

INVER GROVE HEIGHTS CITY COUNCIL AGENDA

Monday, October 14, 2019 at 7:00 p.m.

A G E N D A

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATIONS

Inver Grove Heights Convention & Visitors Bureau, CVB Director Eric Satre

4. CONSENT AGENDA

All items on the consent agenda are considered routine and have been made available to the City Council at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.

- A. i. Minutes from the September 3, 2019 Council Worksession
ii. Minutes from the September 23, 2019 Special Council Meeting
iii. Minutes from the September 23, 2019 Regular Council Meeting
- B. Disbursements for Period Ending October 9, 2019
- C. Consider Pay Request No 4 (Final) – West Rink Floor – West Rink Renovation Project – City Project 2017-1722
- D. Consider Approval of Design Services/Plans and Specifications for the Replacement of the Salem Hills Tennis/Basketball Court(s)
- E. Consider Pay Request #2 and Change Order #3 to Heritage Village Park Phase II – City Project 2017-07
- F. Schedule Public Hearing on Development Fees
- G. Consider Resolution Authorizing Preparation of a Feasibility Report for the 2019 Pavement Management Program, City Project No. 2019-19 – Cahill Avenue MRG Trail Improvements
- H. Consider Resolution Receiving Petition for Street Improvements on Dawn Ave (66th to 63rd St Area)
- I. Consider Final Compensating Change Order No. 2, Final Pay Voucher No. 9, Engineer's Report of Acceptance and Resolution Accepting Work for the 2017 Capital Improvement Program, City Project No. 2017-02 – NWA Watermain Improvements, 65th Street Loop
- J. Consider Resolution Approving Joint Powers Agreement (JPA) with Dakota County for Preliminary and Final Engineering for City Projects No. 2015-08, 2016-04, and 2016-05
- K. Consider Resolution Supporting Dakota County's 2020-2024 Capital Improvement Program and Dakota County's 2020-2024 Transportation Sales and Use Tax Capital Improvement Program
- L. Clark Road Properties – Case No. 19-36PR; Consider Approving a Major Site Plan Review for Phase II of an Outdoor Storage Facility Located at 11305 Clark Road.
- M. Consider Approval of Job Descriptions for the Positions of Human Resources Coordinator and Administration Support Specialist
- N. Personnel Actions

5. PUBLIC COMMENT

Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.

6. PUBLIC HEARING

7. REGULAR

Administration

- A. Consider Approval of 3rd and Final Reading of the Amendment to the Liquor Ordinance, City Code Title 4, Chapter 1, Section 10(B) Relating to Payment of License Fees
- B. Consider First Reading of an Ordinance Amending City Code Title 3, Chapter 3, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees for 2020

Community Development

- C. Michael Sindt – Case No. 19-38V; Consider a Resolution Relating to a Variance to Allow a Garage Addition 20 Feet from the Front Property Line Whereas 30 Feet is Required for Property Located at 6802 Dawn Way.

Police

- D. Consider First Reading of Changes to City Ordinance 5-6-1 Weapons
- E. Hearing to Consider Revocation of Business License for HTZ LLC aka TZ LLC, dba Sunny Asian Massage located at 5798 Blackshire Path and Individual Massage Therapy Licenses of Min Su and Hong Jun Liao Duray

8. EXECUTIVE SESSION

None

9. MAYOR AND COUNCIL COMMENTS

10. ADJOURN

This document is available upon a three (3) business day request in alternate formats such as braille, large print, audio recording, etc.

Please contact Joe Lynch, City Administrator/Interim Deputy Clerk, at 651.450.2511 or jlynch@invergroveheights.org.

**Inver Grove Heights Worksession Meeting Minutes
Tuesday, September 3, 2019 at 6:00 p.m.**

A. CALL TO ORDER

The City Council of Inver Grove Heights met in Work Session on Tuesday, September 3, 2019, in the City Hall EOC Room (Emergency Operations Center). Mayor George Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

B. ROLL CALL

Present were Mayor Tourville; Councilmembers Bartholomew, Perry, Piekarski-Krech, and Dietrich. Staff: City Administrator/Interim Deputy Clerk Joe Lynch, Police Chief Melissa Chiodo, Community Development Director Heather Rand, Interim Finance Director/Senior Accountant Shannon Battles, and Fire Chief Thill.

1. Organizational Structure Review (Administration)

City Administrator Joe Lynch discussed the organizational structure review and stated that after presentations, discussions, and feedback were received, staff is recommending retaining the current organizational structure.

The following information was considered:

- Replace the Finance Director position
- Human Resources Coordinator position
- City Clerk position
- Create an Assistant to the City Administrator position
- Create a Deputy Clerk position

A breakdown of each role was given by City Administrator Lynch as follows:

- The Finance Director position is in the 2019 Budget. Someone has been performing in that position on an interim basis for six months. The job requires the person to be a CPA but is not a statutory requirement. There is another designation called a Certified Professional Finance Officer that may be more appropriate. He stated it was his recommendation to fill the position and to consider the person currently performing the role.
- The City Clerk position is currently open. The job description has been modified and due to the modification, there is an impact on the grade and compensation of the position. He recommended going forward with advertising and seeking candidates for this position as soon as possible.
- The Administrative Services Coordinator was a full-time position serving three others: The City Administrator, Human Resources Manager, and the City Clerk. He suggested changing the job title to Human Resources Coordinator. This position would report to the Human Resources Manager and work on HR needs. The position would become a .6 FTE. He stated there is an internal candidate interested in the position. The position can be posted as an internal hire, and also advertised on the outside.
- The Management Analyst position was non-benefitted. He suggested changing it to an Assistant to the City Administrator position. The position would support the City Administrator and help with ongoing projects, research, process, and development. He stated there is someone internal that would fit the requirements of the position. This could be an internal or external hire.
- Due to three Elections taking place in 2020 he requested creating a Deputy Clerk position. This would be a half-time position funded from the savings of other positions. The position would assist the City Clerk during Elections and assist the City Administrator in non-Election years. This would be a new part-time position. He recommended advertising publicly for the position.

He noted if the position changes were made, there would be a savings of \$24,500 in 2019 salaries.

Councilmember Piekarski-Krech stated the highest clerical level could be the Assistant to different people. She suggested other City employees help during Election time. She stated the salaries and the positions are higher than what she is comfortable with. She stated there are some very qualified people within clerical with others being hired to help.

Councilmember Perry commented that with all the Director level positions being filled recently, to stay consistent she suggested the Finance Director position be posted even though the Interim Finance Director is doing a great job. She encouraged her to apply for the position. Councilmember Piekarski-Krech stated every job should be posted externally. Mayor Tourville stated they should be posted both internally and externally.

Mayor Tourville asked about the four or five people that were working and helping the City Clerk around Elections due to workload and what they were being paid. Councilmember Piekarski-Krech commented they should use the people that were helping with Elections in the past and see if they would return.

City Administrator Lynch responded there are different categories of workers. There are Election Judges that are Election Day staff, they are at the Precincts, make \$12.00 an hour and go through mandated State Training. There are Head Judges that are in charge at each Precinct that make \$13.50 an hour. They are responsible for making sure everything goes according to standards and law. They collect the information and bring it to City Hall at the end of the evening and help report totals. There is an Absentee Ballot Committee that consisted of five individuals that work on occasion with Absentee Ballots and work approximately 60 hours during the Election season. He stated there are two individuals that were head of assisting with all aspects of Elections. They make about \$20.00 an hour and have said they would return but they are retired and don't want to work the 600 to 800 hours they worked last year.

He discussed concerns with using full-time office staff stating they would be sitting at training, at a Precinct, or getting paid their regular hourly wage because they are Union and working alongside those that make Election wages. They would be taken away from their normal daytime activities. He stated staff has indicated it would not work out to have staff working at elections full time. There needs to be one City employee designated to oversee Elections. He stated the City Clerk would still be the City's designated Election Official. The Deputy Clerk would assist the City Clerk in the Elections during Election season from around March 1st to the end of November. There is not an Election in 2021, during that time they would assist the City Administrator.

Councilmember Bartholomew suggested having the Assistant to the City Administrator combined with the Deputy Clerk position and do both functions. He stated the \$83,000 for the Assistant to the City Administrator was high, but that he could support that amount if it was combined with the Deputy City Clerk position. Any work excess could be taken on with current City staff. He asked to see a refined job description for the Assistant City Administrator/Deputy Clerk position.

Mayor Tourville stated he liked the idea of a Deputy Clerk. Mayor Tourville stated he liked the idea of combining the two positions.

City Administrator Lynch stated that doing the suggested combination would reduce it from 4.1 to 3.6. The positions would be Finance Director, HR Coordinator, Assistant to the City Administrator/Deputy Clerk.

Councilmember Dietrich commented she was struggling with what precipitated the need to change the current organizational chart. She stated she spoke with HR and was told a .5 position was needed. She commented that due to the budget, this is not the year to do this.

Councilmember Bartholomew asked about the pay scale for the Finance Director position. City Administrator Lynch responded the salary was what was proposed with the current internal staff person.

Councilmember Piekarski-Krech stated the Administrative position salary was high and that a current member of the clerical staff could fill the position. Councilmember Bartholomew asked how the \$83,000 figure was chosen for the Assistant to the City Administrator position. City Administrator Lynch responded all current full-time positions have gone through a classification study that was adopted in 2018. He stated that is where the salaries come from, some were at the top, some are processing through. He stated the Finance Director, City Clerk, and the Assistant to the City Administrator were scaled at 5/10 steps and are considered mid-points. They are advertised at beginning salary to mid-point

salary. The Deputy Clerk was comparable to the office support staff positions. He stated the Consultant scaled the numbers and offered the suggestions listed at mid-point.

Councilmember Bartholomew stated the HR position could be scaled back from .6 to .5. Councilmember Perry agreed.

City Administrator Lynch clarified that Council was requesting a Finance Director, half-time position for the HR Coordinator, City Clerk, and an Assistant to the City Administrator/Deputy City Clerk position. Mayor Tourville and Councilmember Bartholomew agreed. Councilmember Piekarski-Krech suggested changing the duties of the Assistant to the City Administrator to state they help with the Elections. Mayor Tourville commented there may be advantages to keeping the Deputy Clerk title such as filling in for the City Clerk or signing forms. He suggested working on the job description. Councilmember Piekarski-Krech suggested having a full time Deputy Clerk and as part of their duties they are Assistant to the City Administrator. Councilmember Bartholomew agreed with the suggestion.

Councilmember Piekarski-Krech stated the two positions that should be advertised and filled would be the Finance Director and City Clerk. She suggested discussing the other positions further. Mayor Tourville questioned the HR Coordinator position and asked if the job description should be the same. City Administrator Lynch responded funding for the HR Coordinator is in the 2019 Budget as it takes the place of the currently vacant Administrative Services Coordinator position. He stated he would get in touch with the HR Manager and ask if they want to make the position half time. Councilmember Piekarski-Krech asked if the HR position included other departments and cross training. Councilmember Perry commented that cross training employees is important for filling in positions. Councilmember Dietrich asked if someone was currently helping in HR. City Administrator Lynch responded yes, someone is helping out in HR and has a degree in HR. They are also doing another job for the City.

Councilmember Dietrich asked what other positions in the classification code of the Assistant to the City Administrator position that he knows of at \$83,000. City Administrator Lynch responded he didn't have the information with him, but it could be some of the supervisory positions. He stated he would have to look at the entire scale. Councilmember Dietrich requested that information.

Councilmember Bartholomew asked what could be done to drop the proposed total from \$350,000 to \$300,000. City Administrator Lynch responded if the HR Coordinator was dropped to half time, eliminate the Deputy Clerk, and add that to the expected savings, it comes close to \$70,000. Councilmember Bartholomew stated he was concerned about the \$83,000 pay scale for the Assistant to the City Administrator and wanted to see a stronger job description, more emphasis toward the day-to-day helping with other departments, as well as the responsibility toward the City Administrator.

Mayor Tourville asked if the Deputy Clerk and the Assistant to the City Administrator positions were union positions. City Administrator Lynch responded the Assistant to the City Administrator position would be non-union and the Deputy Clerk position would be Union. The HR Coordinator at .5 would be a non-Union position because it deals with confidentiality.

Mayor Tourville asked for cost figures of what was spent in Elections. For example, the positions of the Deputy Clerk, Judges, and Election Judges. Councilmember Dietrich asked what the benefit was of having a Deputy Clerk. City Administrator Lynch responded they can sign documents on behalf of the City per State Law in the absence of the City Clerk or the City Clerk can designate them to sign items. They can also do licensing, begin background checks for Applicants, and can sign off, if approved, on them in the absence of the City Clerk.

City Administrator Lynch asked the Council about the Finance Director position and the requirement to have a CPA. He stated the requirement would eliminate the current Interim Finance Director. Councilmember Piekarski-Krech stated she would prefer to keep the CPA requirements. Councilmember Bartholomew stated he preferred a CPA Certification. City Administrator Lynch stated the job description would need to be slightly refined.

City Administrator Lynch clarified the Council requests as follows:

- For the Finance Director position, modify the job description, state CPA preferred but not required. Advertise internally and externally.
- City Clerk position stays as currently described. Both internal and external applicants.
- The Assistant to the City Administrator becomes a combination position with Deputy Clerk. Modify the job description to state they assist with Elections, licensing, and serve in the absence of the City Clerk.
- Get numbers on the Elections. A breakdown of costs for the Judges.
- No Deputy Clerk position will be created.
- HR Coordinator position as a half time position. The position does more than just assist the HR department and would assist in other departments.

Councilmember Bartholomew asked if the Council would see the job description for the Finance Director position before it is posted. City Administrator Lynch responded yes. Councilmember Bartholomew recommended the job description for the Finance Director position state they have a CPA or are in the process of obtaining their CPA.

City Administrator Lynch stated the City Clerk position states they either are or will become a Certified Municipal Clerk. Councilmember Piekarski-Krech stated she wanted them to be certified when hired. She didn't like paying to have them certified and then losing money. She suggested they could also pay for their own certification. Mayor Tourville stated like any position, the City will assist in continuing education and re-certification. City Administrator Lynch stated the requirement of being certified will be on the job description. He stated he would get the job descriptions on the Consent Agenda.

2. 2020 Budget (Finance)

City Administrator Lynch discussed the Budget Calendar.

He discussed the preliminary numbers from Dakota County on market values and net tax capacity. Market value is up \$54.5 million dollars. All categories except utilities are up. He stated it was the first time in three years for commercial industrial properties. \$54.5 million dollars is due to new construction, \$48.5 million dollars of that is due to residential.

City Administrator Lynch discussed the preliminary tax levy and the general tax levy. The operating levy is the number needed to operate the general fund. With all revenues and taxes, it offsets all expenses. There is a debt levy that is up \$308,000 some of which is due to the Fire Station debt. There are separate water management tax districts.

Councilmember Bartholomew stated that wages increased by \$367,000, additional debt levy of \$308,000, and pavement management for \$500,000. Those combined is a starting point of \$1,175,000 and then \$500,000 in priorities. He stated when speaking of an increase of the levy he is speaking of the \$1,175,000. Anything above and beyond is where he looks at needs versus wants.

City Administrator Lynch stated in June the Council discussed priorities and established the Police Department Cadet Program, an IT Position for Network Administrator, and a split position between Parks Maintenance and Stormwater. The third has no impact to the general fund and will be funded through contributions from the stormwater fund with the other half being an offset to the coverage from the deficit between revenues and expenses in Parks and Recreation. He stated \$192,000 is the total with \$110,000 for salary and benefits for the Network Administrator position and \$82,000 for the Cadet Program.

City Administrator Lynch discussed the following changes to the General Fund:

1. One item being done differently is family insurance. Starting with 2020 they have done actuals, which provide exact numbers, and a savings to the general fund in the amount of \$245,000.
2. Rental and Code Compliance position is being moved back into the general fund for 2020.

3. Technology is the greatest change. It has been an internal service fund. All costs associated to technology has been allocated to departments. He commented discussions and questions have arisen around that formula and should it be based on staffing levels, number of units, or square footage. He stated they would like to use it as an operational fund in the general fund except for capital. The capital would be reallocated to departments. IT would maintain all licensing renewals and updates and more accurately account for software and hardware.
4. There is a third election this year which adds labor costs.
5. Moving the Communications Specialist position back to the General Fund. This is currently funded at a 30 hour a week job and could be moved to 40 hours a week to help with other department communication needs.

He noted the following changes in General Fund revenues:

- For the first time they will hit the \$1.2 mark with building permit revenues
- Resident engineering is an offset to costs for development.
- Fiscal disparities: the 60% of all commercial valuation gets pooled and then redistributed within the metro area. He stated Inver Grove Heights is a net loser in fiscal disparities.
- Decreases out of the animal licensing, down on rental licensing,
- Will not have access to the \$100,000 Grant in 2020.
- Pawn fees were a pass through of the fee every time they did a transaction.
- They hope to continue to get Recycling Grant funding.

He stated the net difference is an increase of \$687,600 minus \$250,000 equaling \$437,000.

Councilmember Piekarski-Krech asked about IT and if they would be getting additional information. City Administrator Lynch responded there was a question about whether to hire a position or contract for service. He stated the IT Director has spoken to staff and department heads and felt it was a better to hire someone.

City Administrator Lynch stated it is proposed that the preliminary levy be set at .54090, which is a 1.03% increase in the tax levy rate. It increases the tax levy \$1,632,862 which is a 7% increase in levy dollars. The preliminary number can be brought down for the final, it cannot be increased. That covers \$500,000 in pavement management, \$308,000 in debt service, and a cost of living adjustment for all positions and changes to operational expenses.

Councilmember Bartholomew stated he would like to have a discussion on general fund excesses to make sure the funds are used correctly. He stated he would like to look at the Host Community Fund. Councilmember Piekarski-Krech commented there is a big increase in valuations leading to more in taxes; she questioned why there is such a big increase in the rate. Councilmember Bartholomew stated we are raising revenue in fees and property values were rising.

3. 2020 Census (Community Development)

Community Development Director Heather Rand stated next year is a Census year. Other cities have created a Citizen Census Committee (CCC) who takes the lead in getting the word out. She stated that herself, the Communications Director, and the Associate City Planner have met, and discussed organizing the CCC along with possible assistance from the Chamber of Commerce, and Inver Hills Community College.

Mayor Tourville stated the County would be starting a group. He commented there needs to be press releases stating that people are counted. City Administrator Lynch stated Heather Botten is the liaison with the Census. Community Development Director Rand mentioned the importance of getting a group together, and to get the word out through newsletters and social media. If there are any other suggestions to add to the list of contacts, she asked the Council to get in touch with her. Mayor Tourville suggested to begin with information on the City website.

4. Railroad Quiet Zone (Community Development)

Community Development Director Rand discussed the Railroad Quiet Zone and stated the Consultant, SRF, stated that the crossing at 66th Street would need more work at an additional cost. She stated she connected with the railroad and the consultant would need to come into town and do an evaluation. They could charge up to \$25,000 and would make use of the last work the previous consultant completed. She stated they would not commit to the cost being less than \$25,000 until they complete an evaluation. She stated the second Agreement would be for engineering for \$25,000. The third Agreement would be up to \$350,000 to perform additional work. She stated the process takes about twelve months and asked if the

Council wanted to see the first Agreement at a future City Council meeting. Funding would come from the Host Community Fund for all three phases. She stated funding from the State could be pursued but it is not commonly received. She stated there are residents in attendance who may want to speak.

Brenda Sabistina, 10380 Brent Avenue, stated 105th has been on the docket for two years and the whistle is a real problem. You can measure the increase of the trains, the length, and speed. Some trains park on 105th and have blocked a road. Mayor Tourville stated they had similar issues on 71st. He commented that if there is an Engineer in the train, they can block an intersection.

Paul Bute, 10016 Barnes Trail, asked if the railroad pays taxes and who does track inspections. City Administrator Lynch responded they pay taxes called personal property taxes, but it is at a different classification. The railroad has an inspector that inspects the tracks. Mayor Tourville stated each State has jurisdiction over the railroads within the State. The State has a Railroad Commission out of the Department of Transportation. Community Development Director Rand stated she could contact the Government Affairs person.

Ms. Sabistina asked if there was a speed limit the trains must abide by when going through the City. Mayor Tourville responded there is a speed limit depending on population and area. He commented there are different whistle blows.

Mr. Bute stated they fixed the intersection by him but didn't fix the track in between very well. He stated that a train coming from the refinery has a lot of potential energy. He lives in the blast zone if something happens.

Councilmember Bartholomew stated the need to start thinking of this as a quality of life issue. Councilmember Piekarski-Krech commented she was concerned about additional costs being added.

Mayor Tourville asked what SRF thought of the situation. Community Development Director Rand responded SRF felt that the railroad misled them. Mayor Tourville requested having information put together. City Administrator Lynch stated they would prepare a document and have it ready for the City Council meeting on the 23rd. Mayor Tourville stated the message from the Council is that we would try to get it done.

B. ADJOURN

Motion by Piekarski-Krech, seconded by Dietrich to adjourn the meeting at 7:55 p.m.

Ayes: 5

Nays: 0 Motion carried.

INVER GROVE HEIGHTS CITY COUNCIL SPECIAL MEETING
Monday, September 23, 2019, 5:00 p.m.

- A. **CALL TO ORDER:** The City Council of Inver Grove Heights met at 8150 Barbara Avenue in the City Council Chambers on Monday, September 23rd, 2019. Mayor George Tourville call the meeting to Order at 5:00 p.m.

Roll Call: Present were Mayor Tourville; Council Members Perry, Piekarski-Krech, Bartholomew and Dietrich.

Staff: City Administrator Joe Lynch, Police Chief Melissa Chiodo, Fire Chief Judy Thill, Public Works Director Scott Thureen, Parks & Recreation Director Eric Carlson and Interim Finance Director Shannon Battles.

B. **STRATEGIC PLANNING**

Lynch gave an overview of the materials supplied to all for the meeting. He summarized the 2018 meeting and materials. He presented an outline of the formulation of a Strategic Plan and requested direction on proceeding.

Council discussed a wide range of topics from Goal setting to Vision Statement to gaining insight from the Department Heads. Here are examples of items mentioned:

Public Safety, Infrastructure

Livable Community

Jobs

Fiscal Responsibility

Guiding principles and how are they used and how are we unite with them?

Department Heads gave feedback on their interpretation of Strategic Planning, their experience in the past and desire to establish something long term that both staff and Council can refer to when making important decisions for the city that will have long term impacts.

Council indicated that they would work on the establishment of a Vision statement for the city and give their feedback to the City Administrator. Council directed staff to work on identifying the Objectives or Major Categories to consider in establishing the strategic plan.

INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, SEPTEMBER 23, 2019

Council would establish Monday, October 28th at 5:00 p.m. as the next meeting between the Department Heads and Council to come back together with their tow items: Vision Statement and Goal/Priority identification.

Council Member Piekarski-Krech moved to Adjourn the meeting at 6:25 p.m.
Council Member Perry seconded. Ayes: all

INVER GROVE HEIGHTS CITY COUNCIL MEETING MINUTES**Monday, September 23, 2019 at 7:00 p.m.****1. CALL TO ORDER**

The City Council of Inver Grove Heights met in regular session on Monday, September 23, 2019, in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Tourville called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present were: Mayor Tourville, Councilmembers Piekarski-Krech, Bartholomew, and Dietrich; City Administrator/Interim Deputy Clerk Lynch, City Attorney Kuntz, Community Development Director Rand, Police Commander Otis, and Police Chief Chiodo. Absent: Councilmember Perry.

3. PRESENTATIONS

There were no presentations.

4. CONSENT AGENDA

- A. i. Minutes from the August 26, 2019 Regular Council Meeting.
- ii. Minutes from the September 9, 2019 Regular Council.
- B. Disbursements for Period Ending September 18, 2019. **Resolution 19-175.**
- C. Approve Group Insurance Plans, Rates, and Contribution Amounts.
- D. Request approval of the Pay Application #10 to Jorgenson Construction for Project 2014-10 Fire Station #2 New Construction.
- E. Request approval of the authorized Change Orders #7, #8, and #9 for Project 2014-10 Fire Station #2 New Construction.
- F. Request approval for the Fire Chief to contract with LVC Companies to install electronic door access system for Project 2014-10 Fire Station #2 New Construction.
- G. Request approval to proceed with work in Change Order #10 for Project 2014-10 Fire Station #2 New Construction.
- H. Consider Approval of Proposal with US Aquatics for Consulting Services for the Replacement of the Pool Filtration and Chemical Feed Systems.
- I. Jaeger Construction – Case No. 19-36CA; Approve a resolution relating to a Conditional Use Permit to add two additions onto the existing Inver Grove Ford auto sales building. Property located at 4725 South Robert Trail. **Resolution 19-176**
- J. William Krech – Case No. 19-35SPD; Approve the Final Plat, Final PUD Development Plan, Development Agreement and related agreements for the plat of Amberwood. Property located at 2001 120th Street. **Resolution 19-177.**
- K. City of Inver Grove Heights. Approve resolution authorizing staff to enter into a Professional Services Agreement with Kimley Horn to prepare an update to the Northwest Expansion Area Alternative Urban Areawide Review (AUAR). **Resolution 19-178**
- L. Human Trafficking Task Force Joint Powers Agreement. **Resolution 19-179.**
- M. Consider Pay Voucher No. 3 for City Project No. 2015-03 – 65th Street Construction (between T.H. 3 and Argenta Trail) and City Project No. 2018-03 – NWA Trunk Watermain Improvements, 65th Street Loop (Phase IV of 2015-12) from Agate Trail to Alverno Lane.
- N. Consider Pay Voucher No. 10 for City Project Nos. 2017-03 – Watermain Improvements, 65th Street Loop and 2017-24 – T.H. 3 Intersection Improvements for 65th Street.
- O. Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 5, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2017-09E – 93rd Street and Abigail Court Area Reconstruction. **Resolution 19-180**
- P. Consider Pay Voucher No. 2 for City Project No. 2018-09D – Atwater Path Pavement Replacement, City Project No. 2018-09F.
- Q. Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report and Resolution Accepting Work for City Project No. 2019-10, Raingarden Inlet Retrofits. **Resolution 19-181**
- R. Consider Resolution Separating City Project No. 2019-09C – Cahill Avenue Mill and Overlay (Concord Boulevard to Inver Grove Trail) and Establishing one Additional Project: City Project No. 2019-09F. **Resolution 19-182**

- S. Approve Custom Grading Agreement and Permanent Drainage, Utility and Stormwater Ponding Easement for 10895 Barnes Avenue (Outlot C, Sunvilla).
- T. Consider a Resolution Accepting Quote for Utility Televising Services on City Project No. 2019-09D, 64th Street Area Improvements. **Resolution 19-183**
- U. Personnel Actions.

Motion by Bartholomew, seconded by Dietrich to approve the Consent Agenda.

Ayes: 4

Nays: 0 Motion carried.

5. PUBLIC COMMENT

None

6. PUBLIC HEARING

None

7. REGULAR AGENDA

ADMINISTRATION

A. Consider Request for Inver Grove Brewing to Grant an Extended Premises Permit of the Existing Liquor License Sales Area to a Designated Outdoor Area, September 29, 2019

City Administrator Joe Lynch stated the request is for an extended Premises Permit for Inver Grove Brewing for an event taking place on September 29, 2019. A tent will be set up by a professional company following all required codes. Food cooked inside of the building, beverages, and alcohol will be for sale as well as games, activities, and live music. He stated the applicants have provided the Insurance Certificate and a diagram of the parking lot. The Fire Marshal and Police Department have approved the planned events and Staff recommends approval of the Permit.

Motion by Piekarski-Krech, seconded by Dietrich to approve the Request for Inver Grove Brewing to Grant an Extended Premises Permit of the Existing Liquor License Sales Area to a Designated Outdoor Area, September 29, 2019.

Ayes: 4

Nays: 0 Motion carried.

B. Consider Request for Mississippi Pub to Grant an Extended Premises Permit of the Existing Liquor License Sales Area to a Designated Outdoor Area, October 3-4, 2019 and October 5, 2019.

City Administrator Lynch stated the request is for an extended Premises Permit for Mississippi Pub for October 3, 4, and 5, 2019. The applicant has provided the Insurance Certificate and a diagram of the parking lot. The Fire Marshal has approved the plans and staff recommends approval of the request. He stated the Police Department would like to give their own report on the request.

Police Commander Josh Otis stated the Police Department has taken on additional responsibilities in the absence of the City Clerk. Included in those responsibilities is reviewing the Ordinance for an extension. He stated the extension calls for not dropping below the required number of parking spaces. The Mississippi Pub is allowed 40 parking stalls, the required number is 38 parking stalls. He displayed a diagram of the parking lot and stated the tent area and extension area would cover eleven parking stalls bringing their required limit below forty. He stated Mississippi Pub has a service area that is a part of the Marina, but not a part of the business. Per the Ordinance, dropping below the required number of stalls, the request cannot be approved by the Police Department and must go before City Council.

Joe Harms, 4455 66th Street East, River Heights Marina and Mississippi Pub, displayed a diagram of the site plan from 2005 that depicts the area known as the “service area”. He stated they currently

do not do service work in that area; it is used for additional parking if other spaces are full for the Pub. They also use parking spaces along the shoreline. He stated they have adequate parking on the property.

Councilmember Bartholomew asked what type of surface the service area had and if there was currently parking on it. Mr. Harms responded there is millings on it and there are cars parked on it. Councilmember Piekarski-Krech asked if barriers would be placed in the area for parking. Mr. Harms responded the area allows for two more rows for parking and that he has never had issues with anyone being blocked in.

Police Commander Otis stated there would be 27 additional parking spaces that could be created in the service area which would cover the 11 spots that are being covered up. Mayor Tourville asked that the parking spaces be identified for those coming to the events.

Mr. Harms stated they would be doing an event for the Best Foundation on Thursday, a Bean Bag Tournament on Friday to raise funds for Soldier's 6, and Saturday is the Oktoberfest.

Motion by Piekarski-Krech, seconded by Bartholomew to approve the Request for Mississippi Pub to Grant an Extended Premises Permit of the Existing Liquor License Sales Area to a Designated Outdoor Area, October 3-4, 2019 and October 5, 2019 and use the service area to make up for the loss of parking spaces.

Ayes: 4

Nays: 0 Motion carried.

C. Consider Approval of the Second Reading of the Amendment to the Liquor Ordinance, City Code Title 4, Chapter 1, Section 10(B) Relating to Payment of License Fees

City Administrator Lynch stated this is the Second Reading of the Amendment to the Liquor Ordinance. It is a change requesting that all fees be due upon initial application or renewal. Prior to this it was allowed for one-half payment for license fees. He stated all license holders have been notified of this change and no feedback has been received.

Motion by Dietrich, seconded by Piekarski-Krech to approve the Second Reading of the Amendment to the Liquor Ordinance, City Code Title 4, Chapter 1, Section 10(B) Relating to Payment of License Fees.

Ayes: 4

Nays: 0 Motion carried.

ADMINISTRATION

D. Consider Approval of Motor Vehicle Sales Business License Application

City Administrator Lynch stated this is an Application to assume the motor vehicle sales business license currently held by Inver Grove Auto. Mr. Thomas Steinmueller is seeking Application for motor vehicle sales for this business at this location. He stated the background investigation revealed no basis for denial of the license. Staff recommends the application of transfer.

Thomas Steinmueller and Cheryl Lange, 6591 Concord, introduced themselves.

Motion by Bartholomew, seconded by Dietrich to approve the Motor Vehicle Sales Business License Application.

Ayes: 4

Nays: 0 Motion carried.

COMMUNITY DEVELOPMENT**E. Update on the STOR Development Project (9725 Robert Trail)**

Community Development Director Heather Rand stated at the last City Council meeting residents from Tyne Lane spoke regarding this project adjacent to their properties. The project is for an indoor storage facility estimated to be completed later in the fall. Residents have concerns about the screening. She stated that herself, Public Works Director Scott Thureen, and Legal Counsel met with residents and then reviewed files from the project and MPCA directives to the project engineers. She stated things have changed with the project and that some directives due to a former abandoned septic system changed the layout of stormwater ponds and resulted in the clearing of additional trees. About .3 of an acre of additional tree coverage has been cleared. Staff has completed 3D graphic modeling to determine where additional trees should be replaced by the Developer. She stated they are waiting for additional information from the development team and need more time before a plan goes to the neighborhood and the City Council. Once it comes before the City Council the development contract will have to be amended so the Developer would be required to bring back additional screening that has been removed on the site.

She stated she was recently notified by the neighborhood regarding construction noise. There are claims that some are arriving to the site before 7:00 a.m. and working after 7:00 p.m. She stated the Chief Building Official has the capacity to warn of the unacceptable behavior and has spoken with the General Contractor. She stated a resident sent her a video that shows there were trucks idling on the site before 7:00 a.m. When the General Contractor was notified of this, they stated they are not working before that timeframe, but agreed they did have trucks idling. She stated most of the trucks on site this morning came into the site to get off Robert Street. She stated the General Contractor has said they would work to fine those that begin work prior to 7:00 a.m. Ms. Rand stated there were also some trucks that got lost and went through the neighborhood, those were told to find a more appropriate route.

She stated she has visited the site and the topography could be a challenge for screening purposes. The goal is to bring back the Amendment to the Development Contract to the City Council by October 14th.

Grant Robbins, 9432 Tyne Lane, gave the City Council some handouts and referenced an aerial view of the site. He stated he represents the interests of Tyne Lane's 17 residential properties with approximately 58 residents. He gave the following timeline from their point of view:

- December 2018 – Residents notified by mail about Planning Commission and City Council meetings.
- December 18, 2018 - Planning Commission meeting was held with Tyne Lane residents in attendance. The Planning Commission recommended and was supported by the residents to approve the project.
- January 2019 – Project came before the City Council. The City Council approve a Conditional Use Permit and additional plans.
- February 5, 2019 – Conditional Use Permit was recorded in Dakota County.
- February through late May 2019 – Several significant plan changes were approved by the Assistant City Engineer that are not permitted under the Conditional Use Permit.
- May 28, 2019 to Present – There has been substantial tree removal, grading, and stormwater system installation on site before and after the 7:00 a.m. and 7:00 p.m. work hours. In conflict with the Conditional Use Permit work continues this afternoon and evening.
- August 22, 2019 – He had a teleconference with City Staff, Barr Engineering, the Developer, and the Developers Civil Engineer to discuss grading plans, stormwater, and specifications. At this meeting he requested documentation and drawings from the Planning Commission's December 18th meeting.
- August 26, 2019 – He received copies of the Planning Commission drawings that were in direct conflict with what was happening on-site. He was referred to the City Engineer with any questions. He contacted Engineer and was told he was unfamiliar with the site plans. He stated

himself and two neighbors attended the first City Council meeting and advised the Council of their concerns with the plans.

- September 4, 2019 – The City Administrator provided updated demolition drawings of the site that confirms that 63% of the trees were removed versus the 37% approved.
- September 5, 2019 – Meeting with Scott Thureen, Heather Rand, Tim Kuntz, and 17 residents from Tyne Lane to go over non-conformances. Residents requested for the second time that work stop east of the roadway due to the non-conformances.
- September 6, 2019 – Police Officers, and ten warnings were provided to the Contractor about work hours. Verbal warning was given to those on site and to the General Contractor.
- September 9, 2019 – Attended City Council meeting again and gave an update, requested work stop east of the site.
- September 13, 2019 – Written notification was received that the City confirms site grading and screening is not in compliance with the Conditional Use Permit and work continues on the site.
- September 23, 2019 – Discussions took place between the City and the Developer. Residents were provided with an update that suggested the October 14th City Council meeting to discuss an appropriate plan approval. Work begins on site at 5:59 a.m. numerous times were listed for a truck driving on Tyne Lane and others arriving to the site prior to 7:00 a.m. Residents attend City Council meeting.

Mr. Robbins displayed the site grading plan dated November 19, 2019 and the site grading plan approved on May 24, 2019 that includes new excavation and regrading of the site and preparation of a future industrial development site that the Developer designed and graded at the Developer's own risk. He stated the new location had substantial changes to Stormwater Pond No. 1, the north pond, which was redesigned and moved closer to the resident's property. Stormwater Ponds No. 2 and No. 3 were added to take additional stormwater volume. He stated there were three areas on site that were regraded with removal of all native trees and drainage provided for the stormwater ponds. He stated a secondary roadway was constructed and faces directly into a resident's property on Tyne Lane.

He displayed a photo of Stormwater Pond No. 1 and stated the closest point was moved 50 feet east where trees were removed and closer to properties on Tyne Lane. The future development location moved ponds closer to homes. He displayed a landscape plan from December 5, 2018 and stated the areas in yellow are existing trees and vegetation to remain and the only roadway in and out of the construction site is surrounded by mature trees. He displayed a graphic obtained from the Developer and listed the actual numbers versus the planned numbers. Aerial photos of the site were displayed.

He stated the following requests by residents:

- Implement full stop work on site immediately due to repeated significant violation of work hours.
- All work east of the roadway on site stop indefinitely until one of the following two happen:
 - ♦ Developer begins to return site to the Conditional Use Permit specified conditions, including regrading to the original plans and replanting all 146 mature trees that were removed.
 - ♦ City Council approves an Amendment to the site plans that is endorsed by the residents of Tyne Lane.

Mr. Robbins stated he emailed a video to the Council of a six-minute segment of the Planning Commission meeting where the Developers present the plans.

Community Development Director Heather Rand stated the Developer has been asked to provide plans for the additional screenage by the end of the week. Once received, and the approach is mutually agreed upon, they would reach out to Tyne Lane residents and schedule a meeting. Then it would be brought to the City Council at the October meeting.

Mr. Robbins stated that residents have heard workers on site describing how this is the resident's problem that this work is being done, it's like airplane noise.

Community Development Director Rand stated the Chief Building Official had a conversation with the Developer today regarding this and the contractor. The contractor and the Developer are responsible for the subs (the truck drivers). She stated the Chief Building Official needs definitive proof before he can shut the site down. The video given by residents this far shows trucks idling, which they can do. A video of trucks backing out, making noise, doing construction activity would be proof. She stated residents have been instructed to call the Police, which gives documentation and the message that the behavior isn't appropriate.

Councilmember Bartholomew asked if it were possible to have a Building Inspector on site at 7:00 a.m. or earlier. Community Development Director Rand responded she would check on it. Councilmember Piekarski-Krech suggested a Patrol in the area.

Victor Salamone, 9436 Tyne Lane, stated it is disrespectful how they feel as residents and new residents to the area. He commented this felt like "tattle tailing" when the Developer already knows the rules. The neighborhood has put in numerous hours regarding this topic, nothing is happening, and the construction continues. He stated he has a lot of respect for staff and the Council but doesn't feel he as a resident is getting it in return.

Councilmember Piekarski-Krech asked where the septic system and well would be going. Community Development Director Rand responded the building would not have water and septic. There would be a small entry point where a small building would be connected to water and sewer. She was not sure of the location but would check. Councilmember Piekarski-Krech stated she didn't recall having that added. Community Development Director Rand stated the former office building had septic and the MPCA determined that must be closed. That is where plans changed. She stated the pond overlapped with the former septic system and Engineering staff re-engineered additional ponds around it. Ms. Rand stated she would prefer Engineering speak more about this issue. City Administrator Lynch stated the MPCA determined it was contaminated and they couldn't use the soil for the pond to retain water, so they created ponds in different areas. There is a small building that would receive sewer and water and it was in the plans and approved with water on the west side with sewer on the east side.

Mr. Robbins displayed a photo of the area and stated core samplings were taken where the pond was going to be and discovered drainage would not be enough for stormwater. That is what caused the additional tree removal and creation of three stormwater ponds. He stated they shouldn't blame it on the stormwater pond, the Developer changed the plans at their own risk and removed trees and redesigned the stormwater ponds to three instead of one. That change directly harmed the residents of Tyne Lane.

Councilmember Dietrich stated there is a lack of trust and calm is needed to regroup and determine how to go forward. She asked Community Development Director Rand what could take place tonight, so the residents are not disturbed further. Community Development Director Rand responded she is recommending what was recommended earlier, which is City staff continue to negotiate with the Developer so they can come back before the Council with an amended Development Agreement that would include additional screening for the .3 acres of additional trees that were cleared.

Mr. Robbins stated he quoted the Developers numbers. The Developer agreed to a plan that was approved and said 37% of all the trees on site would be removed. 67% of the trees were removed, which is 1.9 additional acres of trees, 146 mature trees. He stated every day that it takes to get additional action, the site gets farther and farther from the Conditional Use Permit. In three weeks, this plan will be done to the Developer's liking. He stated their request is to stop the work east of the roadway until this is sorted out or until the City Council either approves a different plan or the Developer goes back to the original plans.

Mayor Tourville stated the legal question would be if the City has the right to change the plan from one to another. City Attorney Kuntz responded the January plans approved by the Council as part of

the CUP had a condition that final plan set approved and listed must be in substantial conformance to the final plans. He stated the judgment of the Engineering and Planning Department in reviewing the plans, were that the final plans were in conformance except for the grading plan as it affected screening. He stated regarding the trees, the percentages deal with a canopy analysis versus a significant tree analysis. The Tree Preservation Ordinance deals with significant trees before you can trigger an obligation for reforestation. He stated there is a question about 37% and 63% and how many significant trees they are speaking about. There was a canopy analysis looking at the covered area. Engineering and Planning Staff believe that the final plans are in substantial conformance with the Conditional Use Permit except for the grading plan as it affected screening that is why they are trying to come up with a substitute screening program.

He stated in response to City liability and authority, one aspect is the fact that the plan set was approved and found its way into the Development Contract between the City and the Developer. It says the Developer shall build according to the plans approved. He stated what is being suggested by the Community Development Director Rand is to proceed with where we are and see if a substitute screening plan can be negotiated. He stated the trees are gone, so the question remains about screening and dealing with the Developer.

Mayor Tourville stated they would have to speak with the Developer and the neighborhood and come to an agreement. This would come back to the City Council on October 14th.

Councilmember Piekarski-Krech asked what the recourse was if a Developer does something like this and what would happen if a negotiated settlement could not be reached. She asked if there was something monetary. City Attorney Kuntz responded they didn't say they can't replace the trees. He stated the grading has affected the screening and they are requesting a reasonable substitute for the damage caused by it. Mayor Tourville stated engineering signed off on it. He stated they can hold them to the hours of 7:00 a.m. to 7:00 p.m. and have someone there to make sure. Councilmember Piekarski-Krech asked if there shouldn't be a fine and if it falls under nuisance.

Mr. Robbins stated the resident's, City, and Developer's litigation risk is going up every day. He commented that it is in everyone's best interest to stop work east of the roadway tomorrow morning. He stated residents understand they can't replace 146 trees, but they can start with 1.9 acres instead of .3. If it is at the lower number, residents would not feel they get back to conformance. He stated there was no allowance for a future development location in the plans submitted and approved and that it was created and graded by the Developer. He stated any plan the neighborhood would approve would be for that location to be gone and regraded back to original grading specifications. He stated the south side of the north pond was 50 feet farther south to maximize future development opportunities for the Developer. He stated residents are open to a substitute plan such as 1.9 acres of protection through fencing and trees, including not eliminating three stormwater ponds, and includes removing the grading done to set up for future development. He displayed photos of an area that cannot be screened. His suggestion is to get the work east of the roadway stopped and consider the items spoken about previously.

Mr. Salamone stated if he had a pool, he would have to put a three-foot fence around it. Mayor Tourville responded that was not the only thing you need to do with a pool, you could also put a hard cover on it. Mr. Salamone stated the pond is eight feet deep and was supposed to be designed dry. Community Development Director Rand responded the pond was not connected to other pipes yet so there is water in it. From a rainfall it would have water in it for 24 hours. Mr. Robbins stated where it sits now, the water would be seven feet away from resident property and five feet deep in the center.

Mayor Tourville stated there are engineering and screening questions. He asked staff to look into the 7:00 a.m. to 7:00 p.m. work timeframe.

Police Chief Melissa Chiodo stated she didn't want to overpromise and underdeliver to the community. She stated she would have a conversation with Community Development Director Rand about this. She stated a call like this would go through Dispatch and not get delivered to Police if

they see this as a civil issue. The violation of the Ordinance would be a Misdemeanor, which would be a priority three call and may not have a squad visit. She didn't want the community to feel devalued, but there are things the Police would need to work on, on their end regarding this matter.

Community Development Director Rand stated staff would continue to work with the Developer, come up with a plan, work on the Amendment, meet with residents, and bring this back to the City Council on October 14th or shortly after.

Councilmember Bartholomew asked this to be a priority to the Chief Building Inspector regarding the time violations. Community Development Director Rand responded she would.

8. EXECUTIVE SESSION – CLOSED DOOR SESSION

Pursuant to Attorney-Client Privilege and Pursuant to Minn. Stat. § 13D.05, Subd. 3(b) a closed Executive Session to discuss the lawsuit of City of Inver Grove Heights vs. GS Truck & Trailer Repair LLC and GS Transport Express LLC.

City Attorney Tim Kuntz stated under the common law doctrine of Attorney-Client privilege and pursuant to Minn. Stat. § 13D.05, Subd. 3(b), the City Attorney can meet with the City Council in a closed-door Executive Session to discuss ongoing litigation. He stated the request is for the Council to make a Motion to go into a closed-door Executive Session to address the pending litigation with the City of Inver Grove Heights versus GS Truck & Trailer Repair LLC and GS Transport Express LLC. Pursuant to the common law doctrine and the Statute referenced the request is for the Council make a Motion to move to a closed-door session to discuss the lawsuit referenced.

Motion by Piekarski-Krech, seconded by Bartholomew to approve Pursuant to Attorney-Client Privilege and Pursuant to Minn. Stat. § 13D.05, Subd. 3(b) a closed Executive Session to discuss the lawsuit of City of Inver Grove Heights vs. GS Truck & Trailer Repair LLC and GS Transport Express LLC.

Ayes: 4

Nays: 0 Motion carried.

9. MAYOR AND COUNCIL COMMENTS

Mayor Tourville stated they need to set the following two meetings:

- October 14th at 5:00 p.m. for follow up to City Administrator Joe Lynch's review.
- October 28th at 5:00 p.m. for Vision and Mission with Department Heads, Staff, and the City Council.

Motion by Piekarski-Krech, seconded by Dietrich to approve the meetings as described.

Ayes: 4

Nays: 0

10. ADJOURN

The meeting was adjourned at 8:24 p.m.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: October 14, 2019
 Item Type: Consent
 Contact: Shannon Battles 651-450-2488
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: N/A

Fiscal/FTE Impact:

☐	None
☒	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Approve the attached resolution approving disbursements for the period of September 19, 2019 to October 9, 2019.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending October 9, 2019. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$462,490.95
Debt Service & Capital Projects	2,778,475.44
Enterprise & Internal Service	524,832.34
Escrows	515,849.13
Grand Total for All Funds	<u><u>\$4,281,647.86</u></u>

If you have any questions about any of the disbursements on the list, please call Shannon Battles, Interim Finance Director at 651-450-2488.

Attached to this summary for your action is a resolution approving the disbursements for the period September 19, 2019 to October 9, 2019 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING October 9, 2019**

WHEREAS, a list of disbursements for the period ending October 9, 2019 was presented to the City Council for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: that payment of the list of disbursements of the following funds is approved:

General & Special Revenue	\$462,490.95
Debt Service & Capital Projects	2,778,475.44
Enterprise & Internal Service	524,832.34
Escrows	515,849.13
 Grand Total for All Funds	 <u><u>\$4,281,647.86</u></u>

Adopted by the City Council of Inver Grove Heights this 14th day of October, 2019.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Joe Lynch, Interim Deputy Clerk



City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 09/19/2019 - 10/09/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
2ND WIND EXERCISE, INC.	21-062253	10/09/2019	3/14/19	101.42.4200.423.30700	189.00
2ND WIND EXERCISE, INC.	21-062714	10/09/2019	4/29/19	101.42.4200.423.40042	350.86
2ND WIND EXERCISE, INC.	21-060747	10/09/2019	9/11/18	101.42.4200.423.40042	1,331.98
AFSCME COUNCIL 5	INV0090965	09/27/2019	UNION DUES (AFSCME FULL SHARE)	101.203.2031000	978.51
AFSCME COUNCIL 5	INV0090966	09/27/2019	UNION DUES (AFSCME FULL SHARE-F	101.203.2031000	94.10
BARNA, GUZY, & STEFFEN LTD	207151	09/25/2019	50003-005	101.41.1100.413.30430	221.00
BARNA, GUZY, & STEFFEN LTD	207152	09/25/2019	8/31/19	101.41.1100.413.30430	611.38
BITUMINOUS ROADWAYS, INC.	28504	09/25/2019	35265	101.43.5200.443.60016	22,164.80
BJORKLUND COMPENSATION CONSULTING	00004076	10/09/2019	9/21/19	101.41.1100.413.30500	145.00
CENTURY COLLEGE	550624	09/25/2019	9/10/19	101.42.4200.423.50080	3,300.00
CENTURY LINK	9/19/19 651 455 9072 782	10/02/2019	651 455 9072 782	101.42.4200.423.50020	42.45
CHAMPION TANK SERVICES	926	10/02/2019	IGH	101.44.6000.451.40047	3,585.00
CITY OF SAINT PAUL	IN36970	10/09/2019	76	101.43.5200.443.60016	11,361.46
COLLINS ELECTRICAL CONST.	1932568.01	09/25/2019	9/6/19	101.43.5200.443.40046	608.40
CORPORATE MARK, INC.	424115	10/02/2019	9/19/19	101.42.4000.421.60006	150.00
DAKOTA COUNTY TECHNICAL COLLEGE	533728	10/02/2019	8/9/19	101.42.4000.421.50080	500.00
DAKOTA COUNTY TECHNICAL COLLEGE	548083	10/02/2019	9/6/19	101.42.4000.421.50080	500.00
DAKOTA CTY FINANCIAL SVCS	00036165	09/25/2019	AUG 2019	101.42.4000.421.70501	1,633.10
DAKOTA CTY FINANCIAL SVCS	00036165	09/25/2019	AUG 2019	101.42.4200.423.30700	1,703.09
DAKOTA CTY FINANCIAL SVCS	00036165	09/25/2019	AUG 2019	101.43.5200.443.30700	46.66
DAKOTA CTY FINANCIAL SVCS	00036313	10/02/2019	P0001753	101.41.1200.414.60040	3,116.67
DAKOTA CTY PROP TAXATION & RECORDS	10/1/19	10/09/2019	9/27/19	101.45.0000.3413000	552.00
EFTPS	INV0090989	09/27/2019	FEDERAL WITHHOLDING	101.203.2030200	58,093.25
EFTPS	INV0090991	09/27/2019	MEDICARE WITHHOLDING	101.203.2030500	16,661.00
EFTPS	INV0090992	09/27/2019	SOCIAL SECURITY WITHHOLDING	101.203.2030400	48,758.60
EFTPS	INV0090993	09/27/2019	FEDERAL WITHHOLDING	101.203.2030200	1,553.40
EFTPS	INV0090995	09/27/2019	MEDICARE WITHHOLDING	101.203.2030500	214.82
EFTPS	INV0090996	09/27/2019	SOCIAL SECURITY WITHHOLDING	101.203.2030400	918.56
EFTPS	INV0091161	10/04/2019	FEDERAL WITHHOLDING	101.203.2030200	11.31
EFTPS	INV0091163	10/04/2019	MEDICARE WITHHOLDING	101.203.2030500	47.02
EFTPS	INV0091164	10/04/2019	SOCIAL SECURITY WITHHOLDING	101.203.2030400	201.02
EMERGENCY RESPONSE SOLUTIONS	13738	09/25/2019	9/9/19	101.42.4200.423.60045	2,654.22
EMMONS & OLIVIER RESOURCES	00095-0061-4	10/02/2019	00095-0061	101.43.5100.442.30300	441.00
EMMONS & OLIVIER RESOURCES	00095-0060-6	10/02/2019	00095-0060	101.43.5100.442.30300	2,298.76
EMMONS & OLIVIER RESOURCES	00095-0061-6	10/02/2019	00095-0061	101.43.5100.442.30300	3,244.19
EXPERT TREE AND SERVICE AND SCIENCE	2049	10/09/2019	9/20/19	101.43.5200.443.40046	690.00
EXPERT TREE AND SERVICE AND SCIENCE	2095	10/09/2019	9/30/19	101.43.5200.443.40046	1,650.00
FIRST IMPRESSION GROUP, THE	91631	09/25/2019	8/16/19	101.44.6000.451.50025	310.56
FIRSTSCRIBE	2481752	10/02/2019	8/1/19	101.43.5100.442.40044	250.00
FIRSTSCRIBE	2480875-290	10/02/2019	9/1/19	101.43.5100.442.40044	250.00
FRESHWATER SOCIETY	20190906H	09/25/2019	ROAD SALT SYMPOSIUM REGISTRAT	101.43.5200.443.50080	145.00
FRESHWATER SOCIETY	20190927	10/09/2019	10/24/19	101.43.5200.443.50080	290.00
GALLS INC	013680812	10/02/2019	1002151449	101.42.4200.423.60045	155.19
GALLS INC	013688002	10/02/2019	1002151449	101.42.4200.423.60045	47.25
GALLS INC	013707556	10/02/2019	1002151449	101.42.4200.423.60045	225.71
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0090972	09/27/2019	HSA ELECTION-FAMILY	101.203.2032500	2,787.18
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0090973	09/27/2019	HSA ELECTION-SINGLE	101.203.2032500	4,930.61
GENESIS EMPLOYEE BENEFITS, INC	IN1587133	09/25/2019	8/1/19	101.42.4000.421.30550	40.00
GENESIS EMPLOYEE BENEFITS, INC	IN1589140	10/02/2019	8/1/19-8/31/19	101.42.4000.421.30550	43.48
GENESIS EMPLOYEE BENEFITS, INC	9/30/19	09/30/2019	FLEX COMP SPEND DED PAY	101.203.2031500	2,193.53
HOFFMAN & MCNAMARA CO	6005	09/25/2019	IGH	101.44.6000.451.60065	5,299.00
ICMA RETIREMENT TRUST - 457	INV0090964	09/27/2019	457 - ROTH AGE 50+	101.203.2031400	125.00
ICMA RETIREMENT TRUST - 457	INV0090974	09/27/2019	ICMA-AGE <49 %	101.203.2031400	7,293.80
ICMA RETIREMENT TRUST - 457	INV0090975	09/27/2019	ICMA-AGE <49	101.203.2031400	2,755.00
ICMA RETIREMENT TRUST - 457	INV0090976	09/27/2019	ICMA-AGE 50+ %	101.203.2031400	1,006.34
ICMA RETIREMENT TRUST - 457	INV0090977	09/27/2019	ICMA-AGE 50+	101.203.2031400	6,934.79
ICMA RETIREMENT TRUST - 457	INV0090978	09/27/2019	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	88.57
ICMA RETIREMENT TRUST - 457	INV0090986	09/27/2019	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	2,151.52
ICMA RETIREMENT TRUST - 457	INV0090987	09/27/2019	ROTH IRA (AGE 50 & OVER)	101.203.2032400	920.00
ICMA RETIREMENT TRUST - 457	INV0090988	09/27/2019	ROTH-AGE <49 %	101.203.2032400	44.95
ING DIRECT	INV0091120	09/27/2019	MSRS-HCSP	101.203.2032200	898.62
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	101.41.1100.413.60070	330.05
INVER GROVE HEIGHTS ANIMAL HOSPITAL	702195	09/25/2019	9/13/19	101.42.4000.421.60013	49.56
INVER GROVE HEIGHTS ANIMAL HOSPITAL	703186	10/02/2019	9/20/19	101.42.4000.421.60013	124.58
KENISON, TERRI	SEPT. 2019	10/02/2019	SEPTEMBER 2019	101.42.4200.423.30700	850.00
LANGUAGE LINE SERVICES	4644092	09/25/2019	9020909043	101.42.4000.421.50020	203.30
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	101.41.1100.413.50025	8.63
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	101.41.1100.413.50025	14.38
M & J SERVICES, LLC	2081	09/25/2019	9/10/19	101.44.6000.451.40047	2,448.00
M & J SERVICES, LLC	2082	09/25/2019	9/10/19	101.44.6000.451.40047	950.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
M & J SERVICES, LLC	2092	10/09/2019	9/30/19	101.43.5200.443.40046	345.00
MADISON NATIONAL LIFE INSURANCE COM	1362002	10/02/2019	101243900000000	101.203.2031700	2,679.29
MARTIN, FRANKLIN	9/18/19	09/25/2019	REIMBURSE PERMIT #BD2019-1101	101.45.3300.419.30700	8,145.51
METROPOLITAN COUNCIL	AUGUST 2019	09/25/2019	AUGUST 2019	101.41.0000.3414000	(1,118.25)
METROPOLITAN COUNCIL	SEPTEMBER 2019	10/02/2019	SEPTEMBER 2019	101.41.0000.3414000	(695.80)
MINNEAPOLIS OXYGEN CO.	00047270	09/25/2019	01910	101.42.4200.423.30700	99.82
MINNEAPOLIS OXYGEN CO.	00047271	09/25/2019	01915	101.42.4200.423.30700	78.43
MINNESOTA DEPARTMENT OF HUMAN SER	INV0090968	09/27/2019	JOEL JACKSON FEIN/TAXPAYER ID: 4	101.203.2032100	306.89
MINNESOTA DEPARTMENT OF HUMAN SER	INV0090969	09/27/2019	NEAL ST. ONGE FEIN/TAXPAYER ID: 4	101.203.2032100	178.58
MINNESOTA DEPARTMENT OF HUMAN SER	INV0090971	09/27/2019	JOHN VERDEJA FEIN/TAXPAYER ID: 4	101.203.2032100	1,036.08
MN CITY/COUNTY MANAGEMENT ASSOC	2019-2020 MEMBERSHIP	09/25/2019	J. LYNCH MEMBERSHIP	101.41.1100.413.50070	184.23
MN DEPT OF LABOR & INDUSTRY	MAY 2019	10/02/2019	MAY 2019	101.207.2070100	6,990.72
MN DEPT OF LABOR & INDUSTRY	MAY 2019	10/02/2019	MAY 2019	101.41.0000.3414000	(25.00)
MN DEPT OF LABOR & INDUSTRY	SEPTEMBER 2019	10/02/2019	SEPTEMBER 2019	101.207.2070100	5,879.78
MN DEPT OF LABOR & INDUSTRY	SEPTEMBER 2019	10/02/2019	SEPTEMBER 2019	101.41.0000.3414000	(25.00)
MN DEPT OF REVENUE	19-Aug	09/20/2019	Taxes	101.207.2070300	2,156.55
MN DEPT OF REVENUE	23-Aug	09/20/2019	Taxes	101.207.2070300	0.09
MN DEPT OF REVENUE	INV0090979	09/27/2019	LEVY - ANDREW BRAVO	101.203.2031900	100.33
MN DEPT OF REVENUE	INV0090990	09/27/2019	STATE WITHHOLDING	101.203.2030300	26,774.04
MN DEPT OF REVENUE	INV0090994	09/27/2019	STATE WITHHOLDING	101.203.2030300	534.25
MN DEPT OF REVENUE	INV0091162	10/04/2019	STATE WITHHOLDING	101.203.2030300	14.40
MN LIFE INSURANCE CO	OCTOBER 2019	10/02/2019	POLICY #0027324	101.203.2030900	3,431.48
MN LIFE INSURANCE CO	OCTOBER 2019	10/02/2019	POLICY #0027324	101.41.1100.413.20620	(72.26)
MN NCPERS LIFE INSURANCE	OCTOBER 2019	09/25/2019	OCTOBER 2019	101.203.2031600	272.00
OKER INVESTMENTS	000174	10/02/2019	9/23/19	101.45.3000.419.30700	399.00
PERA	9/27/19	09/27/2019	PERA OMITTED DED R. ANDERSON-K	101.203.2030600	(49.37)
PERA	INV0090980	09/27/2019	PERA COORDINATED PLAN	101.203.2030600	42,981.21
PERA	INV0090981	09/27/2019	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	3,302.49
PERA	INV0090982	09/27/2019	PERA DEFINED PLAN	101.203.2030600	53.46
PERA	INV0090983	09/27/2019	EMPLOYER SHARE (PERA DEFINED P	101.203.2030600	53.46
PERA	INV0090984	09/27/2019	PERA POLICE & FIRE PLAN	101.203.2030600	20,359.98
PERA	INV0090985	09/27/2019	EMPLOYER SHARE (POLICE & FIRE PI	101.203.2030600	30,540.02
PERA	INV0091159	10/04/2019	PERA COORDINATED PLAN	101.203.2030600	156.92
PERA	INV0091160	10/04/2019	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	12.07
PETTY CASH	9/25/19	09/25/2019	PETTY CASH REQUEST	101.45.3300.419.50075	15.84
PETTY CASH	10/7/19	10/09/2019	PETTY CASH REQUEST	101.41.1100.413.30700	42.44
PETTY CASH	10/7/19	10/09/2019	PETTY CASH REQUEST	101.45.3300.419.50075	19.98
PINE BEND PAVING, INC.	19-463	09/25/2019	8/31/19	101.43.5200.443.60016	687.00
PLUNKETT'S PEST CONTROL	6381282	09/25/2019	2086226	101.42.4200.423.40040	300.09
PRECISE MRM	200-1022708	10/09/2019	000208	101.43.5200.443.30700	38.14
RCM SPECIALTIES, INC.	7250	10/02/2019	9/19/19	101.43.5200.443.60016	917.84
SENSIBLE LAND USE COALITION	200004710	10/02/2019	9/27/19	101.41.1100.413.50080	96.00
SENSIBLE LAND USE COALITION	200004710	10/02/2019	9/27/19	101.45.3000.419.50080	48.00
SHRED-N-GO, INC.	97366	10/09/2019	9/30/19	101.42.4200.423.30700	37.80
ST PAUL STAMP WORKS INC	448323	09/25/2019	INVER003	101.42.4200.423.60045	53.88
STREAMLINE DESIGN INC	39479	09/25/2019	CITY PROJECT 2019-10	101.42.4200.423.60045	277.36
STREAMLINE DESIGN INC	39511	10/02/2019	9/18/19	101.42.4200.423.60045	427.16
STREAMLINE DESIGN INC	39493	10/02/2019	9/20/19	101.42.4200.423.60045	1,327.40
TEXAS STATE DISBURSEMENT UNIT	INV0090967	09/27/2019	ANDREW BRAVO FEIN/TAXPAYER ID:	101.203.2032100	401.13
UNIFIRST CORPORATION	090 0504253	09/25/2019	1051948	101.43.5200.443.60045	45.99
UNIFIRST CORPORATION	090 0504253	09/25/2019	1051948	101.44.6000.451.60045	25.05
UNIFIRST CORPORATION	090 0505636	09/25/2019	1051948	101.43.5200.443.60045	45.99
UNIFIRST CORPORATION	090 0505636	09/25/2019	1051948	101.44.6000.451.60045	25.05
UNIFIRST CORPORATION	090 0507050	09/25/2019	1051948	101.43.5200.443.60045	45.99
UNIFIRST CORPORATION	090 0507050	09/25/2019	1051948	101.44.6000.451.60045	25.05
UNIFIRST CORPORATION	090 0508419	10/02/2019	1051948	101.43.5200.443.60045	45.99
UNIFIRST CORPORATION	090 0508419	10/02/2019	1051948	101.44.6000.451.60045	25.05
UNIFIRST CORPORATION	090 0509834	10/09/2019	1051948	101.43.5200.443.60045	45.99
UNIFIRST CORPORATION	090 0509834	10/09/2019	1051948	101.44.6000.451.60045	25.05
UNITED STATES TREASURY	9/27/19	10/02/2019	ANDREW BRAVO - LEVY PROCEEDS	101.203.2031900	125.00
UPS	000027914A359	09/25/2019	27914A	101.43.5200.443.60016	4.71
VERIFIED CREDENTIALS, INC.	298933	10/09/2019	SEPT. 2019	101.41.1100.413.30700	252.50
VERIFIED CREDENTIALS, INC.	298940	10/09/2019	SEPT. 2019	101.41.1100.413.30500	296.00
VOLUNTEER FIREFIGHTERS BENEFIT	2019 APPLICATION CARD	10/09/2019	2019 APPLICATION CARDS	101.42.4200.423.50070	99.00
WAGNER'S SOD CO, INC	2019-3571	10/02/2019	9/9/19	101.43.5200.443.60016	12.96
WI SCTF (WI SUPPORT COLLECTIONS TRU	INV0090970	09/27/2019	NEAL ST. ONGE FEIN/TAXPAYER ID: 4	101.203.2032100	336.74
Fund: 101 - GENERAL FUND					396,039.78
ENSEMBLE CREATIVE & MARKETING	IGH091119	09/25/2019	9/11/19	201.44.1600.465.50025	7,046.74
LIME VALLEY ADVERTISING, INC.	19014.07	09/25/2019	8/26/19	201.44.1600.465.50025	100.00
STAR TRIBUNE	8/31/19 1000361111	09/25/2019	1000361111	201.44.1600.465.50025	2,000.00
Fund: 201 - C.V.B. FUND					9,146.74
ANDERSON RACE MANAGEMENT	22000-88-2	09/25/2019	9/15/19	204.44.6100.452.30700	1,130.00
FIRST IMPRESSION GROUP, THE	91631	09/25/2019	8/16/19	204.44.6100.452.50030	3,493.80
GLOBAL PAYMENTS, INC.	4100165458	10/02/2019	1649082	204.44.6100.452.40044	5,400.00
HAPPY TAILS MOBILE PETTING ZOO	2777 B	09/25/2019	REMAINING BALANCE	204.44.6100.452.30700	305.80
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	204.44.6100.452.60009	58.61
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	204.44.6100.452.60040	486.65
MN DEPT OF REVENUE	20-Aug	09/20/2019	Taxes	204.207.2070300	234.89

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ROXANNE CARLSON	9/8/19	09/25/2019	IGH DAYS 9/8/19	204.44.6100.452.30700	200.00
SAVE A LIFE	5188	10/02/2019	9/18/19	204.44.6100.452.30700	156.00
Fund: 204 - RECREATION FUND					11,465.75
AEP ONSITE PARTNERS, LLC	419-21207151	09/25/2019	9/6/19	205.44.6200.453.40020	5,548.82
AEP ONSITE PARTNERS, LLC	419-21207151	09/25/2019	9/6/19	205.44.6200.453.40020	5,485.29
BAXTER, ANGELA	9/10/19	09/25/2019	MEMBERSHIP OVERPAYMENT	205.44.0000.3493501	44.00
BRUCE NELSON PLUMBING AND HEATING S	79295	10/02/2019	7/1/19	205.44.6200.453.40040	1,113.00
DIAZ, LINDA	9/10/19	09/25/2019	REFUND CLASS CANCELLATION	205.44.0000.3493501	55.00
FIRST IMPRESSION GROUP, THE	91631	09/25/2019	8/16/19	205.44.6200.453.50030	7,065.08
GLOBAL PAYMENTS, INC.	4100165458	10/02/2019	1649082	205.44.6200.453.40044	8,100.00
HUEBSCH SERVICES	4363187	09/25/2019	92965	205.44.6200.453.40040	59.61
HUEBSCH SERVICES	4363187	09/25/2019	92965	205.44.6200.453.40040	238.40
MEDICINE LAKE TOURS	9/9/19	10/09/2019	9/9/19	205.44.6200.453.50090	858.00
MEDICINE LAKE TOURS	9/12/19	09/25/2019	9/12/19	205.44.6200.453.50090	2,652.00
MN DEPT OF REVENUE	21-Aug	09/20/2019	Taxes	205.207.2070300	6,134.86
MN LIFE INSURANCE CO	OCTOBER 2019	10/02/2019	POLICY #0027324	205.44.6200.453.20620	(20.76)
PERFECTION PLUS, INC	1129418	09/25/2019	9/1/19	205.44.6200.453.40040	7,731.90
POTUZNIAK, ASHLEY	9/17/19	09/25/2019	REFUND	205.44.0000.3492900	30.00
SAFE-WAY BUS COMPANY	5576	09/25/2019	9/4/19	205.44.6200.453.50090	743.48
Fund: 205 - COMMUNITY CENTER					45,838.68
METROPOLITAN COUNCIL	AUGUST 2019	09/25/2019	AUGUST 2019	404.217.2170000	111,825.00
METROPOLITAN COUNCIL	SEPTEMBER 2019	10/02/2019	SEPTEMBER 2019	404.217.2170000	69,580.00
Fund: 404 - SEWER CONNECTION FUND					181,405.00
COST, PLANNING AND MANAGEMENT INTEF	7473	09/25/2019	18208	434.42.4200.423.30700	4,426.10
EXCEL AV GROUP	137623	10/02/2019	IGHFD207	434.42.4200.423.80610	27,808.38
JORGENSEN CONSTRUCTION INC.	PAY APP #10	09/25/2019	CITY PROJECT NO. 2014-10	434.42.4200.423.80200	831,820.00
RESCUE INTELLITECH, INC.	200004	10/02/2019	20051	434.42.4200.423.80800	23,309.00
Fund: 434 - 2014 IMPROVEMENT FUND					887,363.48
BARR ENGINEERING COMPANY	23191381.00-14	10/02/2019	CITY PROJECT 2017-17	437.73.5900.737.30300	510.00
VEIT & COMPANY INC	PAY VO. NO. 2	09/25/2019	CITY PROJECT NO. 2019-09D, 2018-09	437.44.5900.737.80300	2,815.80
WSB & ASSOCIATES, INC.	R-011626-000-18	09/25/2019	8/30/19	437.44.5900.737.30700	840.50
Fund: 437 - 2017 IMPROVEMENT FUND					4,166.30
AMERICAN ENGINEERING TESTING, INC.	908152	10/02/2019	INV001	438.42.4200.423.30340	1,184.00
AMERICAN ENGINEERING TESTING, INC.	908487	10/02/2019	COMMISSIONERS CONDEMNATION W	438.42.4200.423.30340	8,720.57
BARR ENGINEERING COMPANY	23191399.00-8	10/02/2019	2019 PROFESSIONAL ENGINEERING S	438.73.5900.738.30300	2,991.00
STANTEC CONSULTING SERVICES INC.	1563817	10/02/2019	92607	438.73.5900.738.30300	1,512.00
Fund: 438 - 2018 IMPROVEMENT FUND					14,407.57
CITY OF MAPLEWOOD	015035	09/25/2019	2494	439.42.4200.423.30710	8,000.00
LYN-MAR PRINTING	41089	10/02/2019	9/20/19	439.43.5500.446.60065	133.00
M & J SERVICES, LLC	FINAL PAY VO. NO. 1	09/25/2019	CITY PROJECT NO. 2019-10	439.73.5900.739.80300	23,145.00
MNFIAM BOOK SALES	2638	10/02/2019	1/31/19	439.42.4200.423.60018	276.00
PETTY CASH	10/7/19	10/09/2019	PETTY CASH REQUEST	439.43.5500.446.60065	11.38
Fund: 439 - 2019 IMPROVEMENT FUND					31,565.38
AMERICAN ENGINEERING TESTING, INC.	908109	10/02/2019	INV001	440.74.5900.740.30340	7,610.50
AMERICAN ENGINEERING TESTING, INC.	908422	10/02/2019	INV001	440.74.5900.740.30300	406.25
BOLTON & MENK, INC.	0238258	10/02/2019	T18.117400	440.74.5900.740.30300	9,453.50
BOLTON & MENK, INC.	0238260	10/02/2019	T18.116599	440.74.5900.740.30300	3,932.50
EHLERS AND ASSOCIATES, INC.	81392	10/02/2019	9/10/19	440.74.5900.740.30700	490.00
PARK CONSTRUCTION COMPANY	FINAL PAY VO. NO. 5	09/25/2019	CITY PROJECT NO. 2017-09E	440.74.5900.740.80300	11,867.66
SHORT ELLIOTT HENDRICKSON, INC.	372309	10/02/2019	4340	440.74.5900.740.30300	2,528.29
SHORT ELLIOTT HENDRICKSON, INC.	373298	10/02/2019	4340	440.74.5900.740.30300	1,360.53
VEIT & COMPANY INC	PAY VO. NO. 2	09/25/2019	CITY PROJECT NO. 2019-09D, 2018-09	440.74.5900.740.80300	205,506.70
VEIT & COMPANY INC	PAY VO. NO. 2	09/25/2019	CITY PROJECT NO. 2019-09D, 2018-09	440.74.5900.740.80300	308,853.76
Fund: 440 - PAVEMENT MANAGEMENT PROJ					552,009.69
EAGAN, CITY OF	JUN-AUG 2019	10/02/2019	UTILITY BILLING	441.74.5900.741.40030	4,759.83
M & J SERVICES, LLC	2091	10/09/2019	9/30/19	441.74.5900.741.40066	280.00
M & J SERVICES, LLC	2094	10/09/2019	9/30/19	441.74.5900.741.40066	2,290.00
Fund: 441 - STORM WATER MANAGEMENT					7,329.83
HOISINGTON KOEGLER GROUP INC.	019-036-1	09/25/2019	7/1/19-7/31/19	444.74.5900.744.30700	725.00
MICHAEL BASICH, INC.	2019 9162019-1	10/09/2019	9/16/19	444.74.5900.744.80300	21,870.00
ST CROIX RECREATION CO	20107	09/25/2019	5/14/19	444.74.5900.744.80300	65,000.00
Fund: 444 - PARK CAPITAL REPLACEMENT					87,595.00
BOLTON & MENK, INC.	0238259	10/02/2019	T18.114763	446.74.5900.746.30300	1,375.00
BOLTON & MENK, INC.	0238269	10/02/2019	8/27/19	446.74.5900.746.30300	342.00
BRIAN J. TAURINSKAS	19HA-CV-19-611	10/02/2019	19HA-CV-19-611	446.74.5900.746.30700	627.84
CHADWICK APPRAISALS, LLC	7572	10/02/2019	2019-271	446.74.5900.746.30700	633.64
DANNER INC	PAY VO. NO. 3	09/25/2019	CITY PROJECT NO. 2015-03, 2018-03, ;	446.74.5900.746.80300	580,566.81
DANNER INC	PAY VO. NO. 3	09/25/2019	CITY PROJECT NO. 2015-03, 2018-03, ;	446.74.5900.746.80300	182,372.45
EMMONS & OLIVIER RESOURCES	00095-0062-4	10/02/2019	00095-0062	446.74.5900.746.30300	250.00
MAX STEININGER, INC.	PAY VO. NO. 10	09/25/2019	CITY PROJECT NO. 2017-03	446.74.5900.746.80300	185,497.65

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RUPPERT APPRAISAL & CONSULTATION, IN	1616	10/02/2019	19HA-CV-19-611	446.74.5900.746.30700	683.00
RUPPERT APPRAISAL & CONSULTATION, IN	19HA-CV-19-611 B	10/09/2019	REMAINING BALANCE DUE	446.74.5900.746.30700	0.30
WSB & ASSOCIATES, INC.	R-012429-000-14	09/25/2019	9/17/19	446.74.5900.746.30300	7,760.25
WSB & ASSOCIATES, INC.	R-014154-000-4	10/02/2019	19HA-CV-19-611	446.74.5900.746.30300	39,228.00
Fund: 446 - NW AREA					999,336.94
HORIZON COMMERCIAL POOL SUPPLY	SV190530110	10/02/2019	8/21/19	447.00.7500.460.40040	5,505.00
Fund: 447 - ADA					5,505.00
BARR ENGINEERING COMPANY	9/19/19	09/25/2019	8/10/19-9/6/19	451.75.5900.751.30700	5,842.50
JOEL CARLSON	9/16/19	10/09/2019	OCTOBER 2019	451.75.5900.751.30700	1,000.00
Fund: 451 - HOST COMMUNITY FUND					6,842.50
EHLERS AND ASSOCIATES, INC.	81393	09/25/2019	ENGINEERING LOC REDUCTION 9725	453.57.9000.570.30150	948.75
Fund: 453 - SE QUADRANT TIF DIST 4-1					948.75
AUTOMATIC SYSTEMS CO.	33721	10/02/2019	INVE01	501.50.7100.512.40040	981.05
BUDGET SANDBLASTING & PAINTING INC	92519	10/02/2019	9/25/19	501.50.7100.512.40043	19,040.00
CORE & MAIN LP	L163116	10/02/2019	099872	501.50.7100.512.40043	629.45
CORE & MAIN LP	L183537	10/02/2019	099872	501.50.7100.512.40043	2,481.58
CORE & MAIN LP	L238622	10/09/2019	099872	501.50.7100.512.60016	285.64
DAKOTA AGGREGATES, LLC.	A6120795	10/02/2019	9021	501.50.7100.512.40046	1,227.65
EAGAN, CITY OF	JUN-AUG 2019	10/02/2019	UTILITY BILLING	501.50.7100.512.40005	63,961.89
GRAINGER	9286195632	09/25/2019	806460150	501.50.7100.512.60016	196.56
GRAINGER	9287972609	09/25/2019	806460150	501.50.7100.512.60016	687.25
GRAINGER	9291899657	09/25/2019	806460150	501.50.7100.512.60016	149.48
GRAINGER	9304664148	10/09/2019	806460150	501.50.7100.512.60016	58.65
GRAINGER	9306719049	10/09/2019	806460150	501.50.7100.512.60016	8.16
HAWKINS, INC.	4573134	09/25/2019	108816	501.50.7100.512.60019	658.80
HYDRODESIGNS, INC	0053900-IN	10/09/2019	INVERGR	501.50.7100.512.30700	1,247.25
M & J SERVICES, LLC	2086	09/25/2019	9/16/19	501.50.7100.512.40046	850.00
MADISON NATIONAL LIFE INSURANCE COMI	1362002	10/02/2019	1012439000000000	501.50.7100.512.20630	10.38
MID CITY SERVICES, INC.	103421	09/25/2019	9/13/19	501.50.7100.512.40040	54.20
MN DEPT OF REVENUE	22-Aug	09/20/2019	Taxes	501.207.2070200	7,763.95
MN GLOVE & SAFETY, INC.	317428	09/25/2019	CTINVE	501.50.7100.512.60045	44.99
MN GLOVE & SAFETY, INC.	317570	10/02/2019	CTINVE	501.50.7100.512.60045	79.98
MN LIFE INSURANCE CO	OCTOBER 2019	10/02/2019	POLICY #0027324	501.50.7100.512.20620	6.88
O' REILLY AUTO PARTS	1767-421310	10/02/2019	1578028	501.50.7100.512.60016	7.99
STANTEC CONSULTING SERVICES INC.	1563817	10/02/2019	92607	501.50.7100.512.30300	936.00
STANTEC CONSULTING SERVICES INC.	1563818	10/02/2019	92607	501.50.7100.512.30300	3,628.18
TWIN CITY FILTER SERVICE INC	0665692-IN	10/02/2019	CITYIGH	501.50.7100.512.40040	672.68
VALLEY-RICH CO, INC	27520	10/09/2019	IGH	501.50.7100.512.40046	3,141.59
VALLEY-RICH CO, INC	27525	10/09/2019	IGH	501.50.7100.512.40046	4,132.11
Fund: 501 - WATER UTILITY FUND					112,942.34
AUTOMATIC SYSTEMS CO.	33677	09/25/2019	INVE01	502.51.7200.514.40043	14,289.00
EAGAN, CITY OF	JUN-AUG 2019	10/02/2019	UTILITY BILLING	502.51.7200.514.40015	50,812.58
MADISON NATIONAL LIFE INSURANCE COMI	1362002	10/02/2019	1012439000000000	502.51.7200.514.20630	4.45
MN GLOVE & SAFETY, INC.	317398	09/25/2019	CTINVE	502.51.7200.514.60045	89.98
MN GLOVE & SAFETY, INC.	317567	10/02/2019	CTINVE	502.51.7200.514.60045	134.97
SCHLOMKA'S VAC TRUCK SERVICE, INC.	9133	10/09/2019	9/11/19	502.51.7200.514.40043	3,105.00
TEAM LABORATORY CHEMICAL CORP	INV0017907	09/25/2019	231940	502.51.7200.514.60016	462.50
VISU-SEWER INC	30652	10/09/2019	2021	502.51.7200.514.40043	5,281.25
Fund: 502 - SEWER UTILITY FUND					74,179.73
ARTISAN BEER COMPANY	3371298	09/25/2019	125656	503.52.8300.524.76150	336.90
ARTISAN BEER COMPANY	3372872	10/02/2019	125656	503.52.8300.524.76150	263.10
ARTISAN BEER COMPANY	3374320	10/02/2019	125656	503.52.8300.524.76150	249.20
BREAKTHRU BEVERAGE MINNESOTA	1081025042	09/25/2019	102294	503.52.8300.524.76150	439.89
BREAKTHRU BEVERAGE MINNESOTA	1091051755	09/25/2019	102294	503.52.8300.524.76150	303.70
BREAKTHRU BEVERAGE MINNESOTA	1081031648	10/02/2019	102294	503.52.8300.524.76150	237.65
BREAKTHRU BEVERAGE MINNESOTA	1091057821	10/02/2019	102294	503.52.8300.524.76150	236.70
BREAKTHRU BEVERAGE MINNESOTA	1081035041	10/02/2019	102294	503.52.8300.524.76150	236.30
BREAKTHRU BEVERAGE MINNESOTA	1091060848	10/02/2019	102294	503.52.8300.524.76150	279.40
COCA COLA BOTTLING COMPANY	3607206400	09/25/2019	8/28/19	503.52.8300.524.76100	799.74
COCA COLA BOTTLING COMPANY	3607206466	09/25/2019	9/11/19	503.52.8300.524.76100	508.57
COCA COLA BOTTLING COMPANY	3607206503	10/02/2019	9/18/19	503.52.8300.524.76100	418.94
COCA COLA BOTTLING COMPANY	3607206467	09/25/2019	9/11/19	503.52.8300.524.76100	(75.00)
COCA COLA BOTTLING COMPANY	3607206537	10/02/2019	9/25/19	503.52.8300.524.76100	333.37
COCA COLA BOTTLING COMPANY	3607206504	10/02/2019	9/18/19	503.52.8300.524.76100	(150.00)
COLLEGE CITY BEVERAGE	719-0987	10/02/2019	3592	503.52.8300.524.76150	183.60
COLLEGE CITY BEVERAGE	719-01079	10/02/2019	3592	503.52.8300.524.76150	183.60
DRAFT TECHNOLOGIES	09231904	10/02/2019	9/23/19	503.52.8300.524.40042	55.00
FIRST IMPRESSION GROUP, THE	91631	09/25/2019	8/16/19	503.52.8500.526.50025	310.56
GERTENS	4360/6	10/02/2019	100464	503.52.8600.527.60020	70.60
JJ TAYLOR DIST. COMPANY OF MN	3020428	09/25/2019	9/5/19	503.52.8300.524.76150	77.00
JOHN DEERE LANDSCAPES/LESCO	p41636	09/25/2019	AUG 2019 FEES	503.52.8600.527.40042	179.95
JOHNSON BROTHERS LIQUOR COMPANY IN	3369948	09/25/2019	125656	503.52.8300.524.76150	636.90
M. AMUNDSON LLP	287242	09/25/2019	902858	503.52.8300.524.76050	202.74
MANSFIELD OIL COMPANY	21463827	10/02/2019	24129	503.52.8400.525.60021	1,006.91

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF REVENUE	24-Aug	09/20/2019	Taxes	503.207.2070300	22,777.31
MTI DISTRIBUTING CO	1229425-00	10/02/2019	402307	503.52.8600.527.60008	1,051.55
MTI DISTRIBUTING CO	1235296-00	10/02/2019	402307	503.52.8600.527.40042	162.40
NATURE CALLS, INC.	26390	10/02/2019	8/31/19	503.52.8600.527.40065	124.27
US FOODSERVICE	3416937	09/25/2019	03805983	503.52.8300.524.60065	89.72
US FOODSERVICE	3416937	09/25/2019	03805983	503.52.8300.524.76050	730.13
US FOODSERVICE	3416937	09/25/2019	03805983	503.52.8300.524.76100	174.51
US FOODSERVICE	3551432	10/02/2019	03805983	503.52.8300.524.60065	45.45
US FOODSERVICE	3551432	10/02/2019	03805983	503.52.8300.524.76050	481.50
US FOODSERVICE	3551432	10/02/2019	03805983	503.52.8300.524.76100	282.98
US FOODSERVICE	3688190	10/02/2019	03805983	503.52.8300.524.60065	127.24
US FOODSERVICE	3688190	10/02/2019	03805983	503.52.8300.524.76050	298.94
US FOODSERVICE	3688190	10/02/2019	03805983	503.52.8300.524.76100	76.15
US FOODSERVICE	3735997	10/02/2019	03805983	503.52.8300.524.76050	7.10
WILSON SPORTING GOODS	4528818473	10/02/2019	9/10/19	503.52.8200.523.76350	93.20
Fund: 503 - INVER WOOD GOLF COURSE					33,847.77
HEPPNER'S AUTO BODY	45231	10/09/2019	7/10/19	602.00.2100.415.40048	1,295.60
HEPPNER'S AUTO BODY	45515	10/09/2019	9/17/19	602.00.2100.415.40048	3,603.66
LEAGUE OF MN CITIES INS TRUST	5137	10/02/2019	9/18/19	602.00.2100.415.70200	1,856.75
MN DEPT OF REVENUE	25-Aug	09/20/2019	Taxes	602.00.2100.415.40048	8.31
Fund: 602 - RISK MANAGEMENT					6,764.32
ABM EQUIPMENT & SUPPLY	0161130-IN	10/02/2019	0126850	603.00.5300.444.40041	1,975.00
ADVANCED GRAPHIX, INC.	202786	10/09/2019	9/30/19	603.00.5300.444.80700	268.60
ALTERNATORS STARTERS & PARTS INC	A90072	10/09/2019	7/31/19	603.00.5300.444.40041	415.05
ARROW PEST CONTROL	9/13/19	09/25/2019	9/13/19	603.00.5300.444.40040	68.00
C.J. SPRAY, INC.	3137867	10/02/2019	109206	603.00.5300.444.40041	499.81
CAT-PERSONAL SAFETY TRAINING	INVER 0904	09/25/2019	0904	603.00.5300.444.40040	1,440.00
DAKOTA COUNTY RECYCLING ZONE	9/26/19	10/09/2019	4080	603.00.5300.444.40025	530.00
EMERGENCY APPARATUS MAINTENANCE	108209	10/02/2019	9/5/19	603.00.5300.444.40041	687.69
FACTORY MOTOR PARTS COMPANY	1-Z19526	10/02/2019	10799	603.140.1450050	125.27
FERRELLGAS	1107961955	10/02/2019	7754787	603.00.5300.444.40041	53.00
FERRELLGAS	1107976060	10/02/2019	7754787	603.00.5300.444.40041	16.80
GOODIN COMPANY	02355306-00	10/02/2019	1001619	603.00.5300.444.40041	36.49
HANCO CORPORATION	487703	10/09/2019	332660	603.00.5300.444.40040	168.94
HEPPNER'S AUTO BODY	45491	10/02/2019	9/6/19	603.00.5300.444.40041	798.35
HOSE / CONVEYORS INC	00082571	09/25/2019	CIT300	603.00.5300.444.40041	218.29
HOSE / CONVEYORS INC	00082845	10/02/2019	CIT300	603.00.5300.444.40040	180.97
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	603.00.5300.444.60012	111.50
INVER GROVE FORD	5276137	09/25/2019	9/4/19	603.00.5300.444.40041	67.85
INVER GROVE FORD	5276410	09/25/2019	9/10/19	603.00.5300.444.40041	30.39
INVER GROVE FORD	5276759	10/02/2019	9/18/19	603.00.5300.444.40041	354.16
INVER GROVE FORD	5276901	10/02/2019	9/20/19	603.00.5300.444.60012	11.67
INVER GROVE FORD	5276925	10/02/2019	9/20/19	603.00.5300.444.40041	83.38
INVER GROVE FORD	5277182	10/09/2019	9/26/19	603.00.5300.444.40041	42.53
KIMBALL MIDWEST	7391433	10/02/2019	222006	603.00.5300.444.60012	81.36
KIMBALL MIDWEST	7391550	10/02/2019	222006	603.00.5300.444.60040	874.95
L.T.G. POWER EQUIPMENT	240162	10/02/2019	5656	603.00.5300.444.40041	29.18
LITTLE FALLS MACHINE INC	355938	09/25/2019	INVER	603.00.5300.444.40041	64.96
MACQUEEN EMERGENCY GROUP	W01395	10/09/2019	INVER003	603.00.5300.444.40041	1,105.78
MACQUEEN EMERGENCY GROUP	W01397	10/09/2019	INVER003	603.00.5300.444.40041	172.50
MACQUEEN EMERGENCY GROUP	W01398	10/09/2019	INVER003	603.00.5300.444.40041	1,311.37
MANSFIELD OIL COMPANY	21447892	09/25/2019	23866	603.00.5300.444.60021	590.12
MANSFIELD OIL COMPANY	577756	09/25/2019	23866-01-577756	603.140.1450060	5,192.54
MANSFIELD OIL COMPANY	577759	09/25/2019	23866-02-577759	603.140.1450060	9,531.43
MANSFIELD OIL COMPANY	579252	09/25/2019	23866-01-579252	603.140.1450060	1,008.58
METRO JANITORIAL SUPPLY INC	11015121	10/02/2019	8/16/19	603.00.5300.444.60012	329.48
METRO JANITORIAL SUPPLY INC	11015136	09/25/2019	9/11/19	603.00.5300.444.60012	536.71
MID CITY SERVICES, INC.	103422	09/25/2019	9/13	603.00.5300.444.40040	48.00
MID CITY SERVICES, INC.	120221	10/09/2019	9/27/19	603.00.5300.444.40065	48.00
MN DEPT OF REVENUE	AUGUST 2019	09/23/2019	AUGUST 2019 PETRO TAX	603.00.5300.444.60021	366.51
NORTH AMERICAN TRAILER SALES	0304148037	09/25/2019	10095	603.00.5300.444.40041	307.35
NORTH AMERICAN TRAILER SALES	0304148136	09/25/2019	10095	603.00.5300.444.40041	95.47
NORTH AMERICAN TRAILER SALES	0304148321	10/02/2019	10095	603.00.5300.444.40041	357.00
NORTH AMERICAN TRAILER SALES	0304148515	10/02/2019	10095	603.00.5300.444.40041	98.32
NORTH AMERICAN TRAILER SALES	030004148812	10/09/2019	10095	603.00.5300.444.40041	205.44
NORTH AMERICAN TRAILER SALES	030004148887	10/09/2019	10095	603.00.5300.444.40041	614.70
NUSS TRUCK AND EQUIPMENT	4017412	10/02/2019	38679B	603.00.5300.444.40041	6,237.55
NUSS TRUCK AND EQUIPMENT	4017639	10/02/2019	38679B	603.00.5300.444.40041	6,266.08
O' REILLY AUTO PARTS	1767-423723	09/25/2019	1578028	603.00.5300.444.40041	3.29
O' REILLY AUTO PARTS	1767-424239	09/25/2019	1578028	603.00.5300.444.60012	13.98
O' REILLY AUTO PARTS	1767-424261	09/25/2019	1578028	603.00.5300.444.60012	21.98
O' REILLY AUTO PARTS	1767-424420	09/25/2019	1578028	603.00.5300.444.60012	25.83
O' REILLY AUTO PARTS	1767-424423	09/25/2019	1578028	603.00.5300.444.40041	59.67
O' REILLY AUTO PARTS	1767-424498	09/25/2019	1578028	603.00.5300.444.40041	37.98
O' REILLY AUTO PARTS	1767-425032	09/25/2019	1578028	603.140.1450050	47.40
O' REILLY AUTO PARTS	1767-425034	09/25/2019	1578028	603.140.1450050	17.90
O' REILLY AUTO PARTS	1767-425525	10/02/2019	1578028	603.140.1450050	104.40
O' REILLY AUTO PARTS	1767-425885	10/02/2019	1578028	603.00.5300.444.40041	56.21

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
O' REILLY AUTO PARTS	1767-426491	10/02/2019	1578028	603.00.5300.444.40041	6.99
O' REILLY AUTO PARTS	1767-426698	10/02/2019	1578028	603.00.5300.444.40041	103.13
O' REILLY AUTO PARTS	1767-426979	10/02/2019	1578028	603.00.5300.444.40041	296.04
O' REILLY AUTO PARTS	1767-427011	10/02/2019	1578028	603.00.5300.444.40041	705.60
O' REILLY AUTO PARTS	1767-427022	10/02/2019	1578028	603.140.1450050	12.72
O' REILLY AUTO PARTS	1767-427274	10/09/2019	1578028	603.00.5300.444.40041	261.01
O' REILLY AUTO PARTS	1767-428236	10/09/2019	1578028	603.00.5300.444.40041	142.77
O' REILLY AUTO PARTS	1767-428263	10/09/2019	1578028	603.00.5300.444.40041	296.04
O' REILLY AUTO PARTS	1767-428352	10/09/2019	1578028	603.00.5300.444.40041	12.39
O' REILLY AUTO PARTS	1767-428446	10/09/2019	1578028	603.00.5300.444.40041	22.76
O' REILLY AUTO PARTS	1767-428676	10/09/2019	1578028	603.00.5300.444.40041	25.10
O' REILLY AUTO PARTS	1767-428764	10/09/2019	1578028	603.140.1450050	47.40
O' REILLY AUTO PARTS	1767-429536	10/09/2019	1578028	603.00.5300.444.40041	68.56
O' REILLY AUTO PARTS	1767-429596	10/09/2019	1578028	603.00.5300.444.40041	3.99
O' REILLY AUTO PARTS	1767-426765	10/02/2019	1578028	603.00.5300.444.40041	(18.00)
O' REILLY AUTO PARTS	1767-427263	10/02/2019	1578028	603.00.5300.444.40041	(115.00)
PERFECTION PLUS, INC	1129418	09/25/2019	9/1/19	603.00.5300.444.40040	583.44
POMP'S TIRE SERVICE, INC.	980061943	09/11/2019	4502557	603.00.5300.444.40041	(60.00)
POMP'S TIRE SERVICE, INC.	980062452	09/25/2019	4502557	603.140.1450050	1,620.00
POMP'S TIRE SERVICE, INC.	980062986	10/02/2019	4502557	603.140.1450050	1,443.42
SEMA EQUIPMENT INC.	1316250	09/25/2019	4504309	603.00.5300.444.40041	38.84
SNAP-ON INDUSTRIAL	ARV/41309094	10/02/2019	9/20/19	603.00.5300.444.60040	22.84
STEPP MANUFACTURING CO. INC.	056309	10/09/2019	9/24/19	603.00.5300.444.40041	287.40
TITAN MACHINERY	12655418	10/02/2019	4460584	603.00.5300.444.40041	632.68
TRI-STATE BOBCAT INC.	P18777	09/25/2019	16312	603.00.5300.444.40041	32.58
TRUCK UTILITIES, INC.	5342987	10/09/2019	000154	603.00.5300.444.40041	1,200.00
UNIFIRST CORPORATION	090 0504253	09/25/2019	1051948	603.00.5300.444.40065	168.72
UNIFIRST CORPORATION	090 0504253	09/25/2019	1051948	603.00.5300.444.60045	33.50
UNIFIRST CORPORATION	090 0505636	09/25/2019	1051948	603.00.5300.444.40065	168.72
UNIFIRST CORPORATION	090 0505636	09/25/2019	1051948	603.00.5300.444.60045	33.50
UNIFIRST CORPORATION	090 0507050	09/25/2019	1051948	603.00.5300.444.40065	168.72
UNIFIRST CORPORATION	090 0507050	09/25/2019	1051948	603.00.5300.444.60045	33.50
UNIFIRST CORPORATION	090 0508419	10/02/2019	1051948	603.00.5300.444.40065	168.72
UNIFIRST CORPORATION	090 0508419	10/02/2019	1051948	603.00.5300.444.60045	33.50
UNIFIRST CORPORATION	090 0509834	10/09/2019	1051948	603.00.5300.444.40065	168.72
UNIFIRST CORPORATION	090 0509834	10/09/2019	1051948	603.00.5300.444.60045	33.50
WORLD FUEL SERVICES	117212756190-41801	09/25/2019	112741	603.140.1450050	1,357.85
WORLD FUEL SERVICES	118789942361-41801	10/02/2019	112741	603.140.1450050	49.70
WORLD FUEL SERVICES	119018379187-41801	10/02/2019	112741	603.140.1450050	1,929.34
ZIEGLER INC	F1971701	10/02/2019	4069900	603.00.5300.444.80400	154,781.75
ZIEGLER INC	SW050325961	10/02/2019	4069900	603.00.5300.444.40041	1,474.53
ZIEGLER INC	SW050326610	10/09/2019	4069900	603.00.5300.444.40041	3,046.99
Fund: 603 - CENTRAL EQUIPMENT					215,369.72
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	604.00.2200.416.60005	1,047.83
INNOVATIVE OFFICE SOLUTIONS	SUM-049399	09/25/2019	S28777	604.00.2200.416.60010	3,661.01
Fund: 604 - CENTRAL STORES					4,708.84
AEP ONSITE PARTNERS, LLC	419-21207151	09/25/2019	9/6/19	605.00.7500.460.40020	2,951.12
HUEBSCH SERVICES	4354326	09/25/2019	100075	605.00.7500.460.60045	120.52
HUEBSCH SERVICES	4363186	09/25/2019	100075	605.00.7500.460.40065	120.52
LONE OAK COMPANIES	83168	10/02/2019	UTILITY BILLS	605.00.7500.460.50035	387.32
LONE OAK COMPANIES	10/5/19	10/09/2019	UTILITY BILLING	605.00.7500.460.50035	1,750.00
MAILFINANCE	N7930888	10/09/2019	9/24/19	605.00.7500.460.40044	825.00
PERFECTION PLUS, INC	1129418	09/25/2019	9/1/19	605.00.7500.460.40040	5,280.32
US POSTMASTER	9/23/19	09/25/2019	POSTAGE REQUEST PERMIT #PD950	605.00.7500.460.50035	100.00
Fund: 605 - CITY FACILITIES					11,534.80
AXON ENTERPRISES, INC.	SI-1562927	10/02/2019	115181	606.00.1400.413.50070	25,334.00
BAYCOM INC	EQUIPINV_022306	10/02/2019	40691	606.00.1400.413.60041	789.00
CDW GOVERNMENT INC	TSV1157	10/02/2019	2394832	606.00.1400.413.60041	70.69
CDW GOVERNMENT INC	TVK8722	10/02/2019	2394832	606.00.1400.413.60041	333.16
CDW GOVERNMENT INC	TVS7720	10/02/2019	2394832	606.00.1400.413.60041	34.70
CDW GOVERNMENT INC	TVZ0432	10/02/2019	2394832	606.00.1400.413.60041	4,099.20
DAKOTA CTY FINANCIAL SVCS	00035788	10/02/2019	P0001753	606.00.1400.413.30700	2,490.25
IDEAL SYSTEM SOLUTIONS, INC.	71807	10/02/2019	9/24/19	606.00.1400.413.50070	23,682.50
LOCAL GOVERNMENT INFORMATION SYSTEMS	47463	10/02/2019	106325	606.00.1400.413.30700	125.00
MN DEPT OF REVENUE	26-Aug	09/20/2019	Taxes	606.00.1400.413.40049	2.26
MN DEPT OF REVENUE	27-Aug	09/20/2019	Taxes	606.00.1400.413.50030	0.10
MN DEPT OF REVENUE	28-Aug	09/20/2019	Taxes	606.00.1400.413.60041	1.40
MN DEPT OF REVENUE	29-Aug	09/20/2019	Taxes	606.00.1400.413.60065	0.28
TDS METROCOM	3/31/16 651 457 7490	10/02/2019	651 457 7490	606.00.1400.413.50020	172.28
WORKS COMPUTING, INC.	31380	10/02/2019	INVER	606.00.1400.413.30700	87.50
WORKS COMPUTING, INC.	31728	10/02/2019	INVER	606.00.1400.413.30700	450.00
WORKS COMPUTING, INC.	31632	10/02/2019	INVER	606.00.1400.413.30700	7,812.50
Fund: 606 - TECHNOLOGY FUND					65,484.82
BARR ENGINEERING COMPANY	23190328.18-17	10/02/2019	2018 PROJECT REVIEWS	702.229.2306802	595.50
BARR ENGINEERING COMPANY	23190328.19-6	10/02/2019	IGH 2019 PROJECT REVIEWS AND ST	702.229.2282803	175.00
BARR ENGINEERING COMPANY	23190328.19-6	10/02/2019	IGH 2019 PROJECT REVIEWS AND ST	702.229.2283203	915.62

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BARR ENGINEERING COMPANY	23190328.19-6	10/02/2019	IGH 2019 PROJECT REVIEWS AND ST	702.229.2309702	4,498.86
BOLTON & MENK, INC.	0238256	10/02/2019	T18.119223	702.229.2284003	5,000.00
BOLTON & MENK, INC.	0238268	10/02/2019	T18.116815	702.229.2292502	1,405.00
EMMONS & OLIVIER RESOURCES	00095-0063-3	10/02/2019	0095-0063	702.229.2282003	358.75
EMMONS & OLIVIER RESOURCES	00095-0062-4	10/02/2019	00095-0062	702.229.2292502	981.91
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	702.229.2284403	43.13
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	702.229.2286003	20.13
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	702.229.2286403	25.88
LILLIE SUBURBAN NEWSPAPERS	9/30/2019 001363	10/09/2019	Advertising/Publishing	702.229.2287003	23.00
NORTHERN SERVICE CENTER	19WSVB1162091	10/02/2019	NICHOLAS MCELMURY	702.229.2291000	300.00
NORTHERN SERVICE CENTER	19WSCR1970711	10/09/2019	MICHELLE LOUISE WARNS	702.229.2291000	500.00
SHORT ELLIOTT HENDRICKSON, INC.	374186	10/02/2019	4340	702.229.2294501	1,725.85
VALLEY HOMESTEAD PROPERTIES, LLC	9/11/19	09/25/2019	ENGINEERING LOC REDUCTION 9725	702.229.2283703	497,984.63
WADE SCHOWALTER	9/18/19	10/09/2019	ESCROW REFUND	702.229.2307302	1,295.87
Fund: 702 - ESCROW FUND					515,849.13
Grand Total					4,281,647.86

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Request No 4 (Final) – West Rink Floor – West Rink Renovation Project – City Project 2017-1722

Meeting Date: October 14, 2019
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Shannon Battles

Fiscal/FTE Impact:

☐	None
☒	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

The Council is asked to approve pay request #4 (Final) for the West Rink Floor for the West Rink Renovation Project to MN Ice LLC. in the amount of \$30,451.57 and to increase the project contingency budget by \$4,206 to cover project expenses. The overall project is funded with an interest-free loan from the Central Equipment Fund which will be repaid over a 10-year period from the Host Community Fund. The contract with Minnesota Ice is a part of a larger project we are doing in conjunction with a JPA with the City of Rosemount. Under the terms of the JPA, the City of Rosemount will reimburse the City 90% of the project costs over a 10-year period.

SUMMARY

On May 29, 2018, the Council approved the West Rink Floor Project to Minnesota Ice LLC.

The contract with MN Ice is as follows:

Minnesota Ice	\$539,852
Change Order 1	\$19,107.25
Change Order 2	\$1,230.00
Change Order 3	\$48,842.18
Total	\$609,031.43

The overall project budget is as follows:

Contractor	Amount	Description
Stevens Engineering	\$39,300	Design and Engineering
GPRS	\$650	Underground utility locates
Rink Tech	\$4,682	Installation of isolation valve
Frank J Zamboni	\$136,510	Ice Resurfacers
Braun Intertec	\$1,752	Soils Engineer
Insituform	\$33,491	Line Roof Drain Pipe
Becker Arena Products	\$165,246	Dasher Board System
Becker Arena Products – Change Order #1	\$27,272	Correct Rain Damage; paid by LMCIT insurance claim
Minnesota Ice	\$539,852	West Rink Floor
MN Ice - Change Order #1	\$19,107	Soils Correction
MN Ice - Change Order #2	\$1,230	Additional Temperature Sensors
MN Ice - Change Order #3	\$48,842	Correct Rain Damage; paid by LMCIT insurance claim
Total	\$1,017,934	



Contractor's Application for Payment No. 04 (FINAL)

Application Period: Through 10/22/18		Application Date: October 8, 2019
To (Owner): City of Inver Grove Heights	From (Contractor): MN Ice LLC	Via (Engineer): Stevens Engineers, Inc.
Project: Veterans Memorial Community Center - West Rink Floor Replacement	Contract: Stevens Engineers, Inc.	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Proj No.: 900-18-302

Change Order Summary

Approved Change Orders	Number	Additions	Deductions	1. ORIGINAL CONTRACT PRICE
	1	\$19,107.25		\$ 539,852.00
	2	\$1,230.00		\$ 69,179.43
	3	\$48,842.18		\$ 609,031.43
				4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)
				\$ 609,031.43
				5. RETAINAGE:
				a. X \$609,031.43 Work Completed
				b. X Stored Material
				c. Total Retainage (Line 5a + Line 5b)
				\$ 609,031.43
				6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)
				\$ 578,579.86
				7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)
				\$ 30,451.57
				8. AMOUNT DUE THIS APPLICATION
				\$ 30,451.57
				9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)
				\$ -
TOTALS		\$69,179.43		
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

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

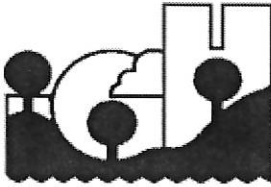
Payment of:	\$	(Line 8 or other - attach explanation of the other amount)	30,451.57
is recommended by:	<i>R. C. W.</i>	(Engineer)	(Date) 10/8/19
Payment of:	\$	(Line 8 or other - attach explanation of the other amount)	30,451.57
is approved by:		(Owner)	(Date)
Approved by:		N/A	N/A
		Funding Agency (if applicable)	(Date)

Progress Estimate

Contractor's Application for Payment

For (contract):		Veterans Memorial Community Center - West Rink Floor Replacement				Application Number: 04 (FINAL)		
Application Period:		Through 10/22/18				Application Date: October 8, 2019		
A		B	Work Completed		E	F		G
Number	Item Description	Scheduled Value	C		D This Period	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
			From Previous Application (C+D)					
1	Mobilization	\$ 5,000.00	\$	5,000.00	\$ -	\$ 5,000.00	100.0%	\$ -
2	Concrete Floor Demolition and Disposal	\$ 75,000.00	\$	75,000.00	\$ -	\$ 75,000.00	100.0%	\$ -
3	Underground Mains and Subfloor Materials	\$ 25,000.00	\$	25,000.00	\$ -	\$ 25,000.00	100.0%	\$ -
4	Underground Mains and Subfloor Insulation Materials	\$ 20,000.00	\$	20,000.00	\$ -	\$ 20,000.00	100.0%	\$ -
5	Underground Mains Insulation Labor	\$ 15,000.00	\$	15,000.00	\$ -	\$ 15,000.00	100.0%	\$ -
6	Supply Headers (Subfloor & Main Floor)	\$ 35,000.00	\$	35,000.00	\$ -	\$ 35,000.00	100.0%	\$ -
7	Install Headers Labor (Subfloor & Main Floor)	\$ 16,000.00	\$	16,000.00	\$ -	\$ 16,000.00	100.0%	\$ -
8	Supply Floor Insulation	\$ 35,000.00	\$	35,000.00	\$ -	\$ 35,000.00	100.0%	\$ -
9	Install Floor Insulation Labor	\$ 15,000.00	\$	15,000.00	\$ -	\$ 15,000.00	100.0%	\$ -
10	Supply Vapor Barrier	\$ 15,000.00	\$	15,000.00	\$ -	\$ 15,000.00	100.0%	\$ -
11	Install Vapor Barrier Labor	\$ 7,000.00	\$	7,000.00	\$ -	\$ 7,000.00	100.0%	\$ -
12	Supply Tubing Chairs	\$ 16,000.00	\$	16,000.00	\$ -	\$ 16,000.00	100.0%	\$ -
13	Install Labor Tubing Chairs	\$ 8,000.00	\$	8,000.00	\$ -	\$ 8,000.00	100.0%	\$ -
14	Supply Tubing	\$ 30,000.00	\$	30,000.00	\$ -	\$ 30,000.00	100.0%	\$ -
15	Install Labor Tubing	\$ 25,000.00	\$	25,000.00	\$ -	\$ 25,000.00	100.0%	\$ -
16	Supply Return Bends	\$ 9,000.00	\$	9,000.00	\$ -	\$ 9,000.00	100.0%	\$ -
17	Install Labor Return Bends	\$ 11,000.00	\$	11,000.00	\$ -	\$ 11,000.00	100.0%	\$ -
18	Main Floor Ancillary Materials	\$ 11,000.00	\$	11,000.00	\$ -	\$ 11,000.00	100.0%	\$ -
19	Supply and Install Expansion Joint	\$ 24,000.00	\$	24,000.00	\$ -	\$ 24,000.00	100.0%	\$ -
20	Supply and Install Concrete	\$ 84,000.00	\$	84,000.00	\$ -	\$ 84,000.00	100.0%	\$ -
21	Above Ground Mains and Subfloor Materials	\$ 20,000.00	\$	20,000.00	\$ -	\$ 20,000.00	100.0%	\$ -
22	Above Ground Mains and Subfloor Insulation Materials	\$ 15,000.00	\$	15,000.00	\$ -	\$ 15,000.00	100.0%	\$ -
23	Above Ground Mains and Subfloor Labor	\$ 10,000.00	\$	10,000.00	\$ -	\$ 10,000.00	100.0%	\$ -
24	Salvage and install Ethylene Glycol and calcium Chloride	\$ 8,000.00	\$	8,000.00	\$ -	\$ 8,000.00	100.0%	\$ -
25	Start-up	\$ 5,852.00	\$	5,852.00	\$ -	\$ 5,852.00	100.0%	\$ -
26	Change Order #1 - Subsoil Correction	\$ 19,107.25	\$	19,107.25	\$ -	\$ 19,107.25	100.0%	\$ -
27	Change Order #2 - Temperature Sensors	\$ 1,230.00	\$	1,230.00	\$ -	\$ 1,230.00	100.0%	\$ -
28	Change Order #3 - Water Damage	\$ 48,842.18	\$	48,842.18	\$ -	\$ 48,842.18	100.0%	\$ -
Totals			\$	609,031.43	\$ -	\$ 609,031.43	100.0%	\$ -

Certified Project Cost
Joint Power Agreement
City of Rosemount



Certificate of Final Project Costs West Ice Rink Improvement City of Inver Grove Heights

Total Project Costs

Contractor	Amount	Description
Stevens Engineering	\$39,300	Design and Engineering
GPRS	\$650	Underground utility locates
Rink Tech	\$4,682	Installation of isolation valve
Frank J Zamboni	\$136,510	Ice Resurfacer
Braun Intertec	\$1,752	Soils Engineer
Insituform	\$33,491	Line Roof Drain Pipe
Becker Arena Products	\$165,246	Dasher Board System
Becker Arena Products – Change Order #1	\$27,272	Correct Rain Damage; paid by LMCIT insurance claim
Minnesota Ice	\$539,852	West Rink Floor
MN Ice - Change Order #1	\$19,107	Soils Correction
MN Ice - Change Order #2	\$1,230	Additional Temperature Sensors
MN Ice - Change Order #3	\$48,842	Correct Rain Damage; paid by LMCIT insurance claim
Total	\$1,017,934	

Certified Project Costs per Joint Powers Agreement with the City of Rosemount

Contractor	Amount	Description
Stevens Engineering	\$39,300	Design and Engineering
GPRS	\$650	Underground utility locates
Rink Tech	\$4,682	Installation of isolation valve
Frank J Zamboni	\$136,510	Ice Resurfacer
Braun Intertec	\$1,752	Soils Engineer
Becker Arena Products	\$165,246	Dasher Board System
Minnesota Ice	\$539,852	West Rink Floor
MN Ice - Change Order #1	\$19,107	Soils Correction
MN Ice - Change Order #2	\$1,230	Additional Temperature Sensors
Total	\$908,329.00	

- Payment 1 of \$82,000 is due 30-days after receipt of this certificate
- Payments 2 – 9 of \$82,000 are due on October 1st of each year
- Payment 10 of \$79,496.10 is due on October 1, 2027
- As of October 8, 2019 this is FINAL

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval for Design Services/Plans and Specification for the Replacement of Salem Hills Tennis Court/Basketball Court

Meeting Date: October 14, 2019
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Brian Swoboda
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other

PURPOSE/ACTION REQUESTED

Consider approval of Design Services, Plans, Specifications, and Geotechnical Investigation for the replacement of the two tennis courts and the basketball court located at Salem Hills Park (1642 Upper 55th St. East). It is recommended to approve Plans and Specifications proposal submitted by Fred Kolkman Tennis & Sport Surfaces, LLC. The design services for the replacement of the two tennis courts and the basketball court shall be funded by the Fund 444 and not to exceed \$9,000. The geotechnical investigation is not to exceed \$3,500.

SUMMARY

The Salem Hills courts were constructed in 1990 and have been repaired and resurfaced in 1999, 2004, 2010, 2015. The typical life span of sport courts like these is typically 25 years given our climate. These 30-year-old courts have been cracked filled and resurfaced to the point that the surface no longer adheres and has gotten to the point they can't be repaired. The large cracks and peeling surface have been looked at by several sport court professionals and have been deemed beyond their useful life.

As a part of the process we plan to have alternative concepts developed and host a neighborhood meeting to get feedback before we go to the plans and specifications phase.

Options may include:

- Replace "as is" one full sized basketball court and two tennis courts
- Replace one full sized basketball court, one tennis court, and one pickleball court
- Replace ½ basketball court, one tennis court, and two pickleball courts
- No Tennis Court, Others

The Park and Recreation Commission and staff recommend hiring Fred Kolkman Tennis & Sport Surfaces, LLC. FKT & SS specializes in Sport Court.

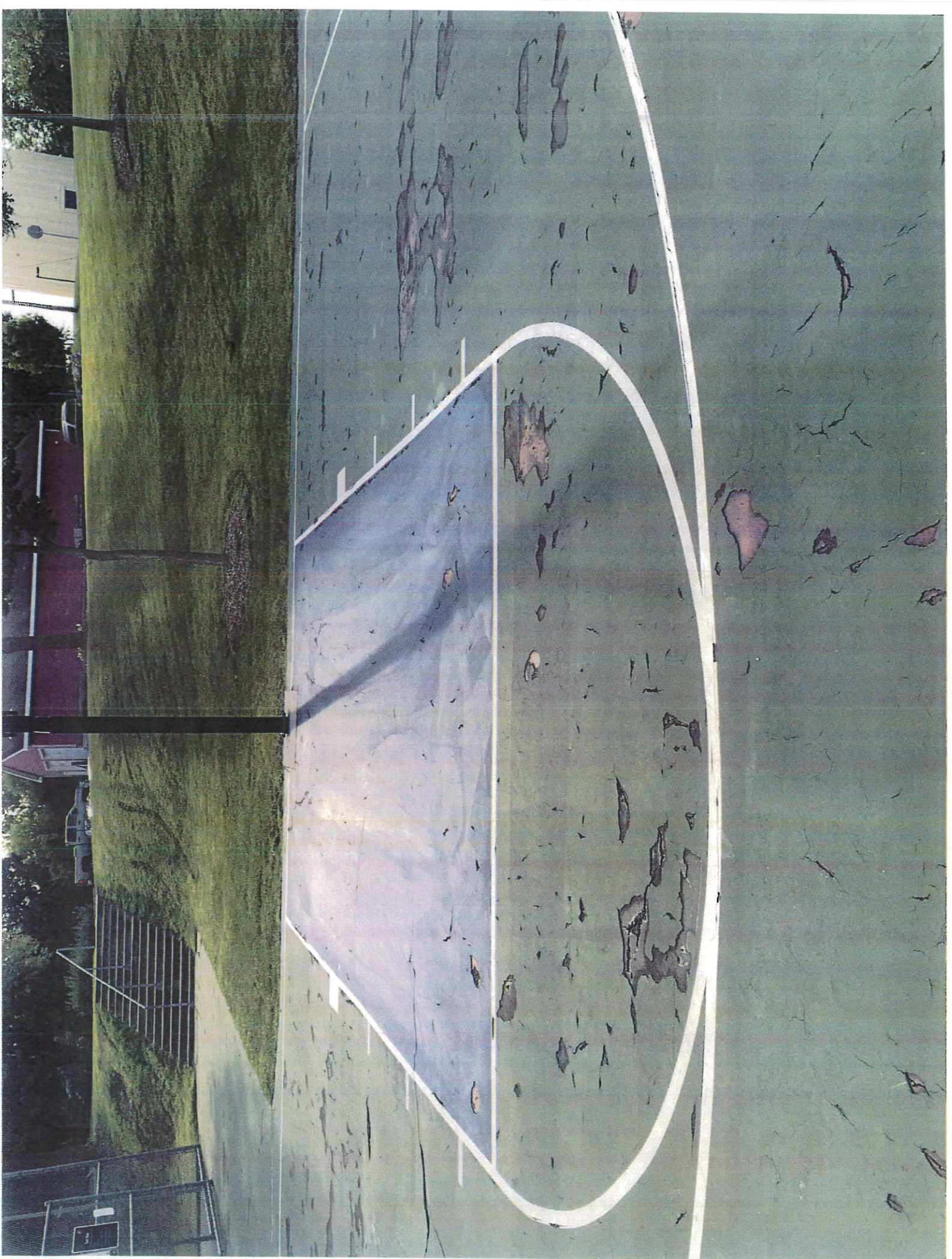
Tentative Project Schedule

Middle of November	Meeting with the neighborhood and potential design concepts
December 11, 2019	PRAC review and approve final design concept
January – February 2020	Develop final plans and specifications
March 2020	Bid project
April 2020	Award contract
May – August	Construct project
Late August	New courts open to public









CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Request #2 and Change Order #3 to – Heritage Village Park Phase II – City Project 2017-07

Meeting Date: October 14, 2019
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by:

☐	Fiscal/FTE Impact:
☐	None
☐	Amount included in current budget
☒	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

The Council is asked to approve Pay Request #2 to Dahn Construction Inc in an amount of \$410,953.39 and Change Order #3 in the amount of \$28,088.00. The project is funded by grants from the State of MN, Dakota County ELF Funds, and the Park Acquisition and Development Fund (Fund 402).

SUMMARY

The City awarded a contract to Dahn Construction Inc. on June 24, 2019 in the amount of \$1,573,149.30. Change Order #1 was a change in the anticipated volume of common borrow material from the original estimate of 44,000 cy to 25,000 cy and to change the price from \$9.70/cy to \$5.84/cy for the first 25,000 cy and \$8.96/cy for any amount thereafter. The contract will pay for the actual volume installed. Change Order #2 was for the demolition of the former LSS property located at 6455 Doffing Ave in the amount of \$47,000. Change Order #3 is for various quantity additions and deductions with a net increase of \$28,088.00.

The contract with Dahn Construction Inc. is as follows:

Dahn Construction Inc.	\$1,573,149.30
Change Order #1	(\$280,800.00)
Change Order #2	\$47,000.00
Change Order #3	\$28,088.00
Total	\$1,367,437.30

The overall project costs are as follows:

WSB – Preparation of Plans & Specifications	\$110,000	Design and Engineering
Braun Intertec – Environmental Coordination	\$28,400	Environmental Engineering
WSB – Construction Observation and Administration	\$49,000	Construction observation and administration
Construction Contract with Dahn Construction Inc.	\$1,573,149	Phase II contract
Change Order #1	(\$280,800)	Estimated volume and price deduct
Change Order #2	\$47,000	LSS property demolition
Change Order #3	\$28,088	Various quantity changes
Balance of Construction Contingency	\$31,662	Construction Contingency began at \$106,750
Total	\$1,586,499	

AIA Type Document
Application and Certification for Payment

Page 1 of 6

TO (OWNER): City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

PROJECT: Heritage Village

APPLICATION NO: 2
PERIOD TO: 10/3/2019

DISTRIBUTION TO:
- OWNER
- ARCHITECT
- CONTRACTOR

FROM (CONTRACTOR): Dahn Construction
13135 Doyle Path East
Rosemount, MN 55068

VIA (ARCHITECT): WSB No. R-013050-000

ARCHITECT'S PROJECT NO: City Project No. 1707

CONTRACT FOR: Park Development

CONTRACT DATE: 6/24/2019

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL CONTRACT SUM	\$	1,573,149.30
2. Net Change by Change Orders	\$	-205,712.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,367,437.30
4. TOTAL COMPLETED AND STORED TO DATE	\$	848,473.54

5. RETAINAGE:		
a 5.00 % of Completed Work	\$	42,423.70
b 0.00 % of Stored Material	\$	0.00
Total retainage (Line 5a + 5b)	\$	42,423.70

6. TOTAL EARNED LESS RETAINAGE	\$	806,049.84
(Line 4 less Line 5 Total)		

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	395,096.45
(Line 6 from prior Certificate)		

8. CURRENT PAYMENT DUE	\$	410,953.39
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	561,387.46
(Line 3 less Line 6)		

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	47,000.00	-280,800.00
Total approved this Month	35,351.00	-7,263.00
TOTALS	82,351.00	-288,063.00
NET CHANGES by Change Order		-205,712.00

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due

CONTRACTOR: Dahn Construction
13135 Doyle Path East Rosemount, MN 55068

By Mike Forsythe Date: 10/3/19

Mike Forsythe / Project Manager

State of: MN

County of: Dakota

Subscribed and Sworn to before me this

Notary Public: Susan E. Stevens

My Commission Expires 1-31-2022



SUSAN E. STEVENS

NOTARY PUBLIC - MINNESOTA

Day of Oct 20 19

My Commission Expires JAN 31, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 410,953.39

(Attach explanation if amount certified differs from the amount applied Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

By Susan E. Stevens

ARCHITECT:

Date: 10-4-2019

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

HERITAGE VILLAGE PARK - PHASE 2 BILLING SCHEDULE

Billing for Month Ending : September 30, 2019

Item # Item Description

BASE BID SCHEDULE

GENERAL REMOVALS AND EARTHWORK

Item #	Item Description	Units	Quantity	Unit Price	Total Price	Previous Applications	Quantity This Period	Billed This Period	Completed To Date	% Complete	5% Retainage
1	2021 MOBILIZATION (5% MAXIMUM)	LUMP SUM	1	\$ 74,964.50	\$ 74,964.50	\$ 37,482.25	0.50	\$ 37,482.25	\$ 74,964.50	100%	\$ 3,748.23
2	2011 CONSTRUCTION SURVEYING	LUMP SUM	1	\$ 18,585.00	\$ 18,585.00		0.54	\$ 10,035.90	\$ 10,035.90	54%	\$ 501.80
3	2563 TRAFFIC CONTROL/SIGNAGE	LUMP SUM	1	\$ 2,198.00	\$ 2,198.00	\$ 1,099.00	0.23	\$ 505.54	\$ 1,604.54	73%	\$ 80.23
4	2101 CLEARING AND GRUBBING TREES	EACH	10	\$ 330.00	\$ 3,300.00	\$ 3,300.00			\$ 3,300.00	100%	\$ 165.00
5	2101 VEGETATION CLEARING AND REMOVAL	LUMP SUM	1	\$ 1,374.00	\$ 1,374.00	\$ 1,374.00			\$ 1,374.00	100%	\$ 68.70
6	2104 SAW CUT & REMOVE PAVEMENT	SQ YD	240	\$ 8.65	\$ 2,076.00					0%	\$ -
7	2104 REMOVE & REPLACE PAVEMENT	SQ YD	20	\$ 55.00	\$ 1,100.00		0.45	\$ 495.00	\$ 495.00	45%	\$ 24.75
8	2104 REMOVE, SALVAGE AND RELOCATE BOULDERS	EACH	4	\$ 162.00	\$ 648.00	\$ 324.00			\$ 324.00	50%	\$ 16.20
9	2104 REMOVE MISC. SIGNS & MAILBOXES	LUMP SUM	1	\$ 2,425.00	\$ 2,425.00	\$ 2,061.25	0.15	\$ 363.75	\$ 2,425.00	100%	\$ 121.25
10	2104 SAW CUT & REMOVE RC PIPE	LIN FT	55	\$ 15.00	\$ 825.00		1.00	\$ 825.00	\$ 825.00	100%	\$ 41.25
11	2104 SALVAGE AND REPLACE CONCRETE HEADWALL	LUMP SUM	1	\$ 975.00	\$ 975.00					0%	\$ -
12	2105 ROCK EXCAVATION	CU YD	75	\$ 79.00	\$ 5,925.00		1.00	\$ 5,925.00	\$ 5,925.00	100%	\$ 296.25
13	2574 TOPSOIL (LV)	CU YD	11,000	\$ 8.75	\$ 96,250.00		0.80	\$ 7,000.00	\$ 77,000.00	80%	\$ 3,850.00
14	2574 ENGINEERED SOIL (LV)	CU YD	525	\$ 28.00	\$ 14,700.00					0%	\$ -
15	2105 GRANULAR BORROW (CV)	CU YD	44,000	\$ 9.70	\$ 426,800.00	\$ 426,800.00			\$ 426,800.00	100%	\$ 21,340.00
16	2105 EARTHWORK/SUBGRADE PREP	LUMP SUM	1	\$ 348,890.00	\$ 348,890.00	\$ 174,445.00	0.35	\$ 122,111.50	\$ 296,556.50	85%	\$ 14,827.83

PAVEMENTS AND SITE WORK

17	2105 GEOTEXTILE FABRIC TYPE V	SQ YD	1,600	\$ 1.55	\$ 2,480.00		1.00	\$ 2,480.00	\$ 2,480.00	100%	\$ 124.00
18	2211 CLASS 5 AGGREGATE BASE	TON	1,700	\$ 15.75	\$ 26,775.00		1.00	\$ 26,775.00	\$ 26,775.00	100%	\$ 1,338.75
19	2360 BITUMINOUS PARKING LOT PAVEMENT (4.0") 2 LIFTS	SQ YD	1,400	\$ 23.75	\$ 33,250.00					0%	\$ -
20	2360 10" WIDE BIT TRAIL PAVEMENT (3.0") 2 LIFTS: MAIN	SQ YD	1,350	\$ 17.60	\$ 23,760.00					0%	\$ -
21	2360 10" WIDE BIT TRAIL PAVEMENT (3.0") 2 LIFTS: EXT	SQ YD	1,200	\$ 17.75	\$ 21,300.00					0%	\$ -
22	2531 B612 CONCRETE CURB & GUTTER	LIN FT	605	\$ 26.00	\$ 15,730.00					0%	\$ -
23	2531 CONCRETE RIBBON CURB	LIN FT	75	\$ 30.80	\$ 2,310.00					0%	\$ -
24	2521 8" THICK CONCRETE APRON W/CURBS	SQ FT	660	\$ 15.10	\$ 9,966.00					0%	\$ -
25	2521 6" THICK CONCRETE PEDESTRIAN RAMP	SQ FT	516	\$ 18.15	\$ 9,365.40					0%	\$ -
26	2521 CAST IRON DETECTABLE WARNING PLATE	SQ FT	108	\$ 71.45	\$ 7,716.60					0%	\$ -
27	2582 PARKING LOT & CROSSWALK STRIPING	LUMP SUM	1	\$ 1,648.00	\$ 1,648.00					0%	\$ -
28	2564 ADA PARKING SIGN R7-8m	EACH	6	\$ 143.00	\$ 858.00					0%	\$ -
29	2564 ADA PARKING SIGN R7-8Rp	EACH	3	\$ 55.00	\$ 165.00					0%	\$ -
30	2564 INSTALL BASIN SIGN	EACH	10	\$ 132.00	\$ 1,320.00					0%	\$ -
31	2411 MODULAR UNIT RETAINING WALL	SQ FT	160	\$ 44.00	\$ 7,040.00					0%	\$ -

UTILITIES

32	2504 4" DUCTILE IRON PIPE CL-52	LIN FT	50	\$ 42.45	\$ 2,122.50		1.00	\$ 2,122.50	\$ 2,122.50	100%	\$ 106.13
33	2504 4" GATE VALVE AND BOX W/BLOW-OFF	EACH	1	\$ 2,722.00	\$ 2,722.00		1.00	\$ 2,722.00	\$ 2,722.00	100%	\$ 136.10
34	2504 4" X 8" WATER SERVICE CONNECTION	LUMP SUM	1	\$ 3,975.00	\$ 3,975.00		1.00	\$ 3,975.00	\$ 3,975.00	100%	\$ 198.75
35	2504 SALVAGE & REINSTALL HYDRANT	EACH	1	\$ 1,288.00	\$ 1,288.00		1.00	\$ 1,288.00	\$ 1,288.00	100%	\$ 64.40

36	2503	2" PVC IRRIGATION CONDUIT	LIN FT	80	\$	5.90	\$	472.00	\$	-	0%	\$	-
37	2506	RECONSTRUCT MANHOLE STRUCTURE	LUMP SUM	1	\$	1,445.00	\$	1,445.00	\$	1,445.00	100%	\$	72.25
38	2503	8" CONCRETE APRON	EACH	2	\$	1,356.00	\$	2,712.00	\$	2,712.00	100%	\$	135.60
39	2503	12" CONCRETE APRON	EACH	5	\$	1,531.00	\$	7,655.00	\$	7,655.00	100%	\$	382.75
40	2502	12" RC PIPE	LIN FT	344	\$	41.50	\$	14,276.00	\$	14,276.00	100%	\$	713.80
41	2502	8" HDPE PIPE	LIN FT	28	\$	30.00	\$	840.00	\$	-	0%	\$	-
42	2503	4" PVC SANITARY SEWER SERVICE/CLEANOUT	LIN FT	87	\$	34.00	\$	2,958.00	\$	2,958.00	100%	\$	147.90
43	2503	8" x 4" WYE/SANITARY SERVICE CONNECTION	EACH	1	\$	3,554.00	\$	3,554.00	\$	3,554.00	100%	\$	177.70
44	2502	4" PERFORATED HDPE PIPE	LIN FT	1,030	\$	8.25	\$	8,497.50	\$	1,359.60	16%	\$	67.98
45	2502	4" DRAINTILE CLEANOUT	EACH	4	\$	275.00	\$	1,100.00	\$	1,100.00	100%	\$	55.00
46	2506	OVERFLOW STRUCTURE	EACH	3	\$	3,299.00	\$	9,897.00	\$	9,897.00	100%	\$	494.85
47	2506	CONSTRUCT DRAINAGE STRUCTURE SPECIAL	EACH	2	\$	2,345.00	\$	4,690.00	\$	4,690.00	100%	\$	234.50
48	2105	60 mil POLYETHYLENE LINER	SQ YD	1,600	\$	21.65	\$	34,640.00	\$	-	0%	\$	-
49	2506	SPLASH BLOCKS	EACH	2	\$	417.00	\$	834.00	\$	834.00	100%	\$	41.70
50	2545	ELECTRICAL SERVICE	LUMP SUM	1	\$	97,500.00	\$	97,500.00	\$	27,300.00	28%	\$	1,365.00
51	2545	LIGHT POLES, STEEL POLE WITH CONCRETE BASE	EACH	3	\$	8,700.00	\$	26,100.00	\$	8,091.00	31%	\$	404.55
EROSION CONTROL, RESTORATION, & LANDSCAPING													
52	2573	STABILIZED CONSTRUCTION EXIT	EACH	2	\$	1,794.00	\$	3,588.00	\$	-	100%	\$	179.40
53	2573	EROSION CONTROL FENCE	LIN FT	4,500	\$	1.75	\$	7,875.00	\$	4,331.25	55%	\$	216.56
54	2573	BIOROLL	LIN FT	950	\$	1.65	\$	1,567.50	\$	-	100%	\$	78.38
55	2573	STORM DRAIN INLET PROTECTION	EACH	3	\$	440.00	\$	1,320.00	\$	-	0%	\$	-
56	2573	EC BLANKET CAT. 3N/25	SQ YD	1,300	\$	1.30	\$	1,690.00	\$	-	0%	\$	-
57	2571	DECIDUOUS TREE 6" B&B	EACH	2	\$	440.00	\$	880.00	\$	-	0%	\$	-
58	2571	DECIDUOUS TREE 25-GAL POTTED	EACH	7	\$	82.50	\$	577.50	\$	-	0%	\$	-
59	2575	HYDRAULIC STABILIZER MULCH (BPM)	ACRE	11.5	\$	3,738.00	\$	47,987.00	\$	-	0%	\$	-
60	2575	TYPE 1 TURF SEED	ACRE	8.2	\$	921.00	\$	7,552.20	\$	-	0%	\$	-
61	2575	TURF 2 NATIVE SEED	ACRE	3.3	\$	461.00	\$	1,521.30	\$	-	0%	\$	-
62	2575	TURF 3 BASIN SEED	ACRE	0.26	\$	1,030.00	\$	267.80	\$	-	0%	\$	-
ALTERNATE BID SCHEDULE													
A1	2360	10' WIDE BIT TRAIL PAVEMENT (3.0") 2 LIFTS	SQ YD	1,200	\$	17.40	\$	20,880.00	\$	-	0%	\$	-
A2	2360	8' WIDE BIT TRAIL PAVEMENT (2.5") 1 LIFT: EXT	SQ YD	640	\$	18.20	\$	11,648.00	\$	-	0%	\$	-
A3	2211	CLASS 5 AGGREGATE BASE	TON	675	\$	16.10	\$	10,867.50	\$	4,347.00	40%	\$	217.35
A4	2105	GEOTEXTILE FABRIC TYPE V	SQ YD	1,600	\$	1.55	\$	2,480.00	\$	2,480.00	100%	\$	124.00
A5	2360	BITUMINOUS PARKING LOT PAVEMENT (4.0") 2 LIFTS	SQ YD	950	\$	24.60	\$	23,370.00	\$	-	0%	\$	-
A6	2521	B612 CONCRETE CURB & GUTTER	LIN FT	450	\$	26.00	\$	11,700.00	\$	-	0%	\$	-
A7	2582	PARKING LOT STRIPING	LUMP SUM	1	\$	880.00	\$	880.00	\$	-	0%	\$	-
A8	2502	12" RC PIPE	LIN FT	19	\$	42.00	\$	798.00	\$	798.00	100%	\$	39.90
A9	2503	4" PERFORATED HDPE PIPE	LIN FT	290	\$	8.50	\$	2,465.00	\$	616.25	25%	\$	30.81
A10	2503	4" DRAINTILE CLEANOUT	EACH	1	\$	274.00	\$	274.00	\$	274.00	100%	\$	13.70
A11	2506	CONSTRUCT DRAINAGE STRUCTURE SPECIAL	EACH	1	\$	2,895.00	\$	2,895.00	\$	2,895.00	100%	\$	144.75
A12	2506	SPLASH BLOCKS	EACH	1	\$	418.00	\$	418.00	\$	418.00	100%	\$	20.90
A13	2545	LIGHT POLES, STEEL POLE WITH CONCRETE BASE	EACH	2	\$	8,700.00	\$	17,400.00	\$	5,394.00	31%	\$	269.70
A14	2105	DEWATERING	LUMP SUM	1	\$	5,250.00	\$	5,250.00	\$	3,990.00	76%	\$	199.50
ORIGINAL CONTRACT VALUE: \$ 1,573,149.30													

ORIGINAL CONTRACT VALUE: \$ 1,573,149.30

CHANGE ORDERS TO ORIGINAL CONTRACT											
ITEM 15: GRANULAR BORROW (CV) - This item has been modified to reflect a reduced quantity and a reduced unit price per agreement with the owner. This change reflects a deduct of \$280,000.00 from the original contract.											
CO1.1	7/1/2019	LUMP SUM	1	\$ (280,800.00)	\$ (280,800.00)	\$ (280,800.00)	\$	-	\$ (280,800.00)	100%	\$ (14,040.00)
CO2.1	7/1/2019	LUMP SUM	1	\$ 47,000.00	\$ 47,000.00	\$ 44,650.00	0.05	\$ 2,350.00	\$ 47,000.00	100%	\$ 2,350.00
CO3.1	10/2/2019	LUMP SUM	1	\$ 1,895.00	\$ 1,895.00		1	\$ 1,895.00	\$ 1,895.00	100%	\$ 94.75
CO3.2	10/2/2019	LUMP SUM	1	\$ 6,200.00	\$ 6,200.00		1	\$ 6,200.00	\$ 6,200.00	100%	\$ 310.00
CO3.3	10/2/2019	CU YD	952	\$ 12.50	\$ 11,900.00		1	\$ 11,900.00	\$ 11,900.00	100%	\$ 595.00
CO3.4	10/2/2019	LUMP SUM	1	\$ 5,335.00	\$ 5,335.00		1	\$ 5,335.00	\$ 5,335.00	100%	\$ 266.75
CO3.5	10/2/2019	LUMP SUM	1	\$ 3,377.00	\$ 3,377.00		0	\$ -	\$ -	0%	\$ -
CO3.6	10/2/2019	CU YD	15	\$ 79.00	\$ 1,185.00		1	\$ 1,185.00	\$ 1,185.00	100%	\$ 59.25
CO3.7	10/2/2019	LIN FT	320	\$ 8.25	\$ 2,640.00		1	\$ 2,640.00	\$ 2,640.00	100%	\$ 132.00
CO3.8	10/2/2019	EACH	-1	\$ 3,299.00	\$ (3,299.00)		1	\$ (3,299.00)	\$ (3,299.00)	100%	\$ (164.95)
CO3.9	10/2/2019	EACH	1	\$ 1,531.00	\$ 1,531.00		1	\$ 1,531.00	\$ 1,531.00	100%	\$ 76.55
CO3.10	10/2/2019	EACH	-2	\$ 1,356.00	\$ (2,712.00)		1	\$ (2,712.00)	\$ (2,712.00)	100%	\$ (135.60)
CO3.11	10/2/2019	EACH	-2	\$ 417.00	\$ (834.00)		1	\$ (834.00)	\$ (834.00)	100%	\$ (41.70)
CO3.11	10/2/2019	EACH	-1	\$ 418.00	\$ (418.00)		1	\$ (418.00)	\$ (418.00)	100%	\$ (20.90)
CO3.12	10/2/2019	EACH	1	\$ 1,288.00	\$ 1,288.00		1	\$ 1,288.00	\$ 1,288.00	100%	\$ 64.40
TOTAL ADJUSTED CONTRACT SUM (Including all Change Orders to Date):				\$ 1,367,437.30	\$ 415,891.00	\$ 432,582.54	\$ 848,473.54	62.05%	\$ 42,423.68		

Contract Summary Sheet

Contract Change Order #3 for:

HVP Phase 2 Development
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Distribution To:

☐ Owner ☐ Field
☐ Consultant ☐ Other
☐ Contractor

To (Contractor):

Dahn Construction Co., Inc
13135 Doyle Path
Rosemount, MN 55068

Date: 2-Oct-19

Consultants Project: #13050

CHANGES TO THE CONTRACT

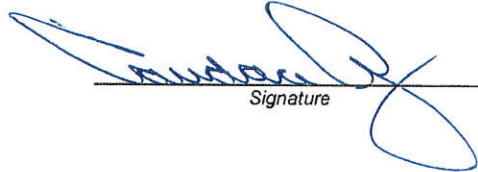
(The contractor shall make the following changes to the contract)

#	DESCRIPTION	ADD	DEDUCT
CO3.1	Added: Nyloplast Turf CB	1,895.00	
CO3.2	Added: 300 lf of 6" Schedule 80 Conduit for Xcel Line	6,200.00	
CO3.3	Added: Import of Select Granular Borrow: + 952 cy @ \$12.50	11,900.00	
CO3.4	Added: Eathwork modifications for excess handling	5,335.00	
CO3.5	Added: riprap	3,377.00	
CO3.6	Adjusted Qty: Rock Excavation + 15 cy @ \$79.00	1,185.00	
CO3.7	Adjusted Qty: 4" draitile along parking lot + 320 lf @ \$8.25	2,640.00	
CO3.8	Adjusted Qty: Overflow Structure -1 @ \$3299		3,299.00
CO3.9	Adjusted Qty: 12" Concrete Apron + 1 @1531	1,531.00	
CO3.10	Adjusted Qty: 8" Concrete Apron -2 @ \$1356		2,712.00
CO3.11	Adjusted Qty: Splash Blocks - 2 @ \$417; -1 @ \$418		1,252.00
CO3.12	Added: Salvage and Reinstall Hydrant +1 @ \$1288	1,288.00	
TOTAL CHANGE ORDER ADDS AND DEDUCTS:		35,351.00	7,263.00
NET CHANGE ORDER TOTAL:		\$28,088.00	

Contract Summary to Date	
Original Base Bid Contract Sum:	1,573,149.30
Previously Authorized Change Orders:	(233,800.00)
Net Change of this Change Order:	28,088.00
Total Contract Sum (Including all Change Orders to Date):	\$1,367,437.30

Consultant:

WSB
701 Xenia Ave. South - Suite 300
Minneapolis, MN 55416


Signature

10-4-2019
Date

Contractor:

Dahn Construction Co., Inc
13135 Doyle Path
Rosemount, MN 55068


Signature

10/3/19
Date

Owner:

City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077


Signature

10/4/19
Date

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

SCHEDULE PUBLIC HEARING ON DEVELOPMENT FEES

Meeting Date:	October 14, 2019		Fiscal/FTE Impact:
Item Type:	Consent	☒	None
Contact:	Shannon Battles, Interim Finance Director	☐	Amount included in current budget
Prepared by:	Shannon Battles, Interim Finance Director	☐	Budget amendment requested
Reviewed by:	N/A	☐	FTE included in current complement
		☐	New FTE requested – N/A
		☐	Other

PURPOSE/ACTION REQUESTED Schedule a Public Hearing on November 12, 2019, at 7:00 p.m. in the Council Chambers to consider the amendment of City Code Title 3, Chapter 4, Section 3-4-2-2, 3-4-2-3 Fees, and 10-3-8 Planning Fees. These are the fees associated with Water and Sanitary Sewer Utility Connections, Storm Water Utility Connection Fees, and Planning Fees. The third and final reading is scheduled for December 9, 2019.

SUMMARY Minnesota Statutes 462.353 directs that all changes to fees associated with municipal planning activities are required to be heard at a public hearing. This includes not only the fees and charges for planning activities, but those associated with building permits and water and sewer connection charges. While it is not explicitly required under State Statute yet, the City Attorney has advised staff that it would be prudent to put all fees associated with development activities into the City's Code.

Staff proposes changes to the fees that address water and sanitary sewer connection fees, etc. The water and sewer connection fees are proposed to increase between 3.5% and 5%. These proposed fees are based on financial projections supplied in Ehlers and Associates May 2016 Update.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Authorizing Preparation of a Feasibility Report for the 2019 Pavement Management Program, City Project No. 2019-19 – Cahill Avenue MRG Trail Improvements

Meeting Date: October 14, 2019
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Steve Dodge, Asst. City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

SAX

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Dakota County Funded with Joint Powers Agreement

PURPOSE/ACTION REQUESTED

Consider resolution authorizing preparation of a feasibility report for the 2019 Pavement Management Program, City Project No. 2019-19 – Cahill Avenue MRG Trail Improvements.

SUMMARY

Dakota County intends to improve the Mississippi River Greenway (MRG) Trail (formerly the Dakota County Mississippi River Regional Trail MRRT) from an 8-foot to a 10-foot bituminous width along Cahill Avenue from Concord Boulevard to Old Concord Boulevard. The City and County have an existing Joint Powers Agreement that designates the County responsible for trail improvements and maintenance. City staff first initiated discussion during feasibility review for City Project 2019-09C Cahill Avenue Mill and Overlay (Concord Boulevard to Inver Grove Trail). City Engineering and County Parks staff met to discuss the preliminary terms of a Joint Powers Agreement to reimburse the City for staff time and construction costs associated with the MRG Trail Improvements. A feasibility report will be prepared to identify project scope, estimate project costs, terms of a Joint Powers Agreement, and a project schedule. It is anticipated to be a spring or summer of 2020 project which will be bid and constructed in conjunction with the Cahill Avenue mill and overlay project.

I recommend approval of the attached resolution authorizing preparation of a feasibility report for City Project No. 2019-19 – Cahill Avenue MRG Trail Improvements.

SWD/jm

Attachments: Resolution
 Location Map

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY**

**RESOLUTION AUTHORIZING PREPARATION OF A FEASIBILITY REPORT FOR THE 2019
PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2019-19 – CAHILL AVENUE
MRG TRAIL IMPROVEMENTS**

RESOLUTION NO. _____

WHEREAS, it is proposed to make improvements and fund them from Dakota County reimbursement as described in a future Joint Powers Agreement.

**2019 Pavement Management Program, City Project No. 2019-19 – Cahill Avenue
MRG Trail Improvements**

The project will consist of pedestrian ramps, full depth reclamation, and bituminous surfacing for an improved 10-foot width bituminous regional trail where an 8-foot trail exists. The project area consists of the Mississippi River Greenway Trail along Cahill Avenue from Concord Boulevard to Old Concord Boulevard.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA:

1. That the proposed improvements be referred to the Public Works Director and City Engineer for study, and that they be instructed to report to the Council with all convenient speed, advising the Council, in a preliminary way, as to whether it would be best made, as proposed, or in connection with other improvements and the estimated cost of the improvements as recommended.
2. City Engineer is authorized to complete the feasibility report.
3. City Attorney is authorized to conduct a title work review.
4. City Engineer is authorized to negotiate a Joint Powers Agreement with Dakota County.

Adopted by the City Council of Inver Grove Heights this 14th day of October 2019

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Joe Lynch, Interim City Clerk



City of Inver Grove Heights
City Project No. 2019-19
Cahill Avenue MRG Trail Improvements

LOCATION MAP



Trails

Project Area

- City Trail
- County MRG Trail

Outside Project

- County MRG Trail

0 0.035 0.07 0.14 Miles

THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

Map produced by the City of Inver Grove Heights, Copyright©
City of Inver Grove Heights 2018

October 08, 2019

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider a Resolution Receiving Petition for Street Improvements on Dawn Ave (66th to 63rd St Area)

Meeting Date: October 14, 2019
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Special Assessments, Franchise Fund, Pavement Mgmt Fund, Sewer Fund and Water Fund, State Aid Fund

PURPOSE/ACTION REQUESTED

Consider a Resolution Receiving Petition for Street Improvements on Dawn Ave (66th to 63rd St Area).

SUMMARY

Attached is a petition received by thirty residents of Dawn Ave between 66th and 63rd St, in support of having their roads improved. There are 42 parcels on the project. These 30 petitioners represent 71 percent of the residents in the Dawn Ave project area that are in support of the project. The petition was not circulated on other areas of the Dawn Way neighborhood. The current 5-year Capital Improvement Plan (CIP) indicates a Dawn Way north area (tentative in 2024) and a Dawn Way south area (tentative in 2023). The City has received emails from some residents in the Dawn Way project area that were in favor of the project.

The project may be initiated by Council as part of the Pavement Management Program and Capital Improvement Plan. As discussed in the 5-year Capital Improvement Plan (2020-2024), the total project area will include Dawn Ave, Dawn Way, Crosby Ave, Craig Ave, 63rd St, 64th St, 65th St, 66th St, 67th St and eight cul-de-sacs illustrated on the attached map. A stormwater management plan will be needed for the larger project.

I recommend passage of the resolution receiving the petition from residents of Dawn Ave. between 66th and 63rd St. These streets will be included in the city project covering Dawn Way (north and south) in 2023 and 2024.

TJK/kf

Attachments: Petition
 Map
 Resolution

Date: 9-16-19

PETITION FOR LOCAL IMPROVEMENT

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

We, the undersigned, owners of not less than thirty-five (35) percent in frontage of real property abutting an existing or proposed street, hereby petition for that existing or proposed street, pursuant to Minnesota Statutes, Chapter 429, be improved by the improvement(s) checked below, to wit:

- ☐ Construction of Sanitary Sewer and Necessary Appurtenances
- ☐ Construction of Storm Sewer and Necessary Appurtenances
- ☐ Construction of Water Mains and Necessary Appurtenances
- ☐ Construction of Sidewalks
- ☐ Installation of Curbs and Gutters
- ☐ Installation of Street Lighting
- ☒ Street Improvements (Street improvement type and scope is determined by the feasibility study, if ordered by City Council)
- ☐ Other (Specify): _____

DESCRIPTION OF STREET OR WORK AREA:

Replace Dawn Ave Roads

Owner Information

1. Bob & Katie Kurz
Name

6330 Dawn Ave
Address/PID No. (If no address, use PID No.)

2. Lynn & Kathy Moreland ^{not Jane}
Name

6361 Dawn Ave E ^{same as #6}
Address/PID No. (If no address, use PID No.)

3. Cheryl & Sharon Colton
Name

6321 Dawn Ave
Address/PID No. (If no address, use PID No.)

4. Bob & Julie McGibbon
Name

6364 Dawn Ave E
Address/PID No. (If no address, use PID No.)

864-529-1750
Phone No.
RSKurz9999@gmail.com
Email

651-457-7582
Phone No.
Landkmore@yahoo
Email

651-451-8045
Phone No.
Email

651-453-9423
Phone No.
julie.mcgibbon6@gmail.com
Email

Owner Information

5. Christine OShea
Name
6353 Dawn Ave E IGH, MN 55076
Address/PID No. (If no address, use PID No.)
651-457-4899
Phone No.
ccoshea@comcast.net
Email
6. Brian & Massie Heller
Name
6361 Dawn Ave E IGH, MN 55076
Address/PID No. (If no address, use PID No.)
402-802-0985
Phone No.
bheller5930@gmail.com
Email
7. LINDA Theis
Name
6471 DAWN AVE
Address/PID No. (If no address, use PID No.)
651-451-2308
Phone No.
l-chri@umn.edu
Email
8. Zachary T Bozich
Name
6472 Dawn Ave E
Address/PID No. (If no address, use PID No.)
320-310-1309
Phone No.
bozic022@d.umn.edu
Email
9. Yvonne Hoffman
Name
6457 Dawn Ave
Address/PID No. (If no address, use PID No.)
651-207-8388
Phone No.
yhoffman21ergmail.com
Email
10. Judy Hebert
Name
6439 Dawn Ave
Address/PID No. (If no address, use PID No.)
651-457-5122
Phone No.
jghebert@gmail.com
Email
11. Allan Crossman
Name
6412 Dawn Ave E
Address/PID No. (If no address, use PID No.)
6410
Phone No.
Email
12. Paul G. Kellan
Name
6400 Dawn Ave E IGH
Address/PID No. (If no address, use PID No.)
6460
Phone No.
JMKCAK25@MSN.COM
Email
13. Keith Albert
Name
6409 Dawn Ave E
Address/PID No. (If no address, use PID No.)
651-270-2861
Phone No.
Email
14. Keith Albert
Name
6415 Dawn Ave E
Address/PID No. (If no address, use PID No.)
Phone No.
Email
15. Thoms Agaege
Name
6443 Dawn Ave
Address/PID No. (If no address, use PID No.)
651-307-8226
Phone No.
tgaege@gmail.com
Email

Owner Information

16. Troy Robble
Name
6444 DAWN AVE EAST
Address/PID No. (If no address, use PID No.)
17. Chase Klocow
Name
6525 DAWN AVE E
Address/PID No. (If no address, use PID No.)
18. Marty Foix
Name
6557 DAWN AVE E
Address/PID No. (If no address, use PID No.)
19. Mary Kylander
Name
6572 DAWN AVE E.
Address/PID No. (If no address, use PID No.)
20. Jared Miller
Name
6442 DAWN AVE E.
Address/PID No. (If no address, use PID No.)
21. Brian & Natalie Miller
Name
6512 DAWN AVE E.
Address/PID No. (If no address, use PID No.)
22. CLAUDIO GARCIA
Name
6558 DAWN AVE. E.
Address/PID No. (If no address, use PID No.)
23. Howard DeHaan
Name
6580 DAWN AVENUE E.
Address/PID No. (If no address, use PID No.)
24. JAMES GEIS
Name
6566 DAWN AVE E
Address/PID No. (If no address, use PID No.)
25. Kelly George
Name
6585 DAWN AVE E
Address/PID No. (If no address, use PID No.)
26. Dave Spychalla
Name
3995 66th St S
Address/PID No. (If no address, use PID No.)

612 998 8919
Phone No.
troyrobble@yahoo.com
Email

651-755-4890
Phone No.
C-Klocow@yahoo.com
Email

Phone No.
Email

651-253-9335
Phone No.
KYWOOD@comcast.net
Email

Phone No.
jaredmiller1979@gmail.com
Email

Phone No.
~~6512~~ bmmille@hotmail.com
Email

Phone No.
Email

Phone No.
Email

Phone No.
Email

Phone No.
Email

651-451-1135
Phone No.
Kelbelster@msn.com
Email

Phone No.
Email

Owner Information

27. James and Sarah Simonson
Name James Simonson
Address/PID No. (If no address, use PID No.) 4015 65th St. E, Inner Grove Heights MN 55076
28. Keith Meyer
Name Keith Meyer
Address/PID No. (If no address, use PID No.) 6521 Dawn Ave E
29. Joe Sogman
Name Joe Sogman
Address/PID No. (If no address, use PID No.) 6590 Dawn Ave E
30. Nancy Brooks
Name Nancy Brooks
Address/PID No. (If no address, use PID No.) 3970 65th St. East
31. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
32. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
33. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
34. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
35. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
36. _____
Name _____
Address/PID No. (If no address, use PID No.) _____
37. _____
Name _____
Address/PID No. (If no address, use PID No.) _____

701-866-2941
Phone No. _____
Email James.Simonson22@gmail.com

Phone No. _____
Email _____

Phone No. _____
Email 651-455-8838

~~651-450-0545~~ 651-450-0545
Phone No. _____

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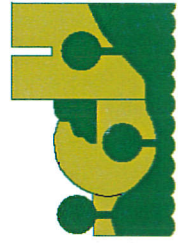
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City of
Inver Grove Heights
DAWN WAY
STREET IMPROVEMENTS

DAWN WAY PARCELS

Dawn Ave Petitioners (9-16-19)

- Parcel in South Area
- Parcel in North Area

CIP Year

- NORTH 2024
- SOUTH 2023



9/19/19 J. Moser

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION RECEIVING PETITION FOR STREET IMPROVEMENTS ON DAWN AVE FROM
66TH STREET TO 63RD STREET**

WHEREAS, it is proposed to make improvements and to assess or tax the benefited properties for all or a portion of the cost of said improvement, pursuant to Minnesota Statutes, Section 429.111 to 429.111 (Laws 1953, Chapter 398, as amended) and Section 103B.201 and 103B.251 as follows

Improvements

Street improvements on Dawn Avenue from 66th Street to 63rd Street

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA:

1. The petition for street improvements on Dawn Avenue is received.

Adopted this 14th day of October 2019 by the City Council of Inver Grove Heights.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Joe Lynch, Interim Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Final Compensating Change Order No. 2, Final Pay Voucher No. 9, Engineer's Report of Acceptance and Resolution Accepting Work for the 2017 Capital Improvement Program, City Project No. 2017-02 – NWA Watermain Improvements, 65th Street Loop

Meeting Date: October 14, 2019

Item Type: Consent

Contact: Thomas J. Kaldunski, 651.450.2572

Prepared by: Thomas J. Kaldunski, City Engineer

Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐ None

☐ Amount included in current budget

☐ Budget amendment requested

☐ FTE included in current complement

☐ New FTE requested – N/A

☒ Other: 511 NWA Water Fund

PURPOSE/ACTION REQUESTED

Consider Final Compensating Change Order No. 2, Final Pay Voucher No. 9, Engineer's Report of Acceptance and Resolution Accepting Work for the 2017 Capital Improvement Program, City Project No. 2017-02 – NWA Watermain Improvements, 65th Street Loop

SUMMARY

The improvements were ordered as part of the 2017 Capital Improvement Program. The contract was awarded in the amount of \$1,362,495.50 to G.F. Jedlicki on March 27, 2017.

The contractor has completed the work through August 31, 2019 in accordance with the contract plans and specifications. Final Compensating Change Order No. 2 reconciles the contract quantities and the final actual quantities.

I recommend approval of Final Compensating Change Order No. 2 in the Amount of -\$95,742.46 for a revised contract amount of \$1,440,271.04, Final Pay Voucher No. 9 in the amount of \$53,530.10, Engineer's Report of Acceptance and Resolution Accepting Work for work on the 2017 Capital Improvement Program, City Project No. 2017-02 – NWA Trunk Utility Improvements, 65th Street Loop.

TJK/me

Attachments: Final Compensating Change Order No. 2
Final Pay Voucher No. 9
Engineer's Report of Acceptance
Resolution Accepting Work

FINAL COMPENSATING CHANGE ORDER NO. 2

**City Project No. 2017-02
NWA Watermain Improvements, 65th Street Loop**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance: October 14, 2019
Contractor: G.F. Jedlicki	Engineer: Bolton & Menk, Inc.
Purpose of Change Order Final Compensating amount to balance value of work completed and total payment made to the Contractor. Accounts for miscellaneous increases and decreases in contract quantities.	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ 1,362,495.50	Original Contract Time:
Previous Change Order No. 1 \$ 173,518.00	Net Change from Previous Change Orders: 0
Contract Price Prior to this Change Order: \$ 1,536,013.50	Contract Time Prior to this Change Order
Net Decrease of this Change Order: (\$ 95,742.46)	Net Increase of Change Order:
Contract Price with all Approved Change Orders \$ 1,440,271.04	Contract Time with Approved Change Orders
Recommended By: <u>Mike Edwards</u> Mike Edwards, Engineering Technician	Approved By: _____ G.F. Jedlicki

Approved By:

Thomas J. Kaldunski
Thomas J. Kaldunski, City Engineer

Approved By:

George Tourville
George Tourville, Mayor

Date of Council Action:

October 14, 2019

**CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAY VOUCHER**

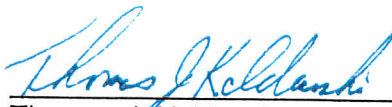
ESTIMATE NO: 9 (Nine) FINAL
DATE: October 14, 2019
PERIOD ENDING: August 31, 2019
PROJECT NO: 2017-02 NWA Trunk Utility Improvements, 65th Street Loop

TO: G.F. Jedlicki, Inc.
2471 Galpin Court
Suite #110
Chanhassen, MN 55317

Original Contract Amount\$1,362,495.50
Total Addition\$173,518.00
Total Deduction\$95,742.46
Total Contract Amount.....\$1,440,271.04
Total Value of Work to Date..... \$ 1,440,271.04
Less Retained (0%) \$ 0.00
Less Previous Payment.....\$ 1,386,740.94
Total Approved for Payment this Voucher..... \$ 53,530.10
Total Payments including this Voucher\$ 1,440,271.04

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above state amount for work performed through August 31, 2019.

Signed by: 
Thomas J. Kaldunski, City Engineer

October 14, 2019
Date

Signed by: _____
G. F. Jedlicki

Date

Signed by: _____
George Tourville, Mayor

October 14, 2019
Date

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**CITY PROJECT NO. 2017-02
NWA WATERMAIN IMPROVEMENTS, 65TH STREET LOOP**

October 14, 2019

**TO THE CITY COUNCIL
INVER GROVE HEIGHTS, MINNESOTA**

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract with G.F. Jedlicki for City Project 2017-02 NWA Watermain Improvements, 65th Street Loop.

The contractor has completed the project in accordance with the contract.

It is recommended, herewith, that final payment be made for said improvements to the contractor in the amount as follows:

Original Contract Amount	\$1,362,495.50
Total Addition (Change Order No. 1)	\$173,518.00
Total Deduction (Change Order No. 2)	(\$95,742.46)
Total Contract Amount.....	\$1,440,271.04
Total Value of Work to Date.....	\$1,440,271.04
Less Previous Payment.....	\$1,386,740.94
Total Approved for Payment this Voucher.....	\$53,530.10
Total Payments including this Voucher	\$1,440,271.04

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

TJK/me

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION ACCEPTING WORK OF G. F. JEDLICKI AND AUTHORIZING FINAL PAYMENT IN
THE AMOUNT OF \$53,530.10**

**CITY PROJECT NO. 2017-02
NWA TRUNK UTILITY IMPROVEMENTS, 65TH STREET LOOP**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated March 27, 2017, G. F. Jedlicki satisfactorily completed improvements and appurtenances for City Project No. 2017-02 NWA Utility Improvements, 65th Street Loop.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: That the work completed under this contract is hereby accepted and approved, and

BE IT FURTHER RESOLVED: That the Mayor and the City Clerk are hereby directed to issue a proper order for final payment on such contract, taking the contractor's receipt in full.

Adopted by the City Council of Inver Grove Heights this 14th day of October 2019.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Joe Lynch, City Administrator/Interim Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Approving Joint Powers Agreement (JPA) with Dakota County for Preliminary and Final Engineering for City Projects No. 2015-08, Reconstruction and Expansion of 70th from the Corporate Boundary with Eagan to TH 3; 2016-04, the Realignment of Argenta Trail from Amana Trail to 70th Street; and 2016-05, the Realignment of Argenta Trail from 70th Street to 65th Street with a Connection Back to Existing Argenta Trail

Meeting Date: October 14, 2019
 Item Type: Consent
 Contact: Scott D. Thureen, 651-450-2571
 Prepared by: Scott D. Thureen, Public Works Dir
 Reviewed by: 

Fiscal/FTE Impact:	
☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Local Road Improvement Grant and Municipal State Aid Funds

PURPOSE/ACTION REQUESTED

Resolution Approving Joint Powers Agreement (JPA) with Dakota County for Preliminary and Final Engineering for City Projects No. 2015-08, Reconstruction and Expansion of 70th from the Corporate Boundary with Eagan to TH 3; 2016-04, the Realignment of Argenta Trail from Amana Trail to 70th Street; and 2016-05, the Realignment of Argenta Trail from 70th Street to 65th Street with a Connection Back to Existing Argenta Trail

SUMMARY

The subject joint powers agreement (JPA) defines the division of responsibility between Dakota County and Inver Grove Heights with regard to the completion of preliminary engineering and final design for City Projects No. 2015-08, 2016-04 and 2016-05. CSAH 26 (70th Street) will be designed as a divided, four-lane highway. Eagan is included in the JPA because the project includes the portion of CSAH 26 between TH 55 and the corporate boundary with Inver Grove Heights.

Argenta Trail will be reconstructed on the alignment that was selected and approved on March 23, 2015. It will be constructed as a two-lane divided highway that can be expanded in the future.

This project is in the City's CIP. Funding of the City's share of the feasibility study, preliminary engineering and final design (estimated to be \$375,000) will come from a Local Road Improvement Grant and Municipal State Aid funds. I recommend that the City Council adopt this resolution approving the JPA.

SDT/kf

Attachments: Resolution
 JPA (with project layout map)

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CITY OF INVER GROVE HEIGHTS TO ENTER INTO A
JOINT POWERS AGREEMENT WITH DAKOTA COUNTY FOR PRELIMINARY AND FINAL
ENGINEERING FOR CITY PROJECTS NO. 2015-08, 2016-04 AND 2016-05**

WHEREAS, the City of Inver Grove Heights and Dakota County desire to complete preliminary and final design for the reconstruction and expansion of 70th Street (CSAH 26) from the corporate boundary with Eagan to TH 3, the realignment of Argenta Trail (CSAH 63) from Amana Trail to 70th Street, the realignment of Argenta Trail from 70th Street to 65th Street, and a connection of realigned Argenta Trail from 65th Street back to existing Argenta Trail.

NOW, THEREFORE, BE IT RESOLVED that the City of Inver Grove Heights enter into an agreement with Dakota County that defines the sharing of costs and the responsibilities of the two entities.

BE IT FURTHER RESOLVED, that the proper City officers be and hereby are authorized to execute such agreement, and thereby assume for an on behalf of the City all of the contractual obligations contained therein.

BE IT FURTHER RESOLVED, that the City's share of the costs shall be funded using a Local Road Improvement Grant and Municipal State Aid funds.

BE IT FURTHER RESOLVED that the City shall utilize the results of the preliminary engineering to prepare a feasibility study for the project.

Adopted by the City Council of Inver Grove Heights this 14th day of October 2019.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Joe Lynch, Interim Deputy Clerk

Dakota County Contract Nos
C0031982 Eagan
C0031983 IGH

JOINT POWERS AGREEMENT FOR
PRELIMINARY AND FINAL ENGINEERING

BETWEEN

THE COUNTY OF DAKOTA,

THE CITY OF EAGAN

AND

THE CITY OF INVER GROVE HEIGHTS

DAKOTA COUNTY PROJECT NO. 26-54 & 63-27

CITY OF EAGAN PROJECT NO. 1275

CITY OF INVER GROVE HEIGHTS PROJECT NO. 2015-08, 2016-04 & 2016-05

SYNOPSIS: Dakota County and the Cities of Eagan and Inver Grove Heights agree to preliminary and final road design engineering for the reconstruction of County State Aid Highway (CSAH) 26 from Trunk Highway (TH) 55/149 in Eagan to TH 3 in Inver Grove Heights, CSAH 63 from Amana Trail to 65th Street and the connection of CSAH 63 into existing Argenta Trail in Inver Grove Heights, Dakota County.

THIS AGREEMENT, made and entered into by and between the County of Dakota, referred to in this Agreement as "the County"; the City of Eagan, referred to in this agreement as "Eagan", and the City of Inver Grove Heights, referred to in this Agreement as "Inver Grove Heights" (collectively the "Cities"); and witnesses the following:

WHEREAS, under Minnesota Statutes Section 162.17, subdivision 1 and 471.59, subdivision 1, two or more governmental units may enter into an agreement to cooperatively exercise any power common to the contracting parties, and one of the participating governmental units may exercise one of its powers on behalf of the other governmental units; and

WHEREAS, it is considered mutually desirable to complete preliminary and final design engineering to develop the CSAH 26 (Lone Oak Road/ 70th Street West) corridor from TH 55/149 in Eagan to TH3 in Inver Grove Heights, the CSAH 63 corridor from Amana Trail to 65th Street and connection into existing Argenta Trail in Inver Grove Heights, Dakota County (the "Project"); and

WHEREAS, the County and Cities have included this project in their Capital Improvement Programs and will jointly participate in the costs of said engineering; and

WHEREAS, both CSAH 26 and CSAH 63 are undivided two-lane roadways with minimal shoulder width, sub-standard vertical curves and lack turn lanes and non-motorized facilities existing along the roadway corridor; and

WHEREAS, the purpose of the project is to improve safety and operations along each corridor by expanding CSAH 26 to a 4-lane divided roadway, realigning and expanding CSAH 63 to a 2-lane divided roadway, shifting the CSAH 26/CSAH 63 intersection, constructing turn lanes at all public road intersections, drainage improvements, access management and new multi-use trails all to accommodate for the increasing traffic demand; and

WHEREAS, the County and Cities have completed a preliminary design layout for the Project (Exhibit 1) (the "Layout") that will be the basis for the preliminary and final design engineering of the Project.

NOW, THEREFORE, it is agreed that the County and the Cities will share project responsibilities and jointly participate in the project costs associated with the 30% preliminary engineering and final roadway design:

1. Project Layout. The County and Cities agree to cooperate to complete preliminary and final design engineering for the Project based on the Layout.
2. Administration. The County will enter into and administer the contract with a consulting engineer firm (the "Consulting Engineer") and will coordinate the preliminary engineering and final design work of the Consulting Engineer with the Cities.
3. Engineering Costs. Design engineering costs, including public involvement, agency involvement, preliminary/final design, specifications, proposals, surveying, mapping, including the cost of County and City staff time for these purposes, (collectively, Engineering Costs") shall be shared based on the County's and Cities' share of the final construction costs in accordance with the County's Transportation Plan Cost Participation Policy. The Engineering Costs shall be shared as follows:
 - A. CSAH 26 from TH 55/149 to the Eagan – Inver Grove Heights line in Eagan. The City of Eagan and the County shall divide the Engineering Costs for this segment as follows:
 - the County shall be responsible for 75%,
 - the City of Eagan shall be responsible for 25%.
 - B. CSAH 26 from the Eagan – Inver Grove Heights line to the CSAH 63 intersection in Inver Grove Heights. The City of Inver Grove Heights and the County shall divide the Engineering Costs for this segment as follows:
 - the County shall be responsible for 75%,
 - the City of Inver Grove Heights shall be responsible for 25%.
 - C. CSAH 26 from the CSAH 63 intersection to TH 3 in Inver Grove Heights. The City of Inver Grove Heights and the County shall divide the Engineering Costs for this segment as follows:

- the County shall be responsible for 55%,
- the City of Inver Grove Heights shall be responsible for 45%.

D. CSAH 63 from Amana Trail to 65th Street and connection back into existing Argenta Trail in Inver Grove Heights. The City of Inver Grove Heights and the County shall divide the Engineering Costs for this Segment as follows:

- the County shall be responsible for 85%,
- the City of Inver Grove Heights shall be responsible for 15%.

4. Right-of-Way Pre-acquisition. The County will prepare right of way maps for the required permanent and temporary highway and drainage easements for this project. The costs for this work shall be included in the Engineering Costs.
5. Plans and Specifications. Final design will be complete when the Parties are provided with complete grading, paving, storm sewer, wetland mitigation, traffic control, and other municipal utility plans and specifications consistent with County design practices, State-Aid design standards, the County and City Transportation Plans, and the City's utility standards and specifications. The approval of final plans and specifications by the Cities and the County will be required prior to advertising for bids for construction.
6. Right of Way and Construction. A separate agreement will be executed between the Parties for right of way acquisition and construction of the roadway improvements as determined by the final design documents.
7. Payment. The County will administer the contract and act as the paying agent for all payments to the Consulting Engineer. Payments to the Consulting Engineer will be made as the Project work progresses and when certified by the County Engineer. The County, in turn, will bill the Cities for their share of the Engineering Costs. Upon presentation of an itemized invoice by one agency to the other, the receiving agency shall reimburse the invoicing agency for its share of the costs incurred under this Agreement within 35 days from the presentation of the invoice. If any portion of an itemized invoice is questioned by the receiving agency, the remainder of the invoice shall be promptly paid and accompanied by a written explanation of the amounts in question. Payment of any amounts in dispute will

be made following good faith negotiation and documentation of actual costs incurred in carrying out the work.

8. Consulting Engineer Contract Amendments. Any amendments to the contract with the Consulting Engineer that affect the Engineering Costs participation must be approved by all parties prior to execution of work.
9. Amendments. Any amendments to this Agreement will be effective only after approval by each governing body and execution of a written amendment document by duly authorized officials of each body.
10. Effective Dates. This Agreement will be effective upon execution by duly authorized officials of each governing body and shall continue in effect until all work to be carried out in accordance with this Agreement has been completed.
11. Rules and Regulations. The County and the Cities shall abide by Minnesota Department of Transportation standard specifications, rules and contract administration procedures.
12. Indemnification. The County agrees to defend, indemnify, and hold harmless the Cities against any and all claims, liability, loss, damage, or expense arising under the provisions of this Agreement and caused by or resulting from negligent acts or omissions of the County and/or those of County employees or agents. The each of the Cities agrees to defend, indemnify, and hold harmless the County against any and all claims, liability, loss, damage, or expense arising under the provisions of this Agreement and caused by or resulting from negligent acts or omissions of the City and/or those of City employees or agents. All parties to this Agreement recognize that liability for any tort claims arising under this Agreement are subject to the provisions of the Minnesota Municipal Tort Claims Law; Minnesota Statutes, Chapter 466. In the event of any tort claims or actions filed against either party, nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual parties.
13. Employees of Parties. Any and all persons engaged in the work to be performed by the County shall not be considered employees of the Cities for any purpose, including Worker's Compensation, or any and all claims that may or might arise out of said employment context

on behalf of said employees while so engaged. Any and all claims made by any third party as a consequence of any act or omission on the part of said County employees while so engaged on any of the work contemplated herein shall not be the obligation or responsibility of the Cities. The opposite situation shall also apply: the County shall not be responsible under the Worker's Compensation Act for any employees of the Cities and any and all claims made by any third party as a consequence of any act or omission on the part of said Cities employees while so engaged on any of the work contemplated herein shall not be the obligation or responsibility of the County.

14. Audits. Pursuant to Minnesota Statutes Sec 16 C. 05, Subd. 5, any books, records, documents, and accounting procedures and practices of the County and each City relevant to the Agreement are subject to examination by the County or the City and either the Legislative Auditor or the State Auditor as appropriate. The County and each City agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement. Dakota County will be financially responsible for the cost of the audit.
15. Integration and Continuing Effect. The entire and integrated agreement of the Parties contained in this Agreement shall supersede all prior negotiations, representations or agreements between the Cities and the County regarding the Project; whether written or oral. All agreements for future maintenance or cost responsibilities shall survive and continue in full force and effect after completion of the improvements provided for in this Agreement.
16. Authorized Representatives. The authorized representatives for the purpose of the administration of this Agreement are:

Mark Krebsbach, Dakota County
Engineer (or successor)
14955 Galaxie Ave.
Apple Valley, MN 55124
Office: (952) 891-7102
Mark.Krebsbach@co.dakota.mn.us

John Gorder, City Engineer
(or successor)
City of Eagan
3830 Pilot Knob Road
Eagan, MN 55122
(651) 675-5000
JGorder@cityofeagan.com

Scott Thureen, Public Works Director
(or successor)
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
Office: 651- 450-2500
sthureen@invergroveheights.org

All notices or communications required or permitted by this Agreement shall be either hand delivered or mailed by certified mail, return receipt requested, to the above addresses. Either party may change its address by written notice to the other party. Mailed notice shall be deemed complete two business days after the date of mailing.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized officials.

CITY OF EAGAN

RECOMMENDED FOR APPROVAL:

City Engineer

By _____
Mayor

APPROVED AS TO FORM:

(SEAL)

City Attorney

By _____
City Clerk

Date _____

CITY OF INVER GROVE HEIGHTS

RECOMMENDED FOR APPROVAL:

Public Works Director

By _____
Mayor

APPROVED AS TO FORM:

(SEAL)

City Attorney

By _____
City Clerk

Date _____

DAKOTA COUNTY

RECOMMENDED FOR APPROVAL:

Mark Krebsbach
Its: County Engineer

By _____
Steven C. Mielke
Its: Physical Development Director

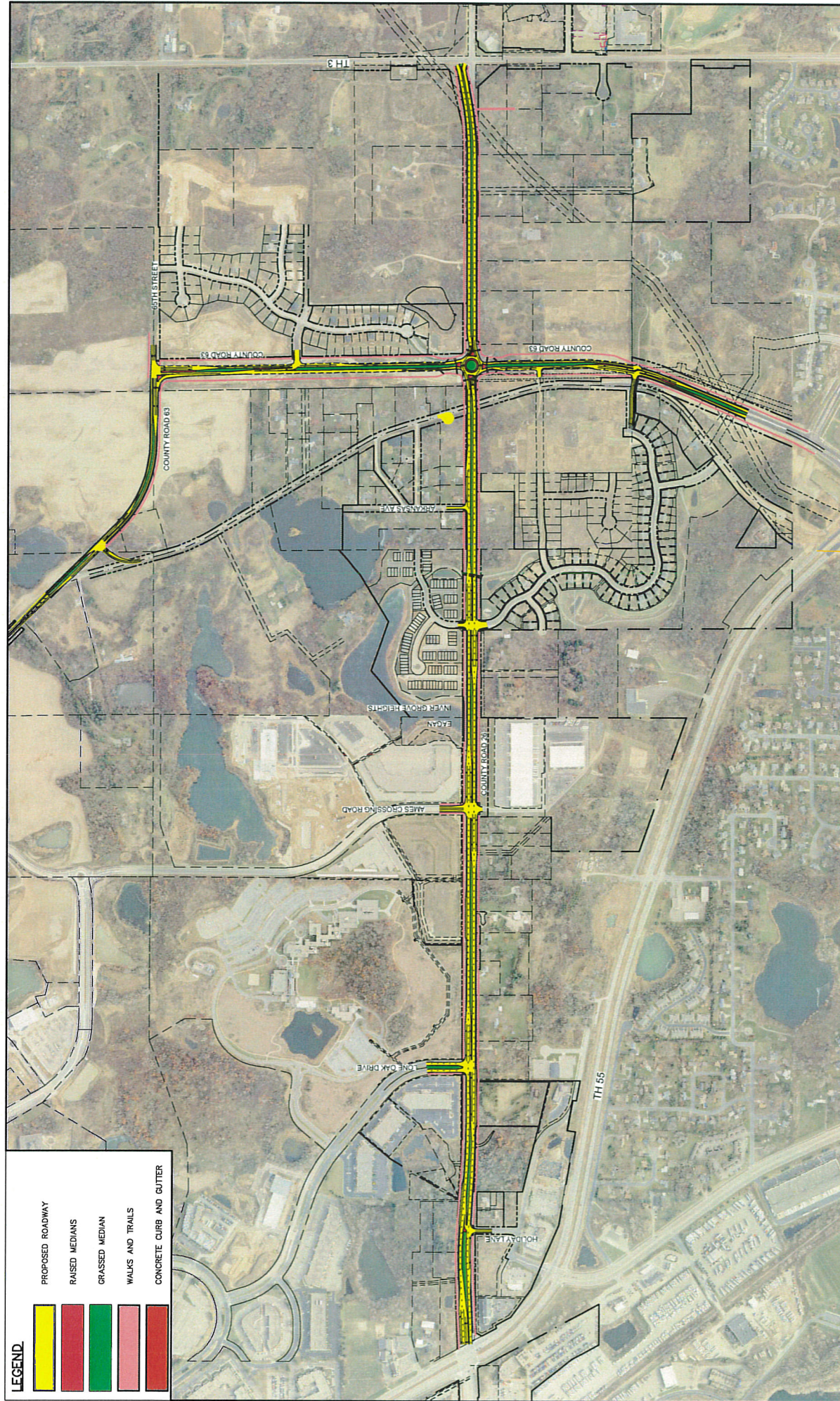
Date _____

APPROVED AS TO FORM:

Assistant County Attorney Date

COUNTY BOARD RESOLUTION

No. ____-_____ Date:



CSAH 26/CR 63 FINAL DESIGN
PROJECT FUNDING AND PROJECT NUMBER MAP



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Supporting Dakota County's 2020-2024 Capital Improvement Program and Dakota County's 2020-2024 Transportation Sales and Use Tax Capital Improvement Program

Meeting Date: October 14, 2019
 Item Type: Consent
 Contact: Scott D. Thureen, 651-450-2571
 Prepared by: Scott D. Thureen, Public Works Dir
 Reviewed by: *SDT*

☒	Fiscal/FTE Impact: None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Resolution Supporting Dakota County's 2020-2024 Capital Improvement Program and Dakota County's 2020-2024 Transportation Sales and Use Tax Capital Improvement Program.

SUMMARY

Annually, Dakota County prepares a five-year Capital Improvement Program (CIP) and a five-year Transportation Sales and Use Tax CIP based upon their needs and requests of the cities being impacted. Staff previously met with Dakota County staff to review the County's draft CIPs. Subsequently, the County revised their CIPs and is requesting the City's consideration and approval.

Dakota County is requesting that cities pass a resolution supporting their five-year CIPs. The proposed Dakota County CIP for transportation includes projects on CSAH 26 (70th Street), CSAH 28 (80th Street), CSAH 63 (Argenta Trail), and CSAH 73 (Babcock Trail).

With the dissolution of the County's Transit Improvement Board (CTIB) and Dakota County's decision to maintain the current quarter-percent sales tax and \$20 excise tax on new vehicles, a CIP has been prepared for projects that are eligible for the Transportation Sales and Use Tax. This CIP includes 'new' County Road 32 (aka 117th Street), a preliminary study for interchange layout options at I-494 and a study for TH 3.

The timing of the various project elements shown in the attached resolution aligns with the City's draft 2020-2024 CIP. I recommend approval of the resolution.

SDT/kf

Attachment: Resolution

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION SUPPORTING DAKOTA COUNTY'S 2020-2024 CAPITAL IMPROVEMENT
PROGRAM (CIP) AND DAKOTA COUNTY'S 2020-2024 TRANSPORTATION SALES AND
USE TAX CIP**

WHEREAS, Dakota County has requested that the City of Inver Grove Heights provide a list of projects for inclusion in Dakota County's 2020-2024 Transportation Plan, and

WHEREAS, the following transportation projects are important to the City of Inver Grove Heights:

PROJECT

CSAH 26 – 70th Street expansion to four lanes from Eagan border to TH 3
CSAH 26 – 70th Street improvements from TH 3 to Babcock Trail (CSAH 73)
CSAH 28 – 80th Street from TH 3 to 0.62 miles east
CSAH 63 – New alignment, north of Amana Trail (CSAH 28)
CSAH 63 – Interchange Study at I-494
CSAH 73 – Babcock Trail Gap Study – Upper 55th Street to I-494
'New' CR 32 – 117th Street from CR 71 to TH 52
Regional Roadway System Visioning Study Update
TH 3 Scoping Study

WHEREAS, the City of Inver Grove Heights will participate in these projects in accordance with applicable cost sharing policies; and

WHEREAS, the City of Inver Grove Heights will have approval authority, along with the County Board, via approval of a joint powers agreement with the County for the various project phases (design, right-of-way acquisition and construction).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the following projects be included in Dakota County's 2020-2024 Transportation CIP for the years indicated:

CSAH 26 – Expansion of 70 th Street to four lanes from Eagan border to TH 3 (City Project 2015-08) (Dakota County Project CP 26-54)	2021 Construction
CSAH 28 (80 th Street east of TH 3) (City Project 2008-05) (Dakota County Project CP 28-48)	2024 Design
CSAH 63 – New alignment, north of CSAH 28 (City Projects No. 2016-04 and 2016-05) (Dakota County Project CP 63-27)	2021 Construction
Regional Roadway System Visioning Study Update (City Project No. 2018-17) (Dakota County Project CP 97-xxx)	2020 Study

RESOLUTION NO. _____

26-60 – 70th Street Improvements – TH 3 to Babcock Trail
(City Project No. 2018-18)
(Dakota County Project 26-xxx) 2023 Study

CSAH 73 – Trail Gap Study – Upper 55th Street to I-494
(City Project No. 2016-21)
(Dakota County Project 73-xxx) 2022 Study

BE IT FURTHER RESOLVED that the following projects be included in Dakota County's 2020-2024 Sales and Use Tax CIP for the years indicated:

CSAH 63 – Interchange Study at I-494
(City Project No. 2013-04)
(Dakota County Project 63-29) 2020 Study

TH 3 Scoping Study 2021 Study

'New' CR 32 (117th Street) from CR 71 to TH 52 2020 Design
(City Project No. 2016-17) 2021 Right-of-Way
(Dakota County Project ST00006) 2022 Construction

Adopted by the City Council of Inver Grove Heights this 14th day of October 2019.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Joe Lynch, Interim Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CLARK ROAD PROPERTIES - CASE NO. 19-39PR

Meeting Date: October 14, 2019

Item Type:  Consent

Contact: Heather Botten 651.450.2569

Prepared by: Heather Botten, Associate Planner

Reviewed by:

Fiscal/FTE Impact:

☒

None

☐

Amount included in current budget

☐

Budget amendment requested

☐

FTE included in current complement

☐

Other

PURPOSE/ACTION REQUESTED

Consider a Resolution approving a Major Site Plan Review for Phase II of an outdoor storage facility located at 11305 Clark Road.

- Requires a 3/5th's vote.
- 60-day deadline: October 18, 2019 (first 60-days)

SUMMARY

The applicant is requesting a major site plan approval to allow Phase II of an outdoor storage facility. The property is 24 acres and zoned I-2, General Industrial. Phase I was approved in 2017. There are no buildings included with this request. The parking lot/storage area exceeds setback requirements. The existing berm and landscaping will screen the proposed storage area.

The engineering department has been working with the applicant regarding stormwater, grading, and erosion control. All stormwater management shall meet the conditions outlined in the approved permits.

Staff: Based on the information provided and the conditions listed in the attached resolution, staff is recommending **approval** of the request.

Planning Commission: At the October 1, 2019 public hearing, the Planning Commission recommended approval of the request with the conditions listed in the attached resolution (8-0). The applicant attended the public hearing and no comments were received from neighbors.

Attachments: Major Site Plan Resolution
Planning Commission Recommendation
Planning Staff Report

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION APPROVING A MAJOR SITE PLAN TO ALLOW PHASE II OF AN
OUTDOOR STORAGE FACILITY**

CASE NO. 19-39PR
Clark Road Properties

WHEREAS, the request is for the property located at 11305 Clark Road and legally described as follows:

Outlot A, Gainey Addition, Dakota County, Minnesota

WHEREAS, the request is to approve a Major Site Plan to construct Phase II of an outdoor storage facility;

WHEREAS, the aforescribed property is zoned I-2, General Industrial;

WHEREAS, the request has been reviewed against Title 10, Chapter 15, Article J, regarding the criterion for a Major Site Plan such as consistency with the Comprehensive Plan and conformity with the Zoning Ordinance, the request meets all of the minimum standards;

WHEREAS, a public hearing concerning the request was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on October 1, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a Major Site Plan to construct Phase II of an outdoor vehicle storage facility is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified herein:

Grading, drainage, erosion control plan dated 09/05/19

2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.

Resolution No. _____

3. All parking lot lighting on site shall be a down cast, "shoe-box" style and the bulb shall not be visible from property lines. Details of building lighting shall be submitted with a building permit.
4. All plans shall be subject to the review and approval of the City Fire Marshal.
5. A stormwater agreement and other agreements related thereto currently exist between the City and the Property Owner. The agreements address specific site improvements and parties responsible for improvements. The conditions outlined in these agreements shall continue to be met.
6. Final site, grading, storm water management, and erosion control plans shall be approved by the City Engineer.
7. The developer shall meet the conditions outlined in the City Engineers review letters and subsequent correspondence.
8. The existing berm along the easterly property line shall remain in place as long as the site is used for outdoor storage.
9. The landscaping demonstrated on the 09-05-19 grading plan shall remain as long as the site is used for outdoor storage.
10. Only passenger automobiles, trailers, and personal recreational vehicles such as boats, campers, motor homes, and RV's may be stored in the outdoor storage area.

BE IT FURTHER RESOLVED that the Deputy Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 14th day of October, 2019.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Joe Lynch, Deputy Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: October 1, 2019
SUBJECT: **CLARK ROAD PROPERTIES – CASE NO. 19-39PR**

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a major site plan review for Phase II of an outdoor storage facility, for the property located at 11305 Clark Road. 5 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant's property is 24 acres in size and is zoned I-2, General Industrial. The applicant is asking for a major site plan approval of Phase II to allow outdoor storage on the southern portion of the property. No structure is being proposed. The screening and landscaping requirements have already been met. Staff recommends approval of the request with the nine conditions listed in the report. Staff did not hear from any of the surrounding property owners.

At Commissioner Simon's request, Ms. Botten showed where Phase II was located.

Opening of Public Hearing

Max Steininger, 3070 Lexington Avenue S, Eagan, advised he was available to answer any questions.

Chair Maggi asked the applicant if he read and understood the report.

Mr. Steininger replied in the affirmative.

Chair Maggi closed the public hearing.

Planning Commission Discussion

Commissioner Wippermann had no issue with the request but questioned whether this process should have taken place prior to the project being built.

Ms. Botten replied in the affirmative, stating in this case Phase II was shown on the Phase I plan but they did not approve it at that time because the exact boundaries had not yet been determined.

Planning Commission Recommendation

Motion by Commissioner Niemijoa, second by Commissioner Wippermann, to approve the request for a major site plan review for Phase II of an outdoor storage facility, for the property located at 11305 Clark Road with the conditions listed in the report.

Motion carried (8/0). This item goes to the City Council on October 14, 2019.

**PLANNING REPORT
CITY OF INVER GROVE HEIGHTS**

HEARING DATE: October 1, 2019

CASE NO.: 19-39PR

APPLICANT & PROPERTY OWNER: Clark Road Properties, LLC

REQUEST: Major Site Plan Review to allow for Phase II of an outdoor storage facility

LOCATION: 11305 Clark Road

COMPREHENSIVE PLAN: GI, General Industrial

ZONING: I-2, General Industrial

REVIEWING DIVISIONS: Planning
Engineering

PREPARED BY: Heather Botten
Associate Planner



BACKGROUND

The applicant's property is 24 acres in size, located in the industrial area along Clark Road. The request is for major site plan approval of Phase II to allow outdoor storage on the southern portion of the property.

Phase 1 of the outdoor storage was approved in 2017. There are no structures included with this approval. The business operation of the storage facility will be done on a near-by site.

Mini storage with outdoor vehicle storage is a permitted use in the I-2, General Industrial district. The specific request consists of the following:

- a) Major site plan review to allow Phase II of the outdoor storage facility

EVALUATION OF REQUEST

Surrounding Uses. The subject property is surrounded by industrial uses that are zoned and guided:

North	North American Trailer; zoned I-2; guided GI, General Industrial
East	Clark Road Properties; zoned I-2; guided GI, General Industrial
West	R/R right-of-way / landfill; zoned I-2; guided GI, General Industrial
South	NSP; zoned I-2; guided GI, General Industrial

SITE PLAN REVIEW

Lot Size. The property is 24 acres in size. The I-2 district requires a minimum lot size of one acre.

Building Setbacks. No buildings are proposed at this time.

Parking/Storage Lot. The parking lot/ storage area is located over 50 feet from the closest property line, exceeding the ten-foot setback requirement.

Access and Surfacing. The existing entrance will be the main access to the storage area. The storage area is constructed of asphalt millings, complying with code requirements.

Screening. In the I-2 district, outdoor storage shall be screened from the public right of way; there is currently a berm along the easterly property line that screens the proposed storage area complying with code requirements. This berm shall remain in place as long as the site is used for outdoor storage.

Landscaping. Staff is requesting landscaping to help with the screening of the storage units. 15 coniferous trees have been planted along the right-of-way of phase II complying with screening requirements.

Lighting. A lighting plan has not been submitted. All parking lot lighting shall be designed to deflect light away from the public street. The source of light shall be hooded, recessed, or controlled in some manner so as not to be visible from adjacent property or streets.

Signage. Signs are not proposed with this request. All signage requires a sign permit and shall conform to the sign requirements of the I-2 zoning district.

Engineering. The Engineering Department has conducted a review of the plans and has been working with the applicant in regards to stormwater, grading and erosion control. All storm water management shall meet the conditions outlined in the approved permits.

The final details on the plans would be reviewed and approved by the City Engineer prior to any work commencing on the site.

ALTERNATIVES

The Planning Commission has the following alternatives available for the proposed request:

- A. **Approval** If the Planning Commission finds the application to be acceptable, the following actions should be taken:
- Approval of a **Major Site Plan Review** to allow Phase II of the outdoor storage area subject to the following conditions:
 1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified herein:

Grading, drainage, erosion control plan dated 09/05/19

2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
3. All parking lot lighting on site shall be a down cast, “shoe-box” style and the bulb shall not be visible from property lines. Details of building lighting shall be submitted with a building permit.
4. All plans shall be subject to the review and approval of the City Fire Marshal.
5. A stormwater agreement and other agreements related thereto, shall be required to be executed between the City and the developer. The contract will address specific site improvements and parties responsible for improvements and will require financial surety for the landscaping and any other public improvements that may be necessary.
6. Final site, grading, storm water management, and erosion control plans shall be approved by the City Engineer.
7. The developer shall meet the conditions outlined in the City Engineers review letters and subsequent correspondence.
8. The existing berm along the easterly property line shall remain in place as long as the site is used for outdoor storage.
9. The landscaping demonstrated on the 09-05-19 grading plan shall remain as long as the site is used for outdoor storage.

B. Denial If the Planning Commission finds that the proposed request is not in the best interest of the physical development of the City, a recommendation of denial should be forwarded to the City Council. With a recommendation of denial, findings or the basis for the denial should be given.

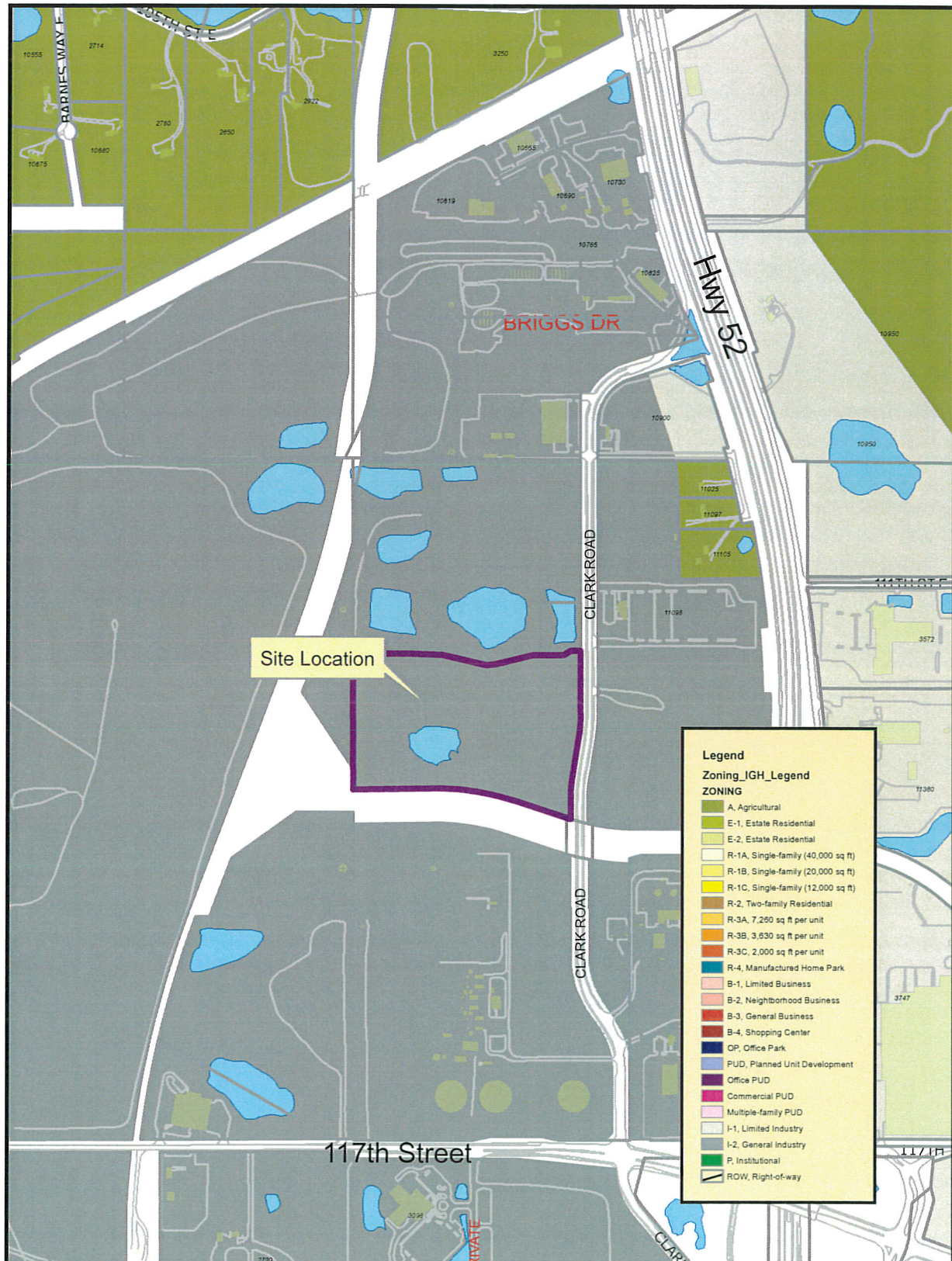
RECOMMENDATION

Based on the information in the preceding report, staff is recommending approval the request with the conditions listed in Alternative A.

Attachments: Exhibit A – Location and Zoning Map
Exhibit B – Narrative
Exhibit C – Site Plan



Clark Road Properties Case No. 19-39PR



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.
Map produced by the City of Inver Grove Heights GIS Dept.
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Exhibit A
Zoning and Location Map
Map not to scale

Aug 18 2019

City of Inver Grove Hts
8150 Barbara Ave
Inver Grove Hts Mn 55077
Attn: Alan Hunting

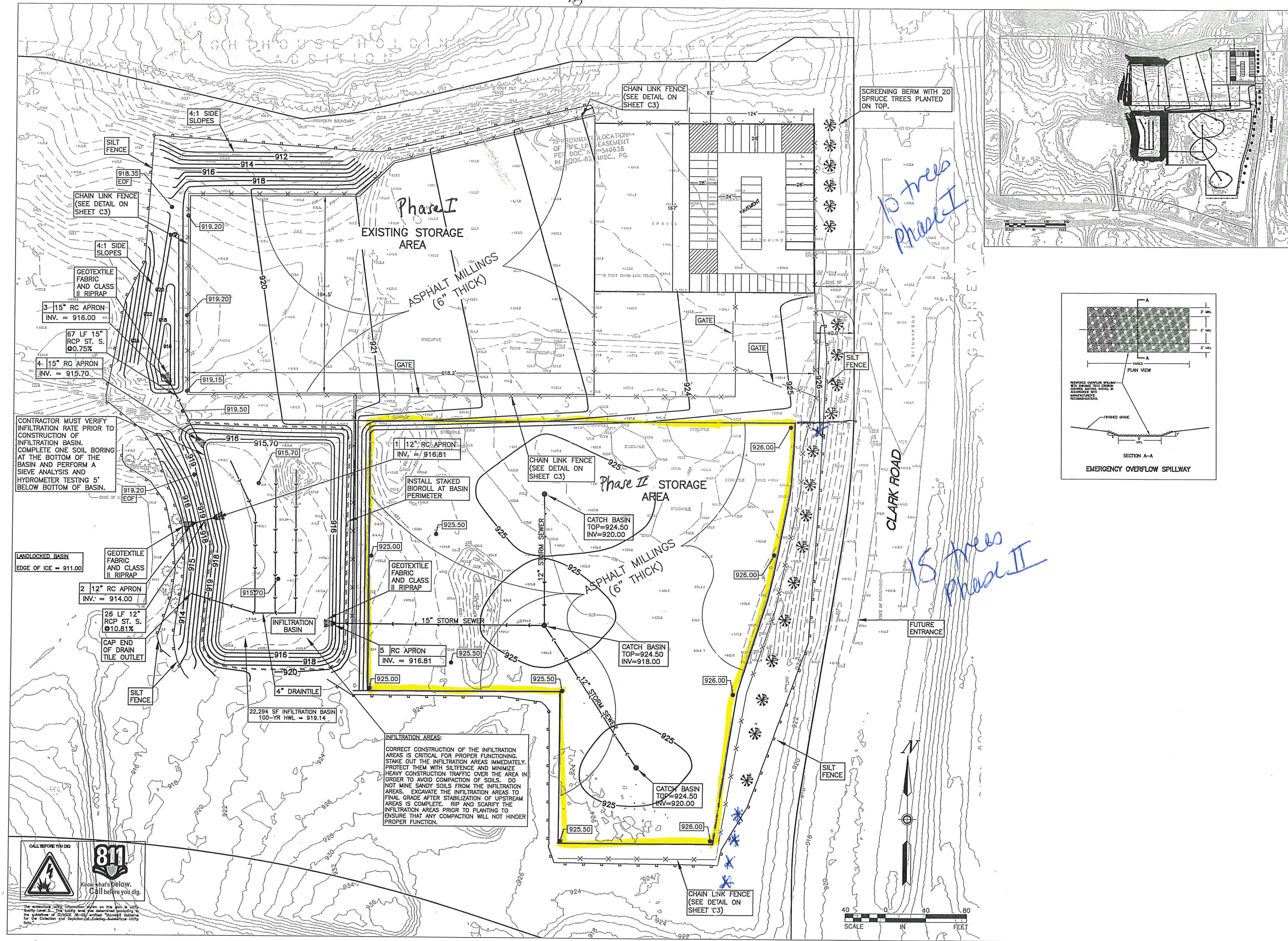
Dear Men,

We are requesting approval for phase II storage at 11305 Clark Road. Phase I storage is full and we would like to proceed on phase II. It will be managed by Surelock Storage, IGH. We haven't found a land buyer yet and this will help pay our holding costs. There is sufficient demand at this time to fill the lot. (Phase II)

Thank you very much.

Sincerely,
Greg J. Strain

Need 10 oversizing copies



CONSULTING CIVIL ENGINEERS
10830 NESBITT AVENUE SOUTH
BLOOMINGTON, MINNESOTA 55437
(952) 881-3344 TELEPHONE
(952) 881-1913 FAX
www.sundeincivil.com

STEININGER STORAGE FACILITY 2

INVER GROVE HEIGHTS, MN

DATE	REVISION
4/11/17	ORIGINAL PLAN DATE
4/20/17	PHASE 1 GRADING PLAN
5/3/17	CITY COMMENTS
8/20/19	RECORD DRAWINGS
9/9/19	CITY COMMENTS

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.

Mike Kettler

Mike Kettler
DATE: 8/20/19 REG. NO.: 40425

INFORMATION:

PROJECT NO.: 17-510
DRAWN BY: LS
CHECKED BY: MK
APPROVED BY: MK
SCALE: GRAPHIC
DATE: 4/11/17

DESCRIPTION:

GRADING,
DRAINAGE, AND
EROSION CONTROL
PLAN

SHEET NO:

C1

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: October 14, 2019
Item Type: Consent
Contact:
Prepared by: Joe Lynch, City Administrator
Reviewed by:

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| ☐ | None |
| ☒ | Amount included in current budget |
| ☐ | Budget amendment requested |
| ☐ | FTE included in current complement |
| ☐ | New FTE requested – N/A |
| ☐ | Other |

PURPOSE/ACTION REQUESTED

Council is asked to approve the job descriptions for the positions of Human Resources Coordinator and Administration Support Specialist. The HR Coordinator position will be a .6FTE and the Administration Specialist will be a 1.0FTE.

These positions are as a result of discussion over several months with the Council on replacements for current positions. The HR Coordinator replaces the Administrative Services Coordinator and the Administration Specialist replaces the Management Analyst. Both positions will fit within the budget directive given by the Council.



CITY OF INVER GROVE HEIGHTS

JOB DESCRIPTION

Job Title: Human Resources Coordinator

Revision Date:

Last Classification Review:

Exempt Status: Non-Exempt (Non-union)

Department: Administration

Reports To: Human Resources Manager

Job Summary:

Under the direction of the Human Resources Manager, the Human Resources Coordinator provides support and assistance to the Human Resources Manager and department heads. Duties include providing support and assistance to the Human Resources Manager in benefit processing, assisting in open enrollment and wellness activities; updating status changes, posting and coordinating hire, rehire, promotional, termination and retirement paperwork.

Supervisory Responsibilities:

Direct Supervision: None

Indirect Supervision: None

Essential Duties and Responsibilities:

Serves in the capacity of a human resources professional within the Human Resources Department. Performs such representative tasks as:

- Coordinates job postings, and processes employment paperwork including, State new-hire reporting, physicals, criminal history and background checks, interview scheduling and interview materials, offer letters, and applicant notifications (e.g. rejection letters or emails).
- Works as a first line of contact with departments to streamline hiring processes, provides up-to-date forms, information, and related training to hiring managers and supervisors.
- Prepares new-hire packets and conducts orientations as assigned.
- Processes benefits paperwork, employment status changes, annual and step wage changes, terminations and the preparation of Council Action Forms. Processes workers' compensation claims, FMLA, OSHA, and ADA paperwork, and assists in open enrollment activities. Answers employee questions concerning benefit questions or assistance.
- Assists in administration and tracking of H.R. systems including Neogov, Percipio, H.R. Connection, and payroll tracking for employee increases.
- Assists the Human Resources Manager in the implementation of the Performance Evaluation/Management systems and tracking to ensure the timely submission of evaluations and related payroll changes.
- Assists the Human Resource Manager in the development and coordination of educational opportunities for City staff, such as the I.G.H. University, Percipio on-line training software and licensing.
- Assists the Human Resources Manager with special initiatives such as improving the Organizational Culture, employee conduct, Employee Recognition, and the Wellness Committee.
- Assists in various HR projects including the completion of wage surveys, Pay Equity reporting, reclassification requests, updating policies and procedures, or other projects, as assigned.
- Participates in collective bargaining negotiations. Attends and participates in negotiation meetings, prepares bargaining documents, and assists in the interpretation and application of contracts and HR policies and procedures.

Minimum Qualifications:

Requires a minimum of a Bachelor's Degree in Human Resources, Business Management, Public Administration, or closely related area and at least 3 years of progressively responsible experience in human resources, city government, or closely related experience; and/or an equivalent combination of education and experience. Requires a general knowledge of Human Resources policies, practices, and laws. Requires a valid driver's license in the State of MN.

Essential Knowledge And Specialized Subject Knowledge Required To Perform The Essential Functions Of The Job:

- Basic understanding of human resources functions, programs and activities, and rules, laws and regulations pertaining to assigned HR duties and responsibilities.
- Knowledge of bargaining agreement terms and conditions pertaining to salaries, benefits, or other provisions related to job assignments.
- General office and general administrative procedures and operational requirements.
- City administrative and operational policies and procedures.
- Fundamentals of office organization, bookkeeping, records retention and records management principles and practices, and Data privacy laws especially as related to employee records.
- HRIS systems, programs and general business software (i.e. word processing and spreadsheet programs).
- Establishing and maintaining effective working relationships with employees, department heads, supervisors, managers, officials and the public.

Essential Skills Necessary To Perform The Work:

- Customer service and human relation skills in assisting, screening, handling and dealing with informational requests of both City staff and the public.
- Implementing recruitment, pre-hiring and selection activities for full-time, temporary, seasonal and part-time City positions.
- Using, applying, and performing word processing, database maintenance, web maintenance, spreadsheet creation and use of presentational, graphic programs or other office productivity software.
- .
- Interpretation of work agreements and benefit provisions pertaining to employee leaves, ADA, wage provisions, or benefit provisions.
- Time management and prioritizing work activities and special projects.
- Applying judgment, discretion and initiative in addressing job functions in accordance with policies, procedures and rules of the City.

Work Environment:

Works in a public service environment. Will deal with clients, city personnel, elected officials, and public requiring judgment and discretion when dealing with the public matters that can involve some disagreeable human interactions.

Physical Job Requirements:

Employee is required to continuously talk and hear; occasionally standing and walking; frequent sitting, reaching with hands and arms, and uses hands/fingers dexterously. Exerting up to 25 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body.

This Position Description reflects an accurate and complete description of the duties and responsibilities assigned to the position.

Department Head's Signature

Date

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



CITY OF INVER GROVE HEIGHTS JOB DESCRIPTION

Job Title: Administrative Support Specialist

Exempt Status: Non-Exempt

Revision Date:

Department: Administration

Last Classification Review:

Reports To: City Administrator

Job Summary:

Under the direction of the City Administrator, the Administrative Support Specialist's primary duty is to provide general administrative support for the City Administrator and others as assigned and to assist with citywide and Administration Department operations. The position's secondary duty will be to assist the City Clerk with Elections, and Licensing.

Supervisory Responsibilities:

Direct Supervision: None

Indirect Supervision: None

Provides administrative support functions and activities for the City Administrator to include:

- Drafts and prepares correspondence, reports, presentations, emails, Council Action forms, or other materials for the City Administrator.
- Assists with meeting scheduling and makes arrangements as necessary for successful meetings (e.g. reserve space, make copies, order refreshments)
- Sorts and distributes department mail; code and submit departmental invoices for payment as assigned.
- Provides customer service for the Administration department and addresses routine inquiries.
- Responds to general City email service requests that are directed to the Administration Department.
- Orders department supplies and equipment as assigned; orders business cards and coordinates citywide purchases as assigned.
- Provides administrative support to committees or other departments as assigned.

Assists with Special Events:

- Assists with the planning, preparation and coordination of special events as assigned, such as Business/Town Hall Meetings, Commissioner Appreciation Dinners, Employee Recognition functions, etc.

Provides Records Retention/Management and Data Practices Assistance:

- Assists in the organization and maintenance of electronic data records systems such as document imaging.
- Updates and maintains departmental files, records, databases, and filing systems.
- Assists in ensuring adherence to the City's records retention schedule.
- Assists in researching and responding to Data Practices Requests.

Provides Elections assistance:

- Assists the City Clerk with election operations including preparing supplies, voting spaces and equipment; assisting with paperwork, the coordination of training, and notifications for election staff and volunteers.
- Assists with the oversight of elections staff and processes to ensure successful and accurate voting processes, including early and absentee voting, election day, and other special elections.
- Assists the City Clerk with Commissioner Appointment Process, including notifying residents, accepting applications, and coordinating the Council appointment meeting.

Provides Licensing assistance:

- Assists with licensing intake; helps residents and business owners in completing the application process(es).
- Assists with the licensing processing including initiating background checks, publications and inclusion in the Council agenda for approval.

Provides Back-up for City Clerk duties:

- May attend Council meetings in the absence of the City Clerk.
- May assist with the preparation and dissemination of the Council Agenda.

Performs other duties to assist the City Administrator and the Administration department as assigned.

Minimum Qualifications:

Requires 3 years' related experience, preferably in city government, or closely related experience; or an Associate's degree and 1 year of related experience, and/or an equivalent combination of education and experience. Requires a valid MN driver's license.

Essential Knowledge And Specialized Subject Knowledge Required To Perform The Essential Functions Of The Job:

- General knowledge of office and administrative procedures and operational requirements.
- Fundamentals of office organization, records retention and records management principles and practices.
- Data privacy, election procedures and guidelines.
- Various systems, programs and general business software (i.e. word processing and spreadsheet programs).
- General knowledge of local election processes and MN election laws.
- General knowledge of business and other licensing processes and related City codes.
- Ability to establish and maintain effective working relationships with employees, department heads, supervisors, managers, elected officials and the public.

Essential Skills Necessary To Perform The Work:

- Customer service and human relation skills in assisting, screening, handling and dealing with informational requests of both City staff and the public.
- Using, applying, and performing word processing, database maintenance, web maintenance, spreadsheet creation and use of presentational, graphic programs or other office productivity software.
- Supporting and performing various activities in implementing election activities.
- Organizing, making arrangements for and carrying out departmental projects, coordinating events and activities with minimal direction in accordance with established management, departmental operations, and work methods.
- Time management and prioritizing work activities and special projects.
- Compilation, editing and coordination of, City reports, business cards or other printing assignments.
- Applying judgment, discretion and initiative in addressing job functions in accordance with policies, procedures and rules of the City and administrator directives.

Work Environment:

Works in a public service environment. Will deal with clients, city personnel, elected officials, and public requiring judgment and discretion when dealing with the public matters that can involve some disagreeable human interactions.

Physical Job Requirements:

Employee is required to continuously talk and hear; occasionally standing and walking; frequent sitting, reaching with hands and arms, and uses hands/fingers dexterously. Exerting up to 25 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body.

This Position Description reflects an accurate and complete description of the duties and responsibilities assigned to the position.

Department Head's Signature

Date

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: October 14, 2019
 Item Type: Consent Agenda
 Contact &
 Reviewed by: Janet Shefchik, HR Manager
 Prepared by: Cora Bauer

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Staff requests that Council confirm and approve the personnel actions listed below:

Full-Time Employment:

Luke Steenberg, Combination Inspector

Parks/Recreation/VMCC:

Fanny Decattoire, Skating Instructor
 Mary Ann Hemann, On-Call Clerk
 Kris Herrera, Birthday Party Host
 Mark Blochinger, Park Maintenance
 Luzia Tavares, Fitness Worker

Voluntary Resignations and/or Terminations:

Diane Easton, MIS Technician

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: October 14th, 2019
 Item Type: Consent
 Contact: Marc Gade, 651-450-2576
 Prepared by: Marc Gade, IT Manager
 Reviewed by: Joe Lynch, City Administrator

Fiscal/FTE Impact:
☐ None
☒ Amount included in current budget
☐ Budget amendment requested
☐ FTE included in current complement
☐ New FTE requested – N/A
☐ Other: MSA Funds

PURPOSE/ACTION REQUESTED

Consider approval of bid for fiber project.

SUMMARY

The attached quote from EPS presents the recommend bid for the fiber conduit project that will connect Inver Grove Heights city hall to Dakota Broadband Board INET. The fiber path, outlined in the attached RFQ, would originate from Inver Grove Heights city hall, cross Hwy 52, terminate at Broderick and College Trail. This fiber conduit is necessary to in order to connect the City onto the Dakota Broadband Board INET and begin the migration from our current provider. Funding for this project has been allocated in the 2019 budget. Project cost will be shared with Dakota County whereas Inver Grove Heights will be responsible for 1000 feet of the total project.

MSG

Attachments: EPS Quote
 Logis RFQ



Bid valid for 30 days from:

9/5/2019

Bid completed by:

Jason T Johnson

jason.johnson@electricalproduction.com

Electrical Production Services

Base Bid: \$37,927.98

To: Justin Roggenkamp

LOGIS - City of Inver Grove Heights

LOGIS

Fiber Optic Services Group Supervisor

5750 Duluth Street, Golden Valley, MN 55422

Phone: (763) 543-2653

Email: jroggenkamp@logis.org

Location: Inver Grove Heights City Hall

Bid Acceptance:

The information contained in this bid and the attached documentation is binding upon acceptance of the bid. Acceptance of the bid may occur through signing below and returning this page to EPS, Inc., or emailing EPS, Inc. that you accept the bid. When accepting a bid, you agree to be bound by EPS, Inc.'s Terms and Conditions. If you accept the bid on behalf of a third-party/company you work for, you also represent and warrant you have authority to contractually bind the third-party/company. Any changes to an accepted bid will be charged as an extra. Bid and performance bonds are not included in this proposal unless explicitly noted.

Bid Assumptions, Qualifications, and Exclusions:

All information contained in this bid is proprietary and for the confidential use of the recipient listed above.

Duplication and/or dissemination of information contained herein is prohibited.

This bid is subject to EPS's Terms and Conditions that are attached.

Any changes to this bid will be charged as an Extra.

Utility company service and usage charges are not included.

Arc flash hazard analysis and labeling are not included.

Fault current coordination of overcurrent devices is not included.

Security, fire alarm, sound, telephone, and data systems and wiring are not included.

Prevailing wages, bond costs and/or special insurance coverage's are not included.

A two week notice prior to starting is required for scheduling of labor.

This bid is based on work to be performed during normal business hours.

Bid does not include permit fees. Permits fees will be waived Per LOGIS

All Material provided by Logis

Winter adder for Frost is not added to quote

Accepted (Signature)

Title

Date

Bid Detail

Qty	Item Description
-----	------------------

Site Name:

Inver Grove Heights City Hall to Broderick Blvd. & College Trail

Scope Of Work:

Install two 1.5" conduits throughout project

Install four 24"x36"x36" Handholes

Install four Triview 72" marker post

Install 144ct fiber optic cable throughout project leaving 200' coils in each storage handhole, 100' coil in the splice point handhole and 50' coil at Dmarc

Splicing and testing of fiber is not added to this quote.



Date: 09/05/2019

TERMS AND CONDITIONS

1. Payment. The making of final payment shall constitute a waiver of all claims by Customer known as of the date such payment is made, except for those claims specifically preserved in writing as surviving the final payment. CUSTOMER'S DAMAGES IN ANY CLAIM, ACTION OR SUIT AGAINST EPS SHALL NOT EXCEED THE CONTRACT SUM, AND IN NO EVENT SHALL EPS BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RELATING TO THIS AGREEMENT OR THE PERFORMANCE OF THE WORK.

2. Changes in the Work. Customer may, without invalidating this Agreement, request changes in the Work within the general scope of the contemplated project consisting of additions, deletions or other revisions to the Work. Such changes in the Work shall be accomplished by a written Change Order. The Contract Sum and the Plans and Specifications may be adjusted only by a written Change Order, and once signed by EPS and Customer constitutes a binding modification to this Agreement. Unless otherwise agreed by the parties, any increase in the Contract Sum associated with a Change Order shall be payable upon execution of the Change Order. Each change to the Plans and Specifications, or Contract Sum shall be deemed a separate Change Order.

3. Concealed Conditions. Should unknown or concealed conditions differ materially from those understood to exist, ordinarily encountered, or generally recognized as inherent in the Work contemplated by EPS, then the Contract Sum shall be equitably adjusted by Change Order upon request by either party made in writing within thirty days after the first observance of the condition. If additional work is required to correct the concealed condition, Customer shall pay the additional costs involved.

4. Indemnification. Customer shall indemnify and hold EPS harmless from and against claims, damages, losses and expenses arising out of or resulting from performance of the Work to the extent that such claims, damage, loss, or expenses are caused by the negligence or willful misconduct of Customer or anyone directly or indirectly employed by Customer or anyone for whose acts Customer may be liable.

5. Miscellaneous Terms. Neither party shall assign its rights and obligations hereunder without the other's prior written consent, except that EPS may subcontract all or a portion of the Work without Customer's consent. The Agreement between the parties is intended to be interpreted and construed under and in accordance with the laws of the State of Minnesota. The bid and these Terms and Conditions express all agreements between the parties concerning the subject matter hereof and supersede all previous understandings relating hereto whether oral or written. EPS does not agree to any modification of these terms unless such modification is agreed to, in writing, by EPS's President or CEO. Whenever possible, each provision of these Terms and Conditions shall be interpreted to be effective and valid under applicable law, but, if any provision of these Terms and Conditions shall be held to be prohibited or invalid under such applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of these Terms and Conditions. The parties hereto consent to the exclusive jurisdiction and venue of any such court and waive any argument that venue in such forums is not convenient. EPS shall be entitled to its attorneys' fees in any action required to enforce or interpret these Terms and Conditions including but not limited to actions resulting from the Customer's nonpayment. Customer hereby acknowledges receipt of any and all written notices required under Minn. Stat. 514.011, including the following notice:

(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

Bid Acceptance:

The information contained in this bid and the attached documentation is binding upon acceptance of the bid. Acceptance of the bid may occur through signing below and returning this page to EPS, Inc., or emailing EPS, Inc. that you accept the bid. When accepting a bid, you agree to be bound by EPS, Inc.'s Terms and Conditions. If you accept the bid on behalf of a third-party/company you work for, you also represent and warrant you have authority to contractually bind the third-party/company. Any changes to an accepted bid will be charged as an extra. Bid and performance bonds are not included in this proposal unless explicitly noted.



Date: 09/05/2019

One Year "LIMITED" Warranty

This warranty has specific limitations and is not an insurance policy.

A. What does this Warranty cover?

Electrical Production Services, Inc. (dba, EPS) offers a One-Year limited warranty on labor and materials supplied by EPS, with the exception of lamps and light bulbs which are expressly excluded. EPS warrants that the labor and materials will be free from defects in material or workmanship, under normal use during the warranty period.

B. What does this Warranty NOT cover?

Acts of God/Nature, abuse, neglect or any damage the customer has a right to recover against another party (i.e. other workers, suppliers) or covered by homeowner's/company insurance.

C. What we will do...

Replace or repair the covered defective materials and workmanship.

D. What must you do...

Keep this warranty, your invoice and contract in a safe place. Call EPS at (800) 594-9165 for warranty service within twenty-four (24) hours of discovery of any warranted defect to notify EPS of the defect.

E. Other Conditions

1. EPS will not pay for any incidental or consequential damages, (for example, loss of refrigerated foods, living/working expenses, loss to other property or person's).
2. This warranty will be voided if someone other than EPS performs services on the work covered by this warranty.
3. Your exclusive remedy for breach of this limited warranty is repair or replacement of defective materials and workmanship.
4. All other warranties express or implied are expressly disclaimed.

Bid Acceptance:

The information contained in this bid and the attached documentation is binding upon acceptance of the bid. Acceptance of the bid may occur through signing below and returning this page to EPS, Inc., or emailing EPS, Inc. that you accept the bid. When accepting a bid, you agree to be bound by EPS, Inc.'s Terms and Conditions. If you accept the bid on behalf of a third-party/company you work for, you also represent and warrant you have authority to contractually bind the third-party/company. Any changes to an accepted bid will be charged as an extra. Bid and performance bonds are not included in this proposal unless explicitly noted.



Fiber Optic - Request for Quote (RFQ)



	Project Manager: Justin Roggenkamp	Email: jroggenkamp@logis.org
Date Submitted:	Office Phone: 763.543.2653	LOGIS 5750 Duluth Street Golden Valley, MN 55422
Response Deadline: 9/6/16	Cell Phone: 612.209.1293	
Purchase Order No:	Project No: 191509	

Description:

Installation of a new outside plant fiber optic cabling system from the Inver Grove Heights City Hall to the existing handhole located in the NE corner of Broderick Blvd and College Trail.

Compass Consultants is responsible for all permits.

Site Name:

Inver Grove Heights City Hall to Broderick Blvd. & College Trail

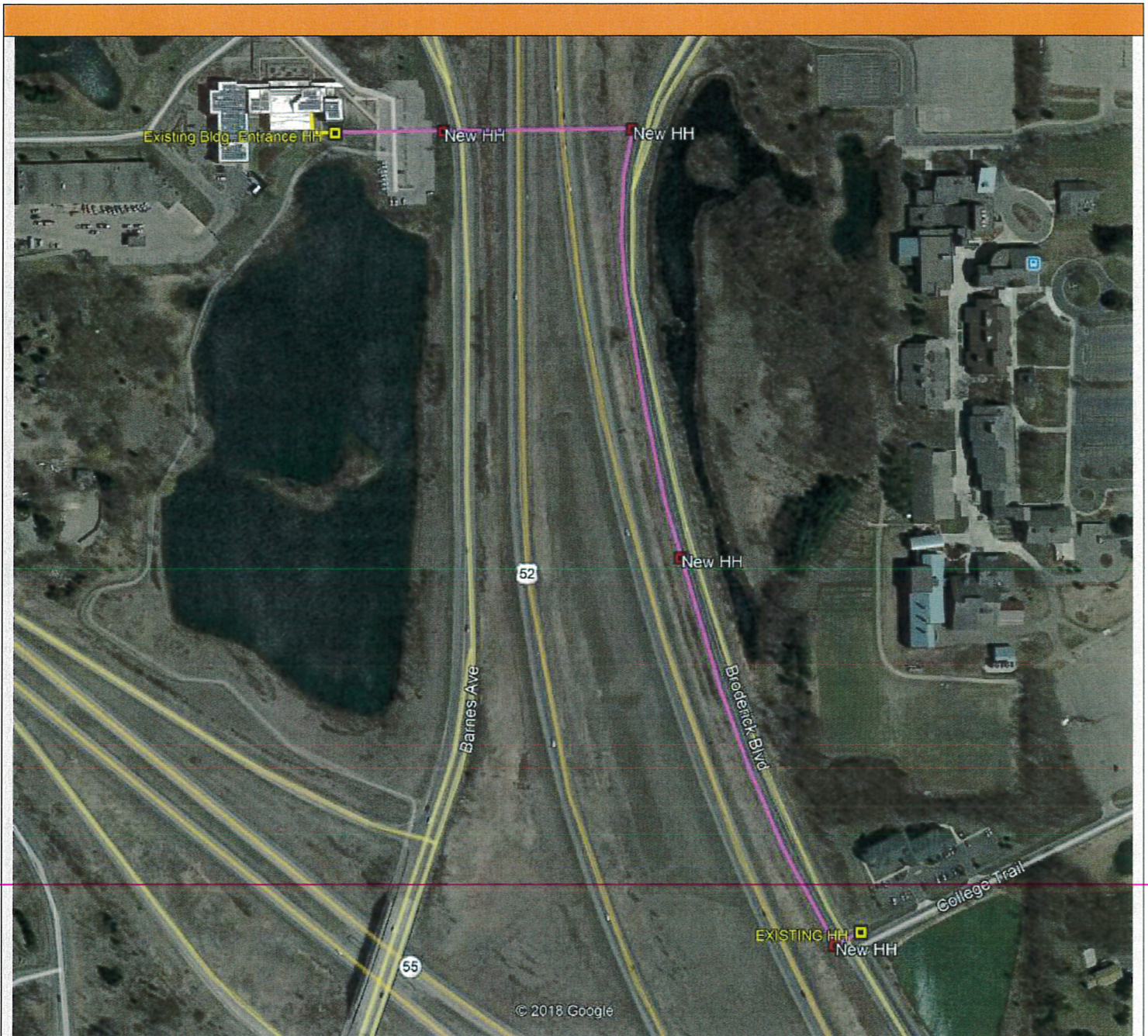
Scope Of Work:

Install two 1.5" conduits throughout project
Install four 24"x36"x36" Handholes
Install four Triview 72" marker post
Install 144ct fiber optic cable throughout project leaving 200' coils in each storage handhole, 100' coil in the splice point handhole and 50' coil at Dmarc

Materials:

Materials provided by LOGIS

Work Location:



RFQ Summary and Signature

Note: The Unit Pricing provided by the Contractor will be used as a validity check by LOGIS, to guarantee the Contractor fully understands the Scope Of Work and to make sure the Contractor's estimation of units is consistent with that of the other vendors. **The Summation of the Extended Prices, as shown below, creates a Fixed Price, LUMP SUM Quote on behalf of the Contractor.** The Contractor is NOT entitled to additional pay due to an underestimation of units required to complete this project. Rock Clauses are NOT provided for in this bid, as the Contractor must allow for construction of infrastructure regardless of conditions encountered.

This quote is being submitted in full compliance with all terms and conditions outlined in this document. The Lump Sum for the work outlined in this RFQ is:

Submitted By:

Signature of the Contractor attests that the Contractor had read, understands, and agrees to all terms, conditions, and instructions set forth in the Request for Quote, including all Attachments, unless otherwise noted in the formal response. Contractor understands this is a fixed price bid and units or footages noted by Contractor are for informational purposes only. Contractor's total fixed price for the segments bid is shown above The below-named individual, submitting and signing this response, verifies that he/she is a duly authorized officer of the company.

Signature:	
Contractor Name:	
Contractor Address:	
Authorized Contractor Representative:	
Title of Contractor Representative:	
Contractor Representative Email Address:	
Contractor Representative Phone Number:	



Installation Specifications

Summary

LOGIS will supply all materials related to the conduit, couplings, pull vaults and hand holes, fiber optic cabling, termination panels, splice cases, etc. required for the project. Vendor must supply a detailed material list to be provided by LOGIS. Vendor will be responsible for pickup of material from a metro area distribution center and delivery to the job site. LOGIS requires the installation to meet the specifications listed below.

Conduits and Hand Holes

Conduit: Duct size and number of ducts will be specified on the Engineering Workprints, purchase order or scope of work issued to Contractor. HDPE is the default choice for underground conduit, minimum wall thickness SDR-11. The properties and dimensions shall be in accordance with ASTM F 2160 standard specification for Solid Wall High Density Polyethylene (HDPE). All materials supplied and used by contractors must be reviewed and approved by the LOGIS Project Manager. For any new building entrance facilities that are required, those entrance facilities requirement is specified under the Facilities section.

Coupler Installation: Compression couplers must be utilized and suitable for blowing fiber. Contractor must pre-approve all conduits, couplings and hand holes with the LOGIS Project Manager before installation.

The conduit must be installed at a minimum depth of 36 inches along the route. Note: Contractor must comply with the permit requirements which may require deeper depths when crossing county roads, rail roads, or state highways. When running in parallel, fiber is not to be placed on top of any existing Water Main, Sanitary Sewer Line, or Storm Sewer Line. When digging, catch basin filter bags and erosion control must be in place so as to catch sediment runoff before it can enter into the Storm Sewer system. Pull ropes must be installed and left in place in each conduit when required in the SOW.

Hand holes must be installed at a minimum of every 1,000 feet along the inner duct. Hand holes must be installed at any 90 degree turn along the route of the conduits. Hand holes must be installed outside of each building location specified in the document. For any new cable placed into a new or existing hand hole, contractor must leave an 200 foot fiber maintenance coil in each hand hole along the route. Hand holes must be a minimum of 24 inch by 36 inch by 24 inch with an 8-inch base of Pea rock to allow for drainage. Hand hole covers must be rated to handle 20,000 pounds and must be secured with 5 point Penta bolts.

Contractor is responsible for all Gopher State One Call for locations of all utilities. Contractor is responsible for all locates of the conduits and hand holes until project is completed by acceptance from the LOGIS Project Manager.

Locator Wire

Locate/Tracewire to be installed for future locates. This wire must stub up at locate posts every 1000 foot intervals. Locate/Tracewire must be 12 gauge copper, suitable for buried purposes.

Fiber Optic Cable

Underground Fiber Optic Cables: The fiber optic cable will be provided is a single mode, loose tube, gopher rated, armor-jacketed cable, with the fibers within the cable color-coded. To prevent water migration, the fiber optic cable will be filled with dry, water reactive components incorporating Super Absorbent Polymer (SAP) material.

50 feet of fiber optic cable will be coiled and secured to the wall inside each location. For any new cable placed into a new or existing hand hole, contractor must leave a 200 foot fiber maintenance coil in each hand hole along the route.

Maximum pull tension on the armor cable is 600 lbs. Minimum bend radius of the cable is 20 times the diameter of the cable.

Grounding

Contractor is required to provide proper grounding of the tracer wire, splice cases, fiber optic cabling armor and termination panels. Ground rods must be provided in each vault requiring splice cases. All splice closures on shielded cable will be bonded and grounded according to manufactures specifications.

Cabinets and Termination

Cabinets and Racking - LOGIS will supply all cabinets and racking. Cabinets and racking provided will be specified under each facility location.

Termination Equipment - All fiber optic cabling must be terminated in the building's demarcation point as directed by the LOGIS Project Manager. Within 50 feet of the entrance into each facility, all non-Plenum cable must be terminated, or fusion spliced on Plenum rated cable, or enclosed in steel conduit approved by the building inspector.

Fiber Optic cable must be terminated in a rack or wall mount fiber optic cable enclosure. Termination must be on standard LC connectors. Contractor is responsible for labeling all cabling end points. Contractor must review and obtain approval of the labeling requirements from the LOGIS Project Manager.

OTDR Testing and Documentation

The Contractor is responsible for testing and labeling per EIA/TIA specifications. All testing of fiber optic strands will use an OTDR approved tester. The OTDR will be set up for the appropriate pulse width, range, resolution, and averaging time. The recommended testing duration is 120 seconds. Each fiber will be tested at 1550 nm and 1310 nm beginning with the blue fiber in the buffer tube and continue to test each fiber in the link until all the fibers have been tested in one direction. Spans in excess of 60km shall be tested at 1550nm only. The OTDR test will then be conducted in the opposite direction. Power meter testing is also required. All results shall be documented, arranged, and provided to LOGIS in an electronic PDF file. Contractor is responsible for correcting all fiber strands that fail the OTDR tests or are deemed unacceptable by the LOGIS Project Manager.

As-Built Documentation

The Contractor shall provide a reproducible copy of such "As Built" or "As Constructed" plans to LOGIS upon completion of the work. "As Built" or "As Constructed" plans shall include accurate documentation for the alignment of underground conduit and location of locate posts and vaults. GPS Location measurements shall be recorded in a maximum spacing increment of 100 feet and must be accurate to within 12 inches. No work will be accepted or considered final by LOGIS until such plans are received. The contractor must register the build with Gopher State One Call as needed.

"As Built" map documentation must be provided in GIS/ESRI or AutoCAD electronic files. "As Built" GIS/ESRI maps for Dakota County projects must be provided in Dakota County coordinates, Hennepin County projects must be provided in Hennepin County coordinates.

Legal

LOGIS Project Manager

The LOGIS assigned Project Manager is:

Justin Roggenkamp
LOGIS
Fiber Optic Services Group Supervisor
5750 Duluth Street, Golden Valley, MN 55422
Phone: (763) 543-2653 | Email: jroggenkamp@logis.org

LOGIS reserves the right to re-assign the role of the LOGIS Project Manager at any time. If the role is re-assigned, LOGIS will notify the contractor by email or phone.

Project Timing

The contractor must supply LOGIS with a estimate on their available start date and an estimate on the amount of time to complete the project.

Right of Rejection or Acceptance

LOGIS reserves the right to reject any or all quotes / bids. LOGIS reserves the right to select the quote deemed most acceptable and complete based on our evaluation criteria.

Permit & Design

Compass Consultants is responsible for any and all permits. This will include but not be limited to city, county, state and rail road permits required to complete construction. Contractor is required to comply with all permit requirements and pay for the permit costs.

Final conduit location in the right-of-way will be determined when permits are issued.

All underground telecommunication wires, fibers, and conduits etc. shall be buried within city right-of-ways unless placed within utility easements or placed on private property with the knowledge and written easement agreement from the owner of the occupied property. Such wires, fibers, conduits etc. shall occupy a space within the designated right-of-way as assigned by the City.

Restoration

Contractor is responsible for all restoration of disturbed surfaces to a condition equal to or better than it was prior to the construction. Grass areas shall be restored with sod. Other restoration options must be approved by the LOGIS Project Manager.

Bonds

Each Contractor must furnish performance and labor and material payment bonds on approved forms in the amount of 100% of the contract amount. The bonds are to be executed by an acceptable surety company or companies authorized to execute such in the State of Minnesota, and be written in favor of the City. These bonds must be executed within 15 days after the City notifies the Contractor that it has been awarded the contract and must remain in force throughout the life of the contract and its warranty period. The Contractor must require the Attorney-in-Fact who executed the required bonds to attach a current copy of his power of attorney indicating the monetary limit of such power.

Public Liability Insurance

The Contractor shall take out and maintain during the life of this contract such public liability and Property Damage Insurance as shall protect him/her from all claims for bodily injury including accidental death as well as from all claims for Property Damage arising from operations under this contract. The minimum limits which are required are: \$1,000,000.00 in the aggregate for injuries including accidental death to any one person, for injuries including accidental death resulting from one accident and for property damage.

Such policy shall include coverage for:

- Injury to or destruction of any property arising out of the collapse of/or structural injury to any building or structure due:
- To grading of land, excavation, borrowing, filling, backfilling, tunneling, pile driving, cofferdam work or caisson work, or,
- To moving, shoring, underpinning, raising or demolition of any building or structure removal or rebuilding of any structural support thereof.
- Injury to or destruction of wires, conduits, sewers, pipes, mains, or other similar property, or any apparatus in connection therewith, below the surface of the ground, if such injury or destruction is caused by or occurs during the use of mechanical equipment for the purpose of grading of land, paving, excavation or drilling, or injury to or destruction of property at any time resulting there from.
- Injury to or destruction of any property arising out of blasting or explosion.

Change Orders

Change orders must be provided to the LOGIS Project Manager by email. The change order must fully define the change, reason for the change and any additional costs. Change orders will only be approved by the LOGIS Project Manager. This approval will be by a electronically signed email or fax. No changes are allowed without approval.

Payment

Payment will be issued by LOGIS. Contractor must submit a detailed invoice to the email address of ap@logis.org and the LOGIS Project Manager. Payment will be issued in 14 days after approval of the LOGIS Project Manager. Incremental payments must be specified to LOGIS and approved by LOGIS prior to the award of the project. Incremental payments will not exceed 50 percent of the project quote. Final payment will only be issued after LOGIS receives the specified documentation and the LOGIS Project Manager inspects and approves the documentation and installation.



RFQ Unit Prices (Page 1 of 2)

Please Provide Unit Price for All Line Items With Estimated Units

	Unit	Unit Price	Estimated Units	Extend Price
<u>Design - Includes All Permitting Requirements, Construction Drawings Preparation, and CAD As-Built with Shapefiles</u>				
Design and Permitting (Less than 1500'). Includes CAD As-Built and Shapefiles	EA			\$
Design and Permitting (Exceeding 1500'). Includes CAD As-Built and Shapefiles	LF			\$
				\$
<u>Buried/Underground - Includes Placement, Proofing/Plugging, Labor & Materials, and All Restoration</u>				
Trench/Bore/Plow (2) 1.25" (SDR-13.5) HDPE Ducts	LF			\$
Trench/Bore/Plow (3) 1.25" (SDR-11) HDPE Ducts	LF			\$
Trench/Bore/Plow (2) 1.5" (SDR-11) HDPE Ducts	LF			\$
Trench/Bore/Plow (3) 1.5" (SDR-11) HDPE Ducts	LF			\$
Trench/Bore/Plow (1) 4" PVC Duct	LF			\$
Trench/Bore/Plow (1) 4" PVC Duct E/W (3) 1.25" Corrugated Innerducts	LF			\$
				\$
Place Additional 1.25" HDPE in trench	LF			\$
Place Additional 1.5" HDPE in trench	LF			\$
Bridge Attachment	LF			\$
Major Bore (Railroad, Interstate, _____)	LF			\$
Concrete Sidewalk Panels/Road Repair	EA			\$
				\$
<u>Hand Hole Installation</u>				
Place 17" x 30" x 30" Handhole	EA			\$
Place 24" x 36" x 24" Handhole	EA			\$
Place 36" x 48" x 36" Handhole	EA			\$
Place 30" x 48" x 48" Handhole	EA			\$
Place 48" x 48" x 72" Handhole	EA			\$
Place ____" x ____" x ____" Handhole	EA			\$
				\$
Intercept Existing Duct Bank with HH or MH	EA			\$
				\$
Fiber Markers (Triview Teststation with isolation Lever)	EA			\$
Ground Rod				\$
Other				\$
Other				\$
				\$
<u>Traffic Control and Police Protection</u>				
Simple Traffic Control Set-up	EA			\$
Complex Traffic Control Set-up	EA			\$
Onsite Officer- Hourly	HR			\$

Other				\$
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RFQ Unit Prices (Page 2 of 2)

Please Provide Unit Price for All Line Items With Estimated Units

	Unit	Unit Price	Estimated Units	Extend Price
<u>Aerial Construction - Includes All Make-Ready, ROW Clearing, Placing, Lashing, Slack Loops, and Labor & Materials</u>				
Make-Ready Work- Hourly	HR			\$
Make-Ready Work- Per Pole- Minor	EA			\$
Make-Ready Work- Per Pole- Significant	EA			\$
Make-Ready Work- Per Pole- Major	EA			\$
Make-Ready Work- Per Pole- Extreme	EA			\$
Replace Pole	EA			\$
Place Strand	LF			\$
Place Overhead Guy	EA			\$
Place Anchor	EA			\$
Place Down Guy	EA			\$
Place/Lash Aerial Cable to Strand	LF			\$
Lash Additional Cable to Existing Strand/Cable	LF			\$
Other				\$
Other				\$
				\$
<u>Fiber Placement (UG) - Includes Labor and Materials</u>				
Place Fiber Cable in Existing Duct	LF			\$
Remove Fiber Cable from Existing Duct	LF			\$
Place fiber in new duct	LF			\$
Overpull	LF			\$
				\$
<u>Fiber Splicing/Termination - Includes ALL Labor and Material, and Providing Test Results and Documentation</u>				
Reel Testing- Per Fiber	EA			\$
Splice Fiber (1-12f)	EA			\$
Splice Fiber (12-48f)	EA			\$
Splice Fiber (48-96f)	EA			\$
Splice Fiber (Over 96f)	EA			\$
Install Mid-sheath Closure	EA			\$
Install Butt Splice Closure	EA			\$
Existing Closure Entry	EA			\$
Install Wall Mount Transition Enclosure	EA			\$
Install Termination Panel- 24f	EA			\$
Install Termination Panel- 48f	EA			\$
Install Termination Panel- 96f	EA			\$
Install Termination Panel- 144f	EA			\$
Install Wall Mount Termination Box	EA			\$

OTDR Test Fibers	EA			\$
maintenance window adder	EA			\$
Other				\$
				\$
<u>ISP</u>				
Install (1) 2" EMT	EA			\$
Install (1) 4' EMT	EA			\$
Install 12" Ladder Racking	HR			\$
Install 23" Relay Rack	EA			\$
2" core drill				\$
Other				\$
Core Bore 2" Diameter- Minimum 6" Concrete or Building Wall	EA			\$
Core Bore 4" Diameter- Minimum 6" Concrete or Building Wall	EA			\$
Core Bore 6" Diameter- Minimum 6" Concrete or Building Wall	EA			\$

Total: _____

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider approval of 3rd and Final Reading of the Amendment to the Liquor Ordinance, City Code Title 4, Chapter 1, Section 10(B) relating to payment of License Fees.

Meeting Date: October 14, 2019

Item Type: Regular

Contact: 651.450.2464

Prepared by: Michelle Calvert

Reviewed by: Joe Lynch

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED:

Consider approval of 3rd and Final Reading of the amendment to the Liquor Ordinance City Code Title 4, Chapter 1, Section 10(B) relating to payment of License Fees.

SUMMARY:

Consider approval of the 3rd and Final Reading of the Amendment to the Liquor Ordinance City Code Title 4, Chapter 1, Section 10(B) relating to the payment of License Fees. All current Liquor License holders were informed of the proposed changes by mail, on August 28, 2019. No responses or other feedback from license holders has been received.

The proposed amendment removes the language relating to partial and delayed payments of license fees and replaces it with language stating that payments of all license fees shall be paid in full, with the submittal of an original or renewal liquor license application.

RECOMMENDATION:

Staff recommends approval of the amendment.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
TITLE 4, CHAPTER 1, SECTION 10(B)
RELATING TO PAYMENT OF LICENSE FEES**

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Amendment. Inver Grove Heights City Code Title 4, Chapter 1 Section 10 (B) is hereby amended to read as follows. The text that is struck out (~~struck out~~) shows the deleted wording and the underlined text shows the language added to the code:

B. Payment: Payment of all license fees shall be paid in full with the submittal of an initial or renewal liquor license application. ~~other than an on-sale intoxicating liquor license fee shall be due at the time of application. One-half ($\frac{1}{2}$) of the annual license fee for a new on-sale intoxicating liquor license shall be paid before the application for the license is accepted with the remaining half of the license fee due six (6) months later or thirty (30) days prior to the expiration of the license, whichever is sooner. The annual license fee for the renewal of an existing on-sale intoxicating license shall be paid one-half ($\frac{1}{2}$) thereof at least thirty (30) days prior to the expiration of the existing license and the other one-half ($\frac{1}{2}$) thereof on or before June 1 of the year for which the license is issued. All fees~~ shall be paid into the general fund of the city.

Section 2. Effective Date. This Ordinance shall become effective and be in full force and effect after its adoption and publication as provided by law.

Passed in regular session of the City Council on the 14th day of October 2019.

Ayes:

Nays:

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

By: _____
Joe Lynch, Interim Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER FIRST READING OF AN ORDINANCE AMENDING CITY CODE TITLE 3, CHAPTER 4, SECTIONS 3-4-2-2 and 3-4-2-3 and 10-3-8 ADJUSTING DEVELOPMENT FEES FOR 2020

Meeting Date:	October 14, 2019		Fiscal/FTE Impact:
Item Type:	Regular Agenda	☒	None
Contact:	Shannon Battles, Interim Finance Director	☐	Amount included in current budget
Prepared by:	Shannon Battles, Interim Finance Director	☐	Budget amendment requested
Reviewed by:	Scott Thureen, PW Director	☐	FTE included in current complement
	Allan Hunting, City Planner	☐	New FTE requested – N/A
	Heather Rand, CD Director	☐	Other

PURPOSE/ACTION REQUESTED Council is asked to consider the first reading of an ordinance to amend the City Code to adjust the fees and charges associated with development activities. This includes water and sanitary sewer connection fees, and fees associated with planning activities (such as rezoning, variance, conditional use permits, etc.).

SUMMARY Minnesota State Statutes 462.353 sets forth the requirements with respect to a municipality's authority to prescribe fees associated with planning activities.

While Statute 462 does not speak to building permit fees or water or sanitary sewer connection fees, the City Attorney's advice is to set forth the fees in the Code given the scope of development that is anticipated to take place over the next several years in the northwest area.

The required public hearing has been set for the second reading on November 12, 2019 and will be continued to the third and final reading on December 9, 2019.

Staff proposes changes to the fees that address water and sanitary sewer connection fees, etc. The water and sewer connection fees are proposed to increase between 3.5% and 5%. These proposed fees are based on financial projections supplied in Ehlers and Associates May 2016 Update.

The proposed changes are reflected on the attached.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 3, CHAPTER 4, SECTION 3-4-2-2 AND SECTION 3-4-2-3 AND SECTION 3-4-3 AND TITLE 10, CHAPTER 3, SECTION 10-3-8 B OF THE INVER GROVE HEIGHTS CITY CODE RELATING TO FEES

The City Council of Inver Grove Heights does hereby ordain as follows:

Section 1. Amendment No. 1. Inver Grove Heights City Code Title 3, Chapter 4, Section 3-4-2-2 is hereby amended in its entirety to read as follows:

3-4-2-2: WATER, SANITARY SEWER AND STORM WATER SYSTEMS CONNECTION FEES:

A. Purpose and Intent. Minn. Stat. § 444.075, subd 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City water utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

Minn. Stat. § 444.075, subd. 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City sanitary sewer utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

Minn. Stat. § 444.075, subd. 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City storm sewer utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

The City has installed water, sewer, and storm sewer improvements in the Northwest Area without assessing the costs against benefitting properties. The City intends to recover its costs through the collection of utility system connection fees.

The purpose and intent of this Title 3, Chapter 4, Section 3-4-2-2 is to impose connection fees for the water utility system and the sanitary sewer utility system and the storm water sewer utility system, also known as the storm water system.

B. Definitions. For purposes of this Title 3, Chapter 4, Section 3-4-2-2, the following terms shall have the following meanings:

Northwest Area means that certain geographic area within the City of Inver Grove Heights defined, established and referred to as the Northwest Area Overlay District pursuant to the City's zoning regulations.

Net Developable Area means the number of acres within a property remaining after excluding those portions that are either: a) encumbered by right of way for arterial roads as defined in the Inver Grove Heights Comprehensive Plan; or b) lying below the ordinary high water level of public waters as identified in the Shoreland Overlay District; or c) lying within the boundaries of wetlands delineated according to the Minnesota Wetland Conservation Act; or d) bluffs in Shoreland Overlay Districts abutting public waters; or e) land to be dedicated to the City of Inver Grove Heights for public park/recreation area purposes. Net Developable Area does

not include outlots within a plat that are intended to be replatted at a later date into developable lots.

Gross Acres means the total acres within a plat, subdivision or parcel. Gross Acres do not include outlots within a plat that are intended to be replatted at a later date into developable lots.

SAC Unit means a unit as determined by the Metropolitan Council Environmental Services according to the Metropolitan Council Service Availability Charge Manual.

C. Connection Fees For Water Utility System For Land Outside of Northwest Area. The following connection fees for the water utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA).

Fees Payable At Time of Plat

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first. The fee is not payable if the property has been previously specially assessed on an area basis for a trunk water line.

Water Plat Connection Fee	\$1,350 \$1,400 multiplied by a density factor of 3.5 multiplied by Gross Acres
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Fees Payable At Time of Building Permit

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal water system, whichever occurs first.

Water Building Permit Connection Unit Fee	\$900 \$930 per SAC Unit
Water Treatment Plant Fee	\$790 \$820 per SAC Unit
Water Core Connection Fee (based on water service size)	
1 inch	\$1,870 \$1,940
1 ½ inch	\$4,200 \$4,350
2 inch	\$7,450 \$7,710
3 inch	\$17,660 \$18,280
4 inch	\$29,810 \$30,850
6 inch (or larger)	\$69,870 \$72,320

D. Connection Fees For Sanitary Sewer Utility System For Land Outside of Northwest Area. The following connection fees for the sanitary sewer utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA).

Fees Payable At Time of Plat

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or connection is made to the municipal sanitary sewer system, whichever occurs first. The fee is not payable if the property has been previously specially assessed on an area basis for a trunk sanitary sewer line.

Sanitary Sewer Plat Connection Fee	\$1,350 \$1,400 multiplied by a density factor of 3.5 multiplied by Gross Acres
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Fees Payable At Time of Building Permit

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first. The B-Line special connection charge only applies to that area of the City served by the B-Line sanitary system; for properties in the B-Line area, the B-Line special connection charge is payable in addition to the other fees set forth below.

M.C.E.S. SAC Unit Fee	\$2,485 per SAC Unit
Sanitary Sewer Building Permit Connection Unit Fee	\$490 \$510 per SAC Unit
B-Line Special Connection Charge	\$1,260 \$1,300 per SAC Unit (applicable only to B-Line Area)
Sewer Core Connection Fee (based on building sewer service size)	
4 inch	\$600 \$620
6 inch	\$1,040 \$1,050
8 inch	\$1,800 \$1,860
10 inch	\$2,800 \$2,920
12 inch	\$4,060 \$4,200

E. Connection Fees For Water Utility System For Northwest Area. The following connection fees for the water utility system are hereby imposed and required to be paid with respect to land within the Northwest Area.

**Fees Payable At Time of Plat
(Northwest Area)**

The following fees must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first. The fee is not payable if the property is being platted as an agricultural planned unit development with no connection to the municipal water system.

Water Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 Zoning Districts	\$1,250 \$1,290 multiplied by a density factor of 2.0 multiplied by the Net Developable Area
In the R-3A Zoning District	\$1,250 \$1,290 multiplied by a density factor of 4.0 multiplied by the Net Developable Area
In the R-3B Zoning District	\$1,250 \$1,290 multiplied by a density factor of 6.5 multiplied by the Net Developable Area
In the R-3C Zoning District	\$1,250 \$1,290 multiplied by a density factor of 12.0 multiplied by the Net Developable Area
In the B-1 and Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest

	Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,250 \$1,290
In the B-2, B-3 and B-4 Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$1,250 \$1,290
In the I-1 and I-2 and Industrial – Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$1,250 \$1,290
In the P-Institutional Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,250 \$1,290

In the Mixed Use – Residential and in the Mixed Use - Commercial Zoning Districts	The fee shall be calculated with respect to each pro-ratable area component of the mixed use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee.
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Fees Payable At Time of Building Permit (Northwest Area)

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal water system, whichever occurs first.

Water Building Permit Connection Unit Fee (Northwest Area)	\$3,450 \$3,570 per SAC Unit
Water Treatment Plant Fee (Northwest Area)	\$730 \$760 per SAC Unit
Water Core Connection Fee (based on water service size) (Northwest Area)	
1 inch	\$1,820 \$1,880
1 ½ inch	\$4,090 \$4,230
2 inch	\$7,270 \$7,520
3 inch	\$16,330 \$16,900
4 inch	\$29,060 \$30,080
6 inch (or larger)	\$68,120 \$70,500

F. Connection Fees For Sanitary Sewer Utility System For Northwest Area.

The following connection fees for the sanitary sewer utility system are hereby imposed and required to be paid with respect to land within the Northwest Area:

Fees Payable At Time of Plat (Northwest Area)

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first. The fee is not payable if the property is being platted as an agricultural planned unit development with no connection to the municipal water system.

Sanitary Sewer Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 Zoning Districts	\$2,120 \$2,230 multiplied by a density factor of 2.0 multiplied by the Net Developable Area
In the R-3A Zoning District	\$2,120 \$2,230 multiplied by a density factor of 4.0 multiplied by the Net Developable Area
In the R-3B Zoning District	\$2,120 \$2,230 multiplied by a density factor of 6.5 multiplied by the Net Developable Area
In the R-3C Zoning District	\$2,120 \$2,230 multiplied by a density factor of 12.0 multiplied by the Net Developable Area

In the B-1 and Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$2,120 \$2,230 .
In the B-2, B-3 and B-4 Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$2,120 \$2,230 .
In the I-1 and I-2 and Industrial – Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$2,120 \$2,230 .
In the P-Institutional Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 43,560 to express in square feet. Then multiply the square footage by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District).

	The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$2,120 \$2,230.
In the Mixed Use – Residential and in the Mixed Use - Commercial Zoning Districts	The fee shall be calculated with respect to each pro-ratable area component of the mixed use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee.

Fees Paid At Time of Building Permit (Northwest Area)

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first.

M.C.E.S. SAC Unit Fee (Northwest Area)	\$2,485 per SAC Unit
Sanitary Sewer Building Permit Connection Unit Fee (Northwest Area)	\$5,830 \$6,120 per SAC Unit
Sewer Core Connection Fee (based on building sewer service size)	
4 inch	\$590 \$610
6 inch	\$990 \$1,020
8 inch	\$1,770 \$1,830
10 inch	\$2,770 \$2,870
12 inch	\$3,970 \$4,110

G. Connection Fees For Storm Water Sewer Utility System For Northwest Area. The following connection fees for the storm water sewer utility system also known as the storm water system are hereby imposed and required to be paid with respect to land within the Northwest Area:

Fees Payable At Time of Plat (Northwest Area)

The following fees must be paid by the landowner when the property is subdivided or the property is platted or a building permit is obtained, whichever occurs first.

The fees are not payable for outlots if the property is being platted as an agricultural planned unit development.

Storm Water Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 and R-3A Zoning Districts	\$13,870 \$14,560 per acre multiplied by the Net Developable Area

In the R-3B and R-3C Zoning Districts	\$13,870 \$14,910 per acre multiplied by the Net Developable Area
In the B-1 and Office Park Zoning Districts	\$15,930 \$16,730 per acre multiplied by the Net Developable Area
In the B-2, B-3 and B-4 Zoning Districts	\$15,500 \$16,280 per acre multiplied by the Net Developable Area
In the I-1, I-2 and I-Office Park Zoning Districts	\$15,070 15,820 per acre multiplied by the Net Developable Area
In the P-Institutional Zoning District	\$14,200 \$14,910 per acre multiplied by the Net Developable Area
In the Mixed Use - Residential Zoning District	\$14,200 \$14,910 per acre multiplied by the Net Developable Area
In the Mixed Use - Commercial Zoning District	\$15,070 \$15,820 per acre multiplied by the Net Developable Area

H. Outlots. With respect to calculating the fees payable at the time of platting, the acreage within the outlots that are intended to be replatted into buildable lots at a later date shall not be included within the calculations. When the acreage within the outlots are subsequently replatted into buildable lots, the fees for such acreage shall then be paid at the time of the replat.

Section 2. Amendment No. 2. Inver Grove Heights City Code Title 3, Chapter 4, Section 3-4-2-3 is hereby amended in its entirety to read as follows:

3-4-2-3: SANITARY SEWER AND WATER TRUNK AREA ASSESSMENTS: With respect to special assessments under Chapter 429 of the Minnesota Statutes, the assessments rolls for sanitary sewer and water trunk lines shall initially be calculated using the following per acre assessment amounts for trunk line area benefit.

~~\$4,700~~ ~~\$4,860~~ per acre for water trunk line area benefit

~~\$4,700~~ ~~\$4,860~~ per acre for sanitary sewer trunk line area benefit

The Council may adjust the assessment roll and special assessments after public hearing pursuant to Minn. Stat. § 429.061 and the Council shall determine the final assessment roll and special assessments by resolution.

Section 3. Amendment No. 4. Inver Grove Heights City Code Title 3, Chapter 4, Section 10-3-8 is hereby amended to read as follows:

- B. Fee Amounts and Escrow Deposit: The city may require that applicants deposit in escrow with the city, together with the application filing fees, the sums required by the city toward prepayment of the attorney, planning and engineering costs. The prepayment amounts shall be a credit toward the fees for the attorney, planning and engineering and other professional consultant fees to be reimbursed by the applicant. All such fees, if not paid by the escrow, shall be paid by the applicant within sixty (60) days of final action on the matter by the city council. If such fees are less than the escrowed amount, such escrow will be returned to the applicant within sixty (60) days of the final action on the matter by the city council. The following escrow amounts shall be deposited, together with land use approval applications: (Ord. 1098, 11-8-2004)

TYPE OF LAND USE APPROVAL	BASE FEE	GIS FEE	ESCROW
Conditional Use Permit, single family residential	\$250		
Conditional Use Permit, Impervious surface single family residential	\$250		\$1,500
Conditional Use Permit, other	\$500		\$5,000
Conditional Use Permit, other – amendment	\$150		\$1,000
Comprehensive Plan Amendment	\$500	\$50	\$2,500
Comprehensive Plan Amendment - minor	\$200		\$250
Zoning Code Amendment	\$500		\$500
Zoning Code Amendment – minor	\$100		\$250
Rezoning	\$500	\$50	\$500
Variance - Residential	\$200		
Variance - Commercial	\$200		
Planned Unit Development Preliminary	\$1,000 + plat fees		\$5,000
Final	\$500		\$3,000
Planned Unit Development Amendment	\$250		\$1,000
Determination of Substantially Similar Use	\$200		\$200
Major Site Plan Review	\$500		\$5,000
Preliminary Plat	\$500/+ \$5 per lot		\$5,000
Final Plat – single family	\$500	\$25/lot	\$5,000
Final Plat - other	\$200	\$100/acre	\$5,000
Waiver of Plat	\$300	\$25	
Administrative Subdivision	\$100	\$25/lot	
Street Easement Vacation	\$150	\$50	\$500
Street Dedication	\$150	\$50	
Wetland Conservation Act Certification	\$75		
Wetland Replacement Plan	\$200	\$100/acre	\$2,500
Northwest Area Sketch Plan Review			\$1,000
Northwest Area Environmental Studies Fee	\$80/gross acre		
Abstract Fee	\$46		
Interim Use Permit	\$500		\$1,250
Non Conforming Use Certificate	\$500		\$1,250

(Ord. 1180, 12-10-2007)

Section 4. Effective Date. This Ordinance shall be in full force and effect on January 1, 2020 and after its passage and publication according to law.

Passed this 9th day of December, 2019.

George Tourville, Mayor

ATTEST:

Joe Lynch, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

MICHAEL SINDT - Case No. 19-38V

Meeting Date: October 14, 2019
 Item Type: Regular Agenda
 Contact: Heather Botten 651.450.2569
 Prepared by: Heather Botten, Associate Planner
 Reviewed by:

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	Other

PURPOSE/ACTION REQUESTED

Consider a Resolution relating to a Variance to allow a garage addition 20 feet from the front property line whereas 30 feet is required for property located at 6802 Dawn Way.

- Requires a 3/5th's vote
- 60-day deadline: October 18, 2019 (first 60 days)

SUMMARY

The applicant would like to add a 10-foot addition onto the existing attached garage. The addition would be located 20 feet from the front property line whereas 30 feet is required. The applicant is planning to renovate the existing bathrooms within the home. This renovation takes over some of the existing garage space and therefore the applicant is proposing to lengthen the garage by 10 feet to accommodate a two-stall garage. When looking at the property there is room to remodel the home/bathrooms without encroaching into the garage space. The addition would be the closest setback along Dawn Way so approving the variance could set a precedent for other front yard encroachments.

The garage addition would be located over existing impervious surface. The garage would be located 20 feet from the front property line and about 40 feet from Dawn Way. Dawn Way/Avenue is considered a neighborhood collector street and a state aid road.

RECOMMENDATION

Planning Division. Staff does not believe there is sufficient rationale to support the criteria of a variance review and therefore recommends denial of the request as proposed. The applicant did not identify practical difficulties to comply with the ordinance as the size and use of the property are not precluding the homeowner from reasonable use of the property. Staff does not believe the plight of the landowner is due to circumstances unique to the property and the proposed addition is more of a convenience to the owner, not a practical difficulty.

Planning Commission. At the September 17, 2019 public hearing, the Planning Commission could not find a practical difficulty to support the request and therefore recommended denial (6-1).

Attachments: Resolution denying the Variance
 Planning Commission Recommendation
 Additional information from the applicant
 Planning Staff Report

DENIAL RESOLUTION

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION DENYING THE REQUEST FOR A VARIANCE TO ALLOW A GARAGE
ADDITION TO BE LOCATED 20 FEET FROM THE FRONT PROPERTY LINE WHEREAS 30
FEET IS REQUIRED**

**CASE NO. 19-38V
(MICHAEL SINDT)**

WHEREAS, an application has been submitted for property legally described as;

**Lot 1, Block 1, Alwalt Addition, Dakota County, Minnesota according to the recorded plat
thereof.**

WHEREAS, an application has been received for a Variance to allow a garage addition to
be located 20 feet from the front property line whereas 30 feet is required;

WHEREAS, the afore described property is zoned R-2, two-family residential;

WHEREAS, a Variance may be granted by the City Council from the strict application of
the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in
the variance so granted where practical difficulties or particular hardships result from carrying
out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request
on September 17, 2019 in accordance with City Code Section City Code 10-3-3:C;

WHEREAS, a practical difficulty or uniqueness was not found to exist based on the
following findings:

1. The conditions of the property were not so limiting or unique that the property could not be used in a reasonable manner without the variance.
2. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance. The property is 15,231 square feet in size with room on the property to remodel the home without impacting the existing garage. The request was considered a convenience to the applicant not a practical difficulty.
3. Approval of the variance could set a precedent for other front yard setback requests. Additionally, a 20-foot front setback could alter the character of the neighborhood as it would be the closest structure to the property line.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a garage addition 20 feet from the front property line is hereby denied.

Adopted by the City Council of Inver Grove Heights this 14th day of October, 2019.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Joseph Lynch, Deputy Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: September 17, 2019

SUBJECT: **MICHAEL SINDT – CASE NO. 19-38V**

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to allow a garage addition to be located within the front setback requirement, for the property located at 6802 Dawn Way. 5 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant would like to add a 10-foot addition onto the existing attached garage. The addition would be located 20 feet from the front property line whereas 30 feet is required. The applicant is planning to renovate the existing bathrooms within the home. This renovation takes over some of the existing garage space and therefore the applicant is proposing to lengthen the garage by 10 feet to accommodate a two-stall garage. When looking at the property there is room to remodel the home/bathrooms without encroaching into the garage space. The addition would be the closest setback along Dawn Way so approving the variance could set a precedent for other front yard encroachments. Staff recommends denial of the request due to lack of enough rationale to support the request. Staff heard from one neighbor who had general questions about the request. Ms. Botten advised that she did not see the applicant in the audience and noted that he provided Commissioners with a revised narrative and additional information.

Chair Maggi asked staff to address the difference in right-of-way as noted in the applicant's letter.

Ms. Botten advised that Dawn Avenue is a neighborhood collector street/state aid road, which means the City receives funding from the State to try to make it a complete street. Having that designation allows for the greater 80-foot right-of-way. The property south of this lot is unplatted; when it is platted an 80-foot right-of-way will be acquired. The neighborhood south of 69th Street was built around 1964, prior to the City having a zoning code. The area north of 66th Street was platted in 1886. Both have a 60-foot right-of-way which was standard at the time they were platted and there was no such thing as a neighborhood collector street. The subject property; however, was platted in the 1970's and the entire block has an 80-foot right-of-way.

Commissioner Weber asked how wide the right-of-way was for 66th and 67th Streets.

Ms. Botten replied that she assumed they were 60-feet as they did not have the neighborhood collector designation.

Commissioner Weber asked if a sidewalk was planned for the east side of Dawn Way.

Ms. Botten advised there was a sidewalk on the west side, and it was possible there could also be a sidewalk on the east side in the future.

Opening of Public Hearing

There was no public testimony.

Chair Maggi closed the public hearing.

Planning Commission Discussion

Chair Maggi stated she would support denial of the request due to lack of a practical difficulty.

Commissioner Weber stated that City Council seems to be more lenient with requests involving a change of right-of-way and he hoped Council would look at that closely with this request. He stated it was unfortunate that the applicant purchased one of ten houses on this street with a different sized right-of-way.

Commissioner Niemioja asked if the Planning Commission had used change in right-of-way before as a practical difficulty.

Commissioner Weber replied he was aware of one time, however, Council has used it multiple times.

Chair Maggi stated in her opinion this situation feels different because this has the collector street designation and also has right-of-way consistent with all other platted properties on this block.

Planning Commission Recommendation

Motion by Commissioner Simon, second by Commissioner Lissarrague, to deny the request for a variance to allow a garage addition to be located within the front setback requirement, based on lack of a practical difficulty, for the property located at 6802 Dawn Way.

Motion carried (6/1 - Weber). This item goes to the City Council on October 14, 2019.

MICHAEL A. SINDT
6802 DAWN WAY
INVER GROVE HEIGHTS, MN 55076

651-2709400
SINDTM@YAHOO.COM

My name is Michael A. Sindt and with my wife Carol Wold Sindt we are asking for a ten foot set back variance on our property on Dawn Way in Inver Grove Heights.

My family moved to this community to retire and purchased a one level home which would facilitate out physical limitations. We need to expand our main floor bathrooms and build a first floor laundry area. This project is best accomplished by expansion into our garage, and the future use of the garage requires a ten foot expansion to allow for two parking stalls.

This is necessary due to a eighty foot Right of Way (R/W) On Dawn Way adjacent to my home. This eighty foot R/W is in excess of the normal sixty foot R/W. This varies from sixty foot to seventy foot to eighty foot from 64th street to 70th street along Dawn Way/Dawn Ave. The Engineer's Plan Review Comments dated 8/28/2019 took "no exception to the proposed variance", and the variance does not interfere with the cities Drainage and Utility Easement, nor are the traffic sight lines impacted do to the lay out of the street and it's turn to the west.

I would ask you for the authorization to extend my current garage ten feet.

Thank you,

A handwritten signature in black ink, appearing to read "Michael A. Sindt", written in a cursive style.

Michael A. Sindt

attachments

MEMO

CITY OF INVER GROVE HEIGHTS

TO: Heather Botten, Associate Planner

FROM: Steve Dodge, Assistant City Engineer *SWD*
Mike Wright, Engineer Technician *MWR*

DATE: August 28, 2019

SUBJECT: Plan Review Comments – Case No. 19-38V
Michael Sindt 6802 Dawn Way

The City Engineering Division has done its preliminary review of the plans submitted by Michael Sindt. The following comments are for the requested Variance to allow a garage addition 20 feet from the front property line whereas 30 feet is the required setback.

1. All land disturbing activities and other construction activity disturbing more than one thousand (1,000) square feet of land, or more than fifty (50) cubic yards of excavation or fill must prepare and submit an erosion control plan.
2. No impact is shown to City right-of-way or the 10-foot Drainage & Utility Easement. Therefore, the Engineering Division takes no exception to the proposed variance.

SWD/mw

cc: Alan Hunting, City Planner
Tim Kuntz, City Attorney
Thomas Kaldunski, City Engineer
Michael Sindt, Homeowner

Attachment: GIS Overview
Plat of ALWALT ADDITION

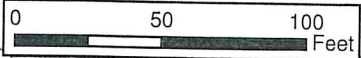


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TYPE

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- EASE-OPEN SPACE
- EASE-ROW
- EASE-UTILITY
- EASE-CONSERVATION
- EASE-TRAIL
- EASE-DRAINAGE
- EASE-SAN
- EASE-STM
- EASE-WTR MAIN
- EASE-ACCESS
- EASE-PRIVATE UTILITY
- EASE-PONDING
- EASE-RESTRICTIVE USE
- EASE-SDWK
- EASE-LEVY
- EASE-SNOW STORAGE
- Storm_Ponds
- waterriv
- bldgp
- city_parks
- city_prop



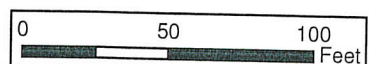


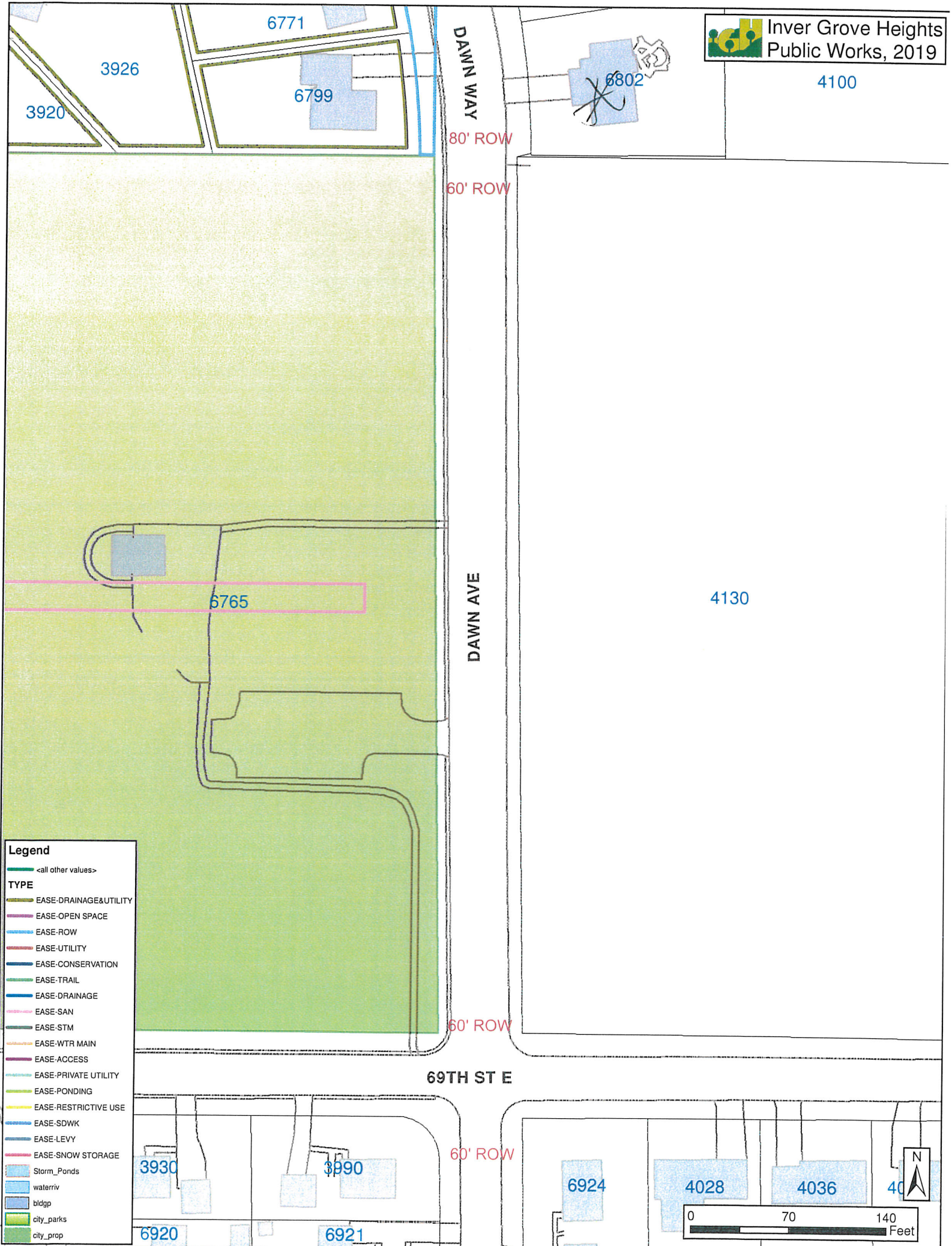
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TYPE

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- EASE-OPEN SPACE
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- EASE-SAN
- EASE-STM
- EASE-WTR MAIN
- EASE-ACCESS
- EASE-PRIVATE UTILITY
- EASE-PONDING
- EASE-RESTRICTIVE USE
- EASE-SDWK
- EASE-LEVY
- EASE-SNOW STORAGE
- Storm_Ponds
- waterriv
- blddp
- city_parks
- city_prop





6765

4130

69TH ST E

60' ROW

DAWN AVE

UPPER 69TH ST E

70TH ST E

70TH ST E

- Legend**
- <all other values>
 - TYPE**
 - EASE-DRAINAGE&UTILITY
 - EASE-OPEN SPACE
 - EASE-ROW
 - EASE-UTILITY
 - EASE-CONSERVATION
 - EASE-TRAIL
 - EASE-DRAINAGE
 - EASE-SAN
 - EASE-STM
 - EASE-WTR MAIN
 - EASE-ACCESS
 - EASE-PRIVATE UTILITY
 - EASE-PONDING
 - EASE-RESTRICTIVE USE
 - EASE-SDWK
 - EASE-LEVY
 - EASE-SNOW STORAGE
 - Storm_Ponds
 - waterriv
 - bldg
 - city_parks
 - city_prop

3930

3990

6920

6921

6930

6931

6940

6941

6950

6951

6961

6971

6924

6948

4027

4035

6968

4028

4036

4046

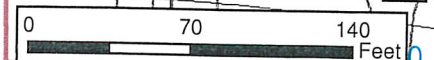
6990

4045

3980

3998

7018



Legend

<all other values>

TYPE

- EASE-DRAINAGE&UTILITY
- EASE-OPEN SPACE
- EASE-ROW
- EASE-UTILITY
- EASE-CONSERVATION
- EASE-TRAIL
- EASE-DRAINAGE
- EASE-SAN
- EASE-STM
- EASE-WTR MAIN
- EASE-ACCESS
- EASE-PRIVATE UTILITY
- EASE-PONDING
- EASE-RESTRICTIVE USE
- EASE-SDWK
- EASE-LEVY
- EASE-SNOW STORAGE

Storm Catch Basin

<all other values>

Catch Basin Type

- HIGH CAPACITY CATCH BASIN
- CATCH BASIN MANHOLE
- CATCH BASIN
- Sump Baskets
- Trench Drains
- Type G
- Storm Manhole
- Storm Pipes
- Water Curb Stop

Water Hydrant

<all other values>

Color Code

- BLUE
- RED

Water Valve

<all other values>

Valve Type

- BACKFLOW PREVENTER
- BUTTERFLY
- GATE
- INTERCONNECT VALVE
- MUNICIPAL WATER METER
- PIV
- PRESSURE ZONE VALVE (OFF)
- PRV

Water Pipe

<all other values>

Raw Water

- Production Line
- Raw Water Line
- Water Service Pipe

Sanitary Manhole

<all other values>

Manhole Type

- AIR RELIEF VALVE
- DROP MANHOLE
- FORCE MAIN DISCHARGE
- STANDARD

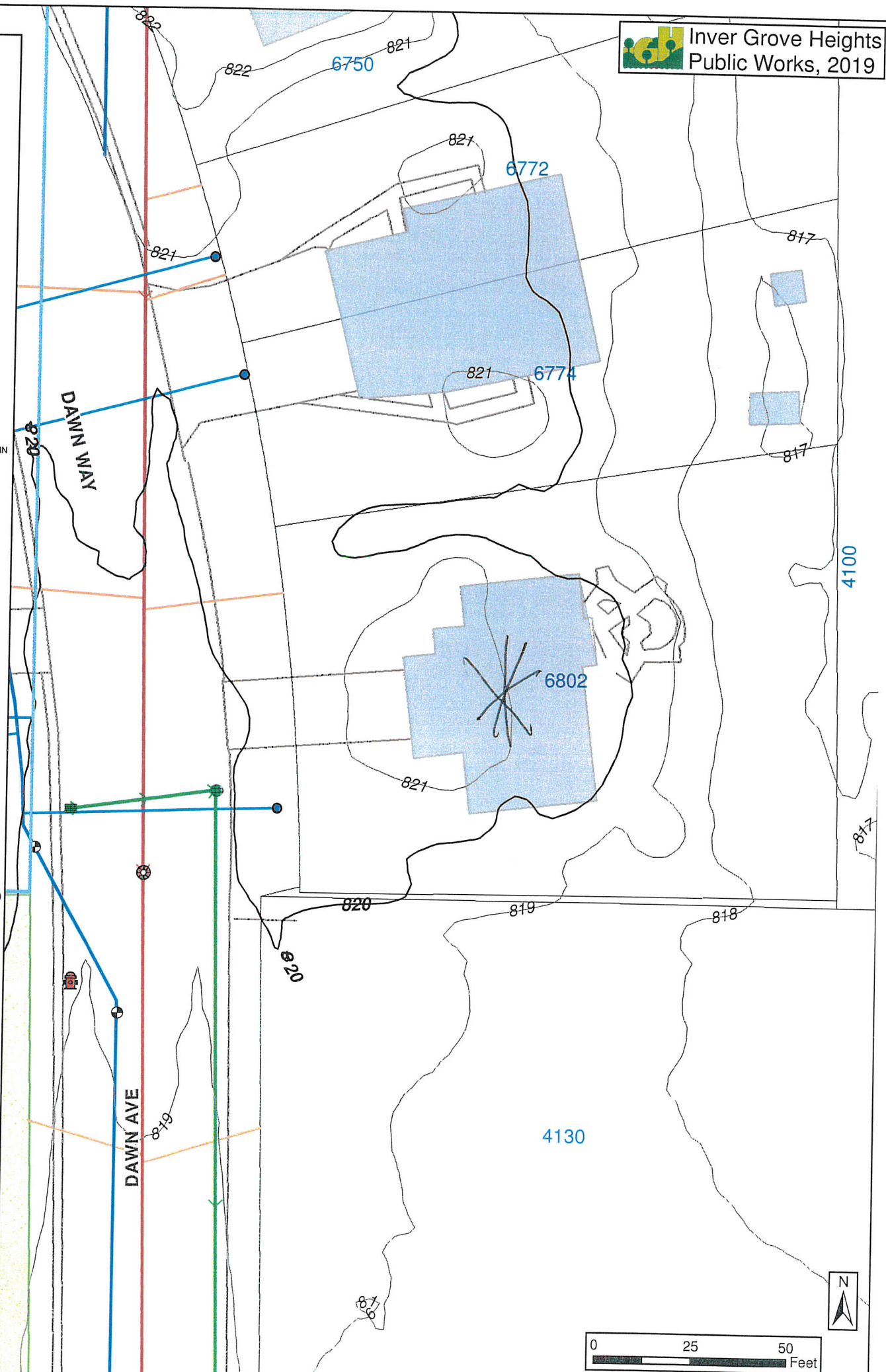
Sanitary Pipe

<all other values>

Force Main

- Force Main Sanitary Pipe
- Gravity Sanitary Pipe
- Sanitary Service Pipe

- Storm_Ponds
- waterriv
- bldgp
- city_parks
- city_prop



P L A N N I N G R E P O R T
CITY OF INVER GROVE HEIGHTS

HEARING DATE: September 17, 2019

CASE NO: 19-38V

APPLICANT/PROPERTY OWNER: Michael Sindt

REQUEST: Variance to allow a front yard setback of 20 feet whereas 30 feet is required

LOCATION: 6802 Dawn Way

COMPREHENSIVE PLAN: LDR, Low Density Residential

ZONING: R-2, Two-family Residential

REVIEWING DIVISIONS: Planning
Engineering

PREPARED BY: Heather Botten
Associate Planner

BACKGROUND

The applicant would like to add a 10-foot addition onto the existing attached garage; the addition would be located 20 feet from the front property line whereas 30 feet is the required setback. The applicant is planning to renovate the existing bathrooms within the main level of the home. This renovation takes over some of the existing garage space. The applicant would like to add onto the garage to make up for the lost space.

The applicant has stated that the renovation is to increase the size of the bathrooms, making them handicap accessible. The garage addition would be located over existing impervious surface. The garage would be located 20 feet from the front property line and 40 feet from Dawn Way.

SPECIFIC REQUESTS

The applicant is requesting the following:

- 1) A variance to allow a 20 foot front yard setback whereas 30 feet is required for a garage addition.

EVALUATION OF THE REQUEST

The following land uses, zoning districts, and comprehensive plan designations surround the property:

North - Single family residential; zoned R-2, two-family residential; guided LDR
East - School; zoned P, Institutional; guided P/I, Public/Institutional
West - Single family residential; zoned R-1C, single-family; guided LDR
South - Agricultural; zoned A, Agricultural; guided LDR

Engineering. Engineering has reviewed the plans. The addition would be going over existing impervious surface. Engineering takes no exception to the request.

VARIANCE REVIEW

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

The general intent of this standard is to limit the precedent that could be set if the variance was granted. The property is in a multi-zoned neighborhood, with a twin home to the north, unplatted land to the south, and single-family and a park across the street. A two-stall garage would be consistent with the residential uses in the neighborhood. The zoning code allows for a six-foot front yard encroachment for specific uses such as uncovered access ramps and decks. Allowing an encroachment for other uses could set a precedent for other front yard additions.

The request is in harmony with the intent of the comprehensive plan as the lot is being utilized as residential.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

Staff believes the proposed setback of the garage to be contrary to the intent of the zoning ordinance. Setback standards are not precluding the homeowner from reasonable use of the property. When looking at the property there is room to remodel the home/bathrooms without encroaching into the garage space, which is then triggering the addition to the garage.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

There are currently two small bathrooms on the main level, the owners could renovate the two small bathrooms into one large one or they could add a bathroom addition that could meet setbacks and not encroach into the existing garage which then is triggering the garage addition into the setback. This variance may be considered a convenience to the applicant, not a practical difficulty.

4. *The variance will not alter the essential character of the locality.*

One of the functions of setback requirements is to maintain consistency of structure placement and aesthetic qualities from street and neighboring views. The proposed garage addition would be the closest front yard encroachments along Dawn Way. Staff

has felt front yard encroachments can have a greater impact on the character of the neighborhood compared to side or rear encroachments.

5. *Economic considerations alone do not constitute an undue hardship.*
Economic considerations do not appear to be a basis or a sole basis for this request.

ALTERNATIVES

A. **Approval:** If the Planning Commission finds the requests to be acceptable, the Commission should recommend approval of the requests with at least the following conditions:

- Approval of a **Variance** to allow a 20 foot front yard setback whereas 30 feet is the minimum required subject to the following conditions:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
 2. Final building plans shall be approved by the City Engineer and Building Official.

Practical difficulty:

B. **Denial.** If the Planning Commission does not favor the proposed request(s), it should be recommended for denial, which could be based on the following rationale:

1. Denying the variance request does not preclude the applicant from reasonable use of the property.
2. Approval of the variance could set a precedent for other front yard setback variances.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance. The property is 15,231 square feet in size with room on the property to remodel the home without impacting the existing garage. The request may be considered a convenience to the applicant not a practical difficulty.
4. Approval of a 20 foot front setback could alter the character of the neighborhood as it would be the closest structure to the property line.

RECOMMENDATION

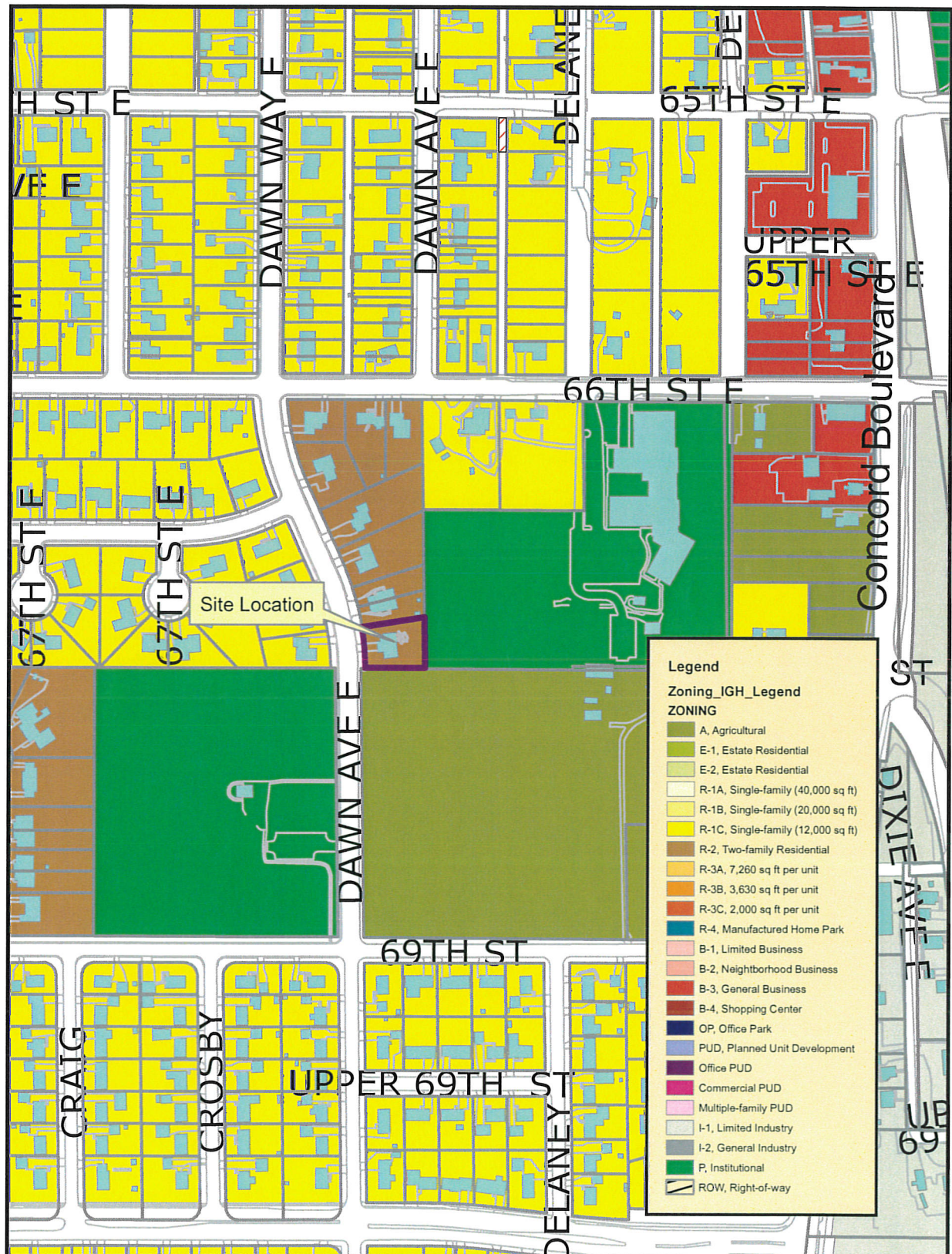
Based on the information in the preceding report staff does not believe there is sufficient rationale to support the criteria of a variance review and therefore recommends denial of the request as proposed. Staff believes the applicant did not identify practical difficulties to comply with the ordinance as the size and use of the property are not precluding the homeowner from

reasonable use of the property. For the reasons listed in Alternative B, staff is recommending **denial of the variance request.**

Attachments: Exhibit A –Location Map
Exhibit B –Narrative
Exhibit C – Site Plan
Exhibit D – Building floor plans
Exhibit E – Building elevations



6802 Dawn Way Case No. 19-38V



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

Map produced by the City of Inver Grove Heights GIS Dept.
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Exhibit A
Zoning and Location Map

Map not to scale

Heather Botten

From: Michael Sindt <sindtm@yahoo.com>
Sent: Monday, August 19, 2019 8:25 PM
To: Heather Botten
Subject: Fwd: A variance

Ms Botten

Here is the narrative, I will deliver the map.

Mike Sindt

Sent from my iPhone

Begin forwarded message:

From: Carol Sindt <csindt@bremerlaw.com>
Date: August 19, 2019 at 8:09:33 PM CDT
To: Mike Sindt <sindtm@yahoo.com>
Subject: A variance

When we bought the house at 6802 Dawn Way, we purchased the smallest bathroom in Inver Grove Heights! The best way to enlarge the bathroom is to encroach into the garage. However, the garage will have to be lengthened then to accommodate two cars. That's why we need a variance to extend the garage. Thank you.

Carol Wold Sindt
952-851-7292
612-327-6528

B

Google Maps 6802 Dawn Way



Imagery ©2019 Google, Map data ©2019 20 ft



6802 Dawn Way

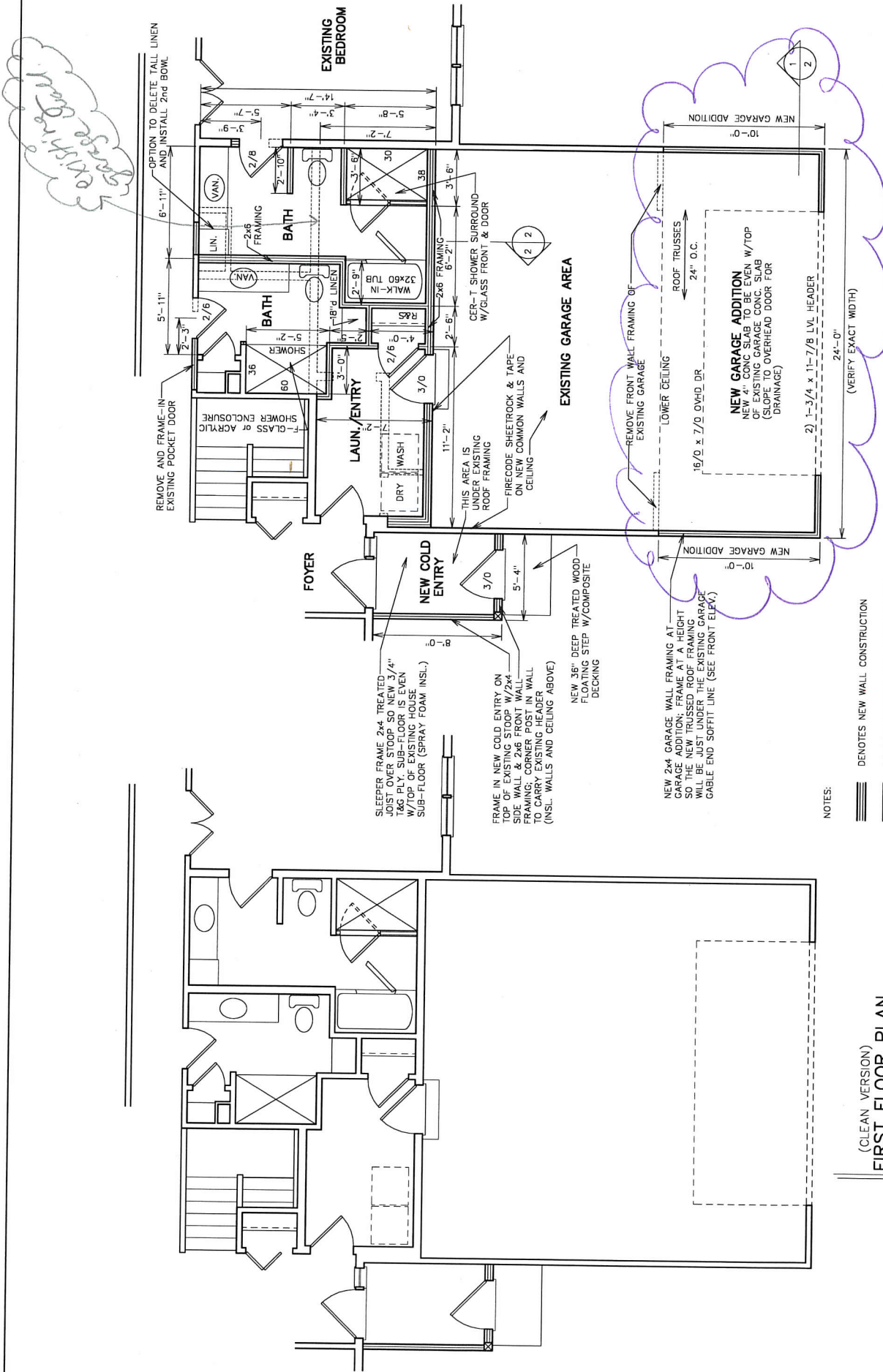
Inver Grove Heights, MN 55076

- Directions
- Save
- Nearby
- Send to your phone
- Share

VX2G+M8 Inver Grove Heights, Grey Cloud Island Township, MN

Photos

C



ALL INT. & EXT. BEARING OPENINGS SHALL HAVE 2"-2x10 HEADERS UNLESS OTHERWISE SPECIFIED ON THE DRAWINGS; VERIFY ALL HEADER CHANGES FROM THE LUMBER CO., TRUSS CO. AND/OR BUILDING OFFICIALS

ALL LVL BEAMS ARE TO BE VERIFIED PRIOR TO CONSTRUCTION

SCALE: 1/4"=1'-0"

-  DENOTES NEW WALL CONSTRUCTION
 DENOTES EXISTING WALL CONSTRUCTION
 DENOTES EXISTING WALLS TO BE REMOVED

 ALL EXISTING CONDITIONS AND DIMENSIONS ARE TO BE FIELD VERIFIED; ALTER AS REQUIRED
 NEW HOUSE ADDITION TO MATCH EXISTING 8'-1 1/8" ROUGH CEILING HEIGHT
 DIMENSIONS OF INTERIOR FRAMING ARE BASED ON INTERIOR SIDE OF EXISTING FRAMING TO CENTERLINE OR 0/5" WALL OF NEW FRAMING
 ALL LABELED DOORS ARE NEW

SCALE: 1/4"=1'-0"

NOTE: AUTUMN DESIGN OF MN, INC. IS NOT RESPONSIBLE FOR THE
CONTRACTOR'S OBLIGATION TO OBTAIN ALL NECESSARY PERMITS
AND TO COMPLY WITH ALL APPLICABLE CODES, ORDINANCES, AND
REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR
OBTAINING ALL NECESSARY PERMITS AND FOR COMPLYING WITH
ALL APPLICABLE CODES, ORDINANCES, AND REGULATIONS.
AUTUMN DESIGN OF MN, INC. IS NOT RESPONSIBLE FOR THE
CONTRACTOR'S OBLIGATION TO OBTAIN ALL NECESSARY PERMITS
AND TO COMPLY WITH ALL APPLICABLE CODES, ORDINANCES, AND
REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR
OBTAINING ALL NECESSARY PERMITS AND FOR COMPLYING WITH
ALL APPLICABLE CODES, ORDINANCES, AND REGULATIONS.

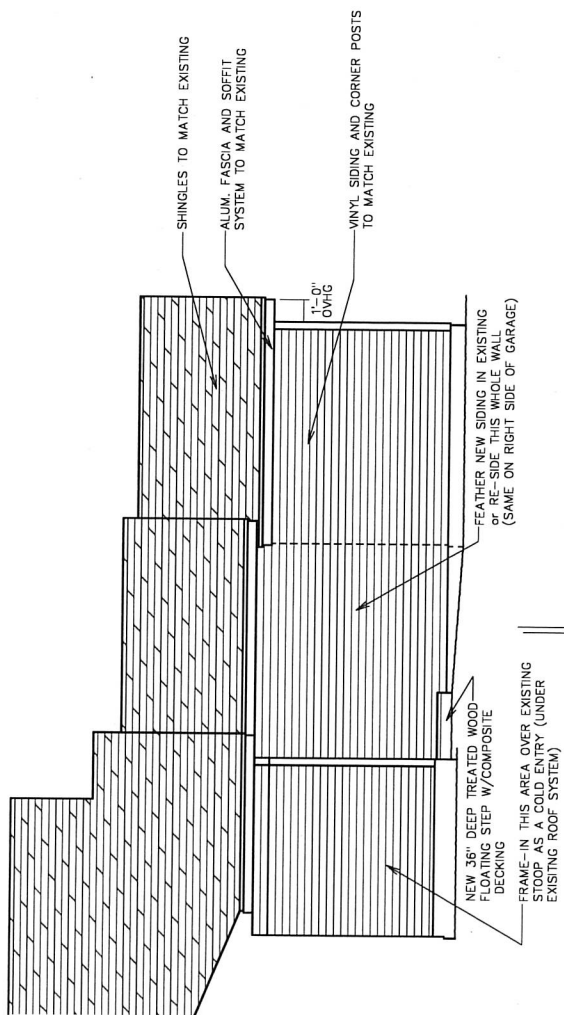
DRN	TYPE	DATE
SB	FINAL	07/02/19
REV	REV	

SINDT

of Minnesota, Inc.
(952) 873-4311

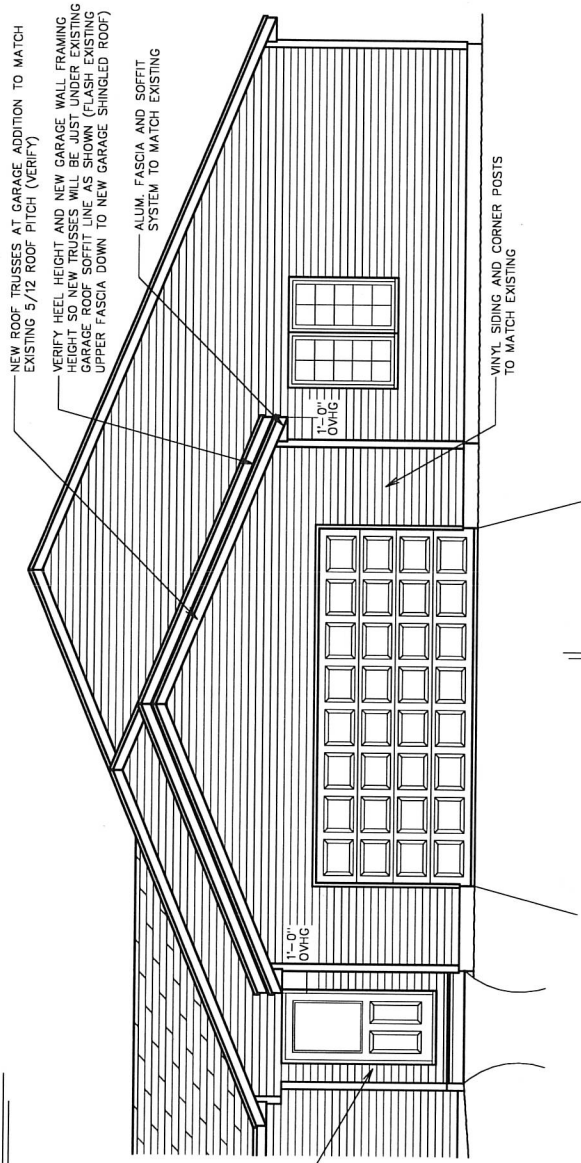
AUTUMN DESIGN

PAGE 1 of 3
INDEX NO 31R-1



LEFT SIDE ELEVATION

SCALE: 1/4"=1'-0"



FRONT ELEVATION

SCALE: 1/4"=1'-0"

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Weapons ordinance revision.

Meeting Date: October 14, 2019
 Item Type: Regular Agenda
 Contact: Deputy Chief Sean Folmar
 Prepared by: Sean Folmar
 Reviewed by: Chief Melissa Chiodo

Fiscal/FTE Impact:
 None
 Amount included in current budget

New FTE requested – N/A
 Other

PURPOSE/ACTION REQUESTED;

The Police Department is recommending changes to city ordinance 5-6-1 WEAPONS. The request is to eliminate all of section C, and add “shotguns” to section B. Proposed ordinance is attached.

SUMMARY;

Currently section C has 5 subsets (1-5). Subset 1-3 are the same in section B. Subset 4 is no longer relevant due to the lack of farm animals or farmland in the city and discharging a shotgun to protect domestic animals is dangerous and unnecessary. In 2016 the City Council eliminated Canada Goose hunting in the city and thereby rendered subset 5 useless. A number 5 has been added to section B, to allow the Chief of Police to engage outside government entities to reduce animal populations if deemed necessary.

LANGUAGE CHANGE; additions highlighted, removed language stricken out.

B. Rifles, Pistols, **Shotguns**, Air Rifles and Air Pistols: The shooting or carrying of rifles, pistols, air rifles and air pistols which are not encased or dismantled is prohibited in the city except in the following circumstances:

1. By law enforcement officers in the line of duty; or
2. By a person discharging any rifle or pistol when in the lawful defense of person, property or family, or the necessary enforcement of the law; or
3. By any person discharging a rifle or pistol on a licensed shooting range within the city; or
4. By a person shooting or carrying an uncased and undismantled .22 caliber rifle with CCI Quiet .22 caliber long rifle ammunition only when such shooting and carrying occurs while participating in a gun safety instructional program administered and sponsored by the Minnesota department of natural resources on land zoned E-1 where the zoning requirements for the program have been met and where the landowner has given written consent and only at specific locations on the land that have been approved and designated in writing by the city's chief of police. In granting approval of the specific locations, the city's chief of police may impose conditions, limitations and restrictions with respect to the number of participants, the number of instructional sessions, the times and dates of the instructional sessions, the number and placement of warning signs and the duration of the program. (Ord. 1257, 9-10-2012)
5. **Employees of any government entity approved by the Chief of Police, when needed to harvest or reduce populations of animals within the city limits.**

~~C. Shotguns: The shooting of any shotgun within the city is hereby prohibited except in the following circumstances:~~

1. ~~By law enforcement officers in the line of duty; or~~
2. ~~By a person discharging any shotgun when in the lawful defense of person, property, or family, or in the necessary enforcement of the law; or~~
3. ~~By any person discharging a shotgun on a licensed shooting range within the city; or~~
4. ~~By a landowner on his own property discharging a shotgun to prevent an animal from killing, wounding or worrying any horses, cattle, sheep, lambs or other domestic animals or by a landowner on his own property discharging a shotgun to prevent animals or birds from damaging crops; or~~
5. ~~Pursuant to specific authorization granted by the city council from time to time for a special goose hunting activity for the purpose of reducing the Canadian goose population. (Ord. 1162, 9-24-2007)~~

Chapter 6 WEAPONS

5-6-1 : USE OF FIREARMS AND BOWS AND ARROWS:

- A. Definitions: For purposes of this section, the terms defined in this subsection have the meanings given them:

AIR PISTOLS: Any hand weapon that propels a projectile by means of compressed air or carbon dioxide.

AIR RIFLES: Any shoulder weapon that propels a projectile by means of compressed air or carbon dioxide. Air rifles shall include BB guns.

FIXED AMMUNITION: Gun ammunition of the type comprising a cartridge case with primer, a propellant charge and a projectile or projectiles (fused or unfused), all of these components being assembled as a unit for one firing.

PISTOL: Any handgun capable of propelling fixed ammunition.

RIFLE: Any shoulder weapon designated as a rifle, capable of propelling fixed ammunition.

SHOTGUN: Any smooth bore weapon designated as a shotgun capable of propelling fixed ammunition. (1974 Code§ 925.02)

- B. Rifles, Pistols, Shotguns, Air Rifles and Air Pistols: The shooting or carrying of rifles, pistols, air rifles and air pistols which are not encased or dismantled is prohibited in the city except in the following circumstances:

1. By law enforcement officers in the line of duty; or
2. By a person discharging any rifle or pistol when in the lawful defense of person, property or family, or the necessary enforcement of the law; or
3. By any person discharging a rifle or pistol on a licensed shooting range within the city; or
4. By a person shooting or carrying an uncased and undismantled .22 caliber rifle with CCI Quiet .22 caliber long rifle ammunition only when such shooting and carrying occurs while participating in a gun safety instructional program administered and sponsored by the Minnesota department of natural resources on land zoned E-1 where the zoning requirements for the program have been met and where the landowner has given written consent and only at specific locations on the land that have been

approved and designated in writing by the city's chief of police. In granting approval of the specific locations, the city's chief of police may impose conditions, limitations and restrictions with respect to the number of participants, the number of instructional sessions, the times and dates of the instructional sessions, the number and placement of warning signs and the duration of the program. (Ord. 1257, 9-10-2012)

5. Employees of any government entity approved by the Chief of Police, when needed to harvest or reduce populations of animals within the city limits.

C. Restrictions on Use of Bow and Arrow:

1. The shooting or discharge of any bow and arrow within the city is hereby prohibited except in any of the following circumstances:
 - a. While hunting or engaged in target practice in that geographic portion of the city designated on the map, effective September 17, 2016, on file with the city clerk as the area available for hunting or target practice, subject to the conditions hereafter set forth; the above identified map is hereby approved and hereby incorporated by reference and made a part of this section; or
 - b. While engaged in target practice within an enclosed structure; or
 - c. While engaged in target practice at a posted and designated archery range in a city park; or
 - d. While engaged in target practice on school or college grounds as part of an instructional course or supervised recreational activity and only with the permission of the school or college; or
 - e. While engaged in target practice at a licensed commercial archery range.

Provided, however, the shooting or discharge of a bow and arrow under the circumstances described in subsection D1 of this section relating to hunting or target practice in that geographic portion of the city designated on the map, effective September 17, 2016, on file with the city clerk shall only occur if the following conditions are met:

- f. All persons who are hunting must register with the police department and must also provide a copy of their hunting license. Hunters who will be hunting on someone else's property will be required to show written permission from the property owner and must also provide proof of proficiency. Property owners/tenants, and all those related individuals as hereafter defined by this section, who hunt on their own property will not need to provide proof of proficiency. Proof of proficiency may be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four-inch (4") target at twenty (20) yards. The proficiency test must be completed every twenty-four (24) months from the original certification date.

- g. There shall be no shooting or discharge of any bow and arrow within three hundred feet (300') of any residential or commercial structure; provided, however, the prohibition contained in this subsection O2b shall not apply: 1) if the person shooting or discharging the bow and arrow owns the residential or commercial structure or 2) if the owner of the residential or commercial structure consents in writing to allow shooting or discharge of a bow and arrow within three hundred feet (300') of such residential or commercial structure and the written consent is filed with the city police department prior to the shooting or discharge.
- h. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any driveway not owned by the person engaged in the shooting or discharge, unless the owner of the driveway consents in writing and files the written consent with the city police department prior to the shooting or discharge.
- i. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any public street or private roadway.
- j. On an individual parcel less than five (5) acres in size, no shooting or discharge of a bow and arrow shall occur unless allowed under subsections O2f and O2g of this section.
- k. On an individual parcel of two and one-half (2.5) acres or more in size but less than five (5) acres in size, the owners of the parcel, the tenants of the parcel and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants may shoot or discharge a bow and arrow on such parcel for hunting or target purposes.
- l. On contiguous parcels that are cumulatively five (5) acres or more in size when combined, the owners of the parcels, the tenants of the parcels and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants and those receiving written permission from all the owners may shoot or discharge a bow and arrow on such parcels for hunting or target purposes if the owners of the contiguous parcels in writing consent to the use of the parcels for such purposes and the owners have filed the written consent with the city police department prior to the shooting or discharge.
- m. On an individual parcel of five (5) acres or more in size, only the owners of the parcel, the tenants of the parcel and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants and those receiving written permission from the owner may shoot or discharge a bow and arrow on such parcel for hunting or target practice purposes.
- n. In those instances, stated above, where written permission from the owner is required, the following additional conditions must be met

(1) Prior to any shooting or discharge of a bow and arrow, the person receiving the written permission shall file with the city police department the following information in writing: name, address and telephone number of the fee owner and of the persons receiving the permission; the beginning and end dates when hunting or target practice is to occur; a general description of the location of the subject parcel; a copy of the written permission received from the fee owner; as well as proof of proficiency to be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four inch (4") target at twenty (20) yards; the license plate number of the vehicle that the person will be driving to the subject parcel; evidence that the person has a valid Minnesota archery license; and emergency contact information.

(2) The written permission from the fee owner must specifically state the beginning and end dates for which permission has been granted. The person receiving such permission must always have the written permission in possession while hunting or target practicing on the subject parcel. Discharge of the bow and arrow on the subject parcel shall only occur on the dates stated on the written permission. No shooting or discharge of a bow and arrow and no hunting shall occur on the subject parcel if the fee owner revokes the written permission.

o. The person discharging the bow and arrow for hunting purposes must comply with all the laws and regulations of the state of Minnesota relating to hunting.

2. To facilitate inquiries with respect to which parcels of land are not available for hunting or target practice because the owners thereof decline to grant permission for such activities, the clerk shall maintain a list by owner name and address for such unavailable parcels. In order for the owner name and parcel address to be placed on the list, the parcel owner must in writing notify the clerk that the owner wishes to be on the list and has decided not to grant permission for hunting or target practice. The name of the owner and the parcel address shall be removed from the list if the owner files a written request with the clerk to remove the owner name and parcel address. The creation of the list is a voluntary program. There is no requirement that an owner and parcel be on the list for the owner to decline permission to anyone for hunting or target practice. The purpose of the list is to present an opportunity for an owner to make known that the owner has decided not to grant permission with the result that contacts with the owner are reduced or eliminated.

3. The council, by resolution, may in its discretion on an annual basis add parcels to that geographic portion of the city available for hunting or target practice referenced in subsection D1a of this section. If the council adds additional parcels by resolution, the authorization granted by the resolution and the inclusion of such parcels within the above referenced geographic area shall expire on December 31 of the year when the resolution was passed. If an owner wishes the council to include the owner's parcel within the above referenced geographic area, the owner must make an application to the city no later than August 15 of the year the owner wishes the parcel to be included. (Ord. 1320, 8-22-2016)

- D. Shooting Ranges: All owners of commercial rifle ranges, commercial trap ranges, commercial target ranges and commercial archery ranges at any place within the city shall, from and after the effective date hereof, be required to pay a license fee in the amount established by resolution of the city council. Such ranges shall be operated so as to result in maximum safety to the residents and property of the city, and the owners and operators of such ranges shall comply with all regulations for such ranges that the city may hereinafter enact. Violation of any of the terms of such regulations constitutes a violation of this section and is cause for revocation of the license granted under the terms of this section. (1974 Code§ 925.05)

5-6-2 : REGULATION OF FIREARMS, PISTOLS AND WEAPONS:

- A. Definitions: For purposes of this section, the terms defined in this subsection have the meanings given to them:

FIREARMS: Any weapon, other than a pistol, from which is propelled any missile, projectile or bullet by means of explosives or gas and shall include air and BB guns.

PISTOL: Shall have the meaning defined by Minnesota statutes section 624.712.

WEAPONS: Dagger, metal knuckles, switchblade, stiletto or other dangerous or deadly weapon. (1974 Code§ 927.01)

- B. Concealed Weapons Prohibited: No person shall carry, or wear concealed about his person any dagger, metal knuckles, switchblade, stiletto or other dangerous or deadly weapon within the city. (1974 Code§ 927.03)
- C. Tampering With Firearm And Pistol Identification Marks: No person shall change, alter or obliterate the name of the make, model, manufacturer's number or other mark of identification, and no person shall keep in his possession or under his control any such firearm or pistol upon which the name of the make, model, manufacturer's number, or other mark of identification has been, to his knowledge, changed, altered, renewed, or obliterated. (1974 Code§ 927.05)
- D. Transporting Firearms, Pistols and Weapons:
1. A person not in possession of a valid permit as provided in Minnesota statutes section 624.714 shall not carry a firearm, pistol or weapon except unloaded and completely enclosed in a container. When said firearm, pistol or weapon is transported in a vehicle, it shall be stored in the trunk or the most inaccessible part of the vehicle.

2. No person, including all those who have been granted a permit to carry pistols, shall carry firearms, pistols or weapons on their person or in the passenger compartment of any motor vehicle while under the influence of alcohol, hallucinatory chemicals or narcotic drugs. (1974 Code§ 927.07)

E. Penalties: Any person convicted of any violation of this section may be punishable as provided in section 1-4-1 of this code. In addition, any firearm, pistol or weapon in possession of such person at the time of such violation, and used therein, shall be confiscated. Conviction of any violation shall work automatic revocation of all registrations, permits and licenses held thereunder by the violator. (1974 Code§ 927.09; amd. 2008 Code)

F. Disposition of Confiscated Firearms, Pistols and Weapons: Any firearms, pistols or weapons confiscated for violation of this section shall be stored by the chief of police. All such confiscated firearms, pistols and weapons shall, from time to time, be destroyed or disposed of under the supervision of the chief of police or his agent. Destruction of such firearms, pistols and weapons shall be done in a manner which renders them incapable of being used for their intended purpose. (1974 Code§ 927.11)

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Hearing to Consider Revocation of Business License for HTZ LLC aka TZ LLC, dba Sunny Asian Massage located at 5798 Blackshire Path and individual massage therapy licenses of Min Su and Hong Jun Liao Duray.

Meeting Date: October 14, 2019
Item Type: Regular
Prepared by: Dennis Haugland
Reviewed by: Melissa Chiodo
Contact: 651-450-2460

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED:

Hearing to Consider Revocation of Business License for HTZ LLC aka TZ LLC, dba Sunny Asian Massage located at 5798 Blackshire Path. Hearing to consider revocation of individual massage therapy licenses of Min Su and Hong Jun Liao Duray.

SUMMARY:

Following an investigation by the Inver Grove Heights Police Department, violations of the terms and conditions of the Massage Business License for HTZ LLC aka TZ LLC, dba Sunny Asian Massage located at 5798 Blackshire Path, have been identified. There are also violations of the terms and conditions of the individual massage therapy licenses for Min Su and Hong Jun Liao Duray.

A hearing has been scheduled for consideration of adverse licensing action against the Massage Business License and the individual massage therapy licenses.

Based on the identified violations, staff are recommending that the Council revoke the Massage Business License for HTZ LLC aka TZ LLC and the individual massage therapy licenses for Min Su and Hong Jun Liao Duray. Materials related to this agenda item will be provided under separate cover.