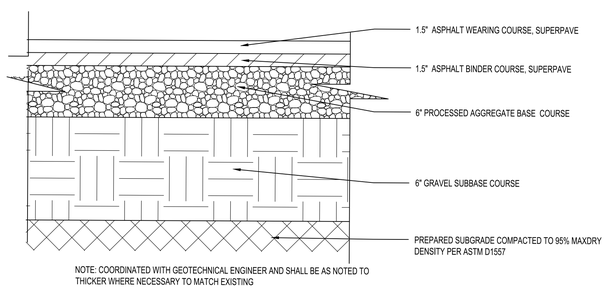
N.T.S



NOTE: REGULAR FLOW = 40 GAL./MIN./SF
HIGH FLOW = 200 GAL./MIN./SF

SILT SACK DETAIL

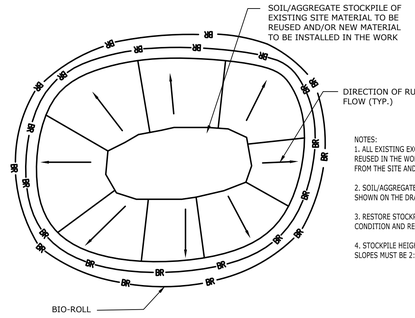
N.T.S.



NOTE: COORDINATED WITH GEOTECHNICAL ENGINEER AND SHALL BE AS NOTED TO THICKER WHERE NECESSARY TO MATCH EXISTING

STANDARD DUTY BITUMINOUS CONCRETE PAVEMENT STRUCTURE DETAIL

N.T.S.



NOTES:
1. ALL EXISTING EXCAVATED MATERIAL THAT IS NOT TO BE REUSED IN THE WORK IS TO BE IMMEDIATELY REMOVED FROM THE SITE AND PROPERLY DISPOSED OF.

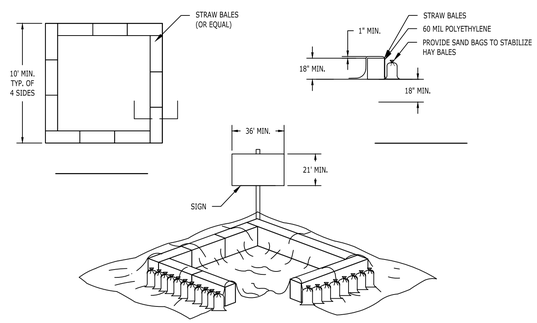
2. SOIL/AGGREGATE STOCKPILE SITES TO BE WHERE SHOWN ON THE DRAWINGS.

3. RESTORE STOCKPILE SITES TO PRE-EXISTING PROJECT CONDITION AND RESEED AS REQUIRED.

4. STOCKPILE HEIGHTS MUST NOT EXCEED 35'. STOCKPILE SLOPES MUST BE 2:1 OR FLATTER.

MATERIALS STOCKPILE DETAIL

N.T.S.



CONCRETE WASH PIT DETAIL

N.T.S.

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

No.	REVISIONS Date	Desc
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	N.T.S.
Project No.	2501240
Date	7/09/2025

CAD File: C2501240-10

Title

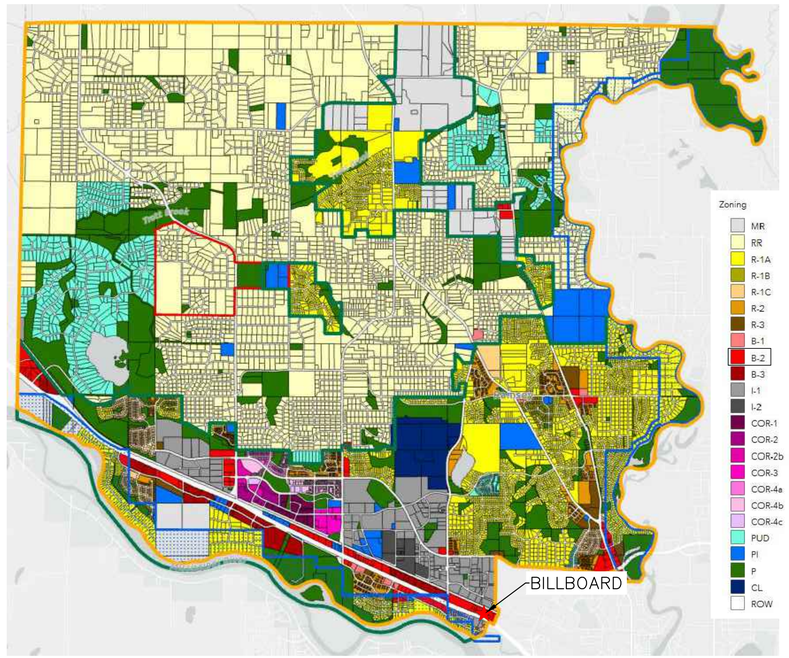
SITE DETAILS

Sheet No.

EXH-2

©2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

7/29/2025, G:\2025\2512\2501240\DWG\C2501240-10.DWG EXH-2 24X36.
Xref (s) : 0001637-SIGN-72-25



TOWN ZONING MAP

N.T.S.



GRAPHIC SCALE

200 100 0 200

SCALE IN FEET

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

Printed Name: Michelle M. Carlson

Signature:

Date: 7/30/25 License # 52430

© 2025 BL COMPANIES, INC. THESE DRAWINGS SHALL NOT BE UTILIZED BY ANY PERSON, FIRM OR CORPORATION WITHOUT THE SPECIFIC WRITTEN PERMISSION OF BL COMPANIES.

Architecture
Engineering
Environmental
Land Surveying

BL Companies

100 Constitution Plaza
10th Floor
Hartford, CT 06103
(860) 249-2200

PROPOSED BILLBOARD
6111 HIGHWAY 10 SERVICE ROAD
RAMSEY, MINNESOTA 55303

REVISIONS

No.	Date	Desc.
1	7/10/2025	UPDATED PER SURVEY
2	7/11/2025	UPDATED PER CLIENT COMMENTS
3	7/29/2025	RESPONSE TO CITY COMMENTS

Designed	K.R.
Drawn	K.R.
Reviewed	S.M.K.
Scale	1"=200'
Project No.	2501240
Date	7/09/2025

CAD File:
C2501240-10

Title

LOCATION MAP

Sheet No.

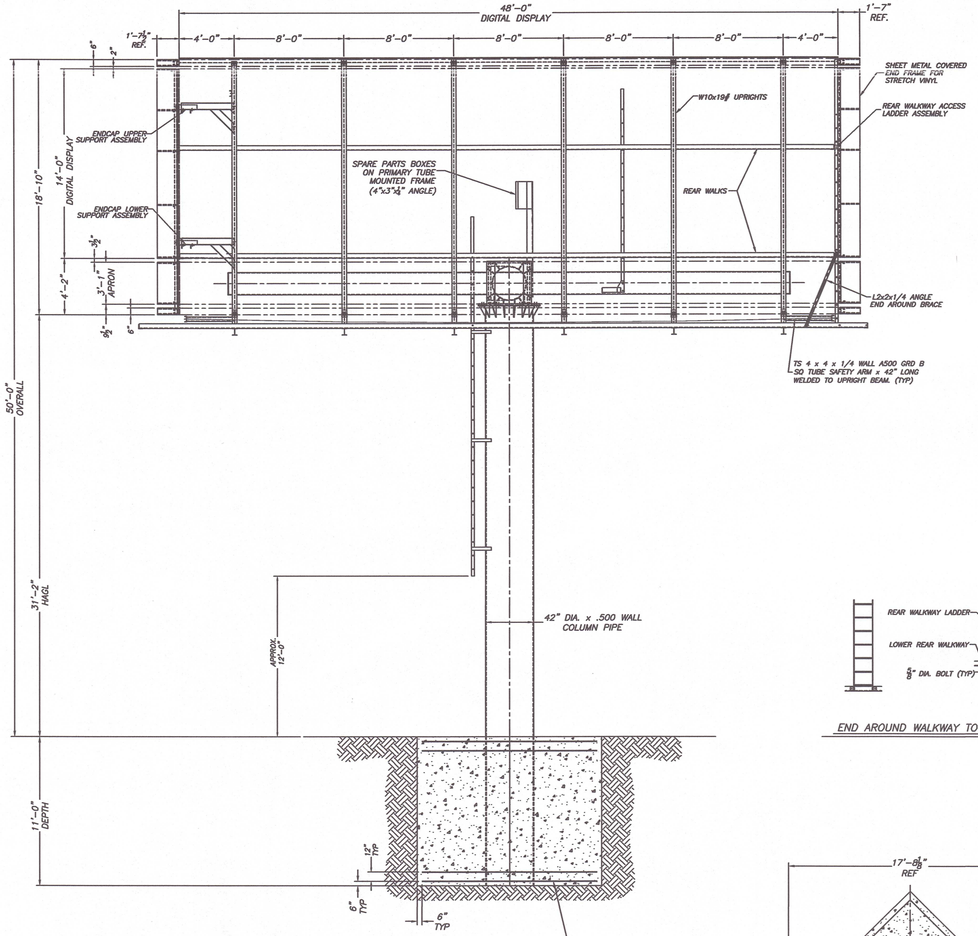
EXH-3

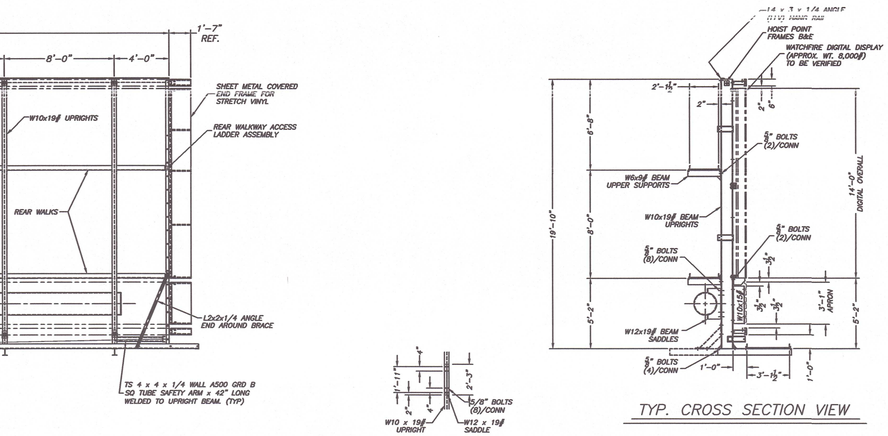
7/29/2025, GCRUZ, G:\JOBS\2511\2501240\DWG\C2501240-10.DWG,EXH-3 24X36,

Xref (s): ..\..\..\

68-9326

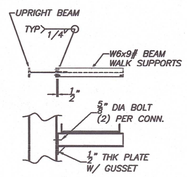
REV.	CHANGE	BY	DATE



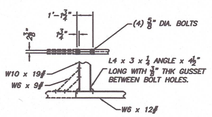


TYP. CROSS SECTION VIEW

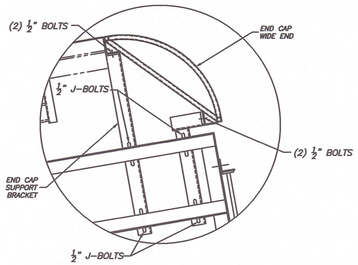
UPRIGHT TO SADDLE CONNECTION



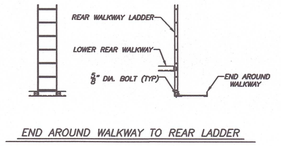
REAR WALK SUPPORT



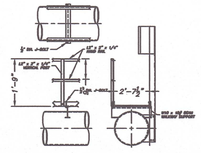
SUPPORT TO UPRIGHT CONNECTION



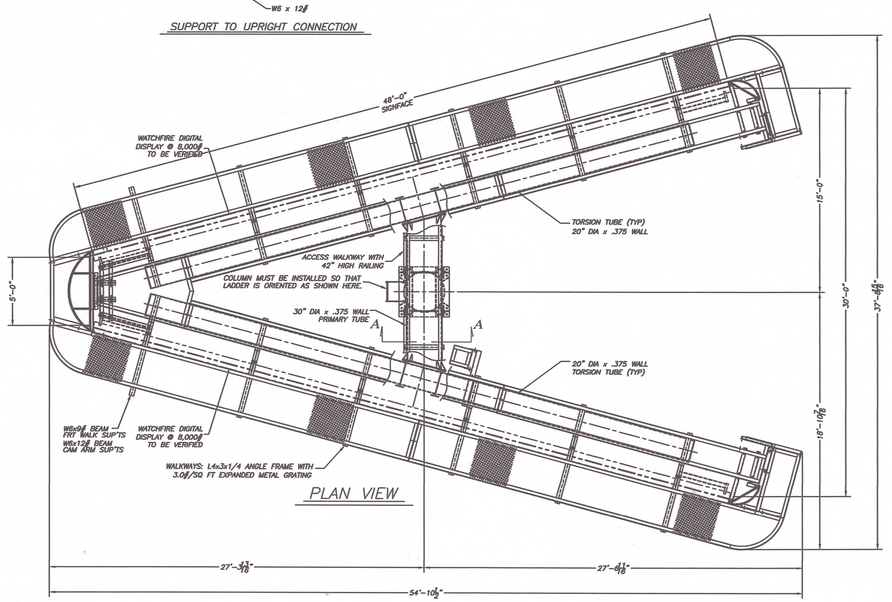
END CAP ATTACHMENT (WIDE END)



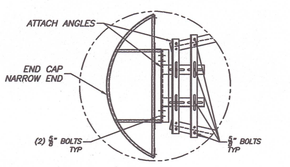
END AROUND WALKWAY TO REAR LADDER



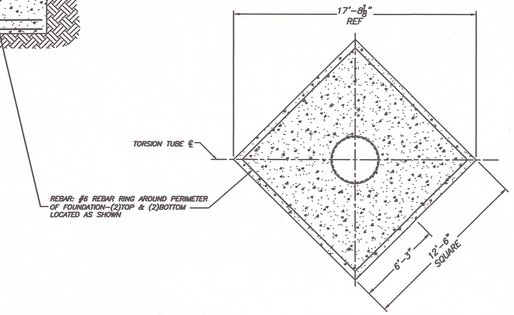
SECTION A-A
ACCESS WALKWAY HAND RAIL SECTION



PLAN VIEW

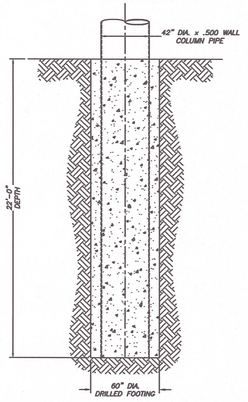


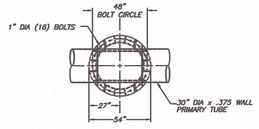
END CAP ATTACHMENT (NARROW END)

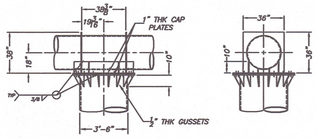


PLAN VIEW OF FOUNDATION

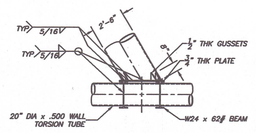
ALTERNATE DRILLED FOOTING:
60" DIA. x 22'-0" DEPTH.







PRIMARY TUBE CONNECTION



TORSION TUBE TO PRIMARY TUBE CONNECTION

LIVE SIGN AREA=14ft x 48ft=672sqft

SPECIFICATIONS:

1. STEEL ROLLED "W" BEAM SECTIONS: ASTM A992 ALL OTHER STEEL ROLLED SECTIONS: ASTM A36
2. PIPE SECTIONS: A.P.I. 5L X52
3. BOLTS: MINIMUM 1/2" DIAMETER UNC. ALL BOLTS GRADE F3125 A325 UNLESS OTHERWISE SPECIFIED.
4. CONCRETE: 3000 P.S.I. @ 28 DAYS.
5. HORIZONTAL SOIL PRESSURE: 300#/FT²/FT.
6. THIS DESIGN MEETS THE REQUIREMENTS OF THE 2018 INTERNATIONAL BUILDING CODE FOR 115 M.P.H. (3 SEC GUST) WIND SPEED, RISK CATEGORY II, AND EXPOSURE "C".
7. ALL WELDING SHALL BE IN ACCORDANCE WITH AWS STANDARDS USING E-70 ELECTRODES.
8. ALL WALKWAYS TO HAVE SAFETY CABLES
9. REINFORCING BAR: ASTM A-615 GRADE 60 (REBAR IS NOT REQUIRED IF FIBER REINFORCED CONCRETE IS USED.)
10. WIND LOADING EXCEEDS SEISMIC LOADING.
11. DESIGNED FOR WEIGHT OF (2) DIGITAL UNITS @ 7,000#/EA.

HOFFMAN ENGINEERS L.L.C.
P.O. BOX 429
PARAGON, INDIANA 46166
317-443-1001
steve@hoffmanengineers.com

"GLOBAL COMMITMENT WITH A MAIN STREET ATTITUDE"

07/25/101

PROFESSIONAL ENGINEER
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.
PRINT NAME: STEPHEN C HOFFMAN
SIGNATURE:
DATE:
LICENSE: 21040

PRODUCTIVITY FABRICATORS

SCALE: NONE	LOCATION: MINNEAPOLIS, MN	DRAWN BY: P. PLATT
DATE: 05/29/25		

14' x 48', CM, 30' V, 50'-0" OVERALL

KENJOH OUTDOOR

DRAWING NUMBER 68-9326


KENJOH
BILLBOARDS
KENJOH
ANOKA
FOR LEASE
MINI STORAGE
© 2025 Google


KENJOH
BILLBOARDS
KENJOH

Description of request:

The applicant proposes to install an off-premise digital billboard within the designated Off-Premise Digital Billboard Overlay District in the City of Ramsey. The city's zoning ordinance permits a maximum of three such signs; two have already been approved and constructed. This proposed sign would be the third and final installation allowed under the current code.

The sign is designed to be 672 square feet in area and 50 feet tall, with two digital faces—one oriented toward each direction of travel on Highway 10. The applicant is seeking to enter into an agreement with the city to dedicate a minimum of 20 hours per month per sign face for public service and city-related messaging.

The city code requires a 2-mile (10,560 feet) separation between off-premise digital billboards. The proposed location offers a separation of 9,749 feet—approximately an 8% variance. The intent of the spacing requirement is to allow one digital billboard on the west end, one centrally, and one on the east end of the city along Highway 10. While the west and central locations have already been utilized, the eastern end lacks sufficient spacing under the code as written. If a sign was placed at the easternmost point within the city limits, the sign would not meet the spacing requirement. Without a variance, the city would be unable to complete its envisioned distribution of signs.

This proposed sign would fulfill the final permitted location under the existing code. It complies with all other applicable sections of the ordinance. The city's current sign code update does not impact regulations related to off-premise digital billboards.

Practical Difficulties requirements:

That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.

The applicant is proposing to construct a digital off-premises billboard in a location specifically designated by the city's zoning for such use. This is a reasonable and anticipated use of the property in this district. The sign complies with all applicable design, height, and dimensional requirements outlined in the ordinance. The proposed sign aligns with the city's intention to allow up to three digital billboards along Highway 10.

The only element requiring a variance is a minor reduction in spacing – approximately 8% - from the 2-mile requirement. The proposed use fully remains consistent with surrounding land uses and existing signage. The request does not seek to increase the number of permitted signs or expand the overlay district; it simply enables the final sign envisioned by the city's existing plan to be constructed.

The plight of the landowner is due to circumstances unique to the property not created by the landowner

Answer: The need for the variance comes from the physical location of this property and the location of the pre-existing placement of the two other off-premises digital billboards. This area – the eastern portion of the off-premise digital billboard overlay district along Highway 10 is the last remaining area feasible for the code contemplated third digital billboard. Due to the placement of the existing, previously approved off-premises digital billboards, achieving the 2 mile spacing is mathematically impossible. The 2 mile spacing puts the next allowable sign outside of the city's boundary to the east. This creates a unique hardship and the application would otherwise be fully compliant if it were not for this slight spacing shortfall. Any other location to the east would also need a variance for spacing. These circumstances were brought about by the city defined spacing intervals combined with the previous placement of the two previously approved digital off-premises signs, which is not the result of any action or decision by the applicant or landowner.

The variance, if granted will not alter the essential character of the locality

Answer: The proposed sign is located within the designated off-premise digital billboard overlay district and is compliant with all other requirements of the ordinance with exception of the spacing variance. The code permits up to three of these signs – two of which have already been constructed. The variance would allow the third and final sign as contemplated by the ordinance, and fulfill the city's original vision of having 3 signs distributed along Highway 10. The original intention was 1 sign on the west end, 1 sign in the middle, and 1 sign on the east end. This fulfills that vision.

The sign's design and placement are consistent with existing permitted signs and will be located along a major commercial corridor, where such signs are expected and appropriate. The variance does not introduce a new or unexpected intensity of use into the area. It simply allows for the completion of the originally intended sign plan. The character will remain consistent and the visual and functional impact of the sign is aligned with the city's intended land use in this area.

Economic considerations alone do not constitute practical difficulties

Answer: While there is an economic component to the development and use of any billboard, the variance request is not based on financial considerations. The practical difficulty stems from the limitations created by the existing placement of the other two permitted billboards and the fixed length of the Highway 10 corridor within city limits.

The applicant is not seeking to exceed the number of signs allowed or alter intent of the ordinance. The variance is necessary to fulfill the city's plan for 3 evenly spaced digital billboards along highway 10. Without the slight reduction in the required spacing, the third and final sign cannot be

constructed in the city. The issue is a matter of geographic constraint and ordinance mechanics. The hardship is rooted in practical realities beyond economics.

Practical difficulties include but are not limited to, inadequate access to direct sunlight for solar energy systems

Not Applicable

Public takings of property due to condemnation

Not Applicable

Variances shall be granted for earth-sheltered construction as defined in Miinn. Stats 216C.06, subd. 14, when in harmony with Chapter 106 of the city code

Not Applicable

Community Benefit Agreement

This Community Benefit Agreement ("Agreement") is made and entered into as of September 9, 2025, by and between Kenjoh Outdoor Advertising, LLC, a Delaware Limited Liability Company ("Company"), located at 2801 E Camelback Road, Suite 450, Phoenix, AZ 85016, and the City of Ramsey, Minnesota ("City"), located at 7550 Sunwood Dr NW, Ramsey, MN 55303.

Whereas, the Company wishes to obtain a permit for the construction of a double sided off-premises digital billboard sign at the location approximately 6111 US 10 Ramsey, MN 55303, Property Identification Number 35-32-25-31-0026.

Whereas, the City requires an agreement for the provision of community and public service messages as part of the permit approval process;

Now, Therefore, the parties agree as follows:

1. **Scope of Agreement.** The Company agrees to provide the City with no less than 20 hours of digital display time per month per dynamic display off-premises sign face located within the City. This display time shall consist of 9,000 eight-second spots, which will be used exclusively for community and public service messages.

2. **Timing and Scheduling.** The Company will integrate the community and public service messages into its open inventory, scheduling these messages at least 15 days in advance of the display date. Each public service message will commence on the selected day and continue until the agreed number of spots is reached, consistent with the monthly allocation, unless the City requests a shorter duration. The City may select the days for display; however, messages must run in 24-hour cycles without specific time slots within the day, ensuring flexibility and manageability for the Company.

3. **Content of Messages.** The content of the community and public service messages shall be provided by the City, and the Company agrees to display such messages as provided without alterations unless prior written consent is obtained from the City.

4. **Artwork and Design.** The City may choose to design its own content for the public service messages. Alternatively, the Company can provide design services at a rate of $60 per hour. Any design work requested by the City will be billed accordingly and requires prior approval from the City before commencement.

5. **Approval and Permit Issuance.** This Agreement must be approved by the City Council of Ramsey. Following such approval, the City's building official may issue the necessary permit for the construction or conversion of the off-premises digital billboard signs as requested by the Company.

6. **Term.** This Agreement shall commence on the date first written above and shall continue in effect until terminated by either party with thirty (30} days written notice to the other party.

7. **Amendment.** This Agreement may only be amended or modified by a written agreement signed by both parties.

8. **Miscellaneous.** This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes all prior agreements and understandings, whether written or oral, relating to such subject matter.

In witness whereof, the parties hereto have executed this Community Benefit Agreement as of the day and year first above written.

Kenjoh Outdoor Advertising, LLC

By: _____

Name: _____

Title: _____

Date: _____

City of Ramsey

By: _____

Name: Ryan Heineman

Title: Mayor

Date: _____

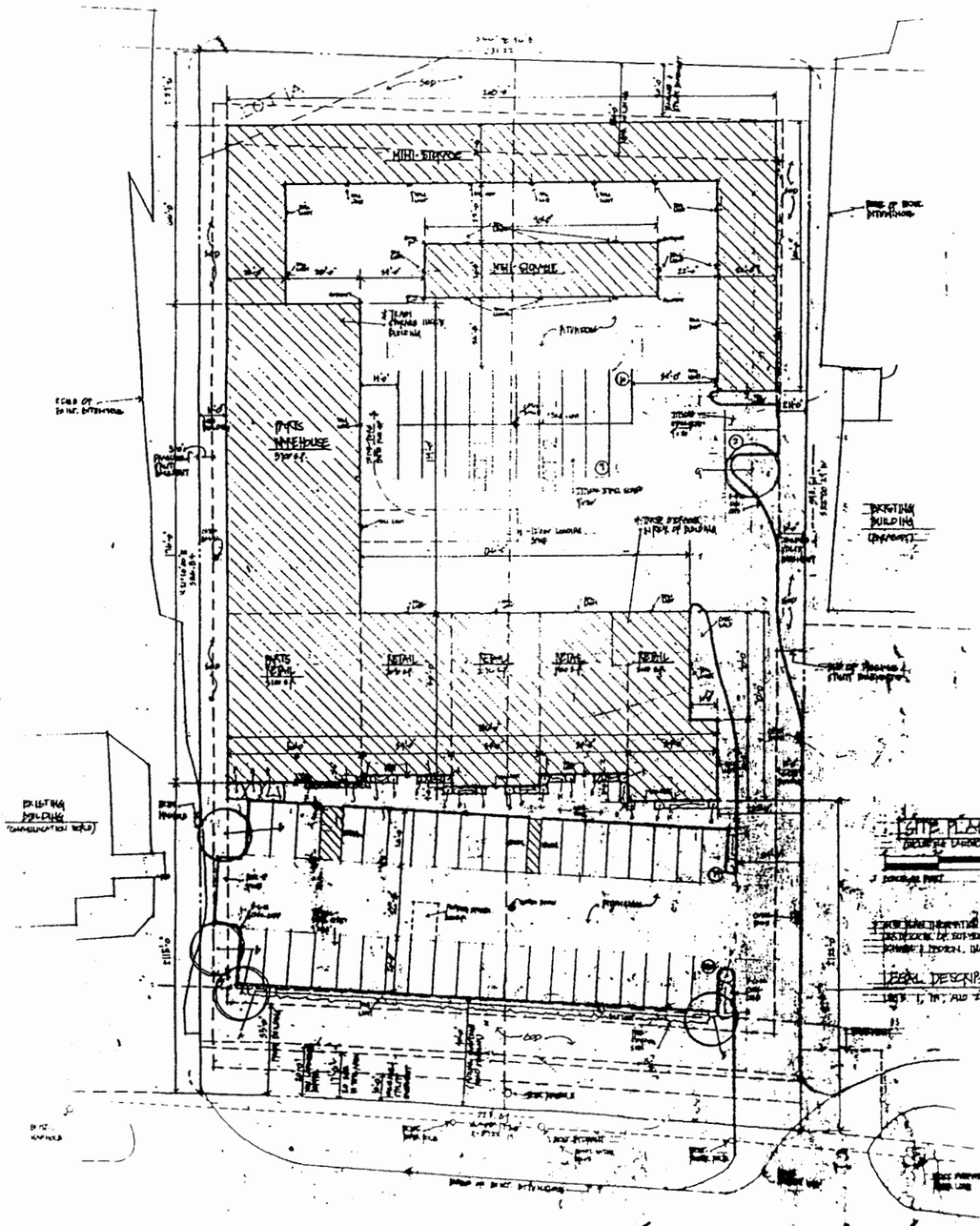
By: _____

Name: Brian Hagen

Title: City Administrator

Date: _____

BURLINGTON NORTHERN RAILROAD



SITE PLAN

LEGAL DESCRIPTION:

ZONING / BUILDING INFORMATION:

SITE INFORMATION:

LOT SIZE = 88,810 S.F. (1.09 ACRES)

BUILDING SQUARE COVERAGE = TOTAL BUILDINGS = 16,496 + TOTAL PAVING & SIDEWALKS = 12,111 = 68,540 S.F. (68,540/88,810 = 77.2%)

UNDEVELOPED SQUARE COVERAGE = 20,220 S.F. (22,220/88,810 = 22.8%)

ZONING INFORMATION:

EXISTING ZONING CLASSIFICATION = B-3 HIGHWAY BUSINESS
(THERE IS CURRENTLY NO WATER LOT)

BUILDING INFORMATION:

MAXIMUM ALLOWABLE BUILDING SIZE = 35% OF TOTAL LOT AREA =
88,810 X .35 = 31,083.5 S.F. MAX.

ACTUAL BUILDING SIZE = PARTS WAREHOUSE = 9,140 S.F.
PARTS RETAIL = 5,400 S.F.
RETAIL = 2,456 S.F.
MINI-STORAGE = 9,000 S.F.
TOTAL = 26,016 S.F.
(26,016/88,810 = 29.3%)

PARKING INFORMATION:

PARKING REQUIRED:
PARTS WAREHOUSE: 1 STALL PER EACH EMPLOYEE ON LARGEST SHIFT = 4
PARTS RETAIL: 1 STALL PER 300 S.F. = 18 (4,456 S.F. + 1,000 S.F. OUTDOOR DISPLAY AREA) = 5.456
RETAIL: 1 STALL PER 200 S.F. = 12.28 (2,456 S.F. + 200 S.F. OUTDOOR DISPLAY AREA) = 12.28
TOTAL = 35 STALLS
PARKING PROVIDED = 60 CARS

CONSTRUCTION TYPE:

BUILDING IS TYPE II CONSTRUCTION

PLANT MATERIAL LIST

PLANT	DESCRIPTION	SIZE	QUAN.
A	DECIDUOUS TREE	2.5 CAL.	12
B	EVERGREEN TREE	6' HT.	3
C	ORNAMENTAL TREE	2" CAL.	1
D	DWARF DECIDUOUS SHRUB	#5 CONT.	2
E	LARGE DECIDUOUS SHRUB	#5 CONT.	15
F	LARGE EVERGREEN SHRUB	#5 CONT.	1
G	PERENNIAL GROUNDCOVER	#1 CONT.	12
H	PERENNIAL GROUNDCOVER	#2 CONT.	9
I	DECIDUOUS ACCENT SHRUB	#3 CONT.	6
J	DECIDUOUS SHRUB	#2 CONT.	9
K	EVERGREEN SHRUB, DENSE HABIT	#3 CONT.	4
L	DECIDUOUS VINE TO 20'	#1 CONT.	8
M	CLIMBING VINE/ANNUAL	#1 CONT.	6
N	PERENNIAL	#1 CONT.	6
P	PLANT COMBINATION	#1 CONT.	6

REVISED PRELIMINARY AUGUST 17, 1999
PRELIMINARY MAY 20, 1999

BRUCE W. SCHMITT & ASSOCIATES P.A. ARCHITECTS
923 MANTORVILLE AVENUE SOUTH
WAYZATA, MINNESOTA 55391
(612) 476-6772

NEW BUILDING FOR:
ZITCO, INC.
RAMSEY, MINNESOTA

*PLANS ARE FOR PRELIMINARY PURPOSES ONLY

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Architect under the laws of the State of Minnesota.
Date: Reg. No.:

SHEET NO. A1a OF

231.22

LOT 1A

SOD

208'-0"

±27'-0"

60'-0"

25'-0" REAR BUILDING

10'-0" DRAINAGE & UTILITY EASEMENT

MINI-STORAGE

22'-0"

90'-0"

WALL LIGHT

GUARD POST

20'-0"

24'-0"

MINI-STORAGE

22'-0"

22'-0"

80'-0"

EDGE OF EXIST. BITUMINOUS

*TRASH STORAGE INSIDE BUILDING

BITUMINOUS

26'-0"

14'-0"

32'-0"

±11'-0"

10'-0" SIDE BUILD

3'-0" DRAINAGE & UTILITY EASEMENT

PARTS WAREHOUSE 5700 S.F.

DRIVE-THRU PARTS PICK-UP

CATCH BASIN

POLE LIGHT

TYPICAL STALL SIZE= 9'x20'

TYPICAL STALL SIZE= 9'x20'

EXISTING BUILDING (PARABODY)

12'x60' LOADING SPACE

*TRASH STORAGE IN REAR OF BUILDING

126'-0"

N21°10'00"E 380.84

176'-0"

CATCH BASIN

B-612 CONC. CURB

10'-0" DRAINAGE & UTILITY EASEMENT

END OF DRAINAGE & UTILITY EASEMENT

CONC. WALK

PARTS RETAIL 3100 S.F.

RETAIL 2040 S.F.

RETAIL 2176 S.F.

RETAIL 1920 S.F.

RETAIL 2100 S.F.

60'-0"

40'-0"

70'-0"

186'-0"

50'-0"

34'-0"

34'-0"

34'-0"

34'-0"

CATCH BASIN

10'-0" SIDE BUILDING

±32'-0"

EXIST. MANHOLE

CONC. WALK

±115'-0"

TYPICAL STALL SIZE= 9'x20'

26'-8"

PARKING SPACES= 3005.F.

CATCH BASIN

BITUMINOUS

CATCH BASIN

±122'-0"

B-612 CONC. CURB

In frontage road r-o-w

POLE LIGHT

POLE LIGHT

FREE-STANDING SIGN

EASEMENT

20'-0" MIN LANDSCAPE BUFFER

3'-6" TO TOP OF BERM

2'-0" DRAINAGE & UTILITY EASEMENT

10'-0" (FUTURE FRONTAGE ROAD SETBACK)

SOD

EXIST. MANHOLE

225.84

EXIST. POWER POLE

Δ=03°17'56"

R=3922.19

EXIST. HYDRANT

EXIST. WATER VALVE

EXIST. POWER POLE

EXIST. DRIVEWAY LOC.

EDGE OF EXIST. BITUMINOUS

EXIST. POWER L

SITE P

(INCLUDING L

20

SCALE IN FEET.

* SITE PL FORM: CERTIFICATE OF S SCHOELL & MADSO

LEGAL DES

LOTS 1, 1A, A

Sheet A1a

N

6111 Highway 10 NW Landscaping



July 2011 Google Street View

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

RESOLUTION #25-196

A RESOLUTION GRANTING A VARIANCE TO THE DISTANCE SEPARATION REQUIREMENTS FOR AN OFF-PREMISES DIGITAL BILLBOARD SIGN AT 6111 HIGHWAY 10 NW

RECITALS

1. The City of Ramsey received an application from Mr. Scott Levine of Kenjoh Outdoor Advertising (the "Permittee") requesting a Variance to the minimum separation requirements of an off-premises digital billboard sign per Section 108-55(b)(3) of City Code on the properties owned by 6111 Ramsey Properties LLC generally known as 6111 Highway 10 NW and legally described as follows:

   Lot 1, Block 1, Guy Addition, except Parcel 66 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota;

   Lot 1A, Block 1, Guy Addition, Anoka County, Minnesota;

   Lot 2, Block 1, Guy Addition, except Parcel 67 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota.

   (the "Subject Property")

2. That City Code Section 108-55(b)(3) specifies that off-premises digital billboard signs shall be no closer than two miles from each other.

3. That City Code Section 108-55(b)(2) states that there shall be no more than three off-premises digital billboard signs located within the City of Ramsey.

4. That two other such signs have been legally constructed within the City of Ramsey.

5. That the Subject Property is zoned B-2, Community Business District where such signs are allowed by conditional use permit subject to performance standards.

6. That the proposed location does not meet the required two-mile spacing from the sign located near the intersection of Riverdale Drive and Traprock Street NW, being 811 feet short of this requirement, necessitating a variance to construct the sign in this location.

7. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on August 28, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

FINDINGS OF FACT

1. That the off-premises digital billboard sign does not violate the intent and purpose of the Comprehensive Plan.

2. That the practical difficulties, as stated by the Permittee, in placing the sign in a location not meeting the two-mile spacing requirement of Section 108-55(b)(3) are:

   A. **That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.** The applicant is proposing to construct a digital off-premises billboard in a location specifically designated by the city's zoning for such use. This is a reasonable and anticipated use of the property in this district. The sign complies with all applicable design, height, and dimensional requirements outlined in the ordinance. The proposed sign aligns with the city's intention to allow up to three digital billboards along Highway 10.

   B. **The plight of the landowner is due to circumstances unique to the property not created by the landowner.** The need for the variance comes from the physical location of this property and the location of the pre-existing placement of the two other off-premises digital billboards. This area – the eastern portion of the off-premise digital billboard overlay district along Highway 10 is the last remaining area feasible for the code contemplated third digital billboard. Due to the placement of the existing, previously approved off-premises digital billboards, achieving the two-mile spacing is mathematically impossible. The two-mile spacing puts the next allowable sign outside of the city's boundary to the east. This creates a unique hardship and the application would otherwise be fully compliant if it were not for this slight spacing shortfall. Any other location to the east would also need a variance for spacing. These circumstances were brought about by the city defined spacing intervals combined with the previous placement of the two previously approved digital off-premises signs, which is not the result of any action or decision by the applicant or landowner.

   C. **The variance, if granted will not alter the essential character of the locality.** The proposed sign is located within the designated off-premise digital billboard overlay district and is compliant with all other requirements of the ordinance with exception of the spacing variance. The code permits up to three of these signs – two of which have already been constructed. The variance would allow the third and final sign as contemplated by the ordinance, and fulfill the city's original vision of having three signs distributed along Highway 10. The original intention was one sign on the west end, one sign in the middle, and one sign on the east end. This fulfills that vision. The sign's design and placement are consistent with existing permitted signs and will be located along a major commercial corridor, where such signs are expected and appropriate. The variance does not introduce a new or unexpected intensity of use into the area. It simply allows for the completion of the originally intended sign plan. The character will remain consistent and the visual and functional impact of the sign is aligned with the city's intended land use in this area.

D. **Economic considerations alone do not constitute practical difficulties.** While there is an economic component to the development and use of any billboard, the variance request is not based on financial considerations. The practical difficulty stems from the limitations created by the existing placement of the other two permitted billboards and the fixed length of the Highway 10 corridor within city limits.

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

That the Ramsey Planning Commission hereby grants approval of a variance to deviate from the required two-mile separation requirement of Section 108-55(b)(3) by 811 feet to be constructed and operate on the Subject Property, subject to review and approval as to legal form and contingent upon the following conditions:

CONDITIONS

1. That the off-premises digital billboard sign must obtain a building permit and pass all required inspections.

2. That the off-premises digital billboard sign must follow all of the other performance standards as outlined in Section 108-55 of City Code.

3. That the off-premises digital billboard sign must obtain and maintain the required permit(s) from the Minnesota Department of Transportation.

4. That the Permittee must enter into a community benefit agreement as required by Section 108-55(c)(10) of City Code.

5. That conditions set forth in previous conditional use permits and variances remain in effect, including the approved landscape plan from 1999. For this, the diseased ash trees must be removed and replaced new trees. The remainder of the landscape may be modified for hardier species that meets the intent of the 1999 plan upon review by City staff.

6. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 28th day of August, 2025.

_____
Planning Commission Chairperson

ATTEST:

_____
City Clerk

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

From: Yahoo
To: Todd Larson
Subject: billboard at 6111 highway 10
Date: Thursday, August 28, 2025 2:18:38 PM

Hi Todd,
I got the letter about the billboard they would like to construct at 6111 highway 10. I have one concern as to how tall it will be and exactly where are they going to put it. I don't want it to block my sign for The Outpost from view as cars are traveling westbound on highway 10. When I originally put my sign up we got everything approved through the city. As it turned out they approved my sign location 8 inches into the easement and I had to move it at my own expense. So my sign has basically been paid for twice and I have a lot of money tied up in it so I don't want it blocked. Can someone please look out for my best interest and help prevent this from happening! Thanks for any help sir! Have a great day.

Jimmy Ducharme
Owner/GM JR's Outpost Bar and Grille
6141 Highway 10
Ramsey, MN 55303
612-581-3829

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #25-203

RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN OFF-PREMISE DIGITAL BILLBOARD AT 6111 HIGHWAY 10 NORTHWEST

RECITALS

1. Kenjoh Outdoor Advertising, LLC, hereafter referred to as the "Permittee", has properly applied for a Conditional Use Permit to construct and operate a digital billboard on the properties generally known as 6111 Highway 10 NW and legally described as:

   Lot 1, Block 1, Guy Addition, except Parcel 66 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota;

   Lot 1A, Block 1, Guy Addition, Anoka County, Minnesota;

   Lot 2, Block 1, Guy Addition, except Parcel 67 Anoka County Highway Right-of-Way Plat No. 103, Anoka County, Minnesota.

   (the 'Subject Property');

2. 6111 Ramsey Properties LLC is the Owner of the Subject Property and has a lease agreement with the Permittee.

3. That the Subject Property is zoned B-2 Business District and is approximately 2.00 acres in size.

4. That the Subject Property is guided as Commercial in the City's 2040 Comprehensive Plan.

5. That an off-premises digital billboard is classified as a conditional use in the B-2 Community Business District.

6. That the Planning Commission held the public hearing on the proposed off-premises digital billboard at its scheduled meeting on August 28, 2025.

7. That the Planning Commission approved Resolution #25-196 approving a variance to the separation requirements of Chapter 108 – Sign Code.

8. That the Planning Commission recommended approval of this Conditional Use Permit.

FINDINGS OF FACT

1. That the billboard will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use or to the public welfare.

2. That the billboard will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

3. That the billboard will not be hazardous to existing or future neighboring uses.

4. That the billboard will not negatively impact essential public facilities and services, such as highways, streets, and police and fire protection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows: That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "Permit") for the construction and operation of an off-premises digital billboard on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That this Permit conform to site plan dated 5/23/23 (revised).

2. That this Permit conform to the plans dates 5/31/2023 with a thirty-foot tall stone base.

3. That a revised landscape plan to meet the intent of the 1999-approved plan shall be submitted to City Staff for review and approval and installed within one year of the date of this resolution.

4. That a signed lease be executed for the property between the Owner and the Permittee.

5. That a signed agreement guaranteeing the City no less than 20 hours (provided in 9,000 eight-second spots) per month for community and public service messages at such times as shall be reasonably determined by the City. The Mayor and City Administrator are authorized to sign said agreement.

6. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.

7. That the Permittee shall apply for and obtain a building permit for the sign and all conditions therein.

8. That the Permittee shall be responsible for operating in full compliance with all applicable local, county, state and federal regulations and agrees to provide a copy of any other required permits for ongoing operation of the sign.

9. That this Permit shall automatically expire if the use is not initiated within one (1) year of approval and issuance of a Building Permit shall constitute initiation.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Olson, 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 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

Adopt Resolution #25-234, Approving a Site Plan Review for a Mixed-Use Building at 7979 Sunwood Drive NW (Roers)

Purpose/Background:

Roers (the "Applicant") has submitted a Land Use Application for development of a 3.88-acre parcel in the COR, located at 7979 Sunwood Drive NW and legally described as Lot 1, Block 7, Waterfront Village (the "Subject Property"). The Applicant submitted architectural plans from JLG and civil plans from Loucks. The project will consist of 191 apartment units distributed across 5 floors, a sunken parking garage, and approximately 5,000 square feet of retail space on the ground floor, situated at the southwest corner of the site. The site is zoned COR-4c and guided for Mixed Use in the City's 2040 Comprehensive Plan. The Applicant is working with the City's EDA to purchase the site for the proposed development. To accommodate the proposed development, the Applicant is requesting a Site Plan Review.

A similar proposal by Norhart was approved for this same site. At that time, the site was platted, rezoned, and received a Variance to Height Regulations in the COR, allowing for a fifth story and a sunken parking garage that is partially exposed above-grade. Norhart withdrew their Purchase Agreement with the EDA earlier this year, which reopened the site for development. Roers came forward with their own development proposal that has a similar residential density and commercial space, but it has several distinct architectural changes and improvements that warrant a new Site Plan Review.

Notification:

Staff attempted to notify property owners within 350 feet of the Subject Property, as reflected in the Anoka County Property Records, of the request and the Public Hearing held by the Planning Commission on October 2nd. A notice of the Public Hearing was published in the Anoka County UnionHerald, the City's official newspaper. The following "proposed development" signs were placed on the property: a double-sided sign along Sunwood Drive facing westbound and eastbound traffic, and a single-sided sign facing the intersection of Ramsey Parkway and Zeolite Street.

Time Frame/Observations/Alternatives:

Subject Property

The Subject Property is located in the COR, bounded by Sunwood Drive to the west, Zeolite Street to the east, Ramsey Parkway to the north, and Home2 Suites to the south. The Subject Property was platted with Waterfront Village, which is the detached townhome development north of the site across Ramsey Parkway. The Subject Property is zoned COR-4c, which allows for several commercial uses and high-density residential between 15 and 75 units per acre. It is guided for Mixed Use in the City's 2040 Comprehensive Plan, as are other surrounding properties in the COR. The proposed building will contain 191 residential units and approximately 5,000 square feet of retail space. The proposed density is 49.35 units per acre which is in conformance with the Comprehensive Plan. This building will only be the third instance of vertical mixed-use development in the COR, with the first two instances being The Residence at the COR Apartment Homes (7700 Sunwood Drive NW) and Skyline on Sunwood (7545 Sunwood Drive NW).

Site Plan

The proposed building has a footprint of 44,155 square feet (26.2% lot coverage). The building is roughly L-shaped along Sunwood Drive and Ramsey Parkway. 61.5% of the building facade is located within 20 feet of

the right-of-way of Sunwood Drive and Ramsey Parkway, which satisfies the minimum requirement of 60% as stated in the COR Framework. The proposed development has 79.3% impervious area, including the building footprint, parking lot, and shared driveway with Home2 Suites. Other developments of this scale in the COR have similar lot coverage.

The building is designed to have two secure main entrances at the northwest corner of the building. One main entrance will face southeast toward the parking lot, while the other will face northwest toward the roundabout. This space will be bookended by the resident amenities of co-working space, parcel room, mailboxes, lobby, and leasing office. Additional secure residential entrances will be located along the west, south, and southeast ends of the building. The retail space is located at the southwest corner of the building, with primary entrances facing Sunwood Drive. This retail space will be accompanied by a wide sidewalk at grade level to encourage activity to activate the storefront, such as outdoor dining. The pool is elevated slightly above grade along the south side of the building along the fitness and community rooms. There will be four walk-up units along Ramsey Parkway and three walk-up units along Sunwood Drive, accenting the streetscape and providing an additional option for residents. In addition to the pedestrian entrances to the building, there is a vehicular entrance along the east end of the building to access the sunken parking garage. It should be noted that this is the first instance of underground or sunken parking in the COR. Vehicular access to the Subject Property will come from two driveways: an existing shared driveway with Home2 Suites onto Sunwood Drive, located at the southwest corner of the lot, and a standalone driveway onto Zeolite Street at the southeast corner of the lot. The building placement and ramp to the parking garage provide visual screening of the parking lot from all adjacent streets.

In addition to the proposed mixed-use building, the Applicant is proposing two trash enclosures: one near the retail space at the southwest corner of the building to serve the retail user(s), and one near the southeast entrance to the site. The residential part of the building will have trash chutes that discharge into a designated room for dumpsters in the underground parking garage. It is Staff's understanding that when trash is scheduled for pickup, the Applicant's building maintenance staff will move the full dumpsters out to the trash enclosure along Zeolite Street. Both trash enclosures will be architecturally compatible with the building.

Minimum parking requirements for the 191 apartment units are 1.5 stalls per unit, which results in 287 required parking stalls. Additionally, retail shopping uses require one parking stall for each 200 square feet of floor space for retail uses under 20,000 square feet in area. While the retail tenant has not yet been determined, which also means the retail build-out of the space has not yet been designed, 25 parking stalls would be required for the full 5,000 square feet of retail space. This results in a total requirement of 312 parking stalls. The Applicant is proposing to construct 313 parking stalls (117 internal parking stalls for residents, and 196 surface parking stalls to be shared by residents, employees, and retail customers). It is anticipated by both City Staff and the Applicant that some of the external parking stalls will be shared throughout the day, as is common in mixed-use developments. If general parking requirements exceed supply, there are several on-street parking spaces along Ramsey Parkway to accommodate any overflow of retail customers or visitors. The parking areas will have spaces for electric vehicles.

Architecture and Building Elevations

The building will have five stories above-ground with an additional story of sunken parking that extends up to five feet above grade along portions of the building facade. The building's overall height (as measured from the retail storefront grade to the top of the building's parapet) is 60 feet. The building facade will consist of brick masonry, three colors of fiber cement board, two styles of refinished metal, glass, and prefabricated metal balconies. Due to the building's size and scale, the Applicant is using different combinations of the building materials to break up the facade and provide visual interest. Additionally, a rooftop terrace will be located on the fifth floor facing north, providing another amenity to residents while breaking up the building's north facade. The proposed building materials are consistent with the spirit and intent of the COR Framework while providing an elevated and contemporary design.

Signage

As noted during the development and adoption of Chapter 108, Ramsey's Sign Code, signage in the COR will be reviewed and approved administratively. Staff will work with the Applicant as construction commences to review proposed signage for the residential and commercial components of the building.

Landscape Plan
The Landscape Plan includes street trees along Ramsey Parkway (Sienna Glen Maple) and Zeolite Street (Boulevard Linden) and a mix of trees, shrubs, and ornamental grasses internal to the site. There are also numerous trees either adjacent to the surface parking stalls or in the raised islands within the parking lot. The existing street trees in the boulevard along Sunwood Drive will be protected and preserved throughout the construction process. The Landscape Plan does a good job of not only addressing the streetscape requirements of The COR, but also ensuring the interior of the Subject Property is well landscaped. Staff has identified a few corrections that are necessary and has also included some recommendations for the Applicant to consider, but there are no major concerns with what is proposed.

Lighting Plan
Section 106-310 of City Code provides lighting regulations for all developments in the City. All photometric readings will measure less than 0.5 footcandles at the property line and will measure at least 1.0 footcandle throughout the parking lot in compliance with City Code. All lighting must be downcast and shielded. The proposed lighting plan shows a 20-foot mounting for light poles in the parking lot, which match those for Home2 Suites to the south, as well as several 12-foot pedestrian-oriented light poles and various wall-mounted light fixtures to provide visual interest.

Utilities
The building will be connected to municipal water via a stub at the northwest corner of the property. There will be two other municipal water connections (one to the south, and the other to the east) to serve fire hydrants in the parking lot. Additionally, the building will be connected to sanitary sewer via a stub to the north along Ramsey Parkway, which was constructed as part of the COR Infrastructure Project.

Stormwater Management
All stormwater from the site will be directed into a network of pipes that flow into the large regional retention basin in Waterfront Park then into the regional infiltration basin at the southeast portion of the COR. A separate system of pipes will collect stormwater from a trench drain at the bottom of the parking garage ramp. This will help prevent back-up and overflow of stormwater pipes during high-precipitation weather events. In lieu of constructing a storm water basin on-site, the Applicant will contribute the cost of constructing a storm water basin on-site into a fund to maintain the regional basin.

Alternatives
Alternative 1: Approve the Site Plan, as requested by the Applicant and recommended by the Planning Commission.
Alternative 2: Approve the Site Plan with modifications based on discussion.
Alternative 3: Deny of the Site Plan based on supporting findings of fact.

Funding Source:

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

The property is City-owned and the Applicant would be purchasing the property. Development fees will be calculated at the time of Development Agreement.

Recommendation:

At their regular meeting on October 2nd, the Planning Commission voted unanimously to recommend approval of the Site Plan.

Outcome/Action:

Motion to adopt Resolution #25-234, Approving a Site Plan for a Mixed-Use Building at 7979 Sunwood Drive NW.

Attachments

Resolution #25-234 Site Plan
Site Location Map
Architectural Plan Set
Civil Plan Set
Landscaping Plan Set
Roers' Apartment Project Email

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 03:32 PM
Form Started By: Adam Martin		Started On: 10/03/2025 08:30 AM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-234

A RESOLUTION APPROVING A SITE PLAN FOR A MIXED-USE BUILDING AT 7979 SUNWOOD DRIVE NW

WHEREAS, The City of Ramsey received an application from Roers (the "**Applicant**"), requesting Site Plan approval for a mixed-use residential and retail building on the property legally described as follows:

Lot 1, Block 7, Waterfront Village, Anoka County, Minnesota

(the "**Subject Property**").

WHEREAS, the **Subject Property** is zoned COR-4c, Neighborhood Subdistrict, which is a mixed-use zoning designation within the COR zoning district, and guided for mixed uses in the 2040 Comprehensive Plan; and

WHEREAS, all principal uses within the COR zoning district, and all developments of multiple-family dwellings with three or more attached units, require a formal Site Plan Review from Planning Commission and City Council; and

WHEREAS, the **Applicant** appeared before the Planning Commission for a public hearing on October 2, 2025, that said public hearing was properly advertised; and

WHEREAS, the Planning Commission reviewed the Site Plan at their regular meeting on October 2, 2025, and recommended _____; and

WHEREAS, the City Council reviewed the request at their meeting on October 14, 2025.

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 Site Plan for a mixed-use building containing 191 residential units and approximately 5,000 square feet of retail space on the **Subject Property** in accordance with relevant City Codes, subject to the following conditions:

1) Final legal form approved by the City Attorney.

2) That the **Applicant** enters into a Development Agreement with the City.

3) That the **Applicant** shall comply with all Staff comments as noted in ProjectDox.

4) That a separate building permit and sign permit(s) are required.

5) Securing all other necessary permits from other agencies and providing a copy of said permits to the City.

Roers





Address:
7979 Sunwood Dr NW

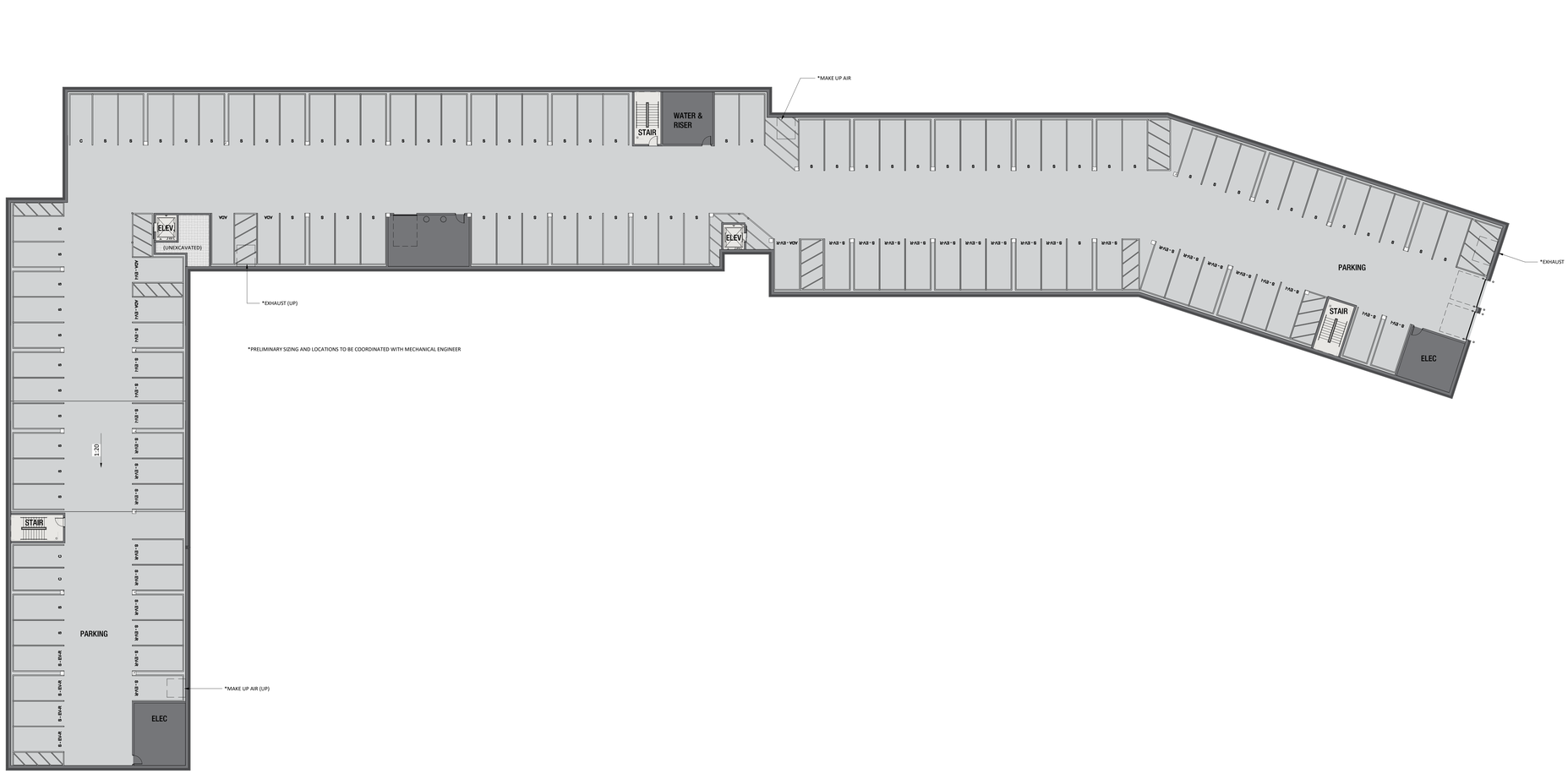
PID:
28-32-25-23-0025

0 250 500 ft

Powered by LOGIS GIS

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



1 A200 LEVEL P1 - OVERALL FLOOR PLAN
SCALE: 1/16" = 1'-0"

SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION

KEYNOTES - FLOOR PLAN

NO	NOTE	REV.

GENERAL NOTES - FLOOR PLAN

A. FOR TYPICAL BARRIER FREE TOILET ROOM TYPES AND ACCESSORIES REQUIREMENTS AND LOCATIONS SEE DWG G120.
B. FOR TYPICAL HOUSEKEEPING CLOSETS ACCESSORIES REQUIREMENTS AND MOUNTING LOCATIONS SEE DWG GXXX.
C. ALL PARTITION TYPES ARE "A4" TYPICALLY UNLESS OTHERWISE NOTED.
D. COORDINATE PARTITION FIRE RATED REQUIREMENTS AS INDICATED ON LIFE SAFETY PLANS.
E. TYPICALLY INSTALL SOAP DISPENSERS AND PAPER TOWEL DISPENSER AT ALL SINKS UNLESS NOTED OTHERWISE.
F. PROVIDE WALL REINFORCEMENT PER DETAIL #X/A-XXX AT WALL-MOUNTED SHELVES AND STORAGE UNITS, MARKER BOARDS, BULLETIN BOARDS, TACK BOARDS, TELEVISIONS AND OTHER CONTRACTOR OR OWNER FURNISHED WALL-MOUNTED ITEMS (REFER TO ACCESSORIES AND EQUIPMENT SCHEDULE) SEE DWG AX-XXX.
G. FOR ALL CARPET TYPE CHANGES BETWEEN ROOMS, TRANSITION SHALL OCCUR AT CENTERLINE OF DOOR PANEL TYPICALLY - U.N.O. SEE DWG AX-XXX.
H. COORDINATE DIMENSIONS WITH ASTERISK (IE - "X'-X") WITH EQUIPMENT VENDOR.
I. PROVIDE BULLNOSE ON ALL CMU OUTSIDE CORNERS - TYPICAL.
J. FOR INTERIOR METAL STUD CONSTRUCTION ALL DIMENSIONS ARE TO FACE OF METAL STUDS UNLESS NOTED OTHERWISE.
K. FOR WOOD CONSTRUCTION ALL DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING AND CENTERLINE OF STUDS UNLESS NOTED OTHERWISE.
L. ALL DIMENSIONS INDICATED AS 'CLEAR' ARE TO FACE OF FINISH (GYPSUM, TILE, ETC.).
M. ALL MASONRY DIMENSIONS ARE TO FACE OF MASONRY UNLESS NOTED OTHERWISE.
N. ALL EXTERIOR OPENING DIMENSIONS ARE ROUGH OPENINGS.
O. COORDINATE ALL FLOOR OPENING DIMENSIONS AND CLEARANCES FOR DUCTWORK WITH MECHANICAL CONTRACTOR - TYPICAL.
P. COORDINATE AND/OR CONFIRM ANY DIMENSIONAL DISCREPANCIES WITH ARCHITECT PRIOR TO INSTALLATION.

LUA GENERAL NOTES

A. EMERGENCY RADIO COVERAGE STUDY TO BE COMMENCED UPON BUILDING COMPLETION TO CONFIRM ADEQUATE COMMUNICATION OF EMERGENCY SERVICE EQUIPMENT.
B. SPRINKLER SYSTEM EVALUATION TO FOLLOW ONCE MEP IS ENGAGED. NO WATER PRESSURE DATA IS AVAILABLE AT THIS TIME BUT WILL BE CONFIRMED AS THE DESIGN DEVELOPS AND WHETHER OR NOT A FIRE PUMP IS REQUIRED WILL BE ASSESSED BY THE SPRINKLER CONSULTANT PRIOR TO PERMIT DRAWING SUBMITTAL

CIRCULATION
PARKING
TRASH
MEP

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A200
LEVEL P1 - OVERALL FLOOR PLAN

10/6/2025 2:26:35 PM



1 A201 LEVEL 01 - OVERALL FLOOR PLAN
SCALE: 1/16" = 1'-0"

SHEET SPEC ID LIST	
SPEC ID	SPEC SECTION & DESCRIPTION

KEYNOTES - FLOOR PLAN		
NO	NOTE	REV.

GENERAL NOTES - FLOOR PLAN

A. FOR TYPICAL BARRIER FREE TOILET ROOM TYPES AND ACCESSORIES REQUIREMENTS AND LOCATIONS SEE DWG G120.
B. FOR TYPICAL HOUSEKEEPING CLOSETS ACCESSORIES REQUIREMENTS AND MOUNTING LOCATIONS SEE DWG GXXX.
C. ALL PARTITION TYPES ARE "1A1" TYPICALLY UNLESS OTHERWISE NOTED.
D. COORDINATE PARTITION FIRE RATED REQUIREMENTS AS INDICATED ON LIFE SAFETY PLANS.
E. TYPICALLY INSTALL SOAP DISPENSERS AND PAPER TOWEL DISPENSER AT ALL SINKS UNLESS NOTED OTHERWISE.
F. PROVIDE WALL REINFORCEMENT PER DETAIL #X/A-XXX AT WALL-MOUNTED SHELVES AND STORAGE UNITS, MARKER BOARDS, BULLETIN BOARDS, TACK BOARDS, TELEVISIONS AND OTHER CONTRACTOR OR OWNER FURNISHED WALL-MOUNTED ITEMS (REFER TO ACCESSORIES AND EQUIPMENT SCHEDULE) SEE DWG AX-XXX.
G. FOR ALL CARPET TYPE CHANGES BETWEEN ROOMS, TRANSITION SHALL OCCUR AT CENTERLINE OF DOOR PANEL TYPICALLY - U.N.O. SEE DWG AX-XXX.
H. COORDINATE DIMENSIONS WITH ASTERISK (IE - "X'-X") WITH EQUIPMENT VENDOR.
I. PROVIDE BULLNOSE ON ALL CMU OUTSIDE CORNERS - TYPICAL.
J. FOR INTERIOR METAL STUD CONSTRUCTION ALL DIMENSIONS ARE TO FACE OF METAL STUDS UNLESS NOTED OTHERWISE.
K. FOR WOOD CONSTRUCTION ALL DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING AND CENTERLINE OF STUDS UNLESS NOTED OTHERWISE.
L. ALL DIMENSIONS INDICATED AS 'CLEAR' ARE TO FACE OF FINISH (GYPSUM, TILE, ETC.).
M. ALL MASONRY DIMENSIONS ARE TO FACE OF MASONRY UNLESS NOTED OTHERWISE.
N. ALL EXTERIOR OPENING DIMENSIONS ARE ROUGH OPENINGS.
O. COORDINATE ALL FLOOR OPENING DIMENSIONS AND CLEARANCES FOR DUCTWORK WITH MECHANICAL CONTRACTOR - TYPICAL.
P. COORDINATE AND/OR CONFIRM ANY DIMENSIONAL DISCREPANCIES WITH ARCHITECT PRIOR TO INSTALLATION.

LUA GENERAL NOTES

A. EMERGENCY RADIO COVERAGE STUDY TO BE COMMENCED UPON BUILDING COMPLETION TO CONFIRM ADEQUATE COMMUNICATION OF EMERGENCY SERVICE EQUIPMENT.
B. SPRINKLER SYSTEM EVALUATION TO FOLLOW ONCE MEP IS ENGAGED. NO WATER PRESSURE DATA IS AVAILABLE AT THIS TIME BUT WILL BE CONFIRMED AS THE DESIGN DEVELOPS AND WHETHER OR NOT A FIRE PUMP IS REQUIRED WILL BE ASSESSED BY THE SPRINKLER CONSULTANT PRIOR TO PERMIT DRAWING SUBMITTAL

- STUDIO
- 1 BR
- 2 BR
- 3 BR
- TENANT SPACE
- AMENITY
- CIRCULATION
- PARKING
- STORAGE
- TRASH
- MEP

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE 09/16/2025
PHASE SCHEMATIC DESIGN
PROJECT 250124
SHEET A201
LEVEL 01 - OVERALL FLOOR PLAN

10/6/2025 2:26:51 PM

SHEET SPEC ID LIST	
SPEC ID	SPEC SECTION & DESCRIPTION

KEYNOTES - FLOOR PLAN		
NO	NOTE	REV.

GENERAL NOTES - FLOOR PLAN

A. FOR TYPICAL BARRIER FREE TOILET ROOM TYPES AND ACCESSORIES REQUIREMENTS AND LOCATIONS SEE DWG G120.
B. FOR TYPICAL HOUSEKEEPING CLOSETS ACCESSORIES REQUIREMENTS AND MOUNTING LOCATIONS SEE DWG GXXX.
C. ALL PARTITION TYPES ARE "A4" TYPICALLY UNLESS OTHERWISE NOTED.
D. COORDINATE PARTITION FIRE RATED REQUIREMENTS AS INDICATED ON LIFE SAFETY PLANS.
E. TYPICALLY INSTALL SOAP DISPENSERS AND PAPER TOWEL DISPENSER AT ALL SINKS UNLESS NOTED OTHERWISE.
F. PROVIDE WALL REINFORCEMENT PER DETAIL #X/A-XXX AT WALL-MOUNTED SHELVES AND STORAGE UNITS, MARKER BOARDS, BULLETIN BOARDS, TACK BOARDS, TELEVISIONS AND OTHER CONTRACTOR OR OWNER FURNISHED WALL-MOUNTED ITEMS (REFER TO ACCESSORIES AND EQUIPMENT SCHEDULE) SEE DWG AX-XXX.
G. FOR ALL CARPET TYPE CHANGES BETWEEN ROOMS, TRANSITION SHALL OCCUR AT CENTERLINE OF DOOR PANEL TYPICALLY - U.N.O. SEE DWG AX-XXX.
H. COORDINATE DIMENSIONS WITH ASTERISK (IE - "X'-X") WITH EQUIPMENT VENDOR.
I. PROVIDE BULLNOSE ON ALL CMU OUTSIDE CORNERS - TYPICAL.
J. FOR INTERIOR METAL STUD CONSTRUCTION ALL DIMENSIONS ARE TO FACE OF METAL STUDS UNLESS NOTED OTHERWISE.
K. FOR WOOD CONSTRUCTION ALL DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING AND CENTERLINE OF STUDS UNLESS NOTED OTHERWISE.
L. ALL DIMENSIONS INDICATED AS 'CLEAR' ARE TO FACE OF FINISH (GYPSUM, TILE, ETC.).
M. ALL MASONRY DIMENSIONS ARE TO FACE OF MASONRY UNLESS NOTED OTHERWISE.
N. ALL EXTERIOR OPENING DIMENSIONS ARE ROUGH OPENINGS.
O. COORDINATE ALL FLOOR OPENING DIMENSIONS AND CLEARANCES FOR DUCTWORK WITH MECHANICAL CONTRACTOR - TYPICAL.
P. COORDINATE AND/OR CONFIRM ANY DIMENSIONAL DISCREPANCIES WITH ARCHITECT PRIOR TO INSTALLATION.

LUA GENERAL NOTES

A. EMERGENCY RADIO COVERAGE STUDY TO BE COMMENCED UPON BUILDING COMPLETION TO CONFIRM ADEQUATE COMMUNICATION OF EMERGENCY SERVICE EQUIPMENT.
B. SPRINKLER SYSTEM EVALUATION TO FOLLOW ONCE MEP IS ENGAGED. NO WATER PRESSURE DATA IS AVAILABLE AT THIS TIME BUT WILL BE CONFIRMED AS THE DESIGN DEVELOPS AND WHETHER OR NOT A FIRE PUMP IS REQUIRED WILL BE ASSESSED BY THE SPRINKLER CONSULTANT PRIOR TO PERMIT DRAWING SUBMITTAL



1 / A203 LEVELS 02-04 - OVERALL FLOOR PLAN
SCALE: 1/16" = 1'-0"

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com

copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
10/07/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A203
LEVEL 02-04 - OVERALL FLOOR PLAN

10/6/2025 2:27:02 PM

1 A205 LEVEL 05 - OVERALL FLOOR PLAN
SCALE: 1/16" = 1'-0"

SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION

KEYNOTES - FLOOR PLAN

NO	NOTE	REV.

GENERAL NOTES - FLOOR PLAN

A. FOR TYPICAL BARRIER FREE TOILET ROOM TYPES AND ACCESSORIES REQUIREMENTS AND LOCATIONS SEE DWG G120.
B. FOR TYPICAL HOUSEKEEPING CLOSETS ACCESSORIES REQUIREMENTS AND MOUNTING LOCATIONS SEE DWG GXXX.
C. ALL PARTITION TYPES ARE "1A1" TYPICALLY UNLESS OTHERWISE NOTED.
D. COORDINATE PARTITION FIRE RATED REQUIREMENTS AS INDICATED ON LIFE SAFETY PLANS.
E. TYPICALLY INSTALL SOAP DISPENSERS AND PAPER TOWEL DISPENSER AT ALL SINKS UNLESS NOTED OTHERWISE.
F. PROVIDE WALL REINFORCEMENT PER DETAIL #X/A-XXX AT WALL-MOUNTED SHELVES AND STORAGE UNITS, MARKER BOARDS, BULLETIN BOARDS, TACK BOARDS, TELEVISIONS AND OTHER CONTRACTOR OR OWNER FURNISHED WALL-MOUNTED ITEMS (REFER TO ACCESSORIES AND EQUIPMENT SCHEDULE) SEE DWG AX-XXX.
G. FOR ALL CARPET TYPE CHANGES BETWEEN ROOMS, TRANSITION SHALL OCCUR AT CENTERLINE OF DOOR PANEL TYPICALLY - U.N.O. SEE DWG AX-XXX.
H. COORDINATE DIMENSIONS WITH ASTERISK (IE - "X'-X") WITH EQUIPMENT VENDOR.
I. PROVIDE BULLNOSE ON ALL CMU OUTSIDE CORNERS - TYPICAL.
J. FOR INTERIOR METAL STUD CONSTRUCTION ALL DIMENSIONS ARE TO FACE OF METAL STUDS UNLESS NOTED OTHERWISE.
K. FOR WOOD CONSTRUCTION ALL DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING AND CENTERLINE OF STUDS UNLESS NOTED OTHERWISE.
L. ALL DIMENSIONS INDICATED AS 'CLEAR' ARE TO FACE OF FINISH (GYPSUM, TILE, ETC.).
M. ALL MASONRY DIMENSIONS ARE TO FACE OF MASONRY UNLESS NOTED OTHERWISE.
N. ALL EXTERIOR OPENING DIMENSIONS ARE ROUGH OPENINGS.
O. COORDINATE ALL FLOOR OPENING DIMENSIONS AND CLEARANCES FOR DUCTWORK WITH MECHANICAL CONTRACTOR - TYPICAL.
P. COORDINATE AND/OR CONFIRM ANY DIMENSIONAL DISCREPANCIES WITH ARCHITECT PRIOR TO INSTALLATION.

LUA GENERAL NOTES

A. EMERGENCY RADIO COVERAGE STUDY TO BE COMMENCED UPON BUILDING COMPLETION TO CONFIRM ADEQUATE COMMUNICATION OF EMERGENCY SERVICE EQUIPMENT.
B. SPRINKLER SYSTEM EVALUATION TO FOLLOW ONCE MEP IS ENGAGED. NO WATER PRESSURE DATA IS AVAILABLE AT THIS TIME BUT WILL BE CONFIRMED AS THE DESIGN DEVELOPS AND WHETHER OR NOT A FIRE PUMP IS REQUIRED WILL BE ASSESSED BY THE SPRINKLER CONSULTANT PRIOR TO PERMIT DRAWING SUBMITTAL

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A205
LEVEL 05 - OVERALL FLOOR PLAN

10/6/2025 2:27:15 PM

EXTERIOR MATERIAL LEGEND

MASONRY
ID: (BRK-1)

MANUFACTURER : HEBRON
COLOR : WALNUT CREEK
TEXTURE : SMOOTH
FORMAT : MODULAR



FIBER CEMENT
ID: (SIDING-10)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "PANDA WHITE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-11)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "BEE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-12)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "BLACK FOX"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

PREFINISHED METAL
ID: (MTL PNL-21)

MANUFACTURER : METAL SALES
COLOR : BURNISHED SLATE (MS)
PROFILE : TS WALL PANEL

PREFINISHED METAL
ID: (MTL PNL-21)

MANUFACTURER : METAL SALES
COLOR : COPPER PENNY (MTS)
PROFILE : T26 CORRUGATED WALL PANEL

BALCONY
ID: (MTL FAB-50)

MANUFACTURER : CLASSIC INDUSTRIES
PRODUCT : ALUMASECK
COLOR : HB 0048



GLASS

MANUFACTURER : MARVIN
PRODUCT : MARVIN ESSENTIAL (FIBERGLASS)
COLOR : BRONZE

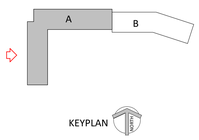


SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000 - BRICK
MET FAB-50	05 5913 - METAL BALCONIES
MTL PNL-20	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED; BURNISHED SLATE
MTL PNL-21	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED; COPPER PENNY
SIDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SIDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



8A / A301 EXTERIOR ELEVATION - WEST
SCALE: 1/8" = 1'-0"



JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A301
EXTERIOR ELEVATIONS

9/16/2025 3:43:32 PM

EXTERIOR MATERIAL LEGEND

MASONRY
ID: (BRK-1)
MANUFACTURER : HEBRON
COLOR : WALNUT CREEK
TEXTURE : SMOOTH
FORMAT : MODULAR

FIBER CEMENT
ID: (SIDING-10)
MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "PANDA WHITE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-11)
MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "909"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-12)
MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "BLACK FOX"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

PREFINISHED METAL
ID: (MTL PNL-20)
MANUFACTURER : METAL SALES
COLOR : BURNISHED SLATE (MS)
PROFILE : 7S WALL PANEL

PREFINISHED METAL
ID: (MTL PNL-21)
MANUFACTURER : METAL SALES
COLOR : COPPER PENNY (MTS)
PROFILE : 7/8 CORRUGATED WALL PANEL

BALCONY
ID: (MTL FAB-50)
MANUFACTURER : CLASSIC INDUSTRIES
PRODUCT : ALUMASEECK
COLOR : HB SAND

GLASS
MANUFACTURER : MARVIN
PRODUCT : MARVIN ESSENTIAL (FIBERGLASS)
COLOR : BRONZE

SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000 - BRICK
MET FAB-50	05 5913 - METAL BALCONIES
MTL PNL-20	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED; BURNISHED SLATE
MTL PNL-21	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED; COPPER PENNY
SIDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SIDING-11	07 4616 - FIBER CEMENT SIDING - SW 6356 COPPER MOUNTAIN
SIDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



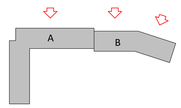
8C / A302 EXTERIOR ELEVATION - NORTH - AREA B (ANGLED)
SCALE: 1/8" = 1'-0"



5C / A302 EXTERIOR ELEVATION - NORTH - AREA B
SCALE: 1/8" = 1'-0"



8A / A302 EXTERIOR ELEVATION - NORTH - AREA A
SCALE: 1/8" = 1'-0"



KEYPLAN

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com

copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE 09/16/2025
PHASE SCHEMATIC DESIGN
PROJECT 250124
SHEET A302
EXTERIOR ELEVATIONS

9/16/2025 3:45:42 PM

EXTERIOR MATERIAL LEGEND

MASONRY
ID: (BRK-1)

MANUFACTURER : HEBRON
COLOR : WALNUT CREEK
TEXTURE : SMOOTH
FORMAT : MODULAR



FIBER CEMENT
ID: (SIDING-10)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "PANDA WHITE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-11)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "BEE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-12)

MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN V-GROOVE
COLOR : EQUAL TO SW "BLACK FOX"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

PREFINISHED METAL
ID: (MTL PNL-01)

MANUFACTURER : METAL SALES
COLOR : BURNISHED SLATE (MS)
PROFILE : TS WALL PANEL

PREFINISHED METAL
ID: (MTL PNL-02)

MANUFACTURER : METAL SALES
COLOR : COPPER PENNY (MTS)
PROFILE : 7/8 CORRUGATED WALL PANEL

BALCONY
ID: (MTL PAN-SID)

MANUFACTURER : CLASSIC INDUSTRIES
PRODUCT : ALUMASECK
COLOR : MB SAND



GLASS

MANUFACTURER : MARVIN
PRODUCT : MARVIN ESSENTIAL (FIBERGLASS)
COLOR : BRONZE



SHEET SPEC ID LIST

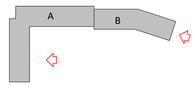
SPEC ID	SPEC SECTION & DESCRIPTION
ALSTOR-1	08 4313 - ALUMINUM STORE FRONT
BRK-1	04 2000 - BRICK
SIDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SIDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



4C / A303 EXTERIOR ELEVATION - EAST - AREA B
SCALE: 1/8" = 1'-0"



7A / A303 EXTERIOR ELEVATION - EAST- AREA A
SCALE: 1/8" = 1'-0"



KEYPLAN

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

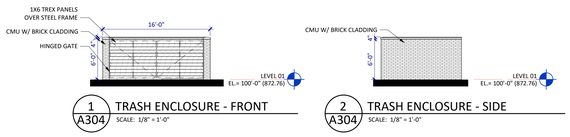
NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A303
EXTERIOR ELEVATIONS

9/16/2025 3:46:13 PM



1 A304 TRASH ENCLOSURE - FRONT
SCALE: 1/8" = 1'-0"

2 A304 TRASH ENCLOSURE - SIDE
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIAL LEGEND

MASONRY
ID: (BRK-1)
MANUFACTURER : HEBRON
COLOR : WALNUT CREEK
TEXTURE : SMOOTH
FORMAT : MODULAR

FIBER CEMENT
ID: (SIDING-10)
MANUFACTURER : JAMES HARDIE
PRODUCT : ARTISAN LAP
COLOR : EQUAL TO SW "PANDA WHITE"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-11)
MANUFACTURER : JAMES HARDIE
COLOR : EQUAL TO SW "REO"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

FIBER CEMENT
ID: (SIDING-12)
MANUFACTURER : JAMES HARDIE
COLOR : EQUAL TO SW "BLACK FOX"
TEXTURE : SMOOTH
REVEAL SYSTEM BY TRIMLYN

PREFINISHED METAL
ID: (MTL FAB-50)
MANUFACTURER : METAL SALES
COLOR : BURNISHED SLATE (MS)
PROFILE : 7S WALL PANEL

PREFINISHED METAL
ID: (MTL FAB-51)
MANUFACTURER : METAL SALES
COLOR : COPPER PENNY (MTS)
PROFILE : 7/8 CORRUGATED WALL PANEL

BALCONY
ID: (MTL FAB-50)
MANUFACTURER : CLASSIC INDUSTRIES
PRODUCT : ALUMASEECK
COLOR : HB-SAND

GLASS
MANUFACTURER : MARVIN
PRODUCT : MARVIN ESSENTIAL (FIBERGLASS)
COLOR : BRONZE

SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000 - BRICK
INSUL GL-1	08 8000 - CLEAR INSULATED GLAZING
MET FAB-50	05 5913 - METAL BALCONIES
SIDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SIDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



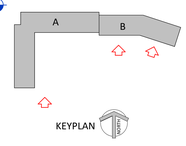
8C A304 EXTERIOR ELEVATION - SOUTH - AREA B
SCALE: 1/8" = 1'-0"



5C A304 EXTERIOR ELEVATION - SOUTH - AREA B (ANGLED)
SCALE: 1/8" = 1'-0"



8A A304 EXTERIOR ELEVATION - SOUTH - AREA A
SCALE: 1/8" = 1'-0"



JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025
PHASE
SCHEMATIC DESIGN
PROJECT
250124
SHEET
A304
EXTERIOR ELEVATIONS

9/16/2025 3:48:39 PM



© 2025 JLG ARCHITECTS

8D A305 RENDER - NORTHWEST ENTRY PERSPECTIVE
SCALE: 12" = 1'-0"



© 2025 JLG ARCHITECTS

8A A305 RENDER - COMMERCIAL PERSPECTIVE
SCALE: 12" = 1'-0"

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com
copyright © 2025

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

ROERS COMPANIES
7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/16/2025

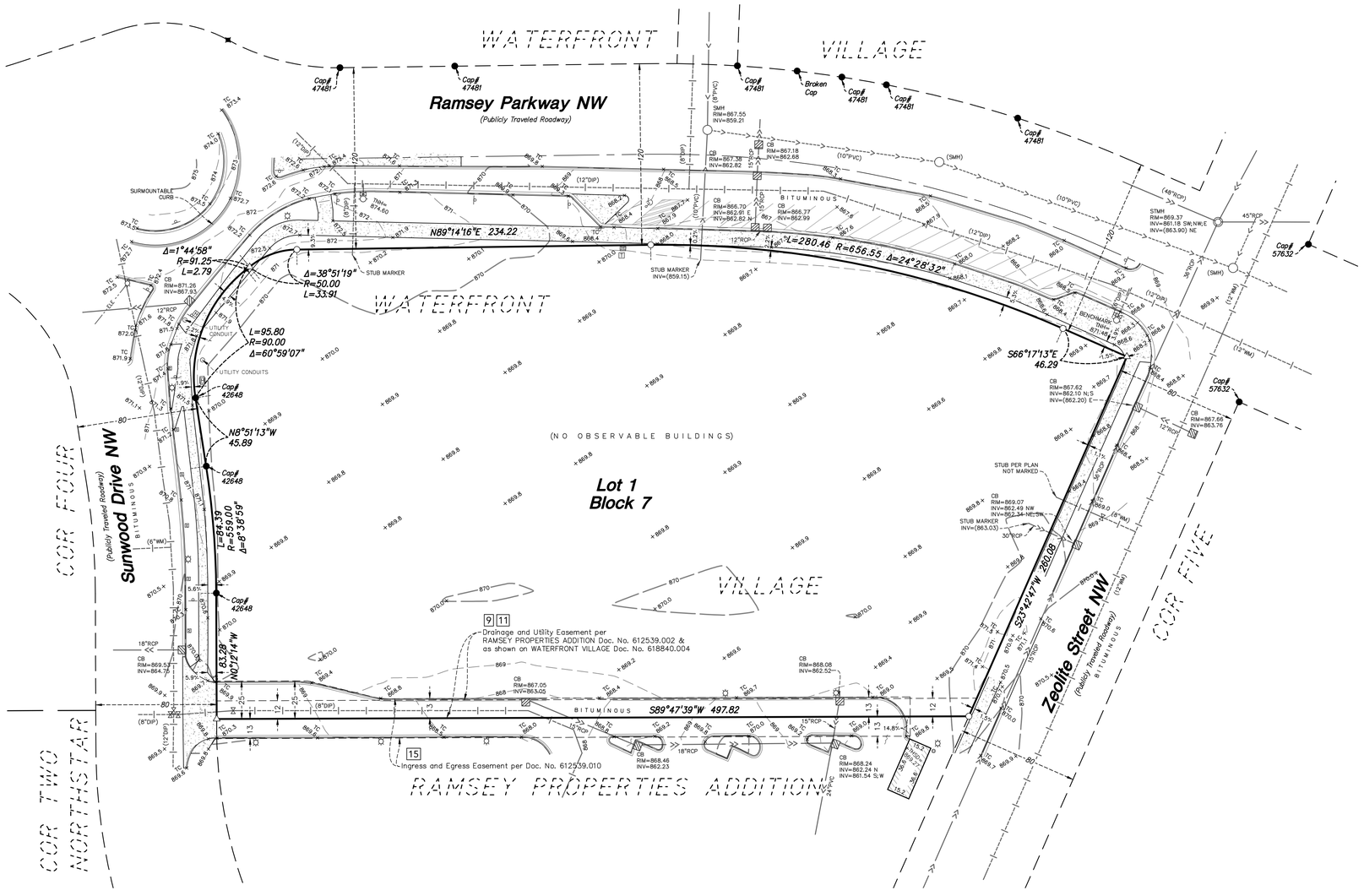
PHASE
SCHEMATIC DESIGN

PROJECT
250124

SHEET
A305

EXTERIOR RENDERINGS

9/16/2025 3:05:21 PM



DESCRIPTION OF PROPERTY SURVEYED

(Per Schedule A of the herein referenced Title Commitment)

Lot 1, Block 7, Waterfront Village, Anoka County, Minnesota

Being registered land as is evidenced by Certificate of Title No. 156181.

TITLE COMMITMENT EXCEPTIONS

(Per Schedule B, Part II of the herein referenced Title Commitment)

The property depicted on this survey and the easements of record shown hereon are the same as the property and the easements described in the Commitment for Title Insurance issued by Old Republic National Title Insurance Company, File No. ORTE750737, effective date May 21, 2025. The numbers below correspond to those in the title commitment.

1-8 do not require comment.

9. Utility and drainage easements as shown on the Plat of Ramsey Properties Addition, recorded as Document No. 612539.002. (Shown as a Recital on Certificate of Title.) **As shown hereon along the south side of the property.**

10. All right of access from premises to County State Aid Highway Numbers 83 and 116 dedicated to County of Anoka as shown on the plat of Cor Two, recorded as Document No. 517025.005. (Shown as a Recital on Certificate of Title.) **The easement is not on or adjacent to the surveyed property and is not shown hereon.**

11. Utility and drainage easements as shown on the Plat of Waterfront Village, recorded as Document No. 618840.004. **As shown hereon along the south side of the property.**

12. Easement for right-of-way and related easements for the extension of CR 116 purposes acquired by City of Ramsey, a Minnesota municipal corporation over, as evidenced by that certain Final Certificate, recorded as Document No. 447984, as affected by that certain Resolution #24-188, filed as Document No. 619368.001. **The easement is not on or adjacent to the surveyed property and is not shown hereon.**

13. Subject to Anoka County Highway Right-of-Way Plat No. 90, filed as Document No. 524652.001 **The easement is not on or adjacent to the surveyed property and is not shown hereon.**

14. Permanent Easement, together with any incidental rights, granted to County of Anoka for the purpose of drainage, utility, sloping, sidewalk, trail, snow storage, and signing across Parcel 6PE, Anoka County Highway Right of Way Plat No. 90, recorded as Document No. 527007.004. **The easement is not on or adjacent to the surveyed property and is not shown hereon.**

15. Terms, conditions, provisions and easements as contained in that certain Reciprocal Ingress/Egress Easement Agreement by and between Ramsey Properties LLC, a Minnesota limited liability company and The City of Ramsey, a Minnesota municipal corporation, dated August 22, 2023, filed September 15, 2023, as Document No. 612539.010. **As shown hereon along the south side of the property.**

ALTA/NSPS OPTIONAL TABLE A NOTES

(The following items refer to Table A optional survey responsibilities and specifications)

1. Monuments placed (or a reference monument or witness to the corner) at all major corners of the boundary of the property, unless already marked or referenced by existing monuments or witnesses to the corner are shown hereon.

2. The address, as disclosed in documents provided to the surveyor, obtained by the surveyor, or observed while conducting the fieldwork is 7979 Sunwood Drive Northwest, Ramsey, Minnesota 55303.

3. This property is contained in Zone X (areas determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map No. 27003C0280E, Community Panel No. 2706810280E, effective date of December 16, 2015.

4. The Gross land area is 168,791 +/- square feet or 3.87 +/- acres.

6. (a) Zoning information was not provided by the client.

7. (a) There were no building observed on the surveyed property at the time of the survey.

8. Substantial features observed in the process of conducting fieldwork, are shown hereon.

9. There are no striped parking stalls on this site.

11. (a) We have shown underground utilities on and/or serving the surveyed property per Gopher State One-Call Ticket Nos. 251482697 & 251482747. The following utilities and municipalities were notified:

ANOKA COUNTY	(763)324-3127	COMCAST	(800)778-9140
CITY OF RAMSEY	(763)433-9861	CENTURYLINK	(800)778-9140
CONNEXUS ENERGY	(763)323-4215	MCI	(800)624-9675
CENTER POINT ENERGY	(800)778-9140	ZAYO BANDWIDTH	(800)961-6500

i. Utility operators do not consistently respond to locate requests through the Gopher State One Call service for surveying purposes such as this. Those utility operators that do respond, often will not locate utilities from their main line to the customer's structure or facility. They consider those utilities “private” installations that are outside their jurisdiction. These “private” utilities on the surveyed property or adjoining properties, may not be located since most operators will not mark such "private" utilities. A private utility locator may be contacted to investigate these utilities further, if requested by the client.

ii. Maps provided by those notified above, either along with a field location or in lieu of such a location, are very often inaccurate or inconclusive. EXTREME CAUTION MUST BE EXERCISED BEFORE AN EXCAVATION TAKES PLACE ON OR NEAR THIS SITE. BEFORE DIGGING, YOU ARE REQUIRED BY LAW TO NOTIFY GOPHER STATE ONE CALL AT LEAST 48 HOURS IN ADVANCE AT 811 or (651) 454-0002.

SURVEY REPORT

1. The Surveyor was not provided utility easement documents for the subject property except for those shown on the Survey.

2. The bearings for this survey are based on the Anoka County Coordinate System NAD 83 (1996 Adjust).

3. Originating Benchmark: MNDOT Disk G257 cast-in-place a concrete monument located 5.0 miles northwest of Anoka, 4.5 miles northwest along Trunk Highway 10/Trunk Highway 169 from the junction of Trunk Highway 10/Trunk Highway 169 and Trunk Highway 47 in Anoka, at Trunk Highway 10 Milepoint 220.6, 0.9 mile northwest of the junction of Trunk Highway 10 and Ramsey Boulevard Northwest (County Road 56), 0.28 mile east of county road 83 (Armstrong Boulevard), 74.0 feet southwest of eastbound Trunk Highway 10, 69.0 feet northwest of Alpaca Street Northwest, 50.0 feet northwest of a power pole number 1824, 14.0 feet south of a witness post.
Elevation = 873.32 feet (NAVD88)

   Site Benchmark: Top nut of fire hydrant located in the northeast corner of the site as shown hereon.
Elevation = 871.48 feet (NAVD88)

4. Maps received through the Gopher State One-Call Tickets appear to not be current to the site due to recent construction.

CERTIFICATION

To Roers Acquisitions LLC; The City of Ramsey; and Old Republic National Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1 - 4, 6(a), 7(a), 8, 9 and 11(a) of Table A thereof. The field work was completed on June 05, 2025.

Date of Plat or Map: September 10, 2025

Dillon J. Tews, PLS Minnesota License No. 62268
dtews@loucksinc.com

DILLON J. TEWS LICENSED LAND SURVEYOR 62268 STATE OF MINNESOTA

LEGEND

- FOUND 1/2 INCH OPEN IRON MONUMENT UNLESS SHOWN OTHERWISE
- DRILLHOLE/CHISELED X
- SET 1/2 INCH X 14 INCH IRON MONUMENT, MARKED "LS 62268"
- SET NAIL
- CATCH BASIN
- STORM MANHOLE
- SANITARY MANHOLE
- HYDRANT
- GATE VALVE
- ELECTRIC OUTLET
- HAND HOLE
- LIGHT POLE
- SIGN
- TELEPHONE PEDESTAL
- DISABLED PARKING STALL
- [1] SCHEDULE B II ITEM

- STORM SEWER
- MAPPED STORM SEWER
- SANITARY SEWER
- MAPPED SANITARY SEWER
- MAPPED WATERMAIN
- CONCRETE CURB
- CONCRETE
- NO PARKING
- EXISTING BUILDING
- 972 CONTOUR
- 972.5 SPOT ELEVATION
- SMH SANITARY MANHOLE
- STMH STORM MANHOLE
- TC TOP OF CURB
- THSD ELEV @ THRESHOLD
- TNH TOP NUT HYDRANT
- 0.2% TIE DISTANCES ARE SHOWN ON SIDE WITH FEATURE MEASURED TO PROPERTY LINE
- ( ) INFORMATION AS SHOWN ON PLANS NOT FIELD VERIFIED

0 30 60
SCALE IN FEET

Plotted: 09 / 10 / 2025 1:12 PM W:\2025\250244\CADD DATA\SURVEY_dwg Sheet Files\S250244-ALTA

RAMSEY PARKWAY APARTMENTS

7979 SUNWOOD DRIVE
RAMSEY, MINNESOTA 55303

ROERS COMPANIES

2 CARLSON PARKWAY N
SUITE 400
PLYMOUTH, MINNESOTA 55447

LOUCKS
PLANNING
CIVIL ENGINEERING
LAND SURVEYING
LANDSCAPE ARCHITECTURE
ENVIRONMENTAL

12755 Highway 55, Suite R100
Plymouth 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of the Consultant professional services for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All intentional or unintentional revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

06/18/25	SURVEY ISSUED
09/10/25	ADJ. TO NAVD88

PROFESSIONAL SIGNATURE

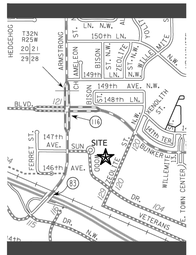
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dillon J. Tews - PLS

License No.	62268
Date	06/18/25

QUALITY CONTROL

Loucks Project No.	250244
Project Lead	DJT
Drawn By	NRS
Checked By	DJT
Field Crew	DJP/SKS



ALTA/NSPS LAND TITLE SURVEY

1 OF 1

SITE DEMOLITION NOTES

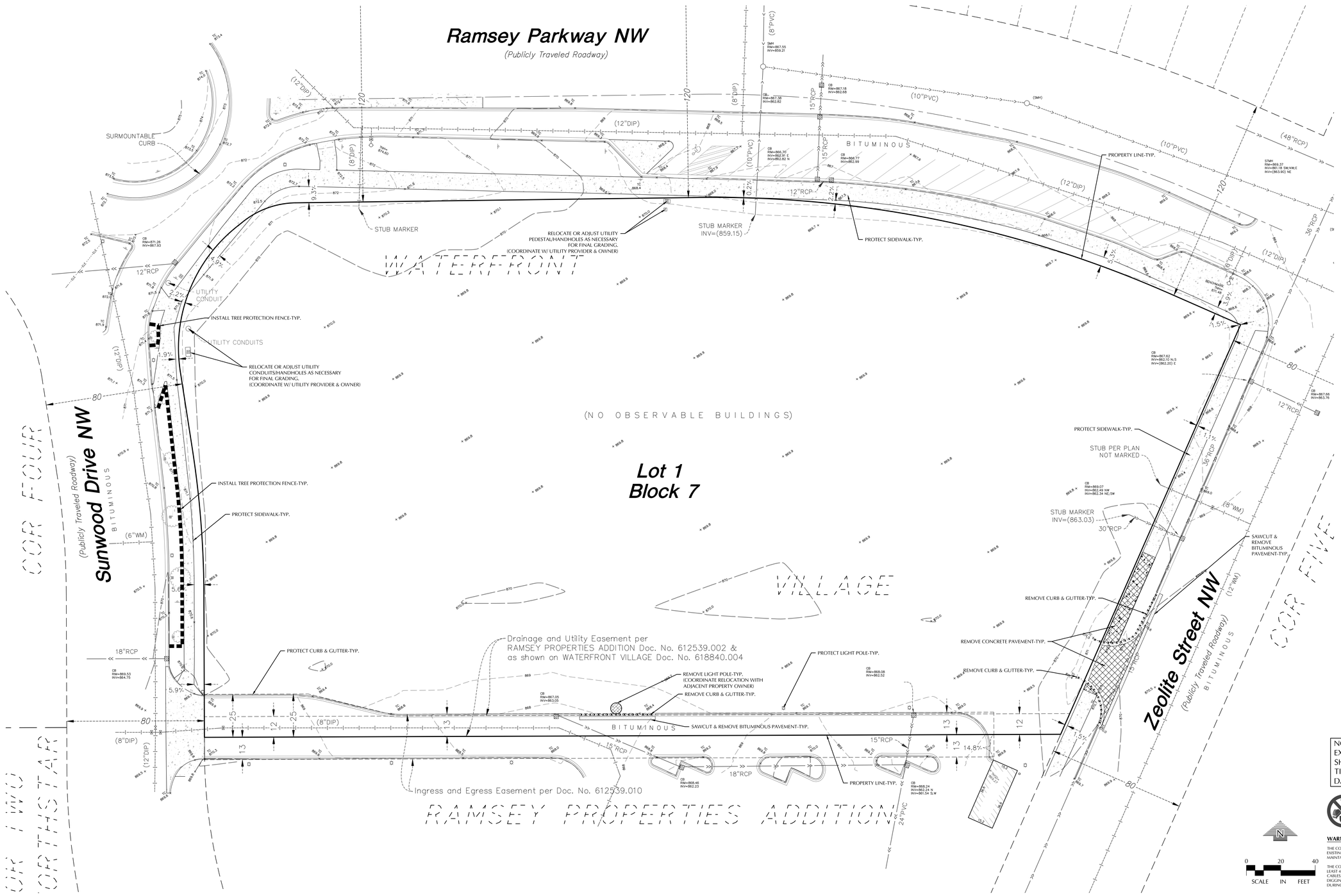
1. CONTRACTOR SHALL REMOVE AND/OR RELOCATE EXISTING PRIVATE UTILITIES AS NECESSARY. CONTRACTOR TO COORDINATE ACTIVITIES WITH UTILITY COMPANIES & OWNER.
2. CLEAR AND GRUB AND REMOVE ALL TREES NOTED FOR REMOVAL, VEGETATION AND SITE DEBRIS WITHIN CONSTRUCTION LIMITS PRIOR TO GRADING. STRIP TOP SOIL AND STOCKPILE ON-SITE. ALL REMOVED MATERIAL SHALL BE HAULED FROM THE SITE DAILY. ALL CLEARING AND GRUBBING AND REMOVALS SHALL BE PERFORMED PER THE CONTRACT SPECIFICATIONS. EROSION CONTROL MEASURES SHALL BE IMMEDIATELY ESTABLISHED UPON REMOVAL. SEE THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) AND COORDINATE WITH LANDSCAPE, TREE PRESERVATION, & OTHER APPLICABLE PLANS.
3. CONTRACTOR SHALL PROTECT SURFACE AND SUBSURFACE FEATURES NOT NOTED FOR REMOVAL. CONTRACTOR TO NOTIFY ENGINEER WITH ANY CONFLICTS OR PLAN DISCREPANCIES.
4. CONTRACTOR TO SCHEDULE PRE-CONSTRUCTION MEETING(S) WITH UTILITY OWNER(S) TO DISCUSS DISCONNECTIONS AND/OR RELOCATIONS.
5. CONTRACTOR TO VERIFY LOCATION OF SEPTIC FIELD(S) & WELL(S) ON SITE. COORDINATE REMOVALS AND/OR ABANDONMENT WITH THE APPLICABLE GOVERNING AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING APPLICABLE PERMITS. WELLS ON THE PROPERTY SHALL BE SEALED BY A MINNESOTA DEPARTMENT OF HEALTH (MDH) LICENSED CONTRACTOR.
6. BITUMINOUS PAVEMENT REMOVALS ARE TO BE MADE TO A VERTICAL SAW CUT OR TO A NEAT MILLED EDGE.
7. CONCRETE PAVEMENT, SIDEWALK, CURB & GUTTER AND OTHER POURED CONCRETE ITEMS ARE TO BE REMOVED TO AN EXISTING EXPANSION OR CONTRACTION JOINT. SAW CUT AS NECESSARY FOR A NEAT EDGE OF REMOVAL.
8. ANY DAMAGE TO ITEMS NOT NOTED TO BE REMOVED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE REPAIRED OR REPLACED TO ORIGINAL CONDITION WITH NO ADDITIONAL COMPENSATION.
9. CONTRACTOR SHALL COORDINATE ALL WORK WITHIN THE PUBLIC RIGHT OF WAY WITH THE APPLICABLE GOVERNING AGENCIES. ALL WORK SHALL BE PERFORMED PER THE REQUIREMENTS OF THE APPLICABLE GOVERNING AGENCIES.
10. CONTRACTOR TO COORDINATE ALL WORK WITHIN THE ADJACENT PROPERTIES WITH THE OWNER AND ADJACENT PROPERTY OWNER.
11. CONTRACTOR TO COORDINATE DEMOLITION PHASING WITH ALL DISCIPLINES INCLUDING BUT NOT LIMITED TO ARCHITECTURAL, STRUCTURAL, ELECTRICAL, MECHANICAL, & OWNER.
12. REFER TO THE GEOTECHNICAL REPORT (REPORT B2505962), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC FOR INFORMATION INCLUDING BUT NOT LIMITED TO GROUNDWATER CONDITIONS AND RECOMMENDATIONS FOR EXCAVATION DEWATERING.
13. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER FOR ANY REPAIRS TO THE IRRIGATION SYSTEM THAT IS AFFECTED DURING CONSTRUCTION.
14. NO SIGNIFICANT TREES (ANY OAKS OR EVERGREEN 4" OR GREATER IN DIAMETER AND ALL OTHER DECIDUOUS TREES 8" OR GREATER IN DIAMETER) SHALL BE REMOVED.

DEMOLITION LEGEND

- REMOVE EXISTING BITUMINOUS PAVING
- REMOVE EXISTING CONCRETE PAVING, SIDEWALKS, ETC.
- REMOVE EXISTING CURB & GUTTER, RETAINING WALLS, FENCE, ETC.
- REMOVE EXISTING UTILITIES
- REMOVE EXISTING MANHOLES, POWER POLES, LIGHT POLES, BOLLARDS, PARKING METERS, SIGNS, ETC.
- REMOVE EXISTING TREES
- TREE PROTECTION FENCE

LEGEND

EXISTING		PROPOSED
CB	CATCH BASIN	
MH	STORM MANHOLE	
FES	FLARED END SECTION	
SAN	SANITARY MANHOLE	
HYD	HYDRANT	
GV	GATE VALVE	
PIV	POST INDICATOR VALVE	
WMH	WATER MANHOLE / WELL	
LP	LIGHT POLE	
PP	POWER POLE	
EM	ELECTRIC METER	
GM	GAS METER	
TP	TELEPHONE PEDESTAL	
SIGN	SIGN	
BM	BENCHMARK	
SB	SOIL BORING	
2	PARKING STALL COUNT	2
	ACCESSIBLE PARKING STALL	
STM	STORM SEWER	
DT	DRAINTILE	DT
SAN	SANITARY SEWER	
FM	FORCEMAIN	FM
WM	WATERMAIN	
SS	SANITARY SEWER SERVICE	
W	WATER SERVICE	
ELE	UNDERGROUND ELECTRIC	ELE
FO	UNDERGROUND FIBER OPTIC	FO
GAS	UNDERGROUND GAS	GAS
TEL	UNDERGROUND TELEPHONE	TEL
OH	OVERHEAD UTILITY	OH
X	FENCE	
CL	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
872	CONTOUR	971
x 972.5	SPOT ELEVATION	972.5
1.0%	DIRECTION OF FLOW	1.0%
	TREE LINE	
	PARKING SETBACK LINE	PSBL
	BUILDING SETBACK LINE	BSBL



NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

SCALE IN FEET: 0 20 40

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to use copies of the Consultant's drawing files for convenience and reference only. All modifications (including revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE
License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

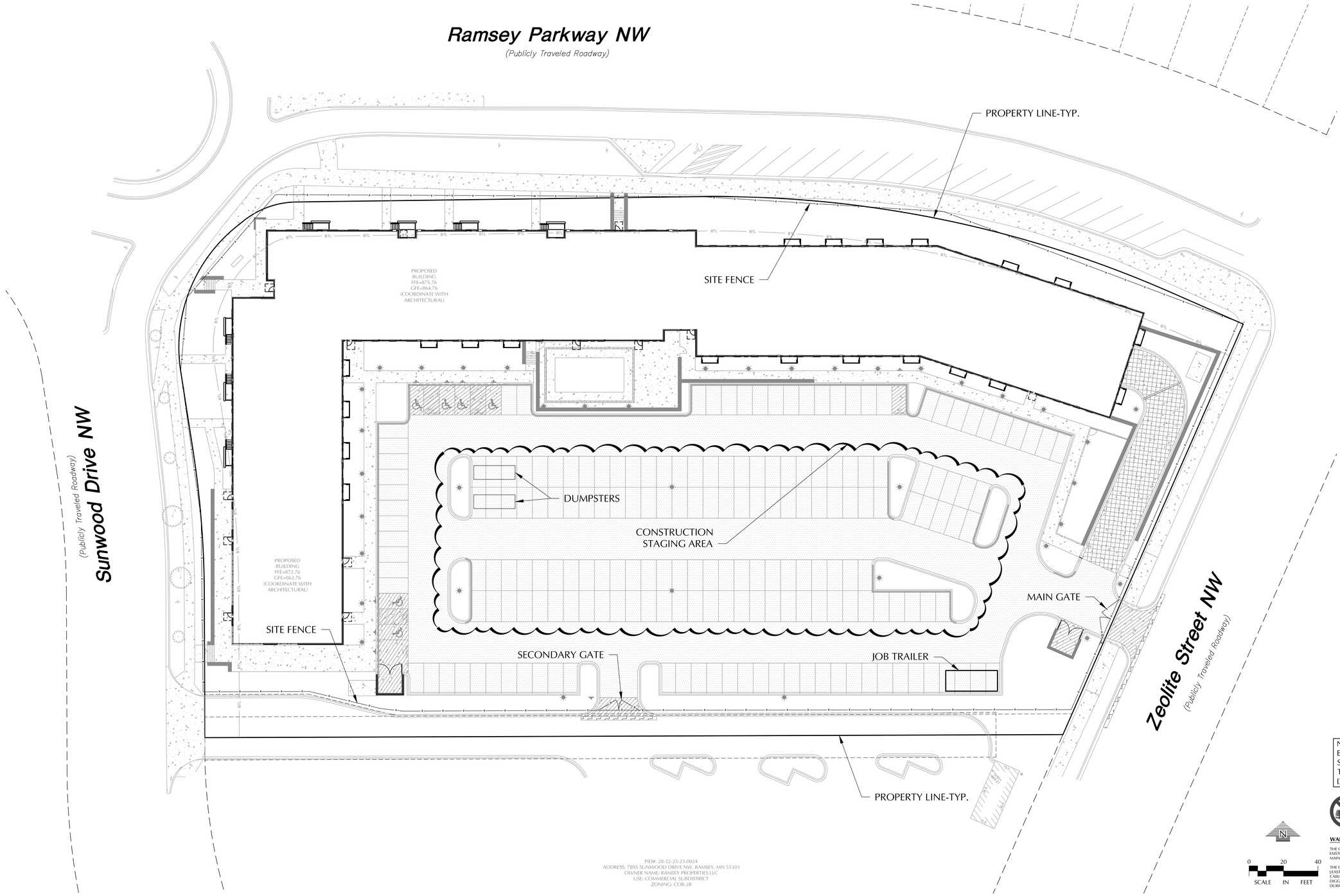
SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

EX. COND. & SITE DEMO PLAN

C1-1

Printed: 10 / 07 / 2025 10:2 AM W:\2025\250244\CADD\CADD DATA\CIVIL\Dwg Sheet Files\C1-1 EXISTING CONDITIONS & SITE DEMO PLAN



PID#: 28-32-25-23-0024
ADDRESS: 7895 SUNWOOD DRIVE NW, RAMSEY, MN 55303
OWNER NAME: RAMSEY PROPERTIES LLC
USE: COMMERCIAL SUBDISTRICT
ZONING: COR-2B

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILDING SETBACK LINE	

NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

N

0 20 40
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to use copies of the CADD drawing files for their convenience and reference only. All models, electronic revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE
License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

CONSTRUCTION STAGING PLAN

C1-2

Plotted: 10/07/2025 10:2 AM W:\2025\250244\CADD DATA\CIVIL\ Dwg Sheet Files\C1-2 CONSTRUCTION STAGING PLAN

GENERAL NOTES

1. MINNESOTA STATE STATUTE REQUIRES NOTIFICATION PER "GOPHER STATE ONE CALL" PRIOR TO COMMENCING ANY GRADING, EXCAVATION OR UNDERGROUND WORK.
2. THE CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM THE PLANS.
3. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASE OF THIS PROJECT. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR ANY DAMAGES TO ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASE OF THIS PROJECT.
4. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. ALL TRAFFIC CONTROL SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE APPLICABLE GOVERNING AGENCIES. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES UNLESS APPROVED BY THE GOVERNING AGENCY.
5. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
6. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTORS PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTORS SAFETY MEASURES IN, OR NEAR THE CONSTRUCTION SITE.
7. BEFORE BEGINNING CONSTRUCTION THE CONTRACTOR SHALL INSTALL EROSION AND SEDIMENTATION CONTROL MEASURES IN ACCORDANCE WITH NPDES PERMIT REQUIREMENTS, BEST MANAGEMENT PRACTICES, STATE AND LOCAL REQUIREMENTS AND THE ASSOCIATED PROJECT PLANS AND DETAILS.
8. ALL CONSTRUCTION PERMITS, APPLICATIONS, BONDS, AND FEES ARE THE RESPONSIBILITY OF THE CONTRACTOR.
9. ALL ENTRANCES, CONNECTIONS TO CITY STREETS, SIDEWALKS, CURBS AND RAMPS IN THE RIGHT-OF-WAY SHALL BE CONSTRUCTED PER THE REQUIREMENTS OF THE STATE AND LOCAL JURISDICTIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS AND NOTIFICATIONS AS REQUIRED.
10. ADJUST ALL EXISTING STRUCTURES, BOTH PUBLIC AND PRIVATE TO THE PROPOSED GRADES WHERE DISTURBED AND COMPLY WITH ALL REQUIREMENTS OF THE UTILITY OWNERS. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.
11. THE ENGINEER SHALL NOT HAVE ANY CONTROL OVER OR CHARGE OF AND SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES OR THE SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK SHOWN ON THESE PLANS. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE CONTRACTORS SCHEDULES OR FAILURE TO CARRY OUT THE WORK. THE ENGINEER IS NOT RESPONSIBLE FOR ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTOR OR THEIR AGENTS OR EMPLOYEES OR OF ANY OTHER PERSONS PERFORMING PORTIONS OF WORK.

SITE NOTES

1. ALL PAVING, CONCRETE CURB, GUTTER AND SIDEWALK SHALL BE FURNISHED AND INSTALLED IN ACCORDANCE WITH THE DETAILS SHOWN PER THE DETAIL SHEET(S) AND APPLICABLE GOVERNING AGENCY REQUIREMENTS.
2. ACCESSIBLE PARKING AND ACCESSIBLE ROUTES SHALL BE PROVIDED PER CURRENT ADA STANDARDS AND APPLICABLE GOVERNING AGENCY REQUIREMENTS.
3. ALL CURB DIMENSIONS SHOWN ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
4. ALL BUILDING DIMENSIONS ARE TO THE OUTSIDE FACE OF WALL UNLESS OTHERWISE NOTED.
5. BITUMINOUS IMPREGNATED FIBER BOARD TO BE PLACED AT FULL DEPTH OF CONCRETE ADJACENT TO EXISTING STRUCTURES AND BEHIND CURB ADJACENT TO DRIVEWAYS AND SIDEWALKS.
6. SEE SITE ELECTRICAL PLAN FOR SITE LIGHTING.
7. REFER TO THE GEOTECHNICAL REPORT (REPORT B250596J), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC FOR AN EXISTING SUBSURFACE SITE CONDITION ANALYSIS AND CONSTRUCTION RECOMMENDATIONS INCLUDING BUT NOT LIMITED TO PAVEMENTS AND EXTERIOR SLABS.

SIGNAGE AND STRIPING NOTES

1. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SITE SIGNAGE AND STRIPING AS SHOWN ON THIS PLAN.
2. CONTRACTOR SHALL PAINT ALL ACCESSIBLE STALLS, LOGOS AND CROSS HATCH LOADING AISLES WITH WHITE OR YELLOW PAVEMENT MARKING PAINT, 4" IN WIDTH.
3. CONTRACTOR SHALL PAINT ANY/ALL DIRECTIONAL TRAFFIC ARROWS, AS SHOWN, IN WHITE OR YELLOW PAINT.
4. ALL SIGNAGE SHALL INCLUDE POST, CONCRETE FOOTING AND STEEL CASING WHERE REQUIRED.
5. ALL SIGNAGE NOT PROTECTED BY CURB, LOCATED IN PARKING LOT OR OTHER PAVED AREAS TO BE PLACED IN STEEL CASING, FILLED WITH CONCRETE AND PAINTED YELLOW. REFER TO DETAIL(S).
6. ANY/ALL STOP SIGNS TO INCLUDE A 24" WIDE PAINTED STOP BAR IN WHITE PAINT, PLACED AT THE STOP SIGN LOCATION, A MINIMUM OF 4' FROM CROSSWALK IF APPLICABLE. ALL STOP BARS SHALL EXTEND FROM DIRECTIONAL TRANSITION BETWEEN LANES TO CURB.
7. ALL SIGNS TO BE PLACED 18" BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.

SITE DATA

CURRENT ZONING: COR4
PROPOSED ZONING: COR4

CURRENT USE: VACANT
PROPOSED USE: MIXED USE-RESIDENTIAL & COMMERCIAL

PROPERTY AREA (GROSS):	3.87 ± AC. (168,971 SQ. FT.)
PROPOSED RESIDENTIAL UNIT COUNT:	191
GROSS SITE DENSITY:	49.35 UNITS/AC.
DISTURBED AREA:	3.80 ± AC
EXISTING IMPERVIOUS AREA:	0.16 ± AC (4.1%)*
PROPOSED IMPERVIOUS AREA:	3.07 ± AC (79.3%)*
PROPOSED BUILDING COVERAGE:	44,155± SQ. FT. (26.2%)*
PROPOSED GREEN SPACE:	34,223± SQ. FT. (20.3%)*

*PERCENTAGES ARE BASED OFF OF GROSS SITE AREA

BUILD-TO-LINE FACADE MINIMUM=	60.0%
BUILD-TO-LINE FACADE PROPOSED=	61.5%

OFF-STREET PARKING CALCULATIONS

EXISTING APARTMENT UNITS	= 0 UNITS	
PROPOSED APARTMENT UNITS	= 191 UNITS	
TOTAL UNIT COUNT:	= 191 UNITS @ 1.50 STALL PER UNIT	= 287 STALLS
COMMERCIAL SQUARE FOOTAGE*	= 4,926 SF @ 200 SF OF FLOOR SPACE	= 25 STALLS
	TOTAL PARKING REQUIRED	= 312 STALLS
	EXISTING PARKING MAINTAINED	= 0 STALLS
	PROPOSED SURFACE PARKING	= 196 STALLS
	PROPOSED GARAGE PARKING	= 117 STALLS
	TOTAL PARKING PROVIDED	= 313 STALLS

*RETAIL SHOPPING SPACE ASSUMED FOR STALL COUNT

ACCESSIBLE PARKING

EXISTING ACCESSIBLE PARKING MAINTAINED:	0 STALLS
PROPOSED SURFACE ACCESSIBLE PARKING:	6 STALLS
PROPOSED GARAGE ACCESSIBLE PARKING:	5 STALLS
TOTAL	11 STALLS
REQUIRED ACCESSIBLE PARKING:	8 STALLS**

***REQUIRED MINIMUM NUMBER OF ACCESSIBLE SPACES FOR 301 TO 400 STALLS*

DEVELOPMENT AND DESIGN STANDARDS

BUILD TO LINE REQUIREMENTS:

FRONT	20 FT*
SIDE	0 FT MINIMUM
REAR	0 FT MINIMUM

*60% OF FRONT BUILDING FACADE MUST BE WITHIN BUILD TO LINE

MINIMUM PARKING LAYOUT DIMENSIONS (90 DEGREE PATTERN):

PARKING SPACE WIDTH	= 9 FT
PARKING SPACE LENGTH	= 18 FT
DRIVE LANE WIDTH	= 24 FT

DESCRIPTION OF PROPERTY SURVEYED

(PER SCHEDULE A OF THE HEREIN REFERENCED TITLE COMMITMENT)

LOT 1, BLOCK 7, WATERFRONT VILLAGE, ANOKA COUNTY, MINNESOTA

BEING REGISTERED LAND AS IS EVIDENCED BY CERTIFICATE OF TITLE NO. 156181.

OWNER INFORMATION

CURRENT LANDOWNER:
CITY OF RAMSEY
7550 SUNWOOD DRIVE NW, RAMSEY, MN 55303

PROPOSED LANDOWNER/DEVELOPER:
ROERS COMPANIES LLC
TWO CARLSON PARKWAY, SUITE 400, PLYMOUTH, MN 55447

PAVEMENT LEGEND

- CONCRETE PAVEMENT
- CONCRETE SIDEWALK
- BITUMINOUS PAVEMENT
- HEAVY DUTY BITUMINOUS PAVEMENT
- CITY STREET BITUMINOUS PAVEMENT
- HEATED CONCRETE PAVEMENT
- SNOW STORAGE AREA

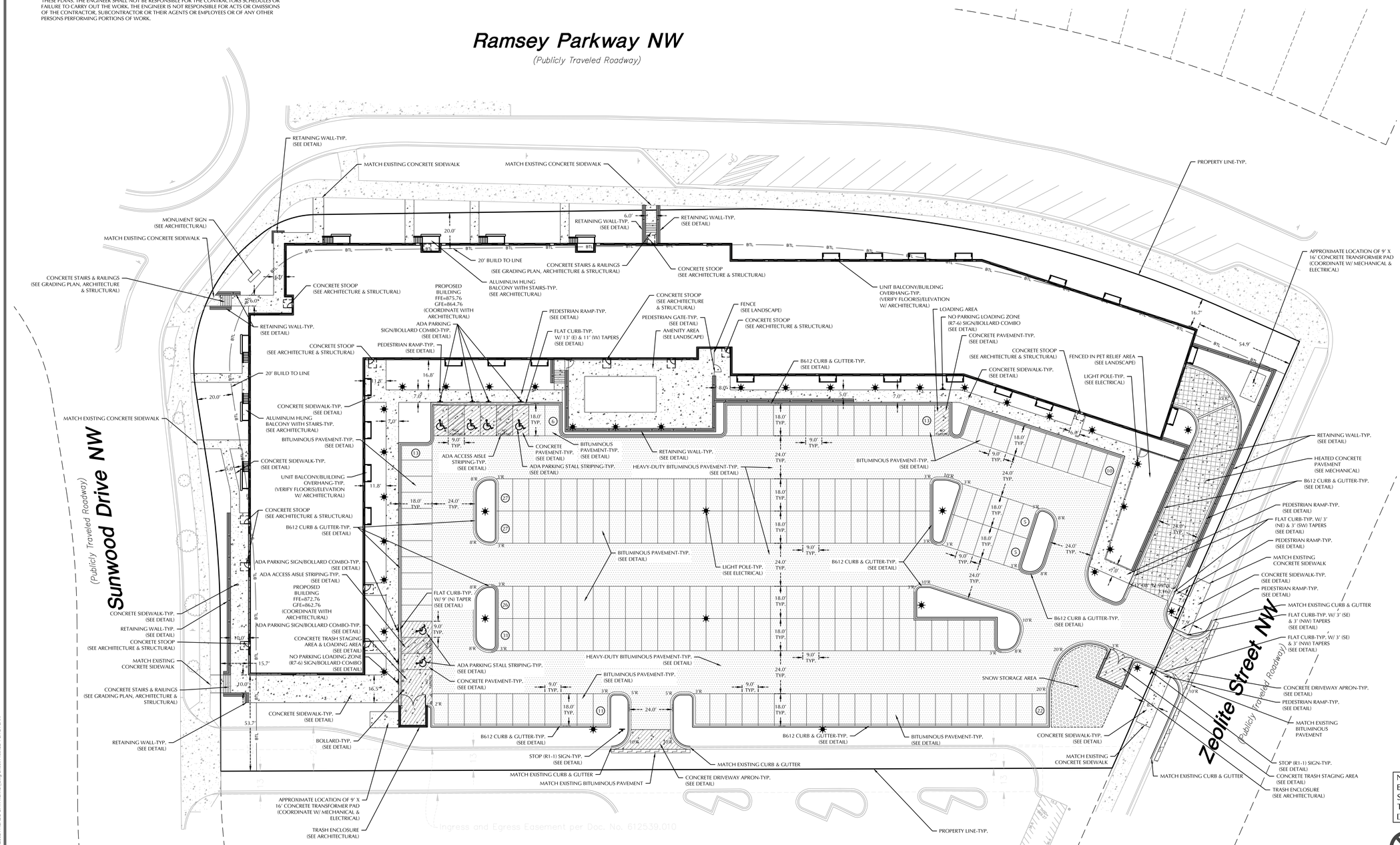
CURB TYPES

- B612 CURB & GUTTER (STANDARD)
- B612 CURB & GUTTER (TIP OUT)
- FLAT CURB & GUTTER (STANDARD)
- FLAT CURB & GUTTER (TIP OUT)

NOTE:
SEE CURB & GUTTER DETAILS ON SHEET C8-2.

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	



PID#: 28-32-25-23-0024
ADDRESS: 7895 SUNWOOD DRIVE NW, RAMSEY, MN 55303
OWNER NAME: RAMSEY PROPERTIES LLC
USE: COMMERCIAL SUBDISTRICT
ZONING: COR-2B

NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

0 20 40
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely and exclusively for the project with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the original CADD files for their convenience and reference only. All intentional or unintentional revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE

License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

SITE PLAN
C2-1

Plotted: 10/07/2025 10:3 AM W:\2025\250244\CADD DATA\CIVIL\Dwg Sheet Files\C2-1 SITE PLAN.dwg

ACCESSIBILITY LEGEND

---------- ACCESSIBLE ROUTE

○ 5' ACCESSIBLE TURNING RADIUS

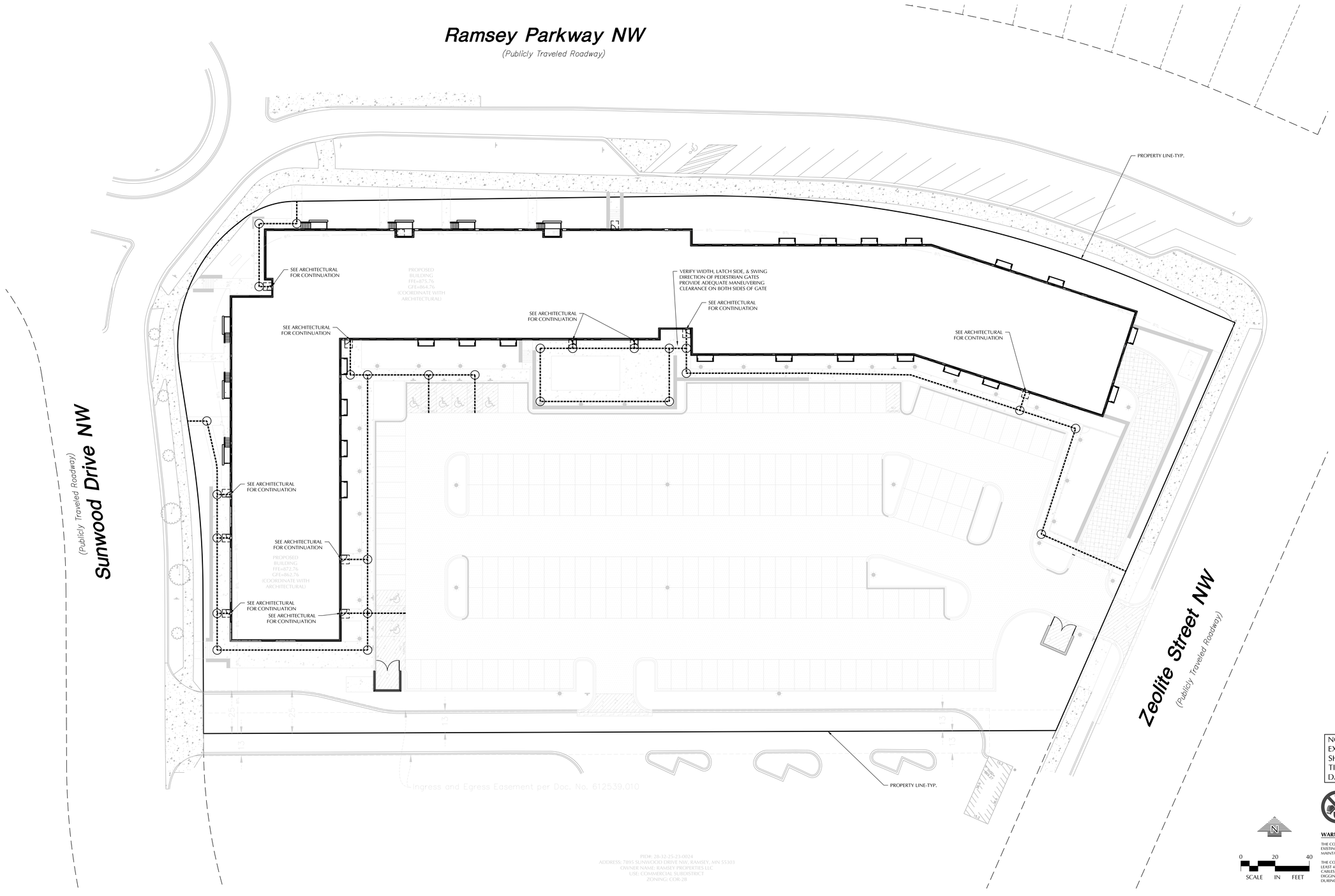
ACCESSIBLE ROUTE NOTES

1. ALL WALKS AND STALLS CONSTRUCTED AS PART OF AN ADA ROUTE SHALL MEET CURRENT ADA STANDARDS, AS WELL AS STATE/LOCAL REQUIREMENTS.
2. WALKS AND STALLS SHALL MEET ADA REQUIREMENTS FOR CROSS AND RUNNING SLOPES UNLESS OTHERWISE NOTED.
3. CONTRACTOR TO NOTIFY ENGINEER IF ANY ADDITIONAL AREAS, WHICH DO NOT MEET REQUIREMENTS, ARE DISCOVERED DURING CONSTRUCTION.
4. SEE DETAIL SHEET(S) FOR GRADING AND ACCESSIBILITY DETAILS.
5. ACCESSIBLE ROUTE REQUIREMENTS:

RUNNING SLOPE:	5.0% MAX (4.5% DESIGN)
CROSS SLOPE:	2.0% MAX (1.5% DESIGN)
RAMP RUNNING SLOPE	8.33% MAX (8.0% DESIGN)
STALL/ACCESS AISLE SLOPE:	2.0% MAX (1.5% DESIGN)
SIDEWALK WIDTH:	36" MIN. (60" DESIGN)

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	



PID#: 28-32-25-23-0024
ADDRESS: 7895 SUNWOOD DRIVE NW, RAMSEY, MN 55303
OWNER NAME: RAMSEY PROPERTIES LLC
USE: COMMERCIAL SUBDISTRICT
ZONING: COR-2B

NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

N

0 20 40
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to use copies of the CADD drawing files for their convenience and reference only. All models, electronic revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE

License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

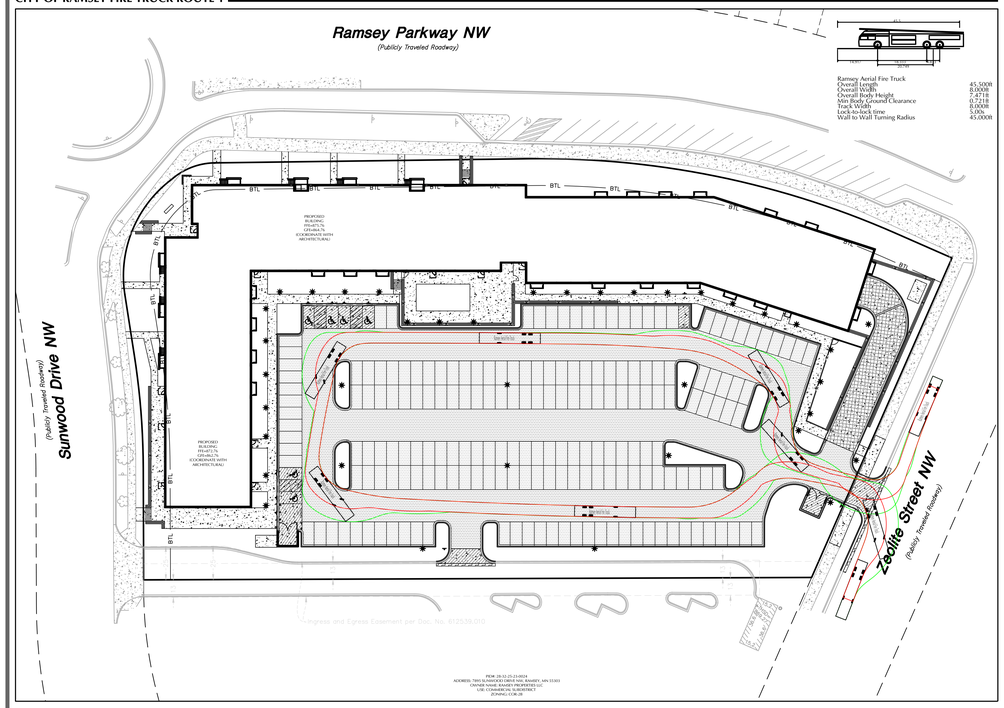
C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

ACCESSIBLE ROUTE PLAN

C2-2

Plotted: 10/07/2025 10:03 AM W:\2025\250244\CADD DATA\CIVIL\Dwg Sheet Files\C2-1 SITE PLAN

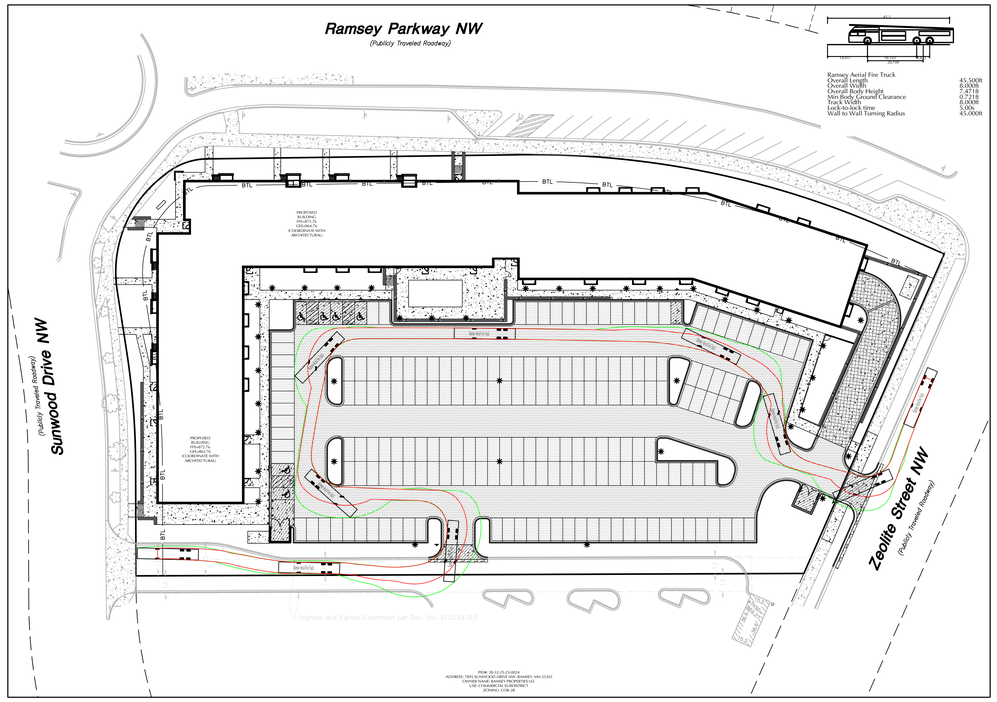
CITY OF RAMSEY FIRE TRUCK ROUTE 1



Ramsey Aerial Fire Truck

Overall Length	45.500ft
Overall Width	8.000ft
Overall Body Height	7.471ft
Min Body Ground Clearance	0.721ft
Track Width	8.000ft
Lock-to-lock time	5.00s
Wall to Wall Turning Radius	45.000ft

CITY OF RAMSEY FIRE TRUCK ROUTE 2



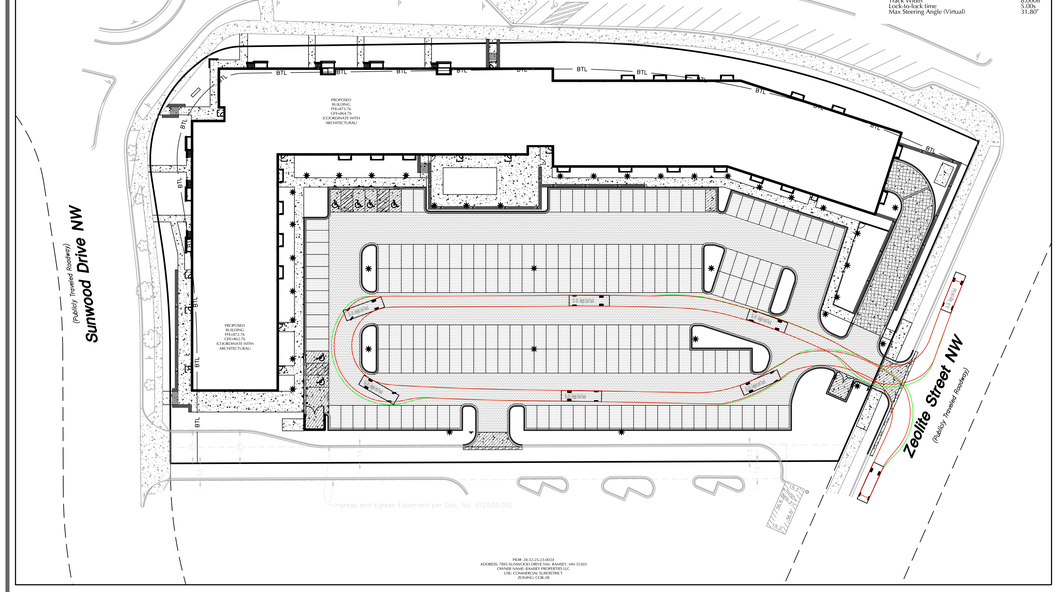
Ramsey Aerial Fire Truck

Overall Length	45.500ft
Overall Width	8.000ft
Overall Body Height	7.471ft
Min Body Ground Clearance	0.721ft
Track Width	8.000ft
Lock-to-lock time	5.00s
Wall to Wall Turning Radius	45.000ft

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	

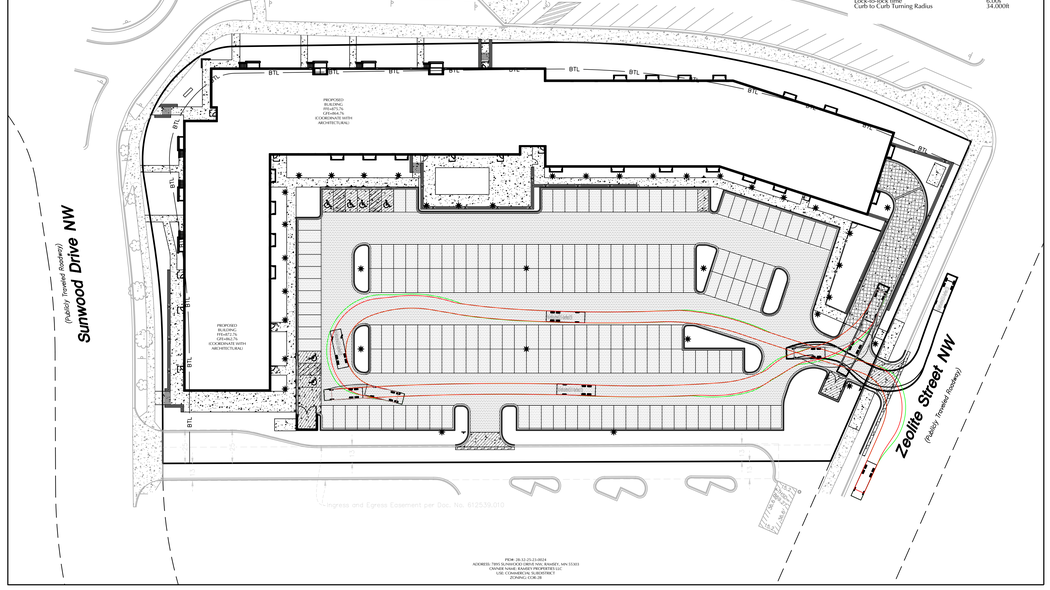
SU-30 DELIVERY TRUCK



SU-30 - Single Unit Truck

Overall Length	30.000ft
Overall Width	8.000ft
Overall Body Height	10.500ft
Min Body Ground Clearance	1.167ft
Track Width	8.000ft
Lock-to-lock time	5.00s
Max Steering Angle (Virtual)	31.80°

GARBAGE TRUCK



Mack TerraPro Low Entry 6x4 LEU 613 + Wayne Phoenix III 25Yd

Overall Length	28.742ft
Overall Width	8.000ft
Overall Body Height	10.481ft
Min Body Ground Clearance	0.500ft
Track Width	8.000ft
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	34.000ft

NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

N

0 40 80
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS

CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING

12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of the Consultant professional services for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information purposes only. Any use, alteration, modification, revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE
License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

TURNING MOVEMENTS

C2-3

Printed: 10/07/2025 10:4 AM W:\2025\250244\CADD DATA\CIVIL_Dwg Sheet Files\C2-1 SITE PLAN

GRADING, DRAINAGE & EROSION CONTROL NOTES

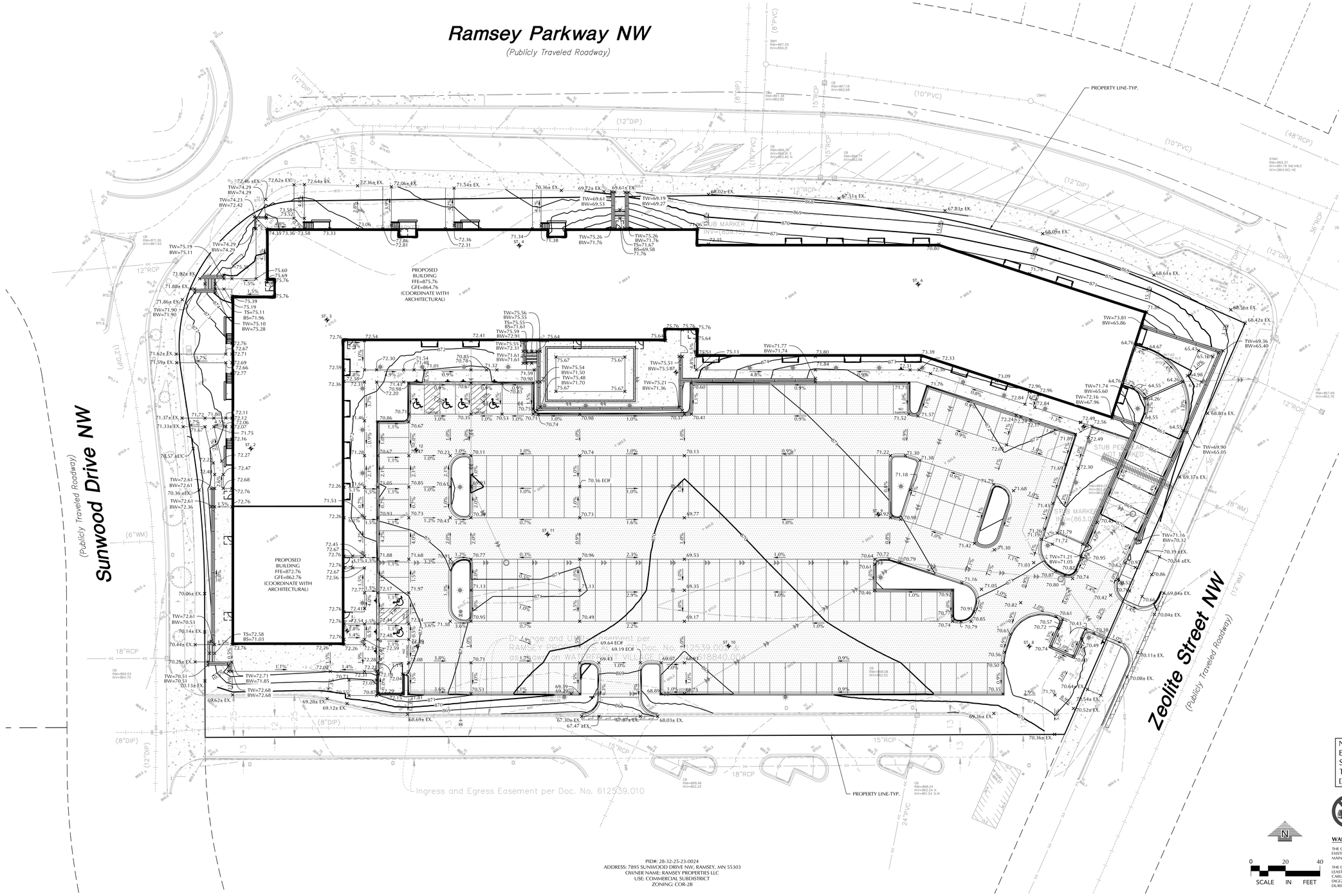
1. SPOT ELEVATIONS REPRESENT FINISHED SURFACE GRADES, GUTTER/FLOW LINE, FACE OF BUILDING, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
2. ALL ACCESSIBLE ROUTES SHALL BE CONSTRUCTED WITH A CROSS SLOPE NOT EXCEEDING 2% AND A RUNNING SLOPE NOT EXCEEDING 5%.
3. AT TURNING POINTS ALONG THE ACCESSIBLE ROUTE THE PAVEMENT SHALL NOT EXCEED 2% IN ANY DIRECTION FOR AN AREA 60" IN DIAMETER.
4. ALL PUBLIC SIDEWALKS SHALL BE CONSTRUCTED WITH A CROSS SLOPE NOT EXCEEDING 2% AND A RUNNING SLOPE NOT EXCEEDING 5%.
5. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.16 FEET. RIM ELEVATIONS SHOWN ON PLANS DO NOT REFLECT SUMPED ELEVATIONS.
6. REFER TO GEOTECHNICAL EVALUATION REPORT (REPORT B2505962), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC, FOR AN EXISTING SUBSURFACE SITE CONDITION ANALYSIS AND CONSTRUCTION RECOMMENDATIONS INCLUDING BUT NOT LIMITED TO:
   - A. REUSE OF ON-SITE SOILS
   - B. GROUNDWATER AND RECOMMENDATIONS FOR EXCAVATION DEWATERING.
   - C. SITE GRADING AND SUBGRADE PREPARATION.
   - D. PAVEMENTS AND EXTERIOR SLABS.
   - E. TRENCH EXCAVATION AND BACKFILL.
   - F. EXTERIOR UTILITY SUPPORTS.
   - G. FROST PROTECTION.
7. EXISTING SOILS ARE ASSUMED TO BE COARSE-GRAINED SOILS (SP, SM) PER THE UNIFIED SOIL CLASSIFICATION. CONTRACTOR TO NOTIFY ENGINEER IF EXISTING CONDITIONS DIFFER FROM ASSUMED SOIL CONDITIONS.
8. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE MINIMUM OF 4 INCHES OF TOP SOIL AND SEED/MULCH OR SOD. THESE AREAS SHALL BE WATERED/MAINTAINED BY THE CONTRACTOR UNTIL VEGETATION IS ESTABLISHED. REFER TO THE LANDSCAPE PLANS, DETAILS AND SPECIFICATIONS FOR FINAL SITE STABILIZATION.
9. FOR SITE RETAINING WALLS "TW" EQUALS SURFACE GRADE AT TOP FACE OF WALL (NOT TOP OF WALL), "GW" EQUALS SURFACE GRADE AT WALL GRADE TRANSITION, AND "BW" EQUALS SURFACE GRADE AT BOTTOM FACE OF WALL (NOT BOTTOM OF BURIED WALL COURSES).
10. FOR SITE STAIRS, "TS" EQUALS SURFACE ELEVATION AT TOP OF STAIRS AND "BS" EQUALS SURFACE ELEVATION AT BOTTOM OF STAIRS. REFER TO SITE PLAN FOR NUMBER OF RISERS AND RISER HEIGHT.
11. STREETS MUST BE CLEANED AND SWEPT WHENEVER TRACKING OF SEDIMENTS OCCURS AND BEFORE SITES ARE LEFT IDLE FOR WEEKENDS AND HOLIDAYS. A REGULAR SWEEPING SCHEDULE MUST BE ESTABLISHED.
12. DUST MUST BE ADEQUATELY CONTROLLED.
13. SEE SWPPP FOR ADDITIONAL EROSION CONTROL NOTES AND REQUIREMENTS.
14. SEE UTILITY PLAN FOR WATERMAIN, STORM SEWER, AND SANITARY SEWER INFORMATION.
15. SEE SITE PLAN FOR CURB AND BITUMINOUS TAPER LOCATIONS.
16. REFERENCE ARCHITECTURAL AND STRUCTURAL DRAWINGS FOR BUILDING ELEVATIONS.
17. THE CONTRACTOR ALONG WITH THE OWNER SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM GOVERNING AUTHORITIES, INCLUDING ANY CITY PERMITS AND THE NPDES PERMIT.
18. INSTALL EROSION CONTROL AND TREE PROTECTION MEASURES BEFORE BEGINNING SITE GRADING ACTIVITIES. SOME EROSION CONTROLS SUCH AS BALE CHECKS AND TEMPORARY SILT PONDS MAY BE INSTALLED AS GRADING OCCURS IN SPECIFIC AREAS. MAINTAIN EROSION CONTROLS THROUGHOUT THE GRADING PROCESS AND REMOVE WHEN TURF HAS BEEN ESTABLISHED.
19. PER NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) REQUIREMENTS, THE WASHOUT AND CLEANOUT OF STUCCO, PAINT, CONCRETE, FORM RELEASE OILS, CURING COMPOUNDS, AND OTHER CONSTRUCTION MATERIALS SHALL BE PROPERLY CONTAINED AND DISPOSED OF. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND USING APPROVED METHODS OF CONTAINMENT SUCH AS PRE-FABRICATED WASHOUT CONTAINERS, CONCRETE WASHOUT TOTE, READY MIX TRUCKS WITH SELF-CONTAINED CHUTE CLEANOUT, ETC.
20. CONTRACTOR SHALL PROVIDE AS-BUILT INFORMATION OF GRADING ACTIVITIES AS NEEDED PER APPLICABLE PERMIT REQUIREMENTS AND/OR DEVELOPMENT AGREEMENTS.
21. ASIDE FROM BUILDING ENTRANCES AND THE AREAS IMMEDIATELY ADJACENT TO THEM, THE CONTRACTOR SHALL EXPOSE FOUNDATION TO AT LEAST 6" BELOW FINISHED FLOOR ELEVATION(S) TO ACCOMMODATE BUILDING MATERIALS, UNLESS OTHERWISE NOTED. COORDINATE WITH ARCHITECTURAL AND STRUCTURAL.

GROUNDWATER ELEVATION TABLE

SOIL BORING	GROUNDWATER ELEVATION
ST-1	855
ST-2	856
ST-3	858
ST-4	858
ST-5	858
ST-6	858
ST-7	NOT OBSERVED
ST-8	NOT OBSERVED
ST-9	NOT OBSERVED
ST-10	NOT OBSERVED
ST-11	NOT OBSERVED
ST-12	NOT OBSERVED
ST-13	NOT OBSERVED

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	


Ramsey Parkway NW
(Publicly Traveled Roadway)
Sunwood Drive NW
(Publicly Traveled Roadway)
Zeolite Street NW
(Publicly Traveled Roadway)
PROPERTY LINE-TYP.
PROPOSED BUILDING FFE=875.76 GFE=864.76 (COORDINATE WITH ARCHITECTURAL)
PROPOSED BUILDING FFE=872.76 GFE=862.76 (COORDINATE WITH ARCHITECTURAL)
Ingress and Egress Easement per Doc. No. 612539.010
Drainage and Utility Easement per RAMSEY WATERSHED DOC. NOS. 1253900 AND 1284000
STUB MARKER INV=(863.05)
STUB MARKER INV=(863.07)
STUB MARKER INV=(863.07)
NO PARKING
SWALE
SWALE
SWALE

GENERAL NOTES

SEE SHEET C3-3 FOR SWPPP NOTES AND DETAILS.

SWPPP LEGEND

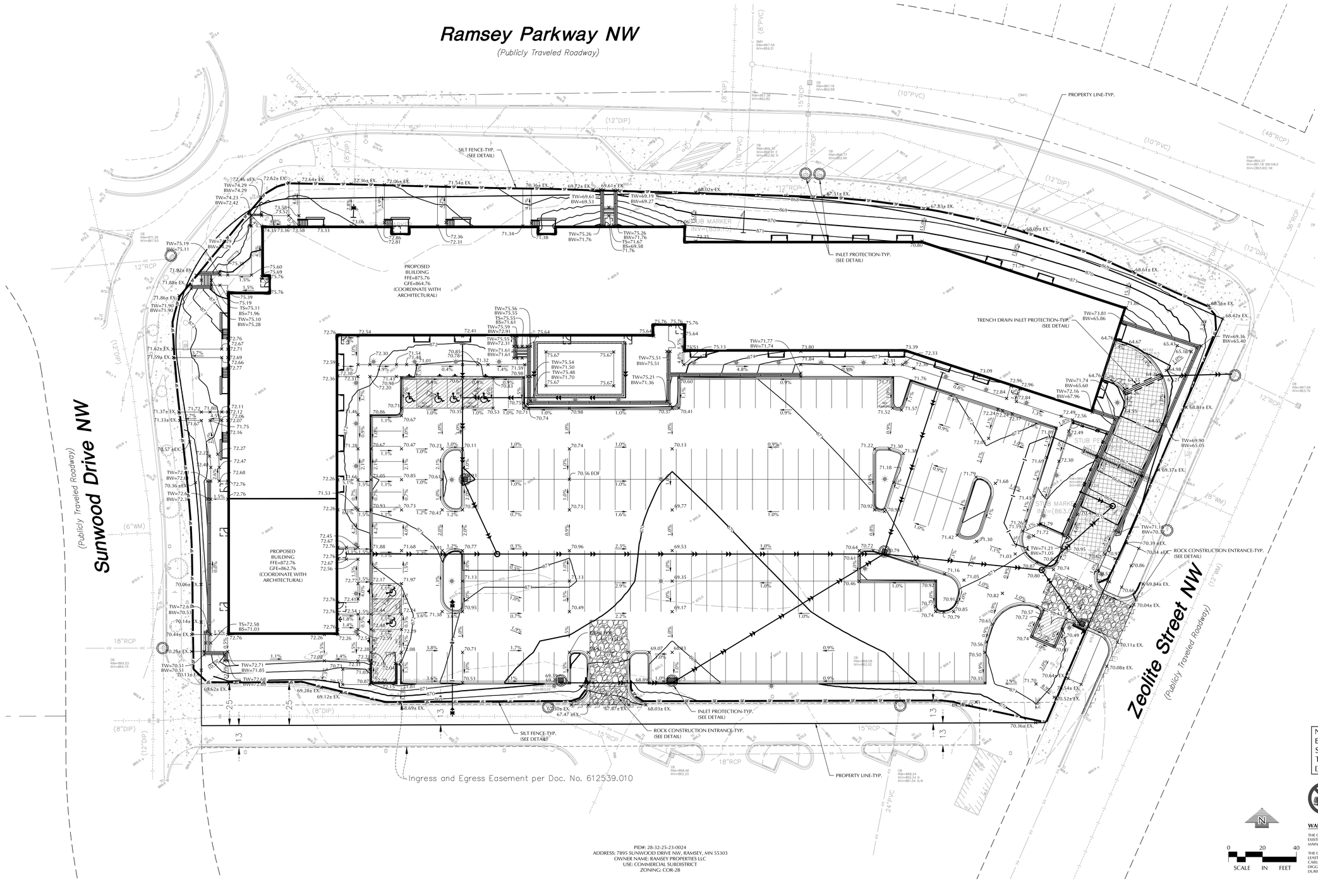
- SILT FENCE
- BIO ROLLS
- INLET PROTECTION
- EXISTING DRAINAGE PATTERN
- PROPOSED DRAINAGE PATTERN
- EROSION CONTROL BLANKET
- ROCK CONSTRUCTION ENTRANCE
- TRENCH DRAIN INLET PROTECTION

ESTIMATED QUANTITIES

DESCRIPTION	UNIT	QUANTITY
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2
PREFABRICATED CONCRETE WASHOUT	EA	NOT ALLOWED
SILT FENCE (STANDARD)	LF	1,617±
EROSION CONTROL BLANKET	SY	N/A
INLET PROTECTION	EA	13
TRENCH DRAIN INLET PROTECTION	EA	1
BIOROLL	LF	N/A
CONSTRUCTION FENCE	LF	N/A

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	



PID#: 28-32-25-23-0024
ADDRESS: 7895 SUNWOOD DRIVE NW, RAMSEY, MN 55303
OWNER NAME: RAMSEY PROPERTIES LLC
USE: COMMERCIAL SUBDISTRICT
ZONING: COR-2B

NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

0 20 40
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to use copies of the CADD drawing files only for convenience as a reference for the project. Any modifications, revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch, PE
License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

SWPPP
C3-2

Plotted: 10/07/2025 10:5 AM W:\2025\250244\CADD DATA\CIVIL\Dwg Sheet Files\C3-2 SWPPP PLAN

SWPPP NOTES

1. THE NATURE OF THIS PROJECT WILL CONSIST OF CONSTRUCTING A PROPOSED BUILDING ADDITION, SURFACE PAVEMENTS, AND UTILITIES.

2. THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES ARE AS FOLLOWS:

   A. INSTALL VEHICLE TRACKING BMP
   B. INSTALL INLET PROTECTION
   C. INSTALL SILT FENCE AROUND SITE
   D. CLEAR AND GRUB SITE
   E. STRIP AND STOCKPILE TOPSOIL
   F. REMOVE PAVEMENTS AND UTILITIES
   G. ROUGH GRADE SITE
   H. IMPORT CLEAN FILL FOR REPLACEMENT AND BALANCE
   I. INSTALL UTILITIES
   J. INSTALL BUILDING FOUNDATIONS
   K. INSTALL CURB AND GUTTER
   L. INSTALL PAVEMENTS AND WALKS
   M. FINAL GRADE SITE
   N. REMOVE ACCUMULATED SEDIMENT FROM STORMWATER SYSTEMS
   O. SEED AND MULCH
   P. WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED, REMOVE SILT FENCE, INLET PROTECTION, AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.

3. SITE DATA:

   DISTURBED AREA: 3.80 AC
   PRE-CONSTRUCTION IMPERVIOUS AREA: 0.16 AC
   POST-CONSTRUCTION IMPERVIOUS AREA: 3.07 AC

   GENERAL SOIL TYPE: SEE GEOTECHNICAL EVALUATION REPORT BY BRAUN INTERTEC
   HYDROLOGY INFORMATION: SEE HYDROLOGY REPORT PREPARED BY LOUCKS

4. EROSION AND SEDIMENT CONTROLS WERE DESIGNED TO EFFECTIVELY CONTROL STORMWATER RUNOFF WITHIN THE PROJECT AREAS. EROSION AND SEDIMENT CONTROL HAVE BEEN PROPOSED TO MINIMIZE CHANNEL EROSION AND SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS. FACTORS THAT WERE CONSIDERED INCLUDE PROPOSED IMPERVIOUS AREAS, SLOPE OF IMPERVIOUS SURFACES, STORMWATER INFRASTRUCTURE DISCHARGE POINTS, AND ANNUAL AVERAGE PRECIPITATION DATA FOR THE PROJECT AREA.

5. ANOKA COUNTY RECEIVES AN AVERAGE OF 32 INCHES OF PRECIPITATION PER YEAR. THE FOLLOWING COUNTY 24-HOUR STORM EVENTS ARE BASED ON ATLAS 14 RAINFALL DATA:

   2-YR 2.83 INCHES
   10-YR 4.21 INCHES
   100-YR 7.06 INCHES

6. SEE "EXHIBIT: PROPOSED DRAINAGE AREAS" FOR SITE MAP WITH DRAINAGE AREA BOUNDARIES.

7. THE LOCATION OF AREAS NOT TO BE DISTURBED MUST BE IDENTIFIED WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC. BEFORE CONSTRUCTION BEGINS.

8. CONTRACTOR SHALL INSTALL RAIN GAUGE ON SITE.

9. GROUNDWATER & DEWATERING
   A. REFER TO THE GEOTECHNICAL REPORT (REPORT B2505962), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC FOR INFORMATION INCLUDING BUT NOT LIMITED TO GROUNDWATER CONDITIONS AND RECOMMENDATIONS FOR EXCAVATION DEWATERING.
   B. FOLLOW LOCAL, STATE, AND FEDERAL REGULATIONS FOR GROUNDWATER PUMPING AND OBTAIN ALL NECESSARY PERMITS. A WATER USE PERMIT FROM THE DNR IS REQUIRED WHEN WITHDRAWING MORE THAN 10,000 GALLONS OF WATER PER DAY OR 1 MILLION GALLONS PER YEAR.
   C. DISPERSE DISCHARGE USING APPROPRIATE ENERGY DISSIPATION MEASURES.
   D. BMPS SHALL BE USED TO PREVENT TURBID OR SEDIMENT LADEN WATERS FROM LEAVING SITE.
   E. DEWATERING SHALL NOT CAUSE NUISANCE CONDITIONS INCLUDING BUT NOT LIMITED TO EROSION OR SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS OR INUNDATION OF WETLANDS THAT CAUSES SIGNIFICANT ADVERSE IMPACTS TO THE WETLAND.

10. REFER TO THE GEOTECHNICAL REPORT (REPORT B2505962), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC FOR INFORMATION AND RECOMMENDATIONS RELATED TO SOIL CONTAMINATION.

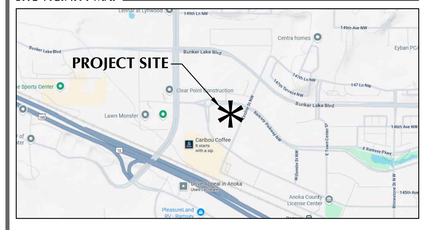
11. ALL DISTURBED GROUND LEFT INACTIVE FOR SEVEN (7) OR MORE DAYS SHALL BE STABILIZED BY SEEDING OR SODDING (ONLY AVAILABLE PRIOR TO SEPTEMBER 15) OR BY MULCHING OR COVERING OR OTHER EQUIVALENT CONTROL MEASURE.

UNIVERSITY OF MINNESOTA

Samuel R. Trebesch

Design of Construction SWPPP (May 31 2027)

SITE VICINITY MAP



12. ON SLOPES 3:1 OR GREATER MAINTAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES. SLOPE LENGTHS CAN NOT BE GREATER THAN 75 FEET.

13. ALL STORM DRAINS AND INLETS MUST BE PROTECTED UNTIL ALL SOURCES OF POTENTIAL DISCHARGE ARE STABILIZED.

14. SOIL COMPACTION SHALL BE MINIMIZED DURING CONSTRUCTION.

15. TEMPORARY SOIL STOCKPILES MUST HAVE EFFECTIVE SEDIMENT CONTROL AND CAN NOT BE PLACED IN SURFACE WATERS OR STORM WATER CONVEYANCE SYSTEMS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT AMOUNT OF SILT, CLAY, OR ORGANIC COMPOUNDS ARE EXEMPT EX: CLEAN AGGREGATE STOCK PILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES.

16. SEDIMENT CONTROL PRACTICES SHALL BE INSTALLED ON ALL DOWNGRADIENT PERIMETERS AND UPGRADIENT OF ANY BUFFER ZONES.

17. SEDIMENT LADEN WATER MUST BE DISCHARGED TO A SEDIMENTATION BASIN WHENEVER POSSIBLE. IF NOT POSSIBLE, IT MUST BE TREATED WITH THE APPROPRIATE BMP'S.

18. SOLID WASTE MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.

19. NO VEHICLE WASHING ALLOWED ON SITE.

20. NO ENGINE DEGREASING IS ALLOWED ON SITE.

21. THE OWNER IS RESPONSIBLE FOR COMPLIANCE WITH ALL TERMS AND CONDITIONS OF THE PERMIT. THE OPERATOR IS RESPONSIBLE FOR COMPLIANCE WITH SECTIONS 3, 4, 6-22, 24 AND APPLICABLE REQUIREMENTS FOR CONSTRUCTION ACTIVITY IN SECTION 23.

22. TERMINATION OF COVERAGE-PERMITTEE(S) WISHING TO TERMINATE COVERAGE MUST SUBMIT A NOTICE OF TERMINATION (NOT) TO THE MPCA. ALL PERMITTEE(S) MUST SUBMIT A NOT WITHIN 30 DAYS AFTER THE FOLLOWING CONDITIONS HAVE BEEN MET:
   A. PERMIT TERMINATION CONDITIONS, PER NPDES PERMIT SECTION 13.1 HAVE BEEN ACHIEVED ON ALL PORTIONS OF THE SITE FOR WHICH THE PERMITTEE IS RESPONSIBLE.
   B. PERMANENT UNIFORM PERENNIAL VEGETATIVE COVER MUST BE ESTABLISHED AT 70% DENSITY OF ITS EXPECTED FINAL GROWTH.
   C. THE PERMANENT STORMWATER TREATMENT SYSTEM IS CONSTRUCTED, MEETS ALL REQUIREMENTS, AND IS OPERATING AS DESIGNED.
   D. ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMPS MUST BE REMOVED.
   E. CLEAN OUT SEDIMENT FROM CONVEYANCE SYSTEMS AND PERMANENT STORMWATER TREATMENT SYSTEMS (RETURN TO DESIGN CAPACITY).

23. INSPECTIONS
   A. INITIAL INSPECTION FOLLOWING SILT FENCE INSTALLATION BY CITY REPRESENTATIVE IS REQUIRED.
   B. EXPOSED SOIL AREAS: ONCE EVERY 7 DAYS AND WITHIN 24 HOURS FOLLOWING A 0.5" OVER 24 HOUR RAIN EVENT.
   C. STABILIZED AREAS: ONCE EVERY 30 DAYS
   D. FROZEN GROUND: AS SOON AS RUNOFF OCCURS OR PRIOR TO RESUMING CONSTRUCTION.
   E. INSPECTION AND MAINTENANCE RECORDS MUST BE RETAINED FOR 3 YEARS AFTER FILING OF THE NOTICE OF TERMINATION AND MUST INCLUDE: DATE AND TIME OF ACTION, NAME OF PERSON(S) CONDUCTING WORK, FINDING OF INSPECTIONS AND RECOMMENDATIONS FOR CORRECTIVE ACTION, DATE AND AMOUNT OF RAINFALL EVENTS GREATER THAN 0.5 INCHES IN A 24 HOUR PERIOD.
   F. OBSERVE ANY DISCHARGE OCCURRING ONSITE AND DOCUMENT CORRECTIVE ACTIONS TAKEN. DISCHARGE SHOULD BE DESCRIBED AND PHOTOGRAPHED.

24. MINIMUM MAINTENANCE
   A. ALL NONFUNCTIONAL BMPS MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY OR AS SOON AS FIELD CONDITIONS ALLOW.
   B. REPAIR, REPLACE, OR SUPPLEMENT ALL PERIMETER CONTROL DEVICES WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES ½ THE HEIGHT OF THE DEVICE.
   C. SEDIMENT BASINS DRAINED AND SEDIMENT REMOVED WHEN REACHES 1/2 STORAGE VOLUME.
   D. SEDIMENT REMOVED FROM SURFACE WATERS WITHIN (7)SEVEN CALENDAR DAYS OF DISCOVERY.
   E. CONSTRUCTION SITE EXITS INSPECTED, TRACKED SEDIMENT REMOVED WITHIN (1)ONE CALENDAR DAY.
   F. PROVIDE COPIES OF EROSION INSPECTION RESULTS TO CITY ENGINEER FOR ALL EVENTS GREATER THAN ½" IN 24 HOURS.

25. THE SWPPP, INCLUDING ALL CHANGES TO IT, AND INSPECTIONS AND MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION ACTIVITY BY THE PERMITTEE(S) WHO HAVE OPERATIONAL CONTROL OF THE SITE.

26. OWNER MUST KEEP RECORDS OF ALL PERMITS REQUIRED FOR THE PROJECT. THE SWPPP, ALL INSPECTIONS AND MAINTENANCE, PERMANENT OPERATION AND MAINTENANCE AGREEMENTS, AND REQUIRED CALCULATIONS FOR TEMPORARY AND PERMANENT STORM WATER MANAGEMENT SYSTEMS. THESE RECORDS MUST BE RETAINED FOR THREE YEARS AFTER FILING NPDES NOTICE OF TERMINATION.

27. SWPPP MUST BE AMENDED WHEN:
   A. THERE IS A CHANGE IN DESIGN, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS THAT HAS A SIGNIFICANT EFFECT ON DISCHARGE
   B. INSPECTIONS INDICATE THAT THE SWPPP IS NOT EFFECTIVE AND DISCHARGE IS EXCEEDING WATER QUALITY STANDARDS.
   C. THE BMP'S IN THE SWPPP ARE NOT CONTROLLING POLLUTANTS IN DISCHARGES OR IS NOT CONSISTENT WITH THE TERMS AND CONDITIONS OF THE PERMIT.

28. CONCRETE WASHOUT AREA
   A. THE WASHOUT AND CLEANOUT OF STUCCO, PAINT, CONCRETE, FORM RELEASE OILS, CURING COMPOUNDS, AND OTHER CONSTRUCTION MATERIALS SHALL BE PROPERLY CONTAINED AND DISPOSED OF. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND USING APPROVED METHODS OF CONTAINMENT SUCH AS PRE-FABRICATED WASHOUT CONTAINERS, CONCRETE WASHOUT TOTE, READY MIX TRUCKS WITH SELF-CONTAINED CHUTE CLEANOUT, ETC.
   B. ALL SPILLS SHALL BE CLEANED UP IMMEDIATELY.

29. IN THE EVENT OF ENCOUNTERING A WELL OR SPRING DURING CONSTRUCTION CONTRACTOR TO CEASE CONSTRUCTION ACTIVITY AND NOTIFY ENGINEER.

30. PIPE OUTLETS MUST BE PROVIDED WITH TEMPORARY OR PERMANENT ENERGY DISSIPATION WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER.

31. FINAL STABILIZATION
   FINAL STABILIZATION REQUIRES THAT ALL SOIL DISTURBING ACTIVITIES HAVE BEEN COMPLETED AND THAT DISTURBED AREAS ARE STABILIZED BY A UNIFORM PERENNIAL VEGETATIVE COVER WITH 70% OF THE EXPECTED FINAL DENSITY, AND THAT ALL PERMANENT PAVEMENTS HAVE BEEN INSTALLED. ALL TEMPORARY BMP'S SHALL BE REMOVED, DITCHES STABILIZED, AND SEDIMENT SHALL BE REMOVED FROM PERMANENT CONVEYANCES AND SEDIMENTATION BASINS IN ORDER TO RETURN THE POND TO DESIGN CAPACITY.

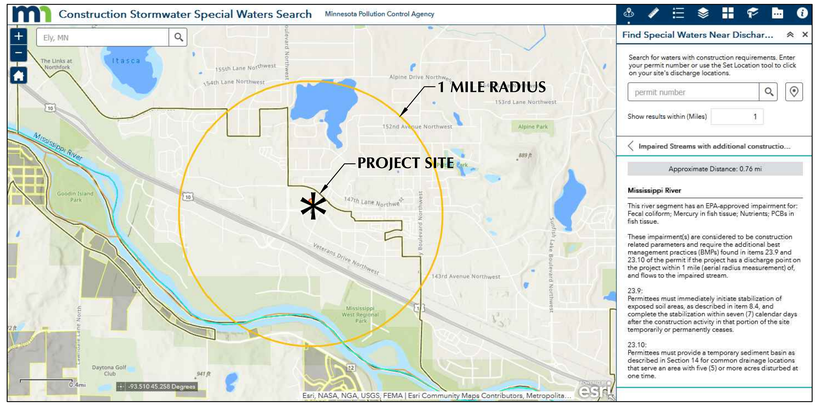
32. RESPONSIBILITIES
   A. THE OWNER MUST IDENTIFY A PERSON WHO WILL OVERSEE THE SWPPP IMPLEMENTATION AND THE PERSON RESPONSIBLE FOR INSPECTION AND MAINTENANCE:
   CONTACT: XXX
   COMPANY: XXX
   PHONE: XXX

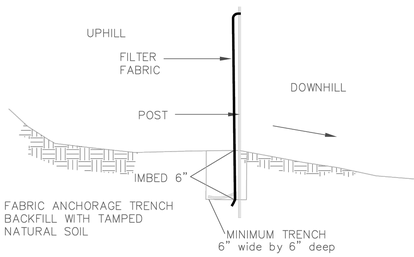
   B. THE OWNER MUST IDENTIFY THE A PERSON WHO WILL BE RESPONSIBLE FOR LONG TERM OPERATIONS AND MAINTENANCE OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM:
   CONTACT: XXX
   COMPANY: XXX
   PHONE: XXX

33. THE WATERSHED DISTRICT OR THE CITY MAY HAVE REQUIREMENTS FOR INSPECTIONS OR AS-BUILT DRAWINGS VERIFYING PROPER CONSTRUCTION OF THE BMPS.

34. EROSION CONTROL DEVICES CANNOT BE REMOVED UNTIL THE WATERSHED DISTRICT HAS DETERMINED THE SITE HAS BEEN PERMANENTLY RESTABILIZED AND SHALL BE REMOVED WITHIN 30 DAYS THEREAFTER.

CONSTRUCTION STORMWATER SPECIAL WATERS SEARCH MAP

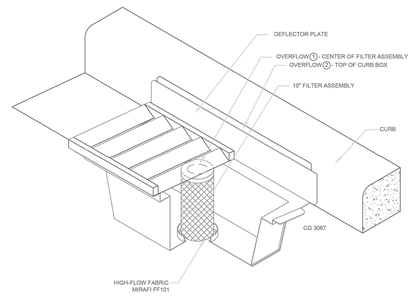




INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL
NO SCALE

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

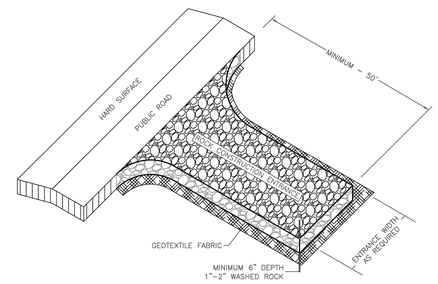


INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

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

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



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

NOT TO SCALE

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

ERTEC® Slot Guard™ - Installation Guide - For slotted or trench drain inlets with grates in paved areas

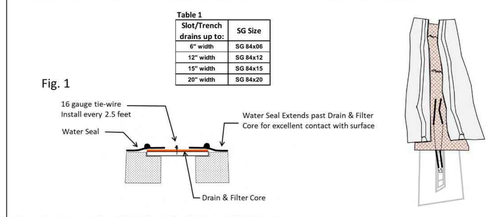
Installation Notes

1. **Placement**: Select correct size (Table 1). Lay the Slot Guard™ on top of the slot or trench drain grate. For safety, assure that grate is in place. Do not remove grate.
2. **Anchor method**: Attach with 16 gauge tie wire every 2.5 linear Feet (Fig 1). Cut wire to 12" lengths. Feed one end of wire down thru Slot Guard™, around grate bar, and back-up thru Slot Guard™. Above ground, pull tight and twist wires several times. Cut off excess and bend twisted nub down
3. **Overlap:** Slot Guard™ segments overlap for long slot/trench drains.
4. **Clean**: Accumulation of leaves, debris and sediment can cause backups! Clean after every storm or as necessary.
5. **Protect**: In stop and go traffic areas where exposed to constant tire abuse, it is useful to place traffic cones or delineators on or near Slot Guard to discourage run-overs. Slot Guard™ works well with periodic run-overs, but does not survive long in constant stop and start traffic.

Table 1

Slot/Trench drains up to:	SG Size
6" width	SG 84x06
12" width	SG 84x12
15" width	SG 84x15
20" width	SG 84x20

Fig. 1



Maintenance - Perform maintenance as required. Inspect following rainfall events and at least daily during prolonged rainfall. Maintain to provide an adequate sediment holding capacity. Debris shall be removed daily and sediment shall be removed when the sediment accumulation reaches 50% of the barrier height. Removed sediment shall be incorporated in the project at designated locations.
Important: All information, including illustrations, is believed to be reliable. Users, however, should independently evaluate the suitability of each product for their application. ERTEC Environmental Systems makes no guarantees, representations or warranties and assumes no responsibilities of any liability regarding its use. ERTEC Environmental System's only obligations are those in the ERTEC Environmental Systems Standard Terms and Conditions of Sale for this product, and in no case will ERTEC Environmental Systems or its distributors be liable for any incidental, indirect or consequential damages arising from the sale, resale, use or misuse of the product. Specifications are subject to change without notice. In addition, ERTEC Environmental Systems reserves the right to make changes without notification to Buyer, to processing or materials which do not affect compliance with any applicable specification.

ERTEC
2200 Bellona Blvd., Suite 150
Alameda, CA 94501
P: 866-525-8734
F: 510-521-3913
www.ertecsystems.com

U.S. and International Patents and Pending Patents Apply
©2009-2018 ERTEC Environmental Systems

File Name: ERTEC – Installation Guide – Slot Guard.pdf		
Scale: None	Original Print Size: 8.5"x11"	Page: 1 of 1

7979 SUNWOOD DR. MIXED-USE
7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are and shall remain the property of the Consultant and may not be used with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All intentional or unintentional revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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.

Samuel R. Trebesch - PE
License No. 56088
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	LAH
Checked By	SRT
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

SWPPP NOTES
C3-3

Printed: 10/07/2025 10:5 AM W:\2025\250244\CADD DATA\CIVIL\Dwg Sheet Files\C3-2 SWPPP PLAN

UTILITY PLAN NOTES

1. ALL STORM SEWER, SANITARY SEWER AND WATERMAIN UTILITIES SHALL BE FURNISHED AND INSTALLED PER THE REQUIREMENTS OF THE SPECIFICATIONS,THE MINNESOTA PLUMBING CODE, THE LOCAL GOVERNING UNIT, AND THE STANDARD UTILITIES SPECIFICATION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), CURRENT EDITION.

2. ALL UTILITY PIPE BEDDING SHALL BE COMPACTED SAND OR FINE GRANULAR MATERIAL. ALL COMPACTION SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CEAM SPECIFICATION AND THE GEOTECHNICAL REPORT.

3. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE PERFORMED PER THE REQUIREMENTS OF THE STATE AND LOCAL JURISDICTIONS. THE CITY DEPARTMENT OF ENGINEERING AND BUILDING INSPECTIONS DEPARTMENT AND THE CONSTRUCTION ENGINEER MUST BE NOTIFIED AT LEAST 48 HOURS PRIOR TO ANY WORK WITHIN THE PUBLIC RIGHT OF WAY, OR WORK IMPACTING PUBLIC UTILITIES.

4. ALL SITE UTILITY SERVICES SHALL TERMINATE 5' FROM THE EXTERIOR BUILDING WALL UNLESS OTHERWISE NOTED. THE SITE UTILITY CONTRACTOR SHALL COORDINATE WITH THE GENERAL CONTRACTOR, MECHANICAL CONTRACTOR AND MECHANICAL ENGINEER TO DETERMINE THE RESPONSIBILITY OF BRINGING THE SERVICE(S) INTO THE BUILDING, INSPECTIONS AND TESTING PER APPLICABLE GOVERNING AGENCIES.

5. ALL NEW WATERMAIN AND SERVICES MUST HAVE A MINIMUM OF 8.0 FEET OF COVER. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM 18" VERTICAL SEPARATION TO SANITARY OR STORM SEWER LINES. THE CONTRACTOR SHALL FIELD ADJUST WATERMAIN TO AVOID CONFLICTS WITH SANITARY SEWER, STORM SEWER, AND SERVICES AS REQUIRED. INSULATION OF WATERMAIN AND SANITARY SEWER LINES SHALL BE PROVIDED WHERE 8.0 FEET MINIMUM DEPTH CAN NOT BE ATTAINED.

6. PER MINNESOTA DEPARTMENT OF LABOR & INDUSTRY REQUIREMENTS, A MINIMUM OF 18 INCHES OF VERTICAL SEPARATION AND 10 FEET OF HORIZONTAL SEPARATION IS REQUIRED FROM WATERMAIN TO ANY MANHOLE, SEPTIC SYSTEM, CATCH BASIN, SEWER PIPE, OR OTHER SOURCE OF CONTAMINATION, MEASURED FROM THE OUTER EDGE OF THE PIPE TO THE OUTER EDGE OF THE CONTAMINATION SOURCE UNLESS OTHERWISE SHOWN.

7. ALL STORM SEWER DOWNSPOUT COLLECTION PIPES AND WYES SHALL BE PVC (SCHEDULE 40).

8. CONTRACTOR TO SUBMIT SHOP DRAWINGS OF SANITARY & STORM STRUCTURE(S) AND UNDERGROUND SYSTEM(S), AS APPLICABLE, FOR ENGINEER'S REVIEW.

9. CONTRACTOR TO VERIFY UNDERLYING SOILS BENEATH ALL STORMWATER FACILITIES, AND PROVIDE DOCUMENTATION TO THE ENGINEER, PRIOR TO CONSTRUCTION OF THE FACILITIES.

10. ALL PORTIONS OF THE SANITARY & STORM SEWER SYSTEMS, INCLUDING CATCH BASINS, LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED ACCORDANCE WITH MINNESOTA RULES, PART 4714.

11. ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

12. HYDRANT USE: CONTRACTOR IS NOT ALLOWED TO USE HYDRANT(S). THIS ALSO APPLIES TO SUBCONTRACTORS. THE CITY HAS TWO WATER FILL STATIONS AVAILABLE. ELMCREST PARK FILL STATION & PUBLIC WORKS WATER FILL STATION. PLEASE COORDINATE WITH PUBLIC WORKS.

13. OPERATING VALVES FOR TURNING WATER MAIN ON/OFF: PUBLIC UTILITIES DEPARTMENT WILL OPERATE ALL VALVES AND FILL ALL WATER MAINS (PUBLIC AND PRIVATE). CONTRACTOR SHALL GIVE AT LEAST 24 HOURS NOTICE TO HAVE WATER SHUT OFF AND SHALL NOTIFY IN WRITING, ALL AFFECTED CUSTOMERS AT LEAST 24 HOURS IN ADVANCE BEFORE SHUT OFF; ATTACH TO DOOR, ETC., NOT IN MAILBOXES.

14. TEMPORARY SERVICE: THE CONTRACTOR SHALL PROVIDE TEMPORARY SERVICE IF SERVICE CANNOT BE RESTORED SAME DAY. IF USING HYDRANT FOR TEMPORARY SERVICE, NOTIFY PUBLIC UTILITIES DEPARTMENT AND USE ONLY PRE-APPROVED HYDRANT AND SUPPLIED HYDRO METER WITH BACK FLOW. THE CONTRACTOR'S TEMPORARY MAIN SHALL BE DISINFECTED, FLUSHED AND BACTERIOLOGICAL ANALYSIS SHOWN NEGATIVE PRIOR TO PUTTING THE TEMPORARY SYSTEM IN SERVICE. THE TEMPORARY WATER SYSTEM SHALL BE IN PLACE PRIOR TO THE PUBLIC UTILITIES DEPARTMENT SHUTTING OFF ANY WATER MAINS.

15. REFER TO GEOTECHNICAL EVALUATION REPORT (REPORT B2505962), DATED SEPTEMBER 11, 2025 AS PREPARED BY BRAUN INTERTEC, FOR AN EXISTING SUBSURFACE SITE CONDITION ANALYSIS AND CONSTRUCTION RECOMMENDATIONS INCLUDING BUT NOT LIMITED TO:
   - A. REUSE OF ON-SITE SOILS
   - B. GROUNDWATER AND RECOMMENDATIONS FOR EXCAVATION DEWATERING.
   - C. SITE GRADING AND SUBGRADE PREPARATION.
   - D. PAVEMENTS AND EXTERIOR SLABS.
   - E. TRENCH EXCAVATION AND BACKFILL.
   - F. EXTERIOR UTILITY SUPPORTS.
   - G. FROST PROTECTION.

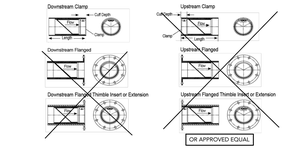
16. CONTRACTOR SHALL PROVIDE AS-BUILT INFORMATION OF CONSTRUCTED UTILITIES (RECOMMENDED PRIOR TO BACKFILLING) PER APPLICABLE PERMIT REQUIREMENTS AND/OR DEVELOPMENT AGREEMENTS.

17. ALL UNUSED UTILITY SERVICES SHALL BE ABANDONED PER THE REQUIREMENTS OF THE APPLICABLE GOVERNING AGENCIES.

18. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED UTILITY PERMITS FROM THE APPLICABLE GOVERNING AGENCIES.

19. DUCTILE IRON PIPE (DIP) WATERMAIN: 6" OR LESS IN DIAMETER SHALL BE CLASS 53, 8" OR LARGER IN DIAMETER SHALL BE CLASS 52.

Configurations and Custom Designs



CheckMate® can be made for any pipe I.D. Built to fit in sizes from 3-72" (75-1800mm).

Flange shape and bolt pattern can be customized. Flangeless thimble inserts are available.

DIMENSIONS

NOMINAL PIPE SIZE I.D.		OVERALL LENGTH		NUMBER OF CLAMPS	GASKET DEPTH		BACK PRESSURE RATING*		WEIGHT***	
Inches	Millimeters	Inches	Millimeters		Inches	Millimeters	Feet	Meters	lbs	Kg
3	75	5.1	130	1	1.5	38	5	1.5	0.7	0.3
4	100	7.9	201	1	1.5	38	5	1.5	1.5	0.7
4	100	7.9	201	1	1.5	38	85	26.0	3	1.5
5	125	9.5	241	1	1.5	38	85	26.0	4	2
6	150	11.2	279	1	2.0	51	83	25.3	5	2
7	175	11.8	299	1	2.0	51	79	24.1	11	5
8	200	10.2	260	1	2.0	51	79	24.1	13	6
8	200	15.4	391	1	2.0	51	75	22.9	17	8
8	200	19.7	500	1	2.0	51	75	22.9	20	9
12	300	15.3	389	1	2.0	51	68	20.7	30	14
14	350	25.4	655	1	4.0	102	64	20.0	110	50
15	381	25.6	655	1	4.0	102	62	18.9	120	55
16	400	29.6	736	1	4.0	102	60	18.3	133	60
18	450	34.1	866	1	4.0	102	55	16.8	153	70
20	500	42.1	1069	2	8.0	203	53	16.2	222	102
24	600	47.1	1207	2	8.0	203	45	13.7	304	137
26	650	50.0	1270	2	8.0	203	42	12.8	370	168
28	700	52.0	1321	2	8.0	203	40	12.2	406	197
30	750	54.9	1394	2	8.0	203	38	11.6	438	199
36	900	62.1	1582	2	8.0	203	30	9.1	628	285
42	1050	70.6	1793	2	8.0	203	26	7.9	1423	646
48	1200	78.4	1991	2	8.0	203	22	6.7	1760	798
54	1350	86.4	2195	2	8.0	203	17	5.2	2352	1225
60	1500	96.6	2459	2	9.0	229	15	4.6	3315	1504
72	1800	119.0	3023	3	12.0	305	13	4.0	4100	2767

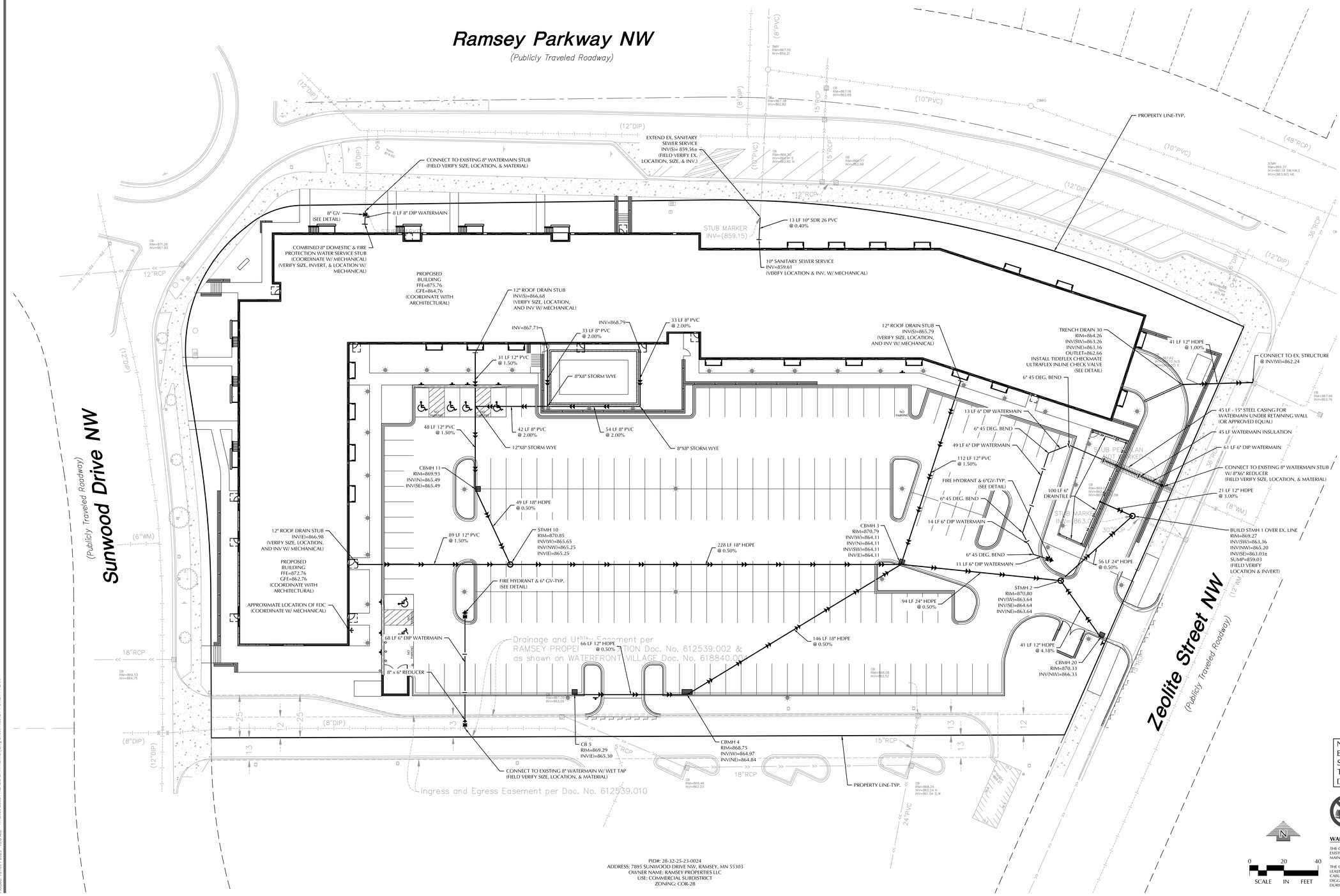
*Shorter lengths available. **Back pressure measured from pipe invert. Higher back pressure ratings available. Consult factory. ***Weights are approximate and do not include crating.

APPROVED RESILIENT RUBBER JOINT MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCH BASINS, AND OTHER STRUCTURES.

RedValve.com I 11

LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MANHOLE / WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDESTAL	
	SIGN	
	BENCHMARK	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINTILE	
	SANITARY SEWER	
	FORCEMAIN	
	WATERMAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND GAS	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	CONTOUR	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILD-TO-LINE	


Ramsey Parkway NW
(Publicly Traveled Roadway)
Sunwood Drive NW
(Publicly Traveled Roadway)
Zeolite Street NW
(Publicly Traveled Roadway)
CONNECT TO EXISTING 8" WATERMAIN STUB (FIELD VERIFY SIZE, LOCATION, & MATERIAL)
EXTEND EX. SANITARY SEWER SERVICE INV(SI= 859.56± (FIELD VERIFY EX. LOCATION, SIZE, & INV.)
PROPERTY LINE-TYP.
8" C.O./ (SEE DETAIL)
8 LF 8" DIP WATERMAIN
COMBINED 8" DOMESTIC & FIRE PROTECTION WATER SERVICE STUB (COORDINATE W/ MECHANICAL) (VERIFY SIZE, INVERT, & LOCATION W/ MECHANICAL)
STUB MARKER INV=(859.15)
13 LF 10" SDR 26 PVC @ 0.40%
10" SANITARY SEWER SERVICE INV=859.61 (VERIFY LOCATION & INV. W/ MECHANICAL)
PROPOSED BUILDING FFE=875.76 GFE=864.76 (COORDINATE WITH ARCHITECTURAL)
12" ROOF DRAIN STUB INV(S)=866.68 (VERIFY SIZE, LOCATION, AND INV W/ MECHANICAL)
INV=867.71
33 LF 8" PVC @ 2.00%
INV=868.79
33 LF 8" PVC @ 2.00%
31 LF 12" PVC @ 1.50%
8"X8" STORM WYE
42 LF 8" PVC @ 2.00%
54 LF 8" PVC @ 2.00%
12"X8" STORM WYE
8"X8" STORM WYE
48 LF 12" PVC @ 1.50%
CBMH 11 RIM=869.93 INV(NI)=865.49 INV(SE)=865.49
49 LF 18" HDPE @ 0.50%
12" ROOF DRAIN STUB INV(E)=866.98 (VERIFY SIZE, LOCATION, AND INV W/ MECHANICAL)
PROPOSED BUILDING FFE=872.76 GFE=862.76 (COORDINATE WITH ARCHITECTURAL)
APPROXIMATE LOCATION OF FDC (COORDINATE W/ MECHANICAL)
89 LF 12" PVC @ 1.50%
STMH 10 RIM=870.85 INV(W)=865.65 INV(NW)=865.25 INV(E)=865.25
228 LF 18" HDPE @ 0.50%
FIRE HYDRANT & 6" GV-TYP. (SEE DETAIL)
68 LF 6" DIP WATERMAIN
8" x 6" REDUCER
66 LF 12" HDPE @ 0.50%
146 LF 18" HDPE @ 0.50%
CONNECT TO EXISTING 8" WATERMAIN W/ WET TAP (FIELD VERIFY SIZE, LOCATION, & MATERIAL)
CB 5 RIM=869.29 INV(E)=865.30
CBMH 4 RIM=868.75 INV(W)=864.97 INV(NE)=864.84
Drainage and Utility Easement per RAMSEY PROPERTIES ... Doc. No. 612539.002 & as shown on WATERFRONT VILLAGE Doc. No. 618840.00
Ingress and Egress Easement per Doc. No. 612539.010
12" ROOF DRAIN STUB INV(S)=865.79 (VERIFY SIZE, LOCATION, AND INV W/ MECHANICAL)
TRENCH DRAIN 30 RIM=864.26 INV(SW)=863.26 INV(NE)=863.16 OUTLET=862.66 INSTALL TIDEFLEX CHECKMATE ULTRAFLEX INLINE CHECK VALVE (SEE DETAIL)
6" 45 DEG. BEND
41 LF 12" HDPE @ 1.00%
CONNECT TO EX. STRUCTURE @ INV(W)=862.24
45 LF - 15" STEEL CASING FOR WATERMAIN UNDER RETAINING WALL (OR APPROVED EQUAL)
45 LF WATERMAIN INSULATION
61 LF 6" DIP WATERMAIN
CONNECT TO EXISTING 8" WATERMAIN STUB W/ 8"X6" REDUCER (FIELD VERIFY SIZE, LOCATION, & MATERIAL)
21 LF 12" HDPE @ 3.00%
13 LF 6" DIP WATERMAIN
6" 45 DEG. BEND
49 LF 6" DIP WATERMAIN
112 LF 12" PVC @ 1.50%
100 LF 6" DRAINTILE
STUB MARKER INV=863.03
14 LF 6" DIP WATERMAIN
CBMH 3 RIM=870.79 INV(W)=864.11 INV(N)=864.11 INV(SW)=864.11 INV(E)=864.11
11 LF 6" DIP WATERMAIN
94 LF 24" HDPE @ 0.50%
56 LF 24" HDPE @ 0.50%
BUILD STMH 1 OVER EX. LINE RIM=869.27 INV(SW)=863.36 INV(NW)=865.20 INV(SE)=863.03± SUMP=859.03 (FIELD VERIFY LOCATION & INVERT)
STMH 2 RIM=870.80 INV(W)=863.64 INV(SE)=864.64 INV(NE)=863.64
41 LF 12" HDPE @ 4.18%
CBMH 20 RIM=870.33 INV(NW)=866.33
STMH RIM=869.37 INV=861.18 SW,NW,E INV=(863.80) NE
(SMH)
(48"RCP)
(10"PVC)
(12"DIP)
(8"DIP)
(6"DIP)
(6"WM)
(12"WM)
12"RCP
15"RCP
18"RCP
24"PVC
36"RCP
(8"PVC)
(10"WM)
(8"DIP)
(12"DIP)
(8"DIP)
(12"DIP)
18"RCP
24"RCP
15"RCP
(8"PVC)
(6"WM)
(12"WM)
(8"WM)
(12"WM)
(8"WM)
(6"WM)
(12"WM)
(8"WM)
(6"WM)
(12"WM)
(8"WM)
(6

GENERAL NOTES:

A. REFER TO SHEET E0.3 AND E0.4 FOR FIXTURE SCHEDULE AND CUTSHEETS

B. LIGHT LEVELS SHOWN ARE MAINTAINED. LIGHT LOSS FACTOR OF 0.90 WAS USED TO ACCOUNT FOR DIRT AND LUMEN DEPRICATION.

C. MOUNTING HEIGHTS SHOWN ARE TO BOTTOM OF FIXTURE

D. REFER TO DETAIL 1 AND 2 ON SHEET E0.3 FOR FIXTURE TYPE P1, P2, P3, P4, P5, AND P7 POLE AND BASE REQUIRMENTS

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
East Property Line	Illuminance	Fc	0.12	0.3	0.0	N.A.	N.A.
North Property Line	Illuminance	Fc	0.01	0.1	0.0	N.A.	N.A.
Pool	Illuminance	Fc	13.28	17.5	10.3	1.29	1.70
Site	Illuminance	Fc	1.78	17.5	0.0	N.A.	N.A.
South Property Line	Illuminance	Fc	1.33	4.4	0.1	13.30	44.00
West Property Line	Illuminance	Fc	0.03	0.2	0.0	N.A.	N.A.

1 ELECTRICAL SITE PHOTOMETRIC PLAN
SCALE: 1" = 20'-0"

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

emanuelson-podas
consulting engineers
Emanuelson-Podas, Inc.
7705 Bush Lake Road
Edina, MN 55439
952.930.0050 | www.epinc.com

ROERS COMPANIES
SUNWOOD MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/17/2025

PHASE
LAND USE APPLICATION

PROJECT
5250.0000

SHEET
E0.2

ELECTRICAL SITE PHOTOMETRIC PLAN

9/17/2025 9:58:18 AM

LIGHT FIXTURE SCHEDULE

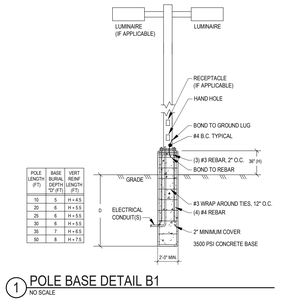
GENERAL NOTES:

A. CATALOG NUMBER INDICATES BASIC FIXTURE TYPE REQUIRED FOR THIS PROJECT AND MAY NOT BE COMPLETE. VERIFY WITH MANUFACTURER TO INCLUDE ALL OPTIONS AND ACCESSORIES REQUIRED FOR THIS INSTALLATION.
B. ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING FIXTURE LOCATIONS, MOUNTING, AND REQUIREMENTS WITH ARCHITECTURAL PLANS, SECTIONS, ELEVATIONS, AND REFLECTED CEILING PLANS PRIOR TO ORDERING FIXTURES.
C. ALL FINISHES SHALL BE VERIFIED WITH THE ARCHITECT PRIOR TO ORDERING FIXTURES. FINISH SELECTION TO BE FROM MANUFACTURER'S STANDARD FINISHES UNLESS NOTED OTHERWISE. FINISHES SHALL BE VERIFIED AT THE TIME OF SHOP DRAWING SUBMITTAL.
D. SEE SPECIFICATIONS FOR EXTRA MATERIALS REQUIRED FOR LIGHT FIXTURES.
E. SAMPLES OF ALL FIXTURES SHALL BE AVAILABLE AT THE ENGINEERS REQUEST DURING SHOP DRAWING REVIEW.
F. COORDINATE THE COMPATIBILITY OF DIMMING WITH SPECIFIED CONTROLS. DIMMING SHALL BE ACCOMPLISHED WITH NO VISIBLE FLICKER.
G. EQUALS ARE ACCEPTABLE AND WILL BE REVIEWED AS PART OF THE SHOP DRAWING PROCESS.

FIXTURE NOTES:

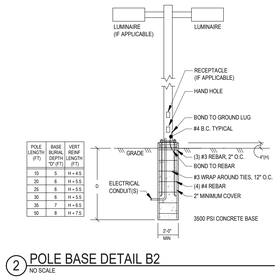
1. COORDINATE POLE HEIGHT AND CONCRETE BASE. REFER TO POLE BASE DETAILS.

TYPE	DESCRIPTION	VOLT	LAMPS TYPE	LAMPS QTY / FIXT.	VA / FIXT.	MANUFACTURER	CATALOG NUMBER	EQUAL MANUFACTURERS	NOTES	TYPE
B1	42" TALL 8" ROUND BOLLARD. BLACK DIE-CAST ALUMINUM SHAFT. SYMMETRIC DISTRIBUTION. 16 LED, 530 mA DRIVE CURRENT. 1500 LUMENS.	UNIV	LED, 3000K	N/A	28	LITHONIA LIGHTING	KBCB LED 16C 530 30K SYM MVOLT DBLXD			B1
D1	RECESSED 6" ROUND LED DOWNLIGHT. DIFFUSE LENS. SEMI-SPECULAR REFLECTOR. GALVANIZED STEEL MOUNTING/PLASTER FRAME. 1,500 LUMEN. 80 CRI. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	18	LITHONIA LIGHTING	LDNC 30/15 LO6 ARA LSS AMVOLT			D1
P1	20' TALL SQUARE POLE LED LIGHT. IP66 RATED. DIE-CAST ALUMINUM HOUSING. HIGH-EFFICIENCY INJECTION-MOLDED ACCULATED OPTICS. 17300 LUMENS. 70 CRI. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	91	COOPER LIGHTING	GLEON-SA3A-730-U-T4W-GM		1	P1
P2	20' TALL SQUARE POLE WITH (2) LED LIGHT. IP66 RATED. DIE-CAST ALUMINUM HOUSING. HIGH-EFFICIENCY INJECTION-MOLDED ACCULATED OPTICS. 17300 LUMENS. 70 CRI. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	2	182	COOPER LIGHTING	(2) GLEON-SA3A-730-U-T4W-GM		1	P2
P3	20' TALL SQUARE POLE LED LIGHT. IP66 RATED. DIE-CAST ALUMINUM HOUSING. HIGH-EFFICIENCY INJECTION-MOLDED ACCULATED OPTICS. 18100 LUMENS. 70 CRI. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	95	COOPER LIGHTING	GLEON-SA3A-730-U-T2R-GM-HSS		1	P3
P4	12'-0" TALL, EXTERIOR PEDESTRIAN LIGHT POLE AND LED AREA LUMINAIRE, DIE-CAST ALUMINUM HOUSING, ACRYLIC LENS. FIXTURE AND POLE FINISH TO BE SELECTED BY ARCHITECTURE. PATHWAY DISTRIBUTION, 7,000 LUMENS, 80 CRI.	UNIV	LED, 3000K	N/A	54	LITHONIA LIGHTING	RAD1-P3-30K-PATH-MVOLT-RPA-HS-DBLXD		1	P4
P5	12'-0" TALL, EXTERIOR PEDESTRIAN LIGHT POLE AND LED AREA LUMINAIRE, DIE-CAST ALUMINUM HOUSING, ACRYLIC LENS. FIXTURE AND POLE FINISH TO BE SELECTED BY ARCHITECTURE. PATHWAY DISTRIBUTION, 11,000 LUMENS, 80 CRI.	UNIV	LED, 3000K	N/A	86	LITHONIA LIGHTING	RAD1-P4-30K-PATH-MVOLT-RPA-HS-DBLXD		1	P5
P6	WALL MOUNTED EXTERIOR PEDESTRIAN LIGHT FIXTURE. DIE-CAST ALUMINUM HOUSING, ACRYLIC LENS. FIXTURE TO BE SELECTED BY ARCHITECTURE. ASSYMETRIC DISTRIBUTION, 11,000 LUMENS, 80 CRI.	UNIV	LED, 3000K	N/A	86	LITHONIA LIGHTING	RAD1-P4-30K-ASY-MVOLT-RPA-HS-DBLXD			P6
P7 - EXISITNG	EXISTING 20' TALL LED LIGHT POLE AND LED AREA LUMINAIRE. DIE-CAST ALUMINUM HOUSING. IP66 RATED. 7500 LUMENS. 70 CRI. HOUSE SIDE SHIELD.	UNIV	LED, 4000K	N/A	52	LEOTEK	ARI13-48N-MV-NW-3-XX-000-BLS-S			P7 - EXISITNG
W1	9" TALL. 11.5" WIDE. 7" DEEP ARCHITECTURAL WALL SCONCE. DIE-CAST ALUMINUM HOUSING. IP66 RATED. WET LOCATION LISTED. 1100 LUMENS. 80 CRI. VISUAL COMFORT WIDE. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	10	LITHONIA LIGHTING	WDGE1 LED-P1-30K-80CRI-VW-MVOLT-SRM-DBLXD			W1
W2	9" TALL. 11.5" WIDE. 7" DEEP ARCHITECTURAL WALL SCONCE. DIE-CAST ALUMINUM HOUSING. IP66 RATED. WET LOCATION LISTED. 700 LUMENS. 80 CRI. VISUAL COMFORT WIDE. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	7	LITHONIA LIGHTING	WDGE1 LED-P0-30K-80CRI-VW-MVOLT-SRM-DBLXD			W2
W3	8 1/2" TALL. 17" WIDE. 13 3/16" DEEP ARCHITECTURAL WALL SCONCE. DIE-CAST ALUMINUM HOUSING. IP65 RATED. WET LOCATION LISTED. 1200 LUMENS. 80 CRI. VISUAL COMFORT WIDE. FINISH TO BE SELECTED BY ARCHITECT	UNIV	LED, 3000K	N/A	25	LITHONIA LIGHTING	WST-P2-30K-V2-MVOLT-DBLXD			W3



POLE LENGTH (FT)	BASE BURIAL DEPTH (FT)	VERT REINF LENGTH (FT) (FT)
10	5	H + 4.5
20	6	H + 5.5
25	6	H + 5.5
30	6	H + 5.5
35	7	H + 6.5
50	8	H + 7.5

1 POLE BASE DETAIL B1
NO SCALE



POLE LENGTH (FT)	BASE BURIAL DEPTH (FT)	VERT REINF LENGTH (FT) (FT)
10	5	H + 4.5
20	6	H + 5.5
25	6	H + 5.5
30	6	H + 5.5
35	7	H + 6.5
50	8	H + 7.5

2 POLE BASE DETAIL B2
NO SCALE

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com

emanuelson-podas
consulting engineers
Emanuelson-Podas, Inc.
7705 Bush Lake Road
Edina, MN 55439
952.930.0000 | www.epinc.com

Project		Catalog #		Type	
Prepared by		Notes		Date	



McGraw-Edison
GLEON Galleon
Area / Site Luminaire

Product Features

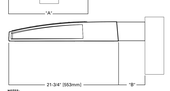
Product Certifications

Interactive Menu
- Ordering Information page 2
- Mounting Details page 3
- Optical Distributions page 4
- Product Specifications page 4
- Energy and Performance Data page 4
- Control Options page 9

Quick Facts
- Lumen packages range from 4,200 - 80,800 (34W - 640W)
- Efficacy up to 156 LPW
- Options to meet Buy American and other domestic preference requirements

Connected Systems
- WaveLinx PRO Wireless
- WaveLinx LITE Wireless
- Enlighted

Dimensional Details



Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Extended Arm Length [1]	"B" QM Arm Length	"B" QML Length	"B" QMEA Length
1-4	15-1/2"	7"	10"	10-5/8"	--	16-9/16"
5-6	21-5/8"	7"	10"	10-5/8"	--	16-9/16"
7-8	27-5/8"	7"	13"	10-5/8"	10-5/16"	--
9-10	33-3/4"	7"	16"	--	10-5/16"	--

NOTES:
Fit arm selection requirements and additional line art, see Mounting Details section.

NOTES:
1. Visit https://www.designlights.org/search/ to confirm qualification. Not all product variations are DLC qualified.
2. IDA Certified for 3000K CCT and warmer only.

3 FIXTURE TYPE P1, P2, P3
NO SCALE

McGraw-Edison — GLEON Galleon

Ordering Information
SAMPLE NUMBER: **GLEON-SA4C-740-U-T4FT-GM**

Product Family [1,2]	Light Engine: Configuration	Light Engine: Drive Current	Color Temperature	Voltage	Distribution	Mounting	Finish
GLEON (Galleon)	**SA1** = 1 Square	**[blank]** = 350mA	**720** = 70CRI, 2200K	**[blank]** = Universal	**T1FT** = Type 1 Roadway	**[blank]** = Arm for Round or Square Pole	**AP** = Grey
TAA GLEON = Buy American and Trade Agreements Act Compliant [4]	**SA2** = 2 Square	**1** = 530mA	**727** = 70CRI, 2700K	**1** = 120V	**T2FT** = Type 2 Roadway	**EA** = Extended Arm [3]	**BZ** = Bronze
TAA GLEON = Options Trade Agreements Act Compliant [4]	**SA3** = 3 Square	**2** = 700mA	**730** = 70CRI, 3000K	**2** = 208V	**T3FT** = Type 3 Roadway	**MA** = Mast Arm Adapter [4]	**BK** = Black
	SA4 = 4 Square	**3** = 1000mA	**735** = 70CRI, 3500K	**3** = 240V	**T4FT** = Type 4 Roadway	**WM** = Wall Mount	**DP** = Dark Platinum
	SA5 = 5 Square	**4** = 1200mA	**740** = 70CRI, 4000K	**4** = 277V	**T5FT** = Type 5 Roadway	**QM** = Quick Mount Arm (Standard Length) [3]	**GM** = Graphite Metallic
	SA6 = 6 Square		**745** = 70CRI, 4500K	**5** = 347V	**T5W** = Type 5 Wide Roadway	**QMEA** = Quick Mount Arm (Extended Length) [3]	**SV** = Silver
	SA7 = 7 Square		**750** = 70CRI, 5000K	**6** = 480V [4]	**TBDD** = Type V Bowtie	**QML** = Quick Mount Arm (Standard Length, Large) [3]	**RAL/X** = Custom Color
	SA8 = 8 Square		**760** = 70CRI, 6000K		**SWD** = Type V Square Medium		
	SA9 = 9 Square		**827** = 80CRI, 2700K		**SLL** = Type V Left Side Long		
	SA10 = 10 Square		**830** = 80CRI, 3000K		**SLL2** = Type V w/Split Control		
			AMB = Amber, 590nm [4,14]		**SLS** = Type V w/Split Control		
					SLR = Type V w/Split Control		
					SLL2 = 90° Split Light Eliminator Left		
					SLR = 90° Split Light Eliminator Right		
					SQ = Rectangular Wide Type I		
					AR = Automotive Rotation		



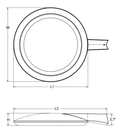
Options (Add as Suffix)	Controls and Systems Options (Add as Suffix)	Accessories (Order Separately)*
DIM=External 0-10V Dimming Leads [5,6,7]	**BPC**=Button Type Photocontrol	**GARASTB**=Photocontrol Shorting Cap
FP=Single Fuse (120, 277 or 347V Specify Voltage)	**PER**=NEMA 3 Pin Photocontrol Receptacle	**MA102Z**=Mast Arm Adapter Kit for 2-3/8" O.D. Tenon
FPD=Double Fuse (208, 240 or 480V Specify Voltage)	**PER5**=NEMA 7 Pin Photocontrol Receptacle [8]	**MA180-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
SPD=Separate Primary and Secondary Fusing (2L-Two Circuits [4,7]	**SPBA**=Dimming Occupancy Sensor with Bluetooth Interface, 21' - 40' Mounting [9]	**MA111-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
HA=120°C High Ambient	**WS-LCB**=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height [9]	**MA118-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
L90=Left Rotated Optics [10]	**WSLCB-LENS**=Lens for Wide Area Motion Sensor, 9' - 20' Mounting Height [9]	**MA119-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
R90=Right Rotated Optics [10]	**WSLS-LENS**=Bi-Level Motion Sensor, 9' - 20' Mounting Height [9]	**MA190-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
RBL=Optics Rotated 90° Left	**WSLS-LENS-40**=Bi-Level Motion Sensor, 21' - 40' Mounting Height [9]	**MA111-XX-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
RBR=Optics Rotated 90° Right	**WSSB-LENS**=Lens for Side Block Motion Sensor, 9' - 20' Mounting Height [9]	**MA118-XX-Z**=Mast Arm Adapter for 2-3/8" O.D. Tenon
SF=Single Fuse [4]	**WSSB-LNM**=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height [9]	**MA320-XX-Z**=Mast Arm Adapter for 2-1/2" O.D. Tenon
DF=Double Fuse [4]	**WLS33X**=WaveLinx LITE, SR Driver, Dimming Motion and Daylight, Bluetooth Programmable, 9' - 20' Mounting [9]	**MA193-XX-Z**=Mast Arm Adapter for 3-1/2" O.D. Tenon
HS=House Side Shield	**WLS42X**=WaveLinx LITE, SR Driver, Dimming Motion and Daylight, Bluetooth Programmable, 15' - 40' Mounting [9]	**MA194-XX-Z**=Mast Arm Adapter for 3-1/2" O.D. Tenon
DMG=0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately)	**WLC42X**=WaveLinx LITE, SR Driver, Dimming Motion and Daylight, WAC Programmable, 15' - 40' Mounting [9]	**MA195-XX-Z**=Mast Arm Adapter for 3-1/2" O.D. Tenon
	WPS42X=WaveLinx PRO, SR Driver, Dimming Motion and Daylight, WAC Programmable, 15' - 40' Mounting [9]	**FSIR-100**=Wireless Configuration Tool for Occupancy Sensor [9]
	LMS-LM=Enlighted Sensor, 9' - 15' Mounting Height [9]	**GLEON-SA1**=Field Installed Mesh Top for 1 Light Squares
	LMS-LH=Enlighted Sensor, 15' - 40' Mounting Height [9]	**GLEON-SA2**=Field Installed Mesh Top for 2 Light Squares
	SMS-LM=Motion Occupancy Sensor 9' - 15' Mounting [9]	**GLEON-SA3**=Field Installed Mesh Top for 3 Light Squares
	SMS-LH=Motion Occupancy Sensor 15' - 40' Mounting [9]	**GLEON-SA4**=Field Installed Mesh Top for 4 Light Squares
	SMS-LH-40=Motion Occupancy Sensor 21'-40' Mounting [9]	**GLEON-SA5**=Field Installed Mesh Top for 5 Light Squares
		GLEON-SA6=Field Installed Mesh Top for 6 Light Squares
		GLEON-SA7=Field Installed Mesh Top for 7-8 Light Squares
		GLEON-SA9=Field Installed Mesh Top for 9-10 Light Squares
		GLEON-QMA=Quick Mount Arm [3]
		GLEON-QMEA=Quick Mount Extended Arm Kit [3]
		LLHSQ=Field installed House Side Shield [4,6]
		LLSFDIM=Field Installed Single Fuse [4]
		LLSFDIM-2PR=Wave Reducing Shield, White [4,6]
		LLSPFD=Perimeter Shield, Black [4]
		TLT-SRM=Wireless Configuration Control Module [4,9]
		TLT-XRM=AirMesh 7-Pin node, 110-480V [4,9]

NOTES:
1. Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP13007EN for additional support information.
2. Luminaires are designed for use with Eaton's Cooper Lighting Quadlink Poles.Unit under Family Models for details.
3. Conduit entry/exit holes left open may lead to over 5,000 hours per IATM-01T1, with a combo rating of Type 4/3R/12 Knock Out Seals.
4. Not compatible with MS/ALT-L30 or MS/TL-L30 sensors.
5. Not compatible with emergency battery backup or dimming options.
6. Not compatible with standard quick mount arm (QMA) or extended quick mount arm (QMEA).
7. Requires the use of an internal step down transformer when combined with sensor options. Not available with sensor or dimming options when ordered with voltage options 347V, 480V or 6 (Universal).
8. 480V must utilize Wye system only. For NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems. Not recommended for use on 3-phase, 4-wire, Delta systems where the phase to neutral voltage exceeds 150V (Solidly Grounded Delta systems.)
9. Sensor required when two or more luminaires are oriented on a 90° or 120° drilling pattern. Refer to arm mounting requirement table.
10. Factory installed.
11. Maximum 4 light squares.
12. Maximum 5 light squares.
13. Not available with sensor for wildlife and observatory use. Choose drive current 4, supplied at 350mA drive current only.
14. Available with SMS, SMS-40, SMS-LM, SMS-LH, SMS-LH-40 sensors. Can be used with HSS option.
15. Not available with HS option.
16. 2L is not available with MS, MS/X or MS/DIM at 347V or 480V. 2L in 3A2 through 5A4 requires a larger housing, normally used for 5A3 or 5A4. Extended arm options may be required when mounting two or more fixtures per pole at 90° or 120°. Refer to arm mounting requirement table.
17. Not available with Enlighted wireless sensors.
18. Cannot be used with other control options.
19. Not available with sensor or other control options.
20. Not available if any "MS" sensor is selected. Motion sensor has an integral photocell.
21. Not available with 480V. Not available with emergency battery backup. Not available with photocontrol accessory. See other Hours One supplemental guide for additional information.
22. Not available with 347V, 480V or 6 (Universal). See Notes for details.
23. The FSIR-100 configuration tool is required to adjust sensor settings including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative or Cooper Lighting Solutions for more information.
24. Not available with sensor options or with voltage options 347V or 480V.
25. Enlighted sensors are factory installed only requiring network components LMP-GW-1, LMP-GW-1 and LMP-PoE8 or LMP-PoE24.
26. Not available with house side shield (HSS).
27. Not available with 347V, 480V or 6 (Universal). A black trim plate is used when HSS is selected
28. 3L is not available with the LMS, MS, MS/X, MS/DIM, SPC, PE or PEC options. Available in 120-277V only.
29. One required for each Light Square.
30. Not for use in CA.
31. Replace K4 with sensor color (BK, BZ or WH_).
32. MAU Gateway required to enable field-configurability. Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed.
33. Sensor devices with models/options required to change system defaults. See controls section for details.
34. Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to GLEON-SA1-SA9 specification sheet for more information.
35. Luminaires with multiple sensor options may be required when mounting two or more fixtures per pole at 90° or 120°. Refer to arm mounting requirement table.
36. Fit Slot or Tab requirements. Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.
37. Available for 7 - 10 squares.



Radean Arm Mount
LED Area Luminaire

BAA BABA



Specifications

EPA: 0.75 ft² (0.05 m²)

Length:
L1 24" (61 cm)
L2 30" (60.96 cm)

Width: 24" (61 cm)

Height: 4" (10.2 cm)

Weight (max): 29lbs (13.15Kg)

Catalog Number
Notes
Type

Note: Dim lens may increase overall height and will affect fixture appearance.

Introduction
The RADEAN arm mount luminaire is the perfect choice for pedestrian applications where daytime aesthetics and visual comfort are needed. Adding architectural flair to any space, the RADEAN's low-profile shape and smooth curves blend in while adding a touch of elegance.
Perfect for campuses, parks, pedestrian malls, courtyards and pathways, the RADEAN arm mount is the Architect's choice to provide beautiful aesthetics both day and night.

Ordering Information **EXAMPLE:** RAD1 LED P3 30K SYM MVOLT RPA PE DNAXD

RAD1 LED

Series	Performance package	Color temperature	Distribution	Voltage	Mounting
RAD1 (13)	P1 3,000 Lumens	27K 2700K	SYM Symmetric type II	MVOLT [1]	SPA Square pole mounting (includes adapter)
P4 P5,P6	P2 5,000 Lumens	30K 3000K	ASY Asymmetric type IV	120	RPA Round pole mounting
	P3 10,000 Lumens	35K 3500K	PATH Pathway type III	208 [2]	RTA Roll to tenon P4,P5
	P4 15,000 Lumens	40K 4000K		240 [2]	P6
	P5 19,000 Lumens	50K 5000K		277 [2]	
	P6			347	
	P4,P5			480	

Control options	Other options	Finish (cont'd)
Shipped installed	SF Single Fuse [3]	**Shipped separately**	DDBXD Dark bronze	DDBTXD Textured dark bronze
NLTAIR2 nLight AIR 2 enabled [4]	DF Double Fuse [3]	PE Photocontrol, stem [5]	DBLXD Black	DBLBXD Textured black
PE Button photocell [5]	L90 Left rotated optics		DNAXD Natural aluminum	DNATXD Textured natural aluminum
FAO Field adjustable output [7]	R90 Right rotated optics		DWHXD White	DWHGXD Textured white
DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately)				

Accessories
Ordered and shipped separately

RADHS Reversible shield (shield is white)
RADFBK Full base cover for 4" IPS pole (specify finish)

For more control options, refer to and review.

NOTES
1 3700K and 3500K may require extended lead-times.
2 MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
3 NLTAIR2 not available with PE or FAO. Must link to external power supply. See Motion Sensor Configuration Sensor for more information refer to nlight.net/support.
4 DMG not available with NLTAIR2 or FAO.
5 Also available as a separate accessory; see Accessories information. Shield is field rotatable in 45° increments.

LITHONIA LIGHTING COMMERCIAL OUTDOOR One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-705-SERV (7378) • www.lithonia.com RAD1 LED
© 2011-2024 Acuity Brands Lighting, Inc. All rights reserved. Rev. 11/14/24

4 FIXTURE TYPE P4, P5, P6
NO SCALE

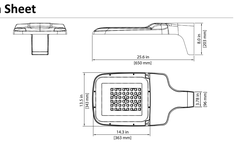
LEOTEK

Project
Type
Catalog No.

ARIETA® 13 Architectural LED Area Luminaire
AR13 N-Series Specification Data Sheet

Luminaire Data

Weight 15.4 lbs [7 kg]
EPA 0.47 ft²



Ordering Information
Sample Catalog No.: AR13 48N MV NW 5 BK 190 MSL3

Product	LED Code	Voltage	Nominal Color Temperature	Distribution	Finish [1]		Output Code [2]	Options
AR13	48N	MV 120-277V	WW 3000K	2 Type 2	BK Black		WW - 3000K	BLS* Back Light Shield (Factory Installed)
		HV 347-480V		3 Type 3	DB Dark Bronze (RAL6022)		030	FDC* Fixed Output Code
				4 Type 4			040	PCR* NEMA Photocontrol Receptacle
				5 Type 5	DB1 Dark Bronze (RAL9023)		055	PCR7* Receptacle
				AFR Auto Front Row			080	ANSI-7-wire Photocontrol Receptacle
			NW 4000K		WH White		100	PCR7-CR* Control Ready 7-wire Photocontrol Receptacle
			CW 5000K		GY Gray		120	MSL7 Motion Sensor with L7 Lens
					NA Natural Aluminum		150	MSL3 Motion Sensor with L3 Lens
							170	SP2 20kV/10kA Surge Protector
							190	PND1 Part-Night Dimming
							MSL7	PND2 Part-Night Dimming
							MSL3	PND3 Part-Night Dimming
							SP2	ORB Optics Rotated Right
							PND1	ORL Optics Rotated Left
							PND2	WL Utility Wattage Label
							PND3	CF Coastal Paint Finish
							ORB	
							ORL	
							WL	
							CF	

Accessories*	
BLS	Enhanced Back Light Shield
RPA*	Round Pole Adapter
PTF1*	Square Pole Top Fitter Single
PTF2*	Square Pole Top Fitter Twin at 180°
PTF4*	Square Pole Top Fitter Quad
WM*	Wall Mount
BSK	Bird Deterrent Spider Kit
LLPC*	Long-Life Twist Lock Photocontrol
SC	Twist Lock Shorting Cap
FSIR100	Motion Sensor Configuration Tool

*Accessories are ordered separately and not to be included in the catalog number

1 Black, Dark Bronze, White, Gray, or Natural Aluminum standard. DB (RAL6022) is our original dark bronze. DB1 (RAL9019) is a new dark bronze option. Consult factory for other finishes. See page 2 for specifications.
2 Specified output code set at the factory set. Includes fixture mounted output selector that enables field adjustable light levels.
3 Flush mounted enhanced back light shield, factory installed.
4 No field adjustable output. Specified output code set at the factory.
5 Includes output selector that enables field adjustability of light levels. Field changeable connectors included to enable dimming connection to PCR7 (wireless node dimming is disabled by default).
6 Control-ready wired at factory for wireless node dimming. Output selector not included in fixture. Not able to adjust above specified drive current.
7 See L7 or L3 Lens coverage details on page 4. Consult factory for MS specified with ANSI 7-wire Photocontrol Receptacle. PCR option is required for On/Off control using light detection. Not available in HV.
8 For PND profile options see page 5. Only available with MV (120-277V).
9 Specify Color (GY, DB, DB1, BK, WH, NA)
10 Specify MV (120-277V) or HV (347V-480V)
11 Specify the CF Option for coastal installation. See warranty for details.

© 2024 LEOTEK Electronics USA LLC.
AR13_N-Series_Specification_Sheet_3-13-24. Specifications subject to change without notice.

Page 1

5 FIXTURE TYPE P7 - EXISITNG
NO SCALE

ROERS COMPANIES
SUNWOOD MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/17/2025
PHASE
LAND USE APPLICATION
PROJECT
5250.0000
SHEET
E0.3
ELECTRICAL DETAILS AND SCHEDULES

9/17/2025 9:58:17 AM



KBC8 LED
LED Specification Bollard

BAA BABA

Catalog Number
Notes
Type

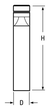
Note: Use this page to type in your job information.

Specifications

8" Round
(203.2 mm)

Height: 42"
(106.7 cm)

Weight (max): 27lbs
(12.25 kg)



Introduction

The KBC8 Bollard is a stylish, fully integrated LED solution for walkways. It features a sleek, modern design and is carefully engineered to provide long-lasting, energy-efficient lighting with a variety of optical and control options for customized performance.

With an expected service life of over 20 years of nighttime use and up to 70% in energy savings over comparable 100W metal halide luminaires, the KBC8 Bollard is a reliable, low-maintenance lighting solution that produces sites that are exceptionally illuminated.

Ordering Information

EXAMPLE: KBC8 LED 16C 700 40K SYM MVOLT DDBXD

KBC8 LED									
Series	LEDs	Drive current	Color temperature	Distribution	Voltage	Control options	Other options	Finish (required)
KBC8 LED	Asymmetric 12C 12 LEDs [1] Symmetric 16C 16 LEDs [1]	350 350 mA 450 450 mA [2] 530 530 mA 700 700 mA	30K 3000 K 40K 4000 K 50K 5000 K AMBPC Amber phosphor converted AMBLW Amber limited wavelength [3]	ASY Asymmetric [4] SYM Symmetric [4]	MVOLT [5] 120 [6] 208 [6] 240 [6] 277 [6] 347 [6]	Shipped installed PE Photoelectric cell, button type DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately) ELCW Emergency battery backup, CA Title 20 Noncompliant [7]	Shipped installed SF Single fuse (120, 277, 347V) [8] DF Double fuse (208, 240V) [8] HS4 24" overall height HS8 30" overall height HS6 36" overall height FG Ground-fault fixture-outlet L4B Without anchor bolts (3 bolt base) L4BA 4 bolt retrofit base with/without anchor bolts [9]	DWHXD White DNAXD Natural aluminum DDBXD Dark bronze DBLXD Black DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum DWHGXD Textured white

Accessories
Ordered and shipped separately.
MBAB U Anchor bolts for KBC8 LED [10]

NOTES
1 Only available in the 12C, 45Y version.
2 Only available in the 16C, 35W version.
3 Only available with 450 AMBLW version.
4 Not available with ELCW.
5 MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Specify 120, 208, 240 or 277 options only when ordering with ELCW, DMG, PE, or other control options.
6 Not available with 347v fuse available with fusing. Not available with 450 AMBLW.
7 Single fuse (SF) requires 120, 277, or 347 voltage option. Double fuse (DF) requires 208 or 240 voltage option.
8 MBAB U not available with L4BA option.

© 2012-2024 Acuity Brands Lighting, Inc. All rights reserved.

1 FIXTURE TYPE B1
NO SCALE



WDGE1 LED
Architectural Wall Sconce

DLC DLC PREMIUM DLC DLC PLUS IDA DARK SKY APPROVED 2020

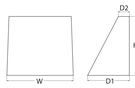
ds BAA BABA

Catalog Number
Notes
Type

Note: Use this page to type in your job information.

Specifications

Depth (D1): 5.5"
Depth (D2): 1.5"
Height: 8"
Width: 9"
Weight: (without options) 9 lbs



Introduction

The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing true site-wide solution.

WDGE1 delivers up to 2,000 lumens with a soft, non-pixelated light source, creating a visually comfortable environment. The compact size of WDGE1, with its integrated emergency battery backup option, makes it an ideal over-the-door wall-mounted lighting solution.

ds design select Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. *See ordering tree for details.

WDGE LED Family Overview

Luminaire	Optics	Standard EM, 0°C	Cold EM, -20°C	Sensor	Approximate Lumens (4000K, 80CRI)						
					P0	P1	P2	P3	P4	P5	P6
WDGE1 LED	Visual Comfort	4W		--	750	1,200	2,000	--	--	--	--
WDGE2 LED	Visual Comfort	10W	10W	Standalone / nLight	--	1,200	2,000	3,000	4,500	6,000	--
WDGE2 LED	Precision Refractive	10W	10W	Standalone / nLight	700	1,200	2,000	3,200	4,200	--	--
WDGE3 LED	Precision Refractive	15W	10W	Standalone / nLight	6,000	7,500	8,500	10,000	12,000	--	--
WDGE4 LED	Precision Refractive			Standalone / nLight	--	12,000	16,000	18,000	20,000	22,000	25,000

Ordering Information

EXAMPLE: WDGE1 LED P2 40K 80CRI VF MVOLT SRM PE DDBXD

Series	Package	Color Temperature	CRI	Distribution	Voltage	Mounting
WDGE1 LED	P0 P0 P1 P1 P2 P2	27K 2700K 30K 3000K 35K 3500K 40K 4000K 50K 5000K	80CRI 80CRI	VF Visual comfort forward throw VW Visual comfort wide	MVOLT 347	Shipped included SRM Surface mounting bracket ICW Indirect Canopy/Ceiling Washer bracket (dry/damp locations only) [1] Shipped separately AWS 10inch Architectural wall spacer [2] PBBW Surface-mounted back box (top, left, right conduit entry) Use when there is no junction box available [3]

W2
W1

Options		Finish
E4WH	Emergency battery backup, Certified in CA Title 20 MAUCRF, 4WH, 0°C min) [4]	DDBXD Dark bronze
PE	Photocell, Button Type [5]	DBLXD Black
DS	Dual switching (comes with 2 drivers and 2 light engines; see page 3 for details)	DNAXD Natural aluminum
DMG	0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately)	DWHXD White
BCE	Bottom conduit entry for back box (PBBW). Total of 4 entry points.	DSSXD Sandstone
DS45	Dual Switching (1 Driver, 2 Light Engines)	
CCE	Coastal Construction [6]	

DDBTXD	Textured dark bronze	
DBLBXD	Textured black	
DNATXD	Textured natural aluminum	
DWHGXD	Textured white	
DSSTXD	Textured sandstone	

© 2019-2025 Acuity Brands Lighting, Inc. All rights reserved.

3 FIXTURE TYPE W1, W2
NO SCALE

LITHONIA LIGHTING

Catalog Number
Notes
Type

LDN6 STATIC WHITE

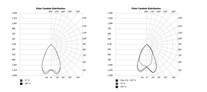


6" Open and Wallwash LED Non-IC New Construction Downlight


Open Trim

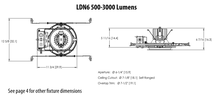

Wallwash Trim

DISTRIBUTIONS



DIMENSIONS

LDN6 500-3000 Lumens



See page 4 for other fixture dimensions

FEATURES & SPECIFICATIONS

INTENDED USE — Typical applications include corridors, lobbies, conference rooms and private offices.

CONSTRUCTION — Galvanized steel mounting/plaster frame; galvanized steel junction box with bottom-hinged access covers and spring latches. Reflectors are retained by torsion springs.

Vertically adjustable mounting brackets with commercial bar hangers provide 3-3/4" total adjustment.

Two combination 1/2" EMT and Romex® knockouts for straight-through conduit runs. Capacity: 8 (4 in, 4 out). No. 12 AWG conductors, rated for 90°C.

Accommodates 1/2", 3/4" joist spacing.

Passive cooling thermal management for 25°C standard; high ambient (40°C) option available. Light engine and drivers are accessible from above or below ceiling.

Mass ceiling thickness 5-1/2".

OPTICS — LEDs are binned to a 3-step MacAdam Ellipse; 80 CRI minimum. 90 CRI optional.

LED light source concealed with diffusing optical lens.

General illumination lighting with 1.0 S/MH and 55° cutoff to source and source image.

Self-flanged anodized reflectors in specular, semi-specular, or matte diffuse finishes. Also available in white and black painted reflectors.

A+ CAPABLE LUMINAIRE — This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and out-of-the-box control compatibility with simple commissioning when used with nLight wireless or wired controls. A+ capable luminaires and nLight sensors are calibrated and tested to meet the Acuity Brands' specifications for chromatic consistency — including color centering, color fidelity and color temperature tolerance around standard CIE chromaticity coordinates. To learn more about A+ standards, specifications, and testing visit www.acuitybrands.com/aplus.

DLOR — nLOR licenses for fixtures aimed at task with a cut-off equal to or less than blinding, per CIE 117-1996 Discomfort Glare in Interior Lighting.

ELECTRICAL — Multi-volt (120-277V, 50/60HZ) 0-10V dimming drivers mounted to junction box. 10% or 1% minimum dimming level available.

0-10V dimming fixture requires two (2) additional low-voltage wires to be pulled.

LUMEN MAINTENANCE — 70% lumen maintenance at 60,000 hours. L70(60,000) hours

LISTINGS — Certified to US and Canadian safety standards. Wet location standard (covered ceiling). IP55 rated. Drivers are RoHS compliant.

GOVERNMENT PROCUREMENT — BAA – Product with the BAA option qualifies as a domestic end product under the Buy American Act as implemented in the FAR and DFARS. Product with the BAA option also qualifies as manufactured in the United States under DOJ Buy America regulations.

BABA – Build America Buy America: Product with the BABA option also qualifies as produced in the United States under the definitions of the Build America, Buy America Act.

Please refer to www.acuitybrands.com/buy-american for additional information.

WARRANTY — 5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application.

All values are design or typical values, measured under laboratory conditions at 25 °C.

Specifications subject to change without notice.

PERFORMANCE DATA

LDN6 (1000K 80 LSS 80CRI)

Nominal Lumens	Lumens	Wattage	Lm/W
500	527.9	5.8	90.5
750	758.1	8.9	85.1
1000	950.1	10.4	91.0
1500	1514	17.5	86.4
2000	2006	22.5	89.1
2500	2504	28.3	88.6
3000	3021	34.8	86.9
4000	4008	44.3	90.6
5000	4975	57.7	86.3

Notes
- Tested in accordance with IESNA LM-79-08.
- Tested to current IES and NEMA standards under stabilized laboratory conditions.
- CRI: 80 typical.

LDN6

ds Design Select options indicated by this color background.

ORDERING INFORMATION Lead times will vary depending on options selected. Consult with your sales representative.

Example: LDN6 35/15 L06 AR LSS MVOLT EZ10

LDN6									
Series	Color temperature	Lumens [1]	Trim Style	Trim Color		Trim Finish	Flange Color [2]	Voltage	
LDN6 6" round	27 2700K 30 3000K 35 3500K 40 4000K 50 5000K	05 500 lumens 07 750 lumens 10 1000 lumens 15 1500 lumens 20 2000 lumens 25 2500 lumens 30 3000 lumens 40 4000 lumens 50 5000 lumens	06 Downlight LWA Wallwash	AR Clear WR [3] White BR [3] Black TCPE [3] Custom painted trim TRALTBD [3] RAL painted trim		LSS Semi-specular LD Matte diffuser LS Specular	TRIM White painted flange TRBL Black painted flange FCPC Custom painted flange only FRALTBD RAL painted flange only	MVOLT Multi-volt 120 120V 277 277V 347 [4] 347V	

Driver	Emergency [1]	Control Input [1]	Options	Finish (required)
EZ10 0-10V driver dims to 10%	(blank) No Emergency Needed	(blank) No Control Input Needed	HA0 [2] High ambient option (40°C)	
EZ1 0-10V driver dims to 1%	EL Battery pack (10W constant power), non-120 compliant, integral test switch	WTD Wireless room control with "Just One Touch" pairing	CP 8 Chicago Plenum	
D10 Minimum dimming 10% driver for use with 3DT	ELR Battery pack (10W constant power), non-120 compliant, remote test switch	nLight® network powerstrip pack with 0-10V dimming for non-eldoLED drivers (EZ10, EZ1); ER controls fixtures on emergency circuit.	RRL [3] RELOC® ready luminaire connectors: enable a simple and consistent factory installed option across all ABL luminaire brands. Refer to RRL for complete luminaire compatibility. Refer to RRL4, RRL8, RRL4E, and RRL12S.	
D1 Minimum dimming 1% driver for use with 3DT	ELSD Self-diagnostic battery pack (10W constant power), non-120 compliant, integral test switch	nLight® network powerstrip pack (10W constant power), non-120 compliant, remote test switch		BAA Buy America's Act and/or Build America Buy America Qualified
EDA8 eldoLED DALI DALI/DMX dim to dark	ELRSD Self-diagnostic battery pack (10W constant power), non-120 compliant, remote test switch	MP10KCP nLight® 0-10V eldoLED driver pack controls 0-10V eldoLED drivers (EZ10, EZ1); ER controls fixtures on emergency circuit.		RACW High CRI (90+)
	E10WCP Battery pack (10W constant power), T20 compliant, integral test switch	MP10KCP2 nLight® dimming pack controls 0-10V eldoLED drivers (EZ10, EZ1); ER controls fixtures on emergency circuit, not available with battery pack options		SF 8 Single fuse
	E10WCPR Battery pack (10W constant power), T20 compliant, remote test switch	NLTAIR2 nLight® AIR enabled		
	E10WRSTAR Emergency battery pack, 10W with remote test switch and Inta STAR technology	NLTAIR2EZ nLight® AIR Dimming Pack Wireless Controls. Controls fixtures on emergency circuit; not available with battery pack options		
		NLTAIR2EM2 nLight® AIR Dimming Pack Wireless Controls, UL924 Emergency Operation, via power interrupt detection. Available with battery pack options.		

Option value	Restriction
Lumens	Overall height varies based on lumen package; refer to dimensional chart.
WH, BR	Not available with finishes.
347	Not available with emergency options.
SF	Must specify voltage 120V or 277V.
TRW, TRBL	Available with clear (AR) reflector only.
EL, ELR, ELSD, ELRSD, E10WCP, E10WCPR	12.5" of plenum depth or top access required for battery pack maintenance.
E10WRSTAR, MP10KCP, MP10KCP2R	Specify voltage. ER for use with generator supply EM power. Will require an emergency hot feed and normal hot feed. See UL 924 Sequence of Operation table.
NPD	Fixture begins at 80% light level. Must be specified with NPS80EZ or NPS85EZ ER. Only available with EZ1 drivers.
NLTAIR, NLTAIR2, NLTAIREZ2, NLTAIREM2	Not available with CP, MP10KEZ, MP10KCR, MP10KD, MP10KEZ8 or NdLs options. not recommended for metal ceiling installations.
HA0	Fixture height is 6.5" for all lumen packages with HA0.
CP	Must specify voltage for 3000m and above. 5000m with marked spacing 24 L x 24 W x 14 H. Not available with emergency battery pack option.
3DT	Must specify D10 or D1 driver. Not available with nLight options. Not available with CP. Not recommended for metal ceiling installations. Not for use with emergency backup power systems other than battery packs.
Relocs™ Options	Refer to RRL specification sheet on acuitybrands.com for further details.
RRL, RL	Commercial fixtures should disconnect the TSPs before unplugging the RRL so it does not go into discharge mode.
TRLCDS	TRALTCD option is to be used with the OneTrim DCS, DCS, DD, DFS and DD for 0-24V integrated single-circuit or 0-10V low voltage controls applications. Not available with integral dimming sensors.
TRALTBD, TRALTBDP	TRALTBD for pricing only. Replace with applicable RAL number and finish when ready to order. See the RAL BROCHURE for available color options. Not available with TCPE or FCPC.
TCPE, FCPC	"Our" options for pricing only. Contact your Customer Representative specialist before order can be processed. CALL HERE for more details. Not available with TRALTBD or TRALTBDP.
E10WRSTAR	Not available with wet locations. If L, ELR, ELSD, ER, 347V, MP10KEZ1 EN, NLTAIREZ2, ALDS & ALDA w/DALI, ER 2000–4500 lumens w/emergency driver only. Not available with integral dim switch.

Accessories: Order as separate catalog number.

FAC FGM 315	Compact interruptible emergency AC power system	SCAG	Sloped Ceiling Adapter. Degree of slope must be specified (20, 30D, 45D, 200, 250, 300D, Ex: SCAG 30D
FAC FGM 135	Compact interruptible emergency AC power system		
GRAG8.12	Oversized trim ring with 8" outside diameter		

ds design select

Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. *See ordering tree for details.

[Maximum order quantity for design select lead times is 112.]

© 2014-2025 Acuity Brands Lighting, Inc. All rights reserved. Rev. 04/11/25

2 FIXTURE TYPE D1
NO SCALE

WST LED
Architectural Wall Sconce

20 DLC DLC PREMIUM BAA BABA

Catalog Number
Notes
Type

Note: Use this page to type in your job information.

Specifications

Luminaire

Height: 8-1/2"
(21.59 cm)

Width: 13"
(43.18 cm)

Depth: 10-3/16"
(25.9 cm)

Weight: 20 lbs
(9.1 kg)

Introduction

The WST LED is designed with the specifier in mind. The traditional, trapezoidal shape offers a soft, non-pixilated light source for end-user visual comfort. For emergency egress lighting, the WST LED offers six battery options, including remote. For additional code compliance and energy savings, there is also a Bi-level motion sensor option. With so many standard and optional features, three lumen packages, and high LPW, the WST LED is your "go to" luminaire for most any application.

A+ Capable options indicated by this color background.

Ordering Information

EXAMPLE: WST LED P1 40K VF MVOLT DDBTXD

WST LED						
Series	Performance Package	Color temperature	Distribution	Voltage	Mounting
WST LED	P1 1,500 Lumen package P2 3,000 Lumen package P3 6,000 Lumen package	27K 2700 K 30K 3000 K 40K 4000 K 50K 5000 K	VF Visual comfort forward throw VW Visual comfort wide	MVOLT 277 [1] 120 347 [1] 208 480 [1] 240	Shipped included (blank) Surface mounting bracket PBBW Premium surface-mounted back box [2] Shipped separately BBW Surface-mounted back box [3]

Options		Finish (required)
NLTAIR2 PIR	nLIGHT AIR Wireless enabled motion/ambient sensor for 8'-15' mounting heights [4,5]	DDBXD Dark bronze
NLTAIR2 PIRH	nLIGHT AIR Wireless enabled motion/ambient sensor for 15'-30' mounting heights [4,5]	DBLXD Black
PE	Photoelectric cell, button type [6]	DNAXD Natural aluminum
PER	NEMA twist-lock receptacle only (controls ordered separate) [6]	DWHXD White
PERS	Five-wire receptacle only (controls ordered separate) [6]	DSSXD Sandstone
PER7	Seven-wire receptacle only (controls ordered separate) [6]	DDBTXD Textured dark bronze
PIR	Motion/Ambient Light Sensor, 8-15' mounting height [4]	DBLBXD Textured black
PIRTFCIV	Motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc [4]	DNATXD Textured natural aluminum
PIRH	180° motion/ambient light sensor, 15-30' mounting height [4]	DWHGXD Textured white
PIRHTFCIV	Motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc [4]	DSSTXD Textured sandstone
SF	Single fuse (120, 277, 347V) [1]	
DF	Double fuse (208, 240, 480V) [1]	
DS	Dual switching [7]	
DMG	0-10V dimming extend out back of housing for external control (control ordered separate) [7]	

E7WC	Emergency battery backup, CA Title 20 Noncompliant (6W, 7W) [7]
E20WH	Emergency battery pack 18W constant power, Certified in CA Title 20 MAUCRF) [7]
E20WC	Emergency battery pack -20°C 18W constant power, Certified in CA Title 20 MAUCRF) [7]
LCE	Left side conduit entry [8]
RCE	Right side conduit entry [8]
BAA	Buy America's Act Compliant
Shipped separately	
RBPW	Retrofit back plate [9]
VG	Vandal guard [10]
WG	Wire guard [11]

See Accessories and Notes on next page.

© 2011-2025 Acuity Brands Lighting, Inc. All rights reserved.

4 FIXTURE TYPE W3
NO SCALE

JLG architects
710 South 2nd Street
8th Floor
Minneapolis, MN 55401
phone: (612) 746-4260
www.jlgarchitects.com

emanuelson-podas
consulting engineers
Emanuelson-Podas, Inc.
7705 Bush Lake Road
Edina, MN 55439
952-930-0050 | www.epinc.com

REVISION SCHEDULE

NO.	DESCRIPTION	DATE

ROERS COMPANIES
SUNWOOD MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE
09/17/2025
PHASE
LAND USE APPLICATION
PROJECT
5250.0000
SHEET
E0.4
ELECTRICAL DETAILS AND SCHEDULES

9/17/2025 9:58:10 AM

PLANTING SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SIZE	NOTES
DECIDUOUS TREES							
	AC-S	7	ACER FREEMANII `SIENNA GLEN`	SIENNA GLEN MAPLE	B & B	2.5"CAL	
	GL-S	7	GLEDITSIA TRIACANTHOS `SKYCOLE`	SKYLINE HONEYLOCUST	B & B	2.5"CAL	
	QU-W	5	QUERCUS X WAREI "NADLER"	KINDRED SPIRIT OAK	B & B	2.5"CAL	
ORNAMENTAL TREES							
	SY-I	8	SYRINGA RETICULATA `IVORY SILK`	IVORY SILK TREE LILAC	B & B	2.5" CAL	
SHRUBS							
	CO-F	39	CORNUS SERICEA `ARTIC FIRE`	ARCTIC FIRE DOGWOOD	CONT	#5	24" PLANT HEIGHT AT PLANTING
	HY-A	12	HYDRANGEA ARBORESCENS `ANNABELLE`	ANNABELLE HYDRANGEA	CONT	#5	24" PLANT HEIGHT AT PLANTING
	SY-M	24	SYRINGA MEYERI 'PALIBIN'	DWARF KOREAN LILAC	CONT	#5	24" PLANT HEIGHT AT PLANTING
CONIFEROUS SHRUBS							
	JU-G	53	JUNIPERUS CHINENSIS `SEA GREEN`	SEA GREEN JUNIPER	CONT	#5	24" PLANT HEIGHT AT PLANTING
	JU-S	16	JUNIPERUS SCOPULORUM 'MEDORA'	MEDORA JUNIPER	CONT	#5	36" PLANT HEIGHT AT PLANTING
GRASSES							
	CA-K	251	CALAMAGROSTIS X ACUTIFLORA `KARL FOERSTER`	FEATHER REED GRASS	CONT	#1	
	SP-H	157	SPOROBOLUS HETEROLEPIS	PRAIRIE DROPSEED	CONT	#1	
SYMBOL	CODE		BOTANICAL NAME	COMMON NAME			
GROUND COVERS							
	HM-1			HARDWOOD MULCH			
	TS-1			FESCUE BLEND TURF SOD			

PLANT SCHEDULE BOULEVARD TREES

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SIZE
DECIDUOUS TREES						
	AC-S	4	ACER FREEMANII `SIENNA GLEN`	SIENNA GLEN MAPLE	B & B	2.5"CAL
	TI-A	5	TILIA AMERICANA `BOULEVARD`	BOULEVARD LINDEN	B & B	2.5"CAL

LANDSCAPE REQUIREMENTS:

ALL LANDSCAPING IS SELECTED FROM THE RAMSEY TREE BOOK.

BOULEVARD TREES:
MEETS CORAC ZONING REQUIREMENTS OF 35 FEET SPACING ALONG SUNWOOD DRIVE, RAMSEY PARKWAY, AND ZEOLITE.

PARKING LOT SCREENING LANDSCAPE:
I WHEREVER A SURFACE PARKING AREA FACES A STREET FRONTAGE, SUCH FRONTAGE SHALL BE SCREENED WITH A DECORATIVE WALL, RAILING, HEDGE, OR A COMBINATION OF THESE ELEMENTS, TO A MINIMUM HEIGHT OF THREE FEET (3') AND A MAXIMUM HEIGHT OF FOUR AND ONE-HALF FEET (4 1/2') ABOVE THE LEVEL OF THE PARKING LOT, AT THE BUILD-TO LINE. THIS SCREENING MAY BE BROKEN INTO SECTIONS ALONG THE STREET EDGE PROVIDED IT MEETS THE SIXTY (60%) PERCENT REQUIRED)

PARKING LOT SCREENING LANDSCAPE PROVIDED:
TREES PROVIDED: 5 TREES

SHRUBS PROVIDED: 20 SHRUBS

TOTAL LANDSCAPE PROVIDED:

TREES PROVIDED: 38 TREES

SHRUBS PROVIDED: 162 SHRUBS

GENERAL NOTES:

CONTRACTOR SHALL VISIT SITE PRIOR TO SUBMITTING BID. INSPECT SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.

VERIFY LAYOUT AND ANY DIMENSIONS SHOWN AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND / OR INTENT OF THE PROJECT'S LAYOUT.

ASSURE COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK OR MATERIALS SUPPLIED.

CONTRACTOR SHALL PROTECT ALL EXISTING ROADS, CURBS / GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING PLANTING OPERATIONS. ANY DAMAGE TO SAME SHALL BE REPAIRED AT NO COST TO THE OWNER.

CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF ALL UNDERGROUND AND ABOVE GRADE UTILITIES. CONTRACTOR TO PROVIDE THE NECESSARY PROTECTION FOR THE UTILITIES BEFORE CONSTRUCTION / MATERIAL INSTALLATION BEGINS. CONTRACTOR TO NOTIFY GENERAL CONTRACTOR OF ANY CONCERNS PRIOR TO INSTALLATION OF PLANTINGS.

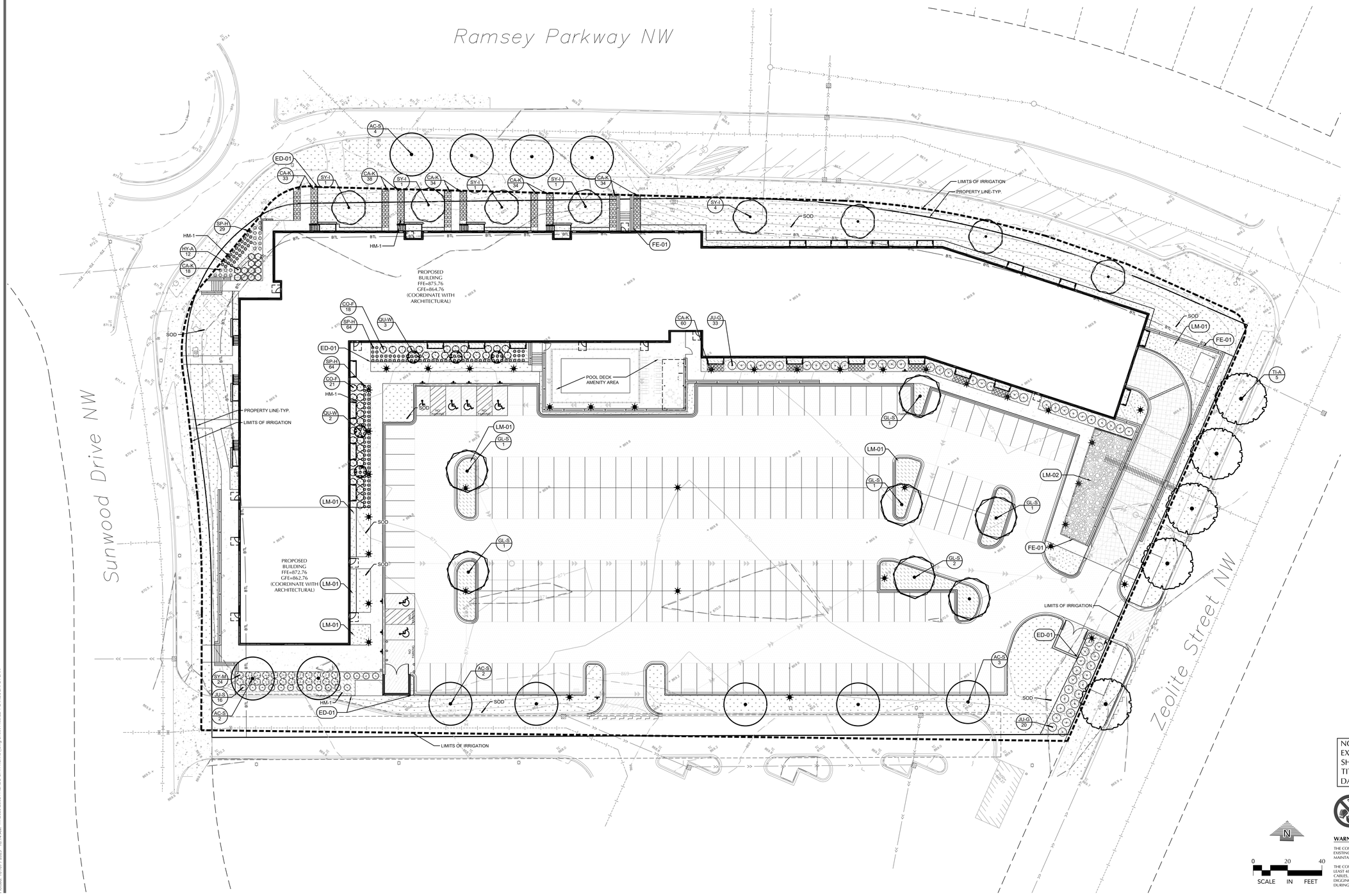
EXISTING CONTOURS, TRAILS, VEGETATION, CURB / GUTTER AND OTHER EXISTING ELEMENTS BASED UPON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. CONTRACTOR SHALL VERIFY ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION AND NOTIFY LANDSCAPE ARCHITECT OF SAME.

THE ALIGNMENT AND GRADES OF THE PROPOSED WALKS, TRAILS AND / OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. ANY CHANGE IN ALIGNMENT MUST BE APPROVED BY LANDSCAPE ARCHITECT.

FOUR (4) INCHES OF TOPSOIL IS REQUIRED OVER ALL DISTURBED AREAS NOT OTHERWISE IMPROVED WITH IMPERVIOUS SURFACING. TOPSOIL SHALL NOT HAVE MORE THAN 35% SAND CONTENT. A TOPSOIL INSPECTION IS REQUIRED PRIOR TO INSTALLING LANDSCAPING (SOD, TREES, SHRUBS, ETC.).

MATERIAL SCHEDULE

CODE	DESCRIPTION	DETAIL	MANUFACTURER /SUPPLIER	SIZE/MODEL	MATERIAL	COLOR	FINISH	COMMENTS
EDGING								
ED-01	LANDSCAPE EDGER	5/L5-1		3/16" X 6"	STEEL EDGING	BLACK		PROVIDE 15" STAKES
FENCE & GUARDRAIL								
FE-01	FENCE - DECORATIVE	6/L5-1		5'-0" H X 8'-0" W STANDARD PANELS	ALUMINUM	BLACK	POWDER COAT	
LANDSCAPE MATERIALS								
LM-01	ROCK MULCH	4/L5-1		3/4" GRAY TRAP	STONE	NATURAL		
LM-02	PEA GRAVEL	3/L5-1		5/8" RIVER ROCK	STONE	NATURAL		



NOTE:
EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 09/10/2025 BASED ON NAVD88.

CALL BEFORE YOU DIG!
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

N

0 20 40
SCALE IN FEET

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of service for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to use portions of the CADD files at no charge for their convenience and reference only. All modifications (including revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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 Landscape Architect under the laws of the State of Minnesota.

Kevin Vanden - LA

License No. 53757
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	KVK/NWE
Checked By	KVK / NWE
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

LANDSCAPE PLAN
L2-1

Plotted: 10/07/2025 10:14 AM W:\2025\250244\CADD DATA\CIVIL\Dwg Sheet Files\L2-1 LANDSCAPE PLAN

LANDSCAPE INSTALLATION: [redacted]

GENERAL NOTES

COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON SITE.

NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

ALL PLANTS TO BE INSTALLED AS PER PLANTING DETAILS. REMOVE ALL FLAGGING AND LABELS FROM PLANTS.

IF THE LANDSCAPE CONTRACTOR IS CONCERNED OR PERCEIVES ANY DEFICIENCIES IN THE PLANT SELECTIONS, SOIL CONDITIONS OR ANY OTHER SITE CONDITION WHICH MIGHT NEGATIVELY AFFECT PLANT ESTABLISHMENT, SURVIVAL OR GUARANTEE, THE CONTRACTOR MUST BRING THESE DEFICIENCIES TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO PROCUREMENT AND / OR INSTALLATION.

PROTECT ALL EXISTING TREES ON SITE SCHEDULED TO REMAIN. IF EXISTING TREES ARE DAMAGED IN ANY MANNER, ABOVE OR BELOW GROUND IN THE ROOT SYSTEM, AN ASPHALTIC TREE PRUNING PAINT SHOULD BE APPLIED IMMEDIATELY AFTER WOUNDING.

SOIL & GROUNDCOVER

ALL DISTURBED AREAS NOT OTHERWISE IMPROVED WITH IMPERVIOUS SURFACES SHALL RECEIVE A MINIMUM OF 4" OF TOPSOIL WITH NOT MORE THAN 35% SAND CONTENT. TOPSOIL INSPECTION REQUIRED PRIOR TO PLANTINGS AND INSTALLATION OF GROUND

ALL PLANTING AREAS RECEIVING PLANTED GROUND COVER, PERENNIALS, ANNUALS, AND/OR VINES SHALL RECEIVE A MINIMUM OF 24" DEPTH OF PLANTING SOIL (MNDOT 3877 - 2B OR EQUAL).

WHERE SOD / SEED ABUTS PAVED SURFACES, FINISHED GRADE OF SOD / SEED SHALL BE HELD 1" BELOW SURFACE ELEVATION OF TRAIL, SLAB, CURB, ETC.

SEED ALL AREAS DISTURBED DUE TO GRADING OTHER THAN THOSE AREAS NOTED TO RECEIVE SOD. SEED SHALL BE INSTALLED AND MULCHED AS PER MNDOT SPECS.

SOD SHALL BE LAID PARALLEL TO THE CONTOURS AND SHALL HAVE STAGGERED JOINTS. ON SLOPES STEEPER THAN 3:1 OR IN DRAINAGE SWALES, THE SOD SHALL BE STAKED TO THE GROUND.

LANDSCAPE CONTRACTOR SHALL VERIFY THAT SOIL AND COMPACTION CONDITIONS ARE ADEQUATE TO ALLOW FOR PROPER DRAINAGE AT AND AROUND THE BUILDING SITE.

PLANTINGS INFO

ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN. UNLESS NOTED OTHERWISE, ALL SHRUBS SHALL HAVE AT LEAST 5 CANES AT THE SPECIFIED MINIMUM SHRUB HEIGHT OR WIDTH. ORNAMENTAL TREES SHALL HAVE NO V CROTCHES AND SHALL BEGIN BRANCHING NO LOWER THAN 3' ABOVE ROOT BALL. STREET AND BOULEVARD TREES SHALL BEGIN BRANCHING NO LOWER THAN 5' ABOVE FINISHED GRADE.

ANY CONIFEROUS TREE PREVIOUSLY PRUNED FOR CHRISTMAS TREE SALES SHALL NOT BE USED. ALL CONIFEROUS TREES SHALL BE FULL FORM, NATURAL TO THE SPECIES, WITHOUT PRUNING.

PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR / ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR / ROOT FLAIR. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR / ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.

ALL PROPOSED PLANTS SHALL BE LOCATED AND STAKED AS SHOWN ON PLAN. ADJUSTMENTS IN LOCATION OF PROPOSED PLANT MATERIALS MAY BE NEEDED IN FIELD. SHOULD AN ADJUSTMENT BE ADVISED, THE LANDSCAPE ARCHITECT MUST BE NOTIFIED.

PLAN TAKES PRECEDENCE OVER PLANT SCHEDULE IF DISCREPANCIES IN QUANTITIES EXIST. SPECIFICATIONS TAKE PRECEDENCE OVER NOTES.

NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS THE LANDSCAPE CONTRACTOR REQUESTS AND RECEIVES APPROVAL FROM BOTH THE LANDSCAPE ARCHITECT AND THE CITY OF RAMSEY PRIOR TO SUBMITTING A BID OR QUOTATION, AND BEFORE INSTALLATION.

WRAPPING MATERIAL SHALL BE CORRUGATED PVC PIPING 1" GREATER IN CALIPER THAN THE TREE BEING PROTECTED OR QUALITY, HEAVY, WATERPROOF CREPE PAPER MANUFACTURED FOR THIS PURPOSE. WRAP ALL DECIDUOUS TREES PLANTED IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WRAPPING AFTER 5-1.

FERTILIZER

ALL PLANT MATERIALS SHALL BE FERTILIZED UPON INSTALLATION WITH A 27-3-3 SLOW RELEASE FERTILIZER MIXED IN WITH THE PLANTING SOIL PER THE MANUFACTURER'S INSTRUCTIONS. PLANTS MAY BE TREATED FOR SUMMER AND FALL INSTALLATION WITH AN APPLICATION OF GRANULAR 27-3-3 AT 6 OZ PER 2.5" CALIPER PER TREE AND 3 OZ PER SHRUB WITH AN ADDITIONAL APPLICATION OF 27-3-3 THE FOLLOWING SPRING IN THE TREE SAUCER.

EDGING FOR PLANTING BEDS

BLACK METAL EDGER TO BE USED TO CONTAIN SHRUBS, PERENNIALS, AND ANNUALS WHERE BED MEETS SOD / SEED UNLESS NOTED OTHERWISE.

PLANTING BED PREPARATION

ALL ANNUAL AND PERENNIAL PLANTING BEDS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH WITH NO FIBER MAT WEED BARRIER.

ALL SHRUB BED MASSINGS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH AND NO FIBER MAT WEED BARRIER.

ALL TREES NOT IN PLANTING BEDS TO RECEIVE 4" DEEP SHREDDED HARDWOOD MULCH RING WITH NO MULCH IN DIRECT CONTACT WITH TREE TRUNK.

SPREAD GRANULAR PRE EMERGENT HERBICIDE (PREEN OR EQUAL) PER MANUFACTURER'S RECOMMENDATIONS UNDER ALL MULCHED AREAS.

MAINTENANCE STRIPS TO HAVE EDGER AND MULCH AS SPECIFIED / INDICATED ON DRAWING OR IN SPECIFICATION.

INSPECTION AND WARRANTY

CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR THE OWNER ACCEPTANCE INSPECTION OF ALL LANDSCAPE AND SITE IMPROVEMENTS.

CONTRACTOR IS RESPONSIBLE FOR ON-GOING MAINTENANCE OF ALL NEWLY INSTALLED MATERIALS UNTIL TIME OF OWNER ACCEPTANCE. ANY ACTS OF VANDALISM OR DAMAGE WHICH MAY OCCUR PRIOR TO OWNER ACCEPTANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL PROVIDE THE OWNER WITH A MAINTENANCE PROGRAM INCLUDING, BUT NOT NECESSARILY LIMITED TO, PRUNING, FERTILIZATION AND DISEASE / PEST CONTROL.

CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH TWO (2) CALENDAR YEARS FROM THE DATE OF OWNER ACCEPTANCE.

WARRANTY (TWO (2) FULL GROWING SEASONS) FOR LANDSCAPE MATERIALS SHALL BEGIN ON THE DATE OF ACCEPTANCE BY THE LANDSCAPE ARCHITECT AFTER THE COMPLETION OF PLANTING OF ALL LANDSCAPE MATERIALS. NO PARTIAL ACCEPTANCE WILL BE CONSIDERED.

TIMING OF INSTALLATION

UNLESS NOTED OTHERWISE THE APPROPRIATE DATES FOR SPRING PLANT MATERIAL INSTALLATION AND SEED / SOD PLACEMENT IS FROM THE TIME GROUND HAS THAWED TO JUNE 15.

FALL SODDING IS GENERALLY ACCEPTABLE FROM AUGUST 15 - NOVEMBER 1. FALL SEEDING FROM AUGUST 15 - SEPTEMBER 15; DORMANT SEEDING IN THE FALL SHALL NOT OCCUR PRIOR TO NOVEMBER 1. FALL CONIFEROUS PLANTING MAY OCCUR FROM AUGUST 15 - OCTOBER 1 AND DECIDUOUS PLANTING FROM THE FIRST FROST UNTIL NOVEMBER 15. PLANTING OUTSIDE THESE DATES IS NOT RECOMMENDED. ANY ADJUSTMENT MUST BE APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

TREES ARE NOT TO BE PRUNED, REMOVED OR TRANSPLANTED BETWEEN APRIL 15 AND JULY 1. NOTIFY LANDSCAPE ARCHITECT IF THESE DATES ARE UNAVOIDABLE.

IRRIGATION NOTES:

VERIFY EXISTING / PROPOSED IRRIGATION SYSTEM LAYOUT AND CONFIRM COMPLETE LIMITS OF IRRIGATION PRIOR TO SUPPLYING SHOP DRAWINGS.

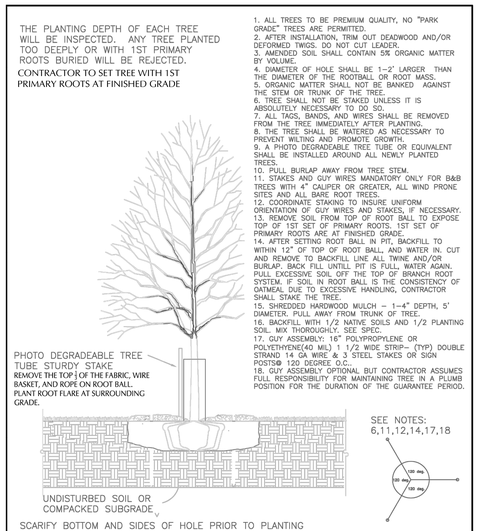
LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AN IRRIGATION LAYOUT PLAN AND SPECIFICATION AS A PART OF THE SCOPE OF WORK WHEN BIDDING. THESE SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO ORDER AND / OR INSTALLATION. IT SHALL BE THE LANDSCAPE CONTRACTORS RESPONSIBILITY TO INSURE THAT ALL SODDED / SEEDED AND PLANTED AREAS ARE IRRIGATED WITH HEAD TO HEAD COVERAGE, INCLUDING THOSE AREAS DIRECTLY AROUND AND ABUTTING BUILDING FOUNDATION.

THE LANDSCAPE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN IRRIGATION SCHEDULE APPROPRIATE TO THE PROJECT SITE CONDITIONS AND TO PLANT MATERIAL GROWTH REQUIREMENTS.

IRRIGATION SYSTEM IS NOT TO SPRINKLE ACROSS PAVEMENT NOR SHALL THE SYSTEM SPRINKLE THE BUILDING.

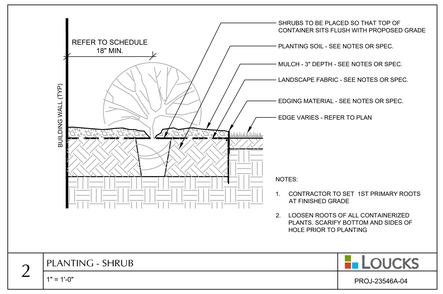
THE SYSTEM SHALL INCORPORATE A RAIN SENSOR AND AN APPROVED SMART CONTROLLER INTO IRRIGATION SYSTEM.

PLANTINGS OUTSIDE THE LIMITS OF IRRIGATION ARE TO BE WATERED REGULARLY UNTIL PLANTING / SOD / SEED HAS BEEN ESTABLISHED.

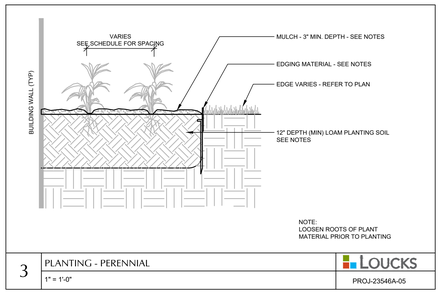


1. ALL TREES TO BE PREMIUM QUALITY, NO "PARK GRADE" TREES ARE PERMITTED.
2. AFTER INSTALLATION, TRIM OUT DEADWOOD AND/OR DEFORMED TWIGS. DO NOT CUT LEADER.
3. AMENDED SOIL SHALL CONTAIN 5% ORGANIC MATTER BY VOLUME.
4. DIAMETER OF HOLE SHALL BE 1–2' LARGER THAN THE DIAMETER OF THE ROOTBALL OR ROOT MASS.
5. ORGANIC MATTER SHALL NOT BE BANKED AGAINST THE STEM OR TRUNK OF THE TREE.
6. TREE SHALL NOT BE STAKED UNLESS IT IS ABSOLUTELY NECESSARY TO DO SO.
7. ALL TAGS, BANDS, AND WIRES SHALL BE REMOVED FROM THE TREE IMMEDIATELY AFTER PLANTING.
8. THE TREE SHALL BE WATERED AS NECESSARY TO PREVENT WILTING AND PROMOTE GROWTH.
9. A PHOTO DEGRADEABLE TREE TUBE OR EQUIVALENT SHALL BE INSTALLED AROUND ALL NEWLY PLANTED TREES.
10. PULL BURLAP AWAY FROM TREE STEM.
11. STAKES AND GUY WIRES MANDATORY ONLY FOR B&B TREES WITH 4" CALIPER OR GREATER, ALL WIND PRONE SITES AND ALL BARE ROOT TREES.
12. COORDINATE STAKING TO INSURE UNIFORM ORIENTATION OF GUY WIRES AND STAKES, IF NECESSARY.
13. REMOVE SOIL FROM TOP OF ROOT BALL TO EXPOSE TOP OF 1ST SET OF PRIMARY ROOTS. 1ST SET OF PRIMARY ROOTS ARE AT FINISHED GRADE.
14. AFTER SETTING ROOT BALL IN PIT, BACKFILL TO WITHIN 12" OF TOP OF ROOT BALL, AND WATER IN. CUT AND REMOVE TO BACKFILL LINE ALL TWINE AND/OR BURLAP. BACK FILL UNTILL PIT IS FULL, WATER AGAIN. PULL EXCESSIVE SOIL OFF THE TOP OF BRANCH ROOT SYSTEM. IF SOIL IN ROOT BALL IS THE CONSISTENCY OF OATMEAL DUE TO EXCESSIVE HANDLING, CONTRACTOR SHALL STAKE THE TREE.
15. SHREDDED HARDWOOD MULCH – 1–4" DEPTH, 5' DIAMETER. PULL AWAY FROM TRUNK OF TREE.
16. BACKFILL WITH 1/2 NATIVE SOILS AND 1/2 PLANTING SOIL. MIX THOROUGHLY. SEE SPEC.
17. GUY ASSEMBLY: 16" POLYPROPYLENE OR POLYETHYENE(40 MIL) 1 1/2 WIDE STRIP– (TYP) DOUBLE STRAND 14 GA WIRE & 3 STEEL STAKES OR SIGN POSTS@ 120 DEGREE O.C.
18. GUY ASSEMBLY OPTIONAL, BUT CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR MAINTAINING TREE IN A PLUMB POSITION FOR THE DURATION OF THE GUARANTEE PERIOD.

APPROVED: 5 – 1997	City of RAMSEY	STANDARD DETAILS: TREE PLANTING
1 _____		CITY PLATE No. PARK–2



2	PLANTING - SHRUB	LOUCKS
	1" = 1'-0"	PROJ-23546A-04



3	PLANTING - PERENNIAL	LOUCKS
	1" = 1'-0"	PROJ-23546A-05

Printed: 10/07/2025 10:14 AM W:\2025\250244\CADD\DATA\CIVIL\Dwg Sheet Files\L8-1 LANDSCAPE DETAILS

7979 SUNWOOD DR. MIXED-USE

7979 SUNWOOD DRIVE
RAMSEY, MN

ROERS COMPANIES

LOUCKS

CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
LAND SURVEYING

12755 Highway 55, Suite R100
Plymouth, MN 55441
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of professional service prepared solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the Consultant's CADD files for convenience and reference only. All intended or unintended revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

08/07/2025	SCHEMATIC PAGE FLIP
08/18/2025	LAND USE APPLICATION
08/22/2025	SCHEMATIC DESIGN
09/11/2025	CITY RESUBMITTAL
09/17/2025	LUA RESUBMITTAL
10/07/2025	LUA RESUBMITTAL

PROFESSIONAL SIGNATURE

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 Landscape Architect under the laws of the State of Minnesota.

License No. 53757
Date

QUALITY CONTROL

Loucks Project No.	250244.00
Project Lead	SRT
Drawn By	KVK/NWE
Checked By	KVK / NWE
Review Date	10/07/2025

SHEET INDEX

C1-1	EX. COND. & SITE DEMO PLAN
C1-2	CONST. STAGING PLAN
C2-1	SITE PLAN
C2-2	ACCESSIBLE ROUTE PLAN
C2-3	TURNING MOVEMENTS
C3-1	GRADING PLAN
C3-2	SWPPP
C3-3	SWPPP NOTES
C4-1	UTILITY PLAN
C8-1 - C8-3	CIVIL DETAILS
L2-1	LANDSCAPE PLAN
L8-1	LANDSCAPE DETAILS

LANDSCAPE DETAILS

L8-1

From:	Brian Hagen
Bcc:	Chris Riley; Dan Specht; Eric Peters; Kirsten Buscher; Michael Olson; Ryan Heineman; Shanna Stewart
Subject:	Roers" Apartment Project
Date:	Tuesday, October 14, 2025 3:41:00 PM
Attachments:	Roers-union-flyer.pdf image003.png image004.png image005.png

---

Blind copied to Mayor & City Council

My apologies for not getting this out earlier. Below and attached is a response we requested from Roers regarding concerns shared with the City regarding the use of union workers and criminal activity allegedly tied to Roers' projects.

"Hi Brian,

Thanks for getting this in front of us ahead of the meeting tomorrow. Unfortunately, this is not the first time we have seen this. We have reached out to and had good discourse with many of the union groups to improve relations, but they still choose to take this route. It would be helpful to know who actually submitted this to the city. Here are some comments and clarifications that should hopefully put everyone at peace regarding this topic.

These cases all are involving subcontractors for projects with 3rd party general contractors that Roers hired for construction. Any specifics regarding the cases would have to go through the appropriate channels as Roers was not a named party to any of them and in some cases is multiple layers removed.

At a base level, Roers has stringent requirements for 3rd party GCs and for projects where we act as our own general contractor. A few points below on this matter:

1. *Qualified Open Shops: We acknowledge that we work with open shops, but this is not indicative of any intent to engage in wage theft. We believe in a competitive and inclusive market where qualified open shop contractors can participate in our projects. This promotes healthy competition and often leads to more cost-effective solutions for our client and stakeholders to be able to provide quality housing to the residents.*
2. *Stringent Prequalification Process: We have a rigorous prequalification process for all our trade partners, whether union or open shop. This process includes evaluating their financial stability, safety records, and compliance with labor laws, including wage regulations. We only collaborate with trade partners who meet our strict criteria and demonstrate a commitment to following the law.*
3. *Timely and Compliant Payments: We are committed to ensuring that all workers are paid promptly and in full compliance with wage laws. We maintain detailed records of all payments made to workers and contractors, and we regularly audit these records to guarantee adherence regulatory standards.*
4. *Transparency and Documentation: We are willing to provide complete transparency regarding our payment practices and compliance with wage laws. If there are any concerns about wage theft, we encourage a collaborative and open dialogue to address them. We are committed to rectifying any issues promptly and in accordance with the law.*
5. *Legal Compliance: We have legal counsel in place to help ensure that all our operations align with local, state, and federal labor laws. We take our legal obligations seriously and remain*

dedicated to upholding these standards at all times.

Additionally, we have the below language in place for all subcontracts in which Roers acts as the General Contractor. Accordingly, each subcontractor who signs a prime contract with Roers as the general contractor makes these representations and covenants to Roers, which further sets the expectations we have with all subcontracting partners.

1. ***Representations and Warranties**. Subcontractor represents and warrants to General Contractor as follows:*
    1. *Subcontractor has complied with all Laws relating to employment matters, terms and conditions of employment, employment standards and practices, leaves of absence, equal opportunity, non-harassment, non-discrimination, immigration (including immigration related hiring practices and benefits), wages, hours, benefits, collective bargaining, the payment of social security and similar Taxes, workers compensation, accessibility, language, pay equity, and occupational health and safety. Subcontractor has not committed any unfair labor practice.*
2. *All salaries, wages, commissions and other compensation and benefits payable to each employee and independent contractor of Subcontractor on the Project has been accrued and paid by Subcontractor when due for all periods through the date hereof.*
    1. *All employees Subcontractor are and have been properly classified as exempt under the Fair Labor Standards Act and state and local wage and hour laws and paid in accordance with the requirements of Laws relating to hours of work and the payment of wages, taxes, social security, workers compensation, benefit plans, fees or other compensation.*
    2. *There are no, and in the last five (5) years, there has not been any, unfair labor practice charges, arbitration demands, complaints, investigations, lawsuits, claims or charges of discrimination, harassment or retaliation pending or, to the knowledge of Subcontractor, threatened against Subcontractor before the National Labor Relations Board, the Equal Employment Opportunity Commission or any similar governmental authority responsible for the prevention of unlawful employment practices.*
    3. *There are no Actions pending or, to the knowledge of Subcontractor, threatened against the Subcontractor (or any of its officers, members, managers, employees or agents in their capacity as such), related to any of the foregoing, and there is no reasonable basis for any such Action.*
    4. *No present or former Employee or Contractor of the Subcontractor has any claim against the Subcontractor for any matter including for (i) wages, salary, bonus, vacation, severance, benefit plans, sick pay, or other fringe benefits, or (ii) claims respecting employment conditions or practices, including discrimination, sexual harassment or safety conditions.*
    5. *There are no employment-related charges, complaints, grievances, investigations, inquiries or obligations of any kind, alleged by any person or pending in any forum, related to an alleged violation or breach by Subcontractor of any law, regulation or contract.*
    6. *All information provided in this Certification is complete and accurate and Subcontractor has exercised, personally or through is representatives, prudent and reasonable due diligence to ensure that all statements made within this Certification,*

and all documents attached hereto, are true, correct and complete.

2. ***Payroll Records and Final Payment**. **If this Certification is submitted to receive full and final payment on the Project, Subcontractor represents and warrants to General Contractor that attached to this Certification as Exhibit A are the following, each of which is true, complete and correct as of the date hereof: ***
    1. *A full and complete list of all employees and independent contractors of Subcontractor who performed work for the benefit of the Project during the Certification Period (each such employee and independent, whether or not identified on Exhibit A, is referred to herein as a "Service Provider"), including, with respect to each such Service Provider: (i) full name; (ii) home address and telephone number; (iii) date of hire; (iv) current rate of pay; (v) status and employee or independent contractor; (vi) status as a full-time or part-time employee; (vii) status as an exempt or non-exempt employee; (viii) title of employment; and (ix) general description of work performed at the Project.*
    2. *Full payroll and payment records of Subcontractor with respect to each Service Provider, including written evidence of all wages, fringe benefit contributions, and other compensation delivered by Subcontractor to the Subject Employees with respect to the Certification Period.*
3. ***Additional Agreements**.*
    1. *This Certification is being signed and submitted for the purpose of and as a condition to Subcontractor's receipt of payment for services and labor performed in connection with the Project and Subcontractor acknowledges and agrees that without Subcontractor's delivery of this Certification to the General Contractor,*
    2. *Subcontractor agrees that in the event any employee of independent contractor of General Contractor, Project Owner, or any affiliate of General Contractor or Project Owner is entitled to and may offset against amounts otherwise due and payable to General Contractor any and all losses incurred or anticipated to be incur General Contractor paid to a claimant or a third party acting on behalf of a claimant resulting from the actions or inactions of Subcontractor acting under, by, or for General Contractor, including all unpaid wages, fringe benefits, penalties, and resulting liquidated damages.*
    3. *To the fullest extent permitted by applicable law, Subcontractor waives and releases any and all rights of mechanic's liens, materialmen's lien, laborer's lien, and similar rights for payment for services and labor performed by Subcontractor under the Project.*
    4. *Subcontractor will indemnify, defend and hold harmless General Contractor and its shareholders, officers, directors, employees, agents, insurers, affiliates, successors and assigns from and against all liability, loss, harm, damage, costs, and expenses (including attorneys' fees) arising out of, based upon, or related to this Certification. For the avoidance of doubt, the title owner of the real property on which the Project is located is an intended third-party beneficiary of the terms of this Certification.*

- ***PLEASE PROVIDE IN EXHIBIT A:***
    - *A. A full and complete list of all employees and independent contractors of Subcontractor who performed work for the benefit of the Project during the Certification Period (each such employee and independent, whether or not identified*

*on Exhibit A, is referred to herein as a "Service Provider"), including, with respect to each such Service Provider: (i) full name; (ii) home address and telephone number; (iii) date of hire; (iv) current rate of pay; (v) status and employee or independent contractor; (vi) status as a full-time or part-time employee; (vii) status as an exempt or non-exempt employee; (viii) title of employment; and (ix) general description of work performed at the Project.***

- *B. Full payroll and payment records of Subcontractor with respect to each Service Provider, including written evidence of all wages, fringe benefit contributions, and other compensation delivered by Subcontractor to the Subject Employees with respect to the Certification Period.***

I have included a flyer that hits on some of these highlights as well which can be shared with folks. Our experience is that these get submitted and there will be a representative at the meeting to speak on the topic. I will be able to respond appropriately should the city request a response on the record."

Brian Hagen
City Administrator
763-433-9845 | Office
763-760-9539 | Cell
BHagen@cityoframsey.com
www.cityoframsey.com
7550 Sunwood Dr. NW | Ramsey, MN 55303



ROERS
COMPANIES

Building What Matters

Roers Companies is a national real estate firm powered by in-house development, construction, and property management focused on the multifamily apartment sector.

Making A Difference

Roers Companies is dedicated to enhancing communities through responsible development and construction practices, charitable partnerships, and economic growth. We make a difference by:

- Building and maintaining desirable properties that residents are proud to call home, including market-rate apartments, active 55+ communities, and high-quality low-income housing.
- Partnering with a variety of trades and vendors to enhance their businesses.
- Offering stable employment, competitive pay, and benefits to our employees.
- Bringing jobs and tax revenue to the cities where we work.
- Incorporating energy efficiency and sustainability initiatives into our projects to better protect the planet's resources.

14,771
JOBS CREATED

$721,500
AVG. ANNUAL TAX REVENUE PER PROPERTY PER YEAR

12,455
HOMES BUILT

Trade Partner Qualification Standards

All trade partners go through a robust prequalification process prior to selection for each project. This includes:

- Roers Cos. verifies each business using TradeTapp, a risk management software, once a business submits their prequalification form.
- TradeTapp scores trade partners based on best safety practices, project history, and financial stability.
- Scores in TradeTapp are based off of an industry average across the U.S.
- Project capacity for each trade partner is evaluated on all key metrics prior to being awarded work with Roers Cos.
- Roers Cos. does not allow labor sources on our projects that are not employed by the subcontracted company without prior approval.
- Workers are paid wages that match the market rate for their particular expertise and geography – including union and prevailing wage contractors.
- If a subcontractor violates our labor terms, they have a 10-day notice to comply before Roers Cos. can exercise the right to terminate the contract.

Unions

- Roers Cos. allows both union and merit-based companies to bid on projects to ensure the best contractor is hired for each scope of work.
- On average, 30% of trade partners performing work on our sites are union members. According to ABC, 73% of all construction workers in Minnesota choose not to join a union.
- Roers Cos. takes precautions throughout each project to hire trade partners that meet our high expectations for worker safety and construction quality.



A toolbox talk sponsored by Associated Builders and Contractors (ABC)

Safety First

Safety is the cornerstone of a successful project and successful company. Here are some of the ways Roers Cos. makes safety our number one priority:

- Hosting quarterly safety committee meetings.
- Requiring site-specific safety plan for all projects.
- Requiring OSHA 10 training for general contracting team members.
- Requiring field staff to complete OSHA 30 and safety training for those operating specific equipment or working on specific jobsites.
- Requiring field staff to refresh OSHA trainings every three years.
- Leveraging MN OSHA consultation program.
- Active members of MN ABC and Click Safety CBT.
- Utilizing ProCore safety tools to provide our teams with the most up-to-date software, keeping quality and safety at the forefront of each project.
- Staffing full-time, in-house Quality & Safety Manager positions. This role is crucial to maintaining a safe working environment, reducing liability, and ensuring compliance with local and state regulations.
- Our general contracting team has a consistent track record of OSHA visits resulting in zero citations or correction notices.

ROERS COMPANIES

CC Regular Session

Meeting Date: 10/14/2025

Primary Strategic Plan Initiative: Address infrastructure needs.

Title:

Adopt Resolution #25-242 Approving Construction Contingency Expense No. 11 for Improvement Project #21-09, Centralized Water Treatment Plant

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #25-242 approving Construction Contingency Expense No. 11 for Improvement Project #21-09, Centralized Water Treatment Plant.

Background:

Construction costs for the Water Treatment Plant (WTP) include a construction contingency allowance of $950,000 to pay for new items identified during construction that were not contemplated during the design process or for items that the owner, engineer, or contractor(s) propose to revise during construction. This construction contingency allowance is equal to approximately 3-percent of the overall construction bid price. Any unused allowance funds will be deducted from the final payment.

The attached letter from Resident Project Representative Ryan Hanson with Advanced Engineering and Environmental Services, Inc. (AE2S), the City's contracted project engineer, identifies those items approved under previous Construction Contingency Expense No.'s 1 through 10, as well as the four (4) items proposed to be adjusted during construction as part of Construction Contingency Expense No. 11.

No extension of time is being recommended for approval as part of Construction Contingency Expense No. 11. However, the contractor may decide at a later date to request an extension of time for any of the Construction Contingency Expenses. If a time extension request is made, it will be presented at a later date in the form of a formal Change Order request.

Notification:

Notifications are not required for this case.

Time Frame/Observations/Alternatives:

Observations:

The modifications proposed with Construction Contingency Expense No. 11 will serve to reduce operational and maintenance costs and improve operating and safety conditions over the life of the WTP.

It should be noted that under Proposal No. 048, Remote Actuator Hand Stations, the Contractor estimates the lead time for delivery of these materials to be 12–14 weeks from the date ordered. Therefore, if the materials are ordered on Wednesday, October 15th, delivery is anticipated to occur between January 7 th and January 21st, well after the current Final Completion date of December 31, 2025. While this work will not delay Substantial Completion since the remote heads are accessory items related to the valve actuator functionality and can be considered punch list work that just needs to be completed before final payment is approved, this work will technically delay the Final Completion date, which based on the anticipated 105-day delay would fall on January 28, 2026.

AE2S and Magney are in agreement that time extensions not be approved at this time but rather after substantial completion has been achieved so all factors contributing to delays in construction between the current substantial completion date of October 15, 2025, and the date substantial completion is achieved, can be fully evaluated to determine if liquidated damages are applicable.

Staff has invited representatives from AE2S, the project Engineer, and Magney Construction, the project Contractor, to this meeting to address any questions the City Council may have regarding Construction Contingency Expense No. 11 or the WTP project in general.

Alternatives:
Alternative #1 – Motion to adopt Resolution #25-242 approving Construction Contingency Expense No. 11 for Improvement Project #21-09, Centralized Water Treatment Plant.

Alternative #2 – Motion to deny adoption of Resolution #25-242 at this time.

Funding Source:
Costs associated with Construction Contingency Expense No. 11 total $76,070.79. The original Construction Contingency amount was $950,000. Approving Construction Contingency Expense No. 11 will reduce the available construction contingency amount to $265,194.80, which equals 27.9-percent of the original contingency amount.

Staff and AE2S are confident the construction of the WTP is progressing well and is not likely to require additional funding to cover change orders beyond what is already reserved in the construction contingency allowance.

All costs associated with this case will be paid from Utility Funds and State Bonding Funds.

Recommendation:
Staff and AE2S recommend approving Construction Contingency Expense No. 11 for reasons summarized in this case and the attached letter.

Staff and AE2S also recommend denying approval of the Contractor's request to extend the Substantial Completion date by 26-days related to Proposal No. 049 – Valve Actuator Voltage. According to AE2S, the work required under this proposal will not delay substantial completion so AE2S recommends denying approval of the 26-day time extension request.

Outcome/Action:
Motion to adopt Resolution #25-242 approving Construction Contingency Expense No. 11 for Improvement Project #21-09, Centralized Water Treatment Plant.

Attachments

Resolution 25-242

CCE #11

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	10/09/2025 04:13 PM
Form Started By: Bruce Westby		Started On: 10/07/2025 08:53 AM
Final Approval Date: 10/09/2025		

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

RESOLUTION #25-242

RESOLUTION APPROVING CONSTRUCTION CONTINGENCY EXPENSE NO. 11 FOR IMPROVEMENT PROJECT #21-09, CENTRALIZED WATER TREATMENT PLANT

WHEREAS, pursuant to Ramsey City Council Resolution #23-061 adopted March 28, 2023, a contract was awarded to Magney Construction, Inc. in the amount of $31,528,500.00 for construction of a centralized Water Treatment Plant and an amendment was accepted from Advanced Engineering and Environmental Services in the amount of $225,100.00 for additional construction phase services for the Water Treatment Plant, and

WHEREAS, the project includes a general construction contingency cost in the amount of $950,000 to pay for new items during construction that were not contemplated during the design process, or for items that the owner, engineer, or contractor(s) propose to revise during construction; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-226 adopted September 26, 2023, Construction Contingency Expense No. 1 was approved in the amount of $76,446.91; and

WHEREAS, pursuant to Ramsey City Council Resolution #23-277 adopted November 14, 2023, Construction Contingency Expense No. 2 was approved in the amount of $135,654.02; and

WHEREAS, pursuant to Ramsey City Council Resolution #24-073 adopted March 12, 2024, Construction Contingency Expense No. 3 was approved in the amount of $99,095.63; and

WHEREAS, pursuant to Ramsey City Council Resolution #24-103 adopted April 9, 2024, Construction Contingency Expense No. 4 was approved in the amount of $102,023.36; and

WHEREAS, pursuant to Ramsey City Council Resolution #24-134 adopted May 14, 2024, Construction Contingency Expense No. 5 was approved in the amount of $39,361.69; and

WHEREAS, pursuant to Ramsey City Council Resolution #24-160 adopted June 11, 2024, Construction Contingency Expense No. 6 was approved in the amount of $17,125.02; and

WHEREAS, pursuant to Ramsey City Council Resolution #24-296 adopted November 12, 2024, Construction Contingency Expense No. 7 was approved in the amount of $31,938.68; and

WHEREAS, pursuant to Ramsey City Council Resolution #25-031 adopted January 28, 2025, Construction Contingency Expense No. 8 was approved in the amount of $31,463.77; and

WHEREAS, pursuant to Ramsey City Council Resolution #25-129 adopted June 10, 2025, Construction Contingency Expense No. 9 was approved in the amount of $13,851.80; and

WHEREAS, pursuant to Ramsey City Council Resolution #25-230 adopted September 23, 2025, Construction Contingency Expense No. 10 was approved in the amount of $61,773.53; and

WHEREAS, AE2S has identified additional items requiring adjustments during construction under Construction Contingency Expense No. 11 in the amount of $76,070.79.

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

1) The City Administrator is hereby authorized and directed to execute Construction Contingency Expense No. 11 for Improvement Project #21-09 in the amount of $76,070.79 for and on behalf of the City of Ramsey.

The motion of 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 14th day of October, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

www.ae2s.com

October 8, 2025

Bruce Westby
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Water Treatment Plant – Construction Contingency Expense No. 11

Dear Mr. Westby:

AE2S continues to oversee the construction of the City of Ramsey's new water treatment plant (WTP). Magney Construction has completed the concrete pours for the reservoir and WTP. Subcontractors have completed electrical conduit installation within the electrical room, floor slabs throughout the facility and framing of the administration spaces. Subcontractors have completed all CMU block work for the facility. Steel beam installation has been completed in the WTP. Site piping has been installed for sanitary, storm, raw, and finished water connecting to utility in the right of way. Process piping is complete in the pipe gallery and is about 90% complete in the plate settler room. Exterior architectural components including metal siding are completed and translucent wall panels have begun installation. Large mechanical equipment has been installed and wired within the administration spaces and chemical rooms. Filter construction continues to progress, and underdrain systems have been tested, filter media install is about 75% complete. AE2S' engineering team has continued to coordinate with Magney and further refine the details of installation of equipment. Through those investigations we have identified some items that will require adjustments. This letter is intended to outline those adjustments and summarize the current project budget in order for the City to fully understand the status of the project.

Basis for of Construction Contingency Expenses:

Currently twenty-two (22) requests for pricing (RFP) have been submitted to Magney. To date AE2S has received pricing back on twenty-two (22) of the RFP's, and has received twenty-eight (28) separate Contractor proposals. The Engineer has reviewed all of the received proposals and recommends that the Owner move forward with approving Construction Contingency Expense No. 11, which includes Proposal No. 047, Proposal No. 048, Proposal No. 049, and Proposal No. 050. Descriptions of the changes are described below and proposals and associated initiation documents are attached for reference. If the Contractor would like to include a request for extension as a result of these changes, a formal Change Order request will be issued at a different time.

Proposal No.	Initiation	Description	Total Cost	Required	Status
001	RFP 001	Mixing Pumps Pipe Upsizing	$51,287.38	Y	Approved – Construction Contingency Expense 1
002	RFP 003	Admin Ceiling Grid Color	$2,609.25	N	Approved – Construction Contingency Expense 1
003	Incidental	Building Permit Reimbursement	$62,887.28	Y	Approved – Construction Contingency Expense 2
004	RFP 002	Upsizing Air Exchange in Plate Settler Room	$16,580.02	N	Approved – Construction Contingency Expense 2
005	RFP 006	Storm and Plumbing Updates	$22,550.28	Y	Approved – Construction Contingency Expense 1
006	RFP 005	Flowable Fill	-	N	City and Engineer Rejected

007	RFP 004	Blower Pipe Upsizing	$55,230.60	Y	Approved – Construction Contingency Expense 2
008	City Request	Groundbreaking Signage Reimbursement	$956.12	Y	Approved – Construction Contingency Expense 2
009	City Request	Prevailing Wages	$794,153.71	Y	Approved – Change Order 01
010	RFP 007	Backwash Supply Piping Modifications	$3,068.77	Y	Approved – Construction Contingency Expense 3
011	Field Order 002	Electrical Modifications	$17,533.24	Y	Approved – Construction Contingency Expense 7
011 – Part B	Engineer Direction	Electrical Modifications	$3,033.99	Y	Approved – Construction Contingency Expense 7
012	RFI 013	Accordion Folding Security Door	$10,010.85	N	Approved – Construction Contingency Expense 3
013	RFP 005	Jet Mixing System Pump Modifications	$16,834.33	Y	Approved – Construction Contingency Expense 3
014	RFP 009	Backwash Tank Overflow	$1,534.38	Y	Approved – Construction Contingency Expense 3
015	Field Order 004	Field Order No. 4 - Door Hardware Changes	$10,922.45	Y	Approved – Construction Contingency Expense 3
016	Door Hardware Meeting	Door Hardware Changes	$56,724.85	Y	Approved – Construction Contingency Expense 3
017	RFP 010	Filter Slab Modifications	$96,634.23	Y	Approved – Construction Contingency Expense 4
018	Field Directed	Conduit Encasement	$5,389.13	Y	Approved – Construction Contingency Expense 4
019	Field Order 012	North Sump Pit	$6,764.43	Y	Approved – Construction Contingency Expense 5
020	Field Order 013	CB1 Air Flow Sleeves	$4,617.83	Y	Approved – Construction Contingency Expense 5
021	RFP 013	Torpedo Sand Filter Layer	$27,979.43	N	Approved – Construction Contingency Expense 5
022		Remove Penetron Admixture	- $5,920.00	N	Approved – Construction Contingency Expense 6
023	RFP 014	Reservoir Vent Piping	$3,645.52	Y	Approved – Construction Contingency Expense 6
024	RFP 015	BWW Piping Relocation	$5,504.74	Y	Approved – Construction Contingency Expense 6
025	RFP 017	Additional Waterstop	$10,749.95	Y	Approved – Construction Contingency Expense 6
026	RFP 016	Water Wick Drain Connection	$3,144.81	Y	Approved – Construction Contingency Expense 6
026 - Revised	RFP 016	Water Wick Drain Connection	$5,948.79 (minus the previously approved amount of $3,144.81)	Y	Approved – Construction Contingency Expense 7
027	Field Order 019	West Backwash 30" Wall Detail	$8,567.47	Y	Approved – Construction Contingency Expense 7
028	Field Order 016	Chemical Containment Modifications	$2,354.53	Y	Approved – Construction Contingency Expense 8
029	Field Order 018	Fencing Modifications	$3,769.36	Y	Approved – Construction Contingency Expense 8
030	Submittal 128B	100 amp Breaker for Mixing Pump	$3,743.56	Y	Approved – Construction Contingency Expense 8

031	RFP 018	CU 3 Relocation	$21,596.32	N	Approved – Construction Contingency Expense 8
032	Field Directed	Dewatering for ROW Watermain Connection	$10,870.65	Y	Approved – Construction Contingency Expense 9
033	Field Order No. 10	Pipe Penetration Additional Rebar	$20,403.86	N	Engineer Rejected (incidental to project)
034	Specialty Meeting	Urethane Painting Modifications	$50,440.88	N	Approved – Constructing Contingency Expense 10
035A	Submittal 145	Dedication Plaque Modifications	$1,374.52	N	Approved – Constructing Contingency Expense 10
Manhole No. 1	Install and Dewatering	Manhole No. 1	-$19,917.35	Y	Approved – Constructing Contingency Expense 9
036	RFI 056	EIFs Base Flashing	$2,131.50	Y	Approved – Constructing Contingency Expense 9
037	Field Directed	Filter Masonry Wall Cut	$10,596.47	Y	Approved – Constructing Contingency Expense 9
038	Field Directed	Water Wick Connection to Lower Level	$2,408.60	Y	Approved – Constructing Contingency Expense 9
039	Field Order No. 17	RWL Route Modification	$3,437.04	Y	Approved – Constructing Contingency Expense 9
040	Field Directed	Transformer Bollards	$4,324.89	Y	Approved – Constructing Contingency Expense 9
041	RFP 019	Plate Settler Flow Meter Locations	$6,921.19	Y	Approved – Constructing Contingency Expense 10
042	Allowance	Irrigation Allowance	ALLOWANCE	N	Engineer Review
043	Field Directed	Communications Conduit Addition	TBD	N	Engineer Rejected
044	RFI 066	Generator Panel Feed	$3,036.94	Y	Approved – Constructing Contingency Expense 10
045	Submittal 178	Added Beam Stiffeners	$5,418.03	Y	Engineer Review
046	RFP 020	Explosion Proof EF Room 109	$16,880.50	N	Engineer Review
047	RFI 073	Air Flow Meter	$7,717.05	Y	Pending – Constructing Contingency Expense 11
048	Field Directed	Remote Actuator Hand Stations	$25,200.00	N	Pending – Constructing Contingency Expense 11
049	RFP 022	Valve Actuator Voltage	$33,887.52	Y	Pending – Constructing Contingency Expense 11
050	RFP 021	Sludge Line Additional Drop Pipe	$9,266.22	Y	Pending – Constructing Contingency Expense 11
Note: Any extension delays will be approved as a separate Change Order and will not be included in this Construction Contingency Expense.					

Proposal No. 047 – Air Flow Meter:

A discrepancy in the plans resulted in the electrician not accounting for power being run to a flow meter on the air wash blower distribution pipe. This meter is required to communicate with the modulating blower supply valve to control air flow to the filters. To ensure proper filter operation and full SCADA integration, additional electrical work is needed to provide power and communication to the meter.

This proposal includes the labor and materials to install the required conduit and wiring. The addition is essential for the intended automated air wash operation, and if identified earlier, a comparable cost would have been incorporated into the original contract.

Proposal No. 048 – Remote Actuator Hand Stations:

During construction coordination, it was discovered that the valve supplier did not account for the eighteen (18) remote actuator hand stations shown on the electrical drawings. These hand stations allow operators to perform local manual control or check valve status from a more accessible location, rather than needing to access the elevated actuators directly. For a facility with this configuration, they provide significant safety and operational benefits.

The Contractor has requested reimbursement only for the material cost of the remote actuator hand stations, with no markup. The installation costs are already covered under the original bid price. AE2S coordinated with City operations staff to review the need for these devices, and the consensus was that twelve (12) of the original eighteen (18) should be provided to maintain safe and flexible operation.

This proposal includes only the material cost of the twelve (12) hand stations, without Contractor markup. A deduct will be applied for the six (6) removed units to account for the reduced conduit and installation effort. AE2S supports this change as it adds long-term operational value and safety. If fully included in the original bid by the supplier, total project cost would likely have been higher due to vendor and contractor markups

Proposal No. 049 – Valve Actuator Voltage:

During construction, it was identified that the valve actuators supplied by the equipment vendor are configured for 120V operation, while the design had planned for 480V power. Fortunately, the electrician discovered the discrepancy early before starting to pull wire, allowing adjustments to be made before significant removal or rework.

AE2S worked closely with the Contractor to identify the most cost-effective and practical solution. The proposed change includes a new transformer and 120V panel to support the actuators. Since the electrical room is fully utilized and at capacity, the new panel is planned to be located on the north wall of the pipe gallery. This approach attains minimal impact and maintains consistency with the existing conduit layout. Additionally, the plate settler actuators will be routed to a 120V panel in the electrical room, and the actuator in the blower room will be connected to a nearby circuit.

This proposal includes all required labor, materials, and equipment for the additional conduit, transformer, panelboard, and junction box modifications. Because this work is required for system startup, prompt approval will help minimize delays and allow efficient material procurement. If identified earlier, a similar modification would have been implemented, and the corresponding installation cost would have been applied to the project.

The Contractor has also requested a 26-day extension to the Substantial Completion date to perform this work. It is recommended that the City proceed with approving the time-sensitive cost-related impacts but deny the requested time extension.

Proposal No. 050 – Sludge Lines Additional Drop Pipe:

During field review of the sludge room (Room 109), AE2S and City staff noted that the large vertical drop from the plate settler sludge effluent lines could result in splashing and additional cleaning requirements during operation. To assist in mess management and streamline operation of this space, AE2S recommends modifying the piping by adding 90-degree bends and short vertical runs to discharge closer to the sludge

pit elevation. This proposal includes all necessary labor and materials to implement these improvements for cleaner and more efficient long-term operation.

Summary of General Construction Contingency Costs:

As part of the Contractor's bid, the Owner required a $950,000 General Construction Allowance. This allowance was intended to limit Contract changes due to change orders by applying general construction changes to a set contingency. The allowance represents approximately 3% of the overall construction bid price. For projects of this magnitude, industry standards typically see an increase in the bid price of 3% to 5% due to change orders, so it is expected that most of this allowance will be used by the conclusion of construction. Any unused funds from the allowance will be deducted from the project's Final Payment.

AE2S has summarized all known construction contingency expenses below, to help the City of Ramsey better understand the current contingency status. With the approval of Construction Contingency Expense No. 11, the approved expenses will total $684,805.20 of the existing $950,000.00 General Construction Allowance. As construction progresses, AE2S will continue to provide cost updates and coordination with City staff.

Expense No.	**General Construction Contingency Amount** Allowance Amount: $950,000.00
Expense No. 1	$76,446.91
Expense No. 2	$135,654.02
Expense No. 3	$99,095.63
Expense No. 4	$102,023.36
Expense No. 5	$39,361.69
Expense No. 6	$17,125.02
Expense No. 7	$31,938.68
Expense No. 8	$31,463.77
Expense No. 9	$13,851.80
Expense No. 10	$61,773.53
Expense No. 11	$76,070.79
Net Expenses to Date:	**$684,805.20**
Available Construction Contingency =	**$265,194.80**
Percent Completed	72%

www.ae2s.com

In summary, AE2S continues to support and track the progress of the WTP and will provide updates as necessary for the City to make responsible decisions on the progress of the WTP. This document is being submitted as Construction Contingency Expense No. 11 for the City of Ramsey to formally consider and take action on. Should you have any further questions please do not hesitate to contact me at Ryan.Hanson@ae2s.com or 612-220-0154.

Submitted in Service,
AE2S

Ryan Hanson, PE
Project Engineer

Attachments: *Proposal No. 047, Proposal No. 048, Proposal No. 049, Proposal No. 050, RFI 073, RFP 021, RFP 022*

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Ryan Hanson, PE	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Project Engineer	Title:	Title:
Date: October 8, 2025	Date:	Date:

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
952.474.1674 Office 952.474.1679 Fax
www.magneyconstruction.com

Proposal

SEND TO		
Company name AE2S		*From* Noah Pundsack
Attention Abby Bowman		*Date* 9/10/2025 Revised 09/26/2025
E-mail Abigail.Bowman@AE2S.com	*Phone* (763) 463-5036	*Magney Proposal No. 047A Revised* Air Flow Meter RFI - 073

☐ ***Urgent*** ☐ ***Please comment*** ☒ ***Please review*** ☐ ***For your information***

Total pages, including cover: 2

COMMENTS

Re: Ramsey Water Treatment Plant - Ramsey, MN

Abby,

Magney Construction, Inc. is please to present the following quotation to furnish the necessary labor, material, and equipment required per RFI - 073 to provide the electrical conduit and wiring for the Air Flow Meter not shown in the electrical drawings. See the costs associated with change summarized below.

Labor:	$	-
Equipment:	$	-
Equipment: Misc. Small Tools And Equipment (10% of Labor)	$	-
Subcontractor: Erickson Electric Added Electrical For Air Flow Meter	$	7,240.96
Subtotal	$	7,240.96
General Contractor's Overhead	$	362.05
Bond & Insurance premiums	$	114.05
Lump Sum Total:	**$**	**7,717.05**

Additional Calendar Days Required for this Change (Including material lead time):	

Please review this proposal and feel free to contact me with any questions, comments or concerns.

Thank you,

noahpundsack

Noah Pundsack
Project Engineer

Accepted By	*Date*

Erickson Electric Company, Inc.
3308 Southway Drive • Saint Cloud MN 56301-9513
Phone 320.251.1501 • Fax 320.251.1504

PROPOSAL

September 26, 2025

Noah Pundsack
Magney Construction

RE: RFI 073 pricing REVISED

The total cost of the electrical for this RFI is: **$7,240.96**

Included:

- All conduit, boxes, and wire needed for the Air Flow meter
- All work is to be done Monday through Friday 7AM to 3:30PM
- Electrical permit included
- Proposal valid for 30 days

Not Included:

- Air Flow Meter
- Programing and commissioning of the Air Flow Meter

Please feel free to contact me if you have any questions. Thank you for your consideration of this proposal. My cell phone: 320-774-5613

Sincerely,

Kyle Klemek
kylek@ericksonelectricmn.com

Erickson Electric

Material			**Cost**
Material		$	1,770.00
Tax 7.625%		$	134.96
Material MU 10%		$	177.00
Permit		$	-
Labor	**Rate/hr**	**Hours**	
PM/Estimator	$190	1	$ 190.00
Wireman	$180	25	$ 4,500.00
Overtime 1-1/2	$270	0	$ -
Overtime double time	$360	0	$ -
Labor MU 10%			$ 469.00

Subcontractor

	Mat.	$	-
	labor	$	-
Markup @ 5%		$	-
Subtotal		$	7,240.96
Bond		$	-
Total cost for this change		**$**	**7,240.96**

Item #	Item Name	Quantity	Price		Ext Price	CO Lbr		CO Lbr Ext	CCode	% Ext Price	% Ext Hours
	Combined->Combined->Combined->Combined->Combine				$1770.27			25.24		**100.00%**	**100.00%**
	Branch Rough				$1120.73			13.32		**63.31%**	**52.78%**
2226	3/4 IMC	204.86	$446.54	C	$914.81	4.47	C	9.16	cb	**51.68%**	**36.28%**
4512	3/4 LOCKNUT	8.00	$90.47	C	$7.24	12.89	C	1.03	cb	**0.41%**	**4.08%**
4582	3/4 BUSH PLASTIC	4.00	$106.53	C	$4.26	7.30	C	0.29	cb	**0.24%**	**1.16%**
5218	3/4 GRC 2H STL STP	25.61	$83.61	C	$21.41	4.47	C	1.14	cb	**1.21%**	**4.53%**
8709	3/4 LIQUIDTIGHT FLEX	6.00	$583.80	C	$35.03	4.47	C	0.27	cb	**1.98%**	**1.06%**
8721	3/4 LIQUIDTIGHT FLEX CONN	1.00	$2246.68	C	$22.47	13.41	C	0.13	cb	**1.27%**	**0.53%**
8769	3/4 LIQUIDTIGHT 90 FLEX CONN	1.00	$3708.89	C	$37.09	16.39	C	0.16	cb	**2.10%**	**0.65%**
26586	1/2 FS BOX 1 GANG	2.00	$32.56	E	$65.13	0.49	E	0.98	cb	**3.68%**	**3.90%**
26700	COVER, FS BLANK 1G MAL	2.00	$6.65	E	$13.30	0.07	E	0.15	cb	**0.75%**	**0.59%**
	Hangers/Anchors				$101.82			0.00		**5.75%**	**0.00%**
5762	10 X 1-1/2 COMB PAN HD TAP SCR	51.22	$6.30	C	$3.23	0.00	X	0.00	ch	**0.18%**	**0.00%**
5824	1/4 FLAT STEEL WASHER	51.22	$192.50	C	$98.59	0.00	X	0.00	ch	**5.57%**	**0.00%**
	Video Cable				$547.72			11.92		**30.94%**	**47.22%**
30082	16/2 SHIELD PLENUM CMP/CL3P	500.00	$1095.44	M	$547.72	23.84	M	11.92	vc	**30.94%**	**47.22%**
					$1770.27			**25.24**		**100.00%**	**100.00%**

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
952.474.1674 Office 952.474.1679 Fax
www.magneyconstruction.com

Proposal

SEND TO		
Company name AE2S		From Noah Pundsack
Attention Mr. Ryan Hanson		Date 9/15/2025 Revised
E-mail Ryan.Hanson@ae2s.com	Phone (612) 220-0154	Magney Proposal No. 048R Remote Actuator Hand Stations Revised

☐ **Urgent** ☐ **Please comment** ☒ **Please review** ☐ **For your information**

Total pages, including cover: 1

COMMENTS

Re: Ramsey Water Treatment Plant - Ramsey, MN

Ryan,

Magney Construction, Inc. is pleased to present the following quotation to furnish the necessary labor, material, and equipment to complete the request to add 12 Remote Actuator Hand Stations. Estimated lead time is at 12-14 weeks upon approval. See the costs associated with this change summarized below. This proposal will require 105 days to complete after date of approval Including material order and install.

Labor:	$	-
Material: 12 Remote Actuator Hand Stations (Including Tax)	$	25,200.00
Equipment:	$	-
Subcontractor:		
Subtotal	$	25,200.00
General Contractor's Overhead	$	-
Bond & Insurance premiums	$	-
Lump Sum Total:	**$**	**25,200.00**

Additional Calendar Days Required for this Change (Including material lead time):	**105.0**

Please review this proposal and feel free to contact me with any questions, comments or concerns.

Thank you,

noahpundsack

Noah Pundsack
Project Engineer

Accepted By	*Date*

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
952.474.1674 Office 952.474.1679 Fax
www.magneyconstruction.com

Proposal

SEND TO		From
Company name AE2S		Noah Pundsack
Attention Abby Bowman		Date 9/18/2025 Revised
E-mail Abigail.Bowman@AE2S.com	Phone (763) 463-5036	Magney Proposal No. 049 R RFP No. 022 - Valve Actuator Voltage

☐ **Urgent** ☐ **Please comment** ☒ **Please review** ☐ **For your information**

Total pages, including cover: 5

COMMENTS

Re: Ramsey Water Treatment Plant - Ramsey, MN

Abby,

Magney Construction, Inc. is pleased to present the following quotation to furnish the necessary labor, material, and equipment to complete the request for proposal No. 022 - Providing transformers and panels to step down the power from the control panels at 480V to 120V. This is to allow designed controls to work with the specified and approved valve actuators throughout the plant. See the costs associated with this change summarized below.

Labor:	$	-
Material:		
Equipment:	$	-
Subcontractor: Erickson Electric Provide 120v Power For The Actuators	$	31,796.88
Subtotal	$	31,796.88
General Contractor's Overhead	$	1,589.84
Bond & Insurance premiums	$	500.80
Lump Sum Total:	**$**	**33,887.52**

Additional Calendar Days Required for this Change (Including material lead time):	**26.0**

Please review this proposal and feel free to contact me with any questions, comments or concerns.

Thank you,

noahpundsack

Noah Pundsack
Project Engineer

Accepted By	*Date*

Erickson Electric Company, Inc.
3308 Southway Drive • Saint Cloud MN 56301-9513
Phone 320.251.1501 • Fax 320.251.1504

PROPOSAL

October 7, 2025

Noah Pundsack
Magney Construction

RE: PR 022 Provide 120v power for the actuators

The total cost of the electrical for this PR 022 is: **$31,796.88**

Included:

- Provide and install a 30kva transformer per PR 22
- Provide and install a 42 space 100amp 120/208v three phase panel
- Provide and install the feeder wire to the new transformer from panel HP-C using an existing ¾" conduit from the electric room to the big junction box Erickson has installed in the pipe gallery. From the J-box to the transformer we have new rigid conduit.
- Using a spare breaker in panel LP-A pulling wire to the plate settler actuators per PR 22
- Blower valve, tying into the unit heater circuit that is near the valve, to a snap switch for a disconnect then to the actuator.
- All work is to be done Monday through Friday 7AM to 3:30PM
- Electrical permit included
- Proposal valid for 30 days

Please feel free to contact me if you have any questions. Thank you for your consideration of this proposal. My cell phone: 320-774-5613

Sincerely,



Kyle Klemek
kylek@ericksonelectricmn.com

Erickson Electric

Material			**Cost**
Material			$ 9,516.58
Tax 7.625%			$ 725.64
Material MU 10%			$ 951.66
Permit			$ -
Labor	**Rate/hr**	**Hours**	
PM/Estimator	$190	1	$ 190.00
Wireman	$180	103	$ 18,540.00
Overtime 1-1/2	$270	0	$ -
Overtime double time	$360	0	$ -
Labor MU 10%			$ 1,873.00

Subcontractor

Mat.		$ -
labor		$ -
Markup @ 5%		$ -
Subtotal		$ 31,796.88
Bond		$ -
Total cost for this change		**$ 31,796.88**

Item #	Item Name	Quantity	Price		Ext Price	Labor		Labor Ext	CCode	% Ext Price	% Ext Hours
	PR 22 Back up				$9516.58			102.93		100.00%	100.00%
	Branch Rough				$2115.51			40.43		22.23%	39.28%
2018	1/2 GRC	**0.00**	$0.00	C	$0.00	0.00	C	0.00	cb	0.00%	0.00%
2019	3/4 GRC	473.31	$383.23	C	$1813.88	6.00	C	28.40	cb	19.06%	27.59%
2020	1 GRC	**0.00**	$0.00	C	$0.00	0.00	C	0.00	cb	0.00%	0.00%
3752	3/4 GRC T BODY	1.00	$18.81	E	$18.81	1.00	E	1.00	cb	0.20%	0.97%
4023	3/4 GRC FLAT COVER	1.00	$6.63	E	$6.63	0.00	X	0.00	cb	0.07%	0.00%
4032	3/4 COND BODY NEO GASK	1.00	$3.76	E	$3.76	0.00	X	0.00	cb	0.04%	0.00%
4511	1/2 LOCKNUT	**0.00**	$0.00	C	$0.00	0.00	E	0.00	cb	0.00%	0.00%
4512	3/4 LOCKNUT	48.00	$51.70	C	$24.81	0.12	E	5.76	cb	0.26%	5.60%
4513	1 LOCKNUT	**0.00**	$0.00	C	$0.00	0.00	E	0.00	cb	0.00%	0.00%
4581	1/2 BUSH PLASTIC	**0.00**	$0.00	C	$0.00	0.00	E	0.00	cb	0.00%	0.00%
4582	3/4 BUSH PLASTIC	24.00	$60.87	C	$14.61	0.00	E	0.00	cb	0.15%	0.00%
4583	1 BUSH PLASTIC	**0.00**	$0.00	C	$0.00	0.00	E	0.00	cb	0.00%	0.00%
5218	3/4 GRC 2H STL STP	2.50	$47.78	C	$1.19	4.50	C	0.11	cb	0.01%	0.11%
5229	1/2 GRC CHNL STRAP	**0.00**	$0.00	C	$0.00	0.00	C	0.00	cb	0.00%	0.00%
5230	3/4 GRC CHNL STRAP	56.66	$214.86	C	$121.75	3.00	C	1.70	cb	1.28%	1.65%
5231	1 GRC CHNL STRAP	**0.00**	$0.00	C	$0.00	0.00	C	0.00	cb	0.00%	0.00%
8551	3/4 FLEX STEEL	3.00	$169.60	C	$5.09	5.00	C	0.15	cb	0.05%	0.15%
8605	3/4 FLEX SQZ CONN	1.00	$448.57	C	$4.49	0.14	E	0.14	cb	0.05%	0.14%
8658	3/4 FLEX 90 1 SCREW CONN	1.00	$745.34	C	$7.45	0.17	E	0.17	cb	0.08%	0.17%
26586	1/2 FS BOX 1 GANG	5.00	$18.61	E	$93.04	0.60	E	3.00	cb	0.98%	2.91%
	Branch Wire				$1137.43			29.20		11.95%	28.36%
11	12 THHN CU STRANDED	2,276.95	$200.58	M	$456.70	6.00	M	13.66	wb	4.80%	13.27%
12	10 THHN CU STRANDED	2,219.15	$306.75	M	$680.73	7.00	M	15.53	wb	7.15%	15.09%
	Feeder Rough				$160.43			1.52		1.69%	1.48%
4658	1 1/2 BUSH INSUL GRND	2.00	$2950.35	C	$59.01	0.26	E	0.52	cf	0.62%	0.51%
8554	1 1/2 FLEX STEEL	3.00	$651.14	C	$19.53	15.00	C	0.45	cf	0.21%	0.44%
8608	1 1/2 FLEX SQZ CONN	1.00	$3937.53	C	$39.38	0.25	E	0.25	cf	0.41%	0.24%
8661	1 1/2 FLEX 90 1 SCREW CONN	1.00	$4251.50	C	$42.51	0.30	E	0.30	cf	0.45%	0.29%
	Feeder Wire				$341.78			4.14		3.59%	4.02%
14	6 THHN CU STRANDED	328.28	$830.49	M	$272.63	11.00	M	3.61	wf	2.86%	3.51%
18	1 THHN CU STRANDED	28.00	$2469.62	M	$69.15	19.00	M	0.53	wf	0.73%	0.52%
	Hangers/Anchors				$11.38			1.55		0.12%	1.50%
5633	3/8-16 X 1-1/2 CAP SCREW	4.00	$16.08	C	$0.64	2.85	C	0.11	ch	0.01%	0.11%
5762	10 X 1-1/2 COMB PAN HD TAP SCR	5.00	$3.60	C	$0.18	6.00	C	0.30	ch	0.00%	0.29%
5824	1/4 FLAT STEEL WASHER	5.00	$110.00	C	$5.50	0.70	C	0.04	ch	0.06%	0.03%
5826	3/8" FLAT STEEL WASHER	4.00	$85.64	C	$3.43	0.70	C	0.03	ch	0.04%	0.03%
5835	3/8 LOCK WASHER	4.00	$5.19	C	$0.21	0.70	C	0.03	ch	0.00%	0.03%
5895	3/8 MACHINE BOLT ANCH	4.00	$18.14	C	$0.73	18.00	C	0.72	ch	0.01%	0.70%
5971	HEX LAG BLT 3/8X1-1/4	4.00	$17.34	C	$0.69	8.00	C	0.32	ch	0.01%	0.31%
	Lugs/Termination/Ground				$121.73			9.90		1.28%	9.62%
9398	1/0 S-1/0 CU SPLIT BOLT	4.00	$8.37	E	$33.47	1.20	E	4.80	sl	0.35%	4.66%
9476	100A CIRCUIT TERM	4.00	$0.00	X	$0.00	0.00	E	0.00	sl	0.00%	0.00%
9514	SCOTCH 33+ VINYL TAPE	0.10	$4.93	E	$0.49	0.00	X	0.00	sl	0.01%	0.00%
9538	O/B ORANGE/BLUE 3M WIRE NUT	1.00	$12.00	C	$0.12	0.00	C	0.00	sl	0.00%	0.00%
9540	B/G BLUE/GREY 3M WIRE NUT	4.00	$50.40	C	$2.02	0.00	C	0.00	sl	0.02%	0.00%

9792	8-14 1 CON WIDE 1 HOLE CU LUG	1.00	$205.88	C	$2.06	0.30	E	0.30	sl	**0.02%**	**0.29%**
9793	4-14 1 CON WIDE 1 HOLE CU LUG	4.00	$361.08	C	$14.44	0.40	E	1.60	sl	**0.15%**	**1.55%**
9794	250-6 1 CON WIDE 1 HOLE CU LUG	4.00	$1728.09	C	$69.12	0.80	E	3.20	sl	**0.73%**	**3.11%**
	Panels/Loadcenters				$2018.00			3.45		**21.21%**	**3.35%**
19164	100/28 120/208V PNL 3PH MCB SURF	1.00	**$1908.00**	E	$1908.00	2.60	E	2.60	sp	**20.05%**	**2.53%**
19468	3P 50A BOLT-IN 277/480V CB	1.00	**$110.00**	**E**	$110.00	0.85	E	0.85	sp	**1.16%**	**0.83%**
	Switchgear/Meter				$568.80			0.00		**5.98%**	**0.00%**
17682	TRANSFORMER ISOLATION PAD	4.00	$9.60	E	$38.40	0.00	X	0.00	ss	**0.40%**	**0.00%**
17686	TRANSFORMER WALL MTD BRACKE	1.00	$530.40	E	$530.40	0.00	E	0.00	ss	**5.57%**	**0.00%**
	Transformers				$2930.00			11.00		**30.79%**	**10.69%**
17549	30 KVA TRANSF 3PH FLOOR 600V	1.00	**$2930.00**	**E**	$2930.00	11.00	E	11.00	st	**30.79%**	**10.69%**
	Trim Devices/Plates				$111.52			1.75		**1.17%**	**1.70%**
25806	SP TOGGLE SW, 20A SPEC.	5.00	$1648.00	C	$82.40	25.00	**C**	1.25	dt	**0.87%**	**1.21%**
26708	COVER, FS SWITCH 1G	5.00	$5.82	E	$29.12	0.10	E	0.50	dt	**0.31%**	**0.49%**
					$9516.58			**102.93**		**100.00%**	**100.00%**

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
952.474.1674 Office 952.474.1679 Fax
www.magneyconstruction.com

Proposal

SEND TO		From
Company name AE2S		Noah Pundsack
Attention Abby Bowman		Date 9/24/2025
E-mail Abigail.Bowman@AE2S.com	Phone (763) 463-5036	Magney Proposal No. 050 RFP No. 021 - Sludge Line Additional Drop Pipes

☐ **Urgent** ☐ **Please comment** ☒ **Please review** ☐ **For your information**

Total pages, including cover: 4

COMMENTS

Re: Ramsey Water Treatment Plant - Ramsey, MN

Abby,

Magney Construction, Inc. is pleased to present the following quotation to furnish the necessary labor, material, and equipment required to Install the additional Drop Pipes on the Sludge lines requested In RFP No. 021. See the costs associated with this change summarized below.

Labor: Install Wall Supports Swing In And Attached 90s & Drop Pipes	$	2,374.46
Material: Piping And Pipe Supports (Including Tax)	$	4,786.61
Material: Anchors, Strut & Threaded Rod For Wall Supports	$	203.57
Equipment: Misc. Small Tools And Equipment (10% Of Labor)	$	237.45
Subcontractor: Fresh Blast Paint Additional Pipe And Fittings	$	368.46
Subtotal	$	7,970.55
General Contractor's Overhead	$	1,158.74
Bond & Insurance premiums	$	136.94
Lump Sum Total:	**$**	**9,266.22**

Additional Calendar Days Required for this Change (Including material lead time):	**2.0**

Please review this proposal and feel free to contact me with any questions, comments or concerns.

Thank you,

noahpundsack

Noah Pundsack
Project Engineer

Accepted By	*Date*

Fresh Blast Inc.
11160 Hudson Blvd N, Ste 355
Lake Elmo, MN 55042

Office: 651-447-2218

Date: 09/22/2025

We are pleased to submit a proposal for the following project:

Ramsey MN WTP

For the following sections:

RFP 021 – changes to sludge piping

Our Proposal is for:
Three hundred sixty-eight dollars and forty-six cents. ***$368.46***

RFP dated: 9/9/2025
Addenda: N/A

Unit Prices: None
Allowances: None
Alternates: None

OUR BASE BID INCLUDES:

1. Labor, materials, travel, and overhead to paint additional elbows, spools, supports, and nuts/bolts.
   Materials, equipment, etc: $42.96
   Labor, travel, etc: $325.50
2. Prevailing wages.

OUR BASE BID DOES NOT INCLUDE:

1. Any bonds required by Owner or GC.
2. Pipe labeling.
3. Temp heat—indirect, externally-vented temp heat to be provided by GC or Owner if needed.

OTHER BID NOTES:

1. All paint systems included in this bid will be Sherwin-Williams products. Where factory/shop priming is required by spec, please ensure manufacturers are using the appropriately compatible Sherwin-Williams primer.

Bid Proposal for Ramsey, MN - RFP 21 Sludge Line Additions

All Bidders
Job Location: Ramsey, MN
Bid Date: 09/24/2025
Core & Main Bid #: 4469826

Core & Main
5145 211th Street West
Farmington, MN 55024
Phone: 6514636090
Fax: 6514634554

Seq#	Qty	Description	Units	Price	Ext Price
20	2	3" FLANGE 90 BEND PRIMED C110	EA	119.63	239.26
30	1	4" FLANGE 90 BEND PRIMED C110	EA	184.88	184.88
40	6	6-8 304SS BOLT & NUT KIT	EA	34.14	204.84
50	6	6X1/8 SBR FLANGE TYTE FF GSKT	EA	15.84	95.04
60	2	3 FDI X PLN 7'7-1/2" RPX/CEM	EA	1,150.13	2,300.26
70	1	4 FDU X PLN 7'6-1/2" RPX/CEM	EA	608.81	608.81
80	2	3" RISER CLAMP 50DIP SS	EA	53.58	107.16
90	1	4" RISER CLAMP 50DIP SS	EA	86.67	86.67
100	1	ESTIMATED FREIGHT	EA	600.00	600.00
				Sub Total	**4,426.92**
				Tax	0.00
				Total	**4,426.92**

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/terms-of-sale/

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
www.magneyconstruction.com 952.474.1674 Office 952.474.1679 Fax

DATE: September 25, 2025

COR NO:
P.R. NO:
R.F.I. NO:

Project Name: Ramsey MN WTP

DESCRIPTION OF WORK: **ESTIMATED ADDITIONAL CALENDAR DAYS REQUIRED: 2 days**

Cutt plank to fit inside sump room, install scafold plank over the sump basket insde of closet. Tight door opening so all material needs to be lifted / held inplace by a person being we can not get equipment into the working space. Install pipe hangers, fittings and drop pipes. Remove scafold plank.

DESCRIPTION	QTY	UNIT					
MAGNEY LABOR:							
Laborer	9	Hr					
Carpenter	8	Hr					
Superintendent	1	Hr					

MAGNEY CONSTRUCTION
COMMERCIAL & INDUSTRIAL CONTRACTORS
1401 Park Road - Chanhassen, MN 55317
952.474.1674 Office 952.474.1679 Fax
www.magneyconstruction.com

Request for Information No. 073

Ramsey Water Treatment Plant
City of Ramsey, MN
7550 Sunwood Drive NW
Ramsey, MN 55303

General Contractor:	**Engineer:**	**Date Created:** 08/08/2025.
Magney Construction, Inc. 1401 Park Road Chanhassen, MN 55317	AE2S 6901 E Fish Lake Road Maple Grove, MN 55369	

Author: Noah Pundsack	**Company:** Magney Construction, Inc.

Reference: Air Flow Meter

Drawing Number: P124 & P313	Specification: 26 90 01 – 2.5
Question:	**Date Required:** 08/08/2025

Shown on pages P124, P313 Note 97 calls out and Air Flow Meter.

Air Flow Meter Spec Section 26 90 01 – 2.5

No electrical information is given and does not show up on the electrical drawings.

Needed information
Power info
Where to pull wires from
Where it's sending its information to
What it will be controlling

Please advise.

Answer:
Connect to blower valve power circuit to power the flow meter. Provide a 4-20mA circuit (0.75"C-2/C#16SHLD) to SCADA PLC. Can be either the main control panel or a sub-panel with PLC in the pump gallery, whichever the Contractor can get to more easily.

Ensure adequate run length measurements for flow meter install location per manufacturers requirements.

Date Answered: 8/19/2025
Answered by: Aaron Mueller

Request For Proposal No. 021

Date of Issuance: 09/09/2025

Project Manager: Aaron Vollmer, P.E.
AE2S
Water Tower Place Ste 184
6901 E. Fish Lake Road
Maple Grove, MN 55369

Contractor: Magney Construction Inc.

Project: Ramsey Water Treatment Plant

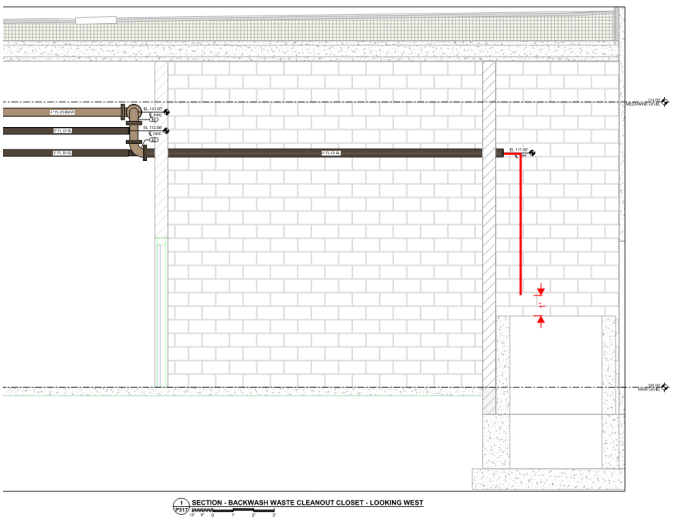
Owner: City of Ramsey, Minnesota

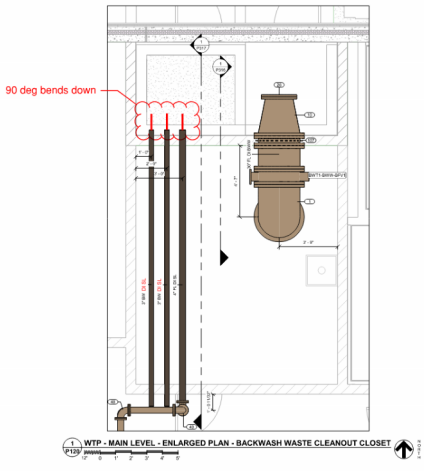
Re: End of Sludge Lines 90 Bend and Piping

Please submit a cost proposal for changes to the Contract Documents for the following proposed modifications. THIS IS NOT A WORK CHANGE DIRECTIVE, CHANGE ORDER, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

Description:

AE2S requests pricing from Magney for the addition of three (3) 90 degree bends and corresponding pipe lengths to reach down to 12 inches above the top of pit height on the ends of the three (3) sludge pipes in room 109. See sketch below.





Request For Proposal No. 022

Date of Issuance: 09/10/2025

Project Manager: Aaron Vollmer, P.E.
AE2S
Water Tower Place Ste 184
6901 E. Fish Lake Road
Maple Grove, MN 55369

Contractor: Magney Construction Inc.

Project: Ramsey Water Treatment Plant

Owner: City of Ramsey, Minnesota

Re: Valve Actuator Voltage

Please submit a cost proposal for changes to the Contract Documents for the following proposed modifications. THIS IS NOT A WORK CHANGE DIRECTIVE, CHANGE ORDER, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

Description:

AE2S requests pricing from Magney for the electrical modifications to provide 120V to the valve actuators in the plant. See direction from Design Tree attached.

DESIGN TREE
engineering + land surveying

WORK CHANGE PROPOSAL REQUEST

Proposal Request No. 22
Project: Ramsey Water Treatment Plant
Project Location: Ramsey, MN
Date: 09/10/2025

This is a notice of contemplated change for which a quotation is requested. Please attach an itemized quotation for the changes to the Contract Sum as described below. The price submitted for the contemplated change shall show breakdown of equipment, material and labor and shall include mark-up and tax where applicable. The price submitted is to be full and final and shall include original subtrade and supplier quotations and supporting calculations and include all direct, indirect and related impact costs. The submission shall include any adjustments in Contract Time.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

DESCRIPTION OF PROPOSED WORK CHANGES:

Item No 01: The valve actuators provided are 120V in lieu of the designed 480V. Please make the following revisions to provide 120V power for the actuators.

a) Filters:
   1) Provide a 42ckt, 100A, 20Y/120V, 3P panel with 100A main breaker in pipe gallery.
   2) Provide 45A/3P breaker at HP-C to feed a transformer in pipe gallery.
   3) Provide 3#6,1#10G in existing 0.75"C between HP-C to pipe gallery.
   4) Provide 30kVA 480V | 208Y/120V transformer in the pipe gallery. Wall mount transformer above the panelboard.
   5) For each filter, provide:
      (i) 20A/1P breaker to feed valves ABW, EFF and INF on a shared circuit.
      (ii) 35A/1P for BWW valve.
      (iii) 35A/1P for BWS valve.
   6) Supply conduit and wire between panelboard, transformer, and as needed to valve junction box assemblies.
   7) Increase wire size to #10AWG for the BWW and BWS valve.

a) Plate settler room:
   1) Run a circuit from spare 20A/1P breaker in LP-A (electrical room) for each plate settler The valves PS and SLP at each plate settler to be on a shared circuit. Use existing conduit from plate settler room to panelboard where applicable.

a) Blower Valve:
   1) Feed from same 120V/1P circuit that is feeding the near buy gas unit heaters.
   2) Provide a snap switch as a power disconnect for the blower valve on the wall near the valve.

ATTACHMENTS:
None