

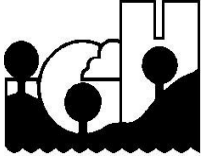


Fire Department Town Hall Meeting

August 24, 2020

Outline

- 1) Background
 - a. History of Fire Department
 - b. Community risks
- 2) Organization
 - a. Structure
 - b. Services provided
 - c. Stations
 - d. Service model
 - e. Vehicles/Equipment
- 3) Operational Structure
 - a. Recruitment and Retention
 - b. Training
 - c. Call response
 - d. Activities
- 4) Challenges
- 5) Firefighter Safety
- 6) Partnerships
- 7) Future
- 8) How you can help!



Inver Grove Heights City Council
In Person Meeting and via Zoom (Hybrid Meeting)

Monday, August 24, 2020 at 7:00 p.m.

A G E N D A

NOTICE TO RESIDENTS: If you are interested in participating on **Item 5. Public Comment**, please contact Rebecca Kiernan prior to this meeting via telephone (651) 450-2513 or email (rkiernan@invergroveheights.org) to inform her - your name, address and to what you wish to speak on. Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@invergroveheights.org). Comments received prior to 4:00 p.m. on Monday, August 24, 2020, will be provided to the Council at or before the August 24, 2020 meeting. **Phone Number to Reach Meeting: 651-450-2471**

1. Call to Order

2. Roll Call

3. Presentations

Proclamation Recognizing Chris Nichols for Painting the Arbor Point Tunnel.

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 July 27, 2020 Special City Council Meeting.
 - ii. Minutes from the August 3, 2020 City Council Work Session.
 - iii. Minutes from the August 14, 2020 State Primary Canvass Meeting.
 - iv. Minutes from the March 4, 2019 City Council Work Session.
 - v. Minutes from the March 11, 2019 City Council Meeting.
 - vi. Minutes from the August 5, 2019 Special City Council Meeting and Work Session.
- B.** Disbursements for Period Ending August 18, 2020.
- C.** Consider Approval of Rental Licenses.
- D.** Consider Approval of Personnel Actions.
- E.** Consider Approval of City Logo.
- F.** Approve Resolution and State of Minnesota 2020 Cares Act Grant between Dakota County and the City of Inver Grove Heights for Elections purposes.
- G.** Consider Resolution Approving Release of Resolution No. 6195 approving a variance to permit a lot width of 50 feet whereas 100 ft is required in the General Industry (I-2) Zoning District Recorded on January 13, 1995 as Dakota County Document No. 1260174.
- H.** Approve Delay of Tax Certification of Delinquent Utility Accounts.
- I.** Approve a Resolution approving the Development Agreement, Storm Water Maintenance Agreement, and related Agreements for the plat of Robert Curve Third Addition (Kimley-Horn & Associates).
- J.** Approve Resolutions allowing a 15-foot side yard setback and to allow two accessory structures for property located at 2785 104th Court (Mike Janssen - Case No. 20-22V).

- K.** Consider Pay Voucher No. 7 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.
- L.** Consider Pay Voucher No. 1 for City Project No. 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements.
- M.** Consider Pay Voucher No. 2 for City Project No. 2019-09D – 64th Street Area Improvements.
- N.** Consider Pay Voucher No. 1 for City Project No. 2019-09F – Carter Path and Carter Court Mill and Overlay.
- O.** Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2020-09B – Sealcoat.
- P.** Custom Grading Agreement for 8237 Cleary Ct. (Lot 4, Block 2, Whistletree Woods).
- Q.** Consider Resolution Receiving Drainage Study, Accepting IPO No. 28A from Kimley-Horn and Associates, Authorizing Preparation of Feasibility Report and Preliminary Design Services, and Authorizing Land Acquisition Services for City Project No. 2016-13 – Cahill Trunk Drainage Improvements.
- R.** Approve Proposal for 65th Street Tree Survey from WSB for City Project No. 2016-19 – 65th Street Construction (between T.H. 3 and Babcock Trail).
- S.** Approve Proposal for Professional Engineering Services for City Project No. 2021-01 – NWA Trunk Utility Improvements for Future County Projects of Argenta Trail (CPN 2016-05) and 70th Street (CPN 2015-08).
- T.** Consider Resolution Accepting Proposal for Engineering Services from Bolton & Menk for Preparation of a Feasibility Report for City Project No. 2022-09D – Dawn Way South Neighborhood Street Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements.
- U.** Consider Resolution Accepting Proposal for Preparation of the Old Village Drainage Area Trunk Storm Sewer Study from Barr Engineering for City Project No. 2022-09D – Dawn Way South Neighborhood Street Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements.

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 the Third Reading of an Ordinance Amendment regarding Psychological/Medical Examinations.

Community Development

- B.** Authorize Issuance of City Request for Proposals (RFP) for Planning Services for Creation of a Small Area Plan (SAP) for Portion of Northwest Area Overlay District – South of 70th Street, North of Highway 55, West of Argenta Trail and East of City of Eagan Border.
- C.** Consider a Resolution adopting the Northwest Expansion Area Alternative Urban Area-Wide Review (AUAR) Update for the Northwest Area.

Finance

- D.** 2021 Budget Update.

8. Executive Session

- A.** Closed Session Pursuant to Minn. State. Sec. 13D.05, subd. 3(b), attorney-client privilege, regarding compliance status of form employee with Separation Agreement between the City of Inver Grove Heights and former employee.

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 Rebecca Kiernan, City Clerk, at 651.450.2513 or rkiernan@invergroveheights.org.

**INVER GROVE HEIGHTS SPECIAL CITY COUNCIL MEETING
MONDAY, July 27, 2020- 8150 BARBARA AVENUE**

In-Person and Via Zoom Video Conferencing

A. CALL TO ORDER and ROLL CALL:

The City Council of Inver Grove Heights met in a special session on Monday, July 27, 2020, in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Tourville called the meeting to order at 6:00 p.m.

Present In-Person were Council Members: Piekarski Krech, Bartholomew, Dietrich, and Perry; City Administrator Lynch, Finance Director Hove, and City Clerk Kiernan.

Via Zoom: Fire Chief Thill.

1. 2021 Budget Discussion

Finance Director Amy Hove discussed the 2021 Budget as follows:

- Background on what took place in 2020 to prepare:
 - June 5-26: AEM/Finance preparation of salary and benefit information.
 - June 30: Department Head Meeting to review requests for 2021.
 - July 14: Department Head Meeting to review impact of requests on budget and levy.
 - July 21: Department Head Meeting to review updated budget and levy based on revisions from July 14th meeting.
 - July 27: Council Meeting to discuss preliminary budget and levy impact.
- 2020-2024 Capital Improvement Financing Plan:
 - Approved by the City Council on June 22, 2020.
 - Creates funding strategies, serves as a road map, a responsive document for changing goals and needs.
 - Goals within the Plan:
 - Maintain and expand infrastructure.
 - Increase funding for the Pavement Management Program.
 - Keep the annual debt levy at or below 15% of the total annual levy.
 - Maintain General Fund balance at a minimum of 40% of next year's expenditures. (Current Draft Budget accomplishes all of these goals).
- Revenue Assumptions:
 - Continued demand for building permit and related revenues.
 - 2021 Preliminary Revenue Budget = \$4.3 million dollars. \$282,000 over 2020 original budget (7% increase).
 - CIP Model assumption for Non-Property Tax Revenues at 2%.
- Expenditure Assumptions:
 - COLA – Union Contracts are not yet settled. (Current model assumes COLA plus step increase and receive positive performance evaluations.
 - Health Insurance at 7%.
 - Internal Service Fund Allocations at 6%.

Councilmember Bartholomew commented 6% was a bit higher than the last allocation, it used to be 4.5%. Finance Director Hove responded quite a bit is driven by Workman's Comp. and Central Equipment. When insurance renewals come back in September, they will review and hope to minimize the percentage.

- Pavement Management no longer General Fund Expenditure (Transfer Out) but separate levy for levy calculation.

- 2021 Preliminary Expenditure Budget = Approximately \$26 million dollars. \$1,592,254 over the 2020 original budget (7% increase).
- CIP Model assumption at 4%.
 - 2017-2018 expenditures increased 9% (PMP increased \$500,000).
 - 2018-2019 expenditures increased 7% (PMP funding stayed flat).
 - 2019-2020 expenditures projected to increase 6% (based on original 2020 budget).
- Staffing Needs:
 - Original requests included \$1.2 million dollars in staffing request. (Reduced to \$105,800 during Department Head meeting).
 - \$29,700 – Additional .40 FTE Accounts Payable Technician.
 - \$36,100 – Additional .50 FTE Office Support (Inspections).
 - \$40,000 – Increase On-Call Firefighter pay by \$0.75/hour.

Councilmember Piekarski Krech asked if they did not agree upon a \$1.00/hour increase for On Call Firefighters. City Administrator Joe Lynch responded there was discussion about trying to increase the pay wages for On Call Firefighters. The .75 cent figure was a result of taking the .50 cents an hour raise they received in 2019, increasing by the COLA in 2020, and arriving at .75 cents an hour.

Fire Chief Judy Thill stated on average it has gone up approximately .25 cents per year. It is a little bit higher than the average maintained for the past ten years.

City Administrator Lynch stated there is a six-year agreement with the Relief Association. Money is put in on a voluntary basis so they can determine if there is more funding available, they can ask for a higher benefit. It is a part of the retention package. He stated they will determine what is trending in terms of the length of service and if some are staying for 10 to 20 years, or less. If it is less, they would discuss if a different compensation package may be needed.

Finance Director Hove continued discussing Staffing Needs:

- Continue Staffing discussion in Fall 2020. Can build into future CIP Models and subsequent budgets.
- Meeting Outcomes:
 - Staffing needs prioritized for 2021.
 - PMP levy increase for 2021 at \$250,000. Scenario for \$500,000 increase to come.
 - Department Heads to meet with Administrator/Finance Director to identify potential areas to increase revenues or decrease expenditures.
 - Fee Reviews. Are we comparable to other Cities near us?

Proposed Tax Levy – Payable 2021:

General Fund - Expenditures:	\$25,783,654
General Fund – Revenues:	\$4,329,600
General Fund Levy Request:	\$21,454,054
Pavement Management Levy:	\$2,000,000
Debit Levy:	\$2,906,813
Total Levy Requested:	\$226,360,867 (\$1.6 million dollars over last year's taxes payable).

Proposed Tax Levy – Draft Versus CIP

	<u>2021 Levy per Current Draft</u>	<u>2021 Levy per CIP</u>
Tax Levy:	\$26.4 million	\$26 million
Levy Increase:	8.1%	7.2%
Tax Rate:	51.708 (estimated)	53.128
% Change in Tax Rate:	1.4% (Market value increase)	4.5%
% Change in City Taxes:	\$91.02	\$80.11

Finance Director Hove discussed Pavement Management Scenario Comparisons between a \$250,000 increase to the PMP and/or \$500,000 increase stating the tax levy is higher. The percent increase is higher by approximately 1.2%. The percentage of change in the tax rate would be 1.4% compared to 2.4%. The percentage of change to a median property is \$91.02 or \$104.26 under the \$500,000.

Councilmember Bartholomew asked if there were calculated changes to businesses. Finance Director responded no but was something she could provide. Councilmember Bartholomew stated he does not propose reducing pavement management. He commented there should be \$250,000 they could find elsewhere to keep pavement management at \$500,000. Finance Director Hove responded it is recognized as a key priority for Council.

Finance Director Hove stated the information being provided next is statistical and comparison information. One displayed the tax rates for neighboring cities in Dakota County. The City of Inver Grove Heights is in the center with West St. Paul, South St. Paul, Hastings, and Farmington. She stated some cities receive LGA's. Comparable Dakota County cities that have the higher tax rate also get LGA's. She stated they are monitoring what kind of future changes to LGA may benefit Inver Grove Heights. The 2021 Draft Budget shows the City to be at 51.708, right in line with where they have been trending in the range.

Councilmember Bartholomew asked what the threshold was for the LGA and how far the City is from it. He questioned if it was even worth considering. Finance Director Hove responded the LGA formula is complicated, she commented that she has been asking why the City does not receive it. Cities use it differently, some use it to fully support operations, some use it for special projects. She stated if able to obtain LGA funding they could earmark it, for example, for the Pavement Management Plan. She stated it is something they should continue to pursue. Councilmember Bartholomew agreed it was something they should pursue and suggested to be careful with the consequences.

Mayor Tourville stated over five years ago they asked for a RUN from the Department of Revenue. At that time, because of the city's residential growth, they were not getting LGA, there was not a lot of debt service. He stated the Department of Revenue said their trending of Inver Grove Heights is that unless things really change, they would probably not get the formula. He questioned if they want residential growth, do they want LGA, a huge debt and LGA, or balancing and being more conservative in watching how they spend. Councilmember Bartholomew stated the wise move would be to be cautious and protect the bond rating and keep the debt as low as possible.

Finance Director Hove discussed market value comparisons and tax capacity comparisons as follows:

- Market Value Growth. Dollar change is largest in residential.
- Growth was at 6.7% of market value growth.
- Excluding new construction, which is 1.1%, it comes down to 5.6% growth on existing properties.
- Taxes are based on the tax capacity. Biggest change is in residential.

Next Steps:

- Council Feedback.
- Updates provided at future City Council Meetings or Work Sessions.
- Continued refinement of numbers. (Union Agreements, Insurance, Allocations).
- Preliminary Levy must be approved and submitted to Dakota County by September 30th. There are two meetings in September: The 14th or the 28th.

Councilmember Piekarski Krech asked when the Council would receive the more detailed budget. Finance Director Hove responded she could send out a detailed report this week. She stated there are placeholders at the August and September Work Sessions so these discussions can continue. Items available can be brought to those meetings or at a Council or Special Meeting. Councilmember Bartholomew requested past years be included in the itemized line by line for each Department.

City Administrator Lynch asked if the Council would like to receive it electronically or a hard copy. Councilmember Piekarski Krech requested the initial one be hard copy. Councilmember Bartholomew stated in the past they received an electronic version in Excel listed by Department, he requested that version. City Administrator Lynch stated both would be given out. Mayor Tourville suggested discussing this item on September 14th. He asked that pages be numbered.

Councilmember Bartholomew asked if it was possible to see detail showing funds that were not used by Departments such as travel, seminars, and education. Finance Director Hove asked if it was for carryover or for helping to shore up potential revenue loses. Councilmember Bartholomew responded both. If there is an opportunity to use it next year if they can.

Finance Director Hove stated Departments have been having discussions regarding their CARES Act dollars, what they can and cannot use them for, and how that impacts what was set aside as potential savings to help bridge them in this year.

Councilmember Dietrich asked about the CARES money and if there has been any conversation about allocating them toward small business Grants. Finance Director Hove responded that Dakota County has been leading that. Further information will be brought forward at the August Work Session or August 10th City Council meeting.

City Administrator Lynch stated this was discussed last Friday and it sounded like almost all of Dakota County cities are contemplating doing something. The general amount was 10% of their allocation. He stated most are thinking about defunding, Counties getting money, Dakota County has set aside \$10 million dollars and having an application process handled by a third party. It is done by a lottery system; some businesses may not receive anything. He stated a recommendation would be brought forward on a local program but still using the third party with the CDA, so duplications are not made. This would be DEED money, CDA money, and then local money.

Mayor Tourville asked about the potential dollars available/needed/wanted for Host Community. Finance Director Hove responded that information has not been put together yet but can be provided. She stated there are currently no new asks for Host Community Funding.

City Administrator Lynch stated the MPCA approved Expanded Certificates of Need. There is a new funding formula but an additional \$250,000 to help offset costs related to environmental programs and sustainability that has not been received. They hope to receive it in 2021.

B. ADJOURN:

Motion by Perry second by Piekarski Krech to adjourn the Special Meeting at 6:37 p.m.

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, AUGUST 3, 2020. 6:00 PM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met for a Work Session on Monday, August 3, 2020. Mayor Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll Call: Present in person were Mayor Tourville; Council Members Piekarski Krech, Perry, Bartholomew, and Dietrich; City Administrator Joe Lynch, City Attorney Bridget McCauley Nason, Public Works Director Scott Thureen, Parks and Recreation Director Eric Carlson, Golf Course Clubhouse Superintendent Matt Moynihan, and City Clerk Rebecca Kiernan.

Present Via Zoom/Phone: Communications Manager Amy Looze, and Technology Manager Marc Gade.

1) City Logo:

Communications Manager Amy Looze gave the following presentation about the proposed City Logo Refresh:

- Need for small changes identified in the City Communications Plan.
 - One of the goals is to standardize communications and branding.
 - Different versions of our City logo are currently in use.
 - Using one logo, conveys reliability, consistency, and excellence - One of our core values.
- Optimal timing for an update.
 - Coincides with a redesign of the City website (Fall 2020-2021).
 - Coincides with a domain name change from invergroveheights.org to ighmn.gov.
 - Optimal timing to incorporate new logo into newly printed letterhead and business cards, which will need to be updated anyway due to the domain change. (Would not be incurring additional costs).
- Problems that can be resolved by a logo update:
 1. When the current logo is resized or applied to different formats, the scalloped edge on the bottom of the logo, meant to signify water, can get distorted and look like a jagged edge. Examples were shown.
 2. Because multiple versions exist, the colors used in logos are not always consistent. Photos were displayed of the proposed logo with updates to the bottom edge and colors. The green color would stay the same, the yellow color appears brighter. Both colors would be used consistently whenever the logo would appear.
- Benefits of a logo update:
 - Achieve standardization of our City logo, conveying consistency, reliability, and attention to detail when residents interact with us.
 - When the new logo is resized, the bottom edge does not get distorted.
 - Continued use of a design element that conveys the City's proximity to water. Important for the future if continuing to highlight the eastern border on the Mississippi River as a Community asset, which is one of the City's strategic objectives.
 - Use of wave element aligns with the physical signage at the VMCC.
 - Small, gradual change. Still very recognizable as our City logo.
 - Optional use of our City name in the logo so that Inver Grove Heights becomes more recognizable outside of our immediate area to attract businesses Statewide.
- Few additional costs involved in order to address logo in print and digitally.
 - Will need to update the City stationery anyway because of the domain name change.
 - Roll out the change gradually. Apply the new logo on items such as signs, flags, or vehicles that need to be replaced.
 - Avoid a four-color printing process.

Communications Manager Looze asked the Council to consider approving the logo update/refresh this month so it can be incorporated into the new website.

Councilmember Piekarski Krech asked what the cost was and how much inventory was currently on hand in terms of stationery, business cards, envelopes, and branded merchandise. Communications Manager Looze responded the design cost for the design was approximately \$300.00. She responded she was unsure about inventory but has been communicating with Staff about ordering the smallest amount in case this would be updated. She would look into how much inventory is left. She stated they could order items with the new logo when people needed to replace them. Ideally it would be best to change it all at once since they are changing all of the email addresses to show IGHMN.gov.

City Administrator Joe Lynch stated they have been ordering the minimum amount of stationary (six-month supply), and business cards (250). They knew the website design was coming and also planned for the domain change. He agreed with Communications Manager Looze that they would make the change to the new stationary as they run out of supply. The same would be done for business cards but depends on who the person is. For example, the Park and Recreation Director goes through a minimum supply very quickly, where others may not use them up that fast.

Councilmember Piekarski Krech asked if the domain change has been approved, and the logo. City Administrator Lynch responded the domain name has been registered and approved. Council decides on the logo. He stated the domain name changed so it denotes Government with the .gov. Many other Cities are also making the change.

Councilmember Dietrich asked if the refresh was done inhouse. She asked if they could see the other logo options presented. Communications Manager Looze responded this was hired out, the designer helps with the Insights newsletter. She responded she would follow up with the additional logos. Councilmember Dietrich asked for a timeline for the other items such as vehicles and the cost. Communications Manager Looze responded she would gather information from other Departments and get it to the Council.

Mayor Tourville stated he did not believe they need to do all vehicles, as the current logo and this one is not that different. He suggested to change when vehicles are replenished. City Administrator Lynch responded when new vehicles come out, they would get the new logo. Some vehicles have decals which are easier to remove. He stated the intention with vehicles and signage is not to replace those until they age out of the system.

Councilmember Piekarski Krech asked if they would still keep the single color on department trucks. Different groups of trucks carry different colors. Communications Manager Looze responded they would have options. She stated when following up with Council she can also include a black and white version. Mayor Tourville asked for more information about the different colors used. Communications Manager Looze responded they would come back with more information about using black and white, or different colors for different Departments, or incorporate the Department name into the logo.

Councilmember Perry asked if there were any other bigger signs like the one at the Grove, that they would have to change. Communications Manager Looze responded it would be optional. For instance, the water tower would be further into the future. At the VMCC the logo takes place on the physical signs both inside and outside. City Administrator Lynch stated the park signage consists of large physical stones. They do not intend to change those unless defaced or destroyed. Communications Manager Looze stated it would not look strange to have both versions out there for outdoor signage, but felt it was important to standardize what appears on the website and in printed pieces like business cards and letterhead.

Councilmember Perry asked if the current domain name would default to the new domain name if the old one was typed in. Communications Manager Looze responded yes.

Mayor Tourville asked about water towers. Public Works Director Scott Thureen responded they only show the City name.

City Administrator Lynch suggested the information being requested be put together and brought before the August 24th City Council meeting. Council agreed.

2) Discuss Inver Wood Golf Course Membership Program:

Park and Recreation Director Eric Carlson stated three years ago the Anniversary Membership Program was introduced and was widely successful at the Golf Course. One of the goals was to bring more customers to the Golf Course and this program has done that. Another goal was to fill unused tee times that were not selling prior to the membership program. That goal has been reached. He stated they were down 30 to 35% in tee times prior to the program, and are currently a little over 60%, not counting this year due to COVID-19.

Golf Course Clubhouse Superintendent Matt Moynihan agreed with Park and Recreation Director Carlson's statement about the Anniversary program being very successful. He stated he has been in the golf business since he was 15 years old and managing in the golf industry for 20 years. He has had numerous marketing plans come to him; this is the first one where the person has said "we don't get money unless you make money". He stated he called other customers who have worked with him and it has worked in almost every single case he has done.

He stated this year, with Covid, a lot of measures had to be done to protect customers and Staff. Numbers from this year are misleading because they had to change the tee times from eight minutes to ten minutes. He stated the Golf Course allows people to remain socially distant at a time when restaurants, bars, and shopping were closed. The plan would be \$349.00 for three years. He stated he spoke with MMC and told them they are a returning customer, addressed some points, and negotiated it down to 10%. They discussed what some residents were saying about being unable to get first choice on this as it was opened to everyone at the beginning. He stated his theory and the MMC's was that you want to get people in there and close the deal down as fast as you can. The last campaign lasted four days. He stated this time they would like to see it go out first to residents and those that already have an Anniversary membership with them.

Councilmember Bartholomew asked about the doubled price for the same product. Clubhouse Superintendent Moynihan responded that was the firm's, and his, personal opinion. The last time this program was run it was three years for \$177.00. He stated the golf market in Minnesota is unique, when the snow melts everyone wants to get outside until November when it is done. The market in other States where it is too warm in the summer months is that the course is open year-round, that play wears down due to higher temperatures. In Minnesota there are more golfers per capita to draw from than any other area in the Country. He stated the first campaign should have been run at \$99.00 per year for a total of \$297.00.

Councilmember Bartholomew asked if any other courses are running this type of program. Clubhouse Superintendent Moynihan responded no. One of the deals he has with MMC is that they cannot work with other golf courses within a 15-mile loop of this course. MMC would call if doing business with any other golf courses within Minnesota. There is one by Hinckley. Mayor Tourville stated that course is owned by Inver Grove Heights residents, that is how they heard of the program.

Councilmember Bartholomew asked if Finance was in agreement with the anticipated revenue and how it would be split over three years. Clubhouse Superintendent Moynihan responded yes.

Mayor Tourville stated in one of the forums, comments were made about how the Golf Course does not make money and how the City has had to put thousands of dollars into the course every year. The last two years they have not had to. Clubhouse Superintendent Moynihan responded he personally runs the net operating income from the Golf Course. Equipment was purchased and loans were paid off last year with Golf Course money. He stated the money gives them the ability to replace something, purchase something, or make improvements on the course. The first two years of the program, 2018 and 2019, had the least number of playable days in the golf season since he has been there since 1998. If things stay where they are, they are sitting at an 80% utilization rate. He stated its busy, people have to be in the books in order to play.

Mayor Tourville stated adjustments needed to be made with golf carts this year. He stated he would like it scheduled out a bit different. He would like three tiers as follows:

1. Existing card members get first choice. Send out a letter or an email thanking them for being a customer and telling them it is appreciated. They get the first number of days to look at the program.
2. Opening it up to City residents.
3. Open it up to the general public.

Clubhouse Superintendent Moynihan responded about golf cars saying they exchanged their old fleet toward the new fleet of golf cars and added a few. At the end of last season, they had money and discussed what they should do with it. It was decided to pay off the equipment loan and pay off the golf cars. Nothing is owed on them. He stated they would have those cars between eight to ten years. The normal life of a golf car is five to six years, but they were able to get nine years out of the last fleet.

Clubhouse Superintendent Moynihan responded about the schedule stating last time it worked quickly. The guidelines the firm would come with may say it would take 90 to 120 to achieve. He does not believe it would take three weeks. There will be returning members, residents will receive postcards, that could take a week, and then opening it up to the general public could take another week. He stated he was not sure if it would play out differently doing it tiered or like they did the last time.

Mayor Tourville asked if he were an existing member, did not get the emails or card in the mail, and is on vacation, and discovers the program took place while away for one week. Councilmember Piekarski Krech commented that situation could take place with anything. Mayor Tourville stated some sport teams give a week to make a decision. He believes it would be good PR to say thank you and give them the first choice. Clubhouse Superintendent Moynihan responded he hears what is being said and has told Park and Recreation Director Carlson that after the meeting this evening, he would know more tomorrow. People have already been asking him about the promotion after noticing this topic would be discussed on the Agenda this evening.

Clubhouse Superintendent Moynihan stated depending on how the discussion goes, tomorrow they could send out an email saying they are working on the program, details are not finalized yet, but people should make sure their email is up to date and to be aware of the spam filter. He stated information would go out on Facebook and Twitter. Councilmember Piekarski Krech suggested placing signs at the Golf Course. Clubhouse Superintendent Moynihan responded they would be placing signs up all over the building.

Mayor Tourville stated last time this was done there were issues with both the phones and email. Clubhouse Superintendent Moynihan responded this time they will quarter off 12 lines. They are going to try to drive everyone into doing it online. In person and calls will also be accepted.

Mayor Tourville stated a number has to be set. Clubhouse Superintendent Moynihan responded they were high 30%-40% utilization, that put them in 42,000 to 44,000 rounds a year. The place they would like to be is 60,000 to 65,000. In 2018 and 2019 they were at 59,800, and 59,200 rounds.

Councilmember Piekarski Krech stated if he felt this was a good deal, she would back him up on it.

Councilmember Perry asked how they promoted this the first time. Clubhouse Superintendent Moynihan responded the first time one email was sent, there was a sign on the front of the building, a sign on 70th Street, and 80th Street, stating three years, \$177, with a phone number. Nothing was done online. It was done in person and by phone. Councilmember Perry stated she would like to have residents see this at the same time as current members. She has heard that some residents did not feel they had a chance before it sold out. Clubhouse Superintendent Moynihan responded that any resident that gets in, in that week would not have a problem. He stated MMC has told him he would see a 20-25% drop in the people who had the membership last time. They cannot just rely on renewals.

Mayor Tourville stated then there is not the benefit of thanking people that have supported it for three years. He suggested it possibly be done the first three or four days. He stated there was a resale one year ago with approximately 100 cards that had never been used. He asked if there was a way to find out why some are not re-upping. Clubhouse Superintendent Moynihan asked if he should worry about those that did not come back, or focus on those that are new coming in.

City Administrator Lynch asked if this item could be placed on the August 10th City Council meeting Consent Agenda.

Park and Recreation Director Carlson stated for clarification the following:

- The goal is to bring it back on August 10th.
- The City Attorney would be looking at the Contract.
- The price will be \$349.00.

He stated he was unclear if they were offering it to returners first, then residents, and then general public, or if they are combining the first two groups. Councilmember Piekarski Krech suggested the first two or three days be for returners only, and then open it up for residents. The thank you's could still be done this way. She commented that she did not want to extend the weeks out too far.

Clubhouse Superintendent Moynihan stated it could be open for three days for returners, then it goes to residents, and then the general public.

3) Pavement Management Plan:

Public Works Director Scott Thureen updated the Council on the Pavement Management Program as follows:

Program History:

- Adopted in July 2001.
- Established use of ICON Software for tracking pavement condition and estimating rate of deterioration.
- Established Pavement Condition Index (PCI) and scale range for considering various major maintenance treatments. Scale is rated 0-100. New street is rated 100. As it ages it drops down the scale.
- Established initial funding policy. Full reconstruction is most costly. Mill and Overlay is the least costly.

He discussed the model used for pavement management stating there are three groupings:

- Good condition is 66-100.
- Marginal is 36-65.

- Poor is 0-35.

He stated when pavement is constructed, it is asked what you can expect for a useful life. Useful life is when the condition is so bad complaints come in and staff is spending more time patching potholes than they would like to. The idea for implementing the model is if certain treatments are done at an appropriate time, the life of the pavement can be extended.

Types of PMP (Pavement Management Program) Treatments:

- Crackseal
- Sealcoat
- Mill and Overlay – Assumes there is enough thickness of bituminous where they can mill off the top 1 1/2-2".
- Full-Depth Pavement Replacement – All of the bituminous is taken out and replaced. Done when the pavement has deteriorated.
- Full-Depth Reclamation – All pavement comes out, rework the aggregate below.
- Partial Reconstruction – Replace all aggregate.
- Full Reconstruction – The natural material below the aggregate base and pavement is not draining adequately or has frost issues. Reconstruction of everything takes place.
- Full-Depth Reclamation – Rural – All existing aggregate is milled up, mixed with whatever is there for natural aggregate, pave on top of it. There has not been many of these within the City.
- Broad Area Patching – Rural – Began in 2013. In the rural part of the City, roads were in tough shape. They were installed in the 60's and 70's. The design cross section was different then and may not have had an aggregate base. Now it is basically an overlay, it is prepped and cleaned up, they tack it and put two inches of bituminous on top. It is expected getting 10-12 years out of these. The benefit is when milled, there would be adequate aggregate base. When it comes time for the project, that project cost should be less.

Councilmember Bartholomew asked about the Geotech fabric, how long have they been using the system, and if there has been any failure with it. Public Works Director Thureen responded that was not used from the beginning. He stated he would get back to him with the answers to his questions.

Mayor Tourville asked for more information and the difference in price from reclaiming on rural versus full rural reconstruction. Public Works Director Thureen responded they never envisioned trying to do it twice. It is a heavy-duty band aid that would give them years so they can try to pick up worse condition streets that carry heavier traffic. This type of project is cheaper than a similar project in an urban area.

Public Works Director Thureen displayed a map of what they have done through broad area patching to date and the streets they intend to do. The CIP the Council approved included money in pavement management to be used to cover all the streets in broad area patching that needs to be covered. He stated this is in the program for 2021, 2022, and depending on prices, it may go into 2023. They feel they should be in good shape for a while. To date approximately 8.5 miles of two lane has been done with broad area patching. There is another four or five miles scheduled throughout the remainder of 2020.

Mayor Tourville stated citizens do not believe the City spends enough on pavement management, asks why they are assessing, and why they need to petition in order to get streets worked on.

Public Works Director Thureen discussed the Results of Geotechnical Analysis as follows:

- Three separate studies in 2013, 2018, and 2020 covered about 85% of the system.
- Identify PMP treatment needed per the City's current standards.
- Estimated cost to address identified needs (\$151 million in 2020 dollars).
- Confirmed issue with use of recycled concrete aggregate in aggregate base.

He stated in looking at the model, they have the mill and overlay which is the least costly major maintenance, with the top end having the full reconstruction. Based on the information, could they do something less than a full reconstruction and still get what they are looking for, or have streets that were potentially mill and overlay candidates, but with what is going on below bituminous would it be a waste of money and would they need to do something more substantial. They are trying to break this down into greater detail with the study.

He stated something that came out of the study was the issue with the stripping. Two things were brought up, one being traffic volume and the second is that MnDOT had a spec called Class 7 (recycled concrete aggregate) that could be used. Early projects in the South Grove area had original streets put in without storm sewer. When reconstruction was done in the area from 2006 to 2011, they were able to work up the top foot and recompact. He stated the base that went on top of that was the Class 7, they are actually seeing premature breaking out there as a result of stripping. Because of that spec, everyone is having the same issue, and as a result of that the specification was changed for the aggregate base. He stated they still allow some recycled but keep it at no more than 25% with the remainder being crushed rock. The first project with that new spec was Broderick, done in 2015.

Public Works Director Thureen stated when breaking things down with all of the segments and recommendations that came out from the Consultant, it was \$150 million dollars in 2020 dollars. Staff has been looking at the figure and streets and considering a less costly alternative to get the same life. He stated streets built from 2000 to 2009 would eventually become good candidates for mill and overlay. The concern would be to catch the mill and overlay at a time when it makes sense, if waiting too long, they lose the opportunity and could be looking at additional costs and major maintenance. He stated as a result of the geotechnical analysis, in the past these all would have been full or partial reconstructions. Now they have been able to look at doing full depth reclamation, or in some cases, pavement replacement. One of the goals of the analysis was if they could right size the projects and save money.

Councilmember Bartholomew asked when they would have the right sizing analysis. Councilmember Piekarski Krech asked if this included all streets prior to 1960 or just the ones that still need to be done. Public Works Director Thureen responded from 2000 on. The South Grove reconstructions are in there. Mayor Tourville stated maps can be found online and people will call and email and ask how to figure them out. He commented it would be useful with the different colors but asked to have a chart that says how many miles and the amount of money to be spent. For example, it could say in 2013, 12 miles were done, and \$7.8 million dollars was spent. Public Works Director Thureen stated that costs are going up over time. No two projects are the same. On a square foot basis, they are probably paying almost three times what they were in 2005.

Mayor Tourville asked if that was a combination of labor and product, more product, or more labor. Public Works Director Thureen responded each project is different but bituminous pricing is one. Most of the reconstruction projects have a storm sewer component. There have been updated standards for stormwater management. The amount of rain they have is more than when some streets were built. When they go in, they discover the system is inadequate and there is a need to add more catch basins to pick up more water.

Public Works Director Thureen stated the ICON model shows the 30-year projection and shows based on an annual budget amount what it would predict would happen with the system condition based on a certain estimate of funding. He stated there is a need to continue to find more money for pavement management to stop the decline, stabilize it, and hope to get it back up. Their goal for the system, on a 100-point scale, would be to have a system average of 70. The City may be the lowest of neighboring Cities who average about 80-85 of their goal on their systems.

He stated after approving the five-year CIP, Staff put together a ten-year CIP for pavement management. There were a couple assumptions along with this. This is assuming they are following the current model

for pavement management. This assumes the levy for pavement management would increase \$250,000 a year for 10 years. He stated he asked Ehlers if there would be bonding, and there was in one of the earlier years. He stated a couple of larger projects were pushed up for 66th Street up to Concord on Dawn Way. They have been waiting since 2011 to have their streets rebuilt. He stated for example, it picks up streets where there have been petitions, streets that have been waiting a long time and in terrible condition, and introduces the mill and overlay projects they don't want to miss when they are still viable. He stated this shows \$47 million dollars in the next ten years. They need to do more than that if they are going to stop the decline globally in the system.

Councilmember Bartholomew stated a few meetings ago they accepted in the Consent Agenda a petition for improvement on Delaney. He asked if that reflects the movement, or if Delaney is still set at the year 2026. He commented he thought they would have been moved ahead due to having a petition. Public Works Director Thureen responded if it is moved ahead, they either need more money or push other projects.

Councilmember Perry asked if costs include inflation. Public Works Director Thureen responded that is just 2020 dollars.

Public Works Director Thureen stated the list says 16 miles. In reality they should be attempting to do between 50 to 60 lane miles every ten years. The following Miscellaneous items were discussed:

- Size of paved street system is about 307 lane miles. It will continue to expand as the Northwest Area develops.
- Continue to assess per the assessment policy rates. Hold to the policy rates if the benefit analysis justifies it.
- Add an assessment rate for full depth pavement replacement: 65%.

Councilmember Piekarski Krech asked when that is done, if the Council could be given examples of what they have done recently and what the change in the assessment could have been.

- With current obligations, the Municipal State Aid construction allocation will not be available for use in the PMP until 2022 (or later if MSA funds are used for 117th Street). 20% is eligible to be on the State Aid system. Every year they go back and look at other segments so they can add streets. The Cities allocation has a maintenance component (received in two checks, every six months) and is used in pavement management for the crackseal/sealcoat program. The balance, 75%, sits. He stated when there is a State Aid street which has been added to the MnDOT system, work is done and meets State specifications, they can request drawing from that allocation and using it toward the project or parking it in a fund and spreading it into other street work projects. The allocation is spoken for until late 2022, early 2023 due to a number of large projects. Those include the work on Highway 3, adding 65th Street, Broderick, and used State Aid for similar costs on the County project such as the roundabout on 70th. They may also use it for Argenta and 70th. 117th Street is also one.
- The City has bonded for PMP projects six times since 2006 (for nine projects). In recent years they have attempted to pay it with cash. Historically they relied on bonding.
- The deteriorating condition of the street system requires increasing efforts by street maintenance to patch potholes. In 2019 this task required 3400 staff hours and costs for materials and contractor assistance equaling \$270,700. Maintenance crews spend a lot of time patching potholes. He stated one of his goals is that they spend less time on this because there are a lot of things, they are not getting done that they should. Especially with regards to stormwater maintenance.
- As streets constructed to the current design standard reach the point where an initial mill and overlay is needed, projects must be funded. This effort will need to begin in 2022.

Mayor Tourville commented the State has already notified Cities and Counties that collections are down 30 to 40% because there is not much of a gas tax due to less people traveling.

Public Works Director Thureen stated they had an advance approved for a portion of the costs of 70th and Argenta. The City was approved for the maximum of \$4 million dollars and that has gone away for this year and next year. He stated he has heard there could be a reduction in the allocation for next year by 15%. Mayor Tourville stated the only way they could afford to do 117th Street would be to do a turnback beforehand or get help on bonding. He stated 117th should not stay a City street. He stated the project is huge and could offset/affect a tremendous amount of City projects they would be able to do. He suggested keeping the communication open with the County on 117th Street.

Public Works Director discussed options for accelerating program:

- Bond. He stated they would probably need to rely on bonding to try to advance things more quickly.
- Increase PMP Levy. He stated his strong recommendation for 2022 through 2026 would be to work with Ehlers and see what the impact of a significant increase would be. This would be \$1 million to \$1.5 dollars a year for each of those years.
- Reduce Design Standard. Another option would be to put in a lesser treatment. They would get a shorter life out of it but would cost them more because they would be going back there more often doing things. This is not a preferred preference. It may have to be considered in some cases.

Councilmember Perry asked if that may cause problems in the future when they come to replace roads because some of the shorter-term ones need to be replaced as well as some longer-term roads. Public Works Director Thureen responded it would look great, they may get 10 to 20 years out of it, but over the years what is below has deteriorated further.

- Reduce Street Width when Reconstructed (where feasible). There are streets in the City they could consider narrowing. The standard is 36 feet from face of curb to face of curb. That allows parking on both sides and a thru lane in each direction. He stated there are some streets that are 42 or 44 feet wide that are not needed and may create speeding conditions. This may be a continued recommendation from Staff where they believe it makes sense.

Councilmember Bartholomew asked how many miles of road were 42 to 44 feet wide. Public Works Director Thureen responded he did not know but would get that information.

Councilmember Piekarski Krech asked if they reduced streets less than that. Public Works Director Thureen responded parking on one side would be to go to 28 feet on a local street. Collector streets have higher traffic.

Mayor Tourville stated there are several streets that are less than 12 years old that only have parking on one side. It was done on purpose for cost, maintenance, and for sustainability. He asked to let the Council know if Engineering takes a look at a street that it may work on.

Public Works Director Thureen stated he would be working with the Finance Director and Ehlers to put some numbers together. He will address the concern about petitions and moving them up. He stated there are three petitions the Council has seen and that they will be starting feasibilities on some soon.

City Administrator Lynch stated it sounds like there is a funding shortage. It says 16 miles in 10 years which is an average of 1.6 miles needed, \$47 million total construction costs for approximately \$4.7 million dollars per year. He stated the five-year CIP average, with the \$250,000 annual increase, \$2,750,000 which leaves a gap of \$1,850,000. He asked if that was how things worked out. Public Works Director Thureen responded he looks at it differently. When looking at the types of projects and the bigger

numbers, he felt more was needed. Looking at fixed funding, they have PMP, Franchise Fees, and State Aid Maintenance. It is project specific when they have a State Aid street and needs to be used for all of that project. He stated Staff speaks about whether it makes sense to draw on it, or park it, and figure out a way to allocate so everyone benefits. None of the projects, except for Broderick, in the last seven or eight years has been State Aid. They have been doing projects that do not benefit from that funding source.

Councilmember Piekarski Krech commented it probably does not help when there is such variation in what will hold for an assessment. She stated there has been many with a determined amount, but some people would only hold for another amount, and then Council reduces it further. This could create a lot of problems. Public Works Director Thureen responded one of the larger problems with trying to package projects is to look at housing stock and try to get a grouping in the same class. He stated with the two projects in the Dawn Way neighborhood, there is a tremendous difference from the bottom of the bluff as you come up and go West, values increase.

Councilmember Bartholomew stated he was not in favor of parking. He is more in favor of aggressive use of the funds. If looking at a given year and using as much available funds as they have to get done with the project, even if having to push a project ahead or back, he would rather see that creativity versus parking funds. He stated he would rather use the funds instead of building up cushions. He believed in taking advantage of the available funds they have and being aggressive as a Council. He stated even with bonding, as much as it is a problem, to consider that as a more relevant tool to get ahead of the curve.

Mayor Tourville stated they know they have more streets to fix than they can afford. It is said that every ten years they should be doing 50 miles. They have 16 miles and are not catching up. He agreed with Councilmember Bartholomew's comment to try to be aggressive. He stated with regards to petitions, if not at the 20% they cannot do the project. He stated people do not understand. They want to fix streets, but the issue is paying for them.

Public Works Director Thureen stated instead of doing feasibility and design one year and construction the next, they want to try to begin the process two years in advance. This gives time to work with neighborhoods and move to bid a project late winter or early spring. They are trying to start that process earlier.

Councilmember Piekarski Krech asked Public Works Director Thureen if they were any better off today than they were when he first started here. He responded they have done a fair amount of work, but the system may have aged longer than it should have been allowed to.

Councilmember Bartholomew asked if the right sizing analysis could be sent.

Mayor Tourville stated they will meet at 6:15 p.m. next week with the regular City Council meeting at 7:00 p.m. Councilmember Piekarski Krech stated they are looking at the EDA Budget and suggested looking at the Budget before it comes out. She stated they may also try to get an update from the Convention and Visitor's Bureau on what they have been doing during Covid.

B. Adjourn:

Motion by Piekarski Krech second by Perry to adjourn the meeting at 8:01 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Sheri Yourczek.

**INVER GROVE HEIGHTS CITY COUNCIL CANVASS MEETING
FRIDAY, AUGUST 14, 2020 - 8:00 AM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in Special Meeting on Friday, August 14, 2020, in the Inver Grove Heights Council Chambers. Interim Mayor Rosemary Piekarski Krech called the meeting to order at 8:00AM.

Roll Call: Present were Councilmembers Bartholomew, Perry, and Piekarski Krech. Staff: City Clerk Rebecca Kiernan

The Council met to canvass the 2020 State Primary Election results. The canvass packet provided to the City Council and uploaded to the city's website included the Absentee Balloting reporting and Precinct reporting. The council approved the Resolution Canvassing the Votes Cast at the August 11, 2020 State Primary Declaring Candidate Results, Resolution No.: 2020-155.

Motion by Perry second by Bartholomew to accept the election results and approve Resolution No. 2020-155.

Ayes: 5

Nays: 0 Motion carried.

B. ADJOURN

Motion by Perry second by Bartholomew to adjourn the meeting at 8:15 a.m.

Ayes: 5

Nays: 0 Motion carried.

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, MARCH 4, 2019 6:00 PM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in Work Session on Monday, March 4, 2019, in the Inver Grove Heights Council Chambers. Mayor George Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

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

Staff: City Administrator Joe Lynch, Assistant City Attorney Bridget McCauley Nason, Public Works Director Scott Thureen, Parks and Recreation Director Eric Carlson, Interim Technology Manager/GIS Specialist Scott O'Donnell, Human Resources Manager Janet Shefchik, and City Clerk Michelle Tesser.

City Administrator Joe Lynch updated the City Council on the Police Chief search process stating that a candidate has dropped out. He stated that he would like confirmation from the Council to proceed with a pool list of four or five candidates. The names are not public with candidate #11 as the one in question. He stated that they need to notify the candidates, set up interviews next week, notify panelists and get confirmation that they will attend and be a part of the interview process. The fifth is candidate is #11.

Mayor Tourville stated that they had five candidates and went to four. He commented that someone wanted candidate #11 added, bringing the number back up to five. City Administrator Lynch responded that was correct. Councilmember Bartholomew stated that he wanted to stay with four candidates. Councilmember Piekarski Krech stated that she would like to have five candidates but was unsure #11 was the one she would choose.

City Administrator Lynch stated that the Human Resources Manager, himself, and Ms. Klumpp, went through the list of 12 candidates. Minimum qualifications, amount of experience, and achievement of a certain level within a similar sized Police or Sheriff's Department, were all met. He stated that phone conversations were had with candidates after all of the minimum criteria were met. Selections were based on all criteria being met and some of the information from those discussions. Councilmember Piekarski Krech commented that she spoke with Ms. Klumpp who stated that any person on this list has the qualifications. It comes down to personality or the direction that the City Council wanted to go. She commented that Ms. Klumpp stated that the ones initially chosen were the better fit.

City Administrator Lynch stated that if more time is needed on this discussion, they could move it to the end of the Agenda. Mayor Tourville agreed to wait until the end of the meeting for further discussion.

1) PAVEMENT MANAGEMENT PROGRAM DISCUSSION

Public Works Director Scott Thureen updated the Council on the Pavement Management Program and stated that in 2017 substantial geo technical work was done on over 23 miles of streets. The goal of that information is to determine the mill and overlay category and if it should be considered for reconstruction. Unit cost data is considered as they look at the different approaches. Recommendations will be made for adding strategies to the list. He stated that the new strategies would allow them to formalize and make adjustments in terms of a policy change and how it affects assessments. He stated that he would also discuss funding for the program and what is included in the 2019-2023 CIP that has been approved for pavement management. This includes items needed to begin planning and addressing on time to maximize the life of the payments and minimize costs.

He discussed the Pavement Management Policy that was adopted in 2001 and stated that through time actual street construction standards changed and streets were designed to handle heavier loads as time went on. One of the primary objectives to having the program is to optimize the life of streets at minimum costs. Funding becomes the controlling factor. He displayed a graph representation of the model they use and stated that the curves indicate a pavement condition index. A brand-new street has a value of 100, as it ages the value declines to zero. He stated that the dashed line indicates what would happen if a bituminous street was put in and let go. The expectation is

approximately a 25-year life while still being drivable. Major work would still need to be done in terms of patching. He stated that the model indicates that if various maintenance strategies are done over time, it can extend the life of the street. Crackseal and seal coat operations are done annually. He stated that at about 25 years it shows a mill and overlay. The cycle is repeated to get them to approximately 40 years with between 50 to 60 years before full reconstruction is needed. By following this you can get the life of the street at a better cost. He stated that this study was done by the U.S. Army Core of Engineers who used data from the States and Europe. The findings found that entities that followed this model saved between 10%-15% in terms of life cycle costs of streets.

He stated that when looking at the system, they use a model that allows them to go out and inspect all of the mileage in the City on a three-year rotating cycle. It looks at the types and frequencies of distresses in the pavement. He stated that the information is inputted into the model along with the date of construction, construction details, where the cross section is, and maintenance history. The model uses that to show deterioration curves and gives a rating value for segments. He stated that this is done block by block with a rating scale from 0 to 100. That information is used along with the geo technical information and their own maintenance. He stated that this determines how to prioritize streets, looks at the possibility of needing underground utility work done, and for projects that can be grouped together.

He displayed a table that shows the number of miles they have utilized the various strategies for since implementation of the pavement management program. He stated that it goes from reconstruction, the most severe, to crackseal, which is something they do on a five-year cycle. This information is on the lane driven.

He discussed costs for the strategies to date and stated that project costs for reconstruction do not include stormwater management costs. He stated that as stormwater utilities mature, they would like to fund some of the cost of stormwater repairs on the recon programs via the stormwater utility. He displayed a graph of the public paved street system that shows the number of lane miles beginning in 1965 to present. He stated that the color change indicates the point of implementation of the pavement management program. That has grown another 14% since then with more growth occurring in the northwest area.

He discussed the latest update on pavement condition and displayed a color-coded map that lists the following three major categories:

1. Good: Crack seal/Sealcoat (depicted in green)
2. Marginal: Mill and Overlay candidates (depicted in yellow)
3. Poor: Reconstruction candidates (depicted in red)

Councilmember Bartholomew stated that he was familiar with a couple of the streets depicted in red and commented that they do not appear to be in poor condition and asked how that was determined. Public Works Director Thureen responded that the map was generated from the program update that allows them to pull up the actual street segment and see why.

Public Works Director Thureen discussed the three major categories and the various decades to see the ages of the system and what needs the most work. He stated that there is a comparison of the number of lane miles constructed in that decade and the number of lane miles constructed to date. The geo technical work that was done began with a smaller project in 2013 with 10 or 11 miles and from 2017/2018, 23 miles were done. He stated that the pavement was cored to see the shape it is in and how it is failing. They also went down into the aggregate base in the subgrade to see what kind of condition that was in. He stated that this helps decide on the approach taken based on condition. He stated that a part of this was to begin utilizing what they call "full depth reclamation" where all pavement is removed, minor corrections are made, and the pavement is replaced. This is less expensive with the hope of getting a longer life out of the streets.

He stated that between the marginal (mill and overlay), and red (reconstruction), they would be breaking those two options into four different strategies. As a part of this study they discovered that what they call the "Dawn neighborhood" north of 66th, all of which was shown previously as reconstruction. He stated that this analysis shows that they can do a partial reconstruction making it a less expensive project. The other option was full depth reclamation. He commented that when looking at pavement, cracks are seen on the surface, but pavement can fail from the bottom up. Core samples help determine this.

He discussed cost data and stated that it looks at seal coat, crackseals, and fog seals. When seal coats are done on higher volume streets, they go over the top with a fog seal that locks the stone down. He stated that they are going to try a new product this year instead of a seal coat and will be trying it on parking lots and some trails. He stated that this products infiltrates and seals but can give a slick surface so sand will be added to give it some grit. Councilmember Dietrich asked if this was a membrane sealer. Public Works Director Thureen responded that it renews the oil content and flexibility so it will not continue to crack.

He discussed reconstruction and mill and overlay cost data and recommended implementing full depth reclamation and partial reconstruction. Full depth reclamation is approximately \$5.00 to \$5.50 per square foot. Partial reconstruction is estimated at approximately \$8.00 per square foot. He stated that another item they have been using is the broad area patching program and displayed a map of where this was done. Streets depicted in black on the map were still candidates. He stated that there are rural streets that are not designed for heavy loads. In 2013, they tried an approach of instead of patching potholes, they use a tailgate paver, and have refined it to get approximately 10 years out of the street. He stated that 1 ½ to 2 inches of overlay goes on top. The benefit to this is when it comes to doing a reconstruction it will be recycled in place and used as base with a new top. He stated that they would like to recognize this method as a strategy and part of pavement management.

He discussed streets they would like to stay on top of with mill and overlays and stated that they have a decent sand sub-base which is a good place to start. He stated that they want to make sure to do the mill and overlays close to the life the model suggests, which is approximately 25 years. Looking ahead they want to look at the funding available. He discussed various strategies that staff does, stating that they added broad area patching, which they want to informally add, crackseal/seal coat, mill and overlay, and would like to add the full depth reclamation, partial reconstruction, rural reconstruction (no curb and gutter), and reconstruction.

Public Works Director Thureen discussed funding from the approved 2019-2023 CIP and stated that the expense side has planned projects for pavement management. There are two this year, Atwater Path, and 50th Street/55th Street Court. Other projects include 50th Street east of Highway 52, Carleda Street which is a loop on and off of Cahill, Dawn Way south and Dawn Way north which is north of 66th, with a split at 64th, and all of the side streets that utilize them. He stated that the budget is \$250,000 a year for park trails and parking lots and \$500,000 for crackseal and seal coat. He stated that of the State Aid dollars allocated to the City each year, they get 25% of that total for maintenance, that does not have to be project specific. He commented that the amount would be lower for the Dawn Way areas because it would be partial reconstruction. He stated that the current set up for funding has franchise fees added with a goal of collecting \$1 million dollars annually which is dedicated toward pavement management. He commented that he checked with Finance and 2018 revenues were just over \$1 million. He stated that being proposed in the CIP from the general fund side is \$1,250,000. The proposal would be to bump that \$500,000 per year over the next four years. He stated that depending on the project, they may have State Aid funds which could drop the cost and leave more in pavement management. He stated that beginning in 2022 they would do some mill and overlays and run projections to see how to catch streets before they get too bad.

He stated that the actual policy would come back to the Council to have the changes formally adopted in the next month. They would like to use the revised list of management strategies and continue to use the geo technical work. He stated that they would try to save money by trying to get more streets done with the current funding and making sure not to assume they can get by with a lesser treatment when a better one is needed. They do not want to waste money that way. He stated that in looking at budgets year to year, they recommend strongly considering the

proposed increases as shown in the CIP for pavement management from the general fund, or some other source. He stated that part of the funding package for mill and overlay are assessments. He commented that they do not have percentages included for full depth reclamation and partial reconstruction but would be bringing that back to the Council. He stated that they need to follow policy with assessments as there is a benefit analysis with every project.

Councilmember Bartholomew stated that he had a lot of questions that he would send via email to the City Administrator, who could copy the Council. Mayor Tourville asked when working with the red streets, if they could list 12 or 15 of them without prioritizing them. He stated this is about safety, cost, and looking at what can be done from a strategic point. He commented that they could identify the streets that are poor and put a name to them because people think that their street is the worst when in actuality it is not, there are many others. He stated that there is a benefit in naming streets, so people know the City is trying to find a way to get them fixed. Public Works Director Thureen responded that he could get the information from the model. He stated that there is data that states whether it is a candidate for construction and then they could put that information on the Website. Councilmember Bartholomew stated that he found the information helpful and liked the approach. He commented that they should set marks that state that this is where we need to be, where we should be, and tie the plan together. Councilmember Piekarski Krech commented to keep in mind how to pay for it. She asked Public Works Director Thureen to come back with an assessment policy and what the percentages are for full reconstruction, partial, and others. Mayor Tourville stated that last year was the most they have spent. He stated that they need to have a target and list an amount to be able to figure out how much they can get done within that targeted amount. He commented that the information was well put together. Councilmember Bartholomew agreed and stated that this is a good start, they can communicate to everyone that they have this program in place. Mayor Tourville stated that a lot of Cities have their pavement management program listed on their website and suggested working on having that here.

2) HERITAGE VILLAGE PARK PHASE II

Parks and Recreation Director Eric Carlson updated the Council on Heritage Village Park. He stated that there is Grant funding available that expires in December 2019. An update on Phase I improvements are as follows:

- 1-acre small dog area
- 9-acre large dog area
- 24 car parking lot
- Lighting
- Tree removal/Overhead power line burial
- Grading/Stormwater treatment
- Grand Opening of the Dog Park Planned for Tuesday, June 11th. This date was chosen so they could re-establish some of the turf.

He stated that the Parks Commission and City Council approved hiring WSB to work on the following Phase II improvements:

- Inclusive playground
- Restroom/shelter
- 40 car parking lot (with additional ADA stalls)
- Trails to connect Heritage Village Park to Swing Bridge Park along Doffing Avenue
- Historical interpretation at Swing Bridge Park
- Import 28,000 cubic yards of clean fill

He displayed a photo of the next phase of the park and how it will lay out in future phases. He stated that the rest of the improvements will be done as resources and Community need dictates. All parcels are owned by the City with the exception of one property. He stated that the grading plan includes hauling 28,000 cubic yards of clean fill to the site that would come from the 65th Street project. The entire grading plan for the park includes approximately 60,000 cubic yards of clean fill brought to the site bringing it slightly above the flood plain. He stated that all of that fill will come from future City street projects. He commented that because it is being filled within a flood plain, a

(Conditional Use Permit) CUP would need to be processed. That would have to go through the DNR, Environmental Commission, Planning Commission, Parks and Recreation Commission, and then the City Council for review and approval. He stated that they are currently working on it and that it could take approximately three months.

He stated that the inclusive playground at the site will accommodate people with a variety of disabilities. Those include vision, hearing, thinking, learning, movement, communication, social, and touch. This area welcomes children and their families of all abilities to come together. He stated that currently there is not another such facility in Dakota County, although Eagan is looking at doing something like this in the next couple of years. He stated that the inclusive playground could include components that could mimic a train, one that mimics the swing bridge, and other play pieces for those with or without disabilities to enjoy. He stated that they are planning an area for younger kids that has a small fire station, a schoolhouse, and a small municipal center that mimics the old village. He stated that in 2001 they hired Partners and Sirny to do the architectural planning for all of the buildings and facilities that could possibly come to Heritage Village Park. Those include a picnic shelter and a restroom facility.

He discussed funding stating that there is \$575,000 remaining of a State Grant that has to be matched dollar for dollar of non-State sources in the amount of \$575,000. \$850,000 has been received from Dakota County from the Environmental Legacy Fund. He stated that they have been working with a group of volunteers that are interested in bringing an inclusive playground to our City. Those volunteers have been challenged with raising \$300,000 in the Community to help bring this playground to the site. The total comes to \$2,300,000.

He discussed probable expenses stating that includes the inclusive playground, parking lot, grading, bringing utilities to the site, and putting in the building. The total probable budget for the project is \$2,300,000.

He listed the following anticipated schedule:

April 10 th :	Park and Recreation Commission will review/approve plans and specifications
April 22 nd :	City Council will review/approve plans and specifications
April/May:	Import fill and grade site
June 10, 2019:	City Council awards a contract
August to October:	Construction

He stated that they would have to do the construction for the building and the picnic shelters into spring of next year.

Councilmember Piekarski Krech questioned having the Gun Club and an inclusive playground so close together. Parks and Recreation Director Carlson responded that it has not been brought up by anyone in the group as a concern. Councilmember Piekarski Krech asked if anyone has been down there when they are shooting guns as it is a constant bang sound. She commented that having dealt with special needs children, that type of noise can be upsetting. Parks and Recreation Director Carlson responded that he would bring that question up to the group and see if it would be a concern. He stated that he would also talk with other Communities who have constructed them to see what types of issues they may have faced in the areas they were constructed.

Mayor Tourville commented that he has walked the trails and has heard the noise. He stated that the Gun Club in the area is used by high schools in the afternoons and evenings. He commented that they could look into decibel levels but that the biggest issue is safety. He stated that they should look into where the inclusive park is going to go and do the testing from there. Councilmember Piekarski Krech agreed. Parks and Recreation Director Carlson responded that they do not want to advertise the inclusive playground being down there only to find out it aggravates someone's disability. He stated that they will be careful and mindful of that before saying this is a good idea to proceed with. Councilmember Piekarski Krech commented that this is a good idea but questioned if this was the place where it is going to be the most beneficial.

Councilmember Dietrich asked how many are in the volunteer group. Parks and Recreation Director Carlson responded that a few volunteers are present and could speak further.

Niki Barker, lives in Inver Grove Heights, stated that she is a Parks and Recreation Commissioner and the head of the fundraising group for the playground. She stated that they began with ideas a few months ago and everything is moving forward in the right direction. The group has identified some of the needs as far as disabilities. She stated that this will become a destination park and is a big deal for the City. She commented that as a disabled mom it is difficult to take kids out in public and for her to be in a place where they can go, and she can follow makes her feel less afraid when out. She commented about other parks within the City that are ADA Compliant and stated that many are not, woodchips are not feasible for someone in a wheelchair. She commented that a place like this would be important to many people, for example, grandparents and Vets and involves more people than most think about. This will help raise awareness and make a difference. She stated that the group is building a website and will start approaching businesses. The plan is finding someone who wants to put their name on the playground. She stated that they have a few businesses in mind for that, and other higher-level incentives. There will be a lot of places advertising can be placed. She commented that there are nine people in the group.

Danielle Waddell stated that she supports the inclusive playground idea. She stated that she has a master's degree in Autism Spectrum Disorder and Special Education. She responded about the concern with the location and the noise and stated that it was not ideal, but given the proximity and the overall benefits, it was not a deal breaker. She stated that as a part of the fundraising committee, they have a good start. She commented that she is very supportive of the idea and felt this is something that a lot of people want for Inver Grove Heights.

Councilmember Dietrich asked if anyone has approached the County about this instead of the City. Parks and Recreation Director Carlson responded that as a part of the funding package they received \$850,000 from the County from the Environmental Legacy Fund. He stated that Mayor Tourville signed a letter late last year that went to Commissioner Atkins asking if he or the County would give consideration to helping with the playground itself. They have not heard anything back yet. Mayor Tourville commented that they are probably waiting to see if this is approved.

Al Eiden, 7810 Boyd Avenue, stated that he is a member of the Parks and Recreation Commission and that he is not against this, but has some unanswered questions and issues. He stated that this item will go before the Parks Commission on April 10th and to the City Council on April 22nd for approval. He stated that in the interim, he will prepare and file a report listing some of the concerns he has. He commented that it was named Heritage Village Park for a reason, and that it seems like they are abandoning that intent for the property. He stated that the land was purchased when Mr. Atkins was Mayor with the intent to be a unique park demonstrating the history and progress of growth within the City. He stated that there have been discussions about moving the old City Hall and the old schoolhouse onto the property and having interpretations of items and railroad artifacts, and that all of those issues seem to have gone aside. He stated that in looking at the numbers there will not be enough money left to do what they want to complete down there. He stated that it seemed like the Parks Commission is playing second fiddle to the staff and consultants when it comes to designing. He commented that he was unsure how this moved to a priority in Heritage Village Park. He stated that in September 2018 there was an item put into the Comprehensive Plan about future amenities and a barrier free park in one of the parks. By the end of October, word was that the inclusive playground would be placed there. He commented that he has also been on a committee to raise funds for facilities in this town and it is not as easy as it seems.

Mr. Eiden stated that there are a number of major projects the Parks and Recreation Department is dealing with. North and South Valley Park are in talks for refurbishments, there is pressure to build a park in the northwest quadrant, and they are working on Seidl's Lake Park. He stated that there are other parks around here that are old, and there is a battle to have the money to replace and do things differently. He commented that he personally believes that type of play area would be better served in another section of the City, perhaps centrally located as the growth is on the west side of town. He commented that he is going to create a plan in writing detailing his concerns plus the opportunities. He stated that he will present it to the Parks Commission when they meet in April and will be

in the hands of the City Council prior to their meeting. He commented that the concepts are great, it comes down to priorities and the need to prioritize. He stated that the property down at Heritage Village Park has laid dormant since 2004 and took years to get the property in hand. He commented that this took place within a matter of weeks without much input from Parks Commissioners. He stated that he is concerned about the proposal seen tonight as there are elements that need to be changed.

Mayor Tourville commented that the inclusive park is a great idea. He stated that they have been getting information, and that it is moving very quickly. He has heard that it is a regional area and commented that this location is not where you would typically put a neighborhood park in the City. It is not an area where there are kids. He stated that future plans are mixed use, which could provide some difference in what is there now. A few of the proposals around housing is that it is not geared toward kids, it is for senior housing. He stated that if the goal of the City is taking a look at senior housing and mixed use, this may not be the best place for it. He questioned if the gun range, the dog park, and the inclusive park are compatible. He commented that he is willing to take a look at the inclusive park idea but was not sure he would be ready to vote on this in April. He stated that he has spoken to a couple of Commissioners from Dakota County who are waiting for the approval, and that has heard from some Parks and Recreation Commissioners who say this is moving way too fast.

Commissioner Dietrich asked if this park would be open year-round. Parks and Recreation Director Carlson responded that the inclusive playground would be treated like all playgrounds in the City, it would be accessible year-round, but it would not be shoveled, or snow blown. He stated that playgrounds are not generally used in the winter due to the cold temperatures and snow.

Parks and Recreation Director Carlson stated that this item was on the Agenda because they have \$575,000 of State Bonding money that expires in December. There is not a lot of time to come up with an alternative plan. He stated that if this does not move forward, he would need direction with something else or the money would be lost. The funding of \$850,000 Environmental Legacy Fund (ELF) money from the County has to be spent on Heritage Village Park for certain types of amenities such as playground equipment and picnic shelters. Councilmember Piekarski Krech stated that the original concept was to move the Town Hall there. She asked if that has been looked at further and if the building is in such disrepair that it is not even movable. Parks and Recreation Director Carlson responded that as a part of the 2011 architectural study they looked at moving the schoolhouse and old Town Hall to the site, but that some of the conversation was what value that would bring to the site. He questioned who would come and look at an old building when a playground and picnic shelter would bring people to the park. He stated that after the park goes in, then maybe they could do some of those other things. He commented that moving old buildings to the site with no plans to use them does not make sense and that he does not know what the draw would be. Councilmember Piekarski Krech commented that if it does not get moved and you wait another 10 to 15 years, it is a moot point and goes back to what the original idea was for it to be a historical center.

Mr. Eiden commented that the idea was not to bring the building there and let it sit, others are working on ways to create an interpretation center or have dioramas. He asked if the buildings were in the kind of condition to be refurbished, they need to be examined and determined if they could be. He stated that one of the alternatives for the use of the money, as suggested by Parks Commissioner Willie Krech, was to finish the entire infrastructure. They need to see what utilities are needed to move forward so those items can be built.

Mayor Tourville stated that the environment may not be suitable for a barrier free inclusive park with the shooting range and the dog park nearby. He asked if there were people that could look into those types of parks and the environment around it. He stated that the City does not want to be caught off guard. Parks and Recreation Director Carlson responded that he would do some research. Mayor Tourville stated that this should go back to the Parks and Recreation Commission for further discussion. Parks and Recreation Director Carlson responded that they approved this and made the recommendation. He stated that staff makes best practices recommendations to the Parks Commission and that it is up to the Parks Commission on whether they agree or not.

Councilmember Bartholomew commented that Mr. Eiden makes a good point. He asked if the ELF money and the State Grant could be used for infrastructure. Parks and Recreation Director Carlson responded that he would have to check the Joint Powers Agreement (JPA). Councilmember Bartholomew stated that there is park development in an amount of \$715,000 and asked if that was for infrastructure. Parks and Recreation Director Carlson responded that is for the parking lot and grading. Councilmember Bartholomew asked about the restroom and shelter for \$600,000 and if the Grant money can be used for that. Parks and Recreation Director Carlson responded yes. Councilmember Bartholomew asked to get an exact idea of what the ELF and State Grants can be used for.

Councilmember Dietrich asked that when Director Carlson comes back to Council if he could further explain the financial feasibility of this being sustainable in the future. How this would be paid for in the future. Parks and Recreation Director Carlson responded that he would get that information. Mayor Tourville asked if there was a dollar amount on the clean fill even though it is coming from street projects. Parks and Recreation Director Carlson responded that was a part of the street project. Mayor Tourville asked if Director Carlson could get back to the Council on the placement of the inclusive barrier free playground and if it could work in that location.

Councilmember Bartholomew commented that the concern is with the Grants and if we would lose them. He commented that it looks like they could be used for infrastructure. He stated that he does not see the dilemma to this going away if we do not act quickly. There are places that the Grant money can be spent on. He stated that we should invest in the infrastructure, look at the development and shelters, and tone it back to the funds on hand.

Councilmember Perry asked if it were feasible to use the Grant money on infrastructure and commented that if another Grant came along in a year, they could use that to build a park. Parks and Recreation Director Carlson responded that was possible, they can apply for more Grants, they may get it, they may not.

3) RICH VALLEY GREENWAY

Parks and Recreation Director Carlson discussed the Rich Valley Greenway and some options for how the greenway may be routed along 105th. He stated that John Mertens, a Senior Planner from Dakota County, would speak in greater detail and would like feedback from the City Council.

John Mertens, Senior Planner, Dakota County, gave a presentation on the feasibility study they are working on with Flint Hills Resources. He stated that Dakota County has been working on a system of greenways, it is a 200-mile network. He displayed a map and indicated the locations that have a trail component of the greenway in place, there are places that are planned, and those they have funding for. The Rich Valley Greenway connects five miles between the Mississippi River Regional Trail, Mendota to Lebanon Greenway, and Lebanon Hills Regional Park. He stated that in northeastern Dakota County four Greenways circle Inver Grove Heights. When complete there would be a 25-mile loop around Inver Grove Heights that would connect. He stated that one of the concepts with Greenways is that the regional system creates a foundation for local systems to connect into.

He stated that Rich Valley Greenway is five miles from the Mississippi River Regional Trail near Pine Bend Elementary School to Mendota/Lebanon Hills Greenway. He displayed a map of the Master Plan and stated that it was adopted in 2017 with the preferred (green line) alignment and stated that they look into feasibility studies on segments of the corridor. They are trying to maximize the amount of greenway that would be on the Flint Hills property (depicted in yellow) because Flint Hills has been a partner with other greenway projects. He stated that last fall a feasibility study was done that encountered some challenges. The challenges led them to look into another alignment (pink line) which has some advantages. He stated that when they did the Master Plan, they looked into about a dozen alignments through the area. He stated that they identified a hilly section of the Flint Hills property but the fiscal cost and the impact to trees was significant, as a result, they developed the pink line. He stated that the two alignments were taken further in design. The original alignment has significant grades to deal with, would fit in

the old rail corridor in the landfill, was expensive, and would require three private acquisitions. One acquisition was larger, and the others were two smaller pieces. He stated that the north alignment was more favorable to those that they spoke to at Flint Hills. He stated that they are focused on the Flint Hills property through this study so they can begin securing easements through the corridor. He commented that the north alignment is similar until it gets to 105th Street, at that point it could fit into the existing right of way that the City owns with the potential possibility of needing temporary easements to construct or widen the road.

He displayed an alignment comparison of the most challenging section through the Flint Hills property. A major powerline is located at the top of the hill that cannot be taken down in height, there would be two 6% grades, a 20-foot fill section towards the west, and a 40-foot fill section towards the east. He stated that this, and another section next to it, amount to approximately a \$1.7 million difference in cost. It is a matter of grading out the corridor in this section and a 300-foot-wide taper to make the grade work which would make for a significant grading project.

He stated that the north alignment moves the greenway away from Cliff Road and provides better connectivity to Rich Valley Park. This is an option that is supported by Flint Hills Resources. He stated that it is estimated to be half the cost of the preferred Master Plan (\$1.6 million dollars versus \$3.3 million dollars). He stated that it places it along 105th Street and could be an off-road paved trail on the north side and could be on the south side too. He stated that another option would be widening the road out and adding bike lanes. The third option would be to share the road with shared lane markings. He stated that the project schedule is to finalize the study this summer and begin acquisition of FHR Property in the summer/fall. He stated that they would amend the Master Plan alignment in the future, and then the final trail design for the different segments. He stated that if they get the Flint Hills property secured, they could build from Highway 3 to Rich Valley as a Phase 1. The Phase 2 would be Rich Valley. This could happen over the next ten years.

He stated that this is a change from the preferred alignment in the Master Plan and utilizes existing cities public right of way. Councilmember Piekarski Krech asked if there was enough right of way on both sides of the road to be able to do this without taking property. Mr. Mertens responded that the road is narrow, temporary easements may be required for water drainage or to maintain ditches. More would be known once there is a final design. Councilmember Piekarski Krech commented that it would work to go all of the way down 105th Street to stay by the park, and that coming from Pine Bend School would be natural to connect right with the park. Mr. Mertens responded that is a County Road, they could possibly put an extension along Barnes Avenue. Mayor Tourville stated that they need the cooperation of Flint Hills because they are in property control and to save money. He commented that it would be good to look at the feasibility with the neighborhood. He stated that with biking and walking becoming more popular, he did not want to place the bike symbols on 105th Street as lighting would be expensive. Councilmember Piekarski Krech commented that she liked the either side of the road option. Mayor Tourville agreed that the shoulders of the road would work.

City Administrator Lynch asked Mr. Mertens if the trail could fit into the road right of way currently as designed, and if he had spoken with the Public Works/Engineering to see if there are going to be changes to the road and if it would be sufficient given an increase in road right of way. Mr. Mertens responded that he met with Public Works Director Thureen and Parks and Recreation Director Carlson and that there was no thought that it would be expanded other than improved. He stated that the on-road option would work with the City to completely pave the segment. Until they got into a design they would not know of the impacts. The road bike lane option would have minimal impact. City Administrator Lynch asked about the realignment of Akron and how it would be dealt with if it were to take place. Mr. Mertens responded that it did not affect the pink alignment as much as it did the green alignment. He stated that they would be going under Rich Valley with either of the alignments.

Mr. Mertens stated that they are looking at this as a phased approach working with Flint Hills. If easements are secured, they would figure out an appropriate treatment for 105th Street that works. He commented that would involve neighborhood participation. Mayor Tourville asked when meeting with Flint Hills if they would be discussing both the green and the pink alignments. Mr. Mertens responded that they are moving more towards the north after

hearing of the issues with the green alignment with the landowner. Councilmember Bartholomew was in agreement of the pink alignment and stated that he agreed with Councilmember Piekarski Krech's comment to have it get over to the park. Mayor Tourville commented that he liked that it would have a link to Rich Valley Park. Mr. Mertens stated that it does go down into that area because it is Flint Hills property, there is a spot to connect which would line up the area by the tennis courts.

City Administrator Lynch asked Mr. Mertens what the County's expectations were for costs for the City. Mr. Mertens responded that he could see it as a County funded project. He commented that if 105th Street needed reconstruction, there could be some cost share if it benefitted the road.

Mayor Tourville commented that the County is doing a study in Eagan on Cliff Road up to Robert Street that involve public meetings. He stated that it makes more sense to go with the pink line because Cliff Road would get a lot more traffic over the years. Mr. Mertens responded that when they get into road projects, they provide pedestrian along them regardless of where the greenway is. He commented that once they get east of Akron that changes.

4) IT ANALYSIS

City Administrator Lynch stated that an analysis was done by OST for the City of Inver Grove Heights. The purpose was to give background information and potential approval of recommendations for IT (Information Technology) Staffing positions. He stated that they met with Directors, IT Staff, and Contractors that were brought on site. A benchmark analysis was done, and recommendations were made in priority order. He stated that they hired OST to complete a review of IT staffing and recommend staffing to meet business needs. OST interviewed department heads, IT Staff, and current contractors, and reviewed the help ticket summary for 2018 to give insight into the workload and issues related to technology. He stated that meeting with the Directors revealed the following themes:

1. Better relationship between the departments and IT Staff, with IT understating the unique needs and issues of the particular department or division. They would also like to see consultation for technology-oriented products. For example: who supports them, maintain, repair, replace, and license.
2. Support outside of normal working hours. The VMCC, Police, Fire, and utilities, are more than just an 8:00 to 4:30 operation and how to provide for responses when there are IT issues outside of that workday.
3. More proactive and strategic approach to IT versus an operational and tactical approach. He stated that this is probably due to growth, the new City Hall, new technology, a lot of equipment to maintain, repair, or replace. It became more of an immediate need instead of thinking long terms regarding IT.
4. Increase communication regarding incidence tickets and projects. This includes knowing what is happening, where are we, what to expect, when will it be repaired, and when to replace.
5. Increase need for technical knowledge for IT products/services. Not just desktop related.
6. Concern for aspects of IT infrastructure. For example: WIFI and disaster recovery plans.
7. The need for additional IT Staff. He stated that one of things that has been discussed would be GIS Staff versus IT Staff. GIS are those that support other departments like public works, parks and recreation, and engineering, versus those that respond to incidence tickets or coming to the workplace to work on a computer or a technical issue. Both are housed in the same department but do not do the same things. He asked it was fair to identify the IT Staff as being five people, or if it was better to say there are 3.5, with 1.5 being GIS.

Councilmember Piekarski Krech asked if GIS was separate from IT in the past. City Administrator Lynch responded that he has been here since 2006 and GIS has been considered a part of IT. Mayor Tourville stated that GIS responded to the department heads they worked for, not IT. Interim Technology Manager/GIS Specialist Scott O'Donnell stated that GIS was under engineering and public works. When the GIS Specialist moved into the IT Manager role it was brought into IT.

City Administrator Lynch stated the following information from an IT staff standpoint:

- The desire to be more proactive.
- The need for enhanced communication and collaboration with Customers.
- Faster incident resolution.
- Heightened project support.
- Enhanced disaster recovery plans.
- Deeper technical knowledge (infrastructure and database-related).
- Documentation of in-place infrastructure. He stated that there is currently not any mapping of what they have but that they are in the process of doing it.

City Administrator Lynch displayed information about the IT Staffing Analysis and stated that he contacted other Communities for full time equivalents, IT full time equivalents, positions, Supervisors, and any other type of technical positions. They also asked if GIS was included or not within IT. He displayed a graph that included information on the Cities they contacted along with the population and the number of IT Staff they have. He commented that Inver Grove Heights was the only City that considered GIS as a part of IT Staff.

He stated the following recommendations given by OST in priority order:

1. Replace the IT Manager position. Currently in the 2019 budget.
2. Create a new position called Infrastructure Technician. This is the position that the former IT Manager had requested, but then called it a Network Analyst. This includes working on database, servers, storage, virtualization.
3. Vendor Partner – Managed Services. This is the emergency response, after hours response. Contract type situation. He stated that this would be with the caveat that once staffing positions are filled, you can figure out if there is staff that can respond after hours. Work schedules would be set up differently than they are today. It would not be people just working an 8:00 to 4:30 workday.
4. Desktop Technician (replacement). There will be a retirement in 2019. The recommendation is to begin that replacement so there is an overlap to gain knowledge and resources while the person is still in place.
5. Operations Manager. New position.

He stated that from a staff perspective they believe they could get two positions for the price of three. The IT Manager, the new Infrastructure Technician, the Desktop Technician, and the new Operations Manager. He stated that with the IT Manager, depending on their skillset, style, and capabilities, they may be able to get the Operations Manager out of that position. He stated that the Infrastructure position was something they need based on the current skillset and separation of duties. For example: strategic, proactive, somebody managing the systems behind the scenes that has a map, so they do not have to try to do both.

He stated that Scott O'Donnell and Carrie Isaacson were involved with working with OST. He stated that the two positions in the current 2019 budget are the IT Manager position and that there are consultants/contractors on site three days a week who serve as a resource for staff when needed and are working on projects. He commented that there are 30 to 40 projects that need to be done such as mapping of the entire infrastructure.

Councilmember Bartholomew wanted to clarify that they are contemplating an IT Manager and the Operations Manager in a dual role. City Administrator Lynch responded that was correct according to staff. Staff feel they can do both. He stated it was OST's recommendation that they be separate. He stated that they found that communication and coordination was missing and that with the technology plan, the IT Staff was unaware of it. He stated that they need someone who has the time and skill to do that. Councilmember Bartholomew asked if OST's concerns were just about separation of duties. City Administrator Lynch responded that the concern was about workload.

Councilmember Piekarski Krech asked if they are taking GIS out. City Administrator Lynch responded that they have not done that yet, but it is a part of the recommendation. He commented that they could hire the IT Manager who could make that determination and recommendation to the City Council.

Councilmember Piekarski Krech asked for clarification on the number of people. City Administrator Lynch responded that they currently have five people. One of those positions is open, for the IT Manager, which is funded in 2019. There are two in GIS, one full time, one works .5 and one works .5 on the technical side. He stated that there is 3.5 other people. One of them, full-time, only does public safety. They are in the Police and Fire departments working on squad and body cameras and system requirements. He stated that once the new fire station is operational, they would be the main support staff.

Councilmember Piekarski Krech asked how many IT staff members they have. City Administrator Lynch responded that they have 3.5 people. Councilmember Piekarski Krech stated that there is an IT Manager (vacant), Desktop Technician, and Scott's position which is half IT, and half GIS. She commented that there are two that work strictly in IT, which are the Manager and the Desktop Technician. City Administrator Lynch commented that there is also the Public Safety Technician who only does public safety. There are five physical positions. 1.5 are dedicated to GIS, 3.5 dedicated to technical end of the operations, with one being the Manager position. He stated that part of the problem is that they are into the technical details and not leading and managing the division. There are things such as the technology plan and asset inventory, that are not getting accomplished as a result.

Councilmember Piekarski Krech commented that when looking at other Cities, we are closer to Woodbury which is double our size. City Administrator Lynch responded that with the recommendation of the 3.5, one is the IT Manager, the other the hire in May as a result of a retirement in September. The number stays at 3.5. He stated that the recommendation is to hire the Infrastructure Technician position, which is new, and would be a 2020 budget process discussion. City Administrator Lynch responded that they are saying that GIS is not IT because it supports the services, not the technology, servers, or network. Councilmember Bartholomew commented that the 1.5 GIS positions are housed in another budget. City Administrator Lynch responded that the recommendation would be to consider putting them back into the departments they support, not in IT.

Councilmember Piekarski Krech stated that Cottage Grove and Maplewood do not have GIS staff that is in IT. Mayor Tourville responded that they are outsourced. City Administrator Lynch commented that moving GIS has a departmental cost impact with the 1.5 being split between three departments, public works, engineering, utilities, parks. He stated that if IT staff is hired, it is an allocation cost, everyone pays based on an allocation formula that comes out of the General Fund. He stated that this is something to go forward with in the 2020 budget process. Councilmember Piekarski Krech asked about current GIS staff, that is currently IT, and how that cost is spread out. She commented that if finance does not use a GIS, it could be fair to be charged for one. City Administrator Lynch responded that they are currently IT but that everyone benefits from the backbone of the system.

Councilmember Bartholomew stated that there is existing FTE's, this is for adding just one FTE. City Administrator Lynch responded that the recommendation is to hire the replacement position. He stated that they should hire the replacement technician position before the retirement takes place in September. He stated that as a part of the 2020 budget process they would bring forth a recommendation to hire the Infrastructure Technician position. It would need to be marketed, valued, and put into the compensation program to determine full costs.

Mayor Tourville stated that part of the decision would be to take a look at what they are paying for the outside Vendor, and ask that this decision be added in. He stated that with IT, in looking at other Cities, some do not stand under a department head or Director, it sits within Finance.

City Administrator Lynch displayed information about the cost to the City for the positions and stated that the total cost would be \$226,000. Based on the hourly rate they are currently paying the Consultants full time; the total cost would be \$334,000. He stated that was not realistic as they are not going to utilize their services for that number of hours. He stated the current cost paid to the contractor \$48,562.50 equals \$160.00 an hour. He stated that they need an alternate to an emergency plan which was to call while the Manager was on vacation. Things happen on weekends, holidays, and after hours, and that impacts the ability of people to get into the City. He stated that the best way to do that was to contract that and that once staffing is figured out, and the IT Manager is hired, that IT staff may be able to figure out potential changes and do away with after hours. He stated that there needs to be a process to get to that first.

Councilmember Piekarski Krech asked if they have changed the IT Manager job description. City Administrator Lynch responded that was something they would have to go through and add things they want to see in candidates. Mayor Tourville stated that the Council was fine with the replacement position and that they would get to the point of the replacement when the time comes. He asked for updates on what they believe needs to be in the IT Manager job description and the schedule. He asked if that would relieve some of the hours being paid for the consultant. City Administrator Lynch responded yes. He stated that the normal budget process for 2020 is that they would bring forward a staffing request for the position, costs, and allocations.

5) INTERIM FINANCE DIRECTOR

City Administrator Lynch stated that he recommends Shannon Battles as the Interim Finance Director. Shannon has been with the City for over 15 years and is currently a Senior Accountant. She worked with Finance Director Kristi Smith for the last seven years and has been involved in many aspects of the operations of the City. He stated that he is negotiating with Abdo, Eick, and Meyer Financial Consulting to provide services to the City to have a resource on site one day a week. This would be someone who has served in the Finance Director world and has the experience. This would help if someone were to come to Shannon or himself with an issue they have not experienced before. He stated that he has spoken with the City Attorney and as long as this was noticed and posted a decision can be made.

Motion by Piekarski Krech second by Perry to approve appointing Shannon Battles as the Interim Finance Director and the hiring of a Consultant to assist.

Mayor Tourville requested that the consultant utilize the position when they are there one day a week. City Administrator Lynch responded that one of the things he is requesting is that they work with the City on making the budget process electronic for staff. Mayor Tourville stated that they were going to try to decrease the small print so that the interface would also include Ehlers and the consultants. He commented that the three would probably need to meet as there will be questions. City Administrator Lynch responded that he would make sure of that.

Ayes: 5

Nays: 0 Motion carried.

Mayor Tourville asked the Council if they wanted to discuss the interviews, they were speaking about at the beginning of the meeting regarding the Police Chief. Council agreed.

Mayor Tourville stated that they have a list of 12 people, that went to five, they lost one, and then there was four with talk of adding one to bring the number back up to five candidates. Councilmember Piekarski Krech stated that those are listed as numbers 2, 3, 4, and 10. Mayor Tourville stated that all are qualified, some Councilmembers want to take a look at the addition of #11.

Councilmember Bartholomew stated that they were proposed five candidates. He asked if they were ranked. He stated that he would like to keep it at the current four candidates. Mayor Tourville asked if they could adjust the

Agenda and make a motion on this item. Assistant City Attorney Bridget McCauley Nason responded that the Council could take action, but that the item is not listed on the Agenda. She stated that there is usually a section to adopt the Agenda, and if there was a regular Agenda, there would be a motion to amend the Agenda and add the item first. Councilmember Piekarski Krech asked if they needed to have a motion as this tells the consultant whether or not to add a fifth person. She stated that she could support five candidates. Councilmember Perry stated that she would like to see five candidates on the list and would add #11.

Motion by Dietrich second by Perry to have five candidates and to add Candidate #11.

Mayor Tourville stated that they would be doing interviews on March 14th.

Assistant City Attorney McCauley Nason stated that there is a motion on the table and asked if the Council was going to amend the Agenda to add this item. Mayor Tourville responded that they had agreed to discuss this topic tonight. Assistant City Attorney Bridget McCauley Nason stated that the Agenda has been amended to do this.

Ayes: 4

Nays: 1 (Bartholomew) Motion carried.

B. ADJOURN:

Motion by Bartholomew second by Piekarski Krech to adjourn the meeting at 8:43 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Yourczek.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MARCH 11, 2019 - 8150 BARBARA AVENUE**

1. CALL TO ORDER 2. ROLL CALL:

The City Council of Inver Grove Heights met in regular session on Monday, March 11, 2019, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m.

Present were: Councilmembers Bartholomew, Perry, Piekarski Krech, and Dietrich; City Administrator Lynch, City Attorney Kuntz, Associate City Planner Botten, and City Clerk Tesser.

3. PRESENTATIONS:

There were no presentations.

4. CONSENT AGENDA:

- A.
 - i. Minutes of February 11, 2019 City Council Meeting Minutes.
 - ii. Minutes of February 25, 2019 City Council Meeting Minutes.
- B. **Resolution 19-39** Approving Disbursements for Period Ending March 5, 2019.
- C. **Resolution 19-40** Authorizing Carryover of Unused Budget Appropriations.
- D. Consider **Resolution 19-41** Approving the First Amendment of the 2019 Dakota County Community Funding Application to Receive Additional Funding for Waste Abatement Activities.
- E. Approval of Rental Licenses.
- F. Lakefield Veterinary Group – Case No. 19-04SC; Consider the following for property located at 7109 and 7131-7135 Cahill Avenue:
 - a) A **Resolution 19-42** approving a Preliminary and Final Plat for a one lot subdivision.
 - b) A **Resolution 19-43** approving a Vacation of existing perimeter drainage and utility easements in Winsor Ridge.
 - c) A **Resolution 19-44** approving a Conditional Use Permit to expand a small animal veterinary clinic.
- G. Consider approval of the attached job description of Shift Captains for the Inver Grove Heights Fire Department.
- H. Personnel Action.

Councilmember Piekarski Krech requested to pull Agenda Item 4A.

Motion by Bartholomew second by Perry to approve the Consent Agenda with the exception of Agenda Item 4A.

Ayes: 5

Nays: 0 Motion carried.

Councilmember Piekarski Krech stated that she was absent from the meeting that took place on February 11, 2019.

Motion by Piekarski Krech second by Perry to approve Agenda Item 4Ai Minutes of February 11, 2019 City Council Meeting Minutes.

Ayes: 4

Nays: 0

Abstain: 1 (Piekarski Krech) Motion carried.

Motion by Piekarski Krech second by Perry to approve Agenda Item 4Aii Minutes of February 25, 2019 City Council Meeting Minutes.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT:

There were no public comments.

6. PUBLIC HEARING:

7. REGULAR AGENDA:

PLANNING DEPARTMENT:

A. James Vanbuskirk; Consider the following resolutions for the property located at 9215 Rich Valley Boulevard:

a) A Resolution relating to a Variance to allow an accessory structure larger than 1,600 gross square feet. Resolution 19-45

b) A Resolution relating to a Vacation of existing drainage and utility easements on either side of lot line between Lots 1 and 2, Block 1, Rich Valley Ponds. Resolution 19-46

Associate City Planner Heather Botten stated that the request is for property located on the south side of Rich Valley Boulevard. It is zoned E1 (Estate Residential), 2.5-acre minimum lot size requirement. She stated that the applicant is proposing to construct a 2,382 two story, gross square foot accessory building. The applicant owns two parcels of land totaling 4.87 acres. There is one single family home on the property and no other structures on either lot. She stated that an accessory structure is not allowed to be constructed on a vacant parcel without a principle structure regardless of the size of the structure. The two lots would be required to be combined, which is done administratively. She stated that there is a drainage and utility easement that goes through the middle of the two parcels. It is in the request to vacate that easement. She stated that City Code allows for one detached accessory structure on the property up to 1,600 gross square feet in size. She commented that the applicant stated that the additional size is for their own personal space and items. The proposed accessory structure would be in compliance with setbacks, impervious surface, and external building material requirements. She stated that both lots of the applicant's property were platted in 2006, and both are considered to be buildable lots. She stated that each lot could have a home and an accessory structure on it. The owner does not have the intention of building another home on the property or selling the property to someone else. The proposal is for one detached structure on the parcel.

She stated that staff believes that the applicant did not identify any practical difficulties to comply with the Ordinance. There is currently an attached garage with the house. The property is allowed a 1,600 gross square foot accessory structure and is not preventing the homeowner from any reasonable use of the property if the variance would be denied. She stated that staff recommends denial of the request but is in support of the vacation of the drainage and utility easement. She stated that the Planning Commission met on March 5th for a public hearing and recommended denial of the request for the variance due to a lack of practical difficulty. They were in support of the vacation request.

Councilmember Piekarski Krech asked if vacating the drainage easement was a problem. She asked how that affects the status of the property and if it changes it.

Associate City Planner Botten responded that there would be no problem. She stated that the engineering department is requesting some additional easement over the lowland. She responded that it does not change the status of the property.

James Vanbuskirk, 9215 Rich Valley Boulevard stated that he brought the builder for the building, Mike Peterson, along to the meeting. Pictures of the home were displayed, and Mr. Vanbuskirk stated that the home lot is 2.5 acres, the other lot is 2.37 acres, and was issued a variance to allow another house and another garage on it. He stated that the previous owners of the vacant lot left room for a home on the property which is located about 30 to 40 feet away from the current home.

He stated that he is proposing to build a detached garage next to his home and has encountered City Codes disallowing his plans. He stated that one is about property line anomalies on his lot and the second is about how bonus space is measured in garages. The two lots are a platted total of 4.87 acres and is .13 acres short of five acres. He commented that City Code allows for one 1,600 square foot garage to be built on lots under five acres and a 2,400 square foot garage on lots of five acres or larger. He stated that he has a 4.87-acre lot that was split into two contiguous lots, one is 2.5 acres where the current house is, and the other lot is 2.37 acres. The second lot has a variance that allows a complete house, well, drainfield, and separate 1,600 square foot garage to be built. He stated that when he recently purchased the home and the second lot, he knew he needed to have a detached garage. He commented that his wife also stated that he should have a music practice area that is not in the main house. He stated that he assumed he would have no problem building a second garage that is much smaller than a second home and garage. He proposed to rejoin the two lots into one and build only one garage with a 1,600 square foot footprint. He asked that Council look at the unique situation and conclude that allowing the single variance on the garage rather than two large houses and two garages.

Mike Peterson, Precision Builders, stated that he has been working with Mr. Vanbuskirk on this issue. He stated that there are some land anomalies and that he pulled the documents he will show from the Dakota County GIS map service. He stated that he also spoke with Pete Hawkinson, who is with the company that originally did the platting for Rich Valley Ponds for further clarification. He stated that three items were discovered with the lot lines on the home. He commented that Mr. Vanbuskirk is close to the five-acre minimum to not needing the variance. He displayed a map of the area and stated that the first item is the neighbor's roadway easements. There is land in the easement that counted toward those lot acreage measurements. He commented that Mr. Vansbuskirk's was shorted. There is an increasing roadway easement on his own property. There is a 33-foot easement that belonged to both lots, and a 22.7-foot increase in the road right of way. He questioned why the extra land was taken away from the lot and deeded to the County. He commented that if it were included in Mr. Vanbuskirk's land, it would total over five acres and would not require a variance.

Mayor Tourville stated that it is a County road and asked if it would have been deeded to the City right of way.

City Attorney Tim Kuntz responded that it went to the County. He asked how big the parcel was, not including the extra space.

Mr. Peterson responded that he did not have the answer to that but would be discussing another area that could answer some of that question.

Mr. Peterson discussed the lot line and the current lot line based on the legal description. There is an exception with the dotted line from the roadway back to the lake which isn't in their legal description or Lot 2's legal description. He commented that it is an exception but is written into the legal description of Mr. Vanbuskirk's land. He stated that it gives the impression it belongs to Block 1's property. He stated that he spoke with Mr. Hawkinson who stated that it could be a result of antiquated engineering practices. He stated that the applicant could go through the process of trying to find out who owns the area, but it would be a long task and expensive. He stated that it was strange that the area was not dedicated.

Mayor Tourville asked about the one driveway that serves the home.

Mr. Vanbuskirk responded that the owners before him owned both lots and may have thought of selling the second.

Mr. Peterson asked that the City Council consider the exception that was found, to consider the anomaly that takes more land of what used to be counted towards the acreage, and to take into account the neighboring properties and where their lot lines go to the middle of the road. He stated that over time

enough land has been deeded away from Mr. Vanbuskirk's property that limits him from building a garage that matches the aesthetics of the house.

Mayor Tourville stated that he mentioned the jog in front and asked how much that measured at.

Mr. Peterson responded that the exception is almost eight feet wide between Mr. Vanbuskirk's lot line and the neighbor's lot line.

Mr. Vanbuskirk commented that if his land were 59 inches wider, it would put him over five acres.

Councilmember Piekarski Krech asked who took care of the eight-foot exception.

Mr. Vanbuskirk responded that it was all woods.

Mayor Tourville stated that when getting beyond Lot A and taking a look at the PUD near Rich Valley, it looks like it gets back out to the center line of the road again.

Mr. Vanbuskirk responded that both of his neighbors have over five acre lots. It looks like their lot lines have been pulled back from the center of the road. He stated that going further toward Dodd Road, the residences are plotted to the center of the road with easements. Going further yet, some are pulled back to what he referred to as "one level" and commented that his has been pulled back a "third level". He stated that the problem drops him below the five-acre level.

Associate City Planner Botten stated that when looking at lot size they do not include right of way. Some of those do have right of way to the center line or above and is excluded when looking at total lot size. She stated that the jog that is shown is because of platting. That additional right of way was dedicated to the County for the future. She stated that when the other lots are plotted, the lot lines would match up.

She stated that the plat was approved in 2006. She commented that she recently found a memo from 2007 addressed to the Council addressing lot sizes. There was a neighbor dispute between the two. The applicants agreed to deed the disputed five-foot sliver to the neighbor to the east. She stated that she was unsure that was ever done.

Mayor Tourville commented that it was to the other property owner. He asked who made the decision.

Associate City Planner Botten responded that it was the other property owner. She stated that the Manley brothers were the owners of the property. They were having a dispute and in order to record the property because there was an undecided dispute, it was agreed to give the other property to the east.

Associate City Planner Botten stated that the driveway easement is a private easement and was done between the two parcels in the event there was another house built on the vacant parcel. It is a private document.

Councilmember Bartholomew asked if the eight feet was recorded.

Associate City Planner Botten responded that she does not have any documents stating it was done. It could have been a private property matter. She stated that looking at the County sites it is shown as a sliver that nobody has ownership of. She commented that the property owner to the east is still the same one that was there in 2006, if brought to their attention, they may take care of that.

City Attorney Kuntz asked about the three oddities that were mentioned and clarified that one was the expanded county right of way, the second was the exception. He asked what the third one was.

Mr. Peterson responded that the third was the comparison of Mr. Vanbuskirk's lot line to where the lot lines go to the center of the road. Mr. Vanbuskirk's does not.

Mr. Vanbuskirk displayed photos of his home and drawings of what the proposed garage would look like. He stated they are picking up the design elements of the home with a high-pitched roof and gables. He displayed a scale model of his current garage and stated that there is a "bonus room" created in the upper portion of the garage that leaves space throughout the entire length. He brought out a scale model of the proposed garage that would be built on a 1,600 square foot pad. He commented that the language in the Code states that any space created within the rafter system does not count towards the 1,600 square feet. He stated that the problem with that is that the proposed garage has a deeper bay to store a motorhome. The roofline works in the front, but not the back, and they would have to build another gable. He commented that there is a problem with the building Codes and the way they are written. If that area were raised two feet higher it would count against his space. He stated that to try to fix the problem since it did not work in his favor, anyway, was to expand the rear portion and flatten out the pitch of the roof. Doing that would put them over 1,600 feet and is why he is asking for a variance. It brings the countable space below 2,400 square feet but over 1,600. He stated that the problem is when the back portion is added and the space in the expanded roof is counted as square feet, where the space in the roof along the front is not counted.

He stated that the Planning Commission has said that they do not want to set a precedence by allowing a variance. He commented that he did not believe there was another lot in the City with all of the conditions outlined with the building and the lot lines. He stated that his lot is the only lot slightly diminished amid the surrounding five-acre plus lots. He commented that the surveyor told him it would take months and thousands of dollars to find out who owns the unknown strip of land. The strip of land is not on his deed nor his neighbors. The land exists and affects the size of his lot. He stated that it is fully landlocked, and nothing can be done with it as it is. The roadway easement also reduces his acreage but not the perceived area. He stated that he is asking for a variance to build the garage with the following four points to take into consideration:

1. Deed says he owns 4.87 acres. At five acres he would be allowed a 2,400 square foot garage. If the lot were 59 inches wider, he would be over the five-acre mark and his proposed building is under the recommended 2,400 square foot limit.
2. The footprint of the building is 1,600 square feet and most of the bonus space is not counted in that number. The gable to cover the motorhome bay puts them over the 1,600 square foot limit.
3. All aspects of the garage have all been cleared with the merging of the two lots together. The merging is in process.
4. Currently has two lots. Lot 1 is 2.25 acres and includes his home. Lot 2 is 2.37 acres and granted a variance to allow a home and 1,600 square foot garage.

He asked that the Council consider the options available. He stated that if he kept it to two parcels, it could contain two homes, two garages, and would not keep with the existing five acres lots surrounding the area. He commented that he could build a smaller garage with a regular roof line that does not fit cosmetically. He stated that he could merge the two lots and build the proposed garage on the 1,600 square foot space that is already approved for another home. He stated that he is asking for a variance to build the building.

Councilmember Piekarski Krech asked if he was Blue Planet Holdings.

Mr. Vanbuskirk responded yes. That is the LLC he owns it through.

Mayor Tourville stated that not many single-family owners come with models to display. He commented that the drawing has two garage openings, but the model only shows one.

Mr. Vanbuskirk responded that his model was upside down. There are two garage doors. It is approximately a 2 ½ car garage.

Mayor Tourville asked that if there was an agreement that states that nothing else would be built on the lot, it was built out to its max, and that another single-family home could not be built, and if he would have a problem with that.

Mr. Vanbuskirk responded that he would not have a problem.

Mayor Tourville asked how large the lots were.

Mr. Vanbuskirk responded that the lot where his home is located on is 2.5 acres and the other lot is 2.37 acres, which is the lot that was given the variance in 2006.

Councilmember Dietrich asked if the exterior of the garage would match the home. She asked if the permeable surfaces were good with Codes.

Mr. Vanbuskirk responded that they are planning to match everything. He commented that it is a more expensive garage than he was planning to build. He responded that the everything had passed Codes.

Councilmember Bartholomew stated that the original creation of the property creates enough ambiguity for a hardship. There is the exception that nobody knows about. He commented that there is additional ambiguity out front when looking at dedicated property. The 59 inches were not the issue. He stated that the original intent was to be five acre lots and that ambiguity caused it to be less. He stated that the practical difficulty is platting error causing it to be less than five errors.

Motion by Bartholomew second by Dietrich to approve with the practical difficulty as stated to James Vanbuskirk; Consider the following resolutions for the property located at 9215 Rich Valley Boulevard:

- a) A Resolution 19-45 relating to a Variance to allow an accessory structure larger than 1,600 gross square feet.**
- b) A Resolution 19-46 relating to a Vacation of existing drainage and utility easements on either side of lot line between Lots 1 and 2, Block 1, Rich Valley Ponds.**

Councilmember Piekarski Krech stated that she supports this because it removes one well and septic system.

Mayor Tourville requested that there would be no living space in the new garage.

Mr. Vanbuskirk responded that there would not be a kitchen and no shower. There would be the necessary toilets and a work sink.

Councilmember Piekarski Krech asked if that would hook up to the current septic system. She asked where the septic was located.

Mr. Vanbuskirk responded that it would hook up to the current system. He responded that the septic was located behind the home.

Councilmember Piekarski Krech asked if they were adding the stipulation that there should be no living space in the detached facility.

Associate City Planner Botten stated that an ADU would be allowed in an accessory building. The applicant does not have to come before the City Council for that if they are in compliance with the Code. She stated that if ADU space is less than 1,000 square feet they would not have to come before the Council the way the Ordinance currently is. The Code would allow to convert of up to 1,000 square feet as an ADU.

Councilmember Piekarski Krech asked if they would have to connect to the existing septic and well.

Associate City Planner Botten responded that if it were an ADU it would still have to be an existing well and septic. She commented that she was not sure the well and septic were designed to handle another family to be there, that would be up to inspections department to handle.

Mayor Tourville stated that another septic and well does not make sense and neither does another entire building.

City Attorney Kuntz asked if they could explore a couple of the conditions raised and if they could be clarified or refined. One is on the no living space. He stated that from the applicant's presentation, he is creating a space where he will be practicing music. He stated that the no living space meant to preclude that, what was in mind was no kitchen or bedrooms. He asked if there was a bathroom.

Mr. Vanbuskirk responded the space was to be used as a music room, among other things. He responded that he planned to have a bathroom on both floors and a sink on both floors. The main floor is strictly garage with a work sink. There would not be a kitchen or bedroom.

City Attorney Kuntz asked if the toilet facilities and work sink connected to an existing septic system.

Mr. Peterson responded that it would be in a holding tank.

Mr. Vanbuskirk responded that it would be used so little that it is just a tank in the ground that would be pumped out as needed.

City Attorney Kuntz asked who told them that was legal. He asked if the information about having two toilets and a sink was shared with whoever they spoke with.

Mr. Peterson responded that they worked with some of the inspectors and had conversations with the City. He stated that he has not submitted a plan for formal review yet. He responded that the plan for the toilets and sink were presented.

Councilmember Piekarski Krech commented that the addition of the toilets could put them over the septic system load.

City Attorney Kuntz questioned the condition about not having a living space. He asked if that could that be converted into a condition that states there shall be no kitchen facilities, meal preparation facilities, or bedrooms located within.

Councilmember Piekarski Krech and Bartholomew agreed.

Mayor Tourville asked if it would come back to the City if the applicant wanted to have living space.

Associate City Planner Botten responded that they would have to come to the City for a Building Permit. If they meet the requirements for the ADU, it is not brought before the Planning Commission or the City Council.

Mayor Tourville stated that if that were to change, they would have to go through the proper Permits with the City.

City Attorney Kuntz asked if they are concluding that because of other provisions that he has to meet. He stated that the Council does not need the provision about no living space or another house.

Mayor Tourville responded that the applicant would have to follow the proper permitting process with the City if that space is going to change.

City Attorney Kuntz asked what the suggested reason was about the practical difficulty.

Councilmember Bartholomew responded that when the lots were created, the intent was for all of them to be five acres in size. The ambiguity was where the property line lies between the east and west property that created a shortfall of a small amount and created this lot to be less than five acres. He stated that that error was the practical difficulty. He stated that the practical difficulty was the error and setting the property line which caused the ambiguity.

City Attorney Kuntz clarified and stated that the error or ambiguity relating to the boundary dispute on the east side of the property.

Associate City Planner Botten asked if they would be including the conditions listed in the staff report for approval for the variance.

Mayor Tourville responded yes.

Councilmember Piekarski Krech asked if the lot combination could be done administratively.

Associate City Planner Botten responded that it is an administrative process that includes filling out an application, the City writes a letter to the County stating that the City approves, they bring the letter to the County for the consolidation. It would have to be done before the issuance of the Building Permit.

Ayes: 5

Nays: 0 Motion carried.

8. MAYOR & COUNCIL COMMENTS:

Councilmember Piekarski Krech asked that people remember to clean storm drains for the melting snow.

Mayor Tourville asked to have a date for the update on the consultant that is working on employment. It would be a report that would come to Council. He asked the Council how often they would like the updates and asked if twice a month would work.

The City Council agreed on twice a month for updates.

City Administrator Lynch responded that something would be sent out this week.

Mayor Tourville stated that there is a meeting listed for this Thursday for a final decision.

9. ADJOURN:

Motion by Perry second by Dietrich to adjourn at 8:09 p.m.

Ayes: 5

Nays: 0 Motion carried.

**INVER GROVE HEIGHTS CITY COUNCIL SPECIAL MEETING
MONDAY, AUGUST 5, 2019 - 5:30 PM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in City Council Chambers for a Special Meeting on Monday, August 5, 2019. Mayor Tourville called the meeting to order at 5:30 p.m.

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

Staff: City Administrator/Deputy City Clerk Joe Lynch, Assistant City Attorney Bridget McCauley Nason, Police Commander Dennis Haugland, and Police Investigator Brandon Kelting.

1) Revocation Hearing-Massage Business License for USAI LLC, dba Herb Spa, located at 9086 Buchanan Trail.

Assistant City Attorney Bridget McCauley Nason stated this is regarding license revocation for the business license issued to USAI LLC operating a massage parlor called Herb Spa located at 9086 Buchanan Trail. This is a license revocation hearing, not a public hearing. She stated two motions would be sought from the Council. The first is to accept into the record information provided to the Council in the Special Meeting packet, two affidavits, and a revised memo. The second motion would be to consider the Resolution recommended by staff to revoke the massage business license.

She discussed the business license background stating that in 2017 a business license for USAI LLC and an individual massage therapist license application was received by the city for applicant Xueyan Wang. The application was approved in 2017 and renewed in 2018 and 2019. She stated an investigation was conducted and illegal conduct was found on the premises as well as other situations that constituted the potential for a license violation. City staff followed the City Code for revocation or suspension of a massage business license and provided notice to USAI LLC both in person and via mail that there would be a license revocation hearing taking place on August 5th, 2019.

Police Commander Dennis Haugland and Police Investigator Brandon Kelting introduced themselves. Commander Haugland stated the investigation began in December 2018 after investigators attended training in human trafficking. Investigators then looked at a website that gives reviews on massage parlors and discovered Herb Spa listed and that sexual acts were taking place at the business. Search warrants were written to include banking information, cell phone logs, and a GPS tracker for a vehicle. He stated surveillance was conducted and two people were stopped leaving the business on July 9th and July 15th. The two people stated that sexual acts had taken place while inside the business. He stated a search warrant was conducted on July 19th and two females that were not licensed with the city were inside the business giving massages. It was also noted that locks were on some of the doors and supplies that are not used in massage therapy were found. He stated the investigation is ongoing.

Assistant City Attorney McCauley Nason stated there was no representation of the license holder present at this meeting.

Motion by Piekarski Krech second by Bartholomew to accept into record the information provided in the Council packets, the affidavits, and the revised memo.

Ayes: 5

Nays: 0 Motion carried.

Mayor Tourville stated the city is working with Dakota County on the next steps to take. Assistant City Attorney McCauley Nason stated the criminal investigation is ongoing and that there is one criminal charge related to prostitution that has been filed by complaint. She noted that Ms. Wang is still in custody. She stated with regards to

the next steps to take, staff has been having conversations to revisit the city's massage therapist and massage business licensing Ordinance to see if any additional changes should be made.

Mayor Tourville asked if Dakota County and the city should do a press release with information about the investigation. Assistant City Attorney McCauley Nason responded the information is related to an ongoing criminal investigation and not public data. She stated if concerns are being raised the city could work on a communications response that relates to what is included in the criminal complaint. City Administrator Lynch stated because it is an ongoing investigation, the best thing would be to advise through social media platforms that we are unable to provide any information. Once the active investigation is complete then a message could be put out about what would be done going forward. He stated the Attorney has suggested changes in the massage therapy licensing Ordinance. The Police Department has one option they are looking into and would be brought to the City Council for consideration. He stated in speaking with the Police Chief, action may need to be taken at a future date on the individual license for this person. Because this is a business revocation hearing, his recommendation was to wait until the active investigation is complete before making statements.

Mayor Tourville stated the subject of trafficking was in the newspaper. He stated the city and County need to take this very seriously and will investigate this to the fullest. He agreed with the need to address the issue of the license holder. Councilmember Piekarski Krech stated the actions taken show that the city is dealing with this issue and that it is an active investigation. She commented that there are a lot of legitimate massage businesses in the community that help people.

Mayor Tourville asked the Assistant City Attorney if they should get in touch with the County to see whether or not further information should be made available. Councilmember Bartholomew stated that he agreed with the City Administrator's suggestion about how to get information out.

Councilmember Dietrich asked where Ms. Wang was incarcerated and if there was a release date or hearing. Police Commander Haugland responded that Ms. Wang is incarcerated in Dakota County, but is in the Ramsey County Workhouse. Her next scheduled court appearance is on August 15th.

City Administrator Lynch stated he would consult with the Police Chief, Communications Manager, City Attorney, and the Dakota County Attorney or Communications, and advise on what could be put out.

Mayor Tourville asked if anyone on the Council disagrees that action should not be taken on the license holder. Councilmember Bartholomew stated he would follow the recommendation given by the Police Chief and the City Attorney. He stated if action were dictated or suggested he would support the action.

Motion by Bartholomew second by Perry for Revocation Hearing-Massage Business License for USAI LLC, dba Herb Spa, located at 9086 Buchanan Trail.

City Attorney Lynch asked if the Councilmembers who made the motion and second approved the Resolution as submitted in the packets. Councilmembers Bartholomew and Perry agreed.

Ayes: 5

Nays: 0 Motion carried.

Councilmember Bartholomew asked when the revocation takes place. Assistant City Attorney McCauley Nason responded the revocation is effective immediately upon adoption of the Resolution. Notice of the revocation would be provided to the license holder. She stated there is an appeal right to the Court.

Mayor Tourville stated there were others in attendance in the building when the manager was not there. He stated there cannot be any activity inside the building. City Administrator Lynch stated that the space is currently closed due to building code violations and because it is the site of an ongoing investigation.

Mayor Tourville asked if the city placed a lock on the door or if the business is told they cannot operate. City Administrator Lynch responded the Chief Building Official has the ability to place a red tag on the building. The owner/operator/leasee does not enter the premises because it is certified not for occupation or human habitation.

Mayor Tourville stated the space is leased and asked that the owner of the property and space be notified that the license was taken away and can no longer operate in the space. Assistant City Attorney McCauley Nason responded that the City Administrator can provide a copy of the Resolution that was adopted to the building owner if that is the Council's direction. The Council agreed that was their direction.

Councilmember Bartholomew asked if an occupancy permit has been revoked and if the landowner has been notified there is no occupancy permit. City Administrator Lynch responded he would check with the Chief Building Official about that as well as check to see if the landowner has been notified. If they have not, they would be.

B. ADJOURN

Motion by Bartholomew second by Dietrich to adjourn the Special Meeting at 5:55 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, AUGUST 5, 2019 6:00 PM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in Work Session on Monday, August 5, 2019, in the Inver Grove Heights Council Chambers. Mayor George Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll Call: Present were Mayor Tourville; Council Members Bartholomew, Perry, Piekarski Krech, and Dietrich. Staff: City Administrator/Interim Deputy Clerk Joe Lynch, Community Development Director Heather Rand, Assistant City Attorney Bridget McCauley Nason, IT Manager Marc Gade, Public Works Director Scott Thureen, Police Chief Melissa Chiodo, K9 Police Officer Ryan Rose and K9 Officer Kato.

Mayor Tourville stated thoughts and prayers go out to the victims and families of El Paso, Texas and Dayton, Ohio.

Police Chief Melissa Chiodo discussed the city's first K9 Officer named Kato and his handler, Police Officer Ryan Rose. Officer Rose shadowed other K9 Officers prior to becoming a K9 Officer himself. She stated both will be a benefit to the department assisting with crime fighting and community outreach within our community and surrounding communities.

K9 Police Officer Ryan Rose stated he completed Police Dog Certification Training with Kato on May 31st. This fall they will attend training in narcotics and receive certification once the course is completed. He stated K9 Officer Kato is currently certified in building searching, article searching, and apprehension handler protection. Kato has been a great tool for the department and has been deployed at least a dozen times within our city and other cities. He stated that he enjoys working with Kato and that it is a humbling position and huge commitment not only to him, but also to his family.

Mayor Tourville stated this is a valuable asset to the community. He asked if a vest was needed for Kato. Officer Rose responded that Kato's vest was made available by donors and should arrive shortly.

Councilmember Dietrich asked if Kato stays with Officer Rose when he is off duty. Officer Rose responded yes, there is a kennel and doghouse outside for him. He has been inside the house a few times but is not trained for indoors at this time. Police Chief Chiodo stated when Officer Rose is home with his K9 Partner one of the Sergeants visits to check on them and make sure they have what they need from the department.

Councilmember Piekarski Krech asked if it was standard to keep Kato in a kennel outside. Police Chief Chiodo responded it was dependent on the dog and the handler.

Mayor Tourville asked if donations could still be accepted for the K9 Officer. Police Chief Chiodo responded they are set up for donations through a nonprofit K9 Foundation. If people would like to donate to the program for costs, equipment, and training, they can make a donation to the Inver Grove Heights Police Department and it would be placed in the K9 Foundation. She stated they are thankful to the community members that have helped out so far.

K9 Officer Kato was introduced to the City Council by his handler, Officer Rose. Officer Rose stated that Kato is almost two years old and came from Budapest.

1) Background on the Dakota Broadband Board, I-Net, and C-Net (Administration I.T.):

City Administrator Lynch discussed the Joint Powers Agreement the Council approved to take part in along with other cities to try to provide a standardized service for governments in Dakota County. The city is dependent on a private 3rd party for internet service and some negotiations have not gone well with concerns about availability, cost, and access to internet. He stated to ensure ongoing service for city facilities there is a capital improvement plan in place beginning with the City Hall and then to the Water Treatment Plant.

IT Manager Marc Gade discussed the DBB (Dakota Broadband Board) that consists of Dakota County and the cities within it. The DBB was formed by a Joint Powers Agreement (JPA) in 2018. The Governing Board consists of elected Officials of DBB members. Mayor Tourville is the elected Official representing Inver Grove Heights and is the Chair of the Board. He discussed the DBB and stated it can be broken into two parts, I-Net fiber assets for government and C-Net. C-Net would not provide retail business services but would provide local infrastructure for private sector services. He stated the DBB will not sell any services to businesses, only private sector service providers who will identify their own customers. The DBB receives revenue from leasing the infrastructure from multi services to private service providers who will then provide services to their customers.

Councilmember Piekarski Krech asked about a rumor that if this goes through everyone's internet costs would go up. IT Manager Gade responded he had not heard that rumor, C-Net may provide competition to incumbents. He stated there are underserved areas in Inver Grove Heights and Dakota County that are not being currently serviced.

Councilmember Bartholomew stated that the primary function of the DBB is to provide a source of internet for government agencies. They would provide, if available, access to private enterprises that can use the line for resale. It would not be to direct individuals. He asked if they would have to limit where they would sell the product. He asked if they would put the fiber wherever they could put it. IT Manager Gade responded he was unsure if they would regulate where fiber would be placed. He commented in his opinion, they should put fiber wherever they can, and that it should be a requirement for developers to put fiber conduit in place as a part of infrastructure. He stated the DBB may not say yes or no to a fiber development. Councilmember Bartholomew commented this was a good project, makes sense, and agreed that fiber is like a natural resource and belongs wherever they can put it. He stated this is to promote and help government agencies. The misconception was if this would take over the private sector.

Mayor Tourville stated it would be for government and internally within this city. He commented competing residentially is not what broadband is for. All cities are members except for the City of Eagan. Discussions will take place with Eagan to be a part of the group.

Councilmember Piekarski Krech asked where things stand in Inver Grove as far as availability. IT Manager Gade responded the city does not have fiber maps of providers, but can see permit information when they come in. Inver Grove Heights doesn't have any fiber assets, they are utilizing the NDC4/Comcast fiber I-Net but are working on building that out. He stated the first priority is building it out, connecting to the DBB, and connecting our facilities.

City Administrator Lynch stated that they have been able to take advantage of their service with the Fire Station 2 project. Conduit was extended underneath Highway 52 to Fire Station 2. The fiber would be pulled by the DBB to the Fire Station. He stated they also extended it to the southern end of the property so it would be available to the County for their access. He stated the first plan is to figure out where systems should go and have redundancy built into it. For example, having two pathways to City Hall if one were to fail. He stated there is \$100,000 in the Capital Improvement Budget in Technology in 2019 to connect City Hall, then \$100,000 in 2020 to connect to the water treatment plant, which is the redundant server site.

2) Organizational Structure Review (Administration):

City Administrator Lynch displayed an overview of the current organizational structure and stated they would review a previous discussion that took place for oversight management of Administration and Finance. He discussed what was reviewed in March 2019 and the existing structures of the Administration and Finance Departments. After discussion Council directed to see a Finance Director position that included IT and HR. Finance staff was concerned about that direction and felt it may not provide enough oversight and management of financial issues and staff. Staff asked to discuss further and see if other options could be considered. He met with finance staff who stated they are in agreement with this proposal. The proposed structure is as follows:

- Director of Administrative Services would oversee the IT Manager, HR Manager, Communications Manager, and the newly created Finance Manager position.
- Oversees daily operations and management of the department.
- Keep the Finance Department at 7.6FTE.
- Senior Accountant position can offer promotional opportunities.
- Accountant position can offer promotional opportunities.

He stated there is currently an Interim Finance Director. That person may be interested in the Finance Manager role and would be capable.

Councilmember Perry stated the Communications Manager previously reported directly to the City Administrator. She commented that it currently shows they report to the new Administrative Services Director. City Administrator Lynch responded that was correct.

Councilmember Bartholomew asked who the City Clerk would report to. City Administrator Lynch responded that an Office Support position would be created, and both the City Clerk and the new position would report to the City Administrator. The Director of Administrative Services would oversee Finance, Communications, Technology, and Human Resources. He stated the new position is due to having only one full-time City Hall employee working on Elections, which is the City Clerk. There will be three Elections in 2020. During the 2018 Election the city relied heavily on two part time employees who are retirees. Those employees have indicated they want to spend more time being retired.

Councilmember Piekarski Krech stated that Elections are every other year. She asked how this benefits the city and what the cost was. She asked who would be responsible for the budget, who would present to the Council, and who would organize all of the budgets with each department. City Administrator Lynch responded everyone, all department heads meet and hear other presentations. The Finance Director gave the overall presentation. He stated by job description the City Administrator is responsible for the budget proposal. In the past they have relied heavily on the Finance Director, the Finance Manager position would connect with department heads and budget. He commented they may not do the presentation, as he has done the public portion of that for the time being. He stated that another change made is that department heads are now responsible for their own data entry except for personnel costs.

Councilmember Piekarski Krech asked if the City Administrator is responsible for the budget. She commented department heads do not know the finances for the entire city, they only know their own department needs. The finance department looks at the entire city. She asked how a Finance Manager fits with responsibilities and pay scale. City Administrator Lynch responded he doesn't see it that way, he sees it as being elevated because now it is a management position managing staff and budgets. He stated finance staff is still responsible for assisting the Finance Manager who would be assisting the Director of Administrative Services, who is assisting the City Administrator in the budget process.

Councilmember Bartholomew commented the Finance Manager would be the individual that carries line item questions and presents to the Council. He asked what the role of the Administrative Services Manager was in regard to the budget. City Administrator Lynch responded because they directly manage that position, they would make sure they know the numbers, the requests of department heads, and work with the Finance Manager on the budget presentation. The other function would be to comprehensively manage areas such as IT, HR, and communications. He stated when he took the position of City Administrator there were seven department heads. The Assistant City Administrator was the HR person, oversaw IT, building maintenance, and other items. This would bring them down from seven to six. It changes the Finance Director title to Administrative Services Director overseeing those four specific areas. Councilmember Bartholomew commented the person who would work closely with the Council and be the contact, would be the Administrative Service Director. City Administrator Lynch responded yes. The Finance Manager would know the process, once up to speed, that person would be most responsible for interface and public presentation. Councilmember Bartholomew asked if the Administrative Services Director position would be required to have that skillset. City Administrator responded yes.

Councilmember Perry asked if the Finance Manager would be at the same pay grade as other managers. City Administrator Lynch responded it would be at the same level or higher but would have to go through the compensation classification process. Councilmember Perry commented the Finance Manager would have double the reports the IT Director would have. City Administrator Lynch responded they use a proprietary system. He commented that he didn't believe there would be a lot of difference in supervising four versus eight. It comes down to confidentiality, supervision, and public relations. Those make a difference in compensation.

City Administrator Lynch discussed the proposed structure in comparison to other departments as follows:

- Parks and Recreation has four divisions overseen by three Superintendents and a Guest Service Supervisor.
- Public Works has three divisions overseen by two Superintendents and the City Engineer.
- Community Development has four divisions overseen by the City Planner, Chief Building Official and Director – Housing and Economic Development.
- Police has three divisions overseen by a Deputy Chief and two Commanders.
- Fire has two divisions overseen by an Assistant Fire Chief and a Fire Marshal.
- Administration would have four divisions overseen by Managers for Communications, Human Resources, Finance, and Information Technology.
- City Administrator would manage six department heads, City Clerk, and the support position.

Councilmember Piekarski Krech asked for clarification on the numbers for Parks and Recreation. City Administrator Lynch responded the golf course, parks, recreation, and the VMCC/Guest Services Supervisor.

City Administrator Lynch discussed complete structure changes as follows:

- Change Administrative Services Coordinator to Human Resources Generalist.
- Create Office Support – Administration position. Support City Administrator and provide Elections support.
- Eliminate Management Analyst position.
- Write and review new or revise current job descriptions.
- Scale and determine compensation levels.
- Job descriptions, scale, and compensation are brought back to the City Council for approval.

He stated there are over 650 full time/seasonal/part time employees. There are over 20 hire processes in 2019 and 152 people in the system. 149 of those are through medical insurance and have ongoing training and education.

Councilmember Piekarski Krech asked when they created the Management Analyst position. City Administrator Lynch responded two years ago. It was a position labeled "Intern". As a result of a landfill agreement that was signed, we got an Environmental Specialist position and changed the Intern position to an analyst position. Councilmember Piekarski Krech recalled the landfill agreement but doesn't recall changing Intern and calling it something else. City Administrator Lynch stated there has not been an Intern for two years. He stated he would get that information to the Council.

Councilmember Dietrich asked what the job description was for the Management Analyst position. City Administrator Lynch responded it was to assist the City Administrator in projects. That includes the recent City Survey, doing some City Clerk duties, and working with the IT department on cell phone cost and use. Councilmember Dietrich asked what a lateral move would be for a person with those skillsets. City Administrator Lynch responded it would be an Assistant to the City Administrator, but there is no such position.

Councilmember Bartholomew asked what the FT was on the Management Analyst. City Administrator Lynch responded it was .8 and non-benefitted.

City Administrator Lynch discussed the timeline as follows:

- City Council approval August 12th. Change in structure, draft/change job descriptions.
- Send to Bjorkland Compensation Consulting for review from 8/13 to 8/20.

- Return to City Council for final approval on 8/26.
- Advertise and seek Applicants. Various time frames between 8/30 to 9/20.
- Interviews take place 9/25 to 10/4.
- Contingent offers 10/7.
- City Council Approval on 10/14 or 10/28.

Accounting Technician Jenny Blackbird stated the proposal was reviewed by those in the finance department and agree with the concerns. She stated there is a need for someone who oversees the finance department, knows how the budget works, and knows what the employees do every day. She stated she believes the Finance Manager position answers that.

Councilmember Piekarski Krech asked how much this adds to the budget, what the benefits are, and where this improves the lives of the citizens of Inver Grove Heights. She commented that it seems we are lowering finance to be equal with other departments and finance is a department in and of itself. Accounting Technician Senior Teri O'Connor responded she didn't feel finance was being lowered with this proposal. It gives a Supervisor/Manager overseeing the finance department so they can do their jobs properly. She stated they should be able to receive the CAFR Award every year based on this proposal.

Councilmember Piekarski Krech wanted to know where the benefit of all the changes are, why it will benefit the residents, and what the cost is. She commented that some departments may be requesting employees over the next few years and she doesn't want the budget expended and unable to accommodate those types of requests.

Councilmember Bartholomew asked what the budget effect was, where the increase of productivity would be, and what we are gaining. He asked what the net budget effect is. City Administrator Lynch responded he hasn't done the exact calculation, but the cost impact could be approximately \$35,000. The addition of Administrative Services Director and not replacing the Finance Director would be a wash. Adding the Finance Manager position would be an additional cost to the city.

He listed the following items relating to productivity:

- Continue to achieve the CAFR Award. To do that they would have to have a finance department overseen by a Finance Manager.
- Achievement of the Budget Award.
- With three Elections coming up in 2020, the need to support the City Clerk position with a full-time staff person.
- The City Administrator had seven direct reports. At one time he had 15 and currently has 11 direct reports. Getting the number of direct reports back to seven could allow him to utilize his time in a different manner than it's currently being used which could be a benefit to the organization.
- There would be an alignment of Managers in administration.
- The Administrative Services Manager would have a meeting with those four manager positions to discuss how to proceed in city priorities, what the department is doing to work on city priorities on a regular basis and if they are understood, and what was done about them.

Councilmember Bartholomew commented about the software purchased from Ehlers for budgeting and projections in the amount of about \$10,000. He asked if it is currently being used, effective, and if it would be continually used. City Administrator Lynch responded what was purchased was Ehlers work on setting up spreadsheets, software was not purchased. He stated that has not been instituted because they have not come to a conclusion on a comprehensive financial management plan. He stated that Ehlers has put out the comprehensive capital improvement plan that lays out the general fund, projects, costs, and revenue expected. The financial management planning tool has not been utilized yet. He stated further discussion is needed so that it is more understandable. Councilmember Bartholomew stated he was concerned they would not use it.

Councilmember Bartholomew stated if the Office Support Administrator position that reports to the City Administrator is needed because of the Elections, he asked what their duties would be, the need, responsibilities, and if there

would be enough work for the position on a non-Election year. City Administrator Lynch responded that position would support both the City Administrator and the Director of Administrative Services in whatever regards necessary. He listed possible responsibilities such as correspondence, calendar, scheduling, setting up meetings, specialty projects, and social events. He stated there are other support staff that help out with Elections.

Councilmember Perry asked if they would get rid of the Management Analyst position and if the Government Intern position would not be filled. City Administrator Lynch responded correct. She asked who would absorb the Management Analyst position. He responded some of the work of the Management Analyst would go to the support staff position.

Councilmember Piekarski Krech asked to see the budget breakdown and preliminary job duties for each.

Councilmember Dietrich commented that it seemed like a highly paid position for the type of skillset. She asked to see the language of the job description. City Administrator Lynch responded it would be paid less than the Administrative Support staff coordinator that was doing some of those items. This would be an entry level office support position. She asked what the need for replacing the Finance Director position as it is on the organization chart and what the search would look for the Office Support Admin position. City Administrator Lynch responded the position is vacant and an opportunity to see if business should be done as is or look into something different. He stated there is concern that the finance pool is not very deep. The position would be advertised either by posting the entire range of the position or posting the first three steps of the position. He stated staff is designated to be a part of an interview committee with a second round of interviews that include the HR Manager and himself.

Councilmember Dietrich asked if the number of direct reports to the City Administrator could be lowered at his discretion and if department heads could have the freedom to schedule on their own. City Administrator Lynch responded he has 11 currently. There are meetings inside and outside of the city, assistance with calendar management would be helpful.

Councilmember Bartholomew stated he would like to see a price breakdown on the positions, the gains and efficiencies. He stated the job descriptions are very important especially for the Administrative Services Director and wanted to make sure that the duties for that position are clear.

Mayor Tourville stated the previous Finance Director didn't intend to take on the IT Department and HR. He stated a need for additional information on the budget, product delivery, what is being added and taken away, the effectiveness and how it makes it better or not, and to take a look at going back to a Finance Director position to replace the previous Finance Director. He stated he was uncertain with the Administrative Services Director and the four departments they would oversee. He commented that he checked into ads from the League of Minnesota Cities and did not notice an ad with those four departments put together except for a City Administrator or a City Manager. He suggested looking into the possibilities that go with replacing the former Finance Director position with a pure job description of Finance Director. He stated due to people leaving, they should look at the Communications Manager, IT Technology, and Human Resources, it's not called an Administrative Services Director, and look at the budget.

He stated to summarize, he is looking for information about what has been proposed, the budget, the effectiveness, the abilities, hiring of a Finance Director, and the budget and concerns. He asked how this makes us better. He suggested looking into the position of City Administrator and the hiring of an Assistant City Administrator with that underneath being communications, technology, and human resources. That makes 9-11 people taken off the City Administrative overview. He stated there is a need to do a much better job with annual or quarterly reviews for every full-time employee.

Councilmember Bartholomew stated he liked the proposal but wanted to know how to get there and what the outcome would be. Mayor Tourville stated that it may be difficult to find someone who would be able to do finance,

communications, technology, and HR. Councilmember Bartholomew disagreed and stated it happens in the private sector frequently.

Councilmember Perry asked if going with the route shown, how that potentially impacts the budget needed to go forward with the top three items requested by staff.

City Administrator Lynch summarized the information being requested by the City Council as follows:

- Do an informational memo that describes the impact and efficiencies, or the effectiveness achieved by the proposed structure change.
- Draft job descriptions of the proposed jobs.
- Price. What the net change is to the city.

The second part consists of information about:

- The budget of the proposed structure.
- The budget of the traditional.
- The budget of an Assistant City Administrator position that would oversee IT, communications, and HR.

He asked if he was pursuing both, or just one. Mayor Tourville responded once the job descriptions and dollar amount individual wise come in, other items could also be looked into. He stated if going with the Administrative Services Director position and the salary and job responsibilities, there may not be anyone to fill it. Councilmember Bartholomew commented this was very doable, if nothing can be found for the position, things would stay where they are at.

Cora Bauer, Finance Department, commented this was discussed in March and is a complex idea. Staff is short staffed, and this has been pushed back month after month. She stated some positions in the proposal are not being questioned, those would be nice to move forward with and make the complexity easier. Mayor Tourville responded that if it's a replacement position they can proceed but cannot with new positions that are not in the budget.

Councilmember Dietrich commended Shannon Battles on the job she has been doing in Finance.

Mayor Tourville asked for updates when the information becomes available. Information can be added to the Friday updates to the Council. City Administrator Lynch asked when this should be readdressed. Councilmember Perry asked if time could be added to the strategic planning meetings that are currently set. City Administrator Lynch responded notices would need to be posted in order for them to meet. Councilmember Bartholomew stated he is unavailable for all of the strategic planning meetings. Mayor Tourville stated those meetings will have to be changed and rescheduled. Councilmember Dietrich stated there may not be a time that works for all, it may have to be majority. Councilmember Bartholomew stated it was not critical that he attend, he does not expect others to change their calendars on his behalf. City Administrator Lynch stated he takes responsibility and misunderstood the email Councilmember Bartholomew sent to him. He stated it can be rescheduled, or those meetings could be added onto.

Mayor Tourville asked City Administrator Lynch if he would have the information ready for the September Work Session. City Administrator Lynch responded he could have that information ready. Mayor Tourville stated the Work Session takes place September 3rd. He stated that they would need some dates that would work for all five Council Members for the strategic planning meetings.

3) Pavement Management Program Update (Public Works):

Public Works Director Scott Thureen discussed pavement management stating that a contract was approved to do an analysis of 135 miles of the street system. Coring is done to see what types of deterioration is occurring, and borings are done to look at the material underneath. Once the information is compiled, proposals are put together with what the needs are and will help with prioritizing. He stated cross sections are provided for strategies or treatments. A full life cycle would be 50 to 60 years in that street which also includes a couple mill and overlays in the life cycle. When looking at total cost that is the least costly to the city with a 10% to 15% savings over the life of the street and why the model was initially proposed.

He discussed the 2020 to 2024 Pavement Management CIP stating one project on 50th Street was pulled and proposed in 2020 based on comments from the city survey and neighborhoods. The following streets were added in its place for 2020: 64th Street neighborhood off of Blaine, the neighborhood of 60th/Bacon/62nd which was a 2016 project but the neighborhood didn't want anything done at that time, they have now come back with a petition to have the street reconstructed, and Cahill between Concord and Inver Grove Trail, that includes Carter Path/Carter Court.

Councilmember Dietrich asked if the city knows a road needs to be done and residents don't want it to be done, if they can say no and the city skips the project. Public Works Director Thureen responded recommendations for roads to be done can be made, but the City Council approves it. If assessing and residents object and appeal, the city goes through a process individually, which has costs associated with it.

Councilmember Piekarski Krech commented about Dawn Way and stated those streets were in worse shape than some of the others. Public Works Director Thureen responded that others are worse than Dawn Way.

Public Works Director Thureen stated they worked with Ehlers on inputting the proposed changes for the 2020-2024 CIP, what the capital outlay need would be, and an assumed 5% inflation each year. Based off that, two scenarios were requested. The first was to continue to increase funding to pavement management by an additional \$500,000 per year. Councilmember Bartholomew suggested thinking about adding a project in the \$2 million-dollar range, so it ends with a fund balance in 2024 of \$3 million. Mayor Tourville agreed because of the demand.

Councilmember Bartholomew asked if there would be an increase in the franchise fee. City Administrator Lynch responded it would not be enough to make up the difference. He stated they could increase the rate.

Public Works Director Thureen stated in 2015 the Council approved the street reconstruction overlay plan, which was a five-year plan. The five-year plan expires at the end of this year. He stated there is a proposal to renew that for another five years. This requires a public hearing that needs to have a unanimous vote of all Council Members who are present to approve. He stated with the current plan, they only bonded once for a joint project with the County.

Mayor Tourville asked what happens if they are not in the bonding cycle and 117th comes in within a year or two. He commented that Courthouse Boulevard is also in rough shape. He stated he would like to keep it at the \$2-\$2.5 million amount. Public Works Director Thureen responded that Courthouse Boulevard would be looked into. He stated the overlay plan would be brought before the City Council. The current plan has 117th Street included and for continuing the realignment for Argenta Trail.

Public Works Director Thureen stated that at the next meeting he would like to get authorization for feasibility studies for the three projects he mentioned were added in 2020 for the CIP.

4) Metro Highway Noise Abatement Program Update (Public Works):

Public Works Director Thureen stated there were inquiries from two different neighborhoods this year. There has been a change in MnDOT's program and how it is handled. In 2016 they went through sites in the metro area and ranked them and had to meet various criteria and fiscal requirements. He stated it is currently a solicitation process where cities submit an application form, they run the numbers and tell them if it meets the financial threshold, then it's up to the city if they want to advance. The one change in the program is a 10% cost share by the host city where the sound wall would go in. He asked about the two neighborhoods they heard from and if the Council wants to direct staff to make application for one or two of those sites to see what happens. Councilmember Piekarski Krech asked if that is assessed or the city pays. Public Works Director Thureen responded it is State Aid eligible, but they could possibly assess a portion if that is desired. He stated once selected they go into the State's transportation improvement program which is scheduled four to five years out. Mayor Tourville asked if it is 10% of construction and 8% of engineering. Director Thureen responded that was correct. Out of the seven locations, there was one in 122 and someone from 169. He stated that in conversation with a representative from MnDOT who used 122 as an

example, the rough estimate could be approximately \$1.7 million dollars. It's nearly a half mile of sound wall. He stated 116 and 122 might have a chance to be eligible if applications were put in for them.

Councilmember Bartholomew commented about 122 and stated the estimate for the city would be roughly \$34,000. Mayor Tourville suggested applying for 116 and 122. Councilmember Piekarski Krech asked if those were the neighborhoods that requested it. Public Works Director Thureen responded it was 122 and 169. Councilmember Bartholomew suggested applications for 116 and 122. Public Works Director Thureen stated they could send a letter out to the area in advance to see the response.

City Administrator Lynch asked Public Works Director Thureen what the annual MSA allocation was. Public Works Director Thureen responded the construction allocation is currently about \$1.2 million. He stated with the solicitation process there is no vote from the neighborhood anymore, it's up to the City Council to decide. He stated if he sends letters out to the neighborhood listed at 116 and they don't want it, then it's done. He commented that this can be applied for every year from September 1st through the end of December.

B. ADJOURN:

Motion by Piekarski Krech second by Perry to adjourn the meeting at 8:23 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Sheri Yourczek.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Amy Hove 651-450-2521
 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 August 6, 2020 to August 18, 2020.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending August 18, 2020. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$472,764.86
Debt Service & Capital Projects	117,102.70
Enterprise & Internal Service	346,778.00
Escrows	10,778.18
Grand Total for All Funds	<u><u>\$947,423.74</u></u>

If you have any questions about any of the disbursements on the list, please call Amy Hove, Finance Director 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period August 6, 2020 to August 18, 2020 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2020-156

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING August 18, 2020**

WHEREAS, a list of disbursements for the period ending August 18, 2020 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	\$472,764.86
Debt Service & Capital Projects	117,102.70
Enterprise & Internal Service	346,778.00
Escrows	10,778.18
 Grand Total for All Funds	 <u><u>\$947,423.74</u></u>

Adopted by the City Council of Inver Grove Heights this 24th day of August, 2020.

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, Deputy Clerk



City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 8/6/2020 - 8/18/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
2ND WIND EXERCISE, INC.	2-012321	08/11/2020	location move	101.42.4200.423.40042	300.00
ADVANCED SYSTEMS INTEGRATION, LLC.	1632	08/18/2020	ASI service	101.47.1400.413.30700	287.50
ANCOM COMMUNICATIONS, INC.	96638	08/18/2020	Parts	101.42.4200.423.40042	200.50
ASPEN MILLS	259752	08/18/2020	Clothing & Stitching	101.42.4000.421.60045	133.70
ASPEN MILLS	259759	08/18/2020	clothing	101.42.4000.421.60045	59.95
AT&T MOBILITY	287298708193	08/18/2020	Wireless services	101.42.4000.421.50020	5,369.32
BAN-KOE SYSTEMS, Inc.	99890	08/18/2020	Fire alarm support & maintenance	101.42.4200.423.30700	1,442.00
BARNA, GUZY, & STEFFEN LTD	220021	08/18/2020	Fees	101.42.4200.423.30420	355.00
BARNA, GUZY, & STEFFEN LTD	220022	08/18/2020	Service Fees	101.41.1000.413.30420	7,120.94
CANADA GOOSE MANAGEMENT	202002	08/11/2020	Parts & Labor	101.44.6000.451.30700	1,000.00
CENTURY LINK	07/19/2020	08/11/2020	Account 651-455-9072	101.42.4200.423.50020	42.78
CLAREY'S SAFETY EQUIPMENT	189958	08/11/2020	Parts	101.42.4200.423.60065	2,171.92
CLAREY'S SAFETY EQUIPMENT	190172	08/18/2020	thermal imaging camera kit	101.42.4200.423.60065	7,500.00
COLLINS ELECTRICAL CONST.	2031898.01	08/18/2020	Labor and Equipment	101.43.5400.445.40042	1,307.11
COLLINS ELECTRICAL CONST.	2031899.01	08/18/2020	Labor and Equipment	101.43.5400.445.40042	293.77
COLLINS ELECTRICAL CONST.	2031963.01	08/18/2020	Labor and Equipment	101.43.5200.443.40046	191.92
COLLINS ELECTRICAL CONST.	2031964.01	08/18/2020	Labor and equipment	101.43.5200.443.40046	271.32
COMCAST	08/05/2020	08/18/2020	August 15 -September 14 services	101.42.4200.423.30700	10.53
CONSERVICE	02/28/2020	02/28/2020	Refund of ACH payment received inc	101.00.0000.3660000	84.11
COVERTTRACK GROUP INC	22402	08/18/2020	Battery replacement + shipping & har	101.42.4000.421.60065	88.00
CULLIGAN	07/31/2020	08/18/2020	Bottle water equipment services	101.42.4200.423.30700	5.28
CULLIGAN	07/31/2020B	08/18/2020	Water services	101.42.4200.423.60065	90.66
DAKOTA COMMUNICATIONS CENTER	IG2020-09	08/11/2020	Monthly fee - Sept	101.42.4000.421.70502	57,135.00
DAKOTA COMMUNICATIONS CENTER	IG2020-09	08/11/2020	Monthly fee - Sept	101.42.4200.423.70502	7,575.00
DAKOTA CTY PROP TAXATION & RECORDS	07/01/2020	08/18/2020	Conditional use permit	101.45.3200.419.50025	138.00
EFTPS	INV0102989	07/31/2020	FEDERAL WITHHOLDING	101.203.2030200	56,570.83
EFTPS	INV0102991	07/31/2020	MEDICARE WITHHOLDING	101.203.2030500	16,691.22
EFTPS	INV0102992	07/31/2020	SOCIAL SECURITY WITHHOLDING	101.203.2030400	49,296.76
EXPERT TREE AND SERVICE AND SCIENCE	4162	08/18/2020	4850 babcock work	101.43.5200.443.40046	275.00
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0102973	07/31/2020	HSA ELECTION-FAMILY	101.203.2032500	3,273.63
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0102974	07/31/2020	HSA ELECTION-SINGLE	101.203.2032500	4,877.45
GERTENS	71968/6	08/11/2020	Black Poly	101.44.6000.451.60016	88.80
GERTENS	73408/6	08/11/2020	Timber Spike	101.44.6000.451.60065	94.65
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	101.42.4200.423.40020	1,995.32
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	101.43.5200.443.40020	164.42
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	101.43.5400.445.40020	1,500.87
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	101.44.6000.451.40020	1,735.44
HAWKINS, DIANE	08/10/2020	08/18/2020	Bring ballots to airport	101.41.1200.414.50065	29.33
HEALTHEAST MEDICAL TRANSPORTATION	07/24/2020	08/11/2020	Blood Draw - Account# 20-31516	101.42.4000.421.30700	88.40
HEALTHEAST MEDICAL TRANSPORTATION	07/30/2020	08/18/2020	Bradley Cowden Blood Draw	101.42.4000.421.30700	88.40
HEALTHEAST MEDICAL TRANSPORTATION	08/07/2020	08/18/2020	Bethany Tiley Blood Draw	101.42.4000.421.30700	88.40
HOISINGTON KOEGLER GROUP INC.	020-013-3	08/11/2020	IGH park system plan assistance	101.44.6000.451.30700	420.00
HOMETOWN MEATS	2448	08/18/2020	Box lunches for elections	101.41.1200.414.50075	1,813.35
ICMA RETIREMENT TRUST - 457	INV0102965	07/31/2020	457 - ROTH AGE 50+	101.203.2031400	175.00
ICMA RETIREMENT TRUST - 457	INV0102966	07/31/2020	457 - ROTH AGE 50+	101.203.2031400	175.00
ICMA RETIREMENT TRUST - 457	INV0102975	07/31/2020	ICMA-AGE <49	101.203.2031400	3,190.00
ICMA RETIREMENT TRUST - 457	INV0102976	07/31/2020	ICMA-AGE <49 %	101.203.2031400	8,245.07
ICMA RETIREMENT TRUST - 457	INV0102977	07/31/2020	ICMA-AGE 50+	101.203.2031400	7,201.15
ICMA RETIREMENT TRUST - 457	INV0102978	07/31/2020	ICMA-AGE 50+ %	101.203.2031400	781.25
ICMA RETIREMENT TRUST - 457	INV0102979	07/31/2020	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	91.25
ICMA RETIREMENT TRUST - 457	INV0102986	07/31/2020	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	2,711.52
ICMA RETIREMENT TRUST - 457	INV0102987	07/31/2020	ROTH IRA (AGE 50 & OVER)	101.203.2032400	919.00
ICMA RETIREMENT TRUST - 457	INV0102988	07/31/2020	ROTH-AGE <49 %	101.203.2032400	42.21
IUOE	INV0103248	08/14/2020	UNION DUES IUOE	101.203.2031000	1,143.42
J.J. KELLER & ASSOCIATES, INC.	9105182756	08/18/2020	ELP FED.MN ENG COMBO PSTR S	101.41.1100.413.60018	189.61
J.J. KELLER & ASSOCIATES, INC.	9105182756	08/18/2020	ELP FED.MN ENG COMBO PSTR S	101.41.1100.413.60018	1,128.88
KENISON, TERRI	July 2020	08/11/2020	July 2020	101.42.4200.423.30700	1,600.00
LANGUAGE LINE SERVICES	10058159	08/18/2020	Over-the-phone interpretation	101.42.4000.421.50020	31.22
LAWMAN BADGE COMPANY	5882	08/11/2020	Custom badge repair	101.42.4000.421.60045	160.00
LELS SERGEANTS	INV0103259	08/14/2020	UNION DUES (LELS SGT)	101.203.2031000	372.00
LOCAL GOVERNMENT INFORMATION SYSTEM (LOGI	49109	08/18/2020	Network services	101.47.1400.413.40035	281.25
LOCAL GOVERNMENT INFORMATION SYSTEM (LOGI	49070	08/18/2020	APPL SUP - Police MCD	101.42.4000.421.70501	1,985.00
M & J SERVICES, LLC	2236	08/11/2020	Ernster park concrete work	101.44.6000.451.40047	1,105.00
M & J SERVICES, LLC	2237	08/11/2020	Oakwood concrete work	101.44.6000.451.40047	1,500.00
MACQUEEN EMERGENCY GROUP	P03929	08/18/2020	Eagle bolt	101.42.4200.423.40041	60.00
MCKESSON MEDICAL-SURGICAL INC.	17004578	08/11/2020	Stethoscope	101.42.4200.423.60065	110.11
MCKESSON MEDICAL-SURGICAL INC.	17004690	08/11/2020	Gloves	101.42.4200.423.60065	65.75
MCKESSON MEDICAL-SURGICAL INC.	17004824	08/11/2020	Stethoscopes & Alcohol pad(s)	101.42.4200.423.60065	323.04
MCKESSON MEDICAL-SURGICAL INC.	17004947	08/11/2020	Stethoscope	101.42.4200.423.60065	109.72

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MCKESSON MEDICAL-SURGICAL INC.	17010974	08/18/2020	Gloves	101.42.4200.423.60065	105.20
METROPOLITAN COUNCIL	08/17/2020	08/18/2020	July	101.41.0000.3414000	(298.20)
MINNEAPOLIS OXYGEN CO.	00062882	08/18/2020	Oxygen	101.42.4200.423.30700	99.82
MINNEAPOLIS OXYGEN CO.	00062883	08/18/2020	Oxygen and Nitrogen	101.42.4200.423.30700	71.30
MINNESOTA CITY/COUNTY MANAGEMENT	08/11/2020	08/11/2020	Membership Renewal	101.41.1100.413.50070	192.64
MN DEPT OF REVENUE	INV0102990	07/31/2020	STATE WITHHOLDING	101.203.2030300	25,290.48
MN DEPT OF REVENUE	7/30/2020	08/18/2020	Taxes	101.207.2070300	1,560.31
MN DEPT OF REVENUE	7/30/2020F	08/18/2020	Taxes	101.207.2070300	(0.02)
NATURE CALLS, INC.	26763	08/11/2020	June 2020	101.44.6000.451.40065	1,005.00
NATURE CALLS, INC.	26766	08/11/2020	July 2020	101.44.6000.451.40065	1,682.00
NET TRANSCRIPTS, INC.	0033371-IN	08/18/2020	7/31/2020 Conferences	101.42.4000.421.30700	206.96
NEWMAN SIGNS INC	TRFINV023178	08/18/2020	Signs	101.43.5200.443.60016	1,116.92
OKER INVESTMENTS	000274	08/11/2020	services	101.45.3000.419.30700	419.00
OXYGEN SERVICE COMPANY, INC	03471624	08/18/2020	Non - asset cylinders	101.42.4000.421.60065	54.00
PERA	INV0102980	07/31/2020	PERA COORDINATED PLAN	101.203.2030600	43,809.40
PERA	INV0102981	07/31/2020	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	3,369.93
PERA	INV0102982	07/31/2020	PERA DEFINED PLAN	101.203.2030600	53.46
PERA	INV0102983	07/31/2020	EMPLOYER SHARE (PERA DEFINE	101.203.2030600	53.46
PERA	INV0102984	07/31/2020	PERA POLICE & FIRE PLAN	101.203.2030600	20,881.98
PERA	INV0102985	07/31/2020	EMPLOYER SHARE (POLICE & FIR	101.203.2030600	31,322.98
PIONEER PRESS	620572521	06/30/2020	Advertising/Publishing	101.41.1100.413.50025	17.63
PIONEER PRESS	620572521	06/30/2020	Advertising/Publishing	101.41.1100.413.50025	18.06
RCM SPECIALTIES, INC.	7617	08/11/2020	Patching	101.43.5200.443.40046	8,487.50
RCM SPECIALTIES, INC.	7618	08/11/2020	Patching	101.43.5200.443.40066	4,243.75
RCM SPECIALTIES, INC.	7620	08/18/2020	Service	101.43.5200.443.40046	3,395.00
SAFETY SIGNS	20002183	08/18/2020	Traffic control, demobilization	101.43.5200.443.40046	175.00
SAFETYFIRST PLAYGROUND SURFACING, LLC	7161	08/11/2020	Nature's Plus ASTM surfacing	101.44.6000.451.60065	5,685.00
SAFETYFIRST PLAYGROUND SURFACING, LLC	7186	08/11/2020	Nature's plus ASTM surfacing	101.44.6000.451.60016	947.50
STREICHER'S	S1395849	08/11/2020	Canister Filter	101.42.4000.421.60018	1,665.99
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1822378	08/18/2020	Cobra July fees	101.42.4000.421.30550	40.00
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.41.1100.413.30550	16.96
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.41.1300.413.30550	16.96
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.41.2000.415.30550	29.24
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.42.4000.421.30550	144.15
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.42.4200.423.30550	16.94
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.43.5000.441.30550	8.47
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.43.5100.442.30550	38.11
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.43.5200.443.30550	16.94
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.44.6000.451.30550	21.89
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.45.3000.419.30550	7.62
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.45.3300.419.30550	16.96
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	101.47.1400.413.30550	25.44
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1823972	08/18/2020	Retiree - Admin fees	101.42.4000.421.30550	44.70
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.41.1100.413.30550	18.90
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.41.1300.413.30550	15.40
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.41.2000.415.30550	84.11
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.42.4000.421.30550	285.23
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.42.4200.423.30550	39.90
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.43.5000.441.30550	12.07
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.43.5100.442.30550	57.29
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.43.5200.443.30550	43.40
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.44.6000.451.30550	54.96
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.45.3000.419.30550	17.43
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.45.3200.419.30550	19.91
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.45.3300.419.30550	32.90
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	101.47.1400.413.30550	37.10
TDS METROCOM	9D46-8BB1-445D	08/18/2020	Communication services	101.47.1400.413.50020	180.36
TOTAL CONSTRUCTION & EQUIP.	18789	08/11/2020	Parts & Labor	101.44.6000.451.40047	282.40
TOTAL CONSTRUCTION & EQUIP.	18790	08/11/2020	Parts & Labor	101.44.6000.451.40047	775.41
ULINE	40390550	08/18/2020	Shoe covers	101.45.3300.419.60040	82.00
UNIFIRST CORPORATION	0900570560	08/18/2020	Clothing	101.43.5200.443.60045	84.12
UNIFIRST CORPORATION	0900570560	08/18/2020	Clothing	101.44.6000.451.60045	26.52
VERIFIED CREDENTIALS, INC.	307995	08/18/2020	Background screening - June	101.41.1100.413.30500	256.50
WI SCTF (WI SUPPORT COLLECTIONS TRUST FUND	INV0103240	08/14/2020	PARTICIPANT ID#0004986316	101.203.2032100	433.06
XCEL ENERGY	691096704	08/18/2020	Gas & Electric	101.43.5400.445.40020	9,011.58
XCEL ENERGY	691096704 CR	08/18/2020	Gas & Electric	101.43.5200.443.40020	(77.12)
Fund: 101 - GENERAL FUND					433,812.89
ARCHAR INTERNATIONAL, INC.	8908	08/18/2020	Custom map	201.44.1600.465.50025	3,100.00
ENSEMBLE CREATIVE & MARKETING	IGH080620	08/18/2020	Ad campaign	201.44.1600.465.50075	675.00
LIME VALLEY ADVERTISING, INC.	20003.06	08/18/2020	Programming services	201.44.1600.465.50025	100.00
RIVER HEIGHTS CHAMBER OF COMMERCE	10635	08/18/2020	Golf tournament exclusive tee sponsc	201.44.1600.465.50025	400.00
STACY ANN BROOKS	316	08/18/2020	August blog posts	201.44.1600.465.50025	205.00
Fund: 201 - C.V.B. FUND					4,480.00
DVORAK, MIRIAM	07/28/2020	08/11/2020	Shelter cancellation	204.207.2070300	4.66
DVORAK, MIRIAM	07/28/2020	08/11/2020	Shelter cancellation	204.44.0000.3471000	65.34
FRENCH, JEANNE	07/30/2020	08/11/2020	Shelter cancel	204.207.2070300	4.66
FRENCH, JEANNE	07/30/2020	08/11/2020	Shelter cancel	204.44.0000.3471000	65.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HOLMES DESIGN, INC.	5255	08/11/2020	Promotional materials Brochures	204.44.6100.452.30700	795.00
MN DEPT OF REVENUE	7/30/2020B	08/18/2020	Taxes	204.207.2070300	395.24
REVOLUTIONARY SPORTS, LLC	1982	08/11/2020	Classes	204.44.6100.452.30700	343.95
REVOLUTIONARY SPORTS, LLC	1997	08/11/2020	Classes	204.44.6100.452.30700	2,407.20
SCOVIL, SARAH	07/21/2020	08/11/2020	RevSports Baseball	204.44.0000.3470000	85.00
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	204.44.6100.452.30550	13.83
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	204.44.6100.452.30550	24.70
Fund: 204 - RECREATION FUND					4,204.92
AQUA LOGIC, INC.	50217	08/11/2020	Spa Tile	205.44.6200.453.80200	17,812.21
HOLMES DESIGN, INC.	5255	08/11/2020	Promotional materials Brochures	205.44.6200.453.30700	1,200.00
HUBBARD, HEATHER	07/23/2020	08/11/2020	Covid 19	205.44.0000.3493501	65.00
HUEBSCH SERVICES	20021773	08/11/2020	Mats	205.44.6200.453.40040	68.02
HUEBSCH SERVICES	20021773	08/11/2020	Mats	205.44.6200.453.40040	272.10
LEHMAN, LORI	07/21/2020	08/11/2020	Kids Rock/Covid	205.44.0000.3496000	80.00
LEMKE, LAURA	07/21/2020	08/11/2020	Membership/Covid	205.207.2070300	36.09
LEMKE, LAURA	07/21/2020	08/11/2020	Membership/Covid	205.44.0000.3490100	506.58
MN DEPT OF REVENUE	7/30/2020C	08/18/2020	Taxes	205.207.2070300	554.46
MROZINSKI, KEITH	07/22/2020	08/11/2020	Membership/Covid	205.207.2070300	11.14
MROZINSKI, KEITH	07/22/2020	08/11/2020	Membership/Covid	205.44.0000.3490100	156.36
NATURE CALLS, INC.	26766	08/11/2020	July 2020	205.44.6200.453.60065	344.00
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	205.44.6200.453.30550	4.23
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	205.44.6200.453.30550	4.24
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	205.44.6200.453.30550	34.16
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	205.44.6200.453.30550	43.59
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	205.44.6200.453.30550	11.55
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	205.44.6200.453.30550	11.55
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	205.44.6200.453.30550	3.50
TOTAL CONSTRUCTION & EQUIP.	18624	08/11/2020	Tranformer replacement	205.44.6200.453.80200	5,800.00
YARRINGTON, MARK	7/21/2020	08/18/2020	Membership/Covid	205.207.2070300	16.40
YARRINGTON, MARK	7/21/2020	08/18/2020	Membership/Covid	205.44.0000.3490100	230.25
Fund: 205 - COMMUNITY CENTER					27,265.43
EHLERS AND ASSOCIATES, INC.	84240	08/11/2020	CARES Administration 7/2020	250.41.1100.413.30700	2,687.50
Fund: 250 - CARES FEDERAL GRANT (CFDA 20.019)					2,687.50
EHLERS AND ASSOCIATES, INC.	84245	08/18/2020	Park dedication research fee	290.45.3000.419.30700	312.50
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	290.45.3000.419.30550	0.85
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	290.45.3000.419.30550	0.77
Fund: 290 - EDA OPERATING					314.12
EHLERS AND ASSOCIATES, INC.	58458B	08/11/2020	2014B Paying Agent Fee	363.57.9000.570.90300	475.00
Fund: 363 - G.O. SEWER REFUND 2014B					475.00
EHLERS AND ASSOCIATES, INC.	58453B	08/11/2020	2015A Paying Agent Fee	365.57.9000.570.90300	475.00
Fund: 365 - G.O. IMPR BONDS 2015A					475.00
EHLERS AND ASSOCIATES, INC.	58455B	08/11/2020	2015B Paying Agent Fee	366.57.9000.570.90300	475.00
Fund: 366 - GO SEWER REVENUE BONDS, 2015B					475.00
EHLERS AND ASSOCIATES, INC.	58454B	08/11/2020	2016A Paying Agent Fee	367.57.9000.570.90300	475.00
Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A					475.00
EHLERS AND ASSOCIATES, INC.	58456B	08/11/2020	2017A Paying Agent Fee	368.57.9000.570.90300	475.00
Fund: 368 - G.O. SEWER REVENUE REFUND 2017A					475.00
EHLERS AND ASSOCIATES, INC.	58457B	08/11/2020	2017B Paying Agent Fee	369.57.9000.570.90300	475.00
Fund: 369 - G.O. IMPR BONDS 2017B					475.00
EHLERS AND ASSOCIATES, INC.	58451B	08/11/2020	2018A Paying agent fee	392.57.9000.570.90300	475.00
Fund: 392 - G.O. CAP IMPR BONDS 2018A					475.00
EHLERS AND ASSOCIATES, INC.	58452B	08/11/2020	2019A Paying Agent Fee	393.57.9000.570.90300	475.00
Fund: 393 - G.O. CAP IMPR BONDS 2019A					475.00
NEWMARK PARTNERS LP	249561	08/18/2020	Appraisal report - Peltier property	402.44.6000.451.30700	2,600.00
WSB & ASSOCIATES, INC.	R-016251-000-1	08/11/2020	NW area park plan	402.44.6000.451.30700	1,861.75
Fund: 402 - PARK ACQ. & DEV. FUND					4,461.75
METROPOLITAN COUNCIL	08/17/2020	08/18/2020	July	404.217.2170000	29,820.00
Fund: 404 - SEWER CONNECTION FUND					29,820.00
EXCEL AV GROUP	139525	08/18/2020	Fires station #2 additions (Equipment	434.42.4200.423.80500	1,313.00
LVC COMPANIES, INC.	26803	08/11/2020	IT room	434.42.4200.423.30700	3,230.00
Fund: 434 - 2014 IMPROVEMENT FUND					4,543.00
WSB & ASSOCIATES, INC.	R-013050-000-21	08/11/2020	June 2020	437.44.5900.737.30700	3,603.25
WSB & ASSOCIATES, INC.	R-014704-000-7	08/11/2020	HVP Inclusive Play	437.44.5900.737.30700	12,869.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 437 - 2017 IMPROVEMENT FUND					16,472.59
GENERAL SHEET METAL	08/11/2020	08/11/2020	Pay Request #4 (Final) Proj 1913	439.44.5900.739.80200	19,062.00
Fund: 439 - 2019 IMPROVEMENT FUND					19,062.00
EHLERS AND ASSOCIATES, INC.	84239	08/18/2020	CIP-PMP Revisions 7/2020	440.59.0000.3911000	375.00
Fund: 440 - PAVEMENT MANAGEMENT PROJ					375.00
EMMONS & OLIVIER RESOURCES	00095-0066-3B	08/11/2020	Phase 3 load & reformt data	441.43.0000.3434500	1,039.25
EXPERT TREE AND SERVICE AND SCIENCE	4147	08/11/2020	Remove trees	441.74.5900.741.40066	2,300.00
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	441.74.5900.741.40020	931.47
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	441.74.5900.741.30550	12.71
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	441.74.5900.741.30550	11.55
XCEL ENERGY	691096704	08/18/2020	Gas & Electric	441.74.5900.741.40020	1,201.83
Fund: 441 - STORM WATER MANAGEMENT					5,496.81
NORTHERN LIGHTS DISPLAY LLC	20-1128	08/11/2020	Banner(s)	444.74.5900.744.60065	2,930.30
NORTHERN LIGHTS DISPLAY LLC	20-1126	08/11/2020	Banner	444.74.5900.744.60065	1,800.00
Fund: 444 - PARK CAPITAL REPLACEMENT					4,730.30
LOCH GREGOR, LLC.	06/24/2020B	08/11/2020	Settlement Agreement	446.74.5900.746.70600	12,000.00
WSB & ASSOCIATES, INC.	0-001702-270-16	08/18/2020	65th Street improvements	446.74.5900.746.30300	3,466.25
Fund: 446 - NW AREA					15,466.25
STANDARD SIDEWALK, INC.	IGH-20-1	08/11/2020	Ped ramp installation	447.00.7500.460.40047	7,581.00
Fund: 447 - ADA					7,581.00
EMMONS & OLIVIER RESOURCES	00095-0060-15B	08/11/2020	May services	448.74.5900.748.30700	2,794.00
Fund: 448 - NWA - STORM WATER					2,794.00
INVER HILLS COMMUNITY BAND	08/17/2020	08/18/2020	2020 Music in the park concert	451.75.5900.751.70600	1,000.00
Fund: 451 - HOST COMMUNITY FUND					1,000.00
EHLERS AND ASSOCIATES, INC.	84358	08/11/2020	TIF reporting - 2019 Reports	453.57.9000.570.30150	1,500.00
Fund: 453 - SE QUADRANT TIF DIST 4-1					1,500.00
CORE & MAIN LP	M699744	08/11/2020	Valve Keys	501.50.7100.512.40043	629.04
CORE & MAIN LP	M703393	08/11/2020	Parts	501.50.7100.512.40043	4,756.88
CORE & MAIN LP	M747204	08/11/2020	Flange Kits	501.50.7100.512.40042	75.03
CORE & MAIN LP	M766245	08/18/2020	Parts	501.50.7100.512.40043	1,077.25
CSS	10046	08/18/2020	Paint	501.50.7100.512.60016	798.24
ELECTRIC FIRE & SECURITY	C2749	08/11/2020	Annual monitoring 6/1/2020 - 5/31/20	501.50.7100.512.40040	596.00
GERTENS	74113/6	08/11/2020	SOD	501.50.7100.512.60016	86.25
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	501.50.7100.512.40020	9,065.52
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	501.50.7100.512.40020	24,335.04
GOPHER STATE ONE-CALL	0070482	08/11/2020	Tickets	501.50.7100.512.30700	855.90
GRAINGER	9604801879	08/11/2020	Valve	501.50.7100.512.40042	824.00
GRAINGER	9613498220	08/18/2020	Parts	501.50.7100.512.60016	1,281.37
GRAINGER	9617889234	08/18/2020	Vise swivel	501.50.7100.512.60016	467.12
HAWKINS, INC.	4758636	08/11/2020	Chemicals	501.50.7100.512.60019	10,406.96
HYDRODESIGNS, INC	0058138-IN	08/11/2020	Municipal	501.50.7100.512.30700	1,247.25
KAT-KEY'S LOCK & SAFE CO.	120915	08/11/2020	Keys	501.50.7100.512.60016	167.00
LONE OAK COMPANIES	85605	08/11/2020	Process statement	501.50.7100.512.30700	294.50
LONE OAK COMPANIES	85605	08/11/2020	Psotage Credit	501.50.7100.512.50035	(1.25)
LONE OAK COMPANIES	08/05/2020	08/11/2020	3105 estimated pieces @ \$0.50	501.50.7100.512.50035	776.25
MN DEPT OF REVENUE	7/30/2020D	08/18/2020	Taxes	501.207.2070200	7,286.04
MN GLOVE & SAFETY, INC.	323844	08/11/2020	Parts	501.50.7100.512.60045	270.92
STANTEC CONSULTING SERVICES INC.	1680279	08/11/2020	AWIA Planning	501.50.7100.512.30300	4,582.00
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	501.50.7100.512.30550	30.49
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	501.50.7100.512.30550	38.40
TODD DOUGLAS EDINGER - RMR SERVICES LLC	2020228	08/18/2020	July meter reading	501.50.7100.512.30700	1,819.00
VALLEY-RICH CO, INC	28519	08/18/2020	7647 bowman job	501.50.7100.512.40046	4,899.35
VIKING INDUSTRIAL CENTER	3197054	08/11/2020	Services/Labor	501.50.7100.512.40042	125.00
Fund: 501 - WATER UTILITY FUND					76,789.55
DUKE'S ROOT CONTROL, INC.	17729	08/18/2020	Pipe sewer root control	502.51.7200.514.40043	6,051.42
EXPERT TREE AND SERVICE AND SCIENCE	4162	08/18/2020	4850 babcock work	502.51.7200.514.40043	950.00
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	502.51.7200.514.40020	602.50
LONE OAK COMPANIES	85605	08/11/2020	Postage Credit	502.51.7200.514.50035	(1.25)
LONE OAK COMPANIES	85605	08/11/2020	Process Statement	502.51.7200.514.50035	294.50
LONE OAK COMPANIES	08/05/2020	08/11/2020	3105 estimated pieces @ \$0.50	502.51.7200.514.50035	776.25
METROPOLITAN COUNCIL	0001112864	08/11/2020	Waste water services	502.51.7200.514.40015	169,432.94
MN GLOVE & SAFETY, INC.	323843	08/11/2020	Gloves	502.51.7200.514.60045	479.90
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	502.51.7200.514.30550	28.80
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	502.51.7200.514.30550	23.56
VISU-SEWER INC	31689	08/11/2020	8' National Liner	502.51.7200.514.40043	22,531.95
Fund: 502 - SEWER UTILITY FUND					201,170.57

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARTISAN BEER COMPANY	3426235	08/18/2020	Beer	503.52.8300.524.76150	314.50
ARTISAN BEER COMPANY	3428327	08/11/2020	Beer	503.52.8300.524.76150	447.80
ARTISAN BEER COMPANY	3429500	08/18/2020	Beer	503.52.8300.524.76150	253.50
BREAKTHRU BEVERAGE MINNESOTA	1081160027	08/11/2020	Liquor	503.52.8300.524.76150	233.40
BREAKTHRU BEVERAGE MINNESOTA	1091154453	08/11/2020	Beer/Seltzer	503.52.8300.524.76150	496.80
BREAKTHRU BEVERAGE MINNESOTA	1081162461	08/18/2020	Liquor	503.52.8300.524.76150	206.49
BREAKTHRU BEVERAGE MINNESOTA	1091157000	08/18/2020	Beer	503.52.8300.524.76150	144.30
BREAKTHRU BEVERAGE MINNESOTA	1091157212	08/18/2020	Beer	503.52.8300.524.76150	144.00
COCA COLA BOTTLING COMPANY	3607208172	08/11/2020	N/A Beverages	503.52.8300.524.76100	861.97
COCA COLA BOTTLING COMPANY	3607208246	08/18/2020	Beverages	503.52.8300.524.76100	632.16
COCA COLA BOTTLING COMPANY	3607208183	08/11/2020	Empty CO2	503.52.8300.524.76100	(75.00)
COLLEGE CITY BEVERAGE	625699	08/11/2020	Beer	503.52.8300.524.76150	275.80
COLLEGE CITY BEVERAGE	627556	08/18/2020	Beer	503.52.8300.524.76150	653.90
DRAFT TECHNOLOGIES	07272004	08/11/2020	Beer line cleaning	503.52.8300.524.40042	55.00
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	503.52.8600.527.40020	104.73
JJ TAYLOR DIST. COMPANY OF MN	3112306	08/11/2020	Beer	503.52.8300.524.76150	535.00
JOHN DEERE FINANCIAL	P57420	08/11/2020	Parts	503.52.8600.527.40042	254.52
M. AMUNDSON LLP	304730	08/11/2020	Candy	503.52.8300.524.76050	233.34
METROWIDE PLUMBING LLC	08/11/2020	08/11/2020	Reissue of 2016 check that was lost	503.52.8100.522.40042	233.00
MN DEPT OF REVENUE	7/30/2020E	08/18/2020	Taxes	503.207.2070300	25,400.87
NAPA OF INVER GROVE HEIGHTS	5762-200839	08/11/2020	Tubing	503.52.8600.527.40042	5.08
NAPA OF INVER GROVE HEIGHTS	5762-202	08/11/2020	Battery	503.52.8600.527.40042	127.45
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	503.52.8000.521.30550	3.50
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	503.52.8500.526.30550	3.50
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	503.52.8600.527.30550	21.70
US FOODSERVICE	5692474	08/11/2020	Food	503.52.8300.524.60065	172.78
US FOODSERVICE	5692474	08/11/2020	Food	503.52.8300.524.76050	358.58
US FOODSERVICE	5692474	08/11/2020	Food	503.52.8300.524.76100	193.66
US FOODSERVICE	5796501	08/18/2020	Food	503.52.8300.524.60065	119.65
US FOODSERVICE	5796501	08/18/2020	Food	503.52.8300.524.76150	476.61
WILSON SPORTING GOODS	4531389582	08/11/2020	Wilson range premium white	503.52.8100.522.60060	2,167.20
XCEL ENERGY	690751103	08/18/2020	Gas & Electric	503.52.8500.526.40010	46.48
XCEL ENERGY	690751103	08/18/2020	Gas & Electric	503.52.8500.526.40020	1,174.14
XCEL ENERGY	690751103	08/18/2020	Gas & Electric	503.52.8600.527.40010	38.39
XCEL ENERGY	690751103	08/18/2020	Gas & Electric	503.52.8600.527.40020	2,404.35
Fund: 503 - INVER WOOD GOLF COURSE					38,719.15
MN DEPT OF REVENUE	7/30/2020G	08/18/2020	Taxes	602.00.2100.415.40048	1.10
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	602.00.2100.415.30550	0.42
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	602.00.2100.415.30550	1.67
Fund: 602 - RISK MANAGEMENT					3.19
ALLSTATE PETERBILT OF SOUTH ST. PAUL	3004338816	08/18/2020	Rotor - Brake	603.140.1450050	278.10
ALLSTATE PETERBILT OF SOUTH ST. PAUL	3004338972	08/18/2020	Rotor & brake pad	603.140.1450050	236.05
BAUER BUILT TIRES	518004229	08/18/2020	Tire mount & dismount labor	603.00.5300.444.60014	1,229.56
DIAMOND MOWERS INC	0181693-IN	08/18/2020	Cutter	603.00.5300.444.40041	640.68
EMERGENCY AUTOMOTIVE TECHNOLOGIES	AW072420-3	08/18/2020	Replacement mat	603.00.5300.444.80700	177.15
FERRELLGAS	1112421807	08/18/2020	Propane	603.00.5300.444.40041	16.49
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	INVRGRV-12007	08/11/2020	May 2020	603.00.5300.444.40020	2,471.88
INVER GROVE FORD	08/2020	08/18/2020	key reprogramming	603.00.5300.444.40041	206.00
INVER GROVE FORD	5288887	08/18/2020	Sensor - Exhaust	603.00.5300.444.40041	23.66
INVER GROVE FORD	5289068	08/18/2020	Seal ASY - Oil	603.00.5300.444.40041	13.82
KIMBALL MIDWEST	8115576	08/18/2020	Gloves	603.00.5300.444.60012	315.87
L.T.G. POWER EQUIPMENT	249837	08/18/2020	Tire	603.00.5300.444.40041	299.90
L.T.G. POWER EQUIPMENT	250459	08/18/2020	Belt	603.00.5300.444.40041	61.00
MACQUEEN EMERGENCY GROUP	P03862	08/18/2020	Velcro	603.00.5300.444.60012	35.62
MANSFIELD OIL COMPANY	45819	08/18/2020	Oil	603.140.1450060	3,725.82
MANSFIELD OIL COMPANY	45821	08/18/2020	Oil	603.140.1450060	3,168.03
MID CITY SERVICES, INC.	133675	08/18/2020	Dust mats	603.00.5300.444.40065	71.00
O' REILLY AUTO PARTS	1767-489967	08/18/2020	park dedication fee research	603.00.5300.444.60014	294.99
O' REILLY AUTO PARTS	1767-490458	08/18/2020	Oil Filter	603.140.1450050	65.72
O' REILLY AUTO PARTS	1767-490502	08/18/2020	Megacrimp	603.140.1450050	99.16
O' REILLY AUTO PARTS	1767-491618	08/18/2020	Fuel pump	603.00.5300.444.40041	33.99
O' REILLY AUTO PARTS	1767-491648	08/18/2020	Pump-Fuel	603.00.5300.444.40041	52.99
O' REILLY AUTO PARTS	1767-491738	08/18/2020	Fuel pump	603.00.5300.444.40041	(33.99)
O' REILLY AUTO PARTS	1767-492070	08/18/2020	Disc pad set	603.00.5300.444.40041	167.76
O' REILLY AUTO PARTS	1767-492086	08/18/2020	Bracketed Cal	603.00.5300.444.40041	76.81
O' REILLY AUTO PARTS	1767-492374	08/18/2020	Connector	603.140.1450050	12.99
POMP'S TIRE SERVICE, INC.	980070850	08/18/2020	labor	603.00.5300.444.60014	1,153.96
POMP'S TIRE SERVICE, INC.	980071050	08/18/2020	Mich Grip	603.00.5300.444.60014	1,314.00
ROAD MACHINERY & SUPPLIES CO	S8674101	08/18/2020	Threaded insert	603.00.5300.444.40041	54.30
SNAP-ON INDUSTRIAL	ARV/44577040	08/18/2020	Rtch kit	603.00.5300.444.60040	281.83
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	603.00.5300.444.30550	8.47
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	603.00.5300.444.30550	9.44
TRI-STATE BOBCAT INC.	P35636	08/18/2020	Air	603.00.5300.444.40041	142.94
TRI-STATE BOBCAT INC.	P35698	08/18/2020	Seal Door	603.00.5300.444.40041	76.96
TRUCK UTILITIES, INC.	5352713	08/18/2020	labor	603.00.5300.444.40041	1,400.00
UNIFIRST CORPORATION	0900570560	08/18/2020	Clothing	603.00.5300.444.40065	130.97
UNIFIRST CORPORATION	0900570560	08/18/2020	Clothing	603.00.5300.444.60045	35.55

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WORLD FUEL SERVICES	184135025492-41801	08/18/2020	Diesel exhaust fluid	603.00.5300.444.40041	138.10
WORLD FUEL SERVICES	184135025492-41801	08/18/2020	Diesel exhaust fluid	603.140.1450050	49.70
XCEL ENERGY	691096704	08/18/2020	Gas & Electric	603.00.5300.444.40010	73.17
XCEL ENERGY	691096704 CR	08/18/2020	Gas & Electric	603.00.5300.444.40020	(663.42)
Fund: 603 - CENTRAL EQUIPMENT					17,947.02
CATHERINE M. PERME	1236	08/11/2020	June 2020	605.00.7500.460.30700	4,391.00
HUEBSCH SERVICES	20018735	08/11/2020	Mats	605.00.7500.460.40065	135.79
HUEBSCH SERVICES	20021772	08/11/2020	Mats	605.00.7500.460.40065	135.79
HUEBSCH SERVICES	20024198	08/11/2020	Mats (Brush & Galaxy black)	605.00.7500.460.40065	135.79
MAS COMMUNICATIONS	200600050101	08/18/2020	Monitor emergency elevator phone	605.00.7500.460.40040	48.20
MAS COMMUNICATIONS	200700050101	08/18/2020	Late Fee	605.00.7500.460.40040	5.00
MCKINSTRY ESSENTION LLC	20041943	08/11/2020	Progress Billing	605.00.7500.460.30700	4,037.50
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1791949	08/10/2020	Payroll	605.00.7500.460.30550	2.12
TASC GENESIS EMPLOYEE BENEFITS, INC	IN1818476	08/18/2020	Payroll	605.00.7500.460.30550	8.72
XCEL ENERGY	691096704	08/18/2020	Gas & Electric	605.00.7500.460.40020	3,248.61
Fund: 605 - CITY FACILITIES					12,148.52
EMMONS & OLIVIER RESOURCES	00095-0062-1 B	08/11/2020	2019 Meeting	702.229.2292502	1,226.25
EMMONS & OLIVIER RESOURCES	00095-0065-4B	08/11/2020	Scenic hills, Settlers ridge & Inverpoir	702.229.2282100	3,600.13
EMMONS & OLIVIER RESOURCES	00095-0065-4B	08/11/2020	Scenic hills, Settlers ridge & Inverpoir	702.229.2282602	460.60
EMMONS & OLIVIER RESOURCES	00095-0065-4B	08/11/2020	Scenic hills, Settlers ridge & Inverpoir	702.229.2292502	880.00
EMMONS & OLIVIER RESOURCES	00095-0064-4B	08/11/2020	May services	702.229.2282100	364.00
EMMONS & OLIVIER RESOURCES	00095-0061-5	08/11/2020	BMP & RG-1 construction oversight	702.229.2292502	289.37
EMMONS & OLIVIER RESOURCES	00095-0061-5	08/11/2020	BMP & RG-1 construction oversight	702.229.2304602	24.75
EMMONS & OLIVIER RESOURCES	00095-0061-5	08/11/2020	BMP & RG-1 construction oversight	702.229.2306802	1,067.21
EMMONS & OLIVIER RESOURCES	00095-0061-6 B	08/11/2020	2019 Services	702.229.2292502	500.00
EMMONS & OLIVIER RESOURCES	00095-0061-6 B	08/11/2020	2019 Services	702.229.2304602	148.50
Innovative Basemetn Authority	08/06/2020	08/11/2020	Appraisal report - Peltier property	702.229.2293302	975.92
MATTSON, R. MATTHEW	443	08/11/2020	Install rubber pad and floor	702.229.2291000	1,181.25
PIONEER PRESS	620572521	06/30/2020	Advertising/Publishing	702.229.2282703	29.24
PIONEER PRESS	620572521	06/30/2020	Advertising/Publishing	702.229.2285603	30.96
Fund: 702 - ESCROW FUND					10,778.18
Grand Total					947,423.74

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

REQUEST FOR APPROVAL OF RENTAL HOUSING LICENSE

Meeting Date: August 24, 2020

Item Type: Consent

Contact: Nicole Cook: 651-450-2491

Prepared by: Nicole Cook, Rental and Code
Compliance Coordinator

Reviewed by: Heather Rand, Community
Development Director

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

The City Council is to consider approval of two (2) rental licenses.

BACKGROUND

The City Council adopted a rental licensing ordinance that requires all rental property owners to obtain a rental license every two years. The purpose of the ordinance is to assure proper maintenance of structures to preserve neighborhood stability, protect the quality of existing rental housing stock, and maintain property values. The ordinance provides for basic safety and living standards for rentals.

ANALYSIS

The following rental license applications have been submitted:

GIAM NGUYEN: 3832 67TH ST E

GIAM NGUYEN: 3840 67TH ST E

The above applications have been found to be complete. The applications include the necessary fee payment and the BCA background check. The Inver Grove Heights Police Chief/Designee has also reviewed the license application.

RECOMMENDATIONS

Community Development staff recommends approval of the licenses listed above.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: August 24, 2020
Item Type: Consent Agenda
Contact &
Reviewed by: Janet Shefchik, HR Manager
Prepared by: Cora Bauer, HR Coordinator

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:

Matt Johnson, Utility Lead Worker (Promotion)

Temp/Seasonal Employment:

Finn Olson, Golf Course Outside Services
Heather Stadt, Office Support Inspections
Krista Lehmann, Golf Course F&B Concessionaire
Nancy Joseph, Golf Course F&B Concessionaire
Phil Hagen, Personal Trainer

Voluntary Resignations and or/Terminations:

Calli Brennan, On-call Firefighter
Gabe Yanez, On-call Firefighter
Grace Sullivan, Fitness Worker
Hunter Scott, Engineering Intern
Kyleen Harms, Guest Services
Mark Johnston, On-call Firefighter
Michael Stellmach, Engineering Intern

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****Consider Approval of Updated City Logo**

Meeting Date: August 24, 2020
 Item Type: Consent Agenda
 Contact: Amy Looze
 Prepared by: Amy Looze
 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

That Council approve updated city logo.

SUMMARY

At the August 3, 2020 City Council work session, staff requested that Council consider approving an update to the current IGH city logo. The logo update is meant to address the following:

1. Distortion of scalloped edge on current logo
2. Alignment with VMCC branding and building signage
3. Standardization of colors
4. Incorporation of city name into logo

Questions were asked by Council, regarding the following, which staff followed up on:

1. Will there be costs associated with replacing items that currently display the city logo?

Staff proposes that we only add the new logo to items that need replacing or reordering anyway, such as stationary, vehicles, signs and business cards, in order to save costs associated with rebranding. The cost associated with design of new logo was approximately \$300, included in current budget.

2. Staff was asked if city vehicles would be replaced in the next year, which would require a new logo. Public Works staff provided the following response:

"One single axle dump truck with plows to replace truck #302 and a hot box for patching pavement called a PB Patcher to replace our 20-year-old patcher #342. The patcher will not require a logo as it will be on a truck that is already branded."

3. Staff was asked if there would be costs associated with branding new city vehicles. Public Works staff provided the following response regarding what has been done in the past to brand vehicles with the city logo:

"It's just labor and vinyl. We don't paint. They are essentially a sticker cut out of vinyl on our sign-making equipment. Each vehicle takes about two hours at \$32/hr and the vinyl cost is approximately \$15-\$20 per vehicle. Figure \$84 per vehicle if you're including the labor to apply the graphic. If we are buying the new logo graphic and applying them ourselves then \$52 would be a fair comparison for the time to make the graphic and for the vinyl materials.

4. Staff was asked about current supply of city stationary that the city has on-hand. Administration staff provided the following:

"The last order for letterhead was in 2017 for 5000 sheets. There are about 700 sheets left. It looks like we have about 2000 envelopes on hand. If we are changing the logo this would be a good time to implement that since we have such a small inventory of letterhead and envelopes remaining."

Here is recent stationary estimate information:

1,000 Letterhead, 8.5 x 11 20# Capitol Bond, printed, 2 colors front in PMS 117, PMS 342 ink, \$ 251.27
2,500 Letterhead, 8.5 x 11 20# Capitol Bond, printed, 2 colors front in PMS 117, PMS 342 ink, \$ 359.67
5,000 Letterhead, 8.5 x 11 20# Capitol Bond, printed, 2 colors front in PMS 117, PMS 342 ink, \$ 550.04

5. Staff was asked about other logos that were considered, and about whether other staff were included in the process: Department heads had a chance to review and give feedback on the logo in February when the adopted communications plan was being prepared. The logos were discussed at a staff meeting, and it was part of the plan review process before it was presented to City Council in March. Here are other versions of the logo that were considered:



RECOMMENDATION

Staff recommends adopting revised city logo.

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****Approve Resolution and State of Minnesota 2020 Cares Act Grant between Dakota County and the City of Inver Grove Heights for Elections purposes.**

Meeting Date: August 24, 2020
 Item Type: Consent Agenda
 Contact: 651-450-2513
 Prepared by: Rebecca Kiernan, City Clerk
 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 Office of the Secretary of State (OSS) received funding through the 2020 Cares Act "to prevent, prepare for and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle." Minnesota Laws 2020, Chapter 77, authorized the use of these fund within Minnesota, including allowing for distributing these funds to local governments for the use consistent with the state and federal requirements. The City of Inver Grove Heights is scheduled to receive \$22,295.64 of those dollars to assist with the 2020 Election process.

Included in this Request for Council Action is the Cares Act Grant Application through the Minnesota Secretary of State Steve Simon and the State of Minnesota 2020 Cares Act Grant County - Municipality Agreement to be executed upon approval of City Council.

Authorized uses of the CARES Act Funding is restricted by both Federal and State law. State law outlines the broad categories for which the funds can be used, including:

1. Ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
2. Public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
3. Facilitation, support, and preparation for increased absentee voting, including voter education materials, printing and postage;
4. Preparation of training materials and administration of additional training of local election officials
5. Preparation of new polling place locations; and
6. Purchasing of electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment and not more than 80 percent of the total cost of any other authorized activity.

SUMMARY

Approve the Resolution approving the agreement and the agreement in absence of an agreement between Dakota County and the City of Inver Grove Heights.

CITY OF INVER GROVE HEIGHTS

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2020- 157

RESOLUTION APPROVING AGREEMENTS AND IN THE ABSENCE OF AN AGREEMENT

WHEREAS, The Office of the Secretary of State (OSS) received funding through the 2020 Cares Act “to prevent, prepare for and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these fund within Minnesota, including allowing for distributing these funds to local governments for the use consistent with the state and federal requirements. The City of Inver Grove Heights is scheduled to receive \$22,295.64 of those dollars to assist with the 2020 Election process.

WHEREAS, Authorized uses of the CARES Act Funding is restricted by both Federal and State law. State law outlines the broad categories for which the funds can be used, including:

1. Ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
2. Public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
3. Facilitation, support, and preparation for increased absentee voting, including voter education materials, printing and postage;
4. Preparation of training materials and administration of additional training of local election officials
5. Preparation of new polling place locations; and
6. Purchasing of electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment and not more than 80 percent of the total cost of any other authorized activity, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights, Minnesota, hereby approves the 2020 Cares Act Grant, the Cares Act Agreement between Dakota County, and the City of Inver Grove Heights, and

BE IT FURTHER RESOLVED by the City Council of the City of Inver Grove Heights hereby selects the default funds allocation between the county and municipality. The sum of \$22,295.64 will be provided by the county to the municipality under the CARES Act grant to which the county is the Grantee, and the municipality acknowledges that it is subject to the provisions of paragraphs 1 through 5, 7 through 11 and 13 through 15 of the 2020 CARES Act Grant Agreement as if it were the Grantee.

DATED this 24^h day of August 2020.

George Tourville, Mayor

Attest:

Rebecca Kiernan, City Clerk

STATE OF MINNESOTA
2020 CARES ACT GRANT COUNTY - MUNICIPALITY AGREEMENT

This Agreement (hereinafter “Agreement”) is made between Dakota County, Minnesota ("Grantee"), and the City of Inver Grove Heights, Minnesota (“Municipality”)

Recitals

- 1 Under Minnesota Laws 2020, Chapter 77, section 4, Grantee applied for and received funds as requested in the grant application. Grantee entered into a Grant Agreement, which is attached as Exhibit A and incorporated into this Agreement as described in paragraph 1.3 below.
- 2 Grantee represented that it is duly qualified and agreed to perform all services described in that Agreement to the satisfaction of the State and in accordance with all federal and state laws authorizing these expenditures. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, Grantee and Municipality agree to minimize administrative costs as a condition of this grant.
- 3 Federal funds for this agreement are provided pursuant to the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, hereinafter the CARES Act.
4. Grantee is responsible for elections within its county and Municipality operates polling places within its jurisdiction. Both are in need of funds to take the necessary steps to respond to coronavirus, domestically or internationally, for the 2020 election cycle in a complete manner.
5. Municipality represents that it has insufficient resources to respond in a complete manner without the grant amount provided pursuant to this agreement.

Agreement

1 *Effectiveness of Agreement*

- 1.1 ***Effective date:*** August 24, 2020, or the date all required signatures, have been affixed to the agreement by Grantee and Municipality, whichever is later. No payments will be made to Grantee until this Agreement is fully approved and executed.
- 1.2 ***Expiration date:*** December 31, 2020, or when all funds applied for and provided to Municipality by Grantee have been expended, or returned to Grantee for transmission to the State pursuant to paragraph 4.4 of the Agreement between Grantee and State, whichever occurs first.
- 1.3 ***Application of Terms.*** Municipality agrees to be subject to the obligations applicable to Grantee in the Grant Agreement set forth in Exhibit A in the following paragraphs of that Agreement: paragraphs 1 through 5; 7 through 11; and 13 through 16.

2 *Municipality's Duties*

Municipality is hereby awarded \$22,295.64 from the funds provided by State to Grantee in the Grant Agreement set forth in Exhibit A, and will expend, no later than November 10, 2020, the funds only for the federal and state purposes, in preparations for and the necessary events connected with the primary election to be held August 11, 2020 and the general election to be held November 3, 2020, at which federal offices are on the ballot, and will return all unspent grant funds to Grantee, as described in the Grant Application submitted by Grantee, which is attached as Exhibit B and incorporated into this Agreement, by December 15, 2020. Grantee shall submit, by November 10, 2020, a financial reporting form to the Grantee in the form Grantee must use to report grant expenditures to the State of Minnesota, stating the amount spent from this grant in calendar year 2020 for authorized expenses or electronic roster systems, a description of each expense or purchase, and how much of the grant award is unexpended and is being returned, if any, and the total of the proportionate match required by Minnesota Laws 2020, Chapter 77, section 4.

3. Authorized Representative

Grantee's Authorized Representative is
Andy Lokken, Director of Elections,
Dakota County
1590 Highway 55, Suite 2300, Hastings, MN 55033
651-438-4314
andy.lokken@co.dakota.mn.us

Municipality's Authorized Representative is
George Tourville, Mayor and
Rebecca Kiernan, City Clerk,
8150 Barbara Ave, Inver Grove Heights, MN 55077
651-450-2513
rkiernan@invergroveheights.org

Grant payment will be made to:
City of Inver Grove Heights
Federal ID Number: 41-6005255

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended; parties must notify each other of the change.

GRANTEE (County) *Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable resolutions or ordinances.*

By: _____

Signed: _____

Title: _____

Date: _____

MUNICIPALITY

Jurisdiction: _____

By: _____

Title: Mayor _____

Date: August 24, 2020 _____

By: _____

Title: City Clerk _____

Date: August 24, 2020 _____

Distribution: Grantee
Municipality

CARES Act Grant Application

In accordance with the requirements of Minnesota Laws 2020, Chapter 77

Minnesota Secretary of State Steve Simon

Contents

- A. Background and General Instructions – Page 1
- B. County Application – Page 3
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- D. Reporting Requirements – Page 6
- E. County Allocation – Page 7
- F. Allocation Formula – Page 9
- G. Default Municipal Allocation – Page 10

Section A. Background and General Instructions

The Office of the Secretary of State (OSS) received funding through the 2020 CARES Act “to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distributing these funds to local governments for use consistent with the state and federal requirements.

A work group including members of the OSS staff, county representatives, and city representatives was tasked with determining a fair, equitable, and efficient way to allocate these funds to local governments through a grant-making process. The work group focused on allocation with these goals in mind:

1. Getting funds to counties/cities/towns directly to help with costs
2. Minimizing the complexity of the disbursement/reimbursement process
3. Sending out funds with direction on how to use and how to report back on use (and 20% match), avoiding a “reimbursement” process
4. Ensuring the state, counties, cities, and towns benefits equitably

The work group recommended, and the OSS adopted, a grant-making structure that provides a block-grant to Counties, with the instruction that Counties work with their municipalities to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. However, if a County and its encompassed municipalities cannot come to a mutual agreement, a default allocation mechanism is provided. Both the distribution of funds to Counties, and the default municipality distribution, are based on a formula using various election-related factors (see Section F for the allocation formula factors).

Application Process

The OSS has divided the CARES Act funding based on a variety of election-related factors. In order for a County to receive the CARES Act funding allocation, the County must do the following:

1. Complete and return the following materials to the OSS via email and hard copy:
 - a. County Application Information (Section B)

- b. County Certification (Section C)
 - c. A County Resolution Authorizing the Acceptance of Resources
2. Complete and return the grant agreement (the OSS will send this once application materials are received).

Distribution of Funds within the County

Once a County receives the CARES Act funding, the County must work with the municipalities within the County to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities. If an agreement cannot be reached by **September 8, 2020**, the County must distribute the funds based on the default allocation (See Section G).

All Counties receiving CARES Act funds under this agreement must report the allocation of local funding within the County to the OSS by **September 15, 2020**. At the time of this report, Counties must also certify that they have written agreements with municipalities on the distribution, or that the County has utilized the default allocation.

Authorized Uses of the CARES Act Funding

The use of the CARES Act funds is restricted by both Federal and State law. State law outlines the broad categories for which the funds can be used, including:

- (1) ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies;
- (2) public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff;
- (3) facilitation, support, and preparation for increased absentee voting, including voter education materials, printing, and postage;
- (4) preparation of training materials and administration of additional training of local election officials;
- (5) preparation of new polling place locations; and
- (6) purchasing an electronic roster system meeting the technology requirements of Minnesota Statutes, section 201.225, subdivision 2, along with equipment necessary to support the system.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment, and no more than 80 percent of the total cost of any other authorized activities. The OSS will be providing an FAQ on authorized uses of these funds, and any jurisdictions with questions about an authorized use should contact Julie Strother (julie.strother@state.mn.us).

Reporting Requirements

Counties must report on the use of the funds allocated to the County, including the distribution and use by municipalities within the County by **November 16, 2020** (see reporting materials, Section D).

Section B. County Application

County Contact Information	
County Name:	Dakota
Name of Individual Submitting Application:	Andy Lokken
Title of Individual Submitting Application:	Director of Elections
Address of Individual Submitting Application:	1590 Hwy 55, Ste 2300 Hastings, MN 55033
E-Mail of Individual Submitting Application:	andy.lokken@co.dakota.mn.us
Phone:	651-438-4314
Fax:	
Federal Tax ID of Jurisdiction:	41-6005786
Grant Application	
Description of the purpose of the grant request, including intended use of the funds and expected COVID-19 election-related costs: 1. Cover the costs of a postcard mailing to county residents for the purpose of promoting absentee voting 2. Pay for additional staff necessary for processing absentee ballots 3. Defray the cost of hardware to automate processing of ballots, such as a folder/stuffer, a letter opening machine and a postage meter	
Total Amount of Grant Request (cannot exceed the amount identified in Section F):	\$ \$158,371.09

Total Registered Voters Per Precinct within the County

Please attach a list of the total registered voters per precinct within the County.



Voter Registration Count by Precinct and School District

7/20/2020
3:49:54 PM

County-Dakota

Precinct	School District	Number of Voters
1010 APPLE VALLEY P-01	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1738
1020 APPLE VALLEY P-02	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1861
1030 APPLE VALLEY P-03	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1639
1040 APPLE VALLEY P-04	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2112
1050 APPLE VALLEY P-5A	191 BURNSVILLE	250
1050 APPLE VALLEY P-5A	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1616
1055 APPLE VALLEY P-5B	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2839
1060 APPLE VALLEY P-06	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1515
1070 APPLE VALLEY P-07	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2414
1080 APPLE VALLEY P-08	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2300
1090 APPLE VALLEY P-09	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2140
1100 APPLE VALLEY P-10	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2025
1110 APPLE VALLEY P-11	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2237
1120 APPLE VALLEY P-12	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2633
1130 APPLE VALLEY P-13	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2934
1140 APPLE VALLEY P-14	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2660
1150 APPLE VALLEY P-15	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1858
1210 BURNSVILLE P-01	191 BURNSVILLE	2458
1220 BURNSVILLE P-02	191 BURNSVILLE	2013
1230 BURNSVILLE P-03	191 BURNSVILLE	1917
1240 BURNSVILLE P-04	191 BURNSVILLE	2501
1250 BURNSVILLE P-05	191 BURNSVILLE	1677
1260 BURNSVILLE P-06	191 BURNSVILLE	2266
1270 BURNSVILLE P-07	191 BURNSVILLE	1928
1280 BURNSVILLE P-08	191 BURNSVILLE	3032
1280 BURNSVILLE P-08	196 ROSEMOUNT-APPLE VALLEY-EAGAN	68
1290 BURNSVILLE P-09	191 BURNSVILLE	1546
1290 BURNSVILLE P-09	196 ROSEMOUNT-APPLE VALLEY-EAGAN	58
1300 BURNSVILLE P-10	191 BURNSVILLE	2338
1300 BURNSVILLE P-10	196 ROSEMOUNT-APPLE VALLEY-EAGAN	15
1310 BURNSVILLE P-11	191 BURNSVILLE	1588
1310 BURNSVILLE P-11	194 LAKEVILLE	663
1320 BURNSVILLE P-12	191 BURNSVILLE	867
1320 BURNSVILLE P-12	196 ROSEMOUNT-APPLE VALLEY-EAGAN	971
1330 BURNSVILLE P-13	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2555
1340 BURNSVILLE P-14	191 BURNSVILLE	10
1340 BURNSVILLE P-14	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2301
1350 BURNSVILLE P-15	194 LAKEVILLE	500
1350 BURNSVILLE P-15	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1957
1360 BURNSVILLE P-16	191 BURNSVILLE	381
1360 BURNSVILLE P-16	194 LAKEVILLE	1890
1360 BURNSVILLE P-16	196 ROSEMOUNT-APPLE VALLEY-EAGAN	0
1370 BURNSVILLE P-17	191 BURNSVILLE	1722

Voter Registration Count by Precinct and School District - County-Dakota

Precinct	School District	Number of Voters
1370 BURNSVILLE P-17	196 ROSEMOUNT-APPLE VALLEY-EAGAN	8
1410 CASTLE ROCK TWP	192 FARMINGTON	703
1410 CASTLE ROCK TWP	195 RANDOLPH	95
1410 CASTLE ROCK TWP	659 NORTHFIELD	115
1510 COATES	196 ROSEMOUNT-APPLE VALLEY-EAGAN	85
1610 DOUGLAS TWP	195 RANDOLPH	2
1610 DOUGLAS TWP	200 HASTINGS	377
1610 DOUGLAS TWP	252 CANNON FALLS	113
1710 EAGAN P-01	196 ROSEMOUNT-APPLE VALLEY-EAGAN	86
1710 EAGAN P-01	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	752
1720 EAGAN P-02	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	3269
1730 EAGAN P-03	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1758
1730 EAGAN P-03	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	418
1740 EAGAN P-04	191 BURNSVILLE	1993
1740 EAGAN P-04	196 ROSEMOUNT-APPLE VALLEY-EAGAN	809
1740 EAGAN P-04	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	8
1750 EAGAN P-5A	191 BURNSVILLE	1242
1750 EAGAN P-5A	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1599
1755 EAGAN P-5B	191 BURNSVILLE	1612
1755 EAGAN P-5B	196 ROSEMOUNT-APPLE VALLEY-EAGAN	619
1760 EAGAN P-6A	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1721
1760 EAGAN P-6A	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	372
1765 EAGAN P-6B	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2740
1770 EAGAN P-07	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2944
1780 EAGAN P-08	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2726
1790 EAGAN P-9A	191 BURNSVILLE	1069
1790 EAGAN P-9A	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1710
1795 EAGAN P-9B	191 BURNSVILLE	588
1795 EAGAN P-9B	196 ROSEMOUNT-APPLE VALLEY-EAGAN	596
1800 EAGAN P-10	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1682
1810 EAGAN P-11	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1492
1820 EAGAN P-12	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1348
1830 EAGAN P-13	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2495
1840 EAGAN P-14	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1868
1850 EAGAN P-15	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1796
1860 EAGAN P-16	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2818
1870 EAGAN P-17	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1921
2010 EMPIRE TWP	192 FARMINGTON	1767
2010 EMPIRE TWP	196 ROSEMOUNT-APPLE VALLEY-EAGAN	74
2110 EUREKA TWP	192 FARMINGTON	280
2110 EUREKA TWP	194 LAKEVILLE	631
2110 EUREKA TWP	659 NORTHFIELD	112
2210 FARMINGTON P-1	192 FARMINGTON	1122
2220 FARMINGTON P-2	192 FARMINGTON	2750
2230 FARMINGTON P-3	192 FARMINGTON	1950
2240 FARMINGTON P-4	192 FARMINGTON	2910
2250 FARMINGTON P-5	192 FARMINGTON	2420
2250 FARMINGTON P-5	196 ROSEMOUNT-APPLE VALLEY-EAGAN	0
2260 FARMINGTON P-6	192 FARMINGTON	1970
2310 GREENVALE TWP	659 NORTHFIELD	580

Voter Registration Count by Precinct and School District - County-Dakota

Precinct	School District	Number of Voters
2410 HAMPTON CITY	195 RANDOLPH	1
2410 HAMPTON CITY	200 HASTINGS	385
2510 HAMPTON TWP	192 FARMINGTON	9
2510 HAMPTON TWP	195 RANDOLPH	341
2510 HAMPTON TWP	200 HASTINGS	249
2610 HASTINGS W-1 P-2	200 HASTINGS	1783
2620 HASTINGS W-1 P-3	200 HASTINGS	1701
2630 HASTINGS W-2 P-1	200 HASTINGS	1525
2635 HASTINGS W-2 P-2	200 HASTINGS	1732
2640 HASTINGS W-3 P-1	200 HASTINGS	1825
2645 HASTINGS W-3 P-2	200 HASTINGS	1672
2650 HASTINGS W-4 P-1	200 HASTINGS	1954
2660 HASTINGS W-4 P-2	200 HASTINGS	1621
2710 INVER GROVE HTS P-01	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1029
2710 INVER GROVE HTS P-01	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	11
2710 INVER GROVE HTS P-01	199 INVER GROVE HEIGHTS	1444
2720 INVER GROVE HTS P-02	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2195
2720 INVER GROVE HTS P-02	199 INVER GROVE HEIGHTS	9
2730 INVER GROVE HTS P-03	196 ROSEMOUNT-APPLE VALLEY-EAGAN	733
2730 INVER GROVE HTS P-03	199 INVER GROVE HEIGHTS	1863
2740 INVER GROVE HTS P-04	199 INVER GROVE HEIGHTS	2579
2750 INVER GROVE HTS P-05	199 INVER GROVE HEIGHTS	2318
2760 INVER GROVE HTS P-06	199 INVER GROVE HEIGHTS	2042
2770 INVER GROVE HTS P-07	199 INVER GROVE HEIGHTS	1982
2780 INVER GROVE HTS P-08	199 INVER GROVE HEIGHTS	2231
2790 INVER GROVE HTS P-09	199 INVER GROVE HEIGHTS	1716
2800 INVER GROVE HTS P-10	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	9
2800 INVER GROVE HTS P-10	199 INVER GROVE HEIGHTS	1870
2910 LAKEVILLE P-01	192 FARMINGTON	455
2910 LAKEVILLE P-01	194 LAKEVILLE	2112
2920 LAKEVILLE P-02	194 LAKEVILLE	3768
2930 LAKEVILLE P-03	194 LAKEVILLE	2145
2940 LAKEVILLE P-04	194 LAKEVILLE	2199
2950 LAKEVILLE P-05	194 LAKEVILLE	2148
2960 LAKEVILLE P-06	194 LAKEVILLE	1936
2970 LAKEVILLE P-07	194 LAKEVILLE	2134
2980 LAKEVILLE P-08	194 LAKEVILLE	1905
2990 LAKEVILLE P-09	194 LAKEVILLE	2044
3000 LAKEVILLE P-10	194 LAKEVILLE	2232
3010 LAKEVILLE P-11	194 LAKEVILLE	2458
3020 LAKEVILLE P-12	194 LAKEVILLE	881
3020 LAKEVILLE P-12	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1391
3030 LAKEVILLE P-13	194 LAKEVILLE	2686
3040 LAKEVILLE P-14	192 FARMINGTON	1492
3040 LAKEVILLE P-14	194 LAKEVILLE	579
3040 LAKEVILLE P-14	196 ROSEMOUNT-APPLE VALLEY-EAGAN	240
3050 LAKEVILLE P-15	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2208
3060 LAKEVILLE P-16	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2444
3070 LAKEVILLE P-17	192 FARMINGTON	2798
3080 LAKEVILLE P-18	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1585

Voter Registration Count by Precinct and School District - County-Dakota

Precinct	School District	Number of Voters
3110 LILYDALE	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	796
3210 MARSHAN TWP	200 HASTINGS	827
3310 MENDOTA CITY	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	126
3410 MENDOTA HTS P-1	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1946
3420 MENDOTA HTS P-2	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1759
3430 MENDOTA HTS P-3	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1905
3440 MENDOTA HTS P-4	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1647
3450 MENDOTA HTS P-5	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1639
3510 MIESVILLE	200 HASTINGS	79
3610 NEW TRIER	200 HASTINGS	48
3710 NININGER TWP	200 HASTINGS	609
3810 NORTHFIELD W-3 P-2	659 NORTHFIELD	887
3910 RANDOLPH CITY	195 RANDOLPH	279
4010 RANDOLPH TWP	195 RANDOLPH	519
4010 RANDOLPH TWP	252 CANNON FALLS	0
4110 RAVENNA TWP	200 HASTINGS	1620
4210 ROSEMOUNT P-1	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2883
4220 ROSEMOUNT P-2	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2685
4220 ROSEMOUNT P-2	199 INVER GROVE HEIGHTS	30
4220 ROSEMOUNT P-2	200 HASTINGS	4
4230 ROSEMOUNT P-3	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2494
4240 ROSEMOUNT P-4	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1653
4250 ROSEMOUNT P-5	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1483
4260 ROSEMOUNT P-6	196 ROSEMOUNT-APPLE VALLEY-EAGAN	1658
4270 ROSEMOUNT P-7	196 ROSEMOUNT-APPLE VALLEY-EAGAN	2898
4310 SCIOTA TWP	195 RANDOLPH	220
4310 SCIOTA TWP	659 NORTHFIELD	79
4410 SOUTH ST PAUL P-1	6 SOUTH ST PAUL	2695
4420 SOUTH ST PAUL P-2	6 SOUTH ST PAUL	1666
4430 SOUTH ST PAUL P-3	199 INVER GROVE HEIGHTS	17
4430 SOUTH ST PAUL P-3	6 SOUTH ST PAUL	3089
4440 SOUTH ST PAUL P-4	6 SOUTH ST PAUL	843
4450 SOUTH ST PAUL P-5	199 INVER GROVE HEIGHTS	55
4450 SOUTH ST PAUL P-5	6 SOUTH ST PAUL	3617
4510 SUNFISH LAKE	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	406
4610 VERMILLION CITY	200 HASTINGS	294
4710 VERMILLION TWP	192 FARMINGTON	227
4710 VERMILLION TWP	196 ROSEMOUNT-APPLE VALLEY-EAGAN	43
4710 VERMILLION TWP	200 HASTINGS	576
4810 WATERFORD TWP	195 RANDOLPH	17
4810 WATERFORD TWP	659 NORTHFIELD	348
4910 WEST ST PAUL W-1 P-1	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	2356
4920 WEST ST PAUL W-1 P-2	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1324
4940 WEST ST PAUL W-2 P-1	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	2698
4950 WEST ST PAUL W-2 P-2	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1478

Voter Registration Count by Precinct and School District - County-Dakota

Precinct	School District	Number of Voters
4970 WEST ST PAUL W-3 P-1	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	1834
4980 WEST ST PAUL W-3 P-2	197 WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN	2580

Total Number of Voters: 269713

Total Number of Records: 190

Section C. Certification

I certify that CARES Act Elections Grant funds will be used the County only for the purposes authorized in the federal CARES Act, as further restricted by Minnesota Laws 2020, Chapter 77.

I certify that I will work with the municipalities within the County to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation.

I further certify that all information provided in this application is true and accurate.

County Name: Dakota

Printed Name of Individual

Submitting Application: Andy Lokken

Title of Applicant: Director of Elections

Signature: _____ **Date:** _____

Please send the original application via mail and send an electronic copy. Our office will send you confirmation of receipt of your electronic application or paper application, whichever arrives to the OSS first.

Mail original applications to:

MN Secretary of State
Attention: Jenny Kurz
Retirement Systems of Minnesota Building
60 Empire Dr., Suite 100
Saint Paul, MN 55103

Email a copy of the application to:

Christine.Nelson@state.mn.us

Section D. Reporting Requirements

Reports must be submitted by November 16, 2020 to elections.dept@state.mn.us

Progress Narrative		
The CARES Act requires that states submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payments and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you and the municipalities within your county used the funds to address the pandemic, the challenges you faced in responding to it, and how you are meeting the requirement of a local 20% funding match, or 25% local funding match for electronic rosters. Describe the major issues you and the municipalities within your county faced in dealing with the pandemic in the election cycle.		
Amount Expended and Unliquidated Obligations		
	Grant Funds	Local Match
Voting Process Expenses: Including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, hardware and software associated with absentee ballot administration.		
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff.		
Security and Training: Security for additional absentee materials, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes.		
Communications: Notifying public of changes in registration, ballot request options, precautions, or voting procedures.		
Supplies: Additional supplies required in the polling place, absentee voting locations, cleaning supplies, masks, or other election-related and pandemic related supplies.		
Other (describe):		
Other (describe):		
TOTAL:		

Section E. County Allocation

County	Formula Alloc Amt for County/MCD Share per Agreement w/ MCD	Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD	Resulting Amt for County Use
Totals	\$ 4,990,039.20	\$ 2,875,164.04	\$ 2,114,875.16
Aitkin	\$ 20,588.95	\$ 8,159.76	\$ 12,429.19
Anoka	\$ 272,782.08	\$ 182,066.65	\$ 90,715.43
Becker	\$ 36,098.76	\$ 19,563.75	\$ 16,535.01
Beltrami	\$ 39,429.43	\$ 18,781.02	\$ 20,648.41
Benton	\$ 26,454.30	\$ 14,048.43	\$ 12,405.87
Big Stone	\$ 6,198.30	\$ 1,036.54	\$ 5,161.76
Blue Earth	\$ 51,708.65	\$ 23,331.77	\$ 28,376.87
Brown	\$ 24,047.33	\$ 10,647.14	\$ 13,400.18
Carlton	\$ 31,684.30	\$ 15,395.00	\$ 16,289.31
Carver	\$ 85,912.07	\$ 45,179.39	\$ 40,732.68
Cass	\$ 27,765.02	\$ 9,552.78	\$ 18,212.24
Chippewa	\$ 12,198.49	\$ 5,241.51	\$ 6,956.98
Chisago	\$ 44,761.39	\$ 24,579.00	\$ 20,182.39
Clay	\$ 51,591.75	\$ 27,484.98	\$ 24,106.77
Clearwater	\$ 17,270.62	\$ 10,327.36	\$ 6,943.26
Cook	\$ 6,977.14	\$ 1,199.37	\$ 5,777.77
Cottonwood	\$ 21,166.29	\$ 13,159.41	\$ 8,006.88
Crow Wing	\$ 59,755.75	\$ 25,763.02	\$ 33,992.73
Dakota	\$ 354,248.62	\$ 195,877.54	\$ 158,371.09
Dodge	\$ 22,728.44	\$ 13,246.11	\$ 9,482.32
Douglas	\$ 39,495.29	\$ 17,775.21	\$ 21,720.08
Faribault	\$ 20,267.25	\$ 11,052.27	\$ 9,214.98
Fillmore	\$ 26,343.06	\$ 14,901.84	\$ 11,441.23
Freeborn	\$ 24,827.45	\$ 9,208.41	\$ 15,619.04
Goodhue	\$ 49,377.93	\$ 28,289.98	\$ 21,087.94
Grant	\$ 6,212.66	\$ 705.30	\$ 5,507.36
Hennepin	\$ 1,117,423.48	\$ 731,920.00	\$ 385,503.48
Houston	\$ 22,610.25	\$ 11,771.54	\$ 10,838.71
Hubbard	\$ 25,195.46	\$ 11,182.14	\$ 14,013.32
Isanti	\$ 32,936.36	\$ 18,095.40	\$ 14,840.96
Itasca	\$ 44,284.32	\$ 19,927.23	\$ 24,357.09
Jackson	\$ 13,125.04	\$ 5,978.60	\$ 7,146.44
Kanabec	\$ 19,642.65	\$ 11,491.78	\$ 8,150.87
Kandiyohi	\$ 47,074.65	\$ 26,652.58	\$ 20,422.07
Kittson	\$ 6,284.58	\$ 1,240.30	\$ 5,044.28
Koochiching	\$ 13,587.64	\$ 4,312.75	\$ 9,274.89
Lac Qui Parle	\$ 8,877.61	\$ 3,046.35	\$ 5,831.26
Lake	\$ 17,602.37	\$ 9,206.07	\$ 8,396.30
Lake Of The Woods	\$ 5,241.70	\$ 676.15	\$ 4,565.56
Le Sueur	\$ 22,089.68	\$ 9,852.85	\$ 12,236.83
Lincoln	\$ 14,820.62	\$ 9,165.02	\$ 5,655.60
Lyon	\$ 17,971.64	\$ 6,956.92	\$ 11,014.72

County	Formula Alloc Amt for County/MCD Share per Agreement w/ MCD	Formula Amt to be Shared with MCDs in County if no Agreement w/ MCD	Resulting Amt for County Use
Mahnomen	\$ 7,024.54	\$ 2,422.60	\$ 4,601.93
Marshall	\$ 8,624.73	\$ 1,150.82	\$ 7,473.91
Martin	\$ 23,352.21	\$ 12,272.85	\$ 11,079.36
Mcleod	\$ 26,596.10	\$ 13,042.99	\$ 13,553.10
Meeker	\$ 24,368.48	\$ 12,867.67	\$ 11,500.81
Mille Lacs	\$ 24,978.51	\$ 13,354.72	\$ 11,623.78
Morrison	\$ 29,758.17	\$ 13,292.64	\$ 16,465.53
Mower	\$ 32,217.34	\$ 16,069.02	\$ 16,148.32
Murray	\$ 13,821.12	\$ 6,812.62	\$ 7,008.50
Nicollet	\$ 27,493.79	\$ 11,444.68	\$ 16,049.11
Nobles	\$ 20,463.30	\$ 9,424.18	\$ 11,039.12
Norman	\$ 6,624.22	\$ 1,131.25	\$ 5,492.97
Olmsted	\$ 139,222.61	\$ 71,385.62	\$ 67,836.99
Otter Tail	\$ 78,904.02	\$ 49,305.95	\$ 29,598.06
Pennington	\$ 17,529.56	\$ 9,422.18	\$ 8,107.39
Pine	\$ 29,607.74	\$ 16,363.81	\$ 13,243.93
Pipestone	\$ 8,320.52	\$ 2,753.16	\$ 5,567.36
Polk	\$ 27,112.57	\$ 12,109.67	\$ 15,002.90
Pope	\$ 17,194.81	\$ 9,061.40	\$ 8,133.41
Ramsey	\$ 421,304.25	\$ 281,413.28	\$ 139,890.97
Red Lake	\$ 6,575.01	\$ 2,219.57	\$ 4,355.43
Redwood	\$ 31,316.28	\$ 20,436.40	\$ 10,879.88
Renville	\$ 25,067.80	\$ 15,630.05	\$ 9,437.75
Rice	\$ 54,515.92	\$ 32,082.42	\$ 22,433.50
Rock	\$ 9,537.43	\$ 3,538.67	\$ 5,998.75
Roseau	\$ 12,218.49	\$ 2,975.74	\$ 9,242.74
Scott	\$ 108,479.69	\$ 68,568.25	\$ 39,911.44
Sherburne	\$ 62,746.80	\$ 37,008.98	\$ 25,737.82
Sibley	\$ 13,689.12	\$ 5,168.39	\$ 8,520.73
St. Louis	\$ 192,765.61	\$ 123,660.78	\$ 69,104.83
Stearns	\$ 124,273.40	\$ 74,877.58	\$ 49,395.82
Steele	\$ 33,438.05	\$ 18,301.40	\$ 15,136.65
Stevens	\$ 10,055.93	\$ 3,455.74	\$ 6,600.19
Swift	\$ 10,013.59	\$ 3,479.61	\$ 6,533.98
Todd	\$ 32,668.95	\$ 20,840.27	\$ 11,828.68
Traverse	\$ 6,016.40	\$ 1,888.49	\$ 4,127.92
Wabasha	\$ 27,595.38	\$ 15,720.18	\$ 11,875.20
Wadena	\$ 18,927.29	\$ 11,078.82	\$ 7,848.47
Waseca	\$ 19,678.29	\$ 10,724.65	\$ 8,953.64
Washington	\$ 218,118.00	\$ 106,273.26	\$ 111,844.74
Watonwan	\$ 9,039.28	\$ 2,935.37	\$ 6,103.91
Wilkin	\$ 7,922.44	\$ 2,658.62	\$ 5,263.82
Winona	\$ 48,460.08	\$ 28,827.42	\$ 19,632.66
Wright	\$ 98,281.35	\$ 61,661.97	\$ 36,619.38
Yellow Medicine	\$ 15,460.67	\$ 8,001.08	\$ 7,459.59

Section F. Allocation Formula

County Block Grant Amount and City/Town Point-of-Reference Amount Factors

This is a high-level review of the calculation and factors considered by the work group in determining the county block grant amount and the city and town point-of-reference amounts. The concept is for the county block grant amount to be distributed by mutual agreement between the county and all the cities/townships within that county.

- \$8.32 million in CARES Act funding
 - o 40% allocated to the OSS = \$3.33 million
 - o 60% allocated to counties (and cities and townships) = \$4.99 million
- Of the \$4.99 million allocated to the counties (and cities and townships), it is distributed as follows and based on per-unit rates:
 - o 2.5% is based on base allocation equally divided to each county = \$1,433.9193
 - o 25.0% based on 2018 voter (Primary and General) count = \$0.3527 per voter
 - o 20.0% based on 2018 General Absentee Voter count = \$1.7777 per voter
 - o 20.0% is based on May 1 registered voter counts = \$0.2942 per voter
 - o 20.0% is based on number of polling places = \$347.6168 per polling place
 - o 2.5% is based on 2018 population = \$0.0222 per person
 - o Precinct-based allocations equate to \$166.2221 per polling place precinct and \$27.3321 per mail ballot precinct
 - 10.0% is based on number of total precincts = \$121.4121 per precinct
 - 2.5% is based on number of polling place precincts = \$44.8100 additional per polling place precinct
 - -2.5% is based on number of mail ballot precincts = reduction of \$94.08 per mail ballot polling place

This results in a range of county block grants of \$5,241.70 to \$1,117,423.48. Median is \$24,827.45 and average is \$57,356.77.

- Of the \$4.99 million allocated to the counties (and cities and townships), the work group recommends the counties and their cities and townships work to distribute the county's block grant funding. If agreement cannot be reached, then the work group provides point-of-reference amounts for each city/township that operates an election day polling place. This totals \$2.875 million.
 - o The original 60% county block allocation is split 20% county and 40% cities/townships. The county receives the funding for mail ballot precincts and for absentee voting (if they complete those tasks for the jurisdiction) the under this formula as well.
 - o The same factors listed above apply.

This results in a range of distributions of \$30.82 to \$237,630.19. Median is \$589.66 and average is \$1,999.42.

After reducing the county block grant amount by the point-of-reference amounts as listed, the county remaining portions (totaling \$2.1 million) result in a range of \$4,127.92 to \$385,503.48. Median is \$11,623.78 and average is \$24,308.91.

Section G. Default Municipal Allocation

To be used if a mutual agreement between the cities and counties cannot be reached.

MCDs	Formula Alloc Amt
Totals	\$ 2,875,164.04
Aastad township	\$ 440.35
Acoma township	\$ 720.70
Acton township	\$ 485.86
Ada city	\$ 1,131.25
Adams city	\$ 596.22
Adams township	\$ 532.17
Adrian city	\$ 639.11
Afton city	\$ 2,552.93
Agram township	\$ 550.63
Aitkin city	\$ 913.81
Akeley city	\$ 482.18
Akron township	\$ 425.98
Alango township	\$ 456.27
Alaska township	\$ 441.49
Albany city	\$ 1,150.62
Albany township	\$ 636.47
Albert Lea city	\$ 7,189.89
Alberta township	\$ 588.17
Albertville city	\$ 3,369.74
Albion township	\$ 769.19
Alborn township	\$ 527.42
Alden township	\$ 448.21
Aldrich township	\$ 507.26
Alexandria city	\$ 6,119.55
Alta Vista township	\$ 438.19
Alton township	\$ 500.51
Altura city	\$ 492.44
Amador township	\$ 656.32
Amboy township	\$ 424.13
Amherst township	\$ 463.41
Amo township	\$ 419.21
Amor township	\$ 550.22
Andover city	\$ 16,327.55
Angora township	\$ 462.98
Ann Lake township	\$ 494.00
Ann township	\$ 433.28
Annandale city	\$ 1,237.07
Anoka city	\$ 9,180.31
Apple Valley city	\$ 31,456.38
Appleton city	\$ 705.58
Arbo township	\$ 666.22
Arco city	\$ 406.21
Arden Hills city	\$ 5,624.79
Arendahl township	\$ 477.30
Arlington city	\$ 924.58

Arlone township	\$ 476.51
Arna township	\$ 410.77
Arrowhead township	\$ 437.85
Arthur township	\$ 882.66
Ash Lake township	\$ 434.74
Ashland township	\$ 478.55
Ashley township	\$ 444.23
Athens township	\$ 951.73
Atkinson township	\$ 510.39
Atwater city	\$ 656.13
Audubon city	\$ 498.95
Audubon township	\$ 556.44
Ault township	\$ 422.61
Aurdal township	\$ 865.10
Aurora city	\$ 1,051.49
Aurora township	\$ 529.78
Austin city	\$ 7,777.36
Automba township	\$ 424.01
Avon city	\$ 923.49
Avon township	\$ 1,386.48
Babbitt city	\$ 1,002.89
Bagley city	\$ 646.80
Baldwin township	\$ 2,548.97
Balkan township	\$ 651.41
Balsam township	\$ 600.38
Bandon township	\$ 420.19
Barnesville city	\$ 1,795.18
Barnum township	\$ 742.42
Barry township	\$ 522.34
Bartlett township	\$ 483.90
Bassett township	\$ 397.01
Battle Lake city	\$ 645.04
Baudette city	\$ 676.15
Baxter city	\$ 4,073.40
Bayport city	\$ 1,143.57
Baytown township	\$ 1,095.04
Bear Creek township	\$ 421.52
Beatty township	\$ 559.67
Beaver Bay city	\$ 420.50
Beaver Bay township	\$ 912.36
Beaver Falls township	\$ 429.75
Beaver township	\$ 454.99
Becker city	\$ 1,495.11
Becker township	\$ 1,785.36
Bejou city	\$ 406.12
Belfast township	\$ 442.97
Belle Creek township	\$ 541.86
Belle Plaine city	\$ 2,155.32

Belle Plaine township	\$ 666.55
Belle Prairie township	\$ 568.42
Bellevue township	\$ 715.27
Beltrami Co. Unorganized	\$ 1,417.55
Belvidere township	\$ 522.57
Belview city	\$ 460.56
Bemidji city	\$ 5,437.90
Bemidji township	\$ 1,161.96
Bennington township	\$ 424.03
Benson city	\$ 1,694.43
Benton township	\$ 614.87
Benville township	\$ 404.78
Bertha city	\$ 492.35
Bertha township	\$ 460.69
Bethel city	\$ 512.27
Big Lake city	\$ 3,647.75
Big Lake township	\$ 3,663.34
Bingham Lake city	\$ 421.22
Birch Cooley township	\$ 442.94
Birchdale township	\$ 627.76
Birchwood Village city	\$ 726.82
Bird Island city	\$ 648.65
Bird Island township	\$ 438.83
Biwabik city	\$ 762.54
Biwabik township	\$ 692.37
Black Hammer township	\$ 463.65
Blackberry township	\$ 652.30
Blackduck city	\$ 530.27
Blackhoof township	\$ 696.05
Blaine city	\$ 35,022.48
Blakeley township	\$ 525.74
Blomkest city	\$ 436.47
Blooming Grove township	\$ 566.02
Blooming Prairie city	\$ 892.94
Blooming Prairie township	\$ 504.81
Bloomington city	\$ 41,902.17
Blowers township	\$ 447.49
Blue Earth city	\$ 1,915.80
Blue Earth City township	\$ 505.37
Blue Hill township	\$ 972.36
Blue Mounds township	\$ 438.97
Blueberry township	\$ 611.38
Bluffton city	\$ 435.34
Bluffton township	\$ 497.70
Bogus Brook township	\$ 765.09
Bondin township	\$ 472.49
Boon Lake township	\$ 479.09
Borgholm township	\$ 835.58
Bovey city	\$ 595.05
Bradford township	\$ 1,349.17
Braham city	\$ 1,131.31
Brainerd city	\$ 6,339.08
Brandon city	\$ 521.77
Breckenridge city	\$ 1,791.83
Breezy Point city	\$ 1,223.64

Breitung township	\$ 599.77
Bremen township	\$ 452.24
Brevator township	\$ 708.55
Bricelyn city	\$ 473.92
Bridgewater township	\$ 1,029.28
Bristol township	\$ 455.33
Brockway township	\$ 1,228.08
Brook Park township	\$ 486.20
Brookfield township	\$ 423.96
Brooklyn Center city	\$ 19,827.07
Brooklyn Park city	\$ 32,545.26
Brooks city	\$ 412.21
Brookston city	\$ 400.82
Brookville township	\$ 433.39
Brooten city	\$ 278.61
Browerville city	\$ 539.36
Brownsdale city	\$ 563.63
Brownston city	\$ 551.32
Bruce township	\$ 523.54
Brunswick township	\$ 738.78
Brush Creek township	\$ 439.90
Buffalo city	\$ 6,753.26
Buffalo Lake city	\$ 507.91
Buffalo township	\$ 977.32
Buhl city	\$ 703.49
Bullard township	\$ 437.57
Burbank township	\$ 524.77
Burleene township	\$ 468.56
Burlington township	\$ 805.31
Burnhamville township	\$ 588.48
Burnsville city	\$ 23,006.37
Burton township	\$ 424.94
Burtrum city	\$ 405.61
Buse township	\$ 523.69
Butler township	\$ 460.89
Byron city	\$ 960.30
Byron township	\$ 447.05
Cairo township	\$ 438.54
Caledonia city	\$ 1,411.20
Cambridge city	\$ 3,047.06
Cambridge township	\$ 1,106.38
Camden township	\$ 651.08
Cameron township	\$ 413.31
Camp 5 township	\$ 393.32
Camp Release township	\$ 461.17
Camp township	\$ 436.84
Canby city	\$ 775.48
Candor township	\$ 572.31
Canisteo township	\$ 578.24
Cannon City township	\$ 732.78
Cannon Falls city	\$ 1,964.17
Cannon Falls township	\$ 729.59
Canosia township	\$ 1,089.23
Carimona township	\$ 479.17
Carlisle township	\$ 430.81

Carlos city	\$ 513.71
Carlos township	\$ 1,101.10
Carlton city	\$ 660.84
Carrolton township	\$ 496.66
Carson township	\$ 467.60
Carsonville township	\$ 445.71
Carver city	\$ 1,687.62
Cascade township	\$ 2,349.16
Cass Lake city	\$ 556.12
Castle Rock township	\$ 794.72
Cedar Lake township	\$ 1,321.36
Cedar Valley township	\$ 447.52
Center City city	\$ 603.14
Center Creek township	\$ 438.28
Centerville city	\$ 2,036.85
Ceylon city	\$ 471.61
Champlin city	\$ 9,186.03
Chandler city	\$ 447.36
Chanhassen city	\$ 11,220.45
Charlestown township	\$ 431.58
Chaska city	\$ 8,621.84
Chatfield city	\$ 1,455.41
Chatfield township	\$ 539.13
Chatham township	\$ 822.68
Chengwatana township	\$ 633.90
Cherry Grove township	\$ 486.47
Cherry township	\$ 646.77
Chester township	\$ 489.91
Chisago City city	\$ 2,017.63
Chisago Lake township	\$ 2,285.79
Chisholm city	\$ 2,118.13
Circle Pines city	\$ 2,990.83
Clara City city	\$ 759.41
Claremont city	\$ 478.68
Claremont township	\$ 504.50
Clarissa city	\$ 534.99
Clark township	\$ 423.03
Clarkfield city	\$ 572.36
Clear Lake city	\$ 518.00
Clear Lake township	\$ 918.14
Clearbrook city	\$ 505.31
Clearwater city	\$ 1,178.13
Clearwater township	\$ 811.12
Clements city	\$ 416.50
Cleveland city	\$ 639.11
Cleveland township	\$ 676.01
Clinton Falls township	\$ 508.62
Clinton township	\$ 661.21
Clitherall city	\$ 399.90
Clitherall township	\$ 562.39
Cloquet city	\$ 5,497.64
Clover township	\$ 1,348.83
Cohasset city	\$ 1,321.83
Cokato city	\$ 1,084.16
Cokato township	\$ 772.70

Cold Spring city	\$ 1,719.74
Coleraine city	\$ 953.85
Colfax township	\$ 561.12
Collegeville township	\$ 662.02
Collinwood township	\$ 729.41
Cologne city	\$ 892.42
Columbia Heights city	\$ 10,783.90
Columbia township	\$ 503.97
Columbus city	\$ 2,400.40
Colvin township	\$ 494.89
Comfort township	\$ 681.57
Comfrey city	\$ 844.39
Compton township	\$ 555.43
Concord township	\$ 549.50
Cook city	\$ 601.97
Coon Rapids city	\$ 31,526.82
Copley township	\$ 600.11
Corcoran city	\$ 6,118.87
Corinna township	\$ 1,214.60
Corliss township	\$ 542.61
Cormorant township	\$ 725.53
Cottage Grove city	\$ 12,788.41
Cotton township	\$ 552.31
Cottonwood city	\$ 689.60
Courtland city	\$ 585.53
Crane Lake township	\$ 425.42
Credit River township	\$ 2,069.10
Crooked Creek township	\$ 451.93
Crooks township	\$ 436.60
Crookston city	\$ 3,660.33
Crosby city	\$ 1,002.43
Crosby township	\$ 409.69
Crosslake city	\$ 1,238.56
Crow Wing township	\$ 1,306.07
Crystal city	\$ 11,093.33
Culver township	\$ 452.53
Daggett Brook township	\$ 539.43
Dahlgren township	\$ 1,132.41
Dailey township	\$ 439.13
Dakota city	\$ 474.29
Dalbo township	\$ 589.89
Dale township	\$ 426.40
Dalton city	\$ 452.90
Dane Prairie township	\$ 685.97
Darwin city	\$ 471.08
Dassel city	\$ 768.75
Dassel township	\$ 854.46
Dawson city	\$ 827.94
Dayton city	\$ 3,538.11
Dead Lake township	\$ 537.58
Decoria township	\$ 715.73
Deephaven city	\$ 14,823.03
Deer Creek city	\$ 452.87
Deer Creek township	\$ 473.81
Deer River city	\$ 951.56

Deer River township	\$ 943.75
Deerfield township	\$ 540.72
Deerwood township	\$ 862.41
Delafield township	\$ 457.07
Delano city	\$ 3,031.21
Delavan city	\$ 428.04
Delavan township	\$ 474.35
Delhi city	\$ 396.41
Delhi township	\$ 461.92
Dell Grove township	\$ 586.41
Dellwood city	\$ 792.88
Denmark township	\$ 976.14
Dennison city	\$ 227.62
Dent city	\$ 425.70
Des Moines River township	\$ 423.80
Des Moines township	\$ 458.72
Detroit Lakes city	\$ 3,471.12
Detroit township	\$ 1,654.76
Dewald township	\$ 468.90
Dexter city	\$ 472.95
Dexter township	\$ 465.94
Diamond Lake township	\$ 426.55
Dilworth city	\$ 1,466.54
Dodge Center city	\$ 1,331.82
Dora township	\$ 621.13
Douglas township	\$ 603.70
Dover city	\$ 569.27
Dover township	\$ 491.05
Dovray township	\$ 430.41
Dovre township	\$ 1,105.05
Drammen township	\$ 408.58
Dresbach township	\$ 534.39
Dryden township	\$ 468.48
Duluth city	\$ 45,027.34
Duluth township	\$ 1,080.15
Dunbar township	\$ 448.97
Dundas city	\$ 837.87
Dunn township	\$ 671.46
Dunnell city	\$ 419.82
Eagan city	\$ 27,764.93
Eagle Bend city	\$ 500.28
Eagle Lake city	\$ 1,165.94
Eagle Lake township	\$ 518.37
Eagle Valley township	\$ 487.04
East Bethel city	\$ 5,128.27
East Grand Forks city	\$ 4,407.91
East Gull Lake city	\$ 977.57
East Lake Lillian township	\$ 429.63
East Side township	\$ 594.42
Eastern township	\$ 458.42
Echo city	\$ 441.77
Eckles township	\$ 767.23
Eddy township	\$ 468.48
Eden Lake township	\$ 825.61
Eden Prairie city	\$ 40,291.20

Eden Valley city	\$ 959.72
Edgerton city	\$ 712.64
Edina city	\$ 25,822.31
Edna township	\$ 668.79
Edwards township	\$ 458.97
Effington township	\$ 457.23
Eglon township	\$ 561.54
Eitzen city	\$ 455.37
Elba city	\$ 421.21
Elba township	\$ 477.95
Elbow Lake city	\$ 705.30
Elgin city	\$ 645.34
Elgin township	\$ 581.50
Elizabeth city	\$ 422.71
Elizabeth township	\$ 631.49
Elk River city	\$ 12,339.97
Elko New Market city	\$ 1,560.38
Elkton township	\$ 474.29
Ellington township	\$ 454.90
Ellsburg township	\$ 457.16
Elmdale township	\$ 649.26
Elmer township	\$ 420.66
Elmira township	\$ 492.46
Elmo township	\$ 459.54
Elmore township	\$ 433.38
Elmwood township	\$ 498.43
Ely city	\$ 1,907.59
Elysian city	\$ 310.88
Elysian township	\$ 743.82
Embarrass township	\$ 595.77
Emerald township	\$ 453.60
Emily city	\$ 683.55
Empire township	\$ 1,195.51
Erhard city	\$ 411.69
Erhards Grove township	\$ 509.15
Ericson township	\$ 441.44
Erie township	\$ 895.90
Erin township	\$ 645.69
Eureka township	\$ 841.31
Evansville city	\$ 543.75
Evansville township	\$ 453.63
Eveleth city	\$ 1,923.18
Everts township	\$ 668.84
Excelsior city	\$ 6,341.63
Eyota city	\$ 896.87
Eyota township	\$ 532.03
Fahlun township	\$ 493.57
Fair Haven township	\$ 830.33
Fairbanks township	\$ 413.55
Fairfax city	\$ 660.32
Fairmont city	\$ 5,262.33
Fairview township	\$ 670.73
Falcon Heights city	\$ 3,126.37
Falk township	\$ 434.22
Fall Lake township	\$ 646.40

Farden township	\$ 1,039.52
Faribault city	\$ 6,247.18
Farm Island township	\$ 768.50
Farmington city	\$ 7,828.00
Farmington township	\$ 505.94
Fawn Lake township	\$ 522.20
Fayal township	\$ 1,107.05
Featherstone township	\$ 641.82
Felton city	\$ 430.08
Fergus Falls city	\$ 6,805.14
Fergus Falls township	\$ 588.78
Fern township	\$ 463.92
Fertile city	\$ 582.46
Field township	\$ 501.78
Fifty Lakes city	\$ 567.98
Fillmore township	\$ 525.59
Fine Lakes township	\$ 424.56
Finlayson township	\$ 501.31
Fish Lake township	\$ 1,046.12
Fleming township	\$ 500.22
Flora township	\$ 438.59
Florence township	\$ 903.94
Florida township	\$ 413.53
Flowing township	\$ 408.01
Folden township	\$ 463.84
Foley city	\$ 940.44
Forada city	\$ 438.36
Ford township	\$ 441.07
Forest Lake city	\$ 7,478.80
Forest Prairie township	\$ 626.02
Forest township	\$ 797.92
Foreston city	\$ 499.67
Forestville township	\$ 492.22
Fort Ripley township	\$ 680.48
Fort Snelling Unorganized	\$ 449.85
Fortier township	\$ 404.23
Fosston city	\$ 719.09
Foster township	\$ 458.08
Franconia township	\$ 930.75
Franklin city	\$ 481.39
Franklin township	\$ 1,272.97
Frazee city	\$ 654.96
Fredenberg township	\$ 901.36
Freedom township	\$ 481.44
Freeman township	\$ 523.89
Freeport city	\$ 558.25
Fremont township	\$ 474.66
French Lake township	\$ 739.55
French township	\$ 604.83
Friberg township	\$ 620.54
Fridley city	\$ 14,192.74
Friendship township	\$ 446.61
Frohn township	\$ 839.90
Frost city	\$ 431.61
Fulda city	\$ 769.33

Gales township	\$ 418.07
Garfield city	\$ 457.80
Garrison township	\$ 665.77
Gaylord city	\$ 896.18
Gem Lake city	\$ 586.68
Genessee township	\$ 502.52
Georgetown township	\$ 416.75
Germania township	\$ 468.19
Germantown township	\$ 782.93
Gibbon city	\$ 570.71
Gilbert city	\$ 1,051.86
Gillford township	\$ 513.32
Gilmanton township	\$ 618.39
Girard township	\$ 653.59
Glasgow township	\$ 453.50
Glencoe city	\$ 2,742.34
Glendorado township	\$ 601.00
Glenwood city	\$ 1,422.22
Glenwood township	\$ 721.71
Glyndon city	\$ 679.40
Glyndon township	\$ 476.44
Gnesen township	\$ 980.58
Golden Valley city	\$ 11,544.26
Gonvick city	\$ 453.33
Goodhue city	\$ 668.49
Goodhue township	\$ 543.28
Goodland township	\$ 537.28
Goodview city	\$ 2,111.43
Gordon township	\$ 577.63
Gorman township	\$ 517.98
Graceville city	\$ 556.28
Graham township	\$ 542.54
Granada city	\$ 453.74
Grand Lake township	\$ 1,246.11
Grand Marais city	\$ 1,199.37
Grand Meadow city	\$ 655.85
Grand Rapids city	\$ 4,431.35
Granite Falls city	\$ 1,449.55
Granite Falls township	\$ 802.07
Granite Ledge township	\$ 588.37
Granite Rock township	\$ 435.44
Granite township	\$ 511.25
Grant city	\$ 1,842.45
Grant Valley township	\$ 934.24
Grass Lake township	\$ 637.56
Grasston city	\$ 414.33
Great Bend township	\$ 479.09
Great Scott township	\$ 518.11
Green Lake township	\$ 914.49
Green Valley township	\$ 481.51
Greenbush city	\$ 598.10
Greenbush township	\$ 713.18
Greenfield city	\$ 1,435.91
Greenfield township	\$ 803.94
Greenleaf township	\$ 595.80

Greenvale township	\$ 647.19
Greenwood city	\$ 671.15
Greenwood township	\$ 1,164.86
Grey Cloud Island township	\$ 481.71
Grey Eagle city	\$ 463.41
Grey Eagle township	\$ 569.46
Grove City city	\$ 512.79
Grove Lake township	\$ 461.47
Guthrie township	\$ 539.59
Hagali township	\$ 480.10
Halden township	\$ 422.99
Hallock city	\$ 659.29
Ham Lake city	\$ 8,754.94
Hamburg city	\$ 526.70
Hammer township	\$ 433.57
Hampton city	\$ 540.96
Hampton township	\$ 651.04
Hancock township	\$ 480.53
Hanover city	\$ 1,896.25
Hansonville township	\$ 406.69
Harmony city	\$ 678.36
Harmony township	\$ 468.13
Harris city	\$ 700.42
Harris township	\$ 1,492.33
Harrison township	\$ 562.15
Hart Lake township	\$ 878.03
Hart township	\$ 463.69
Hartford township	\$ 534.43
Hastings city	\$ 14,337.21
Havana township	\$ 553.65
Haven township	\$ 1,002.83
Haverhill township	\$ 881.16
Hawk Creek township	\$ 444.92
Hawley city	\$ 904.52
Hay Brook township	\$ 449.68
Hay Creek township	\$ 688.76
Hayfield city	\$ 700.13
Hayfield township	\$ 520.21
Hayward township	\$ 495.36
Hector city	\$ 621.08
Height of Land township	\$ 572.62
Helena township	\$ 940.96
Henderson city	\$ 646.28
Hendricks city	\$ 538.14
Hendricks township	\$ 441.98
Henning city	\$ 595.09
Henning township	\$ 490.29
Henrietta township	\$ 853.27
Henryville township	\$ 429.37
Hermantown city	\$ 5,144.23
Heron Lake city	\$ 525.79
Hewitt city	\$ 440.10
Hibbing city	\$ 8,247.89
Hickory township	\$ 404.93
High Forest township	\$ 688.06

Highland township	\$ 508.17
Highland township	\$ 428.58
Highwater township	\$ 429.53
Hillman township	\$ 505.51
Hills city	\$ 522.96
Hillsdale township	\$ 528.86
Hilltop city	\$ 511.49
Hinckley city	\$ 727.43
Hinckley township	\$ 584.36
Hines township	\$ 567.37
Hobart township	\$ 646.66
Hokah city	\$ 537.70
Hokah township	\$ 535.38
Holden township	\$ 521.60
Holding township	\$ 723.59
Holdingford city	\$ 577.39
Holland township	\$ 490.42
Hollywood township	\$ 695.10
Holmes City township	\$ 654.89
Holmesville township	\$ 544.37
Holst township	\$ 478.78
Holt township	\$ 467.92
Homer township	\$ 804.07
Homestead township	\$ 474.88
Honner township	\$ 396.90
Hope township	\$ 453.50
Hopkins city	\$ 10,081.79
Hornet township	\$ 433.54
Houston city	\$ 628.71
Houston township	\$ 508.66
Howard Lake city	\$ 866.88
Hoyt Lakes city	\$ 1,172.98
Hubbard township	\$ 616.42
Hugo city	\$ 6,129.66
Huntersville township	\$ 413.66
Hutchinson city	\$ 5,753.69
Ideal township	\$ 817.79
Independence city	\$ 2,229.54
Industrial township	\$ 594.59
Inman township	\$ 449.87
International Falls city	\$ 2,487.72
Inver Grove Heights city	\$ 22,295.64
Iona city	\$ 428.87
Iona township	\$ 459.97
Iosco township	\$ 568.06
Ironton city	\$ 529.05
Irving township	\$ 712.20
Isanti city	\$ 2,243.34
Isanti township	\$ 1,051.99
Isle city	\$ 611.11
Isle Harbor township	\$ 539.86
Itasca township	\$ 425.67
Ivanhoe city	\$ 549.76
Jackson city	\$ 1,641.29
Jackson township	\$ 703.88

Janesville city	\$ 1,003.53
Janesville township	\$ 547.73
Jeffers city	\$ 452.68
Jefferson township	\$ 412.24
Jevne township	\$ 472.18
Johnsonville township	\$ 408.12
Jordan city	\$ 2,616.88
Jordan township	\$ 481.74
Kabetogama township	\$ 433.90
Kalmar township	\$ 728.77
Kanabec township	\$ 596.25
Kandiyohi city	\$ 528.47
Kandiyohi township	\$ 570.46
Kandota township	\$ 604.04
Karlstad city	\$ 581.01
Kasota city	\$ 544.13
Kasson city	\$ 2,694.65
Kathio township	\$ 720.52
Keewatin city	\$ 679.24
Kellogg city	\$ 522.08
Kelsey township	\$ 424.05
Kensington city	\$ 455.49
Kenyon city	\$ 891.19
Kenyon township	\$ 491.62
Kerkhoven city	\$ 564.90
Kiester city	\$ 523.95
Kiester township	\$ 448.56
Kilkenny township	\$ 502.56
Kimball city	\$ 566.43
Kingman township	\$ 432.91
Kingston township	\$ 735.40
Kinney city	\$ 416.23
Kintire township	\$ 431.20
Knife Lake township	\$ 729.53
Koochiching Co. Unorganized	\$ 929.00
Kragnes township	\$ 464.00
Krain township	\$ 626.22
Kroschel township	\$ 443.92
Kugler township	\$ 440.94
La Crescent city	\$ 1,959.23
La Crescent township	\$ 782.86
La Garde township	\$ 426.48
La Prairie city	\$ 578.18
La Prairie township	\$ 445.66
Lake Andrew township	\$ 766.89
Lake Benton city	\$ 549.86
Lake Benton township	\$ 436.95
Lake City city	\$ 3,021.51
Lake Co. Unorganized	\$ 2,188.92
Lake Crystal city	\$ 1,039.52
Lake Elizabeth township	\$ 437.19
Lake Elmo city	\$ 4,014.39
Lake Eunice township	\$ 842.37
Lake Fremont township	\$ 433.03
Lake George township	\$ 507.71

Lake Hattie township	\$ 436.08
Lake Lillian township	\$ 435.67
Lake Mary township	\$ 767.49
Lake Park city	\$ 543.11
Lake Park township	\$ 518.08
Lake Sarah township	\$ 513.05
Lake Shore city	\$ 1,017.23
Lake St. Croix Beach city	\$ 749.89
Lake Stay township	\$ 423.99
Lake township	\$ 516.35
Lake View township	\$ 899.53
Lake Wilson city	\$ 466.01
Lakefield city	\$ 1,146.99
Lakeland city	\$ 976.91
Lakeland Shores city	\$ 495.88
Lakeport township	\$ 1,001.29
Lakeside township	\$ 1,007.18
Laketown township	\$ 945.72
Lakeville city	\$ 24,826.21
Lakewood township	\$ 1,130.29
Lakin township	\$ 494.20
Lamberton city	\$ 586.83
Lamberton township	\$ 437.63
Landfall city	\$ 502.07
Lanesboro city	\$ 658.63
Lauderdale city	\$ 1,389.48
Lavell township	\$ 470.49
Le Center city	\$ 921.27
Le Ray township	\$ 598.36
Le Roy city	\$ 629.87
Le Roy township	\$ 478.37
Le Sauk township	\$ 863.29
Le Sueur city	\$ 1,699.06
Leaf Lake township	\$ 559.36
Leaf Mountain township	\$ 471.43
Leaf River township	\$ 851.82
Leaf Valley township	\$ 540.13
Lee township	\$ 397.99
Leiding township	\$ 504.94
Lemond township	\$ 529.42
Lengby city	\$ 406.52
Lent township	\$ 1,319.34
Leon township	\$ 1,155.71
Leslie township	\$ 563.19
Lester Prairie city	\$ 812.20
Leven township	\$ 556.34
Lewiston city	\$ 749.85
Lexington city	\$ 980.55
Lexington township	\$ 623.79
Liberty township	\$ 582.82
Lida township	\$ 645.74
Lilydale city	\$ 814.51
Limestone township	\$ 427.36
Linden Grove township	\$ 419.15
Lindstrom city	\$ 1,828.54

Lino Lakes city	\$ 11,220.30
Linwood township	\$ 3,056.24
Lismore city	\$ 433.91
Lismore township	\$ 416.16
Litchfield city	\$ 3,344.30
Litchfield township	\$ 637.83
Little Canada city	\$ 5,685.42
Little Elk township	\$ 457.26
Little Falls city	\$ 3,297.38
Little Falls township	\$ 873.34
Little Sauk township	\$ 590.82
Livonia township	\$ 2,739.16
Lodi township	\$ 451.88
Lone Pine township	\$ 552.11
Long Beach city	\$ 510.62
Long Lake city	\$ 1,168.46
Long Prairie city	\$ 969.29
Long Prairie township	\$ 618.36
Lonsdale city	\$ 1,394.37
Loretto city	\$ 682.65
Louisville township	\$ 791.46
Lowry city	\$ 465.00
Lucan city	\$ 431.41
Luverne city	\$ 2,534.15
Lyle city	\$ 509.93
Lyle township	\$ 482.48
Lynden township	\$ 945.07
Lyons township	\$ 435.19
Mabel city	\$ 552.59
Macville township	\$ 430.32
Madelia city	\$ 848.99
Madison city	\$ 842.90
Madison Lake city	\$ 723.95
Mahnomen city	\$ 651.70
Mahtomedi city	\$ 3,436.59
Maine Prairie township	\$ 931.97
Maine township	\$ 613.17
Malmo township	\$ 494.96
Manannah township	\$ 520.06
Mankato city	\$ 16,172.46
Mantorville city	\$ 709.14
Mantorville township	\$ 940.10
Maple Grove city	\$ 40,466.78
Maple Grove township	\$ 1,090.94
Maple Lake city	\$ 954.21
Maple Lake township	\$ 1,417.25
Maple Plain city	\$ 1,151.61
Maple Ridge township	\$ 610.37
Maple township	\$ 488.10
Mapleton city	\$ 812.70
Maplewood city	\$ 20,552.90
Maplewood township	\$ 469.25
Marble township	\$ 423.25
Marcell township	\$ 536.54
Marine on St. Croix city	\$ 683.57

Marion township	\$ 1,929.61
Marsh Creek township	\$ 420.20
Marshall city	\$ 4,189.31
Marshan township	\$ 741.36
Marshfield township	\$ 440.72
Martin township	\$ 481.57
Martinsburg township	\$ 421.44
Marysville township	\$ 957.67
Maxwell township	\$ 431.29
May township	\$ 2,039.43
Mayer city	\$ 950.10
Mayhew Lake township	\$ 615.58
Maynard city	\$ 481.02
Mayville township	\$ 475.08
Maywood township	\$ 635.55
Mazeppa city	\$ 599.97
Mazeppa township	\$ 608.51
McDavitt township	\$ 532.22
McGregor township	\$ 409.95
Meadowlands city	\$ 406.76
Meadowlands township	\$ 480.41
Medford city	\$ 694.65
Medford township	\$ 531.69
Medicine Lake city	\$ 525.74
Medina city	\$ 4,062.54
Melrose city	\$ 1,387.22
Melville township	\$ 434.86
Menahga city	\$ 722.43
Mendota city	\$ 441.62
Mendota Heights city	\$ 6,281.41
Meriden township	\$ 559.76
Merton township	\$ 484.05
Middletown township	\$ 439.94
Middleville township	\$ 680.30
Midway township	\$ 1,316.06
Milaca city	\$ 1,131.65
Milaca township	\$ 820.51
Millerville township	\$ 491.21
Millwood township	\$ 673.57
Milo township	\$ 774.66
Milroy city	\$ 433.75
Milton township	\$ 600.05
Miltona city	\$ 488.50
Miltona township	\$ 676.37
Minden township	\$ 1,208.60
Minerva township	\$ 447.94
Minneapolis city	\$ 237,630.19
Minneola township	\$ 587.84
Minneota city	\$ 744.12
Minneota township	\$ 458.09
Minnesota Lake city	\$ 292.90
Minnesota Lake township	\$ 433.94
Minnetonka Beach city	\$ 778.28
Minnetonka city	\$ 40,203.27
Minnetrista city	\$ 5,357.81

Minnewaska township	\$ 548.76
Mission Creek township	\$ 519.08
Mission township	\$ 679.16
Money Creek township	\$ 557.23
Montevideo city	\$ 2,072.07
Montgomery city	\$ 1,159.24
Monticello city	\$ 5,247.87
Monticello township	\$ 1,313.69
Montrose city	\$ 1,203.53
Moorhead city	\$ 15,085.43
Moose Creek township	\$ 456.97
Moose Lake city	\$ 809.44
Moose Lake township	\$ 677.24
Mora city	\$ 1,218.25
Moran township	\$ 534.87
Moranville township	\$ 608.64
Morcom township	\$ 407.83
Morgan city	\$ 589.40
Morgan township	\$ 444.41
Morken township	\$ 439.97
Morrill township	\$ 539.27
Morris city	\$ 3,455.74
Morristown city	\$ 631.87
Morristown township	\$ 568.60
Morse township	\$ 1,794.12
Morton city	\$ 466.61
Motley city	\$ 272.46
Mound city	\$ 5,698.68
Mounds View city	\$ 6,033.09
Mount Pleasant township	\$ 501.02
Mountain Iron city	\$ 1,912.65
Mountain Lake city	\$ 916.43
Mountain Lake township	\$ 458.92
Mud Lake Unorganized	\$ 380.75
Munch township	\$ 457.51
Nashwauk city	\$ 657.80
Nashwauk township (balance)	\$ 608.93
Nelson city	\$ 424.08
Nerstrand city	\$ 472.67
Nessel township	\$ 1,003.44
New Avon township	\$ 433.99
New Brighton city	\$ 14,095.19
New Germany city	\$ 488.47
New Hartford township	\$ 631.32
New Haven township	\$ 783.66
New Hope city	\$ 11,728.74
New Independence township	\$ 478.67
New London city	\$ 753.56
New London township	\$ 1,365.40
New Market township	\$ 1,531.49
New Prague city	\$ 2,792.44
New Richland city	\$ 678.81
New Ulm city	\$ 6,909.94
New York Mills city	\$ 636.55
Newport city	\$ 1,313.75

Newry township	\$ 488.78
Newton township	\$ 600.84
Nicollet city	\$ 681.22
Nidaros township	\$ 506.70
Nininger township	\$ 665.96
Nisswa city	\$ 1,115.27
Nokay Lake township	\$ 644.12
Nora township	\$ 940.61
Norden township	\$ 481.48
Nordland township	\$ 746.45
Norman township	\$ 451.48
Normanna township	\$ 633.45
North Branch city	\$ 3,752.56
North Branch township	\$ 916.61
North Germany township	\$ 458.07
North Hero township	\$ 422.42
North Mankato city	\$ 5,781.55
North Oaks city	\$ 3,931.48
North St. Paul city	\$ 5,682.47
North Star township	\$ 466.89
North township	\$ 552.82
Northern township	\$ 1,824.61
Northfield city	\$ 12,415.20
Northfield township	\$ 656.40
Northland township	\$ 436.80
Northrop city	\$ 436.56
Norton township	\$ 519.60
Norway Lake township	\$ 481.22
Norway township	\$ 480.48
Norwegian Grove township	\$ 473.95
Norwood Young America city	\$ 1,340.41
Nowthen city	\$ 2,547.89
Oak Grove city	\$ 5,072.59
Oak Park Heights city	\$ 10,300.67
Oak Valley township	\$ 462.55
Oakdale city	\$ 2,148.09
Ogema township	\$ 459.26
Ogilvie city	\$ 467.20
Olivia city	\$ 986.44
Omro township	\$ 413.54
Onamia city	\$ 551.31
Onamia township	\$ 518.31
Orange township	\$ 476.39
Orion township	\$ 541.83
Orono city	\$ 6,259.91
Oronoco city	\$ 841.03
Oronoco township	\$ 1,086.46
Orr city	\$ 459.00
Orrock township	\$ 1,359.12
Orton township	\$ 433.79
Ortonville city	\$ 480.27
Orwell township	\$ 435.47
Osage township	\$ 597.04
Osakis city	\$ 1,162.42
Osakis township	\$ 568.29

Osceola township	\$ 419.83
Oshkosh township	\$ 442.28
Osseo city	\$ 1,518.25
Otsego city	\$ 6,719.94
Otter Tail township	\$ 582.61
Ottertail city	\$ 575.11
Otto township	\$ 549.08
Owatonna city	\$ 10,290.18
Owatonna township	\$ 582.08
Oxford township	\$ 672.85
Paddock township	\$ 466.92
Page township	\$ 581.82
Palmer township	\$ 1,124.08
Palmyra township	\$ 441.69
Park Rapids city	\$ 1,690.92
Parke township	\$ 545.79
Parkers Prairie city	\$ 631.72
Parkers Prairie township	\$ 494.68
Partridge township	\$ 565.02
Paxton township	\$ 532.19
Paynesville city	\$ 1,143.43
Paynesville township	\$ 823.47
Peace township	\$ 658.15
Pease city	\$ 437.26
Pelican Rapids city	\$ 826.89
Pelican township	\$ 571.05
Pembina township	\$ 518.10
Penn township	\$ 468.89
Pennock city	\$ 491.64
Pepin township	\$ 505.33
Pequaywan township	\$ 449.21
Pequot Lakes city	\$ 1,060.85
Perch Lake township	\$ 670.37
Perham city	\$ 1,127.31
Perham township	\$ 651.31
Petersburg township	\$ 450.15
Pierz city	\$ 723.71
Pike Bay township	\$ 738.09
Pike Creek township	\$ 672.59
Pike township	\$ 527.23
Pillager city	\$ 30.82
Pilot Mound township	\$ 486.08
Pine City city	\$ 1,088.69
Pine City township	\$ 762.87
Pine Island city	\$ 1,651.65
Pine Island township	\$ 559.13
Pine Lake township	\$ 1,628.21
Pine Point township	\$ 427.13
Pine River city	\$ 639.83
Pine River township	\$ 657.62
Pine Springs city	\$ 1,722.70
Pipestone city	\$ 1,633.94
Plainview city	\$ 1,557.38
Plainview township	\$ 509.97
Pleasant Grove township	\$ 615.58

Pleasant Hill township	\$ 527.45
Pleasant Prairie township	\$ 445.08
Plymouth city	\$ 51,398.10
Pokegama township	\$ 1,152.06
Polk Centre township	\$ 397.64
Pomroy township	\$ 491.74
Poplar River township	\$ 408.86
Popple township	\$ 519.48
Port Hope township	\$ 606.39
Portage township	\$ 439.09
Prairie View township	\$ 440.80
Preston city	\$ 742.98
Preston Lake township	\$ 448.16
Princeton city	\$ 763.35
Princeton township	\$ 977.70
Prinsburg city	\$ 557.84
Prior Lake city	\$ 13,304.06
Proctor city	\$ 1,297.62
Quamba city	\$ 409.01
Queen township	\$ 448.20
Quincy township	\$ 469.09
Racine city	\$ 488.77
Racine township	\$ 512.04
Ramsey city	\$ 12,834.20
Randall city	\$ 532.21
Randolph city	\$ 511.32
Randolph township	\$ 614.43
Ranier city	\$ 896.03
Rapidan township	\$ 735.01
Ravenna township	\$ 1,108.66
Raymond city	\$ 592.38
Red Eye township	\$ 517.45
Red Lake Falls city	\$ 1,398.51
Red Rock township	\$ 604.33
Red Wing city	\$ 7,715.28
Redwood Falls city	\$ 2,615.76
Redwood Falls township	\$ 436.27
Regal city	\$ 393.04
Reno township	\$ 515.63
Renville city	\$ 648.48
Revere city	\$ 396.58
Reynolds township	\$ 526.77
Rice city	\$ 804.02
Rice Lake city	\$ 2,045.89
Riceland township	\$ 510.49
Richfield city	\$ 18,919.98
Richmond city	\$ 766.63
Richmond township	\$ 586.51
Richville city	\$ 397.99
Richwood township	\$ 563.37
Ripley township	\$ 429.06
Riverside township	\$ 483.05
Riverton township	\$ 511.53
Robbinsdale city	\$ 8,080.67
Rochester city	\$ 50,068.08

Rochester township	\$ 2,094.65
Rock Creek city	\$ 800.07
Rock Dell township	\$ 590.72
Rockford city	\$ 1,860.36
Rockford township	\$ 1,423.78
Rocksbury township	\$ 1,023.44
Rockville city	\$ 1,105.82
Rockwood township	\$ 1,007.25
Rogers city	\$ 6,711.76
Rolling Forks township	\$ 421.48
Rolling Green township	\$ 457.29
Rollingstone city	\$ 592.86
Rollingstone township	\$ 582.89
Roosevelt township	\$ 1,004.61
Roscoe township	\$ 615.27
Rose Hill township	\$ 422.58
Roseau city	\$ 1,021.10
Rosemount city	\$ 9,592.83
Roseville city	\$ 22,123.80
Roseville township	\$ 538.36
Rosewood township	\$ 492.28
Round Lake city	\$ 460.95
Round Prairie township	\$ 541.62
Royal township	\$ 424.26
Royalton city	\$ 335.35
Royalton township	\$ 692.70
Runeberg township	\$ 498.67
Rush City city	\$ 915.40
Rush Lake township	\$ 700.72
Rushford city	\$ 857.28
Rushford Village city	\$ 634.89
Rushmore city	\$ 484.82
Rushseba township	\$ 624.31
Russell city	\$ 473.36
Rutledge city	\$ 425.92
Sabin city	\$ 517.93
Sacred Heart city	\$ 496.30
Sacred Heart township	\$ 459.51
Salem township	\$ 725.23
San Francisco township	\$ 669.13
Sanborn city	\$ 465.06
Sand Creek township	\$ 855.73
Sanders township	\$ 461.62
Sandstone city	\$ 697.82
Sandstone township	\$ 584.11
Sandy township	\$ 502.31
Santiago township	\$ 850.11
Sartell city	\$ 8,948.73
Sauk Centre city	\$ 1,650.65
Sauk Rapids city	\$ 4,322.29
Sauk Rapids township	\$ 556.20
Savage city	\$ 15,377.48
Scambler township	\$ 542.97
Scandia city	\$ 2,822.36
Scandia Valley township	\$ 840.78

Scanlon city	\$ 668.21
Sciota township	\$ 523.99
Seaforth city	\$ 396.18
Sebeka city	\$ 548.24
Seely township	\$ 434.93
Selma township	\$ 433.42
Severance township	\$ 448.81
Shafer city	\$ 640.38
Shafer township	\$ 1,085.11
Shakopee city	\$ 19,288.61
Shamrock township	\$ 768.67
Shaokatan township	\$ 441.75
Sharon township	\$ 587.84
Sheldon township	\$ 464.05
Shell Lake township	\$ 472.39
Sherburn city	\$ 661.16
Sheridan township	\$ 429.83
Sherman township	\$ 459.99
Shetek township	\$ 485.54
Shevlin city	\$ 415.79
Shevlin township	\$ 497.42
Shieldsville township	\$ 717.17
Shingobee township	\$ 1,240.81
Shoreview city	\$ 17,102.51
Shorewood city	\$ 5,966.52
Silver Bay city	\$ 1,313.17
Silver Creek township	\$ 1,972.91
Silver Lake city	\$ 581.63
Silver Lake township	\$ 540.07
Silver Leaf township	\$ 500.69
Silver township	\$ 512.14
Silverton township	\$ 428.24
Sinclair township	\$ 429.46
Sioux Agency township	\$ 446.50
Skelton township	\$ 503.14
Skree township	\$ 441.60
Slayton city	\$ 1,021.45
Slayton township	\$ 498.01
Sleepy Eye city	\$ 1,612.15
Sletten township	\$ 421.40
Smiley township	\$ 528.67
Solem township	\$ 453.86
Solway township	\$ 1,005.68
Somerset township	\$ 603.31
South Bend township	\$ 768.75
South Branch township	\$ 457.37
South Fork township	\$ 592.71
South Harbor township	\$ 611.63
South St. Paul city	\$ 7,356.35
Southbrook township	\$ 404.96
Southside township	\$ 843.81
Sparta township	\$ 634.65
Spencer Brook township	\$ 877.75
Spicer city	\$ 730.19
Spring Grove city	\$ 696.05

Spring Lake Park city	\$ 4,002.18
Spring Lake township	\$ 1,514.17
Spring Park city	\$ 1,445.21
Spring Prairie township	\$ 450.69
Spring Valley city	\$ 1,030.34
Spring Valley township	\$ 541.19
Springdale township	\$ 430.92
Springfield city	\$ 1,280.67
Springfield township	\$ 419.00
Springvale township	\$ 837.21
Spruce Grove township	\$ 473.31
St. Anthony city	\$ 6,065.75
St. Augusta city	\$ 1,649.09
St. Bonifacius city	\$ 1,363.55
St. Charles city	\$ 1,361.21
St. Charles township	\$ 527.16
St. Clair city	\$ 599.35
St. Cloud city	\$ 31,627.65
St. Francis city	\$ 2,983.83
St. George township	\$ 716.52
St. James city	\$ 1,629.01
St. Johns township	\$ 496.95
St. Joseph city	\$ 2,948.41
St. Joseph township	\$ 732.89
St. Lawrence township	\$ 552.63
St. Leo city	\$ 405.64
St. Louis Co. Unorganized	\$ 1,309.17
St. Louis Park city	\$ 31,357.81
St. Marys Point city	\$ 524.04
St. Mathias township	\$ 565.81
St. Michael city	\$ 8,161.31
St. Olaf township	\$ 496.43
St. Paul city	\$ 147,379.70
St. Paul Park city	\$ 598.54
St. Peter city	\$ 4,396.37
St. Stephen city	\$ 631.13
St. Wendel township	\$ 1,080.02
Stacy city	\$ 763.60
Stanchfield township	\$ 717.15
Stanford township	\$ 1,058.49
Stanton township	\$ 739.24
Staples city	\$ 1,373.41
Staples township	\$ 538.67
Star Lake township	\$ 523.20
Star township	\$ 410.21
Starbuck city	\$ 712.38
Stewart city	\$ 494.38
Stewartville city	\$ 1,988.00
Stillwater city	\$ 8,777.88
Stillwater township	\$ 1,119.80
Stockholm township	\$ 651.59
Stockton city	\$ 577.05
Stoney Brook township	\$ 460.67
Stony River township	\$ 445.84
Storden city	\$ 451.97

Storden township	\$ 437.80
Stowe Prairie township	\$ 504.13
Straight River township	\$ 593.42
Sturgeon township	\$ 431.28
Sugar Bush township	\$ 524.12
Sullivan township	\$ 420.69
Summit Lake township	\$ 498.18
Summit township	\$ 958.95
Sunburg city	\$ 415.56
Sundown township	\$ 427.34
Sunfish Lake city	\$ 584.48
Sunrise township	\$ 987.69
Sverdrup township	\$ 604.77
Swan River township	\$ 591.66
Swanville township	\$ 521.61
Swede Grove township	\$ 472.64
Swedes Forest township	\$ 417.81
Sylvan township	\$ 311.72
Taconite city	\$ 931.59
Taylor's Falls city	\$ 696.87
Ten Lake township	\$ 635.22
Thief River Falls city	\$ 4,304.54
Thomastown township	\$ 626.81
Thomson township	\$ 1,956.90
Three Lakes township	\$ 424.79
Tintah city	\$ 397.37
Tintah township	\$ 391.42
Todd township	\$ 1,127.84
Toivola township	\$ 441.63
Tonka Bay city	\$ 1,305.70
Tordenskjold township	\$ 547.97
Torning township	\$ 514.70
Tower city	\$ 918.02
Tracy city	\$ 860.53
Transit township	\$ 454.83
Trelipe township	\$ 442.79
Trimont city	\$ 578.05
Trondhjem township	\$ 435.43
Trosky city	\$ 406.57
Trout Lake township	\$ 752.90
Troy township	\$ 457.92
Truman city	\$ 662.64
Tumuli township	\$ 523.86
Turtle Creek township	\$ 465.28
Turtle Lake township	\$ 804.21
Twin Lakes township	\$ 1,066.20
Two Harbors city	\$ 2,484.86
Two Inlets township	\$ 463.14
Two Rivers township	\$ 603.24
Tyler city	\$ 680.69
Ulen city	\$ 496.17
Ulen township	\$ 420.68
Underwood city	\$ 490.44
Underwood township	\$ 435.23
Union Grove township	\$ 565.10

Urness township	\$ 466.41
Utica city	\$ 448.84
Utica township	\$ 532.20
Vadnais Heights city	\$ 7,329.79
Vail township	\$ 443.68
Vasa township	\$ 671.89
Verdi township	\$ 411.85
Vergas city	\$ 479.98
Vermillion Lake township	\$ 498.76
Vermillion city	\$ 514.74
Vermillion township	\$ 738.13
Verndale city	\$ 512.25
Vernon township	\$ 577.09
Vesta city	\$ 442.50
Vesta township	\$ 432.00
Victor township	\$ 711.18
Victoria city	\$ 4,121.96
Villard city	\$ 446.73
Villard township	\$ 555.00
Vining city	\$ 402.28
Viola township	\$ 556.62
Virginia city	\$ 4,678.88
Waasa township	\$ 467.14
Wabana township	\$ 575.43
Wabasha city	\$ 1,834.72
Wabasso city	\$ 554.10
Waconia city	\$ 6,429.73
Waconia township	\$ 778.69
Wacouta township	\$ 542.36
Wadena city	\$ 2,369.24
Wadena township	\$ 637.88
Wagner township	\$ 475.27
Wahkon city	\$ 467.96
Waite Park city	\$ 3,831.00
Walcott township	\$ 674.14
Walden township	\$ 426.35
Waldorf city	\$ 436.61
Walker city	\$ 670.18
Walnut Grove city	\$ 528.66
Walters city	\$ 398.41
Waltham city	\$ 423.19
Wanamingo city	\$ 668.83
Wanamingo township	\$ 526.76
Wanda city	\$ 403.56
Wang township	\$ 460.63
Ward township	\$ 515.85
Warren city	\$ 770.07
Warren township	\$ 553.36
Warroad city	\$ 747.90
Warsaw township	\$ 1,366.52
Waseca city	\$ 4,211.51
Wasioja township	\$ 626.10
Watab township	\$ 1,310.75
Waterbury township	\$ 429.41
Waterford township	\$ 551.48

Watertown city	\$ 1,549.75
Watertown township	\$ 786.45
Waterville city	\$ 843.24
Waterville township	\$ 601.91
Watkins city	\$ 588.45
Watopa township	\$ 450.98
Waverly city	\$ 814.59
Waverly township	\$ 439.77
Wayzata city	\$ 3,515.09
Webster township	\$ 1,315.00
Welch township	\$ 621.56
Welcome city	\$ 573.44
Wellington township	\$ 434.90
Wells city	\$ 946.05
Wells township	\$ 847.15
West Albany township	\$ 488.96
West Concord city	\$ 571.24
West Lakeland township	\$ 1,745.68
West St. Paul city	\$ 8,047.10
West Union city	\$ 403.77
West Union township	\$ 458.08
Westbrook city	\$ 589.43
Westbrook township	\$ 454.19
Westfield township	\$ 502.16
Westline township	\$ 428.33
Westport township	\$ 445.76
Wheatland township	\$ 759.03
Wheaton city	\$ 1,099.70
Wheeling township	\$ 556.33
White Bear Lake city	\$ 13,708.05
White Bear Lake township	\$ 523.62
White Bear township	\$ 7,061.56
White Pine township	\$ 393.13
White township (balance)	\$ 1,318.86
Whited township	\$ 639.86
Whitefield township	\$ 531.99
Whitewater township	\$ 437.41
Wilder city	\$ 400.55
Wilkinson township	\$ 487.30
Willernie city	\$ 525.36
Williams township	\$ 420.26
Willmar city	\$ 8,196.10
Willmar township	\$ 522.17
Willow Lake township	\$ 436.28
Wilma township	\$ 406.03
Wilmington township	\$ 497.60
Wilson township	\$ 722.28
Wilton township	\$ 487.85
Windemere township	\$ 913.66
Windom city	\$ 2,501.62
Wing River township	\$ 502.91
Winnebago city	\$ 677.84
Winnebago City township	\$ 432.64
Winnebago township	\$ 444.70
Winona city	\$ 12,196.65

Winsor township	\$	408.16
Winsted city	\$	917.85
Winthrop city	\$	758.52
Winton city	\$	435.04
Wiscoy township	\$	497.80
Wolf Lake township	\$	454.47
Wood Lake city	\$	479.60
Woodbury city	\$	26,391.15
Woodland city	\$	655.43
Woodland township	\$	725.17
Woodside township	\$	984.44
Woodville township	\$	795.52
Worthington city	\$	6,022.16

Wuori township	\$	571.93
Wyanett township	\$	934.10
Wykeham township	\$	471.91
Wykoff city	\$	515.10
Wyoming city	\$	2,721.59
York township	\$	466.94
Young America township	\$	595.96
Yucatan township	\$	489.90
Zimmerman city	\$	2,044.69
Zumbro township	\$	607.72
Zumbrota city	\$	1,738.44
Zumbrota township	\$	573.20

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

RESOLUTION NO. 20- 158

**RESOLUTION APPROVING A RELEASE OF CITY OF INVER GROVE HEIGHTS
RESOLUTION NO. 6195 APPROVING A VARIANCE TO PERMIT A LOT WIDTH OF
50 FEET WHEREAS 100 FEET IS REQUIRED IN THE GENERAL INDUSTRY (I-2)
ZONING DISTRICT RECORDED ON JANUARY 13, 1995 AS DAKOTA COUNTY
DOCUMENT NO. 1260174**

WHEREAS, *Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District* was recorded on January 13, 1995 as Dakota County Document No. 1260174 (hereafter the “Variance Resolution”).

WHEREAS, the Variance Resolution inadvertently and unintentionally contained the incorrect legal description for the property made the subject of the Variance Resolution.

WHEREAS, the Variance Resolution was recorded against Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota. The Variance Resolution was intended to be recorded against Lot 1, Block 1, Henry Addition, Dakota County, Minnesota.

WHEREAS, the owner of Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota has requested that the City release Lot 1, Block 1, Pabst Addition from the Variance Resolution since the Variance Resolution was inadvertently and unintentionally recorded against Lot 1, Block 1, Pabst Addition.

WHEREAS, the City agrees that the Variance Resolution was incorrectly recorded against Lot 1, Block 1, Pabst Addition and that the City intended to record the Variance Resolution against Lot 1, Block 1, Henry Addition, Dakota County, Minnesota.

WHEREAS, the City agrees to release Lot 1, Block 1, Pabst Addition from the Variance Resolution and the City has prepared the attached Release of City of Inver Grove Heights Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District Recorded on January 13, 1995 as Dakota County Document No. 1260174.

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

1. The City hereby releases Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota from the Variance Resolution.
2. The Council hereby approves the attached Release of City of Inver Grove Heights Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District Recorded on January 13, 1995 as Dakota County Document No. 1260174.
3. The Mayor and City Clerk are authorized to execute the attached Release of City of Inver Grove Heights Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District Recorded on January 13, 1995 as Dakota County Document No. 1260174.
4. The fee owner of Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota may record the Release of City of Inver Grove Heights Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District Recorded on January 13, 1995 as Dakota County Document No. 1260174 with the Dakota County Recorder.

Adopted by the City Council of Inver Grove Heights the 24th day of August, 2020.

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

RELEASE OF CITY OF INVER GROVE HEIGHTS RESOLUTION NO. 6195
APPROVING A VARIANCE TO PERMIT A LOT WIDTH OF 50 FEET WHEREAS 100
FEET IS REQUIRED IN THE GENERAL INDUSTRY (I-2) ZONING DISTRICT
RECORDED ON JANUARY 13, 1995 AS DAKOTA COUNTY DOCUMENT NO.
1260174

This RELEASE OF CITY OF INVER GROVE HEIGHTS RESOLUTION NO. 6195 APPROVING A VARIANCE TO PERMIT A LOT WIDTH OF 50 FEET WHEREAS 100 FEET IS REQUIRED IN THE GENERAL INDUSTRY (I-2) ZONING DISTRICT RECORDED ON JANUARY 13, 1995 AS DAKOTA COUNTY DOCUMENT NO. 1260174 (hereafter “Release”) is executed and delivered as of the 24th day of August, 2020, by the City of Inver Grove Heights, a Minnesota municipal corporation (the “City”).

Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals herein contained, the City recites as follows:

RECITALS:

WHEREAS, *Resolution No. 6195 Approving a Variance to Permit a Lot Width of 50 Feet Whereas 100 Feet is Required in the General Industry (I-2) Zoning District* was recorded on January 13, 1995 as Dakota County Document No. 1260174 (hereafter the “Variance Resolution”). The Variance Resolution is attached hereto for reference as Exhibit A.

WHEREAS, the Variance Resolution inadvertently and unintentionally contained the incorrect legal description for the property made the subject of the Variance Resolution.

WHEREAS, the Variance Resolution was recorded against Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota. The Variance Resolution was intended to be recorded against Lot 1, Block 1, Henry Addition, Dakota County, Minnesota.

WHEREAS, the owner of Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota has requested that the City release Lot 1, Block 1, Pabst Addition from the Variance Resolution since the Variance Resolution was inadvertently and unintentionally recorded against Lot 1, Block 1, Pabst Addition.

WHEREAS, the City agrees that the Variance Resolution was incorrectly recorded against Lot 1, Block 1, Pabst Addition and that the City intended to record the Variance Resolution against Lot 1, Block 1, Henry Addition, Dakota County, Minnesota.

WHEREAS, the City agrees to release Lot 1, Block 1, Pabst Addition from the Variance Resolution.

NOW, THEREFORE, the City hereby confirms and resolves the following:

1. The City hereby releases Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota from the Variance Resolution.
2. The fee owner of Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota may record this Release with the Dakota County Recorder.

[the remainder of this page has been intentionally left blank]

IN WITNESS WHEREOF, the undersigned has executed this Release as of the day and year first above written.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST: _____ (CITY SEAL)
Rebecca Kiernan, City Clerk

STATE OF MINNESOTA)
)
COUNTY OF DAKOTA) ss.

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

THIS INSTRUMENT DRAFTED BY:

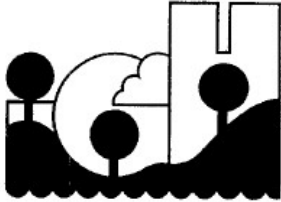
Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

**AFTER RECORDING PLEASE
RETURN TO:**

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A
VARIANCE RESOLUTION

1260174



City of Inver Grove Heights

8150 Barbara Avenue
Inver Grove Heights, Minnesota 55077
Phone: (612) 450-2500
Fax: (612) 450-2502

1260174

STATE OF MINNESOTA
COUNTY OF DAKOTA
CITY OF INVER GROVE HEIGHTS

OFFICE OF THE COUNTY RECORDER
DAKOTA COUNTY, MINNESOTA
CERTIFIED THAT THE WITHIN INSTRUMENT
WAS RECORDED IN THIS OFFICE ON AND AT

JUN 13 9 00 AM '95

1260174

DOC. NO. JAMES N. DOZAN, COUNTY RECORDER
BY: *[Signature]* Deputy
FEE 1500 SURCHARGE 450

CASH ☐ CHECK ☐ ESCROW ☐

WELL ☐ CHARGE ☒

CHARGE TO: *Inver Grove Heights*
REFUND

DO NOT REMOVE

D-2
CITY OF INVER GROVE HEIGHTS

This is to certify that the attached copy of page 6 of council minutes of November 28, 1994, wherein the City Council of Inver Grove Heights approved the request of Henry Pabst for Variance to permit a lot width of 50 feet whereas 100 feet is required in the general industry (I-2) zoning district for the property located at:

Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota
(Legal attached - Resolution 6195)

is a true and correct copy of the original on file in the office of the City Clerk, City of Inver Grove Heights, Dakota County, Minnesota.

Loretta Garrity
Loretta Garrity, Deputy Clerk

(S E A L)

DATED: January 9, 1995

"An Equal Opportunity/Affirmative Action Employer"

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 6195

RESOLUTION APPROVING A VARIANCE TO PERMIT A LOT WIDTH OF 50
FEET WHEREAS 100 FEET IS REQUIRED IN THE GENERAL INDUSTRY
(I-2) ZONING DISTRICT

CASE NO. 94-61S

Property located in the NW corner of 117th Street and TH 52/55

WHEREAS, an application for a Variance to permit a lot width
of 50 feet whereas 100 feet is required in the General Industry
(I-2) Zoning District has been submitted for property legally
described as follows:

Lot 1, Block 1, Pabst Addition, Dakota County, Minnesota

WHEREAS, the aforescribed property is currently zoned
General Industry (I-2);

WHEREAS, a Variance may be granted by the City Council from
the strict application of the provisions of the Zoning Code (City
Code Section 515) 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 Section 515.59,
Sub. 3;

WHEREAS, the City of Inver Grove Heights Planning Commission
reviewed the request on November 15, 1994, in accordance with City
Code Section 515.59, Sub. 5;

WHEREAS, the Variance was approved on the hardship of the
existing configuration of the lot;

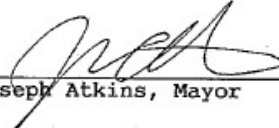
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER
GROVE HEIGHTS, that a Variance to permit a lot width of 50 feet
whereas 100 feet is required in the General Industry (I-2) Zoning
District is hereby granted.

Resolution No. 6195

Page 2

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 28th day of November, 1994.



Joseph Atkins, Mayor

Ayes: 5
Nays: 0

ATTEST:



Loretta Garrity, Deputy Clerk

CITY COUNCIL OF INVER GROVE HEIGHTS - NOVEMBER 28, 1994 - PAGE 6

Mike Fastner, Mendota Heights, representing Henry Pabst, was present and responded to Council's questions regarding the project.

A motion by Schmidt, seconded by Klein, to adopt Resolution No. 6194 titled RESOLUTION APPROVING THE PLAT OF "HENRY ADDITION," a one-lot subdivision of the Pabst Meat Company property, as requested by Henry Pabst for property located at 11585 Courthouse Boulevard, subject to the following conditions:

RESOLUTION 6194
APPROVE PRELIMINARY
AND FINAL PLAT
HENRY ADDITION
HENRY PABST 94-61S

1. The property shall be developed in substantial conformance with the plat on file with the Planning Division except as may be modified by the conditions herein.
2. All City approvals of the preliminary and final plat shall be conditioned by Mn/DOT's review and approval of the plat.
3. Park dedication shall be met through a cash contribution which shall be paid prior to issuance of a building permit.
4. No building permits shall be issued until the final plat has been recorded with Dakota County.

Ayes: Klein, Schmidt, Tourville, Atkins, Pokorny.

Nays: None. Motion carried.

A motion by Schmidt, seconded by Klein, to adopt Resolution No. 6195 titled RESOLUTION APPROVING A VARIANCE TO PERMIT A LOT WIDTH OF 50 FEET WHEREAS 100 FEET IS REQUIRED IN THE GENERAL INDUSTRY (I-2) ZONING DISTRICT, CASE NO. 94-61S, as requested by Henry Pabst for property located at 11585 Courthouse Boulevard.

RESOLUTION 6195
APPROVE VARIANCE
HENRY ADDITION
94-61S

Ayes: Klein, Schmidt, Tourville, Atkins, Pokorny.

Nays: None. Motion carried.

Director of Public Works Johnson reviewed the discussion at the May 23rd council meeting wherein the developer of Inverness Village Cottages stated he will be paying for the water and sanitary sewer utilities in the project including the line along the boundaries of the Adams and Krammer properties. He reported that Mr. Krammer requested that service be provided to his property and two sanitary sewer stubs have been installed, one for the existing house and one for a potential lot should the property be divided. Staff believes that Mr. Krammer should pay lateral benefit fees on the basis that he received benefit derived from gaining access to the utility. Mr. Johnson requested direction from Council.

UTILITY LATERAL
ASSESSMENT FOR
ROBERT KRAMMER

Robert Krammer, 6850 Barnes, stated it was his understanding, based on the May 23rd Council action, that neither Mr. Adams nor he would be assessed for lateral benefit at the time of connection to the City utility, but they would only pay WAC and SAC fees.

Councilmember Tourville stated that it was his impression that at the meeting of May 23 there was general agreement that there would not be any lateral charges for Adams or Krammer. Council concurred.

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****Defer 2020 Certification of Delinquent Utility Bills to 2021**

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Amy Hove, 651-450-2521
 Prepared by: Amy Hove, Finance Director
 Reviewed by: Joe Lynch, City Administrator
 Scott Thureen, PW Director
 Bridget Nason, City Attorney

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

Defer 2020 Certification of Delinquent Utility Bills to 2021

SUMMARY

It is the City's standard practice to certify unpaid, delinquent utility bills to the County to be levied against the respective properties for collection in one year. The City's Administrative Code, Chapter XVIII, Section 3, subdivision B states that delinquent utility bills shall be certified to the County Auditor. The City's current practice is to mail out notices at the end of August with an early October deadline for full payment. Any unpaid balances are then turned over to the County Auditor for collection with an 8% administrative fee plus 8% interest on top of the unpaid balance.

2020 has been a unique year for our customers and staff have done their best to provide support and understanding for everyone's unique situation. To alleviate the stress of unpaid bills on our customers, the City has not been adding any penalties to unpaid balances since March. Earlier this summer, staff reached out to customers offering to discuss their account and see what type of partial payment arrangements could be made.

At this time, staff would prefer to continue working with customers who are behind on their balances rather than certify accounts to the County Auditor for collection. The City may see a delay in payments but in the end, can still recoup unpaid balances by certifying unpaid balances in 2021. This would also help customers avoid the additional penalties and fees.

As of now, there are approximately 600 delinquent utility accounts which amount to approximately \$285,000 in unpaid balances. In the past when tax certification notices have been sent out in August, the response rate for payment has been almost 50%.

After notification and subsequent collections, the City has been certifying around 350 delinquent accounts to property taxes. Certification balances have been as follows:

2019 Certifications to 2020 Property Taxes	\$192,610
2018 Certifications to 2019 Property Taxes	\$180,656
2017 Certifications to 2018 Property Taxes	\$182,187
2016 Certifications to 2017 Property Taxes	\$171,825
2015 Certifications to 2016 Property Taxes	\$166,178

If Council approves deferral of the 2020 tax certification process, staff will modify the existing letter and continue working with customers on payment arrangements.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

KIMLEY-HORN & ASSOCIATES - Case No. 20-19S

Meeting Date: August 24, 2020
 Item Type: Consent 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 approving the development contract, storm water facilities maintenance agreement and related agreements for the Christian Brothers Automotive, to be located at 9963 Diffley Court

- Requires 3/5th's vote

SUMMARY

The City Council approved the site plan approval for development on June 22, 2020 and the preliminary and final plat on July 27, 2020. The conditions of approval require the applicant to enter into the attached agreements prior to any work commencing on site. The attached agreements were not finalized when the request was approved.

The agreements lay out the general obligations of the developer to maintain the proposed improvements on the property.

RECOMMENDATION: Planning and Engineering Staff find the agreements acceptable as presented.

Attachments: Resolution approving agreements
 Development Contract
 Storm Water Facilities Maintenance Agreement
 Retaining Wall Maintenance Agreement
 Encroachment Agreement
 Fire Hydrant Maintenance Agreement

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

RESOLUTION NO. 2020-159

**A RESOLUTION APPROVING THE DEVELOPMENT CONTRACT, STORM WATER
FACILITIES MAINTENANCE AGREEMENT AND RELATED DOCUMENTS FOR THE
PROPERTY LOCATED AT 9963 DIFFLEY COURT**

**CASE NO. 20-19S
Kimley-Horn & Associates**

WHEREAS, an application has been submitted for the property located at 9963 Diffley Court and legally described as:

Lot 2 Block 1, Robert Curve Third Addition, according to the plat thereof, on file and of record in the Office of the Dakota County Recorder

WHEREAS, a preliminary and final plat was approved by City Council on July 27, 2020;

WHEREAS, a major site plan approval for the site was approved by City Council on June 22, 2020;

WHEREAS, conditions of approval require the applicant to enter into the attached agreements prior to any work commencing on site;

WHEREAS, the agreements were not completed prior to Council approving the requests on July 27, 2020 or June 22, 2020 and therefore must be approved by Council on separate action;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS that, the Development Contract, Storm Water Facilities Maintenance Agreement, Encroachment Agreement, Retaining Wall Maintenance Agreement and Fire Hydrant Agreement are hereby approved and the Deputy Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Passed this 24th day of August, 2020.

AYES:
NAYS:

ATTEST:

George Tourville, Mayor

Rebecca Kiernan, City Clerk

DEVELOPMENT CONTRACT
FOR LOT 2, BLOCK 1,
ROBERT CURVE THIRD ADDITION

INDEX TO CITY OF INVER GROVE HEIGHTS
DEVELOPMENT CONTRACT

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- 1.4 Owner
- 1.5 Property
- 1.6 Development Plans
- 1.7 Development Contract
- 1.8 Council
- 1.9 PWD
- 1.10 Director of PWD
- 1.11 County
- 1.12 Other Regulatory Agencies
- 1.13 Utility Companies
- 1.14 Prior Easement Holders
- 1.15 Developer Improvements
- 1.16 City Improvements
- 1.17 Developer Public Improvements
- 1.18 Developer Default
- 1.19 Force Majeure

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- E. No Litigation
- F. Full Disclosure
- G. Plat Compliance
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16.12 Inconsistency

16.13 Access

EXHIBIT A	Legal Description of Property
EXHIBIT B	List of Development Plans
EXHIBIT C	Developer Improvements
EXHIBIT D	City Improvements
EXHIBIT E	Miscellaneous Requirements And Conditions Imposed By The City
EXHIBIT F	Escrow Calculation

**CITY OF INVER GROVE HEIGHTS
DEVELOPMENT CONTRACT
FOR LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION**

THIS DEVELOPMENT CONTRACT is made and entered into on the 24th day of August, 2020, by and between the CITY OF INVER GROVE HEIGHTS, a municipality of the State of Minnesota, (hereinafter called the CITY), and the OWNER and DEVELOPER identified herein.

RECITALS:

WHEREAS, the DEVELOPER has received approval of the Plat of Robert Curve Third Addition and DEVELOPER is recording the Plat of Robert Curve Third Addition with Dakota County;

WHEREAS, the DEVELOPER has applied to the CITY for approval of the DEVELOPMENT PLANS associated with the Plat of Robert Curve Third Addition;

WHEREAS, in conjunction with the granting of these approvals, the CITY requires the extension of public utilities (sewer and water) and the installation of stormwater facilities and associated vegetation; and

WHEREAS, under authority granted to it, including Minnesota Statutes Chapters 412, 429, and 462, the COUNCIL has agreed to approve the DEVELOPMENT PLANS on the following conditions:

1. That the DEVELOPER enter into this DEVELOPMENT CONTRACT, which contract defines the work which the DEVELOPER undertakes to complete; and
2. The DEVELOPER shall provide an irrevocable letter of credit or cash deposit in the amount and with conditions satisfactory to the CITY, providing for the actual construction and installation of such improvements within the period specified by the CITY.

WHEREAS, the DEVELOPER has filed four (4) complete sets of the DEVELOPMENT PLANS with the CITY;

WHEREAS, the DEVELOPMENT PLANS have been prepared by a registered professional engineer and have been submitted to and approved by the DIRECTOR OF PWD and COUNCIL.

NOW, THEREFORE, subject to the terms and conditions of this DEVELOPMENT CONTRACT and in reliance upon the representations, warranties and covenants of the parties herein contained, the CITY, OWNER and DEVELOPER agree as follows:

ARTICLE 1
DEFINITIONS

1.1 TERMS. The following terms, unless elsewhere defined specifically in the DEVELOPMENT CONTRACT, shall have the following meanings as set forth below.

1.2 CITY. "CITY" means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 DEVELOPER. "DEVELOPER" means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its successors and assigns.

1.4 OWNER. "OWNER" means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its successors and assigns.

1.5 PROPERTY. "PROPERTY" means the real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described on the attached Exhibit A.

1.6 DEVELOPMENT PLANS. "DEVELOPMENT PLANS" means all the plans, drawings, specifications and surveys identified and checked on the attached Exhibit B, and hereby incorporated by reference and made a part of this DEVELOPMENT CONTRACT.

1.7 DEVELOPMENT CONTRACT. "DEVELOPMENT CONTRACT" means this contract by and among the CITY, OWNER and DEVELOPER.

1.8 COUNCIL. "COUNCIL" means the Council of the City of Inver Grove Heights.

1.9 PWD. "PWD" means the Public Works Department of the City of Inver Grove Heights.

1.10 DIRECTOR OF PWD. "DIRECTOR OF PWD" means the Director of the Public Works Department of the City of Inver Grove Heights and his delegates.

1.11 COUNTY. "COUNTY" means Dakota County, Minnesota.

1.12 OTHER REGULATORY AGENCIES. "OTHER REGULATORY AGENCIES" means and includes, individually and collectively, the following:

- a.) Minnesota Department of Transportation
- b.) Dakota County
- c.) Dakota County Highway Department

- d.) Water Management Organization
- e.) Metropolitan Council
- f.) any other regulatory or governmental agency or entity affected by, or having jurisdiction over the DEVELOPER IMPROVEMENTS
- g.) City of Eagan

1.13 UTILITY COMPANIES. "UTILITY COMPANIES" means and includes, jointly and severally, the following:

- a.) utility companies, including electric, gas and cable
- b.) pipeline companies.

1.14 PRIOR EASEMENT HOLDERS. "PRIOR EASEMENT HOLDERS" means and includes, jointly and severally, all holders of any easements or other property interests which existed prior to the grant or dedication of any public easements transferred by the Plat of Robert Curve Third Addition or transferred pursuant to this DEVELOPMENT CONTRACT.

1.15 DEVELOPER IMPROVEMENTS. "DEVELOPER IMPROVEMENTS" means and includes, individually and collectively, all the improvements identified in Article 4 and on the attached Exhibit C.

1.16 CITY IMPROVEMENTS. "CITY IMPROVEMENTS" means and includes, individually and collectively, all the improvements identified and checked on the attached Exhibit D.

1.17 DEVELOPER PUBLIC IMPROVEMENTS. "DEVELOPER PUBLIC IMPROVEMENTS" means and includes, individually and collectively, all the improvements identified and checked on the attached Exhibit C that are further labeled "public". DEVELOPER PUBLIC IMPROVEMENTS are improvements to be constructed by the DEVELOPER within public right-of-way or public easements and which are to be approved and later accepted by the CITY. DEVELOPER PUBLIC IMPROVEMENTS are part of DEVELOPER IMPROVEMENTS.

1.18 DEVELOPER DEFAULT. "DEVELOPER DEFAULT" means and includes, jointly and severally, any of the following or any combination thereof:

- a.) failure by the DEVELOPER to timely pay the CITY any money required to be paid under the DEVELOPMENT CONTRACT;
- b.) failure by the DEVELOPER to timely construct the DEVELOPER

IMPROVEMENTS according to the DEVELOPMENT PLANS.

- c.) failure by the DEVELOPER to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this DEVELOPMENT CONTRACT;
- d.) breach of the DEVELOPER WARRANTIES.

1.19 FORCE MAJEURE. "FORCE MAJEURE" means acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lightning and earthquakes (but not including reasonably anticipated weather conditions for the geographic area); riots; insurrections; labor strikes; unavailability of materials; war or civil disorder affecting the performance of work; blockades; power or other utility failures; and fires or explosions.

1.20 DEVELOPER WARRANTIES. "DEVELOPER WARRANTIES" means that the DEVELOPER hereby warrants and represents the following:

- A. **AUTHORITY.** DEVELOPER has the unconditional right, power, legal capacity and authority to enter into and perform its obligations under this DEVELOPMENT CONTRACT.
- B. **NO DEFAULT.** DEVELOPER is not in default under any lease, contract or agreement to which it is a party or by which it is bound which would affect performance under this DEVELOPMENT CONTRACT. DEVELOPER is not a party to or bound by any mortgage, lien, lease, agreement, instrument, order, judgment or decree which would prohibit the execution or performance of this DEVELOPMENT CONTRACT by DEVELOPER or prohibit any of the transactions provided for in this DEVELOPMENT CONTRACT.
- C. **PRESENT COMPLIANCE WITH LAWS.** DEVELOPER has complied with and is not in violation of applicable federal, state or local statutes, laws, and regulations including, without limitation, permits and licenses, and any applicable environmental or other law, or regulation affecting the PROPERTY and the DEVELOPMENT PLANS and the DEVELOPER IMPROVEMENTS; and DEVELOPER is not aware of any pending or threatened claim of any such violation.
- D. **CONTINUING COMPLIANCE WITH LAWS.** DEVELOPER will comply with all applicable federal, state and local statutes, laws and regulations including, without limitation, permits and licenses and any applicable zoning, environmental or other law, ordinance or regulation affecting the PROPERTY and the DEVELOPMENT PLANS and the DEVELOPER IMPROVEMENTS.
- E. **NO LITIGATION.** There is no suit, action, arbitration or legal, administrative or

other proceeding or governmental investigation pending, or threatened against or affecting DEVELOPER with respect to the PROPERTY or the DEVELOPMENT PLANS or the DEVELOPER IMPROVEMENTS. DEVELOPER is not in default with respect to any order, writ, injunction or decree of any federal, state, local or foreign court, department, agency or instrumentality.

- F. **FULL DISCLOSURE.** None of the representations and warranties made by DEVELOPER or made in any exhibit hereto or memorandum or writing furnished or to be furnished by DEVELOPER or on its behalf contains or will contain any untrue statement of material fact or omit any material fact the omission of which would be misleading.
- G. **PROPERTY COMPLIANCE.** To DEVELOPER'S best knowledge, the Plat of Robert Curve Third Addition and the DEVELOPMENT PLANS comply with all COUNTY, metropolitan, state and federal laws and regulations, including but not limited to environmental regulations. Property compliance shall include compliance with variances that have been granted by the CITY as part of the development approval process.
- H. **WARRANTY ON DEVELOPER PUBLIC IMPROVEMENTS AND EROSION CONTROL.** The DEVELOPER warrants all DEVELOPER PUBLIC IMPROVEMENTS and erosion control required to be performed by it under this DEVELOPMENT CONTRACT against defective material and faulty workmanship for a period of two (2) years after its completion and acceptance by the CITY. With respect to matters covered by the warranty, the DEVELOPER, at its own expense, shall be solely responsible for performing repair work required by the CITY within thirty (30) days of notification or if not reasonably curable within thirty (30) days, such additional reasonable period of time to effect the cure.
- All trees, grass, sod and vegetation shall be warranted to be alive, of good quality, and disease free for one year after planting. Any replacements shall be similarly warranted for one year from the time of planting.
- The warranty period for sanitary sewer and water utilities and drainage and erosion control improvements shall be for two (2) years after completion and acceptance by the City; the warranty for the drainage and erosion control improvements shall also include the obligation of the DEVELOPER to repair and correct any damage to or deficiency with respect to such improvements.
- I. **OBTAINING PERMITS.** The DEVELOPER shall obtain in a timely manner and pay for all required permits, licenses and approvals, and shall meet, in a timely manner, all requirements of all applicable, local, state and federal laws and regulations which must be obtained or met before the DEVELOPER IMPROVEMENTS may be lawfully constructed.

1.21 **OWNER WARRANTIES.** “OWNER WARRANTIES” means that the OWNER hereby warrants and represents the following:

- A. **AUTHORITY.** OWNER has the unconditional right, power, legal capacity and authority to enter into and perform its obligations under this DEVELOPMENT CONTRACT.
- B. **NO DEFAULT.** OWNER is not in default under any lease, contract or agreement to which it is a party or by which it is bound which would affect performance under this DEVELOPMENT CONTRACT. OWNER is not a party to or bound by any mortgage, lien, lease, agreement, instrument, order, judgment or decree which would prohibit the execution or performance of this DEVELOPMENT CONTRACT by OWNER or prohibit any of the transactions provided for in this DEVELOPMENT CONTRACT.
- C. **PRESENT COMPLIANCE WITH LAWS.** OWNER has complied with and is not in violation of applicable federal, state or local statutes, laws, and regulations including, without limitation, permits and licenses and any applicable environmental or other law, or regulation affecting the PROPERTY and the DEVELOPMENT PLANS and the DEVELOPER IMPROVEMENTS; and OWNER is not aware of any pending or threatened claim of any such violation.
- D. **CONTINUING COMPLIANCE WITH LAWS.** OWNER will comply with all applicable federal, state and local statutes, laws and regulations including, without limitation, permits and licenses and any applicable zoning, environmental or other law, ordinance or regulation affecting the PROPERTY and the DEVELOPMENT PLANS and the DEVELOPER IMPROVEMENTS.
- E. **NO LITIGATION.** There is no suit, action, arbitration or legal, administrative or other proceeding or governmental investigation pending, or threatened against or affecting OWNER with respect to the PROPERTY or the DEVELOPMENT PLANS or the DEVELOPER IMPROVEMENTS. OWNER is not in default with respect to any order, writ, injunction or decree of any federal, state, local or foreign court, department, agency or instrumentality.
- F. **FULL DISCLOSURE.** None of the representations and warranties made by OWNER or made in any exhibit hereto or memorandum or writing furnished or to be furnished by OWNER or on its behalf contains or will contain any untrue statement of material fact or omit any material fact the omission of which would be misleading.
- G. **PLAT COMPLIANCE.** To OWNER’S best knowledge, the Plat of Robert Curve Third Addition and the DEVELOPMENT PLANS comply with all COUNTY,

metropolitan, state and federal laws and regulations, including but not limited to, environmental regulations.

- H. FEE TITLE.** CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, owns fee title to the PROPERTY, which is legally described as Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

With respect to the Plat of Robert Curve Third Addition, the fee title owner of Lot 1, Block 1, Robert Curve Addition is Casey's Retail Company, an Iowa corporation.

With respect to the Plat of Robert Curve Third Addition, the fee title owner of Outlot A, Robert Curve Third Addition is Robert Curve Development, LLC, a Minnesota limited liability company.

- 1.22 CITY WARRANTIES.** "CITY WARRANTIES" means that the CITY hereby warrants and represents as follows:

- A. ORGANIZATION.** CITY is a municipal corporation duly incorporated and validly existing in good standing the laws of the State of Minnesota.
- B. AUTHORITY.** CITY has the right, power, legal capacity and authority to enter into and perform its obligations under this DEVELOPMENT CONTRACT.

1.23 FORMAL NOTICE. "FORMAL NOTICE" means notices given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage and postal charges prepaid, addressed as follows:

If to CITY:	City of Inver Grove Heights Attention: City Administrator Inver Grove Heights City Hall 8150 Barbara Avenue Inver Grove Heights, MN 55077
If to OWNER/ DEVELOPER	CBH Properties Inver Grove Heights LLC _____ _____

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

ARTICLE 2

PLAT APPROVAL

2.1. PLAT APPROVAL. Subject to the terms and conditions of this DEVELOPMENT CONTRACT, the CITY has approved the recording of the Plat of Robert Curve Third Addition and DEVELOPER shall cause the Plat of Robert Curve Third Addition to be recorded by the DEVELOPER with Dakota County. The DEVELOPMENT PLANS are hereby approved by the CITY.

2.2 PROPERTY DENSITY. The parties mutually acknowledge that it is the intention to develop the PROPERTY in accord with the approved zoning.

2.3 RECORDING OF PLAT. The DEVELOPER shall cause the Plat of Robert Curve Third Addition to be recorded with the Dakota County Recorder.

ARTICLE 3

CITY IMPROVEMENTS

3.1 CITY IMPROVEMENTS. The CITY is not undertaking any CITY IMPROVEMENTS with respect to the PROPERTY except as stated on Exhibit D.

ARTICLE 4

DEVELOPER IMPROVEMENTS

4.1 DEVELOPER IMPROVEMENTS. The DEVELOPER shall install, at its own cost, the DEVELOPER IMPROVEMENTS in accordance with the DEVELOPMENT PLANS and in accordance with the City Engineer Memos on file with the CITY Engineer (referenced in Exhibit B of this DEVELOPMENT CONTRACT). The DEVELOPER shall be responsible for the cost of installing any gas, electric, telephone, cable, and other private utilities.

The DEVELOPER IMPROVEMENTS shall be completed by the dates shown on Exhibit C, except as completion dates are extended by subsequent written action of the DIRECTOR OF PWD. Failure of the CITY to promptly take action to enforce this DEVELOPMENT CONTRACT after expiration of time by which the DEVELOPER IMPROVEMENTS are to be completed shall not waive or release any rights of the CITY; the CITY may take action at any time thereafter, and the terms of this contract shall be deemed to be automatically extended until such time as the DEVELOPER IMPROVEMENTS are completed in accordance with the DEVELOPMENT PLANS.

4.2 GROUND MATERIAL. The DEVELOPER shall ensure that adequate and suitable ground material shall exist in the areas of DEVELOPER PUBLIC IMPROVEMENTS and shall guarantee the removal, replacement or repair of substandard or unstable material in accordance with the DEVELOPMENT PLANS. The cost of said removal, replacement or repair is the responsibility of the DEVELOPER.

4.3 GRADING/DRAINAGE PLAN AND EASEMENTS. The DEVELOPER shall construct drainage facilities adequate to serve the PROPERTY in accordance with the DEVELOPMENT PLANS. The OWNER and DEVELOPER agree that the Plat of Robert Curve Third Addition and DEVELOPMENT PLANS depicted all necessary easements for the preservation of the drainage system, for drainage basins and for utility service. All such easements required by the CITY shall be on the Plat of Robert Curve Third Addition or in writing, in recordable form, and on the standard easement form of the CITY, and on such other terms and conditions as the CITY shall determine; such easements shall be delivered to the CITY contemporaneously with execution of this DEVELOPMENT CONTRACT. The grading of the site shall be completed in conformance with the DEVELOPMENT PLANS. In the event that the DEVELOPER fails to complete the grading of the site in conformance with the DEVELOPMENT PLANS by the date stipulated in Exhibit C, the CITY may declare the DEVELOPER in default pursuant to Article 14.

4.4 STREET SIGNS. If applicable, the DEVELOPER shall be financially responsible for the installation of street identification signs and non-mechanical and non-electrical traffic control signs. Street signs will be in conformance with the names as indicated on the Plat of Robert Curve Third Addition and pursuant to CITY standards. The actual number and location of signs to be installed shall be determined by the CITY and actual installation shall be performed by CITY authorized personnel.

4.5 BOULEVARD AND AREA RESTORATION. If applicable, the DEVELOPER shall seed or lay cultured sod in all boulevards to the extent depicted in the DEVELOPMENT PLANS within 30 days of the completion of street related improvements and restore all other areas disturbed by the development grading operation in accordance with the approved erosion control plan, over the entire PROPERTY. Upon request of the PWD, the DEVELOPER shall remove the silt fences after grading and construction have occurred.

4.6 EROSION CONTROL. The DEVELOPER shall provide and follow a plan for erosion control and pond maintenance in accord with the Best Management Practices (BMP) as delineated in the Minnesota Pollution Control Agency handbook titled Water Quality in Urban Areas. Such plan has been detailed on the DEVELOPMENT PLANS. The DEVELOPER shall install and maintain such erosion control structures as appear necessary under the DEVELOPMENT PLANS or become necessary subsequent thereto. The DEVELOPER shall be responsible for all damage caused as the result of grading and excavation within the PROPERTY including, but not limited to, restoration of existing control structures and clean-up of public right-of-way, until all lots are final graded and improvements are completed. As a portion of the erosion control plan, the DEVELOPER shall re-seed or sod any disturbed areas in accordance with the DEVELOPMENT PLANS. The CITY reserves the right to perform any necessary erosion control or restoration as required, if these requirements are not complied with after FORMAL NOTICE by the CITY as stated in Article 14. The DEVELOPER shall be financially responsible for payment for this extra work.

ARTICLE 5
PARK CONTRIBUTION REQUIREMENTS

5.1 PARK CONTRIBUTION. The DEVELOPER shall comply with the park contribution requirements as stated in Exhibit E.

ARTICLE 6
OTHER PERMITS

6.1 PERMITS. The DEVELOPER shall obtain all necessary approvals, permits and licenses from the CITY, the OTHER REGULATORY AGENCIES, the UTILITY COMPANIES, and the PRIOR EASEMENT HOLDERS. Major design requirements of any such entities shall be determined prior to completion and incorporated into the DEVELOPMENT PLANS. All costs incurred to obtain said approvals, permits and licenses, and also all fines or penalties levied by any agency due to the failure of the DEVELOPER to obtain or comply with conditions of such approvals, permits and licenses, shall be paid by the DEVELOPER. The DEVELOPER shall defend and hold the CITY harmless from any action initiated by the OTHER REGULATORY AGENCIES, the UTILITY COMPANIES and the PRIOR EASEMENT HOLDERS resulting from such failures of the DEVELOPER.

ARTICLE 7
OTHER DEVELOPMENT REQUIREMENTS

7.1 MISCELLANEOUS REQUIREMENTS. Any additional requirements to approval of the DEVELOPMENT PLANS as specified by the COUNCIL are incorporated herein, as set forth in Exhibit E.

ARTICLE 8
DEVELOPER PUBLIC IMPROVEMENTS

8.1 APPROVAL OF CONTRACTORS AND ENGINEER. Any contractor or engineer preparing plans and specifications selected by the DEVELOPER to design, construct or install any DEVELOPER PUBLIC IMPROVEMENTS must be approved in writing by the DIRECTOR OF PWD.

8.2 CONSTRUCTION. The construction, installation, materials and equipment related to DEVELOPER PUBLIC IMPROVEMENTS shall be in accord with the DEVELOPMENT PLANS. The DEVELOPER shall cause the contractors to furnish the PWD a written schedule of proposed operations, subcontractors and material suppliers, at least five (5) days prior to commencement of construction work. The DEVELOPER shall notify the CITY in writing, coordinate and hold a pre-construction conference with all affected parties at least three (3) days prior to starting construction of any DEVELOPER PUBLIC IMPROVEMENTS.

8.3 INSPECTION. The PWD or its designated representative shall periodically inspect the DEVELOPER PUBLIC IMPROVEMENTS installed by the DEVELOPER, its contractors, subcontractors or agents. The DEVELOPER shall notify the PWD two (2) working days prior to the commencement of the laying of utility lines, subgrade preparation, the laying of gravel base for street construction or any other improvement work which shall be subsequently buried or covered to allow the CITY an opportunity to inspect such improvement work. Upon receipt of said notice, the City shall have a reasonable time, not to be less than two (2) working days, to inspect the improvements. Failure to notify the CITY to allow it to inspect said work shall result in the CITY's right pursuant to Article 15 to withhold the release of any portion of the escrow amount resulting from work being performed without the opportunity for adequate CITY inspection.

8.4 FAITHFUL PERFORMANCE OF CONSTRUCTION CONTRACTS. The DEVELOPER shall fully and faithfully comply with all terms of any and all contracts entered into by the DEVELOPER for the installation and construction of all of the DEVELOPER PUBLIC IMPROVEMENTS; and the DEVELOPER shall obtain lien waivers. Within thirty (30) days after FORMAL NOTICE, or if not reasonably curable within thirty (30) days, then within such additionally reasonable time to effect the cure, the DEVELOPER shall repair or replace, as directed by the CITY and at the DEVELOPER's sole cost and expense, any work or materials relating to DEVELOPER PUBLIC IMPROVEMENTS that within the warranty periods of Sections 1.20(H) become defective or damaged in the reasonable opinion of the CITY.

8.5 CITY ACCEPTANCE. The DEVELOPER shall give FORMAL NOTICE to the CITY within thirty (30) days once DEVELOPER PUBLIC IMPROVEMENTS have been completed in accord with this DEVELOPMENT CONTRACT and the DEVELOPMENT PLANS. The CITY shall then inspect the DEVELOPER PUBLIC IMPROVEMENTS and notify the DEVELOPER of any DEVELOPER PUBLIC IMPROVEMENTS that do not so conform. Upon compliance with this DEVELOPMENT CONTRACT and the DEVELOPMENT PLANS, the DEVELOPER PUBLIC IMPROVEMENTS shall become the property of the CITY upon FORMAL NOTICE of acceptance by the CITY. After acceptance, the DEVELOPER PUBLIC IMPROVEMENTS become the property of the CITY, and the DEVELOPER shall have no responsibility with respect to maintenance of the DEVELOPER PUBLIC IMPROVEMENTS except as provided in the following agreements:

- The existing, recorded Street Light Agreement for the Plat of Robert Curve (see paragraph 7 of Exhibit E)
- Stormwater Facilities Maintenance Agreement for Lot 2, Block 1, Robert Curve Third Addition
- Retaining Wall Maintenance Agreement for Lot 2, Block 1, Robert Curve Third Addition
- Agreement Relating to Landowner Improvements Within City Easement on Lot 2, Block 1, Robert Curve Third Addition
- Fire Hydrant License Agreement for Lot 2, Block 1, Robert Curve Third Addition

If the DEVELOPER PUBLIC IMPROVEMENTS do not conform, FORMAL NOTICE shall be given to the DEVELOPER of the need for repair or replacement or, in its discretion, the CITY may

proceed under Article 14.

8.6 ENGINEERING SUBMITTALS / AS BUILT INFORMATION. One (1) copy (in AUTOCAD format), of the detailed record plan "as built" drawings of the DEVELOPER PUBLIC IMPROVEMENTS shall be provided by the DEVELOPER in accord with CITY standards no later than 90 days after completion and acceptance of the DEVELOPER PUBLIC IMPROVEMENTS by the CITY, unless otherwise approved in writing by the PWD. If the record plans are not provided to the CITY within the 90 days, the CITY may have the work done and pay for it with the DEVELOPER'S sureties. In addition, final quantity tabulations shall be required, which must include the following items on the record plans:

1. All as built submittals require a survey to be completed for any improved and adjusted areas within the project extent. All as built survey data collection must be within an accuracy tolerance of 0.10' horizontal and 0.05' vertical, based on the project's horizontal and vertical datum. The as built survey must be completed on current Dakota County Coordinates and NAVD88 and performed by or under the direct supervision of a Registered Land Surveyor.
2. Two ties to all curb boxes and gate valves.
3. All hydrant gate valves tied back to the hydrant.
4. All ties shall be 100 feet or less.
5. Top nut elevation of all hydrants.
6. Rim and invert elevations on all manholes and catch basins.
7. Apron invert elevations on all flared end structures and storm sewer stubs.
8. Invert elevations on all sanitary and water service stubs.
9. Two ties to all sewer and water service locations.
10. Main line stationing for all sanitary sewer wyes and water main corporations.
11. As built grading plan containing spot elevations taken throughout the development to verify the development is graded in accordance with the approved grading plan with extra shots to verify swale elevations and locations. In pond areas, enough shots must be taken on the pond bottom, side slopes and grade breaks to verify the volume of each pond. The as built must also verify emergency overflow elevations and locations. This as built plan shall be Certified (signature with current date and MN state licensure number) as to general conformance with the City Approved grading plan by a Registered Engineer or

Registered Land Surveyor and submitted in an electronic format (see item 13).

12. Copy of final Plat of Robert Curve Third Addition shall be submitted in an electronic format and must be on the Dakota County coordinates system. Compatible formats are emailed AUTOCAD .DWG or .DXF. Final drawings shall also be scanned, stored and emailed as images in .TIFF or .PDF.
13. Final as built information shall be submitted in an electronic format and must be on the Dakota County coordinates system. Compatible formats are emailed AUTOCAD .DWG or .DXF. As built drawings shall also be scanned, stored and emailed as images in .TIFF or .PDF. All as built drawings must be the approved plans modified to reflect as built conditions Note: All corrected lines, grades and elevations shall have a line drawn through the original text and the new information placed nearby; the original information or text shall not be erased.
14. Records identifying which parcels have in home pressure reducing valves to meet MDH requirements when the static water pressure exceeds 80psi.
15. Survey Coordinates on all stormwater facilities and related appurtenances such as valves.
16. Final as built information shall be submitted in an Esri compliant Geodatabase format compatible with the City's Geographic Information System (GIS). An Esri compliant Geodatabase will be made available by the CITY which will specify all features and critical attributes required. All features submitted must adhere to as built survey requirements (see item 1). All features and critical attributes must be complete and consistent with submitted as built plans. The as built submittal must follow the geodatabase provided by the CITY for acceptance.

ARTICLE 9

RESPONSIBILITY FOR COSTS

9.1 DEVELOPER IMPROVEMENT COSTS. The DEVELOPER shall pay for the DEVELOPER IMPROVEMENTS; that is, all costs of persons doing work or furnishing skills, tools, machinery or materials, or insurance premiums or equipment or supplies and all just claims for the same; and the CITY shall be under no obligation to pay the contractor or any subcontractor any sum whatsoever on account thereof, whether or not the CITY shall have approved the contract or subcontract.

9.2 CITY MISCELLANEOUS EXPENSES. The DEVELOPER shall reimburse the CITY for all reasonable engineering, administrative, legal and other expenses incurred or to be incurred by the CITY in connection with this DEVELOPMENT CONTRACT, and plat approval and acceptance and authorization of improvements. Such expenses shall be itemized on reasonably detailed invoices describing services, rates, time, person performing the services and the date of

such expenses. Bills not paid within thirty (30) days shall accrue interest at the rate of eight percent per year.

9.3 ENFORCEMENT COSTS. The DEVELOPER shall pay the CITY for costs incurred in the enforcement of this DEVELOPMENT CONTRACT, including reasonable engineering and reasonable attorneys' fees.

9.4 TIME OF PAYMENT. The DEVELOPER shall pay all bills from the CITY within thirty (30) days after billing. Bills not paid within thirty (30) days shall bear interest at the rate of 8% per year.

ARTICLE 10 **DEVELOPER WARRANTIES**

10.1 STATEMENT OF DEVELOPER WARRANTIES. The DEVELOPER hereby makes and states the DEVELOPER WARRANTIES.

ARTICLE 11 **OWNER WARRANTIES**

11.1 STATEMENT OF OWNER WARRANTIES. The OWNER hereby makes and states the OWNER WARRANTIES.

ARTICLE 12 **CITY WARRANTIES**

12.1 STATEMENT OF CITY WARRANTIES. The CITY hereby makes and states the CITY WARRANTIES.

ARTICLE 13 **INDEMNIFICATION OF CITY**

13.1 INDEMNIFICATION OF CITY. Provided the CITY is not in DEFAULT under the DEVELOPMENT CONTRACT with respect to the particular matter causing the claim, loss or damage, DEVELOPER shall indemnify, defend and hold the CITY, its COUNCIL, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and reasonable attorneys' fees, that the CITY incurs or suffers, which arise out of, result from or relate to:

- a.) breach by the DEVELOPER of the DEVELOPER WARRANTIES;
- b.) if commenced, failure of the DEVELOPER to timely construct the DEVELOPER PUBLIC IMPROVEMENTS according to the

DEVELOPMENT PLANS;

- c.) failure by the DEVELOPER to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this DEVELOPMENT CONTRACT;
- d.) failure by the DEVELOPER to pay contractors, subcontractors, laborers, or materialmen;
- e.) failure by the DEVELOPER to pay for materials;
- f.) approval by the CITY of the Plat of Robert Curve Third Addition;
- g.) approval by the CITY of the DEVELOPMENT PLANS;
- h.) failure to obtain the necessary permits and authorizations to construct the DEVELOPER IMPROVEMENTS;
- i.) if commenced, construction of the DEVELOPER IMPROVEMENTS;
- j.) delays in construction of the DEVELOPER PUBLIC IMPROVEMENTS;
- k.) all costs and liabilities arising because building permits were issued prior to the completion and acceptance of the DEVELOPER IMPROVEMENTS.

13.2 NOTICE. Within a reasonable period of time after the CITY's receipt of actual notice of any matter giving rise to a right of payment against the CITY pursuant to Section 13.1, the CITY shall give the FORMAL NOTICE in reasonable detail to the DEVELOPER. The DEVELOPER shall not be obligated to make any payment to the CITY for any such claim until the passage of thirty (30) days from the date of its receipt of FORMAL NOTICE from the CITY, during which time the DEVELOPER shall have the right to cure or remedy the event leading to such claim, or if not reasonably curable within thirty (30) days, such additional reasonable period of time to effect the cure.

13.3 DEFENSE OF CLAIM. Provided the CITY is not in DEFAULT under the DEVELOPMENT CONTRACT with respect to the particular matter causing the claim or demand, with respect to claims or demands asserted against the CITY by a third party of the nature covered by Sections 13.1 and 13.2 above, and provided that the CITY gives FORMAL NOTICE thereof, the DEVELOPER will, at its sole expense, provide for the defense thereof with counsel of its own selection but approved by the CITY; the DEVELOPER will pay all costs and expenses including reasonable attorneys' fees incurred in so defending against such claims, provided that the CITY shall

at all times also have the right to fully participate in the defense at the CITY's expense. If the DEVELOPER fails to defend, the CITY shall have the right, but not the obligation, to undertake the defense of, and to compromise or settle the claim or other matter, for the account of and at the risk of the DEVELOPER.

ARTICLE 14
CITY REMEDIES UPON DEVELOPER DEFAULT

14.1 CITY REMEDIES. If a DEVELOPER DEFAULT occurs, that is not caused by FORCE MAJEURE, the CITY shall give the DEVELOPER FORMAL NOTICE of the DEVELOPER DEFAULT and the DEVELOPER shall have thirty (30) days to cure the DEVELOPER DEFAULT or if not reasonably curable within thirty (30) days, such additional reasonable period of time to effect the cure. If the DEVELOPER, after FORMAL NOTICE to it by the CITY, does not cure the DEVELOPER DEFAULT within thirty (30) days, or such other reasonable time, then the CITY may avail itself of any remedy afforded by law and any of the following remedies:

- a.) the CITY may specifically enforce this DEVELOPMENT CONTRACT;
- b.) the CITY may suspend any work, improvement or obligation to be performed by the CITY to the extent reasonably related to the DEVELOPER DEFAULT;
- c.) the CITY may collect on the irrevocable letter of credit or cash deposit pursuant to Article 15 hereof to the extent reasonably necessary to cure the DEVELOPER DEFAULT;
- d.) the CITY may suspend or deny building and occupancy permits for buildings within the PROPERTY to the extent reasonably related to the DEVELOPER DEFAULT;
- e.) the CITY may, at its sole option, perform the work or improvements to be performed by the DEVELOPER, in which case the DEVELOPER shall within thirty (30) days after written billing by the CITY reimburse the CITY for any reasonable costs and expenses incurred by the CITY. In the alternative, the CITY may in whole or in part, specially assess any of the costs and expenses incurred by the CITY; and the DEVELOPER and OWNER hereby waive any and all procedural and substantive objections to the installation and construction of the work and improvements and the special assessment resulting therefrom; including, but not limited to, notice and hearing requirement and any claim that the special assessments exceed benefit to the PROPERTY. The DEVELOPER and OWNER

hereby waive any appeal rights otherwise available pursuant to Minn. Stat. § 429.081.

14.2 NO ADDITIONAL WAIVER IMPLIED BY ONE WAIVER. In the event any agreement contained in this DEVELOPMENT CONTRACT is breached by the DEVELOPER and thereafter waived in writing by the CITY, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder. All waivers by the CITY must be in writing.

14.3 NO REMEDY EXCLUSIVE. No remedy herein conferred upon or reserved to the CITY shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the DEVELOPMENT CONTRACT or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the CITY to exercise any remedy reserved to it, it shall not be necessary to give notice, other than the FORMAL NOTICE.

14.4 EMERGENCY. Notwithstanding the requirement contained in Section 14.1 hereof relating to FORMAL NOTICE to the DEVELOPER in case of a DEVELOPER DEFAULT and notwithstanding the requirement contained in Section 14.1 hereof relating to giving the DEVELOPER a thirty (30) day period to cure the DEVELOPER DEFAULT, in the event of an emergency resulting from a DEVELOPER DEFAULT presenting an immediate threat to health or safety or presenting an immediate threat that will likely result in property damage unless immediately addressed as reasonably determined by the DWP, the CITY may perform the work or improvement to be performed by the DEVELOPER without giving any notice or FORMAL NOTICE to the DEVELOPER and without giving the DEVELOPER the thirty (30) day period to cure the DEVELOPER DEFAULT. In such case, the DEVELOPER shall within thirty (30) days after written billing by the CITY reimburse the CITY for any and all costs incurred by the CITY. In the alternative, the CITY may, in whole or in part, specially assess the costs and expenses incurred by the CITY; and the DEVELOPER and OWNER hereby waive any and all procedural and substantive objections to the installation and construction of the work and improvements and the special assessments resulting therefrom; including, but not limited to, notice and hearing requirements and any claim that the special assessments exceed benefit to the PROPERTY. The DEVELOPER and OWNER hereby waive any appeal rights otherwise available pursuant to Minn. Stat. § 429.081.

ARTICLE 15 **ESCROW DEPOSIT**

15.1 ESCROW REQUIREMENT. Prior to the CITY allowing the Plat of Robert Curve Third Addition to be recorded and prior to the DEVELOPER beginning construction of the DEVELOPER IMPROVEMENTS and prior to obtaining any building permits, the DEVELOPER

shall deposit with the City an irrevocable letter of credit or cash deposit to the City for the amount stated in **Exhibit F**.

All cost estimates shall be acceptable to the DIRECTOR OF PWD. The total escrow amount was calculated as shown on the attached **Exhibit F**. The bank and form of the irrevocable letter of credit or cash deposit shall be subject to approval by the City Finance Director and City Attorney and shall continue to be in full force and effect until released by the CITY. The irrevocable letter of credit shall be for a term ending December 31, 2024. In the alternative, the letter of credit may be for a one year term provided it is automatically renewable for successive one year periods from the present or any future expiration dates with a final expiration date of December 31, 2024, and further provided that the irrevocable letter of credit states that at least sixty (60) days prior to the expiration date the bank will notify the CITY if the bank elects not to renew for an additional period. The irrevocable letter of credit shall secure compliance by the DEVELOPER with the terms of this Agreement. The CITY may draw down on the irrevocable letter of credit or cash deposit, without any further notice than that provided in Section 11.1 relating to a DEVELOPER DEFAULT, for any of the following reasons:

- a.) a DEVELOPER DEFAULT; or
- b.) upon the CITY receiving notice that the irrevocable letter of credit will be allowed to lapse without renewal or replacement before December 31, 2024.

The CITY shall use the letter of credit proceeds or cash deposit proceeds to reimburse the CITY for its costs and to cause the DEVELOPER IMPROVEMENTS listed on Exhibit C to be constructed to the extent practicable; if the DIRECTOR OF PWD determines that such DEVELOPER IMPROVEMENTS listed on **Exhibit C** have been constructed and after retaining 10% of the proceeds for later distribution pursuant to Section 15.2, the remaining proceeds shall be distributed to the DEVELOPER.

With CITY approval, the irrevocable letter of credit or cash deposit may be reduced pursuant to Section 15.2 from time to time as financial obligations are paid.

15.2 ESCROW RELEASE AND ESCROW INCREASE; DEVELOPER IMPROVEMENTS. Periodically, upon the DEVELOPER'S written request and upon completion by the DEVELOPER and acceptance by the CITY of any specific DEVELOPER IMPROVEMENTS, ninety percent (90%) of that portion of the irrevocable letter of credit, or cash deposit covering those specific completed improvements only shall be released. The final ten percent (10%) of that portion of the irrevocable letter of credit, or cash deposit, for those specific completed improvements shall be held until acceptance by the CITY and expiration of the warranty period under Section 1.20(H) hereof; in the alternative, the DEVELOPER may post a bond satisfactory to the CITY with respect to the final ten percent (10%).

If it is determined by the CITY that the DEVELOPMENT PLANS were not strictly adhered to, or that work was done without CITY inspection, the CITY may require, as a condition of acceptance, that the DEVELOPER post an irrevocable letter of credit, or cash deposit equal to 125% of the estimated amount necessary to correct the deficiency or to protect against deficiencies arising therefrom. The additional irrevocable letter of credit, or cash deposit, shall remain in force for such time as the CITY deems necessary, not to exceed five (5) years. In the event that work, which is concealed, was done without permitting CITY inspection, then the CITY may, in the alternative, require the concealed condition to be exposed for inspection purposes.

ARTICLE 16 **MISCELLANEOUS**

16.1 CITY'S DUTIES. The terms of this DEVELOPMENT CONTRACT shall not be considered an affirmative duty upon the CITY to complete any DEVELOPER IMPROVEMENTS, if the DEVELOPER fails to complete the DEVELOPER IMPROVEMENTS.

16.2 ADDITIONAL IMPROVEMENTS. If the DEVELOPER requests the CITY to construct the DEVELOPER PUBLIC IMPROVEMENTS, the CITY at its option, may install and construct the DEVELOPER PUBLIC IMPROVEMENTS. In such case, the CITY, at its option, may specially assess the cost wholly or in part therefore under Minnesota Statutes Chapter 429, or may draw the irrevocable letter of credit or cash deposit. If the CITY specially assesses the cost of any portion thereof and if the amount assessed is in an amount no more than agreed to in writing by the DEVELOPER prior to commencement of the DEVELOPER PUBLIC IMPROVEMENTS, then the OWNER and DEVELOPER hereby waive any and all procedural and substantive objections to the installation of the improvements and the special assessments, including, but not limited to, notice and hearing requirements and any claim that the special assessments exceed the benefit to the PROPERTY. The OWNER and DEVELOPER waive any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The OWNER and DEVELOPER acknowledge that the benefit from the improvements equal or exceed the amount of the special assessments.

16.3 NO THIRD PARTY RECOURSE. Third parties shall have no recourse against the CITY or OWNER or DEVELOPER under this DEVELOPMENT CONTRACT.

16.4 VALIDITY. If any portion, section, subsection, sentence, clause, paragraph or phrase of this DEVELOPMENT CONTRACT is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this DEVELOPMENT CONTRACT.

16.5 RECORDING. The DEVELOPMENT CONTRACT and Plat of Robert Curve Third Addition shall be recorded with the COUNTY Recorder and the OWNER and DEVELOPER shall provide and execute any and all documents necessary to implement the recording.

16.6 BINDING AGREEMENT. The parties mutually recognize and agree that all terms and conditions of this recordable DEVELOPMENT CONTRACT shall run with the land in the PROPERTY and shall be binding upon the successors and assigns of the OWNER and

DEVELOPER. This DEVELOPMENT CONTRACT shall also run with and be binding upon any after acquired interest of the OWNER and DEVELOPER in the land made the subject of the PROPERTY.

16.7 CONTRACT ASSIGNMENT. The DEVELOPER may not assign this DEVELOPMENT CONTRACT without the written permission of the COUNCIL. The DEVELOPER's obligations hereunder shall continue in full force and effect, even if the DEVELOPER sells the PROPERTY.

16.8 AMENDMENT AND WAIVER. The parties hereto may by mutual written agreement amend this DEVELOPMENT CONTRACT in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this DEVELOPMENT CONTRACT or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this DEVELOPMENT CONTRACT, waive compliance by another with any of the covenants contained in this DEVELOPMENT CONTRACT, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this DEVELOPMENT CONTRACT. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this DEVELOPMENT CONTRACT shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

16.9 GOVERNING LAW. This DEVELOPMENT CONTRACT shall be governed by and construed in accordance with the laws of the State of Minnesota.

16.10 COUNTERPARTS. This DEVELOPMENT CONTRACT may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

16.11 HEADINGS. The subject headings of the paragraphs and subparagraphs of this DEVELOPMENT CONTRACT are included for purposes of convenience only and shall not affect the construction of interpretation of any of its provisions.

16.12 INCONSISTENCY. If the DEVELOPMENT PLANS are inconsistent with the words of this DEVELOPMENT CONTRACT, then the DEVELOPMENT PLANS shall prevail.

16.13 ACCESS. The DEVELOPER hereby grants to the CITY, its agents, employees, officers, and contractors a license to enter the PROPERTY to perform all inspections deemed appropriate by the CITY during the installation of DEVELOPER IMPROVEMENTS. The DEVELOPER hereby grants to the CITY, its agents, employees, officers, and contractors a license to enter the PROPERTY to complete DEVELOPER PUBLIC IMPROVEMENTS if the DEVELOPER fails to cure the DEVELOPER DEFAULT as required by this DEVELOPMENT CONTRACT.

IN WITNESS WHEREOF, the parties have executed this DEVELOPMENT CONTRACT.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

By: _____
Jacques Craig
Its Vice President

STATE OF _____)
)
COUNTY OF _____) SS.

Notary Public

After Recording, Please Return This Instrument To:
Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Real property situated in the City of Inver Grove Heights, County of Dakota, State of Minnesota, legally described as:

Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota, according to the recorded plat thereof on file and of record with the office of the Dakota County Recorder, Dakota County, Minnesota.

EXHIBIT B
LIST OF DEVELOPMENT PLANS

PLAN	DATE OF PLAN PREPARATION	PREPARED BY
Cover Sheet (C0.0)	08/05/20	Kimley-Horn
General Notes (C0.1)	08/05/20	Kimley-Horn
ALTA Survey (C0.2)	08/05/20	Kimley-Horn
Demolition & Erosion Control Plan (C1.0)	08/05/20	Kimley-Horn
Erosion & Sediment Control Details – Ph. 1 (C1.1)	08/05/20	Kimley-Horn
Site Plan (C2.0)	08/05/20	Kimley-Horn
Site Details (C2.1 – C2.3)	08/05/20	Kimley-Horn
Grading, Drainage and Erosion Control Plan – Ph. 2 (C3.0)	08/05/20	Kimley-Horn
Storm Sewer Plan (C3.1)	08/05/20	Kimley-Horn
Grading & Drainage Details (C3.2 & C3.3)	08/05/20	Kimley-Horn
Utility Plan (C4.0)	08/05/20	Kimley-Horn
Utility Details (C4.1 & C4.2)	08/05/20	Kimley-Horn

The above-listed Development Plans were approved by the City Engineer on August 12, 2020.

The Development Plans also include compliance by the Developer with those conditions set forth in the following correspondences relating to the PROPERTY and the Plat of Robert Curve Third Addition (the “City Engineer Memos”):

1. Memo from City Engineer to Associate City Planner dated June 24, 2020.
2. MnDOT review letter dated July 23, 2020.
3. Barr Engineering review memo dated July 28, 2020.

The City Engineer Memos are on file with the City.

The Development Plans also include modifications of the above referenced Development Plans as approved from time to time by the City Engineer.

EXHIBIT C
DEVELOPER IMPROVEMENTS

The items checked with an "X" below are the DEVELOPER IMPROVEMENTS. The items checked with "PUBLIC" below are those DEVELOPER IMPROVEMENTS that are DEVELOPER-PUBLIC IMPROVEMENTS.

<u>CHECKED</u>	<u>COMPLETION DATE</u>	<u>IMPROVEMENT</u>
X	prior to obtaining a building permit or 12/31/21, whichever occurs first	general site grading, drainage and erosion control
X	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	sanitary sewer and water service lines
X	prior to obtaining a building permit or 12/31/21, whichever occurs first	retaining walls
X	prior to obtaining a building permit or 12/31/21, whichever occurs first	storm water facilities to functional level as approved by City Engineer
X	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	final completion of storm water facilities as approved by City Engineer
X PUBLIC	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	sidewalk constructed
X	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	parking lot constructed

X	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	construction debris clean-up
X	prior to obtaining a certificate of occupancy or 12/31/21, whichever occurs first	certified as-builts
X	6/30/22	landscaping and vegetation

The CITY's Director of Public Works may extend the dates contained in this Exhibit C.

EXHIBIT D
CITY IMPROVEMENTS

The City is not required to make any CITY IMPROVEMENTS.

EXHIBIT E
MISCELLANEOUS REQUIREMENTS AND CONDITIONS
IMPOSED BY THE CITY

- 1.) **CONDITIONS TO BE SATISFIED BEFORE CONSTRUCTION ACTIVITY BEGINS.** Before construction activity begins, all of the following conditions must be satisfied:
- a.) DEVELOPER and Owner must execute this DEVELOPMENT CONTRACT.
 - b.) DEVELOPER must provide the irrevocable letter of credit or cash deposit for the respective amounts stated in Article 15 and on Exhibit F of this DEVELOPMENT CONTRACT.
 - c.) Developer must fully pay the CITY for all planning, engineering review and legal fees that have been incurred up to the date of this DEVELOPMENT CONTRACT; and DEVELOPER must further escrow with the CITY an amount determined by the CITY for future planning and engineering review fees and for legal fees, except for such fees as may already otherwise be taken into account in the calculations or engineering inspection escrow made a part of Exhibit F.
 - d.) OWNER must provide evidence that the PROPERTY was conveyed to OWNER by Robert Curve Development, LLC and that OWNER owns the PROPERTY.
 - e.) DEVELOPER AND OWNER must execute or cause to be executed and deliver the documents referenced in paragraph 11 of this Exhibit E. The form of the documents shall be subject to the approval of the City Attorney. DEVELOPER AND OWNER shall also cause the Plat of Robert Curve Third Addition to be executed and recorded.
 - f.) DEVELOPER must provide to the CITY the cash deposit for engineering inspection fees stated on Exhibit F of this Development Contract.
 - g.) Park dedication fees shall be paid pursuant to paragraph 5 of Exhibit E.
 - h.) DEVELOPER must comply with all provisions of paragraph 4 of this Exhibit E. All required plans must be submitted to the Eagan City Engineer and approved by the Eagan City Engineer.
 - i.) DEVELOPER must comply with the permit requirements set forth in the MnDOT review letter dated July 23, 2020.
- 2.) **DEVELOPER IMPROVEMENTS TO BE COMPLETED BY DECEMBER 31, 2021 OR PRIOR TO ISSUANCE OF BUILDING PERMIT.** Prior to December 31, 2021, or prior to the issuance of a building permit, whichever occurs first, the following Developer

Improvements shall be completed:

- a.) general site grading, drainage and erosion control.
- b.) sanitary sewer and water service lines installed.
- c.) retaining walls installed.
- d.) storm water facilities installed to a functional level as approved by the City Engineer.

3.) **DEVELOPER IMPROVEMENTS TO BE COMPLETED BY DECEMBER 31, 2021 OR PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.** Prior to December 31, 2021, or prior to the issuance of a certificate of occupancy, whichever occurs first, the following Developer Improvements shall be completed:

- a.) final completion of installation of storm water facilities as approved by the City Engineer.
- b.) parking lot installed.
- c.) sidewalk installed.
- d.) construction debris clean-up.
- e.) As-built plans per City standard must be submitted to the City Engineer after project completion and prior to release of the Engineering Escrow referenced in Exhibit F.

Landscaping and vegetation shall be installed no later than June 30, 2022, or by a date reasonably determined by the City Engineer.

4.) **JOINT POWERS AGREEMENT BETWEEN CITY OF INVER GROVE HEIGHTS AND CITY OF EAGAN.** The trunk water and sanitary sewer facilities that will serve the PROPERTY were extended from the City of Eagan and the core facilities for water and sanitary sewer are in the City of Eagan. To enable the PROPERTY to be served with water and sanitary sewer from Eagan, the cities of Inver Grove Heights and Eagan are relying on the terms of a 1997 Joint Powers Agreement between the two cities, hereafter referred to as the JPA.

The DEVELOPER and OWNER acknowledge and agree that the JPA benefits the PROPERTY and that the Plat of Robert Curve Third Addition, DEVELOPER PLANS and DEVELOPER PUBLIC IMPROVEMENTS are subject to the JPA. DEVELOPER and OWNER hereby assume and agree to pay all the financial obligations of the City of Inver Grove Heights under the JPA relating to storm water fees, park fees, or park development or park conveyance, trunk area charges, approval of the DEVELOPER PLANS, construction

of DEVELOPER PUBLIC IMPROVEMENTS and connection fees. Without limiting the foregoing, DEVELOPER and OWNER agree as follows:

- a.) Prior to commencing any DEVELOPER PUBLIC IMPROVEMENTS, the DEVELOPER and OWNER shall obtain the written approval of Eagan for DEVELOPER PUBLIC IMPROVEMENTS pursuant to Article 13 of the JPA.
- b.) The DEVELOPMENT PLANS shall comply with Section 3.1 of the JPA; the construction of DEVELOPER PUBLIC IMPROVEMENTS shall comply with Section 3.2 of the JPA; and the DEVELOPER and OWNER shall obtain all necessary easements for construction and for the permanent DEVELOPER PUBLIC IMPROVEMENTS. The DEVELOPER and OWNER are responsible for the costs of constructing the DEVELOPER PUBLIC IMPROVEMENTS and do hereby assume and relieve the City of Inver Grove Heights from all costs identified in Sections 3.3 and 3.4 of the JPA.
- c.) Any costs and expenses incurred by the City of Inver Grove Heights under Section 3.7 of the JPA shall instead be paid by DEVELOPER and OWNER to Eagan.
- d.) Prior to commencing any DEVELOPER PUBLIC IMPROVEMENTS, the DEVELOPER and OWNER, instead of the City of Inver Grove Heights, shall pay to the City of Eagan the plat trunk area charges identified in Section 5.1 of the JPA.
- e.) At the time of obtaining building permits, the OWNER, DEVELOPER and their assigns, instead of the City of Inver Grove Heights, shall pay to Eagan the connection fees identified in Sections 6.1 and 6.2 of the JPA.
- f.) The OWNER and its successors and assigns agree to comply with any restriction, conservation or other regulation of water usage as adopted from time-to-time by the City of Eagan, of which the City of Eagan informs the City of Inver Grove Heights.

The City of Inver Grove Heights reserves the right to charge water and sanitary sewer user rates based either on the Eagan or Inver Grove Heights rates, whichever is higher.

- g.) All storm water fees or charges imposed by the City of Eagan, including those under Sections 7.2, 13.2 and 14.3 of the JPA, shall be paid by the OWNER and DEVELOPER and its assigns as they become due.
- 5.) **PARK CONTRIBUTION FEE.** DEVELOPER must pay the City of Inver Grove Heights the park contribution fee based on the Inver Grove Heights rate of \$7,000 per acre. The Inver Grove Heights park contribution fee is \$7,000 (1 acre x \$7,000 per acre = \$7,000). The park dedication fee of \$7,000 must be paid by DEVELOPER to Inver Grove Heights before the CITY signs the Plat of Robert Curve Third Addition. DEVELOPER shall meet

the park dedication requirements of the City of Eagan, if any; the Eagan requirements are in addition to the City of Inver Grove Heights requirements.

- 6.) **CLEAN UP OF CONSTRUCTION DEBRIS ON STREETS AND ADJOINING PROPERTY.** The escrow amount stated on Exhibit F includes an appropriate amount as determined by the Director of Public Works to assure that the DEVELOPER removes any construction debris from streets adjoining the PROPERTY and from private properties that adjoin the PROPERTY. During the construction and other improvements within the PROPERTY, the DEVELOPER is responsible for removing any construction debris (including roofing materials, paper wrappings, construction material and other waste products resulting from construction) that may be blown from the construction site into adjoining private properties or into CITY streets or that may fall from delivery trucks onto adjoining private properties or CITY streets. Further, during construction, the DEVELOPER must clear the CITY streets of any dirt or other earthen material that may fall onto the CITY streets from the delivery trucks that are being used in the excavation and grading of the site.
- 7.) **STREET LIGHT AGREEMENT.** A Street Light Agreement was entered into between Robert Curve Development, LLC and the City of Inver Grove Heights dated June 25, 2018 and recorded as Dakota County Document No. 3262816. The Street Light Agreement was recorded against the property in the PROPERTY. DEVELOPER and OWNER hereby acknowledge and understand that the property within the PROPERTY is subject to the recorded Street Light Agreement and that DEVELOPER and OWNER are subject to the terms, conditions, obligations and responsibilities as contained and identified in the recorded Street Light Agreement.
- 8.) **RETAINING WALL REQUIRMENTS.** Prior to the City issuing a building permit for the PROPERTY all retaining wall permits (if required) must be issued by the City. If applicable, prior to the City granting a certificate of occupancy for the PROPERTY, the retaining wall permit must be complete, wall certification must be received and accepted by the Chief Building Official, grading associated with the retaining wall must be accepted by the City Engineer and the retaining wall record drawing must be received and accepted by the City.
- 9.) **LOT EROSION CONTROL REQUIREMENTS.** Any construction within the PROPERTY shall comply with the following (Erosion Control Forms):
- a. Silt Fence dated April 2011 and identified as Plate No. EC-02;
 - b. Rock Construction Entrance dated April 2011 and identified as Plate No. EC-03;
 - c. Storm Sewer Inlet Protection dated April 2011 and identified as Plate No. EC-04;
 - d. Sediment Log Installation dated March 2015 and identified as Plate No. EC-07.

The Erosion Control Forms are on file with the CITY. The DEVELOPER must make the builder aware of the above identified Erosion Control Forms and must provide a copy of the above-described Erosion Control Forms to the contractor. The contractor must execute the

Notice of Erosion Control Requirement for Construction (on file with the CITY) when a building permit is obtained.

- 10.) **PERMITS.** DEVELOPER and OWNER is responsible to obtain all necessary permits for construction of the IMPROVEMENTS within the PROPERTY including, but not limited to, the following:

- MnDOT – Drainage Permit; permit to work on Mn/DOT ROW; and sign restrictions
- MnDOT Miscellaneous Work Permit
- MPCA –sewer extension permit
- MPCA – NPDES General Stormwater permit
- MCES – sewer extension permit
- MN Department of Health – permit for the watermain extension
- CITY Building Department permits for the building, sewer and water services and possibly retaining walls
- City of Eagan approvals

- 11.) **OTHER AGREEMENTS.** The DEVELOPER and OWNER must comply with the following requirements and execute or cause to be executed the agreements set forth below:

- a. DEVELOPER and OWNER must execute this Development Contract for the PROPERTY.

The above-listed agreement must be recorded with the Plat of Robert Curve Third Addition.

- b. DEVELOPER and OWNER must execute a Storm Water Facilities Maintenance Agreement for the PROPERTY.

The above-listed agreement must be recorded with the Plat of Robert Curve Third Addition.

- c. DEVELOPER and OWNER must execute a Retaining Wall Maintenance Agreement for the PROPERTY.

The above-listed agreement must be recorded with the Plat of Robert Curve Third Addition.

- d. DEVELOPER and OWNER must execute an Agreement Relating to Landowner Improvements Within City Easement for the PROPERTY.

The above-listed agreement must be recorded with the Plat of Robert Curve Third Addition.

- e. DEVELOPER and OWNER must execute a Fire Hydrant License Agreement for the PROPERTY.

The above-listed agreement must be recorded with the Plat of Robert Curve Third Addition.

The agreements listed in this Section 11 must be recorded prior to any mortgage relating to the PROPERTY.

12.) **PLAT OF ROBERT CURVE THIRD ADDITION.** The Plat of Robert Curve Third Addition is comprised of Lot 1, Block 1, Robert Curve Third Addition, Lot 2, Block 1, Robert Curve Third Addition and Outlot A, Robert Curve Third Addition, Dakota County, Minnesota. Fee title ownership of the lots within the Plat of Robert Curve Third Addition is as follows:

- Lot 1, Block 1, Robert Curve Third Addition is owned by Casey's Retail Company, an Iowa corporation.
- Lot 2, Block 1, Robert Curve Third Addition is owned by CBH Properties Inver Grove Heights, LLC, a Minnesota limited liability company.
- Outlot A, Robert Curve Third Addition is owned by Robert Curve Development, LLC, a Minnesota limited liability company.

All of the Development Contracts, agreements and easements recorded against Outlot B, Robert Curve, Dakota County, Minnesota, and Outlot B, Robert Curve Second Addition, Dakota County, Minnesota, and Lot 1, Block 1, Robert Curve Second Addition, Dakota County, Minnesota and Outlot A, Robert Curve Second Addition, Dakota County, Minnesota remain in full force and effect.

13.) **DIFFLEY COURT RIGHT-OF-WAY DEDICATION.** A portion of the existing property owned by Casey's Retail Company (Lot 1, Block 1, Robert Curve Second Addition) and Diffley Court right-of-way is required to be re-platted to accommodate the as-constructed cul-de-sac of Diffley Court. An additional 0.082 ± acres will be dedicated as Diffley Court right-of-way on the plat of Robert Curve Third Addition.

EXHIBIT F
ESCROW CALCULATION

1.) Grading, drainage and erosion control	\$186,310
2.) Sanitary sewer and water service lines	\$58,640
3.) Retaining walls	\$18,900
4.) Storm water facilities (including underground infiltration system)	\$58,500
5.) Sidewalk	\$13,620
6.) Parking lot	\$102,200
7.) Construction debris clean-up	\$40,000
8.) Certified as-builts	\$7,500
SUBTOTAL:	\$485,670
MULTIPLIED BY:	x 1.25
TOTAL ESCROW AMOUNT:	\$607,087.50 say \$607,100

EXHIBIT F
ESCROW CALCULATION
(Continued)

In addition to the Escrow Amount for Developer Improvements set forth above, the DEVELOPER shall also deposit \$10,000 in cash with the CITY (hereafter "Engineering Escrow Amount") contemporaneously with execution of this DEVELOPMENT CONTRACT.

This Engineering Escrow Amount shall be used to pay the CITY for engineering inspection, attorney's expenses, staff review time, assurance for sediment/erosion control compliance and maintenance requirements at the CITY's standard rates charged for such tasks; the CITY shall keep records of the tasks performed and the hours spent in performing the tasks and the personnel that performed the tasks.

Subject to the following paragraph, upon satisfactory completion of the DEVELOPER IMPROVEMENTS, the CITY shall return to the DEVELOPER any remaining portion of the Engineering Escrow Amount not otherwise charged the DEVELOPER for engineering inspection performed by the CITY.

Twenty-five percent (25%) of this Engineering Escrow Amount shall be retained by the CITY (hereafter referred to as Escrow Retainage) and this Escrow Retainage shall be available to the CITY to pay for the cost of any corrections for deficiencies or problems related to DEVELOPER IMPROVEMENTS listed on Exhibit C or Exhibit F or related to vegetation establishment, grading, drainage and erosion control and to pay to protect against further deficiencies or problems.

The CITY shall return to the DEVELOPER any remaining Escrow Retainage of the original \$10,000 when the following events have occurred:

- a.) All of the vegetative cover has been established to the sole satisfaction of the CITY.

To the extent the engineering inspection charges or the amount needed to correct the deficiencies and problems relating to the DEVELOPER IMPROVEMENTS listed on Exhibit C or Exhibit F or related to vegetation establishment, grading, drainage and erosion control exceed the initially deposited \$10,000 Engineering Escrow Amount, the DEVELOPER is responsible for payment of such excess within thirty (30) days after billing by the CITY.

EXHIBIT F
ESCROW CALCULATION
(Continued)

Vegetation Escrow Amount

In addition to the \$10,000 Engineering Escrow Amount stated above, Developer shall also deposit \$3,000 in cash with the City (hereafter “Vegetation Escrow Amount”) to ensure the vegetation installed within and around the stormwater facilities is maintained and established for a 3-year period from the date of satisfactory installation. The Vegetation Escrow Amount shall be available to the City to pay for deficiencies and problems related to the vegetation installed within and around the infiltration basin on the PROPERTY in the event such problems and deficiencies arise after the City has approved the Developer Improvements.

After the 3-year period has expired and upon approval by the City Engineer, the City shall return to the Developer any of the remaining Vegetation Escrow Amount.

To the extent the amount needed to correct the deficiencies and problems relating to the vegetation within and around the stormwater facilities exceeds the initially deposited \$3,000 Vegetation Escrow Amount, the Developer is responsible for payment of such excess within thirty (30) days after billing by the City.

STORM WATER FACILITIES MAINTENANCE AGREEMENT
FOR LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION
DAKOTA COUNTY, MINNESOTA

THIS STORM WATER FACILITIES MAINTENANCE AGREEMENT (Agreement) is made, entered into and effective this 24th day of August, 2020, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (hereafter referred to as “City”) and CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company (hereafter referred to as “Landowner and “Responsible Owner”).

Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

ARTICLE 1
DEFINITIONS

1.1 Terms. The following terms, unless elsewhere specifically defined herein, shall have the following meanings as set forth below.

1.2 City. “City” means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Landowner. “Landowner” means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its successors and assigns.

1.4 Responsible Owner. “Responsible Owner” means, jointly and severally, all of the following:

The fee title owner of Lot 2, Block 1, Robert Curve Third Addition, and the successors and assigns of such fee title owner.

1.5 Storm Water Facilities. “Storm Water Facilities” means each and all of the following, individually and collectively, to the extent located within the Subject Property:

The underground infiltration storm water storage system, pre-treatment facility, gate valves, reducers and tees and related storm water appurtenances lying within the Subject Property.

1.6 Storm Water Facility Plan. “Storm Water Facility Plan” means collectively the Grading, Drainage and Erosion Control Plan (C3.0), Storm Sewer Plan (C3.1), Grading & Drainage Details (C3.2 and C3.3), Utility Plan (C4.0) and Utility Details (C4.0, C4.1 and C4.2) prepared by Kimley Horn dated August 5, 2020 and approved by the City on August 12, 2020. The Storm Water Facility Plan is on file with the City. The Storm Water Facility Plan also means and includes the Operations and Maintenance Plan attached hereto as **Exhibit B**.

1.7 Subject Property. “Subject Property” means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described on **Exhibit A**.

1.8 NWA Stormwater Manual. “NWA Stormwater Manual” means the Inver Grove Heights Northwest Area Storm Water Manual prepared by Emmons & Olivier Resources dated July 2006, and as adopted by the City of Inver Grove Heights and codified in Section 10-13J-5 (H) of the Inver Grove Heights City Code, as amended from time to time by amendment of general applicability.

ARTICLE 2 **RECITALS**

Recital No. 1. Landowner owns Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

Recital No. 2. Landowner has requested that the City approve development plans in connection with the development of the Lot 2, Block 1, Robert Curve Third Addition.

Recital No. 3. The Storm Water Facilities are located on Lot 2, Block 1, Robert Curve Third Addition.

Recital No. 4. The City is willing to approve the development plans in connection with the Subject Property if, among other things, Landowner executes this Storm Water Facilities Maintenance Agreement.

Recital No. 5. By this Agreement the parties seek to:

- a.) impose upon the Responsible Owner the responsibility of maintaining the Storm Water Facilities, notwithstanding the fact that the Storm Water Facilities may exist within easements dedicated or granted to the City and the public.
- b.) provide a mechanism where the City may charge-back to the Responsible Owner any maintenance work that the City performs with respect to the Storm Water

Facilities in the event the Responsible Owner fails to perform its obligations to maintain the Storm Water Facilities.

- c.) provide the City with right of access over the Subject Property to access the Stormwater Facilities, when needed.

ARTICLE 3 **RESPONSIBILITY FOR MAINTENANCE**

3.1 Construction of Storm Water Facilities. Prior to December 31, 2021 or prior to issuance of a certificate of occupancy for the Subject Property, whichever occurs first, Landowner shall construct and install the Storm Water Facilities on the Subject Property in accordance with the Storm Water Facility Plan at its sole expense at a location and in a configuration as approved by the City.

3.2 Maintenance of Storm Water Facilities. The Responsible Owner is obligated at its expense to perpetually maintain the Storm Water Facilities in accordance with the Standard of Maintenance set forth in Section 3.3 hereof. The Responsible Owner shall not modify, alter, remove, eliminate or obstruct the Storm Water Facilities for as long as the Storm Water Facilities exist. The Responsible Owner shall also ensure that the Storm Water Facilities always remain in compliance with the Storm Water Facility Plan. All entities that fall within the definition of Responsible Owner have the joint and several obligations of the defined Responsible Owner. The responsibility of the Responsible Owner for maintaining the Storm Water Facilities on the Subject Property exists even though the event or omission which caused the need for maintenance of the Storm Water Facilities may arise on property outside of the Subject Property.

3.3 Standard of Maintenance. The Responsible Owner must meet the Standard of Maintenance set forth in this Section 3.3.

The Standard of Maintenance shall comply with all of the following:

- a. The Standard of Maintenance shall comply with the standards contained in Title 9, Chapter 5 of the Inver Grove Heights City Code (as amended from time to time, by amendment of general applicability).
- b. The Standard of Maintenance shall comply with the stormwater maintenance standards and requirements as set forth in the **NWA Stormwater Manual** (as amended from time to time, by amendment of general applicability). The NWA Stormwater Manual is on file with the City's Director of Public Works. The NWA Stormwater Manual shall apply to the Storm Water Facilities notwithstanding the fact that the Landowner's Property is located outside of the Northwest Area Overlay District.
- c. The Standard of Maintenance shall be reasonable and conform to the same standards that the City's Director of Public Works utilizes for storm water systems that the City maintains, as those standards are from time to time amended.

- d. The Standard of Maintenance shall comply with the City approved Operations & Maintenance Plan hereafter referenced.
- e. The Standard of Maintenance shall include but not be limited to each of the following:
- i.) The Responsible Owner shall monitor the Stormwater Facilities and shall as soon as possible correct any malfunction or deficiency in the operation of such structure so as to ensure that the structure operates in conformance with the design parameters.
 - ii.) With respect to the underground storm water storage system, the Responsible Owner must maintain and repair the structures and must correct as soon as possible any of the following deficiencies in the event such deficiencies occur:
 - Any evidence of potholes, sinkholes or unusual amount of silt and soil build-up that degrades the quality of parking lot surface on top of the underground storm water storage system; or
 - Any unusual pipe deflection in excess of more than 7% from the design shape; or
 - Any unusual evidence of backfill material entering into the pipe structure through pipe joints or other locations; or
 - Any siltation on the outlet end of the structure or clogging of the outlet as a result of accumulated trash, grit, sediments, and other debris.
 - iii.) Responsible Owner must comply with Section IV of the NWA Stormwater Manual which outlines the requirements for the operations and maintenance of Long Term Best Management Practices (BMP's) for stormwater facilities. The Responsible Owner must prepare an Operations & Maintenance Plan to show how the Responsible Owner plans to operate and maintain Long Term Best Management Practices for the Stormwater Facilities being constructed on the Subject Property. The Responsible Owner has submitted a final Operations & Maintenance Plan to the City, attached hereto as **Exhibit B**. The final Operations & Maintenance Plan attached hereto as Exhibit B has been approved by the City. The Responsible Owner and the successors and assigns thereof shall be responsible for following the Operations & Maintenance Plan as approved by the City. The final Operations & Maintenance Plan shall be on file with the City's Director of Public Works.
 - iv.) The Responsible Owner shall be required to reduce total suspended solids by 85% from pre-improvement rates and to reduce phosphorus levels by 55% from pre-improvement levels. When requested by the City, the Responsible Owner shall be required to monitor and test the stormwater discharges at the Responsible Owner's expense, to ensure compliance with these requirements. The Responsible Owner is required to install and maintain stormwater facilities that are designed to treat the one (1) inch of impervious surface volume from the Subject Property; due to the fact that a redevelopment project is occurring, the Director of Public Works is allowing the treatment of one (1) inch impervious

surface volume rather than a reduction of the one (1) inch impervious surface volume. The Responsible Owner shall provide the City with test results of the discharge on an annual basis when testing is requested.

- v.) The final Operations & Maintenance Plan shall contain the following information:
- a. Detailed inspection requirements;
 - b. Inspection and maintenance schedules;
 - c. Contact information for the Responsible Owner;
 - d. As built plans of the Stormwater Facilities;
 - e. A letter of compliance from the designer after construction of the Stormwater Facilities is completed;
 - f. The requirement for an annual report to the City to demonstrate that post construction maintenance is being accomplished per the Operations & Maintenance Plan;
 - g. The GPS coordinates for the Stormwater Facilities shall be provided to the City after construction is completed. Stormwater Facilities smaller than 200 square feet can be located with one GPS coordinate. Stormwater Facilities larger than 200 square feet shall have outlet coordinates and the corners of the Stormwater Facilities located by GPS. The GPS readings shall be provided to the City before the Stormwater Facilities are covered.
 - h. The design storage capacity of each Storm Water Facilities shall be documented in the Operations & Maintenance Plan.
 - i. A form and level of pretreatment approved by the City are required in the treatment train before any infiltration system; and
 - j. The Operations & Maintenance Plan shall incorporate responses to Chapter 8 of the NWA Stormwater Manual which provides additional requirements and checklists for the Responsible Owner to comply with in the operations and maintenance phase of construction.

If the Stormwater Facility Plan is inconsistent with the Standard of Maintenance or if components within the Standard of Maintenance are inconsistent with other components within the Standard of Maintenance, then that provision, term or component which imposes a greater and more demanding obligation shall prevail.

In December of each year, the Responsible Owner shall submit to the City an annual report that identifies all of the tests, inspections, corrective measures and other activities conducted by the Responsible Owner under the Operations & Maintenance Plan for the preceding year. The annual report shall also identify any conditions of non-compliance with the Standard of Maintenance during the preceding year and the annual report shall address how the conditions of non-compliance

were cured. The annual report shall also include the information shown on the form attached hereto as **Exhibit C**.

3.4 Notice of Non-Compliance with Section 3.2; Cure Period. If the City's Director of Public Works ("DPW") determines, at his or her reasonable discretion, that the Responsible Owner has not complied with the Standard of Maintenance, the DPW shall provide written notice to the Responsible Owner of such failure to comply with the Standard of Maintenance. This notice shall specify that the Responsible Owner will have thirty (30) days to comply with the Standard of Maintenance, unless thirty (30) days is not practicable for the Responsible Owner to cure the default, in which case the Responsible Owner shall be given a reasonable time, as determined by the DPW, to cure the default provided the Responsible Owner has commenced a suitable cure within the initial thirty (30) days. Notwithstanding the requirement contained in this Section relating to written notice and opportunity of the Responsible Owner to comply with the Standard of Maintenance, in the event of an emergency as determined by the DWP, the City may perform the work to be performed by the Responsible Owner without giving any notice to the Responsible Owner and without giving the Responsible Owner thirty (30) days to comply with the Standard of Maintenance. If the City performs emergency service work, the Responsible Owner shall be obligated to repay the City the costs incurred to perform the emergency service work, and the City shall follow those procedures set forth in Sections 3.5 and 3.6 with respect to the billing, collection and/or tax certification of such costs.

3.5 Payment of Costs Incurred by City. If the Responsible Owner fails to comply with the Standard of Maintenance within thirty (30) days after delivery of the written notice, or in the case of an emergency situation as determined by the DPW, the City may perform those tasks necessary for compliance and the City shall have the right of access to the areas where the Storm Water Facilities are located to perform such work. The City shall charge all costs incurred by the City to perform the tasks necessary for compliance to the Responsible Owner.

The amount of costs charged by the City to the Responsible Owner shall be the usual and customary amounts charged by the City given the task, work, or improvement performed by the City to ensure compliance with the Standard of Maintenance. The Responsible Owner shall make payment directly to the City within thirty (30) days after invoicing ("Due Date") by the City. Bills not paid by the Due Date shall incur the standard penalty and interest established by the City for utility billings within the City.

3.6 Certification of Costs Payable With Taxes; Special Assessments. If payment is not made under Section 3.5 by the Responsible Owner with respect to the Subject Property, the City may certify to Dakota County the amounts due as payable with the real estate taxes for the Subject Property in the next calendar year; such certifications may be made under Minnesota Statutes, Chapter 444 in a manner similar to certifications for unpaid utility bills. The Responsible Owner waives any and all procedural and substantive objections to the imposition of such usual and customary charges on the Subject Property.

Further, as an alternate means of collection, if the written billing is not paid by the Responsible Owner, the City, without notice and without hearing, may specially assess the Subject Property for the costs and expenses incurred by the City. The Responsible Owner hereby waives any and all procedural and substantive objections to special assessments for the

maintenance costs including, but not limited to, notice and hearing requirements and any claims that the charges or special assessments exceed the benefit to the Subject Property. The Responsible Owner waives any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The Responsible Owner acknowledges that the benefit from the performance of maintenance tasks by the City to ensure compliance with the Standard of Maintenance equals or exceeds the amount of the charges and assessments for the maintenance costs that are being imposed hereunder upon the Subject Property.

3.7 Obligation For Maintenance Notwithstanding Public Easement. The Responsible Owner agrees that its obligations relating to maintenance of the Storm Water Facilities exist notwithstanding the fact that the Storm Water Facilities may be located in whole or in part within public easements.

3.8 Indemnification of City. Responsible Owner shall indemnify, defend and hold the City, its council, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to:

- a.) failure by the Responsible Owner to observe or perform any covenant, conditions, obligation or agreement on their part to be observed or performed under this Agreement;
- b.) failure by the Responsible Owner to pay contractors, subcontractors, laborers, or materialmen;
- c.) failure by the Responsible Owner to pay for any materials that may be used by the Responsible Owner to maintain the Storm Water Facilities; and
- d.) construction of the Storm Water Facilities.

3.9 No Remedy Exclusive. No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to it, it shall not be necessary to give notice, other than the notice, if any, required by this Agreement.

ARTICLE 4
CITY'S COVENANTS

4.1 Approval of Development Plans. The City agrees that if Responsible Owner executes this Storm Water Facilities Maintenance Agreement and if the conditions required by the City are met, the City will approve the Development Plans for the Subject Property identified in the Development Contract between the City and Landowner.

ARTICLE 5
MISCELLANEOUS

5.1 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with the Subject Property and shall be binding upon the parties and the successors and assigns of the parties. This Agreement shall also be binding on and apply to any title, right and interest of the Landowner in the Subject Property acquired by Landowner after the execution date of this Agreement or after the recording date of this Agreement.

5.2 Amendment and Waiver. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Agreement, waive compliance by another with any of the covenants contained in this Agreement, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

5.3 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

5.4 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

5.5 Consent. Responsible Owner consents to the recording of this Agreement.

5.6 Notice. Notice shall means notices given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage and postal charges prepaid, addressed as follows:

If to City:

City of Inver Grove Heights
Attention: City Administrator
8150 Barbara Avenue
Inver Grove Heights, MN 55077

If to Landowner:

CBH Properties Inver Grove Heights LLC

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

IN WITNESS WHEREOF Landowner and the City have entered into this Agreement on the day and year first stated above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, described as follows:

Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota, according to the plat thereof on file and of record in the office of the Dakota County Recorder, State of Minnesota.

EXHIBIT B
OPERATIONS & MAINTENANCE PLAN

Christian Brothers Automotive
Inver Grove Heights, MN

OPERATIONS AND MAINTENANCE PLAN

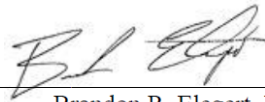
**Christian Brothers Automotive
Inver Grove Heights, MN**

Prepared for:
Christian Brothers Automotive Corporation

July 22, 2020

Prepared By:
**Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100
St. Paul, MN 55114
(651) 645-4197**

I hereby certify that this plan,
specification, or report was prepared by
me or under my direct supervision, and
that I am a duly Registered Professional
Engineer under the laws of the State of
Minnesota.



Brandon R. Elegert, P.E.

Date: 07/22/2020 Registration No. 50387

**CHRISTIAN BROTHERS AUTMOTIVE
INVER GROVE HEIGHTS, MN
STORMWATER MANAGEMENT
OPERATION & MAINTENANCE PLAN**

Activity	Frequency
Water plants	As necessary during first growing season
Water plants during dry periods	As needed after first growing season
Re-mulch void areas	As needed
Treat diseased trees and shrubs	As needed
Inspect soil and repair eroded areas	Monthly
Inspect integrity of storm sewer castings and remove accumulated debris from grates	As needed
Remove litter and debris	Monthly
Add additional mulch	Once per year
Sumped Manholes	Once per year or as needed
42" Perforated Pipe System	Quarterly or as needed

Access

Sufficient access shall be provided to the facility to allow all necessary inspection and maintenance activities to be completed. Maintenance of access areas shall include removal of tree seedlings and woody vegetation, repair of eroded areas and removal of litter and debris.

Erosion

The soil and mulch in the facility and in areas draining to the facility shall be inspected for eroded areas. Eroded areas shall be filled with soil or mulch and vegetated.

Outlet Structure Maintenance

The Owner will be responsible for outlet structure maintenance. Periodically, the low flow orifice may clog with debris. Debris should be removed and disposed of outside of the facility limits.

Debris & Litter

Debris and litter should be removed on a monthly basis to maintain appearance and functionality of the facility.

Plant Maintenance

The vegetation type and amount are important to ensure that the facility operates correctly. Proper vegetation maintenance includes watering plants during dry periods, re-mulching void areas, treating diseased trees and shrubs and mowing turf areas.

MAINTENANCE OF UNDERGROUND INFILTRATION SYSTEM

Regular inspection and maintenance are critical to the effective operation of the underground infiltration systems. It is the responsibility of the property owner to maintain all stormwater BMPs in accordance with the minimum design standards and other guidance provided in this manual. See Appendix A for ADS Stormtech guidelines for additional operation and maintenance procedures.

Inspection Schedule

One inspection form shall be completed for the underground detention system on a monthly or annual basis as specified on the checklist.

Erosion

The soil and mulch on the property shall be inspected for eroded areas. Eroded areas shall be filled with soil or mulch and vegetated. In the event that erosion persists in a particular area, compacted aggregate shall be used to further stabilize the slope and to mitigate future erosion.

Sediment Accumulation & Clogging

Sediment accumulation within the facility may reduce the infiltration capacity and impair proper performance of the facility. The facility shall be inspected for accumulation of sediment as part of the inspection. Excessive sediment accumulation shall be removed.

Outlet Structure Maintenance

The Owner will be responsible for outlet structure maintenance. Periodically, the outlet pipe may clog with debris. Debris should be removed and appropriately disposed of off-site.

Standing Water/Pipe Inspection

Visual inspection of the pipe chamber system shall occur once per year until a cleaning schedule can be established based on the amount of sediment that is left within the system. Prior to entry into the underground system, the user shall follow all applicable OSHA and local safety regulations.

Inspections should occur at least 2-3 days after the most recent rainfall event. The system should be visually inspected at all manhole locations. Utilizing a sediment pole, measure and document the amount of silt at each manhole locations. Inspect each pipe opening to ensure that the silt level or any foreign objects are not blocking the pipes. The sediment level should be measured and recorded during the inspection process.

The system should be cleaned once the available depth of sediment is 6" above the bottom of the chambers. Cleaning of the system can be done by a vacuum truck every 3-5 years based on actual sediment accumulation or as needed to remain below maximum sediment volume per manufacturer's recommendations.

If the facility has standing water more than 48 hours after a rain event, the system shall be cleaned. To clean, remove the manhole cover at the top of the system and lower a vacuum hose into one of the rows of the pipe system. Open the manhole at the opposite end of the system and use sewer jetting equipment to force water in the same row from one end of the pipe system row to the opposite side. Place the vacuum hose and the sewer jetting equipment in the next row and repeat the process.

MAINTENANCE OF PRETREATMENT MANHOLE

Remove sediment from the manhole and pretreatment device by using a vacuum truck. Visual inspection to ensure no pipe blockage should occur at the time of cleaning. Prior to entry into the storm sewer manhole, the user shall follow all applicable OSHA and local safety regulations.

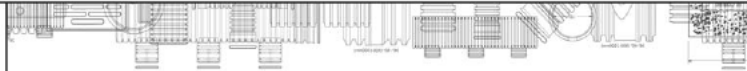
The pretreatment manholes shall be inspected at least three times during the first two years to inspect the amount accumulated sediment and screen/baffle clogging over the first two years following installation. From the frequent inspections a structure specific maintenance program can be developed.

Sediment shall be cleaned once one foot of sediment has accumulated in the manhole sumps.

At a minimum the structures containing pretreatment device shall be fully cleaned once a year.

INSPECTION FORM

BMP #1 Underground Detention System (42" Perforated Pipe Storage)		
Date:	Time:	Weather:
Inspector:		
Maintenance Item	Comments on Condition	Actions to be Taken
<i>Debris Cleanout (As Needed)</i>		
Trash and debris		
Inflow pipes are clean		
Outflow pipes are clean		
Area drains are functioning properly and free of litter and debris		
<i>Dewatering (Monthly)</i>		
After several storm events or an extreme storm event, inspect for signs of clogging of the inlet or outlet structures and sediment accumulation.		
<i>Sediment Deposition Cleanout (Annual)</i>		
No evidence of sedimentation in invert of pipe greater than 2 inches		
Contributing drainage area stabilized and free of erosion		
Note signs of pollution, such as oil sheens, discolored water, or unpleasant odors.		
<i>Inlets (Annual)</i>		
All inlet structures are in good condition		
No evidence of erosion adjacent to inlets		
<i>Comments and Actions Required:</i>		



TECHNICAL NOTE

Retention/Detention System Maintenance

TN 6.01
February 2007

This document is provided for informational purposes only and is meant only to be a guide. Individuals using this information should make their own decisions as to suitability of this guideline for their individual projects and adjust accordingly.

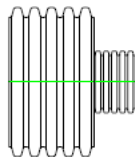
Introduction

A retention/detention system is comprised of a series of pipes and fittings that form an underground storage area, which retains or detains storm water runoff from a given area. As sediment and debris settle out of the detained stormwater, build up occurs that requires the system to be regularly inspected and cleaned in order for the system to perform as originally designed. The following provides the available fittings and guidelines for inspection and maintenance of an HDPE underground storage system.

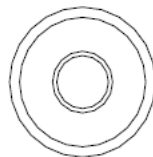
System Accessories and Fittings

Concentric Reducers

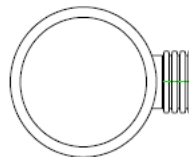
Concentric Reducers are fittings that transition between two pipes, either in line with one another or at perpendicular angles. The centerlines of the two pipes are at the same elevation. When a concentric reducer is used to connect the manifold pipe to the lateral pipes, most debris will be trapped in the manifold pipe.



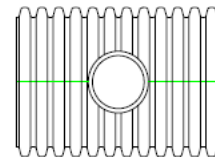
SIDE VIEW



SECTION VIEW



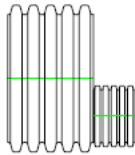
SIDE VIEW



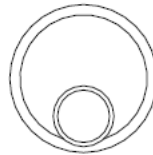
SECTION VIEW

Eccentric Reducers

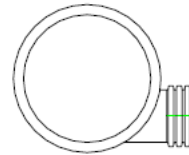
Eccentric Reducers are fittings that transition between two pipes, either in line with one another or at perpendicular angles. The inverts of the two pipes are at the same elevations. When an eccentric reducer is used to connect the manifold pipe to the lateral pipes, most debris will follow the flow of the storm water into the lateral pipes.



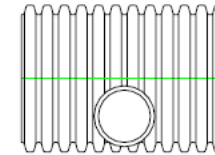
SIDE VIEW



SECTION VIEW



SIDE VIEW



SECTION VIEW

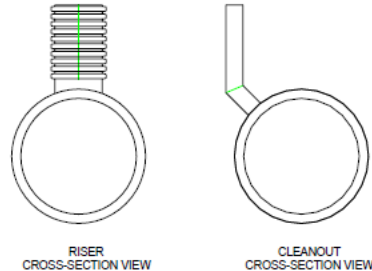


Riser

Each retention/detention system typically has risers strategically placed for maintenance and inspection of the system. These risers are typically 24" in diameter or larger and are placed on the manifold fittings.

Cleanouts

Cleanout ports are usually 4-, 6-, or 8-in diameter pipe and are placed on the manifold fittings. They are used for entrance of a pipe from a vacuum truck or a water-jetting device.



For a complete listing of available fittings and components please refer to the *ADS Fittings Manual*.

Maintenance Overview of a Retention/Detention System

Maintaining a clean and obstruction-free retention/detention system helps to ensure the system performs the intended function of the primary design. Build up of debris may obstruct flow through the laterals in a retention system or block the entranceway of the outlet pipe in a detention system. This may result in ineffective operation or complete failure of the system. Additionally, surrounding areas may potentially run the risk of damage due to flooding or other similar issues.

Inspection/Maintenance Frequency

All retention/detention systems must be cleaned and maintained. Underground systems may be maintained more cost effectively if these simple guidelines are followed. Inspection should be performed at a minimum of once per year. Cleaning should be done at the discretion of individuals responsible to maintain proper storage and flow. While maintenance can generally be performed year round, it should be scheduled during a relatively dry season.

Pre-Inspection

A post-installation inspection should be performed to allow the owner to measure the invert prior to accumulation of sediment. This survey will allow the monitoring of sediment build-up without requiring access to the retention/detention system.

The following is the recommended procedure for pre-inspections:

- 1) Locate the riser section or cleanouts of the retention/detention system. The riser will typically be 24" in diameter or larger and the cleanouts are usually 4", 6" or 8" in diameter.
- 2) Remove the lid of the riser or clean outs.
- 3) Insert a measuring device into the opening and make note to a point of reference on the stick or string. (This is done so that sediment build up can be determined in the future without having to enter the system.)



Inspection/Maintenance

A retention/detention system should be inspected at a minimum of one time a year or after major rain events if necessary.

The following is the recommended procedure to inspect system in service:

- 1) Locate the riser section of the retention/detention system. The riser will typically be 24" in diameter or larger.
- 2) Remove the lid from the riser.
- 3) Measure the sediment buildup at each riser and cleanout location. Only certified confined space entry personnel having appropriate equipment should be permitted to enter the retention/detention System.
- 4) Inspect each manifold, all laterals, and outlet pipes for sediment build up, obstructions, or other problems. Obstructions should be removed at this time.
- 5) If measured sediment build up is between 5% - 20% of the pipe diameter, cleaning should be considered; if sediment build up exceeds 20%, cleaning should be performed at the earliest opportunity. A thorough cleaning of the system (manifolds and laterals) shall be performed by either manual methods or by a vacuum truck.

EXHIBIT C

ANNUAL INSPECTION FORM

CITY OF INVER GROVE HEIGHTS NPDES INSPECTION PROGRAM					
INLET / OUTLET					
STRUCTURE ID		INSPECTION DATE		INSPECTOR(S)	
LOCATION					
EASEMENT					
ACCESSIBLE	Y	N			
STRUCTURES IN ESMT.	Y	N	DESCRIPTION		
TREES IN ESMT.	Y	N	LARGEST DIAMETER (INCHES)		
STRUCTURE	FES	PIPE	CB	OTHER	
ATTRIBUTES	TRASH GUARD	WEIR	SURGE BASIN	OTHER	NONE
CONDITION*	OK	MINOR MAINTENANCE	MAJOR MAINTENANCE	INACCESSIBLE	
END SECTION EROSION	Y	N			
FLOW CONDITION	FLOW PRESENT	NO FLOW	SUBMERGED		
COMMENTS					
VEGETATION/DEBRIS	WEEDS, ETC.	BRUSH, TREES, ETC.	GARBAGE/DEBRIS	NONE	
RESTRICTING FLOW	Y	N			
COMMENTS					
SEDIMENT					
CONDITION**	NONE	MINOR MAINTENANCE	MAJOR MAINTENANCE		
COMMENTS					
RIP RAP					
PRESENT	Y	N			
CONDITION***	OK	MINOR MAINTENANCE	MAJOR MAINTENANCE		
COMMENTS					
ILLICIT DISCHARGE	Y	N			
COMMENTS					
MAINTENANCE PERFORMED:					
SIGNED:			DATE:		

* Minor Maintenance: i.e. regROUT joint, repair trash guard; Major Maintenance: structure separating(ed) from pipe

** Minor Maintenance: repair can be done by City crews, Major Maintenance: heavy equip. is needed

*** Minor Maintenance: repair can be done by City crews, Major Maintenance: heavy equip. is needed

RETAINING WALL MAINTENANCE AGREEMENT RELATING TO
LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION,
DAKOTA COUNTY, MINNESOTA

THIS RETAINING WALL MAINTENANCE AGREEMENT RELATING TO LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION (hereafter referred to as “Agreement”) is made, entered into and effective this 24th day of August, 2020, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (hereafter referred to as “City”) and CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company (hereafter referred to as Lot Owner and Responsible Owner). Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

ARTICLE 1
DEFINITIONS

1.1 Terms. The following terms, unless elsewhere specifically defined herein, shall have the following meanings as set forth below.

1.2 City. “City” means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Lot Owner. “Lot Owner” means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its successors and assigns.

1.4 Retaining Wall Facilities. “Retaining Wall Facilities” means each and all of the following, individually and collectively, to the extent currently located within the Lot:

The retaining wall structure, retaining wall foundation, retaining wall anchors, retaining wall fencing, and retaining wall drainage collection appurtenances, retaining wall drainage piping, and retaining wall drainage discharge appurtenances lying within the Lot.

1.5 Retaining Wall Construction Plan. “Retaining Wall Construction Plan” means collectively the Grading, Drainage and Erosion Control Plan (C3.0), Storm Sewer Plan (C3.1), Grading & Drainage Details (C3.2 and C3.3), Utility Plan (C4.0) and Utility Details (C4.0, C4.1 and C4.2) prepared by Kimley Horn dated August 5, 2020 and approved by the City on August 12, 2020. The Retaining Wall Construction Plan is on file with the City.

1.6 Lot. “Lot” means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described on the attached **Exhibit A**.

1.7 Responsible Owner. “Responsible Owner” means the fee title owner(s) of the Lot during the period of time that it or they own fee title to the Lot.

1.8 Maintenance Standards. “Maintenance Standards” means the Standards of Maintenance as defined in Article 3, Section 3.3 of this Agreement.

1.9 DPW. “DPW” means the City’s Director of Public Works.

ARTICLE 2 **RECITALS**

Recital No. 1. Lot Owner owns the Lot. Lot Owner is currently the only Responsible Owner.

Recital No. 2. Lot Owner will construct the Retaining Wall Facilities on the Lot pursuant to the Retaining Wall Construction Plan.

Recital No. 3. The City is willing to allow the Lot Owner to begin the Developer Improvements identified in the Development Contract between the parties dated August 24, 2020, if Lot Owner executes this Retaining Wall Maintenance Agreement.

Recital No. 4. By this Agreement the parties seek to:

- a.) impose upon the Responsible Owner the responsibility of maintaining the Retaining Wall Facilities consistent with the Maintenance Standards, notwithstanding the fact that the Retaining Wall Facilities may exist within easements dedicated or granted to the City and the public; and
- b.) provide a mechanism where the City may charge-back to the Responsible Owner any maintenance work that the City performs with respect to the Retaining Wall Facilities in the event the Responsible Owner fails to perform its obligations to maintain the Retaining Wall Facilities consistent with the Maintenance Standards.

ARTICLE 3 **RESPONSIBILITY FOR MAINTENANCE**

3.1 Construction of Retaining Wall Facilities. Lot Owner and the City acknowledge and agree that the Retaining Wall Facilities have been constructed and installed in a manner acceptable to the City and at the sole expense of Lot Owner.

3.2 Maintenance of Retaining Wall Facilities. The Responsible Owner is obligated at its expense to perpetually maintain the Retaining Wall Facilities in accordance with the Standard of Maintenance set forth in Section 3.3 hereof. The Responsible Owner shall not modify, alter, remove, or eliminate the Retaining Wall Facilities for as long as the Retaining

Wall Facilities exists. The Responsible Owner shall also ensure that the Retaining Wall Facilities always remain safe, structurally sound and otherwise in compliance with the professional engineering retaining wall designs as reflected in the Retaining Wall Construction Plan and in industry standards (as amended from time to time). All entities that fall within the definition of Responsible Owner have the joint and several obligations of the defined Responsible Owner. The responsibility of the Responsible Owner for maintaining the Retaining Wall Facilities on the Lot exists even though the event or omission which caused the need for maintenance of the Retaining Wall Facilities may arise on property outside of the Lot.

3.3 Standard of Maintenance. The Standard of Maintenance for the Retaining Wall Facilities shall comply with the minimum standards of the Minnesota State Building Code and any applicable provisions of the Inver Grove Heights City Code (as amended from time to time, by amendment of general applicability). In addition, the Standard of Maintenance shall keep the Retaining Wall Facilities in reasonable conformance with the original professional engineering retaining wall designs reflected in the Retaining Wall Construction Plan and in industry standards (as amended from time to time), and the Standard of Maintenance shall include the same standards that the City's Director of Public Works utilizes for similar retaining wall systems that the City maintains, as those standards are from time to time amended. The Retaining Wall Construction Plan is on file with the City.

3.4 Intentionally deleted.

3.5 Intentionally deleted.

3.6 Intentionally deleted.

3.7 Notice of Non-Compliance with Section 3.2; Cure Period. If the City's Director of Public Works ("DPW") determines, at his reasonable discretion, that the Responsible Owner has not complied with the Standard of Maintenance, the DPW shall provide written notice to the Responsible Owner of such failure to comply with the Standard of Maintenance. This notice shall specify that the Responsible Owner will have thirty (30) days to comply with the Standard of Maintenance, unless thirty (30) days is not practicable for the Responsible Owner to cure the default, in which case the Responsible Owner shall be given a reasonable time, as determined by the DPW, to cure the default provided the Responsible Owner has commenced a suitable cure within the initial thirty (30) days. Notwithstanding the requirement contained in this Section relating to written notice and opportunity of the Responsible Owner to comply with the Standard of Maintenance, in the event of an emergency as determined by the DPW, the City may perform the work to be performed by the Responsible Owner without giving any notice to the Responsible Owner and without giving the Responsible Owner thirty (30) days to comply with the Standard of Maintenance. If the City performs emergency service work, the Responsible Owner shall be obligated to repay the City the costs incurred to perform the emergency service work, and the City shall follow those procedures set forth in Sections 3.8 and 3.9 with respect to the billing, collection and/or tax certification of such costs.

3.8 Payment of Costs Incurred by City. If the Responsible Owner fails to comply with the Standard of Maintenance within thirty (30) days after delivery of the written notice, or in the case of an emergency situation as determined by the DPW, the City may perform those tasks necessary for compliance and the City shall have the right of access to the areas where the

Retaining Wall Facilities are located to perform such work. The City shall charge all costs incurred by the City to perform the tasks necessary for compliance to the Responsible Owner.

The amount of costs charged by the City to the Responsible Owner shall be the usual and customary amounts charged by the City given the task, work, or improvement performed by the City to ensure compliance with the Standard of Maintenance. The Responsible Owner shall make payment directly to the City within twenty (20) days after invoicing ("Due Date") by the City. Bills not paid by the Due Date shall incur the standard penalty and interest established by the City for utility billings within the City.

3.9 Certification of Costs Payable With Taxes; Special Assessments. If payment is not made under Section 3.8 by the Responsible Owner with respect to the Lot, the City may certify to Dakota County the amounts due as payable with the real estate taxes for the Lot in the next calendar year; such certifications may be made under Minnesota Statutes, Chapter 444 in a manner similar to certifications for unpaid utility bills. The Responsible Owner waives any and all procedural and substantive objections to the imposition of such usual and customary charges on the Lot.

Further, as an alternate means of collection, if the written billing is not paid by the Responsible Owner, the City, without notice and without hearing, may specially assess the Lot for the costs and expenses incurred by the City. The Responsible Owner hereby waives any and all procedural and substantive objections to special assessments for the maintenance costs including, but not limited to, notice and hearing requirements and any claims that the charges or special assessments exceed the benefit to the Lot. The Responsible Owner waives any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The Responsible Owner acknowledges that the benefit from the performance of maintenance tasks by the City to ensure compliance with the Standard of Maintenance equals or exceeds the amount of the charges and assessments for the maintenance costs that are being imposed hereunder upon the Lot.

3.10 Obligation For Maintenance Notwithstanding Public Easement. The Responsible Owner agrees that its obligations relating to maintenance of the Retaining Wall Facilities exist notwithstanding the fact that the Retaining Wall Facilities may be located in whole or in part within public easements.

The City hereby grants to the Responsible Owner a temporary right and license to enter public easements and public road rights-of-way for the purpose of performing the maintenance obligations relating to the Retaining Wall Facilities for the duration of the performance of the maintenance. The Responsible Owner hereby grants to the City a temporary right and license to access and enter the Lot for the purpose of performing maintenance of the Retaining Wall Facilities for the duration of the performance of the maintenance.

3.11 Indemnification of City. Except to the extent caused by, due to, or exacerbated by the negligence or willful misconduct of the City, Responsible Owner shall indemnify, defend and hold the City, its council, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to:

- a.) failure by the Responsible Owner to observe or perform any covenant, conditions, obligation or agreement on their part to be observed or performed under this Agreement;
- b.) failure by the Responsible Owner to pay contractors, subcontractors, laborers, or materialmen;
- c.) failure by the Responsible Owner to pay for any materials that may be used by the Responsible Owner to maintain the Retaining Wall Facilities.
- d.) construction of the existing Retaining Wall Facilities.

3.12 No Remedy Exclusive. No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to it, it shall not be necessary to give notice, other than the notice, if any, required by this Agreement.

ARTICLE 4 **CITY'S COVENANTS**

4.1 Compliance with Development Contract. The City agrees that if Responsible Owner executes this Retaining Wall Maintenance Agreement and complies with the other conditions contained in the Development Contract between the parties of even date herewith, then the City will allow the Responsible Owner to begin the Developer Improvements identified in the Development Contract.

ARTICLE 5 **MISCELLANEOUS**

5.1 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with Lot and shall be binding upon the parties and the successors and assigns of the parties. This Agreement shall also be binding on and apply to any title, right and interest of the Lot Owner in Lot acquired by the Lot Owner after the execution date of this Agreement or after the recording date of this Agreement.

5.2 Amendment and Waiver. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Agreement, waive compliance by another with any of the covenants contained in this Agreement, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Agreement. Any agreement on the part of any party for any such

amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

5.3 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

5.4 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

5.5 Consent. Lot Owner consents to the recording of this Agreement.

5.6 Notice. Notice shall means notices given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage and postal charges prepaid, addressed as follows:

If to City:	City of Inver Grove Heights Attention: City Administrator 8150 Barbara Avenue Inver Grove Heights, MN 55077
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If to Lot Owner:	CBH Properties Inver Grove Heights LLC
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or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

IN WITNESS WHEREOF, Lot Owner and the City have entered into this Agreement on the day and year first stated above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

**LOT OWNER:
CBH PROPERTIES INVER GROVE HEIGHTS LLC**

By: _____
Jacques Craig
Its Vice President

STATE OF _____)
)
COUNTY OF _____) ss.

On this _____ day of August, 2020, before me a Notary Public within and for said County, personally appeared Jacques Craig, to me personally known, who being by me duly sworn, did say that he is the Vice President of CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company and that the foregoing instrument was executed on behalf of CBH Properties Inver Grove Heights LLC by authority of the Boards of Governors of said limited liability company.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

**AFTER RECORDING PLEASE
RETURN TO:**

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A
LEGAL DESCRIPTION OF LOT

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, described as follows:

Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

**AGREEMENT RELATING TO LANDOWNER
IMPROVEMENTS WITHIN CITY EASEMENT ON
LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION
DAKOTA COUNTY, MINNESOTA**

THIS AGREEMENT RELATING TO LANDOWNER IMPROVEMENTS WITHIN CITY EASEMENT ON LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION (Agreement) is made this 24th day of August, 2020, by and between the City of Inver Grove Heights (hereafter referred to as “City”), a Minnesota municipal corporation and CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company (hereafter referred to as “Landowner”). Based on the covenants, agreements, representations and recitals herein contained, the parties agree as follows:

ARTICLE 1
TERMS

1.1 Terms. Unless specifically defined elsewhere in this Agreement, the following terms shall have the following meanings.

1.2 City. “City” means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Subject Land. “Subject Land” means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described as follows:

Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

1.4 City Easement. “City Easement” means the following easements located on the Subject Land:

The platted drainage and utility easements dedicated on the plat of Robert Curve Third Addition located on the southern boundary line of Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

1.5 Landowner. “Landowner” means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its assigns and successors in interest with respect to the Subject Land.

1.6 Formal Notice. “Formal Notice” means notice given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage prepaid, addressed as follows:

IF TO CITY:

City of Inver Grove Heights
Attention: City Administrator
8150 Barbara Avenue
Inver Grove Heights, MN 55077

IF TO LANDOWNER:

CBH Properties Inver Grove Heights LLC

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

1.7 Landowner Improvements. “Landowner Improvements” means the retaining wall structures, retaining wall foundations, retaining wall anchors and related appurtenances located on the Subject Land within the City Easement.

1.8 City Easement Improvements. “City Easement Improvements” means all existing and future trails, existing and future sanitary sewer, municipal water and storm water pipes, conduits, culverts, ditches, ponds, catch basins, water collection mechanisms, drainage facilities, maintenance access routes and other utility appurtenances lying within the City Easement now or in the future.

1.9 Construction Plan. “Construction Plan” means collectively the Grading, Drainage and Erosion Control Plan (C3.0), Storm Sewer Plan (C3.1), Grading & Drainage Details (C3.2 and C3.3), Utility Plan (C4.0) and Utility Details (C4.0, C4.1 and C4.2) prepared by Kimley Horn dated August 5, 2020 and approved by the City on August 12, 2020 which plans identify the location of the Landowner Improvements. The Construction Plan is on file with the City.

1.10 City Utility Costs. “City Utility Costs” means all costs incurred by the City, (whether performed by the City or its agents or contractors), for the inspection of and access to and repair, maintenance and replacement of the City’s Easement Improvements located in the City Easement and the placement of additional City Easement Improvements in the City Easement. City Utility Costs, include, without limitation: excavation costs, labor costs, costs of removing fill, costs of re-burying the City Easement Improvements, re-compacting the soils over

the City Easement Improvements, restoring the City Easement area, and all engineering and attorneys' fees incurred in connection therewith. City Utility Costs also include the costs of temporarily removing the Landowner Improvements and subsequently replacing the Landowner Improvements in the City Easement, if such costs have not already been paid by the Landowners.

1.11 Pre-Encroachment Costs. "Pre-Encroachment Costs" means a reasonable estimate by the City of the costs the City would have incurred for City Utility Costs if the Landowner Improvements did not exist.

1.12 Cost Differential. "Cost Differential" means the difference between the Pre-Encroachment Costs and the City Utility Costs caused by the existence of the Landowner Improvements. The City's reasonable determination of the amount of the Cost Differential shall be binding on the Landowners. The City's reasonable determination shall be appropriately supported by cost estimates obtained from independent contractors or engineers.

ARTICLE 2 **RECITALS**

Recital No. 1. The undersigned Landowner is the fee title owner of the Subject Land located in Inver Grove Heights, Dakota County, Minnesota.

Recital No. 2 The City Easement is on the Subject Land. The City owns the City Easement. The City Easement Improvements are within the City Easement and future City Easement Improvements may be located within the City Easement.

Recital No. 3. Landowner has requested permission from the City to construct the Landowner Improvements within the City Easement for the benefit of the Subject Land.

Recital No. 4. Subject to the terms of this Agreement, the City is willing to allow the Landowner Improvements to be constructed within the City Easement if the following conditions are met:

- a.) The Landowner maintains the Landowner Improvements;
- b.) The Landowner agrees to pay the City any Cost Differential relating to inspections, access, repair, maintenance and replacement of the City Easement Improvements and the placement of any future City Easement Improvements in the City Easement.
- c.) The Landowner agrees to temporarily remove the Landowner Improvements in the event the City has need to access the area where the Landowner Improvements exist in order for the City to inspect, repair, maintain, and replace the existing City Easement Improvements or construct future City Easement Improvements in the Easement Area.

- d.) The Landowner agrees to modify the Landowner Improvements if the Landowner Improvements interfere with the City Easement Improvements.

NOW, THEREFORE, THE CITY OF INVER GROVE HEIGHTS AND THE UNDERSIGNED LANDOWNER, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS DO HEREBY AGREE:

ARTICLE 3
AGREEMENTS

3.1 Construction And Maintenance Of Landowner Improvements. Under the terms and conditions stated herein, the Landowner, at Landowner's own cost, is hereby authorized by the City to construct and install the Landowner Improvements within the City Easement. The Landowner Improvements shall be constructed and installed at the location specified in the Construction Plan.

The Landowner shall not place any other structures, irrigation systems or buildings within the City Easement except for the Landowner Improvements. The Landowner, at Landowner's expense, shall maintain and repair the Landowner Improvements.

The Landowner shall comply with all required City setbacks.

3.2 City Not Responsible For Landowner Improvements. Nothing contained herein shall be deemed an assumption by the City of any responsibility for maintenance, replacement or repair of the Landowner Improvements.

3.3 Continuing Right To City Easement. Nothing contained herein shall be deemed a waiver or abandonment or transfer of the right, title and interest that the City holds to the City Easement.

3.4 Subordinate Position of Landowner Improvements. The Landowner Improvements are subordinate to the rights of the City in the City Easement and in the City Easement Improvements.

3.5 Risk of Loss. The Landowner understands and agrees that the Landowner Improvements within the City Easement may be adversely affected by use of the City Easement. The parties agree that the City is not responsible for such events; the City shall have no liability to the Landowner for such events. The Landowner assumes the risk of installing the Landowner Improvements in the City Easement area.

3.6 Landowner To Bear Cost of Relocating Landowner Improvements. The City is responsible for the repair and maintenance of the City Easement Improvements in the City Easement.

The City may require the Landowner to temporarily remove and subsequently replace the Landowner Improvements in the City Easement in order for the City to gain access to the City

Easement Improvements for the purpose of inspecting, repairing, maintaining, or replacing the City Easement Improvements or adding future City Easement Improvements.

If the Landowner does not perform such tasks, the City may perform such tasks and in such case the Landowner shall reimburse the City for the City's costs and expenses. Prior to commencing such tasks, the City shall send Formal Notice to the Landowner and allow the Landowner twenty (20) days from the date of the Formal Notice to perform the tasks. If the Landowner has not completed the work within the twenty (20) days, then the City may proceed to perform the tasks. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work. Bills not paid shall incur the standard penalty and interest established by the City for utility billings within the City.

3.7 Emergency. Notwithstanding the requirements contained in Sections 3.6 relating to a twenty (20) day Formal Notice to the Landowner to perform its obligations under Sections 3.6, the City shall not be required to give such Formal Notice if the City's engineer determines that an emergency exists. In such instance, the City, without giving Formal Notice to the Landowner may perform the work and in such case the Landowner shall reimburse the City for the costs and expenses relating to the work. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work. Bills not paid shall incur the standard penalty and interest established by the City for utility bills within the City.

3.8 Cost Differential. If a Cost Differential occurs relating to the access to or inspection, maintenance, repair or replacement of the City Easement Improvements or relating to construction of new City Easement Improvements in the future, then the Landowner shall pay the Cost Differential to the City. The Landowner must make payment for the Cost Differential within 30 days after the City has sent a written invoice for the Cost Differential to the Landowner.

3.9 Modifications To Landowner Improvements. If in the future the City reasonably determines that the Landowner Improvements interfere with access for inspection or with repair, maintenance, reconstruction, or replacement of City Easement Improvements, then the Landowner, at Landowner's own expense, shall make such modifications to the Landowner Improvements as directed by the City. Such modifications may include, but are not limited to, reconfiguration, removal and relocation of the Landowner Improvements.

If Landowner does not make the modifications, the City may make the modifications and in such case the Landowner shall reimburse the City for the City's costs and expenses. Prior to commencing such modifications, the City shall send Formal Notice to the Landowner and allow the Landowner twenty (20) days from the date of the Formal Notice to make the modifications.

If Landowner does not completely make the modifications, the City may proceed to make the modifications. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work relating to the modifications.

3.10 Remedies. If the Landowner fails to perform their obligations under this Agreement, then the City may avail itself of any remedy afforded by law or in equity and any of the following non-exclusive remedies:

- a.) The City may specifically enforce this Agreement.
- b.) If the Landowner fails to make payments under Section 3.6, 3.7, 3.8 or 3.9, then the City may certify to Dakota County the amounts due as payable with the real estate taxes for the Subject Land in the next calendar year; such certifications may be made under Minnesota Statutes, Chapter 444 in a manner similar to certifications for unpaid utility bills. The Landowner waives any and all procedural and substantive objections to the imposition of such usual and customary charges on the Subject Land.

Further, as an alternate means of collection, if the written billing is not paid by the Landowner, the City, without notice and without hearing, may specially assess the Subject Land for the costs and expenses incurred by the City. The Landowner hereby waives any and all procedural and substantive objections to special assessments for the costs including, but not limited to, notice and hearing requirements and any claims that the charges or special assessments exceed the benefit to the Subject Land. The Landowner waives any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The Landowner acknowledges that the benefit from the performance of tasks by the City equals or exceeds the amount of the charges and assessments for the costs that are being imposed hereunder upon the Subject Land.

No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

3.11 Indemnification. The Landowner shall indemnify, defend and hold the City, its council, agents, consultants, attorneys, employees and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies including interest, penalties and

attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to any of the following:

- a.) The Landowner Improvements;
- b.) Maintenance of the Landowners Improvements;
- c.) Failure by the Landowner to observe or perform any covenant, condition, obligation or agreement on their part to be observed or performed under this Agreement; and
- d.) Use of the City Easement for Landowner Improvements.

3.12 City Duties. Nothing contained in this Agreement shall be considered an affirmative duty upon the City to perform the Landowner's obligations contained in Article 3 if the Landowner does not perform such obligations.

3.13 No Third Party Recourse. Third parties shall have no recourse against the City under this Agreement.

3.14 Recording. The City may record this Agreement with the Dakota County Recorder.

3.15 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with the Subject Land and shall be binding upon the heirs, successors, administrators and assigns of the parties.

This Agreement shall also be binding upon all after-acquired rights, interests and title of the parties that may be acquired from and after the date of this Agreement.

3.16 Amendment And Waiver. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Agreement, waive compliance by another with any of the covenants contained in this Agreement and performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

3.17 Governing Law. This Agreement shall be governed by and construed in accord with the laws of the State of Minnesota.

3.18 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

3.19 Headings. The subject headings of the sections in this Agreement are included for purposes of convenience only and shall not affect the construction of interpretation of any of its provisions.

[the remainder of this page has been intentionally left blank]

IN WITNESS WHEREOF, the parties have executed this Agreement the year and day first set forth above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
)
COUNTY OF DAKOTA) ss.

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

**LANDOWNER:
CBH PROPERTIES INVER GROVE HEIGHTS LLC**

By: _____
Jacques Craig
Its Vice President

STATE OF _____)
)
COUNTY OF _____) ss.

On this _____ day of August, 2020, before me a Notary Public within and for said County, personally appeared Jacques Craig, to me personally known, who being by me duly sworn, did say that he is the Vice President of CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company and that the foregoing instrument was executed on behalf of CBH Properties Inver Grove Heights LLC by authority of the Boards of Governors of said limited liability company.

Notary Public

This instrument was drafted by:

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, Minnesota 55075
(651)451-1831

After recording, please return to:

Timothy J. Kuntz
LeVander, Gillen & Miller
633 South Concord Street, Suite 400
South St. Paul, Minnesota 55075
(651)451-1831

FIRE HYDRANT LICENSE AGREEMENT
FOR LOT 2, BLOCK 1, ROBERT CURVE THIRD ADDITION

THIS FIRE HYDRANT LICENSE AGREEMENT (Agreement) is made, entered into and effective this 24th day of August, 2020, by and between the City of Inver Grove Heights, a municipality of the State of Minnesota, (hereinafter referred to as City) and CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company (hereinafter referred to as Landowner). Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

ARTICLE 1
DEFINITIONS

1.1 Terms. The following terms, unless elsewhere specifically defined herein, shall have the following meanings as set forth below.

1.2 City. City means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Landowner. Landowner means CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company, and its successors and assigns.

1.4 Fire Hydrants. Fire Hydrants mean individually and collectively any existing or future fire hydrant located within or on the Subject Property.

1.5 Maintenance, Maintain, or Maintained. Maintenance, Maintain, or Maintained shall mean the obligation of the Responsible Owner to maintain and, if required by the City standards, to repair or replace the Fire Hydrants as provided in Section 3.3 on the Subject Property.

1.6 Standard of Maintenance. Standard of Maintenance shall mean the standards that the City's Director of Public Works utilizes for fire hydrants that the City maintains, as those standards are from time to time amended.

The current Standard of Maintenance is the Waterous 5-1/4" Pacer Fire Hydrant Operation, Inspection and Maintenance Manual (consisting of three pages) attached hereto as **Exhibit A**.

1.7 Responsible Owner. Responsible Owner means the fee title owner of the Subject Property.

1.8 Subject Property. Subject Property means the real property legally described on the attached Exhibit B.

ARTICLE 2 **RECITALS**

Recital No. 1. Landowner owns the Subject Property and will be improving the Subject Property pursuant to the Development Plans defined and identified in the Development Contract between the City and Landowner dated August 24, 2020.

Recital No. 2. The City is willing to approve the above-described Development Plans for the Subject Property if, among other things, Landowner executes this Agreement.

Recital No. 3. By this Agreement the parties seek to:

- a.) impose upon the Responsible Owner the responsibility to Maintain the Fire Hydrants, notwithstanding the fact that the Fire Hydrants may exist within easements dedicated or granted to the City and the public; and
- b.) provide a mechanism where the City may charge-back to the Subject Property any Maintenance work that the City performs with respect to the Fire Hydrants in the event the Responsible Owner fails to Maintain the Fire Hydrants.

Recital No. 4. Landowner currently owns the Subject Property and Landowner is currently the only Responsible Owner.

ARTICLE 3 **RESPONSIBILITY FOR MAINTENANCE**

3.1 Construction of Fire Hydrants. Landowner agrees that the Fire Hydrants shall be installed at the sole expense of Landowner by December 31, 2021, or by a date reasonably determined by the City Engineer.

3.2 Maintenance of Fire Hydrants. The parties acknowledge that the City may perform, but is not required to perform, some Maintenance with regard to the Fire Hydrants including, but not limited to, flushing, lubricating and painting the Fire Hydrants. The City has no obligation to perform said Maintenance but may do so in its sole discretion.

Notwithstanding the foregoing provision, the Responsible Owner is obligated at its expense to perpetually Maintain the Fire Hydrants.

3.3 Standard of Maintenance. Landowner shall exercise the Standard of Maintenance with regard to the Fire Hydrants.

3.4 Notice of Non-Compliance; Cure Period. If the City's Director of Public Works ("DPW") determines, at his reasonable discretion, that the Responsible Owner has not properly Maintained the Fire Hydrants in accordance with the Standard of Maintenance, the DPW shall provide written notice to the Responsible Owner of such failure to comply with the Standard of Maintenance. This notice shall specify that the Responsible Owner will have thirty (30) days to comply with the Standard of Maintenance, unless thirty (30) days is not practicable for the Responsible Owner to cure the default, in which case the Responsible Owner shall be given a reasonable time, as determined by the DPW, to cure the default provided the Responsible Owner has commenced a suitable cure within the initial thirty (30) days. Notwithstanding the requirement contained in this Section relating to written notice and opportunity of the Responsible Owner to comply with the Standard of Maintenance, in the event of an emergency as determined by the DPW, the City may perform the work to be performed by the Responsible Owner without giving any notice to the Responsible Owner and without giving the Responsible Owner thirty (30) days to comply with the Standard of Maintenance. If the City performs emergency service work, the Responsible Owner shall be obligated to repay the City the costs incurred to perform the emergency service work, and the City shall follow those procedures set forth in Sections 3.5 and 3.6 with respect to the billing, collection and/or tax certification of such costs.

3.5 Payment of Costs Incurred by City. If the Responsible Owner fails to comply with the Standard of Maintenance within thirty (30) days after delivery of the written notice, or in the case of an emergency situation as determined by the DPW, the City may perform those tasks necessary for compliance with the Standard of Maintenance and the City shall have the right of access to the Subject Property to perform such work. The City shall charge all costs incurred by the City to perform the tasks necessary for compliance with the Standard of Maintenance to the Responsible Owner.

The amount of costs charged by the City to the Responsible Owner shall be the usual and customary amounts charged by the City given the task, work, or improvement performed by the City to ensure compliance with the Standard of Maintenance. The Responsible Owner shall make payment directly to the City within twenty (20) days after invoicing ("Due Date") by the City. Bills not paid by the Due Date shall incur the standard penalty and interest established by the City for utility billings within the City.

3.6 Certification of Costs Payable With Taxes; Special Assessments. If payment is not made by the Responsible Owner in accordance with Section 3.5, then the City may certify to Dakota County the amounts due as payable similar to special assessments and real estate taxes for the Subject Property in the next calendar year; such certifications may be made under Minnesota Statutes, Chapter 444 in a manner similar to certifications for unpaid utility bills. The

Responsible Owner waives any and all procedural and substantive objections to the imposition of such usual and customary charges on the Subject Property.

Further, as an alternate means of collection, if the written billing is not paid by the Responsible Owner, the City, without notice and without hearing, may specially assess the Subject Property owned by the Responsible Owner for the costs and expenses incurred by the City. The Responsible Owner hereby waives any and all procedural and substantive objections to special assessments for the Maintenance costs including, but not limited to, notice and hearing requirements and any claims that the charges or special assessments exceed the benefit to the Subject Property. The Responsible Owner waives any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The Responsible Owner acknowledges that the benefit from the performance of Maintenance tasks by the City to ensure compliance with the Standard of Maintenance equals or exceeds the amount of the charges and assessments for the Maintenance costs that are being imposed hereunder upon the Subject Property.

3.7 Obligation For Maintenance Notwithstanding Public Easement. The Responsible Owner agrees that its obligation to Maintain the Fire Hydrants exist notwithstanding the fact that some or all of the Fire Hydrants are or may be located in public easements. The City hereby grants to the Responsible Owner a temporary right and license to enter public easements and public road rights-of-way for the purpose of performing the Maintenance obligations relating to the Fire Hydrants for the duration of the performance of the Maintenance. The Responsible Owner hereby grants the City a temporary right and license to access and enter the Subject Property for the purpose of performing Maintenance of the Fire Hydrants for the duration of the performance of the Maintenance.

ARTICLE 4 **CITY'S COVENANTS**

4.1 Approval of Development Plans. The City agrees that if Landowner executes this Agreement and if the other conditions required by the City in the Development Contract dated August 24, 2020 are met, the City will approve the Development Plans.

ARTICLE 5 **MISCELLANEOUS**

5.1 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with the Subject Property and shall be binding upon the parties and the successors and assigns of the parties.

This Agreement also applies to all after-acquired title of the parties.

5.2 Amendment and Waiver. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Agreement, waive compliance by another with any of the covenants

contained in this Agreement, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

5.3 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

5.4 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have executed this Agreement.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

LANDOWNER:
CBH PROPERTIES INVER GROVE HEIGHTS LLC

By: _____
Jacques Craig
Its Vice President

STATE OF _____)
)
COUNTY OF _____) SS.

On this ____ day of August, 2020, before me a Notary Public within and for said County, personally appeared Jacques Craig, to me personally known, who being by me duly sworn, did say that he is the Vice President of CBH Properties Inver Grove Heights LLC, a Minnesota limited liability company and that the foregoing instrument was executed on behalf of CBH Properties Inver Grove Heights LLC by authority of the Boards of Governors of said limited liability company.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

**AFTER RECORDING PLEASE
RETURN TO:**

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A

STANDARD OF MAINTENANCE



5-1/4" PACER OPERATION, INSPECTION, AND MAINTENANCE

Operation

AMERICAN Flow Control recommends you follow the general Inspection and Installation guidelines outlined in AWWA Manual M17 for Installation, Field testing, and Maintenance of Fire Hydrants and/or as recommended below. The thrust bearing hydrant requires a minimum of torque to operate. **WARNING: Special care should be taken in the installation, inspection and repair of pressure containing devices such as valves and hydrants. FAILURE TO FOLLOW PROPER PRACTICE AND GUIDELINES CAN RESULT IN SERIOUS INJURY OR DEATH.** High pressure and water hammer, due to rapid opening or closing of a hydrant or valve, can also cause major damage to the hydrant, valve, water main, fire hose, or other attached equipment. It is possible to damage the hydrant by forcing it beyond its limits of travel with excess torque; therefore:

1. Check direction of opening as marked on the nozzle section.
2. To open, turn the operating nut until the main valve is fully open and the travel stop nut limits further opening. **Do not force the hydrant in the opening direction beyond fully-open as indicated by sudden resistance to turning.** If water does not flow when the hydrant is open, it is probably due to a closed valve upstream from the hydrant. Always open the hydrant completely, never only partially. A hydrant that is partially open will allow pressurized flow through the drain valve, which may wash away the soil from the area surrounding the base, or the partially open main valve may trap small stones or other debris between the valve seal and seat.
3. To close, turn the operating nut until the valve stops the flow. **It is not necessary to close this style of hydrant with great force.** Once the flow has stopped, turn the operating nut in the opening direction about 1/4 turn to take the strain off the operating parts of the hydrant. If the hydrant does not shut off completely, do not attempt to force the hydrant to close. Debris and small stones may be trapped in the valve seat and may be preventing the hydrant from closing. Partially open and close the hydrant several times to help dislodge the debris. If this does not work, safely remove the hydrant operating rod assembly, remove the debris and repair as detailed in subsequent sections of this manual.
4. **WARNING: FAILURE TO RELIEVE PRESSURE CAN RESULT IN THE CAP BLOWING OFF, CAUSING INJURY OR DEATH.** Make sure the auxiliary gate valve in the lateral between the main and the hydrant is closed and that the hydrant is not charged with pressure when removing caps.



Inspection

1. It is recommended that hydrants be inspected twice per year to ensure their satisfactory operation. After each use (especially in cold weather) hydrants should be specifically inspected for drainage.
2. Routine inspection should cover the points outlined in AWWA Manual M17 and include (but not be limited to) the following points:
 - a. External inspection of paint, caps, chains, etc.
 - b. Checking traffic type hydrants for damage to the breakaway feature.
 - c. Using a listening device to check the main valve for leakage.
 - d. Statically testing the hydrant to look for leakage at gaskets, caps, O-rings and drains.
 - e. Verifying the hydrant drains properly.
 - f. Cycling the hydrant from full open to full close.
 - g. Check for routine lubrication needs which includes but may not be limited to loss of lubricant, nozzle caps and operating mechanism.
3. At time of inspection, flush the hydrant to remove any foreign material from the hydrant and the lateral. If necessary, flush the drains by filling the hydrant and then cycling open the main valve two times to force water out of the drains under pressure. If the hydrant is non-draining type, pump water out after flushing.

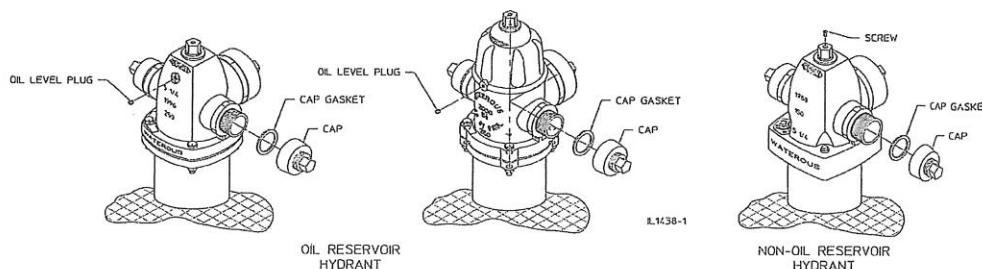
MAINTENANCE

AMERICAN Flow Control strongly recommends that you follow routine maintenance on fire hydrants as outlined in AWWA Manual M17 for *Installation, Field Testing, and Maintenance of Fire Hydrants*. The ease of operation and the frequency of repair depends on the condition of the water system and the maintenance given. Dirt, gravel and other foreign material in the hydrant may prevent it from closing or draining properly, which may result in damage to the hydrant main valve. Under most operating conditions, AMERICAN Flow Control recommends semi-annual lubrication and inspection of fire hydrants. Where grease is specified, use an AMERICAN Flow Control recommended food grade grease.

1. Twice per year, open the hydrant completely and flush for several minutes. Open and close valve to make sure it works properly, and check for leaks.
2. Remove a cap and verify that the hydrant is draining properly. After the main valve is closed, the water in the hydrant should drain rapidly. If it does not, the drain ports may be clogged. To clear drain ports, install nozzle cap, and tighten until water tight, then open hydrant two or three turns for several minutes. This will leave drain port partially open and permit water pressure to wash out the obstruction. If this method is unsuccessful, remove the operating rod assembly and clean the drain mechanism. If neither of above methods permits water to drain, it indicates that the drainage area around the hydrant base should be rebuilt.
3. **Oil Reservoir Hydrants:**

Remove oil level plug and check oil level. The oil level should be to the level of the plug. If it is necessary to add oil, remove the oil level plug on the back of the nozzle section and add oil.
4. **Non-Oil Reservoir Hydrants:**

Remove screw from operating nut, and add approximately one tablespoon of oil through opening. Replace screw.
5. Remove all nozzle caps, clean rust or corrosion from threads of nozzles and caps, and replace cap gaskets if necessary. Apply a light coat of grease to nozzle threads before replacing cap.



Note: Where oil or grease is specified, use an AMERICAN Flow Control recommended food grade lubricant.

AMERICAN Flow Control

Waterous 5-1/4" Pacer Fire Hydrant

PACER - TROUBLESHOOTING GUIDE



WARNING: Special care should be taken in the installation, inspection and repair of pressure containing devices such as valves and hydrants. FAILURE TO FOLLOW PROPER PRACTICE AND GUIDELINES CAN RESULT IN SERIOUS INJURY OR DEATH. High pressure and water hammer, due to rapid opening or closing of a hydrant or valve, can also cause major damage to the hydrant, valve, water main, fire hose, or other attached equipment.

Problem

1. Operating nut turns freely but hydrant does not open.
2. Hydrant will not shut off or ground around hydrant is highly saturated.
3. External leakage is noticed around the operating nut.
4. Operating nut is extremely hard to turn.
5. Water is dripping around nozzles.
6. Hydrant will not drain properly.

Solution

1. Inspect rod coupling for breakage and ensure rod pin is properly installed.
2. Close hydrant and remove nozzle cap. Check with listening device to determine if water is passing by main valve. If it is determined that the main valve is leaking, try the following:
 - a. Flush hydrant in fully open position (watch to see if rocks or other foreign objects flush out of the barrel).
 - b. After flushing for several minutes, shut off the hydrant. Watch for several minutes to see if flow stops. Place hand over open hose nozzle; suction should be felt, indicating hydrant is no longer leaking and drains are working properly.
 - c. If flushing does not solve the problem, it would indicate that something is trapped or has cut the main valve rubber. Follow the seat removing instructions to replace the valve. Check threads on bronze seat to be sure that is not damaged. If threads appear worn or bent, replace the bronze seat.
 - d. If replacing the valve does not stop the leakage, bolting at the hydrant shoe may be loose or the base gasket is damaged. The hydrant must be excavated to make the repair.
3. This indicates that O-rings are cut or missing. Replace o-rings as referenced in the disassembly and repair instructions.
4. Try to turn the operating nut. If the nut turns, carefully turn the nut back from a tight closed position until it turns freely. If it is necessary to add lubricant, for hydrants with an oil reservoir, remove the oil level plug on the back of the nozzle section and add oil. Fill oil to the level of the plug, if necessary. For hydrants with no oil reservoir, remove the flat head screw on the operating nut and add mineral oil or similar lubricant. **ALWAYS FULLY OPEN AND CLOSE THE HYDRANT AFTER LUBRICATING.** Replace the oil level plug or the flat head screw taking care to replace the thread sealant. The hydrant should cycle freely. If this does not solve the problem, remove the operating nut. Inspect the threads of the operating nut and upper rod. Inspect the thrust washer to ensure it is lubricated and is undamaged. Replace and/or lubricate the thrust washer if necessary. If this does not solve the problem, remove the hydrant seat and flush thoroughly. **Note: Where grease is specified, use an AMERICAN Flow Control recommended food grade grease**
5. Close hydrant and remove nozzle cap. Replace cap gasket. Check the nozzle to be sure it is properly installed. Earlier model hydrants used caulked nozzles. Nozzle may require re-caulking or replacement of barrel. If nozzle has an O-ring behind the nozzle, it may need replacing.
6. Check to be sure the water table has not risen too high to allow for drainage. Flush hydrant to be sure drains are clear. Open hydrant slowly several turns while leaving caps firmly in place to ensure hydrant drains are clear. Close hydrant and repeat this procedure. Do this slowly several times. If this does not solve the problem, remove the hydrant seat assembly and check the rubber drain facings. If no problems are found, excavate the hydrant to see if concrete or other materials have blocked the drain outlets.

AMERICAN Flow Control

Waterous 5-1/4" Pacer Fire Hydrant

EXHIBIT B
LEGAL DESCRIPTION OF SUBJECT PROPERTY

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, legally described as follows:

Lot 2, Block 1, Robert Curve Third Addition, Dakota County, Minnesota.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

MIKE JANSSEN - CASE NO. 20-22V

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve Resolutions allowing a 15 foot side yard setback and to allow two accessory structures for property located at 2785 104th Court.

- Requires 3/5th's vote.
- 60-day deadline: September 14, 2020 (first 60-days)

SUMMARY

The applicant is proposing to construct a 520 square foot accessory structure next to the existing attached garage. The closest point of the garage to the side property line would be 15 feet. The required setback is 25 feet. There is already one accessory structure on the lot used for personal use. Lots less than 5.0 acres are allowed only one accessory structure. The subject lot is 4.84 acres.

The existing attached garage is approximately 20 feet from the property line. The proposed garage would be 15 feet at the closest point and the setback would increase closer to 28 feet at the front corner. There are no structures close to the property line on the property to the east. This setback would not appear to alter the character.

The lot is a metes and bounds description which would include roadway easements in the total area. The total area of the lot with easement area is 5.2 acres. The current zoning code excludes road easement area from the lot area used to determine lot size. Removing the road easement for the cul-de-sac and where the lot touches 105th Street is 4.84 acres. Counting the road easement, the lot would be over 5.0 acres and would not need the variance for two accessory structures.

RECOMMENDATION

Planning Staff: Recommends approval of the two variances with the conditions listed in the attached resolutions.

Planning Commission: Also recommended approval of the variances (8-0).

Attachments: Resolution approving Setback Variance
 Resolution approving Two Accessory Structures
 Planning Commission Recommendation
 Planning Report
 Letter from neighbor

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

RESOLUTION NO. 2020-160

**RESOLUTION APPROVING A VARIANCE TO ALLOW AN ACCESSORY STRUCTURE
WITH A 15 FOOT SIDE YARD SETBACK WHEREAS 25 FEET IS REQUIRED**

CASE NO. 20-22V

(Mike Janssen

Property located at 2785 104th Court and legally described as:

PT OF E 1/2 OF NE 1/4 COM SW COR N 32D 02M 29S E 687.16 FT N 17D 17M 48S W 426.54 FT S 89D 32M 40S W 226 FT TO W LINE S ON W LINE 987.35 FT TO BEG (TRACT 22) SUBJ TO ESMNT, ALL IN SECTION 28, TOWNSHIP 27, RANGE 22.

WHEREAS, the afore described property is zoned A, Agricultural District;

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 August 18, 2020 in accordance with City Code Section City Code 10-3-3 C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

The setback at the front corner of the accessory structure would meet side yard setbacks. Not all of the structure falls within the required setback.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a 15 foot side yard setback is hereby approved 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. The accessory structure shall not be used for commercial uses, storage related to a commercial use, or home occupations.
3. A grading/erosion control plan shall be required at the time of the building permit application.
4. The accessory structure shall meet the required 30 foot setback from the cul-de-sac right-of-way line along 104th Court.

BE IT FURTHER RESOLVED that the City 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 24th day of August, 2020.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. 2020-161

**RESOLUTION APPROVING A VARIANCE TO ALLOW TWO ACCESSORY STRUCTURES
ON A LOT LESS THAN 5.0 ACRES IN SIZE**

CASE NO. 20-22V

(Mike Janssen)

Property located at 2785 104th Court and legally described as:

PT OF E 1/2 OF NE 1/4 COM SW COR N 32D 02M 29S E 687.16 FT N 17D 17M 48S W 426.54 FT S
89D 32M 40S W 226 FT TO W LINE S ON W LINE 987.35 FT TO BEG (TRACT 22) SUBJ TO ESMNT,
ALL IN SECTION 28, TOWNSHIP 27, RANGE 22.

WHEREAS, the afore described property is zoned A, Agricultural District;

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 August 18, 2020 in accordance with City Code Section City Code 10-3-3 C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

The size of the lot became less than 5.0 acres based on the definition of Lot Size in subdivision code that excludes road easement from land area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow two accessory structures on a lot less than 5.0 acres in size is hereby approved 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. The accessory structure shall not be used for commercial uses, storage related to a commercial use, or home occupations.
3. A grading/erosion control plan shall be required at the time of the building permit application.
4. The accessory structure shall meet the required 30 foot setback from the cul-de-sac right-of-way line along 104th Court.

BE IT FURTHER RESOLVED that the City 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 24th day of August, 2020.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: August 8, 2020

SUBJECT: **MIKE JANSSEN – CASE NO. 20-22V**

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to allow two accessory buildings on the property whereas one is the maximum allowed for personal use, and a variance to allow for an accessory building to be located 15 feet from the side property line whereas 25 feet is required, for the property located at 2785 – 104th Court. 5 notices were mailed.

Presentation of Request

Allan Hunting, City Planner, explained the request as detailed in the report. He advised that for lots 5 acres or larger in the Agricultural district you can have up to two accessory structures for personal use of up to 2,400 square feet in size. In this case they would be allowed one structure for personal use of up to 1,600 square feet. The other structures on the property are used for agricultural purposes, so they do not count towards the maximum number of structures. The lot is a metes and bounds legal description, which includes the 104th and 105th Street road easements, for a total of 5.2 acres. Because the subdivision code states that lot area excludes roadway easements, the lot size is brought down to 4.84 acres. The proposed structure and the existing structure being used for personal use would total 1,652 square feet; 52 square feet over the maximum allowed. The subdivision code was adopted in 1974 and staff believes the subject property was created prior to that going into effect. The closest point of the proposed structure would be 15 feet from the side property line. Practical difficulties for both variances have been listed in the report and staff recommends approval.

Commissioner Weber asked for clarification of how the roadway easement would affect a lot's size as listed on the Dakota County website.

Mr. Hunting replied that lots in a subdivision plat would exclude the roadway easement. Lots with a metes and bounds description would include the roadway easement in their total size listed on the Dakota County website.

Opening of Public Hearing

Mike Janssen, 2785 - 104th Court East, advised he was available to answer any questions.

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

Mr. Janssen replied in the affirmative. He noted that commissioners should have received a letter from his neighbors on the side where the building would be located stating that they had no issue with the request.

Commissioner Niemioja asked the applicant when he purchased the property.

Mr. Janssen replied 1983.

Commissioner Niemioja asked if he recalled being told that the lot was over 5 acres at the time of purchase.

Mr. Janssen replied that he was aware that the removal of the road easement would put them a little under 5 acres.

Chair Maggi asked the applicant if he considered adding onto the existing accessory building versus adding a second building for personal use.

Mr. Janssen replied that he is in a wheelchair and needs the garage to be in the proposed location so he can get in and out of his van from the driveway. They also need space to store his wife's car and a couple classic cars.

Chair Maggi closed the public hearing.

Planning Commission Discussion

Commissioner Wippermann asked for clarification of a statement in the report that the lot became less than 5 acres based on a change in subdivision code.

Mr. Hunting advised that was an incorrect statement in the report, and that from what he could tell the original subdivision code included that lot size requirement.

Commissioner Wippermann asked if other types of easements (i.e. utility) would count against lot square footage.

Mr. Hunting replied they would not; it was specific only to roadway easements.

Commissioner Wippermann asked if that was a State requirement.

Mr. Hunting replied that he assumes it was just a City requirement.

Commissioner Robertson stated that the letter from a neighbor referred to earlier by Mr. Janssen was not included in the packet.

Mr. Hunting replied that he may have inadvertently left that out of the report.

Chair Maggi asked if the context of the letter was that the neighbor that abuts where the proposed building would be located was fine with the request.

Mr. Hunting replied that is what Mr. Janssen stated.

Commissioner Simon asked for clarification of roadway easements on a metes and bounds lot.

Mr. Hunting replied that roadway easements were included in the total lot size of a metes and bounds legal description; however, when a property is subdivided into a lot and block

subdivision the right-of-way is dedicated and is no longer part of the description for that lot.

Commissioner Robertson asked if staff had located the letter yet from the abutting neighbor.

Ms. Fox advised that she located the letter and she read it aloud to the Planning Commission. The letter was from Larry and Vicki Zabel and stated they did not have a problem with the request.

Commissioner Niemioja believed this to be an exceptional circumstance in which a different way of defining legal property descriptions affected the lot size of this parcel. She did not believe there would be many similar situations in the City. As long as the most affected neighbor was okay with the request, she thinks this is a reasonable request with the practical difficulties as listed by staff.

Mr. Janssen replied that the letter from the Zabel's that was just read aloud was the letter he had referred to earlier.

Planning Commission Recommendation

Motion by Commissioner Weber, second by Commissioner Niemioja, to approve the request for a variance to allow two accessory buildings on the property whereas one is the maximum allowed for personal use, and a variance to allow for an accessory building to be located 15 feet from the side property line whereas 25 feet is required, for the property located at 2785 – 104th Court, with the conditions and practical difficulties listed in the report..

Motion carried (8/0). This item goes to City Council on August 24, 2020.

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

HEARING DATE: August 18, 2020

CASE NO: 20-22V

APPLICANT/PROPERTY OWNER: Mike Janssen

REQUEST: Variance from accessory structure setbacks and number of accessory structures

LOCATION: 2785 104th Court

COMPREHENSIVE PLAN: RDR, Rural Density Residential

ZONING: A, Agricultural

REVIEWING DIVISIONS: Planning

PREPARED BY: Allan Hunting
City Planner

BACKGROUND

The applicant is proposing to construct a 520 square foot accessory structure next to the existing attached garage. The closest point of the proposed structure would be 15 feet from the side property line. The property is zoned A, Agricultural. The side yard setback for all structures in the A district is 25 feet. There are also 4 existing accessory structures on the lot. Three of the structures would be classified as agricultural use and one a standard accessory structure. The property is 4.84 acres in size (minus roadway easements). With the proposed structure, there would be two accessory structures used for personal (non-agricultural) uses. Lots less than 5.0 acres in size are allowed only one detached accessory structure with maximum size of 1,600 gross square feet. Agricultural use buildings are exempt from the number and size requirement.

SPECIFIC REQUESTS

The request consists of the following:

1. Variance to allow an accessory structure with a 15 foot side yard setback whereas 25 feet is required in the A, Agricultural district.
2. Variance to allow two accessory structures on a lot less than 5.0 acres.

EVALUATION OF THE REQUEST

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

North - Large lot single family residential; zoned A; guided RDR
East - Large lot single family residential; zoned A; guided RDR
West - Large lot single family residential; zoned A; guided RDR.
South - Large lot single family residential; zoned A; guided RDR.

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 regulations on size and total number was designed to limit the massing of structures in the rural areas of the city. The existing and proposed personal use structures are relatively modest in size totaling only 52 square feet above the maximum size of a structure. The overall size is generally consistent, but allowing two goes beyond the intent. Only a portion of the proposed garage would be within the required setback.

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

The applicant notes one of structures is used for some ag uses and some personal uses. Code has been interpreted that if the structure is not used solely for ag uses, it must be counted towards allowed accessory structures. The new structure would be used for personal uses but there is a mix of uses in the other structure. All of the non-agricultural buildings would have a total of approximately 1,652 square feet which is just above the allowed total maximum

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

The lot is a metes and bounds description which would include roadway easements in the total area. The total area of the lot with easement area is 5.2 acres. The current zoning code excludes road easement area from the lot area used to determine lot size. Removing the road easement for the cul-de-sac and where the lot touches 105th Street is 4.84 acres. Counting the road easement, the lot would be over 5.0 acres and would not need the variance for two accessory structures.

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

The existing attached garage is approximately 20 feet from the property line. The proposed garage would be 15 feet at the closest point and the setback would increase closer to 28 feet at the front corner. There are no structures close to the property line on the property to the east. This setback would not appear to alter the character.

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 application acceptable, the following requests should be recommended for approval:

- Approval of a Variance to allow a second accessory structure subject to the conditions listed below.
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
 2. The accessory structure shall not be used for commercial uses, storage related to a commercial use, or home occupations.
 3. A grading/erosion control plan shall be required at the time of the building permit application.
 4. The accessory structure shall meet the required 30 foot setback from the cul-de-sac right-of-way line along 104th Court.
- Approval of a Variance to allow a side yard setback of 15 feet subject to the conditions listed below.
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
 2. The accessory structure shall not be used for commercial uses, storage related to a commercial use, or home occupations.
 3. A grading/erosion control plan shall be required at the time of the building permit application.
 4. The accessory structure shall meet the required 30 foot setback from the cul-de-sac right-of-way line along 104th Court.

Practical difficulty:

- The lot size of the lot became less than 5.0 acres based on the change in subdivision code that excludes road easement from land area.
- The setback at the front corner of the accessory structure would meet side yard setbacks. Not all of the structure falls within the required setback.

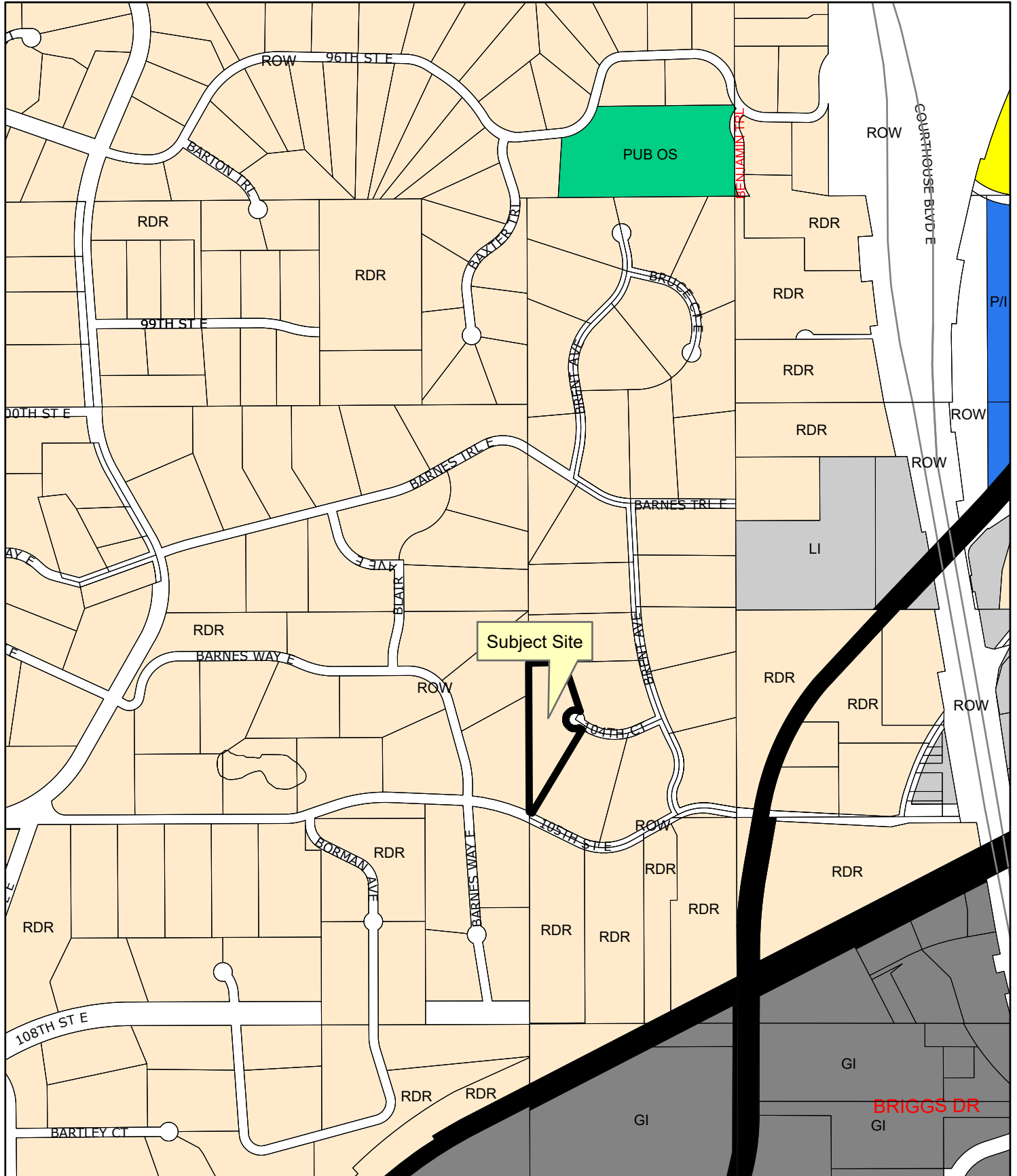
B. Denial. If the Planning Commission does not favor the proposed request(s), it should be recommended for denial, which could be based on the following rationale:

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 accessory building number and 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 applicant already uses one of the accessory structures for personal use.

RECOMMENDATION

There appears to be a practical difficulty found to support both variance requests. Staff would recommend approval of the variances with the conditions listed.

Attachments: Exhibit A –Location Map
Exhibit B –Narrative and additional information
Exhibit C – Map Showing Approximate Setbacks



Council members,

We would like to build a small detached garage next to our present garage. It would be 26' x 20' but where we need to put it would leave the back corner 15' from the side property line. We have a letter from our neighbors saying it would not be a problem with them.

With Mike being in a wheelchair, he needs enough space to get in and out of his van so that we have no room for another vehicle in our present garage. The new one would also need to be located on the driveway for proper access. Looking at the plat map you'll see that our well is on one side of the driveway and ditches are at the bottom. We can't put it on the west side of the driveway because then it would sit right in front of the house and in front of the front door. I think you'd agree that would be unsightly and unacceptable from a property value perspective. It can't go farther down the driveway toward the road because the slope of the ground would make it too difficult to match up with the slope of the driveway. We also want to heat it for use as a year-round workshop so it would be best to have it near the house for gas and electric access. So you see, there is no other place we can put it.

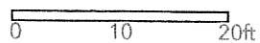
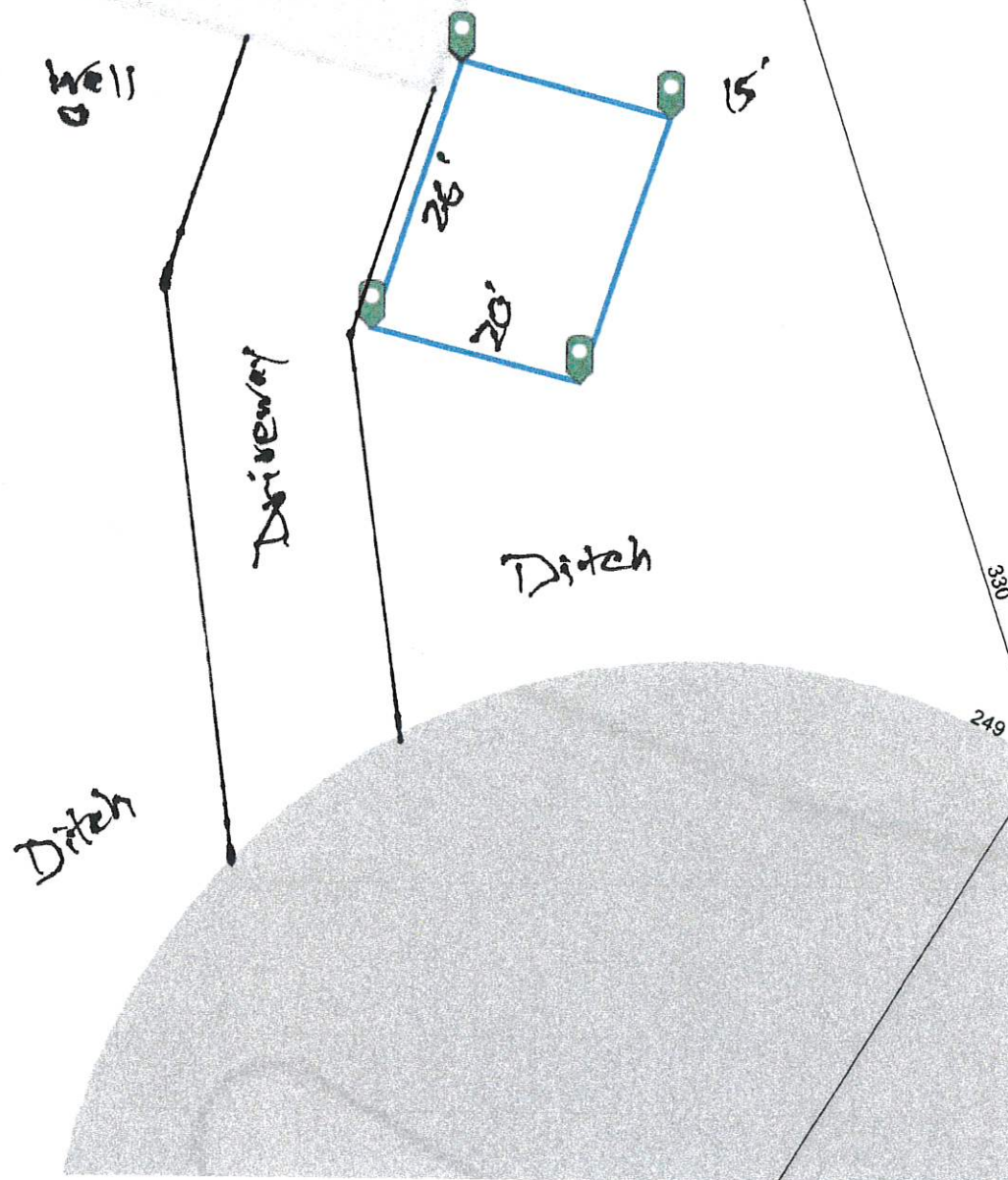
Looking at a satellite view you'll see that there is a large area of trees and undergrowth on a hill behind where the back of the garage would be and between it and the neighbor's house. It would be sided and painted to match our house. Our property wraps around the entire cul-de-sac so from a neighborhood perspective it would fit right in and not be a hindrance or annoyance to anyone.

Mike & Matty Janssen

A handwritten signature in black ink that reads "Mike Janssen". The signature is written in a cursive, flowing style.

2785 104th Ct. E.

	Search Address or Parcel II 				



Property



From: [MIKE JANSSEN](#)
To: [Heather Botten](#)
Subject: Re: additional info and comments
Date: Tuesday, August 4, 2020 11:05:06 AM

Heather,

Thanks for the info.

Actually it's a little of each. We use it for hay storage and things like our tractor etc. along with personal items.

Mike

On 08/04/2020 10:45 AM Heather Botten <hbotten@invergroveheights.org> wrote:

Hi Mike,

Thank you for the additional information regarding the accessory structures on your property. Is the pole barn used for animal or farm related activities or for personal use? I am trying to determine if you also need a variance from the number of accessory buildings on your property.

Attached, for your information, are the comments received from the Engineering Department.

If you have any questions please let me know.

Regards,

Heather

Heather Botten | Associate Planner

Tel: (651) 450-2569

City of Inver Grove Heights | 8150 Barbara Avenue | Inver Grove Heights |
Minnesota | 55077

hbotten@invergroveheights.org | www.invergroveheights.org



CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: [MIKE JANSSEN](#)
To: [Heather Botten](#)
Subject: RE: variance application
Date: Thursday, July 23, 2020 5:49:40 PM

Heather,

We have a pole barn that is 27'x36' with a boat shelter on the side that is approx. 8'x20'. We have an animal barn that is 18'x26', an animal shelter in our back pasture that is approx. 10'x12' and a chicken coop that is approx. 10'x12'.

Mike

On 07/23/2020 2:15 PM Heather Botten <hbotten@invergroveheights.org> wrote:

Hi Mike,

Can you please tell me what is going on with the other accessory structures on your property. How many are there and what are the sizes.

Thanks,

Heather

On 07/09/2020 3:51 PM Heather Botten
<hbotten@invergroveheights.org> wrote:

Hi Mike,

As discussed, your property located at 2785 104th Street is zoned

Ag. The front yard setback for an accessory structure is 30 feet and the side yard setback is 25 feet. As requested, attached is the application for a variance. If you have any questions please let me know.

Regards,

Heather

Heather Botten | Associate Planner

Tel: (651) 450-2569

City of Inver Grove Heights | 8150 Barbara Avenue | Inver
Grove Heights | Minnesota | 55077

hbotten@invergroveheights.org | www.invergroveheights.org



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Heather Botten | Associate Planner

Tel: (651) 450-2569

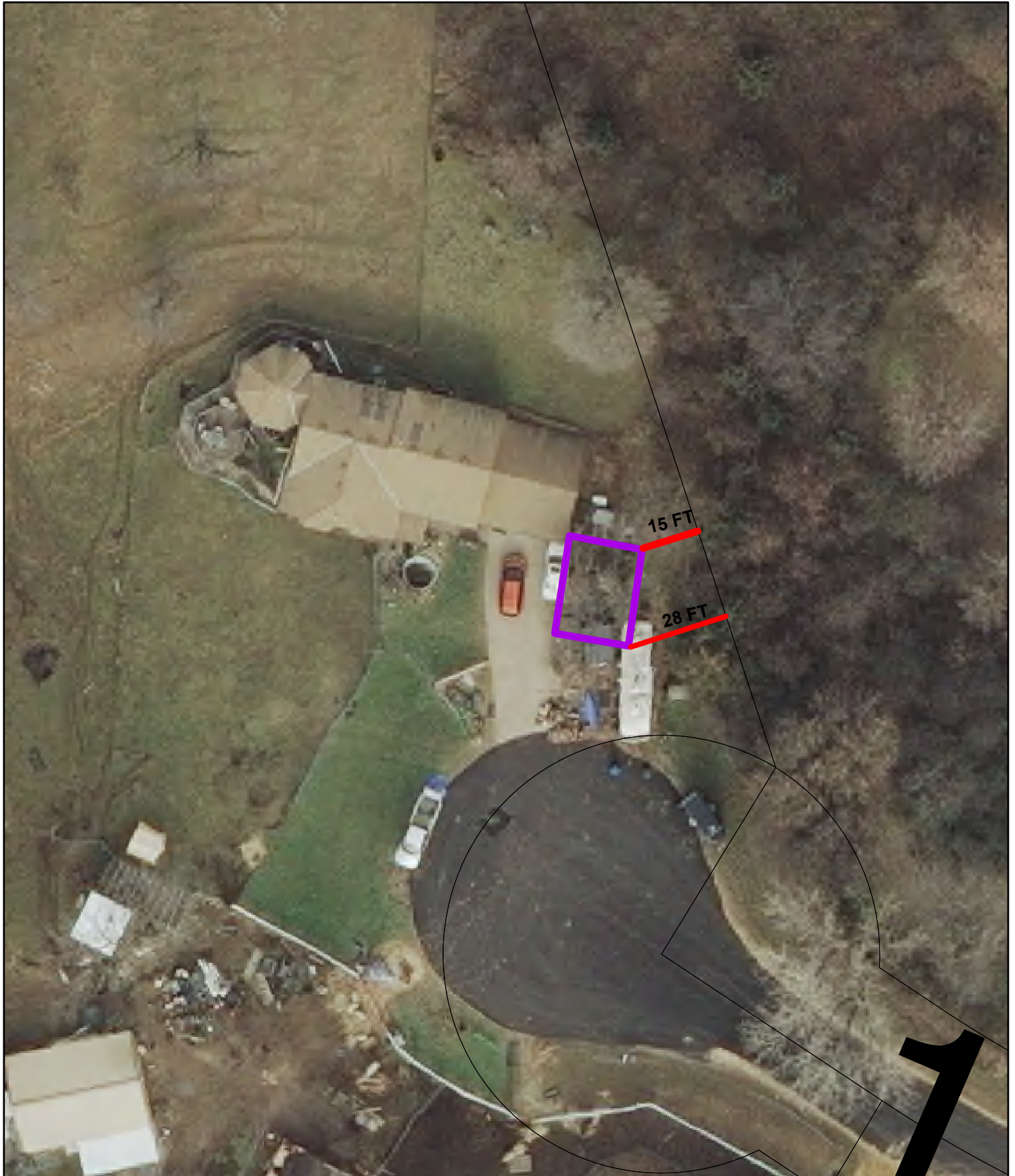
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Minnesota | 55077

hbotten@invergroveheights.org | www.invergroveheights.org





Map Showing Structure Location and Approximate Setbacks



To whom it may concern,

It is o'kay with us if
the Jensen's built a garage near
our line.

Vili Zdrav
P.D. Zdrav

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 7 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

Meeting Date: August 24, 2020
 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

TJK

SJK

Fiscal/FTE Impact:

- | | |
|-------------------------------------|--|
| ☐ | None |
| ☐ | Amount included in current budget |
| ☐ | Budget amendment requested |
| ☐ | FTE included in current complement |
| ☐ | New FTE requested – N/A |
| ☒ | Other: Municipal State Aid Funds, Special Assessments, Developer Funds, City Funds |

PURPOSE/ACTION REQUESTED

Consider Pay Voucher No. 7 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

SUMMARY

The improvements were ordered as part of the 2019 Capital Improvement Program. The contract was awarded in the amount of \$1,743,504.50 to Danner, Inc. on April 22, 2019.

Pay Voucher No. 7 is to reduce the contract retainage in anticipation of project close out.

I recommend approval of Pay Voucher No. 7 in the amount of \$ 80,139.60 for work on the 2019 Capital Improvement Program (\$ 61,839.14 for work on City Project No. 2015-03 65th Street Construction (between T.H. 3 and Argenta Trail) and \$18,300.46 for work on City Project No. 2018-03 NWA Trunk Watermain Improvements-65th Street Loop (Phase IV of 2015-12) from Agate Trail to Alverno Lane).

TJK/me

Attachments: Pay Voucher No. 7

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

ESTIMATE NO: 7 (seven)
DATE: August 24, 2020
PERIOD ENDING: July 31, 2020
PROJECT NO: 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

TO: Danner, Inc.
843 Hardman Avenue S
South St. Paul, MN 55075

Original Contract Amount	\$1,743,504.50
Total Addition (C.O. 1-6).....	\$343,533.84
Total Deduction	\$0.00
Total Contract Amount.....	\$2,087,038.34
Total Value of Work to Date.....	\$2,003,489.72
Less Retained (1%).....	\$20,034.89
Less Previous Payment.....	\$1,903,315.23
Total Approved for Payment this Voucher.....	\$80,139.60
Total Payments including this Voucher	\$1,983,454.83

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above state amount for work performed through July 31, 2020.

Signed by: 
Thomas J. Kaldunski, City Engineer

August 24, 2020
Date

Signed by: 
Danner, Inc.

8-13-2020
Date

Signed by: _____
George Tourville, Mayor

August 24, 2020
Date

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 1 for City Project No. 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Steve W. Dodge, Asst. City Engineer
 Reviewed by: Thomas J. Kaldunski, City Engineer

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Pavement Management Fund, Special Assessments, Utility Funds, Franchise Fee Funds, and Dakota County Soil and Water Grant Funds

PURPOSE/ACTION REQUESTED

Consider Pay Voucher No. 1 for City Project No. 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements.

SUMMARY

The improvements were ordered as part of the 2020 Pavement Management Program. The contract was awarded in the amount of \$1,847,750.60 to McNamara Contracting, Inc., on June 8, 2020 for City Project No. 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements.

I recommend approval of Pay Voucher No. 1, in the amount of \$211,592.22 for work on City Project No. 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements.

SWD/nh

Attachments: Pay Voucher No. 1

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

ESTIMATE NO: 1 (One)
DATE: August 24, 2020
PERIOD ENDING: July 31, 2020
CONTRACT: 2020 Pavement Management Program
PROJECT NO: 2016-09G – 60th Street, 62nd Street, and Bacon Avenue Improvements

TO: McNamara Contracting, Inc.
16700 Chippendale Ave.
Rosemount, MN 55068

Original Contract Amount.....\$1,847,750.60
Total Addition..... \$0.00
Total Deduction..... \$0.00
Total Contract Amount.....\$1,847,750.60
Total Value of Work to Date.....\$222,728.65
Less Retained (5%)\$11,136.43
Less Previous Payment \$0.00
Total Approved for Payment this Voucher.....\$211,592.22
Total Payments including this Voucher\$211,592.22

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through July 31, 2020.

Signed by:	<u>Thomas J. Kaldunski, City Engineer</u>	<u>August 24, 2020</u>
Signed by:	<u>McNamara Contracting, Inc.</u>	<u>Date</u>
Signed by:	<u>George Tourville, Mayor</u>	<u>August 24, 2020</u>

PAYMENT DETAIL LIST

Contract: CP 2016-09G
Owner: City of Inver Grove Heights
Project: 60th Street , 62nd Street, and Bacon Avenue Improvements
SAP:

Schedule: A
Description: CP 2016-09G Street Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LUMP SUM	1.00	0.50	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00
2	2031.502	FIELD OFFICE	EACH	1.00	1.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
3	2101.505	CLEARING	ACRE	0.10	0.10	\$ 12,600.00	\$ 1,260.00	\$ 1,260.00
4	2101.505	GRUBBING	ACRE	0.10	0.00	\$ 8,400.00	\$ 840.00	\$ -
5	2101.524	CLEARING	TREE	31.00	42.00	\$ 290.00	\$ 8,990.00	\$ 12,180.00
6	2101.524	GRUBBING	TREE	31.00	13.00	\$ 100.00	\$ 3,100.00	\$ 1,300.00
7	2104.502	SALVAGE SIGN TYPE C	EACH	8.00	0.00	\$ 53.00	\$ 424.00	\$ -
8	2104.503	REMOVE PIPE CULVERTS	LIN FT	300.00	40.00	\$ 9.00	\$ 2,700.00	\$ 360.00
9	2104.503	REMOVE CURB & GUTTER	LIN FT	50.00	0.00	\$ 8.40	\$ 420.00	\$ -
10	2104.503	REMOVE FENCE	LIN FT	50.00	50.00	\$ 12.00	\$ 600.00	\$ 600.00
11	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	250.00	0.00	\$ 16.00	\$ 4,000.00	\$ -
12	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	2200.00	0.00	\$ 6.70	\$ 14,740.00	\$ -
13	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	9557.00	3000.00	\$ 1.40	\$ 13,379.80	\$ 4,200.00
14	2104.518	REMOVE BITUMINOUS WALK	SQ FT	8500.00	8451.00	\$ 0.50	\$ 4,250.00	\$ 4,225.50
15	2104.518	REMOVE CONCRETE WALK	SQ FT	120.00	144.00	\$ 2.30	\$ 276.00	\$ 331.20
16	2104.602	REMOVE BOULDER	EACH	1.00	0.00	\$ 250.00	\$ 250.00	\$ -
17	2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	13000.00	0.00	\$ 1.00	\$ 13,000.00	\$ -
18	2105.507	COMMON EXCAVATION	CU YD	12555.00	1000.00	\$ 32.00	\$ 401,760.00	\$ 32,000.00
19	2105.507	SUBGRADE EXCAVATION (EV)	CU YD	1100.00	0.00	\$ 20.00	\$ 22,000.00	\$ -
20	2105.507	SELECT GRANULAR BORROW (CV)	CU YD	8383.00	0.00	\$ 15.00	\$ 125,745.00	\$ -
21	2105.509	STABILIZING AGGREGATE	TON	100.00	0.00	\$ 25.00	\$ 2,500.00	\$ -
22	2105.604	SOIL STABILIZATION GEOGRID	SQ YD	750.00	0.00	\$ 2.80	\$ 2,100.00	\$ -
23	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	hour	80.00	0.00	\$ 150.00	\$ 12,000.00	\$ -
24	2130.523	WATER	M GALLON	75.00	0.00	\$ 70.00	\$ 5,250.00	\$ -
25	2211.509	AGGREGATE BASE CLASS 5	TON	7300.00	0.00	\$ 5.00	\$ 36,500.00	\$ -
26	2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	6500.00	0.00	\$ 0.49	\$ 3,185.00	\$ -
27	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2:C) (DRIVEWAY MIX)	TON	400.00	0.00	\$ 110.00	\$ 44,000.00	\$ -
28	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3:C)	TON	1800.00	0.00	\$ 52.00	\$ 93,600.00	\$ -
29	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3:C)	TON	1800.00	0.00	\$ 52.00	\$ 93,600.00	\$ -
30	2502.503	4" PERF PVC PIPE DRAIN	LIN FT	6200.00	0.00	\$ 7.00	\$ 43,400.00	\$ -
31	2521.518	6" CONCRETE WALK	SQ FT	380.00	0.00	\$ 12.55	\$ 4,769.00	\$ -
32	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	310.00	0.00	\$ 20.45	\$ 6,339.50	\$ -
33	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	350.00	0.00	\$ 52.65	\$ 18,427.50	\$ -
34	2531.603	CONCRETE SURMOUNTABLE CURB & GUTTER (HAND POUR)	LIN FT	100.00	0.00	\$ 26.00	\$ 2,600.00	\$ -
35	2531.603	CONCRETE RIBBON CURB	LIN FT	100.00	0.00	\$ 37.35	\$ 3,735.00	\$ -
36	2531.603	CONCRETE SURMOUNTABLE CURB & GUTTER	LIN FT	6500.00	0.00	\$ 13.40	\$ 87,100.00	\$ -
37	2531.618	TRUNCATED DOMES	SQ FT	40.00	0.00	\$ 50.00	\$ 2,000.00	\$ -
38	2533.503	PORTABLE PRECAST CONC BARRIER DES 8337	LIN FT	350.00	350.00	\$ 15.25	\$ 5,337.50	\$ 5,337.50
39	2540.601	MAILBOX MAINTENANCE	LUMP SUM	1.00	0.50	\$ 4,720.00	\$ 4,720.00	\$ 2,360.00
40	2563.601	TRAFFIC CONTROL	LUMP SUM	1.00	0.75	\$ 6,250.00	\$ 6,250.00	\$ 4,687.50
41	2563.618	CONSTRUCTION SIGN-SPECIAL	SQ FT	100.00	18.35	\$ 21.00	\$ 2,100.00	\$ 385.35
42	2564.518	SIGN PANELS TYPE C	SQ FT	70.00	0.00	\$ 61.00	\$ 4,270.00	\$ -
43	2564.618	SIGN PANELS TYPE SPECIAL	SQ FT	27.00	0.00	\$ 47.00	\$ 1,269.00	\$ -
44	2572.510	PRUNE TREES	hour	10.00	0.00	\$ 265.00	\$ 2,650.00	\$ -
45	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1.00	0.00	\$ 750.00	\$ 750.00	\$ -
46	2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	1.00	0.50	\$ 1,500.00	\$ 1,500.00	\$ 750.00
47	2573.502	STORM DRAIN INLET PROTECTION	EACH	35.00	10.00	\$ 150.00	\$ 5,250.00	\$ 1,500.00
48	2573.502	CULVERT END CONTROLS	EACH	9.00	0.00	\$ 125.00	\$ 1,125.00	\$ -
49	2573.503	SILT FENCE; TYPE MS	LIN FT	7200.00	2799.00	\$ 2.90	\$ 20,880.00	\$ 8,117.10
50	2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER	LIN FT	300.00	250.00	\$ 11.00	\$ 3,300.00	\$ 2,750.00
51	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	1400.00	1925.00	\$ 3.50	\$ 4,900.00	\$ 6,737.50

52	2573.601	STORMWATER MANAGEMENT ALLOWANCE	LUMP SUM	1.00	0.00	\$ 10,000.00	\$ 10,000.00	\$ -
53	2574.507	BOULEVARD TOPSOIL BORROW (LV)	CU YD	2300.00	0.00	\$ 48.00	\$ 110,400.00	\$ -
54	2574.508	FERTILIZER TYPE 3	POUND	800.00	0.00	\$ 0.47	\$ 376.00	\$ -
55	2574.508	FERTILIZER TYPE 4	POUND	110.00	0.00	\$ 0.63	\$ 69.30	\$ -
56	2575.505	RAPID STABILIZATION METHOD 2	ACRE	0.60	0.60	\$ 1,750.00	\$ 1,050.00	\$ 1,050.00
57	2575.509	MULCH MATERIAL TYPE 1	TON	3.00	0.00	\$ 225.00	\$ 675.00	\$ -
58	2575.601	RESTORATION OF STAGING AREA	LUMP SUM	1.00	0.00	\$ 1,500.00	\$ 1,500.00	\$ -
59	2575.601	BOULEVARD LANDSCAPING ALLOWANCE	LUMP SUM	1.00	0.00	\$ 10,000.00	\$ 10,000.00	\$ -
60	2575.604	EROSION STABILIZATION MAT- ENKAMAT	SQ YD	600.00	0.00	\$ 8.90	\$ 5,340.00	\$ -
61	2575.605	SEED MIXTURE 25-151	ACRE	2.50	0.00	\$ 1,750.00	\$ 4,375.00	\$ -
62	2575.605	SEED MIXTURE 33-261	ACRE	0.30	0.00	\$ 2,500.00	\$ 750.00	\$ -
63	2575.608	HYDRAULIC SOIL STABILIZER, TYPE SPECIAL	POUND	9000.00	0.00	\$ 1.40	\$ 12,600.00	\$ -

Schedule A Subtotal:

\$ 1,363,277.60 \$ 128,131.65

Schedule: **B**
Description: **CP 2016-09G Storm Sewer Improvements**

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	5.00	1.00	\$ 500.00	\$ 2,500.00	\$ 500.00
2	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	190.00	118.00	\$ 16.00	\$ 3,040.00	\$ 1,888.00
3	2501.602	15" RC PIPE APRON AND TRASH GUARD	EACH	2.00	2.00	\$ 1,700.00	\$ 3,400.00	\$ 3,400.00
4	2501.602	18" RC PIPE APRON AND TRASH GUARD	EACH	1.00	0.00	\$ 1,800.00	\$ 1,800.00	\$ -
5	2501.602	24" RC PIPE APRON AND TRASH GUARD	EACH	2.00	2.00	\$ 2,300.00	\$ 4,600.00	\$ 4,600.00
6	2503.503	4" PVC PIPE SEWER SDR 35	LIN FT	15.00	0.00	\$ 35.00	\$ 525.00	\$ -
7	2503.503	12" RC PIPE SEWER DES 3006 CL V	LIN FT	9.00	0.00	\$ 65.00	\$ 585.00	\$ -
8	2503.503	15" RC PIPE SEWER DES 3006 CL V	LIN FT	1377.00	373.00	\$ 55.00	\$ 75,735.00	\$ 20,515.00
9	2503.503	18" RC PIPE SEWER DES 3006 CL V	LIN FT	138.00	88.00	\$ 66.00	\$ 9,108.00	\$ 5,808.00
10	2503.503	24" RC PIPE SEWER DES 3006 CL III	LIN FT	72.00	52.00	\$ 85.00	\$ 6,120.00	\$ 4,420.00
11	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	5.00	3.00	\$ 1,100.00	\$ 5,500.00	\$ 3,300.00
12	2506.502	CONST DRAINAGE STRUCTURE DES 2' X 3' CB	EACH	7.00	3.00	\$ 2,300.00	\$ 16,100.00	\$ 6,900.00
13	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	3.00	0.00	\$ 1,750.00	\$ 5,250.00	\$ -
14	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	23.00	8.00	\$ 4,000.00	\$ 92,000.00	\$ 32,000.00
15	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020	EACH	1.00	1.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
16	2506.602	CONSTRUCT DRAINAGE STRUCTURE SUMP BASKET	EACH	1.00	0.00	\$ 1,000.00	\$ 1,000.00	\$ -
17	2506.602	TREATMENT MANHOLE #1	EACH	2.00	0.00	\$ 17,000.00	\$ 34,000.00	\$ -
18	2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	72.50	59.00	\$ 3.00	\$ 217.50	\$ 177.00
19	2511.507	RANDOM RIPRAP CLASS IV	CU YD	23.90	20.00	\$ 125.00	\$ 2,987.50	\$ 2,500.00
20	2506.602	TREATMENT MANHOLE #2	EACH	1.00	1.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00

Schedule B Subtotal: **\$ 286,868.00 \$ 19,677.00**

Schedule: **C**
Description: **CP 2016-09G Water Main Improvements**

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.502	SALVAGE HYDRANT & VALVE	EACH	9.00	3.00	\$ 400.00	\$ 3,600.00	\$ 1,200.00
2	2104.503	REMOVE WATER MAIN	LIN FT	135.00	0.00	\$ 8.00	\$ 1,080.00	\$ -
3	2104.602	REMOVE WATER SERVICE	EACH	7.00	0.00	\$ 700.00	\$ 4,900.00	\$ -
4	2211.609	CRUSHED ROCK PIPE BEDDING	TON	50.00	0.00	\$ 25.00	\$ 1,250.00	\$ -
5	2504.602	WATERMAIN OFFSET	EACH	2.00	0.00	\$ 1,500.00	\$ 3,000.00	\$ -
6	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	7.00	0.00	\$ 500.00	\$ 3,500.00	\$ -
7	2504.602	0.75" CORPORATION STOP	EACH	6.00	0.00	\$ 150.00	\$ 900.00	\$ -
8	2504.602	ADJUST CURB STOP	EACH	5.00	0.00	\$ 95.00	\$ 475.00	\$ -
9	2504.602	0.75" CURB STOP & BOX	EACH	6.00	0.00	\$ 500.00	\$ 3,000.00	\$ -
10	2504.602	HYDRANT & GATE VALVE	EACH	9.00	3.00	\$ 7,000.00	\$ 63,000.00	\$ 21,000.00
11	2504.603	3/4" TYPE K COPPER PIPE	LIN FT	420.00	0.00	\$ 30.00	\$ 12,600.00	\$ -
12	2504.603	REMOVE AND REPLACE GATE VALVE BOX	EACH	6.00	2.00	\$ 1,100.00	\$ 6,600.00	\$ 2,200.00
13	2504.603	REMOVE AND REPLACE GATE VALVE BOLTS	EACH	6.00	2.00	\$ 1,500.00	\$ 9,000.00	\$ 3,000.00
14	2504.604	4" POLYSTYRENE INSULATION	SQ YD	250.00	52.00	\$ 32.00	\$ 8,000.00	\$ 1,664.00

Schedule C Subtotal: **\$ 120,905.00 \$ 29,064.00**

Schedule: D
Description: CP 2016-09G Sanitary Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	2.00	2.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
2	2104.502	SALVAGE CASTING	EACH	10.00	0.00	\$ 80.00	\$ 800.00	\$ -
3	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	350.00	347.00	\$ 3.00	\$ 1,050.00	\$ 1,041.00
4	2104.602	REMOVE SEWER SERVICE	EACH	9.00	5.00	\$ 300.00	\$ 2,700.00	\$ 1,500.00
5	2503.503	12" PVC PIPE SEWER SDR 35	LIN FT	350.00	347.00	\$ 50.00	\$ 17,500.00	\$ 17,350.00
6	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	2.00	2.00	\$ 900.00	\$ 1,800.00	\$ 1,800.00
7	2503.602	LOCATE SANITARY SEWER SERVICE	EACH	4.00	0.00	\$ 400.00	\$ 1,600.00	\$ -
8	2503.602	SANITARY SEWER SERVICE REPLACEMENT	EACH	9.00	5.00	\$ 2,200.00	\$ 19,800.00	\$ 11,000.00
9	2503.602	SANITARY SEWER UMBRELLAS	EACH	12.00	3.00	\$ 125.00	\$ 1,500.00	\$ 375.00
10	2503.602	FURNISH AND INSTALL EXTERNAL MANHOLE CHIMNEY SEAL	EACH	12.00	0.00	\$ 225.00	\$ 2,700.00	\$ -
11	2503.603	RECONSTRUCT SANITARY MANHOLE	EACH	6.00	0.00	\$ 1,950.00	\$ 11,700.00	\$ -
12	2506.502	ADJUST FRAME & RING CASTING	EACH	4.00	0.00	\$ 690.00	\$ 2,760.00	\$ -
13	2506.602	SANITARY SEWER MANHOLE	EACH	3.00	3.00	\$ 3,930.00	\$ 11,790.00	\$ 11,790.00

Schedule D Subtotal: \$ 76,700.00 \$ 45,856.00

COST SUMMARY

Contract: CP 2016-09G
Owner: City of Inver Grove Heights
Project: 60th Street , 62nd Street, and Bacon Avenue Improvements

Schedule	Description	Total Estimated Cost	Total Contract Cost To-Date
A	CP 2016-09G Street Improvements	\$ 1,363,277.60	\$ 128,131.65
B	CP 2016-09G Storm Sewer Improvements	\$ 286,868.00	\$ 19,677.00
C	CP 2016-09G Water Main Improvements	\$ 120,905.00	\$ 29,064.00
D	CP 2016-09G Sanitary Sewer Improvements	\$ 76,700.00	\$ 45,856.00
Total Base Cost		\$ 1,847,750.60	\$ 222,728.65
Change Order:			\$ -
Total Contract Amount		\$ 1,847,750.60	
Contract Work Completed To Date			\$ 222,728.65
Retainage 5.00%			\$ 11,136.43
Previous Payments			\$ -
Amount Due This Partial Payment #1			\$ 211,592.22

Current Construction Cost Breakdown to Date (Internal Use Only, Not for City Council Memo)							
Date of Council Action: 06/22/2020							
City Project No.	Original Contract Amount	Total Change Orders	Contract Work Completed to Date	Retainage	Current Payment	Paid to Date	Current Contract Amount
2016-09G	\$1,847,750.60	\$0.00	\$222,728.65	\$11,136.43	\$211,592.22	\$211,592.22	\$1,847,750.60
Totals:	\$1,847,750.60	\$0.00	\$222,728.65	\$11,136.43	\$211,592.22	\$211,592.22	\$1,847,750.60

Note: Update and submit this breakdown to the Finance Department for each pay voucher.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 2 for City Project No. 2019-09D – 64th Street Area Improvements

Meeting Date: August 24, 2020
Item Type: Consent
Contact: Thomas J. Kaldunski, 651-315-6336
Prepared by: Steve W. Dodge, Asst. 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: Pavement Management Fund, Franchise Fee Funds, Storm Water Utility Fund, Sewer Fund, Water Fund, Special Assessments, DCSWCD Grant

PURPOSE/ACTION REQUESTED

Consider Pay Voucher No. 2 for City Project No. 2019-09D – 64th Street Area Improvements.

SUMMARY

City Project No. 2019-09D was ordered on November 25, 2019, as part of the City's 2020 Pavement Management Program. The contract was awarded to Valley Paving, Inc. on May 11, 2020 with a contract award amount of \$989,601.87.

I recommend approval of Pay Voucher No. 2, in the amount of \$284,825.10 for work on City Project No. 2019-09D-64th Street Area Improvements.

SWD/mw

Attachments: Pay Voucher No. 2
Bid Abstract

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

ESTIMATE NO: 2 (Two)
DATE: August 24, 2020
PERIOD ENDING: July 31, 2020
CONTRACT: 2020 Pavement Management Program
PROJECT NO: 2019-09D-64th Street Area Improvements

TO: Valley Paving, Inc.
8800 13th Ave E
Shakopee, MN 55379

Original Contract Amount.....	\$989,601.87
Total Addition (Change Order No. 2).....	\$46,663.00
Total Deduction (Change Order No. 1).....	(\$19,405.00)
Total Contract Amount	\$1,016,859.87
Total Value of Work to Date	\$478,381.70
Less Retained (5%)	\$23,919.09
Less Previous Payment	\$169,637.51
Total Approved for Payment this Voucher	\$284,825.10
Total Payments including this Voucher	\$454,462.61

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through July 31, 2020.

Signed by: 	<u>August 24, 2020</u>
Thomas J. Kaldunski, City Engineer	
Signed by: 	<u>August 13, 2020</u>
Valley Paving, Inc.	Date
Signed by: _____	<u>August 24, 2020</u>
George Tourville, Mayor	

PAY VOUCHER NO. 2
 64TH STREET AREA IMPROVEMENTS
 CITY PROJECT NO.: 2019-09D
 BMI PROJECT NO. T18.119578
 BID DATE: FEBRUARY 13, 2020 AT 11:00 AM

ITEM NO.	SPEC NO.	ITEM	APPROX. NOTES	QUANT.	UNIT	QUANTITY TO DATE	UNIT PRICE	AMOUNT	TOTAL CONTRACT COST TO DATE 7/31/2020
PART 1: STREETS									
1	2021.501	MOBILIZATION		1	LS	1.0	\$38,500.00	\$38,500.00	\$38,500.00
2	2101.524	CLEARING		3	TREE	3	\$260.00	\$780.00	\$780.00
3	2101.524	GRUBBING		3	TREE	3	\$52.00	\$156.00	\$156.00
4	2104.502	SALVAGE SIGN TYPE C		6	EACH		\$52.00	\$312.00	
5	2104.502	SALVAGE LIGHTING UNIT		3	EA		\$572.00	\$1,716.00	
6	2104.503	REMOVE CURB & GUTTER (SPOT REPAIR)		1200	LF		\$8.50	\$10,200.00	
7	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT		48	SY	42	\$19.00	\$912.00	\$798.00
8	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT		215	SY	9	\$7.50	\$1,612.50	\$67.50
9	2105.507	SPOT SUBGRADE EXCAVATION (CORRECTION)	(EV)	642	CY		\$32.00	\$20,544.00	
10	2105.604	FINISH GRADING (P)	(P)	9624	SY		\$0.92	\$8,854.08	
11	2105.607	COMMON EXCAVATION (P)	(P)	79	CY	28	\$50.00	\$3,950.00	\$1,400.00
12	2105.607	HAUL EXCESS RECLAIM MATERIAL OFF SITE	(EV)	678	CY		\$21.50	\$14,577.00	
13	2123.610	STREET SWEEPER (WITH PICKUP BROOM)		30	HR	4	\$170.00	\$5,100.00	\$680.00
14	2130.501	WATER		324	MGAL		\$20.00	\$6,480.00	
15	2211.509	AGGREGATE BASE (EXCESS RECLAIM)	(CV)	30	CY		\$26.00	\$780.00	
16	2211.607	SUBGRADE CORRECTION W/ EXCESS RECLAIM	(CV)	642	CY		\$13.75	\$8,827.50	
17	2215.504	FULL DEPTH RECLAMATION (P)	(P)	9624	SY		\$1.15	\$11,067.60	
18	2232.604	EDGE MILL BITUMINOUS SURFACE		67	SY		\$10.00	\$670.00	
19	2331.603	JOINT ADHESIVE (MASTIC)		4800	LF		\$0.57	\$2,736.00	
20	2357.506	BITUMINOUS MATERIAL FOR TACK COAT		674	GAL		\$2.50	\$1,685.00	
21	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)		1339	TON		\$80.88	\$108,298.32	
22	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)		2009	TON		\$72.64	\$145,933.76	
23	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,E), DRIVE		45	TON		\$140.00	\$6,300.00	
24	2501.602	EXCAVATION SPECIAL (POTHOLE EXISTING UTILITY)		3	EA	10	\$850.00	\$2,550.00	\$8,500.00
25	2531.503	CONCRETE CURB AND GUTTER SURMOUNTABLE (HA		1200	LF		\$23.85	\$28,620.00	
26	2531.503	CONCRETE CURB AND GUTTER DESIGN 8618 (HAND I	(6)	100	LF		\$23.85	\$2,385.00	
27	2531.504	6" CONCRETE DRIVEWAY PAVEMENT		48	SY		\$86.25	\$4,140.00	
28	2531.607	HIGH EARLY STRENGTH CONCRETE SURCHARGE		30	CY		\$19.25	\$577.50	
29	2545.602	INSTALL LIGHTING UNIT	(7)	3	EA		\$2,225.00	\$6,675.00	
30	2563.601	TRAFFIC CONTROL		1	LS		\$3,200.00	\$3,200.00	
31	2564.518	SIGN PANELS TYPE C		61	SF		\$62.40	\$3,806.40	
32	2573.501	STABILIZED CONSTRUCTION EXIT		1	LS		\$2,130.00	\$2,130.00	
33	2573.501	EROSION CONTROL SUPERVISOR		1	LS		\$1,500.00	\$1,500.00	
34	2573.502	STORM DRAIN INLET PROTECTION		27	EACH	14	\$150.00	\$4,050.00	\$2,100.00
35	2573.503	SEDIMENT CONTROL LOGS, TYPE COMPOST		350	LF	222	\$4.00	\$1,400.00	\$888.00
36	2573.601	STORMWATER MANAGEMENT ALLOWANCE		1	LS		\$5,000.00	\$5,000.00	
37	2574.507	BOULEVARD TOPSOIL BORROW, 4" THICK	(LV)	750	CY		\$42.25	\$31,687.50	
38	2575.601	LANDSCAPING ALLOWANCE		1	LS		\$10,000.00	\$10,000.00	
39	2575.608	FLEX TERRA HYDROMULCH, SEED MIX 25-151, FERTIL		4668	SY		\$1.87	\$8,729.16	

ITEM NO.	SPEC NO.	ITEM	APPROX. NOTES	QUANT.	UNIT	QUANTITY TO DATE	UNIT PRICE	AMOUNT	TOTAL CONTRACT COST TO DATE
PART 1: STREETS - PROJECT TOTAL								\$516,442.32	\$53,869.50
PART 2: SANITARY SEWER									
40	2104.502	REMOVE CASTING & RINGS (SANITARY)		11	EACH	6	\$125.00	\$1,375.00	\$750.00
41	2503.602	FURNISH AND INSTALL EXTERNAL MANHOLE CHIMNI		11	EACH		\$215.00	\$2,365.00	
42	2506.502	INSTALL NEW RINGS AND CASTING (SANITARY)		6	EACH		\$1,025.00	\$6,150.00	
43	2506.602	RECONSTRUCT SANITARY MANHOLE	(8)	5	EACH	5	\$1,900.00	\$9,500.00	\$9,500.00
PART 2: SANITARY SEWER - PROJECT TOTAL								\$19,390.00	\$10,250.00
PART 3: WATERMAIN									
44	2104.502	REMOVE GATE VALVE		1	EACH	1	\$660.00	\$660.00	\$660.00
45	2104.602	REMOVE HYDRANT & VALVE	(1)	5	EACH	5	\$660.00	\$3,300.00	\$3,300.00
46	2104.602	REMOVE WATER SERVICE		3	EACH	2	\$440.00	\$1,320.00	\$880.00
47	2504.602	HYDRANT & GATE VALVE	(2)	5	EACH	5	\$8,500.00	\$42,500.00	\$42,500.00
48	2504.602	6" GATE VALVE & BOX		2	EACH	1	\$2,800.00	\$5,600.00	\$2,800.00
49	2504.602	REMOVE AND REPLACE GATE VALVE BOX		4	EACH	3	\$1,700.00	\$6,800.00	\$5,100.00
50	2504.602	REMOVE AND REPLACE GATE VALVE BOLTS		4	EACH	3	\$2,325.00	\$9,300.00	\$6,975.00
51	2504.602	1" CORPORATION STOP		3	EACH	2	\$565.00	\$1,695.00	\$1,130.00
52	2504.602	1" CURB STOP AND BOX		3	EACH	2	\$630.00	\$1,890.00	\$1,260.00
53	2504.602	ADJUST CURB STOP		6	EACH		\$200.00	\$1,200.00	
54	2504.603	1" COPPER PIPE, TYPE K		120	LF	40	\$70.50	\$8,460.00	\$2,820.00
55	2504.604	4" POLYSTYRENE INSULATION		32	SY	4	\$60.00	\$1,920.00	\$210.00
56	2504.608	DUCTILE IRON FITTINGS		300	POUND	125	\$9.05	\$2,715.00	\$1,131.25
PART 3: WATERMAIN - PROJECT TOTAL								\$87,360.00	\$68,766.25
PART 4: STORM SEWER									
57	2104.502	REMOVE DRAINAGE STRUCTURE		6	EACH	6	\$440.00	\$2,640.00	\$2,640.00
58	2104.502	REMOVE CASTING & RINGS (STORM)		10	EACH		\$125.00	\$1,250.00	
59	2104.503	REMOVE SEWER PIPE (STORM)		70	LF	50	\$12.50	\$875.00	\$625.00
60	2451.609	GRANULAR BACKFILL (STORM)		64	TON		\$46.00	\$2,944.00	
61	2503.503	15" RC PIPE SEWER CLASS V		70	LF	45	\$97.50	\$6,825.00	\$4,387.50
62	2503.602	INTERNAL ADJUSTING RING SEALANT (FLEX-SEAL)	(3)	19	EACH		\$725.00	\$13,775.00	
63	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3'		2	EACH	2	\$2,850.00	\$5,700.00	\$5,700.00
65	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020		1	EACH	1	\$7,150.00	\$7,150.00	\$7,150.00
64	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2'X3' W/ (9)		1	EACH	1	\$3,250.00	\$3,250.00	\$3,250.00
66	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (10)		2	EACH	2	\$15,800.00	\$31,600.00	\$31,600.00
67	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (4)		1	EA	1	\$23,800.00	\$23,800.00	\$23,800.00
68	2506.602	INSTALL NEW RINGS AND CASTING (STORM)		10	EACH		\$775.00	\$7,750.00	
69	2506.602	CONNECT TO EXISTING STORM STRUCTURE		1	EACH	1	\$1,000.00	\$1,000.00	\$1,000.00
70	2506.602	CONNECT TO EXISTING STORM SEWER		4	EACH	4	\$850.00	\$3,400.00	\$3,400.00
PART 4: STORM SEWER - PROJECT TOTAL								\$111,959.00	\$83,552.50

ITEM NO.	SPEC NO.	ITEM	APPROX. NOTES	QUANT.	UNIT	QUANTITY TO DATE	UNIT PRICE	AMOUNT	TOTAL CONTRACT COST TO DATE
PART 5: TRUNK STORM SEWER AND RAVINE IMPROVEMENTS									
71	2104.502	CLEARING		75	TREE	96	\$315.00	\$23,625.00	\$30,240.00
72	2104.503	GRUBBING		75	TREE	96	\$52.00	\$3,900.00	\$4,992.00
73	2104.502	REMOVE DRAINAGE STRUCTURE		4	EACH	4	\$600.00	\$2,400.00	\$2,400.00
74	2104.502	REMOVE CASTING ASSEMBLY		2	EACH	2	\$250.00	\$500.00	\$500.00
75	2104.503	REMOVE SEWER PIPE (STORM)		60	LF	60	\$16.00	\$960.00	\$960.00
76	2104.503	SALVAGE CHAIN LINK FENCE		112	LF	106	\$12.50	\$1,400.00	\$1,325.00
77	2105.607	COMMON EXCAVATION - RAVINE (P)	(P)(EV;	335	CY		\$16.00	\$5,360.00	
78	2105.607	COMMON EXCAVATION - WATER QUALITY BMP (P)	(P)(EV;	519	CY		\$25.00	\$12,975.00	
79	2451.609	GRANULAR BACKFILL (STORM)		142	TON	139	\$62.00	\$8,804.00	\$8,618.00
80	2501.502	12" RC PIPE APRON		1	EACH	1	\$1,100.00	\$1,100.00	\$1,100.00
81	2501.502	24" RC PIPE APRON		1	EACH	1	\$2,050.00	\$2,050.00	\$2,050.00
82	2502.602	INSTALL 6" PVC PIPE DRAIN CLEANOUT (VENTED)		7	EACH	5	\$440.00	\$3,080.00	\$2,200.00
83	2502.603	6" PERF HDPE PIPE DRAIN WITH CIRCULAR KNIT FILT		269	LF	272	\$26.00	\$6,994.00	\$7,072.00
84	2502.603	6" SOLID PVC PIPE DRAIN		25	LF	25	\$36.00	\$900.00	\$900.00
85	2503.503	12" RC PIPE SEWER CLASS V		20	LF	26	\$96.50	\$1,930.00	\$2,509.00
86	2503.503	15" RC PIPE SEWER CLASS V		157	LF	157	\$55.40	\$8,697.80	\$8,697.80
87	2503.503	24" RC PIPE SEWER CLASS IV		459	LF	424	\$80.25	\$36,834.75	\$34,026.00
88	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020		5	EACH	6.14	\$4,800.00	\$24,000.00	\$29,472.00
89	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (11)			EACH		\$6,025.00		
90	2506.602	CASTING ASSEMBLY R-4342 W/ PRECAST CONCRETE		2	EACH	2	\$1,125.00	\$2,250.00	\$2,250.00
91	2506.602	CONNECT TO EXISTING STORM SEWER		3	EACH	3	\$850.00	\$2,550.00	\$2,550.00
92	2506.602	RECONSTRUCT DRAINAGE STRUCTURE		1	EACH	1	\$1,350.00	\$1,350.00	\$1,350.00
93	2511.509	RANDOM RIPRAP, CLASS IV		60	CY	87	\$185.00	\$11,100.00	\$16,095.00
94	2571.602	DECIDUOUS SHRUB, 5 GAL		50	EACH	50	\$208.00	\$10,400.00	\$10,400.00
95	2573.502	STORM DRAIN INLET PROTECTION		3	EACH	3	\$250.00	\$750.00	\$750.00
96	2573.503	SILT FENCE, TYPE MS		2200	LF	2593	\$2.05	\$4,510.00	\$5,315.65
97	2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER		360	LF	302	\$11.50	\$4,140.00	\$3,473.00
98	2574.607	FILTRATION MEDIA, 24" THICK	(LV)	297	CY	298	\$70.00	\$20,790.00	\$20,860.00
99	2574.607	BOULEVARD TOPSOIL BORROW, 4" THICK	(LV)	925	CY	735	\$36.00	\$33,300.00	\$26,460.00
100	2575.604	FLEXTERRA HYDROMULCH, SEED MIX 25-151, FERTIL		350	SY	350	\$1.87	\$654.50	\$654.50
101	2575.604	STRAW BLANKET, FOREST GROUND COVER EAST SEE		4980	SY	4980	\$1.87	\$9,312.60	\$9,312.60
102	2575.604	STRAW BLANKET, SEED 33-261, FERTILIZER		370	SY	370	\$1.87	\$691.90	\$691.90
103	2575.604	ENKAMAT TRM		874	SY	874	\$12.50	\$10,925.00	\$10,925.00
104	2501.602	PIPE JOINT TIE		18	EACH	18	\$58.00	\$1,044.00	\$1,044.00
105	2504.602	IRRIGATION SYSTEM REPAIR ALLOWANCE		1	LS		\$3,000.00	\$3,000.00	
106	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 W/ SL		1	EACH	1	\$10,800.00	\$10,800.00	\$10,800.00
107	2506.602	CONST. WATER QUALITY DEVICE - SWD RETROFIT		1	EACH		\$5,600.00	\$5,600.00	
108	2515.618	FLEXAMAT		80	SF		\$13.50	\$1,080.00	
109	2557.603	INSTALL FENCE		75	LF	75	\$26.00	\$1,950.00	\$1,950.00
PART 5: TRUNK STORM SEWER AND RAVINE IMPROVEMENTS - PROJECT TOTAL								\$281,708.55	\$261,943.45

ITEM NO.	SPEC NO.	ITEM	APPROX. NOTES	QUANT. UNIT	QUANTITY TO DATE	UNIT PRICE	AMOUNT	TOTAL CONTRACT COST TO DATE
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PROJECT SUMMARY

CITY PROJECT NO. 2019-09D
64TH STREET AREA IMPROVEMENTS

	AMOUNT	TOTAL CONTRACT COST TO DATE
PART 1: STREETS TOTAL	\$516,442.32	\$53,869.50
PART 2: SANITARY SEWER TOTAL	\$19,390.00	\$10,250.00
PART 3: WATERMAIN TOTAL	\$87,360.00	\$68,766.25
PART 4: STORM SEWER TOTAL	\$111,959.00	\$83,552.50
PART 5: TRUNK STORM SEWER AND RAVINE IMPROVEMENTS TOTAL	\$281,708.55	\$261,943.45
TOTAL BASE COST	\$1,016,859.87	\$478,381.70
TOTAL CONTRACT AMOUNT	\$1,016,859.87	
CONTRACT WORK COMPLETED TO DATE		\$478,381.70
RETAINAGE 5%		\$23,919.09
PREVIOUS PAYMENTS		\$169,637.51
AMOUNT DUE THIS PARTIAL PAYMENT		\$284,825.10

CURRENT CONSTRUCTION COST BREAKDOWN TO DATE							
DATE OF COUNCIL ACTION 8/24/2020							
CITY PROJECT NO.	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	WORK COMPLETED TO DATE	RETAINAGE	CURRENT PAYMENT	PAID TO DATE	CURRENT CONTRACT AMOUNT
CP 2019-09D	\$989,601.87	\$27,258.00	\$478,381.70	\$23,919.09	\$284,825.10	\$169,637.51	\$1,016,859.87

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 1 for City Project No. 2019-09F – Carter Path and Court Mill and Overlay

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Jacob Moser, Civil Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

TV
SAT

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Consider Pay Voucher No. 1 for City Project No. 2019-09F – Carter Path and Court Mill and Overlay.

SUMMARY

The improvements were ordered as part of the 2020 Pavement Management Program. The contract was awarded in the amount of \$194,681.00 to McNamara Contracting, on May 26, 2020 for City Project No. 2019-09F – Carter Path and Court Mill and Overlay.

I recommend approval of Pay Voucher No. 1, in the amount of \$145,659.70 for work on City Project No. 2019-09F – Carter Path and Court Mill and Overlay.

JM/np

Attachments: Pay Voucher No. 1

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

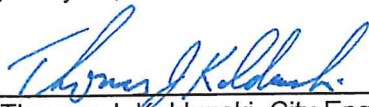
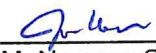
ESTIMATE NO: 1 (One)
DATE: August 24, 2020
PERIOD ENDING: July 31, 2020
CONTRACT: 2019-09F Base Bid Schedules 1-4 with Alternate A
PROJECT NO: 2019-09F – Carter Path and Court Mill and Overlay

TO: McNamara Contracting
16700 Chippendale Ave.
Rosemount, MN 55068

Original Contract Amount.....	\$194,681.00
Total Addition.....	\$0.00
Total Deduction.....	\$0.00
Total Contract Amount.....	\$194,681.00
Total Value of Work to Date	\$153,326.00
Less Retained (5%)	\$7,666.30
Less Previous Payment	\$0.00
Total Approved for Payment this Voucher.....	\$145,659.70
Total Payments including this Voucher	\$145,659.70

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through July 31, 2020.

Signed by: <u></u>	<u>August 24, 2020</u>
Thomas J. Kaldunski, City Engineer	
Signed by: <u></u>	<u>8-24-20</u>
McNamara Contracting	Date
Signed by: _____	<u>August 24, 2020</u>
George Tourville, Mayor	

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2020-09B – Seal Coat

Meeting Date: August 24, 2020

Item Type: Consent

Contact: Thomas J. Kaldunski, 651.450.2572

Prepared by: Jacob Moser, Civil 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: Pavement Management Fund
(440)**PURPOSE/ACTION REQUESTED**

Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2020-09B – Seal Coat.

SUMMARY

The improvements were ordered as part of the 2020 Pavement Management Program. The contract was awarded in the amount of \$242,281.05 to Pearson Bros, Inc. on April 13, 2020 for City Project No. 2020-09B – Seal Coat.

The contractor has completed the work through July 31, 2020 in accordance with the contract plans and specifications.

I recommend approval of Final Compensating Change Order No. 1 for a deduction of \$11,479.07, which results in a final contract amount of \$230,801.98, Final Pay Voucher No. 1 in the amount of \$230,801.98, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2020-09B – Seal Coat.

TJK/jdm

Attachments: Final Compensating Change Order No. 1
Final Pay Voucher No. 1
Engineer's Final Report
Resolution Accepting Work

FINAL COMPENSATING CHANGE ORDER NO. 1

**2020 PAVEMENT MANAGEMENT PROGRAM
CITY PROJECT NO. 2020-09B
SEAL COATING**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance: August 24, 2020
Contractor: Pearson Brothers 11079 Lamont Avenue N.E. Hanover, MN 55341	Engineer: City Engineer
<u>PURPOSE OF CHANGE ORDER</u> Final compensating amount to balance value of work completed and total payments made to the contractor. Accounts for miscellaneous decreases in contract quantities listed in the final payment voucher form.	
Total Value of Work Completed to Date \$242,281.05 Contract Amount to Date \$230,801.98 Compensating Change Order Amount (Decrease) -\$11,479.07	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$242,281.05	Original Contract Time:
Previous Change Orders \$0.00	Net Change from Previous Change Orders
Contract Price Prior to this Change Order \$242,281.05	Contract Time Prior to this Change Order
Net Decrease of this Change Order \$11,479.07	Net Increase (Decrease) of Change Order
Contract Price with all Approved Change Orders \$230,801.98	Contract Time with Approved Change
Recommended By:  Jacob Moser, Civil Engineer	Approved By: _____ Pearson Brothers

Approved By:


Thomas J. Kaldunski, City Engineer

Approved By:

George Tourville, Mayor

Date of Council Action:

August 24, 2020

CONSTRUCTION PAYMENT VOUCHER

ESTIMATE NO: One (1) FINAL
DATE: August 24, 2020
PERIOD ENDING: July 31, 2020
CONTRACT: 2020 Pavement Management Program
PROJECT NO: 2020-09B Seal Coat

TO: Pearson Bros., Inc.
11079 Lamont Ave N.E.
Hanover, MN 55341-4063

Original Contract Amount.....\$242,281.05
Total Addition..... \$0.00
Total Deduction (Change Order No. 1) (\$11,479.07)
Total Contract Amount.....\$230,801.98
Total Value of Work to Date.....\$230,801.98
Less Retained (0%) \$0.00
Less Previous Payment \$0.00
Total Approved for Payment this Voucher.....\$230,801.98
Total Payments including this Voucher\$230,801.98

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above-stated amount for work performed through July 31, 2020.

Signed by: Thomas J. Kaldunski
Thomas J. Kaldunski, City Engineer

August 24, 2020

Signed by: David E. Pearson
Pearson Bros., Inc.

8/14/20
Date

Signed by: _____
George Tourville, Mayor

August 24, 2020

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

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**CITY PROJECT NO. 2020-09B
SEAL COAT**

August 24, 2020

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 to Pearson Bros., Inc. The work consisted of seal coating.

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 PRICE	\$242,281.05
CHANGE ORDERS	(\$11,479.07)
FINAL CONTRACT AMOUNT	\$230,801.98
FINAL VALUE OF WORK	\$230,801.98
PREVIOUS PAYMENTS	\$0.00
BALANCE DUE	\$230,801.98

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

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

**RESOLUTION ACCEPTING WORK OF PEARSON BROS., INC. AND AUTHORIZING FINAL
PAYMENT IN THE AMOUNT OF \$230,801.98**

**2020 PAVEMENT MANAGEMENT PROGRAM
CITY PROJECT NO. 2020-09B – SEAL COAT**

RESOLUTION NO. 2020-162

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated April 13, 2020, Pearson Bros., Inc. satisfactorily completed improvements and appurtenances for the 2020 Pavement Management Program, City Project No. 2020-09B – Seal Coat.

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 24th day of August 2020.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Custom Grading Agreement for 8237 Cleary Court (Lot 4, Block 2, Whistletree Woods)

Meeting Date: August 24, 2020
Item Type: Consent
Contact: Thomas J. Kaldunski, City Engineer
Prepared by: Thomas J. Kaldunski, 651.450.2572
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

Approve Custom Grading Agreement for 8237 Cleary Court (Lot 4, Block 2, Whistletree Woods).

SUMMARY

The owner of 8237 Cleary Court is affected by the City Ordinance Title 9, Chapter 5, Section 9-5-5. This Ordinance requires lots of record which do not have recorded contracts or agreements with the City to provide information to ensure the Development meets current City standards for grading, erosion control and storm water management.

The owner, Mebrat Chuchu Girma, has provided the required grading and erosion control plans. She has also signed the Custom Grading Agreement (attached). An engineering escrow of \$1,500 has been provided to cover any costs incurred by the City for review and inspection of the site grading. The owner has applied for a building permit and has provided a \$10,000 LOC prior to permit issuance.

It is recommended that the City Council approve the Custom Grading Agreement for 8237 Cleary Court (Lot 4, Block 2, Whistletree Woods).

TJK/mw

Attachments: Custom Grading Agreement

CUSTOM GRADING AGREEMENT
FOR
LOT 4, BLOCK 2, WHISTLETREE WOODS
INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

CUSTOM GRADING AGREEMENT
FOR
LOT 4, BLOCK 2, WHISTLETREE WOODS,
INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

THIS CUSTOM GRADING AGREEMENT (Agreement) is made and entered into on the 24th day of August, 2020 by and between the City of Inver Grove Heights, a Minnesota municipal corporation (City), and the Owner identified herein.

RECITALS:

WHEREAS, the Owner has applied to the City for approval of the Development Plans and a building permit for the Property;

WHEREAS, in conjunction with the granting of these approvals, the City requires that the Property be improved with grading, drainage and erosion control facilities;

WHEREAS, the Council has agreed to approve the Development Plans on the following conditions:

1. That the Owner enter into this Custom Grading Agreement, which contract defines the work which the Owner undertakes to complete; and
2. The Owner shall provide an irrevocable letter of credit in the amount and with conditions satisfactory to the City, providing for the actual construction and installation of such Improvements within the period specified by the City.

WHEREAS, the Owner has filed four (4) complete sets of the Development Plans with the City;

WHEREAS, the Development Plans have been prepared by a registered professional engineer and have been approved by the Director of PWD.

NOW, THEREFORE, subject to the terms and conditions of this Custom Grading Agreement and in reliance upon the representations, warranties and covenants of the parties herein contained, the City and Owner agree as follows:

ARTICLE 1
DEFINITIONS

1.1 TERMS. The following terms, unless elsewhere defined specifically in the Custom Grading Agreement, shall have the following meanings as set forth below.

1.2 CITY. "City" means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 OWNER. "Owner" means Mebrat Chuchu Girma, a single person, and his successors and assigns.

1.4 DEVELOPMENT PLANS. "Development Plans" means the Site Plan (Existing and Proposed)(C-1) and the Grading and Erosion Control Plan (Existing and Proposed)(C-2) both prepared by Demars-Gabriel Land Surveyors, Inc. dated August 3, 2020 and approved by the City Engineer on August 12, 2020, and attached to Appendix 1.

The Development Plans also include modifications of the above referenced Development Plans as approved from time to time by the City Engineer.

1.5 CUSTOM GRADING AGREEMENT. "Custom Grading Agreement" means this instant contract by and between the City and Owner.

1.6 COUNCIL. "Council" means the Council of the City of Inver Grove Heights.

1.7 PWD. "PWD" means the Public Works Department of the City of Inver Grove Heights.

1.8 DIRECTOR OF PWD. "Director of PWD" means the Director of the Public Works Department of the City of Inver Grove Heights and his delegates.

1.9 COUNTY. "County" means Dakota County, Minnesota.

1.10 OTHER REGULATORY AGENCIES. "Other Regulatory Agencies" means and includes the following:

- a.) Minnesota Department of Transportation
- b.) Dakota County
- c.) Water Management Organization
- d.) State of Minnesota
- e.) Minnesota Department of Natural Resources
- f.) any other regulatory or governmental agency or entity affected
by, or having jurisdiction over the Improvements.

1.11 UTILITY COMPANIES. "Utility Companies" means and includes the following:

- a.) utility companies, including electric, gas and cable
- b.) pipeline companies.

1.12 PRIOR EASEMENT HOLDERS. "Prior Easement Holders" means and includes all holders of any easements or other property interests which existed prior to the grant or dedication of any public easements transferred by the Property or transferred pursuant to this Custom Grading Agreement.

1.13 IMPROVEMENTS. "Improvements" means and includes, individually and collectively, all the improvements identified in Article 3 and on the attached Appendix 2.

1.14 OWNER DEFAULT. "Owner Default" means and includes any of the following or any combination thereof:

- a.) failure by the Owner to timely pay the City any money required to be paid under this Custom Grading Agreement;
- b.) failure by the Owner to timely construct the Improvements according to the Development Plans and the City standards and specifications;
- c.) failure by the Owner to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Custom Grading Agreement;
- d.) breach of the Owner Warranties.

1.15 FORCE MAJEURE. "Force Majeure" means acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lightning and earthquakes (but not including reasonably anticipated weather conditions for the geographic area), riots, insurrections, war or civil disorder affecting the performance of work, blockades, power or other utility failures, and fires or explosions.

1.16 OWNER WARRANTIES. "Owner Warranties" means that the Owner hereby warrants and represents the following:

- A. **AUTHORITY.** Owner has the right, power, legal capacity and authority to enter into and perform its obligations under this Custom Grading Agreement; no approvals or consents of any persons are necessary in connection with the authority of Owner to enter into and perform its obligations under this Custom Grading Agreement.
- B. **FULL DISCLOSURE.** None of the representatives and warranties made by Owner or made in any exhibit hereto or memorandum or writing furnished or to be furnished by Owner or on its behalf contains or will contain any untrue statement of material fact or omit any material fact the omission of which would be misleading.
- C. **PLAN COMPLIANCE.** The Development Plans comply with all City, County, metropolitan, state and federal laws and regulations, including but not limited to subdivision ordinances, zoning ordinances and environmental regulations.

D. **FEE TITLE.** The Owner owns fee title to the Property.

E. **WARRANTY ON PROPER WORK AND MATERIALS.** The Owner warrants all work required to be performed by it under this Custom Grading Agreement against defective material and faulty workmanship for a period of two (2) years after its completion. During the warranty period the Owner shall be solely responsible for all costs of performing repair work required by the City within thirty (30) days of notification. All trees, grass, and sod shall be warranted to be alive, of good quality, and disease free for one year after planting. Any replacements shall be similarly warranted for one year from the time of planting. In addition, the warranty period for drainage and erosion control improvements shall be for two (2) years after completion; the warranty for the drainage and erosion control improvements shall also include the obligation of the Owner to repair and correct damage to or deficiency with respect to such improvements.

1.17 **CITY WARRANTIES.** "City Warranties" means that the City hereby warrants and represents as follows:

A. **ORGANIZATION.** City is a municipal corporation duly incorporated and validly existing in good standing under the laws of the State of Minnesota.

B. **AUTHORITY.** City has the right, power, legal capacity and authority to enter into and perform its obligations under this Custom Grading Agreement.

1.18 **FORMAL NOTICE.** "Formal Notice" means notices given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage and postal charges prepaid, addressed as follows:

If to CITY:
City of Inver Grove Heights
Attention: City Administrator
Inver Grove Heights City Hall
8150 Barbara Avenue
Inver Grove Heights, MN 55077

If to Owner:
Mebrat Chuchu Girma
8237 Cleary Court
Inver Grove Heights, MN 55076

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

1.19 PROPERTY. Property means the real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described on **Exhibit A** attached hereto.

ARTICLE 2 **APPROVAL OF DEVELOPMENT PLANS**

2.1. APPROVAL OF DEVELOPMENT PLANS. Subject to the terms and conditions of this Custom Grading Agreement, the recitals above, and all other applicable City Code provisions the City hereby approves the Development Plans.

2.2 RECORDING. This Custom Grading Agreement shall be recorded with the County Recorder within thirty (30) days from the date of this Custom Grading Agreement. No building permits shall be issued unless the Owner shows evidence to the City that this Custom Grading Agreement has been recorded with the County Recorder.

ARTICLE 3 **IMPROVEMENTS**

3.1 IMPROVEMENTS. The Owner shall install, at its own cost, the Improvements in accord with the Development Plans. The Owner Improvements shall be completed by the dates shown on Appendix 2, except as completion dates are extended by subsequent written action of the Director of PWD. Failure of the City to promptly take action to enforce this Custom Grading Agreement after expiration of time by which the Improvements are to be completed shall not waive or release any rights of the City; the City may take action at any time thereafter, and the terms of this contract shall be deemed to be automatically extended until such time as the Improvements are completed to the City's satisfaction.

3.2 GROUND MATERIAL. The Owner shall insure that adequate and suitable ground material shall exist in the areas of private driveways and utility improvements and shall guarantee the removal, replacement or repair of substandard or unstable material. The cost of removal, replacement or repair is the responsibility of the Owner.

3.3 GRADING/DRAINAGE PLAN. The Owner shall construct drainage facilities in accord with the Development Plans. The grading and drainage plan shall include lot and building elevations, drainage swales to be sodded, storm sewer, catch basins, erosion control structures and ponding areas necessary to conform with the overall City storm sewer plan. The grading of the site shall be completed in conformance with the Development Plans.

3.4 BOULEVARD AND AREA RESTORATION. The Owner shall seed or lay cultured sod in all boulevards within 30 days of the completion of street related improvements and restore all other areas disturbed by the development grading operation in accordance with the approved erosion control plan. Upon request of the PWD, the Owner shall remove the silt fences after grading and construction have occurred.

3.5 STREET MAINTENANCE, ACCESS AND REPAIR. The Owner shall clear, on a daily basis, any soil, earth or debris from the streets and wetlands within or adjacent to the Property

resulting from the grading or building on the land within the Property by the Owner or its agents, and shall repair to the City's specifications any damage to bituminous surfacing resulting from the use of construction equipment.

3.6 LANDSCAPING. Site landscaping shall be in accordance with the Development Plans.

3.7 PAVING OF DRIVEWAY. The Owner must pave the driveway per City requirements.

3.8 EROSION CONTROL. The Owner shall provide and follow a plan for erosion control and pond maintenance in accord with the Best Management Practices (BMP) as delineated in the Minnesota Pollution Control Agency handbook titled Water Quality in Urban Areas. Such plan shall be detailed on the Development Plans and shall be subject to approval of the Director of PWD. The Owner shall install and maintain such erosion control structures as appear necessary under the Development Plans or become necessary subsequent thereto. The Owner shall be responsible for all damage caused as the result of grading and excavation within the Property including, but not limited to, restoration of existing control structures and clean-up of public right-of-way, until the Property is final graded and Improvements are completed. As a portion of the erosion control plan, the Owner shall re-seed or sod any disturbed areas in accordance with the Development Plans. The City reserves the right to perform any necessary erosion control or restoration as required, if these requirements are not complied with after Formal Notice by the City as stated in Article 9. The Owner shall be financially responsible for payment for this extra work.

3.9 GRADING/DRAINAGE PLAN AND EASEMENTS. The Developer shall construct drainage facilities adequate to serve the Property in accord with the Development Plans. The Owner and Developer agree to grant to the City all necessary easements for the preservation of the drainage system, for drainage basins, and for utility service. All such easements required by the City shall be on the Property or in writing, in recordable form, and on the standard easement form of the City, and on such other terms and conditions as the City shall determine; such easements shall be delivered to the City contemporaneously with execution of this Agreement. The grading and drainage plan shall include lot and building elevations, drainage swales to be sodded, storm sewer, catch basins, erosion control structures and ponding areas necessary to conform with the overall City storm sewer plan. The grading of the site shall be completed in conformance with the Development Plans. In the event that the Developer fails to complete the grading of the site in conformance with the Development Plans by the stipulated date, the City may declare the Developer in default pursuant to Article 9.

3.10 AS BUILT INFORMATION. The record plan "as built" drawings of the Improvements shall be provided by the Owner in accordance with City standards no later than 90 days after completion and acceptance of the Improvements by the City, unless otherwise approved in writing by the Director of Public Works. If the record plans are not provided to the City within the 90 days, the City may have this work done and pay for it with the developer's sureties.

Final as-built information shall be submitted in an electronic format compatible with the City's Geographic Information System (GIS). All information must be on the Dakota County

coordinates system. Compatible formats are emailed AUTOCAD .DWG or .DXF. As-built drawings shall also be scanned, stored and emailed as images in .TIFF or .PDF. All as-built drawings must be the approved plans modified to reflect as-built conditions Note: All corrected lines, grades and elevations shall have a line drawn through the original text and the new information placed nearby; the original information or text shall not be erased.

3.11 RETAINING WALL. If a retaining wall will be constructed on the Property as part of the Improvements, then prior to the City issuing a building permit for the Property, a retaining wall permit must be issued by the City. If the Property is to have a retaining wall constructed as part of the Improvements, then prior to the City granting a temporary certificate of occupancy or a final certificate of occupancy for the Property, the retaining wall permit must be complete, wall certification must be received and accepted by the Chief Building Official, grading associated with the retaining wall must be accepted by the City Engineer and the retaining wall record drawing must be received and accepted by the City.

ARTICLE 4 **OTHER PERMITS**

4.1 PERMITS. The Owner shall obtain all necessary approvals, permits and licenses from the City, the Other Regulatory Agencies, the Utility Companies, and the Prior Easement Holders. Major design requirements of any such entities shall be determined prior to completion and incorporated into the Development Plans. All costs incurred to obtain the approvals, permits and licenses, and also all fines or penalties levied by any agency due to the failure of the Owner to obtain or comply with conditions of such approvals, permits and licenses, shall be paid by the Owner. The Owner shall defend and hold the City harmless from any action initiated by the Other Regulatory Agencies, the Utility Companies and the Prior Easement Holders resulting from such failures of the Owner.

ARTICLE 5 **RESPONSIBILITY FOR COSTS**

5.1 IMPROVEMENT COSTS. The Owner shall pay for the Improvements; that is, all costs of persons doing work or furnishing skills, tools, machinery or materials, or insurance premiums or equipment or supplies and all just claims for the same; and the City shall be under no obligation to pay the contractor or any subcontractor any sum whatsoever on account thereof, whether or not the City shall have approved the contract or subcontract.

5.2 CITY MISCELLANEOUS EXPENSES. The Owner shall reimburse the City for all engineering, administrative, legal and other expenses incurred or to be incurred by the City in connection with this Custom Grading Agreement. Bills not paid within thirty (30) days shall accrue interest at the rate of eight percent per year.

5.3 ENFORCEMENT COSTS. The Owner shall pay the City for costs incurred in the enforcement of this Custom Grading Agreement, including engineering and attorneys' fees.

5.4 TIME OF PAYMENT. The Owner shall pay all bills from the City within thirty

(30) days after billing. Bills not paid within thirty (30) days shall bear interest at the rate of 8% per year.

ARTICLE 6 **OWNER WARRANTIES**

6.1 STATEMENT OF OWNER WARRANTIES. The Owner hereby makes and states the Owner Warranties.

ARTICLE 7 **CITY WARRANTIES**

7.1 STATEMENT OF CITY WARRANTIES. The City hereby makes and states the City Warranties.

ARTICLE 8 **INDEMNIFICATION OF CITY**

8.1 INDEMNIFICATION OF CITY. Owner shall indemnify, defend and hold the City, its Council, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to:

- a.) breach by the Owner of the Owner Warranties;
- b.) failure of the Owner to timely construct the Improvements according to the Development Plans and the City ordinances, standards and specifications;
- c.) failure by the Owner to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Custom Grading Agreement;
- d.) failure by the Owner to pay contractors, subcontractors, laborers, or material;
- e.) failure by the Owner to pay for materials;
- f.) approval by the City of the Development Plans;
- g.) failure to obtain the necessary permits and authorizations to construct the Improvements;
- h.) construction of the Improvements;
- i.) delays in construction of the Improvements;

- j.) all costs and liabilities arising because building permits were issued prior to the completion and acceptance of the Improvements.

ARTICLE 9

CITY REMEDIES UPON OWNER DEFAULT

9.1 CITY REMEDIES. If an Owner Default occurs, that is not caused by Force Majeure, the City shall give the Owner Formal Notice of the Owner Default and the Owner shall have ten (10) business days to cure the Owner Default. If the Owner, after Formal Notice to it by the City, does not cure the Owner Default within ten (10) business days, then the City may avail itself of any remedy afforded by law and any of the following remedies:

- a.) the City may specifically enforce this Custom Grading Agreement;
- b.) the City may collect on the irrevocable letter of credit or cash deposit pursuant to Article 13 hereof;
- c.) the City may suspend or deny building and occupancy permits for buildings within the Property;
- d.) the City may, at its sole option, perform the work or improvements to be performed by the Owner, in which case the Owner shall within thirty (30) days after written billing by the City reimburse the City for any costs and expenses incurred by the City.

9.2 NO ADDITIONAL WAIVER IMPLIED BY ONE WAIVER. In the event any agreement contained in this Custom Grading Agreement is breached by the Owner and thereafter waived in writing by the City, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder. All waivers by the City must be in writing.

9.3 NO REMEDY EXCLUSIVE. No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the Custom Grading Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to it, it shall not be necessary to give notice, other than the Formal Notice.

9.4 EMERGENCY. Notwithstanding the requirement contained in Section 9.1 hereof relating to Formal Notice to the Owner in case of a Owner Default and notwithstanding the requirement contained in Section 9.1 hereof relating to giving the Owner a ten (10) business day period to cure the Owner Default, in the event of an emergency as determined by the Director of PWD, resulting from the Owner Default, the City may perform the work or improvement to be performed by the Owner without giving any notice or Formal Notice to the Owner and without giving the Owner the ten (10) day period to cure the Owner Default. In such case, the Owner shall within

thirty (30) days after written billing by the City reimburse the City for any and all costs incurred by the City.

ARTICLE 10 **ESCROW DEPOSIT**

10.1 ESCROW REQUIREMENT. Contemporaneously herewith, the Owner shall deposit with the City an irrevocable letter of credit, or cash deposit for the amount of \$10,000.

The bank and form of the irrevocable letter of credit, or cash deposit shall be subject to approval by the City Finance Director and City Attorney and shall continue to be in full force and effect until released by the CITY. The irrevocable letter of credit shall be for a term ending December 31, 2022. In the alternative, the letter of credit may be for a one year term provided it is automatically renewable for successive one year periods from the present or any future expiration dates with a final expiration date of December 31, 2022, and further provided that the irrevocable letter of credit states that at least sixty (60) days prior to the expiration date the bank will notify the City that if the bank elects not to renew for an additional period. The irrevocable letter of credit shall secure compliance by the Owner with the terms of this Custom Grading Agreement. The City may draw down on the irrevocable letter of credit or cash deposit, without any further notice than that provided in Section 9.1 relating to a Owner Default, for any of the following reasons:

- a.) a Owner Default; or
- b.) upon the City receiving notice that the irrevocable letter of credit will be allowed to lapse before December 31, 2022.

The City shall use the escrow proceeds to reimburse the City for its costs and to cause the Improvements to be constructed to the extent practicable; after the Director of PWD determines that such Improvements have been constructed and after retaining 10% of the proceeds for later distribution pursuant to Section 10.2, the remaining proceeds shall be distributed to Owner.

With City approval, the irrevocable letter of credit or cash deposit may be reduced pursuant to Section 10.2 from time to time as financial obligations are paid.

10.2 ESCROW RELEASE AND ESCROW INCREASE.

Periodically, upon the Owner's written request and upon completion by the Owner and acceptance by the City of any specific Improvements, ninety percent (90%) of that portion of the irrevocable letter of credit, or cash deposit covering those specific completed improvements only shall be released. The final ten percent (10%) of that portion of the irrevocable letter of credit, or cash deposit, for those specific completed improvements shall be held until acceptance by the City and expiration of the warranty period under Section 1.17 hereof; in the alternative, the Owner may post a bond satisfactory to the City with respect to the final ten percent (10%).

10.3 ENGINEERING ESCROW AMOUNT. In addition to the Escrow Amount, the Owner shall also deposit \$1,500 in cash with the City (hereafter "Engineering Escrow Amount")

contemporaneously with execution of this Agreement.

The Engineering Escrow Amount shall be used to pay the City for engineering review and inspection expenses, attorney's fees, consultant fees, erosion and sediment control expenses, staff review time associated with coordination, review, design, preparation and inspection of the Development Plans, the Improvements, and this Agreement and other associated City costs. Fees will be calculated at the City's standard rates charged for such tasks.

The Engineering Escrow Amount shall also be available to the City to pay for deficiencies and problems related to grading, drainage and erosion control and landscaping on the Owner Property in the event such problems and deficiencies arise. The City may also use the Engineering Escrow Amount to correct any such deficiencies or problems or to protect against further deficiencies or problems.

The City shall return to the Owner any remaining Engineering Escrow Amount when all the following events have occurred:

- a.) all of the landscaping and vegetation has been established to the sole satisfaction of the City.

To the extent the engineering inspection charges or the amount needed to correct the deficiencies and problems relating to grading, drainage, erosion control, or landscaping exceed the initially deposited \$1,500 Engineering Escrow Amount, the Owner is responsible for payment of such excess within thirty (30) days after billing by the City.

ARTICLE 11 **MISCELLANEOUS**

11.1 CITY'S DUTIES. The terms of this Custom Grading Agreement shall not be considered an affirmative duty upon the City to complete any Improvements.

11.2 NO THIRD PARTY RECOURSE. Third parties shall have no recourse against the City under this Custom Grading Agreement.

11.3 VALIDITY. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Custom Grading Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Custom Grading Agreement.

11.4 RECORDING. The City may record this Agreement with the Dakota County Recorder.

11.5 BINDING AGREEMENT. This Agreement shall run with the Property and shall inure to the benefit of the Owner and the City and shall bind Owner and the successors and assigns of Owner and shall be binding upon the City and the successor's and assigns of the City. This Agreement shall also be binding upon any right title or interest of the parties to the Property acquired after the date of this Agreement or acquired after the date of recording of this Agreement.

11.6 ASSIGNMENT. The Owner may not assign this Custom Grading Agreement without the written permission of the Council. The Owner's obligations hereunder shall continue in full force and effect, even if the Owner sells the Property.

11.7 AMENDMENT AND WAIVER. The parties hereto may by mutual written agreement amend this Custom Grading Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Custom Grading Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Custom Grading Agreement, waive compliance by another with any of the covenants contained in this Custom Grading Agreement, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Custom Grading Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Custom Grading Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

11.8 GOVERNING LAW. This Custom Grading Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

11.9 COUNTERPARTS. This Custom Grading Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

11.10 HEADINGS. The subject headings of the paragraphs and subparagraphs of this Custom Grading Agreement are included for purposes of convenience only, and shall not affect the construction of interpretation of any of its provisions.

11.11 INCONSISTENCY. If the Development Plans are inconsistent with the words of this Custom Grading Agreement or if the obligation imposed hereunder upon the Owner are inconsistent, then that provision or term which imposes a greater and more demanding obligation on the Owner shall prevail.

11.12 ACCESS. The Owner hereby grants to the City, its agents, employees, officers, and contractors a license to enter the Property to perform all work and inspections deemed appropriate by the City during the installation of Improvements.

[the remainder of this page has been intentionally left blank]

IN WITNESS WHEREOF, the parties have executed this Custom Grading Agreement.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 24th day of August, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

OWNER:

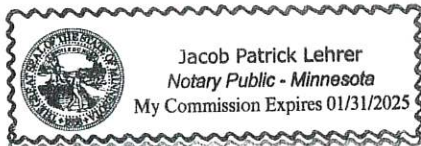
Mehrat Chuchu Girma
Mehrat Chuchu Girma

STATE OF MINNESOTA)

COUNTY OF Dakota)

ss.

The foregoing instrument was acknowledged before me this 13TH day of August, 2020, by Mebrat Chuchu Girma, a single person, to me personally known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.



[Signature]
Notary Public

THIS INSTRUMENT DRAFTED BY:

Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, MN 55075
(651) 451-1831

**AFTER RECORDING, PLEASE
RETURN DOCUMENT TO:**

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Real property in the City of Inver Grove Heights, County of Dakota, State of Minnesota legally described as follows:

Lot 4, Block 2, Whistletree Woods, and interest attributable to common area known as Outlot D, Dakota County, Minnesota.

APPENDIX 1
LIST OF DEVELOPMENT PLANS

<u>PLAN</u>	<u>DATE OF PLAN PREPARATION</u>	<u>PREPARED BY</u>
Site Plan - Existing and Proposed (C-1)	8-3-2020	Demars-Gabriel Land Surveyors, Inc.
Grading and Erosion Control Plan -Existing and Proposed (C-2)	8-3-2020	Demars-Gabriel Land Surveyors, Inc.

The Development Plans were approved by the City Engineer on August 12, 2020

CERTIFICATE OF SURVEY

- Denotes iron monument
- Denotes found monument
- Denotes existing elev.
- Denotes proposed elev.
- Denotes existing contour
- - - - Denotes proposed contour
- X Denotes tree to be removed
- Denotes proposed silt fence/erosion control
- Denotes proposed retaining wall

Proposed first floor elevation = 900.0
 Proposed top of foundation elevation = 885.0
 Proposed garage floor elevation = 888.0
 Proposed basement floor elevation = 888.0
 See approved final building plans for construction dimensions and detail

Proposed Impervious Surface:

House/Garage & Porch	1,862.46 Sq. Ft.
Driveway	802.85 Sq. Ft.
Sidewalk	184 Sq. Ft.
Total	2,849.31 Sq. Ft.
Parcel Area	10,941.94 Sq. Ft.
Impervious Surface	26.04 %

List of Earthwork Quantities:

CUT	457.63 yd ³
TEMPORARY CUT	181.07 yd ³
FILL	0.00 yd ³
BACKFILL	181.07 yd ³

LEGAL DESCRIPTION:

LOT 4, BLOCK 2, WHISTLETREE WOODS

PARCEL AREA: 10,941.94 sq. ft.



APPROVED AS NOTED
 DATE: 8/12/2020
 BY: [Signature]
 DISAPPROVED
 REASON: []
 REVISIONS AND REQUIREMENTS: []

SITE ADDRESS:
 8237 CLEARY COURT
 INVER GROVE HEIGHTS

BENCHMARK: TOP OF SAN. MH MID LOT & CENTERLINE CLEARY COURT = 882.35'

DEMARS-GABRIEL LAND SURVEYORS, INC.

2317 W. 83RD ST.
 BLOOMINGTON, MN 55431
 Phone: (763) 550-0908
 Cell: (612) 751-6785
 dm@questoffice.net

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the Laws of the State of Minnesota.

As surveyed by me this 3rd day of August, 2020

[Signature]

David E. Crook

Minn. Reg. No. 22814

File No.
 14710

Book-Page

Scale
 1"=20'

Prepared for:

IN GAUGE
 ENGINEERING AND TECHNOLOGY

12229 Wood Lake Dr.
 Nicolet Business Campus
 Burnsville, MN 55337
 www.ingaugeusa.com
 info@ingaugeusa.com
 612.930.1616

PROJECT: CHUCHU GIRMA RESIDENCE
 ADDRESS: 8237 Cleary Court, Inver Grove Heights, MN
 OWNER: CHUCHU GIRMA

SHEET TITLE:
 SITE PLAN - EXISTING AND PROPOSED

SHEET NO.:

C-1

GENERAL LEGEND

- S—S—S— EXISTING SANITARY
- G—G—G— EXISTING GAS
- W—W—W— EXISTING WATER
- S—S—S— PROPOSED SANITARY
- G—G—G— PROPOSED GAS
- W—W—W— PROPOSED WATER
- EXISTING GAS STRUCTURES
- EXISTING CONTOURS
- PROPOSED CONTOURS
- DENOTES IRON MONUMENT SET
- DENOTES IRON MONUMENT FOUND.
- DENOTES SURFACE DRAINAGE
- DENOTES PERIMETER EROSION CONTROL
- DENOTES TREE
- DENOTES TREE TO BE REMOVED
- DENOTES PROPOSED RETAINING WALL
- DENOTES PROPOSED EROSION CONTROL BLANKET

LIST OF EARTHWORK QUANTITIES

CUT..... 457.63 yd³
 TEMPORARY CUT..... 181.07 yd³
 FILL..... 0.00 yd³
 BACKFILL..... 181.07 yd³



City of Inver Grove Heights
 6150 Barbours Avenue
 Inver Grove Heights, MN 55077-0412

Approval is only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. Contractor is responsible for all dimensions, quantities and performance requirements to be confirmed and completed at the job site for all information that pertains solely to the fabrication processes or to the construction of construction for all coordination of the work of all trades and for ensuring consistency with the Contract Documents.

Approval of drawings or items does not relieve the Contractor of the responsibility for complying with all requirements of the Contract Documents.

☒ APPROVED ☐ DISAPPROVED
☐ APPROVED AS NOTED ☐ REVISED AND RESUBMIT

Date: 8/12/2020 By: Thomas J. Kelland

GRADING LEGEND

- 100.50 G PROPOSED SPOT GRADE (ELEVATION)
- 100.50 FFE PROPOSED FINISH FLOOR ELEVATION
- × 100.50 EXISTING ELEVATION
- 100.50 T/W PROPOSED TOP OF WALL GRADE
- 100.00 B/W PROPOSED BOTTOM OF WALL GRADE

FOUNDATION WALLS - ELEVATIONS

- BASEMENT**
- FOUNDATION ELEVATION (BOTTOM): 884.00
- PROPOSED TOP OF WALL (T/W): 885.00
- PROPOSED BOTTOM OF WALL (B/W): 900.00
- MAIN FLOOR**
- FOUNDATION ELEVATION (BOTTOM): 896.00
- PROPOSED TOP OF WALL (T/W): 897.00
- PROPOSED BOTTOM OF WALL (B/W): 900.00

Frost Depth (Min. considered): 3' 6"

TEMPORARY ROCK CONSTRUCTION ENTRANCE (all logs at entry as needed)

CLEARLY COURT

EROSION CONTROL BLANKET
 SEE DETAILS (SHEET C-3/2)
 AREA: 26.01 yd²

RETURN SPOIL PILE TO NATURAL CONDITIONS

EROSION CONTROL BLANKET
 SEE DETAILS (SHEET C-3/2)
 AREA: 72.76 yd²

1 GRADING AND EROSION CONTROL PLAN

SCALE: 1/8" = 1'-0"

DEMARS-GABRIEL
 LAND SURVEYORS, INC.
 2317 W. 93rd St.
 Bloomington, MN 55431
 Phone: (763) 559-0909
 Cell: (612) 751-6785
 demg@westoffice.net

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the Laws of the State of Minnesota.

As surveyed by me this 3rd day of August, 2020

David E. Crook Minn. Reg. No. 22414

File No.
 14710

Book-Page

Scale
 1/8" = 1'-0"

Prepared for:



12229 Wood Lake Dr.
 Nicollet Business Campus
 Burnsville, MN 55337
 www.ingaugeusa.com
 info@ingaugeusa.com
 612.930.1616

PROJECT: CHUCHU GIRMA RESIDENCE
 ADDRESS: 8237 Clearly Court, Inver Grove Heights, MN
 OWNER: CHUCHU GIRMA

SHEET TITLE:
 GRADING (EXISTING AND PROPOSED)
 AND EROSION CONTROL PLAN

SHEET NO.:

C-2

APPENDIX 2
IMPROVEMENTS

The items checked with an "X" below are the Improvements.

<u>CHECKED</u>	<u>COMPLETION DATE</u>	<u>IMPROVEMENT</u>
<u> X </u>	Prior to obtaining building permit	Grading, drainage, and sediment & erosion control
<u> X </u>	Prior to Certificate of Occupancy	Driveway
<u> X </u>	Prior to Certificate of Occupancy	As-built
<u> X </u>	Within 6 months after Certificate of Occupancy	Landscaping

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Receiving Drainage Study, Accepting IPO No. 28A from Kimley-Horn and Associates, Authorizing Preparation of Feasibility Report and Preliminary Design Services, and Authorizing Land Acquisition Services for City Project No. 2016-13 – Cahill Trunk Drainage Improvements

Meeting Date:	August 24, 2020		Fiscal/FTE Impact:
Item Type:	Consent	☐	None
Contact:	Tom Kaldunski, City Engineer 651.450.2570	☐	Amount included in current budget
Prepared by:	Steve Dodge, Assistant City Engineer <i>SWD</i>	☐	Budget amendment requested
Reviewed by:	Scott D. Thureen, Public Works Director	☐	FTE included in current complement
		☐	New FTE requested – N/A
		☒	Other: Pavement Management Fund

PURPOSE/ACTION REQUESTED

Consider resolution receiving drainage study, accepting IPO No. 28A from Kimley-Horn and Associates, authorizing preparation of feasibility report and preliminary design services, and authorizing land acquisition services for City Project No. 2016-13 – Cahill Trunk Drainage Improvements.

SUMMARY

On November 23, 2015, Council split Carleda Way from the 2016 projects and designated City Project No. 2016-09F Carleda Way Area Reconstruction. On December 14, 2015 Council authorized City Project No. 2016-13 Cahill Trunk Drainage Improvements study because staff and consultant had identified Cahill area trunk drainage and storm sewer capacity issues that caused isolated flooding in the 64th Court cul-de-sac and the southern portion of the Carleda Way project. The item was on hold while a funding strategy was developed and Council focused on petitioned street improvement projects. Council has identified the Carleda Way Improvements in the 2020 capital improvement budget for 2021 construction.

Kimely-Horn & Associates has completed a study to address the scope of the Cahill Avenue area drainage system impacts on the Carleda Way project area, identified solutions and potential funding sources. Kimley-Horn & Associates has provided IPO No. 28A in the amount of \$55,200 to complete a feasibility report for City Project No. 2016-13 – Cahill Trunk Drainage Improvements. The feasibility study will include preliminary design, identifying funding mechanisms, additional geotechnical information, and a land acquisition team to work with affected property owners. Funding for the feasibility study will come from pavement management fund. There is the potential for grant funding which will be addressed with the feasibility study.

A feasibility study for City Project No. 2016-09F - Carleda Way Area Improvements will be brought before a future Council meeting for authorization separately. It will be completed in conjunction with the Cahill Trunk Drainage Improvements feasibility once solutions are identified and approved by Council.

I recommend passage of the resolution receiving drainage study, accepting IPO No. 28A from Kimley-Horn and Associates, authorizing preparation of a feasibility report and preliminary design services, and authorizing land acquisition services for City Project No. 2016-13 – Cahill Trunk Drainage Improvements.

SWD/kf

Attachments: Resolution
Proposed Drainage Conditions Exhibit (Figure B)
IPO No. 28A
Cahill Trunk Drainage Improvements Study

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

RESOLUTION RECEIVING DRAINAGE STUDY, ACCEPTING IPO NO. 28A FROM KIMLEY-HORN AND ASSOCIATES, AUTHORIZING PREPARATION OF A FEASIBILITY STUDY AND PRELIMINARY DESIGN SERVICES, AND AUTHORIZING LAND ACQUISITION SERVICES FOR CITY PROJECT NO. 2016-13 – CAHILL TRUNK DRAINAGE IMPROVEMENTS

RESOLUTION NO. 2020-163

WHEREAS, On December 14, 2015 Council authorized City Project No. 2016-13 Cahill Trunk Drainage Improvements study because staff and consultant had identified Cahill area trunk drainage conveyance and storm sewer capacity issues; and

WHEREAS, the 2016-13 Cahill Trunk Drainage study has been completed by Kimley-Horn and Associates; and

WHEREAS, the 2016-13 Cahill Trunk Drainage Study has it has been determined that there are impacts from the Cahill Trunk drainage conveyance system that drains into 64th Court and Carleda Way, which may affect the streets, grades and storm water facilities in the City Project No. 2016-09F – Carleda Way Area Reconstruction; and

WHEREAS, staff recommends a feasibility report be completed for 2016-13 with preliminary design, geotechnical services, land acquisition services and meetings with impacted property owners to understand the nature of the impacts, identify final solutions, and prepare revenue and expenditure estimates; and

WHEREAS, Kimley-Horn & Associates has provided IPO No. 28A in the amount of \$55,200 to identify trunk drainage improvement solutions, funding mechanisms and impacts for City Project No. 2016-13 – Cahill Trunk Drainage Improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE INVER GROVE HEIGHTS, MINNESOTA THAT: that City Council of Inver Grove Heights receives the 2016-13 Cahill Trunk Drainage Improvements study; and

1. The proposal from Kimley-Horn & Associates, Inc. is accepted and staff is authorized to enter into IPO No. 28A, in the amount of \$55,200, for preparation of a feasibility report for the Cahill Trunk Drainage Study, City Project No. 2016-13, to complete preliminary design services, land acquisition services, identify drainage solutions, and present the costs and funding mechanisms.
2. Staff, City Attorney, Kimley-Horn & Associates and consultants are authorized to enter into agreements and start appraisal services, land acquisition services and work with affected landowners.
3. Staff and Kimley-Horn are authorized to enter into agreements and work with a geotechnical firm for preparation of the feasibility report.
4. The feasibility report funding is provided through pavement management fund.

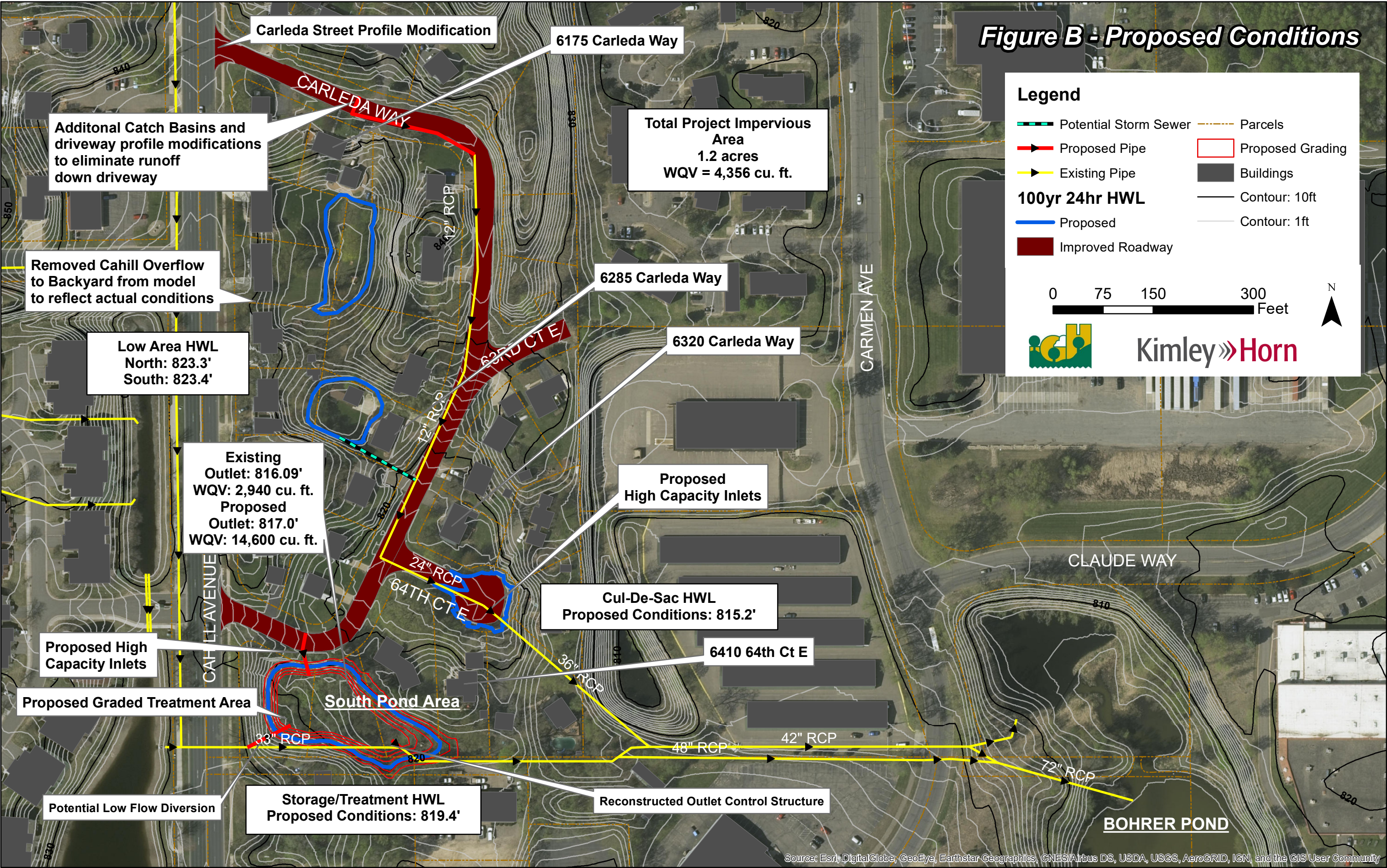
Adopted by the City Council of Inver Grove Heights, Minnesota this 24th day of August 2020

ATTEST:

George Tourville, Mayor

Rebecca Kiernan, City Clerk

Figure B - Proposed Conditions



INDIVIDUAL PROJECT ORDER NUMBER 28A

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and City of Inver Grove Heights (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 19, 2011, which is incorporated herein by reference.

Identification of Project: Cahill Trunk Drainage Improvements
City Project 2016-13
KH Project 160509030

General Category of Services: Feasibility Study phase and right-of-way acquisition services.

Specific Scope of Basic Services: Prepare feasibility study for CP 2016-13. Right-of-way acquisition services for CP 2016-13 drainage improvements. See attached Exhibit A for a more detailed summary of the scope of services.

Additional Services if Required: None identified at this time.

Schedule: See attached Exhibit C.

Deliverables: Feasibility Study and Report

Method of Compensation To be billed on an hourly (cost plus) basis as detailed in attached Exhibit B.

Special Terms of Compensation: None

Other Special Terms of Individual Project Order: None

ACCEPTED:

CITY OF INVER GROVE HEIGHTS

BY: _____

TITLE: _____

DATE: _____

KIMLEY-HORN AND ASSOCIATES, INC.

BY:  _____

TITLE: Sr. Vice President

DATE: August 17, 2020

EXHIBIT A
SCOPE OF SERVICES

INDIVIDUAL PROJECT ORDER (IPO) NO. 28A

CAHILL TRUNK DRAINAGE IMPROVEMENTS
CITY PROJECT 2016-13

City Project 2016-13 Cahill Trunk Drainage Improvements was initiated to understand the drainage in the Carleda Way area neighborhood and identify proposed improvements to mitigate the flooding concerns tied to City Project 2016-09F Carleda Way Area Reconstruction and Utility Improvements. The drainage study was completed in draft form in 2015 and completed in the beginning of 2020.

We understand the City is now planning to reconstruct the streets within the Carleda Way Neighborhood in 2021. As a part of that project, the drainage improvements identified in City Project 2016-13 will also be constructed. This IPO includes feasibility study phase services to draft a feasibility study and report for City Project 2016-13 Cahill Trunk Drainage improvements. This IPO also includes right-of-way acquisition services to assist the City in obtaining the necessary property rights to construct the drainage improvements.

City Project 2016-13 Cahill Trunk Drainage Improvements includes the construction of a stormwater pond in the southeast corner of Cahill Avenue and Carleda Way. Construction of the stormwater pond will require the acquisition of two vacant parcels and additional temporary and permanent easement from one residential parcel.

1. FEASIBILITY STUDY SERVICES

A. Project Management and Meetings

Kimley-Horn will provide overall project management and utilize internal project management tools to monitor budgets, staff roles, and responsibilities for the project. We will communicate project updates directly with the City's project manager.

We will assist City staff with correspondence and coordination with residents and stakeholders within the project area. We have assumed this will include the preparation of up to one (1) letter which will be mailed to residents to inform them of the project and provide an update on what has occurred since 2016. We have assumed that we will be providing postage and mailing the letters.

We have assumed preparation for and attendance of the following meetings that will be required as part of the feasibility study:

- i. Regular Council meeting (1)
- ii. Project review meeting (1)

B. Public Involvement

We will prepare for and attend up to two (2) public open houses for the project. We have assumed the open houses will be held ahead of the feasibility report being

submitted to City Council and ahead of the public hearing. We have assumed the open houses will only be attended by the impacted property owners. We have assumed these open houses may be conducted in person on the properties or will be conducted virtually through Zoom or some other virtual platform.

For the open houses, we will prepare materials which may include a project presentation or exhibits to bring to an in-person meeting.

The affected property owners were not notified of City Project 2016-13 in 2015. We have assumed up to three (3) additional meetings with residents will be necessary to review on-site issues, answer individual questions and begin right-of-way acquisition discussions. We will prepare materials for these meetings and coordinate the meetings with residents.

C. Report Preparation

We will prepare a feasibility study and report detailing the results of the previously completed drainage analysis for City Project 2016-13. The feasibility report will include a project cost estimate and financing plan for the project. We will provide the City with three (3) copies of a draft report and up to fifteen (15) copies of the final version of the report. We will also provide the City with an electronic copy of the report at draft and final stages.

D. Cost Estimate Update

We will incorporate the previously prepared cost estimate for the stormwater ponding improvements into the overall feasibility report.

E. Financing Plan Update

We will work with City staff to prepare a financing plan for the proposed improvements. We have assumed the project will not be funded through the MN Statute 429 assessments. We understand that the CP 2016-13 improvements will be funded through pavement management program funds.

F. Geotechnical and Environmental

American Engineering Testing, as a Kimley-Horn sub-consultant will obtain two (2) borings in the area of the proposed stormwater basin. Results for the borings will be used to determine if the stormwater basin can be designed for infiltration. Due to the wooded nature and steep slopes in the area, infiltrometer testing is not feasible and will not be performed. We will work with the City to gain access to the private property to obtain the borings.

American Engineering Testing, as a Kimley-Horn sub-consultant will perform a Phase I Environmental Site Assessment (ESA) for the two anticipated total acquisition parcels and one residential parcel anticipated to require permanent and temporary easements. The Phase I ESA will be used to evaluate environmental concerns for property acquisition. Depending on the outcomes of the Phase I ESA, a Phase II ESA or Response Action Plan (RAP) may be needed. Preparation of a Phase

II ESA or RAP is not included in this IPO and is assumed to be added through an additional contract amendment if necessary.

2. PRELIMINARY DESIGN

We will prepare preliminary plans for the stormwater ponding improvements for City Project 2016-13. We have assumed the preliminary plans will be completed to a 60% design level. The preliminary plans will include construction limits used to determine temporary and permanent easement needs. We have assumed the following plan sheets will be prepared with the preliminary plans.

- Cover Sheet (Combined with CP 2016-09F cover sheet)
- Removal Plans
- Stormwater Pond Grading Plan
- Outlet Structure Details

The preliminary plans will be submitted to the City for review and we will address up to one (1) round of comments from the City.

Preparation of final construction plans and specifications is not included in this IPO.

We will also update the proposed stormwater model with any new information or design changes that are made during preliminary design. We have assumed that a drainage report will not be prepared and submitted with the preliminary design drawings, but would be completed during final design.

3. RIGHT-OF-WAY ACQUISITION SERVICES

A. Appraisals

Henning Professional Services, as a Kimley-Horn sub-consultant, will contract appraisals for the two anticipated total acquisition parcels and one additional residential parcel requiring permanent and temporary easements. The appraisals will be performed by Patchin Messner Valuation Counselors. The appraisals will be provided to the City for review and used in the preparation of offers to the property owners.

B. Right-of-Way Agent Services

Henning Professional Services, as a Kimley-Horn sub-consultant, will serve as the City's right-of-way agent through the right-of-way acquisition process. The right-of-way agent will perform the services listed below for the project in coordination with the City and designer.

- Maintain and provide acquisition spread sheets for information on all acquisitions
- Early Notification letter to owners with formal project information
- Contact the landowners and schedule meetings

- Conduct Field Title Investigations and complete Reports
- Work closely with the City and designer related to landowner questions and project details
- Prepare offer packets for each parcel
- Present offers of compensation
- Negotiate purchase of the easements
- Draft Administrative Settlements as appropriate
- Obtain signed easements and provide executed documents to City
- Draft and submit Pay Requests for payment to owner
- This task will also provide coordination with the City Attorney (CA) who will provide the conveyance documents and other required legal documents.
- Providing the City parcel files summarizing each acquisition at the end of the project

C. Parcel Sketch and Legal Description

We will prepare a parcel sketch for the residential property anticipated to require permanent and temporary easements. Gorman Surveying, as a Kimley-Horn sub-consultant will prepare legal descriptions for the permanent and temporary easements on this property and the dedicated roadway easement on the City owned parcel near 63rd Street.

D. 63rd Street Easement Agreement

We have assumed the City attorney will draft any necessary documentation for the roadway easement dedication near 63rd Street. We will review and coordinate with City staff and City Attorney on the agreement.

Right-of-way Acquisition Services Assumptions

We have assumed the following in preparing the scope of work listed above for right-of-way acquisition services.

- The City will provide title research, parcel sketches, appraisals, staking and survey services needed.
- Closing will be completed by a licensed closing company and this will be a direct cost paid by the City.
- The City will provide legal documents such as easement, consents, disclaimers, certificates, access agreements, etc., as required.
- The City will also review title work and ensure that all interested parties are defined and listed prior to the agent meeting with the landowner.
- The City will record all documents that they would like recorded.
- The City will provide all tax forms such as 1099's.
- No relocation is included in this estimate.
- We assume one lender consent for the permanent easement parcel. Any fees related to obtaining a consent from the lender are not included in this estimate but would be provided as a pass-through cost.
- The City Attorney (CA) will provide all eminent domain tasks, if needed. Our assistance would be limited to providing all information and files in our possession and to strategize with CA.

EXHIBIT B
ESTIMATED COSTS

INDIVIDUAL PROJECT ORDER (IPO) NO. 28A

CAHILL TRUNK DRAINAGE IMPROVEMENTS
CITY PROJECT 2016-13

Kimley-Horn proposes to perform all services included within this IPO on an hourly (cost plus) basis using our current standard hourly rate schedule. The following is a summary of our estimated costs for the services included as a part of this IPO:

<u>Work Task</u>	<u>Estimated Fee</u>
Feasibility Study Services	\$ 20,600
Preliminary Design	\$ 10,900
Right-of-Way Acquisition Services	\$ 22,000
Reimbursable Expenses	\$ 1,700
Total	\$ 55,200

Our total estimated not-to-exceed cost for the scope of services included as a part of this IPO is, therefore, \$55,200 including all labor and reimbursable expenses.

EXHIBIT C
SCHEDULE

INDIVIDUAL PROJECT ORDER (IPO) NO. 28A

CAHILL TRUNK DRAINAGE IMPROVEMENTS
CITY PROJECT 2016-13

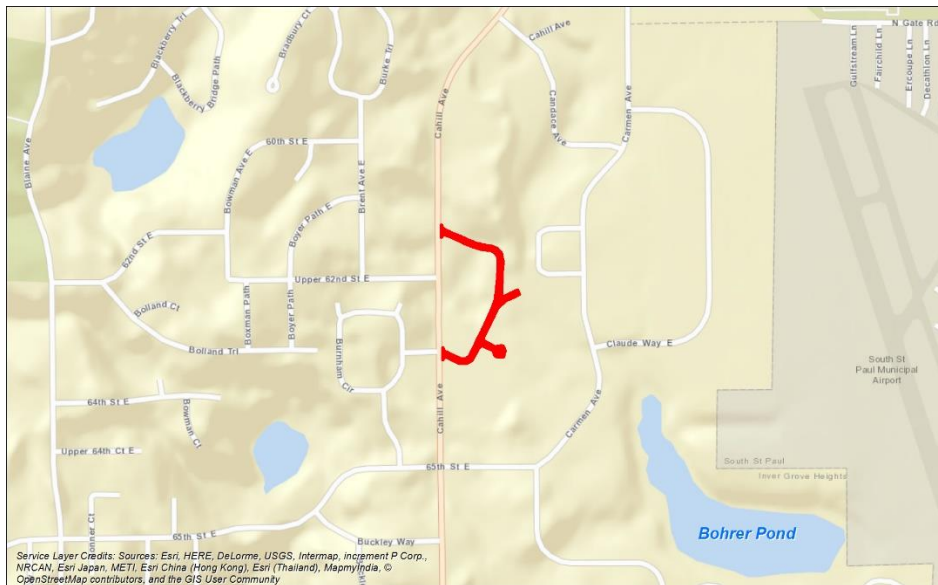
The following is a summary of the proposed schedule for the project:

Council Orders Feasibility Study for CP 2016-13 <i>Authorize KH IPO 28A</i> <i>Authorize Initial Land Acquisition Services</i>	August 24, 2020
Prepare Feasibility Study	August/September 2020
Open House #1	September 10, 2020
Council Receives Feasibility Report <i>Call Public Hearing</i>	September 14, 2020
Individual Property Meetings/Appraisals	September/October 2020
Open House #2	October 7, 2020
CP 2016-13 Public Hearing <i>Authorize Final Plans and Specs</i> <i>Authorize Land Acquisition</i>	October 12, 2020
*Final Design	October 2020 – January 2021
*Council Approve Plans and Specs <i>Authorize Advertisement for Bid</i>	January 25, 2021
*Bid Opening	Late February 2021
*Assessment Hearing <i>Award Construction Contract</i>	March/April 2021
*Construction	Summer 2021

*Not included with IPO 28A

City Project 2016-09F: Carleda Way Area Street Reconstruction and City Project 2016-13: Cahill Trunk Drainage Study

Preliminary Stormwater Report
Inver Grove Heights, MN



Prepared For:



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

Prepared By:

Kimley»Horn

Kimley-Horn and Associates, Inc.
767 N. Eustis Street
Suite 100
Saint Paul, MN 55114
(651) 645-4197

Original Report December 2015; Revised April 27, 2020

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ATTACHMENTS

- Attachment 1 Existing Conditions
- Attachment 2 Proposed Conditions

SECTION 1: INTRODUCTION AND BACKGROUND

A. Introduction

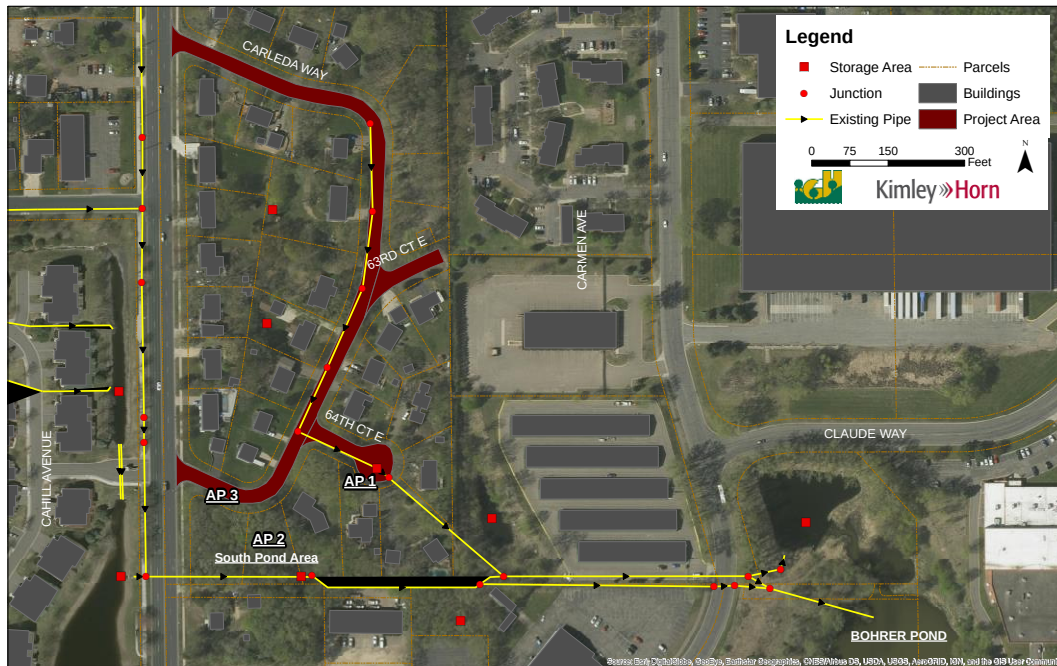
The City of Inver Grove Heights seeks to reconstruct several residential roadways in poor condition east of Cahill Ave; those streets include Carleda Way, 63rd Ct E, and 64th Ct E. As part of the roadway improvements, the existing stormwater drainage system was analyzed to determine if the current system is adequate and if any improvements to the system can be identified and included in the scope of the roadway reconstruction project.

This area was the subject of a previous hydrologic/hydraulic study in 2015 (*City Project 2016-09F: Carleda Way Area Street Reconstruction*, December 2015). This report provides an update to that study and includes a summary of the methodology, findings, and recommendations of the updated analysis.

B. Watershed

The project area is located in the South Grove Drainage Basin per the City of Inver Grove Heights Water Resources Management Plan. Generally, the study area ultimately drains to Bohrer Pond east of the project area. The drainage system along the project roadways outfall into a trunk storm sewer system that also services Cahill Avenue. The trunk line discharges into a constructed pretreatment forebay east of Carmen Avenue before outfalling into Bohrer Pond. Since the Carleda Way drainage system is hydraulically connected to the Cahill Avenue trunkline, it is necessary to include that contributing drainage area in this analysis to understand the hydraulic grade line effects from that connected system as shown in **Figure 1-1**. Locations marked with AP # are analysis points to determine effectiveness of the proposed improvements to the project area.

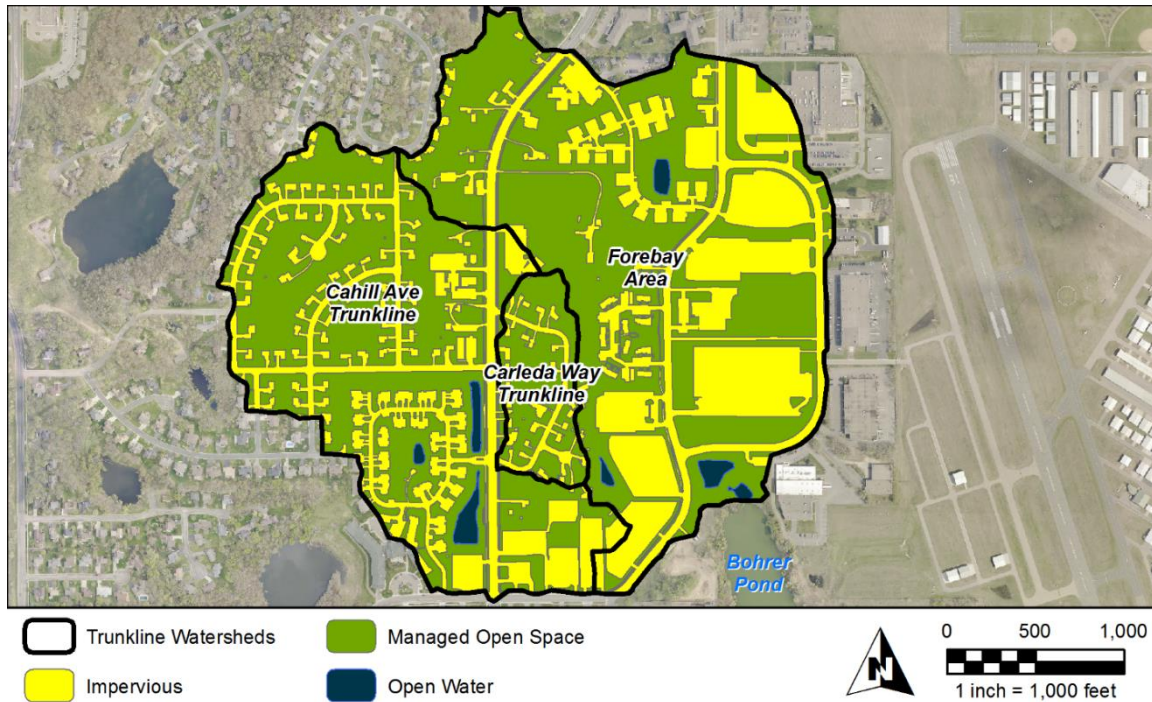
Figure 1-1: Studied Drainage System



C. Model Development

The drainage analysis was performed using the dynamic wave module of PCSWMM engine v5.1.013. Modeled parameters for conduits and junctions were based on as-built drawings provided by the City with their spatial locations identified by the City's stormwater infrastructure geodatabase. Topographic Survey of Carleda Avenue, 63rd Court, and 64th Court was also collected and incorporated into the modeling. Catchment areas were delineated in GIS using 1 ft LiDAR topography. A detailed hydrologic overlay was created in GIS by tracing impervious boundary lines and can be seen in Figure 1-2 below. This land cover area, as shown in **Figure 1-2**, was then overlaid with the Dakota County NRCS soils layer to generate discrete pervious area composite CN's for each catchment area. Basin slope was generated using GIS spatial analyst to sum average slope of each catchment.

Figure 1-2: Watershed Land Cover



Weir overflows were added to storage areas with overland flow locations. Gutter overflow channels were added connecting junctions susceptible to surcharging above their rim elevations. The gutter overflow channels also allow bypass flow at catch basin inlets to be modeled accurately. Node maximum depths were set above rim elevations to avoid junction node ponding and allow for overland flow to storage units. Based on the geotechnical report provided by AET, underlying soil infiltration rates of 0.2 in/hr were too low and considered negligible to be added to storage units.

The downstream boundary condition was set to a static water surface elevation of 804.1 ft to represent the HWL of Bohrer Pond. The design storm was the 100-yr 24hr SCS Type II distribution. Rainfall depth of 7.43 inches (100-yr storm) according to NOAA Atlas-14 for Inver Grove Heights.

SECTION 2: MODEL RESULTS

A. Existing Conditions

The existing conditions model identifies several areas exhibiting flooding during the 100-yr storm. **Figure A** in **Appendix A** shows the depth of flooding at the three primary areas of concern in the study area. The most significant flooding is present at 64th Ct E and extends west into portions of Carleda Way. This flooding results in excess of one foot of flooding depth at the structure of 6320 Carleda Way and the garage at 6410 64th Ct E.

There are several issues that contribute to this flooding. The trunk storm lines carrying flow from 64th Ct E and Cahill Avenue do not have capacity to carry the full 100-yr peak discharge. This causes the inlets at the Cahill Avenue and Carleda Way intersection to surcharge and overflow down Carleda Way to 64th Ct E. The existing catch basins in the cul-de-sac at 64th Ct E are overcapacity. Since the cul-de-sac is located at a low point with no overland outflow location, it acts as a ponded storage area.

Additional flooding areas in the project study area include localized low areas behind houses on the west side of Carleda Way as detailed below.

- The northern low area is located directly south of 6175 Carleda Way. It collects runoff from localized backyard areas and Carleda Way via the backflow driveway condition at 6175 Carleda Way.
- The southern low area is a small depression at 6285 Carleda Way that collects only runoff from the immediate residential backyard areas. No public roadway runoff enters contributed to the south low area.

These low areas do not have drainage infrastructure to outlet stormwater and rely on a combination of evapotranspiration, infiltration to groundwater and overland flow to remove ponded water.

Based on existing conditions modeling, the north low area high water levels do not extend to any homes or structures of the adjacent residential properties. For the south low area, high water levels extend to an elevation of 823.4' and an estimated 1.4 feet of flooding relative to the garage floor elevation at 6285 Carleda Way.

B. Proposed Conditions

The overall goal of this analysis was to identify feasible and costs effective improvements that would reduce the extent of flooding in the area. A secondary goal was to evaluate the potential for combining water quality improvements with recommended flood reduction features and to explore stand-alone water quality improvements for the drainage system to Bohrer Pond.

Recommended improvements are illustrated in **Figure B** in **Appendix A** and consist of the following recommendations to address both the primary and secondary goals:

- Extend the storm sewer system north and west along Carleda Way to a point upstream of the driveway at 6175 Carleda Way and install catch basins to capture runoff that currently flows down the residential driveway. Additionally, modify the existing driveway to provide a 6-inch depth driveway apron to prevent public water from back-draining down the driveway.
- Modify the profile of Carleda Way at the norther intersection with Cahill Avenue to prevent by-pass drainage from draining down Carleda Way.
- Install high capacity inlets at the 64th Ct E cul-de-sac (AP 1) to reduce flooding potential for remaining water that bypasses the existing Carleda catchbasin inlets during extreme storm events.
- Expand the existing storage capacity of the South Pond Area (AP 2 as shown in Figure 1-1). Construct the expanded South Pond Area as a filtration basin to treat runoff from contributing impervious surfaces of the project area and additional treatment for diverted low flows from Cahill Avenue and other upstream contributing areas. Install a pretreatment structure ahead of the low flow diversion outlet from the Cahill Avenue area. It is recommended that a future design phase attain geotechnical borings in this area to review the suitability of this area as an infiltration basin.
- Installation of high capacity inlets to capture overland flow from south curve of Carleda Way (AP 3) and direct that flow to the expanded South Pond Area. Install a pretreatment drop structure to manage potential erosion at the inlet to the South Pond Area and provide pretreatment to meet the City of Inver Grove Heights standards.
- During the final design stages of the project, the City should make contact with the resident at 6285 Carleda Way to better understand the extent of historic drainage issues and high-water levels experienced in the backyard area. It is feasible to extend storm sewer from the Carleda Way storm sewer system to this low area and reduce the high-water levels. If the property owner is willing to grant the City (at no cost) access/easement to extend storm sewer to the backyard and install an outlet from the backyard area, we recommend this be explored further during final design.

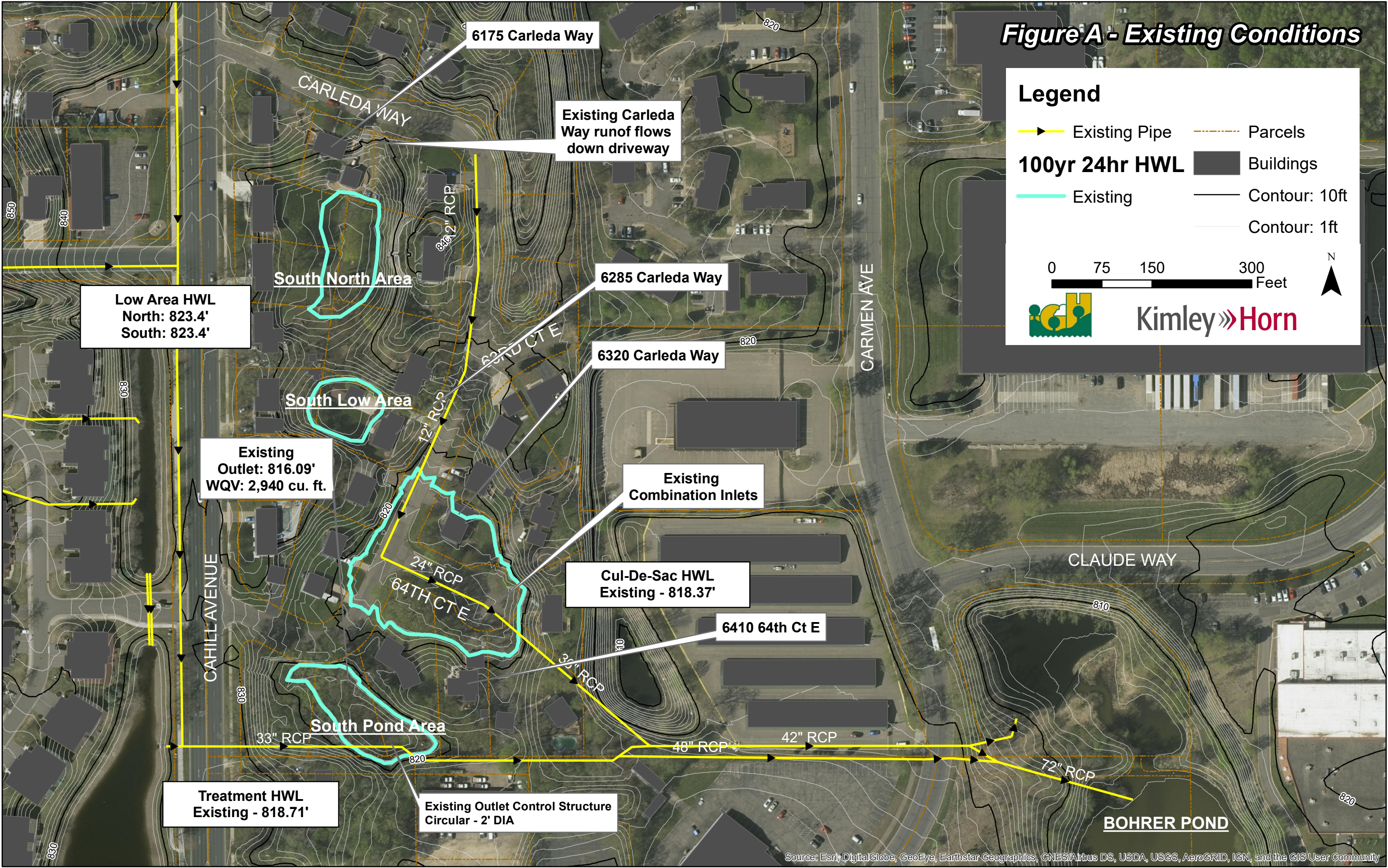
By introducing the overland flow diversion at AP 3 and installing high-capacity inlets at AP 1, the 100-year, 24-hr HWL in the cul-de-sac is reduced by approximately 3.2' to an elevation of 815.2'. Grading the South Pond Area to maximize the storage in the available area allows additional drainage area to be diverted away from the cul-de-sac to help further reduce the flooding. Introducing water quality treatment in the form of filtration into the expanded basin also provides improved water quality treatment upstream of Bohrer Pond.

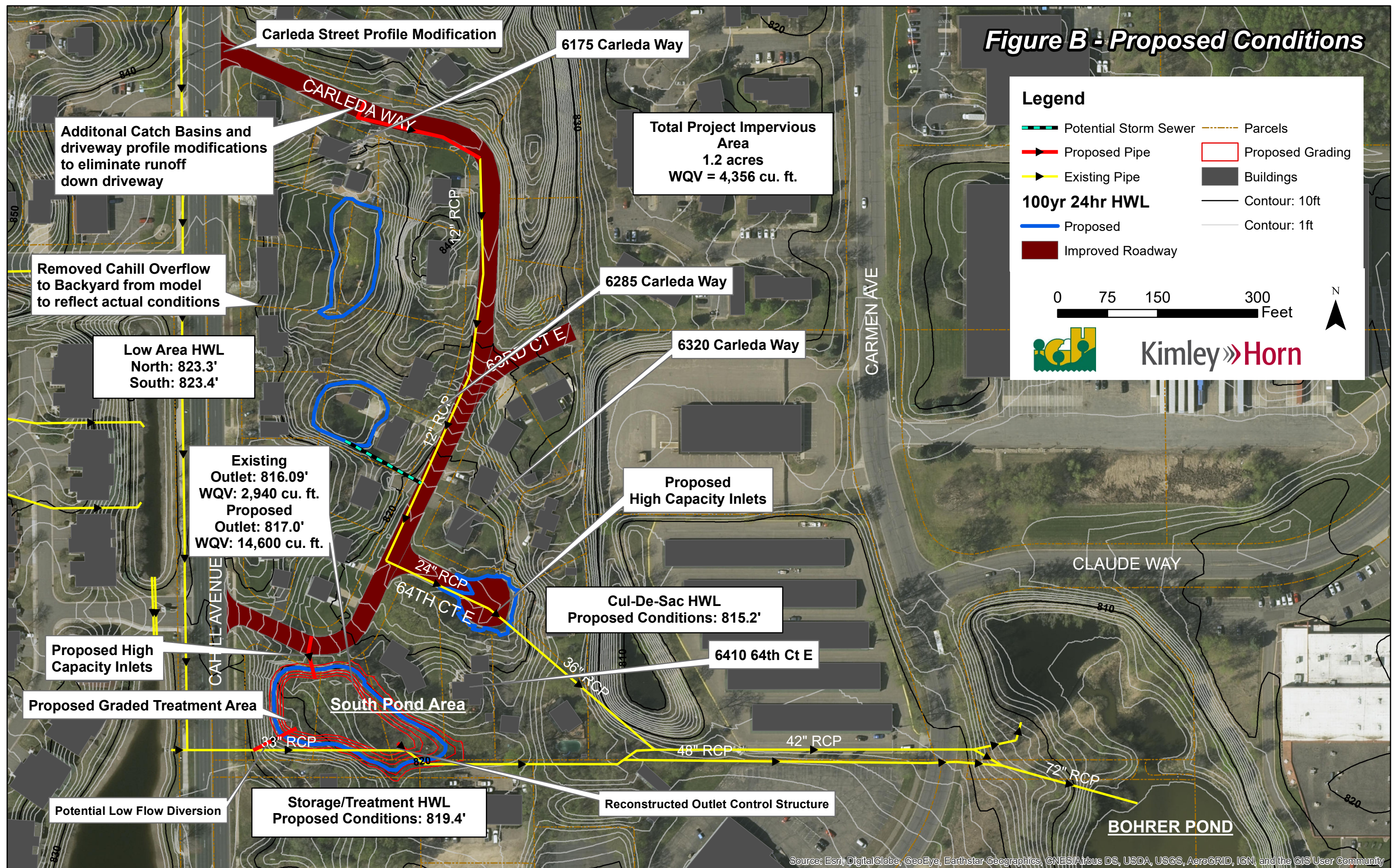
While not required for this project, water quality treatment options were evaluated based on the treatment volume they would provide. Using a typical approach to treat 1-inch or runoff volume applied to all new and reconstructed impervious surfaces results in a water quality treatment volume goal of 4,356 cubic feet (CF). Grading the pond area and setting the outlet at 817.0 allows for a treatment volume of up to 14,600 CF. While most of the runoff from the impervious surface from the direct project area will not enter the proposed filtration pond, low flows from Cahill Avenue could be diverted into the pond and be treated. Bohrer Pond, the receiving water for the system, is impaired and increased treatment of inflows would benefit the water quality of Bohrer pond.

C. Recommendation

It is recommended that the City work towards implementation of all improvements during the Carleda Way roadway rehabilitation project. The improvements will reduce flooding concerns at 64th Ct E and the backyard area south of 6175 Carleda Way. Due to the downstream benefits to Bohrer Pond from the recommended filtration basin, it is also recommended that the City explore external funding options including PSIG grant and SWCD grant funding.

Figure A - Existing Conditions





Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**CITY OF INVER GROVE HEIGHTS
CITY PROJECT 2016-09F AND 2016-13**

CARLEDA WAY AREA STREET RECONSTRUCTION AND CAHILL TRUNK DRAINAGE STUDY

OPINION OF PROBABLE COST - TREATMENT BASIN

OPINION OF PROBABLE COST

1	MOBILIZATION	LS	1	\$	10,000	\$	10,000
2	CLEARING AND GRUBBING	ACRE	0.75	\$	5,000	\$	3,750
3	REMOVE OUTLET CONTROL STRUCTURE	EA	1	\$	1,500	\$	1,500
4	POND EXCAVATION	CY	2,500	\$	16	\$	40,000
5	CATCH BASIN	EA	2	\$	5,000	\$	10,000
6	15" RC PIPE SEWER	LF	100	\$	50	\$	5,000
7	15" RC PIPE APRON AND TRASH GUARD	EA	2	\$	1,500	\$	3,000
8	RIPRAP	CY	11	\$	125	\$	1,375
9	CONNECT TO EXISTING STORM SEWER	EA	4	\$	1,500	\$	6,000
10	PRETREATMENT MANHOLE (HYDRODYNAMIC SEPARATOR)	EA	2	\$	20,000	\$	40,000
11	OUTLET CONTROL STRUCTURE (INCLUDES DIVERSION)	EA	2	\$	10,000	\$	20,000
12	FILTER TOPSOIL BORROW	CY	12	\$	40	\$	480
13	6" DRAIN TILE	LF	400	\$	10	\$	4,000
14	CLEANOUT ASSEMBLY	EA	4	\$	750	\$	3,000
15	TURF ESTABLISHMENT AND EROSION CONTROL	SY	3,750	\$	8	\$	30,000
Subtotal					\$	\$	178,105
10% Construction Contingency					\$	\$	18,000
Right-of-Way Acquisition and Property Cost					\$	\$	154,750
Indirect Costs (28%)					\$	\$	50,000
Total Project Cost					\$	\$	401,000

Right-of-Way Acquisition and Property Cost Summary						
Full Take - PID 201950003100 ¹					\$	50,000
Full Take - PID 201950003110 ¹					\$	50,000
Permanent Easement - 6420 Carleda Way ²	SF	7,500	\$	2.50	\$	18,750
Right-of-Way Acquisition Cost (30%)					\$	36,000
Total Right-of-Way Acquisition and Property Cost					\$	154,750

Assumptions and Notes

¹ Amount based on the 2020 Dakota County taxable land value

² Permanent easement based on proposed 100-yr HWL extents

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Proposal for 65th Street Tree Survey from WSB for City Project No. 2016-19 - 65th Street Construction (between T.H. 3 and Babcock Trail)

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 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: Pavement Management Fund, Franchise Fee Funds, Sewer Fund, Water Fund, Special Assessments, State Aid Funds, Municipal Bonds, Stormwater Funds

PURPOSE/ACTION REQUESTED

Approve proposal for 65th Street tree survey from WSB for City Project No. 2016-19 - 65th Street Construction (between T.H. 3 and Babcock Trail).

SUMMARY

In February 2020, a draft feasibility study for 65th Street from T.H. 3 to Babcock Trail was presented to the City Council. After discussions, the Council directed staff to have meetings with affected landowners and review the Natural Resources Study related to an Oak savanna illustrated in the Natural Resources Study. Staff is in the process of meeting with landowners. The feedback on this tree designation warranted conducting a tree survey to accurately identify large trees which may be affected by the project.

Staff requested, and received, a proposal from WSB & Associates, Inc. provide a scope of work and cost estimate to complete a tree survey. WSB will identify significant and heritage trees along the 65th Street corridor in the area identified in the Natural Resources Report. Trees will be located, tagged, and surveyed using a GPS unit. Invasive species such as buckthorn, box elder, and cottonwood will be not inventoried.

I recommend that the City Council approve the proposal in the amount of \$4,124. Funding for the tree survey would come from the Pavement Management Fund as part of City Project 2016-19.

TJK/kf

Attachments: Resolution
 Tree Survey Proposal

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

**CONSIDER RESOLUTION APPROVING PROPOSAL FOR A TREE SURVEY BY WSB FOR
PROJECT NO. 2016-19 – 65TH STREET BETWEEN TRUNK HIGHWAY 3 AND BABCOCK
TRAIL**

RESOLUTION NO. 2020-164

WHEREAS, On September 26, 2016 Council ordered a feasibility study for City Project 2016-19 – 65th Street Construction (between T.H. 3 and Babcock Trail); and

WHEREAS, City Council extended the date for returning the feasibility study to the first regular meeting in October; and

WHEREAS, staff requested a proposal from WSB to complete a tree survey to identify significant and heritage trees along the 65th Street road corridor.

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

1. Said proposal dated August 12, 2020 from WSB in the amount of \$4,124 is hereby approved by the City Council of the City of Inver Grove Heights.
2. Funding for this proposal will come from the Pavement Management Fund as part of City Project No. 2016-19.
3. City staff is hereby directed to secure access to the study area.

Adopted by the City Council of Inver Grove Heights this 24th day of August 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



August 12, 2020

Mr. Brad Reifsteck
WSB
701 Xenia Ave S, Ste 300
Minneapolis, MN 55416

Re: Scope of Work – 65th Street Tree Survey

Dear Mr. Reifsteck:

WSB is pleased to provide this scope of work and cost estimate to complete a tree survey for the City of Inver Grove Heights.

Task 1: Tree Survey

Cost: \$4,124

WSB will perform a tree survey to identify significant and heritage trees along the 65th Street road corridor, within the EA7 impact area, as identified on the attached project location map. Invasive species such as buckthorn, box elder, and cottonwood will not be inventoried per the city's definition of Significant Tree. Trees will be located, tagged, and surveyed using a handheld GPS unit. Data regarding the size (diameter at breast height), species, and condition of the tree will be gathered. Deliverables will include a GIS dataset that includes the location and tree data for each surveyed tree and a summary table of the collected data.

Schedule and Summary

The tree survey associated with Task 1 can be completed within 3 weeks of project authorization, with the GIS data and summary table delivered within one week following completion of the field survey. The total cost for Task 1 will be billed hourly, not-to-exceed **\$4,124**. If you wish to authorize this work, please sign below and return one copy to our attention. Please do not hesitate to call me at 763-231-4847 if you have any questions or comments.

Sincerely,

WSB

Alison Harwood
Director of Natural Resources

The City of Inver Grove Heights hereby authorizes the scope of work outlined above.

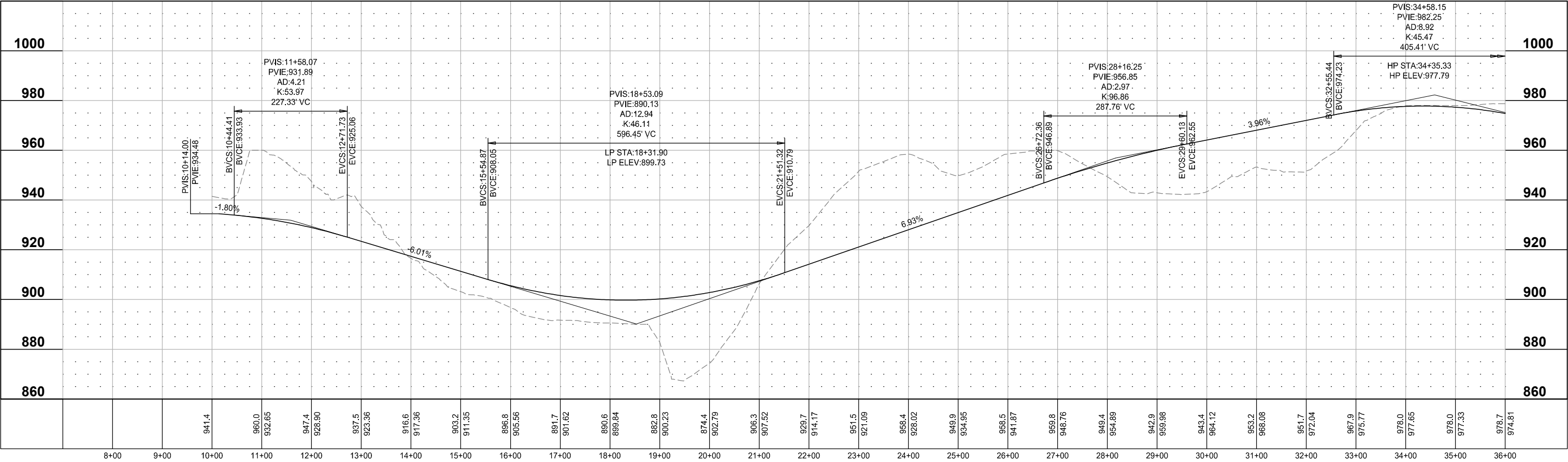
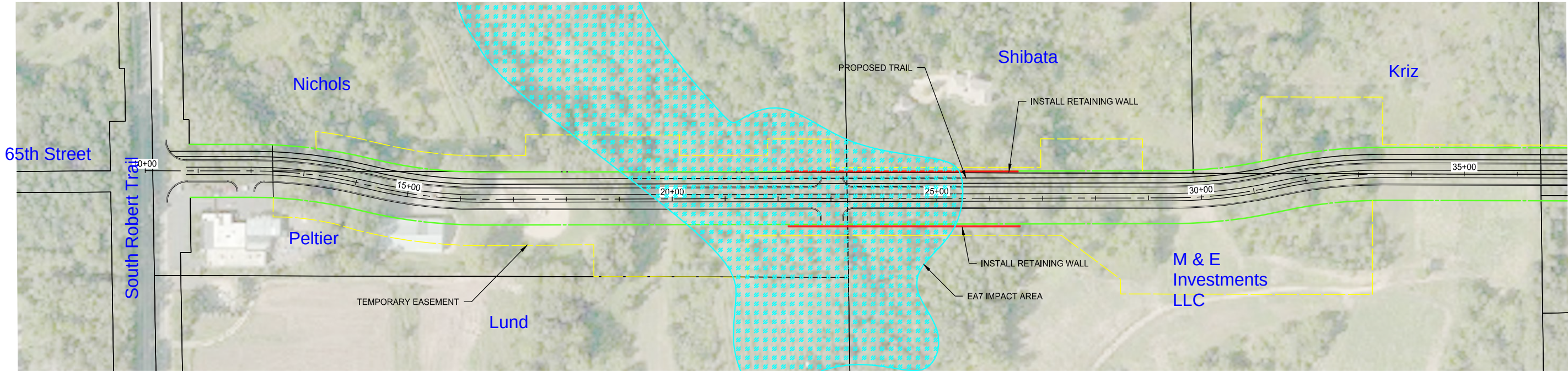
Signature

Name

Title

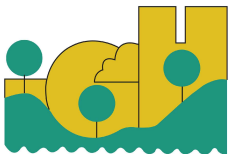
Date

Future 65th Street - Recommended Option



65th STREET IMPROVEMENTS
PROPOSED ALIGNMENTS

INVER GROVE HEIGHTS, MINNESOTA



JULY 1, 2020
WSB Project No.01702-270

F1.0

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Proposal for Professional Engineering Services for City Project No. 2021-01 – NWA Trunk Utility Improvements for Future County Projects of Argenta Trail (CPN 2016-05) and 70th Street (CPN 2015-08)

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 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: Sewer, Water and Stormwater Utility Funds

PURPOSE/ACTION REQUESTED

Approve Proposal for Professional Engineering Services for City Project No. 2021-01 – NWA Trunk Utility Improvements for future County projects of Argenta Trail (CPN 2016-05) and 70th Street (CPN 2015-08).

SUMMARY

The County Road projects are tentatively scheduled from August 2021 to 2024. City Project 2021-01 will install trunk utility extensions under the County roads and construction must be complete by fall 2021 before the County project begins.

The City requested Bolton & Menk to provide a proposal for professional engineering services for preparation of a feasibility study for the NWA Trunk Utility Improvements. Bolton & Menk provided a proposal, dated August 17, 2020, for the following services: feasibility study, geotechnical investigation, construction staking, topographic survey, final construction plans and specifications, easement acquisition, construction administration, project representative, project close-out and asbuilts.

The planned reconstruction of 70th Street will impact the Falcon properties site. There is a desire to extend trunk sanitary sewer and watermain in advance of the roadway project so that future extension of the lines does not impact the newly constructed road, trail and drainage improvements. The design will also need to be coordinated with City Project No. 2021. The extension may be performed utilizing trenchless construction methods; however, final determination of construction methods will be completed during final design.

I recommend that the City Council approve the proposal in the amount of \$96,797. Funding for the study and professional engineering services would come from Sewer, Water and Stormwater Utility Funds.

TJK/kf
 Attachment: Proposal

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

**APPROVE PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR CITY
PROJECT NO. 2021-01 – NWA TRUNK UTILITY IMPROVEMENTS FOR FUTURE COUNTY
PROJECTS OF ARGENTA TRAIL (CPN 2016-05) AND 70TH STREET (CPN 2015-08)**

RESOLUTION NO. 2020-165

WHEREAS, County projects (City Project Nos. 2016-05 and 2015-08) are tentatively scheduled from August 2021 to 2024; and

WHEREAS, the City will need to extend trunk utility infrastructure to avoid future impacts to County and City roadway, trail, and drainage improvements; and

WHEREAS, a proposal was requested and received for professional engineering services for City Project No. 2021-01; and

WHEREAS, Bolten & Menk submitted a proposal dated August 17, 2020 for professional engineering services for City Project No. 2021-01 to include feasibility study, geotechnical investigation, construction staking, topographic survey, final construction plans and specifications, easement acquisition, construction administration, project representative, project close-out and asbuilts.

NOW, THEREFORE BE IT RESOLVED by the City Council of Inver Grove Heights that:

1. The City Council of Inver Grove Heights receives and accepts the Bolton & Menk proposal, dated August 17, 2020, in the amount of \$96,797 for City Project No. 2021-01 – NWA Trunk Utility Improvements for future County projects of Argenta Trail (CPN 2016-05) and 70th Street (CPN 2015-08).
3. Funding shall come from Sewer, Water and Stormwater Utility Funds.

Adopted by the City Council of Inver Grove Heights this 24th day of August 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

August 17, 2020

Mr. Tom Kaldunski, P.E.
City Engineer
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: 2021 Northwest Area Trunk Utility Extensions Project
Professional Services Proposal

Dear Mr. Kaldunski:

The City of Inver Grove Heights continues to see growth and development in its Northwest Area. City staff has been working with Dakota County on the reconstruction and realignment of the Argenta Trail and 70th Street corridors. Reconstruction of County and City roadways has spurred the need to extend trunk utility infrastructure to avoid future impacts to County and City roadway infrastructure.

Falcon Properties Extension (Area 1)

The planned reconstruction of 70th Street (County Road 26) will impact the Falcon properties site. There is a desire to extend trunk sanitary sewer and watermain in advance of the roadway project so that future extension of the lines does not impact the newly constructed road and trail improvements.

Design and construction of these utility extensions should be completed in a way that minimizes impacts to the sites and traveling public. The design will also need to be coordinated with the Argenta Trail & 70th Street project team. We assume that the extensions may be performed utilizing trenchless construction methods. A final determination of construction methods will be completed during final design.

Geotechnical Investigation & Recommendation

A geotechnical investigation was performed in this area as part of the Argenta Trail & 70th Street project by Braun Intertec. At the time of the geotechnical investigation, City staff advised that deeper borings be performed so that the soil conditions could be understood for the trunk utility extensions.

An allowance has been provided in this proposal for additional analysis by Braun Intertec to help determine construction compaction standards, estimated trench settlements, and provide construction methods discussion. The investigation will also discuss possible loose soils, groundwater, and existing on-site topsoil. We anticipate this analysis will rely on previously obtained soil borings from the site.

Topographic Survey & Existing Conditions

Work under this task includes gathering pertinent field information on city infrastructure, adjacent buildings, right-of-way, contours, and private small utilities. Underground utility information will be located and described per available as-builts, field markings, and private utility map information facilitated through Gopher State One Call. Manhole reports will also be completed for located manholes and catch basins. Right-of-way and property lines will be illustrated based on found field monumentation and plat information received from the city. Work under this task will include:

Name: Tom Kaldunski, P.E.

Date: August 17, 2020

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- Existing plat and parcel research
- Gopher state one-call (field marking locates plus mapping)
- Horizontal control
- Vertical control
- Topographic survey (80' wide over desired alignments)
- Drafting
- Right-of-way and easement determination

Final Construction Plans & Specifications

Bolton and Menk staff will produce detailed construction documents, plans, and specifications for water and sanitary sewer construction in coordination with City of Inver Grove Heights engineering staff. The final design will include special emphasis on construction methodology given the deep sewer trenches. Portions of the design may include trenchless construction in order to reduce long-term settlement within the site. Design of the sewer improvements will need to be coordinated with the Argenta Trail & 70th Street project.

A Magellan-owned gas transmission line exists within the improvement area. Final design will include utility coordination with Magellan as well as the other small utility companies. Utility coordination will follow MnDOT's 10-step utility coordination process.

The proposed watermain and sanitary sewer work will require permit approval from the Minnesota Department of Health for watermain extension, Minnesota Pollution Control Agency for sanitary sewer service extension, Dakota County for work within the 70th Street R/W, MnDOT for work within the Robert Trail right-of-way, and Minnesota Pollution Control Agency for NPDES Construction Stormwater Permitting. These permits will be obtained as part of the design task on behalf of the City with permit fees being reimbursed by the City.

Final design will include a tabulation of estimated quantities and a final engineer's estimate for review by the City prior to bidding.

Easement Acquisition (Parcel Sketches & Legals)

Due to the depth of the proposed sanitary sewer, stubs will be placed to allow for future connection. As such, this task includes the preparation of easement sketches and legal descriptions for the acquisition of permanent and temporary easements needed to facilitate construction. The City attorney and City engineering staff will be responsible for preparation of easement agreements and property owner negotiation, respectively.

Argenta Trail & 70th Street Extensions (Area 2)

The City of Inver Grove Heights has partnered with Dakota County to reconstruct 70th Street (County Road 26) from Argenta Trail to Robert Trail (Hwy 3) as well as reconstruct and realign Argenta Trail (County Road 63) from 70th Street to 65th Street. The project also includes construction of the new 65th Street intersection with Argenta Trail.

The City's Comprehensive Sanitary Sewer Plan identifies trunk sanitary sewer extensions across these roadways to serve future development areas. To avoid future and costly impacts to roadway infrastructure being built during the summer and fall of 2021, the City desires to extend these utilities in the spring of 2021 in advance of the roadway construction.

Design and construction of these utility extensions should be completed in a way that minimizes impacts to the sites and traveling public. We assume that the extensions will mostly be performed utilizing trenchless construction methods. A final determination of construction methods will be completed during final design.

Geotechnical Investigation & Recommendation

A geotechnical investigation was performed in these areas as part of the Argenta Trail & 70th Street project by Braun Intertec. At the time of the geotechnical investigation, City staff advised that deeper borings be performed so that the soil conditions could be understood for the trunk utility extensions.

An allowance has been provided in this proposal for additional analysis by Braun Intertec to help determine construction compaction standards, estimated trench settlements, and provide construction methods discussion. The investigation will also discuss possible loose soils, groundwater, and existing on-site topsoil. We anticipate this analysis will rely on previously obtained soil borings from the site.

Topographic Survey & Existing Conditions

Work under this task includes gathering pertinent field information on city infrastructure, adjacent buildings, right-of-way, contours, and private small utilities. Underground utility information will be located and described per available as-builts, field markings, and private utility map information facilitated through Gopher State One Call. Manhole reports will also be completed for located manholes and catch basins. Right-of-way and property lines will be illustrated based on found field monumentation and plat information received from the city. Work under this task will include:

- Existing plat and parcel research
- Gopher state one-call (field marking locates plus mapping)
- Horizontal control
- Vertical control
- Topographic survey (80' wide over desired alignments)
- Drafting
- Right-of-way and easement determination

Final Construction Plans & Specifications

Bolton and Menk staff will produce detailed construction documents, plans, and specifications for water and sanitary sewer construction in coordination with City of Inver Grove Heights engineering staff. The final design will include special emphasis on construction methodology given the deep sewer trenches. Portions of the design may include trenchless construction in order to reduce long-term settlement within the site. Design of the sewer improvements will need to be coordinated with the Argenta Trail & 70th Street project. Utility coordination will follow MnDOT's 10-step utility coordination process.

Name: Tom Kaldunski, P.E.

Date: August 17, 2020

Page: 4

The proposed watermain and sanitary sewer work will require permit approval from the Minnesota Department of Health for watermain extension, Minnesota Pollution Control Agency for sanitary sewer service extension, Dakota County for work within the 70th Street R/W, MnDOT for work within the Robert Trail right-of-way, and Minnesota Pollution Control Agency for NPDES Construction Stormwater Permitting. These permits will be obtained as part of the design task on behalf of the City with permit fees being reimbursed by the City.

Final design will include a tabulation of estimated quantities and a final engineer's estimate for review by the City and developer prior to bidding.

Easement Acquisition (Parcel Sketches & Legals)

Due to the depth of the proposed sanitary sewer, stubs will be placed outside of the parcel being developed. This will reduce impacts to City infrastructure at the time of future connections. As such, this task includes the preparation of easement sketches and legal descriptions for the acquisition of permanent and temporary easements needed to facilitate construction outside of parcel being developed. The City attorney and City engineering staff will be responsible for preparation of easement agreements and property owner negotiation, respectively.

Bidding

Bolton and Menk will distribute bidding documents to contractors through QuestCDN. Hard copies of bidding documents will be provided to the City for in-person viewing. Bidders questions will be answered by the Project Manager and addenda will be issued as necessary. A bid opening will be held in accordance with City and/or CDC Guidelines at the time of bidding (i.e. either virtual, private, or public bid opening). Bids will be verified and tabulated with a letter of recommendation provided for the lowest responsible bidder.

Construction Services

Construction Administration

The Project Manager will provide overall construction administration. This will include coordination with private utility companies, contract administration (change order & field order preparation as necessary), weekly meeting attendance, and design guidance as required.

Resident Project Representative

A resident project representative will be provided by Bolton & Menk. The RPR will be on site full-time during the various stages of construction in order to observe and review the quality of work as an experienced and qualified design professional. All of our RPRs are MnDOT certified and have extensive training and experience. The RPR will perform the following tasks:

- Provide day-to-day construction observation and coordination between contractor, City, and other stakeholders
- Maintain daily construction logs and documentation of pay items
- Coordinate and document materials testing requirements and material certifications
- Work with City and contractor to prepare monthly pay requests

For the purposes of a fee estimate, we have assumed full-time inspection for a period of 3 weeks.

Construction Staking

Bolton and Menk will provide construction stakes to facilitate the construction of the utilities. For previously installed deep sanitary sewer in Inver Grove Heights, staking typically involves a two phased approach; the first set of stakes allow the contractor to begin excavating the trench and the second set of stakes are installed within the trench to allow for a high level of precision when laying the sewer pipe. Construction limits, easement limits, and watermain stakes will also be provided.

Project Close-Out and As-Builts

Work under this task includes final project close-out. Upon completion of the final punch list, a letter of final acceptance will be prepared. Survey staff will collect survey-accurate utility data which will be transferred to a set of Record Plan drawings. Additionally, GIS-based data will be provided to the City's GIS staff consistent with the City's Record Plan protocol.

Name: Tom Kaldunski, P.E.

Date: August 17, 2020

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Project Schedule

We are committed to following a Project Schedule that meets and exceeds the City's expectations. Upon request, an accelerated schedule to allow for fall or winter construction may be achievable.

Contract Authorization	August 24, 2020
Topographic Survey & Existing Conditions Drafting	September 2020
Geotechnical Recommendations	September 2020
Final Design	October-January 2020
Easement Acquisition	Winter 2021
Bidding	February 2021
Construction	Spring 2021

Proposed Fee

This project includes two distinct project areas that will be bid in a single plan set. As such, we have broken the fee estimate down by project area. Bidding services have been prorated by half to each project area. A detailed breakdown for each area is enclosed with this letter.

	Design Fee	Construction Services Fee	Total Fee
Falcon Properties Extension (Area 1)	\$17,656	\$14,392	\$32,048
Argenta & 70 th Street Extension (Area 2)	\$34,854	\$29,895	\$64,749
Total Fee			\$96,797

Thank you for inviting Bolton & Menk to offer you this proposal, as well as your continued consideration of our services to the City of Inver Grove Heights. We look forward to working with you and the City on this project. If you have any questions regarding our proposal, please do not hesitate to call us.

Sincerely,

Bolton & Menk, Inc.



Eric Seaburg, P.E.

Project Manager



Brian Hilgardner, P.E.

Principal

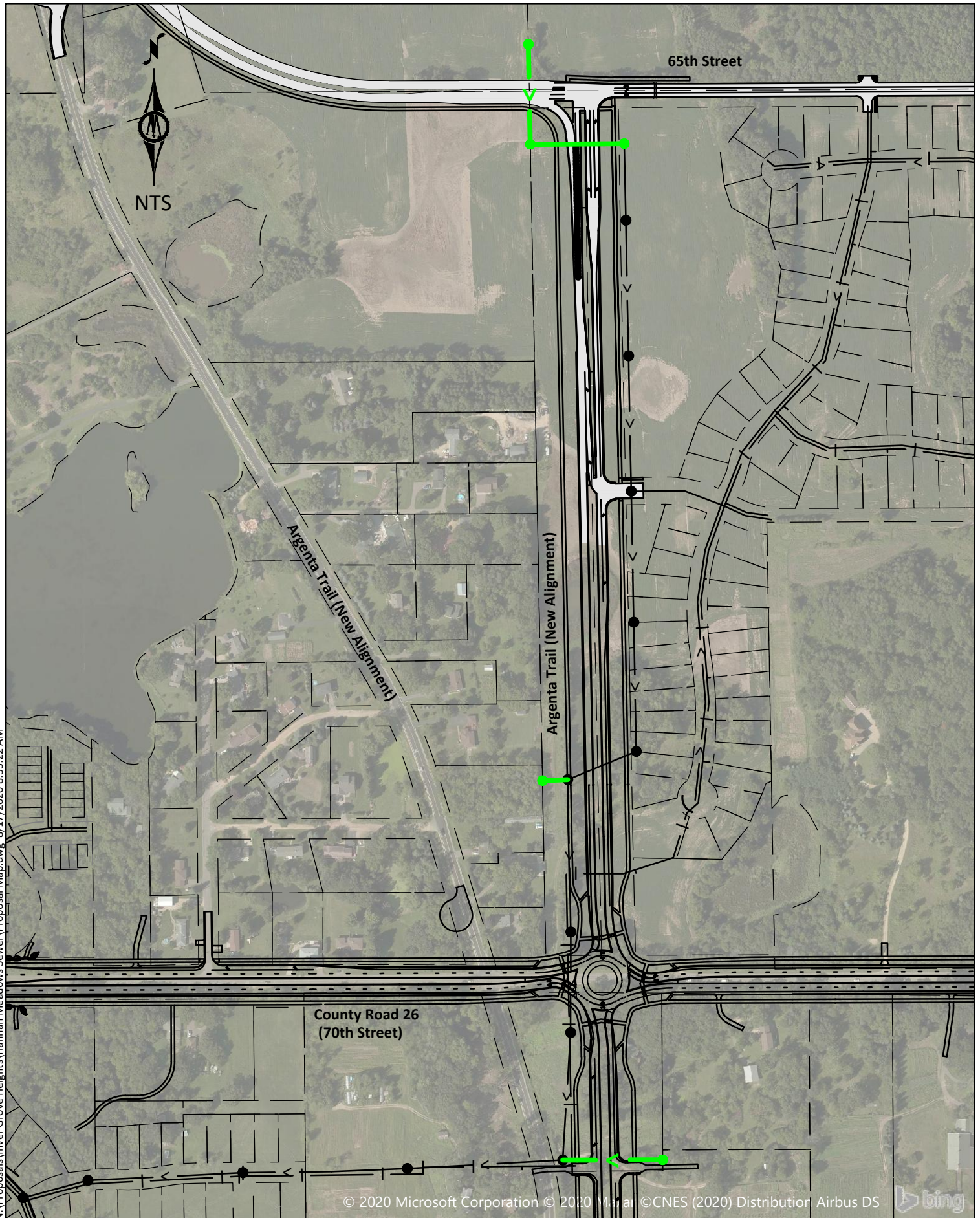
City Representative
City of Inver Grove Heights



Argenta & 70th Street Extensions

Inver Grove Heights, MN

Area 2
August 2020



N:\Proposals\Inver Grove Heights\Hannah Meadows Sewer\Proposal Map.dwg 8/17/2020 8:33:22 AM



Falcon Properties Extension - Area 1

Project Development, Design, and Construction Services

Bolton & Menk, Inc.											
Task Number	Task Title	Principal In Charge	Project Manager	Design Engineer	Wetland Specialist	Resident Project Representative	Project Surveyor	Survey Technician	Survey Crew	Total Hours	Total Cost
Design & Bidding											
1.0	Geotechnical Recommendation Allowance										\$3,000
2.0	Topographic Survey & Existing Conditions	0	1	0	0	0	3	5	20	29	\$4,251
4.0	Final Construction Plans and Specifications	3	20	40	0	0	0	0	0	63	\$8,111
5.0	Easement Acquisition (1 Parcel)	0	3	0	0	0	3	5	0	11	\$1,469
6.0	Bidding (Pro-Rated)	1	2	3	0	0	0	0	0	6	\$825
Total Hours		4	26	43	0	0	6	10	20	109	
Average Hourly Rate		\$177.00	\$159.00	\$110.00	\$100.00	\$135.00	\$164.00	\$100.00	\$155.00		
Subtotal		\$708	\$4,134	\$4,730	\$0	\$0	\$984	\$1,000	\$3,100		
Total Final Design & Bidding Fee											\$17,656
Construction Services											
7.1	Construction Administration	2	12	0	0	0	0	0	0	0	\$2,262
7.2	Resident Project Representative	0	0	0	0	50	0	0	0	0	\$6,750
7.3	Construction Staking	0	0	0	0	0	3	2	20	0	\$3,792
7.3	Project Closeout and As-Builts	0	0	4	0	0	2	2	4	0	\$1,588
Total Hours		2	12	4	0	50	5	4	24	0	
Average Hourly Rate		\$177.00	\$159.00	\$110.00	\$100.00	\$135.00	\$164.00	\$100.00	\$155.00		
Subtotal		\$354	\$1,908	\$440	\$0	\$6,750	\$820	\$400	\$3,720		
Total Construction Services Fee											\$14,392
*Assumes 6 hours per week construction administration for 2 weeks											
*Assumes 50 hours per week construction inspection for 1 weeks											
Total Project Fee - Area 1											\$32,048

Argenta Trail & 70th Street Extensions - Area 2

Project Development, Design, and Construction Services

Bolton & Menk, Inc.										
Task Number	Task Title	Principal In Charge	Project Manager	Design Engineer	Resident Project Representative	Project Surveyor	Survey Technician	Survey Crew	Total Hours	Total Cost

Design & Bidding

1.0	Geotechnical Recommendation Allowance									\$3,000
2.0	Topographic Survey & Existing Conditions	0	1	0	0	6	12	55	74	\$10,868
3.0	Final Construction Plans and Specifications	5	20	70	0	0	0	0	95	\$11,765
4.0	Easement Acquisition (5 Parcels)	0	18	0	0	16	28	0	62	\$8,286
5.0	Bidding (Pro-Rated)	1	2	4	0	0	0	0	7	\$935

Total Hours	6	41	74	0	22	40	55	238
Average Hourly Rate	\$177.00	\$159.00	\$110.00	\$135.00	\$164.00	\$100.00	\$155.00	
Subtotal	\$1,062	\$6,519	\$8,140	\$0	\$3,608	\$4,000	\$8,525	

Total Final Design & Bidding Fee	\$34,854
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Construction Services

6.1	Construction Administration	8	18	0	0	0	0	0	0	\$4,278
6.2	Resident Project Representative	0	0	0	100	0	0	0	0	\$13,500
6.3	Construction Staking	0	0	0	0	6	6	55	0	\$10,109
6.4	Project Closeout and As-Built	0	0	5	0	2	2	6	0	\$2,008

Total Hours	8	18	5	100	8	8	61	0
Average Hourly Rate	\$177.00	\$159.00	\$110.00	\$135.00	\$164.00	\$100.00	\$155.00	
Subtotal	\$1,416	\$2,862	\$550	\$13,500	\$1,312	\$800	\$9,455	

Total Construction Services Fee	\$29,895
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*Assumes 6 hours per week construction administration for 3 weeks

*Assumes 50 hours per week construction inspection for 2 weeks

Total Project Fee - Area 2	\$64,749
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CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Accepting Proposal for Engineering Services from Bolton & Menk for Preparation of a Feasibility Report for City Project No. 2022-09D – Dawn Way South Neighborhood Street Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements

Meeting Date: August 24, 2020
 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: Pavement Management Fund, Special Assessments, State Aid, Franchise Fees, Sewer and Water Utility Funds

PURPOSE/ACTION REQUESTED

Consider resolution accepting proposal for engineering services from Bolton & Menk for preparation of a feasibility report for City Project No. 2022-09D – Dawn Way South Street Neighborhood Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements.

SUMMARY

In December 2018, Council reviewed a five-year CIP for street projects in our pavement management program that included Dawn Way South (2022-09D) and Dawn Way North (2023-09D). On October 14, 2019 Council received a petition requesting street reconstruction on Dawn Avenue from 66th Street to 63rd Street. The City has received over 30 inquiries seeking road improvements in the area outlined on the project map (attached).

The City received a proposal from Bolton & Menk for preparation of a feasibility study for Dawn Way South and North with additional services such as utility review, topographical surveys, storm management, preliminary design and public outreach. These large projects have an estimated total project estimate of over \$8 million. These projects are part of the City's five-year Capital Improvement Plan.

The City requested Bolton & Menk to provide additional services in coordinating with sub-consultants, preparing various reconstruction options based on recent geotechnical soils investigations, analysis and costs, holding additional meetings, mailings, communications, developing funding strategies, and providing assessment evaluations. Attached is Bolton & Menk's March 2, 2020 proposal for services in the amount of \$279,500. This large project will need additional time to seek public feedback.

TJK/kf

Attachments: Resolution
 Map
 Bolton & Menk Proposal

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

**RESOLUTION ACCEPTING PROPOSAL FOR ENGINEERING SERVICES FROM BOLTON & MENK,
INC. FOR PREPARATION OF THE FEASIBILITY REPORT FOR CITY PROJECT NO. 2022-09D –
DAWN WAY SOUTH AND NEIGHBORHOOD STREET IMPROVEMENTS AND CITY PROJECT NO.
2023-09D – DAWN WAY NORTH AND NEIGHBORHOOD STREET
IMPROVEMENTS**

RESOLUTION NO. 2020-166

WHEREAS, as part of the City's Pavement Management Program, the Dawn Way South and North neighborhoods have been identified for reconstruction; and

WHEREAS, on August 24, 2020, City Council will approve a resolution accepting a proposal from Bolton & Menk dated March 2, 2020 for preparation of a feasibility report and other engineering services for City Project No. 2022-09D and 2023-09D; and

WHEREAS, the City has requested engineering services by Bolton & Menk as outlined in their March 2, 2020 proposal; and

WHEREAS, Bolton & Menk's proposal in the amount of \$279,500 is for engineering services related to coordinating with sub-consultants, preparing reconstruction options and costs, holding additional meetings with affected parties, mailings, communications, developing funding strategies and providing assessment evaluations.

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

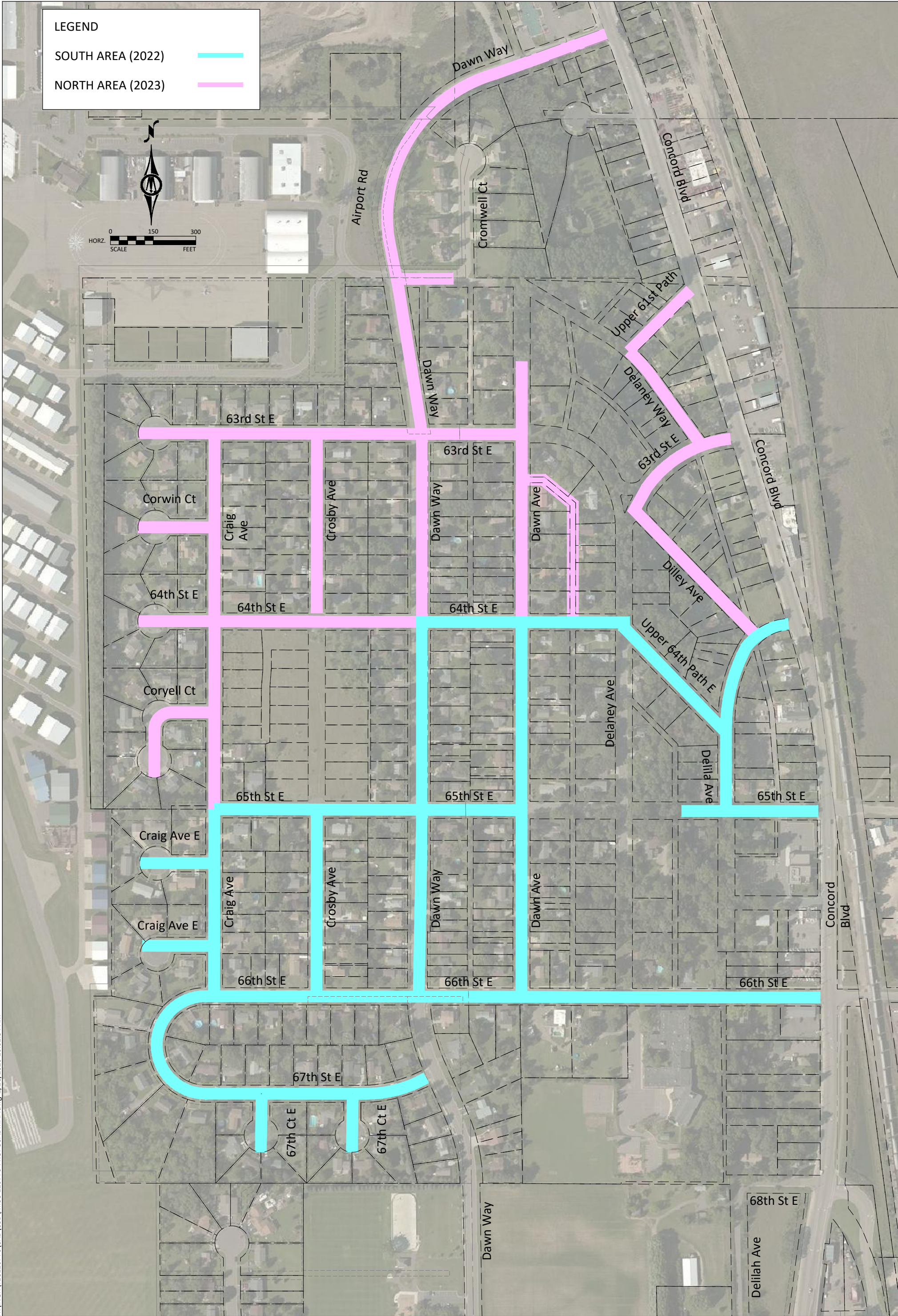
1. Bolton & Menk's March 2, 2020 proposal in the amount of \$279,500 is hereby accepted for engineering services related to City Project No. 2022-09D and 2023-09D as outlined in their proposal.
2. Funding shall come from the Pavement Management Fund, Special Assessments, State Aid, Franchise Fees, Sewer and Water Utility Funds.

Adopted by the City Council of Inver Grove Heights, Minnesota this 24th day of August 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk





Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

March 2, 2020

Mr. Tom Kaldunski, P.E.
City Engineer
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Dawn Way Area Improvements
City Project Nos. 2022-09D & 2023-09D
Professional Services Proposal

Dear Mr. Kaldunski:

The City of Inver Grove Heights has initiated the Dawn Way South (CP 2022-09D) and Dawn Way North (CP 2023-09D) projects to address aging street and utility infrastructure. These improvements, which will be referred to as the Dawn Way Area Improvements collectively, have been included in the City's Capital Improvement Plan and are part of a larger pavement management plan that focuses on building cost-effective and long-lasting improvements to serve the residents of Inver Grove Heights. Bolton & Menk takes pride in working with our local partners to design and build great projects. Our previous work with the City and our understanding of the City's details and processes will be the backbone for success on this project.

The Dawn Way Area Improvements includes approximately 4.4 miles of residential streets affecting approximately 280 residential parcels as shown on the enclosed Project Location Map. The City's Capital Improvement Plan includes improvement funding for this area in 2022 and 2023. Due in part to both the size and the scope, City staff as elected to begin the public engagement and preliminary engineering process in 2020. This will provide both the residents and the project team the time necessary to prepare for the project.

The City has retained a geotechnical consultant to perform a geotechnical investigation and report for the Dawn Way Area Improvements. The results of this report will influence the pavement rehabilitation measure that is selected for each road segment. Ultimately, road rehabilitation measures that are selected will be based on input from the entire project team and will be based on in-place soils, aggregates, and the need for utility reconstruction.

Based on our discussions with City staff, we have assembled the work plan below that will help develop the project scope, pavement design, typical roadway sections, utility improvements, and stormwater improvements. Our work plan also includes the development of a Feasibility Report that includes the Opinion of Probable Cost, draft Assessment Rate, and draft Assessment Role. We will also support the City's efforts in property owner communication and engagement through the feasibility phase of the project. Final design, bidding, and construction services would be provided through a separate proposal and agreement if and when Final Plans and Specifications are ordered by the City Council.

Utility Review

\$6,500

Bolton and Menk staff will review available watermain, sanitary sewer, and storm sewer inspection records. Lines that have been televised by City staff will be thoroughly reviewed for deficiencies and documented. For utilities that cannot be televised by City staff, Bolton & Menk staff will prepare a Request for Quote (RFQ) that outlines the size, type, and quantity of additional lines that require televising. This document will be solicited to local televising companies for consideration by the City. After all utilities have been reviewed, a recommendation will be prepared and incorporated into the feasibility report. The condition of existing utilities may have an impact on the selected pavement rehabilitation measure.

Topographic Survey & Existing Conditions

\$170,000

Work under this task includes gathering pertinent field information on city infrastructure, adjacent buildings, right-of-way, contours, and private small utilities. Underground utility information will be located and described per available as-builts, field markings, and private utility map information facilitated through Gopher State One Call. Manhole reports will also be completed for located manholes and catch basins. Right-of-way and property lines will be illustrated based on found field monumentation and plat information received from the city. Below is a breakdown of survey tasks by anticipated project area:

2022 Project Area (1.7 miles)

\$63,000

- Research (8 plats, 3 unplatted parcels, 15 easements)
- Gopher state one-call (field marking location and submitted mapping)
- Horizontal control
- Vertical control
- Field topo-survey (1.6 miles)
- Water quality BMP topo (1 assumed)
- Structure reports (120 assumed)
- Additional monumentation search
- Drafting
- Right-of-way determination and finalization

2023 Project Area (2.7 miles)

\$107,000

- Research (7 plates, 3 unplatted parcels, 44 easements)
- Gopher state one-call (field marking location and submitted mapping)
- Horizontal control
- Vertical control
- Field topo-survey (2.7 miles)
- Water quality BMP topo (2 assumed)
- Structure reports (191 assumed)
- Extra monumentation search
- Drafting
- Right-of-way determination and finalization

Water Resources Analysis

\$21,000

We understand through our work on prior City projects that the City of Inver Grove Heights values its waterways and water resources assets. The Dawn Way Area is large in terms of geography and unique in terms of topography. The neighborhood sits atop the Mississippi River bluff and includes a network of existing storm sewer, limited right-of-way, and steep slopes.

Name: Tom Kaldunski, P.E.

Date: March 2, 2020

Page: 3

Through the preliminary engineering efforts, we will work with City staff to identify water resources deficiencies within the project area. We will also work with City staff to define water resources and water quality goals for the project. Because the project area is constrained and there is a lack of existing ponds or open spaces, success will be achieved through an approach that is thoughtful, innovative, and flexible.

Work under this task will bring the project's stormwater components to a 30% design level and will include the following subtasks:

- Review existing storm sewer network
- Download digital data
- Delineate "Existing Conditions" watersheds
- Develop "Existing Conditions" hydraulic model
- Review existing catch basin spreads (Dawn Way is a Municipal State-Aid System route)
- Develop proposed storm sewer layout
- Development methodology for upstream water quality improvements (hydrodynamic separators, sump manholes, rain gardens, etc.)
- Develop regional stormwater feature layout and preliminary cost estimate (2 regional options)
- Preparation of documentation support the City's efforts in obtaining water quality grant funding from Dakota County Soil & Water Conservation District.

Preliminary Design & Feasibility Report

\$70,500

A Feasibility Report is required by Minnesota Statutes Chapter 429 when special assessments are utilized by the City as a funding mechanism. As such, we will prepare a Feasibility Report outlining the proposed improvements, properties to be specially assessed, and proposed assessment rate in accordance with the City of Inver Grove Heights' Assessment Policy. Subtasks include:

- Identify the preferred pavement rehabilitation measure
- Identify the preferred stormwater best management practices (BMPs) based on topography, soil conditions, and pavement rehabilitation measure
- Coordinate with City's public works staff to:
 - identify necessary utility improvements
 - identify maintenance-related deficiencies and address with proposed improvements
- Analyze possible pedestrian improvements
- Develop preliminary base drawing showing curbs, pavement, water and sanitary sewer improvements, stormwater improvements, and approximate construction limits
- Submit base drawing to City for review and comment
- Finalize 2D layout
- Prepare draft cross-sections in areas of concern for evaluation by the project team
- Identify possible right-of-way acquisition needs and include in the Feasibility Report
 - Actual right-of-way acquisition will occur during final design.
- Identify possible private utility relocation needs and convey to private utility owners
- Develop Opinion of Probable Construction Cost
- Coordinate with City staff to develop a Preliminary Assessment Roll
- Develop project figures and graphics (Improvements Map, Assessment Map, Water Resources Map, Typical Section, others as necessary)
- Submit draft Feasibility Report to City for review and comment
- Finalize Feasibility Report

Name: Tom Kaldunski, P.E.

Date: March 2, 2020

Page: 4

Meetings, Public Outreach, and Resident Engagement

\$11,500

Work under this task includes project management, preparation of meeting materials, attendance at meetings, and preparation of meeting notes and minutes.

- Project kickoff meeting and routine progress meetings
- Prepare and send the Resident Questionnaire Survey.
 - Document the results and include in the Feasibility Report.
- Attendance at one stakeholder meeting
- Attendance at four open houses with the following materials:
 - High quality meeting graphics
 - Clerical materials (sign-in, agenda, surveys, meeting summaries)
 - Powerpoint presentations
- Preparation of content for City website and mailings

Project Schedule

We are committed to following a Project Schedule that meets and exceeds the City's expectations. Through conversations with City staff, we understand the Project Schedule will need to follow standard Minnesota Statute Chapter 429 rules and will be approximately as follows:

Contract Authorization, Order Feasibility Report*	February 10, 2020
Topographic Survey & Existing Conditions Drafting	March-April 2020
Resident Letters & Early Notification	Late March 2020
Open House #1 – Information Gathering	Late April 2020
Feasibility Report Development / Prelim. Engineering	May – August 2020
Underground Utility Televising & Inspection	May – August 2020
Open House #2 – Feasibility Report Update	September 2020
Feasibility Report Finalization / Prelim. Engineering	October 2020
Open House #3 – Feasibility Report Presentation	November 2020
Private Utility Coordination Meeting #1	November 2020
Receive Feasibility Report, Call for Improvement Hearing*	November 2020
Open House #4 –Improvement Hearing Open House	December 2020
Improvement Hearing, Order Plans and Specifications*	December 2020

* Denotes Council Action

Name: Tom Kaldunski, P.E.

Date: March 2, 2020

Page: 5

Proposed Fee

\$279,500

In accordance with the City of Inver Grove Heights' project requirements, Bolton & Menk proposes to complete the scope of work as described above for a not-to-exceed hourly fee of **\$279,500**.

Thank you for inviting Bolton & Menk to offer you this proposal, as well as your continued consideration of our services to the City of Inver Grove Heights. We look forward to working with you and the City on this project. If you have any questions regarding our proposal, please do not hesitate to call us.

Sincerely,

Bolton & Menk, Inc.



Eric Seaburg, P.E.

Project Manager



Brian Hilgardner, P.E.

Principal

City Representative
City of Inver Grove Heights

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****Consider Resolution Accepting Proposal for Preparation of the Old Village Drainage Area Trunk Storm Sewer Study from Barr Engineering for City Project No. 2022-09D – Dawn Way South Neighborhood Street Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements**

Meeting Date: August 24, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 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: Pavement Management Fund, Special Assessments, State Aid, Franchise Fees, Sewer and Water Utility Funds

PURPOSE/ACTION REQUESTED

Consider resolution accepting proposal for preparation of the Old Village Drainage Area Trunk Storm Sewer Study from Barr Engineering for City Project No. 2022-09D – Dawn Way South Neighborhood Street Improvements and City Project No. 2023-09D – Dawn Way North Neighborhood Street Improvements

SUMMARY

In August 2020, Council reviewed a five-year CIP for street projects in our pavement management program that included Dawn Way South (2022-09D) and Dawn Way North (2023-09D). On October 14, 2019 Council received a petition requesting street reconstruction on Dawn Avenue from 66th Street to 63rd Street. The City has received over 30 inquiries seeking road improvements in the area outlined on the project map (attached).

The City requested a proposal from Barr Engineering. The City received a proposal from Barr Engineering for preparation of the Old Village Drainage Area Trunk Storm Sewer Study for Dawn Way South and North. These large street improvement projects have an estimated total project estimate of over \$8 million. These storm projects are part of the City's five-year Capital Improvement Plan. The drainage report will also be used to secure PSIG Funding for water quality projects.

Attached is Barr Engineering's proposal for the Old Village Drainage Area Trunk Storm Sewer Study in the amount of \$54,700. Barr Engineering's proposal is for engineering services related to coordinating with consultants, preparing reconstruction options and costs, holding additional meetings with affected parties, mailings, communications, developing funding strategies, and preparing a Trunk Storm Sewer plan for the Old Village Drainage Area.

City staff is requesting that Council adopt the resolution approving the proposal by Barr Engineering for the Old Village Drainage Area Trunk Storm Sewer Study.

TJK/kf

Attachments: Resolution
 Map
 Barr Engineering Proposal

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

**CONSIDER RESOLUTION ACCEPTING PROPOSAL FOR PREPARATION OF THE OLD VILLAGE
DRAINAGE AREA TRUNK STORM SEWER STUDY FOR CITY PROJECT NO. 2022-09D – DAWN
WAY SOUTH NEIGHBORHOOD STREET IMPROVEMENTS AND CITY PROJECT NO. 2023-09D –
DAWN WAY NORTH NEIGHBORHOOD STREET IMPROVEMENTS**

RESOLUTION NO. 2020-167

WHEREAS, as part of the City's Pavement Management Program, the Dawn Way South and North neighborhoods have been identified for reconstruction; and

WHEREAS, on August 24, 2020, City Council will approve a resolution accepting a proposal from Barr Engineering for preparation of the Old Village Drainage Area Trunk Storm Sewer Study for City Project No. 2022-09D and 2023-09D; and

WHEREAS, the City has requested engineering services by Barr Engineering as outlined in their proposal which will assist Bolton & Menk with the trunk storm sewer plan for the Old Village Watershed; and

WHEREAS, Barr Engineering's proposal in the amount of \$54,700 is for engineering services related to coordinating with sub-consultants, preparing reconstruction options and costs, holding additional meetings with affected parties, mailings, communications, developing funding strategies, and preparing a Trunk Storm Sewer plan for the Old Village Drainage Area.

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

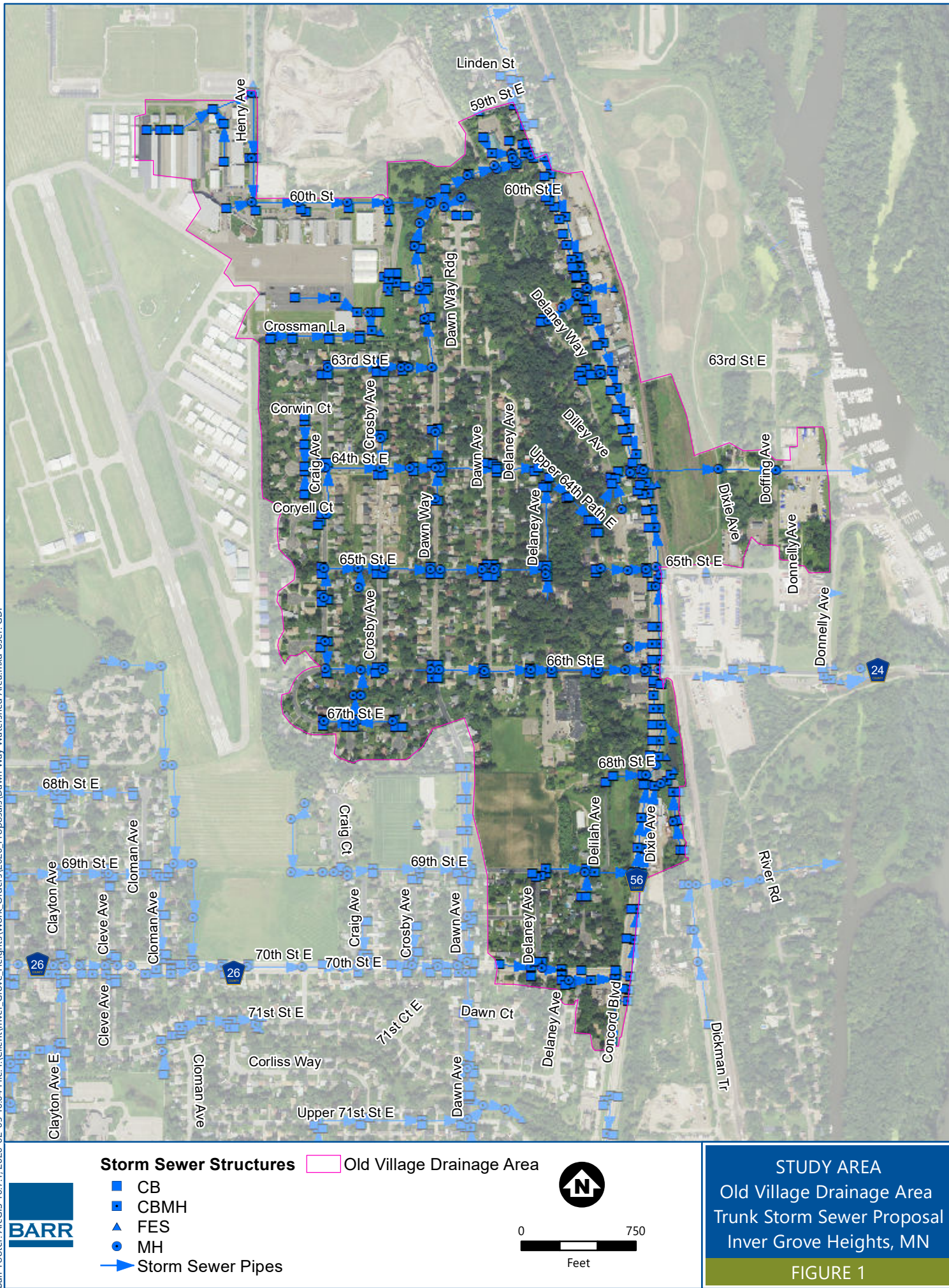
1. Barr Engineering's proposal in the amount of \$54,700 is hereby accepted for preparation of the Old Village Drainage Area Trunk Storm Sewer plan related to City Project No. 2022-09D and 2023-09D as outlined in their proposal.
2. Funding shall come from the Pavement Management Fund, Special Assessments, State Aid, Franchise Fees, Sewer, Water and Stormwater Utility Funds.

Adopted by the City Council of Inver Grove Heights, Minnesota this 24th day of August 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



**Work Order For:
Engineering Services
for Old Village Drainage Area Trunk Storm Sewer Study**

Applicable to Addendum No. 1 and Master Service Agreement Dated June 27, 2012

between

**Barr Engineering Co. (Barr)
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435**

**City of Inver Grove Heights (City)
8150 Barbara Avenue
Inver Grove Heights, MN 55077**

Designated Representative:

Karen L. Chandler

Designated Representative:

Tom Kaldunski

Understanding of the Work

The study area is approximately 293 acres and is shown on Figure 1 (attached). The majority of stormwater runoff from the study area is collected to a trunk storm sewer system at 64th Street and Concord Boulevard and conveyed east, where it is discharged to the Mississippi River. We understand that the City is planning a capital improvement street reconstruction project (Project) within the study area in 2022 and 2023, including the reconstruction of Dawn Way from 66th Street to Concord Boulevard and several adjoining streets. We understand that the study area contains several locations where storm sewers surcharge and several flood-prone areas. We also understand that the City's stormwater management goals for the project are to contain stormwater from the 10-year, 24-hour event within storm sewer pipes, and to prevent the 100-year 24-hour duration inundation extents from impacting existing habitable structures, where possible. In addition, Dawn Way is a state aid street and its storm sewer drainage system will need to meet applicable state design requirements. We understand that Concord Boulevard was recently reconstructed by Dakota County and that it is unlikely that the Concord Boulevard storm sewer system or the 64th Street trunk storm sewer between Concord Boulevard and the Mississippi River can be modified significantly.

We understand that other engineering firms under contract with the City will be working concurrently to design other features of the Project, including street profiles and cross-sections, water utilities, sanitary sewer utilities, and storm sewer catch basin spacing. Barr will need to coordinate future storm sewer system modification recommendations with these other contractors. Future system modifications will also need to be discussed with City departments, including the Parks Department and the Community Development Department; and with interested outside parties, including the City of South Saint Paul, the South Saint Paul Airport (operated by the City of South Saint Paul), the Lower Mississippi River Watershed Management Organization (LMRWMO), Dakota County, and possibly the Minnesota DNR.

Proposed Work Plan

Based on our current understanding, our proposed work plan includes the following tasks:

1. Collect and review existing conditions data
2. Perform hydraulic evaluation of the existing storm sewer system

3. Perform hydraulic evaluation of potential modifications to the Old Village storm sewer system
4. Evaluate stormwater water quality BMPs
5. Investigate funding options
6. Prepare Old Village comprehensive stormwater management report

Following is a detailed discussion of work tasks included in the proposed work plan.

Task 1: Collect and review existing conditions data

Barr will attend a kickoff meeting with City staff to review the Project area and the known stormwater system issues. Barr will review existing information provided by the City related to the existing stormwater system and watershed conditions. We assume the City will provide the following information:

- GIS files for municipal utilities including sanitary, storm, and water
- Record drawings for the Old Village storm sewer system
- Recent survey information collected by City staff
- Pipe inspection information and/or documentation reports
- City maintenance records identifying the pipe sections that are known to be in poor condition and in need of replacement
- Reports or anecdotal observations of previous surcharging or flooding within the study area, including location, duration, depth of flooding, and time of observations
- Available soil borings or geotechnical information within the study area, such as laboratory tests or infiltration tests

We assume that the City will coordinate data transfer from outside entities. Review of available information will guide the evaluation of potential system modifications to mitigate flooding and provide water quality treatment within the study area.

We assume that this task will not include collection of survey information or other field investigations such as soil borings. Barr will include a summary of the data reviewed for this study in the comprehensive stormwater management report (Task 6).

Task 2: Perform hydraulic evaluation of the existing storm sewer system

The existing conditions PCSWMM stormwater model for the study area was developed by Barr for the 64th Street outfall reconstruction feasibility study. The model was not calibrated or validated using measurements or observed surface inundation. Prior to evaluating system modifications, Barr will validate the model by simulating up to two past rainfall events when the City received reports of surface inundation within the study area. Barr will verify that the model replicates the approximate depth, duration, location, and time of reported inundation. If necessary, Barr will adjust model parameters to replicate observed conditions prior to evaluating potential system modifications to reduce flood risk and improve water quality.

We will process NEXRAD rainfall information to define the rainfall depth and distribution to simulate periods of past observed surface inundation.

Following model validation, Barr will use the PCSWMM model to perform hydraulic simulations of the existing Old Village storm sewer system for the 2-, 10-, and 100-year, 24-hour rainfall events. Barr will review the simulation results to identify restrictive pipe segments that may result in surcharging and/or surface inundation within the contributing watershed.

Barr will perform inundation mapping and identify habitable structures that are at risk of flooding under existing conditions. We will also summarize the stormwater volume that is stored on the surface during the 2-year and 10-year events, and the volume of stormwater that is stored above the lowest homes during the 100-year event (i.e., the volume of surface inundation that must be stored or conveyed downstream to prevent impacts to habitable structures).

We assume that structure elevations will be estimated based on available LiDAR elevation data, and survey data will not be collected as part of this task.

Barr will meet with City staff to review the existing conditions simulation results and discuss potential improvements prior to the start of Tasks 3 and 4 (which will run concurrently). Barr will include a summary of the hydraulic evaluation of existing conditions in the comprehensive stormwater report (Task 6).

Task 3: Perform hydraulic evaluation of potential modifications to the Old Village storm sewer system

Barr will evaluate improvement scenarios that reduce flood risk and storm sewer surcharging within the study area. Improvement scenarios will include options for increasing pipe capacity; constructing underground or surface flood storage facilities; and implementing water quality/green infrastructure BMPs. Barr will evaluate up to three (3) improvement scenarios before meeting with City staff to review the results. Following the meeting with City staff, up to an additional two (2) improvement scenarios will be evaluated to optimize potential system improvements. For each scenario we will develop the following:

- Figure showing conceptual layout of system modifications and BMP locations, and identifying potential project stakeholders
- Inundation mapping, high water levels, and estimated at-risk habitable structures for the 2-, 10-, and 100-year, 24-hour duration rainfall events. Inundation mapping will include a comparison to existing conditions. Additional intermediate events may be evaluated on a time and expense basis.
- Summary of annual runoff volume and TSS load discharged to the Mississippi River relative to existing conditions (see Task 6)
- Summary of discharge rates and duration of discharge to the Mississippi River for the 2-, 10-, and 100-year 24-hour rainfall events relative to existing conditions
- Qualitative evaluation of constructability, including identifying potential land or easement purchases, cost-prohibitive infrastructure, or impacts to neighboring property owners

After receiving input from City staff, Barr will develop construction cost estimates for up to three system improvements identified as the most feasible by City staff. Construction cost estimates will include subtotals for storm sewer improvements, storage devices, and water quality BMPs. Barr assumes that Class 4 estimates as defined by *ASTM E2516-06 Standard Classification for Cost Estimate Classification System* will be prepared for each potentially feasible system modification. Class 4 estimates are characterized by completion of limited engineering, typically 1 to 15-percent project definition, and use of deterministic estimating methods.

Barr will identify modifications that could be constructed during the Project. Barr will develop planning-level sequencing considerations for system modifications that are not immediately constructible.

Task 4: Evaluate stormwater water quality BMPs

Concurrent with Task 3, Barr will evaluate water quality BMPs that can be constructed as part of the Project as well as water quality BMPs that have the potential to be implemented later. The evaluation will give higher priority to “green infrastructure” BMPs that have the potential to provide local flood control in addition to water quality benefits. Barr will develop concept-level sizing and pollutant removal rates for up to six (6) water quality BMPs. Barr will provide Class 4 construction cost estimates and annualized maintenance costs for up to three (3) water quality BMPs that City staff identify as most feasible.

Barr will consider both infrastructure modifications and management practice BMPs, including but not limited to:

- Hydrodynamic separators (i.e., grit chambers);
- Surface infiltration BMPs (e.g., bioretention cells, curbside rainwater gardens, etc.);

- Surface detention and retention BMPs (e.g., wet ponds, dry retention ponds, etc.);
- Underground stormwater storage, infiltration, and/or filtration BMPs; and
- Impervious surface reduction.

Barr will evaluate stormwater water quality BMP performance using the P8 water quality model previously developed by Barr for the City's *Stormwater Project Plan for Stormwater Facilities in Areas Tributary to the Mississippi River* (Barr, 2016).

Task 5: Investigate funding options

Concurrent with Tasks 3 and 4, Barr will investigate potential funding options for the identified potential system modifications. Funding sources may include project stakeholders as well as grant opportunities, including the MPCA Point Source Implementation Grant program. Barr will coordinate a stakeholder meeting at City Hall to review potential projects and discuss stakeholder participation. Barr will include a summary of potential funding partners and options in the comprehensive stormwater management report (Task 6).

Task 6: Prepare Old Village comprehensive stormwater management report

Barr will summarize the existing conditions data (Task 1) and the results of the evaluations (Task 2 through Task 5) in a comprehensive report and submit the report to City engineering staff for review. The report will include figures, exhibits, or appendices describing the methodology, potential system improvements, and figures, conceptual layouts, and concept-level cost estimates as described under each of the previous tasks. Following review by City staff, Barr will incorporate one round of comments and provide a PDF of the final report to the City. Barr will present the project results at a City Council work session.

Meetings

Barr will coordinate and lead several meetings, including:

- **Project kickoff** – Barr will schedule this meeting with City staff following approval of this scope of work. Barr will also visit the project site to document site conditions.
- **Scenario development discussion** – Barr anticipates scheduling this meeting with City staff as a kickoff to Task 3.
- **Scenario results discussion** – Barr anticipates scheduling this meeting with City staff following the completion of tasks 3 and 4.
- **Stakeholder coordination meeting** – Barr anticipates scheduling a stakeholder meeting following the scenario results discussion. This meeting will include a review of potential funding options.

Deliverables

Barr will provide the City with the following deliverables during the proposed work:

- **Periodic Updates** - Barr will provide periodic (approximately bi-weekly by email or telephone) updates to inform City staff of the status of the evaluation.
- **Task 1: Collect and review existing conditions data**
 - o Project kickoff meeting invitation, agenda, and notes
 - o Data request
 - o Summary of the data reviewed (to be included in the comprehensive stormwater management report, Task 6)
- **Task 2: Perform hydraulic evaluation of the existing storm sewer system**
 - o Summary of model validation results for up to 2 rainfall events for the comprehensive stormwater management report

- o Figure of existing inundation showing restrictive pipes, at-risk habitable structures, summary of peak discharge rates and flood elevations, and volume of stormwater stored on the surface
- o City coordination meeting, agenda and notes.
- o Summary of hydraulic evaluation of existing conditions for the comprehensive stormwater management report
- **Task 3: Perform hydraulic evaluation of potential modifications to the Old Village storm sewer system**
 - o Scenario development discussion meeting invitation, agenda, and notes
 - o Feasibility-level pipe sizing recommendations for segments of storm sewer included in the Project area
 - o Evaluation summaries for up to five (5) improvement options. Summaries will include:
 - Figure showing conceptual layout of system modifications and BMP locations
 - Inundation mapping, high water elevations, and estimated at-risk buildings for the 2-, 10-, and 100-year 24-hour duration rainfall events. Inundation mapping will include a comparison to existing conditions.
 - Summary of annual runoff volume and TSS load discharged to the Mississippi River relative to existing conditions (see Task 6)
 - Summary of discharge rates and duration of discharge to the Mississippi River for the 2-, 10-, and 100-year 24-hour rainfall events relative to existing conditions
 - Qualitative evaluation of constructability
 - General evaluation of sequencing or phasing of modifications to the storm drainage system
 - o Class 4 construction cost estimates including subtotals for up to three (3) storm sewer improvements
 - o List of system improvements that could be immediately constructed within the study area.
 - o General discussion of sequencing of system improvements that cannot be immediately constructed within the study area.
- **Task 4: Evaluate stormwater water quality BMPs**
 - o Evaluation of water quality BMPs for up to six (6) water quality improvement options considered in Task 4.
 - o City coordination meeting #3, agenda, and notes
- **Task 5: Investigate funding options**
 - o Summary of funding options for the comprehensive stormwater management report
 - o Stakeholder coordination meeting invitation, agenda, and notes
- **Task 6: Prepare Old Village comprehensive stormwater management report**
 - o Draft comprehensive stormwater management report that compiles methodology, results, and assumptions for Tasks 1-5. Draft report provided as electronic version only.
 - o Final comprehensive stormwater management report provided as electronic version only.
 - o Supporting hydraulic models, water quality models, and GIS files
 - o Presentation for City Council work session

Project Team

Our project team will include staff (engineers, scientists, and GIS specialists) who developed the Old Village H&H Model and Water Quality Model.

- Karen Chandler, PE – Principal in Charge
- Greg Fransen – Project Manager & primary point of contact

Schedule

Following is the anticipated schedule:

Tasks	Anticipated Schedule (Task Completed)
Notice to Proceed	February 2020
Task 1: Collect and review existing conditions data	March 2020
Task 2: Perform hydraulic evaluation of the existing storm sewer system	March 2020
Task 3: Perform hydraulic evaluation of potential modifications to the Old Village storm sewer system	April 2020
Task 4: Evaluate stormwater water quality BMPs	May 2020
Task 5: Investigate funding options	June 2020
Task 6: Prepare Old Village comprehensive stormwater management report	July 2020

Summary of Costs

Barr anticipates a budget as shown in the table below. For the services provided, we will perform the work on a time and expense basis in accordance with our master services contract. Actual costs may be greater or less than shown for individual tasks; however, the overall budget will not be exceeded without your authorization.

Task	Estimated Cost
Task 1: Collect and review existing conditions data	\$ 7,000
Task 2: Perform hydraulic evaluation of the existing storm sewer system	\$ 8,100
Task 3: Perform hydraulic evaluation of potential modifications to the Old Village storm sewer system	\$ 10,300
Task 4: Evaluate stormwater water quality BMPs	\$ 9,200
Task 5: Investigate funding options	\$ 5,900
Task 6: Prepare Old Village comprehensive stormwater management report	\$ 14,200
Estimated Total	\$ 54,700

We look forward to continuing to work with you on the Old Village Drainage Area Trunk Storm Sewer Study. Please contact Greg Fransen (952-832-2626 or gfransen@barr.com) if you have any questions.

ACCEPTED AND AGREED TO:

BARR ENGINEERING CO.

By: Karen L. Chandler

Title: Vice President

Date: February 14, 2020

City of Inver Grove Heights

By: _____

Title: City Engineer

Date: _____

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER THIRD READING OF ORDINANCE AMENDING CITY CODE TITLE 1, CHAPTER 6, ARTICLE A, SECTION 13(1), REGARDING PSYCHOLOGICAL/MEDICAL EXAMINATIONS

Meeting Date: August 24, 2020
Item Type: Regular Agenda
Contact: 651-450-2511
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

The Council is asked to review and approve certain modifications to the City's personnel policy related to psychological/medical examinations found in the attached ordinance. The proposed revisions address when an employee may be required to take a leave of absence/submit to an examination by a qualified medical provider due to a concern regarding their ability to perform the essential functions of their job and when an employee's employment with the City may be terminated based on the employee's inability to perform the essential function of their position. Because the Personnel Code was adopted by an ordinance and is codified in the City's Code, Council must adopt an ordinance in order to make any changes to the Personnel Code.

Staff recommends that the City Council approval of the third reading of the proposed changes found in the attached ordinance.

Attachments: Ordinance

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

ORDINANCE NO. 1385

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
TITLE 1, CHAPTER 6, ARTICLE A, SECTION 13 (1) REGARDING
PSYCHOLOGICAL/MEDICAL EXAMINATIONS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Title 1, Chapter 6, Article A, Section 13(1) of the Inver Grove Heights City Code is hereby amended to read as follows. The ~~struck-out~~ text shows the deleted wording and the underlined text shows the language added to the code:

1-6A-13-1: PSYCHOLOGICAL/MEDICAL EXAMINATION:

A. When there is a concern that an employee has a mental or physical condition that impairs the employee's ability to perform the essential functions of the job or poses a health or safety risk to the employee, the employee's coworkers, and/or the public, the City may require the employee to take a leave of absence from work and/or be examined at the City's expense by a qualified medical provider selected by the City, who shall report the findings of that examination to the City. The City may also require such a medical exam to determine potential reasonable accommodations and for any other reasons permitted by law. Whenever it appears that an employee has a mental or physical condition which causes such employee to be considered a health or safety risk, or whenever the employee is reported by a supervisor or department head to have a health problem that would impair the employee's ability to perform the essential requirements of the position involved or causes the employee to use personal leave in a manner which appears to be excessive, the city administrator may require such employee to take an absence from work and/or be examined at the city's expense by a qualified city appointed physician, who shall report the findings to the assistant city administrator.

B. Based upon the medical provider's physician's findings, the City's Human Resource Manager the department head will review the medical information diagnosis and prepare a recommendation to the city administrator as to the employee's employment status. to return to work. The City may utilize the physician's reports in relation to an employee's workers' compensation claim and in order to establish return to work and/or an employee's future employability with the City.

C. An employee who is required to be absent from work may not return until authorized by the approved physiciansselected medical provider, and if the employee is not able to perform the essential requirements-functions of the current position with or without a reasonable accommodation, the City may consider other potential accommodations, including transferring the employee to a vacant position or providing a medical leave of

CITY OF INVER GROVE HEIGHTS

REQUEST FOR CITY COUNCIL ACTION

RESOLUTION AUTHORIZING CITY STAFF TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR PROFESSIONAL PLANNING SERVICES FOR THE PURPOSE OF CREATING A SMALL AREA PLAN FOR A PORTION OF THE NORTHWEST AREA OVERLAY DISTRICT

Meeting Date: August 24, 2020

Item Type: regular

Prepared by: Heather Rand, CD Director

Scott Thureen, Public Works Director

Contact: 651-450-2546

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other (future budget amendment will be requested if contract is to be awarded)

PURPOSE/ACTION REQUESTED:

Adopt a resolution authorizing the issuance of a request for proposals (RFP) for professional planning services to developing a small area plan with public input, for a portion of the Northwest Area Overlay District that is South of 70th Street, North of Highway 55, West of Argenta Trail and East of the City of Eagan boarder. If authorized, city staff will issue the RFP and solicit multiple proposals immediately, review proposals per RFP criteria and make recommendation for professional services contract to city council on or about September 28, 2020 including a recommendation on project funding sources.

SUMMARY:

At city council meetings in late June and July, a proposed new high-density housing development project by Commonbond Communities was being considered by city council. After evaluating input from residents, the developer, and city staff, the city council determined that a small area plan for that section of the city would be prudent to pursue to maximize development opportunities yet provide proactive solutions to concerns such as development density, access, utility rights of way, stormwater management, etc. To achieve this end, the city council directed city staff to draft an RFP for professional planning services to insure that a small area plan with facilitated stakeholder input could be developed utilizing existing city studies and plans as a starting point.

Community Development staff with input from Public Works Department, have drafted the RFP (see attached) for city council consideration. The RFP has also been circulated to Commonbond Communities and the landowner of the parcel Commonbond Communities has proposed development for. Please note that the proposed RFP does not include planning for parks it its scope of services, as the IGH Parks & Recreation Department already has a plan prepared for such park development in the NW Area, and have been pursuing the advancement of such with city council's ongoing support.

Staff recommend council approval of the RFP as drafted. Pending city council approval, staff will then immediately solicit proposals directly to 6 or more private, professional planning companies located in the Twin Cities metro area, and the RFP will also be posted publicly per city bid

regulations and protocols. Proposals will be evaluated by staff per the RFP notated criteria. City staff will then report back to city council with a professional service recommendation on or about September 28th, and at such time will also include an identification of funding sources for city council consideration and authorization. Grants from Dakota County CDA and the Met Council are being explored as partial (to be matched) funding sources for said planning project.

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

RESOLUTION NO. 2020-168

**RESOLUTON AUTHORIZING CITY STAFF TO ISSUE A REQUEST FOR PROPOSALS
(RFP) FOR PROFESSIONAL PLANNING SERVICES FOR THE PURPOSE OF CREATING
A SMALL AREA PLAN FOR A PORTION OF THE NORTHWEST AREA OVERLAY
DISTRICT**

WHEREAS, the Inver Grove Heights city council has determined the need for developing a small area plan with ample public input that may better guide the development of an portion of the Northwest Area Overlay that is South of 70th Street, North of Hwy 55, West of Argenta Trail and East of the City of Eagan; and

WHEREAS, city staff have drafted a request for proposals (RFP) titled "Small Area Plan" for the aforementioned geographic area as attached, and is dated August 24, 2020, from which the city may objectively solicit professional planning services, said RFP clearly denoting the desired scope of planning services and selection criteria for proposal evaluation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the appropriate city staff are authorized to issue the afore mentioned RFP for professional planning services for the creation of a small area plan for this portion of the NWA Overlay and staff are further directed to review proposals and bring a professional service contract recommendation with funding sources identified back for city council consideration on or about September 28, 2020.

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2020.

Ayes:

Nays:

ATTEST:

George Tourville, Mayor

Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS
REQUEST FOR PROPOSALS (RFP) FOR PROFESSIONAL PLANNING SERVICES
DATED AUGUST 24, 2020

SMALL AREA PLAN FOR PORTION OF NORTHWEST AREA OVERLAY DISTRICT
SOUTH OF 70TH STREET, NORTH OF HIGHWAY 55,
WEST OF ARGENTA TRAIL AND EAST OF CITY OF EAGAN BORDER

INTRODUCTION

The city of Inver Grove Heights with a 2018 estimated population of 35,381, is soliciting professional service proposals for the planning, engineering and public facilitation process with stakeholders for the purpose of developing a small area plan that is intended to guide the future development of approximately 100 contiguous acres of predominately privately owned parcels located in the Northwest Area Overlay District of the city (see Exhibit A and Exhibit B maps).

The small area plan development will be guided by input received from stakeholder groups that include the small area plan property owners, pertinent city, county and state elected and appointed officials and staff, potentially impacted utility service providers, and interested members of the general public. Foundation documents already developed for use in the development of the small area plan include: 1) 2040 Comprehensive Land Use Plan, 2) 2020 Northwest Expansion Area Final Alternative Urban Areawide Review (AUAR), 3) 2001 Northwest Quadrant Study, 3) 2004 Northwest Quadrant Hydrologic and Hydraulic Analysis, 4) 2006 Northwest Area Surface Water Modeling Report, 5) 2010 Regional Roadway System Visioning Study, 6) 2012 Northwest Area Collector Street Plan Final Report, 7) Recent IGH Trunk water main and Trunk sanitary sewer plan studies.

SCOPE OF WORK

The selected professional consulting team will develop and implement a thoughtful process to develop the small area plan including review of pertinent data, plans, studies, necessary analysis and stakeholder engagement that will enable the creation of a plan that includes recommendations and financial estimates for the following development elements: 1) Land use planning for the area including recommendations of potential changes to existing zoning uses and housing densities, 2) Transportation, utility and stormwater management planning including preliminary cost estimates on a limited number of recommended options for the city to consider to which stakeholder consensus was gained through the facilitated small area planning process.

SCHEDULE

The desired completion date of the small area plan with final recommendations and related cost estimates is December, 2020. It is anticipated that a consulting contract would be executed and work would commence on the project on or before October 1, 2020. **Written proposals must be submitted to the city for consideration on or before 4:00 pm on Wednesday, September 16.**

WRITTEN PROPOSAL OUTLINE

Written proposals to this RFP must include the following:

- A. Project Approach – The proposal shall reflect the consultant’s understanding of the project and address how the scope of work will be accomplished including the process that will be deployed, the timeline for objectives within the process, and an explanation of the product including all deliverables for the small area plan. The approach should delineate expectations on the roles of the city, other stakeholders, and that of the consulting team as they relate to the process and completion of the small area plan. Examples of the proposed timeline for public engagement, data analysis and the anticipated number of recommendations or level of detail in the final report of the small area plan should be addressed. It is very important that the proposal include making use of recent planning and engineering studies, and other data that the city can make available including the consultant’s use of existing GIS databases so as to insure some consistency with past studies and to provide efficiencies.
- B. Project Consultant Team – The proposal shall contain the names of key consultant team members and a description of their roles and responsibilities for completing the small area plan. Biographical resumes highlighting their expert capacities, credentials and relevant experience is expected.
- C. Consultant Team Relevant Experience – The proposal shall contain information pertaining to the team’s relevant experience undertaking and successfully completing similar small area plans for municipalities in Minnesota.
- D. Consultant Team Capacity – The proposal shall describe the consultant team’s resources including size of firm, current workload, ability and willingness to commit the key personnel necessary to complete the small area plan by December 2020.
- E. Consultant Team References – The proposal shall contain references and the dates of recent small area plan work completed.
- F. Consultant Team Free of Conflict of Interest – The proposal shall contain a statement that speaks to any potential clients from last 5 years that may pose a conflict of interest in the small area planning work to be completed.
- G. Costs – The proposal shall include a “not to exceed” cost for the work to be performed and a schedule of the billing rates for the key consultant team members.
- H. Proposal Submittal – Electronic copy of the proposal shall be addressed to Heather Rand, Community Development Director, City of Inver Grove Heights, MN at the email address: hrend@invergroveheights.org no later than 4 PM **on Wednesday, September 16, 2020.**

SELECTION OF CONSULTANTS

- A. Process and Schedule – City staff will review proposals and make recommendation to the city council for their formal consideration on or about **September 28, 2020**. A contract will be let shortly thereafter so that work may commence on or around October 1, 2020.

B. Evaluation Criteria – Proposals will be evaluated by criteria including, but not necessarily limited to the following:

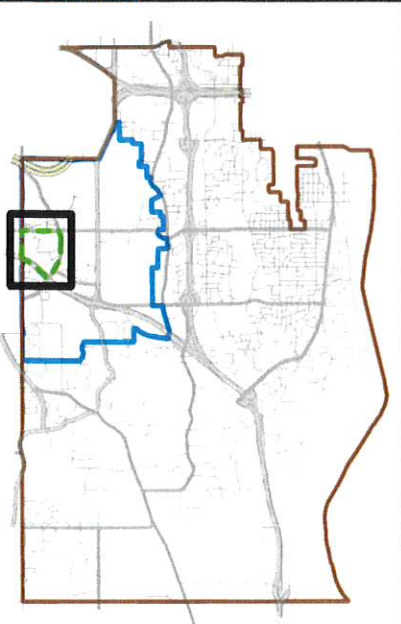
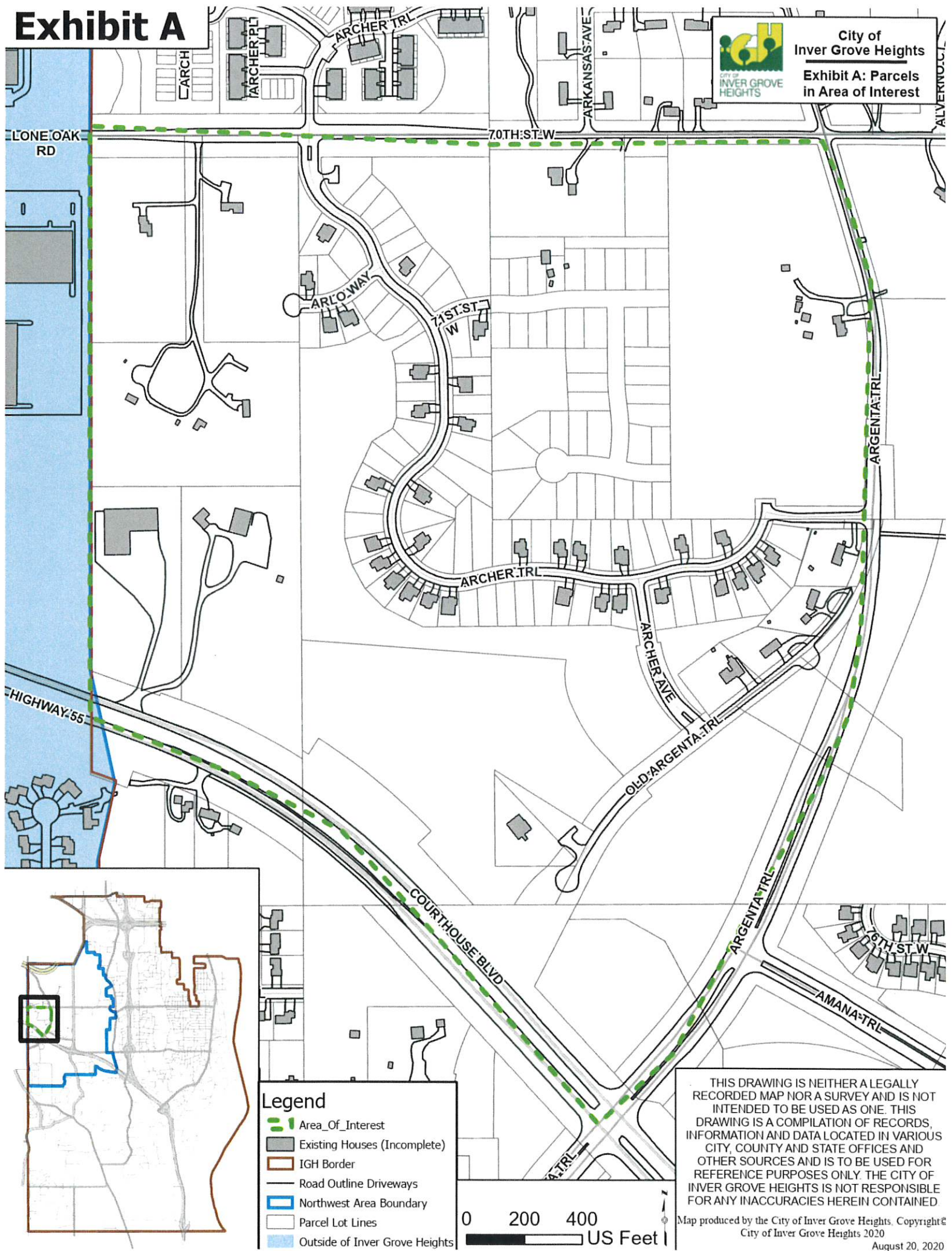
- Conciseness, clarity, and organization of the proposal
- Relevance and suitability of the project approach to the city's needs
- Qualifications and expertise of consultant and team members
- Experience of both the consultant firm, team and leadership including demonstrated ability to perform in a similar professional capacity in a successful manner.
- Familiarity with recent and relevant planning and engineering studies and best practices.
- Project costs.
- Lack of potential conflicts of interest.
- Ability to lead and work positively with city staff, elected and appointed officials and members of the general public to complete the project in a timely manner.

Exhibit A



City of
Inver Grove Heights

**Exhibit A: Parcels
in Area of Interest**



Legend

- Area_Of_Interest
- Existing Houses (Incomplete)
- IGH Border
- Road Outline Driveways
- Northwest Area Boundary
- Parcel Lot Lines
- Outside of Inver Grove Heights

0 200 400

US Feet

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

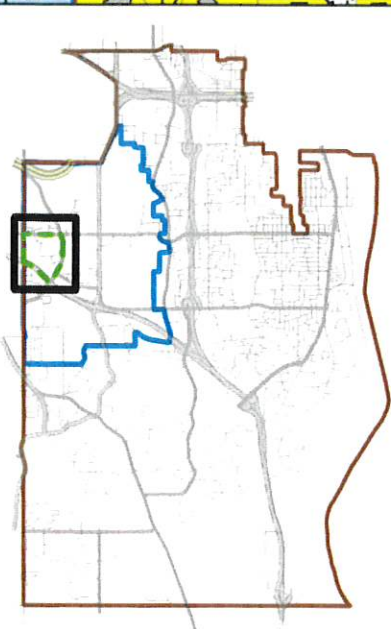
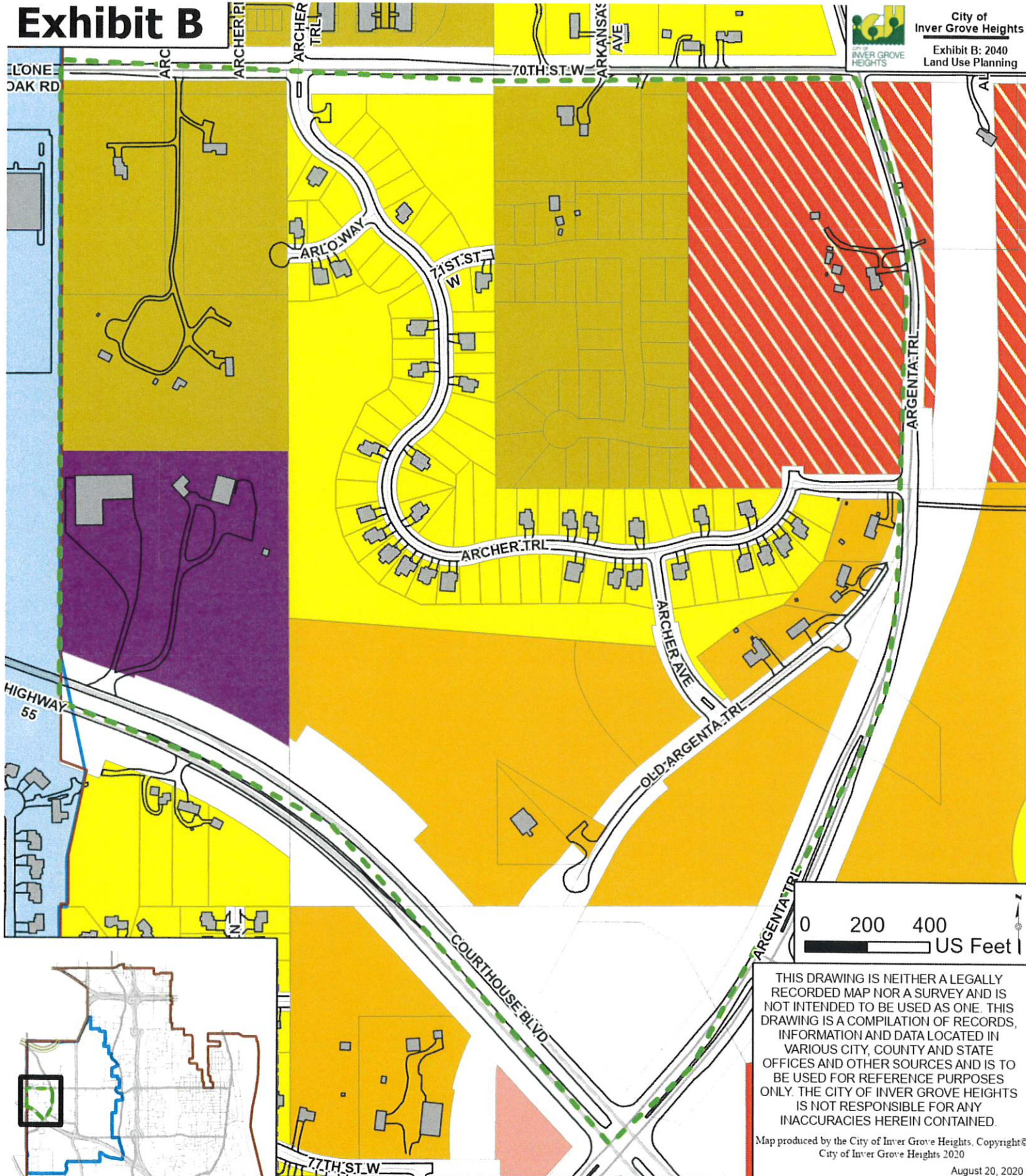
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August 20, 2020

Exhibit B



City of
Inver Grove Heights

Exhibit B: 2040
Land Use Planning



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August 20, 2020

Legend

Area_Of_Interest	Rural Density Residential/PO	Neighborhood Commercial	General Industrial
Existing Houses (Incomplete)	Low Density Residential	Community Commercial	Public / Institutional
IGH Border	Rural Density Residential	Regional Commercial	Public Parks and Open Space
Outside of Inver Grove Heights	Low-Medium Density Residential	Mixed Use	Private Rec and Open Space
Road Outline/Driveways	Medium Density Residential	Office	Railroad
Northwest Area Boundary	High Density Residential	Industrial Office Park	Open Water
		Light Industrial	Right-of-Way

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****CITY OF INVER GROVE HEIGHTS- AUAR Update**

Meeting Date: August 24, 2020

Item Type: Regular

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 adopting the Northwest Expansion Area Alternative Urban Area-Wide Review (AUAR) Update for the Northwest Area.

SUMMARY

The original Northwest Expansion Alternative Urban Areawide Review (AUAR) was completed in 2005, with updates occurring in 2007 and 2014. Because the City's Northwest Area is not completely developed, and it's been over 5 years since the last update, the City is required to do another update. The City hired consulting firm Kimley-Horn to complete the update (Council approved September 2019). The AUAR Update incorporates information from the 2040 comprehensive plan, along with any development updates that have occurred over the last five years. The AUAR is an inventory of the northwest area environmental and cultural resources, analyzes the environmental impacts of sanitary sewer and water extension, and provides mitigation strategies for remediating those environmental impacts. The AUAR update was sent to 16 different agencies for comment. Six agencies responded, no objections were filed by the state agencies or the Metropolitan Council.

Staff recommends approval of the Resolution Adopting the Northwest Expansion Area Alternative Urban Area-Wide Review Update.

Enc: Resolution
Northwest Expansion Area AUAR Update

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

RESOLUTION NO. 2020-169

**RESOLUTION ADOPTING THE NORTHWEST AREA EXPANSION ALTERNATIVE
URBAN AREA-WIDE REVIEW UPDATE**

WHEREAS, The City of Inver Grove Heights adopted the Northwest Expansion Area Alternative Urban Area-Wide Review (AUAR) in 2005;

WHEREAS, in response to a requested land use change the City adopted an AUAR Update in 2007;

WHEREAS, pursuant to MN Rules part 4410.3610 subpart 7, the City updated the AUAR in 2014;

WHEREAS, pursuant to MN Rules part 4410.3610 subpart 7, the AUAR update is necessary because the City's Northwest Area is not completely developed, and it has been over five years since the last update;

WHEREAS, the City Council reviewed and authorized the AUAR Update on September 23, 2019

WHEREAS, the City distributed the AUAR Update to 16 governmental agencies;

WHEREAS, the City received comments from six agencies, no objections were filed by the state agencies or the Metropolitan Council;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, hereby adopts the Northwest Expansion Area Alternative Urban Area-Wide Review (AUAR) Update.

Adopted by the City Council of Inver Grove Heights this 24th day of August, 2020.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Northwest Expansion Area

Alternative Urban Areawide Review (AUAR) Update

Prepared for:

City of Inver Grove Heights

Prepared by:

Kimley-Horn and Associates, Inc.

May 2020

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List of Attachments

- Attachment A: 2019 AUAR Figures
- Attachment B: 2014 AUAR Figures
- Attachment C: 2007 AUAR Figures and Attachments
- Attachment D: 2005 AUAR Figures and Attachments
- Attachment E: Response to Agency Comments

Inver Grove Heights Northwest Expansion Area Alternative Urban Areawide Review (AUAR)

1. Project Title

Inver Grove Heights Northwest Expansion Area

2. Proposer

Proposer: City of Inver Grove Heights
Contact Person: Heather Botten
Title: Associate Planner
Address: 8150 Barbara Avenue
City, State, ZIP: Inver Grove Heights, MN, 55077-3410
Phone: (651) 450-2569
Email: hbotten@invergroveheights.org

3. RGU

RGU: City of Inver Grove Heights
Contact Person: Heather Rand
Title: Community Development Director
Address: 8150 Barbara Avenue
City, State, ZIP: Inver Grove Heights, MN, 55077-3410
Phone: (651) 450-2546
Email: hrاند@invergroveheights.org

4. Reason for EAW Preparation

2005

Not applicable.

2007 Update

The City of Inver Grove Heights, in consultation with the Environmental Quality Board (EQB) and the City Attorney, have determined that a proposed Comprehensive Plan Amendment and proposed development application, warrant an Update to the Northwest Expansion Area AUAR per Minnesota Rules Chapter 4410.3610.

2014 Update

Not applicable.

2019 Update

The 2019 AUAR Update was completed to comply with Minnesota Rules Chapter 4410.3610 Subp 7A.

5. Project Location

County: Dakota

City/Township: City of Inver Grove Heights

PLS Location ($\frac{1}{4}$, $\frac{1}{4}$, Section, Township, Range): Sections 5, 6, 7, 8, 17, and 18 of T27N, R22W

At a minimum, attach each of the following to the EAW/AUAR:

- **Copy(ies) of USGS 7.5 minute, 1:24:000 scale map (photocopy is OK) indicating the project boundaries**
- **Maps of the following:**
 - **A map clearly depicting the boundaries of the AUAR and any subdistricts used in the AUAR analysis**
 - **Land use and planning and zoning maps as required in conjunction with Sections 9 and 28**
 - **A cover type map as required by Section 10**

Additional maps may be included throughout the document wherever maps are useful for displaying the relevant information.

The maps listed below are included in Attachments A, B, C, and D:

- **Project Location:** A map indicating the project location and its regional context. **(in Attachment A); Figure 5-1 (2005 & 2007 AUAR).**
- **Project Boundaries:** A map depicting the project boundary of the AUAR study area. **(in Attachment A); Figure 5-2 (2005 & 2007 AUAR).**
- **Existing Land Use:** A map showing current zoning in and around the AUAR Study Area. **(in Attachment A); Figure 5-3 (2005, 2007, & 2014 AUAR).**
- **Existing Zoning:** A map showing current land use in and around the AUAR Study Area. **(in Attachment A); Figure 5-4 (2005, 2007, & 2014 AUAR).**
- **Proposed Land Use:** A map showing proposed land use in and around the AUAR Study Area. **(in Attachment A); Figure 5-5 (2005, 2007, & 2014 AUAR).**

6. Description

- a. Anticipated types and intensity (density of residential, commercial/warehouse and light industrial development throughout the AUAR area):**

Table 6-1: Proposed Land Uses

Land Use Category	Existing Acres	Planned Acres			
		2005	2007	2014	2019
Rural Residential	0	0	0	0	27
Vacant or Agricultural	1,684	0	0	0	0
Low Density Residential	404	820	820	818	1,079
Low/Mid Density Residential	96	743	747	614	465
Medium Density Residential	94	343	334	356	283

Land Use Category	Existing Acres	Planned Acres			
		2005	2007	2014	2019
High Density Residential	0	65	65	20	40
Mixed Use (Residential)	0	46	46	51	76
Mixed Use (Commercial)	0	23	23	25	22
Commercial	26	59	59	147	89 ¹
Office/Industrial	67	306	164	240	200 ²
Public/Institutional	11	11	11	56	48
Natural/Open Space/Golf	758	724	724	766	760 ³
Office/Industrial/Commercial	0	0	47	47	0
Total Area	3,140	3,140	3,140	3,140	3,089 ⁴

STUDY AREA DESCRIPTION

2005

The AUAR study area is a 3,140-acre area in the northwest portion of the city of Inver Grove Heights. The location is shown on Figure 5-1 (2005 & 2007 AUAR). The area is bounded by Interstate 494 on the north, Babcock Trail on the east (approximately), the city's boundary with Eagan on the west, and includes an area just south of Highway 55 on the south. The site is currently occupied by rural and large-lot residential uses, wetlands and other natural areas, and a golf course.

2007 and 2014

No update.

2019

Some development has occurred within the Northwest Area since the original AUAR in 2005. Industrial, Commercial, low-and medium-density residential, and park areas have been established since 2005. A number of public infrastructure projects have been completed since 2014 and are included in the subsequent sections. See **Figure 1** (in Attachment A) for project location.

CURRENT AND FUTURE ZONING

2005

The site is currently zoned for Agricultural and Residential uses, with small areas of Commercial uses near State Highway 3 (see Figure 5-4 in 2005 & 2007 AUAR). The long-term land use proposed for the area in the City's Comprehensive Plan includes a full range of residential uses from low to high density, mixed use commercial/residential, industrial, office, commercial, park, golf course, and institutional uses. The zoning for the area will reflect these uses. The proposed land uses are shown in Figure 5-5 (2005 & 2007 AUAR).

¹ This total includes Regional Commercial and Community Commercial land uses.

² This total includes General Industrial, Industrial Office Park, Light Industrial, and Office land uses.

³ This total includes open space and right-of-way.

⁴ This total is from the 2040 Comprehensive Plan.

2007

The updated land uses summarized in Table 6-1 are shown on Figure 5-5A—Updated Proposed Land Use (2007 AUAR). The proposed land use has been updated in a portion of the Northwest Expansion Area, located in the northwest quadrant of the TH 55 and TH 3 interchange. The proposed land use update and updated Development Scenario that has been developed is consistent with the proposed Comprehensive Plan Amendment and proposed development application.

A new land use category was created for the purpose of this update. Office/Industrial/Commercial category was created for a portion of the site that would give the City of Inver Grove Heights the greatest flexibility. The AUAR update will analyze this category as commercial – the most intensive use.

2014

No update. See Figure 5-5 (2014 AUAR) for existing land use.

2019

The land use categories remain relatively the same as the 2014 AUAR; however, some of the locations of the land uses have changed. The updated existing land uses are shown on **Figure 3** (in Attachment A).

PROPOSED DEVELOPMENT

2005

The City of Inver Grove Heights has completed several significant planning studies in the Northwest Expansion Area. The City completed a Natural Resources Inventory and Management Plan for the area in 2004. This plan was used in developing the Hydrologic and Hydraulic Analysis for the area, also completed in 2004. Both of these plans have heavily influenced the land use plan proposed for the Northwest Area. The City also worked with a Task Force of local residents in developing all three plans.

The results of the Natural Resources Inventory and Hydrologic and Hydraulic Analysis were used extensively to shape the proposed land uses and patterns for the area, along with existing roadway infrastructure. The Northwest Expansion Area is an area of rolling topography, with closed basins that do not have outlets at normal water levels. The area also has a variety of good and high-quality upland and wetland natural resources that the City and its residents would like to protect for the long term. The City and its Northwest Area Task force have determined that the development plan for the area will use a variety of low-impact development techniques and preservation of existing natural resources and regional basins to manage stormwater in the area. The land use plan therefore features relatively large green spaces and corridors to allow for stormwater infiltration and collection in the regional basin areas. These areas are shown on Figures 17-1 to 17-3 (in Attachment C and D) and are located within the low to medium density residential areas and open space areas shown on the land use plan.

Proposed Industrial areas, Commercial areas, and higher-density Residential areas are associated with major transportation corridors within the study area, particularly Interstate 494 and State Highway 55. The City is also proposing an area of Mixed Use,

which would include a mix of residential and commercial uses. This area is located around the intersection of State Highway 3 and 70th Street.

Proposed land uses and densities in the AUAR study area include the following:

- **Low Density Residential** – Densities within this area may vary from 1 to 4 units per acre and are likely to average approximately 2.0 units per acre. Some existing residential areas included in this category are currently less than 1 unit per acre.
- **Low/Mid Density Residential** – Densities within this area may vary from 4 to 8 units per acre and are likely to average approximately 4.0 units per acre.
- **Medium Density Residential** – Densities within this area may vary from 8 to 12 units per acre and are likely to average approximately 8 units per acre.
- **High Density Residential** – Densities within this area may vary from 12.0 to 35 units per acre and are likely to average approximately 12.0 units per acre.
- **Mixed-Use Residential and Commercial** – This land use will include commercial uses mixed with residential uses on the same parcel. The City estimates that approximately 2/3 of each parcel will be residential in use and 1/3 commercial. Residential uses in the Mixed-Use areas will average 15.0 units/acre but may vary from 12 to 35 units per acre.
- **Commercial** – Floor area ratios for this land use are between 0.25 and 0.35 for retail uses and 0.25 and 0.5 for office uses. Impervious surface coverage is up to 70 percent.
- **Industrial** – Floor area ratios for this land use are between 0.25 and 0.35 for retail uses and 0.25 and 0.5 for office uses. Impervious surface coverage is up to 70 percent.
- **Institutional Land Uses** – Land use primarily for public lands and facilities such as City Hall, the community center, public works and schools. This category also includes religious institutions such as churches and cemeteries.

The topography and natural features of the AUAR area are likely to limit the density that may be achieved on many parcels in all of the proposed land use districts. Therefore, the densities that the City has assumed for each of the land use areas for the analysis in this AUAR is at the lower-end of the allowable densities in each land use classification.

2007

A new land category was created for the purpose of this update. Office/Industrial/Commercial category was created for a portion of the site that would give the City of Inver Grove Heights the greatest flexibility. The AUAR update will analyze this category as commercial – the most intensive land use.

- **Office/Industrial/Commercial** – Floor area ratios for this land use are between 0.25 and 0.35, with impervious coverage up to 70 percent.

2014

No update.

2019

The 2040 Comprehensive Plan designated the following proposed land uses within the AUAR study area:

- **Low Density Residential** – Densities within this area may vary from 1 to 4 units per acre and are likely to average approximately 2 units per acre. Some existing residential areas included in this category are currently less than 1 unit per acre.
- **Low/Mid Density Residential** – Densities within this area may vary from 4 to 8 units per acre and are likely to average approximately 4 units per acre.
- **Medium Density Residential** – Densities within this area may vary from 8 to 12 units per acre and are likely to average approximately 8 units per acre.
- **High Density Residential** – Densities within this area may vary from 12 to 35 units per acre and are likely to average approximately 12 units per acre.
- **Mixed-Use Residential and Commercial** – This land use will include commercial uses mixed with residential uses on the same parcel. The City estimates that approximately 2/3 of each parcel will be residential in use and 1/3 commercial. Residential uses in the Mixed-Use areas will average 15 units/acre but may vary from 12 to 35 units per acre.
- **Commercial** – Floor area ratios for this land use are between 0.25 and 0.35 for retail uses and 0.25 and 0.5 for office uses. Impervious surface coverage is up to 70 percent.
- **Industrial** – Floor area ratios for this land use are between 0.25 and 0.35 for retail uses and 0.25 and 0.5 for office uses. Impervious surface coverage is up to 70 percent.
- **Institutional Land Uses** – Land use primarily for public lands and facilities such as City Hall, the community center, public works and schools. This category also includes religious institutions such as churches and cemeteries.

CONSISTENCY WITH INVER GROVE HEIGHT'S COMPREHENSIVE PLAN

2005

The City's Comprehensive Plan was adopted by the City Council on June 8, 1998, and by the Metropolitan Council on March 25, 1999. The land use plan for the Northwest Expansion Area has changed in some minor respects from the land use plan included in the City's Comprehensive Plan, but the overall residential density of approximately 3 units per acre remains the same for the area. The proposed land use plan is therefore consistent with the adopted Comprehensive Plan.

2007

The City of Inver Grove Heights has proposed a Comprehensive Plan Amendment that is consistent with the updated Development Scenario as discussed above.

2014

No update.

2019

The City updated their Comprehensive Plan in October 2019 and the proposed land uses have been incorporated into the 2019 AUAR Update.

- b. Infrastructure planned to serve the development (roads, sewers, water, stormwater systems, etc.). Roadways intended primarily to serve the adjoining land uses within an AUAR area are normally expected to be a part of an AUAR. More “arterial” types of roadways that would cross an AUAR area are an optional inclusion in the AUAR analysis; if they are to be included, a more intensive level of review, generally including an analysis of alternative routes, is necessary).**

ROADWAY NETWORK

2005

Based on the new traffic that will be generated by development of the Northwest Expansion Area, four primary roads will need to be improved to accommodate future growth. The Mitigation Plan recommends that CR 63 in the southbound direction be widened to a 5- or 6-lane roadway from north of I-494 to south of TH 55. TH 3 should also be widened from south of the interchange with TH 55 to the north of the Interstate 494. CR 73 will require the addition of lanes. CR 26 will need to be widened beginning to the east of CR 73 and continuing to the west of CR 63.

The AUAR analysis quantifies the impacts that the proposed development will have on the regional system, including Interstate 494 and TH 55. The analysis assumes a new interchange at I-494 and CR 63 and at the intersection of CR 63 and State Highway 55, as described in the City's Thoroughfare Plan.

2007

No change in the recommended mitigation due to the updated land uses.

2014

- The City of Inver Grove Heights, the City of Eagan, and Dakota County have completed and adopted the 2010 Regional Roadway System Visioning Study for northeast Eagan and northwest Inver Grove Heights.
- The City completed and adopted the Northwest Area Collector Street Plan, dated May 2012.
- The City and Dakota County are conducting a design study for County Road (CR) 28 and County State Aid Highway (CSAH) 63 from south of Trunk Highway (TH) 55 to south of CSAH 26 in advance of improving these roadways in 2016. A 2014 feasibility study for the future Argenta Trail Corridor from south of CSAH 26 to I-494 will also be conducted to consider the location of the future arterial connection to the potential future interchange along I-494 between TH 149 and TH 3.
- City Project No. 2009-01 Trunk Highway 3 and Amana Trail/proposed 80th Street Roundabout was completed.

- City Project No. 2010-41 Trunk Highway 3 Right Turn Lane—Argenta Hills 2nd Addition was completed.

2019

The City's guiding documents include:

- Northwest Area Collector Street Plan
- Regional Roadway Visioning Study to be updated in 2020 by Dakota County

See Attachment A for a list of street projects the city completed between 2014 and 2019.

SANITARY SEWER SYSTEM

2005

The estimated sewer flow rate for the Northwest Expansion Area is 1,200 gallons per acre per day. All areas within the AUAR study area will be served by sanitary sewer, based on the City's Comprehensive Plan (1998). The proposed City trunk sewer system will connect to the Metropolitan Council Environmental Services (MCES) regional system. Proposed sewer system alignments have been routed to avoid impacts to proposed stormwater infiltration basins and areas of high-quality natural resources.

The City will construct sanitary sewer improvements to serve the AUAR area in general accordance with the 2020 Comprehensive Plan for the City. The sewer flows from this area will go to the MCES interceptor systems and Metropolitan Wastewater Treatment Facility, which has capacity available to serve this area.

2007

The City of Inver Grove Heights has completed a feasibility study of these improvements, called the Northwest Area Water and Sanitary Extensions Feasibility Report, dated May 2005. The City awarded the first phase of these improvements, Northwest Area Utility Improvements Lift Station R-9.1, in July 2007.

2014

- The City of Inver Grove Heights constructed trunk sanitary sewer and watermain facilities with the following projects: City Project No. 2003-15 NW Area Trunk Utility Improvements – located from TH 55/Babcock Trail, north along Babcock Trail to 80th Street, west to TH 3, north to 70th Street; Project No. 2003-15A NW Area Lift Station – located within the NW quadrant of Amana Trail and Trunk Highway 3; Argenta Hills/Amana Trail Trunk Utilities – located within the Target development and along newly constructed Amana Trail from TH 3 to Alverno Avenue; Argenta Hills 8th Addition – located along Alverno Avenue from Amana Trail to north terminus of Alverno Avenue; and Inver Glen Senior Housing Project – located from TH 3, along Allen Way to the developments easterly boundary.
- A Preliminary Engineering Report has been prepared for trunk sanitary sewer facilities in City Project No. 2014-13 NW Area Trunk Utilities – Argenta District, located between Amana Trail and proposed 65th Street within the Argenta District.

2019

The City of Inver Grove Heights constructed sanitary sewer facilities with the following projects: development projects in Blackstone Vista, Blackstone Vista 3rd, Blackstone Ponds, Blackstone Ponds 2nd, Blackstone Ponds 3rd, Blackstone Ridge, Windwood 2nd, Industrial Equites, Argenta Hills 8th, 9th, Scenic Hills; Holiday Station; City projects 2014-11 Argenta Trail and Highway 55, 2015-10 NWA Utilities Alverno Trail to Blackstone Vista, 2015-11 NWA Lift Station, 2015-13 NWA Trunk Utilities 70th Street LS to Blackstone Ridge, 2015-16 Trunk Utilities Argenta Trail to Blackstone Ridge, 2016-08 TH3 Roundabout 70th Street.

MUNICIPAL WATER SYSTEM

2005

The City of Inver Grove Heights currently operates six municipal supply wells with a total groundwater appropriation of 1,250 million gallons per year (MGY) in 2003. The wells are used on a rotating schedule.

The project area will be served by expanding the existing municipal water supply system. Development of the project area will require additional appropriation of groundwater for municipal water supply. Five additional wells will likely be required to meet the ultimate system demand. The number of new wells required will depend on the capacities of the future wells. The ultimate projected municipal water system demand is 2,295 MGY (2005 estimate).

New wells will be completed in the Jordan Sandstone portion of the Prairie du Chien-Jordan aquifer system. Each new well is expected to have a capacity of 1,200 gallons per minute (gpm). While the City's current wells will experience a gradual increase in pumping and additional wells will be constructed, the aquifer is expected to be able to accommodate the additional withdrawals, based on recent tests.

2007

The City of Inver Grove Heights has completed a feasibility study of these improvements, called the Northwest Area Water and Sanitary Extensions Feasibility Report, dated May 2005. The City awarded the first phase of these improvements, Northwest Area Utility Improvements Lift Station R-9.1, in July 2007.

2014

- The City of Inver Grove Heights constructed trunk sanitary sewer and watermain facilities with the following projects: City Project No. 2003-15 NW Area Trunk Utility Improvements – located from TH 55/Babcock Trail, north along Babcock Trail to 80th Street, west to TH 3, north to 70th Street; Argenta Hills/Amana Trail Trunk Utilities – located within the Target development and along newly constructed Amana Trail from TH 3 to Alverno Avenue; Argenta Hills 8th Addition – located along Alverno Avenue from Amana Trail to north terminus of Alverno Avenue and Inver Glen Senior Housing project – located from TH 3, along Allen Way to the development's easterly boundary.

- A Preliminary Engineering Report has been prepared for trunk watermain facilities in City Project No. 2014-13 NW Area Truck Utilities – Argenta District, located from Amana Trail and proposed 65th Street within the Argenta District.
- In 2013, the City constructed Project No. 2006-18 Asher Water Tower Replacement.
- Well #9 (Well ID 759561) was constructed in 2008.

2019

The City prepared the following guidance documents between 2014 and 2019.

- Northwest Area Trunk Utilities North Robert District Alternative 2, Bolton and Menk, 2014
- Water Pressure Zone, 2015
- City of Inver Grove Heights wellhead protection Plan, Stantec, September 2016
- Trunk Watermain Model, 2017
- Third Generation of the Local Water Supply Plan was prepared and approved by the DNR in February 2020.

STORMWATER SYSTEM

2005

The City's Surface Water Plan for the Northwest Expansion Area proposes an approach that minimizes connected impervious surfaces, increases flow path and time over previous surfaces, and decentralizes treatment in local and regional infiltration areas. The approach focuses on a variety of local Best Management Practices (BMPs), and collection and further treatment/infiltration of excess water in the numerous existing natural basins in the area. The plan includes a number of alternative practices with infiltration to provide for pretreatment before discharge to wetland basins and preserves the infiltration capacity of the natural basins.

The land use plan features relatively large green spaces and corridors to allow for stormwater infiltration and collection in the regional basin areas. The areas are shown on Figures 17-1 to 17-3 (in Attachment C and D) and are located within the low to medium density residential areas and open space area shown on the land use plan.

2007

The City of Inver Grove Heights has adopted a stormwater manual for the Northwest Area on May 29, 2007.

2014

- The City of Inver Grove Heights has built stormwater management facilities and protected regional basins in the following projects: Inver Pointe Business Park (United Properties), IGH Investments LLC – Argenta Hills Site Construction Plans (Amana Trail and Target Development), Argenta Hills 2nd through 8th Addition, 2009-01 Intersection (round-a-bout along TH 3), City Project No. 2013-03 SP-27

Stormwater Facilities Repairs, City Project No. 2010-41 Trunk Highway 3 Right Turn Lane – Argenta Hills 2nd Addition, Inver Glen Senior Housing projects.

- The City utilizes the following documents for stormwater guidance:
 - Northwest Area Stormwater Manual, adopted on May 29, 2007.
 - The Second-Generation Water Resources Management Plan adopted on December 8, 2008. The plan is being updated in 2014 to the 3rd Generation Plan.
 - The 3rd Generation Lower Mississippi River Watershed Management Plan prepared in August 2011.
 - The Northwest Area Regional Basin Map and Stormwater Model prepared on March 1, 2011. The map and stormwater model are being updated in 2014. Updates to the map and model will be a required condition of approval for developments.
 - Dakota County Soil and Water Conservation District (DCSWCD) Low Impact Design (LID) Standards are applicable for filtration and infiltration BMPs. The current LID standards may be found on the DCSWCD website.
- March 17, 2014, the City's MS4 General Permit coverage was extended, reauthorizing the new permit. The City will meet requirements of the new permit from the date permit coverage was extended.
- The Gun Club Lake Watershed Management Organization (GCLWMO) was disbanded and the Eagan-Inver Grove Heights Watershed Management Organization (EIGHWMO) was created in 2014.
- Atlas 14, published in 2013, is the most current frequency and duration stormwater information at the time of this AUAR update. The Northwest Area stormwater management plan will be updated to incorporate Atlas 14 data as published by the National Oceanic and Atmospheric Administration (NOAA) for the 2-, 10- and 100- year rainfall events and the 100-year critical volume (10-day snow melt) for development stormwater management plans and landlocked basins.

2019

The City of Inver Grove Heights constructed stormwater system facilities with the following projects: development projects in Blackstone Vista, Blackstone Vista 3rd, Blackstone Ponds, Blackstone Ponds 2nd, Blackstone Ridge, Windwood 2nd, Argenta Hills 8th and 9th, Scenic Hills; City Projects 2014-11 Argenta Trail and Highway 55, and 2016-08 TH 3 Roundabout at 70th Street.

- The City adopted the 3rd generation Water Resources Management Plan, December 2014
- The City adopted the 4th generation Water Resources Management Plan, December 2018
- The Stormwater Manual was updated to include the Atlas 14 data and this information will be used for future development stormwater management plans and landlocked basins.

c. Information about the anticipated staging of various developments, to the extent known, and of the infrastructure, and how the infrastructure staging will influence the development schedule.

Note: the RGU must assure that the development described complies with the requirements of Minnesota Rules, part 4410.3610, subpart 3, and that it properly orders the AUAR and sets the description in that order as required by that section.

2005

The City of Inver Grove Heights has an approved Comprehensive Plan as required by the referenced rules. The Plan includes a Capital Improvement Program and plans for phasing infrastructure in the AUAR area. The City adopted the Comprehensive Plan on June 8, 1998. The Metropolitan Council approved the plan on March 25, 1999. The Inver Grove Heights City Council adopted an official resolution ordering the AUAR as required on September 27, 2004.

Development of the area will occur over the next 20 years. The pace of development will depend on market conditions and individual property owner decisions regarding development or redevelopment. Infrastructure will be staged so that necessary sewer, water, roadway, and other infrastructure is in place to accommodate proposed development. Some roadway infrastructure development will depend on the plans and schedule of the Minnesota Department of Transportation and Dakota County. Other infrastructure phasing will be determined by the City based on its Comprehensive Plan and Infrastructure Plans.

2007

No update.

2014

The Inver Grove Heights Northwest Expansion Area AUAR is located on 3,089 acres in the northwest portion of the city. The AUAR was completed in August 2005 and adopted by City Council in February 2006 with an update in 2007. An AUAR Update Addendum has been prepared to address updates in proposed land use and Development Scenario.

2019

The City of Inver Grove Heights updated their Comprehensive Plan for 2040, which includes updates to the Capital Improvement Program and plans for phasing infrastructure in the AUAR area.

d. Provide a 50 or fewer word abstract for EQB Monitor notice:

2005

Inver Grove Heights Northwest Expansion Area AUAR is located on 3,140 acres in the northwest portion of Inver Grove Heights, Dakota County. Proposed land uses include a variety of residential, industrial, commercial, mixed-use, institutional and parks/open space uses.

2007

Inver Grove Heights Northwest Expansion Area AUAR is located on 3,140 acres in the northwest portion of Inver Grove Heights, Dakota County. The AUAR was completed in August 2005. An AUAR Update has been prepared to address updates in the proposed land uses and the Development Scenario.

2014

No update.

2019

Inver Grove Heights Northwest Expansion Area AUAR is located on 3,089 acres in the northwest portion of Inver Grove Heights, Dakota County. The AUAR was last updated in 2014 and an AUAR Update has been prepared to comply with Minnesota Rules Chapter 4410.3610 Subp 7A. The 2019 AUAR update includes land use updates included in the 2040 Comprehensive Plan.

7. Project Magnitude Data

The cumulative totals of the parameters called for should be given for each major development scenario.

2005

One Development Scenario is proposed for this AUAR. The scenario represents the maximum amount of development that is predicted in the project area, based on the City's Comprehensive Plan, Natural Resource Management Plan, and Surface Water Management Plan. The actual level of development realized on the site may be less than this scenario, based on market conditions and development proposals received and approved by the City.

2007

An updated Development Scenario has been developed for this Update. A new land use category was created. The Office/Industrial/Commercial land use category was created for a portion of the Northwest Area that would give the City of Inver Grove Heights the greatest flexibility. The AUAR update will analyze this category as commercial—the most intensive land use.

2014

No change.

2019

A new development scenario has been created based on the 2040 Comprehensive Plan. The new scenario is depicted in Table 7-1.

CUMULATIVE DEVELOPMENT TOTALS

Table 7-1 represents projected cumulative development totals for the project area. These totals are based on policies and standards as established within the City of Inver Grove Heights Comprehensive Plan and Zoning Ordinance.

Table 7-1: Cumulative Development Totals

Measure	2005	2007 & 2014	2019
Total Project Acreage	3,140	3,140	3,089
Number of Residential Units (maximum)	Attached: 4,707 Detached: 2,383	Attached: 4,676 Detached: 2,378	Attached: 5,744 Detached: 2,163
Units Per Building (maximum)	N/A	N/A	N/A
Industrial and Related Office Uses (maximum)	Industrial & Office: 140 acres Office: 1,434,760 square feet Commercial: 1,674,215 square feet	Industrial & Office: 219 acres Office: 1,330,260 square feet Commercial: 2,214,625 square feet	Commercial: 362,637 square feet Office/Industrial: 784,080 square feet
Building Height (maximum)	Single Family/ Townhome: 35 feet Multifamily Residential: 70 feet Retail: 50 feet Industrial: 60 feet Office: 100 feet	Single Family/ Townhome: 35 feet Multifamily Residential: 70 feet Retail: 50 feet Industrial: 60 feet Office: 100 feet	Single Family/ Townhome: 35 feet Multifamily Residential: 70 feet Retail: 50 feet Industrial: 60 feet Office: 100 feet

8. Permits and Approvals Required

List all known local, state, and federal permits, approvals, and funding required. A list of major approvals likely to be required by the anticipated types of development projects should be given. This list will help orient reviewers to the idea that the AUAR process is only one piece of the regulatory framework that will protect environmental resources. The list can also serve as a starting point for the development of the implementation aspects of the mitigation plan to be developed as part of the AUAR.

Table 8-1: Required Permits and Approvals

Unit of Government	Type of Application	Status
City of Inver Grove Heights	Preliminary Plat Approvals	To be applied for
	Schematic Plan Approvals	To be applied for
	Final Plat Approvals	To be applied for
	Rezoning Approvals	To be applied for
	Comprehensive Plan Amendment	To be applied for
	Planned Unit Development (PUD) Permits	To be applied for
	Conditional Use Permits	To be applied for
	Grading Permits	To be applied for
	Water Connection Permits	To be applied for
	Building Permits	To be applied for

Unit of Government	Type of Application	Status
	Wetland Conservation Act Permits and Approvals	To be applied for
	Road Right-of-Way Permits	To be applied for
	Approval of Sanitary Sewer and Municipal Water Extensions	To be applied for
	Final AUAR and Mitigation Plan Adoption	To be applied for
Dakota County	County Roadway Access Permits	To be applied for
	Contiguous Plat Review	To be applied for
Metropolitan Council/ Environmental Services	Tier 2 Sewer Plan	To be applied for
	Sanitary Sewer Extension Permit	To be applied for
	New Freeway Interchange Approvals	To be applied for
Minnesota Pollution Control Agency	Approval of Facility Plan and Construction	To be applied for
	Plans and Specifications (for Minnesota Public Facilities Authority Funding eligibility)	To be applied for
	Application for National Pollutant Discharge Elimination System (NPDES) General Permit for discharge of stormwater during construction activities	To be applied for
	Application for Sewer Extension Permit	To be applied for
	Section 401 Certification	To be applied for
Minnesota Department of Health	Water Main Plan Review	To be applied for
	Wellhead Protection Plan	To be applied for
	Water Well Permits	To be applied for
Minnesota Department of Natural Resources	Protected Water Permit	To be applied for
	Water Appropriation Permit	To be applied for
Minnesota Department of Transportation	Utility Permit for Work in Right-of-Way of Trunk Highway	To be applied for
	New Freeway Interchange Approvals	To be applied for
	Access Permits	To be applied for
	Drainage Permits	To be applied for
	Plat Approval	To be applied for
US Army Corps of Engineers	Application for Wetland/Water Project—Public Linear Utility Project (GP/LOP-98-MN-Section 404 Activities in Minnesota)	To be applied for
Gun Club Lake & Lower Mississippi WMOs	Grading and Stormwater Permits Review	To be applied for
	Flow allocations when intercommunity determination is required	To be applied for

9. Land Use

Describe the current and recent past land use and development on the site and on adjacent lands. Discuss the compatibility of the project with adjacent and nearby land uses; indicate whether any potential conflicts involve environmental matters. Identify any potential environmental hazard due to past land uses, such as soil contamination or abandoned storage tanks.

2005

Section 9 is not needed for an AUAR but can be covered by Sections 20 and 28. See Sections 20 and 28.

2007, 2014, and 2019

No update.

10. Cover Types

The following information should be provided:

a. A cover type map, at least at the scale of a USGS topographic map, depicting:

- *Wetlands—identified by type (Circular 39)*
- *Watercourses—rivers, streams, creeks, ditches*
- *Lakes—identify protected water status and shoreland management classification*
- *Woodlands—identify native and old field*
- *Cropland*
- *Current development*

b. An “overlay” map showing anticipated development in relation to the cover types; this map should also depict any “protection areas,” existing or proposed, that will preserve sensitive cover types. Separate maps for each major development scenario should generally be provided.

2005

The generalized breakdown of cover types before and after development is shown on the chart that follows. The location of cover types is shown in Figure 10-1 (2005 & 2007 AUAR). The location of cover types in relationship to proposed development is shown in Figure 10-2 (2005 AUAR) and Figure 10-2A (2007 AUAR). The natural communities identified in the City's Natural Resource Inventory and their classifications based on ecological quality are shown on Figure 10-3 (in Attachment C and D).

2007

Note that Figure 10-2—Land Cover and Proposed Land Use (2007 AUAR) has been updated to reflect the updated proposed land uses. Refer to Figure 10-2A—Updated Land Cover and Proposed Land Use (2007 AUAR).

Table 10-1: Cover Types

Cover Type	Before (Acres)	After (Acres)		
		2005	2007 & 2014	2019
Types 1 to 7 Wetlands	267	267	267	190
Woodlands/Brushland	652	359	359	496
Field/Grassland	1,523	98	98	1,065
Residential	594	2,017	2,012	833
Commercial/Industrial/Office	93	388	393	87
Institutional	11	11	11	20
Right-of-Way	N/A	N/A	N/A	398
Total	3,140	3,140	3,140	3,089

NORTHWEST EXPANSION AREA NATURAL RESOURCE INVENTORY

2005

The City of Inver Grove Heights completed a Natural Resource Inventory and Management Plan for the Northwest Expansion Area in 2004. The inventory included using existing natural resource data for the area, aerial photos, and field visits to identify natural areas by experienced ecologists. In a few cases, landowners did not give permission for ecologists to visit their properties, so that only aerial photos or views from adjacent areas were used to identify resources in these areas.

The field inventory was a qualitative assessment of wetland and upland communities. It included identification of major plant species in the canopy, subcanopy, shrub, and ground cover of forest and woodland natural communities. In non-forested natural communities, dominant grasses and forbs were identified. The field inventory emphasized gathering data on disturbance indicators of natural communities such as exotic species and erosion.

Classification of the natural areas to determine the natural community type was done using methodology outlined in Minnesota's Native Vegetation, a Key to Natural Communities (Minnesota DNR, 1993). Each community was assigned a qualitative rank, ranging from A to D, with "A" quality communities being the highest in ecological quality, and "D" communities being the lowest. Standard ecological criteria were used to evaluate the health of natural communities were used to determine the quality rankings. These criteria included degree of native species diversity, age of trees, and amount of disturbance, such as invasion by non-native plant species. The rankings reflect how closely the natural community area resembles an intact or "pristine" community of its type in the local area – "A" quality communities are most like intact natural areas, "D" quality communities have been highly altered from this standard.

The wetland field inventory included identification of plant species and a determination of predominant hydrology for each wetland basin. The Minnesota Routine Assessment Method (MnRAM) Version 2.0 was used to assess wetland functions on a qualitative basis. Wetlands were evaluated for floristic quality, wildlife habitat value, aesthetic, recreational, educational, and cultural values, and stormwater susceptibility.

2007 and 2014

No update.

2019

Some impacts to areas identified in the natural resource inventory have occurred since 2005; however, no significant changes to the natural resource inventory have occurred. Impacts to “A” quality upland and wetland communities have been minimized to the extent practicable. See **Figure 6** (Attachment A) for an updated figure of existing cover types.

RARE SPECIES AND NATIVE PLANT COMMUNITIES

2005

The Minnesota DNR’s Natural Heritage Database identified two plant species that are present in the AUAR area that have no legal protection status but are tracked by the DNR database. These include *Liparis lilifolia* (Lilia-leaved twayblade) and *Triodanis leptocarpa* (Venus’ looking glass).

The DNR’s database also identified an Oak Forest of sufficient size and quality to be included in state lists of significant natural communities identified by the County Biological Survey.

The database describes the locations and conditions of these communities. All are on privately-owned sites. The locations of these plants and communities have also been noted in the Inver Grove Heights Natural Resources Inventory and Management Plan. The Plan includes recommendations for restoration of the Oak Forest and the natural communities that include the identified plant species. Copies of the DNR Natural Heritage Database information are included in the Attachments.

2007 and 2014

No update.

2019

See Section 11 for updates to Rare Species and Native Plant Communities since the 2014 update.

GREENWAY CORRIDORS

2005

A local advisory committee reviewed the upland and wetland ranking criteria and identified greenway corridors in the study area. Both Primary and Secondary Greenways are identified on the Natural Resource Inventory maps included in the Attachments. The Conceptual Greenway corridors that were developed during the Natural Resource Inventory are consistent with those developed later during the North Dakota County Greenway Planning project completed by the DCSWCD.

2007, 2014, and 2019

No update.

SUMMARY

2005

The Natural Resources Inventory identified and classified 43 upland sites, 184 wetland sites and 25 semi-natural areas based on their natural resource quality. A summary of the areas

inventoried is presented in Table 10-2 and shown on Figure 10-3 (in Attachment C and D). (Semi-natural areas are open space communities that are composed of an assemblage of plants that have resulted largely due to recent human activities, such as conifer plantations and old fields.)

Table 10-2: Summary of Natural Areas and Semi-Natural Areas Inventoried

Land Cover Type	Number of Areas	Acres	Percent of Total	Percent of Land in Study Area
Wetland Natural Areas	184	267	21.1%	8.5%
Upland Natural Areas	43	452	35.7%	14.4%
Semi-natural Areas	25	547	43.2%	17.4%
Total	252	1,266	100.0%	

2007, 2014, and 2019

No update.

UPLAND COMMUNITIES

2005

Table 10-3 shows a summary of Management Classification for upland natural communities identified in the Northwest Expansion Area. These areas are shown on Figure 10-3 (in Attachment C and D). The table indicates that only a fraction of the total number of natural communities identified fell into the highest quality categories of Manage 1 and Manage 2.

Although Oak Woodland-Brushland represents the vast majority of upland natural area occurrences in the study area, they are generally in moderate to poor conditions as a result of past grazing and subsequent lack of management. There is one area of Oak Woodland-Brushland classified as Manage 1 in the study area. The area also includes two Manage 1 Mesic Oak Forests, and one Manage 2 occurrence for each Dry Oak Forest and Dry Prairie.

Table 10-3: Upland Management Classification Summary

Community Type	Management Class	Number of Occurrences	Acres of Community Type
Dry Prairie (hill subtype)	3	2	5.0
Dry Prairie (sand-gravel subtype)	2	1	
Dry Oak Savanna	3	1	2.4
	4	6	
Oak Woodland-Brushland	3	18	340.8
	2	1	
	1	1	
Oak Forest, Dry	4	1	50.0
Oak Forest, Mesic	3	2	28.5
	1	2	
Lowland Hardwood Forest	4	4	24.8
	3	3	
Total		43	451.5

2007, 2014, and 2019

No update.

WETLANDS

2005

The most common wetland community types in the Northwest Expansion Area are Wet Meadow, Shallow Marsh, Shallow Open Water, and Deep Marsh. Roughly two-thirds of these community types are classified as Manage 3 or Manage 4. In a general sense, this would tend to indicate that many of these areas are of somewhat lower quality and adversely affected by runoff, surrounding land uses, and invasive species. Some wetland types that are uncommon in the Metro Area, but occur in the Northwest Expansion Area, are Shrub Carr and Alder Thicket. Table 10-4 summarizes the wetland types and their quality rankings in the study area.

Table 10-4: Wetland Management Classification Summary

Community Type	Management Class	Number of Occurrences	Acres of Community Type
Seasonally flooded basin	1	1	1.1
Sedge meadow	1	3	10.7
	2	1	
	3	2	
	4	2	
Wet meadow	1	7	68.7
	2	8	
	3	19	
	4	20	
Alder thicket	1	1	3.5
Shrub carr	1	1	6.0
	2	1	
	3	1	
Hardwood swamp	1	4	14.8
	3	7	
	4	6	
Shallow marsh	1	8	52.4
	2	7	
	3	15	
Shallow open water	1	2	51.5
	2	2	
	3	10	
	4	10	
Deep marsh	1	6	49.5
	2	4	
	3	10	
	4	9	
Other	1	1	8.6
	4	2	
Total		184	266.8

2007 and 2014

No update.

2019

Some wetland impacts have occurred within the AUAR study area since 2005. Those wetland impacts have been minimized to the extent practicable and have been mitigated. The wetland inventory and management plan has not been updated to reflect these minor changes to wetlands within the AUAR study area.

11. Fish, Wildlife and Sensitive Resources

- a. **Describe fish and wildlife resources on or near the site and discuss how they would be affected by the project. Describe any measures to be taken to minimize or avoid adverse impacts. The description of wildlife and fish resources should be related to the habitat types depicted on the cover type maps (of Section 10). Any differences in impacts between development scenarios should be highlighted in the discussion.**
- b. **Are there any state-listed endangered, threatened, or special-concern species; rare plant communities; colonial waterbird nesting colonies; native prairie or other rare habitats; or other sensitive ecological resources on or near the site?**
☒ Yes ☐ No

FISH RESOURCES

2005

There are no fishery resources within the project area. The City's Surface Water Management Plan for the Northwest Expansion Area is designed to control the quantity and quality of runoff from the AUAR area to avoid any negative impacts to downstream resources. The detailed analysis is included in Section 17 – Water Quality – Surface Water Runoff.

2007, 2014, and 2019

No update.

WILDLIFE RESOURCES

2005

The Minnesota County Biological Survey did not identify any endangered, threatened, or special-concern wildlife species within the project area. Wildlife resources in the area are birds, mammals, amphibians, and reptiles that are common in suburban and exurban areas of the Twin Cities.

The Minnesota DNR's Natural Heritage Database identified two plant species that are present in the AUAR area that have no legal protection status but are tracked by the DNR database. These include *Liparis lilifolia* (Lila-leaved twayblade) and *Triodanis leptocarpa* (Venus' looking glass).

The DNR's database also identified an Oak Forest of sufficient size and quality to be included in state lists of significant natural communities identified by the County Biological Survey.

The database describes the locations and conditions of these communities. All are on privately-owned sites. The locations of these plants and communities have also been noted in the Inver Grove Heights Natural Resources Inventory and Management Plan. The Plan includes recommendations for restoration of the Oak Forest and the natural communities that include the identified plant species. Copies of the DNR Natural Heritage Database information are included in the Attachments.

The wildlife species currently using the AUAR area include a variety of animals that are common in suburban and exurban areas in the Twin Cities. Development of residential, commercial, and other land uses in the Northwest Area and the infrastructure to serve new land uses will result in loss or change of some habitat areas and movement of some animals to other locations. The protection of high-quality habitat areas in the Northwest Expansion Area, as specified in the City's Natural Resources Inventory and Management Plan, as well as management and restoration of other wetland and upland habitat areas and the connections among habitat areas will provide habitat for the wildlife species that are using the area. Since protection of wildlife resources is dependent on protection and restoration of habitat, the recommendations for protection of wildlife resources are the same as those listed in Section 10 – Cover Types.

2007 and 2014

No update.

2019

A review of the DNR Natural Heritage Inventory System (NHIS) database was conducted (LA-965) for the AUAR study area and the area within one mile of the AUAR study area. One state- and one federally-listed species were identified (see Table 11-1).

Additionally, ten mapped regionally significant ecological areas (RSEA) were identified and six of them are within the AUAR study area.

Table 11-1: Species Within the AUAR Study Area

Species	Type	Status	Last Recorded Date	Habitat	In Study Area?	Potential Mitigation Measures
Loggerhead Shrike	Bird	Endangered (State-Listed)	1994	Grassy open areas with scattered trees and shrubs	Yes	Required tree removal within potentially suitable habitat areas or areas with known occurrences will take place outside breeding season (April – July).
Rusty patched bumble bee	Bee	Endangered (Federally-Listed)	2018	Grassland with flowering plants from April through October, underground and abandoned rodent cavities or clumps of grasses above ground as nesting sites, and undisturbed soil for hibernating queens to overwinter	Yes	Mowing and vegetation disturbance to occur in early spring, prior to the active season. Disturbed areas will be reseeded using native seed mixes.

12. Physical Impacts on Water Resources

- a. Will the project involve the physical or hydrologic alteration (dredging, filling, stream diversion, outfall structure, diking, impoundment) of any surface water (lake, pond, wetland, stream, drainage ditch)?
☒ Yes ☐ No
- b. If yes, identify the water resource to be affected and describe: the alteration, including the construction process; volumes of dredged or fill material; area affected; length of stream diversion; water surface area affected; timing and extent of fluctuations in water surface elevations; spoil disposal sites; and proposed mitigation to minimize impacts.

2005

Proposed development in the project area has the potential to impact the wetlands in the area. The potential impacts of development on these resources are detailed and quantified in Sections 10 and 17. The City's Natural Resource Inventory and Management Plan and Surface Water Management Plan have identified methods to avoid or minimize

impacts to wetlands in the project area, and water resources downstream are summarized below.

2007

No update.

2014

- The City of Inver Grove Heights has built stormwater management facilities and protected regional basins in the following projects: Inver Pointe Business Park (United Properties), IGH Investments LLC—Argenta Hills Site Construction Plans (Amana Trail and Target Development), Argenta Hills 2nd through 8th Addition, 2009-01 Intersection (roundabout along TH 3), City Project No. 2013-03 SP-27 Stormwater Facilities Repairs, City Project No. 2010-41 Trunk Highway 3 Right Turn Lane—Argenta Hills 2nd Addition, Inver Glen Senior Housing projects.
- The City utilizes the following documents for stormwater guidance:
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 - The 3rd Generation Lower Mississippi River Watershed Management Plan prepared in August 2011.
 - The Northwest Area Regional Basin Map and Stormwater Model prepared on March 1, 2011. The map and stormwater model are being updated in 2014. Updates to the map and model will be a required condition of approval for developments.
 - DCSWCD Low Impact Design (LID) Standards are applicable for filtration and infiltration BMPs. The current LID standards may be found on the DCSWCD website.
- On March 17, 2014, the City's MS4 General Permit coverage was extended, reauthorizing the new permit. The City will meet requirements of the new permit from the date permit coverage was extended.
- The Gun Club Lake Watershed Management Organization (GCLWMO) was disbanded and the Eagan-Inver Grove Heights Watershed Management Organization (EIGHWMO) was created in 2014.
- Atlas 14, published in 2013, is the most current frequency and duration stormwater information at the time of this AUAR update. The Northwest Area stormwater management plan will be updated to incorporate Atlas 14 data as published by the National Oceanic and Atmospheric Administration (NOAA) for the 2-, 10- and 100- year rainfall events and the 100-year critical volume (10-day snow melt) for development stormwater management plans and landlocked basins.

2019

- Third generation Water Resources Management Plan adopted December 2014.
- Fourth generation Water Resource Management Plan adopted December 2018.

There are several goals and policies associated with surface water management for the Northwest Area in Chapter 3 and 10 of the 2040 Comprehensive Plan.

From Chapter 3:

- Goal 1: Conserve and enhance key natural resources to respect, reflect, and protect the natural environment of Inver Grove Heights
 - Policy 1: Emphasize proper management of open space areas in order to preserve the trees, steep slopes, water quality and similar significant features of these areas and protect the natural environment of Inver Grove Heights.
- Goal 2: Promote future urban development in Inver Grove Heights to sustain the character and function of essential natural resources.
 - Policy 4: Consider re-establishing a program of periodically testing water bodies within the community in order to assess the long-range effects that urbanization has on these water bodies and correspondingly, in order to undertake any necessary protective measures that may be pointed out through this monitoring system.
 - Policy 8: Continue implementing the Northwest Area zoning ordinances as a model for innovative stormwater management and development patterns.

From Chapter 10:

- Water Quality of Lakes and Ponds
 - Policy 1: Water bodies designated as lakes by the City will be managed to meet the City's water quality criteria for non-degradation of water quality, with allowance for natural variability.
- Goal: Stormwater Runoff Quality, Rates, and Volumes
 - Policy 1: Operate, manage, and maintain the City's stormwater system to ensure proper functioning of the system and to meet the requirements of the City's NPDES Phase II MS4 Permit and other agency requirements.
 - Policy 2: Improve the quality of stormwater runoff reaching the Mississippi River by reducing nonpoint source pollution (including sediment) carried as stormwater runoff.
 - Policy 3: Minimize flood damage to residential, business, commercial and public structures and property, and protect against increased flooding caused by land disturbing activities and other projects.
 - Policy 4: Reduce volumes of stormwater runoff and the amount of impervious surfaces in the developed parts of the City. Goal 5: In the Northwest Area - limit the rates and volumes, and increase the treatment of stormwater runoff, by managing stormwater runoff as close to its source as possible and mimicking the system's natural hydrology. Incorporate the "treatment train" approach with a goal to require that at least 50% of

water quality treatment is provided by BMPs located in the upstream areas of the site.

The 2040 Comprehensive Plan also states that the city will continue implementing the NW Area PUD ordinance to protect natural resources and valued open space corridors.

WETLANDS

2005

Wetlands in the project area are regulated by several agencies, including the US Army Corps of Engineers, Minnesota Board of Water and Soil Resources (BWSR), the Minnesota Pollution Control Agency (MPCA), and City of Inver Grove Heights. The City of Inver Grove Heights has accepted the responsibility for the administration of the Minnesota Wetland Conservation Act (WCA). The City uses the DCSWCD for technical assistance for WCA issues. Construction plans for the site that propose direct alteration of indirect impact to wetlands within the project area will require permits from the appropriate regulatory agencies.

Information about the types and acreage of wetlands in the project area are detailed in Section 10, above. Wetlands in the AUAR area were inventoried using the Minnesota Routine Assessment Methodology (MnRAM) and classified in four types based on their vegetation communities and susceptibility to stormwater impacts. The task force for the Natural Resource Inventory developed recommendations for management of the wetlands based on their classification, with the greatest protection given to the highest quality wetlands. Recommended Wetland Management Standards adopted by the City are included in Table 12-1.

Table 12-1: Recommended Wetland Management Standards

Management Classification	Buffer Strip (slopes <15%)	Buffer Strip (slopes >15%)	Structural Setback from Edge of Buffer	Stormwater Phosphorus Pretreatment Required	Stormwater Quantity Required
Manage 1	60 feet	90 feet	10 feet	Limit loadings to 2x predevelopment loadings (0.25 lbs/ac/yr)	Storm bounce – maintain high water level (HWL) at or below existing conditions from 100-year storm
Manage 2	30 feet	45 feet	10 feet	Limit concentration to 150 parts per billion (ppb)	Storm bounce – maintain HWL bounce at or below existing conditions plus 0.5 feet for 100-year storm
Manage 3	20 feet	30 feet	10 feet	Limit concentration to predevelopment concentrations (200 ppb)	No requirement

Management Classification	Buffer Strip (slopes <15%)	Buffer Strip (slopes >15%)	Structural Setback from Edge of Buffer	Stormwater Phosphorus Pretreatment Required	Stormwater Quantity Required
Manage 4	15 feet	20 feet	10 feet	No requirement – enhancement recommended	No requirement

The City will implement these standards along with standards adopted in the Surface Water Management Plan (see Section 17) for waterbodies in the AUAR area. Section 17 provides detailed analysis of the potential stormwater impacts to wetlands and basins in the AUAR area and includes recommendations for management of surface water runoff to avoid or minimize potential impacts.

2007 and 2014

No update.

2019

Some wetland impacts have occurred within the AUAR study area since 2005. Those wetland impacts have been minimized to the extent practicable and have been mitigated. The wetland inventory and management plan has not been updated to reflect these minor changes to wetlands within the AUAR study area.

- June 2018 Northwest Area Regional Basin Map by EOR.
- June 2017 Robert District Basin Map update.

13. Water Use

a. Will the project involve the installation or abandonment of any wells?

☒ Yes ☐ No

b. For abandoned wells, give the location and unique well number. For new wells, or other previously unpermitted wells, give the location and purpose of the well and the Unique Well Number (if known).

2005

A search of the Minnesota Geological Survey's County Well Index (CWI) was performed, and records were found for 176 wells in the project area. A majority of the wells are used for domestic water supply. Figure 13-2 (in Attachment C and D) shows the location of these wells, and Table 13-1 summarizes what is known about these wells. One of the wells is recorded in the database as being inactive. Just over half of the wells were located using the coordinates provided in database files distributed with the CWI. The remaining wells were located using the address and/or public land survey system data provided in CWI. Other wells recorded in the CWI database may be located within the project area, but the location information provided for these wells is either insufficient or inaccurate.

The CWI only identifies wells that have been assigned a unique identification number and only includes a minority of the wells in Minnesota. Aerial photographs and a USGS 7 ½ minute topographic map were used to identify properties not identified in the CWI

database that are expected to contain or to have contained a water well. 118 properties were identified as probable well locations (see Figure 13-2 in Attachment C and D and Table 13-2).

Since this area has historically been used for farming and rural residences, it is possible that there are other wells in this area that are not accounted for. The possibility exists that unsealed, abandoned wells may be encountered after construction begins. In that event, those wells will have to be properly sealed and abandoned to meet codes required by the Minnesota Department of Health.

The City's Comprehensive Plan calls for conversion/rezoning of portions of the area from low density residential to higher density residential, industrial, and commercial land uses. Existing wells on sites that are redeveloped will be sealed before construction begins in accordance with codes required by the Minnesota Department of Health. Municipal water service may be made available to residences and businesses currently served by private wells. City of Inver Grove Heights codes allow property owners to retain private wells after connecting to the municipal water supply, but no cross-connection between the municipal water system and other water supplies is permitted (City of Inver Grove Heights Ordinance 705.25).

2007 and 2014

No update.

2019

A search of the Minnesota Geological Survey's County Well Index (CWI) was performed, and records were found for 192 wells in the AUAR study area. Almost all of the wells are used for domestic water supply and several are abandoned. Existing wells on sites that are redeveloped will be sealed before construction begins in accordance with codes required by the Minnesota Department of Health. See **Figure 7** (in Attachment A) for an updated figure of possible wells. The City completed a Wellhead Protection Plan in September 2016.

With respect to c and d, below, if the area requires new water supply wells, specific information about that appropriation and its potential impacts on groundwater levels should be given; if groundwater levels would be affected, any impacts resulting on other resources should be addressed. With respect to possible individual appropriations by future projects, a general assessment of the likely need for such should be indicated, and if there is potential for major appropriations or environmental issues resulting from individual appropriations, a more detailed assessment of those should be included along with a discussion for mitigation for potential problems.

- c. Will the project require an appropriation of ground or surface water (including dewatering)?

☒ Yes ☐ No

- d. If yes, indicate the source, quantity, duration, purpose of the appropriation, and DNR water appropriation permit number of any existing appropriation. Discuss the impact of the appropriation on groundwater levels.

2005⁵

The City of Inver Grove Heights currently operates six municipal supply wells with a total groundwater appropriation of 1,250 million gallons per year (MGY) in 2003. The DNR water appropriations permit number for Inver Grove Heights is 806052. Two wells are located east of the project area along 75th Street. The other four wells are located further to the east, three wells in South Valley Park and one just east of North Valley Park. Raw water is pumped from the wells to the water treatment facility located just east of the AUAR area at the intersection of Babcock Trail and 75th Street.

Five of the six wells are completed in the Jordan Sandstone portion of the Prairie du Chien Jordan aquifer system and have capacities of 1,200 gallons per minute (gpm). One well is completed in the Mount Simon-Hinckley aquifer and has a capacity of 1,000 gpm. While each well may yield at least 1,000 gpm, the use of each well is not constant. The average daily discharge for each well is considerably less than the well capacity. A total of 1,116 million gallons were pumped from the wells in 2003. The water demand rarely requires that all wells be activated simultaneously. Therefore, the wells are used on a rotation schedule.

The project area will be served by expanding the existing municipal water supply system. Development of the project area will require additional appropriation of groundwater for municipal water supply. The City's capital improvement plan calls for an additional four wells to meet the ultimate system demand. An expansion of the water treatment plant is also planned. The ultimate projected municipal water system demand is 2,139 MGY (*Water Supply Plan, Inver Grove Heights, Minnesota, 1996*, prepared by Bonestroo Rosene Anderlik & Assoc.). Additional water appropriations permit requests will be staged with development to stay ahead of demand.

Analysis of proposed land uses in the AUAR area has revealed that the projected total maximum day water demand will be approximately 1.3 million gallons per day greater than previously projected. Therefore, a fifth additional well will likely be required to meet the ultimate system demand. The number of new wells required will depend on the capacities of the future wells. The ultimate projected municipal water system demand is estimated to be 2,295 MGY (2005 estimate), including the fifth additional well proposed for the system. Additional water appropriations permit requests will be staged with development to stay ahead of demand.

New wells will be completed in the Jordan Sandstone portion of the Prairie du Chien-Jordan aquifer system. The City is currently seeking sites for at least two new wells. The most likely location for the new wells is the Inverwood Golf Course, located along the

⁵ Sources: Hundley, Steven J. (1983) Soil Survey of Dakota County, Minnesota. U. S. Department of Agriculture Soil Conservation Service.
Meyer, G. N. and Lusardi, B. A. (2000) Surficial Geology of the St. Paul 30 x 60 minute Quadrangle, Minnesota, Minnesota, Geological Survey M-Series Map M-106. Arc/Info export files and pdf file.
Minnesota Geological Survey (1990) Geologic Atlas of Dakota County, Minnesota, N. H. Balaban and Howard C. Hobbs eds., University of Minnesota, St. Paul.
Minnesota Geological Survey (2000) Bedrock Geology and Structure of the Seven-County Twin Cities Metropolitan Area, Minnesota, Arc/Info export files.

eastern boundary of the AUAR area. Each new well is expected to have a capacity of 1,200 gpm.

The effect of pumping generally results in a temporary lowering of groundwater levels in the aquifer while the wells are operating. The performance of the City's current wells indicates that the aquifer is highly permeable and able to yield the additional water. Therefore, while the City's current wells will experience a gradual increase in pumping and additional wells will be constructed, the aquifer is expected to be able to accommodate the additional withdrawals.

In recent aquifer-pumping tests of Wells 7 and 8, located along 75th Street east of the AUAR area, the water level in Well 8 dropped 38 feet after pumping the well at 1,400 gpm over an 8-hour period. Drawdown due to pumping Well 8 reached an equilibrium level after approximately four hours. Interference drawdown of 9 feet was measured at a distance of approximately 1,300 feet from Well 8 at Well 7. Well 7 was pumped at a rate of 1,300 gpm for a period of 24 hours. Maximum drawdown in Well 7 was approximately 32 feet, and interference drawdown in Well 8 was approximately 10 feet.

Pumping tests, borehole flow-meter logs, and other data collected in the Twin Cities and southeastern Minnesota have demonstrated that the lower part of the Prairie du Chien Group (Oneota Formation) acts as a regional semi-confining layer between the upper part of the Prairie du Chien Group (Shakopee Formation) and the Jordan Sandstone. Groundwater extraction in one part of the aquifer system, either the Prairie du Chien Group or the Jordan Sandstone, is expected to influence hydraulic heads in the formation not being pumped, but to a much lesser degree than the pumped part of the aquifer system.

Most water wells in Inver Grove Heights and surrounding areas are completed in the Prairie du Chien Group portion of the Prairie du Chien-Jordan aquifer system, in the unconsolidated Quaternary aquifers, or in the St. Peter Sandstone. It is unlikely that pumping from current or proposed City wells will have a detrimental impact on domestic or non-community wells in or around the project area. New municipal wells will be constructed at a sufficient distance to prevent excessive interference between the municipal wells. Adequate well spacing will also limit the potential cumulative drawdown that could occur at the locations of other existing wells.

The Inverwood Golf Course operates irrigation wells completed at a depth of 422 feet. A geologic log is not available, but, given the well location and depth, the well is likely completed in the Jordan Sandstone. The DNR considers potential well interference problems before issuing water appropriation permits. The City of Inver Grove Heights will work with the golf course to locate new wells at a sufficient distance from the existing wells to avoid interference with operation of the existing wells.

2007

No update.

2014

- Well field development occurred in 2008, adding Well No. 9 at 7302 Babcock Avenue. The new well is in the Jordan Aquifer and has a capacity of 1,400 gpm.

- A Water System Model update and the Wellhead Protection Study will be completed in 2014.
- The Water Treatment Plant was expanded in 2007 to provide a treatment capacity of 12 million gallons per day (MGD).
- The Asher Tower Elevated Water Tank was reconstructed in 2013, providing one million gallons (1 MG) of storage capacity.
- A Northwest Area water model and pressure zone map was developed in 2008 and is being updated in 2014.

2019

The existing and future water system for the AUAR study area is shown in Chapter 8 of the 2040 Comprehensive Plan and was developed based on the northwest area water system improvements included in the May 2005 Northwest Area Feasibility Report and more recent Northwest Water System Study completed in January of 2017. The third generation of the Local Water Supply Plan was approved by the DNR in February 2020. A 12-inch and 16-inch water main is proposed within the AUAR study area to support existing and future development. As identified in the 2040 Comprehensive Plan and the Third Generation of the Local Water Supply Plan, one additional well may be needed by 2040 depending on future development.

Table 13-1: Existing Well Locations

Unique No.	Address	Well Use ⁶	Depth Completed	Aquifer ⁷	Notes
00100994	5690 ROBERT TR S	DO	395	OPDC	
00100994	5772 ROBERT TR S	DO	395	OPDC	
00101043	1286 70TH ST E	DO	252	OPDC	
00104132	6736 ARGENTA TR W	DO	260	OPDC	
00104188	8305 ANGUS AVE E	DO	275	QBAA	
00104312	1155 82ND ST E	DO	155	QUUU	
00107145	4 HIGH RD	DO	291	OPDC	
00107303	8329 ALTA AVE E	DO	178	QUUU	
00107303	8375 ALTA AVE E	DO	178	QUUU	
00124323	1224 70TH ST W	DO	255	QBAA	
00124349	6780 W. ARGENTA TR.	DO	300	OPDC	
00124349	6780 ARGENTA TR W	DO	300	OPDC	
00127186	1714 80TH ST E	DO	272	OPDC	
00127187	1407 80TH ST E	DO	276	OPDC	
00127188	7660 ARGENTA TR W	DO	291	OPDC	
00127189	6710 ARGENTA TR W	DO	271	OPDC	
00127189	6714 ARGENTA TR W	DO	271	OPDC	
00127196	8569 ALVERNA	DO	295	QBUA	

⁶ Well use codes: DO—Domestic; IR—Irrigation; PN—Public supply, non-community, transient. This field is blank where the use is not provided in CWI.

⁷ Aquifer codes: QBAA—Quaternary artesian, QBUA—buried Quaternary, QUUU—Unidentified Quaternary, QWTA—Water Table, OSTP—Saint Peter Sandstone, OPDC—Prairie du Chien, OPCJ—Prairie du Chien-Jordan, MTPL—multiple. This field is blank where geological and/or well construction information was not provided.

Unique No.	Address	Well Use ⁶	Depth Completed	Aquifer ⁷	Notes
00127591	6970 ARGENTA TR W	DO	302	QBAA	
00129164	8475 ANN MARIE TR	DO	239	QBAA	
00129251	1126 70TH ST E	DO	260	OPDC	
00136461	7010 ANGUS AVE E	DO	295	MTPL	
00136504	8485 ANNALISA PATH	DO	212	QBAA	
00141811	1181 80TH ST E	PN	261	OPDC	Clover Leaf Motel well
00146831	8350 ANNALISA PATH	DO	303	OPDC	
00159489	7376 COURTHOUSE BLVD E	DO	175	QBAA	
00171835	8505 ANGUS AVE E	DO	249	QBUA	
00171835	8480 ANNALISA PATH	DO	249	QBUA	
00177070	11 HIGH RD	DO	317	OSTP	
00179705	1932 COURTHOUSE BLVD W	DO	125	QBAA	
00182815	7834 ALBERTA WAY W	DO	292	OPDC	
00182969	7840 ALBERTA WAY W	DO	308	OPDC	
00185277	8315 ANNALISA PATH	DO	243	QWTA	
00185937	1878 70TH ST W	DO	217	QWTA	
00185980	6930 ATHENA WAY	DO	300	OPDC	
00185983	15 HIGH RD	DO	290	OPDC	
00186044	7940 ALBERTA WAY W	DO	175	QWTA	
00188208	2000 70TH ST W	DO	276	OPDC	
00190477	1162 82ND ST E	DO	241	OPDC	
00190477	1186 82ND ST E	DO	241	OPDC	
00194093	8240 ANGUS AVE E	DO	280	OPDC	
00194197	7160 ROBERT TR S	PN	215	OSTP	
00198282	7830 ALBERTA WAY W	DO	278	QWTA	
00198297	1715 70TH ST E	DO	280	OPDC	
00198328	6800 ATHENA WAY	DO	280	OPDC	
00198339	8141 COURTHOUSE BLVD CT E	DO	300	OPDC	
00198340	8185 COURTHOUSE BLVD CT	DO	275	QBAA	
00198345	7929 ARGENTA TRL W	DO	260	QBAA	
00198350	7120 ALLEN WAY	DO	280	OPDC	
00207279	280 SMITH AVE N	DO	294	OPDC	
00208361	6570 ROBERT TR S	DO	290	OPDC	
00208366	1472 60TH ST W	DO	175	QUUU	
00208367	6854 ARGENTA TR W	DO	285	OPDC	
00208367	6770 ARGENTA TR	DO	285	OPDC	
00208368	7115 ALTA AVE E	DO	300	OPDC	
00208368	7075 ANGUS AVE E	DO	300	OPDC	
00208378	8195 BABCOCK TR E	DO	275	OPDC	
00208379	8373 ALTA AVE E	DO	140	QUUU	
235590	MNDOT 35E/494 PARCEL 14		177	QUUU	Status unknown
00247444	5830 ROBERT TR S	DO	273	OSTP	Well is inactive
00401105	6797 ARKANSAS AVE W	DO	306	OPDC	
00404811	17 HIGH RD	DO	300	OPDC	
00404813	6785 ARLENE AVE	DO	320	OPDC	
00405088	1845 77TH ST W	DO	317	OPDC	
00408263	1466 70TH ST W	DO	280	OPDC	

Unique No.	Address	Well Use ⁶	Depth Completed	Aquifer ⁷	Notes
00408269	501 ROLLING HILLS CIR	DO	325	OPDC	
00410991	1225 80TH ST E	DO	250	OPDC	
00412467	6875 ATHENA WAY	DO	320	OPDC	
00412468	1805 BUR OAK DR	DO	320	OPDC	
00412482	6980 ARKANSAS AVE W	DO	123	QWTA	
00416002	6640 ARLENE AVE	DO	320	MTPL	
00416015	500 ROLLING HILLS CIR	DO	173	QWTA	
00416018	6855 ARLENE AVE	DO	300	OPDC	
00416023	6680 ARLENE AVE	DO	253	QBAA	
00416049	6705 ARLENE AVE	DO	358	OPDC	
00417573	8561 ALVERNO AVE W	DO	345	QBAA	
00418617	6785 ATHENA WAY	DO	300	OPDC	
00418625	8265 BABCOCK TR	PN	280	OPDC	Inver Hills Assembly of God Church
00418626	1795 70TH ST E	DO	260	MTPL	
00418641	6790 ATHENA WAY	DO	320	OPDC	
00418646	7920 ALBERTA WAY W	DO	340	OPDC	
00418655	6605 ARLENE AVE	DO	320	MTPL	
00418660	6600 ARLENE AVE	DO	280	OPDC	
00418661	6860 ATHENA WAY	DO	280	OPDC	
00418663	8505 ANGUS AVE E	DO	280	QBAA	
00418664	6985 ARLENE AVE	DO	300	MTPL	
00418669	6910 ATHENA WAY	DO	320	MTPL	
00424909	6980 ARLENE AVE	DO	300	MTPL	
00425219	8285 ANNALISA PATH	DO	280	OPDC	
00425266	7 HIGH RD	DO	300	OSTP	
00426353	6565 ARLENE AVE	DO	300	OPDC	
00426363	6890 ATHENA WAY	DO	320	OPDC	
00426377	8715 ALVERNO	DO	380	OPDC	
00426386	7080 ALLEN WAY	DO	240	OPDC	
00426908	1206 60TH ST W	DO	275	OSTP	
00426923	6810 ARLENE AVE	DO	310	OPDC	
00427037	8011 COURTHOUSE BLVD E	DO	212		
00427141	6525 ARLENE AVE	DO	335	OPDC	
00429860	1225 80TH ST E	DO	280	OPDC	
00429893	8345 ANNALISA PATH	DO	300	OPDC	
00429894	6830 ATHENA WAY	DO	300	OPDC	
00435200	6925 ARLENE AVE	DO	290	OPDC	
00435236	5580 ROBERT TR S	DO	360	OPDC	
00437855	6560 ARLENE AVE	DO	260	OPDC	
00437888	8480 ANNALISA PATH	DO	340	OPDC	
00437918	6805 ATHENA WAY	DO	300	OPDC	
00437920	6655 ARLENE AVE	DO	340	OPDC	
00441920	8410 ANNALISA PATH	DO	307	OPDC	
00443613	8665 ALVERNO AVE	DO	231	QBAA	
00443885	1215 82ND ST E	DO	162	QBAA	
00443922	6261 ARGENTA TR W	DO	250	OPDC	

Unique No.	Address	Well Use ⁶	Depth Completed	Aquifer ⁷	Notes
00451545	6710 ARLENE AVE	DO	320	OPDC	
00451625	6815 ROBERT TR S	DO	252		
00457160	8001 COURTHOUSE BLVD	DO	162	QBUA	
00457166	1304 COURTHOUSE BLVD E	DO	147		
00457178	8003 COURTHOUSE BLVD	DO	216		
00460111	7085 ALLEN WAY	DO	230		
00460145	1620 80TH ST E	DO	215		
00460149	6835 ATHENA WAY	DO	315		
00463545	INVERWOOD GOLF COURSE	IR	422	OPCJ?	DNR permit no. 926022
00466761	8355 ANGUS AVE?	DO			
00474305	1234 70TH AVE	DO	282		
00474317	8450 ALTA AVE	DO	200		
00479100	1597 80TH ST E	PN	280	OPDC?	Inverwood Golf Course
00479118	1872 70TH ST W	DO	245		
00481504	1285 70TH ST W	DO	312	OPDC?	
00481510	7350 COURT HOUSE BL	DO	200		
00494802	1202 70TH ST W	DO	333		
00498421	1735 70TH ST W	DO	240		
00498428	7161 ROBERT TR S	DO	240		
00498434	8215 ANGUS AVE E	DO	300		
00498439	1597 80TH ST E	PN	280	OPDC?	Inverwood Golf Course comfort station
00506634	6190 ROBERT TR S	DO	340		
00506652	8100 ADELBERT AVE E	DO	210		
00524113	5830 ROBERT TR S	DO	280		
00524250	1954 COURTHOUSE BLVD W	DO	236		
00526974	1125 80TH ST E	DO	280		
00534326	1180 70TH ST W	DO	320		
00546339	6680 ARLENE AVE	DO	295		
00554745	7250 ARGENTA TR	DO	260		
00558267	8136 ADELBERT AV	DO	208		
00562261	8308 ALVERNO AVE W	DO	257		
00569783	1225 80TH ST E	DO	250		
00573827	7465 ROBERT TR S	DO	360		
00585164	6302 SOUTH ROBERT TR	DO	320		
00585173	8670 ALVERNO AV	DO	360		
00589981	6742 ARGENTA TR W	DO	280		
00595063	1086 60TH ST	DO	268		
00597774	7925 ARGENTA TR W	DO	345		
627065	7755 ARGENTA TR	DO	195		
629088	280 SMITH AVE N	DO	240		
636371	8420 ALVERNO AV W	DO	323		
642428	8308 ALVERNO AVE W	DO	330		
642435	6275 ROBERT TR S	DO	300		
00651961	8152 ADELBERT AVE E	DO	222		

Unique No.	Address	Well Use ⁶	Depth Completed	Aquifer ⁷	Notes
664148	1130 70TH ST W	DO	320		
666267	6712 ARGENTA TR	DO	280		
672585	280 SMITH AVE N	DO	365		
675280	6818 ARGENTA TR W	DO	278		
679293	8523 ALVERNO AVE W	DO	390		
686596	8385 ANGUS AVE	DO	320		
686648	280 SMITH AVE N	IR	360	OPDC	DNR permit no. 043087
704963	1603 69TH ST W	DO	267		
W0000010	6818 ARKANSAS AVE W	DO			
W0000203	8480 ANNALISA PATH	DO	220		
W0000232	1597 80TH ST E	DO	160		
W0000360	8201 ANGUS AVE E	DO			
W0000526	6155 ROBERT TR S	DO	280		
W0000526	1086 60 ST W	DO	280		
W0000737	NOT ASSIGNED	DO	350		City of Inver Grove Heights, PIN 20-00800-014-01
W0000737	1526 70TH ST E	DO	350		
W0000760	8290 ANGUS AVE E	DO			
W0000774	6760 ARKANSAS AVE W	DO			
W0000808	7985 ARGENTA TR	DO			
W0000996	1148 60TH ST W	DO			
Not Assigned	6180 ROBERT TR S	DO			

Table 13-2: Probable Well Locations

Address
6515 BABCOCK TR E
6308 ROBERT TR S
6184 ROBERT TR S
6520 ROBERT TR S
1271 70TH ST E
1415 70TH ST E
1184 60TH ST W
6321 ROBERT TR S
6385 ROBERT TR S
6351 ARGENTA TRL W
6480 ARGENTA TR W
6660 ARGENTA TR W
6720 ARGENTA TR W
6689 ARGENTA TR W
6659 ARGENTA TR W
6743 ARGENTA TR W
6912 ARGENTA TR W
6922 ARGENTA TR W
1605 68TH ST W

Address
1633 68TH ST W
1655 68TH ST W
1630 68TH ST W
1654 68TH ST W
1636 69TH ST W
1658 69TH ST W
1600 69TH ST W
1601 70TH ST W
1629 70TH ST W
6963 ARKANSAS AVE W
6921 ARKANSAS AVE W
6863 ARKANSAS AVE W
6889 ROBERT TR S
1165 70TH ST W
7215 ROBERT TR S
1060 72ND CIR
1090 70TH ST W
1100 70TH ST W
1120 70TH ST W
1216 70TH ST W
1210 70TH ST W
1400 70TH ST W
1266 70TH ST W
7455 ROBERT TR S
7475 ROBERT TR S
1230 70TH ST W
7245 ROBERT TR S
1700 70TH ST W
7241 ARGENTA TR W
7278 ARGENTA TR W
7305 ARGENTA TR W
7333 ARGENTA TR W
7475 ARGENTA TR
7482 ARGENTA TR
1644 COURTHOUSE BLVD W
7587 ARGENTA TR
7923 ARGENTA TR W
7890 ALBERTA WAY W
7875 ALBERTA WAY W
7757 ROBERT TR S
7038 ANGUS AVE E
7182 ANGUS AVE E
7248 ANGUS AVE E
7175 ANGUS AVE E
7079 ANGUS AVE E
1418 70TH ST E
7185 ALTA AVE E
7260 ROBERT TR S
7456 ROBERT TR S

Address
7340 ANGUS AVE
1183 80TH ST E
7884 ROBERT TR S
1375 80TH ST E
1401 80TH ST E
1467 80TH ST E
1760 80TH ST E
1850 80TH ST E
1462 80TH ST E
8140 COURTHOUSE BLVD E
8150 COURTHOUSE BLVD E
8115 COURTHOUSE BLVD E
8119 COURTHOUSE BLVD E
8112 ADELBERT AVE E
1227 82ND ST E
1191 82ND ST E
1129 82ND ST E
1204 82ND ST E
1240 82ND ST E
1090 82ND ST E
1102 82ND ST E
8415 ANGUS AVE
8315 ALTA AVE E
8350 ANGUS AVE E
8304 ANNALISA PATH
8380 ANNALISA PATH
8450 ANN MARIE TR E
8482 ANNE MARIE TR
8381 ANNALISA PATH
8380 ANGUS AVE E
8302 ALVERNO AVE W
1565 82ND ST
8334 ARGENTA TR W
HOLY TRINITY SERBIAN ORTHODOX CHURCH
8245 ARGENTA
1712 82ND ST W
8580 ALVERNO AVE W
5722 ROBERT TR S
5900 ROBERT TR S
5910 ROBERT TR S
5904 ROBERT TR S
5898 ROBERT TR S
2 HIGH RD
6 HIGH RD
8 HIGH RD
12 HIGH RD
10 HIGH RD
9 HIGH RD

Address

5 HIGH RD

The 16 new identified wells are all wells that have not had their locations field checked. The locations are calculated from the township-range-section-subsection provided by the submitter of the well log.

14. Water-Related Land Use Management Districts

- a. Does any part of the project site involve a shoreland zoning district, a delineated 100-year floodplain, or a state and federally designated wild and scenic river land use district?
- ☒ Yes ☐ No
- b. If yes, identify the district and discuss the compatibility of the project with the land use restrictions of the district. Such districts should be delineated on appropriate maps and the land use restrictions applicable in those districts should be described. If any variances or deviations from these restrictions within the AUAR are envisioned, this should be discussed.

2005

The AUAR area does not include any floodplain areas.

The area does include several designated shoreland areas. These areas are delineated on the City's official Zoning Map. The City's Shoreland Ordinance regulates land uses, structures, and other requirements in these areas. The City will enforce the Shoreland Ordinance in the AUAR area, and no variances or deviations from the Shoreland Ordinance are envisioned for development in this area.

2007, 2014, and 2019

No update.

15. Water Surface Use

- a. Will the project change the number or type of watercraft on any waterbody?
- ☐ Yes ☒ No
- b. If yes, indicate the current and projected watercraft usage and discuss any potential overcrowding or conflicts with other users or fish and wildlife resources. This item need only be addressed if the AUAR area would include or adjoin recreational waterbodies.

Not applicable.

16. Erosion and Sedimentation

- a. Describe any steep slopes or highly erodible soils and identify them on the site map. Describe the erosion and sedimentation measures to be used during and after construction of the project. The number of acres to be graded and number of cubic

yards of soil to be moved need not be given; instead, a general discussion of the likely earthmoving needs for development of the area should be given, with an emphasis on unusual or problem areas. In discussing mitigation measures, both the standard requirements of local ordinances and any special measures that would be added for AUAR purposes should be included.

2005

Figure 16-1 (in Attachment C and D) indicates that scattered areas of slopes between 12-20 percent exist throughout the AUAR area.

The City's Subdivision Ordinance includes provisions for management of disturbance in Protected Areas such as steep slopes.

2007, 2014, and 2019

No update.

17. Water Quality—Surface Water Runoff

It is expected that the AUAR will have a detailed analysis of stormwater issues. A map of the proposed stormwater management system and of the waterbodies that will receive stormwater should be provided.

The description of the stormwater system should identify on-site and “regional” detention ponding and also indicate whether the various ponds will be new waterbodies or converted existing ponds or wetlands. Where on-site ponds will be used but have not yet been designed, the discussion should indicate the design standards that will be followed.

The following types of waterbodies must be given special analysis:

- **Lakes:** Within the Twin Cities metro area, a nutrient budget analysis must be prepared for any “priority lake” identified by the Metropolitan Council. Outside of the metro area, lakes needing a nutrient budget analysis must be determined by consultation with the MPCA and DNR staffs.
- **Trout Streams:** If stormwater discharges will enter or affect a trout stream, an evaluation of the impacts on the chemical composition and temperature regime of the stream and consequent impacts on the trout population (and other species of concern) must be included.

BACKGROUND

2005

Watershed Setting

The details of the stormwater management system proposed for the Northwest Expansion Area are best described by combining Section 17a and b into a single discussion. The Northwest Expansion Area is located within two watershed areas. Figure 17-1 (in Attachment C and D) illustrates the watershed divide between the Lower Mississippi River Water Management Organization (LMRWMO) and the Gun Club Lake Water Management

Organization (GCLWMO). The approximate acreage of Northwest Expansion Area within the LMRWMO and GCLWMO is 2,650 acres and 760 acres, respectively.

The Northwest Expansion Area within the LMRWMO watershed can be sub-divided into a series of 115 subwatersheds, which are shown on Figure 17-2 (in Attachment C and D). Each of these subwatersheds was characterized for water quantity modeling under existing conditions and was subsequently modeled for developed conditions in detail as part of the City's *Northwest Expansion Area Hydrologic & Hydraulic Analysis* (February 2004). The Northwest Expansion Area within the GCLWMO watershed can be sub-divided into a series of 53 subwatersheds as delineated and modeled in the City's *2020 Comprehensive Plan*, also shown on Figure 17-2 (in Attachment C and D).

The Northwest Expansion Area does not contain or drain to a DNR designated trout stream or a priority lake as identified by the Metropolitan Council. Reference to Figure 17-3 (in Attachment C and D), however, shows that a fair number of these natural basins are delineated as wetlands and that three are lakes (Dickman, Hornbeam, and Rosenberger).

Discharge from the Study Area

The LMRWMO and the GCLWMO are considered to be tributary to the Mississippi and Minnesota Rivers, respectively. However, the geologic history of the Northwest Expansion Area has resulted in closed basin drainage; that is, runoff discharges to existing natural basins that in most cases do not have outlets or overflows that operate, and thus are landlocked. Under existing conditions, water flows into these basins and leaves through a combination of seepage (infiltration) into the ground and evaporation.

As identified on Figure 17-2 (in Attachment C and D), the only stormwater discharge from the Northwest Expansion Area within the LMRWMO watershed under existing conditions occurs at two locations: Basin EP-080a (Rosenberger Lake) and Subwatershed BP-005 (to DNR Protected Wetland 241W). Stormwater discharge from the GCLWMO watershed under existing conditions occurs at five locations: Hornbeam Lake (Q-11) to the City of Sunfish Lake and four stormwater management basins (F-25, W-2, W-4, and W-8) to the City of Eagan's stormwater management system.

Alternative Stormwater Management

In the past, the goal of an urban drainage system was to rush water away as fast as possible into a receiving stream or nearby lake or wetland. When it became evident that this was not a sustainable water management practice, the approach changed to the routing of water into detention ponds. Although many of these ponds were designed according to US Environmental Protection Agency's (EPA) Nationwide Urban Runoff Program (NURP) criteria based on 1980s studies, they too have some deficiencies in effective treatment and management of runoff.

Recently, communities have begun to employ a variety of strategies to treat runoff water by infiltrating it into the ground as close to its source as possible to mimic the natural hydrology of the system in the areas with permeable soils. This not only limits the volume and rate of runoff that occurs, it also eliminates the migration of polluting material that is picked up by runoff as it flows over urban surfaces. Infiltration also replenishes critical groundwater supplies that are used as drinking water sources. So called "alternative" runoff management

practices merely seek to mimic the way precipitation would behave without human intervention; that is, it attempts to soak water into the ground as if the land's surface did not have impervious surfaces. Caution, however, must always be exercised so that a high concentration of polluting material is not introduced.

In this respect the stormwater management approach proposed for the Northwest Expansion Area is an alternative to the collect and concentrate approaches from the past. The environmental benefits of this approach include reduced wetland and open space impact, improved water quality, potential regulatory credits (suitable for NPDES Phase II, Total Maximum Daily Loads (TMDLs), and watershed/local stormwater planning), reduced runoff and erosion, closer to natural water infiltration/recharge, reduced runoff and erosion, reduced negative upland habitat impact, and enhanced public awareness.

Taking advantage of the good soils and geologic conditions in the Northwest Expansion Area, the City is proposing an approach that minimizes connected impervious surfaces, increases flow path and time over previous surfaces, and decentralizes treatment (smaller localized BMPs as opposed to large-scale facility development) as a first measure of control. With implementation of these measures as standard practice, collection and further treatment/infiltration of excess water in the numerous existing natural basins may occur. A carefully planned and engineered approach that combines a number of alternative practices with infiltration provides for pretreatment before discharge to wetland basins and preserves the infiltration capacity of the natural basins. This infiltration approach mimics the conditions of the existing landscape rather than simply collecting and disposing of runoff to downstream resources that do not currently receive runoff from the area.

While stormwater conveyance has already been planned for the GCLWMO watershed as outlined in the City's *2020 Comprehensive Plan*, the stormwater management approach outlined in this section of the report is intended to be utilized across the entire Northwest Expansion Area. With implementation of this approach within the GCLWMO watershed, the rates and volumes of runoff previously planned for may be reduced. The City will continue to coordinate with the adjacent cities of Eagan and Sunfish Lake regarding stormwater management for runoff from the Northwest Expansion Area.

2007, 2014, and 2019

No update. See Figure 17-1 (in Attachment B) for watershed districts.

SURFACE WATER MODELING METHODOLOGY

2005

To adequately predict the impact that development of the Northwest Expansion Area will have on water resources, a tool is needed to incorporate development and infrastructure assumptions. The model used for this exercise is XP-SWMM 2000 (XP Software, Inc.). This model is used to contrast existing conditions with proposed changes associated with development within a watershed. The model looks at the change in land use and land cover and relates the change to runoff behavior. Runoff predictions can be made for variable frequency events and routed through the proposed drainage system to the existing natural basins. The model output and routing can then be used to determine areas where flooding or high water will occur, and then can be used to design a system of stormwater management

facilities, which could include detention storage, diversion, infiltration, or any number of associated BMPs.

Land Use & Percent Impervious

Existing land use consists mainly of low to medium density residential, forest, tall grass, and agriculture. Percent imperviousness for existing conditions is based on Minnesota Land Cover Classification System (MCCLS) GIS data provided by the DCSWCD. Percent imperviousness for developed conditions is based on the upper range of density units/per acre proposed in Figure 5-5 – Future Land Use 2005 & 2007 AUAR) while taking into account preservation of wetlands, critical event floodplains, lakes, and other inherently unbuildable areas such as steep slopes.

Runoff Methodology

The Green-Ampt Infiltration methodology within the runoff mode of XP-SWMM was used to simulate the infiltration of rainfall since this method is set up to function with continuous simulations and because this method has physically-based parameters that can be predicted using existing data and previous studies. Application of the Green-Ampt equation within XP-SWMM requires definition of three parameters:

1. Initial soil moisture deficit – This parameter is an estimate of the antecedent soil moisture conditions, which affect the initial soil infiltration rate. This parameter becomes important for accurate estimation of infiltration during simulation of a single event or for initial storms of a continuous simulation.
2. Soil capillary suction – This parameter influences the movement of a wetting front through the soil profile. Estimation of this value influences the initial soil infiltration rate (during the early stage of a storm event) but loses impact over time.
3. Saturated hydraulic conductivity – This parameter estimates the rate of water movement through a saturated soil profile and represents the most variable component of the Green-Ampt equation. For this reason, it is also the best parameter to use for infiltration calibration. This is the most significant of the three parameters needed and ultimately drives the saturated infiltration rate. Estimation of this parameter is also (indirectly) responsible for the rate at which the soil moisture content is recovered after a storm event.

Initial values for these parameters were assigned to each of the three US Department of Agriculture Soil Conservation Service (USDA SCS) soil texture groups (Loamy Sand, Sandy Loam, and Silty Loam) within the Northwest Expansion Area based on values recommended by XP-SWMM. Unique composite values for these parameters were developed for each subwatershed based on soil type weighted average.

Basin Storage

Existing basin stage-storage curves were developed from two-foot topographic mapping. Storage under proposed conditions is maintained as existing, except as discussed below, to take into account development grading activities. Shallow depressions that exist in rural areas (primarily occurring in the southwest portion of the Northwest Expansion Area) are assumed to be developed and no longer available for stormwater management under

proposed conditions. It is unlikely that all of these basins will be eliminated during the development process. However, to be conservative, it is assumed that these areas will develop to the maximum extent possible with reliance only on local on-site BMPs and the remaining natural basins identified on Figure 17-2 (in Attachment C and D).

In addition, storage for Basins EP-036a, EP-059c, and EP-064 was modified from existing conditions to concentrate storage into a smaller surface area, thereby providing additional developable area. These basins should maintain at least 10.8 acre-feet, 3.4 acre-feet, and 7.8 acre-feet of infiltration storage, respectively.

Basin Infiltration Rates

Rating curves were developed to simulate the infiltration capacity of the basins at different depths based on conservative soil infiltration rates assigned by subwatershed type. Previous studies on infiltration processes in similar geologic and topographic settings in the Metro Area have identified a range of infiltration rates between 0.02 and 0.32 inches per hour for less sandy soils and 0.12 and 0.60 inches per hour for sandy soils.

A single infiltration rate is assigned to dry basins, while two infiltration rates are assigned to wet basins. Wet basins are less permeable in the bottom, where water has ponded historically. Soils data supports that higher permeable materials typically surrounds the low permeability materials, forming an outer ring on the side slopes of the basin. A higher infiltration rate is applied to the outer ring, comparable to the infiltration rate applied over a dry basin with similar soil types.

Table 17-1 summarizes the assigned basin infiltration rates applied as a function of depth (for both existing and proposed condition models) for each subwatershed type.

Table 17-1: Natural Basin Infiltration Rates

Subwatershed Type	Depth in the Basin	Infiltration Rate
Type I: Wet basins in less sandy soils	0 to 4 feet	0.07 inches/hour
	4+ feet	0.30 inches/hour
Type II: Wet basins in sandy soils	0 to 4 feet	0.07 inches/hour
	4+ feet	0.50 inches/hour
Type III: Dry basins in less sandy soils	Any	0.30 inches/hour
Type IV: Dry basins in sandy soils	Any	0.50 inches/hour

Evaporation

To account for water budget losses due to evaporation, mean monthly evaporation (inches) was used from the USDA SCS (currently the Natural Resource Conservation Services) Hydrology Guide for Minnesota.

Rainfall Events

During this analysis it became evident that the development of a system that mimics existing conditions (by incorporating infiltration BMPs) requires an evaluation of multiple events. While the system should be designed for the worst-case scenario, it should also be designed and managed so that the BMPs will operate effectively for the smaller rainfall events (e.g., the 5-year 24-hour rainfall event) as well as the 100-year 24-hour rainfall event. As a result, this analysis looks at a number of rainfall events in evaluating the ability of BMPs to mimic the

natural hydrology of the system. Modeled rainfall events fall under two major categories: 1) synthetic rainfall curves (SCS Type II) and 2) recorded rainfall.

Synthetic rainfall events modeled for the Northwest Expansion Area include the 1-year 24-hour rainfall event (2.4 inch), the 5-year 24-hour rainfall event (3.6 inch), the 100-year 24-hour rainfall event (6.0 inch), the back-to-back 100-year 24-hour rainfall event (12.0 inch), and the 100-year 10-day rainfall event (10.9 inch). Shorter duration events represent greater intensities but less rainfall amounts which would not typically be critical in a volume-sensitive system such as this area. Snowmelt is addressed in the next section.

Actual recorded rainfall data was obtained from the Minneapolis-St. Paul Airport and used to run a continuous rainfall simulation for a sub-area of the Northwest Expansion Area from 1982 to 1987. This sub-area bound by 70th Street on the north, Highway 55 on the south, Argenta on the west and Robert Trail on the east is representative of the overall Northwest Expansion Area's existing hydrologic and geomorphic setting and is also representative of the overall proposed land use plan. The time period of 1982 to 1987 was selected for continuous simulation from the last 30 years of rainfall record since this represents the longest period of above average annual rainfall and contains the largest single event of record (9.15 inches on July 23, 1987), which significantly exceeds the 100-year 10-day snowmelt event with 7.2 inches of rain. Review of the results for proposed conditions for this continuous event demonstrate that all the natural basins recover from the precipitation events and do not continue to have rising water levels through this period. This is significant since back-to-back storms and extended wet periods could be a concern in this type of drainage system. Given the observed recovery of the natural basins in this area, this continuous event was not run for the entire Northwest Expansion Area.

Snowmelt Runoff Event

The 100-year snowmelt runoff event is simulated by a 7.2 inch, 10-day spring runoff event. During snowmelt simulations, it is often assumed that the ground is frozen solid and that no infiltration occurs. In reality, infiltration occurs to an extent (even on frozen ground). The soil's ability to infiltrate under frozen conditions is largely dependent upon the antecedent soil moisture conditions at the time of the initial freeze and the soil's texture. If soil moisture is low when freeze occurs, soil pore spaces can be preserved. The most restrictive conditions occur if the soils freeze while saturated, thereby forming a hardpan that does not allow infiltration. In either case, ground conditions are typically thawing over the 10-day simulation period with increasing infiltration rates over the period of the runoff simulation.

In evaluating the worst-case scenario for both existing and proposed conditions, the 100-year 10-day runoff/snowmelt event is modeled with no infiltration and no depressional storage (BMPs). This is a very conservative estimate of the volume of runoff being generated for the event and assumes that all of the 7.2 inches of runoff is completely delivered to the system. That is, all of the runoff is routed through the system without infiltration losses.

Identification of Worst-Case Scenario

A number of single larger events were modeled to determine the critical event for each subwatershed in the system. These events include the 100-year 24-hour rainfall event (6.0 inch), the 100-year 10-day rainfall event (10.9 inch), the 100-year 10-day runoff/snowmelt event (7.2 inch), and the back-to-back 100-year 24-hour rainfall events (12.0 inch).

Comparison of high-water levels indicates that the critical event for the majority of the subwatersheds under existing and proposed conditions is the 100-year snowmelt runoff event (7.2 inches in 10 days). In some cases where the 100-year 24-hour high water level is equal to or slightly above the high-water level for the 10-day runoff event, the difference is not considered to be significant enough to clearly demonstrate that the critical event is not the 10-day snowmelt event. Larger differences between these events are due to the inability of existing small culverts to handle the quick delivery of runoff produced by the 24-hour event. Conversely, the culverts are capable of handling the slow delivery of water in the 10-day event. Therefore, overall the system is “volume driven,” and the critical flooding event is in almost all cases the 100-year 10-day snowmelt/runoff event.

Proposed Conditions Best Management Practices

After identifying the worst-case scenario, the proposed conditions model was modified to evaluate the effect of infiltration BMPs on the critical high-water level for the basins. This scenario evaluated the construction of infiltration BMPs for volume control. By making some generalizations about the size and capacity of the BMPs, a simplified method for simulating the impact these practices would have on runoff was developed. It was assumed that a raingarden with the following maximum dimensions could be constructed to handle the runoff generated by two single family residential lots:

- Length = 50 feet
- Width = 10 feet
- Storage depth (at the surface) = 1 to 1.5 feet
- Storage depth (subsurface) = 4 feet

Figure 17-4 (in Attachment D) illustrates the concept design configuration for the raingardens. The construction of the perforated pipe is important since it serves as an observation well for future monitoring efforts as well as a conduit for runoff during frozen ground conditions. This design is based upon preliminary research results being developed by Dr. Kenneth Potter at the University of Wisconsin – Madison, who is generating optimal design configurations for raingardens. This design configuration is also based upon a size that will be non-intrusive yet effective given the development setting. The trench may be constructed to the specifications identified above or it may be split into multiple practices provided the overall storage volume and infiltration capacity is being maintained.

Of the four parameters identified above, storage depth at the surface and below the surface are the least flexible and should not be changed. Restricting the maximum ponding depth above ground to 1-1.5 feet reduces the time that there will be standing water in the raingarden, provides a suitable habitat for the vegetation, and allows for wet-dry cycling of the soils. Restricting the storage depth underground ensures that the storage volume will be available within a reasonable time period allowing for back-to-back rainfall events.

Given this design configuration, the amount of depressional storage to be incorporated in the model was determined (Table 17-2). This depressional storage (defined as a depth in inches) is effectively retained in the subwatershed simulating the storage capacity of the raingardens by reducing the total volume of runoff generated for the given event.

Note that the depressional storage identified in Table 17-2 for single events was applied based on land use intensity for the following land use categories: low density residential (less

than 30% impervious) and medium to high density residential (greater than 30% impervious). This is a low or conservative estimate of the volume control that could be achieved in the system while also providing more volume control for land uses with more imperviousness. This amounts to an overall land dedication for raingardens of about 2 to 3%. The proposed design configuration would allow for a reasonable land dedication that would fit the overall objectives of Northwest Expansion Area as proposed in Figure 5-5 – Future Land Use (2005 & 2007 AUAR).

Table 17-2: Depressional Storage Values

Rainfall Event	Depressional Storage due to Best Management Practices (BMPs) [inches]	
	Low Density Residential ($\leq$ 30% Impervious)	Medium to High Density Residential/Light Industrial/Commercial ($>$ 30% Impervious)
1-year, 5-year, and 100-year 24-hour rainfall events	0.8	1.2
100-year 10-day rainfall event	2.6	3.9

The higher depressional storage associated with the 100-year, 10-day event is due to the fact that the infiltration rate in the raingardens occurs for the complete duration of the event (10-days) instead of only one day.

2007

No update.

2014

Atlas 14, published in 2013, is the most current frequency and duration stormwater information at the time of this AUAR update. The Northwest Area Stormwater Management Plan will be updated to incorporate Atlas 14 data as published by NOAA for the 2-, 10-, and 100-year rainfall events and the 100-year critical event (10-day snow melt) for development stormwater management plans and landlocked basins.

The Northwest Area Regional Basin Map and Stormwater Model was prepared on March 1, 2011 and includes mapping of the 100-year critical storm elevations for landlocked basins within the Northwest Area drainage. The map and stormwater model are being updated in 2014. Updates to the map and model will be a required condition of approval for future developments.

The 3rd Generation Lower Mississippi River Watershed Management Plan prepared in August 2011 requires a one-inch (1") impervious surface infiltration or filtration requirement depending on soil types and in-situ soil capacity to infiltrate.

2019

An ordinance update in 2016 requires infiltration of runoff per northwest area standards. Filtration for water quality may be allowed in tight soils.

The 4th Generation Water Resources Management Plan was prepared in December 2018 and includes the same requirements as what was established in the 3rd Generation Plan.

STORMWATER MANAGEMENT APPROACH

2005

There are three essential elements of the stormwater management approach proposed for the Northwest Expansion Area including: 1) smart land use planning that promotes open space and limits imperviousness, 2) management of small storm event runoff via alternative BMPs, and 3) preservation of the numerous natural basins for management of large storm events.

Smart Land Use Planning

Smart land use planning that integrates hydrologic function into site design and conserves natural resources and open space is critical to the success of the proposed stormwater management approach. This provides an ecologically friendly means to self-mitigate the impact that development brings to the water cycle. Development which provides diverse housing styles, minimizes impervious surface coverage, incorporates natural features as integral elements, and promotes cluster development or concentration of building pads to preserve open space will minimize runoff volume from the site and maximize the ability to infiltrate stormwater runoff in local BMPs and existing natural basin. Other specific benefits of this approach are:

- Preservation of open space;
- Minimization of land disturbance;
- Protection of natural systems and processes, and incorporation of natural site elements into the hydrologic design;
- Customization of infrastructure to each site rather than uniform design;
- Decentralization of runoff collection;
- Management of surface water at its source; and
- Groundwater/aquifer recharge.

Many of these smart land use planning elements are proposed in the *Draft Subd. 37. Northwest Area Planned Unit Development Overlay District* (Hoisington Koeigler Group Inc. January 11, 2005) which, upon adoption, will guide development. Of special note, this draft ordinance currently specifies a minimum of 20% of the buildable development area shall be preserved as additional natural area/open space.

Development can also be designed to minimize or eliminate curbs, gutters, wide roadways, and the inlets/outlets and pipes that must accompany all of these features. Rather, this approach is flexible in its application from use on a lot-by-lot basis to entire portions of a community.

Alternative Best Management Practices

Alternative stormwater management practices provide measures for the City to reduce the overall volume of water draining to existing natural basins. Alternative management techniques typically do not use single-event designs (e.g., 100-year frequency) like traditional systems that handle big events while disregarding routine/frequent events. This approach

means that routine small events will not be “over-drained” as they would be in a traditional big conveyance system.

The best potential for these practices is infiltration of water close to the location where the precipitation deposits it, mimicking the pre-development runoff condition. The list of practices included under the term “alternative” is extensive. Applications of special interest to the Northwest Expansion Area because of its need to reduce volume flowing to the existing natural basins should focus on infiltration. Infiltration practices could include but are not limited to raingardens, vegetated swales, parking lot bioretention, infiltration trenches/basins, and green roofs.

Disconnection of impervious surfaces is a simple, but commonly overlooked, BMP that can be used to reduce the amount of runoff volume discharged from a site. These methods can be incorporated into development design at the time of construction or retrofit into runoff improvement programs associated with redevelopment of existing areas. Examples of typical methods that can be used to disconnect impervious areas include:

- Routing roof leaders to a vegetated area or a rain barrel;
- Minimizing paved surfaces through such methods as using narrow streets in residential areas, limiting commercial parking space, joint or shared parking, and locating businesses and residences close to the street to minimize driveway length;
- Using permeable pavement or paving blocks for low traffic and overflow parking areas;
- Amending soil and/or loosening it after compaction to encourage infiltration; and
- Using vegetated swales or raingardens to accept runoff rather than pipes.

Modeling the post-development condition, BMPs were idealized as raingardens capable of fully retaining the 1- to 2-year event volume and limiting the 5-year event post development runoff volume to the existing condition volume. As development occurs it will be necessary to ensure that adequate onsite infiltration is provided, and site-specific characteristics should be assessed to determine the most appropriate type and location of BMPs. To this end, the City has proposed a companion document or stormwater design manual for the *Draft Subd. 37. Northwest Area Planned Unit Development Overlay District*. The stormwater design manual would be developed to provide guidance in the selection, design, and construction of site specific, alternative stormwater management BMPs and is intended to be a comprehensive manual which not only summarizes the requirements and design recommendations for the Northwest Expansion Area, but also details operation and maintenance requirements and specifications.

It must always be kept in mind that these alternative BMPs are as well engineered as the more structural practices utilized in the water management system. Although concrete and conduit are not dominant features, the systems do have structure to them and have been sized to perform a specific function. Simply installing and ignoring them will result in their demise over a relatively short period of time. If, however, they are installed properly, monitored for effectiveness and properly maintained, these alternative systems will provide decades of low maintenance service.

Preservation of Existing Natural Basins

Although the land use planning and alternative stormwater management BMPs try to match the natural hydrologic function as close to normal as possible, it is important to keep in mind that storm and melt events sometimes occur in excess of the ability of any management practice to manage. Therefore, runoff will also be linked to the existing natural basins. Currently these areas function in most cases as infiltration basins without outlets under normal water levels. These basins would continue to function in this manner in post-development conditions. This will allow for routine treatment of small and moderate events, but also provides the added protection for large-scale flooding events. In addition to the preservation of the basin itself, emergency overflows to downstream basin (as identified on Figure 17.2 in Attachment C and D) must be preserved during development.

2007, 2014, and 2019

No update.

SURFACE WATER MODELING RESULTS

2005

A comparison of the high-water levels for each rainfall event (see Table 17.3 in Attachment D) indicates that the stormwater management approach in most cases reduces or maintains the runoff volume from proposed conditions as compared to the existing conditions runoff for the 1-year 24-hour rainfall event.

The proposed stormwater management approach is also in most cases capable of retaining most of the increased runoff generated for the 5-year 24-hour rainfall event. This positive effect is even more pronounced in the case of the 100-year 24-hour rainfall event and in most cases the infiltration capacity of the downstream existing basin is capable of handling the increased runoff with little to no increase in high water level. In the case of the 100-year 10-day runoff event (worst-case scenario), the alternative stormwater BMPs are conservatively assumed ineffective and high-water levels remain unchanged except as a result of storage losses due to development.

As previously mentioned, stormwater discharges from the LMRWMO watershed are at two locations including: the Rosenberger Lake (EP-080a) and DNR Wetland 241W (BP-005). Table 17-3 compares peak discharge rates and volumes of runoff discharged from the Northwest Expansion Area under existing and proposed conditions.

Table 17-3: Discharge from the LMRWMO Watershed

Event	Land Use	Basin BP-005		Basin EP-080a	
		Peak Rate (cfs)	Total Volume (acre-feet)	Peak Rate (cfs)	Total Volume (acre-feet)
1-Year 24-hour rainfall	Existing	0	0	0.9	4.1
	Proposed	0	0	0.2	1.1
	Change	0	0	-0.7	-3.0
5-year 24-hour rainfall	Existing	0	0	3.5	12.3
	Proposed	0	0	1.9	7.4
	Change	0.0	0.0	-1.6	-4.9
100-year 24-hour rainfall	Existing	6.5	4.0	8.7	35.4
	Proposed	5.4	3.5	8.7	32.9

Event	Land Use	Basin BP-005		Basin EP-080a	
		Peak Rate (cfs)	Total Volume (acre-feet)	Peak Rate (cfs)	Total Volume (acre-feet)
	Change	-1.1	-0.5	0.0	-2.5
10-day snowmelt (worst-case scenario)	Existing	15.8	27.3	8.8	116.8
	Proposed	15.8	27.3	8.8	122.1
	Change	0.0	0.0	0.0	5.3

As can be seen from this table, the proposed stormwater management approach maintains or reduces the amount of discharge from the Northwest Expansion Area except in the case of Rosenberger Lake under the worst-case scenario. This is due to the development of smaller depressions in subwatersheds tributary to this basin. The increased volume is not expected to be problematic given the infrequency of this event and given that the increased volume of water translates to less than a 0.1-foot increase in surface water elevation.

The finalized modeling results indicate that implementation of the proposed alternative stormwater management plan and preliminary land use concept would allow the Northwest Quadrant to be developed as a closed system. As long as proper sequencing of construction and system monitoring is conducted, the cost of implementation and maintenance may be similar to conventional systems at the local scale. The City is planning for the additional maintenance that may be needed to maintain the functioning of the proposed system. At the regional scale, given that a conventional system would need a large outlet project, this proposed self-contained stormwater management system should be much more cost effective.

Water Quality Assessment

Existing and proposed storm bounce for the 100-year 24-hour event was compared for the wetlands within the Northwest Expansion Area per the Natural Resource Inventory) Report (Bonestroo, October 2003, Page 4-15) recommended wetland management standards. Figure 17.3 (in Attachment C and D) identifies wetlands by management class. In this report, wetlands in the Northwest Expansion Area are assigned management classifications based on the susceptibility to adverse impact due to increased stormwater bounce ranging from 1 (high susceptibility to stormwater bounce) to 4 (low susceptibility to stormwater bounce). The management classifications are based on the Site Management Classification Flow Chart on page 4-11 of the Natural Resource Inventory. This report also provides recommended buffer widths and phosphorus pretreatment requirements based on the wetland classifications. Table 17-4 summarizes the recommended wetland management standards as proposed in the report.

Table 17-4: Recommended Wetland Management Standards

Management Classification	Buffer Strip (feet)		Structural Setback from Edge of Buffer (feet)	Stormwater Phosphorous Treatment Requirement	Stormwater Quantity Requirement
	Slopes <15%	Slopes >15%			
Manage 1	60	90	10	Limit loading to 2x predevelopment loadings	Storm bounce – Maintain high water level at or below existing conditions for 100-year storm
Manage 2	30	45	10	Limit concentration to 150 parts per billion (ppb)	Storm bounce – Maintain high water level at or below existing conditions plus 0.5 feet for 100-year storm
Manage 3	20	30	10	Limit concentration to predevelopment concentrations (200 ppb)	No requirement
Manage 4	15	20	10	No requirement – enhancement recommended	No requirement

Of all the wetlands delineated in the Northwest Expansion Area, only three would realize a storm bounce that exceeds the recommended bounce criteria according to the model. These wetlands are within Subwatersheds EP-073a, EP-071, and SP-23. In order to prevent this undesired bounce, a higher stormwater management standard (or additional stormwater management storage) is required within these subwatersheds upstream of the existing wetlands.

Additional Storage Requirements

The additional volume necessary for compliance with the proposed wetland storm bounce criteria and necessary in areas that high water levels would compromise developable land is identified in Table 17-5. This table also identifies other new basins previously planned for in the *Pilot Study Area H&H* (EOR, 2002). Alternatives to new basins that could be investigated include diversion of runoff to adjacent basins with excess storage.

Table 17-5: Additional Storage Requirements

Basin	Volume (acre-feet)	Comment
EP-073a	8.7	Additional storage necessary for compliance with wetland storm bounce criteria.
EP-071	10.6	Additional storage necessary for compliance with wetland storm bounce criteria.
EP-104	12.0	Enhancement of the existing basin to include an additional 12 acre-feet of storage, thereby reducing the floodplain footprint.
SP-9	0.9	Previously planned for the in the <i>Pilot Study Area H&H</i> . Basin SP-24 and SP-21 could accommodate this storage volume.

Basin	Volume (acre-feet)	Comment
SP-23	0.5	Additional storage necessary for compliance with wetland storm bounce criteria.
SP-25	4.0	Previously planned for in the <i>Pilot Study Area H&H</i> .
SP-28	0.5	Previously planned for in the <i>Pilot Study Area H&H</i> . Basin SP-24 and SP-21 could accommodate this storage volume.
SP-36	3.9	Previously planned for in the <i>Pilot Study Area H&H</i> .
SP-48	13.8	Previously planned for in the <i>Pilot Study Area H&H</i> .

Table 17-6 compares the existing and proposed 100-year, 24-hour storm bounce for all wetlands within the LMRWMO watershed, after the incorporation this additional stormwater management storage.

Table 17-6: Wetland Storm Bounce Assessment

Basin ID Proposed Conditions	Starting Water Level (feet)	Existing High-Water Level 100-year 24-hour Rainfall Event (6.0 inch) (feet)	Proposed High Water Level 100-year 24-hour Rainfall Event (6.0 inch) (feet)	Difference in Bounce Between Existing and Proposed (feet)	Natural Resource Inventory Management Classification
EP-018	935	935.5	935.5	0.0	1
EP-031b	901	901.7	901.6	-0.1	1
EP-071	831	844.9	845.1	0.2	1
EP-073a	840	842.3	842.4	0.1	1
EP-076	893	893.5	893.5	0.0	1
EP-080a	801	802.4	802.2	-0.1	1
EP-080b	901	903.0	903.0	0.0	1
SP-23	863	866.6	866.6	0.0	1
BP-032	891	895.5	895.4	-0.1	2
BP-049a	925	927.6	927.5	0.0	2
EP-010b	898	904.7	904.5	-0.1	2
EP-013	851	858.2	858.6	0.3	2
EP-016b	901	906.2	906.1	0.0	2
EP-016c	907	910.7	910.7	0.0	2
EP-027c	888	890.7	890.7	0.0	2
EP-027e	941	944.9	943.9	-1.0	2
EP-027f	849	851.2	851.3	0.1	2
EP-039	947	852.4	852.1	-0.3	2
EP-058a	877	881.8	881.8	0.0	2
EP-060b	897	902.4	902.6	0.1	2
EP-078	807	809.2	809.0	-0.1	2
EP-079a	807	809.3	809.0	-0.3	2
BP-036	923	931.1	931.1	0.0	3
BP-048b	925	927.9	927.9	0.0	3
EP-045	879	881.9	881.8	0.0	3
EP-059a	799	902.2	902.4	0.2	3
EP-074a	925	828.5	828.8	0.3	3
EP-074b	937	841.5	841.5	0.0	3
EP-102a	901	908.0	907.9	-0.1	3

Basin ID Proposed Conditions	Starting Water Level (feet)	Existing High- Water Level 100-year 24- hour Rainfall Event (6.0 inch) (feet)	Proposed High Water Level 100-year 24- hour Rainfall Event (6.0 inch) (feet)	Difference in Bounce Between Existing and Proposed (feet)	Natural Resource Inventory Management Classification
EP-104	891	897.6	894.0	-3.6	3
QP-5	923	926.1	926.4	0.3	3
SP-26	915	919.2	919.2	0.0	3
SP-10	935	939.1	938.7	-0.4	3
SP-29	957	959.1	959.7	0.6	3
SP-12	835	841.8	844.0	2.2	3
SP-32	923	928.1	927.7	-0.4	3
BP-038a	853	892.5	892.0	-0.5	4
BP-049b	943	945.4	945.4	0.0	4
EP-005d	953	955.8	955.8	0.0	4
EP-009	889	899.0	898.6	-0.3	4
EP-011	883	889.8	892.1	2.3	4
EP-016a	903	904.7	904.6	-0.1	4
EP-025b	897	900.0	900.2	0.2	4
EP-027a	847	853.6	855.3	1.7	4
EP-031a	875	881.0	881.2	0.2	4
EP-034	849	859.2	860.6	1.3	4
EP-035b	853	857.7	857.6	-0.1	4
EP-036a	861	866.1	867.7	1.5	4
EP-038a	867	872.0	871.7	-0.3	4
EP-044	885	890.5	890.4	-0.1	4
EP-106	859	864.9	865.0	0.2	4
EP-107a	855	858.4	858.4	0.0	4

2007 and 2014

No update.

2019

The 4th Generation Water Resources Management Plan was prepared in December 2018 includes updates to the stormwater management to comply with the MS4 permit requirements for the next 10 years. The plan identifies a revised program including implementation priorities.

18. Water Quality—Wastewaters

- a. Describe sources, quantities, and composition (except for normal domestic sewage) of all sanitary and industrial wastewaters produced or treated at the site.

2005

Land uses within the AUAR study area are guided to be a combination of residential, commercial, industrial/office space, and public/institutional uses. While the majority of the study area is guided to be residential, the proposed land use is summarized as follows (does not include natural areas, parks, and open space).

Table 18-1: Proposed Land Use

Land Use	Area (acres)			
	2005	2007	2014	2019
Low Density Residential (LDR)	820	820	818	1,079
Low/Mid Density Residential (LMD)	743	747	614	465
Medium Density Residential (MDR)	343	334	356	283
High Density Residential (HDR)	65	65	20	40
Mixed Use (Residential/Commercial) (MU)	69	69	76	98
Commercial (Comm)	59	59	147	89
Office/Industrial (O/I)	306	264	240	200
Public/Institutional (P/I)	11	11	56	48
Office/ Industrial/ Commercial (O/I/C)	0	47	47	0

The estimated sewer flows for the non-residential land uses are as follows:

Table 18-2: Estimated Sewer Flows for Non-Residential Land Uses

Land Use	Area (acres)			Average Flow (gallons/acre/day)			Total Average Flow (MGD)		
	2005	2007	2019	2005	2007	2019	2005	2007	2019
Comm	59	59	89	1,200	1,200		0.007	0.0708	0.1067
I/O	306	264	200	1,200	1,200		0.367	0.3168	0.24
P/I	11	11	48	1,200	1,200		0.013	0.0132	0.0576
O/I/C	N/A	47	N/A	N/A	1,200	N/A	N/A	0.0564	N/A
TOTAL	--	--	--	--	--	--	0.387	0.457	0.40403

The estimated overall sewer flow rate (1,200 gallons/acre/day) was estimated for this analysis to accommodate the need for flexibility in planning for services for this area. The Comprehensive Plan includes a range of proposed densities for each land use area. City staff identified a likely density at which each land use type is likely to develop for use in the AUAR analysis (discussed in Section 6). Most areas are unlikely to develop at the highest densities allowed in the Comprehensive Plan due to the physical constraints of the area and city requirements for dedication of open space. However, it is possible that some areas may develop at the maximum allowed in the Comprehensive Plan. Therefore, a conservative flow rate estimate was used in this analysis rather than the MCES standard sewer flow rate for planning purposes, which is 800 gallons/acre/day.

If a sewer flow rate of 1,200 gallons/acre/day is used for the AUAR area rather than 800 gallons/acre/day, the increased sewer rate requires a larger pipe size in only 1,400 feet of the total proposed alignment and increases the estimated infrastructure costs for the area by just \$3,000. This nominal increase in pipe size and cost provides the desired flexibility in the development of this area that may be needed based on the Comprehensive Plan.

2007

See Table 18-1 and Table 18-2.

Note error in the original (2005) calculation of sewer flow for the commercial land. The original calculation was for 0.007 MGD, when it is actually 0.0708 MGD. The original sewer flow for non-residential land uses should have been 0.451 MGD compared to the

Updated AUAR sewer flow for non-residential land uses of 0.457 MGD. This represents a 0.006 MGD increase.

2014

A preliminary Engineering Report has been prepared for trunk sanitary sewer facilities in City Project No. 2014-13 Northwest Area Trunk Utilities—Argenta District.

2019

According to the 2040 Comprehensive Plan, there are five new lift stations and several sanitary sewer lines planned within the AUAR study area.

- b. Describe any waste treatment methods to be used and give estimates of composition after treatment, or if the project involves on-site sewage systems, discuss the suitability of the site conditions for such systems. Identify receiving waters (including groundwater) and estimate the impact of the discharge on the quality of the receiving waters. (If discharge may affect a lake consult “EAW Guidelines” about whether a nutrient budget analysis is needed.)**

2005

In accordance with the City of Inver Grove Heights Comprehensive Plan, dated July 1998, all areas within the AUAR study area will be served by sanitary sewer extended from existing City trunk sewer systems connected to the MCES regional systems. Figure 18-1 (in Attachment B, C and D) identify preliminary alignments to serve the AUAR study area with sanitary sewer.

2007, 2014, and 2019

No update.

- c. If wastes will be discharged into a sewer system or pretreatment system, identify the system and discuss the ability of the system to accept the volume and composition of the wastes. Identify any improvements which will be necessary.**

2005

The City of Inver Grove Heights will construct sanitary sewer improvements to serve the AUAR study area in general accordance with the 2020 Comprehensive Plan for the city. The sewer flows from this area to the MCES interceptor systems and eventually to the MCES Metropolitan Wastewater Treatment Facility, which has capacity available to serve this area. The sewer system that will provide service to this area is a 24-inch reinforced concrete sewer with a capacity of approximately 9.25 MGD, more than suitable to handle the 6.44 MGD design flows.

2007

With the exception of a minor increase in non-residential wastewater flow of 0.006 MGD, and an anticipated reduction in wastewater flow due to a reduction in the total number of dwelling units, wastewater does not change with this update.

The City of Inver Grove Heights has adopted the completed feasibility study of these improvements, called the Northwest Area Water and Sanitary Extensions Feasibility

Report, dated May 2005. The City awarded the first phase of these improvements, Northwest Area Utility Improvements Lift Station R-9.1, in July 2007.

2014 and 2019

Sanitary Sewer projects completed since 2007 are included in Section 6b.

19. Geologic Hazards and Soil Conditions

Approximate depth (in feet) to groundwater: 0 minimum 20 average

Approximate depth (in feet) to bedrock: 110 minimum 250 average

- a. Describe any of the following geologic site hazards to groundwater and also identify them on the site map: sinkholes, shallow limestone formations, or karst conditions. Describe measures to avoid or minimize environmental problems due to any of these hazards.

2005

Information from the *Geologic Atlas of Dakota County* (Minnesota Geological Survey, 1990), *Bedrock Geology and Structure of the Twin Cities Metropolitan Area* (Minnesota Geological Survey, 2000), US Geological Survey 7 ½ minute quadrangles, and well logs from the County Well Index (CWI) were used to determine depth to bedrock and depth to groundwater. A map of bedrock geologic units (MGS, 2000) is provided as Figure 19-1 (in Attachment C and D). A map of depth to bedrock (MGS, 1990) is provided as Figure 19-2 (in Attachment D).

A buried bedrock valley is mapped in the project area with branches entering from the northwest and northeast, converging and exiting along the southern boundary of the project area. The upper bedrock units (Decorah Formation, Platteville Formation, Glenwood Formation, and St. Peter Sandstone) have been completely eroded across most of the project area. The bedrock valley is eroded completely through the Prairie du Chien Group and into the underlying Jordan Sandstone in the southern part of the project area.

Based on the data presented in the geologic atlas, the minimum depth to bedrock within the project area is greater than 100 feet. Minimum depth to bedrock occurs where surficial depressions overlie relatively higher areas of St. Peter Sandstone. Bedrock is generally within 250 feet of the surface where the St. Peter Sandstone is present. Depth to bedrock is generally greater than 200 feet where the Prairie du Chien Group is the uppermost bedrock unit.

No sinkholes, shallow limestone formations, or karst conditions are present within the project area. Karst conditions are known to exist in the Prairie du Chien Group in southeastern Minnesota, but geologic hazards related to karst such as sinkholes occur where the Prairie du Chien Group is shallowly buried, and the water table occurs within the carbonate bedrock unit. The Platteville Formation limestone is likely the uppermost bedrock unit in a small area along the northeast boundary of the project area. The Platteville Formation is thin in this area, however, and is buried by a minimum of 150 feet of unconsolidated sediments.

Plate 5 of the *Geologic Atlas of Dakota County* maps the water table elevation in the project area to be between approximately 775 and 900 feet (25 feet contour intervals) with the lowest water table elevations occurring along the southern border of the project area. Few wells are open across or completed near the water table where it occurs in the till and other moraine deposits. Most water wells in the area are completed in buried Quaternary or bedrock aquifers, and water levels in those wells do not signify the position of the water table. The water table is expected to occur at or near the surface under most surface waterbodies. The water table map provided in the geologic atlas is based on surface water elevations, topography, and measurements made in a few selected shallow wells. More detailed information on the configuration of the water table is not available.

A perched water table occurs in some areas, and some ponds form water table mounds in which the water table slopes away from the pond in all directions. Groundwater is assumed to occur at or near the surface beneath and near surface waterbodies. Groundwater flow patterns are complex around some ponds and wetlands, with shallow groundwater flowing into and out of the waterbody and the waterbody also recharging water into deeper aquifers. Some ponds and wetlands may be perched above an unsaturated zone overlying the lower, regional water table. In general, hydraulic head decreases with depth below the water table. The glacial till in which the water table occurs across most of the project area is not typically used for water supply.

The depth to groundwater varies greatly across the AUAR area. Surface elevation within the project area ranges from approximately 800 feet to 990 feet. According to the geologic atlas, the water table elevation in the project area ranges from approximately 775 feet to 900 feet. As described above, groundwater occurs at or near the surface beneath and near ponds and wetlands. Poorly drained depressions and drainage ways on the site become seasonally saturated to a depth at or near the surface. In upland areas, the water table is generally greater than 20 feet below the land surface.

2007, 2014, and 2019

No update.

- b. Describe the soils on the site, giving SCS classifications, if known. Discuss soil granularity and potential for groundwater contamination from wastes or chemicals spread or spilled onto the soils. Discuss any mitigation measures to prevent such contamination.**

2005

Soils in the area are related to the glacial and post-glacial parent materials in which they formed. A soils map of the AUAR area is provided on Figure 19-3 (in Attachment C and D). Surficial geology is mapped on Plate 3 of the geologic atlas and in *Surficial Geology of the St Paul 30 X 60 Minute Quadrangle* (Meyer and Lusardi, 2000). A map of the surficial geology derived from Minnesota Geological Survey data is provided as Figure 19-4 (Attachment C and D). The project area is located on the St. Croix Moraine, a geomorphic feature of hummocky terrain marking the stable terminus of the Superior Lobe glacier during Late Wisconsinan time. Late Wisconsinan glacial, fluvial, and lacustrine sediments of Superior provenance belong to the Cromwell Formation. The moraine overlies older glaciofluvial outwash deposits, also derived from the Superior

Lobe. The buried outwash overlies Superior Lobe till from an earlier glacial advance. Erosional remnants of Pre-Late Wisconsinan till and outwash deposits overlie bedrock in some areas.

The moraine is composed primarily of sandy loam-textured till. Till is unsorted sediment deposited by glacial ice. The moraine also includes stratified ice-contact and lake sediments. Ice-contact deposits consist of stratified sand, gravelly sand, and cobbly gravel, deposited by melt water flowing at or behind the ice margin, interbedded with unsorted sandy to loamy mudflow deposits and silty lake sediments.

Glacial melt water from the later Grantsburg Sublobe of the Des Moines Lobe cut through the St. Croix Moraine in the southwest corner of the project area. The melt water deposited sand and gravelly sand outwash of the New Ulm Formation. The outwash consists of a mixture of Des Moines Lobe sediments and reworked Superior Lobe sediments. Much of this area was covered by a thin mantle of loess (wind-blown silt and fine sand with some clay associated with glacial margins).

Soils are mapped in the *Soil Survey of Dakota County, Minnesota* (Hundley, 1983). A map of surficial soil texture is provided in Figure 19-3 (in Attachment C and D). Soils formed in the moraine belong to the Kingsley-Mahtomedi association of gently sloping to very steep, well drained and excessively drained soils. Soils in this association vary in texture from loamy sand to silty loam. Soils formed on the outwash plain belong to the Waukegan-Wadena-Hawick association of level to very steep, well drained and excessively drained soils formed in silty and loamy sediments over sandy sediments.

Most soils throughout the AUAR area are moderately permeable to moderately rapidly permeable. Soils formed in outwash and other sandy sediments are generally moderately permeable in the upper part and moderately rapid to rapidly permeable in the lower part. In most areas, there is not a near surface, laterally consistent low permeability layer restricting vertical infiltration to groundwater, and the groundwater is susceptible to contamination from wastes or chemicals spread or spilled on the surface. The time of travel to the water table for contaminants will vary from hours to years depending on the properties of the contaminant and site-specific conditions. Groundwater is most susceptible beneath and near ponds and wetlands where the water table is near the surface.

Shallow groundwater near the water table is not generally used for water supply. Deeper aquifers are less sensitive to pollution than the water table system. A map of the sensitivity of the Prairie du Chien-Jordan aquifer system to pollution is provided in Plate 7 of the *Geologic Atlas of Dakota County* (MGS, 1990) and is duplicated for the AUAR area in Figure 19-5 (in Attachment C and D). The sensitivity ratings are based on a matrix of factors including the presence of bedrock confining layers and the composition and thickness of material overlying bedrock. Estimated travel times for conservative water-borne contaminants to reach the Prairie du Chien-Jordan aquifer are as follows: High – weeks to years, High-Moderate – years to a decade, Moderate – several years to decades, Low-Moderate – several decades, Low – several decades to a century.

The Quaternary aquifers are generally more susceptible to pollution because they occur at shallower depth and above bedrock confining units, where bedrock confining units

are present. Sensitivity of the buried Quaternary aquifer(s) varies from high to moderate depending on thickness and composition of overlying deposits. In general, for the buried Quaternary aquifer(s), areas mapped as having Low-Moderate or Moderate sensitivity in Figure 19-5 (in Attachment C and D) will have Moderate to High-Moderate sensitivity, and areas mapped as having High-Moderate sensitivity will have High sensitivity.

2007, 2014, and 2019

No update.

20. Solid Wastes; Hazardous Wastes; Storage Tanks

- a. **Describe the types, amounts, and compositions of solid or hazardous wastes to be generated, including animal manure, sludge, and ashes. Identify the method and location of disposal. For projects generating municipal solid waste indicate if there will be a source separation plan; list type(s) and how the project will be modified to allow recycling.**

2005

A variety of waste is expected to be generated by the proposed development, as it will include residential, commercial and office, and industrial development.

As is currently the case in Inver Grove Heights, solid waste will be collected weekly by a licensed hauler and disposed of at a licensed landfill. Curbside collection of materials for recycling will also be available in the study area, as will collection of yard waste. Using statistical information collected by Dakota County, and the Development Scenario proposed for the study area, an estimate of total municipal solid waste generated under existing conditions and at build-out was prepared (see Table 20-3). In addition, volumes of existing and predicted recycling/source separation programs were calculated.

Existing land use in the study area is mainly agricultural, with undeveloped areas, a golf course, and scattered residential neighborhoods. Some commercial/industrial development is also present along the highway corridors. Because the bulk of the property is undeveloped or has been used agriculturally, current waste generation is much less than what will be generated after development. Future land uses designated for the study area are shown in Table 20-1.

Table 20-1: Future Land Use

Land Use	Area (acres)			
	2005	2007	2014	2019
Low Density Residential (2.0 du/ac)	820	820	818	1,079
Low/Mid Density Residential (4.0 du/ac)	743	747	614	465
Medium Density Residential (6.5 du/ac)	343	334	356	283
High Density Residential (12.0 du/ac)	65	65	20	40
Commercial	59	59	147	89
Office/Industrial	306	264	240	200
Mixed Use (Residential)	46	46	51	76
Mixed Use (Commercial)	23	23	25	22
Public/Institutional	11	11	56	48
Natural areas/ Open Space/Golf Course	725	724	766	760

Land Use	Area (acres)			
	2005	2007	2014	2019
Office/ Institutional/ Commercial	0	47	47	0

For the purposes of calculating waste generation estimates, it is assumed that 1 domestic unit represents 1 household.

As the City of Inver Grove Heights does not track solid waste generation, statistics were derived using information from another city in Dakota County to estimate what could be expected after development of the project area.

Table 20-2: Waste Generation Per Household

Type	Calculation
Persons Per Household	2.6 persons/household
Waste generation per household	1.25 tons/household/year
Residential recycling, curbside	0.21 tons/household/year
Residential recycling, drop-off	0.05 tons/household/year
Yard waste, composed	0.10 tons/household/year
Non-Residential Waste Generation	33.44 tons/acre/year
Non-Residential Recycling	2.49 tons/acre/year

Calculations were completed using the above statistical information and the Development Scenario proposed for the study area. Comparisons of current and predicted potential waste generation quantities are presented in Table 20-3. Estimates related to recycling and yard waste composting are presented in the text following the table.

Table 20-3: Solid Waste Generation

Source	Existing Units		Under Existing Land Use		Potential Units			Under Proposed Development Scenario		
	2005	2007	2005	2007	2005	2007	2019	2005	2007	2019
Residential	300 households (estimated)		375 tons/year		7,715 households (max)	7,054 households (max)	7,097 households (max)	9,644 tons/year	8,818 tons/year	9,884 tons/year
Non-Residential	123 acres		4,113 tons/year		398 acres	404 acres	359 acres	13,309 tons/year	13,510 tons/year	12,005 tons/year
Total Waste Generated			4,488 tons/year					22,953 tons/year	22,328 tons/year	21,889 tons/year

Solid waste generated in the city of Inver Grove Heights is collected on a weekly basis. The waste is taken to a landfill licensed to accept such waste for disposal. Materials for recycling and composting are also collected. Collection service will be expanded to service the AUAR study area, after development.

Under current conditions, it is estimated that approximately 63 tons of residential solid waste is recycled via curbside pick-up per year in the study area, and approximately 15 tons is recycled via drop-off sites. After development, it is estimated that approximately 1,620 tons/year of residential solid waste would be recycled via curbside pick-up and 386 tons/year would be recycled via drop-off sites each year. Currently, the amount of recycling in the area associated with the existing non-residential development is

estimated to be approximately 306 tons per year. Under proposed conditions, it is estimated to be approximately 991 tons per year.

It is estimated that approximately 0.10 tons of yard waste per household is composted each year. Under current conditions, yard waste composting is estimated to be 30 tons/year for the study area. Under potential development conditions, approximately 772 tons of yard waste from the study area would be composted per year.

2007

- Estimated Residential Curb-side Recycling: 1,481 tons/year
- Estimated Residential Drop-off Recycling: 353 tons/year
- Estimated Non-Residential Recycling: 1,006 tons/year

2014

No update.

2019

- Estimated Residential Curb-side Recycling: 1,660 tons/year
- Estimated Residential Drop-off Recycling: 395 tons/year
- Estimated Non-Residential Recycling: 894 tons/year

- b. Identify any toxic or hazardous materials to be used or present on the project site and identify measures to be used to prevent them from contaminating groundwater. If the use of toxic or hazardous materials will lead to a regulated waste, discharge, or emission, discuss any alternatives considered to minimize or eliminate the waste, discharge, or emission.**

2005

Information obtained from Environmental Data Resources, Incorporated (EDR) January 7, 2005 was used to assess the presence of registered underground and aboveground storage tanks (USTs and ASTs), hazardous waste generators currently existing within the study area, and the potential occurrence of past spills or releases. The EDR report identified numerous sites of potential concern within the study area (see attached map and table).

There were 18 areas of potential concern (30 addresses) identified in the report, corresponding to the numbers on the attached map. In some cases, more than one site is associated with the number. Sites identified included 17 where some type of release has occurred:

- 3 leaking underground storage tank (LUST) sites
- 10 spill sites
- 1 agricultural spill site
- 1 emergency response notification system site
- 1 leaking aboveground storage tank (LAST) site

- 1 unpermitted dump site (identified in the MN LS database)

Other sites where chemicals and/or petroleum products are used and stored included:

- 11 small quantity hazardous waste generator (SQG) sites
- 7 underground storage tank (UST) sites
- 1 aboveground storage tank (AST) site

Numerous additional sites of potential concern have also been identified near the study area.

Information has been requested from the Dakota County Environmental Management Office regarding sites of potential concern identified in Dakota County records. The County indicated that due to the large size of the AUAR area, the County could not provide this data, but has provided a link that the City can use to access this data as needed. The County's database is a "snapshot" in time, and sites may change over the course of development in the AUAR area. Given the size and changing nature of the database, it is recommended that the City work with potential developers to access the County's database as development is proposed to identify whether the development area includes a site of known contamination, hazardous waste storage, or other areas of potential concern. If problem areas are identified, a Phase I investigation could be initiated, and the site issues addressed prior to construction.

It should also be noted that disposals and releases could occur between the time of final AUAR approval and actual development plans for the site. In light of this reality, it seems prudent to revisit the issue of potential contamination during the site development process. Typically, a Phase I environmental site assessment (Phase I ESA) would be required by a lender in conjunction with a property transaction where some type of financial assistance (i.e., loan) is being sought. The Phase I ESA would presumably identify any potential site contamination concerns that exist at that time, allowing the issue to be resolved prior to construction.

Due to the past and current agricultural use of property within the study area, a variety of pesticides have likely been used and stored within the study area. Small storage tanks for petroleum products are also likely to have been or remain present at farmsteads within the study area. If contamination is discovered during the course of development, the developer or other responsible party will be required to address the situation in accordance with MPCA rules.

The temporary and potential future use of hazardous materials and petroleum products within the study area is addressed below in part c.

2007 and 2014

No update.

2019

The MPCA "What's in my Neighborhood" information was reviewed, and Figure 8 was created to identify the sites tracked by MPCA.

- c. Indicate the number, location, size, and use of any above or below ground tanks to be used for storage of petroleum products or other materials (except water). Describe any emergency response containment plans.

2005

During construction activities, it is likely that portable storage tanks of fuel for construction vehicles and machinery may be temporarily located in various areas of the study area. For the purpose of minimizing impact due to potential spills, the re-fueling of vehicles and machinery will be conducted away from surface waters, wetlands, and other sensitive areas.

Approximately 296.1 acres of commercial and office/industrial development are proposed within the study area. In addition, 63.1 acres of mixed-use development are also proposed. A variety of businesses would be permitted under these land use designations and could include those types that use and store various amounts of chemicals or petroleum products; in addition, some may utilize aboveground or belowground tank systems. At this time, it is not known if or where these businesses would be located within the study area. Any business using or storing chemicals or petroleum products would be subject to local and state rules regulating such activity.

2007

The updated Development Scenario land uses have a total of 393 acres of commercial, office, industrial, or mixed-use development.

2014

No update.

2019

The updated Development Scenario land uses have a total of 387 acres of commercial, office, industrial, or mixed-use development.

21. Traffic

Parking spaces added: [2005]: 21,207 [2007]: 23,170

Existing spaces (if project involves expansion): [2005]: 300

Estimated total Average Daily Traffic (ADT) generated: [2005]: 91,310 [2007]: 102,181

Estimated maximum peak hour traffic generated (if known) and its timing:

[2005]: P.M. Peak Hour: 3,583 trips in 4,468 trips out

[2007]: P.M. Peak Hour: 3,975 trips in 4,463 trips out

For each affected road indicate the ADT and the directional distribution of traffic with and without the project. Provide an estimate of the impact of traffic congestion on the affected roads and describe any traffic improvements which will be necessary. If the project is within the Twin Cities Metropolitan Area, discuss its impact on the regional transportation system.

INTRODUCTION

2005

The proposed development of the land uses assumed for this AUAR will increase the traffic volumes on roadways within the city. A traffic impact analysis of the assumed development has been conducted in order to identify whether roadway and/or other transportation improvements will need to be undertaken. The analysis was performed at a planning level and attempts to identify the traffic related impacts of the potential development. Identified impacts are then evaluated to determine what mitigation efforts need to be enacted so that transportation service can be provided at an acceptable level.

The project area is shown in Figure 21-1 (2005 AUAR). The roadways and intersections for analysis were determined in conjunction with the City of Inver Grove Heights staff.

There were four major roadways analyzed as part of this review.

- County Road 26 (70th Street) – east-west “A” Minor Arterial
- County Road 63 (Argenta Trail) – north-south Community Collector Road
- Trunk Highway 3 (South Robert Trail) – north-south “A” Minor Arterial
- County Road 73 (Babcock Trail) – north-south Community Collector Road

In addition to examining the corridors as a whole, the following intersections were also examined:

- CR 63 and CR 26
- TH 3 and CR 26
- CR 73 and CR 26
- TH 55 and TH 3 interchange ramps
- TH 55 and CR 63 proposed future interchange ramps

These intersections were analyzed for traffic volumes and approach geometry, both existing and proposed. The analysis also assumed an interchange at CR 63 and Interstate 494 would be constructed and in-place for the future condition. Traffic volumes are presented at this potential intersection of Interstate 494 and CR 63 without an attempt to determine lane geometry.

2007, 2014, and 2019

No update.

EXISTING CONDITIONS

2005

The most recent daily traffic volume information for the primary roadways in the project area was obtained from 2003 Minnesota Department of Transportation (MnDOT) Average Annual Daily Traffic (AADT) maps. As a part of this study, turning movement counts were taken during the morning and afternoon peak traffic periods on Tuesday, November 9, 2004 at the following intersections:

- CR 26 and CR 63
- CR 26 and TH 3
- CR 26 and CR 73
- TH 3 and TH 55 eastbound and westbound ramp terminals

Currently, all four subject roads are two-lane roads, and their intersections are controlled with a four-way stop condition. The intersection at CR 26 and CR 63 has a single lane for all movements of traffic. The intersection of TH 3 and CR 26 has a single lane for all movements in addition to a designated right turn lane for the northbound and southbound directions. The intersection of CR 73 and CR 26 has designated left turn lanes as well as one through lane and one through/right turn lane in the eastbound and westbound directions. The existing lane configurations with the existing traffic volumes are shown in Figure 21-2 (in Attachment C and D).

The daily capacity of any individual roadway is based upon many factors. These factors may include the number of lanes provided, number of access points per mile, number of signalized intersections per mile, percentage of truck traffic, and the physical grade of the roadway. However, for planning purposes, a generalized average daily traffic (ADT) threshold for the roadways is used. Table 21-1 shows the generalized ADT volume thresholds for a roadway type and number of lanes in terms of level of service. Level of service (LOS) is a quality measure describing operational conditions within a traffic stream, generally in terms of service measures such as speed, freedom to maneuver, traffic interruptions, and comfort. A LOS A represents the best result with little or no delay. A LOS F represents the worst result with excessive delay and queues. A LOS D is usually the lowest accepted by most agencies within the metro area.

Table 21-1: Generalized Average Daily Traffic Volume Thresholds⁸

Facility Type	Number of Lanes	Maximum ADT Volume at Level of Service ⁹				
		A	B	C	D ¹⁰	E
Principal Arterial	5	11,400	18,200	29,100	32,600	36,300
	4	7,600	12,100	19,400	23,300	27,600
	3	4,900	7,900	12,700	17,000	21,100
	2	3,100	5,000	8,000	12,000	15,900
Minor Arterial	4/5	8,500	13,600	17,000	25,200	28,600
	3	4,300	6,900	11,100	14,800	18,500
	2	2,700	4,300	6,900	10,300	13,700
Collector	5	9,000	14,400	23,100	25,900	28,600
	4	6,100	9,800	15,700	19,100	22,500
	3	3,700	5,900	9,400	12,500	15,700
	2	2,200	3,600	5,800	8,800	11,700

Based on the information presented in both Table 21-1 and Figure 21-2 (in Attachment C and D), the LOS for each roadway can be determined. All roadways are currently operating acceptably with CR 26 at a LOS C between CR 63 and TH 3 and east of CR 73. CR 26 is

⁸ Source: Florida DOT, MnDOT

⁹ ADT Volumes above the LOS E maximum threshold would be considered LOS F.

¹⁰ LOS D is usually the lowest acceptable LOS allowed by most agencies within the metro area.

operating at a LOS D between TH 3 and CR 73 and west of CR 63. North of CR 26, CR 63 is operating at a LOS A, while between CR 26 and TH 55 it is operating at a LOS B. South of TH 55, CR 63 is operating at a LOS D. TH 3 has a LOS D north of CR 26, a LOS C between CR 26 and TH 55, and a LOS D south of TH 55. CR 73 operates at a LOS B and C north and south of CR 26, respectively.

The AM and PM peak hour volumes of each intersection were analyzed using the Synchro/SimTraffic software package, which uses the methodology presented in the Highway Capacity Manual. These results are also presented in terms of LOS. Figure 21-3 (in Attachment C and D) shows the existing LOS for each movement and the overall intersection. More detailed LOS results and queue analyses are provided in Attachment D. Generally, the intersections within this project area are performing adequately. The lone exception is the intersection of TH 3 and CR 26, which currently has individual movements at a LOS E or LOS F and an overall intersection LOS E during the PM peak hour. This suggests some improvements are needed today.

2007 and 2014

No update.

2019

Traffic counts were completed for County Road (CR) 63, and CSAH 26 (Lone Oak Road) between 2014 and 2019. The counts have been used for the roadway reconstruction projects within the study area. The updated counts will be included in the Regional Roadway Visioning Study that will be updated in 2020. Attachment A for a list of street projects the City completed between 2014 and 2019.

ASSUMED LAND USE

2005

To begin analyzing the project area, it was necessary to project the trips that would be generated as a result of the land use assumptions. The determination of the trip generation characteristics of the development begins with assumptions concerning the expected land use and densities of the development. Information provided by the City of Inver Grove Heights identified the land use characteristics of the area. The project area was broken down into nine transportation analysis zones (TAZ), shown in Figure 21-4 (in Attachment C and D). Land uses, and densities of each development were assumed for each TAZ. Table 21-2 shows the land use and size of each land use within each TAZ.

Table 21-2: Land Use Types and Sizes Per Zone

TAZ	Land Use Types	Size	
1	Medium Density Residential	545	DU
	Office	338,680	SF
2	High Density Residential	687	DU
	Medium Density Residential	320	DU
	Low/Mid Density Residential	352	DU
	Low Density Residential	168	DU
	Mixed Use—Residential	260	DU
	Mixed Use—Commercial	94,745	SF

TAZ	Land Use Types	Size	
	Office	892,980	SF
3	High Density Residential	96	DU
	Medium Density Residential	493	DU
	Low/Mid Density Residential	624	DU
	Low Density Residential	48	DU
	Mixed Use—Residential	290	DU
	Mixed Use—Commercial	105,635	SF
	Park	58	AC
4	Low/Mid Density Residential	271	DU
	Commercial	660,240	SF
5 [2005]	Medium Density Residential	166	DU
	Low/Mid Density Residential	282	DU
	Low Density Residential	163	DU
	Commercial	714,495	SF
	Office	203,100	SF
	Industrial	18.7	AC
5 [2007]	Medium Density Residential	114	DU
	Low/Mid Density Residential	298	DU
	Low Density Residential	163	DU
	Commercial	1,164,905	SF
	Office	95,600	SF
	Industrial	8.8	AC
6	Medium Density Residential	29	DU
	Low/Mid Density Residential	388	DU
	Low Density Residential	220	DU
	Mixed Use—Residential	135	DU
	Mixed Use—Commercial	49,005	SF
	Commercial	50,095	SF
	Industrial	40	AC
	Public/Institution—Church	24	AC
7	Low/Mid Density Residential	39	DU
	Low Density Residential	213	DU
8	Medium Density Residential	371	DU
	Low/Mid Density Residential	674	DU
	Low Density Residential	256	DU
9	Industrial	48	AC

AC = Acres DU = Dwelling Units SF = Square Feet of Gross Building Area

Note: Only the proposed future land uses are shown. Existing developments are not included in this summary.

Using the land use and density information, the projected trip generation was determined using the Institute of Transportation Engineers (ITE) report titled Trip Generation, 7th Edition, 2003. This industry standard document provides average rates of land uses based upon studies completed across the nation. Table 21-3 provides the estimated 2025 trip generation for each land use.

Table 21-3: Estimated 2025 Vehicle Trips

TAZ	Estimated 2025 Vehicle Trips ¹¹				
	AM Peak Hour		PM Peak Hour		Daily (2-Way)
	Entering	Exiting	Entering	Exiting	
1	503	262	276	512	6,923
2	1,467	978	1,144	1,687	26,951
3	247	748	880	580	16,647
4	333	410	960	1,103	31,852
5 [2005]	795	603	1,274	1,636	40,096
5 [2007]	778	705	1,760	2,128	58,214
6	438	505	648	652	13,742
7	47	142	160	94	2,412
8	202	659	721	411	11,074
9	299	61	77	272	2,486
Subtotal ¹¹ [2005]	4,331	4,366	6,139	6,947	152,183
Subtotal ¹¹ [2007]	4,314	4,470	6,626	7,439	170,301
New Vehicle Trips [2005]	2,598	2,620	3,683	4,168	91,310
New Vehicle Trips [2007]	2,587	2,682	3,975	4,463	102,181

Only the totals of 'New Vehicle Trips' shown in Table 21-3 represent new traffic on the roadway system in the study area. These trips are established by reducing the total development trip generation to account for the following factors:

- Pass-By – Pass-by trips account for trips that are already on the road but see something that sparks their interest and decide to stop. They would already be on the road and are not considered a new trip despite the new decision to stop.
- Multi-Use – Multi-use trips account for those that make multiple stops within the project area. An example of this behavior is a driver that makes several stops at various stores in different locations.
- Internal – Some of the trips generated do not use the primary roadways for their trip purpose.
- Other Modes – Other modes of transportation include the use of transit systems, bicyclists, pedestrians, and multi-modal transportation.

The total volume of new trips on the area roadways is estimated at approximately 91,310 following application of the reduction factors.

With the new traffic determined, these volumes were then distributed to the study area roadway system based upon knowledge of the area, the existing flow of traffic, and input from the City. Traffic distribution was adjusted to reflect new roadways and connections within the study area, including a proposed new interchange at I-494 and CR 63. Some trips generated were diverted onto the 'ring roads' surrounding a mixed-use commercial area in TAZ 2, 3, and 6. The 'ring road' surrounding the mixed land use area in TAZ 6 is currently available, while the 'ring roads' in TAZ 2 and 3 are proposed. The traffic flowing in this area was adjusted to reflect drivers using those roads to avoid the main intersection of TH 3 and CR 26. The City has also proposed the completion of a collector roadway connecting the

¹¹ Trip generation before deductions for pass-by, multi-use, and diverted trips. This is not the expected new traffic on the roadway system.

city of Eagan to CR 73. This new east-west roadway would be established at approximately 65th Avenue. This new collector roadway would be expected act as a reliever to CR 26 and an alternate route across the northern portion of the study area. Another future connection would extend Yankee Doodle Road north through the new TH 55/CR 63 interchange and then east to an eventual intersection with TH 3. These roadways were all considered in the distribution of the projected development volumes. Figure 21-5 (in Attachment C and D) shows the projected development a.m. and p.m. peak hour volumes for the subject intersections.

With projected development volumes determined, the existing traffic was then increased to account for the following factors:

- Background Growth – Daily trips that increase as the population in this regional area increases.
- New Interchanges – As better access becomes available to drivers; their driving behavior and choices would change as well. For instance, motorists will likely shift from TH 3 to CR 63 if a new interchange at I-494 and CR 63 is built.
- New Traffic – With the addition of a new interchange, drivers from regions outside the project area may change their driving patterns and enter/exit the project area to use the new interchange

A new interchange was assumed at the juncture of I-494 and CR 63. While projected traffic volumes were determined for this new interchange, an interchange design, including the necessary approach lanes, was not examined. It is assumed that if a new interchange is determined for this location, the design will be established at that time. The interchange that drivers are currently using to access I-494 is by way of TH 3. This non-standard interchange may cause confusion to some drivers, causing them to change their routes to a simpler, more common intersection, if available. The trips associated with the new interchange were adjusted to account for both existing trips and new trips generated by the new intersection. The projected 2025 volumes are the combination of the development volumes added to the existing volumes with some additional changes.

The projected ADT was determined in the same manner as the peak hour volumes. New daily trips generated by the proposed development were distributed to the roadway system assuming the new roadway discussed earlier. The existing volumes were increased to account for background growth and traffic shifts of existing traffic were determined based upon the new roadways. The sum of the existing traffic, background growth and traffic shifts, and the new development traffic is the 2025 projected traffic. The projected ADT volumes are shown in Figure 21-6 (in Attachment C and D) along with the turning movement volumes at the study intersections.

Among regional roadways, the highest impacts of the proposed development will be to I-494 and TH 55 due to their proximity to the project location. However, no significant increase in congestion levels are anticipated due to the additional vehicle trips added to the regional roadway system. The 2003 AADT on I-494 is 83,000 according to MnDOT traffic volumes. The proposed development would increase traffic on I-494 west of CR 63 by approximately 15,550 vehicles. East of CR 63 traffic would be increased by less than 4,600 vehicles. The 2003 AADT on TH 55 is 19,000 and 18,100 east of TH 3 and west of CR 63, respectively. TH 55 west of

CR 63 can expect to see an increase in traffic of less than 5,600 vehicles. East of TH 3, the highway can expect to see an increase in traffic of less than 2,500 vehicles. The TH 55 and I-494 corridors currently operate at satisfactory levels and are expected to continue to operate at satisfactory levels even after full development of the project area.

2007

The total volume of new daily trips on the area roadways is estimated at approximately 102,181 following application of reduction factors.

Figure 21-5A (in Attachment C) shows the updated project development a.m. and p.m. peak hour volumes for the subject intersections.

The updated projected ADT volumes are shown in Figure 21-6A (in Attachment C) along with the turning movement volumes at the study intersections.

2014 and 2019

No update.

TRAFFIC ROUTES AND TRAFFIC GENERATION UPDATES

2014

- The City of Inver Grove Heights, the City of Eagan, and Dakota County have completed and adopted the 2010 Regional Roadway System Visioning Study for northeast Eagan and northwest Inver Grove Heights.
- The City completed and adopted the Northwest Area Collector Street Plan, dated May 2012.
- The City and Dakota County are conducting a design study for CR 28 and CSAH 63 from south of TH 55 to south of CSAH 26 in advance of improving these roadways in 2016. A 2014 feasibility study for the Argenta Trail Corridor from south of CSAH 26 to I-494 will also be conducted to consider the location of the future arterial connection to the potential future interchange along I-494 between TH 149 and TH 3 which is currently unfunded
- City Project No. 2009-01 Trunk Highway 3 and Amana Trail/proposed 80th Street Roundabout was completed.
- City Project No. 2010-41 Trunk Highway 3 Right Turn Lane—Argenta Hills 2nd Addition was completed.

2019

The City has identified the following planned and programmed transportation improvements in the 2040 Comprehensive Plan for the Northwest Expansion Area:

- Construction of a 2-lane urban roadway on CR 28, 0.62 miles east from TH 3
- Expand CSAH 26 to a 4-lane roadway
- New interchange at I-494 and CSAH 63

22. Vehicle-Related Air Emissions

- a. **Provide an estimate of the effect of the project's traffic generation on air quality, including carbon monoxide levels. Discuss the effect of traffic improvements or other mitigation measures on air quality impacts. (If the project involves 500 or more parking spaces, consult "EAW Guidelines" about whether a detailed air quality analysis is needed).**

2005

Carbon monoxide (CO) levels are elevated near roadway intersections due to the emission of this pollutant from the vehicles idling and passing by. The State of Minnesota has ambient CO standards that are designed to protect human health and the environment. The standards are:

- 1-hour average: 30 parts per million (ppm); and
- 8-hour average: 9 ppm

Concentrations near or above these levels are most likely to occur near intersections that are severely congested (LOS D, E, or F). Bonestroo, Rosene, and Anderlik Associates (BRA) evaluated key intersections serving the project area and predicted that the intersection of TH 3 and CR 26 would have an LOS of D during the afternoon peak period. All other intersections would have an LOS of C or better during morning and afternoon peak-hour periods.

This report evaluates the impacts of vehicle CO emissions near the intersection of TH 3 and CR 26 using MPCA procedures. The procedure requires use of EPA models to evaluate the impact of traffic on ambient CO levels to compare with the Minnesota CO standards.

2007, 2014, and 2019

No update.

BACKGROUND CO LEVELS

2005

To demonstrate compliance with standards, the modeled impacts of the area vehicle traffic is added to the ambient background CO concentration in the project area. For this analysis, 1-hour and 8-hour background concentrations are conservatively assumed to be 3.0 parts per million (ppm).

2007, 2014, and 2019

No update.

VEHICLE EMISSIONS

2005

Motor vehicle tailpipe CO emission factors were estimated with the EPA Mobile 6.2 model. Year 2025 CO emission factors used in the modeling are as follows:

- Idle – 81.6 grams per hour

- 35 mph – 12.7 grams per mile

2007, 2014, and 2019

No update.

MODELED VEHICLE EMISSION IMPACTS

2005

The EPA CAL3QHC dispersion model is used to estimate CO concentrations at points near intersections.

Site-Specific Inputs

CAL3QHC model output files are provided in Attachment D. The model outputs provide details of all required site-specific model inputs, including:

- Site and roadway geometry,
- Vehicle emission rates for characteristic speeds along modeled roadways,
- Traffic signal cycle times,
- Traffic signal red light times, and
- Clearance lost time – used default time of 3.0 seconds.

Traffic signal information was provided by Bonestroo and Associates. The analysis uses year 2025 emission rates and traffic levels.

2007, 2014, and 2019

No update.

METEOROLOGICAL INPUTS

2005

Meteorological inputs to the CAL3QHC model included the following:

- Wind Speed: 1 meter/second
- Stability Class: D
- Mixing Height: 1000 meters
- Surface Roughness Length: 108 centimeters

180 wind directions, in increments of 2 degrees, were input to the model to determine worst-case direction.

Receptors

Three receptors were placed in each quadrant of the intersection, 10 feet from the edge of the nearest travel lane.

2007, 2014, and 2019

No update.

MODELED CONCENTRATIONS

2005

The following table presents the maximum predicted 1-hour and 8-hour CO concentrations at the modeled receptor locations. The 8-hour concentrations were calculated using a persistence factor of 0.7.

Table 22-1: Modeled CO Concentrations, TH 3 / CR 26 – PM Rush Hour

Receptor Quadrant	Maximum Concentration (ppm)		
	Background CO	1-hour Average	8-hour Average
SE	3.0	6.3	4.4
NE	3.0	6.2	4.3
NW	3.0	6.4	4.5
SW	3.0	6.0	4.2

All predicted values are within the Minnesota ambient standards. No mitigation for impacts is indicated based on this analysis.

2007

Traffic volumes have changed as a result of the project. However, as previously demonstrated, the maximum CO concentrations are well below the Minnesota ambient standards. The recent changes will not adversely impact the CO concentrations as to cause an exceedance of the ambient standards.

2014 and 2019

No update.

23. Stationary Source Air Emissions

- Will the project involve any stationary sources of air emissions (such as boilers or exhaust stacks)?
☐ Yes ☒ No
- Describe the types, sources, quantities and compositions of any emissions from stationary sources of air emissions such as boiler, exhaust stacks or fugitive dust sources. Include any hazardous air pollutants (consult EAW Guidelines for a listing) and any greenhouse gases (such as carbon dioxide, methane, nitrous oxide) and ozone-depleting chemicals (chloro-fluorocarbons, hydrofluorocarbons, perfluorocarbons, or sulfur hexafluoride). Also describe any proposed pollution prevention techniques and proposed air pollution control devices. Describe the impacts on air quality.

Not applicable.

24. Dust, Odors, Noise

- Will the project generate dust, odors, or noise during construction and/or operation?
☒ Yes ☐ No
- If yes, describe the sources, characteristics, duration, and quantities or intensity, and any proposed measures to mitigate adverse impacts. Also identify the locations of sensitive

receptors in the vicinity and estimate the impacts on these receptors. Discuss potential impacts on human health or quality of life.

2005

Stephen B. Platisha Associates, Inc. (SBP) has conducted a traffic noise impact study for the proposed development. The modeling analysis used the MnDOT Minnoise computer model and traffic predictions prepared by BRA. Additionally, SBP conducted noise monitoring at two sites in the project area. The impact assessment is based on existing and 2025 peak-hour traffic levels. A copy of the full study including data appendices is available on request from the City of Inver Grove Heights.

MINNESOTA NOISE STANDARDS

2005

Minnesota Rules Chapter 7030 provide the Minnesota standards for noise. These standards describe the limiting levels of sound established on the basis of present knowledge for the preservation of health and welfare. These standards are designed to be consistent with sleep, speech, annoyance, and hearing conservation requirements for receivers within areas grouped according to land use activities. The Minnesota standards are as follows:

Table 24-1: Minnesota Noise Standards

	7:00 AM to 10:00 PM		10:00 PM to 7:00 AM	
	L ₁₀	L ₅₀	L ₁₀	L ₅₀
NAC-1 (Residential)	65	60	55	50
NAC-2 (Commercial)	70	65	70	65
NAC-3 (Industrial)	80	75	80	75

L₁₀ means the sound level which is exceeded for 10 percent of the time for a one-hour period. L₅₀ means the sound level which is exceeded 50 percent of the time for a one-hour period. Sound levels are expressed in dBA. A dBA is a unit of sound level expressed in decibels and weighted for the purpose of approximating the human response to sound.

Minnesota Statutes, Section 116.07, Subd. 2a, exempt noise from local and county roads from the requirements of these noise rules unless full control of access to the road has been acquired.

2007, 2014, and 2019

No update.

MINNOISE MODEL

2005

The Minnoise model is a modified (modified by the Minnesota Department of Transportation) version of the Federal Highway Administration's (FHWA) Optima/Stamina model that is used to predict noise levels from highway projects and to assist with the development of noise barriers.

Model Assumptions

Noise level predictions were based on the following data and assumptions:

- The noise analysis was completed for the peak afternoon rush hour and peak nighttime traffic noise hour (6:00 am to 7:00 am).
- Traffic data for existing and year 2025 for the study area was generated by BRA and is provided in 2005 AUAR.
- Shielding from natural or man-made barriers was not considered.
- The analysis assumed acoustically soft ground cover between the roadway and all receiver locations ($\alpha = 0.5$).
- Vehicle mix was based on counts conducted during noise monitoring, with 6 percent heavy trucks and 4 percent medium trucks.
- Constant vehicle speeds of 40 mph on CR 63, 45 mph on CR 73, 50 mph on TH 3 and CR 26, and 65 mph on TH 55 and I-494 were assumed.

All noise modeling output files are provided in Attachment B in the full air and noise analysis report, available from the City of Inver Grove Heights.

Existing Noise Levels: Noise Modeling Locations

Using the Minnoise computer model and traffic and roadway information provided by BRA, SBP modeled existing noise levels generated by traffic on roadways serving the project area. Noise impacts were estimated for hypothetical receptor locations at various distances from the center of the median of the following roadways:

- Robert Street (TH 3)
- County Road 26
- County Road 63
- County Road 73
- TH 55
- I-494

Existing Noise Levels – Daytime Modeling Results

The results of the modeling for the daytime existing noise levels are provided in Table 24-2 and Tables 24-1, 24-3, and 24-4 (in Attachment D). The tables show the distance to which State noise standards are exceeded for NAC-1 ("residential") areas and the distance to which the FHWA noise abatement criteria are exceeded.

The State daytime standard is based on the suitability of an area for outdoor use. Certain highway expansion projects using federal funds must consider mitigation when the FHWA noise abatement criteria are approached.

Existing Noise Levels – Nighttime

Minnesota noise rules define nighttime as the hours between 10:00 p.m. and 7:00 a.m. Peak nighttime traffic noise levels typically occur during the 6:00 a.m. – 7:00 a.m. hour.

The nighttime NAC-1 ("residential") standards ($L_{10} = 55$ dBA, $L_{50} = 50$ dBA) are designed to prevent interference with sleep in a building with partially open windows. New residential developments are exempt from this standard if the buildings have year-round climate control and meet minimum construction standards for noise level attenuation.

Table 24-1 (in Attachment D) shows the approximate distance from the center of the State Highways and I-494 to which nighttime standards are exceeded.

Existing Noise Levels – Noise Monitoring Results

In addition to the modeling of project area noise levels, noise level monitoring was also conducted at locations within the project area to further define existing noise levels. The following table presents the results of monitoring conducted by SBP at two project area locations and the results of monitoring conducted by MnDOT in the project area as part of their metro wide monitoring program.

Table 24-2: Noise Monitoring Results

	Date	Time	L_{10}	L_{50}
R1 – TH 3	2/02/05	8:13 am – 9:13 am	61.0	55.0
R2 – TH 55	2/04/05	8:40 am – 9:40 am	76.0	71.0
R3 – TH 55/TH3 ¹²	N/A	N/A	69.0	N/A
R4 – I-494 ¹²	N/A	N/A	65.0	N/A

2007, 2014, and 2019

No update.

POST-DEVELOPMENT NOISE LEVELS

2005

Using the Minnoise computer model and traffic and roadway information provided by BRA, SBP estimated post-development noise levels generated by traffic on roadways serving the project area. Noise impacts were estimated for hypothetical receptor locations at various distances from the center of the median of the following roadways:

- Robert Street (TH 3)
- County Road 26
- County Road 63
- County Road 73
- TH 55
- I-494

Post-development Noise Levels – Daytime Modeling Results

The results of the modeling for the 2025 post-development daytime noise levels are provided in Tables 24-3 through 24-6 (in Attachment D). The tables show the distance to

¹² Monitoring at locations R3 and R4 was conducted by MnDOT. Times and dates were not available. L_{50} was not determined.

which State noise standards are exceeded for NAC-1 ("residential") areas and the distance to which the FHWA noise abatement criteria are exceeded.

The State daytime NAC-1 standard is based on the suitability of an area for outdoor use. Certain highway expansion projects using federal funds must consider mitigation when the FHWA noise abatement criteria are approached.

Table 24-7 (in Attachment D) shows the distance to which Minnesota NAC-2 ("commercial") standards are exceeded for each roadway.

Post Development Noise Levels – Nighttime

Minnesota noise rules define nighttime as the hours between 10:00 p.m. and 7:00 a.m. Peak nighttime traffic noise levels typically occur during the 6:00 a.m. – 7:00 a.m. hour.

The nighttime NAC-1 ("residential") standards ($L_{10} = 55$ dBA, $L_{50} = 50$ dBA) are designed to prevent interference with sleep in a building with partially open windows. New residential developments are exempt from this standard if the buildings have year-round climate control and meet minimum construction standards for noise level attenuation.

Table 24-8 (in Attachment D) shows the approximate distance from the center of the roadways to which Minnesota nighttime standards are exceeded.

2007, 2014, and 2019

No update.

25. Nearby Resources

Are any of the following resources on or in proximity to the site:

a. archaeological, historical, or architectural resources?

☒ Yes ☐ No

2005

Field work related to archaeological, historical, and architectural resources was preceded by a literature and records search which focused on inventory files maintained at the Minnesota Historical Society as well as references and reports compiled for previous cultural resource investigations in northern Dakota County and adjacent portions of Washington County.

As results of the literature and records search had been negative and as areas of proven archaeological potential -- uplands adjacent to streams and larger lakes -- are rare within the study area, the consultant ARS (Archaeological Research Services) in consultation with the State Historic Preservation Office (SHPO), decided to use a staged approach which would focus the initial field review on areas in a lacustrine setting and then expand survey coverage only if initial results had proven positive.

Many of the inspected uplands have been cultivated for decades and were so again in 1999. Others have been disturbed by recent residential development. In most cases, disturbance appeared to have been deep enough to have brought to the surface a sample of any archaeological evidence present in the soil. Consequently, close-interval visual inspection was often deemed to provide sufficient survey coverage.

Areas that appeared undisturbed or were too vegetated to offer adequate subsoil exposure were shovel tested. Tests were placed at approximate 10-meter intervals and measured 35-40 centimeters (cm) in diameter. They were taken out in 10 cm levels down into sterile mineral soil, with soil contents screened onto tarpaulins through quarter-inch hardware cloth. Once soil profiles had been noted, tests were immediately backfilled, and the sod replaced.

No area was surveyed without written or verbal approval by the property owner. Figure 25 (in Attachment C and D) shows the parcels where ARS staff was not granted entry for either archaeological survey or the review of historic structures.

It should be noted that an earlier archaeological survey conducted by ARS along TH 55 already had covered that segment of the corridor that traverses Section 7, including expanded coverage around the intersections with Argenta Trail and South Robert Trail -- areas that now could be excluded from further review. Results of the corridor survey had proven negative (Harrison 1996).

2007, 2014, and 2019

No update.

RESULTS

2005

The study area encompasses all or part of five lakes/lake clusters with a surface area of at least 30 acres. According to the 1993 USGS map, only three are named (Figure 25 in Attachment C and D). The others were informally named by ARS staff. Each will be described below along with a discussion of survey coverage. As results proved negative, more detailed survey records will be kept on file by ARS rather than included as attachments.

Robert Trail as well as a smaller access road flank the southern and southeastern shores of **Horseshoe Lake** which otherwise falls entirely outside the survey area. Neither shore segment has any archaeological potential. The southeastern has been completely modified by road construction, the southern is low and marshy.

A few hundred meters to the east, the enclosed basin of **Dickman Lake** is surrounded by a series of knolls. Those around the northern half all support fairly recent homes; those around the southern half are still mostly wooded except for the open, grassy yard of a large private residence.

Two property owners denied access, while the rest were cooperative. No one could remember finding any artifacts even though most appeared to be avid gardeners. ARS conducted a complete visual inspection of all existing disturbances: harvested and fall-cultivated gardens, animal burrows, shoreline bank erosion, graded access roads and areas around boat landings as well as trenches dug for utilities and fairly elaborate watering systems -- subsoil exposure more than equivalent to that provided by standard shovel testing and all of it negative.

On two larger properties that abut the southern third of the lake, ARS staff shovel-tested the narrow crests of wooded ridges that directly overlook the water. In addition, they

examined a number of windfalls from recent windstorms. Tests were placed at approximate 10-meter intervals. Soil profiles were undisturbed and fairly consistent. Again, results were negative.

Two miles further south, the northernmost of the **Marcott Lakes** -- a landlocked chain of five small lakes -- extends into the study area and due north of that are two smaller ponds.

Permission was not granted to survey the properties around the ponds, nor to test the parcels on the narrow isthmus between the ponds and the northern shore of the lake. Instead, ARS staff completed a thorough visual inspection of numerous subsoil exposures on the isthmus (gardens, graded access roads and parking areas, recent construction sites). Similar exposure was abundant on properties east of the lake, all of them very sloping towards the shore and disturbed on the crest due to the need for extensive landscaping for building sites and driveways. Negative results indicated that these areas were totally lacking in archaeological potential.

The only parcel that appeared likely to have attracted historic Native American use was a small peninsula that trends north into Marcott Lake from the southern edge of the AUAR area. In 1999, because its owners were in the process of selling the property, they did not allow any testing. In 2004, ARS was again refused permission to conduct any testing. Construction of a sizeable modern residence would probably have disturbed any historic cultural evidence present on the southern half of the peninsula but the northern half, wooded and largely undisturbed, appears to have considerable archaeological potential.

In western Section 6, west of Argenta Trail, is a cluster of small, isolated lakes named by ARS the **Argenta Lakes**. As shown on Figure 25 (in Attachment C and D), access was denied to most of the uplands around them but where field inspections could be accomplished -- visual inspection of numerous deep disturbances around buildings, on cultivated fields and in gardens -- the negative results suggested a total lack of archaeological potential.

Half a mile further north is another unnamed lake by ARS referred to as **Section 6 Lake**. It is landlocked, in a long and narrow basin. Only its southeastern half falls within the study area.

The south/southwestern shore of this lake features a long steep northward slope all the way to the lake. Above that, the relatively level crest of the ridge has been disturbed by a couple of building sites as well as by grading and clearing and erosion along the upper edge of the slope. Visual inspection and shovel testing of less disturbed areas proved negative. The north/northeastern shore is even steeper: a wooded, fairly level-crested esker which was tested at five-meter intervals wherever the crest was wide enough to have invited historic use. Soil profiles were undisturbed and consistent, with approximately 15-20 cm of dark greyish brown sandy loam over a lighter greyish brown sandy loam mixed with dense gravel and numerous cobbles. All tests proved negative.

2007, 2014, and 2019

No update.

REVIEW OF HISTORIC STRUCTURES: METHODOLOGY AND RESULTS

Methodology

2005

In addition to the sources consulted about the general history of Dakota County and Inver Grove Heights (above, Section 2.2.2), a variety of documents were used to identify locations where historic structures would be likely to survive -- mostly 19th and early 20th century plat maps as well as aerial photographs taken in the 1930s - 1950s, and a 1967 USGS topographic quadrangle map for Inver Grove Heights -- all listed in Section 6.

In addition, the historic architecture inventory maintained by SHPO was consulted for information about properties listed for the AUAR area and its immediate vicinity. All locations of possible interest were numbered and marked on a topographic map (Figure 25 in Attachment C and D).

An effort was then made to visit all of these locations. Where possible, permission was asked to photograph the buildings and an interview conducted with the owner. Where permission was denied, ARS staff described and photographed what could be seen from the nearest public road. In a few cases, even that approach proved fruitless due to distance or the presence of dense woods.

At the time the above-mentioned archaeological survey was conducted by ARS along TH 55 through Section 7, a companion survey focused on standing structures was completed by Hess, Roise and Company of Minneapolis. Within that corridor segment are several historic properties which will only be described briefly below, with reference made to the final report for the TH 55 review (Roise 1996).

2007, 2014, and 2019

No update.

Results

2005

The locations of reviewed properties are shown in Figure 25 (in Attachment C and D), referenced by field numbers assigned by ARS staff and supplemented, as appropriate, with the official Minnesota Historical Society (MHS) historic structures inventory file number.

ARS 1 = 6471 Argenta Trail

A 1950s-1960s residence; a large newer-looking shed which may contain a modified older outbuilding; the lower portion of a brick silo.

ARS 2 = 6659-6689 Argenta Trail

A large modern rambler, a large barn which appears well preserved, a modified chicken coop, a granary.

ARS 3 = 6743 Argenta Trail

1 1/2 story older brick residence with a modern addition at the back.

ARS 4 = 6922 Argenta Trail

Modern residence and garage as well as two smaller, remodeled outbuildings. Another early homestead which once stood adjacent to this one, appears to be gone.

ARS 5 = 1165 70th Street West

Permission was not given to access the property which was photographed from South Robert Street. It appears to feature a remodeled older residence, a large gothic-roofed barn with a sagging roof, and a smaller, newer gambrel-roofed outbuilding on cement block foundation.

ARS 6 and 7 = 1200 60th Street West

Part of property once farmed by the Schindeldecker family.

Permission to access and photograph was denied by current owners.

No older buildings left -- a modern home appears to have replaced the original farm residence at ARS 6.

ARS 7a = 6321 South Robert Trail

Also once part of the Schindeldecker farm.

Now occupied by a modern residence and garage but according to the owner, there is an old trash dump to the north of the house.

ARS 8 = 6308 South Robert Trail (MHS: DK-IVG-03)

Older buildings include a residence and a granary from the early 1880s, and a small shed (well house). A modern garage stands at the location of a barn which burned in the mid-1970s.

ARS 9 = 6180 South Robert Street

Formerly part of the Schindeldecker property. Now a modern residence on a heavily landscaped lot.

ARS 10 = 1401 70th Street East

A remodeled farm residence, a dilapidated older barn, a newer gambrel-roof barn, a brick silo and two smaller outbuildings.

ARS 11 = 6925 Athena

Now features a newer residence. No trace of an older farm except for an old farm access road on north side of property.

ARS 12 = 1286 West 70th Street

An older, heavily remodeled residence, a barn with concrete silo, an older outbuilding modified into a garage, a cinder block well house.

ARS 13 = 1694 West 70th Street

All buildings have been removed -- the property is now part of a golf course.

ARS 14a = Babcock Trail -- no address (MHS DK-IVG-06)

School No.8 -- building in good condition but integrity marred by a garage-style door cut into the southern wall. Also features a small storage shed and a now collapsed outhouse.

ARS 14b = 7301 Babcock Trail

Part of the old Glassing farm, shown on an 1879 plat.

Now a florist business, the property features a heavily remodeled farm residence, a well-preserved barn, some smaller out buildings as well as a newer greenhouse and modern shop buildings.

ARS 15 = 1714 West 80th Street

A much-remodeled older house, a well-preserved barn with brick silo, a small granary, a modern garage and metal shed.

ARS 16. No address

Nothing left of original farm -- now part of a golf course.

ARS 17 = 1407 West 80th Street

Noted as Maple Lake Farm on 1896 plat. Now replaced by a modern residence and garage.

ARS 18 = 1181 West 80th Street (MHS DK-IVG-20 (Cloverleaf Motel) and DK-IVG-21 (Older Barn))

Reviewed for MnDOT and found to be ineligible for the National Register of Historic Places (Nunnally 1993).

ARS 19 = 1462 West 80th Street

Older residence, barn, remnant of silo, wooden outbuilding.

ARS 20 = 7757 South Robert Trail

No access provided -- photographed from South Robert Street. Now a construction business, the property includes an older but remodeled residence as well as four new pole barns.

ARS 21 & 22. No address (MHS DK-IVG-04)

No access granted. From the road, the buildings appear to be completely gone.

ARS 23 = 7215 72nd Circle West

One of the first farms in Section 7 (Andreas 1874) and homesteaded by the Sach family. Still owned by members of that family in 2000 who then used the barn for livestock, the property now has new owners. It includes an older residence, a gambrel-roof barn, a silo and a modern machine shed.

ARS 24 = 7260 South Robert Trail

Brick farm residence, well house and barn foundation observed in 2000 since obliterated after farm was destroyed by fire in 2004.

ARS 25 = 7101 Argenta Trail

Another Sach family farm: residence and garage modern built on location of old farm house. Still extant: a well house with wind mill remnant, a machine shed, a corn crib with attached but dilapidated shed, a granary with metal siding, an outhouse and a field stone barn foundation.

ARS 26 = 7312 Argenta Trail

Another Sach farm but no longer in the family.

Older residence, well house, small milking shed, fieldstone and concrete foundations for a large barn, a small barn and a silo.

ARS 27 = 7475 Argenta Trail

The former location of a school house, it now features a quonset hut and some modern sheds, which serve as a maintenance area for Inver Grove Sanitation.

ARS 28 = 7482 Argenta Trail

All that remains of the farm is a remodeled brick residence and a barn foundation now reused for a chicken coop.

ARS 29 = 7587 Argenta Trail

Old but remodeled residence, well preserved barn, large pole barn, two garages. No longer a residence but used by a construction business for storage.

ARS 30 = 7925 Argenta Trail ***

Older residence with added garage, a rather dilapidated gambrel-roof barn, and a granary remodeled into a second residence. *Too lacking in integrity to meet National Register of Historic Places (NRHP) criteria.*

ARS 31 = 6570 South Robert Trail

Now used by Lakewinds Nursery. Permission not given to take photographs or inspect buildings. Property an older, resided residence, a Quonset-style barn, a granary, and two wooden outbuildings. May need further documentation.

ARS 32 = 8225 Argenta Trail***

Property is now owned by Riverside Lutheran church. It includes a modern garage and an older farm house with original lap siding but also some altered windows. *Too lacking in integrity to meet NRHP criteria.*

ARS 32a. No address

Unmarked cemetery owned by the church, located south of the ARS 32 residence, in an open, grassy area.

ARS 33 = 8334 Argenta Trail

Shown as the J. Corrigan property in 1874 (Andreas) and 1896 (Union Publishing).

Now a home-based business. Permission to photograph denied.

Older residence has been remodeled and resided with a new addition. Barn, concrete silo, and several outbuildings appear to be in fair shape.

Although it appears too lacking in integrity to meet NRHP criteria, it still seems to be of considerable local historic significance. May need further review.

ARS 34 = 1712 West 82nd Street***

Now the CRM Ranch, a horse boarding business. Features an old residence with additions, a gambrel-roof barn with a concrete silo, a milk house and a chicken coop now used for horses as well as five newer buildings added by the present owners. The rural setting is well-preserved. *Although the property appears too lacking in integrity to meet NRHP criteria, it still seems to be of considerable local historic interest.*

ARS 35 = 8420 Alverno Avenue West

Older farm house with small addition, granary, slightly remodeled milk house – all of them resided, as well as a well-preserved barn, a metal pole barn, and an executive-style new home. *Overall too lacking in integrity to meet NRHP criteria, but the barn is of very considerable interest.*

ARS 36 = 7940 Alberta Avenue West

Now a modern residence – no older structures

ARS 37 = 1354 Courthouse Boulevard

The original farm house has been replaced by a modern rambler. Adjacent to it is a second residence which, according to the owner, incorporates an older guest/summer house for the farm, none of it visible on the exterior.

ARS 38 = 8011 Courthouse Boulevard

Features an older house with an addition and a newer porch, a well house with windmill remnants, and a small garage with attached residence. The barn, still standing in 2000, has now collapsed. The property appears to have been staked for development.

ARS 39 = 8152 82nd Street East***

Shown as "Lakeside Farm" on an 1896 plat, the property now includes a wood-frame residence, a gothic-arch barn, a granary (or machine shed) now converted into a garage, and a well house. Since it was photographed in 2000, the farm house has been remodeled with new dormers and a wrap-around porch.

ARS 40 = 8136 Alderbert

Photographed in 2000, the property included two buildings, which appeared to be summer homes: one older house and a cabin, both built with split log siding. One has now been removed, the other one is heavily remodeled.

ARS 41 & 42

Within the TH 55/South Robert Trail interchange are two properties listed by MHS as DK-IVG-018 (Bridge No. 5820, built in 1940) and DK-IVG-019 (Clover-Leaf Intersection). Both are located within the highway corridor and their management is the responsibility of MnDOT.

2007, 2014, and 2019

No update.

b. prime or unique farmland?

☐ Yes ☒ No

c. designated parks, recreation areas, or trails?

☒ Yes ☐ No

2005

The Northwest Expansion Area includes a large open space area called Harmon Park and the Inverwood Hills Golf Course. These uses will remain in place as development occurs in the Northwest Expansion Area.

The land use plan for the area anticipates maintaining large areas of open space and greenway corridors in the Expansion Area as development occurs. The area also has a variety of good and high-quality upland and wetland natural resources that the City and its residents would like to protect for the long term. The City and its Northwest Area Task Force have determined that the development plan for the area will use a variety of low-impact development techniques and preservation of existing natural resources and regional basins to manage stormwater in the area. The land use plan therefore features relatively large green spaces and corridors to allow for stormwater infiltration and collection in the regional basin areas. These plans and strategies to achieve them are discussed in Sections 6, 10 and 17 of this AUAR.

The Task Force for the Natural Resources Inventory and Management Plan identified greenway corridors in the study area. Both Primary and Secondary Greenways are identified on Natural Resource Inventory maps. The Conceptual Greenway corridors that were developed during the Natural Resources Inventory are consistent with those developed later during the North Dakota County Greenway Planning project completed by the DCSWCD.

2007

The City of Inver Grove Heights adopted the Northwest Expansion Area Park System Plan, dated March 29, 2007. This plan identifies potential future park locations and trails throughout the Northwest Area.

2014

The City of Inver Grove Heights adopted the 2030 Comprehensive Plan, which includes the City's vision for parks and trails in the Northwest Area and throughout the community. Additional refinements to the Northwest Area Park and Trail plan are a part of the City's effort to update the entire park, recreation, and trail plan through an effort the City has called "Future of Our Parks – Park and Recreation System Plan." The plan is envisioned to determine the future needs of the community's park and recreation needs and provide for a specific 5-year plan and 10-15-year vision.

The City of Inver Grove Heights supports the Mendota to Lebanon Hills Master Plan.

2019

The City has drafted the 2040 Comprehensive Plan, which includes the City's vision for parks and trails in the Northwest Area. There are several new proposed trail connections, sidewalks, and parks within the AUAR study area.

d. scenic views and vistas?

☒ Yes ☐ No

2005

The rolling topography of the Northwest Expansion Area creates scenic views and vistas in many locations. These vistas include views of woodlands, wetlands, and natural areas. The City's land use plan and Natural Resources Management Plan seek to preserve a large portion of these natural areas as development occurs. The plans place particular emphasis on preserving high quality upland and wetland natural areas (Management Areas 1 and 2, shown on Figure 10-3 in Attachment C and D). Preservation of these natural areas should help to preserve the scenic character of the study area as development occurs. Higher-density development is proposed along major roadway corridors, where it will not impact the existing scenic views within the area.

2007, 2014, and 2019

No update.

e. other unique resources?

☐ Yes ☒ No

f. If any items are answered Yes, describe the resource and identify any impacts on the resource due to the project. Describe any measures to be taken to minimize or avoid adverse impacts.

No change.

26. Visual Impacts

a. Will the project create adverse visual impacts? (Examples include: glare from intense lights; lights visible in wilderness areas; and large visible plumes from cooling towers or exhaust stacks.)

☐ Yes ☒ No

27. Compatibility and Plans

a. Is the project subject to an adopted local comprehensive land use plan or any other applicable land use, water, or resource management plan of a local, regional, state, or federal agency?

☒ Yes ☐ No

b. If yes, identify the applicable plan(s), discuss the compatibility of the project with the provisions of the plan(s), and explain how any conflicts between the project and the plan(s) will be resolved. If no, explain.

The AUAR must include a statement of certification from the RGU that is comprehensive plan complies with the requirements set out at 4410.3610, subpart 1. The AUAR document should discuss the proposed AUAR area development in the context of the comprehensive plan. If this has not been done as part of the responses to items 6, 9, 19, 22, and others, it must be addressed here; a brief synopsis should be presented here if the material has been presented in detail under other items. Necessary amendments to comprehensive plan elements to allow for any of the development scenarios should be noted. If there are any management plans of any other local, state, or federal agencies applicable to the AUAR area, the document must discuss the compatibility of the plan with the various development scenarios studied, with emphasis on any incompatible elements.

COMPATIBILITY WITH PLANS AND LAND USE REGULATIONS

2005

The City of Inver Grove Heights completed its comprehensive plan consistent with the requirements of the Metropolitan Land Planning Act requirements. This plan was reviewed by the Metropolitan Council and found to be consistent with the Regional Blueprint and with the Metropolitan Council's regional systems plans. On June 8, 1998 the City of Inver Grove Heights officially adopted its Comprehensive Plan as official public policy. This plan complies with the requirements set out in Minnesota Rules 4410.3610, subpart 1, which requires local comprehensive plans to address land use, transportation, and sanitary sewer systems.

The land use plan for the Northwest Expansion Area has changed in some respects from the land use plan included in the City's Comprehensive Plan, but the overall residential density of approximately 3 units per acre remains the same for the area. The proposed land use plan is therefore consistent with the adopted Comprehensive Plan. The protection of large open space and natural areas to implement the surface water plan has required the shifting of the proposed location of some residential units from areas to be preserved as open space and stormwater management areas, to developable areas, so that there is more medium-density residential use shown on the current plan than in the Comprehensive Plan. The location of proposed Commercial and Industrial land uses is consistent with the Comprehensive Plan.

The response to Section 6 provides a detailed description of the AUAR in the context of the City of Inver Grove Heights Comprehensive Plan.

The AUAR and proposed development are generally consistent with the City's Comprehensive Plan, Natural Resource Inventory and Management Plan, Surface Water Management Plan, and related City Ordinances.

2007

The City of Inver Grove Heights will be updating its Comprehensive Plan in 2008.

The City of Inver Grove Heights is currently processing a Comprehensive Plan Amendment that is consistent with the land use changes proposed in the Northwest Expansion Area AUAR Update and the updated Development Scenario. Land located at the northwest quadrant of TH 55 and TH 3 will change from guided as Industrial Office

Park to guided as Community Commercial and Low/Medium Density Residential. This is consistent with the updated Development Scenario. This Comprehensive Plan Amendment will be reviewed by the Planning Commission and City Council in August 2007. The Metropolitan Council will review this amendment in September 2007.

2014

No update.

2019

The City of Inver Grove Heights has drafted its 2040 Comprehensive Plan and the AUAR Study area has been updated to reflect the land use changes as described in Section 6 (Project Description) and Section 9 (Land Use).

28. Impact on Infrastructure and Public Services

- a. **Will new or expanded utilities, roads, or other infrastructure, or public services be required to serve the project?**
☒ Yes ☐ No
- b. **If yes, describe the new or additional infrastructure/services needed. (Any infrastructure that is a “connected action” with respect to the project must be assessed in this EAW; see “EAW Guidelines” for details.)**

This item should first of all summarize information on physical infrastructure presented under other items (such as 6, 18, 19, and 22).

Other major infrastructure or public services not covered under the other items should be discussed as well. As noted above and in the “EAW Guidelines,” the RGU must be careful to include project-associated infrastructure as an explicit part of the AUAR review if it is to be exempt from project-specific review in the future.

2005

The new infrastructure (roads, utilities, etc.) required to serve the project are detailed under the appropriate sections in this AUAR. These include Section 13 (Water Use), Section 17 (Water Quality-Surface Water Runoff), Section 18 (Wastewaters), Section 20 (Solid Wastes), and Section 21 (Traffic).

School Districts 196 and 199 serve the AUAR area. Neither district has plans for additional schools within the AUAR area.

The City is currently completing a study of City Hall facility, police, and fire service needs for the community that will identify needs for the next 20 years, when the City is likely to be fully-developed. This study is expected to identify needs for expansion of existing facilities, or additional neighborhood facilities in the AUAR area and other areas within the community.

2007 and 2014

No update.

2019

The new infrastructure required to serve the AUAR study area are detailed in Section 13 (Water Use), Section 17 (Water Quality-Surface Water Runoff), Section 18 (Wastewaters), Section 20 (Solid Wastes), and Section 21 (Traffic).

SUMMARY OF INFRASTRUCTURE PROPOSED FOR THE NORTHWEST EXPANSION AREA

Roadway Network

2005

Based on the new traffic that will be generated by development of the Northwest Expansion Area, four primary roads will need to be improved to accommodate future growth. The Mitigation Plan recommends that CR 63 in the southbound direction be widened to a four-lane roadway from north of I-494 to south of TH 55. TH 3 should also be widened from south of the interchange with TH 55 to the north of the intersection with I-494. CR 73 will require the addition of lanes. CR 26 will need to be widened beginning to the east of CR 73 and continuing to the west of CR 63.

The AUAR analysis indicates that the proposed development will have minimal impact on the regional system, including I-494 and TH 55. The analysis assumes a new interchange at I-494 and CR 63, as described in the City's Thoroughfare Plan. The City will need to work with MnDOT and Dakota County regarding timing and funding of improvements to County and State roadways. Local roadway improvements will be phased with development.

2007 and 2014

No update.

2019

Planned and programmed roads in the AUAR study area are described in Section 21 (Traffic).

Sanitary Sewer System

2005

The estimated sewer flow rate for the Northwest Expansion Area is 1,200 gallons per acre per day. All areas within the AUAR study area will be served by sanitary sewer, with the exception of four existing neighborhoods, based on the City's Comprehensive Plan (1998). The existing neighborhoods will be served with sanitary sewer only if necessary for health reasons, or if the neighborhoods request this service. The proposed City trunk sewer system will connect to the MCES regional system. Proposed sewer system alignments have been routed to avoid impacts to proposed stormwater infiltration basins and areas of high-quality natural resources.

The City will construct sanitary sewer improvements to serve the AUAR area in general accordance with the 2020 Comprehensive Plan for the City. The sewer flows from this area will go to the MCES interceptor systems and Metropolitan Wastewater Treatment Facility, which has capacity available to serve this area.

2007 and 2014

No update.

2019

Proposed sanitary sewer facilities are described in Section 18 (Water Quality – Wastewaters).

Municipal Water System

2005

The City of Inver Grove Heights currently operates six municipal supply wells with a total ground-water appropriation of 1,250 MGY in 2003. The wells are used on a rotation schedule.

The project area will be served by expanding the existing municipal water supply system. Development of the project area will require additional appropriation of groundwater for municipal water supply. Five additional wells will likely be required to meet the ultimate system demand. The number of new wells required will depend on the capacities of the future wells. The ultimate projected municipal water system demand is 2,295 MGY.

New wells will be completed in the Jordan Sandstone portion of the Prairie du Chien-Jordan aquifer system. Each new well is expected to have a capacity of 1,200 gpm. While the City's current wells will experience a gradual increase in pumping and additional wells will be constructed, the aquifer is expected to be able to accommodate the additional withdrawals, based on recent tests. New wells will be constructed prior to development.

2007 and 2014

No update.

2019

Municipal water facilities are described in Section 13 (Water Use).

Stormwater System

2005

The City's Surface Water Plan for the Northwest Expansion Area proposes an approach that minimizes connected impervious surfaces, increases flow path and time over pervious surfaces, and decentralizes treatment in local and regional infiltration areas. The approach focuses on a variety of local BMPs, and collection and further treatment/infiltration of excess water in the numerous existing natural basins in the area. The plan includes a number of alternative practices with infiltration to provide for pretreatment before discharge to wetland basins and preserves the infiltration capacity of the natural basins.

The land use plan features relatively large green spaces and corridors to allow for stormwater infiltration and collection in the regional basin areas. These areas are located within the low to medium density residential areas and open space areas shown on the land use plan.

2007, 2014, and 2019

No update.

29. Related Developments; Cumulative Impacts

Minnesota Rule part 4410.1700, subpart 7, item B requires that the RGU consider the “cumulative” potential effects of related or anticipated future projects when determining the need for an environmental impact statement. Identify any past, present, or reasonably foreseeable future projects that may interact with the project described in this EAW in such a way as to cause cumulative impacts. Describe the nature of the cumulative impacts and summarize any other available information relevant to determining whether there is a potential for significant environmental effects due to cumulative impacts (or discuss each cumulative impact under appropriate item(s) elsewhere in this form).

This item does not require a response for an AUAR with respect to cumulative impacts of potential developments within the AUAR boundaries, since the entire AUAR process is intended to deal with cumulative impacts from related developments within the AUAR area; it is presumed that the responses to all items on the EAW form encompass the impacts from all anticipated developments within the AUAR area.

However, the questions of this item should be answered with respect to the cumulative impacts of development within the AUAR boundaries compared with past, present, and reasonably foreseeable future projects outside of the AUAR area, where such cumulative impacts may be potentially significant.

2005

Much of the area around the Northwest Expansion Area is already developed, including areas in Eagan to the west, Mendota Heights and Sunfish Lake to the north, and portions of Inver Grove Heights to the east. The difficult topography of the Expansion Area has contributed to delay of development in this area, so that it is a relatively large area of “infill” development within this part of the metro area. Therefore, cumulative impacts resulting from future projects in the area around the AUAR area are likely to be limited.

The City of Eagan is currently looking at a variety of options for additional development in the area to the west of the AUAR area, near I-494. Depending on the land use options identified for the future of this area, development here could result in traffic impacts that along with development in the AUAR area are significant for regional roadways. The Cities of Eagan and Inver Grove Heights have been working together and sharing traffic data from the AUAR study and studies in Eagan and will use this information to examine potential cumulative impacts on roadways in the area.

The traffic analysis section (Section 21) notes the need to expand several regional roadways to accommodate the traffic expected from development of the AUAR area. This includes expanding TH 3 to a 4-lane roadway within the project area. Other recent environmental review documents completed for communities in Dakota County (Farmington and Empire Township) have also indicated the need to expand the capacity of TH 3. This route is currently designated for “Preservation” by MnDOT. These issues have been discussed with MnDOT staff during other AUAR processes, and the agency is aware of these issues.

The stormwater management system proposed for the AUAR area is planned to avoid impacts to adjacent areas, and therefore no cumulative impacts are expected with projects in adjacent areas.

The Comprehensive Plan completed by the City of Inver Grove Heights, which includes proposed development in the AUAR area, addresses the growth planned for the community by the Metropolitan Council, and plans for the infrastructure needed to accommodate this growth, in light of growth expected in surrounding areas. The proposed infrastructure is consistent with the capacity of regional systems to serve this area. The City's Comprehensive Plan plus the special studies completed for the AUAR area, including the Natural Resources Inventory and Management Plan, sewer and water studies, stormwater studies, traffic management studies, and related plans along with this AUAR, have identified the potential impacts of development across the AUAR area, and have prepared strategies and approaches to avoid impacts where possible, and mitigate for other impacts, while maintaining the amount and types of growth proposed in the City's Comprehensive Plan.

2007

The City of Eagan completed the Northeast Land Use Study in June 2005. The result of that study was that the current Comprehensive Plan should continue to guide development in the northeast area of Eagan.

Dakota County, along with the City of Eagan, the City of Inver Grove Heights, FHWA, MnDOT, Metropolitan Council, the City of Mendota Heights, and the City of Sunfish Lake have completed the Dakota County North-South Corridor Study: Eagan-Inver Grove Heights Travel Demand Study. The objective of this study was to conduct a travel demand model study to forecast future traffic flow concentrations and patterns as a result of the increased future development identified by local plans in the northeast Eagan and northwest Inver Grove Heights area. The travel demand model study included forecasting travel demand on all major city, county, and state highways within the study area. Completion: The study was completed in July 2007. Dakota County, the City of Eagan, and the City of Inver Grove Heights are in the process of approval consideration at the Board/Council level.

2014

No update.

2019

The 2040 Comprehensive Plan was approved in 2019 and outlines the needed infrastructure and resources for the AUAR study area and surrounding communities to support the expected growth.

30. Other Potential Environmental Impacts

If the project may cause any adverse environmental impacts which were not addressed by items 1 to 28, identify them here, along with any proposed mitigation.

2005

None identified.

2007

The AUAR Update does not introduce any other adverse environmental impact that has not been addressed previously.

2014

No update.

2019

No update.

31. Summary of Issues

List any impacts and issues identified above that may require further investigation before the project is commenced. Discuss any alternatives or mitigative measures that have been or may be considered for these impacts and issues, including those that have been or may be ordered as permit conditions.

2005

The Mitigation Plan that follows identifies the issues that might impact the Annexation Area and the mitigation steps to be taken.

2007

The AUAR Update has been reviewed and updated the Final Mitigation Plan for the Northwest Expansion Area AUAR, dated August 2005. The Final Mitigation Plan Update follows as separate document.

2014

No update.

2019

No update.

32. Mitigation Plan

a. Introduction

The Mitigation Plan is used by the City of Inver Grove Heights to guide development of the Northwest Expansion Area through avoidance, minimization, and/or mitigation of environmental impacts. The plan is not intended to modify the regulatory agencies' responsibilities for implementing their respective regulatory programs, or to create additional regulatory requirements. Elements of the 2005 Mitigation Plan that have been completed or updated to date include the following:

- Completed the 2010 Regional Roadway Visioning Study
- Complete the Northwest Area Collector Street Plan
- Asher Water Tower was reconstructed
- The City has built stormwater management facilities and protected regional basins with the approved developments

- Adopted Northwest Area Stormwater manual
- The Northwest Area Regional Basin map and Stormwater Model was prepared; this includes mapping of the 100-year critical storm elevations for the landlocked basins
- Well field development occurred adding Well No. 9 in the City
- Adopted the 2030 Comprehensive Plan, 2010

The City will continue to implement Mitigation Plan as the remaining portions of the Northwest Area are developed.

b. Cover Types

2005

The Natural Resources Inventory and Management Plan for the Northwest Expansion Area includes general recommendations for management and restoration of each natural community type, as well as specific recommendations for protection, management, and restoration of the natural areas in study area. This plan and its recommendations were accepted by the City of Inver Grove Heights in January 2004. These management recommendations have been incorporated into the Mitigation Plan for this AUAR.

MITIGATION PLAN RECOMMENDATIONS FOR NATURAL COMMUNITIES (ADDITIONAL RECOMMENDATIONS THAT APPLY SPECIFICALLY TO WETLAND COMMUNITIES ARE INCLUDED IN SECTION 12)

- Implement the Land Use Plan and Surface Water Management Plan for the AUAR study area. These plans recommend protection of large areas of the existing upland and wetland open spaces. The highest level of protection is proposed for the upland and wetland natural communities in the Manage 1 and Manage 2 Classes (Figure 10-3 in Attachment C and D), and areas identified for stormwater infiltration (Figure 17.1 in Attachment C and D). The protection of infiltration areas is discussed in Section 17. Water Quality—Surface Water Runoff. The City anticipates adoption of ordinances to implement these plans before development occurs in the AUAR area.
- Adopt a Zoning Ordinance that provides for protection of higher quality natural community areas. The City is currently developing a new Zoning Ordinance, called Subdivision 37-Northwest Area Planned Unit Development Overlay District. The draft ordinance proposes the following:
 - 20% of each development area be set aside as permanent open space
 - Half of this open space area be left in its natural state
 - The remaining half of this open space area may be used for passive or active recreation, or the location of stormwater management facilities
 - Priorities for design of the remaining developable areas (80%) include
 - Avoiding impacts to areas identified as Manage 1 and Manage 2 communities in the Natural Resource Inventory and Management Plan

- Avoiding impacts to identified corridors, buffers, and stormwater management areas
 - Avoiding impacts to identified park and trail areas
- The ordinance will provide a “density bonus” on developable portions of the property, so that the landowner/developer can develop the total number of units within the developable portion of the site that would have been allowed on the property before exclusions for natural areas, corridors, and parks/trails.
- Prior to adoption of the final zoning and subdivision ordinances for the area, the City will conduct public hearings, gather more information and seek input from the community, the landowners and potential developers. As a result of this investigative process, the ordinances as adopted may vary from the draft ordinance, and the City may also adopt alternate means to achieve the proposed mitigation. However, the goals and objectives relating to mitigation and the desired quality of development will remain substantially similar to those envisioned by the draft ordinance.
- Implement the recommendations of the Natural Resource Inventory and Management Plan to protect and restore natural community areas in the Northwest Expansion Area. This plan makes general and specific recommendations to reduce the impact of development in the Northwest Expansion Area, including the following:
 - Create and maintain buffer strips around natural resource areas
 - Avoid impacts to high quality sites (identified as Manage 1 and 2 areas in the Plan)—preserve these areas and if needed, redirect unavoidable impacts to lowest quality areas
 - Minimize the area of grading or clearing in natural communities to develop buildings, lots, and other structures
 - Implement techniques to reduce the amount of phosphorus entering wetlands and other waterbodies
 - Implement strategies to manage and restore natural community areas identified in the plan
 - Several sites within the City are well-suited for use as wetland restoration or banking sites. This includes sites containing degraded wetlands, or in some cases, sites with proper hydrology and soils for restoration as wetlands. These sites should be considered for wetland restoration or banking sites as the City implements its surface water management plan.
 - Many of the forest/woodland areas within the city lack sufficient groundcover to prevent sheet erosion. Actively eroding areas degrade the quality of the woodland as well as wetlands downstream. The City and prospective developers should identify areas of potential sheet erosion and restore groundcover in these areas to prevent erosion and sedimentation.
 - Harmon Park and the Inver Wood Golf Course represent opportunities to restore prairie and savanna. The City should seek grant funds or willing partners to restore natural communities on this site.

- Protect the Greenway corridors identified in the Natural Resource Inventory and Management Plan and use the corridors to provide trails and to implement the Surface Water Management Plan where this is compatible with the natural resources in the corridors.
- Identify and implement strategies to manage and restore some significant resources within the city, including the Argenta Trail wetlands, Marcott Chain of Lakes and associated upland areas, Nichols' Sedge Meadow, Kladek's Prairie, and several other natural areas identified in Section 7.4 of the Management Plan.
- Implement the City's Stormwater, Wetland, and Tree Preservation ordinances to protect natural communities in the Northwest Expansion Area. These ordinances are currently being revised by the City to reflect the Surface Water Management Plan and Natural Resources Inventory and Management Plan. The new ordinances are scheduled to be completed and adopted before development occurs in the Expansion Area.

2007

No change in the Natural Resources Inventory with this update. The City has implemented the following mitigation measures:

- The City of Inver Grove Heights adopted the Northwest Area Overlay Zoning Ordinance (Section 515.80, Subdivision 39) in May 2007. The Ordinance requires the preservation of significant natural resources through open space regulations.
- The City of Inver Grove Heights adopted a revised Tree Protection and Preservation Ordinance (Section 515.90, Subdivision 28) in June 2007.
- The City of Inver Grove Heights adopted the Northwest Area Stormwater Manual, dated May 29, 2007.

2014

The Northwest Area Regional Basin Map and Stormwater Model was prepared on March 1, 2011. The map and stormwater model are being updated in 2014. Updates to the map and model will be a required condition for approval of future developments.

2019

The City has drafted their 2040 Comprehensive Plan that outlines several goals and policies to address natural resource preservation and protection measures as outlined in Section 12 (Physical Impacts on Water Resources).

c. Fish, Wildlife, and Sensitive Resources

2005

The significant wildlife habitat in the AUAR study area includes the remaining woodland and wetlands on the site. These are identified in the City's Natural Resource Inventory and Management Plan.

- The City will implement the recommendations included in Section 10—Cover Types to protect Fish and Wildlife Habitat in the Northwest Expansion Area.

2007

No change to existing fish, wildlife, and sensitive resources or habitat with this update.

2014

No update.

2019

The City will implement the recommendations included in Section 10 (Cover Types) and Section 11 (Fish, Wildlife, and Sensitive Resources) to protect Fish and Wildlife Habitat in the Northwest Expansion Area.

d. Physical Impacts on Water Resources

2005

Protection measures for waterbodies in the AUAR area include the following:

- Implement the recommendations of the Surface Water Management Plan and *Subdivision 37- Northwest Area Planned Unit Development Overlay District* for the Northwest Expansion Area for managing development and the potential impacts of runoff quantity and quality to waterbodies in the AUAR area (additional discussion in Section 17 of this analysis and in Section 17 of the Mitigation Plan). Prior to adoption of the final zoning and subdivision ordinances for the area, the City will conduct public hearings, gather more information and seek input from the community, the landowners and potential developers. As a result of this investigative process, the ordinances as adopted may vary from the draft ordinance, and the City may also adopt alternate means to achieve the proposed mitigation. However, the goals and objectives relating to mitigation and the desired quality of development will remain substantially similar to those envisioned by the draft ordinance.
- Wetlands in Gun Club Lake Watershed (not included in the Surface Water Plan for the Northwest Expansion Area) that potentially need to be mitigated for stormwater bounce should be identified through hydrologic and hydraulic modeling. This could be completed on a site-by-site basis, or a comprehensive effort that includes the entire area. Protection requirements for wetlands in this watershed are those included in the Natural Resource Inventory and Management Plan. Combinations of conventional and alternative stormwater systems can be used to mitigate excessive stormwater bounce in wetlands in the Gun Club Lake Watershed, with an emphasis on alternative infiltration methods.
- Assure no net loss of wetlands in the study area as it develops by protecting existing wetlands or mitigating for wetland losses based on the requirements of the Wetland Conservation Act and the City's Wetland Ordinance.
- Implement the recommendations in the Natural Resource Inventory for management of wetlands, including vegetated buffer strips, structural setbacks, stormwater pretreatment requirements, and restoration and management recommendations for specific wetland included in Section 7.4 of the Natural Resources Inventory Management Plan.

- Update the City's Wetland Ordinance, including buffer requirements. This ordinance is scheduled to be updated and adopted before development occurs in the Northwest Expansion Area.
- Require the use, management, and enforcement of BMPs to control erosion and sedimentation during and after construction as required by the NPDES construction permit.

2007

No change in the physical impact in water resources with this update. The City has implemented the following mitigation measures:

- The City of Inver Grove Heights adopted the Northwest Area Overlay Zoning Ordinance (Section 515.80, Subdivision 39) in May 2007. The Ordinance requires the preservation of significant water resources through open space regulation.
- The City of Inver Grove Heights adopted the Northwest Area Stormwater Manual, dated May 29, 2007.
- The City of Inver Grove Heights adopted the Hydrologic & Hydraulic modeling study for the Gun Club Lake Watershed in 2007.

2014

No update.

2019

The City has drafted their 2040 Comprehensive Plan that outlines several goals and policies to address natural resource preservation and protection measures as outlined in Section 12 (Physical Impacts on Water Resources).

e. Water Use

2005

The Mitigation Plan includes the following protection strategies related to Water Supply:

- The City will require that unsealed, abandoned wells are properly sealed and abandoned to meet codes required by the Minnesota Department of Health.
- The City will work with the golf course to locate the new municipal supply wells at a sufficient distance from the irrigation well to not interfere with operation of the existing well.

2007

This update did not perform further research on either existing wells or probable wells. The City of Inver Grove Heights has adopted the completed feasibility study of these improvements, called the Northwest Area Water and Sanitary Extensions Feasibility Report, dated May 2005. The City awarded the first phase of these improvements, Northwest Area Utility Improvements Lift Station R-9.1, in July 2007.

- The City Council approved a consultant contract for the Well Field Development on August 31, 2007.

2014

No update.

2019

The City has drafted their 2040 Comprehensive Plan that outlines plans to add new water and sewer connections to support future growth in the Northwest Expansion Area.

f. Erosion and Sedimentation

2005:

- The developer will be required to submit a plan for soil erosion and sediment control during construction and after development as a part of the Preliminary Plat.
- The Mitigation Plan includes provisions in Sections 10 and 17 that require the developer to minimize erosion and sedimentation by identifying and protecting areas of existing native vegetation to minimize soil exposure and resulting erosion and sedimentation during development.
- The City will require the use, management, and enforcement of BMPs to control erosion and sedimentation during and after construction as required by the NPDES construction permit, the City's proposed Subdivision 37—Northwest Area Planned Unit Development Overlay District Ordinance, and its new Erosion and Sedimentation Control Ordinance. The new ordinance increases the size of vegetated buffers required in areas of steep slopes and includes other provisions to minimize erosion.

2007

No change to response with this update. The City has implemented the following mitigation measures:

- The City of Inver Grove Heights adopted the Northwest Area Overlay Zoning Ordinance (Section 515.80, Subdivision 39) in May 2007. This ordinance has provisions to identify, avoid and protect steep slopes
- The City of Inver Grove Heights adopted the Northwest Area Stormwater Manual, dated May 29, 2007.

2014

The City of Inver Grove Heights will be updating the erosion and sediment control ordinances to be in conformance with the MS4 reauthorization requirements.

2019

The City has drafted their 2040 Comprehensive Plan that addresses erosion and sediment control as part of future development. This includes an implementation plan for operating, managing, and maintaining the City's stormwater system to ensure proper functioning of the system and to meet the requirements of the City's NPDES Phase II MS4 Permit and other agency requirements.

g. Water Quality – Surface Water Runoff

2005

The stormwater management approach laid-out earlier in this section describes an approach driven by the need to protect and preserve the infiltration capacity of the existing natural basins within the Northwest Expansion Area. These basins, identified in Figure 17-2 (in Attachment C and D), are the backbone of the proposed stormwater management system and provide the means to prevent degradation of downstream resources. This approach provides a preliminary framework to allow the City and developers to proceed with some knowledge of the design specifics that will be needed. The City will assure that the developers will design and build the final local drainage and stormwater management system within this overall framework. Tools to accomplish this include but are not limited to adoption of the Draft Subd. 37. Northwest Area Planned Unit Development Overlay District and development and implementation of the accompanying stormwater design manual to provide guidance in the selection, design, and construction of site specific, alternative stormwater management BMPs and operation and maintenance requirements.

Prior to adoption of the final zoning and subdivision ordinances for the area, the City will conduct public hearings, gather more information and seek input from the community, the landowners, and potential developers. As a result of this investigative process, the ordinances as adopted may vary from the draft ordinance, and the City may also adopt alternate means to achieve the proposed mitigation. However, the goals and objectives relating to mitigation and the desired quality of development will remain substantially similar to those envisioned by the draft ordinance.

In addition, the City of Inver Grove Heights acquired a Phase II NPDES permit in 2003. This federal permit is administrated by the MPCA. The City also adopted a Stormwater Pollution Prevention Program (SWPPP). The SWPPP includes controls including but not limited to:

- Public education and outreach;
- Public participation and involvement;
- Illicit discharge detection and elimination;
- Construction site runoff control;
- Post-construction site runoff control; and
- Pollution prevention/good housekeeping.

Wetlands in the Northwest Expansion Area are proposed to be regulated for stormwater discharge. Mitigation of runoff to wetlands that realize an increase in stormwater bounce in excess of the proposed wetland management class standard is proposed. Wetland storm bounce can be mitigated through a higher infiltration BMP standard for the contributing subwatershed or diversion of runoff to basins with excess storage can be considered.

As discussed previously in the water quality assessment in Section 17, initial modeling showed that only three basins within the Northwest Expansion Area require stormwater bounce mitigation in order to comply with the proposed wetland storm bounce standard. It should be noted that the smart land use planning, infiltration BMPs, and preservation of existing natural basins assumed in the future runoff condition modeling is not considered mitigation but are integral parts of the expected development.

Departure from this proposed stormwater management approach could result in additional wetland bounce and increased need for mitigation of runoff. Developers will be responsible for coordinating with the City to ensure that the final drainage and runoff management system is designed and constructed in accordance to the plan and its accompanying regulatory tools.

Wetlands in GCLWMO that potentially need to be mitigated for stormwater bounce should be identified through Hydrologic & Hydraulic modeling. This could be completed on a site-by-site basis, or a comprehensive effort that includes the entire area. As development impacts other high-quality wetlands, the mitigation approach should be the same. Combinations of conventional and alternative stormwater systems can be used to mitigate excessive stormwater bounce, with an emphasis on, and priority given to alternative infiltration methods.

Many alternative practices are installed because, once established, they may require less maintenance than traditional facilities. This does not mean, however, that alternative approaches can be installed and subsequently ignored. The City is planning to develop a maintenance program for stormwater facilities in the Northwest Expansion Area, and train City personnel or others charged with maintenance about the function and operational design of the particular practice so that they know what to look for in performance.

Formally establishing a City controlled operations and maintenance program is essential to effectively implementing alternative stormwater management. The following steps are adapted from EPA's recommended steps to establish such a program:

1. Establish a regulatory framework (ordinance or regulations) within which to formalize a cooperative agreement with a homeowner, developer, or any other entity, including the City, that will be maintaining an alternative system;
2. Incorporate maintenance into design and construction specifications, including pre-treatment;
3. Identify the mechanism for stable, long-term funding (even if it is the homeowner);
4. Formalize a regular inspection schedule, criteria for departing from the schedule (ex. after a large event or when a problem is evident) and keep a log of inspections;
5. Define triggers for action (ex. 5 inches of sediment accumulation will trigger action to clean a forebay);

6. Prevent sediment, debris, and litter from moving into and accumulating in the system;
7. Make provisions for monitoring (visual or actual sampling) of treatment criteria;
8. Develop a training and education program, possibly with a certification element;
9. If water is not draining down after 4 to 6 days, remove accumulated fine sediments until coarse soils are exposed and replant with raingarden vegetation; and
10. Develop an informational booklet for homeowners on need and role of infiltration raingardens in neighborhoods.

2007

No change to the stormwater plan is anticipated due to the change in land use. The hydrologic modeling completed for the AUAR used maximum impervious surface cover to account for different development densities. Section 6 of the AUAR defines maximum impervious surface coverage for both commercial and industrial as 70%.

At this time many of the stormwater recommendations set forth in the original document have passed in to city ordinance under Section 39 of the Inver Grove Heights Northwest Area Overlay Zoning Ordinance. The stormwater ordinance requires the preservation of ponding and infiltration areas through the open space regulation. Stormwater manual adopted May 29, 2007.

- The City of Inver Grove Heights adopted the Hydrologic & Hydraulic modeling study for the Gun Club Lake Watershed in 2007.

2014

No updates.

2019

The City's guiding documents for development projects include:

- June 2014, Northwest Area Regional Basin map by EOR
- June 2017, Robert District Basin Map update

See Attachment A for a list of projects the where the City constructed stormwater system facilities between 2014 and 2019.

The City's 2040 Comprehensive Plan also addresses goals for managing stormwater and providing cost effective municipal infrastructure for future growth.

h. Water Quality – Wastewaters

2005

Sanitary sewer and water system alignments are designed to avoid impacts to the regional infiltration areas identified in the City's Surface Water Management Plan. It is important to avoid disturbance and construction activities within these areas to preserve their function to infiltrate stormwater. Impacts to small, local infiltration areas have been avoided where possible as well. If sanitary sewer infrastructure must be constructed in or

near these local basins, impacts will be limited to the smallest possible area, and to the sides of the basins, to preserve the infiltration capacity of the bottom areas of the basins.

The proposed alignments have also been routed to avoid impacts to the high-quality natural resource areas identified in the City's Natural Resource Inventory and Management Plan (the areas identified as Manage 1 and Manage 2 areas). Where Manage 3 and Manage 4 areas cannot be avoided, construction practices will minimize impacts to the Manage 3 and Manage 4 areas, and restore these areas as needed. These recommendations are consistent with the City's Natural Resources Inventory and Management Plan.

Trench excavation during the installation of both sanitary sewer and watermain will result in some impacts to the surrounding areas. Trench widths will only be as wide as they need to be to comply with the current safety regulations, and where necessary, trenches will be further minimized through the use of mechanical trench stabilization techniques. It is anticipated that trenchless construction techniques will be utilized to install utilities in areas of valuable natural resources. The installation of watermain generally requires minimal trench widths as the pipes are proposed to be installed with 7.5 feet of cover. Sanitary sewer installation will require additional trench width and depth due to the rolling topography of the Northwest Area. Trench depths as deep as 50 feet may be encountered, but these areas are anticipated to be limited and located away from areas containing natural resources in an effort to avoid impacts.

The recommendations to avoid impacts to natural resource areas and stormwater infiltration areas are included in the Mitigation Plan.

2007 and 2014

No updates.

2019

According to the 2040 Comprehensive Plan, there are five new lift stations and several sanitary sewer lines planned within the AUAR study area.

See Attachment A for a list of projects the where the City sanitary sewer system facilities between 2014 and 2019.

i. Solid Wastes; Hazardous Wastes; Storage Tanks

2005

1. Past and present land uses have resulted in disposals of solid and hazardous wastes and release of contaminants in the AUAR area that may impact public health and safety and the environment. The City will work with the project developers to identify sites of potential contamination and to develop a contingency plan in case contaminated soil and/or groundwater are encountered during site development.
2. It should be noted that additional disposals and releases could also occur between the time of final AUAR approval and actual development plans for the site. In light of this reality, the issue of potential contamination should be addressed during the site development process. Typically, a Phase I ESA would be required by a lender in conjunction with a property transaction where some type of financial assistance (i.e.,

loan) is being sought. The Phase I ESA would presumably identify any potential site contamination concerns that exist at that time, allowing the issue to be resolved prior to construction.

2007, 2014, and 2019

No changes to mitigation strategies are proposed with this update.

j. Traffic

2005

The corridors and intersections were re-examined with the projected traffic to determine infrastructure improvements that may be needed to maintain adequate traffic operations. Based on this analysis, it is recommended that the four primary roads be improved to accommodate future growth. Projected ADT volumes on CR 63 suggest a five- or six-lane roadway may be needed from the assumed I-494 interchange to the proposed TH 55 interchange. The exact number of lanes will depend upon the number and type of access provided along the corridor. South of TH 55, CR 63 is recommended to provide four lanes for through traffic. TH 3 should also be widened to provide four lanes along its entire length in the study area. The projected daily traffic volumes on CR 73 are at the edge of a LOS D for a two-lane collector roadway and may need to provide three lanes depending upon the number and type of access. If proper access control is maintained, it is likely that CR 73 could provide satisfactory traffic operations as a two-lane roadway. CR 26 is recommended to provide four lanes for through traffic, except between CR 63 and TH 3. In that section, projected ADT volumes suggest a five- or six-lane roadway will be required, depending upon the number and type of access along that roadway section. Table 32-1 shows the recommended number of lanes based on 2025 ADT volumes.

Table 32-1: 2025 Lane Recommendations

Road	Segment	2003 AADT Volume ¹³	2025 AADT Volume		Number of Lanes	
			2005	2007	Existing	Recommended
CR 63 (Argenta Trail)	North of CR 26, South of I-494	2,150	29,575	30,300	2	5/6 ¹⁴
	South of CR 26, North of TH 55	3,400	26,700	28,500	2	5/6 ¹⁴
	South of TH 55	6,500	20,950	21,500	2	4
TH 3 (S. Robert Trail)	North of CR 26	8,200	21,250	23,500	2	4
	South of CR 26	6,700	19,925	21,825	2	4
	South of TH 55	7,600	18,650	19,350	2	4
CR 73 (Babcock Trail)	North of CR 26	2,450	8,850	9,450	2	2/3 ¹⁴
	South of CR 26	2,220	9,200	9,950	2	2/3 ¹⁴
	West of CR 63	6,000	20,850	21,950	2	4

¹³ Annual Average Daily Traffic from MnDOT flow maps

¹⁴ Number of lanes will depend of number and type of roadway access points

Road	Segment	2003 AADT Volume ¹³	2025 AADT Volume		Number of Lanes	
			2005	2007	Existing	Recommended
CR 26 (70 th Street)	East of CR 63, West of TH 3	5,700	30,225	31,725	2	5/6 ¹⁴
	West of TH 3, East of CR 73	7,200	25,175	26,475	2 or 4	4
	East of CR 73	10,000	17,700	18,300	2	4

Analysis of the 2025 AM and PM peak hour projections at the study intersections determined recommendations for the lane geometry. Based upon those analyses, the following lane geometry at each intersection is recommended:

Intersection of CR 26 and CR 63

- Signalized intersection.
- Potential for dual left turns in the southbound and westbound directions. For the purposes of this analysis, a third westbound through lane on CR 26 was assumed to terminate at this intersection as a westbound left turn lane.
- Single left turn lane in northbound and eastbound directions.
- Single right turn lane in all directions. For the purposes of this analysis, the northbound right turn lane was assumed to provide a free movement into a third westbound through lane on CR 26.
- Two through lanes for the eastbound and westbound approaches.
- Three through lanes for the northbound and southbound approaches.

Intersection of CR 26 and TH 3

- Signalized intersection.
- Potential for dual left turn lanes in the eastbound and westbound directions. For the purposes of this analysis, a third eastbound through lane on CR 26 was assumed to terminate at this intersection as an eastbound left turn lane.
- Single left turn lanes in northbound and southbound directions.
- Designated right turn lanes in all four directions. For the purposes of this analysis, the southbound right turn lane was assumed to provide a free movement into a third eastbound through lane on CR 26.
- Two through lanes for all four approaches.

Intersection of CR 26 and CR 73

- Signalized intersection.
- Single left turn lane in all four directions.
- Designated right turn lane in all four directions.
- Two through lanes in eastbound and westbound directions.

- One through lane for the northbound and southbound approaches.

Intersection of TH 3 and TH 55 Westbound

- Signalized intersection.
- Two through lanes in northbound and southbound directions.
- Single left turn lane in northbound direction.
- Single right turn lane for the southbound approach.
- Two approach lanes for the westbound movement on the exit ramp.

Intersection of TH 3 and TH 55 Eastbound

- Signalized intersection.
- Two through lanes in northbound and southbound directions.
- Single left turn lane in southbound direction.
- Single right turn lane for the northbound approach.
- Two approach lanes for the eastbound movement on the exit ramp.

Intersection of CR 63 and TH 55 Westbound

- Signalized intersection.
- Two through lanes in northbound and southbound directions.
- Single left turn lane in northbound direction.
- Single right turn lane in southbound direction. For the purposes of this analysis, a third southbound through lane on CR 63 was assumed to terminate at this intersection as this southbound right turn lane.
- Two approach lanes for the eastbound approach on the exit ramp.
- A third northbound through lane on CR 63 was not needed at this intersection but was assumed to be provided at some point to the north of this intersection.

Intersection of CR 63 and TH 55 Eastbound

- Signalized intersection.
- Two through lanes in northbound and southbound directions.
- Single left turn lane in northbound direction.
- Single right turn lane in southbound direction.
- Two approach lanes for the eastbound approach on the exit ramp.

A pictorial representation of the proposed geometry for the project area is shown along with the 2025 projected volumes in Figure 21-6 (in Attachment C and D). Although this report recommends signalized intersections, a Signal Justification Report will need to be completed for each intersection prior to the installation of any signal system.

A summary of the LOS for each intersection with the recommended lane geometry and projected AM and PM peak hour volumes is shown in Figure 21-7 (in Attachment C and D). More detailed LOS results and queue analyses are provided in 2005 document. As shown, each intersection is expected to provide acceptable traffic operations with a LOS D or better. Most individual movements also operate at a LOS D or better with four exceptions. During the PM peak hour, the left turn movement for the westbound, eastbound, and northbound approaches at the intersection of CR 63 and CR 26 are expected to operate at a LOS E. Similarly, the left turn movement for the eastbound approach on CR 26 at TH 3 is expected to operate at a LOS E during the PM peak hour. While these results are not desirable, it is likely the effect of a longer cycle length necessary to provide enough green time for other directions. Given the overall acceptable level of service for each intersection, additional capacity in the form of more approach lanes would not be cost effective. Thus, these movements will likely experience some added delay during the PM peak hour. At other times, these left turn movements are expected to provide satisfactory traffic operations.

The traffic analysis has been conducted assuming an interchange at I-494 and CR 63. Although projected volumes for a potential interchange are provided, the design and number of lanes was not. If an interchange is approved at this location, the design would be determined at that point.

This potential interchange is discussed in the City of Inver Grove Heights thoroughfare plan and is necessary to help serve the area traffic demands and the traffic generated by future development in the City's northwest area. The interchange proposal will need to undergo an analysis and approval process required by the Metropolitan Council, MnDOT, and FHWA. Since such approvals are complex and time consuming, this process should commence as early as possible. The interchange will help to reduce volumes on adjacent interchanges along I-494. Interchange spacing does not appear to be an issue. Pending approval of an interchange, programming and funding of an interchange would need to be accomplished by MnDOT.

2007

All of the previously recommended geometry and traffic control is sufficient with the new intersection turning movement volumes. All approaches and intersections operate at LOS D or better.

Figure 21-6A (in Attachment C) shows a pictorial representation of the proposed geometry and traffic control along with the updated 2025 volumes. The geometry and traffic control remain unchanged from Figure 21-6 (in Attachment C and D). An Intersection Control Evaluation (ICE) must now be performed prior to installing new forms of traffic control.

The updated LOS summary can be found in Figure 21-7A. The only change to intersection level of service is at the CR 26/CR 63 intersection, which changed from LOS C to D with updated land uses.

The City of Inver Grove Heights, City of Eagan, and Dakota County, in partnership with FHWA, MnDOT, and Metropolitan Council, completed the Dakota County North-South Corridor Travel Demand Study in July 2007. These agencies will complete a detailed study

of the transportation system in the study area, the screening of alternatives, and a formal review and documentation within the next two years.

2014

No updates.

2019

The City has identified the following planned and programmed transportation improvements in the 2040 Comprehensive Plan:

- Construction of a 2-lane urban roadway on CR 28, 0.62 miles east from TH 3
- Expand CSAH 26 to a 4-lane roadway
- New interchange at I-494 and CSAH 63

See Attachment A for a list of street projects the City completed between 2014 and 2019.

k. Dust, Odors, Noise

2005

The analyses of traffic noise impacts for this proposed development indicate that areas near the project area roadways will have noise levels above State noise standards for residential areas. Any site plan that proposes residential development in the impact areas should conduct a detailed noise study to define any required noise mitigation strategies. Potential mitigation strategies may include one or a combination of the following:

- Buffer zones
- Noise barriers
- Strategic building placement
- Building construction requirements

Buffer Zones

Table 3-1 of the 2005 document provides an assessment of the distance from the roadways that State daytime noise standards are exceeded. One potential strategy for mitigating the impact is to buffer the areas between the residences and the roadways with vegetation or a combination of vegetation and noise barriers. At least 100 feet of dense coniferous vegetation is recommended to provide reduction in noise volumes.

Noise Barriers

Noise barriers (e.g., walls or berms) between the roadways and the residential areas could also be constructed to reduce noise impacts. The effectiveness of barriers depends on the height and extent of the barriers and the specific location of the barriers relative to the roadways and the residential areas.

Strategic Building Placement

Buildings can act as barriers if located to protect areas for outdoor use or to protect residences.

Building Construction Requirements

Specifying noise mitigating construction materials and techniques can reduce the impact of traffic on indoor noise levels.

2007

Traffic volumes have changed as a result of the project, and noise levels may change accordingly. However, traffic volume changes would need to change by a factor of two to be perceptible. The traffic volume changes are well below changing by a factor of two, and noise level changes will be less than perceptible levels.

The mitigation measures identified in the AUAR will still apply, and any residential development still needs to conduct a noise mitigation study to consider mitigation measures.

2014 and 2019

No updates.

I. Nearby Resources

2005

The negative results of the archaeological suggest that the archaeological potential is minimal for small isolated lakes and wetlands in Dakota County. The results also indicate that additional survey further from water would be pointless.

Visual inspection of the farmsteads and schools shown on plats and maps published between 1874 and 1967 proved a few of them to be completely gone but in most cases, there are still older components mixed in with newer construction such as replaced or heavily remodeled residences and modern storage buildings such as garages and pole barns. Only a few retain enough integrity to warrant more intensive evaluation.

- When any of the properties that have been identified as having enough integrity to warrant more intensive evaluation is scheduled for development, federal law (i.e., Section 106 of the National Historic Preservation Act and guidelines issued by the Secretary of the Interior) should be followed. For further detail, refer to individual comments provided above with each of the entries in Section 4.2 for the 2005 AUAR.

2007, 2014 and 2019

No further archaeological, historical, or architectural investigation or research was conducted with this update.

m. Compatibility with Plans

2005

The City will be seeking approval of a Comprehensive Plan Amendment from the Metropolitan Council that includes the land use changes proposed for the Northwest Area since the adoption of the City's Comprehensive Plan.

2007 and 2014

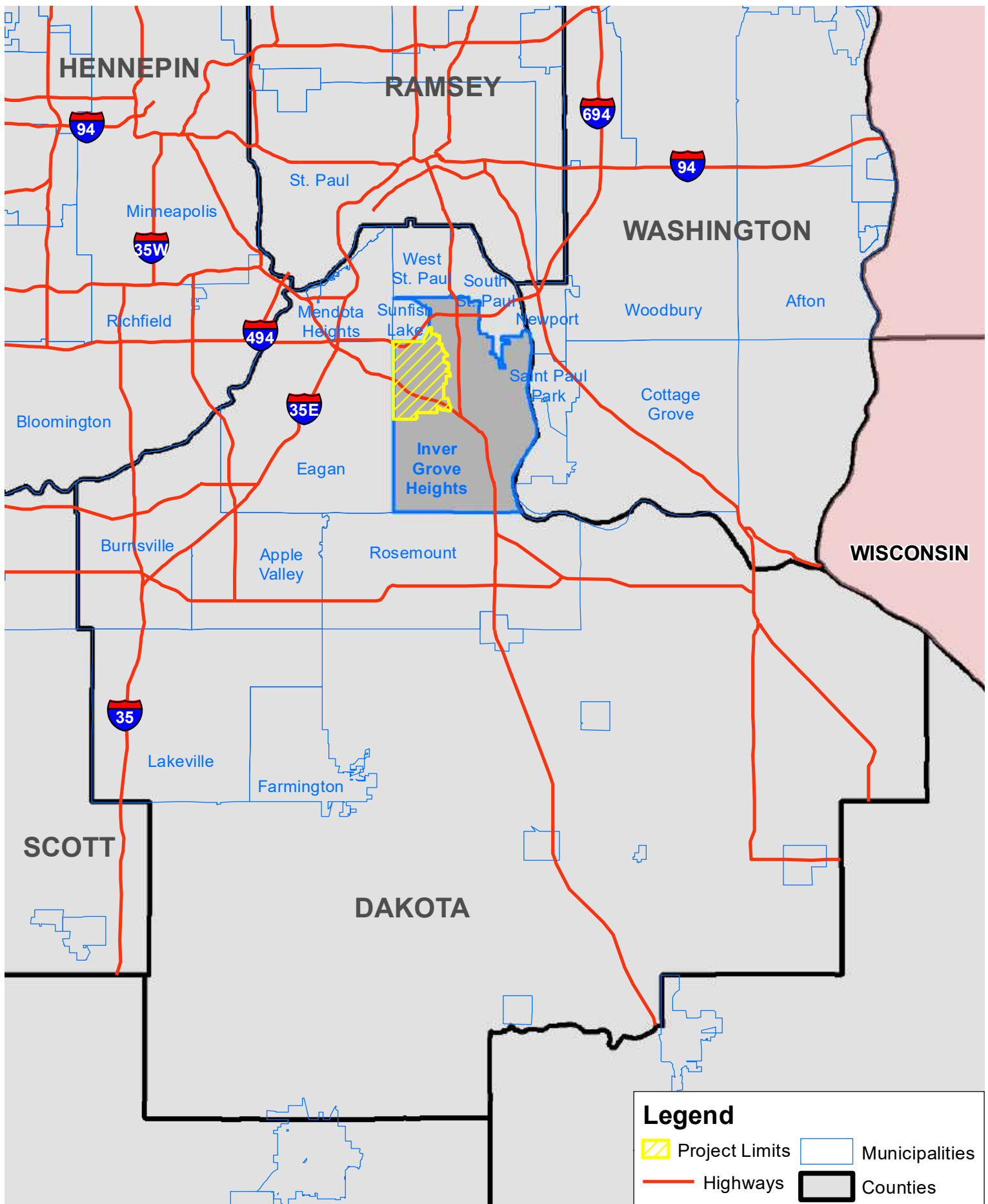
No update.

2019

The City of Inver Grove Heights has drafted its 2040 Comprehensive Plan and the AUAR Study area has been updated to reflect the land use changes as described in Section 6 (Project Description) and Section 9 (Land Use).

Attachments

ATTACHMENT A: 2019 AUAR UPDATE FIGURES and Completed Projects



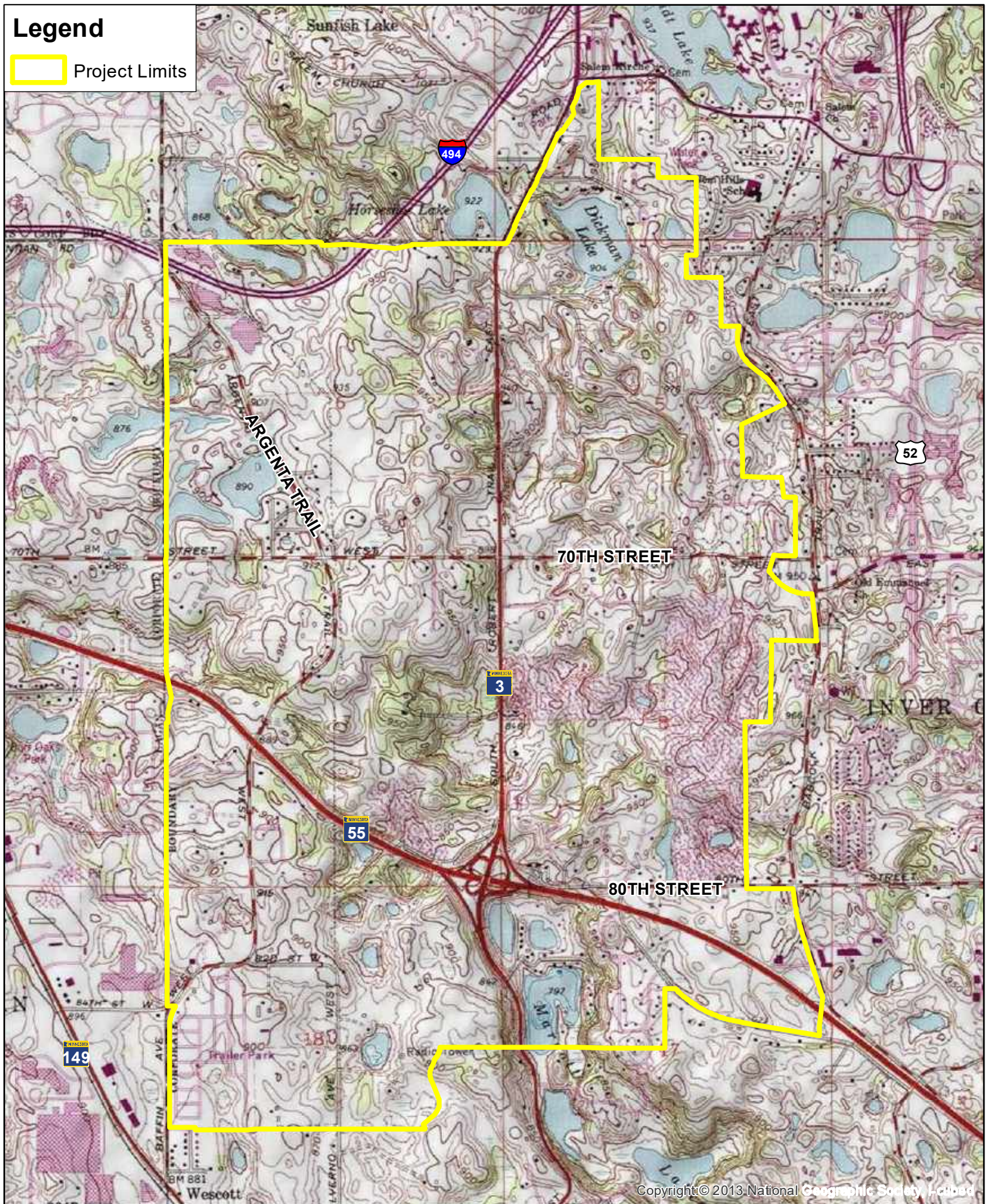
Kimley»Horn



Figure 1
Project Location

Legend

 Project Limits

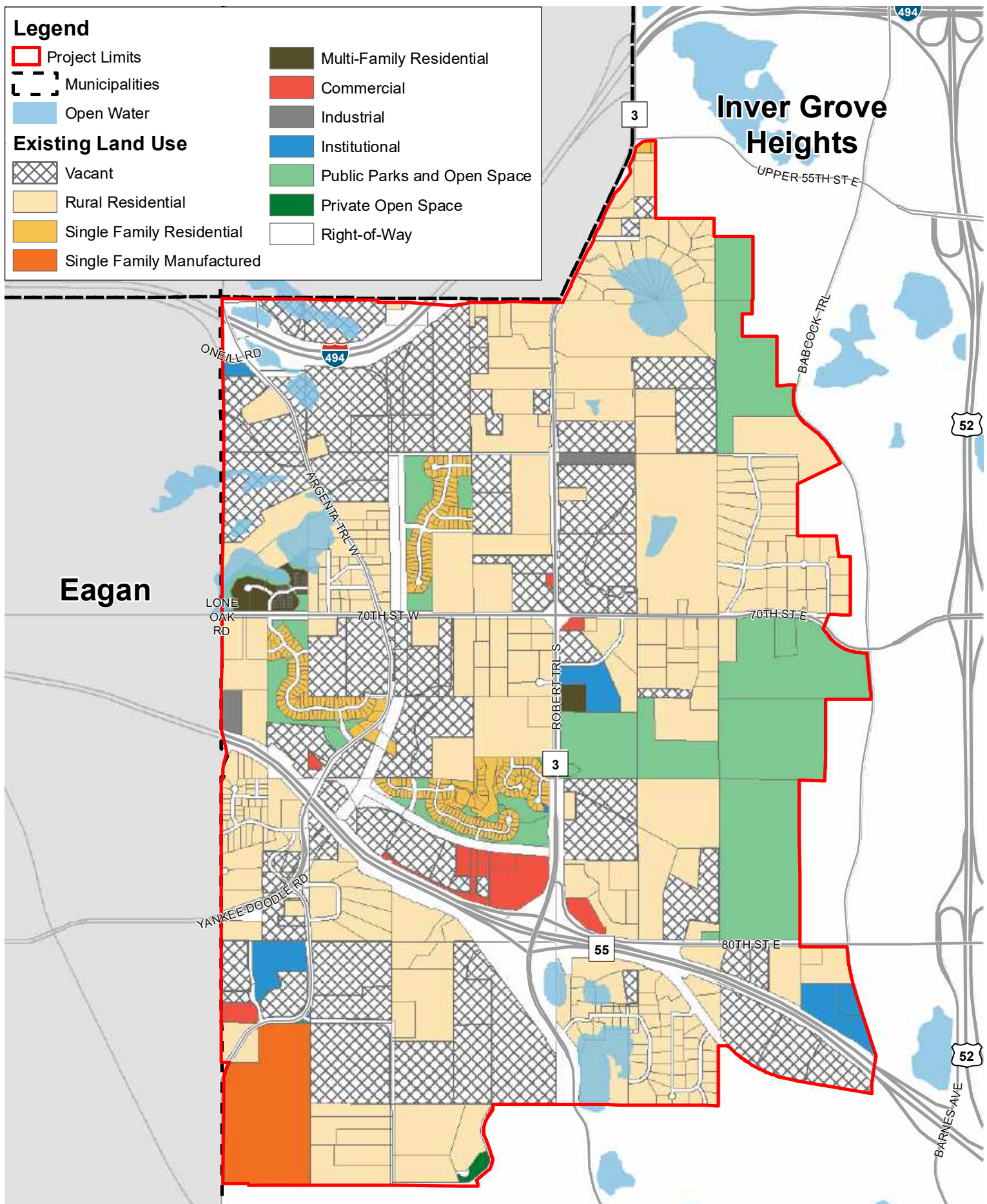


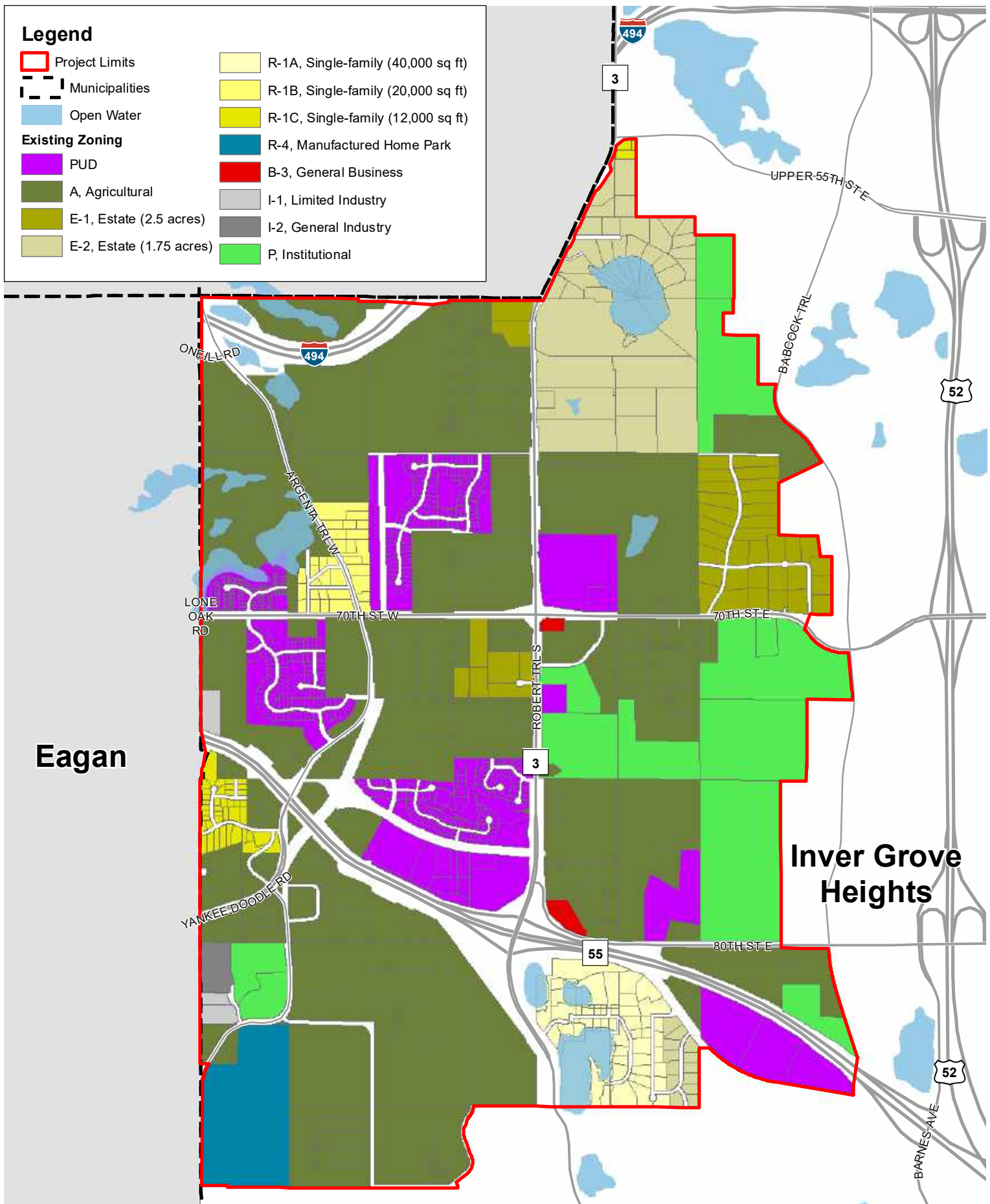
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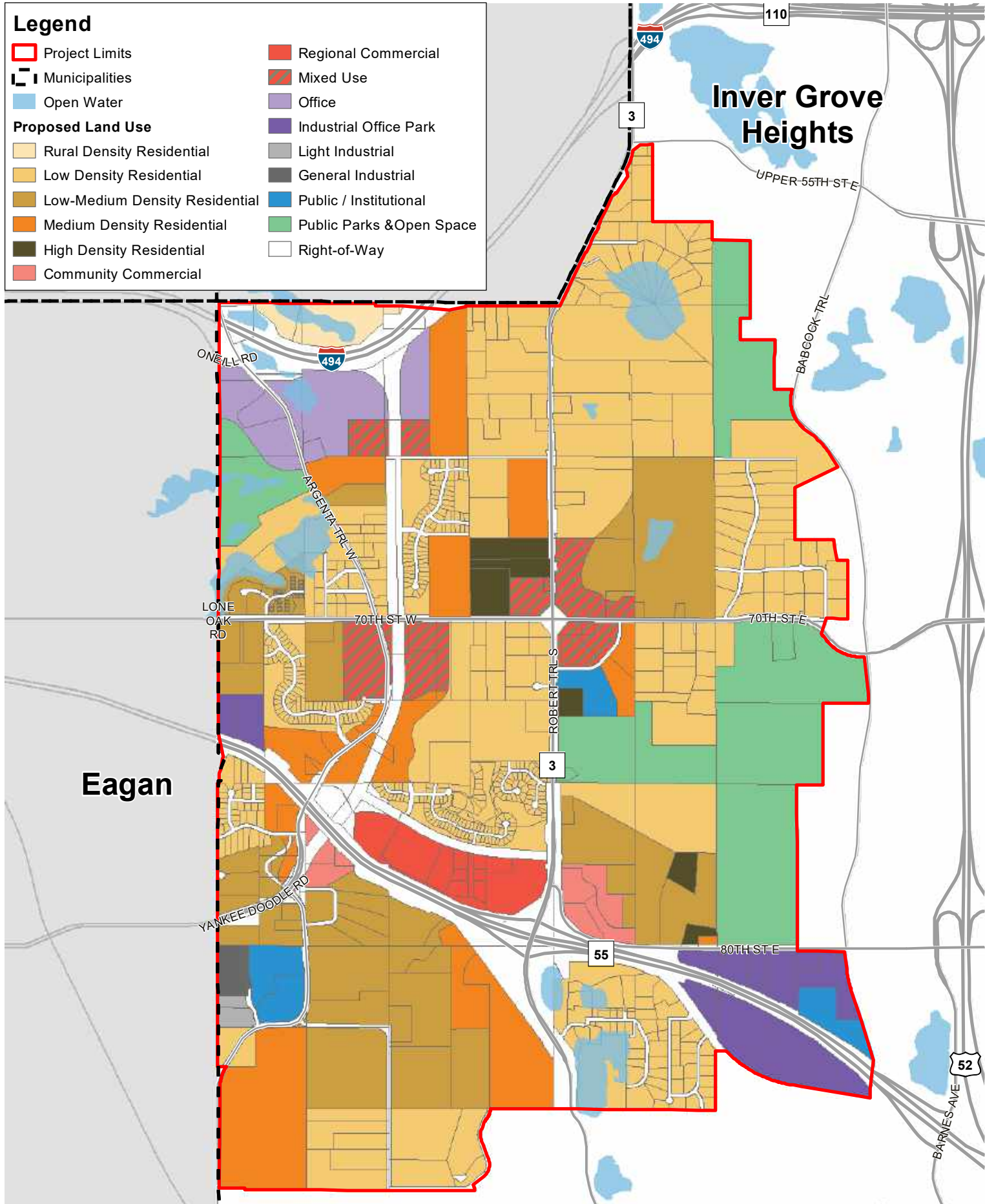


0 1,000 2,000
Feet

Figure 2
USGS Topographical Map







Legend

Project Limits

Municipalities

Water

Cover Types

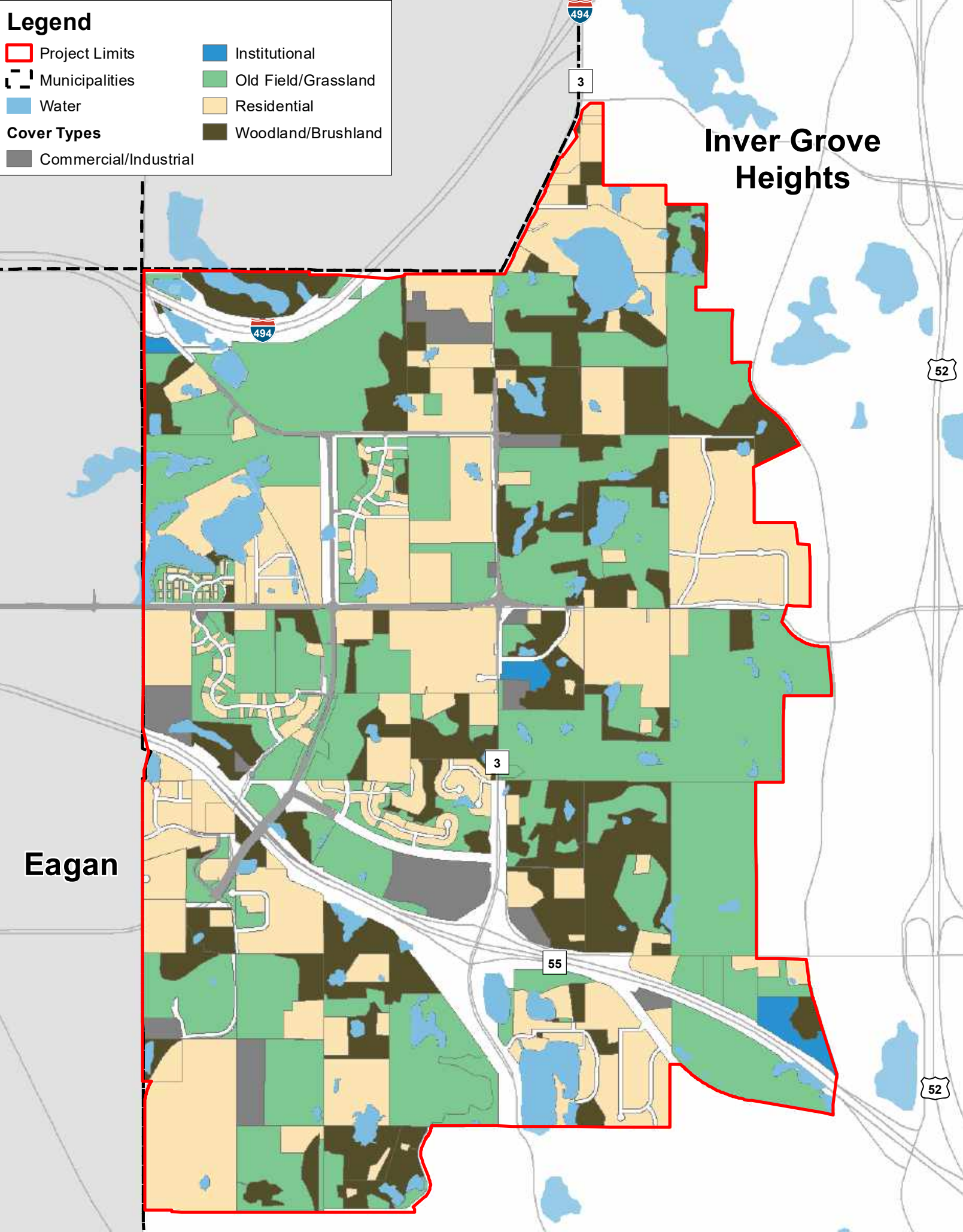
Institutional

Old Field/Grassland

Residential

Woodland/Brushland

Commercial/Industrial



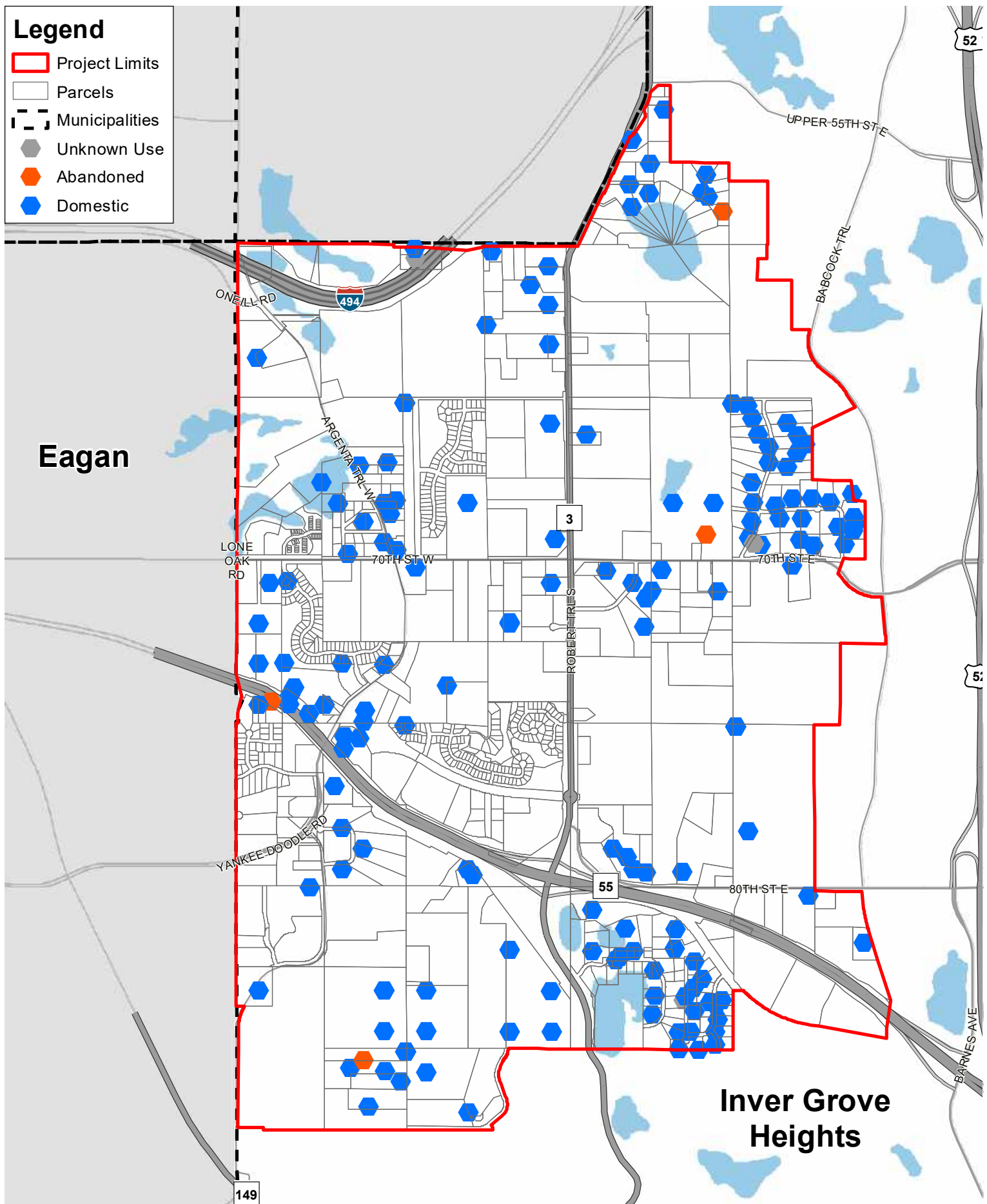
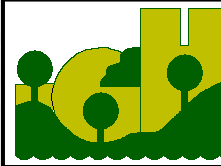
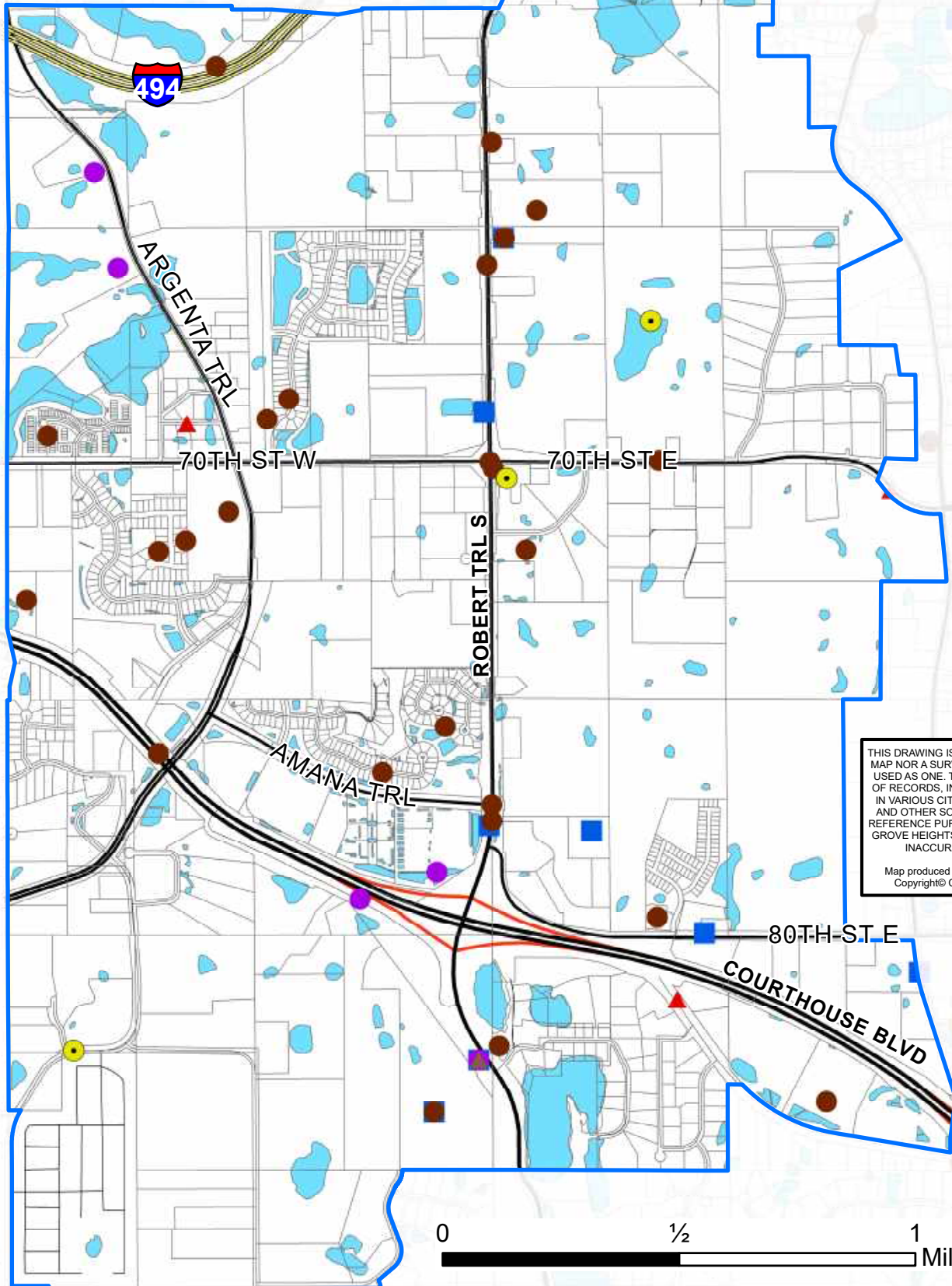


Figure 8. MPCA Site Types Tracked

- | | |
|--|--|
|  Multiple Programs |  Pollution Prevention |
|  Air Quality |  Solid Waste |
|  Environmental Review |  Stormwater |
|  Feedlots |  SSTS |
|  Hazardous Waste |  Tanks |
|  Investigation and Cleanup |  Water Quality |



**City of
Inver Grove Heights**
Northwest Area
MPCA Sites of Interest



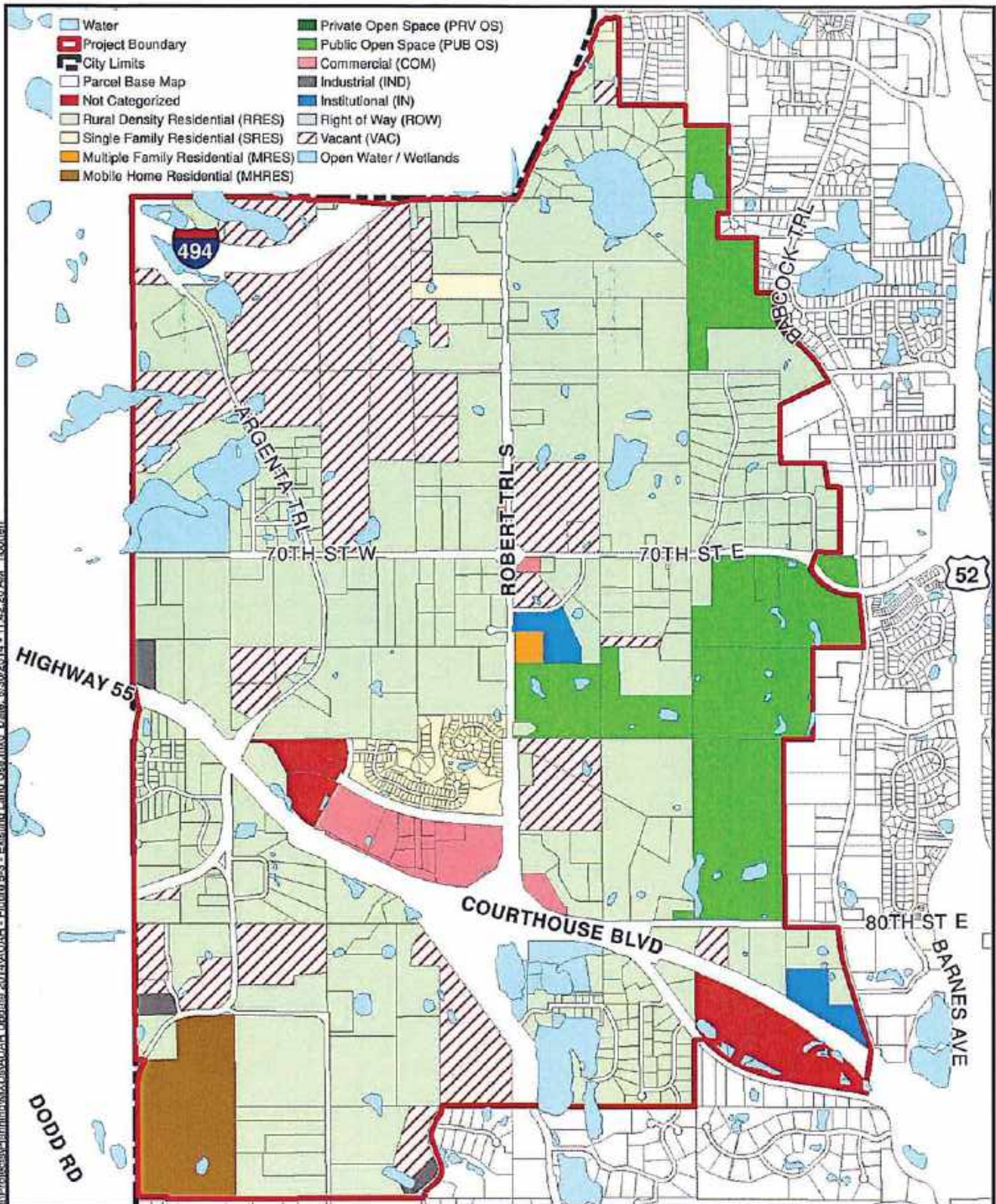
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	A	B	C	D	E	F	G	H	I	J
1	NORTHWEST AREA INFRASTRUCTURE UPDATES (2014-2019)									
	SWD 1/10/2020									
2	PROJECT NO.	PROJECT NAME	FEDERAL	STATE	COUNTY	STREET	STORM	SEWER	WATER	NOTES
3										
4	2013-04	Interchange at I-494 and re-aligned Argenta Trail (CSAH 63)	X	X	X					
5	2014-11	Argenta Trail/T.H. 55 Improvements		X	X	X				
6	2014-13	Northwest Area Utility Extension - Argenta Trail Alignment						X		
7	2015-03	65th Street Construction (between T.H. 3 and Argenta Trail)			X	X	X		X	
8	2015-08	70th Street (from Eagan border to T.H. 3)			X		X			16-04,16-05,18-19
9	2015-10	NWA Trunk Utility Improvements - Argenta District (Alverno Avenue to Blackstone Vista Development)					X	X	X	
10	2015-11	NWA 70th Street Lift Station - Argenta District						X		
11	2015-12	NWA Trunk Watermain Improvements - 65th Street Loop (Phase I) Argenta Trail to Babcock Trail							X	STUDY
12	2015-13	NWA Trunk Utility Improvements - Argenta District (70th Street Lift Station to Blackstone Ridge Development)					X	X	X	
13	2015-16	Trunk Utilities, Argenta Trail to Blackstone Ridge						X	X	
14	2015-19	NWA Robert Watershed Corridor					X			
15	2015-20	NWA Trunk Utility Improvements - Robert District						X	X	
16	2016-04	Argenta Trail (Amana Trail to 70th Street) - NWA				X	X			15-08
17	2016-05	Argenta Trail (70th Street to 65th Street) - NWA				X	X			15-08
18	2016-08	Trunk Highway 3 / 70th Street Intersection Improvements (Roundabout)		X	X	X	X	X	X	
19	2016-09D	60th Street Area Reconstruction				X	X			
20	2016-16	TH 55/Argenta Trail Interchange		X	X		X			
21	2016-19	65th Street Construction (between T.H. 3 and Babcock Trail)				X	X			STUDY
22	2016-21	Trail along Babcock Trail (between Upper 55th and Hwy 494)								
23	2017-02	NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park							X	
24	2017-03	NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge							X	
25	2017-04	Water Resources Management Plan 4th Generation Update					X			
26	2017-24	T.H. 3 Intersection Improvements for the 65th Street Project		X		X	X		X	
27	2018-02	80th Street Sanitary Sewer Improvements (Robert District)							X	
28	2018-03	NWA Trunk Watermain Improvements - 65th Street Loop (Phase IV of 2015-12) from Agate Trail to Alverno Lane							X	
29	2018-16	Municipal Water Supply Well Field Analysis							X	STUDY
30	2018-17	Regional Road System Visioning Study Update								STUDY
31	2018-19	New Argenta Trail from Amana Trail to Existing Argenta Trail			X		X			15-08,16-04,16-05

ATTACHMENT B: 2014 AUAR UPDATE FIGURES

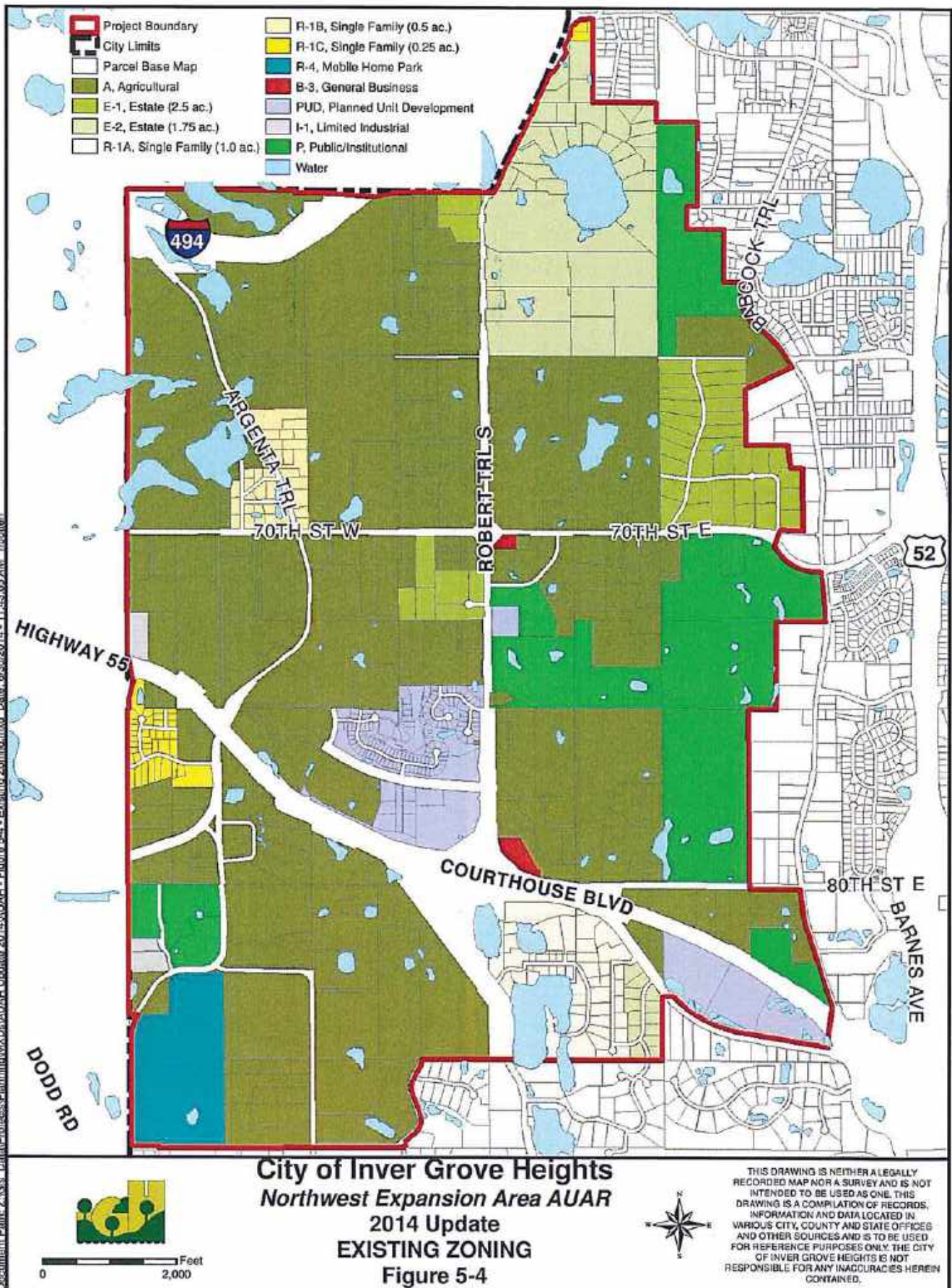
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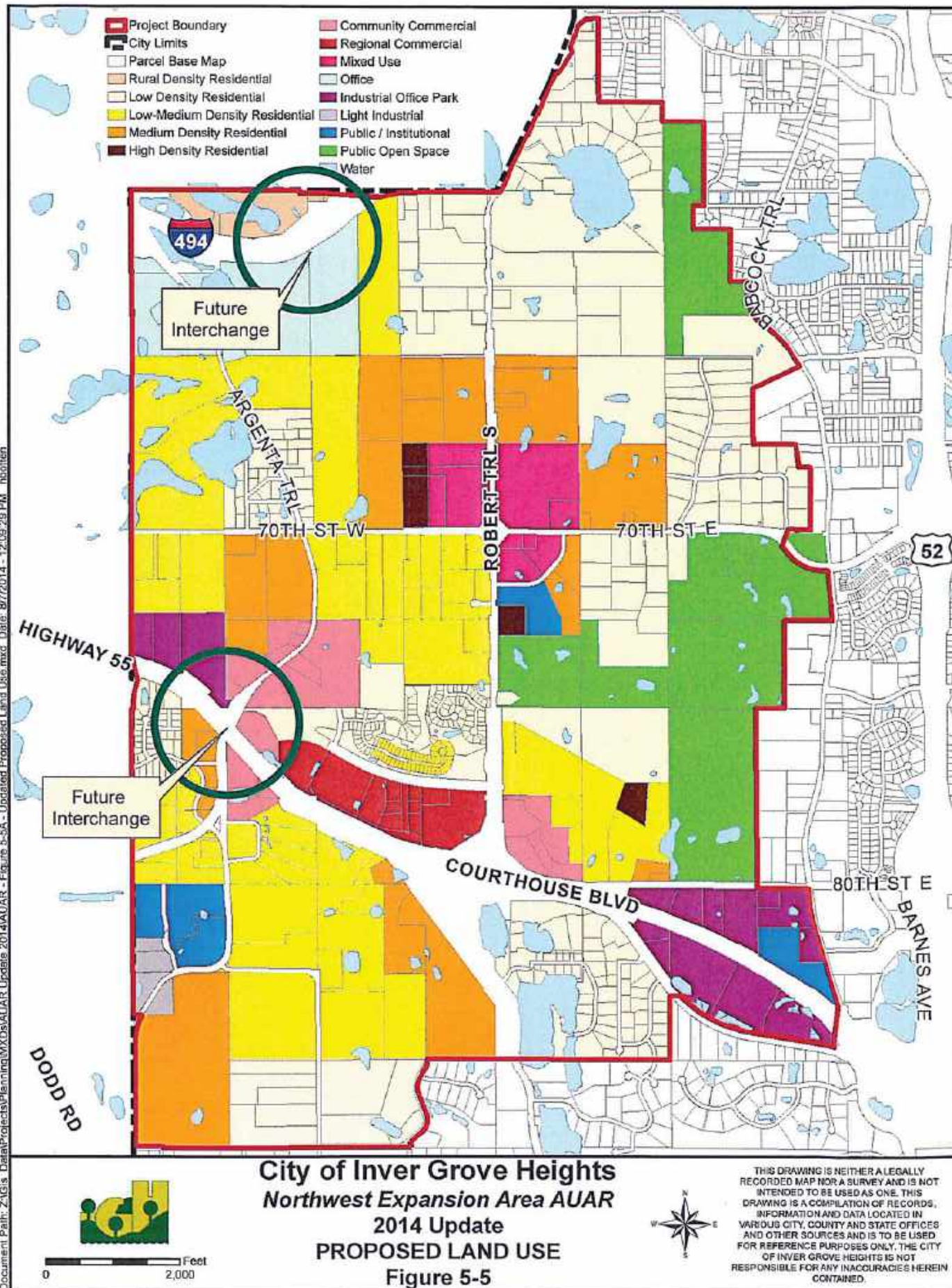


City of Inver Grove Heights
Northwest Expansion Area AUAR
2014 Update
EXISTING LAND USE
Figure 5-3

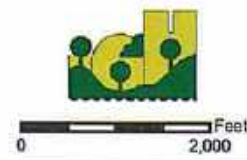
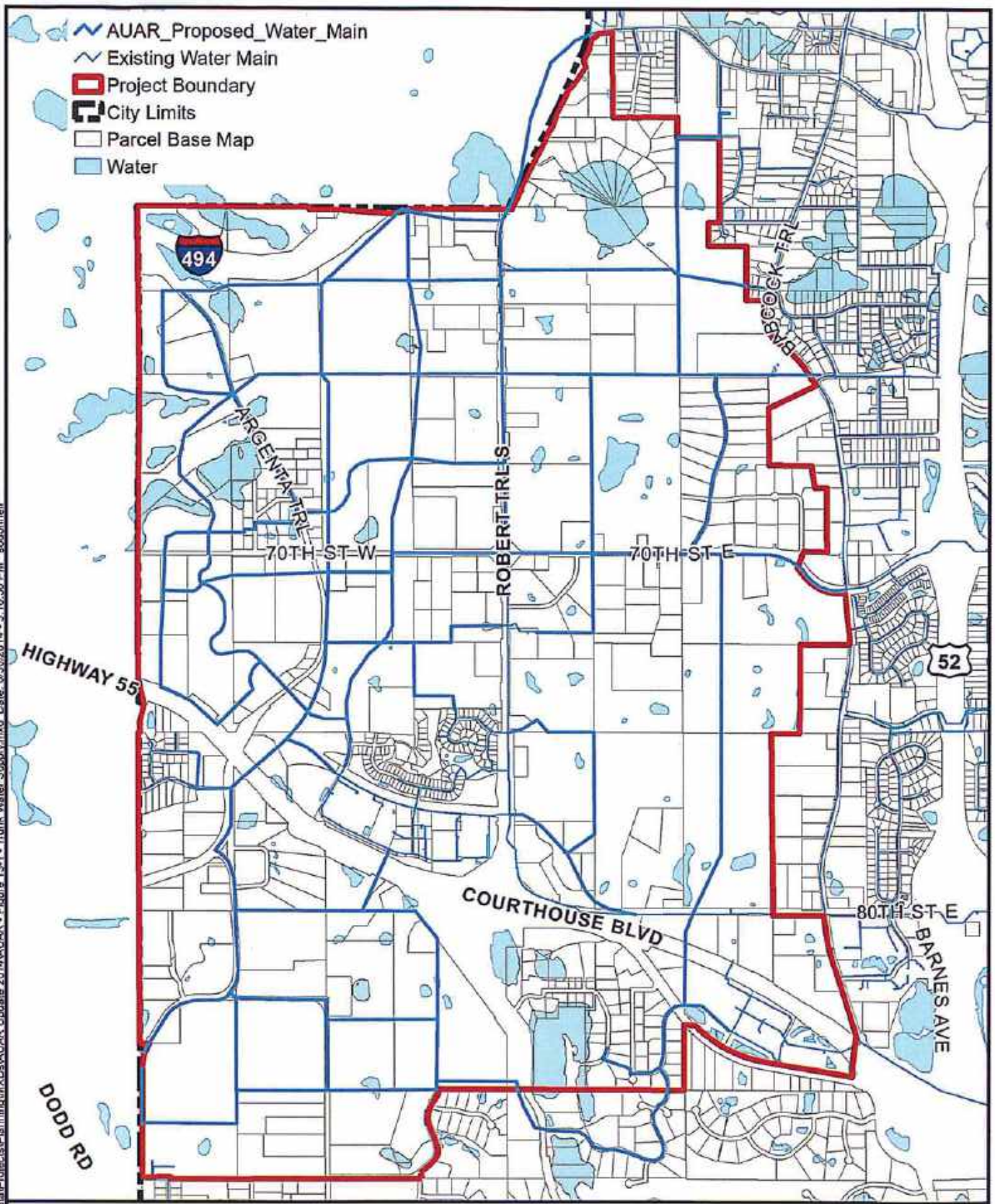


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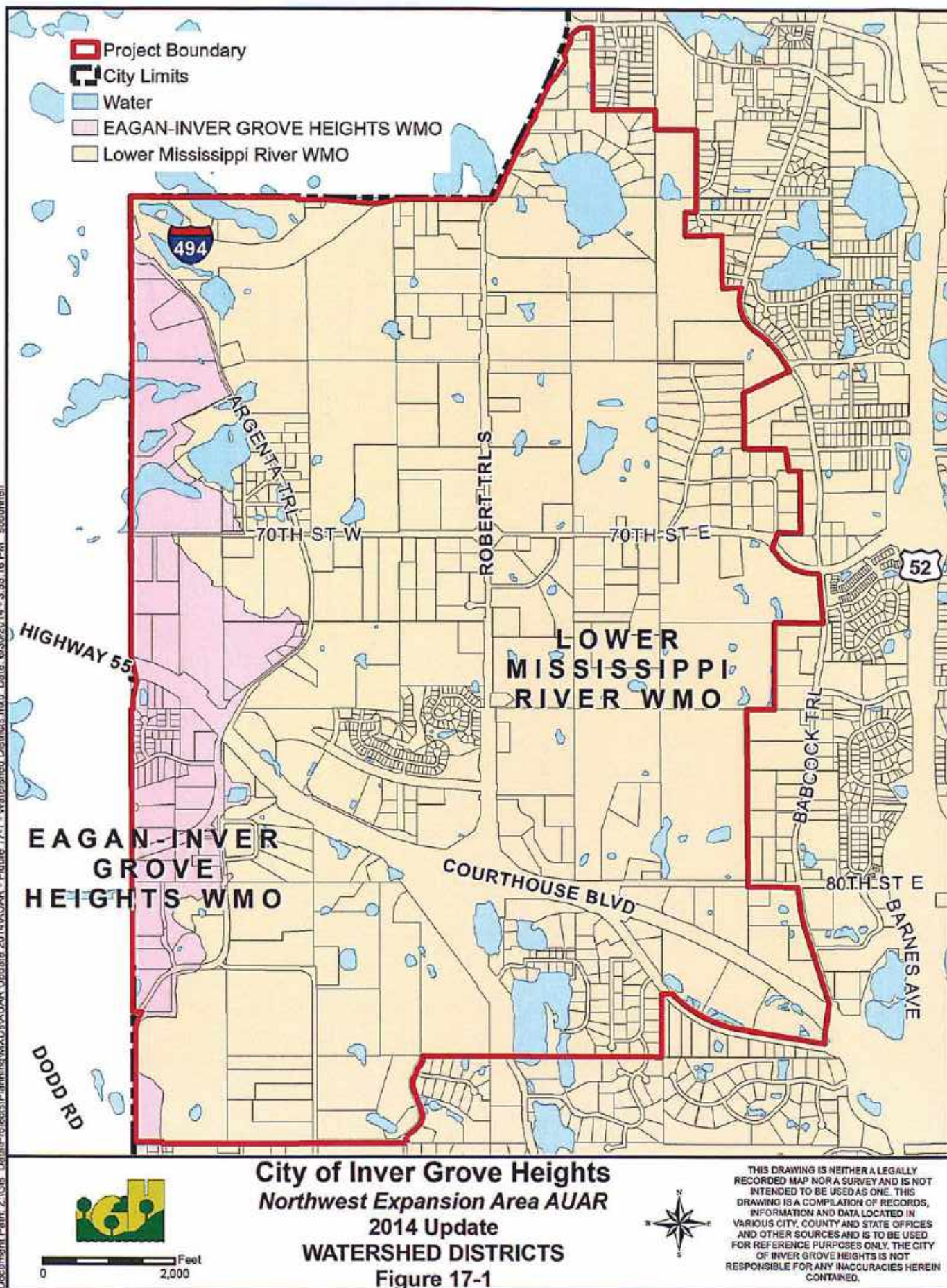


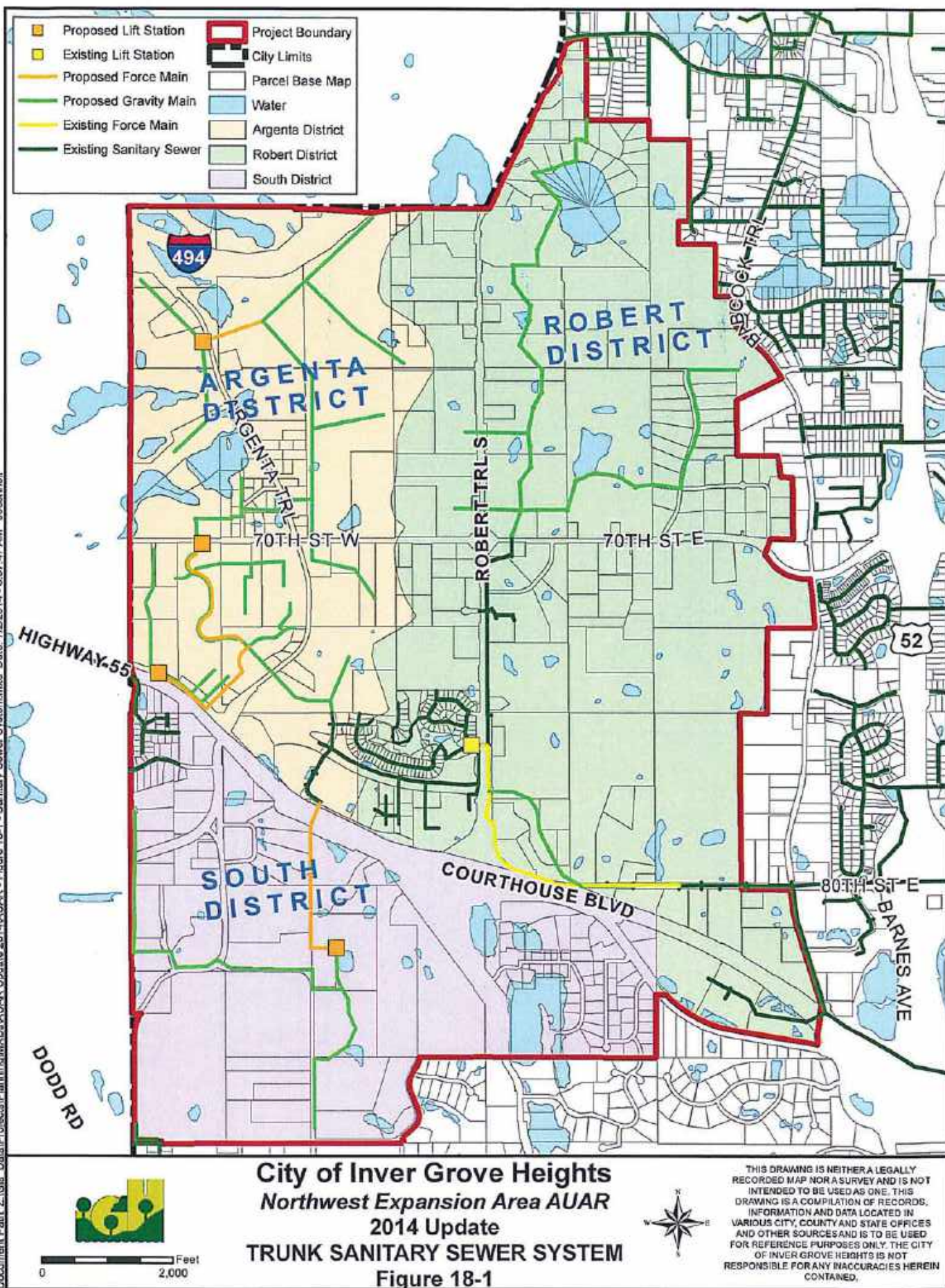
City of Inver Grove Heights
Northwest Expansion Area AUAR
2014 Update
TRUNK WATER SUPPLY
Figure 13-1



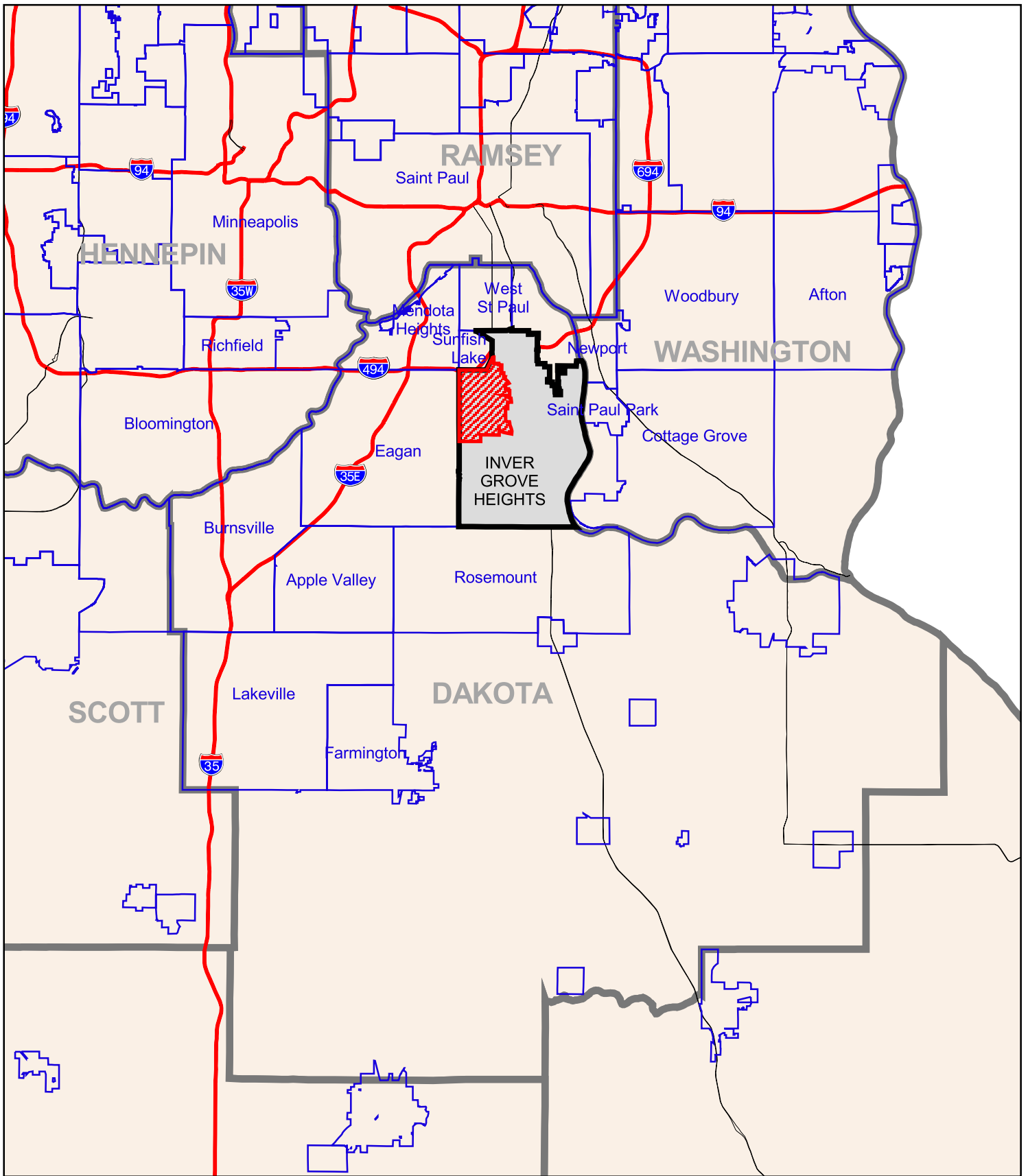
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AND OTHER SOURCES AND IS TO BE USED
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ATTACHMENT C: 2007 AUAR UPDATE FIGURES



March 2005

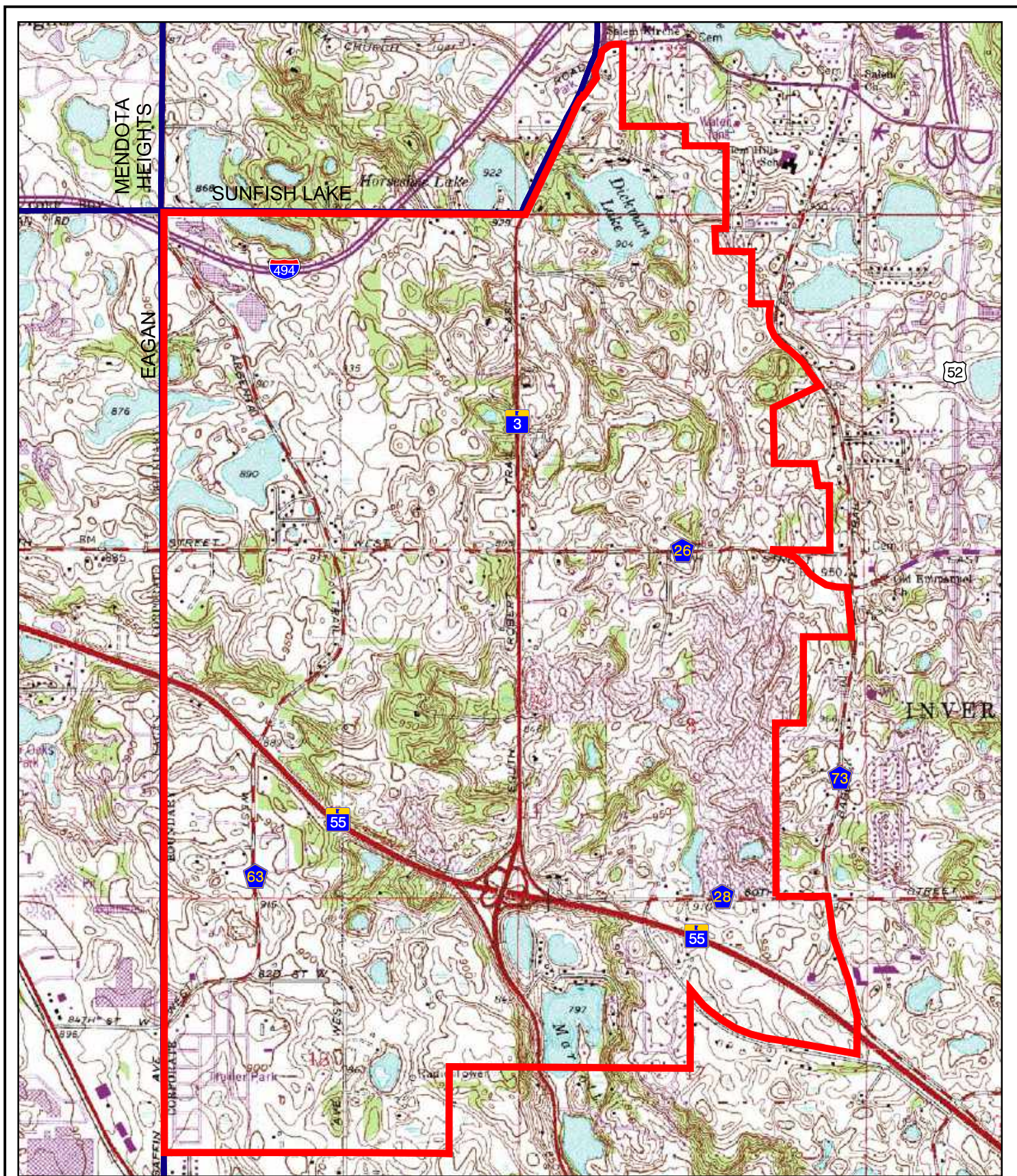
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City of Inver Grove Heights
Northwest Expansion
Area AUAR
PROJECT LOCATION

Figure 5-1



-  Project Boundary
-  Inver Grove Heights
-  County Boundaries



March 2005

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City of Inver Grove Heights
Northwest Expansion
Area AUAR
PROJECT BOUNDARY

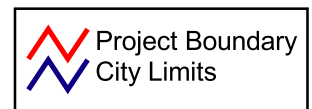
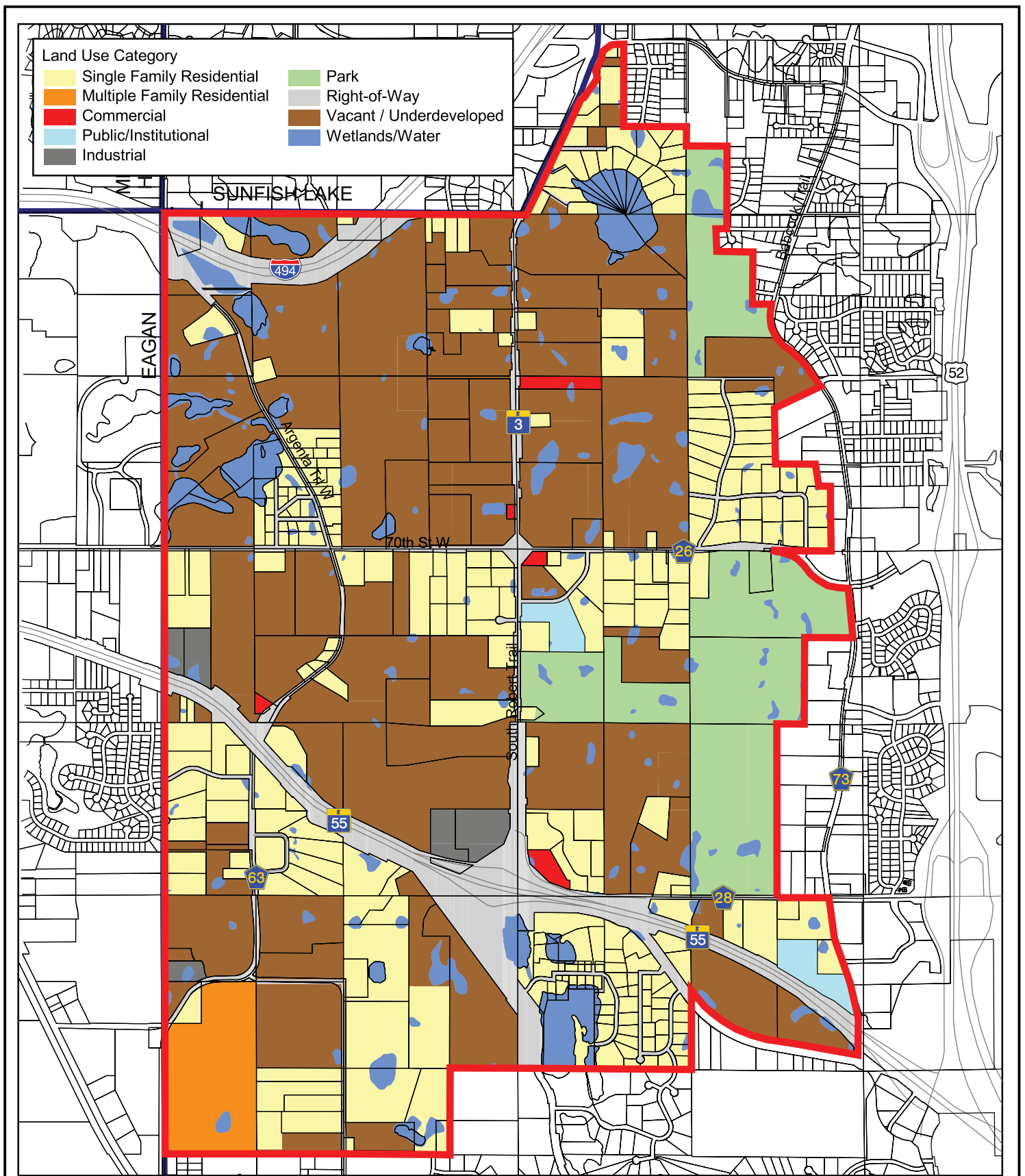


Figure 5-2



Feet
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March 2005

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City of Inver Grove Heights

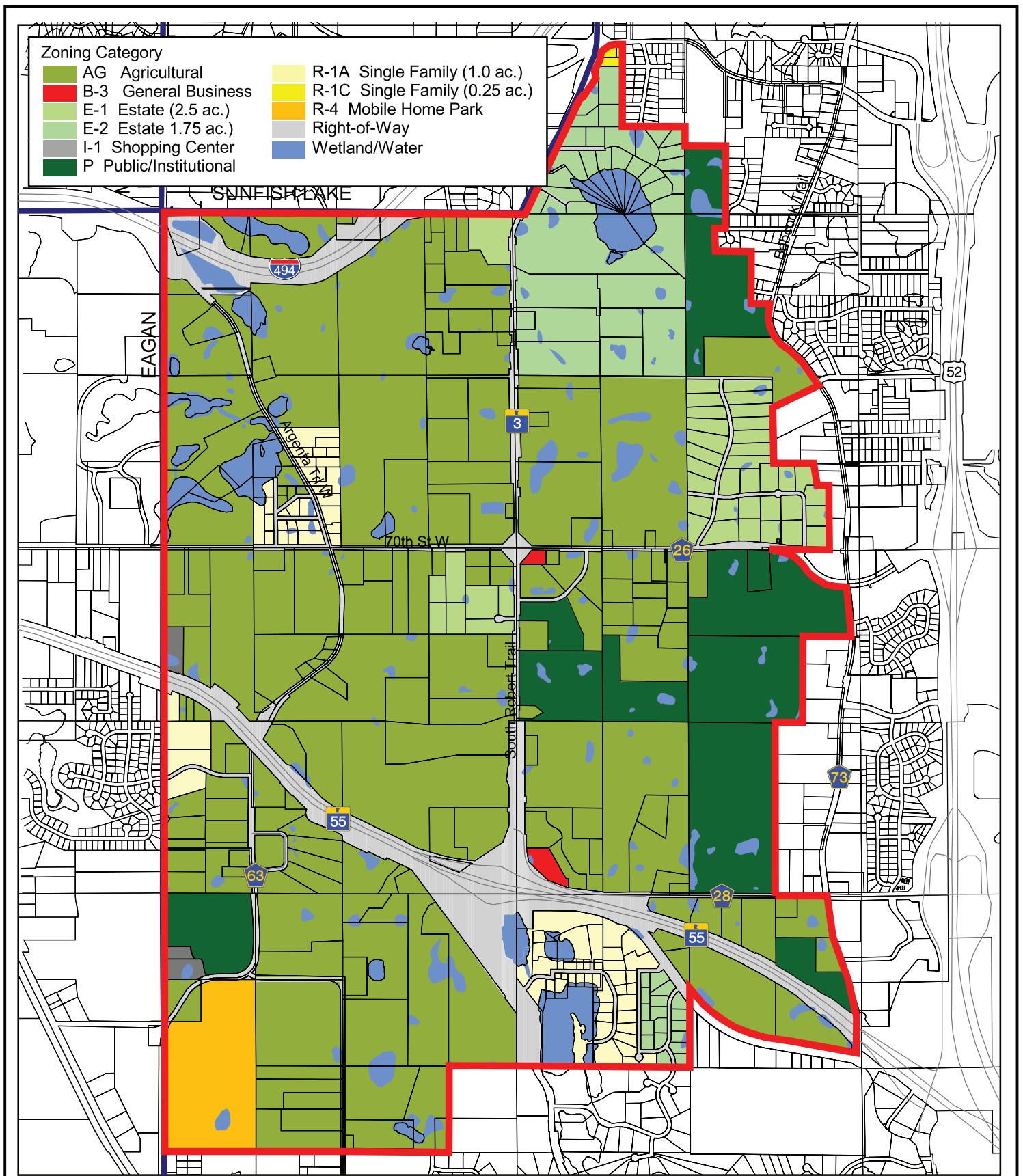
*Northwest Expansion
Area AUAR*

EXISTING LAND USE



Project Boundary
City Limits
Parcel Base Map

Figure 5-3



Feet
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March 2005

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City of Inver Grove Heights

*Northwest Expansion
Area AUAR*

EXISTING ZONING

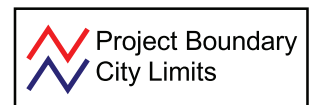
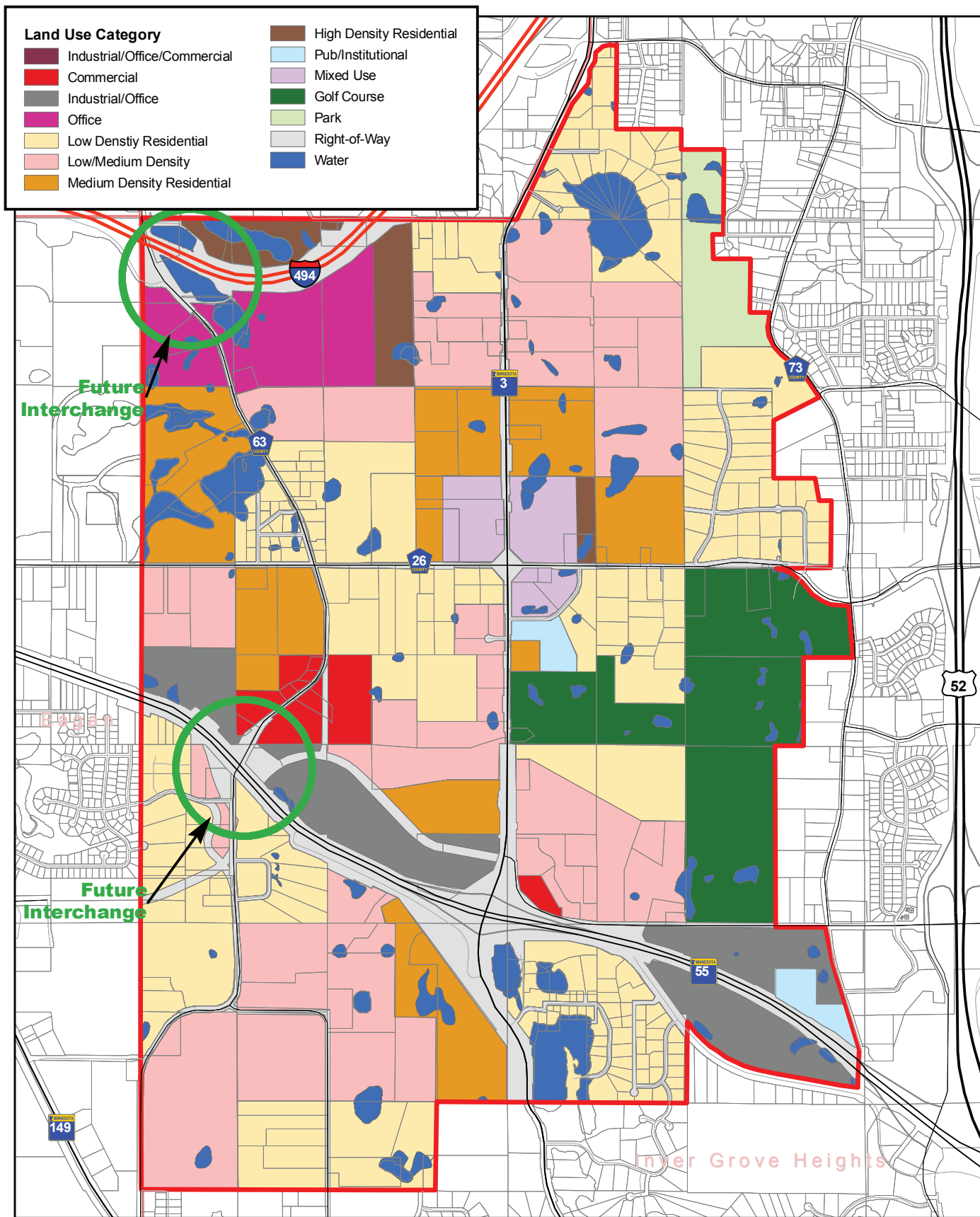
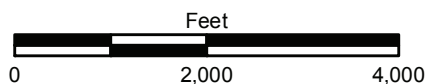


Figure 5-4



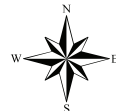
City of Inver Grove Heights
Northwest Expansion
Area AUAR



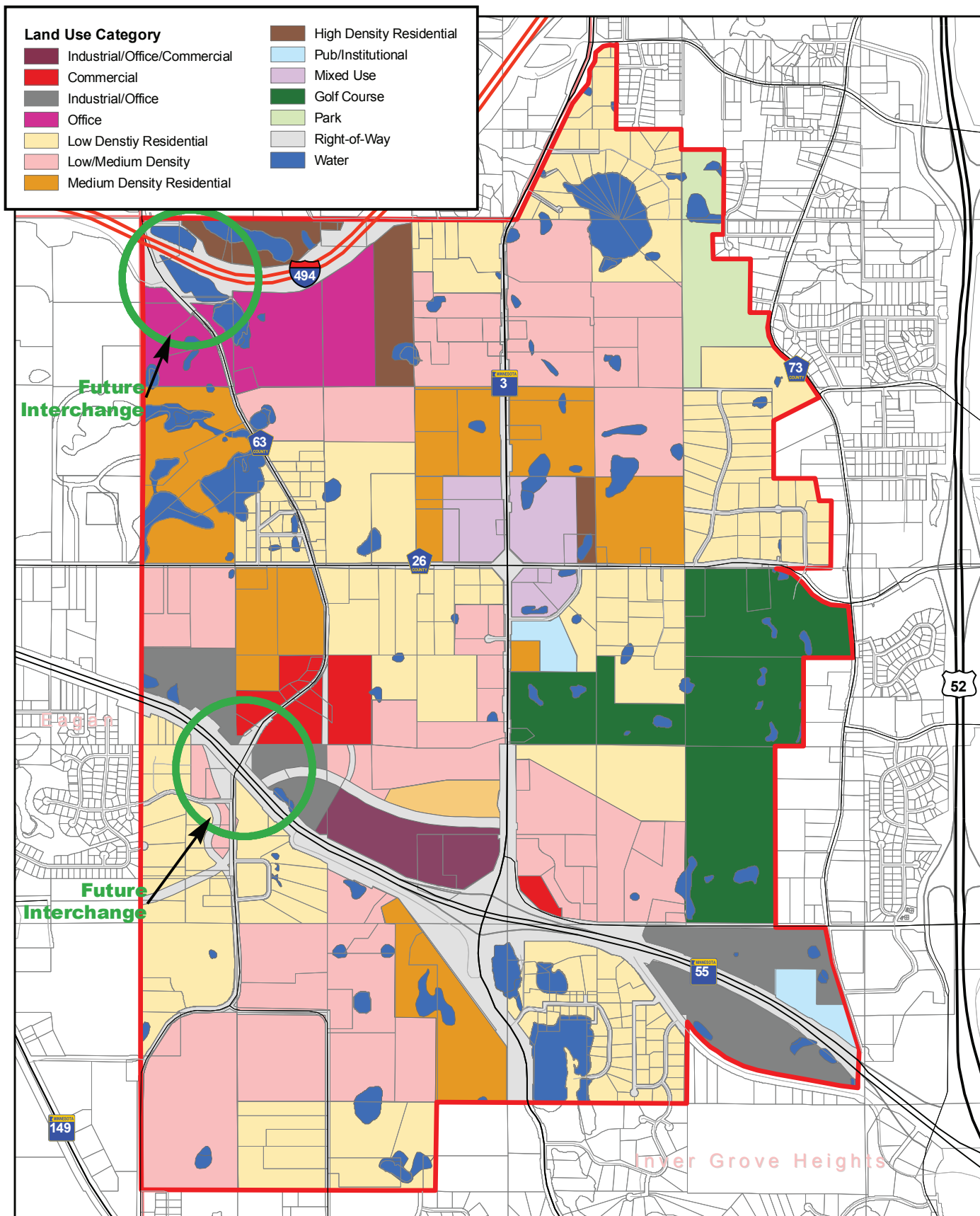
August 2007

PROPOSED LAND USE

Figure 5-5

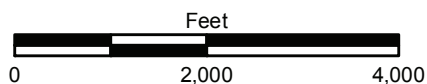


- Northwest Expansion Area
- Municipality
- Parcel

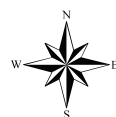


City of Inver Grove Heights
Northwest Expansion
Area AUAR

**UPDATED PROPOSED
LAND USE**

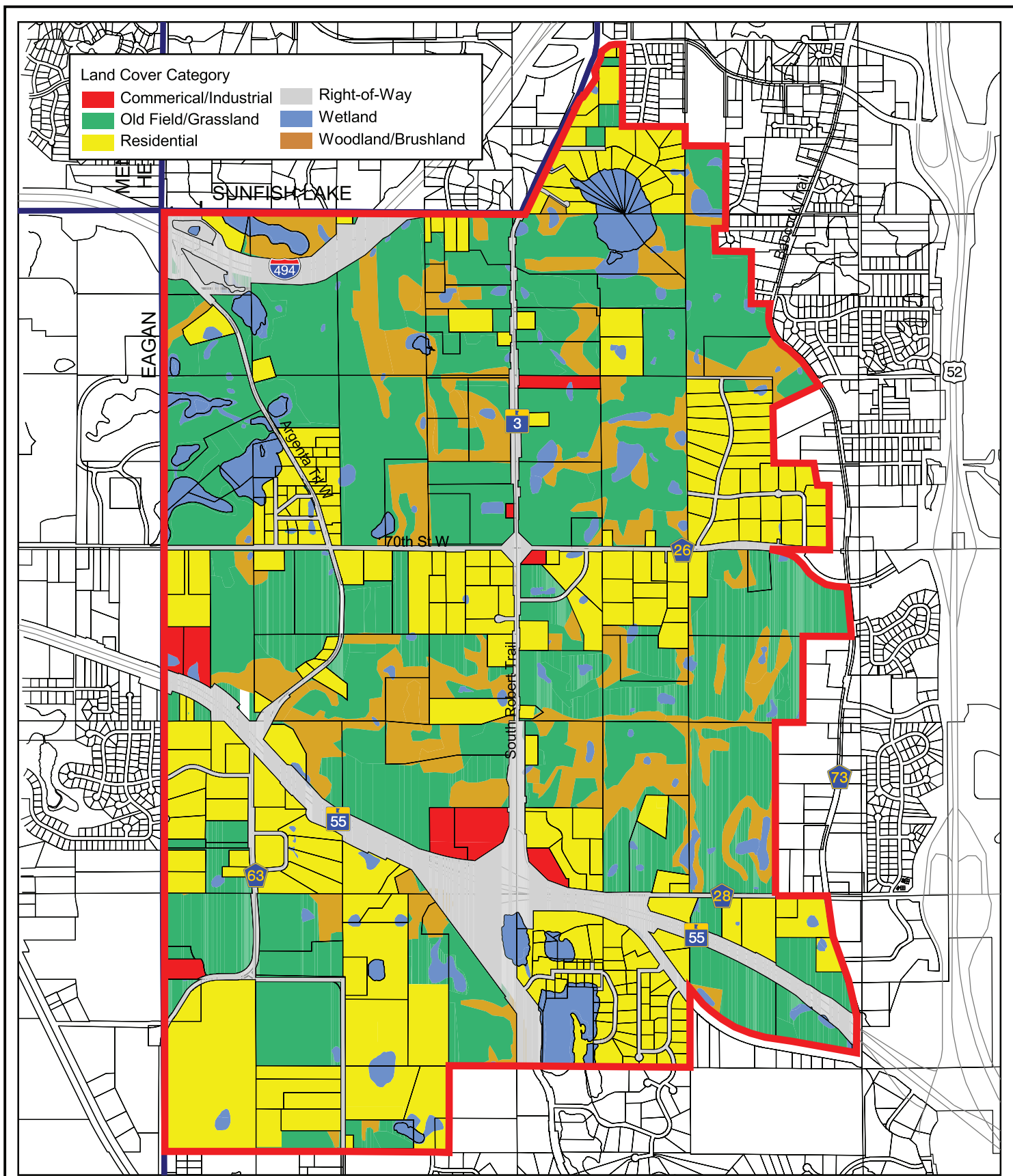


August 2007



- Northwest Expansion Area
- Municipality
- Parcel

Figure 5-5A



March 2005

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City of Inver Grove Heights

Northwest Expansion
Area AUAR

LAND COVER

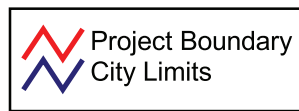
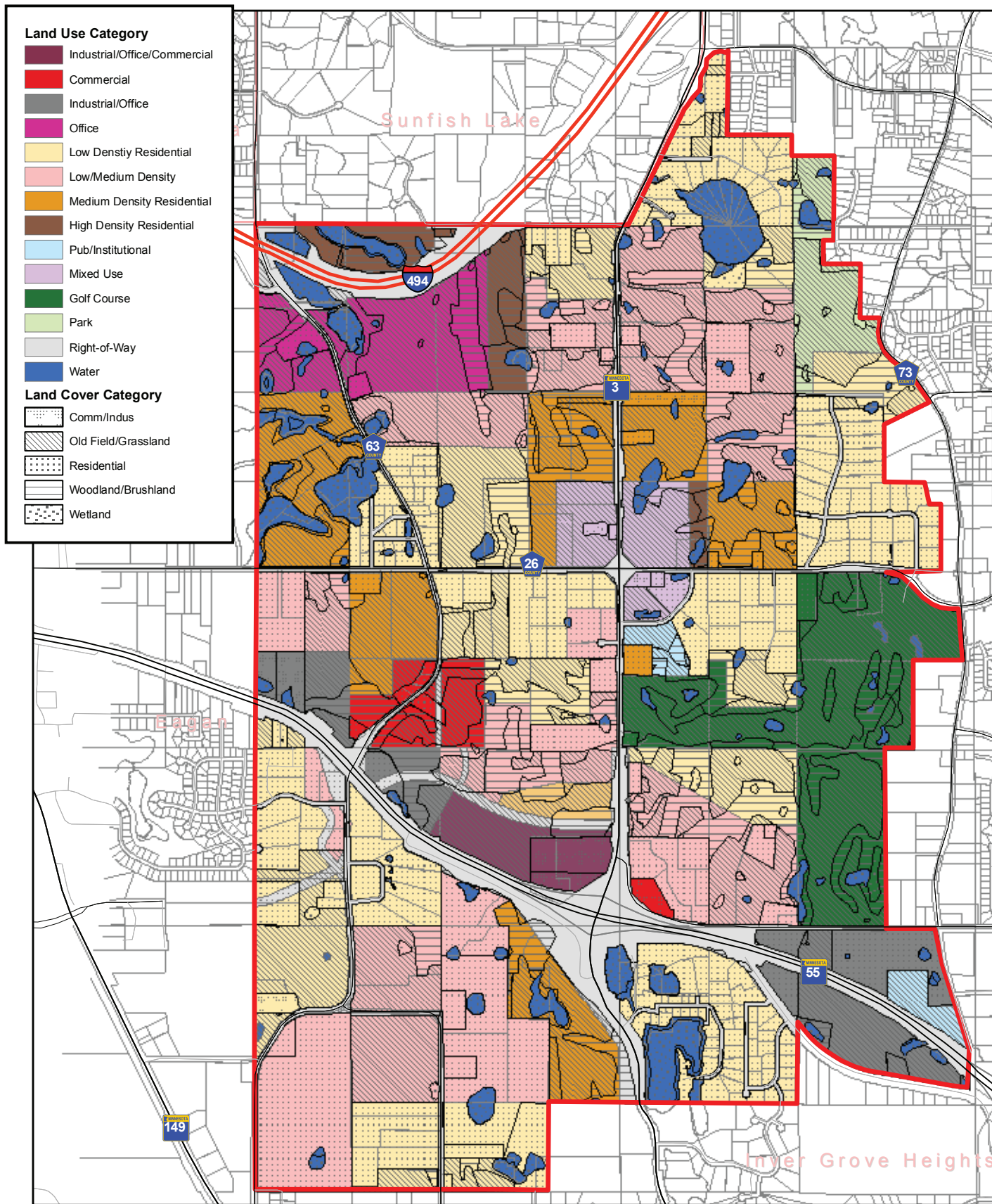
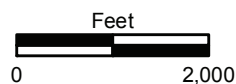


Figure 10-1



City of Inver Grove Heights
Northwest Expansion
Area AUAR



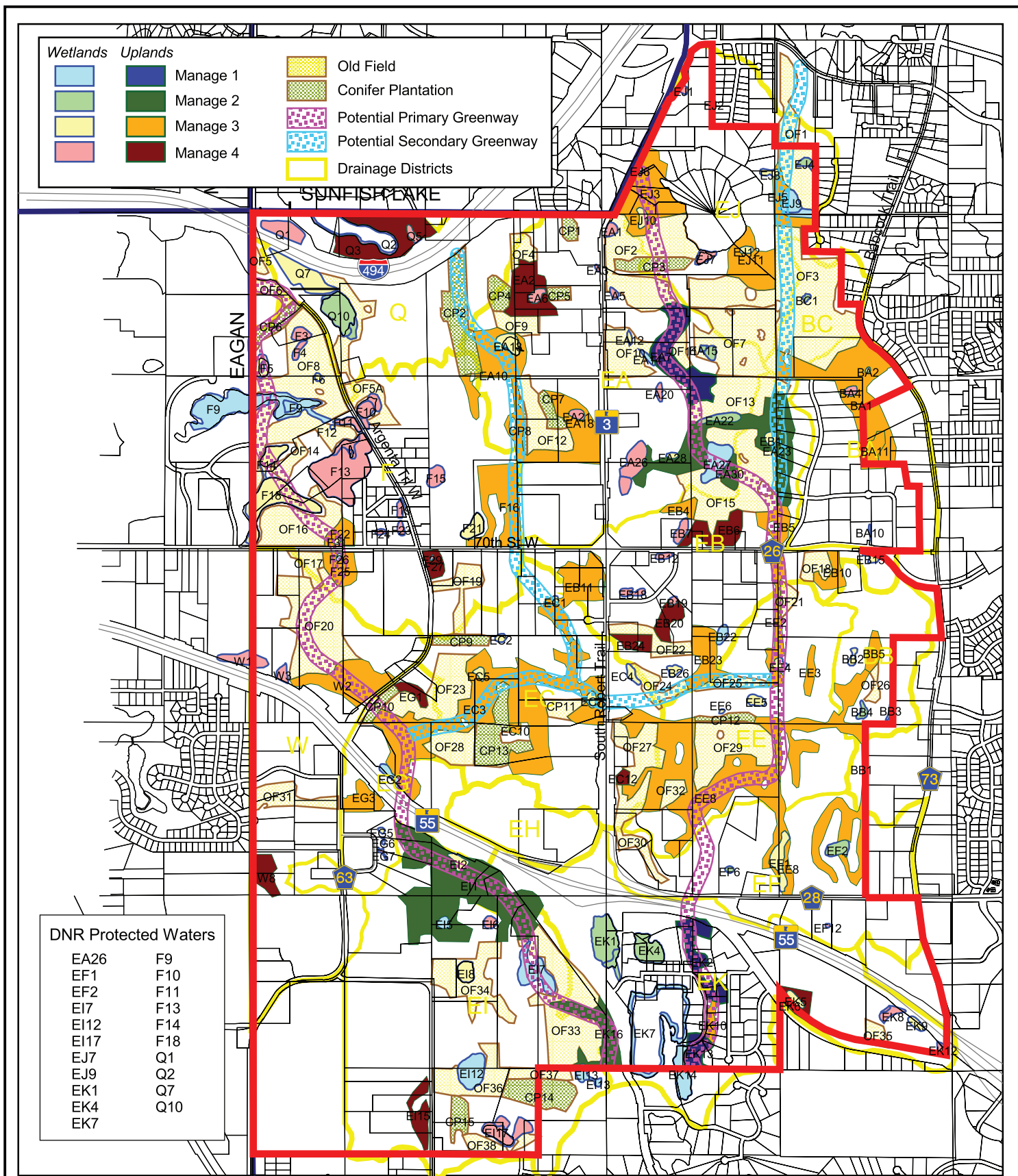
August 2007

LANDCOVER AND UPDATED PROPOSED LAND USE

Figure 10-2A



- Northwest Expansion Area
- Municipality
- Parcel



Feet
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March 2005

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City of Inver Grove Heights

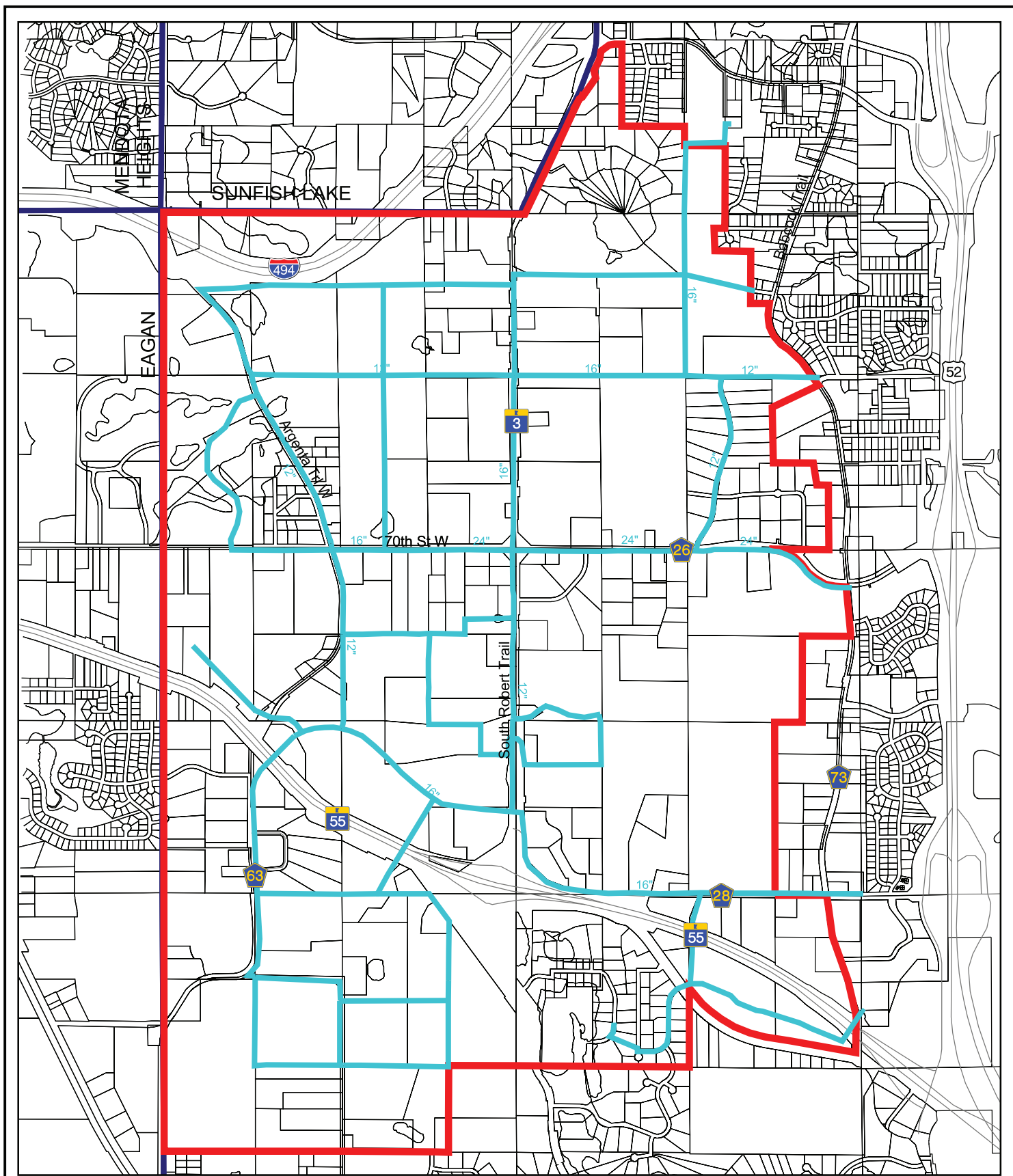
Northwest Expansion
Area AUAR

Wetland and Upland Management Classification

Figure 10-3



Project Boundary
City Limits
Parcel Base Map



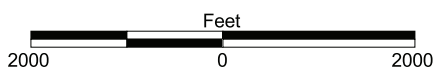
City of Inver Grove Heights

Northwest Expansion
Area AUAR

TRUNK WATER SUPPLY



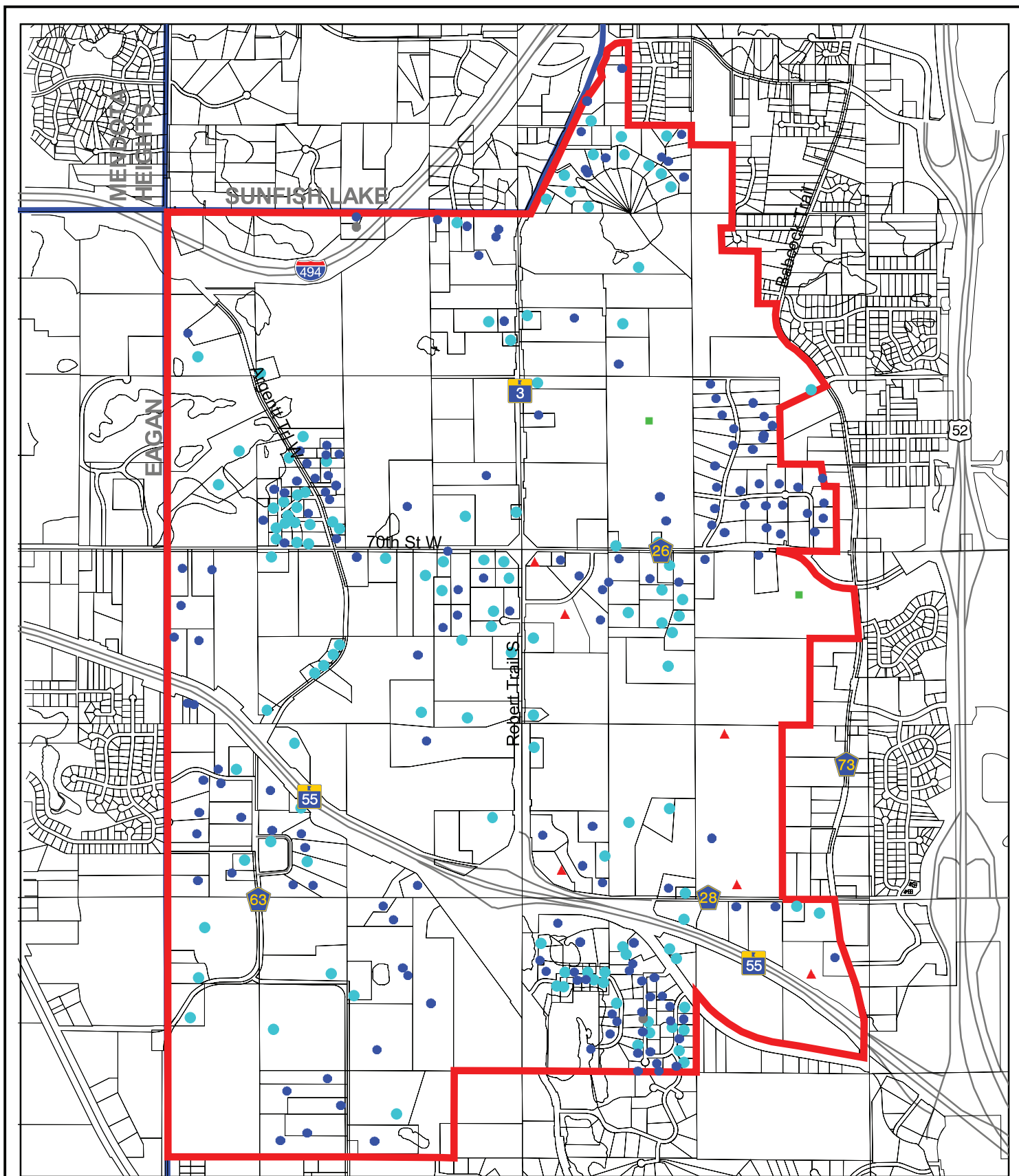
- Proposed Water Main
- Project Boundary
- City Limits



March 2005

Figure 13-1

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City of Inver Grove Heights
Northwest Expansion
Area AUAR

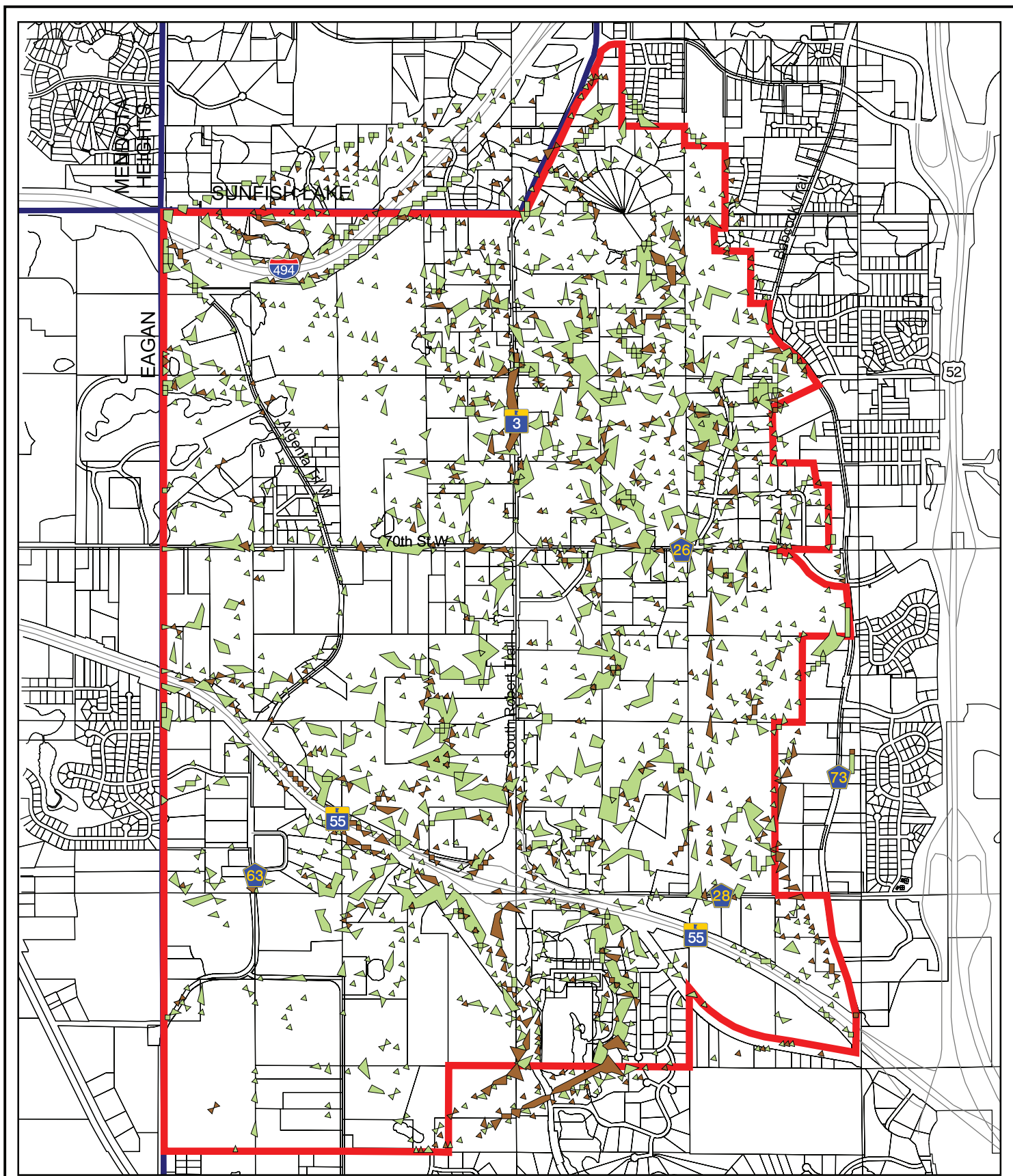
POSSIBLE WELL LOCATIONS

Figure 13-2



- County Well Index
- Domestic
- Irrigation
- ▲ Public supply, non-community, transient
- Unknown use
- Assumed Well Sites
- Project Boundary
- City Boundary
- Parcel Base Map

Feet
 2000 0 2000



Bonestroo
Rosene
Anderlik &
Associates
Engineers & Architects



Feet
2000 0 2000

March 2005

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City of Inver Grove Heights

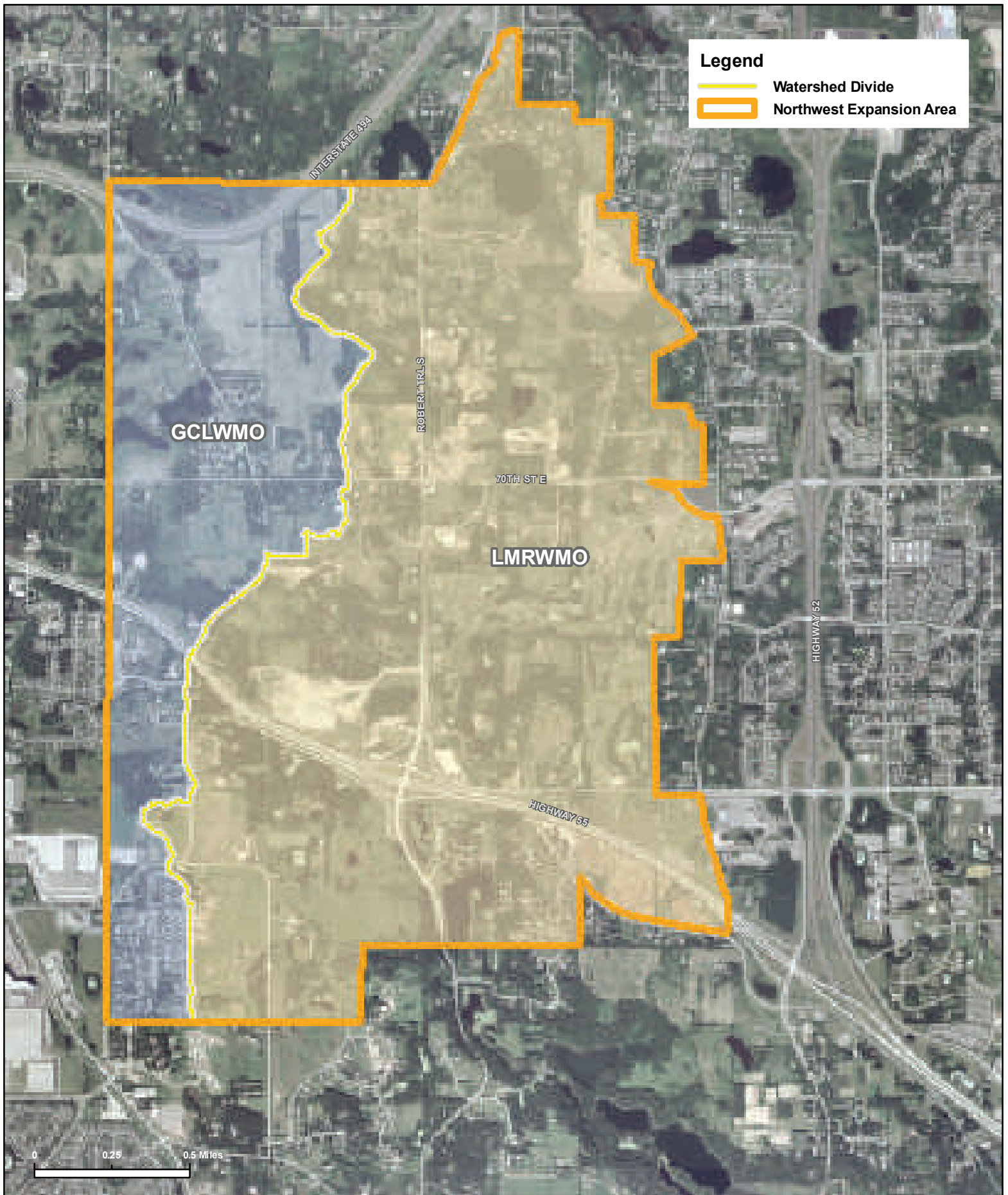
Northwest Expansion
Area AUAR

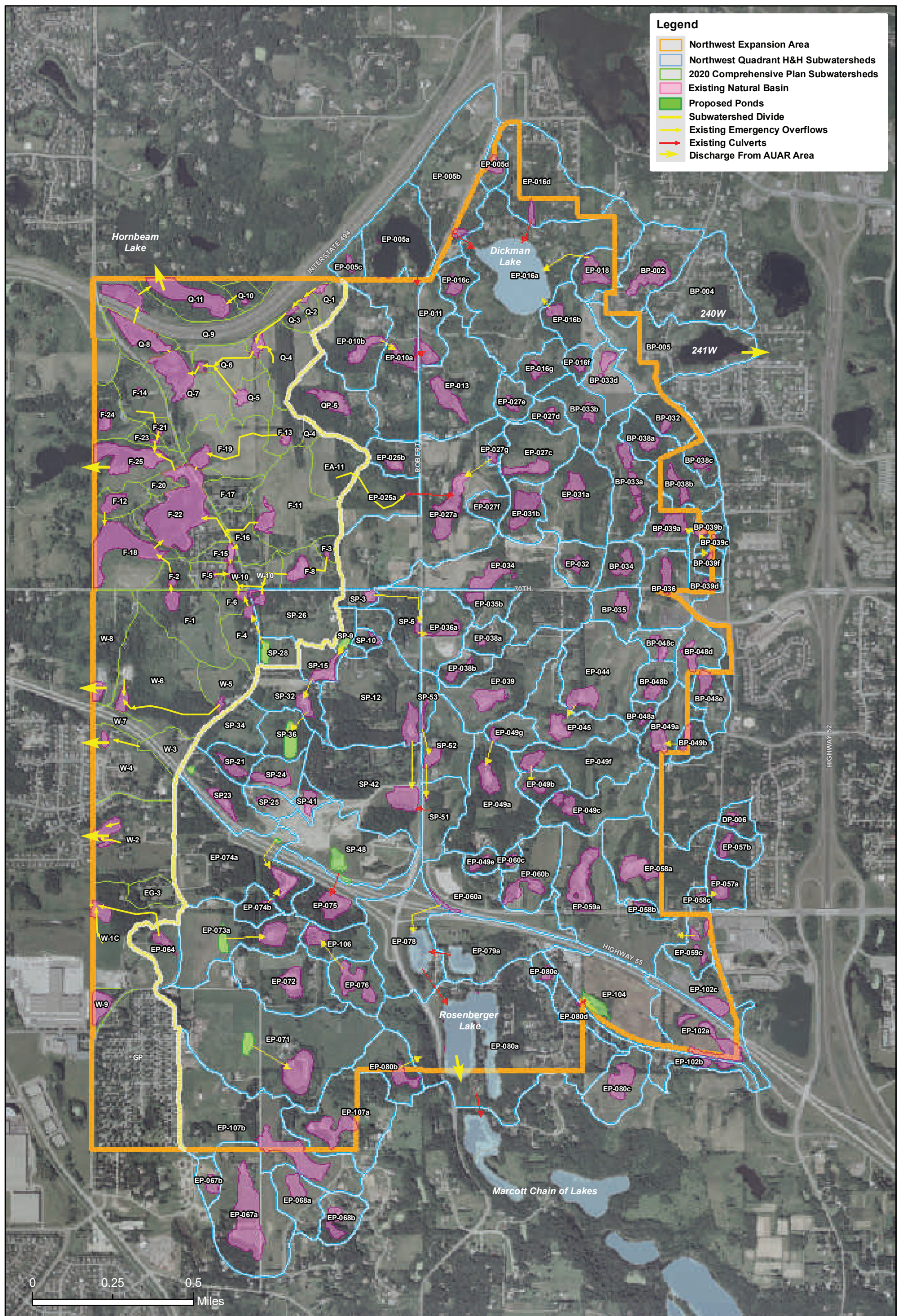
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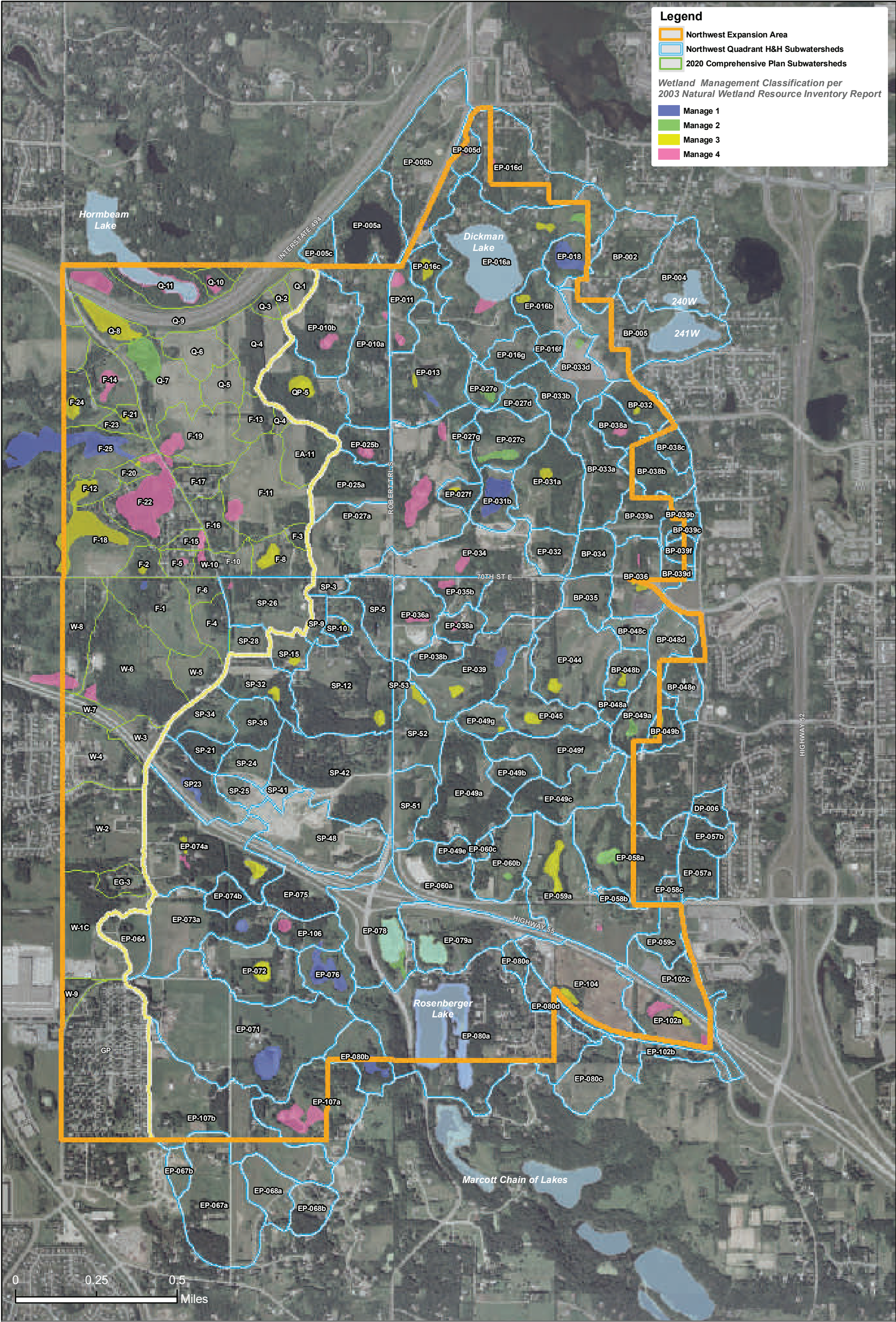
Figure 16-1



- Slope + 20%
- Slopes 12% - 20%
- Project Boundary
- City Limits
- Parcel Base Map



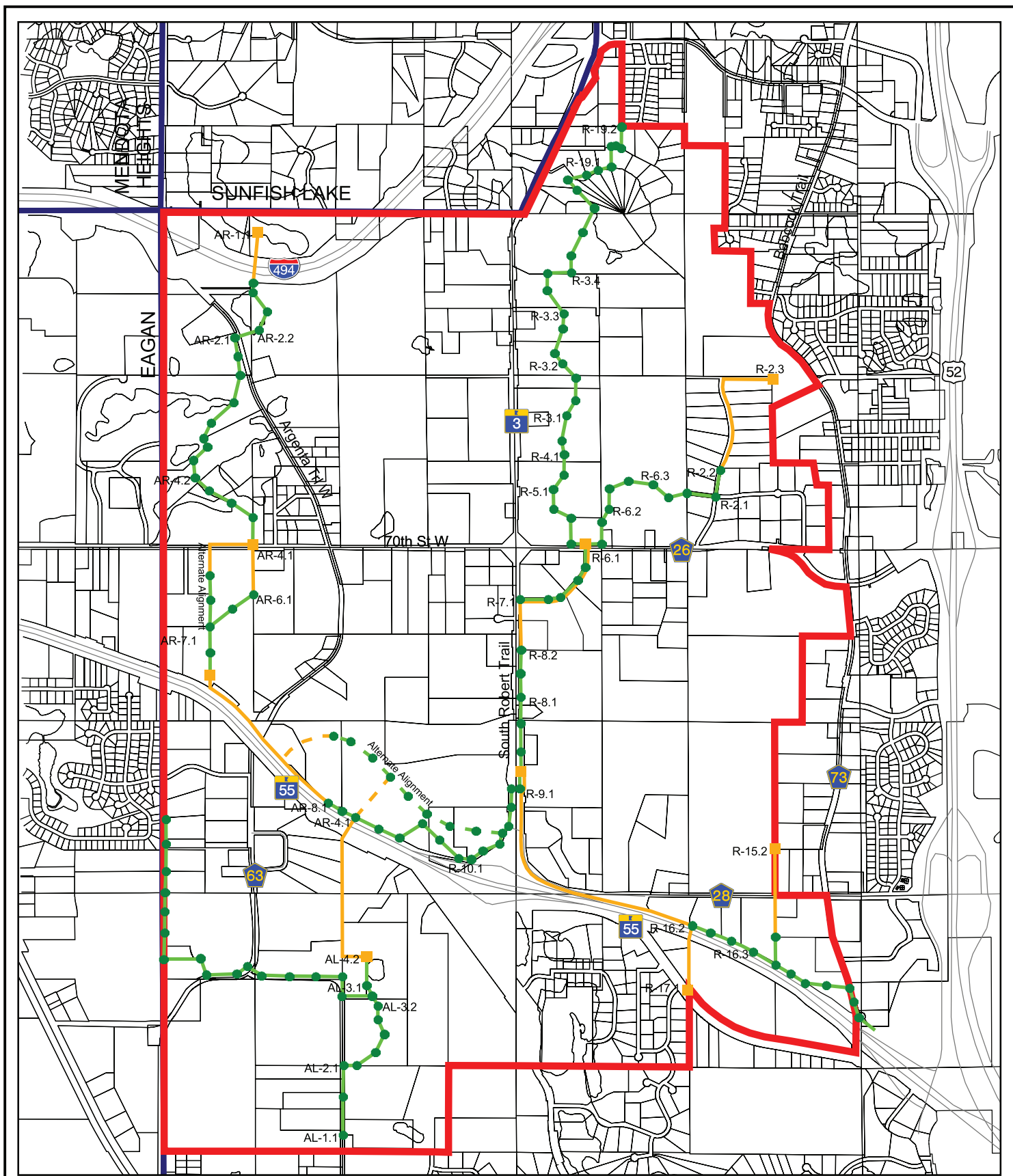




Northwest Expansion Area
Wetland Management Classification



Figure 17.3



Feet
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March 2005

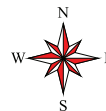
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City of Inver Grove Heights

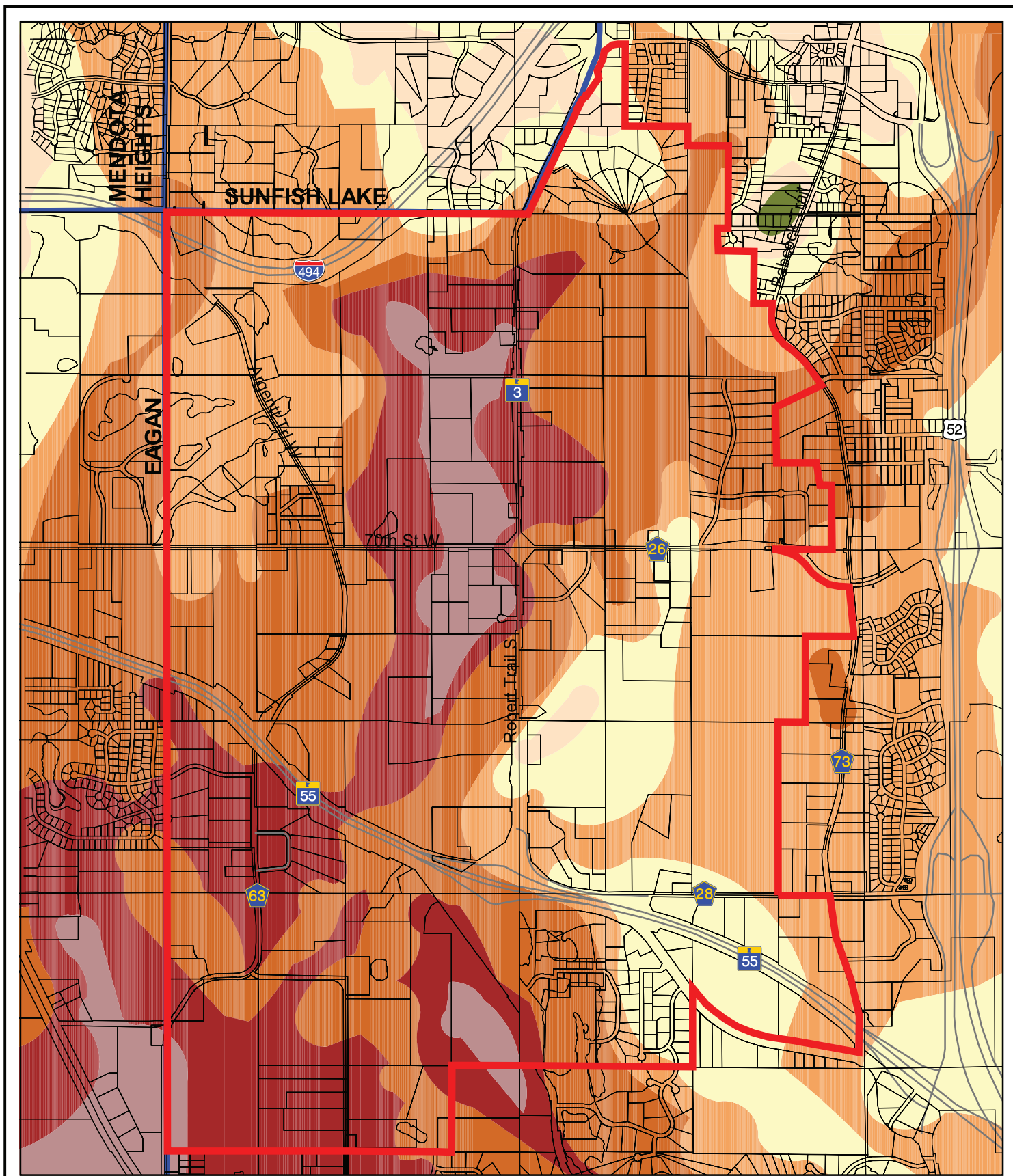
Northwest Expansion
Area AUAR

SANITARY SEWER SYSTEM

Figure 18-1



- Proposed Manhole
- Proposed Lift Station
- Proposed Sanitary Pipe
- Proposed Forcemain
- Project Boundary
- City Limits



Bonestroo
Rosene
Anderlik &
Associates
Engineers & Architects



Feet
2000 0 2000

Inver Grove Heights **Northwest Expansion** **Area AUAR**

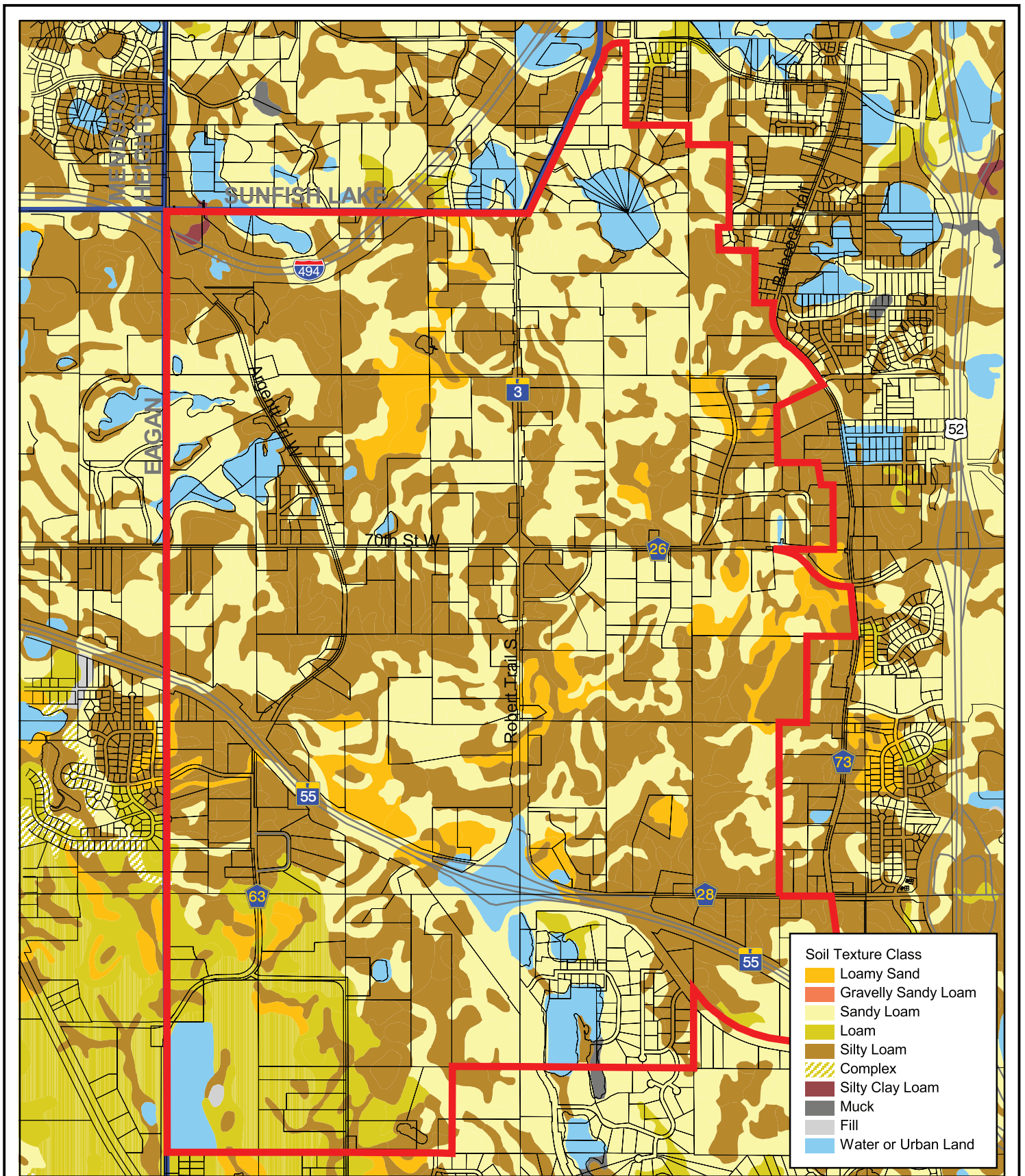
DEPTH TO BEDROCK

Figure 19-1

Depth to Bedrock		
0-50	301-350	Study Area Boundary
101-150	351-400	City Boundary
151-200	401-500	Parcel Base Map
201-250	51-100	
251-300	Over_500	

March 2005

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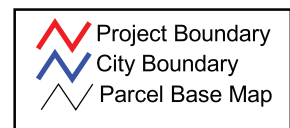
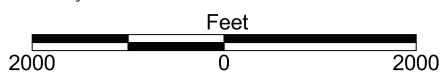


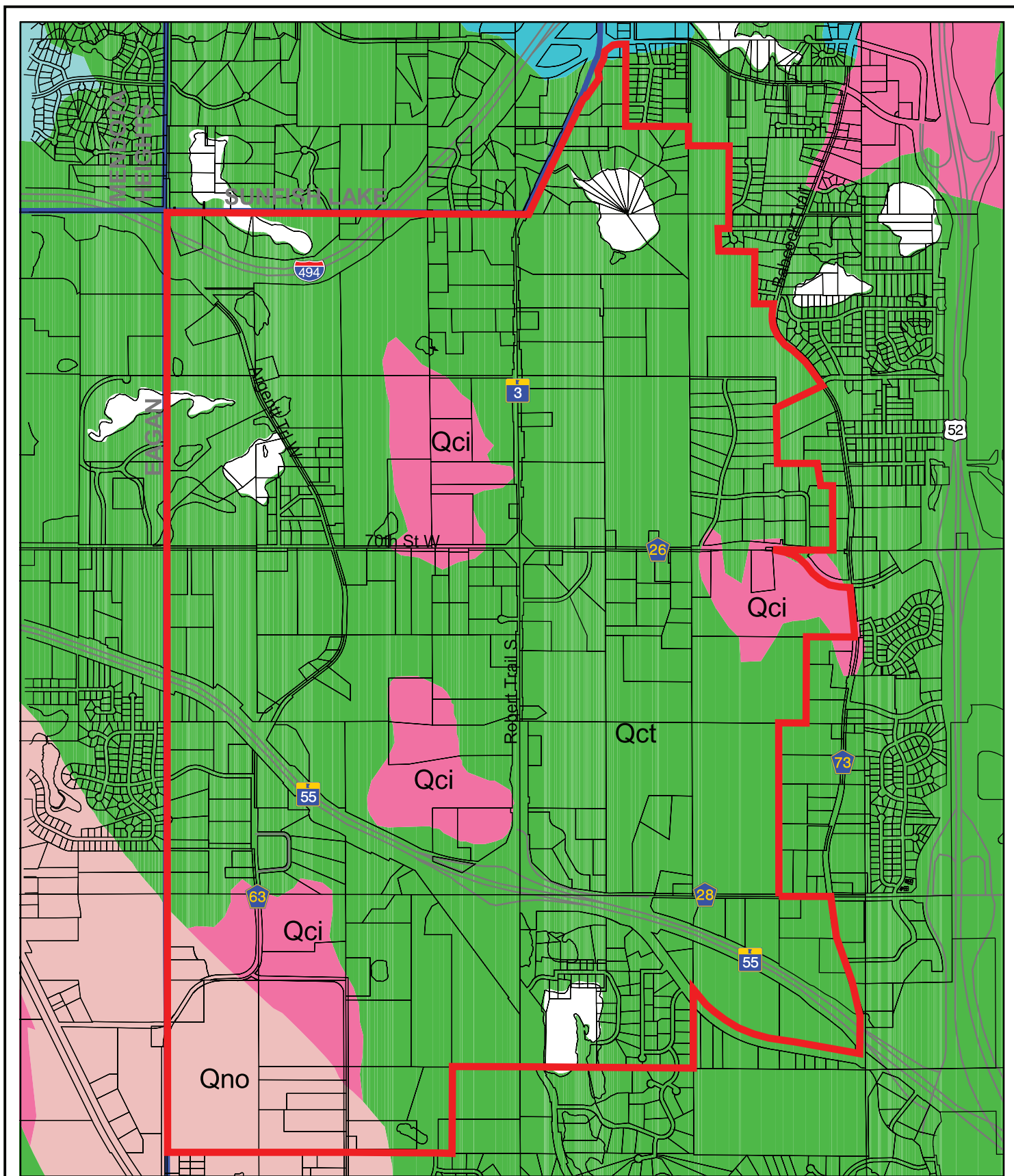
City of Inver Grove Heights

Northwest Expansion
Area AUAR

SOILS

Figure 19-3





City of Inver Grove Heights

Northwest Expansion Area AUAR

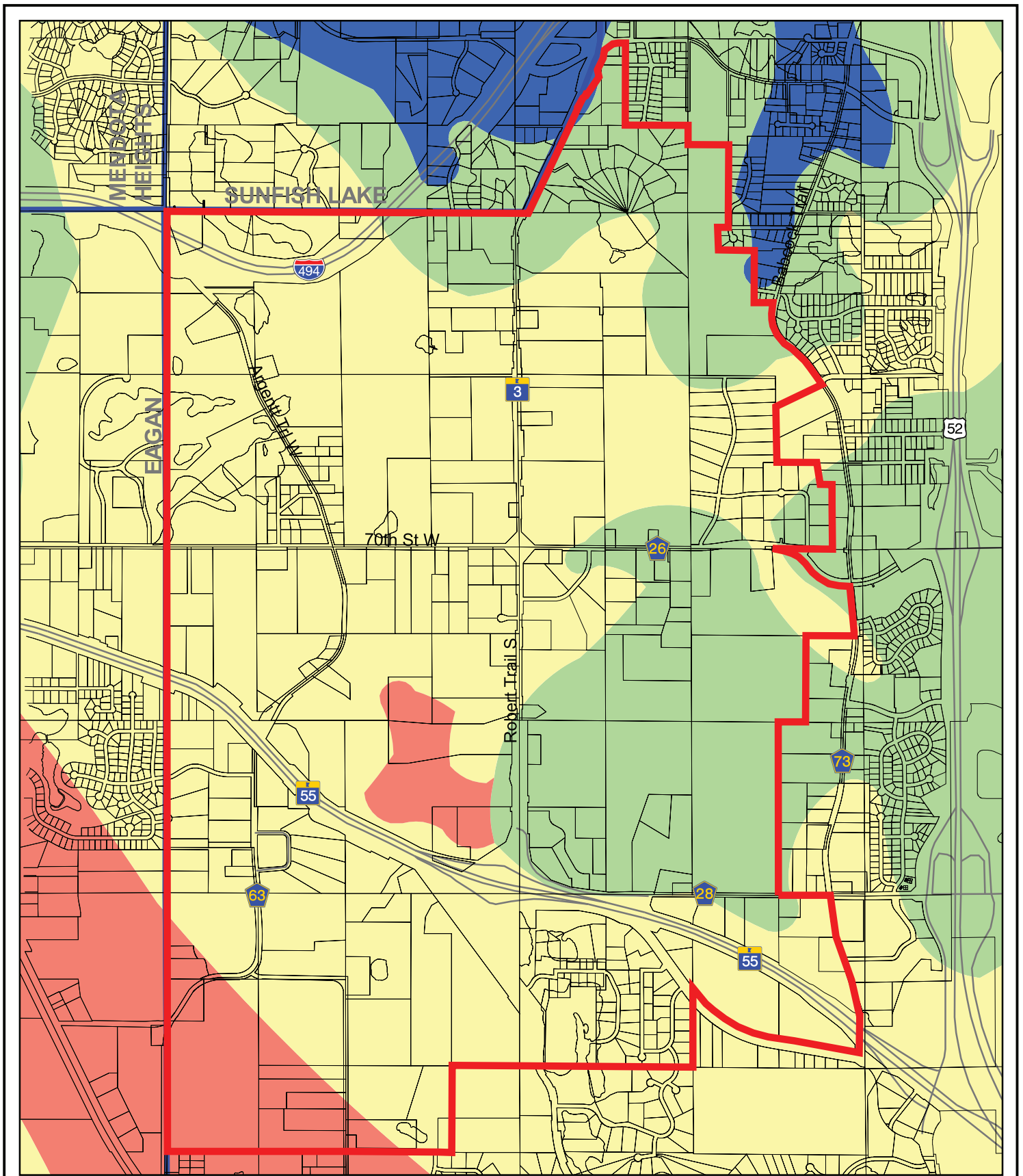
SURFICIAL GEOLOGY

Figure 19-4

- | Surficial Geology | |
|--|--|
| ■ | Qci - Lake sand and silt, Cromwell Fm. |
| ■ | Qco - Outwash, Cromwell Fm. |
| ■ | Qci - Ice-contact deposits, Cromwell Fm. |
| ■ | Qct - Till, Cromwell Fm. |
| — | Project Boundary |
| — | City Boundary |
| — | Parcel Base Map |



Feet
2000 0 2000



City of Inver Grove Heights
Northwest Expansion
Area AUAR

SENSITIVITY TO AQUIFER



- | Sensitivity Ratings | |
|---------------------|---------------|
| Yellow | Moderate |
| Red | High/Moderate |
| Green | Low/Moderate |
| Blue | Very Low |
-
- | | |
|------------|------------------|
| Red line | Project Boundary |
| Blue line | City Boundary |
| Black line | Parcel Base Map |

Feet
2000 0 2000

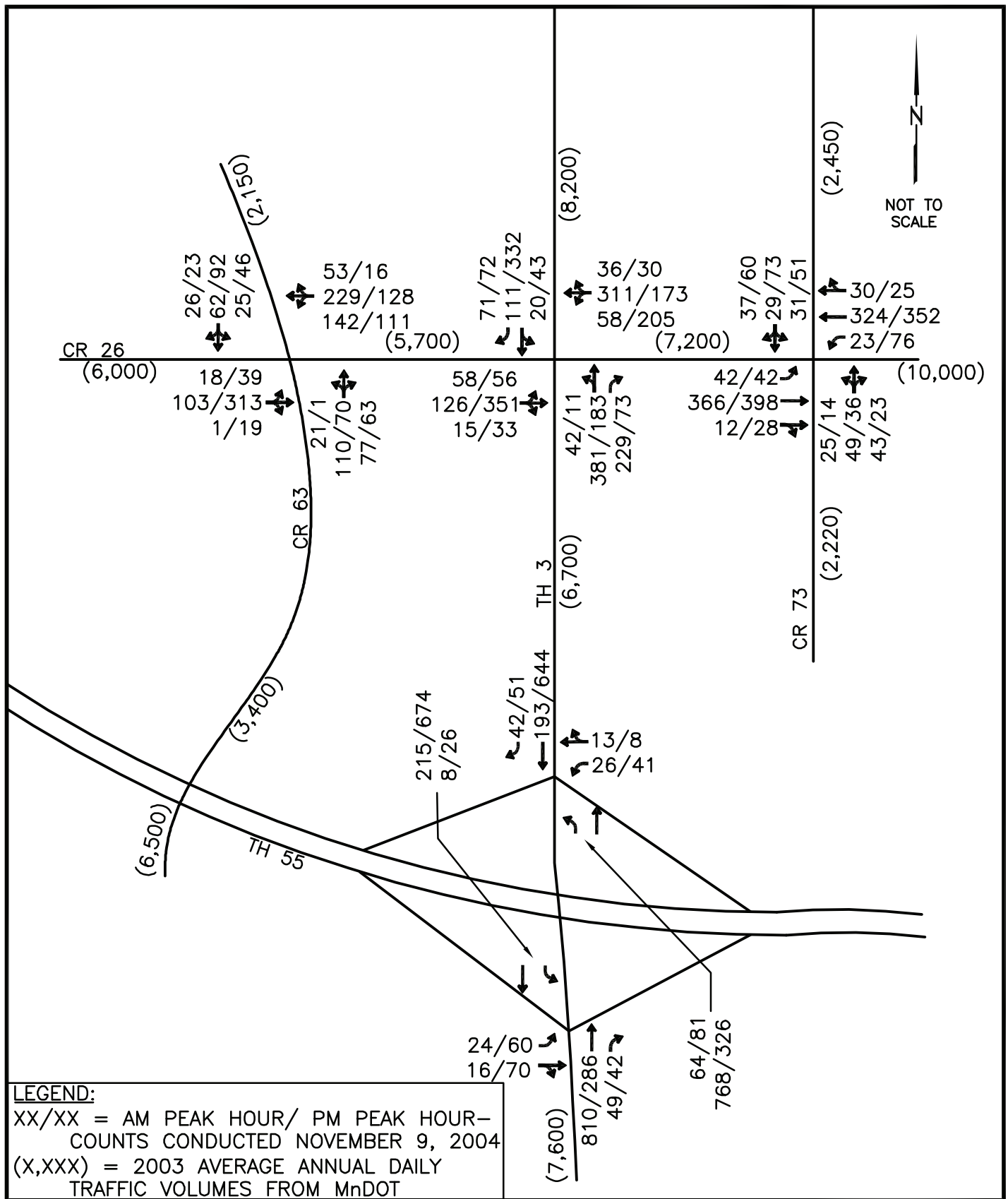


FIGURE 21-2

EXISTING GEOMETRY AND TRAFFIC VOLUMES INVER GROVE HEIGHTS AUAR

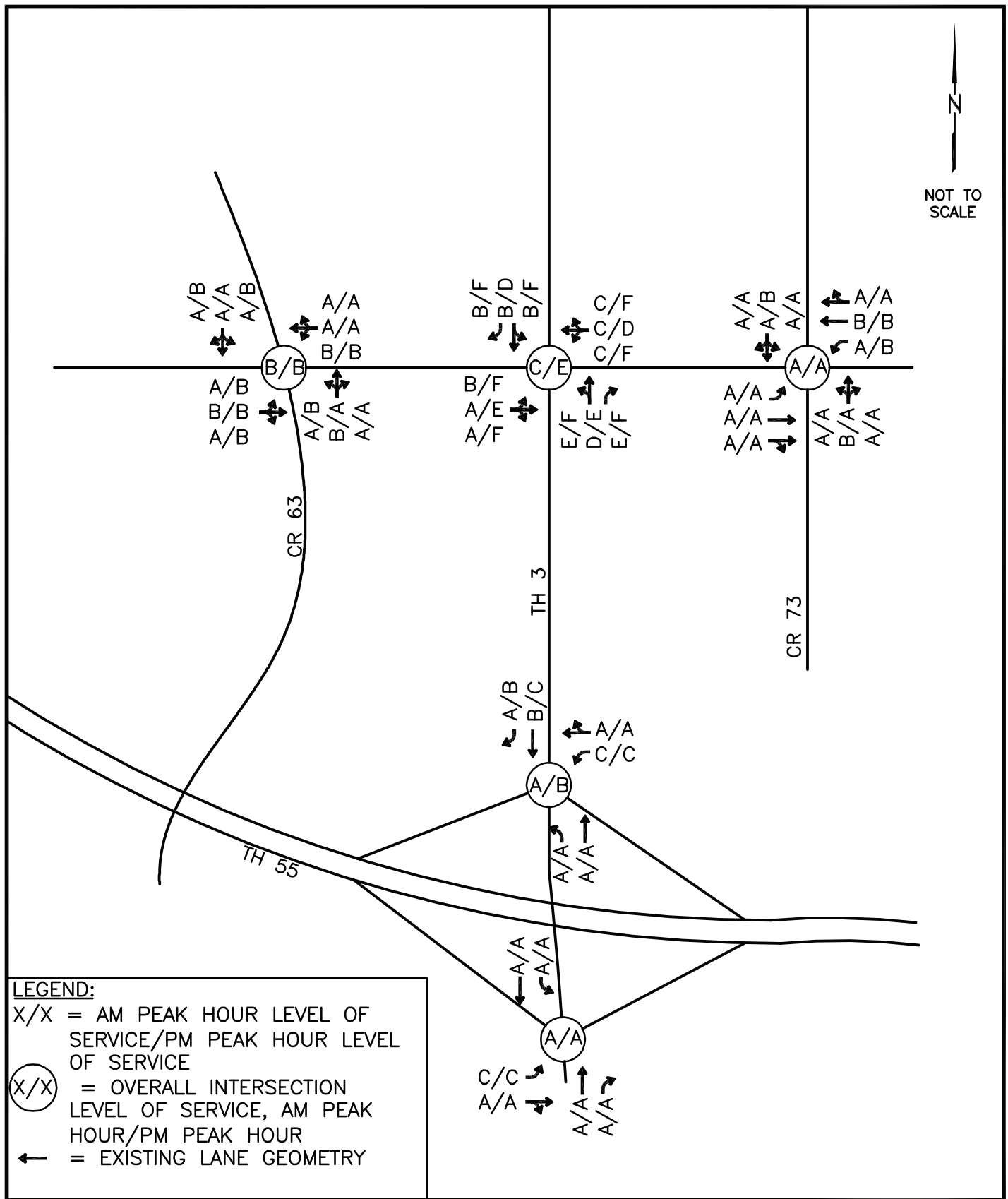


FIGURE 21-3

EXISTING CONDITIONS LEVEL OF SERVICE INVER GROVE HEIGHTS AUAR

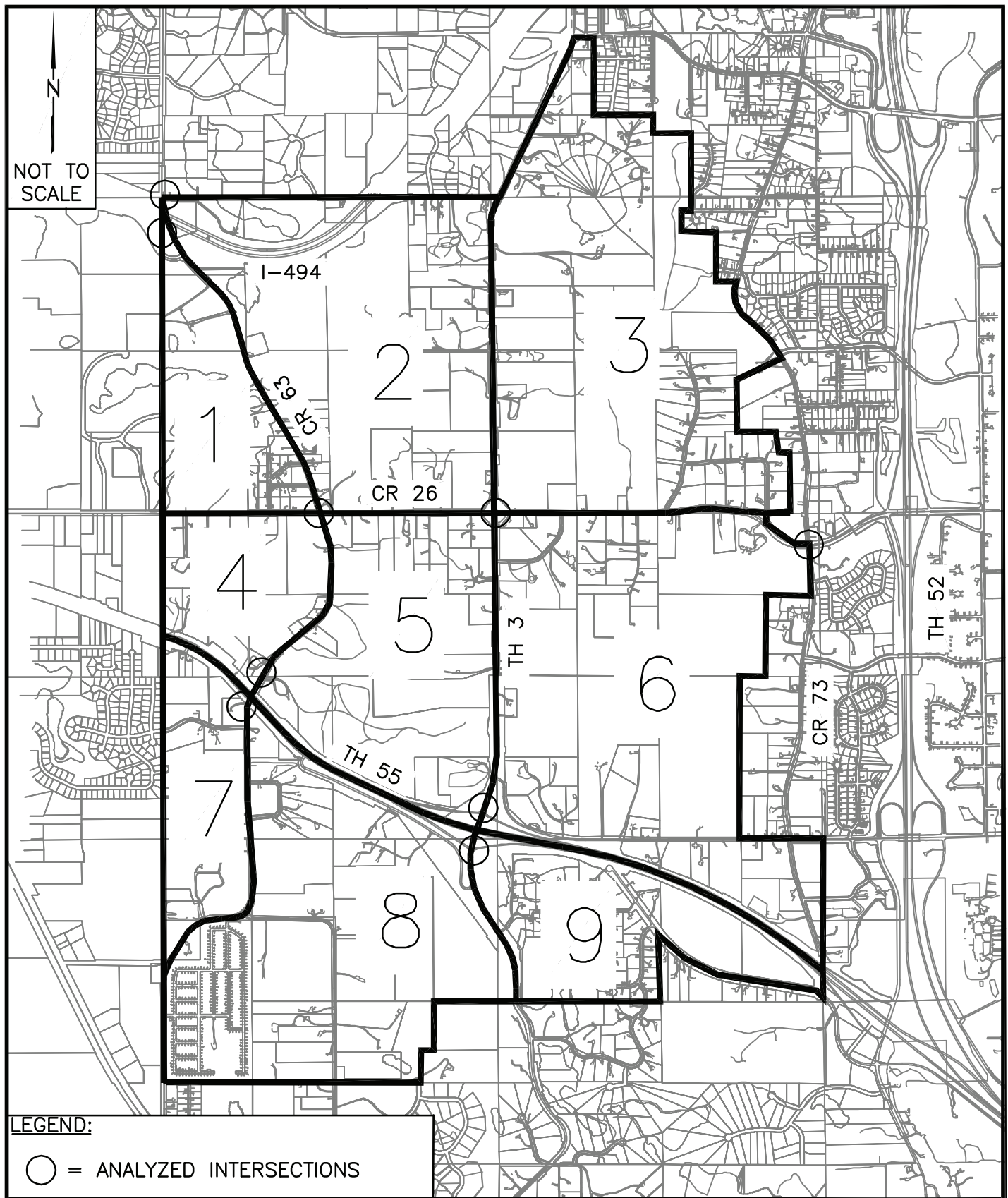


FIGURE 21-4

TRAFFIC ANALYSIS ZONES
INVER GROVE HEIGHTS AUAR

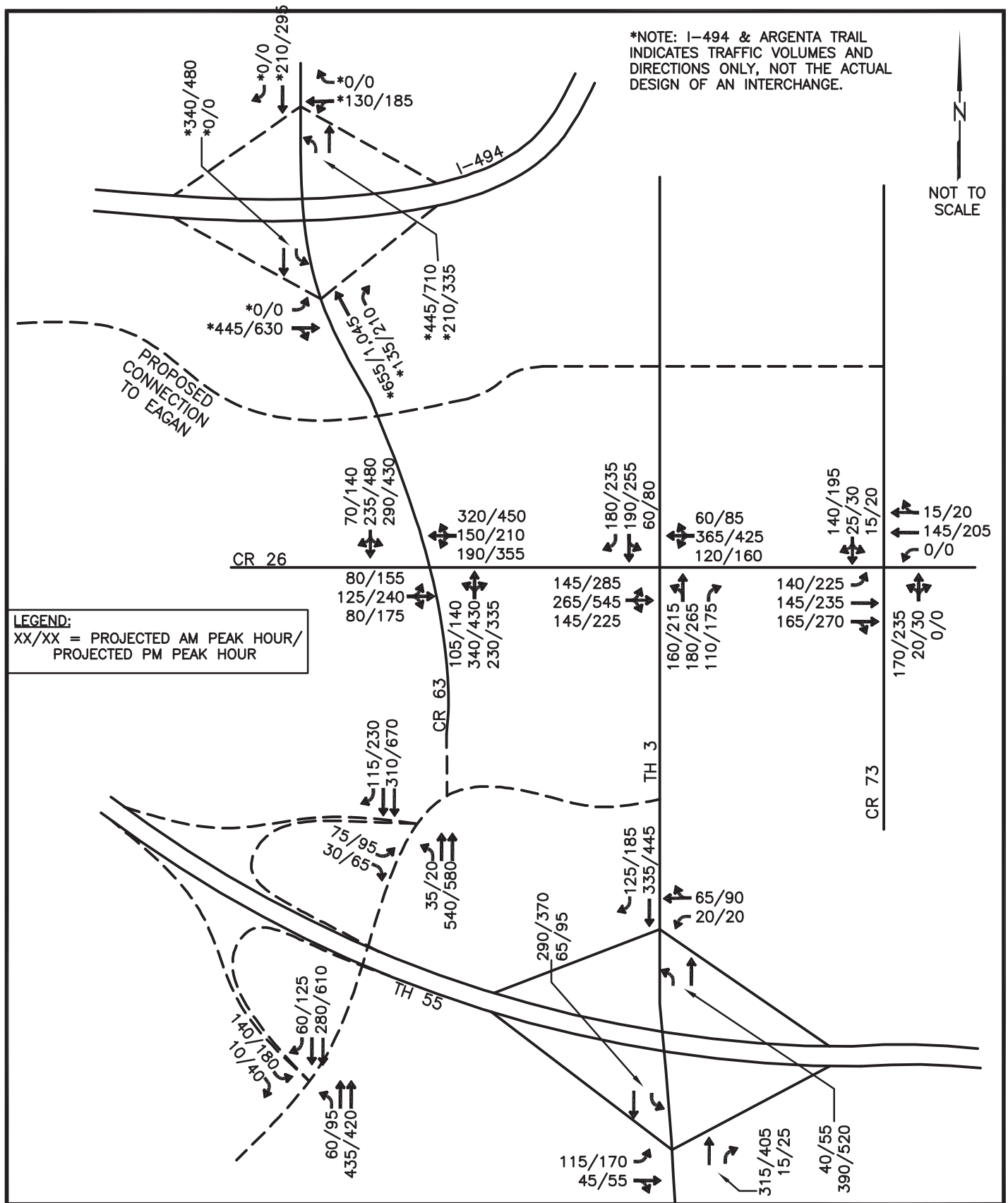
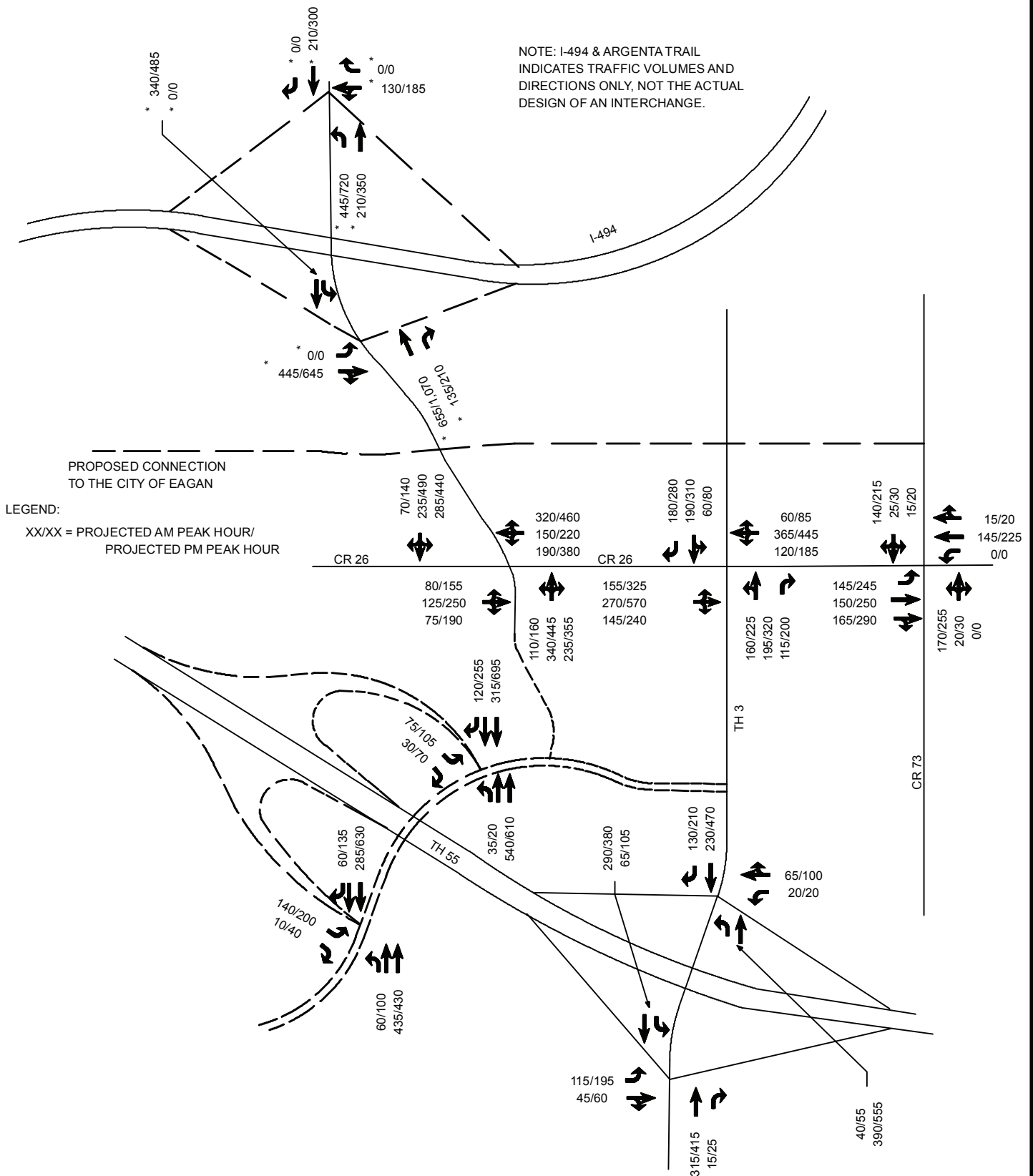


FIGURE 21-5

PROJECTED DEVELOPMENT VOLUMES INVER GROVE HEIGHTS AUAR

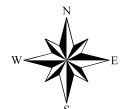


City of Inver Grove Heights
Northwest Expansion
Area AUAR

Updated Projected Development Volumes

August 2007

Figure 21-5A



NOT TO SCALE

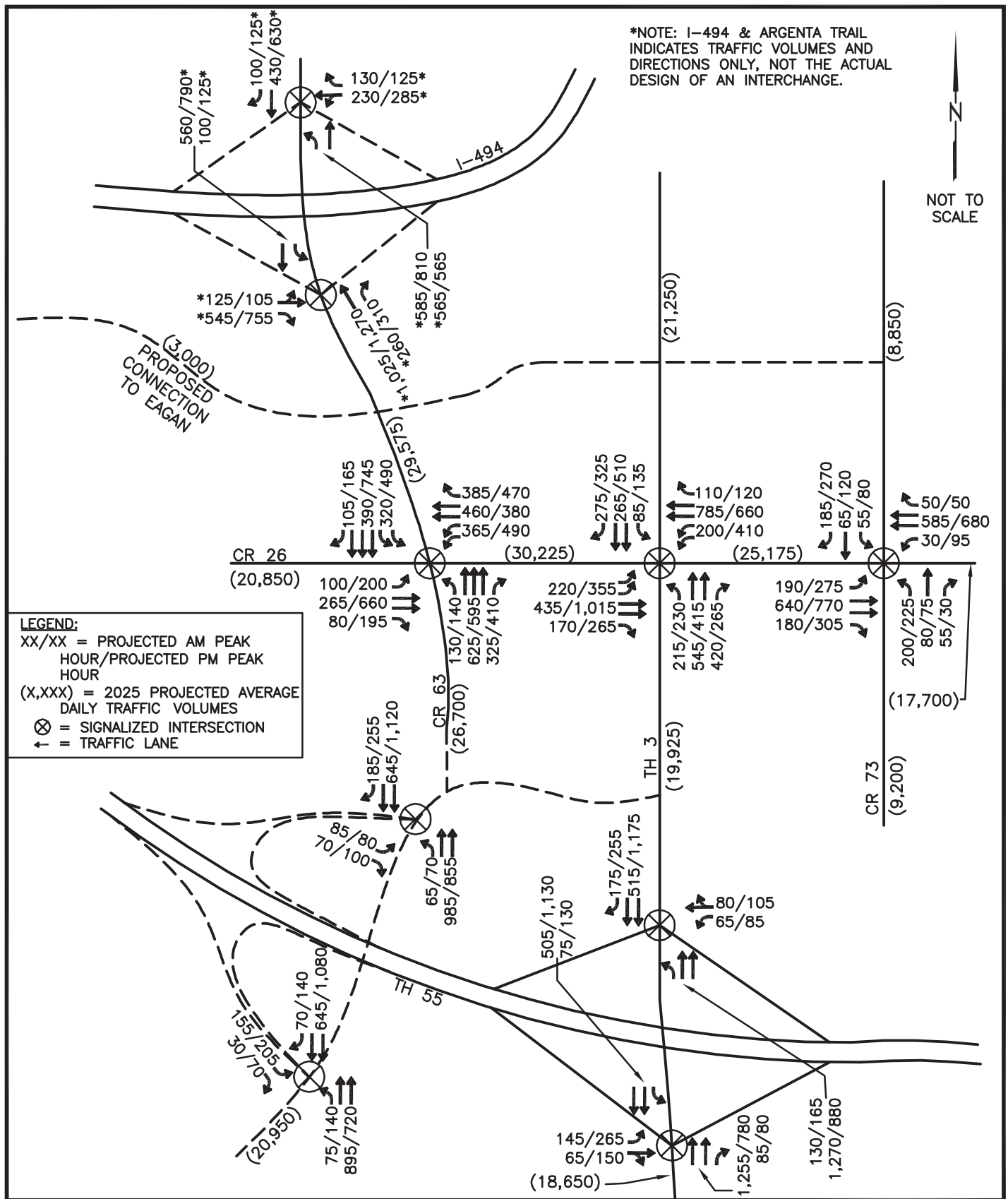
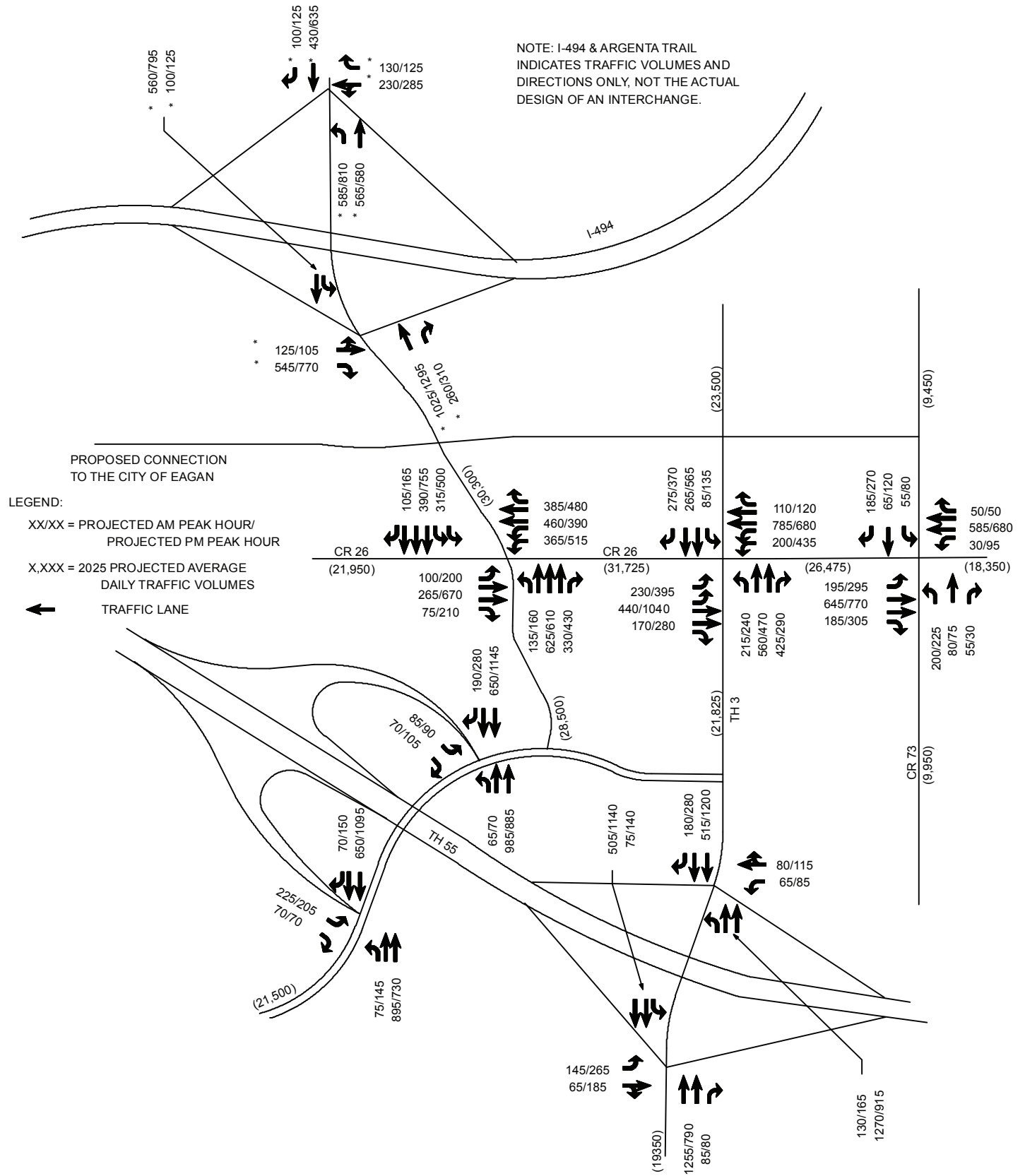


FIGURE 21-6

2025 VOLUMES AND PROPOSED GEOMETRY INVER GROVE HEIGHTS AUAR



City of Inver Grove Heights
 Northwest Expansion
 Area AUAR
 Updated
 2025 Volumes &
 Proposed Geometry
 Figure 21-6A



NOT TO SCALE

August 2007

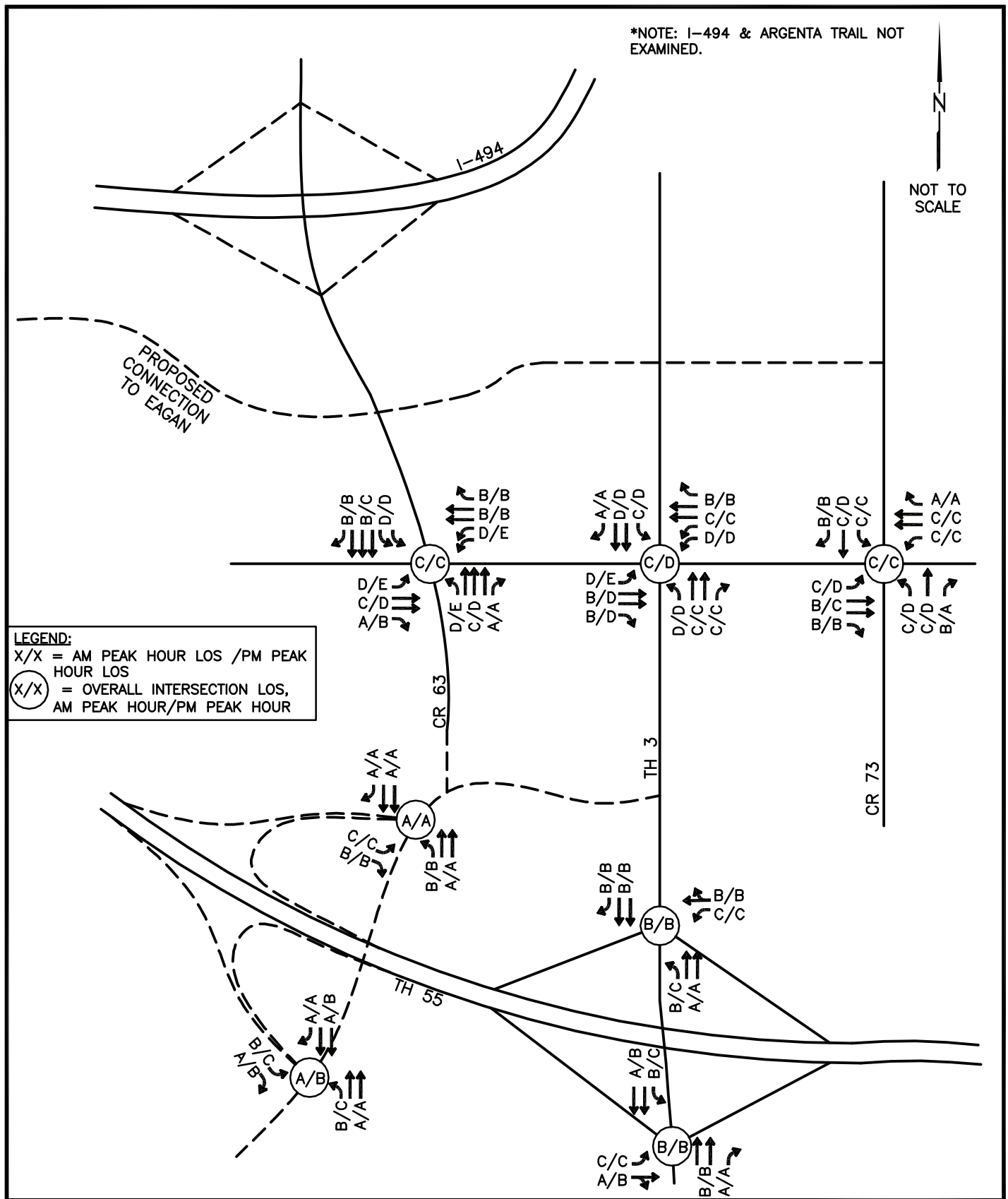


FIGURE 21-7

2025 PROPOSED LEVEL OF SERVICE INVER GROVE HEIGHTS AUAR

-10-

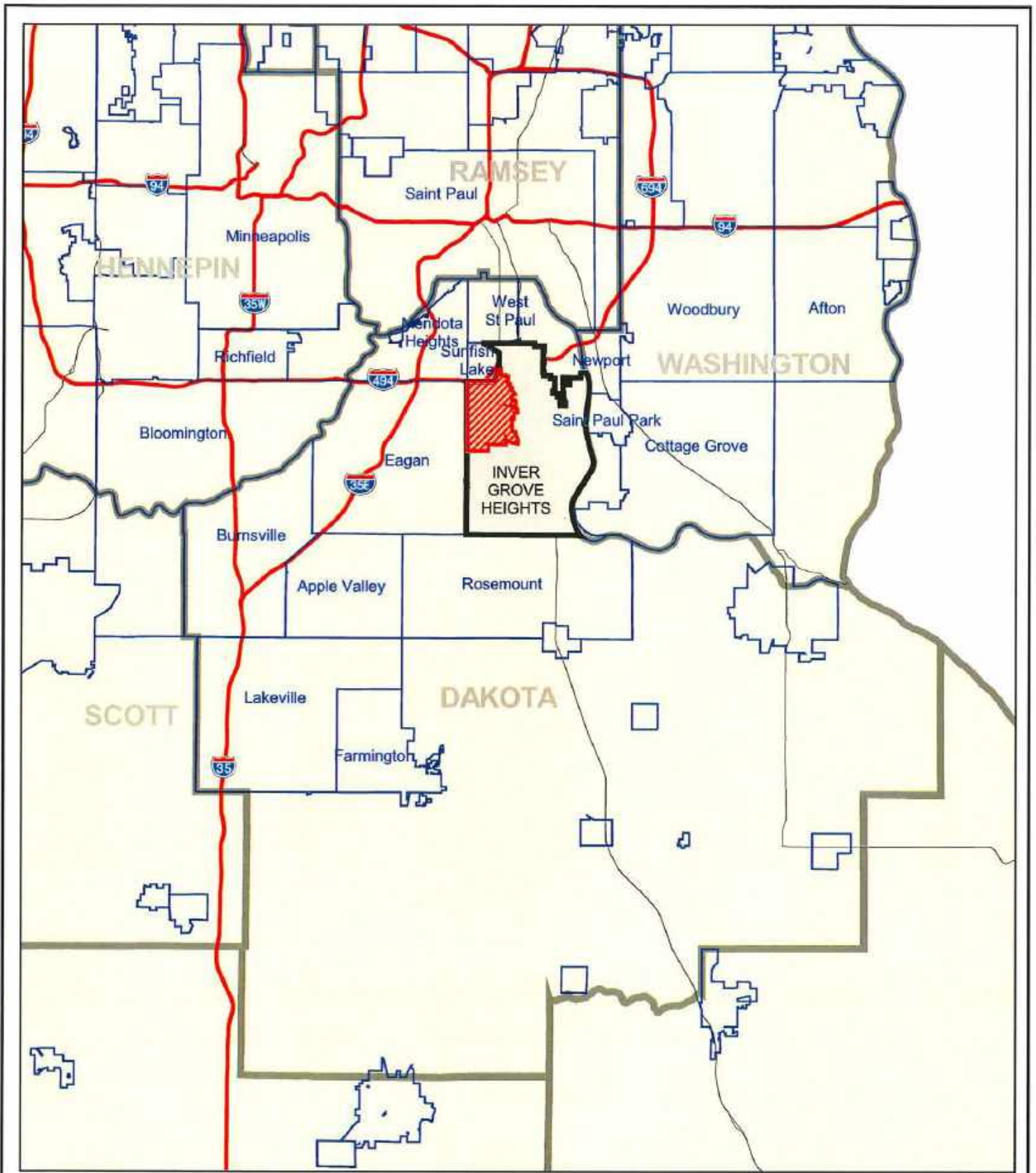


FIGURE 25

LOCATIONS INVENTORIED FOR HISTORIC STRUCTURES

(Excerpt from USGS Topographic Quadrangle for Inver Grove Heights, MN)

ATTACHMENT D: 2005 AUAR FIGURES



March 2005

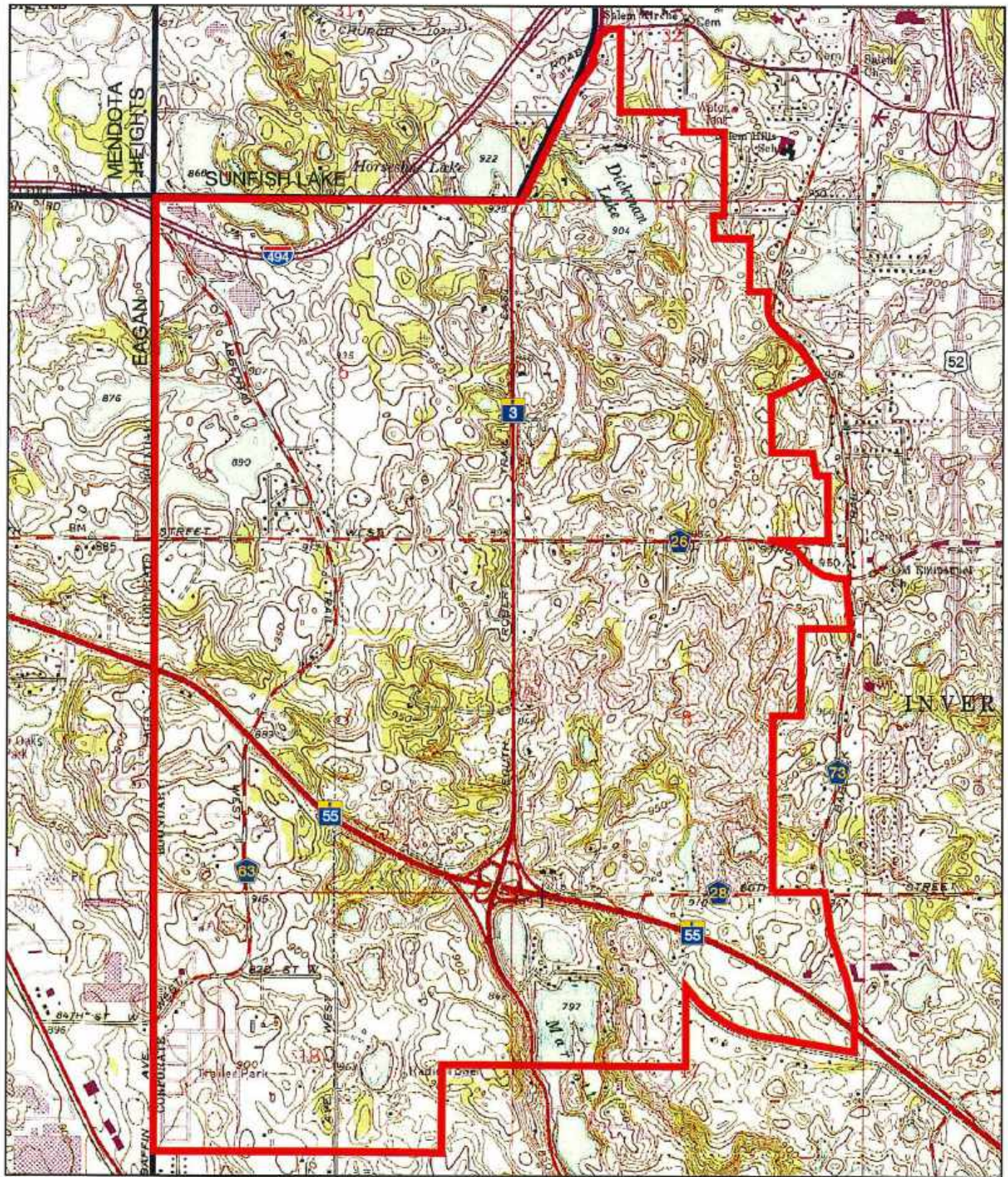
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City of Inver Grove Heights
Northwest Expansion
Area AUAR
PROJECT LOCATION

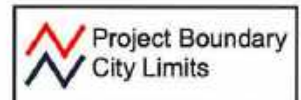


-  Project Boundary
-  Inver Grove Heights
-  County Boundaries

Figure 5-1



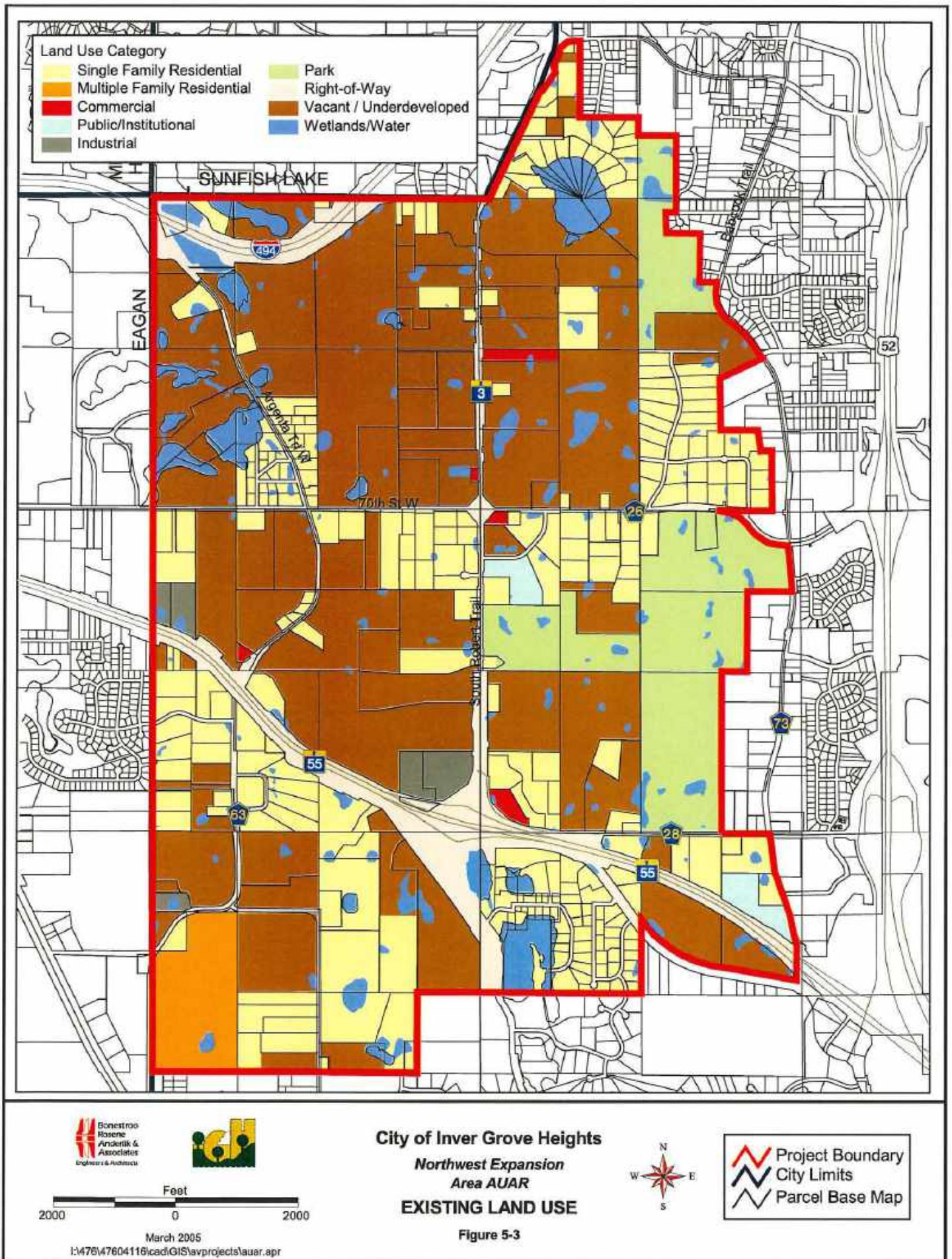
City of Inver Grove Heights
Northwest Expansion
Area AUAR
PROJECT BOUNDARY

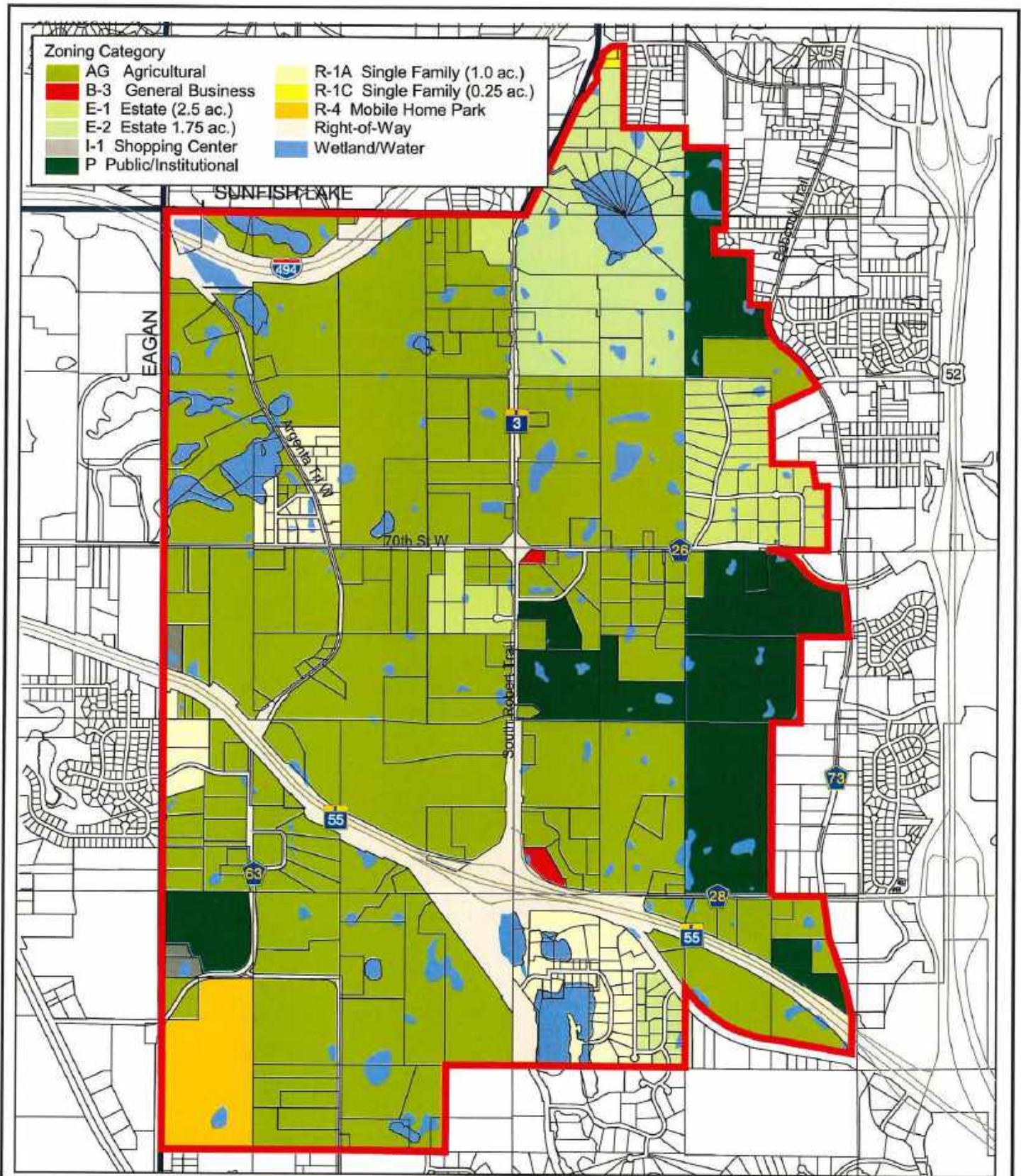


March 2005

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Figure 5-2



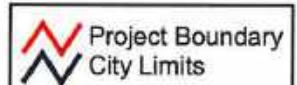


City of Inver Grove Heights

**Northwest Expansion
Area AUAR**

EXISTING ZONING

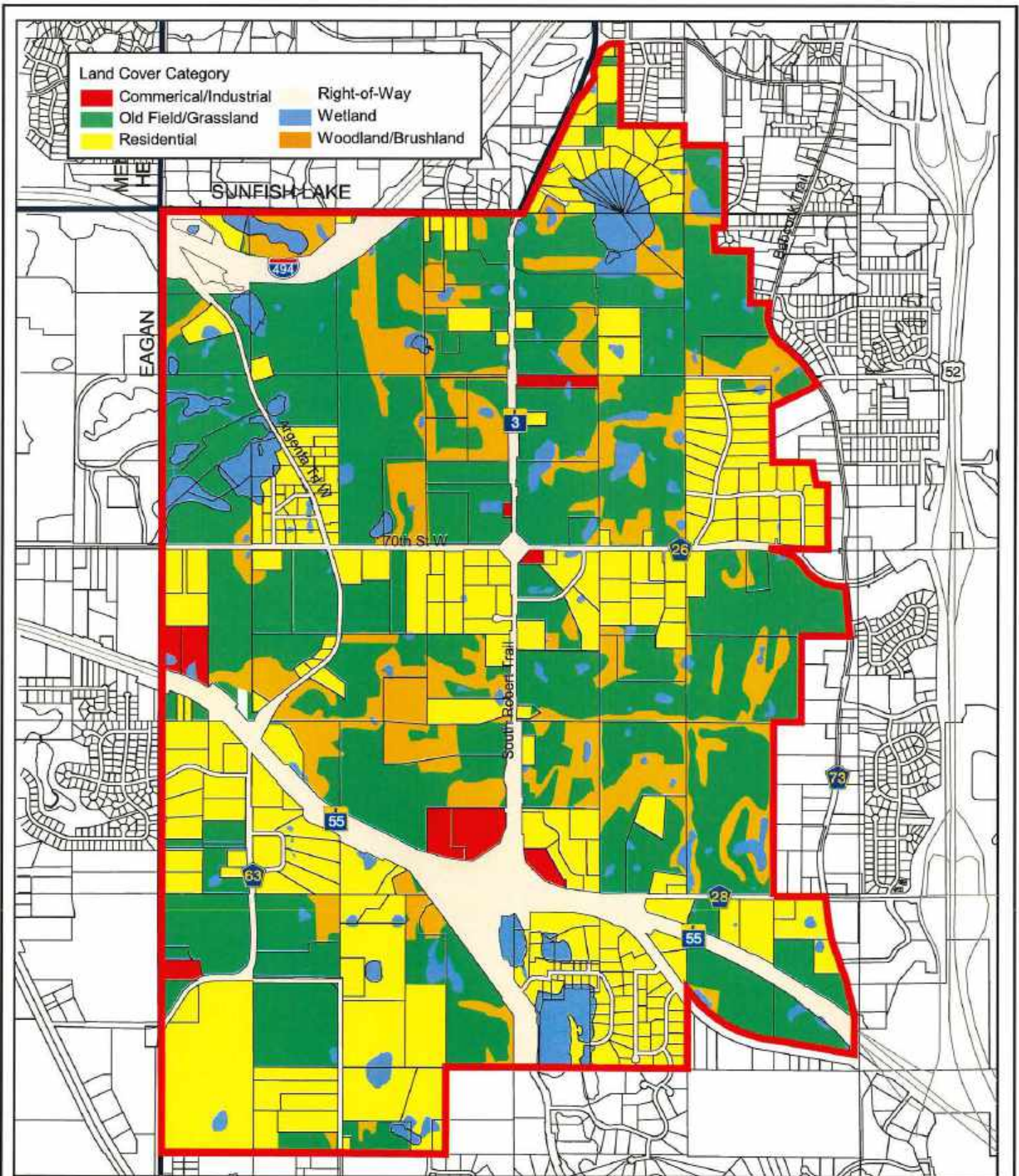
Figure 5-4



2000 0 2000
Feet

March 2005

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City of Inver Grove Heights

**Northwest Expansion
Area AUAR**

LAND COVER

Figure 10-1

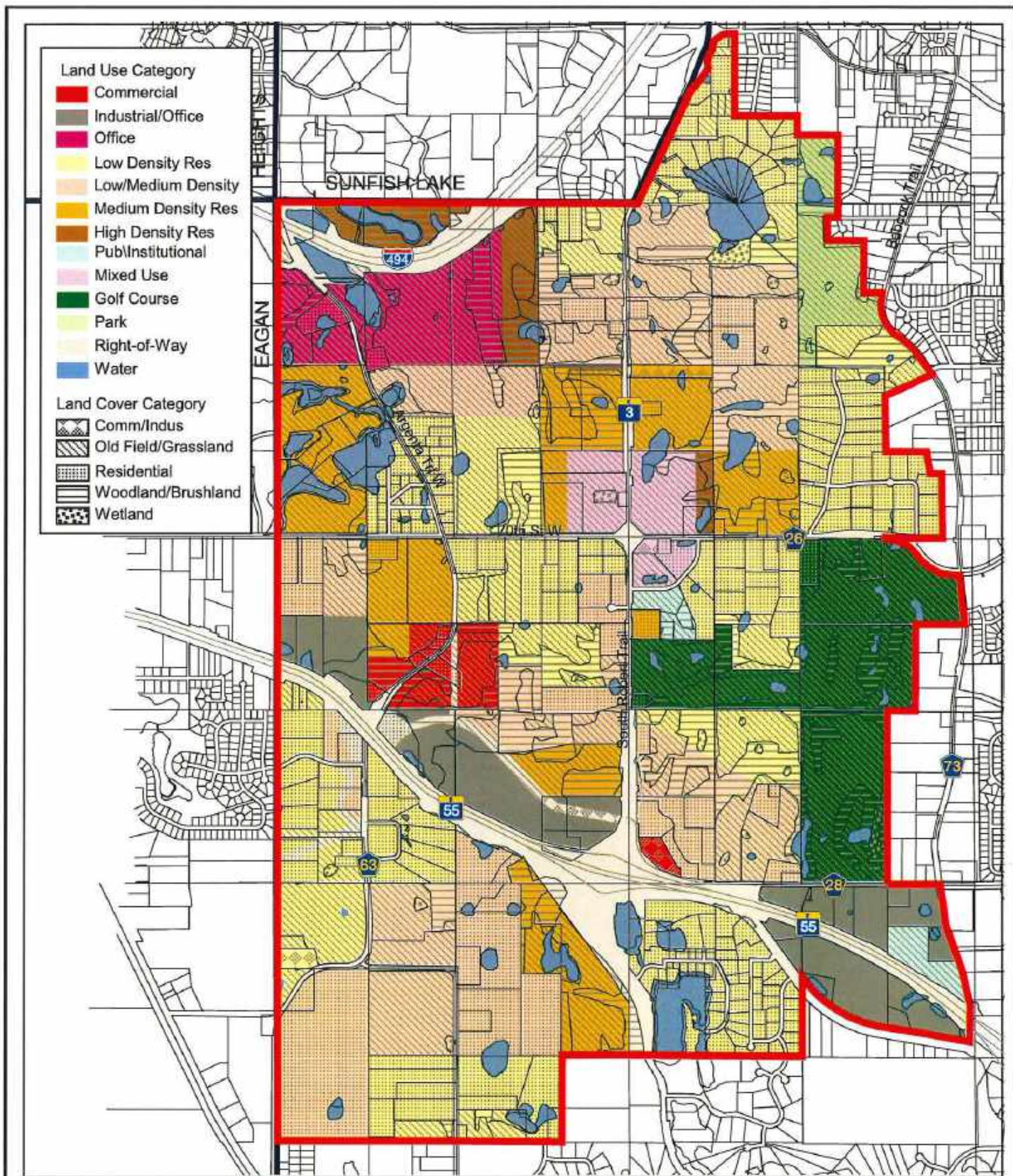


**Project Boundary
City Limits**

Feet
2000 0 2000

March 2005

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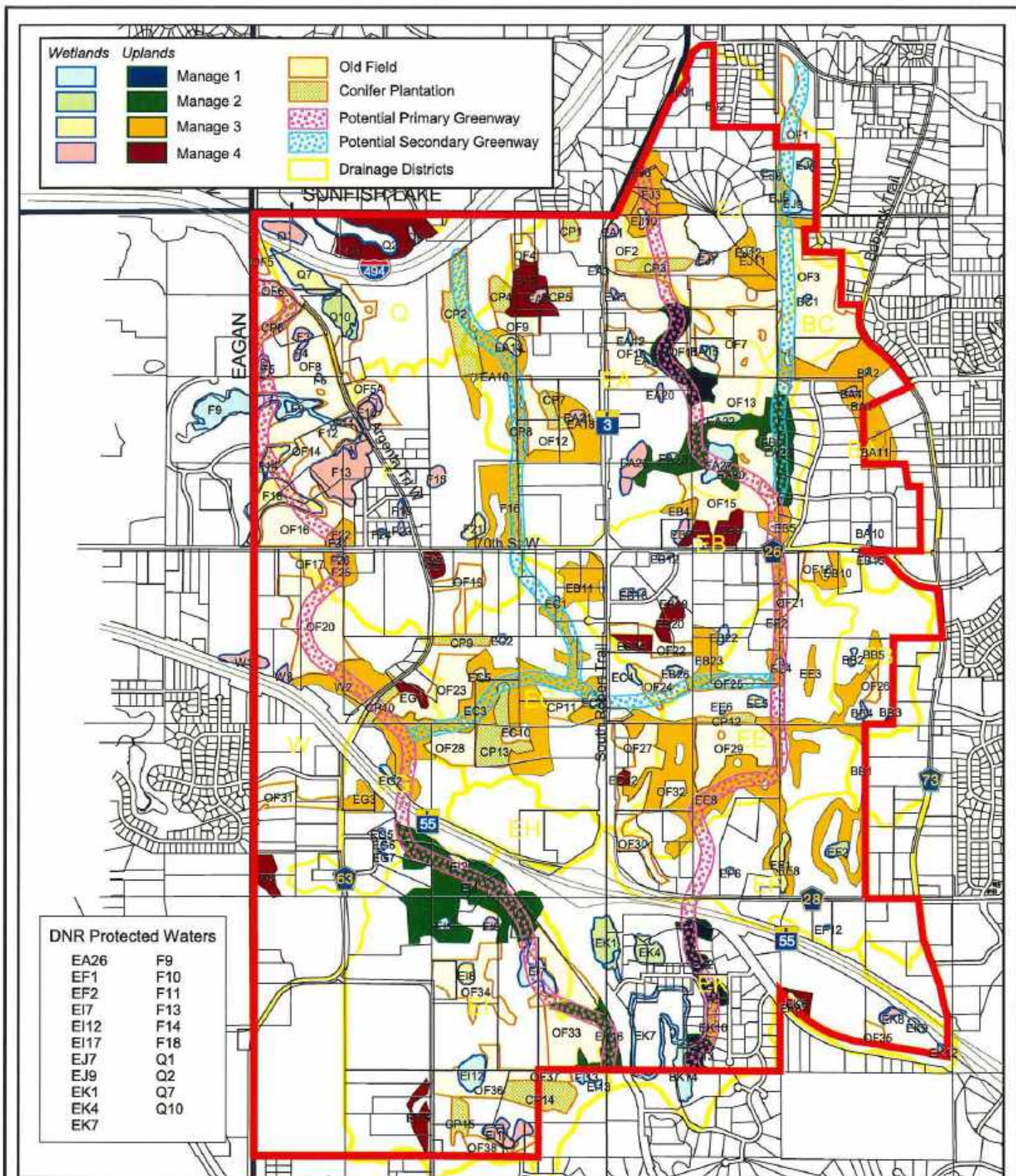
2000 0 2000
 Feet

March 2005

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Project Boundary
City Limits



Feet
2000 0 2000

March 2005

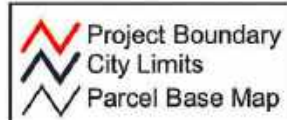
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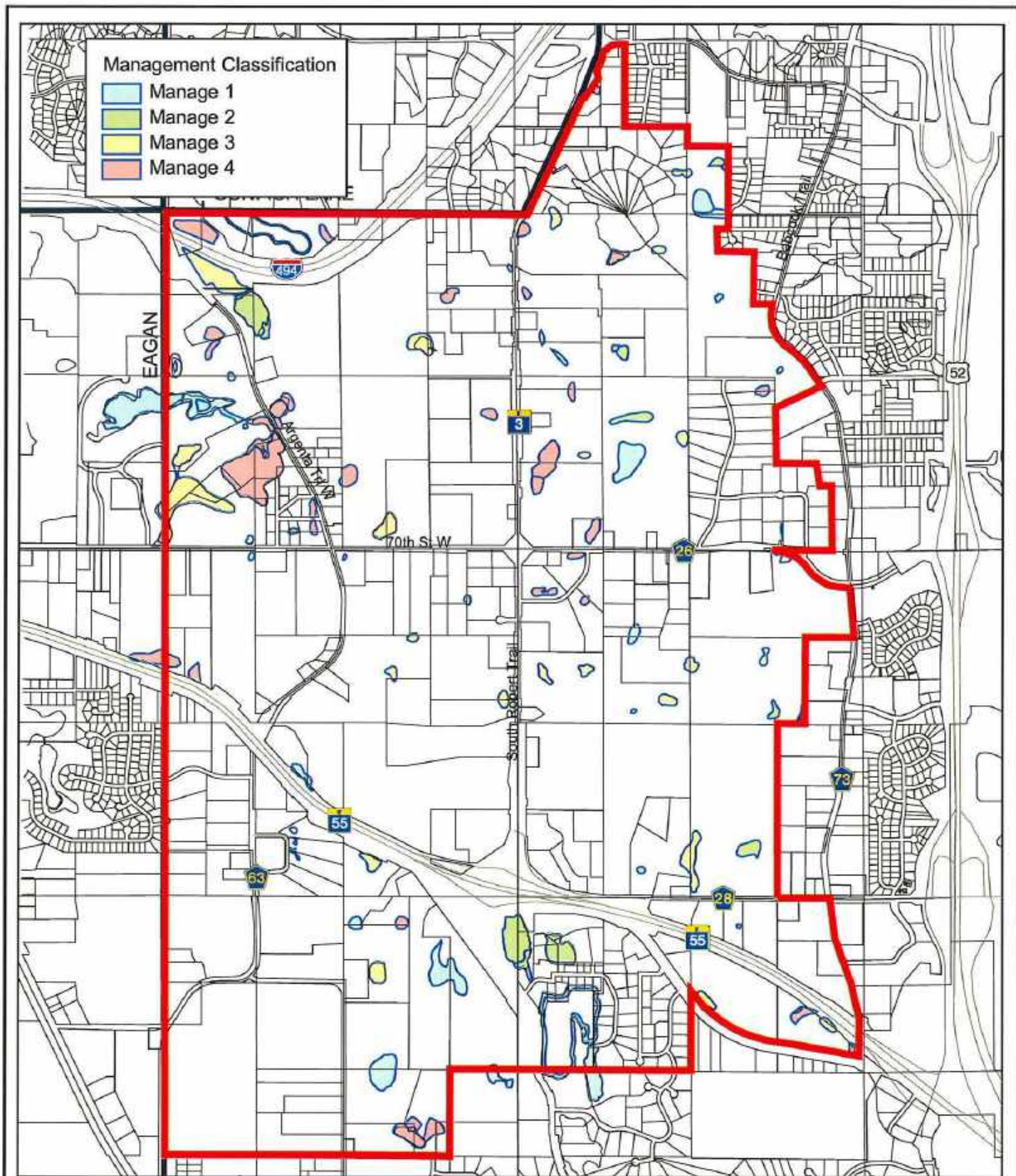
City of Inver Grove Heights

Northwest Expansion Area AUAR

Wetland and Upland Management Classification

Figure 10-3





City of Inver Grove Heights

Northwest Expansion
Area AUAR

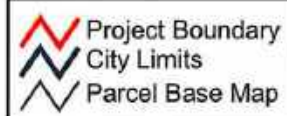
WETLAND MANAGEMENT CLASSIFICATIONS

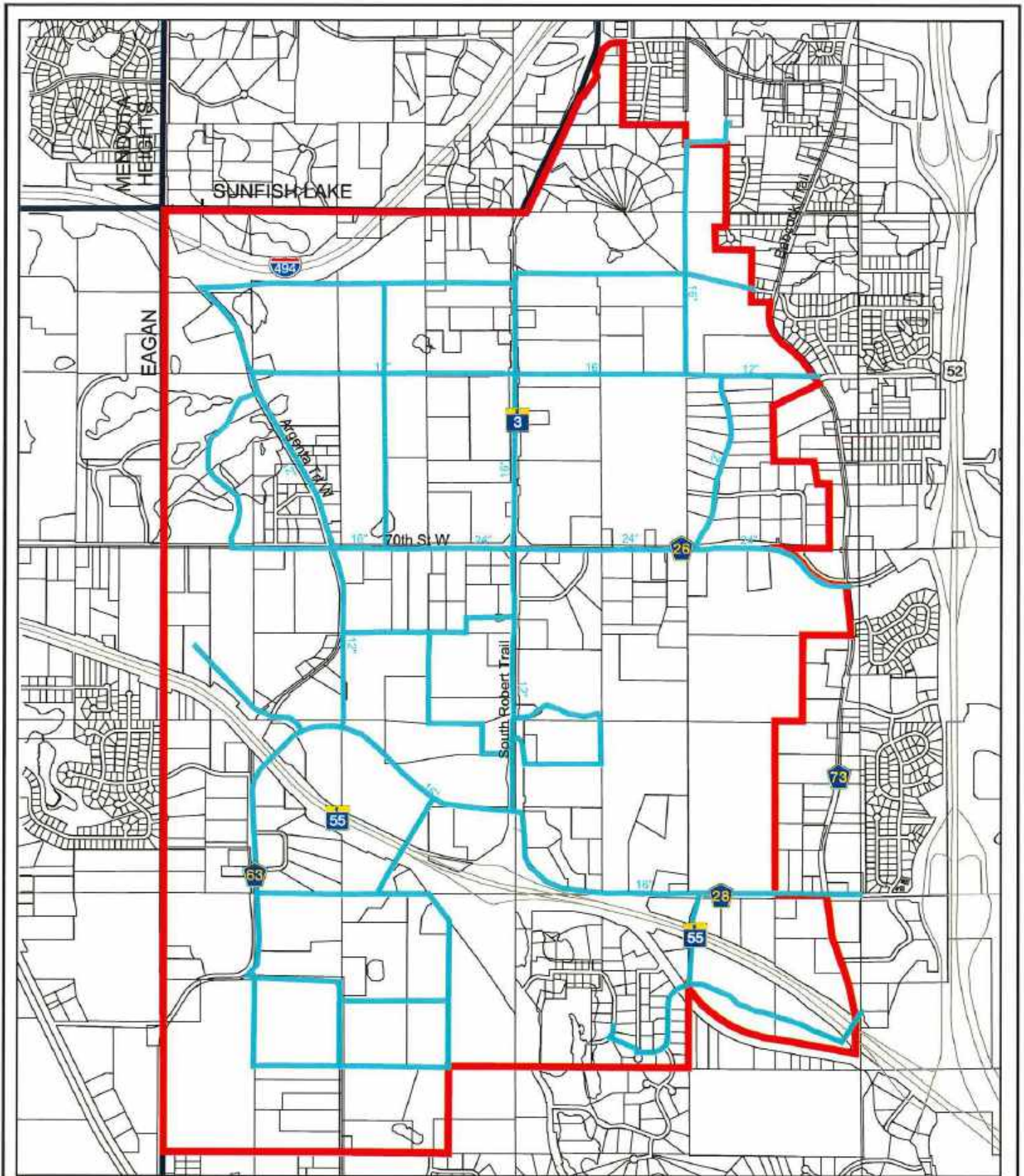
Figure 12-1

Feet
2000 0 2000

March 2005

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City of Inver Grove Heights
Northwest Expansion
Area AUAR
TRUNK WATER SUPPLY



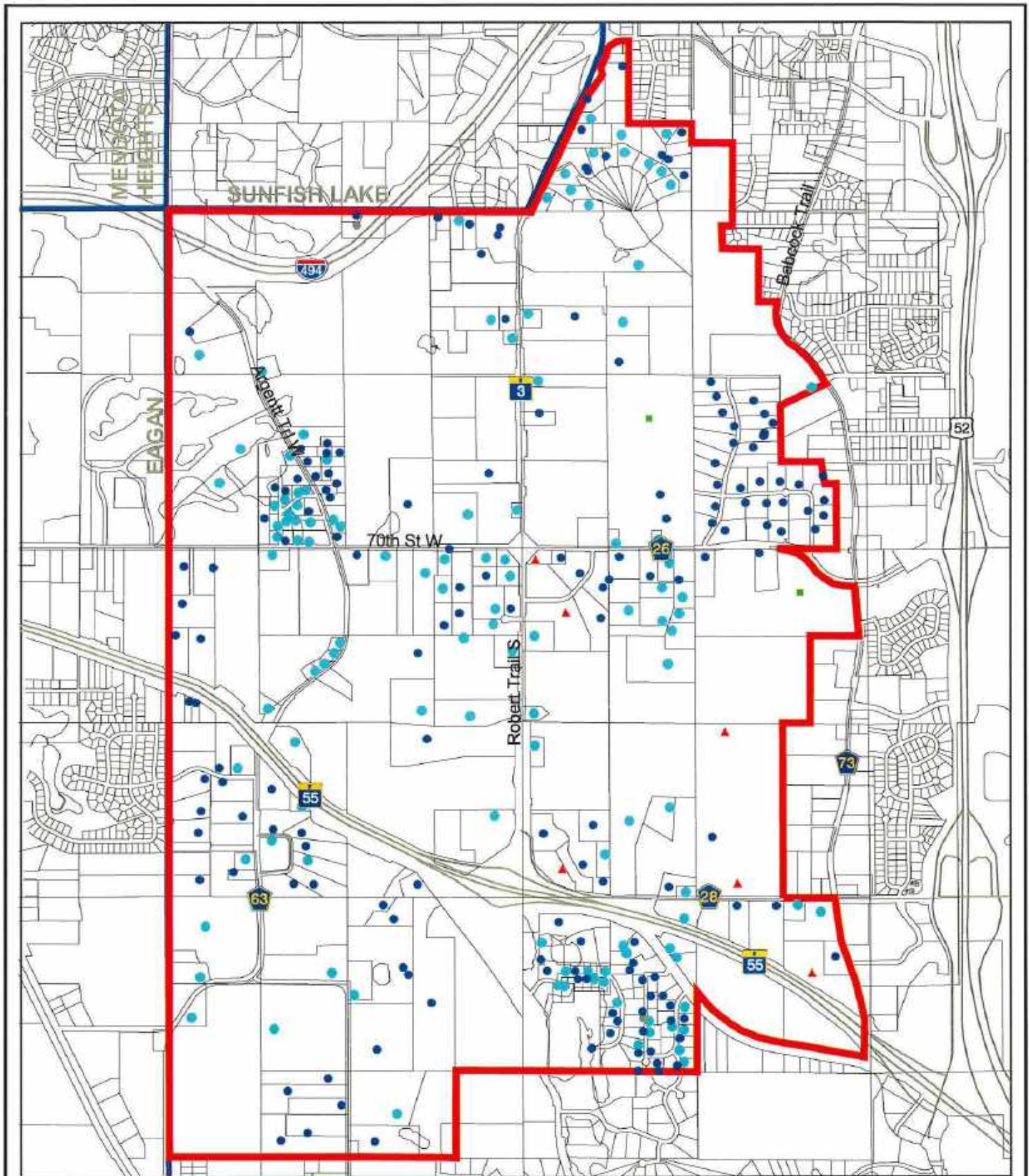
- Proposed Water Main
- Project Boundary
- City Limits

Feet
 2000 0 2000

March 2005

I:\476\47604116\cad\GIS\avprojects\auar.apr

Figure 13-1



City of Inver Grove Heights
Northwest Expansion
Area AUAR

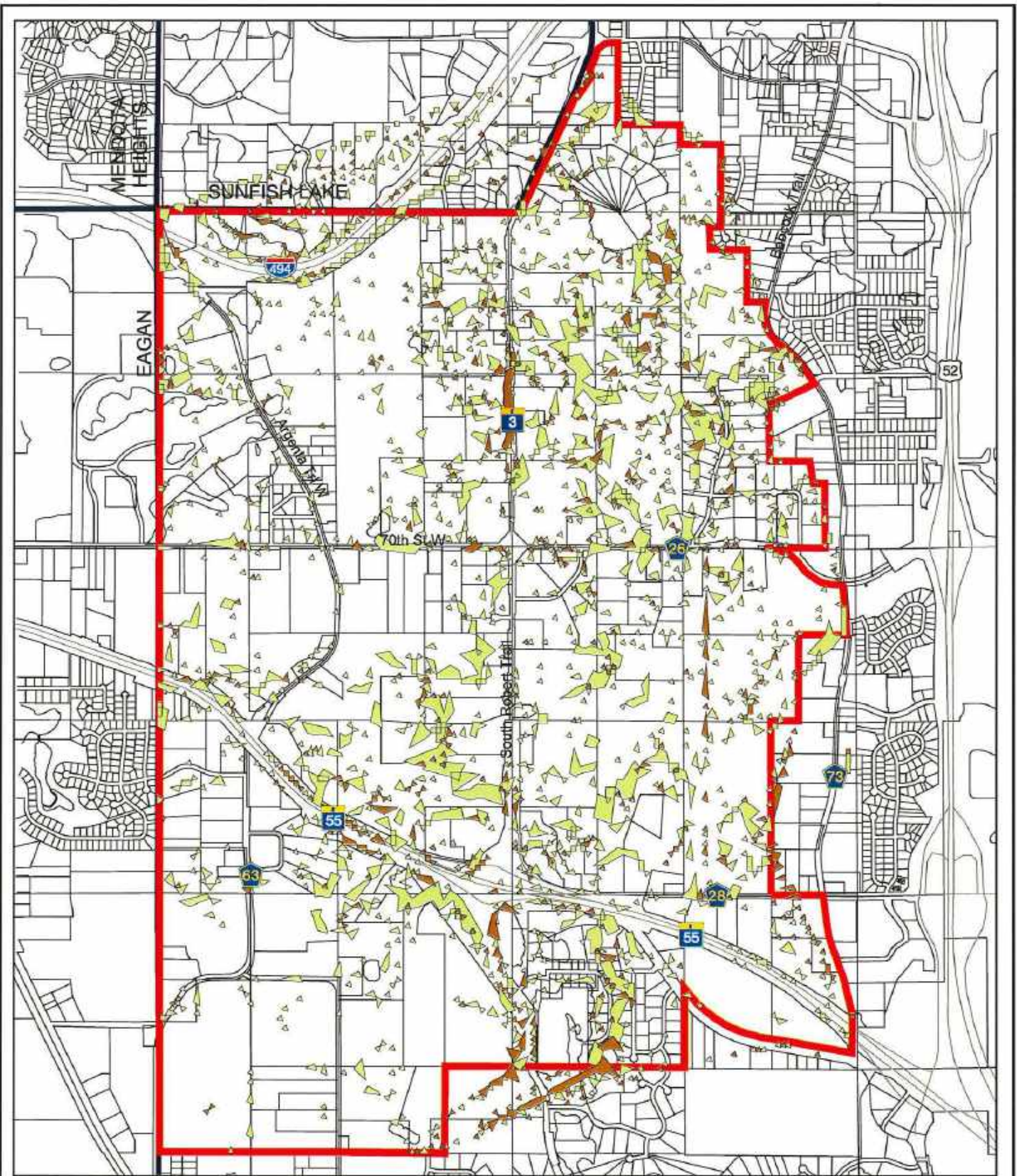
POSSIBLE WELL LOCATIONS

Figure 13-2



- County Well Index
 - Domestic
 - Irrigation
 - ▲ Public supply, non-community, transient
 - Unknown use
 - Assumed Well Sites
- Project Boundary
- City Boundary
- Parcel Base Map

Feet
 2000 0 2000



City of Inver Grove Heights
Northwest Expansion
Area AUAR
STEEP SLOPES

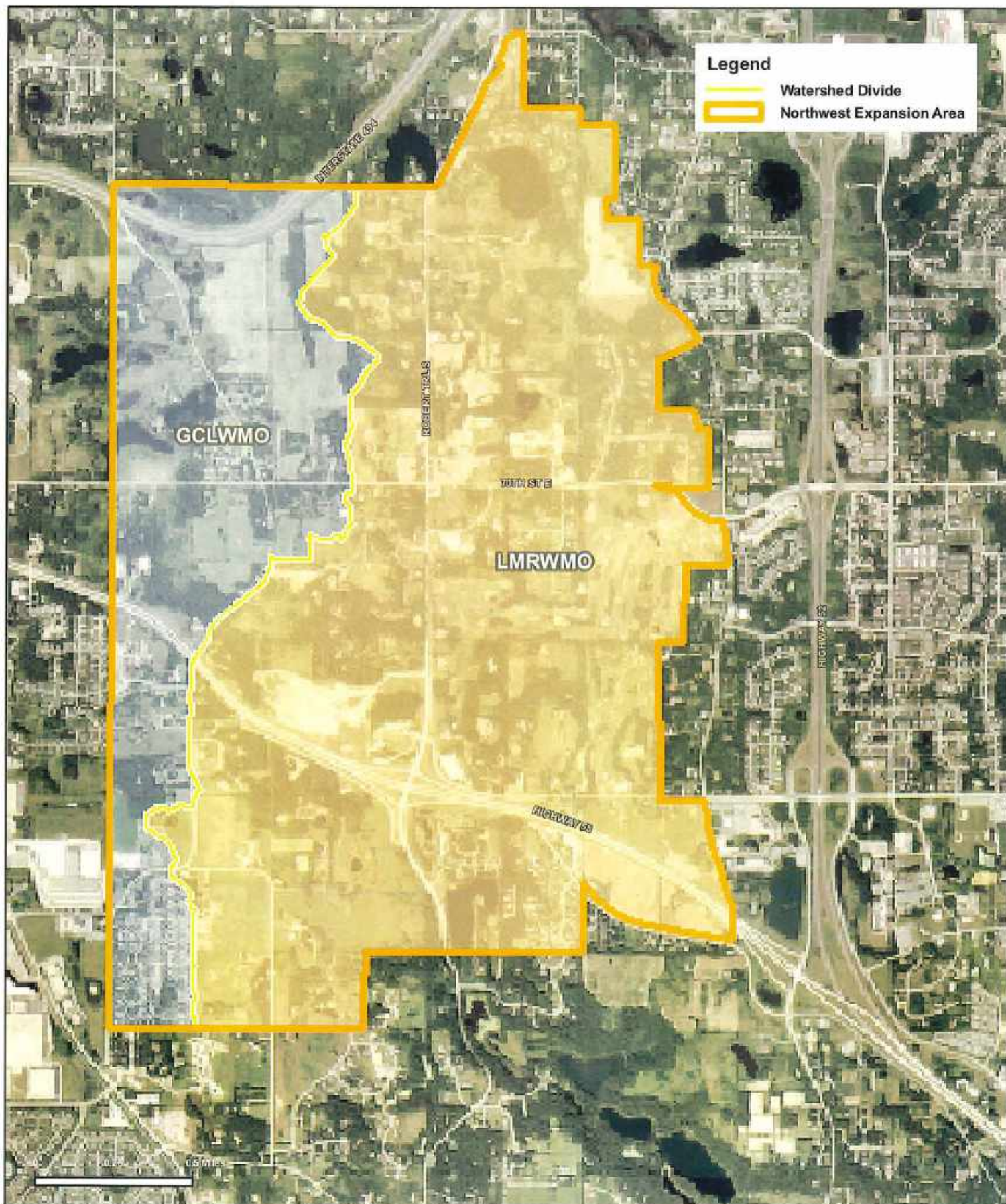


- Slope + 20%
- Slopes 12% - 20%
- Project Boundary
- City Limits
- Parcel Base Map

Feet
 2000 0 2000

March 2005
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Figure 16-1



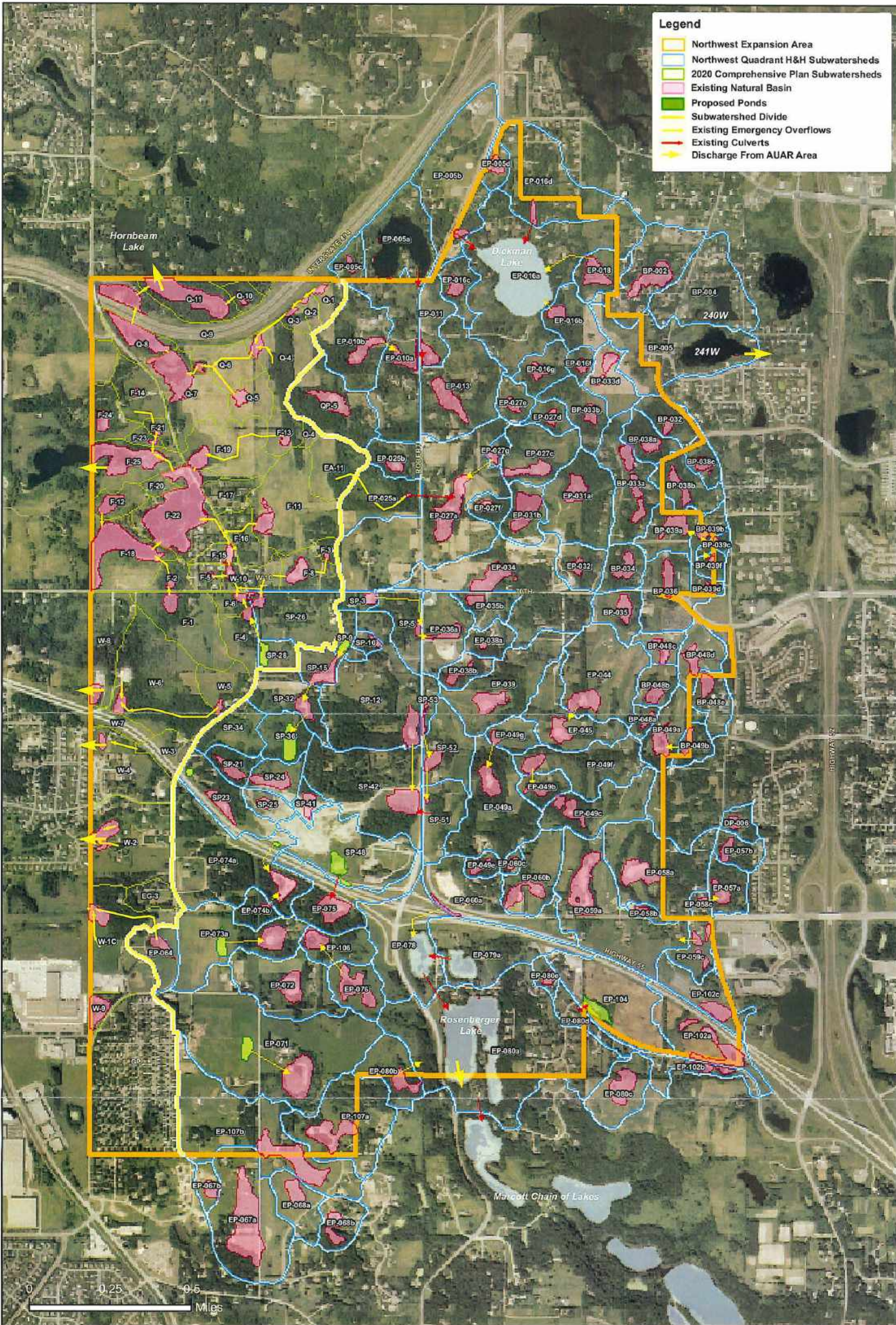
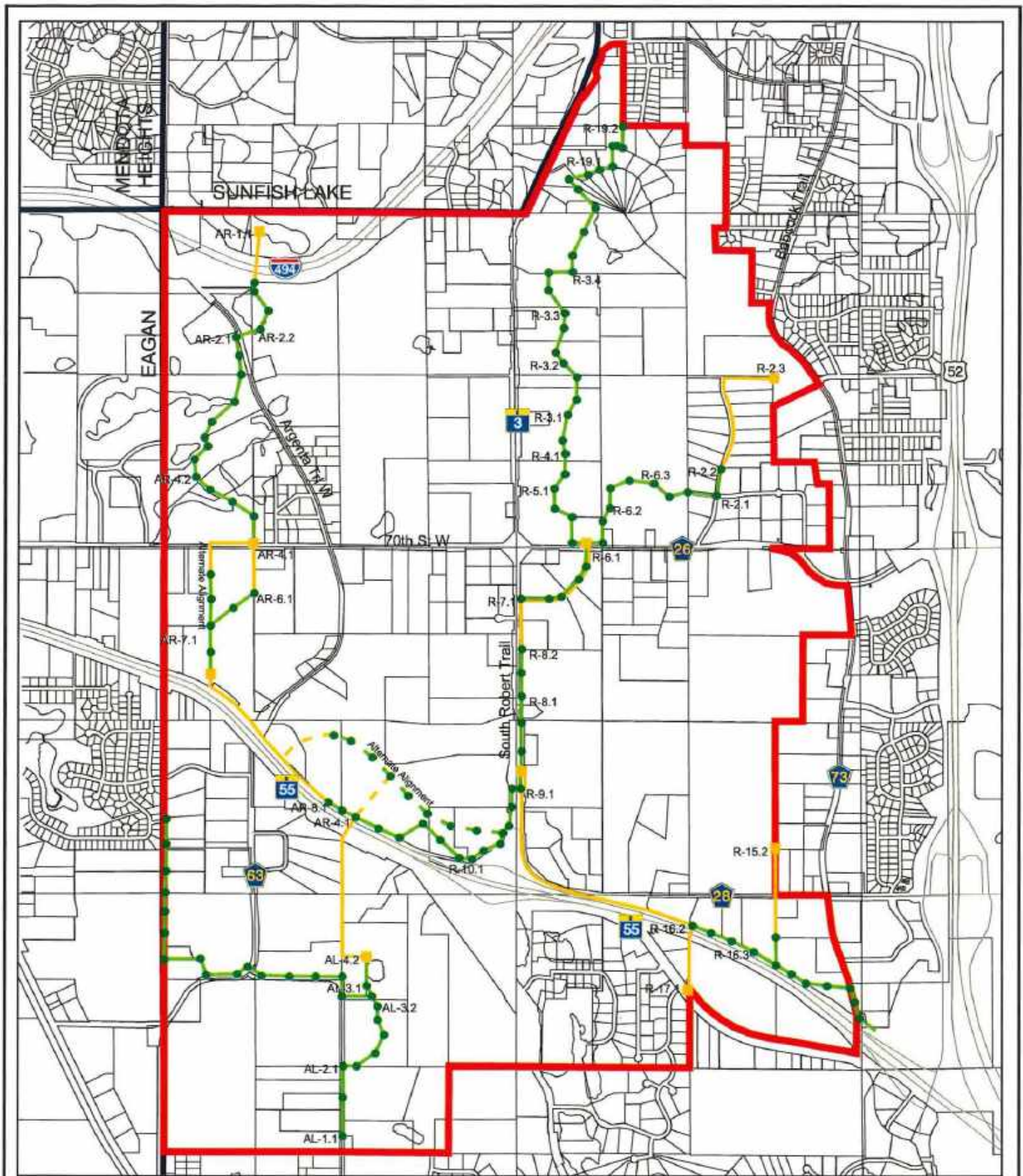




Figure 17.4



March 2005

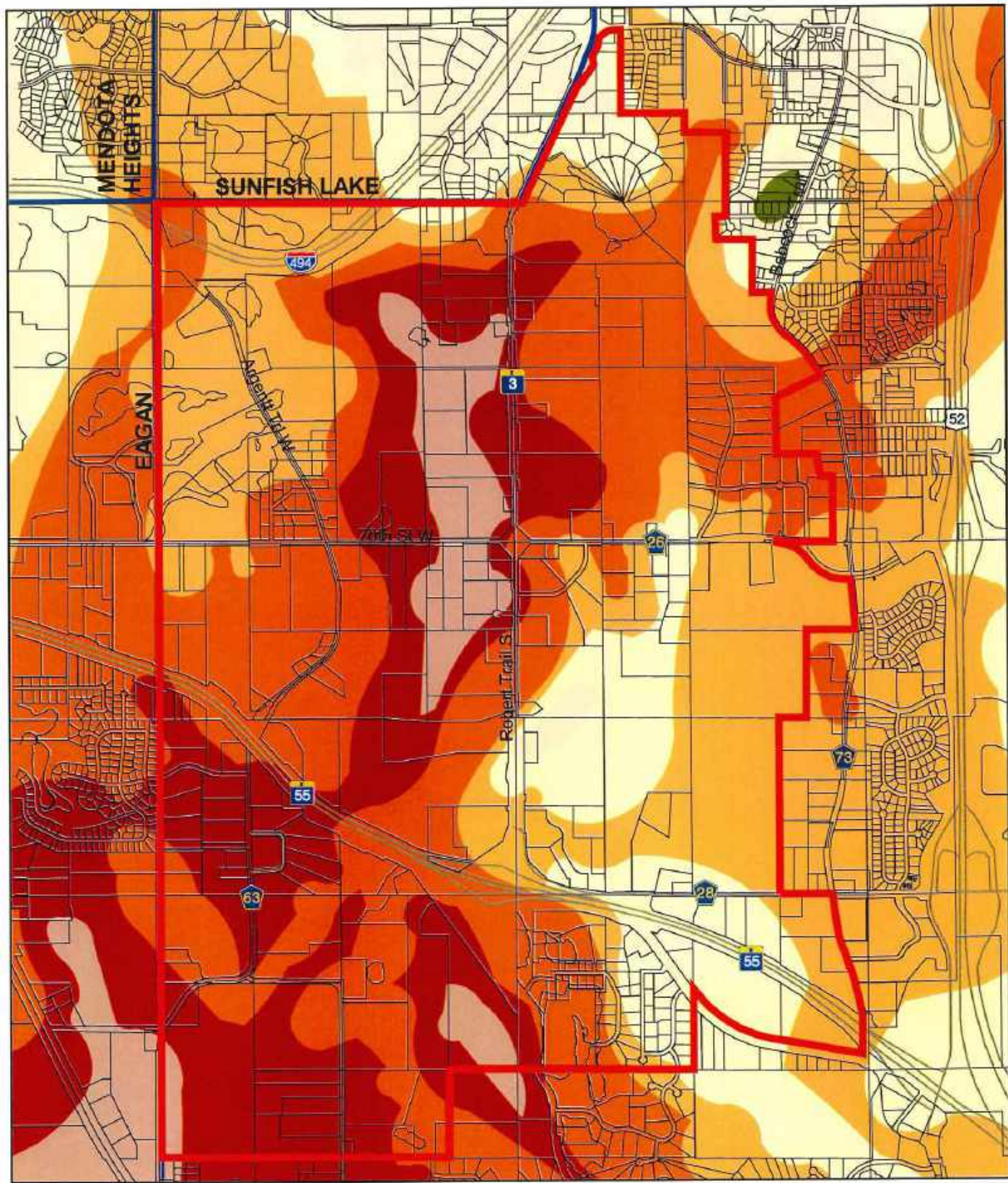
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City of Inver Grove Heights
Northwest Expansion
Area AUAR
SANITARY SEWER SYSTEM

Figure 18-1



- Proposed Manhole
- Proposed Lift Station
- Proposed Sanitary Pipe
- Proposed Forcemain
- Project Boundary
- City Limits

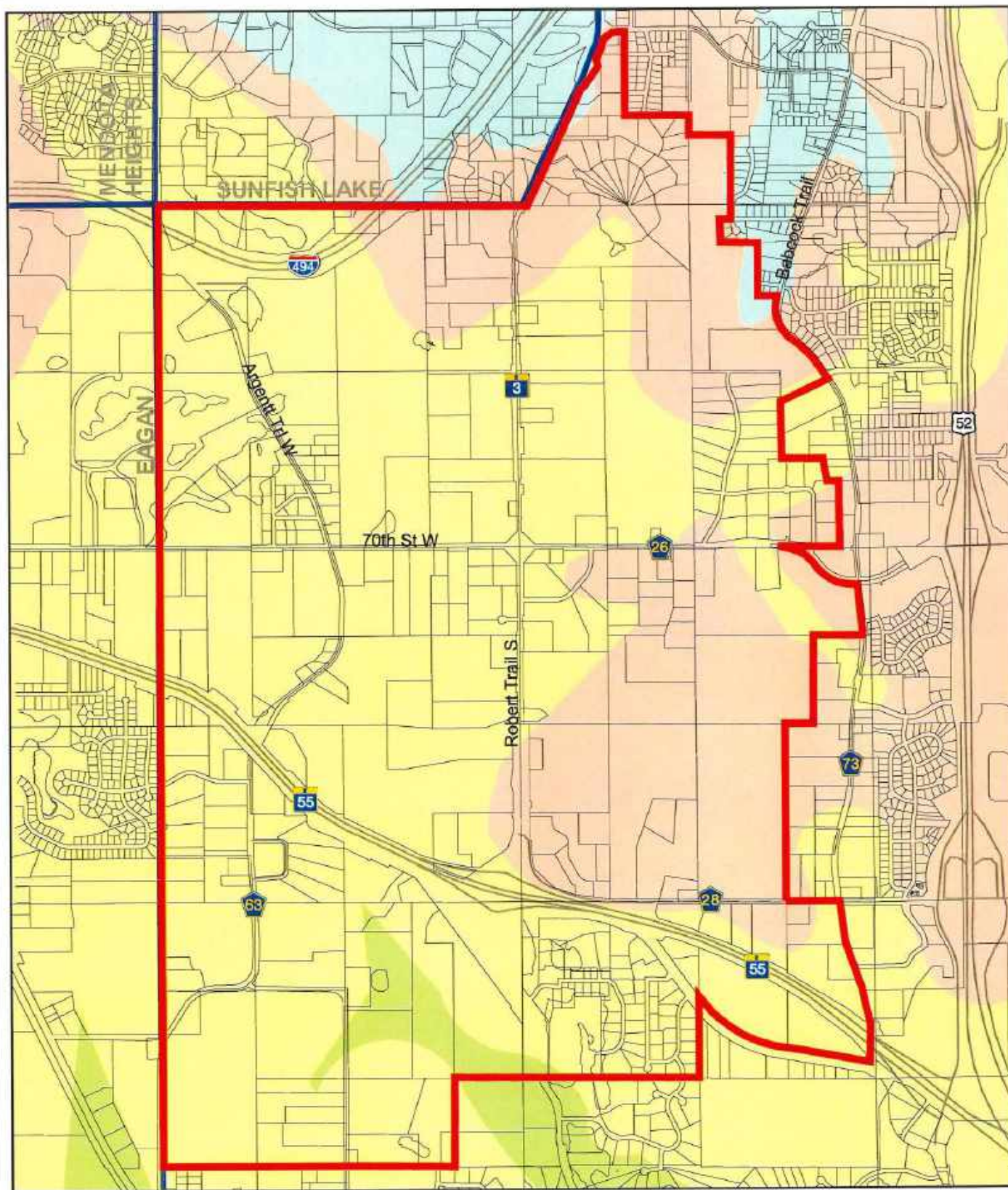


Inver Grove Heights
Northwest Expansion
Area AUAR

DEPTH TO BEDROCK

Figure 19-1

Depth to Bedrock		
0-50	301-350	Study Area Boundary
101-150	351-400	City Boundary
151-200	401-500	Parcel Base Map
201-250	51-100	
251-300	Over_500	



City of Inver Grove Heights
Northwest Expansion
Area AUAR

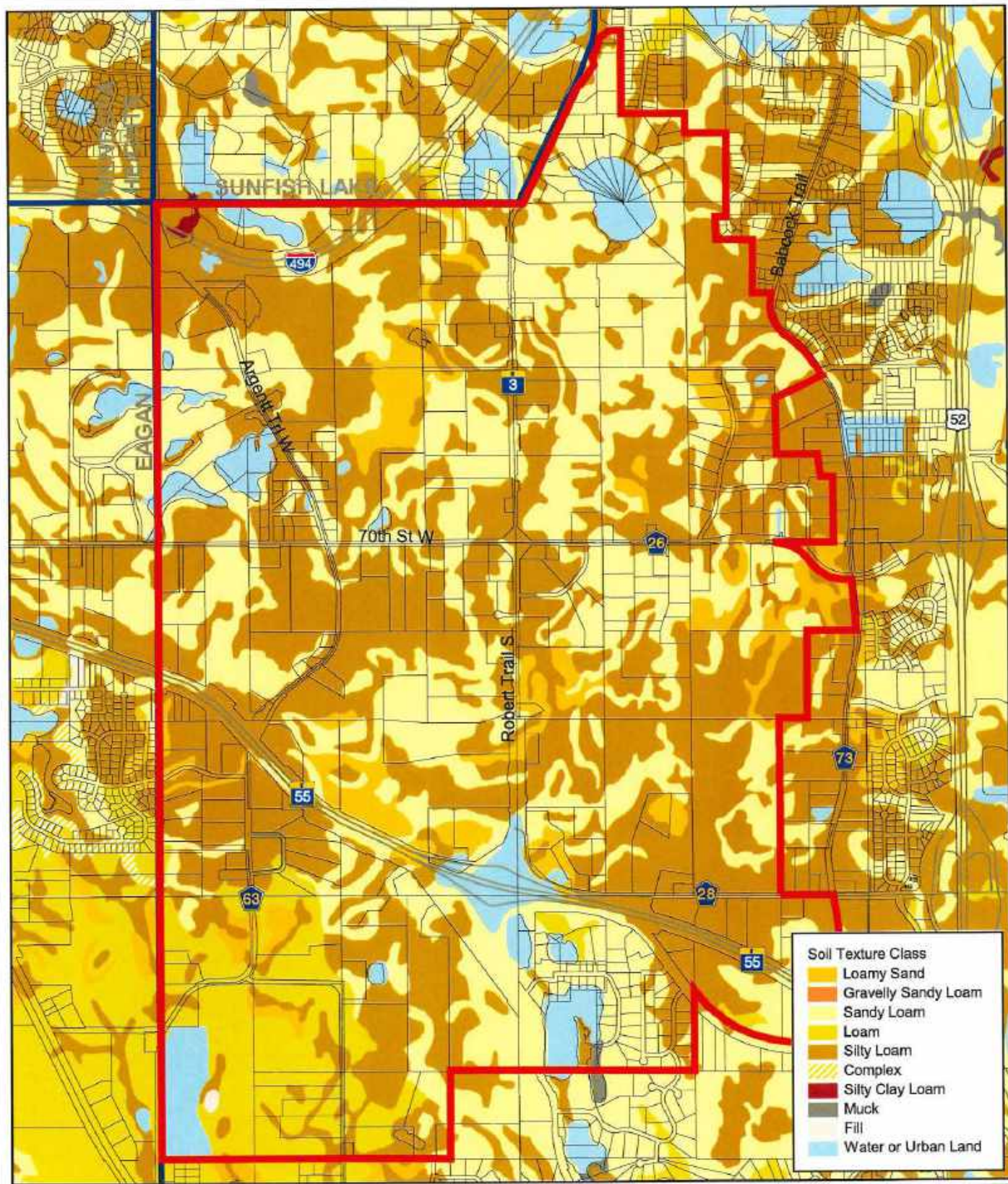
BEDROCK GEOLOGY

Figure 19-2



- Bedrock Geology**
- Plattville & Glenwood Fms.
 - St. Peter Sandstone
 - Prairie du Chien Group
 - Jordan Sandstone
 - Project Boundary
 - City Boundary
 - Parcel Base Map

Feet
 2000 0 2000

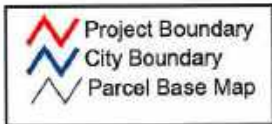


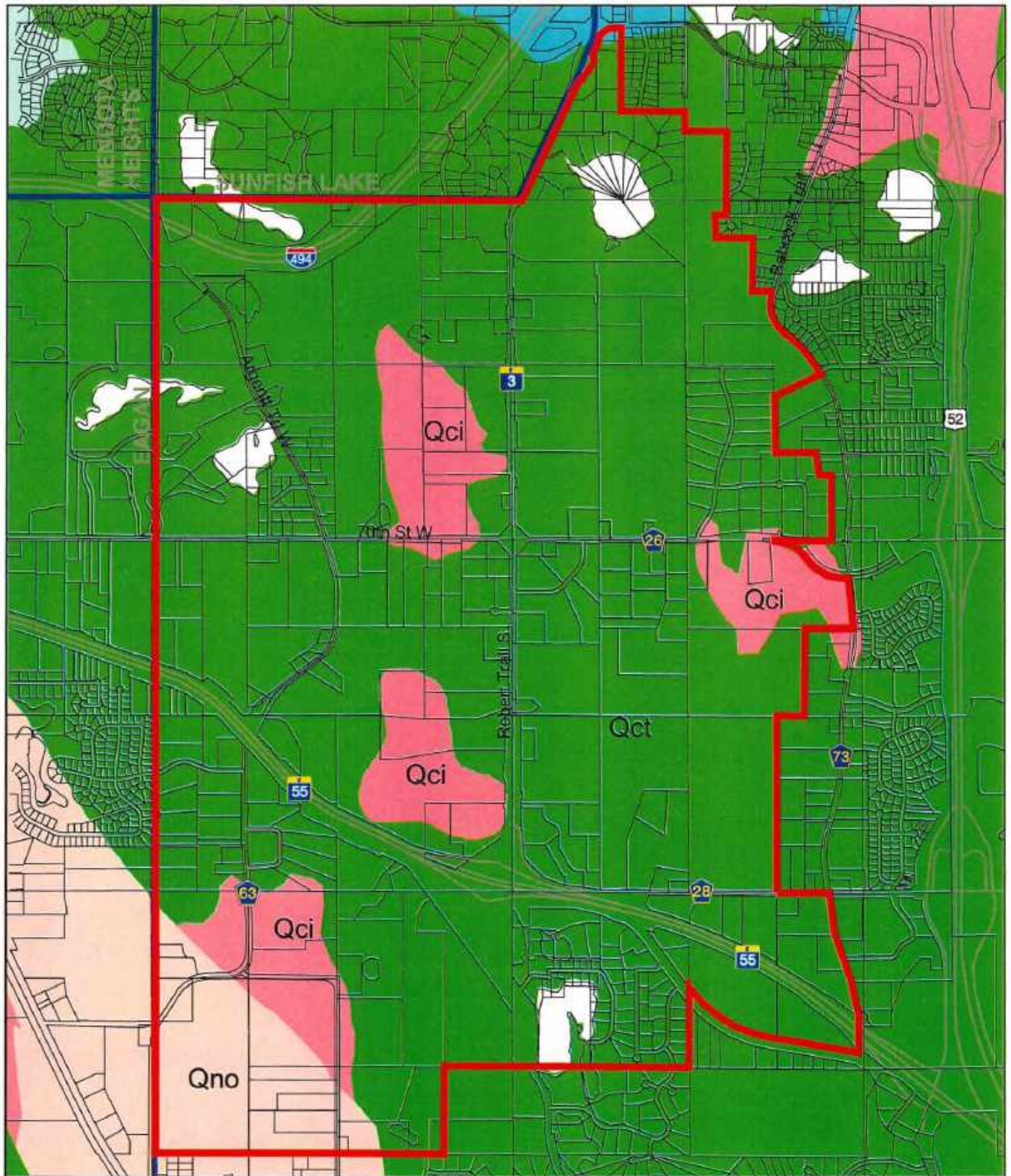
City of Inver Grove Heights
Northwest Expansion
Area AUAR

SOILS

Figure 19-3

Feet
 2000 0 2000



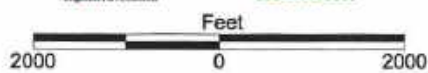


City of Inver Grove Heights

Northwest Expansion Area AUAR

SURFICIAL GEOLOGY

Figure 19-4

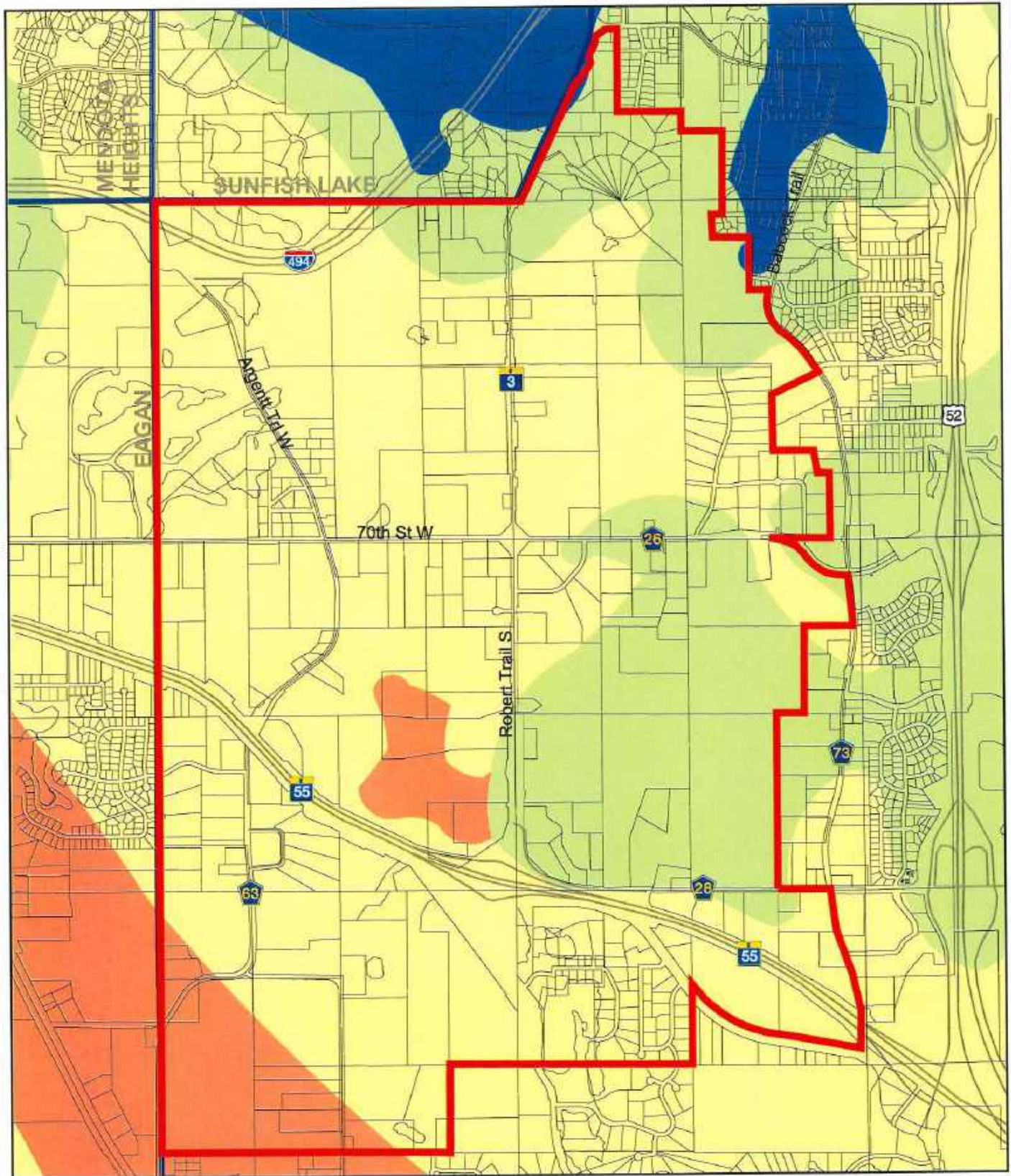


March 2005

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- Surficial Geology**
- Qci - Lake sand and silt, Cromwell Fm.
 - Qco - Outwash, Cromwell Fm.
 - Qci - Ice-contact deposits, Cromwell Fm.
 - Qct - Till, Cromwell Fm.
 - Project Boundary
 - City Boundary
 - Parcel Base Map



Feet
2000 0 2000

March 2005

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City of Inver Grove Heights
Northwest Expansion
Area AUAR

SENSITIVITY TO AQUIFER

Figure 19-5



Sensitivity Ratings	
Yellow	Moderate
Orange	High/Moderate
Light Green	Low/Moderate
Dark Blue	Very Low
Red Line	Project Boundary
Blue Line	City Boundary
Thin Grey Line	Parcel Base Map

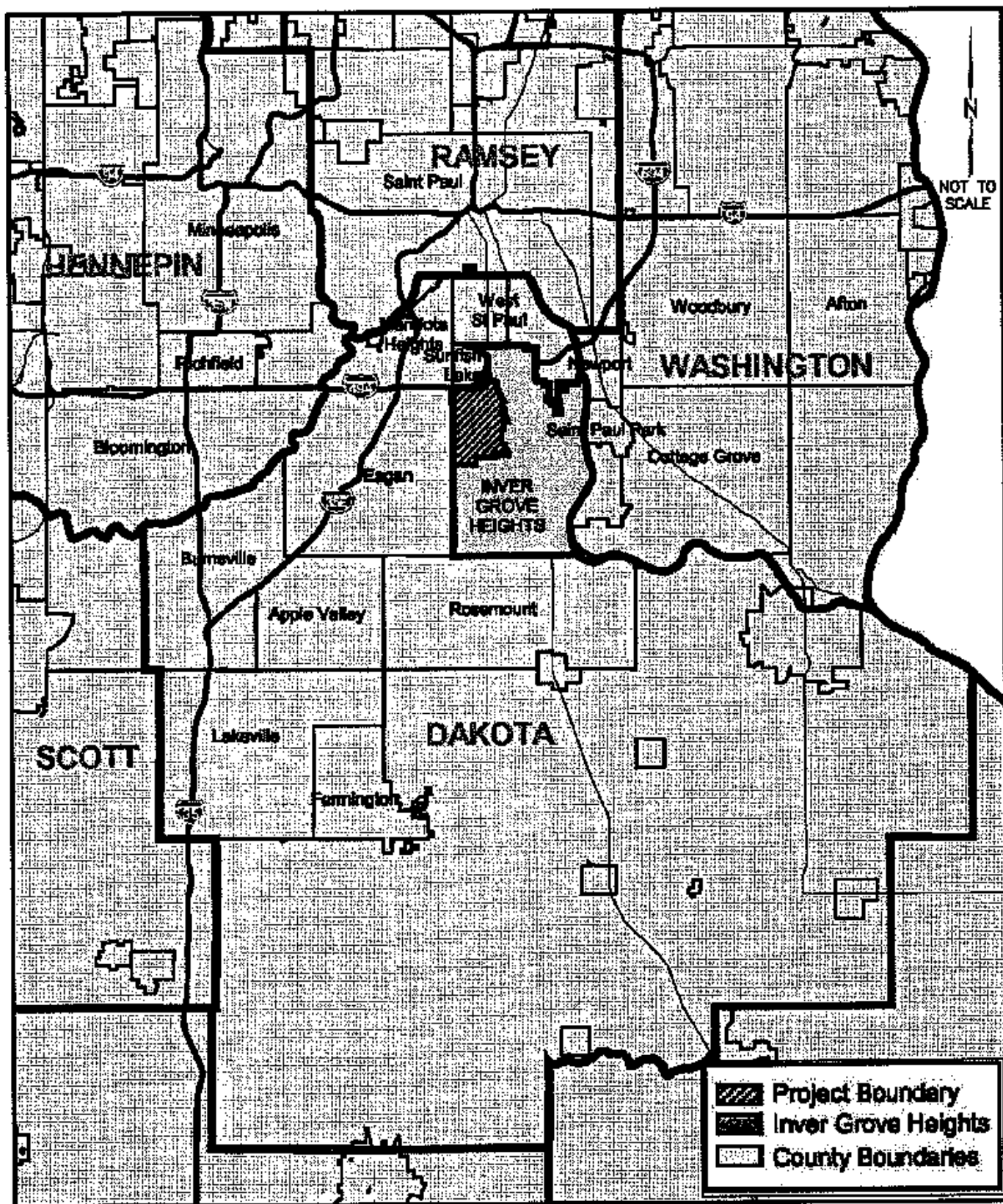


FIGURE 21-1

LOCATION MAP
INVER GROVE HEIGHTS AUAR

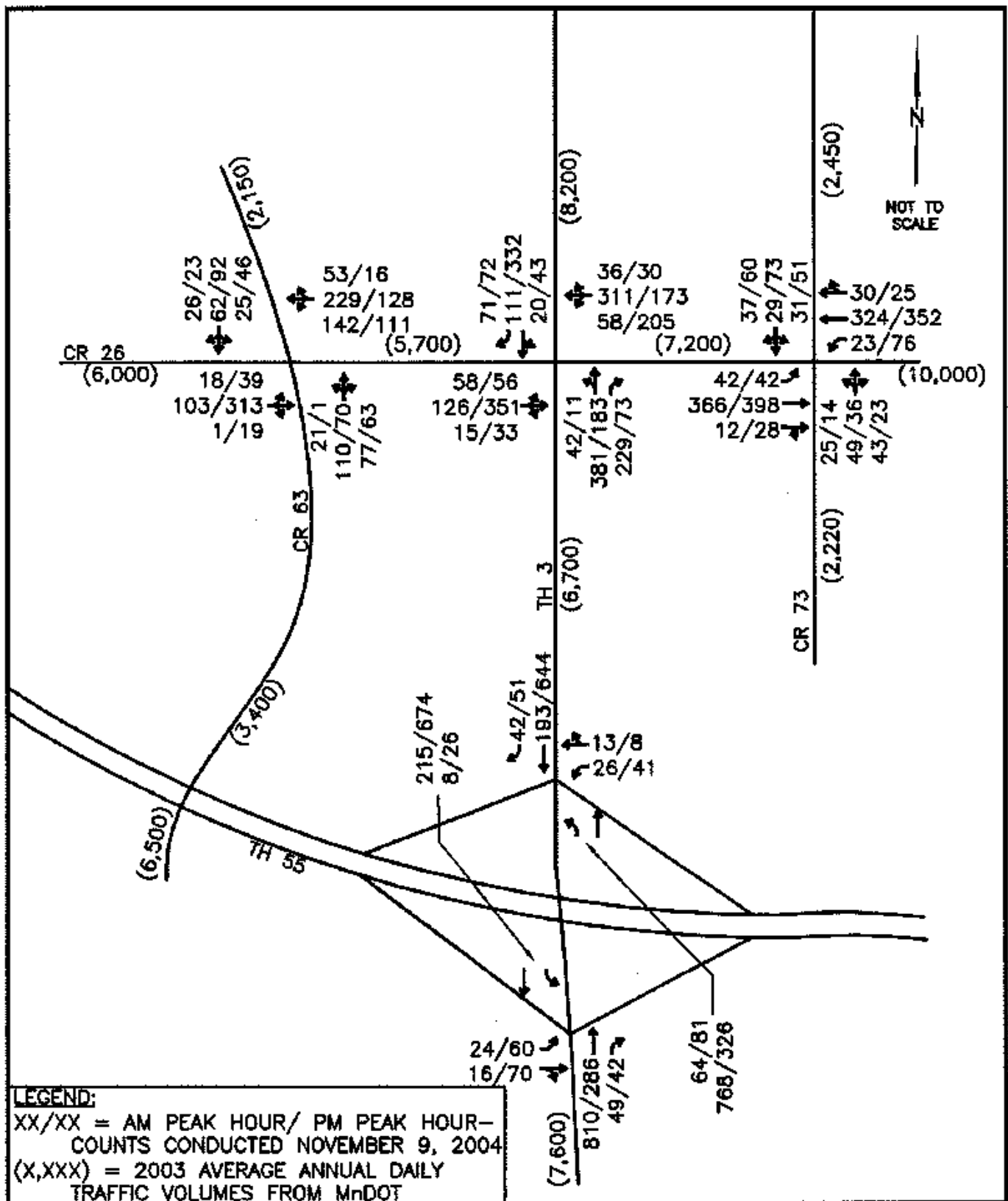


FIGURE 21-2

EXISTING GEOMETRY AND TRAFFIC VOLUMES INVER GROVE HEIGHTS AUAR

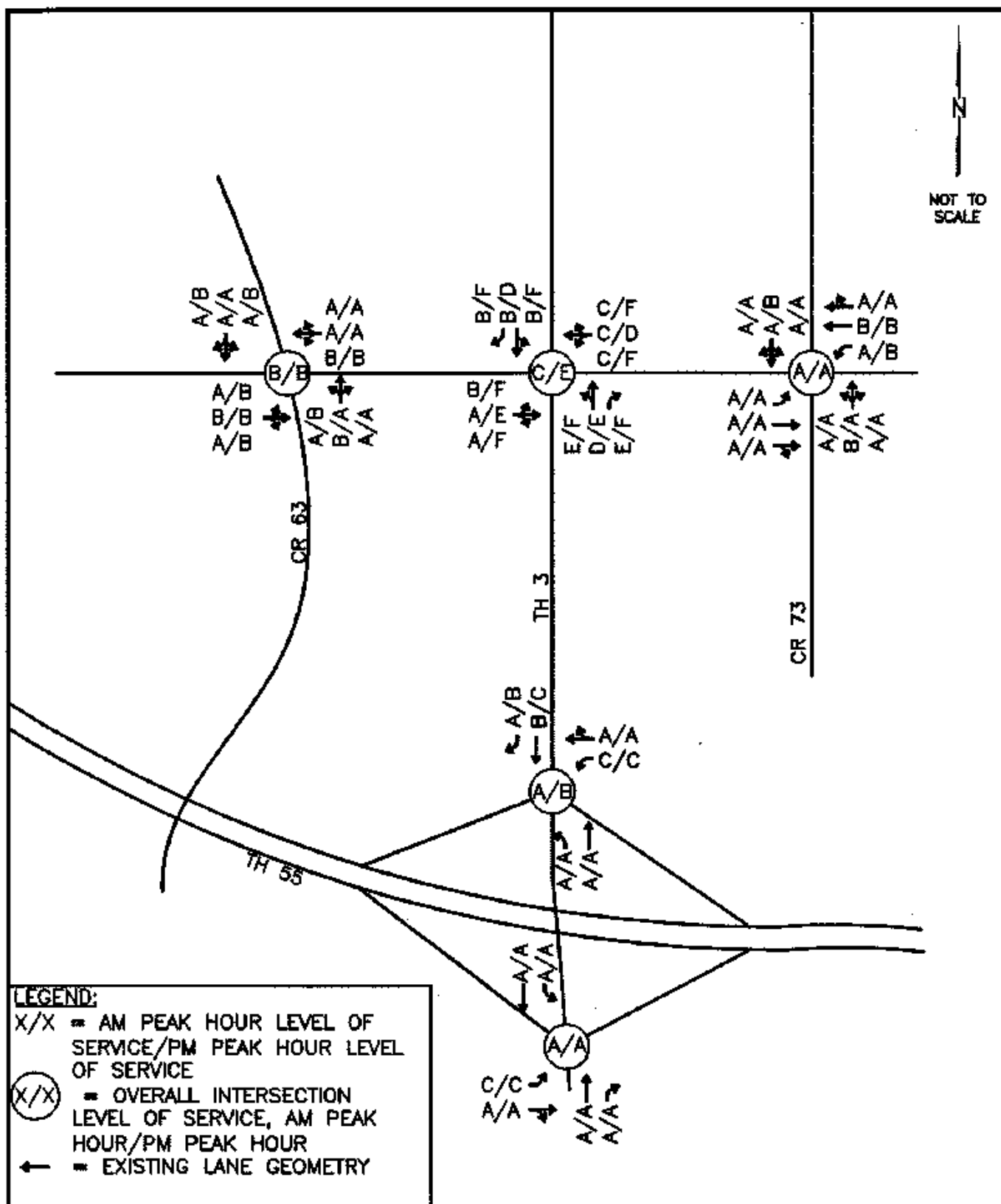


FIGURE 21-3

EXISTING CONDITIONS LEVEL OF SERVICE
INVER GROVE HEIGHTS AUAR

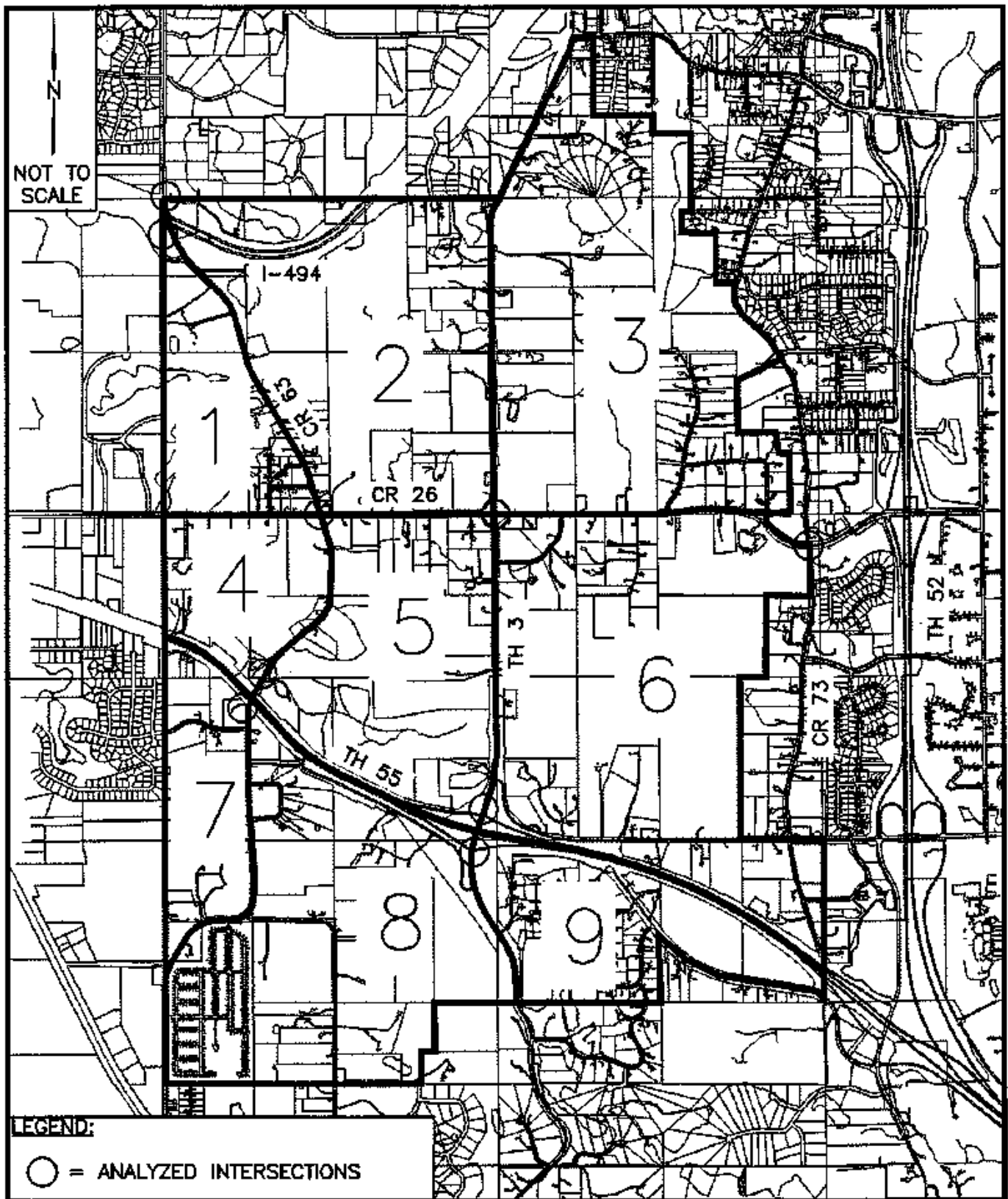


FIGURE 21-4
TRAFFIC ANALYSIS ZONES
INVER GROVE HEIGHTS AUAR

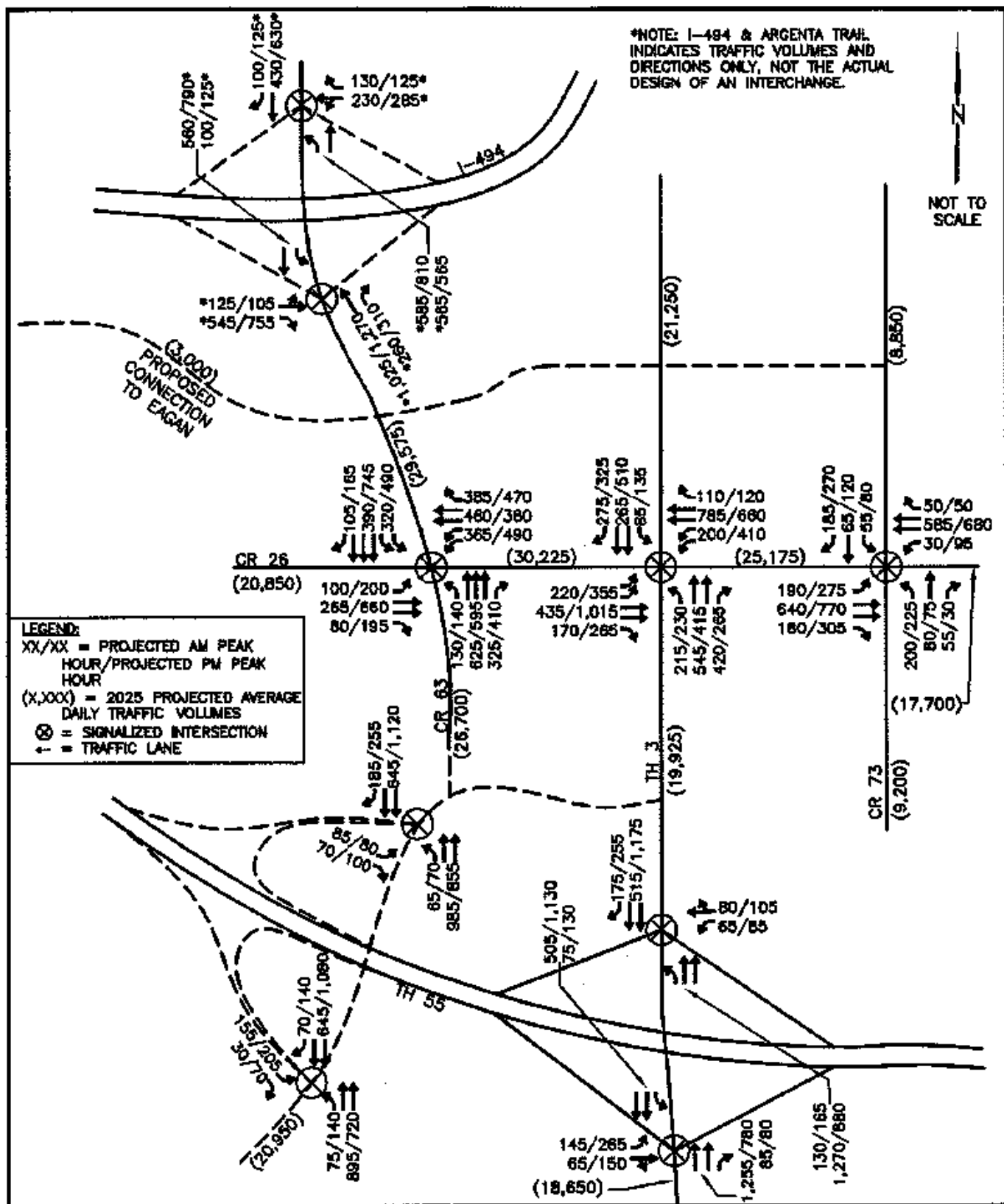


FIGURE 21-6

2025 VOLUMES AND PROPOSED GEOMETRY INVER GROVE HEIGHTS AUAR

-10-



FIGURE 25

LOCATIONS INVENTORIED FOR HISTORIC STRUCTURES

(Excerpt from USGS Topographic Quadrangle for Inver Grove Heights, MN)

ATTACHMENT E: RESPONSE TO AGENCY COMMENTS

1. Introduction

Pursuant to Minnesota Rules, part 4410.3610, subpart 7, this AUAR update was available for a comment period of 10 business days. Comments were submitted by following agencies during the public comment period that ended on March 16th, 2020.

- Minnesota Pollution Control Agency
- Minnesota State Historic Preservation Office
- Minnesota Office of State Archaeologist
- Dakota County Physical Development
- Metropolitan Council
- Minnesota Department of Natural Resources

No objections were filed by state agencies or the Metropolitan Council. The Northwest Expansion Area AUAR will remain valid for an additional five years from the date of adoption of the AUAR Update by the City of Inver Grove Heights.

2. Minnesota Pollution Control Agency

Comment	Response
Please note that the AUAR Update was completed using an outdated version of the Environmental Assessment Worksheet (EAW) form. It would be helpful if the AUAR Update used the new form to ensure that the information discussed is relevant to current regulations and issues.	Thank you for your comment. The old form was used to be consistent with previous documents completed for the AUAR and AUAR updates. The information provided in this document was reviewed to confirm relevancy to current regulations and issues.
This section indicates that a Clean Water Act (CWA) Section 404 Permit from the U.S. Army Corps of Engineers (USACE) for project related wetland impacts may be necessary. Please be aware that if a USACE Section 404 Individual Permit is required for any project activity, then an MPCA CWA Section 401 Water Quality Certification or waiver must also be obtained as part of the permitting process. The Section 401 Water Quality Certification ensures that the activity will comply with the state water quality standards. Any conditions required within the MPCA 401 Certificate are then incorporated into the USACE 404 Permit. You can find additional information about the MPCA's 401 Certification process at: https://www.pca.state.mn.us/water/clean-water-act-section-401-water-quality-certifications or by contacting Bill Wilde at 651-757-2825 or William.wilde@state.mn.us.	Thank you for your comment. A Section 401 Certification has been added to the Permits and Approvals table.
The MPCA appreciates the Project proposer's discussion of noise, and would like to clarify a point made in the 2005 AUAR and carried forward in Section 24 of the AUAR Update. On page 79, and again on page 80, in reference to the residential noise-based receptor standards, there is a line that reads "[n]ew residential developments are exempt from this standard if the buildings have year-round climate control and meet minimum construction standards for noise level attenuation." This is a paraphrase of the exceptions listed in Minn. R. ch. 7030.0050 subp. 3, but it misses the mark slightly in application. Minn. R. ch. 7030.0050 subp. 3 allows exceptions for receptors that fall under Noise Area Classification (NAC) 1; the exceptions would mean that a laxer	Thank you for your comment. As proposed projects move forward, the RGU will review the proposed projects to confirm they are in compliance with City noise ordinances and state standards as outlined in Minn. Rules Ch 7030.0050.

Comment	Response
standard (NAC 2 or 3) could be applied to a NAC 1 receptor under certain conditions. These conditions include the two listed in the original AUAR, plus a third that was not - namely, that "the building has no areas or accommodations that are intended for outdoor activities." This is an important third clause that is necessary for an exception to be applicable to a NAC 1 receptor, like new residences constructed as part of a new mixed-use area. Further, the exceptions listed in 7030.0050 subp. 3 do not exempt any new receptors from any part of the noise rules - they simply allow NAC 2 or 3 standards to be applied to a NAC 1 receptor. A separate rule - Minn. R. ch. 7030.0080 - could allow a variance (potentially, an exemption) from the noise rules if necessary. As specific Project plans are created for the AUAR area, we encourage the Project proposer to follow up with, and expand on, the mitigation tactics listed on page 111. Considering both modeling and monitoring showed an exceedance in the area in 2005, we would also encourage additional monitoring, as needed, to help further identify potential mitigation techniques. For noise related questions, please contact Fawkes Steinwand at 651-757-2327 or Fawkes.Steinwand@state.mn.us	
We appreciate the opportunity to review this Project. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit action(s) by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this AUAR Update, please contact me by email at Karen.kromar@state.mn.us or by telephone at 651-757-2508.	Comment noted. All proposed projects within the AUAR study area will be subject to obtaining the appropriate permits and approvals.

3. Minnesota State Historic Preservation Office

Comment	Response
Thank you for the opportunity to review this AUAR Update. According to our records, the State Historic Preservation Office has not reviewed the original 2005 AUAR nor the subsequent updates. We don't have a copy of the Cultural Resource Study conducted by Archaeologist Research Services for the original AUAR, which is referenced in Question #25 of the current Update. Please send a copy of the Cultural Resource Study so that we may continue our review.	Thank you for your comment. A copy of the Cultural Resource Study was sent to the MN SHPO office for review. In reviewing the previous AUAR documentation, it appears a letter was issued on October 13, 1999 for the review of the original report.

4. Minnesota Office of State Archaeologist

Comment	Response
As noted in the AUAR document, Archaeological Research Services (ARS) prepared a literature review and conducted a Phase I archaeological survey targeting areas in a lacustrine setting. According to the AUAR, landowner permission for an archaeological survey was not granted for some of the targeted parcels, for example a parcel on a small peninsula in Marcott Lake noted in the updated AUAR document (pg. 82). Therefore I recommend a qualified archaeologist conduct a survey in parcels where permission was not previously granted to determine if development could damage unrecorded archaeological sites.	Thank you for your comment. Any future development in areas that were not previously surveyed would be required to comply with all federal, state, and local rules and regulations regarding archaeological resources. If cultural resources are encountered during construction, Unanticipated Discoveries protocol will be followed.

5. Dakota County Physical Development Department

Comment	Response
The AUAR update does not indicate an increase in overall vehicle trips for the northwest area but does identify land use changes within the update. Dakota County will work with the City of Inver Grove Heights to account for these proposed land use changes in the update of the Regional Roadway System Visioning Study, scheduled to be completed in 2020.	Thank you for your comment. The City looks forward to working with the County on the update to the Regional Roadway System Visioning Study in 2020.
The AUAR update includes a number of references to the importance of infiltrating water within the Northwest Expansion Area's landlocked basins. Dakota County policies support protecting infiltration areas from contamination and using infiltration to recharge groundwater aquifers.	Thank you for your comment.

6. Metropolitan Council

Comment	Response
Item 21 -Traffic (Russ Owen, 651-602-1724) On Page 72 and 73, the document discusses the County Road 63 and I-494 Interchange. Although this interchange has been approved through MnDOT and the Council, it should be noted there is no funding for this interchange. The AUAR needs to include language that states no funds are available for this infrastructure project.	Thank you for your comment. A statement has been added that no funds are currently available for this infrastructure project.
Item 21 -Traffic (Todd Graham, 651-602-1322) Development expectations (land uses) by Transportation Analysis Zone (TAZ) are discussed on pages 69-70. In total, AUAR table 21-2 counts 7,054 housing units, 2.79 million square feet of commercial and office space, and 97 acres planned for industrial development. Council staff interpret this as a build-out scenario, with development extending significantly after 2040 and this is more development than is	Thank you for your comment. The City will coordinate with the Council regarding TAZs and the City's household and population forecast.

Comment	Response
forecasted to the year 2040. Council staff recommend this clarification be included in the AUAR's discussion of traffic modeling. A set of TAZ forecast allocations was prepared by the City with its 2040 Comprehensive Plan (2040 Plan). As the City pursues development in the Northwest Expansion Area, Council staff advise that the City resolve discrepancies between the 2040 Plan and the AUAR. Most notably, TAZs #470 and #490 in the 2040 Plan are assigned more households than would ever be expected per the AUAR (see AUAR zones #6 and #4 respectively). Council staff's recommendation is that 2040 households and population in the City's forecast allocation table in the 2040 Plan be adjusted. The City can communicate its changes through correspondence to the Council, separate from any action on the AUAR; please contact Council staff to discuss.	
Item 6- Municipal Water System (Lanya Ross 651-602-1803) The discussion of the municipal water supply system (beginning on page 12) summarizes the Inver Grove Heights municipal water supply system and studies, construction, and other relevant activities that have occurred over the timespan of the AUAR. In 2005, the AUAR reported that the City currently operates six municipal supply wells and that additional wells are planned. However, post-2005 AUAR updates in this discussion do not mention any additional wells being added. This is in contrast to information provided on page 33 of the AUAR update, which notes that Well No. 9 was added in 2007. Additionally, the MOH records seven municipal supplies wells for the City of Inver Grove Heights. This is also consistent with information reported in Table 6 of the City's local water supply plan, which was approved by the DNR on February 24, 2020. Please correct the AUAR update to contain accurate information about the number and capacity of municipal wells. The AUAR update discussion of the municipal water supply system (beginning on page 12) does not mention that the City of Inver Grove Heights updated their local water supply plan in 2019, which was approved by the DNR in a letter to the City dated February 24, 2020. Please correct the AUAR update to include information about the updated local water supply plan. For example, verify that the information in the AUAR update is consistent with table 12 of the local water supply plan (details	Thank you for your comment. The AUAR update was prepared in advance of the City receiving the DNR letter approving the local supply plan. Information from the local supply plan has been added to the AUAR update.

Comment	Response
about planned infrastructure changes that should be consistent with information discussed in the AUAR update).	

7. Minnesota Department of Natural Resources

Comment	Response
Page 7, Proposed Development; Page 13, Stormwater System. Stormwater management and design features should be used to prevent sediment and pollutants from degrading natural wetland and waterbody basins. Will stormwater ponds and infiltration basins be used in the northwestern part of the project area where commercial and high density residential development are proposed? No stormwater features are depicted on any figures after 2005, and none in the NW area. Industrial development in the southeastern part of the project area will also need stormwater management to prevent impact to Minnesota Biologically Significant Sites and DNR Native Plant Communities located in wetlands south of the project area. It would be helpful to update 2019 figures to show proposed stormwater management, and current features that have already been built.	Thank you for your comment. Stormwater Management will be approached by each proposed development in the AUAR study area and will designed to meet the needs of the proposed projects. The City will work with the project proposers to develop stormwater management strategies that meet federal, state, and local requirements and take into effect the surrounding environment.
Page 16, Cumulative Development Totals. The amount of proposed Commercial and Office/Industrial development has decreased significantly from 2014 to 2019. Is this change reflected in increased residential development or natural areas and green space? Or, do these numbers not include areas that have already been developed?	Thank you for your comment. The development densities have been reduced based on changes to the 2040 Comprehensive Plan.
Page 19, Cover Types (a). All figures should be updated to show current conditions. NWI mapped wetlands do not appear to have been updated since 2007. Waterbody and wetland basins should reflect recent NWI updates.	Thank you for your comment. Wetlands identified in the figures are consistent with the City's Surface Water Management Plan.

Comment	Response
4. Page 19-20, 24, Table 10-1 Cover Types, and Natural Resource Inventory. Why is there a decrease in wetland area (267 acres to 190 acres) with this proposed AUAR update? This contradicts stated goals of maintaining a “no net loss of wetlands in the study area” (page 100). It does not appear that a new wetland delineation has been conducted or that wetland types have been updated since 2005. This section states that some changes to the natural resources inventory have occurred, but does not identify these changes. Page 20 refers to Figure 6 in Attachment A, which only identifies wetlands as “water,” but does not identify type. Wetland delineations are typically considered current for five years, and current conditions should be evaluated before development proceeds.	Thank you for your comment. The City will require the project proposers to delineate all wetlands within the project limits prior to development. The wetlands identified in the AUAR were consistent with the inventories completed by the City.
Page 25, Wildlife Resources. Even with a license (LA-965), a letter of concurrence from the DNR Natural Heritage Inventory System is required. This letter should be obtained and attached to the AUAR.	Thank you for your comment. The information hasn't changed with no new records for species identified from previous updates. Concurrence has been requested and will be retained in the project file.
Page 27, Physical Impacts on Water Resources. It would be helpful to have a figure showing the location of the stormwater features discussed in this section.	Thank you for your comment. All regional basins are shown in the stormwater manual for the northwest expansion area which is available on the City's website.
Page 29-30, 53, Wetlands. The Wetland Management Classifications used throughout the AUAR may be out of date with current standards regarding the use of wetlands (even degraded wetlands) for stormwater treatment. The Minnesota Stormwater Manual states, “The National Pollutant Discharge Elimination System (NPDES) Construction Stormwater Permit prohibits further degradation of wetlands with new untreated stormwater discharges or significant expansions of existing untreated discharges from new impervious surfaces to wetlands. There may be limited situations or projects where wetlands may be used for stormwater treatment if there are no prudent and feasible alternatives to providing BMPs in upland areas. In these cases, permits can be issued if the full wetland mitigation sequence (avoid, minimize and mitigate) has been satisfied and completed according to MPCA Water Quality Standards in Minn. R. 7050.0186.”	Thank you for your comment. The proposed developments will be required to comply with all currently federal, state, and local rules and regulations including requirements for wetlands.

Comment	Response
Page 46, Basin Infiltration Rates. Stormwater infiltration basin failure is a well-documented issue within Minnesota. In order to increase the likelihood of success, an infiltration test should be performed at each site to verify infiltration rates. Construction BMP's should be followed and any excavation should be in a manner that maintains soil structure in an un-smearred and un-compacted condition. We recommend that no grading activities within infiltration basins be performed when the soil moisture content at the depth of excavation is below the plastic limit. Please review these 2018 standards and procedures recommended by MnDOT to improve infiltration basin performance.	Thank you for your comment. The project proposers will be required to comply with all federal, state, and local standards and requirements.
Page 46, Rainfall Events. Please note that large-scale storm event frequency and annual precipitation in Minnesota have increased over the last 10 years, which may require modification to stormwater BMP's based on previous precipitation and storm frequency averages.	Thank you for your comment. Your comment has been noted.
Page 99, Fish, Wildlife, and Sensitive Resources. Euphorbia esula (leafy spurge) has been documented extensively along MNTH 3 within the last year. Please consider including the management of invasive species in development plans along this roadway in order to limit its spread.	Thank you for your comment. Recommendations of invasive species management will be discussed with project proposers to limit spread of invasive species.
For the sake of clarity, it would be helpful for future reviewers to only include what information is applicable to the current update rather than showing each change to the AUAR since 2005.	Thank you for your comment. Your comment has been noted.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

2021 Budget Update

Meeting Date: August 24, 2020
 Item Type: Regular Agenda
 Contact: Amy Hove, 651-450-2521
 Prepared by: Amy Hove, Finance Director
 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 – 2021 Budget

PURPOSE/ACTION REQUESTED

To provide Council with an update on the 2021 General Fund budget and levy

SUMMARY

At the July 24, 2020 meeting, Council received an update on the 2021 General Fund budget and levy. Council requested that staff look at increasing the Pavement Management budget by the full \$500,000 shown in the latest version of the City's Capital Improvement Financing Plan. Staff were also directed to continue looking for areas of savings within 2021 requests. Since then, the City Administrator and Finance Director held meeting with all General Fund departments and have collaborated on additional reductions to next year's requests.

The current draft budget reflects \$25,500,700 in expenditures and \$4,261,600 in non-tax levy revenues which results in a General Fund levy request of \$21,239,100. The Pavement Management levy has been increased to \$2,250,000 and the Debt levy is scheduled at \$2,867,158 for a preliminary levy figure of \$26,356,258. This is an increase of \$1,625,375 over last year's tax levy. This increase is primarily made up of approximately \$920,000 in salary and wage adjustments plus the \$500,000 increase to Pavement Management.

Tax Levy	\$ 26,356,258
Levy Increase (%)	8.1%
Tax Rate (estimate)	51.698
% Change in Tax Rate	1.34%
\$ Change in City Taxes (estimate) (for median property)	\$90.78

We look forward to additional discussion at the September 8th work session and Council's adoption of a preliminary levy and General Fund budget at the September 14th meeting.



Ethics, Excellence, Engagement

2021 Budget

City Council Meeting
August 24, 2020 at 7pm

Background

- July 27, 2020 – Council Meeting to discuss preliminary budget and levy impact
- August 3 – 7, 2020 – Departmental meetings with City Administrator/Finance Director
- August 10 - 14, 2020 – Follow up from departmental meetings
- August 24, 2020 – Council review of updated figures

Changes since July 27th draft

- Revenue adjustments – (\$68,000)
 - Lowered assumption for Building Permit revenues to 2020 budgeted estimate (\$875,000 vs. \$975,000)
 - Other small increases
 - Still a 5% increase over 2020 budgeted revenues

Changes since July 27th draft

- Expenditure adjustments – (\$283,000)
 - Refined payroll figures
 - Departmental reductions
 - Next phase of City view software funded with CARES Dollars
 - *CARES programming and draft spending plan to be discussed at September 8th work session*

Changes since July 27th draft

- Pavement Management - \$500,000 increase over 2020 budget rather than \$250,000 increase contained in earlier draft
- Debt Service Levy Adjustment (\$39,655)
 - Scheduled reduction to 2010B Bond levy
 - Increase to City Share of Assessments for 2019-09D

General Fund – Budget Summary

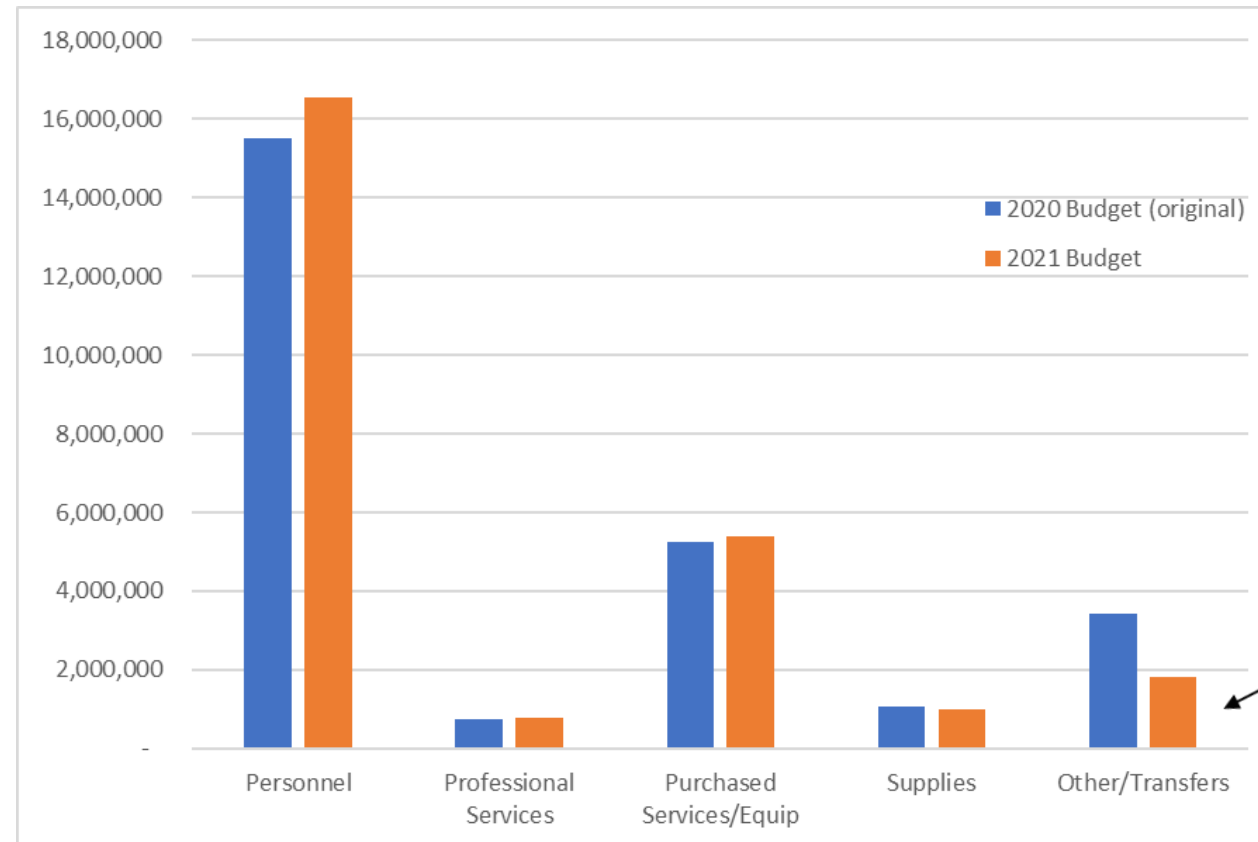
Expenditures by Department

	2017 Activity	2018 Activity	2019 Activity	2020 Amended Budget	2021 Proposed Budget
Mayor/Council	\$ 177,661	\$ 190,514	\$ 220,506	\$ 160,100	\$ 172,100
Administration	796,310	882,549	862,196	788,300	796,600
Elections	12,999	108,085	10,941	188,700	80,000
Communications	-	34,495	145,539	319,380	322,100
Technology	-	-	-	1,270,700	1,257,600
Finance	863,018	916,516	894,096	984,800	1,027,100
Community Development	446,242	491,276	306,349	401,700	444,600
Planning	354,481	327,519	459,014	463,400	383,800
Inspections	746,222	843,063	835,847	887,200	906,100
Police	7,242,680	7,998,269	8,614,943	8,703,450	9,283,800
Fire	2,658,136	2,815,760	3,213,033	3,451,700	3,648,600
Public Works	236,677	245,360	271,421	259,800	263,100
Engineering	988,881	1,093,162	1,189,636	1,081,700	1,127,100
Streets	2,556,421	2,647,955	2,895,933	2,775,400	2,789,300
Street Lighting	176,197	175,073	148,296	193,200	183,000
Parks	1,834,868	1,968,620	2,078,036	2,141,500	2,160,800
Transfers Out	1,303,400	1,989,920	1,992,557	2,370,800	655,000
Total Expenditures	\$ 20,394,193	\$ 22,728,136	\$ 24,138,341	\$ 26,441,830	\$ 25,500,700

In 2021, Pavement Management is separate levy instead of Transfer Out

General Fund – Budget Summary

Expenditures by Category



In 2021, Pavement Management is separate levy instead of Transfer Out

Pending Expenditure Decisions

- COLA – Union contracts are not yet settled for 2021-2022
 - Current model assumes COLA plus step increases as employees receive positive performance evaluations
- Health Insurance at 7%
- Internal Service Fund Allocations at 6%
 - League MN Cities Insurance Renewal – September/October
- Review of 2020 election costs and 2021 carryover needs

General Fund – Budget Summary

Revenues

	2017 Activity	2018 Activity	2019 Activity	2020 Amended Budget	2021 Proposed Budget
Tax/Tax-Related Revenue	\$ 17,168,980	\$ 19,194,085	\$ 20,701,144	\$ 21,893,800	\$ 21,307,600
Licenses & Permits	1,358,035	1,515,601	1,884,327	1,662,400	1,682,100
Intergovernmental	659,600	738,829	811,334	696,100	762,000
Charges for Services	1,017,800	672,773	1,049,063	1,147,700	1,157,800
Fines & Penalties	173,365	185,181	187,738	180,000	180,000
Miscellaneous Revenues	359,476	158,494	427,054	361,400	349,700
Other Sources	200,000	-	41,861	-	61,500
Total Revenues	\$ 20,937,256	\$ 22,464,963	\$ 25,102,521	\$ 25,941,400	\$ 25,500,700

Pending Revenue Decisions

- Continued review of Building Permit Revenues
- Fee Schedule review

Proposed Tax Levy – Payable 2021

General Fund - Expenditures	\$ 25,500,700
General Fund - Revenues	<u>(4,261,600)</u>
General Fund Levy	\$ 21,239,100
Pavement Management Levy	2,250,000
Debt Levy	<u>2,867,158</u>
Total Levy Requested	\$ 26,356,258

\$1,625,375 over Tax Levy Payable 2020

Proposed Tax Levy

July 27th Draft vs. Current Draft

2021 Levy per July 27th Draft ~ with \$250,000 increase to PMP

Tax Levy	\$ 26,360,867
Levy Increase (%)	8.1%
Tax Rate (estimate)	51.708
% Change in Tax Rate	1.4%
\$ Change in City Taxes (estimate) (for median property)	\$91.02

2021 Levy per Current Draft ~ with \$500,000 increase to PMP

Tax Levy	\$ 26,356,258
Levy Increase (%)	8.1%
Tax Rate (estimate)	51.698
% Change in Tax Rate	1.34%
\$ Change in City Taxes (estimate) (for median property)	\$90.78

Levy Increase (%), Tax Rate (estimate), % Change in Tax Rate and \$ Change in City Taxes have all been calculated after the adjustment for fiscal disparities.

Proposed Tax Levy – PMP Impact

Current Draft

2021 Levy – without \$500,000 PMP increase

Tax Levy	\$25,856,258
Levy Increase (%)	5.8%
Tax Rate (estimate)	50.604
% Change in Tax Rate	-.81%
\$ Change in City Taxes (estimate) (for median property)	\$64.31

2021 Levy – with \$500,000 PMP increase

Tax Levy	\$ 26,356,258
Levy Increase (%)	8.1%
Tax Rate (estimate)	51.698
% Change in Tax Rate	1.34%
\$ Change in City Taxes (estimate) (for median property)	\$90.78

Levy Increase (%), Tax Rate (estimate), % Change in Tax Rate and \$ Change in City Taxes have all been calculated after the adjustment for fiscal disparities.

Proposed Tax Levy – Current Draft vs. CIP

2021 Levy per Current Draft

Tax Levy	\$ 26,356,258
Levy Increase (%)	8.1%
Tax Rate (estimate)	51.698
% Change in Tax Rate	1.34%
\$ Change in City Taxes (estimate) (for median property)	\$90.78

2021 Levy per CIP Model (June 2020)

Tax Levy	\$ 26,140,678
Levy Increase (%)	7.2%
Tax Rate (estimate)	53.128
% Change in Tax Rate	4.5%
\$ Change in City Taxes (estimate) (for median property)	\$80.11

Levy Increase (%), Tax Rate (estimate), % Change in Tax Rate and \$ Change in City Taxes have all been calculated after the adjustment for fiscal disparities.

Next Steps

- Council Feedback
- September 8th Work Session
 - Budget books (details) coming soon!
- September 14th Council Meeting to set preliminary levy
- In the meantime, we will proceed with budget preparations for the remaining City funds.