



Inver Grove Heights City Council
Monday, December 12, 2022 at 6:00 PM
8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to 4:00 p.m. on Monday, December 12, 2022, will be provided to the Council at or before the December 12, 2022 meeting.

**** Prior to the Council meeting there will be a cake and punch reception recognizing the service of Mayor Tom Bartholomew and Councilmember Rosemary Piekarski Krech. The reception will take place from 5:30 to 6:00 p.m. in the lobby of City Hall. The public is invited to attend. ****

1. Call to Order

2. Roll Call

3. Presentations

- A.** Recognition of Mayor Tom Bartholomew and Councilmember Rosemary Piekarski Krech.

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.** Approve minutes from the September 26, 2022 City Council Meeting
- B.** Approve minutes from the October 3, 2022 City Council Work Session
- C.** Approve minutes from the October 10, 2022 City Council Meeting
- D.** Approve minutes from the October 24, 2022 City Council Meeting
- E.** Approve minutes from the November 7, 2022 City Council Work Session
- F.** Approve minutes from the November 14, 2022 City Council Canvass Meeting
- G.** Approval of Disbursements
- H.** Personnel Actions
- I.** 2023 City Council and Economic Development Authority Meeting Schedules
- J.** 2023 Meeting Schedule for Advisory Commissions
- K.** Resolution Designating 2023 Polling Locations and Establishing Stipends
- L.** Stipends for 2022 Polling Locations

- M. Resolution Approving Inclusion of the Assistant Fire Chief/Fire Marshal and Firefighter/Fire Inspector Positions in the MN PERA Police & Fire Plan
- N. Resolution Adopting 2023 City Fee Schedule
- O. Approval of Massage Therapist License
- P. Approve Acquisition and Implementation of Special Assessment Software and Carryover of Funds to 2023
- Q. Final Compensating Change Order and Resolution Accepting Work for City Project Nos. 2015-09D, 2017-21, 2018-08 and 2018-11
- R. Adoption of the Dakota County All-Hazard Mitigation Plan
- S. Resolution Accepting Consultant Services Proposal from SEH and Authorizing Traffic Counting for Municipal State Aid System Streets
- T. Final Compensation Change Order, Final Pay Voucher, Park and Recreation Director's Report of Acceptance and Resolution Accepting Work for City Project No. 2112 – Vista Pines Park Construction
- U. Approve Amendment to Contract with ISD 199 for Golf Course Usage
- V. Approval of Lease Agreement for National Guard Armory
- W. Approve Resolution and Development Contract for Bethesda 2nd Addition
- X. Resolutions approving Preliminary Plat and Variance for Robert Trail Woods Subdivision
- Y. Approve the 2023 Seasonal, Temporary, On-Call, and Non-Regular Status Employees Pay Plan
- Z. Ordinance Allowing Small Cell Wireless Facilities Abutting Single-Family Residential Districts
- AA. Approve the 2023 Compensation Plan and Wage Adjustments for Non-Union Employees
- BB. Approval of Summary of Conclusions Regarding Performance Evaluation of City Administrator
- CC. Resolution Authorizing the Application and Receipt of Dakota County Community Development Block Grant Funds for Program Year 2023
- DD. Resolution Adopting Policy on the Extension of Certain Benefits to Non-Union, Police Command Staff

5. Public Hearing

- A. Public Hearing for 2023 Liquor License Renewal Applications and Approval of Change in Managers or Officers

6. Regular Business

- A. 2023 Budget & Tax Levy

- B. 3rd Reading of Ordinance Amending Development Fees and Utility Connection Fees
 - C. Approval of Summary Publication Resolution for Ordinance Amending Development Fees and Utility Connection Fees
 - D. Rental Housing Licenses
 - E. Preliminary Plat and Multiple Related Land Use Actions for land located at Diffley Court and South Robert Trail
 - F. Resolution Establishing 2023 Stormwater Utility Rates
 - G. Continuation of 2nd Reading of Ordinance Regarding the Licensing of Rental Housing and Short-Term Rentals
7. **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.
8. **Mayor and Council Comments**
9. **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@ighmn.gov.



Request for Council Action

SUBJECT: **Recognition of Mayor Tom Bartholomew and Councilmember Rosemary Piekarski Krech.**

MEETING DATE: December 12, 2022

ITEM TYPE: Presentations

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to recongize the many years of dedicated service by Mayor Tom Bartholomew and Councilmember Rosemary Piekarski Krech as this is their final Council meeting.

BACKGROUND

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, SEPTEMBER 26, 2022 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, September 26, 2022, in person. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Bartholomew, Council Members: Piekarski Krech, Dietrich, Murphy, Gliva; City Attorney McCauley Nason, City Administrator Wilson, City Clerk Kiernan, Police Chief Chiodo, Public Works Director Connolly, Community Development Director Rand.

3. PRESENTATIONS:

4. CONSENT AGENDA:

- A.** Approval of Disbursements. **Resolution 2022-201**
- B.** Approve Personnel Actions
- C.** Resolution Authorizing Summary Publication of Ordinance #1432, Amending Title 5, Chapter 6, Sections 1(c) and 1(d) Related to the Discharge of Bows and Arrows **Resolution 2022-202**
- D.** Change Order No. 1 for City Project No. 2022-09K – Akron Ave and 50th Street Rehabilitation
- E.** Schedule Public Hearings for 2023 Pavement Management Projects 2022-09 I, J and L
Resolutions 2022-203, 2022-204, 2022-205
- F.** Approval of Charitable Gambling Raffles by Spartan End Zone Club and Pinnacle Athletic Club
Resolution 2022-206
- G.** Sign Variance for 5590 Babcock Trail **Resolution 2022-207**
- H.** Appointing Additional Election Judges for the 2022 General Election and Additional Election Judges to Serve on the Absentee Ballot Board **Resolutions 2022-208 and 2022-209**
- I.** Renewal of Life and Long-Term Disability Insurance Policies for City Employees

Motion by Murphy, second by Dietrich, to approve the Consent Agenda

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

6. REGULAR AGENDA:

A. 2nd Reading of Ordinance Amending City Code Title 4, Chapter 13 Related to Rental Licenses

City Administrator Kris Wilson stated that she discussed the following:

Background:

- Rental Licensing was adopted into City Code in the fall of 2016.

Issues raised:

- No language addressing short-term rentals
- No definition of a family
- Waiting period for reapplication of a rental license for a property
- Clarification of rental license fees
- Should Accessory Dwelling Units be required to have rental licenses with the property owner required to live at either the ADU or the main structure?

Mayor Bartholomew asked what the intent of the definition of a dwelling to be equitable and intentional? Does staff have a recommendation? City Attorney Bridget Nason stated that the zoning code definition doesn't translate cohesively with the rental license ordinance. The idea is to connect the

license to ownership. If a single entity owns one unit in an entire building, then that would be licensed as a single-family dwelling whereas, if a single entity owns the building, then rents out units in that building that would be licensed under the multi-family dwelling.

Council Member John Murphy asked what are other cities in proximity doing with their short-term rental licensing? Administrator Wilson replied that looking into what other cities were doing was investigated when writing the ordinance for length of lease terms for short term rental licenses. A few other cities are allowing 30-day rentals, some require that the property is homesteaded meaning the owner lives there primarily but rents it out periodically and some cities don't regulate rental licensing at all. A clearer list can be provided to the council at the time of the 3rd reading if they so wish.

Lisa Slama, 9185 Inver Grove Trail, would like clarification on the owner-occupied piece of the rental licensing. Short-term rental licensing should be allowed for responsible owners. Airbnb platform for short-term rentals does have it in their rules and regulations to prohibit party houses and properties to be used as gathering places for those circumstances. Short-term rental property owners are not always only in it to make money but for the love of hosting. She encourages the council to not ban short term rental entirely.

David Kappel, 9272 Tyne Lane, would like the council to understand that the ban on short term rental would punish the city's responsible short term rental property owners because of one bad player in the community.

Stephen Dick, 1630 52nd St E, stated 80% of the families that book his properties are just looking for a place to gather for different reasons. Short-term rentals bring in tourism money from the people that rent the properties and then spend money in the community. 59 out of 69 cities in the metro area allow short-term rental. Allowing short-term rental licensing with parameters would be better than going from no regulations to an all-out ban.

Anthony Verch owns 7008 River Road; the ordinance change has brought the short-term rental community together and would like to come to a compromise with the city instead of enacting a 30-day minimum to the rental license ordinance. Property owners of short-term rentals pulled police records for their properties, and no one had any records. It's thought that short-term rental property owners are taking away properties from potential homestead owners, but the short-term rental owners have often done major remodels on their properties. Councilmember Dietrich asked what platform Mr. Verch is advertising on. He stated he is a Preferred Host on VRBO and a Super host on Airbnb which takes multiple factors to maintain those titles.

John Stiles, 7473 Dickman Trail, owns a duplex and long-term rents out the other unit, recently has thought about going to short-term renting as there is greater revenue from the turnover and offers a work-from-home opportunity for his wife. During COVID-19, he transitioned his property into the long-term rental, but likes the flexibility of having the option to go back to short-term.

Mayor Bartholomew asked Police Chief Melissa Chiodo to elaborate on the history of police calls to these properties with either long-term or short-term rentals. Not all rental properties are registered with the city. To know when a call comes in what kind of property it may be. Not every complaint call has resulted in a police report. Properties are usually the same handful of properties, and they seem to be when there has been a larger gathering at the property. Councilmember Murphy asked how many owners are there that have repeating issues? Chiodo stated 1 or 2 owners.

Mayor Bartholomew states that there are businesses in residential areas, and they regulate those businesses that are strict especially about vehicles parked at the property. Mayor would like to have the discussion of allowing for short term rentals in residential areas.

Jerry Slama, 9185 Inver Grove Trail, asked if the Chief could distinguish in her response to Councilmember Murphy what percentage of the properties are short-term vs long-term rentals. Mayor Bartholomew stated that as the Chief said there is often no report from the call or whether the property was a long-term or short-term rental. Chief Chiodo stated that knowing long-term rental properties in Inver Grove Heights is regulated whereas knowing short-term rentals might not have a rental license through the city.

Mayor Bartholomew suggested tabling the 2nd reading of the ordinance when more information has been gathered about short-term rental licensing. The commercial and residential aspects do not mix well together.

Councilmember Piekarski Krech stated she would like the fee schedule to clearly reflect the difference in fees for both licenses.

Councilmember Gliva agrees with making sure the fee schedule reflects the cost and the proposed fee doesn't put enough on the line for rental property owners to follow regulation. She stated that she would like to see a compromise rather than the 30-day minimum on rental licenses.

Mayor Bartholomew stated his main concerns are parking, noise-levels, capacity, and zoning.

Councilmember Murphy stated he has learned a lot more after talking with residents about short term rentals. He would like to see a compromise and not to punish the majority of good short-term property owners for the few that are having issues. He would like to see more standards on the regulation and violations if compliance is not met.

Councilmember Dietrich wants to acknowledge that short-term rentals are another way to bring business into the community and help other businesses as well when those customers go out into the community. Having open and honest conversations about how property owners have handled problem situations at their property is a good way to learn from each other.

Administrator Wilson stated she hears that the direction from council is for staff to go back and look at the ordinance and policy and work with property owners to create a short-term rental licensing program. Mayor Bartholomew would like to see more about parking capacity and issues pertaining to mixing commercial and residential together. Councilmember Murphy would like to see a little more to enter into a license. Councilmember Dietrich would like to see stronger penalties for properties that have license violations. Councilmember Piekarski Krech would like to see some regulation on how many can be in an area also so whole communities don't become short-term rentals.

Administrator Wilson asked what the desired timeline for this item would be. Mayor Bartholomew stated it would be ideal to get the item resolved within the calendar year with the current council.

Motion by Gliva, second by Piekarski Krech, to table the 2nd reading of the rental license ordinance

Ayes: 5

Nays: 0

Motion Carried.

B. Approval of Rental Housing Licenses

Community Development Director Heather Rand asked council to approve four properties for rental licenses. Applicants have successfully passed a background check with the Inver Grove Heights Police Department and staff recommends approving the following properties for rental licenses:

- 7701 Barbara Ave - SFR Acquisitions 3 LLC
- 1435 56th Street - SFR Acquisitions 3 LLC
- 8819 Branson Drive - Paul Tiemann
- 8828 Coffman Path - Ming Chen

Motion by Dietrich, second by Gliva, to approve the rental housing licenses.

Ayes: 5

Nays: 0

Motion Carried.

C. Special Ordinance Temporarily Allowing Non-Metered Residential Water Connections to City Water System

Public Works Director Brian Connolly presenting on the special ordinance allowing non-metered residential water connections to City water system.

Background Information

- City Ordinance Title 8, Chapter 2
 - Requires properties connected to City Water system must be metered
 - City provides meters to new water customers (i.e., new homes, businesses, etc.)
- Supply Chain issues with 3/4" Residential meters
 - City has 300 meters on back order since May 2022
 - Procuring and borrowing meters from neighboring communities
 - Overall supply exhausted, down to 2 meters in inventory
- Impacts only single-family residential properties (3/4" meter connections)
- Impacts primarily new home construction
 - Over 300 active building permits
 - Estimated 100+ properties will request water connection prior to end of 2022
- Options considered
 - Utilize different type/brand/size of meter
 - Halt residential water connections
 - Allow unmetered connections
- City provides "straight pipe" connection in lieu of a water meter
- Building inspection staff track unmetered connections through issuance of Temporary Certificates of Occupancy (TCO)
 - Provisions to allow City to install permanent water meter a requirement for final Certificate of Occupancy
 - Builder and-or homeowner information available for City to coordinate meter installation when available

Councilmember Piekarski Krech asked if a Temporary Certificate of Occupancy interferes with their mortgage. Director Connolly said it should not. It would if they didn't have water or the certificate.

- City utility staff will contact and schedule final meter installation when they become available
 - Staff will make 3 attempts to schedule with the builder and/or homeowner
 - Following third attempt, if builder and/or homeowner do not respond or is unwilling to cooperate, staff will send a mailed notice of need to comply with this ordinance, or water shutoff will occur (10 days)

- Final Certificate of Occupancy will be withheld until a meter is installed.
- New Properties lack historical billing data
- Estimated billing method
 - Utilize lump sum base rate for single-family residential dwellings (6,000 gal/quarter)
 - Applies to water and sewer rates
- Limited fiscal impact to the city
 - Some reduced water and sewer fee collected
 - Winter timeframe eliminates high-water usage months (summer) for irrigation needs
 - For 100 homes, a doubling of estimated rate (6,000 gal/quarter to 12,000 gal/quarter would result in the following decreases in revenue collections:
 - Water \$1,700 or 0.06% of total estimated 2022 water revenue
 - Sanitary: \$4,200 (NWA rates) or 0.10% of total estimated 2022 sewer revenue
 - Within contingency tolerance (+/- 5%) of budget estimates
- Once meters available and installed, provision of the current/in-place Ordinance will govern
- Temporary Ordinance has a sunset date of May 15, 2023
- If Shortage continues into 2023
 - Ordinance structured to keep water and sewer rate based on 6,000 gal/quarter
 - Staff will review options for extension of the ordinance, if necessary
 - Staff will continue to work with our neighboring communities and suppliers to address the ongoing shortage

The request for council is to waive the requirement for three reading and approve the temporary ordinance.

Mayor Bartholomew asked if putting in the short pipe will have any water hammering and a lot of protest. Director Connolly doesn't expect it because the pipe doesn't have any sort of arresting system. Bartholomew also asked will this cover existing residential properties if something were to happen to those meters. Connolly stated yes it would be covered under this temporary ordinance. Councilmember Dietrich asked if existing meters aren't working for some reason, would they be rehabbed and used and if the residents and builders are not complying with the installation of the water meter what will happen then. Connolly stated results in a water shut-off.

Motion by Murphy, second by Gliva, to waive the requirement of three readings of the temporary ordinance.

Ayes: 5

Nays: 0

Motion Carried.

Motion by Gliva, second by Piekarski Krech, to approve the special ordinance for temporarily allowing non-metered residential water connections to city water system.

Ayes: 5

Nays: 0

Motion Carried.

D. 1st Reading of Ordinance Increasing Lodging Tax

Administrator Wilson discussed the 1st reading of the lodging tax increase. The ordinance was presented to the council at the September 19, 2022 work session.

Minnesota Statute 469.190 authorizes cities to impose a lodging tax of not more than 3%. The Statute requires that 95% of the tax proceeds be used "to fund a local convention or tourism bureau for the purpose of marketing and promoting the city or town as a tourist or convention center."

Current City Code Title 4 - Chapter 10 - Section 3:

- Imposition and collection of tax: at the time the lodging fee is paid, all operators shall impose and collect a tax of two percent (2%) on the gross receipts from the furnishing of lodging. The amount of tax shall be separately stated from the lodging charges. The lodging operator shall hold in trust for the city all taxes collected hereunder.

The request from the Convention and Visitors Bureau is to amend the City Code to impose a 3% tax rather than a 2% tax and to take effect January 1, 2023.

Councilmember Murphy stated he wouldn't want to waive the other readings because he doesn't see the value in raising the tax. He would like to give time for people to respond to the change. Councilmember Piekarski Krech asked what Councilmember Murphy would like to see for data about what value it would add. Murphy would like to know what measures success. He isn't necessarily opposed to the change just waiving the other readings of the ordinance change.

Motion by Piekarski, second by Piekarski Krech, to approve the first reading of the ordinance increasing lodging tax.

Ayes: 5

Nays: 0

Motion Carried.

Councilmember Dietrich asked when the 2nd reading is scheduled for. Administrator Wilson replied that the 2nd reading will be on October 10th.

E. 1st Reading of Ordinance Amending City Code Title 9, Chapter 5 Related to Stormwater Management

Brian Connolly apologizes as there were revisions made and a revised version was sent out and is provided to council.

Assistant City Engineer Steve Dodge presents on the 1st reading of the ordinance.

Background Information:

- MS4 Permit Re-issues by MPCA
 - Municipal Separate Storm Sewer System
 - October of 2021 - New Permit Coverage
 - 12 months for cities to make updates
- Updates to complete
 - Stormwater Ordinance
 - Operation Procedures (SOPs)
 - Salt Operations
 - Staff Responsibilities List
 - Construction Stormwater Inspections Priorities (NPDES)
 - Educational Outreach

Mayor Bartholomew asked what NPDES stands for. Assistant Engineer Dodge stated it stands for National Pollution Discharge Elimination Systems.

- Landlock Basin Study Recommendations
 - Easement dedication for the basin overflow or future piping
 - Updated Rules & Regulations pending for Waterland Management Organizations (WMO)
- Updated Rules & Regulation pending for Waterland Management Organizations
 - Lower Mississippi River (LMRWMO)
 - Eagan-Inver Grove Heights (E-IGHWMO)

City Code – Stormwater Management

- Code Section 9-5
- Title 9 Focuses on Building & Development
- Chapter 5 is the Stormwater Management Section
 - Purpose: Set forth minimum requirements for managing the quantity and quality of stormwater runoff from all types of land uses
 - Minimize Flooding Risk
 - Limit Erosion and Sedimentation
 - Define Stormwater Treatment and Infiltration Standards
 - Regulate Land Disturbing Activities
 - Protect Natural Resources

Proposed Code Amendments to Code Section 9-5-4: Definitions

- Add Definitions
 - Emergency Response Area (ERA) – For wellhead protection ties
 - Fully Reconstructed – For delineating between partially reconstructed and fully reconstructed project features
 - Linear Projects – To define typical street projects
 - Permits – To clarify reference to types of City permits
- Modify definitions
 - Buffer – Clarify vegetative requirements
 - Land Disturbing Activity – Clarify definition for pavement rehabilitation projects
 - Redevelopment – Clarify and define development in relation to zoning, land disturbance, and impervious surface

Proposed Code Amendments to Code Section 9-5-5: Scope & Compliance

- Current Applicable Thresholds:
 - Erosion & Sediment Control Plan
 - 1,000 sq ft or 50 cubic yards of material impacted
 - Stormwater Management Plan
 - 5,000sq ft or 100 cubic yards of material impacted
- Proposed Thresholds
 - Erosion & Sediment Control Plan
 - 5,000 sq ft threshold (no volume threshold)
 - Stormwater Management Plan
 - ½ acre (21,780sq ft) or
 - Addition of 5,000 sq ft of new impervious surface allowed in Title 10 – Zoning Regulations

Councilmember Gliva asked if this is making it easier if a homeowner is just adding onto their property. Connolly stated that this will help typical homeowners have less hoops to jump through.

Councilmember Murphy asked if this is more for redevelopment and development but is each property in the development held to this standard. Connolly stated that would be considered a common plan for development and the development in a whole would have to adhere to certain standards and is not including in these changes.

Proposed Code Amendments for Code Section 9-5-6: Application Procedures

- Clarify plan vs. permit approvals
 - Erosion and Sediment Control Plan Submittals
 - Stormwater Management Plan Applications
 - SWPPP (Stormwater Pollution Prevention Plan)
 - Stormwater Facilities Maintenance Agreements
 - Responsibilities of City and Developer

Proposed Code Amendments for Code Section 9-5-7: Erosion & Sediment Control Plans

- Clarify Approval Requirements
 - Allows for reduced plan submittal items to accommodate smaller site work (i.e., single lot, small parcel, building rehabilitation item, etc.)
- Revises Inspection Requirements
 - Brings inspection training requirements into conformance with current MPCA NPDES Construction Stormwater Permit requirements

Councilmember Murphy asked how the developers report to staff. Assistant City Engineer Dodge stated that progress and standards are inspected and monitored through the MPDS permit. Inspections are done every week and when there is a half-inch of rainfall or more with a report taken each time. Councilmember Murphy asked if there are a number of normal reports that would trigger anything from staff. Dodge replied that staff will still go out and inspect the site when time allows and verify reports match, but the responsibility is put more on the developer and the contractor. Councilmember Murphy asked if the contractor has a specific employee to do this work. Dodge stated the contractor will employ someone with erosion control certification to monitor the site. Councilmember Murphy asked if city staff has experience with the erosion control contractor. Dodge stated they do and there are companies who are erosion control experts that are subcontracted through the general contractor.

Proposed Code Amendments for Code Section 9-5-8: Stormwater Management Plans

- Clarify Infiltration System Location Prohibitions
 - Update and redefine prohibited locations based on MPCA recommendations
- Clarify Stormwater Management Minimum Requirements for water quality volume
 - Separates and clarifies Northwest Area Criteria from remainder of City
 - Clarifies water quality volume calculations for fully reconstructed areas (with revised definition)
 - Clarifies water quality volume calculation for linear projects based on MPCA MS4 permit requirements
- Clarify Landlocked Basin Easement Requirements
 - Update to include basin overflow paths to downstream storm sewer structures or basins during platting process.

Proposed Code Amendments for Code Section 9-5-14: Salt Storage (New)

- Add section regarding salt storage requirements
 - Storage area must be covered or indoors
 - Outdoor storage must be on an impervious surface
 - Define containment and "good housekeeping" requirements for deicing materials

Mayor Bartholomew asked where else in the city is there another salt storage. Connolly stated the city only has one storage area, but other large businesses may have their own salt storage, and this covers everyone. Mayor asked how staff will monitor others. Connolly stated that because of staff levels at this point staff will inspect if there is a report of a violation.

Staff is requesting and recommending that council approve the first reading of the ordinance amending the City Code provisions related to Stormwater Management.

Mayor Bartholomew asked if staff is asking to waive other readings of the ordinance. Connolly stated he doesn't have a preference and most of the revisions to the code are clarifying and administrative.

Motion by Murphy, second by Gliva, to waive the requirement of three readings of the ordinance amendments.

Ayes: 5

Nays: 0

Motion Carried.

Motion by Gliva, second by Dietrich, to approve the ordinance amendments.

Ayes: 5

Nays: 0

Motion Carried.

F. Adoption of 2023 Preliminary Levy and Governmental Fund Budgets

Finance Director Amy Hove reminds the council of the previous budget discussions. August 1st Work session discussed initial introduction to departmental requests. Online presentations on September 1st and 9th discussed departmental presentations and budget reports released online for review. September 12th work session and council meeting discussed separate departments. September 19th Work session discussed the remaining departments.

Additional Needs and Challenges

- Staff Levels in many departments have not kept pace with the workload demands of a growing city
- Need to adjust part-time/temp/seasonal wages to attract employees in current job market
- Cost of goods and supplies have increased significantly
- City has deferred maintenance on both its facilities and infrastructure

The City Administrator's recommendations for 2023 Budget include staffing and benefit related. The levy summary increase would amount to 8.4% increase over 2022 Budget.

- The 8.4% increase would include:
 - larger increase to the Pavement Management levy (\$350,000 vs \$250,000)
 - 5.5 New FTE's plus 6 position reclassifications
 - Additional seasonal staff/wages for Streets & Parks
 - Education incentive for Police Command staff
- A 9% increase would include additional \$169,276 in resources to dedicate to Council priorities.

Councilmember Murphy would like clarification of the job duties for the Economic Development Coordinator. Administrator Wilson stated the Economic Developer would serve as the first point of contact for a person looking to put a business in Inver Grove Heights and help them navigate the city

processes. They would work with the Chamber of Commerce. They would handle the reporting for grants that come in for economic development. Murphy asked if the person would be proactively seeking out businesses to come to Inver Grove Heights. Wilson stated that would depend on the ebbs and flows of the economy and how many calls or meetings the person is working on at any given moment. Wilson wants to correct what was said that she didn't want to imply that Murphy was the only council member working to bring businesses to the city but that he was the most vocal about this becoming a position within the city. Murphy asked if the part-time position would be taxed with other job duties other than bringing business to the city. Wilson clarified that the person would be full-time, but half funded with a grant and half with the city funds. Draft descriptions of the position can be brought to council before any hiring happens. Keeping it in the preliminary budget will allow for further discussion about the position.

Council is asked that they pass a preliminary tax levy by September 30th. The final approval can be lower, but it cannot be higher and proposed tax levy letters will be going out to residents in November.

Mayor Bartholomew asked where the city is at with the Fiscal Disparities calculations. Finance Director Hove will send that out to the council. This number is what is sent to the State and what the state sends back. Councilmember Murphy asked if we are negative in our net finances. Director Hove stated we are net positive right now which hasn't always been the case.

The proposal is at 9% from the recommendation from the work session. Councilmember Dietrich stated that she likes the 9% but hopes they can get back down to 8.4%. Councilmember Gliva stated she feels that 9% is good for some wiggle room in the proposal and that 8.4% is thorough in what the city needs at this point. Administrator Wilson stated that the 8.4% does include funding for the Economic Development Coordinator FTE. The next year would need to fund the whole FTE. Councilmember Murphy wants to make less of a stretch to fund a whole other FTE for economic development in 2024. The Economic Development Coordinator job description would have ebbs and flows to it, and it would depend on the governing body to direct that person's work also. If the interest of the council is for this position to focus primarily on recruitment of businesses to the city, then there may be other options. Councilmember Dietrich asked how much a consultant would cost to do that kind of work. Administrator Wilson stated the Economic Development Coordinator position is budgeted at \$120,000 after wages and benefits, half of that is budgeted in the 8.4% the other half is funded through a grant. A consultant for this type of work would cost about the same. The job description is amenable still.

Mayor Bartholomew stated that 8.4% is the bottom line for residents and 9% is the ceiling. Historically, council has come down from the preliminary percentage.

Motion by Bartholomew, second by Gliva, to approve the citywide tax levy at 8.4%.

Ayes: 5

Nays: 0

Motion Carried.

Finance Director Amy Hove stated that the second part of the preliminary budget discussion for tonight is for the Preliminary Governmental Funds Budget. The table in the packet and resolution is for the 9% and will need to be amended to reflect the 8.4% that was just approved. Funds that are included in this are: general, convention & visitor's bureau, community center, economic development authority debt services pavement management and host community.

Motion by Murphy, second by Gliva, to approve the amendment for the 8.4%

Ayes: 5

Nays: 0

Motion Carried.

The next approval needed is for the special taxing district preliminary levies. Council is required to pass a preliminary levy by September 30 each year; when the final levy is adopted in December, it may be lowered but cannot be higher than the preliminary levy.

Storm Water Special Taxing District Levy

- Established under MN Statute 444
- Used to fund trunk storm water sewer improvements installed in conjunction with the 70th Street East Reconstruction Project from Cahill Ave to Concord Blvd (City Project 2001-02)
 - Babcock Trail
 - South Grove
 - 70th Street
- Contains approximately 3,000 parcels
- 10-year Term (2018-2027)
- Annual Levy of \$79,394

Motion by Gliva, second by Piekarski Krech, to approve the Special Taxing District Preliminary Levy

Ayes: 5

Nays: 0

Motion Carried.

Final approval of the meeting is to set the date, time, and place for the statutorily required public meeting on the City's proposed budget and levy. The suggested time is Monday, December 5, 2022 at 6:00 p.m. in the Council Chambers, 8150 Barbara Ave, Inver Grove Heights.

Motion by Dietrich, second by Gliva, to approve the meeting time and place for the City's proposed budget and levy meeting.

Ayes: 5

Nays: 0

Motion Carried.

G. Reclassification of Fire Marshal Position

City Administrator Wilson discusses that reclassifications are typically handled on the consent agenda however with this position it is included in the 2023 budget. This position doesn't have a current occupant. The current Interim Fire Marshal is filling in following the retirement of long-term Fire Marshal. The city would like to post, recruit, interview, and fill the position on an ongoing basis and to advertise an accurate pay range. Positions are reviewed by an independent consultant. The consultant evaluates job duties, level of responsibility, supervisory status, minimum qualifications, working conditions, etc. The recommendation that was given is for Pay Grade 22 in the 2022 salary range of \$99,112-\$125,902. Some things that have changed for the position are the emergency response obligations, command officer status and responsibilities, salaried rather than hourly and PERA Police & Fire pension. The position is currently at a Pay Grade of 18 in the 2022 salary range of \$82,243-\$103,708.

Motion by Murphy, second by Piekarski Krech, to approve the recommended reclassification of the Fire Marshal position.

Ayes: 5

Nays: 0

Motion Carried.

7. No Public Comments

8. Mayor and Council Comments

Mayor Bartholomew asked how Clean-Up Day went. Director Heather Rand stated that it did go well and there will be an update in the upcoming Friday Update.

9. Adjournment

Motion by Gliva, second by Piekarski Krech, to adjourn the meeting.

Ayes: 5

Nays: 0

Motion Carried.

Minutes prepared by Deputy City Clerk Katie Malott

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, OCTOBER 3, 2022. 6:00 PM - 8150 BARBARA AVENUE**

1. Call to Order: The City Council of Inver Grove Heights met in person for a Work Session on Monday, October 3, 2022. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call: Present In-Person: Mayor Bartholomew; Council Members; Piekarski Krech, Gliva, Dietrich, Murphy; Deputy City Clerk Katie Malott, Finance Director Amy Hove, Parks and Recreation Director Adam Lares, Golf Course Superintendent Joel Metz, Golf Clubhouse Superintendent Matt Moynihan, Technology Manager Marc Gade, Operations Maintenance Supervisor Phil Stier
Absent: City Administrator Kris Wilson

3. Discussion Items:

A. Proposed 2023 Golf Course Budget

Golf Clubhouse Superintendent Matt Moynihan presented the 2023 Budget for Inver Wood Golf Course:

Golf Course Overview: 2023 Priorities and Goals:

- Provide well-conditioned quality golf courses and practice facilities.
- Provide fair and equitable tee time access to the general public.
- Contribute to the overall recreational operations available to the community.
- Protect green space area in an environmentally responsible manner.

Golf Course Revenues Projected for 2023: \$2,539,750

Mayor Bartholomew asked if there were figures for this season through the end of August.

Golf Clubhouse Superintendent Moynihan replied they are behind last year's total rounds and revenues.

- Last year they opened April 1st. This year they opened April 22nd, bringing them about \$130,000 behind
- May 2022 was even with May 2021
- June 2022 was over June 2021
- July 2022 was over July 2021
- August 2022 was the same as August 2021
- September 2022 is higher than September 2021

This will likely go into the \$130,000. He doesn't believe they can make up the 21 days from April in the fall.

Councilmember Murphy asked when the course will close.

Golf Clubhouse Superintendent Moynihan responded weather dictates closing. It's either due to the first measurable snowfall or frost. The latest it's ever closed has been December 2nd, the earliest was October 26th. The earliest they have opened is March 17th, the latest opening was April 29th.

Noteworthy Revenue Items were discussed:

- Projecting a 12% overall increase to revenues.

- Proposing a 15% across-the-board rate increase for greens fees and golf car fees to keep up with operational expenses.
- Proposing elimination of senior discount for golf car rentals and senior discount:
 - Senior discount on the golf car: Created at a time utilization was low to attract more people to use golf cars, bring in more money.
 - Senior discount during prime tee times: Prime tee times are from 12:00 to 5:00 on Friday; Saturday and Sunday morning from open to noon.

Councilmember Dietrich asked what led to the 15% increase versus a different percentage.

Golf Clubhouse Superintendent Moynihan replied with inflation, cost of staffing, supplies such as fertilizer, seed, food and beverages, beer, liquor, golf shirts, and balls, has been told if he's not high enough with the percentage, which could be anywhere from 8% to 25%, they could be in trouble on the back end.

He mentioned that he does a study of all the golf courses in the area. He puts them all (roughly 35) into a spreadsheet along with rates. He places them in a Tier system with Tier A, B, and C. He considers Inver Wood in the top part of Tier B. Currently they have fallen into the bottom 1/3 of Tier B. He believes prices are too low for the quality of product and amenities. Having spoken with others in the golf community, he has been told the percentage isn't that far off.

Proposed Green Fee and Cart Rate Increases (at 15%):

- 18-holes regular weekday rate: Currently \$39. Proposed \$45
- 18-holes Senior weekday rate: Currently \$28. Proposed \$32
- 9-holes weekday regular rate: Currently \$22. Proposed \$25
- 9-holes weekday Senior rate: Currently \$16. Proposed \$18.50
- 18-holes regular weekend: Currently \$46.50. Proposed \$53.50
- 9-holes weekend regular rate: Currently \$31. Proposed \$35.50
- Evenings-Twilight (after 5:00 p.m. May be getting more than 9 holes in, but less than 18): Currently \$30. Proposed \$34.50

Mayor Bartholomew asked if Golf Clubhouse Superintendent Moynihan was locked in with these rates.

Superintendent Moynihan replied that he is locked in, ultimately the Council decides.

Mayor Bartholomew asked if he was certain the market would bear it.

Superintendent Moynihan believed it will.

Senior Green Fee Modification:

- Proposing to eliminate the senior discount rate during prime times, Keeping for other times
- Applies to both courses
- This is common practice amongst market competition such as: Eagle Valley, Valleywood, Highland, Keller, and Bunker Hills

Mayor Bartholomew asked what the nearest course was that offers a senior discount.

Golf Clubhouse Superintendent Moynihan replied River Oaks may have one.

Senior Discount Cart Rate Change:

- Based off golf car volume had in 2020 and 2021. Running them at the regular rate rather than the senior rate would have provided roughly \$35,000 each year in additional revenue.
- Examples of golf courses in the market (city municipals) that do not have senior golf cars: Braemar, Bunker Hills (most like Inver Wood), and Dwan.
- 70 golf cars in the fleet, all are used on a good weather day.

Councilmember Murphy questioned if all 70 golf cars are rented, how many tee times there were on a good day and how many are filled. He asked if people are turned away.

Superintendent Moynihan replied on a weekend, from 6:00 a.m. to the last tee time at 7:00 p.m., they would see 600 golfers in a day. There would be 78 tee times that would be filled at 98%. They have had to turn people away.

Expenditures by Category:

- Subtotal for the operating budget: \$2.3 million dollars
 - Depreciation: \$250,000
 - Debt Payment: \$82,000 per year. This is the 5th year of a 25-year loan.

Expenditures by Area:

- Includes: Operations, practice center, golf shop, food/beverage, outside services (those that pick-up driving range balls, maintain the golf fleet, pick up garbage), common (Clubhouse Superintendents area and expenses), grounds (Golf Course Superintendent's department, handles maintenance of the golf course).
 - Subtotal for Operating: \$2.3 million dollars

Mayor Bartholomew referenced depreciation stating that it's holding the line at \$250,000. He questioned if there were substantial additions in tax year 2022. He felt depreciation should be declining unless there were additions.

Superintendent Moynihan agreed it should be going down.

Finance Director Hove replied it is a round estimate.

Noteworthy Expenditure Items:

- Proposing a 13% increase to the budget for seasonal wages
- Anticipating product manufacturer delays to continue into 2023
- Continue to see increased costs to supplies and equipment such as fertilizer, seed, food/beverages, golf shop merchandise
- \$82,000 loan repayment
- \$250,000 annual depreciation

Mayor Bartholomew was concerned about having a labor problem due to the difficult market.

Golf Clubhouse Superintendent Moynihan responded on the maintenance/golf course laborer side, it's a worry. This also includes outside services staff. He was hopeful the increase helps with seasonal positions. The course hasn't been in a labor pinch, they have been able to retain some people.

Councilmember Dietrich asked if there were any supplies that could be locked into for a season.

Superintendent Moynihan replied that Golf Course Superintendent Metz is usually offered an opportunity this time of year, to buy fertilizer at 2022 pricing for 2023. The same applies to golf shop merchandise (for that they would not be invoiced until March). It has also been done with driving range mats.

Noteworthy Expenditure Items - Capital

- Proposed improvements:
 - Replacement of steps at Hole #12 (There since 1992). Estimated at \$20,000
 - Storm shelter replacements at Hole #5 & #15. (Grounded for lightning, built in 1993, would need to be knocked down and rebuilt). Estimated at \$40,000
 - These items were put into the budget for Capital Improvement for next year
- Equipment: (There is opportunity, if seeking action, to purchase at 2022 pricing, save 5-7%)
 - Toro Pro Core \$37,000
 - Turfco Topdresser \$17,000
 - Sidewinder Rough Mower \$47,000
 - Reelmaster with fixed heads \$47,000
 - 2-Toro Greens Mowers
 - Total of \$238,000

Mayor Bartholomew asked if there were dollars allocated.

Superintendent Moynihan replied they are purchased from golf course funds. The funds are there.

2023 Budget Summary:

- Revenues \$2,539,750
- Operating Expenditures -\$2,313,700
- Net Operating Income: \$226,050 (before debt payment and depreciation)

Golf Course Cash Balances:

- In 2019 the golf course paid off the Interfund Loan
- The only outstanding Interfund Loan was the 2016 golf course improvement
- Outstanding balance as of December 31, 2021 = \$1.7 million dollars
- 2020 increase to cash reflects cash inflows from the 3-year membership drive
- 2022 projection shows to be above \$2.2 million
- 2023 dips down due to the equipment purchase
 - Discussion will take place fall 2023 regarding the possibility of having another membership drive for the 2024, 2025, and 2026 seasons

Councilmember Gliva asked if there was a reason why they wouldn't do another membership drive.

Superintendent Moynihan replied no, he advises to do one, staff is interested.

Councilmember Piekarski Krech said she spoke to Superintendent Moynihan previously about conserving water, putting in grasses that don't require much water, and doing so city wide. She noticed a metro area golf course that installed an irrigation system that senses how much water is needed and doesn't overwater/underwater.

Golf Course Superintendent Joel Metz replied the golf course referenced is the Edina County Club. Our golf course has the exact same system they have with the same sensors, it only waters what needs to be watered. It's the bare minimum. As it evaporates, they replace only what leaves. Chemicals are only used on a preventative basis.

He said he felt they may have better technology than the Edina Country Club because they have HDP pipe, which never leaks. The system was placed in 2016 and they haven't had a leak yet.

Mayor Bartholomew referenced the 2023 investment interest stating it was a pretty significant change. He requested information on the figure of \$20,000.

Finance Director Hove responded she would make note of that.

Councilmember Murphy asked what account it was in and what it was earning.

Finance Director Hove replied the money in the Golf Course Fund is pooled with all city resources.

Finance Director Hove stated the rates proposed by the Golf Clubhouse Superintendent for next year's fees will be on the fee schedule when it comes before the Council.

B. Proposed 2023 Internal Service Fund Budgets

Finance Director Amy Hove discussed three Internal Service Fund Budgets. The top three include:

1. Technology
2. City Facilities
3. Risk Management

Others:

4. Central Equipment would be brought forward at a future meeting
5. Central Stores. Staff has a recommendation for fund closure at year-end (structural change)

Technology Manager Marc Gade presented the 2023 Technology Budget (Fund 606). He stated the IT (Information Technology) Division is not seeking additional staffing or significant increases to the IT budget. Staff is taking the time to realize savings when it comes to software licensing, capital hardware replacement, and process improvement.

- There will be a significant structure change to how they allocate the IT Budget.

Technology (Fund 606):

- For the past 3 years (2020, 2021 and 2022) the Technology Operating Budget was within the General Fund
- Proposing for 2023, shifting the technology operating cost into an Internal Service Fund
- IT operating costs include:
 - 6 FTE Salaries
 - Software and licensing used across the city
 - Copier and postage (will be added)
 - To note: Previously department/division specific software was included, those are being shifted back to departments to better reflect true costs
- Technology Allocation (60071) is the fund noted in the department's budgets

- The technology allocation fund chargeback to departments includes a formula that is calculated on employee count and number of devices. This will also include cell phone stipends and usage to those departments.
- Previously Fund 606 was solely used for capital replacement.
 - Allocation for departments was small
 - For 2023, continue to use the capital replacement out of Fund 606. When adding IT operating expenses, the allocations back to other departments would be much larger
- General Fund (101). For the past three years has funded IT operating expenses.
 - Going forward there will not be any operating expenses in Fund 101

Technology Fund - Budget Summary:

- Department allocations for 2022 are smaller
 - For 2023 the allocation increases
- Purchased Services/Property/Equipment showed a decrease. This is due to the software that was in the operating expenses for department, it will go back to the departments/divisions

Mayor Bartholomew asked about the increase in supplies.

Technology Manager Gade replied that previously, there were multiple supply line items in the General Fund. Those were consolidated into one.

Technology Fund - Cash Balances:

- Maintain a healthy balance
- Balance average hasn't changed that much over the last five years

Mayor Bartholomew asked how inventory is done, how they know where everything is.

Technology Manager Gade replied there are a couple of different inventories:

-Staff maintains a physical inventory with software assists.

-Multiple spreadsheets keep logical inventory such as user accounts and software licensing.

Councilmember Murphy asked what the formula was.

Technology Manager Gade replied it was something staff devised. A value was given to full time, part time, and seasonal employees. Device counts were also added as department share.

Parks and Recreation Director Adam Lares discussed the budget for City Facilities, Fund 605:

- For activities funded for each department, each department has an allocation.
 - For 2023, proposing an 8% increase (\$8,000)
- Up until 2022, this fund covered facility costs solely related to the operation of City Hall.
 - Currently in a transitional phase. Would cover all city facilities.
- The current allocation is based on historical FTE's and square footage formula by department. The formula has not been updated in years.
 - The allocation does not include a capital replacement component
- 2023 Budget includes solar garden activity that brings in \$375,000, it expends the same.

City Facilities - Budget Summary:

- Department allocations: In 2022, \$740,000. 2023 requested budget \$800,000
- Interest and other revenues: 2022, \$16,200. 2023 requested budget \$394,000

- Total 2023 requested budget: \$1,194,000
- Personnel: In 2022, \$291,300. Requested budget for 2023 \$283,700
 - This went down due to re-evaluating employee's time
- Professional/Technical: 2022, \$90,000. 2023 requested budget \$20,000
 - This went down due to being shifted to supply and other expenses
 - A new position was hired
- Purchased Services/Property/Equipment: (Includes solar panels). In 2022, \$387,200. 2023 requested budget, \$788,400
- Supplies & Other Expenses: (Includes the move from professional/technical). In 2022, \$22,700. 2023 requested budget, \$94,700
- Capital Outlay/Transfers: (New this year) In 2022, \$75,000. 2023 requested budget, \$288,500

Councilmember Gliva asked where the credits come from for the solar garden.

Parks and Recreation Director Lares replied the city pays to have solar farms and then receives credit for the energy they conserve. Credits vary by year.

Mayor Bartholomew asked who the contract was with.

Director Lares replied AEP, a solar company.

Councilmember Gliva asked if the solar panels were in the city.

Director Lares replied the solar panels are not on site. They are through a third party. There is solar at the VMCC which helps offset energy costs.

Councilmember Gliva asked if the city has ever been in a position over the last 10 years where they are paying less than receiving in credits.

Director Lares replied yes.

Mayor Bartholomew asked the Finance Director for details on the inception of the contract to current year.

Councilmember Murphy requested information on the firm helping.

Parks and Recreation Director Lares discussed the 2023 Budget Summary:

- \$1,194,000 in Revenues
- -\$1,475,300 in Expenditures
- \$281,300 change to the Fund Balance

Operations and Maintenance Supervisor Phil Stier discussed the next five-year plan:

City Facilities - 5 Year Capital Plan:

- Fire Station 1 & 3: 2023 request of \$166,500
 - Lighting in the truck bays, integrate automation (those already integrated include Fire Station #2, VMCC, City Hall/Police Department), replace roof at Fire Station #3, exhaust fans, ADA updates to locks/hardware.
- Public Works: 2023 request of 63,000
 - Lighting replacement (LED), integrate automation, replace heaters, ADA updates to locks/hardware.
- City Hall/Police: 2023 request of \$145,000

- Complete automation work on the ground floor, replace lighting controls system, replace heat pumps, duct work, ADA updates to locks/hardware.
- Water Treatment Plant: 2023 request of \$14,000
 - Update fire alarm panel, ADA updates to locks/hardware.
- Golf Course: 2023 request of \$5,000
 - ADA updates to locks/hardware.
- Rich Valley:

Information was also included for 2024 through 2027 built off estimates and life cycles. It is a future estimate. He said if he can estimate the life of an item(s) he will push it out to the following year. A lot of the things they have are 20+ years old.

- Average over the five years is approximately \$268,800

City Facilities Grand Total: \$393,500

Mayor Bartholomew questioned the water treatment plant.

Operations and Maintenance Supervisor Stier replied the biggest expense for the water treatment plant comes in next year. \$130,000 includes the dehumidification for the entire building.

Councilmember Piekarski Krech referenced a future refurbishment due to the age of the water treatment plant building and asked if this would be a part of that or separate.

Supervisor Stier replied for the rooftop units, they are due to mother nature/hail damage. The biggest component is refrigeration, the refrigerant, R22, is no longer manufactured and has gone up in cost. When changing up a unit, he brings it to the most current one. Inside the plant, everything is pretty good. Dehumidification is original to the building and ready to go anytime.

Councilmember Dietrich asked if the ADA request was for interior items.

Supervisor Stier replied there is a push button to get inside the City Hall. They do not have any coming into the Council chambers, a common space, or the bathrooms.

2023 CIP Funding:

- \$393,500 for 2023 Capital items
- -\$38,000 All ADA improvements from the ADA Fund
- -\$58,000 Public Works Capital from the Central Equipment Fund
- - \$9,000 Water Treatment Capital from the Water Fund
- Total of \$288,500 Capital paid out of City Facilities

Finance Director Amy Hove discussed the Cash Position and CIP Spending:

- In previous years this covered operating costs. There hasn't been a capital savings component to the allocation.
- Earlier this year, staff recommended to Council that there were some sale proceeds and non-bond funds left in the Fire Station project. Staff recommended transferring any residual dollars into the City Facilities Fund.

- In 2022, one of the recommendations from staff will be the closure of the Central Stores Fund. This includes items such as copier agreements, contracts, postage meter, and supplies. Those costs were allotted to other areas.
 - At year end a recommendation will come forward that Central Stores be closed into this fund.
- There is another increase in 2022 at \$1.6 million dollars, projected.
- The 5-year Capital plan anticipates \$1.3 million in capital needs. 62% of that falls under the city facilities.

Mayor Bartholomew referenced the existing Capital Improvement Plan and asked if items were dropped.

Finance Director Hove replied the city had an equipment plan for equipment/vehicles. There is a CIP that can be built for city facility needs.

Mayor Bartholomew was concerned that something gets lost in translation.

Finance Director Hove replied staff has a financial model that helps plan for how to pay for things. Staff will continue to improve upon that. She mentioned that most cities have actual improvement software. Staff is looking at purchasing inexpensive software to input information in, so projects are not lost.

Councilmember Murphy asked when this would take place.

Finance Director Hove replied they were hopeful to roll out the software by year end.

Councilmember Dietrich felt the software was a great idea. She wanted to make sure it helps on the resident side too.

Finance Director Hove believes it will help both staff and residents.

Finance Director Hove discussed the Risk Management Fund (Fund 602):

- This fund is used to pay insurance premiums and Workers Compensation
- Covers deductible payments
- Corporate charges for attorney representation in lawsuits
- Portion of finance personnel costs
- Activities are funded by departmental allocations:
 - Insurance Allocation (50019). Proposing a 6% increase
 - Workers Compensation Allocation (20750). Proposing a 5% increase

Mayor Bartholomew asked if 6% was actual.

Finance Director Hove replied the 6% is an increase to the allocation.

Risk Management: Allocations

- Workers Compensation was at \$649,200 for 2021. At \$688,800 for 2022. 2023 is \$723,200 (increase in workers compensation coverage)
 - Due to adding positions
- Insurance was at \$473,100 for 2021. At \$1,161,900 for 2022, and \$1,224,600 for 2023.
- Average balance over the last five years is \$911,150
- At the end of 2021, cash on hand was just over \$1 million dollars

Councilmember Murphy asked about a comment made about workman's compensation.

Finance Director Hove replied when the premium renewal happens, staff needs to estimate when the budget is put together for next year. The renewal doesn't occur until September of the next year. Staff put together an estimate for what they thought was needed to pay premiums. Staff estimated it to be \$723,200. In past years it was less than what staff was allocating.

Risk Management: Summary:

- Departmental Allocations: 2023 requested budget \$1,224,600 (Revenue)
- Insurance Premiums: 2023 requested budget \$1,151,400 (Expenditure)

Central Stores (Fund 604) - Recommending to be discontinued in 2023

- General office supplies, copy machine, and postage meter use
- Technology allocation covers the two largest items
- Department budgets now have supplies built in
- Staff recommendation is to close the fund to City Facilities
 - o Estimate the balance to be about \$600,000

C. Continued Discussion of Utility Rate Study and 5-Year Capital Improvement Plan (CIP) for City Utilities

This item has been pulled from the agenda.

4. Adjourn:

Motion by Gliva to adjourn the meeting at 7:25 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, OCTOBER 10, 2022 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, October 10, 2022, in person. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Bartholomew, Council Members: Piekarski Krech, Dietrich, Murphy, Gliva; City Administrator Wilson, City Attorney McCauley Nason, City Clerk Kiernan, Fire Chief Thill, Assistant City Engineer Dodge, Public Works Director Connolly, Community Development Director Rand, Parks and Recreation Director Lares, Recreation Superintendent Dorshak, Operations and Maintenance Supervisor Stier, City Engineer Merchlewicz

Others Present: Eric Satre, Inver Grove Heights Convention and Visitors Bureau/Visit Inver Grove Heights

3. PRESENTATIONS:

A. Fire Prevention Week Proclamation

Mayor Bartholomew read aloud the Proclamation for Fire Prevention Week.

The National Fire Prevention Association celebrates its 100th annual Fire Prevention Week in 2022. This year's theme is "Fire Won't Win, Plan Your Escape."

The City Council of Inver Grove Heights declares the week of October 9th through October 15th, 2022 be recognized as Fire Prevention Week in the city.

The public is invited to learn more about fire prevention, fire safety, and the Inver Grove Heights Fire Department at the department's annual community open house on Sunday, October 14th, from noon-3:00 p.m. at Fire Station #2.

The City Council extends its deepest appreciation to the hard-working members of the Inver Grove Heights Fire Department for their ongoing service and dedication to the community and invites all residents to do the same.

This was proclaimed on October 10th, 2022.

Fire Chief Judy Thill was presented with the Proclamation from Mayor Bartholomew.

Fire Chief Thill thanked the Mayor and City Council for the Proclamation. She shared when most think of the fire department they think of them putting out fires. Their main mission is fire prevention. She asked that the community spend some time with their family members to discuss how to plan for fire prevention in their homes and to have a plan for how to get out of the home and where to meet in the event of a fire.

4. CONSENT AGENDA:

- A.** Approve minutes from the August 8, 2022 City Council meeting
- B.** Approve minutes from the August 22, 2022 City Council meeting
- C.** Approve minutes from the September 12, 2022 City Council work session
- D.** Approve minutes from the September 12, 2022 City Council meeting
- E.** Approval of disbursements. **Resolution 2022-214**
- F.** Personnel Actions

G. Resolution 2022-215 Authorizing Summary Publication of Ordinance #1435, Amending City Code Title 9, Chapter 5, Related to Stormwater Management

H. Rezoning Ordinance and Resolution 2022-216 Granting Variance for 7555 Cloman Way

I. Resolutions 2022-217 & 2022-218 Approving Preliminary and Final Plat, Final PUD Development Plan, Conditional Use Permit and Development Agreements for Inver Point Business Park Buildings 4 & 5

J. Authorization to Spend Funds to Survey Union Cemetery

K. Approval of Resolution 2022-219 Receiving Bids, Allowing Bid Withdrawal Due to Mistake, and Rejecting All Bids for South Valley Park Improvements, Phase 1, City Project No. 2114

Motion by Gliva, second by Dietrich, to approve the Consent Agenda as presented.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

A. Assessment Hearing and Resolution Adopting Final Assessment Roll for the Akron Avenue and 50th Street Rehabilitation Project (City Project No. 2022-09K). Resolution 2022-220

Assistant City Engineer Steve Dodge presented information for the final assessment hearing:

- In 2021 the City Council initiated the project through pavement initiative programs.
- In October, 2021 Council ordered a feasibility report.
- Council ordered the project in March, 2022.
- Construction took place July through August, 2022.

Improvements:

- 2-inch mill and overlay/4-inch mill and overlay on 50th Street
- Full depth reclamation project on Akron Avenue

To note: A correction area was discovered; subgrade correction was done on Akron Avenue resulting in a \$50,000 additional expense.

Final Project Cost and Funding:

- Total cost: \$782,000
 - Street: \$709,000
 - Assessments: \$482,000
 - PMP: \$227,000
- Remainder of that is in storm sewer, sanitary sewer, and watermain.
- Area assessments:
 - Akron area: 55% assessment rate
 - 50th Street: 80% assessment rate
 - Project is combined and an assessment is done for the area

During assessments, the consultant mentioned an area needing to be credited due to being Mendota right of way. Due to that, there is a revised assessment roll.

- City Assessment Rate: \$13,435.00 per acre (.31 per square foot).
- Special Benefit Cap: \$43,560.00 per acre (\$41.00 per square foot).

Payment of Assessment:

- Pay within 30 days of when the assessment is levied by Council.
- Have until end of year to pay in full of the County.
- If neither of the above are chosen, rolls to property taxes at a 4.73% assessment rate, per policy.
- Interest starts accruing in 2023.
- 10-year term.

Deferments are available for:

- Those 65 years or older, active Military, 100% disability.

Project Schedule:

- Began construction; July, 2022
- Substantial completion: August, 2022
- Assessment Hearing and Informational Meeting: September 29, 2022
- Final completion by June 30th, 2023.

Council Recommendations:

1. Receive public input documents (if any). He stated that no objections have been received.
2. Receive revised final assessment roll.
3. Hold public hearing for 2022-09K.
4. Approve resolution adopting final assessment roll.

Councilmember Murphy asked how those that are age/income based are deferred.

Assistant City Engineer Dodge replied a term is set up with staff. If a project is to last 15 years, the deferment would be set for the same timeframe. Interest would be paid for that time. Once it hits term, the assessment is due.

Mayor Bartholomew opened the Public Hearing.

Motion by Murphy, second by Dietrich, to close the Public Hearing at 6:15PM

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Piekarski Krech, to approve the Assessment Hearing and Resolution 2022-220 Adopting Final Assessment Roll for the Akron Avenue and 50th Street Rehabilitation Project (City Project No. 2022-09K)

Ayes: 5

Nays: 0 Motion carried.

B. Assessment Hearing and Resolution Adopting Final Assessment Rolls for the 2022 Pavement Management Program, City Project Nos. 2022-09 E, F, and G. Resolutions 2022-221, 2022-222, & 2022-223

City Engineer Steve Dodge discussed the 2022 Street Rehabilitation Projects for Alison Way, Tyne Lane, and Albano Trail and Albright Court areas:

Project History:

- All three projects (E,F, G) were initiated by the City Council through the Pavement Management Initiative.
- Council ordered the feasibility report, October, 2021
- Council ordered the project, January/February, 2022
- Project was awarded by Council, April, 2022
- Project was substantially completed, August, 2022
- Staff hosted three open house/meetings:
 - Feasibility, Improvement Hearing, Assessment Hearing

Project Summary (E, F, and G)

- 2" mill and overlay
- Spot curb replacement as needed
- Minor adjustments for storm, sewer, and water gate valves

Alison Way Area, 2022-09E, Project Background:

- Single family home development on the Eagan border.

- Southern Lakes development - 242 homes
- 2.5 miles of street with curb, constructed 1998-2000.
- Past maintenance includes sealcoat in 2014 and miscellaneous patching.

Cost/Funding: 2022-09E:

- Total Project Cost: \$1,020,912
 - Streets: \$925,012
- Total Project Funding:
 - Pavement Management Fund: \$185,003
 - Stormwater Utility Fund: \$101,183
 - Sewer Utility Fund: \$34,859
 - Watermain Utility Fund: \$10,125
 - Special Assessments: \$780,742
 - Total: \$1,020,912

Special Assessments 2022-09E:

- Per Policy = 80% assessed
- Single family lots are assessed on a per parcel basis
- Special Benefit Analysis was performed by an Independent Appraiser, set at \$9,600.00
 - Feasibility Assessment: \$4,207.33
 - Per Policy Assessment: \$3,046.26
 - Special Benefit Cap: \$9,600
 - Proposed Final Assessment: \$3,046.26

Tyne Lane Area, 2022-09F, Project Background:

- Single family home development located off Jefferson Trail on the Eagan border.
 - Coventry Pass - 127 homes
- 1.4 miles of urban street with curb, constructed 1997-2001.
- Past maintenance includes a sealcoat in 2011 and miscellaneous patching.

Cost/Funding: 2022-09F:

- Total Project Cost: \$571,261
 - Streets: \$523,148
 - Also includes storm, sewer, and water
- Total Project Funding:
 - Pavement Management Fund: \$104,630
 - Stormwater Utility Fund: \$5,504
 - Sewer Utility Fund: \$17,369
 - Watermain Utility Fund: \$3,226
 - Special Assessments: \$440,533
 - Total: \$571,261

Special Assessments 2022-09F:

- Per Policy: 80% assessed
- Single family lots are assessed on a per parcel basis
- Special Benefit Analysis was performed by an Independent Appraiser, set at \$8,800.00
- 5-year term at 4.42%
 - Feasibility Assessment: \$4,060.05
 - Per Policy Assessment: \$3,468.76
 - Special Benefit Cap: \$8,800.00
 - Proposed Final Assessment: \$3,468.76

Albano & Albright, 2022-09G, Project Background:

- Single family homes.
 - Ves Valley Estates - 26 homes
- 0.8 miles of urban street with curb, constructed in 2002.

- Past maintenance includes a sealcoat in 2006, (2014 Albright Court only) and miscellaneous patching.

Cost/Funding: 2022-09G:

- Total Project Cost: \$260,330
 - Streets: \$239,906
- Total Project Funding:
 - Pavement Management Fund: \$47,981
 - Stormwater Utility Fund: \$4,065
 - Special Assessments: \$208,184
 - Total: \$260,330

Special Assessments: 2022-09G policy is the same as the previous two with exception to:

- Special Benefit Analysis was performed by an Independent Appraiser, set at \$15,600
 - Feasibility Assessment: \$9,424
 - Per Policy Assessment: \$8,007
 - Special Benefit Cap: \$15,600
 - Proposed Final Assessment: \$8,007

Payment of Assessments for 2022-09 E, F, and G:

- 30 days to pay in full
- 4.42% assessment rate with 5-year term
- Interest accrues starting in 2023
- Deferred assessments (income based):
 - 65 years or older, active Military, 100% disability

Project Schedule for 2022-09E, F, and G:

- Open House was held September 29, 2022
- Assessment Hearing, October 10, 2022

Recommendations:

1. Receive public input documents (if any). He stated that no objections have been received.
2. Receive final assessment roll.
3. Hold each public hearing independently: 2022-09E, 2022-09F, and 2022-09G.
4. After each hearing, approve resolution adopting the final assessment roll.

Mayor Bartholomew opened the Public Hearing for 2022-09E Alison Way.

Motion by Dietrich, second by Gliva, to close the Public Hearing at 6:29PM

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Murphy, to approve Resolution 2022-221 Adopting Final Assessment Rolls for the 2022 Pavement Management Program, City Project No. 2022-09E, Alison Way area.

Ayes: 5

Nays: 0 Motion carried.

Mayor Bartholomew opened the Public Hearing for 2022-09F Tyne Lane.

Lisa Richter, 9169 Azalea Way, asked where their property taxes were going and if they shouldn't be paying for this project. She said during the open houses it was mentioned that the roads were not done correctly, she questioned how this falls on the homeowners.

Public Works Director Brian Connolly replied there are numerous funding sources to pay for projects. Streets are the biggest component, funded through two different methods: the Pavement Management Fund (paid for with the general tax levy) and Special Assessments (used by this community and other communities to balance out the costs of street projects). The special assessment rate is based on Council adopted policy based on project type:

Mill and Overlay = 80%

Reclamation = 55%

Total Reconstruction = 35%

This project is for mill and overlay, set at 80% per policy.

City Administrator Kris Wilson addressed the property tax question stating that property taxes fund the operations of the police and fire departments, maintenance and snow plowing of streets, mowing and maintenance of city parks, the operation of Elections, and other administrative functions of the city.

Mayor Bartholomew requested information about the comment made about the quality of work.

Assistant City Engineer Dodge replied in the 70's, 80's, and 90's, 20-year roads were built.

Material on the ground was used and built on. 90-95% of the city is on clay/sand (this is not unique to the city; every city has this). In the mid-2000's a city policy was started specifying if having these types of soils, they need to build with 2 feet of sand.

Mayor Bartholomew asked for historical information on Tyne Lane and if anything was done to the road previously.

City Engineer Dodge replied it was built in the late 1990's. It had a sealcoat in 2011 and regular maintenance and patching.

Mike Sabatke, 9121 Azalea Way, stated the pavement done today is 10 times better than it was 20-30 years ago. He was glad the road was suggested when he received the first letter about it, the second letter was about having to pay for it. He said his property taxes just went through the roof on a house he believes to be over assessed. He must pay \$3,000 for taxes and \$3,500 for this project. He asked what the difference was between paying cash today and letting it roll for five years. He referenced a road that was done between Rich Valley and Highway 3 stating that whoever did it, did a fantastic job in one week. He asked who paid for that. He questioned who was paying for all the roads along Highway 52, he was unsure the farmers would be paying for as much land as they own. He does not believe he could sell his home for what it is being assessed for. He mentioned there should be a lot of tax revenue coming into the city. The 15-20 acre lots being sold now have 30-50 houses on them, there has to be more funds coming in due to those.

City Administrator Wilson stated homeowners have 30 days to come to City Hall to pay assessments in full. There is also the time between the 30 days and the end of the calendar year if wanting to go to the County and pay. She said staff would reach out to Mr. Sabatke with a response as to the difference between paying cash versus the payment plan. She stated that Rich Valley Boulevard is a county road, by policy, the county chooses not to assess for road improvement projects. The same is true for state highways.

Motion by Dietrich, second by Gliva, to close the Public Hearing at 6:46PM.

Motion by Dietrich, second by Gliva, to approve Resolution 2022-222 Adopting Final Assessment Rolls for the 2022 Pavement Management Program, City Project Nos. 2022-09F, Tyne Lane.

Ayes: 5

Nays: 0 Motion carried.

Mayor Bartholomew opened the Public Hearing for 2022-09G Albano & Albright.

Motion by Gliva, second by Piekarski Krech, to close the Public Hearing at 6:48PM.

Ayes: 5

Nays: 0 Motion carried.

Motion by Murphy, second by Gliva, to approve Resolution 2022-223 Adopting Final Assessment Rolls for the 2022 Pavement Management Program, City Project Nos. 2022-09G, Albano & Albright.

Ayes: 5

Nays: 0 Motion carried.

6. REGULAR BUSINESS:

A. 2nd Reading of Ordinance Increasing Lodging Tax

City Administrator Kris Wilson discussed the second reading of an ordinance to increase the lodging tax in the city. No changes have taken place since the first reading.

Minnesota Statute 469.190 authorizes cities to impose a lodging tax of not more than 3%. It requires 95% of the proceeds be used to fund a local convention or tourism bureau for the purpose of marketing and promoting the city as a tourist or convention center.

Current City Code exists in Title 4, Chapter 10 – Section 3. When enacted the city went with a 2% lodging tax, not the 3% allowed by State Statute.

The request from the Convention and Visitor's Bureau (Visit Inver Grove Heights) is for Council to:

- Amend the City Code to impose the 3% rate allowed under State Law
- Effective January 1, 2023

Council action:

- Approve the second reading of the ordinance amending Inver Grove Heights City Code Title 4, Chapter 10, Section 3, relating to the imposition of a lodging tax.

Councilmember Murphy said he had questions from the first reading surrounding what type of value add would be had by increasing from 2% to 3%. He received some information from board members but would still like further information.

Eric Satre, Chamber of Commerce office, 5782 Blackshire Path, Inver Grove Heights Convention and Visitors Bureau/Visit Inver Grove Heights, replied he has met with board members to compile a marketing plan and discuss weaknesses. One of those weaknesses is funding. This is funded solely by the 2% lodging tax. Other Twin City communities are funded by a 3% lodging tax. The board discussed trying to develop an event or project that would bring visitors to the city. Visitors support businesses within the city, the Bureau's mission is to get businesses in. He mentioned that over the last couple of years it's been residents that have saved those businesses. Now that it is safer to travel, they want to expand marketing to the Midwest to get people to come to the city. He said that reaching people where they are at is more technical now than it was 20 years ago. One of their goals is developing a marketing plan so residents know where their efforts are going.

Councilmember Murphy asked if there was a current marketing plan.

Mr. Satre replied there is a strategic plan and a more detailed plan. Those have been shared with the Board.

Councilmember Murphy said he struggles with what people are coming into Inver Grove Heights to do. He felt an event was a fantastic idea, but there isn't one yet. He requested examples of what people are told to come to the city for.

Mr. Satre responded that Explore Minnesota states the top things people search for are events and things to do. There is a lot to do here such as bike trails, recreation, and parks. Those have been promoted. There is the VMCC for family friendly activities. He felt they were scratching the surface and needed to go deeper.

Mr. Satre explained this is a hotel lodging tax paid by hotel guests when they stay in a hotel. It is not a resident tax. All hotel owners and managers are in agreement with the increase.

Councilmember Dietrich said she spoke with people from southern Minnesota last week who came to the city for a staycation. She mentioned that Gertens has a great autumn display and there is still golfing at the championship course.

Motion by Piekarski Krech, second by Dietrich, to approve the 2nd Reading of the Ordinance Increasing Lodging Tax to 3%.

Ayes: 4

Nays: 1 (Murphy) Motion carried.

B. Consider Approval of Rental Housing Licenses

Community Development Director Heather Rand presented five applications for rental licenses:

- 4830 Bisset Lane - Beatrice Bomett
- 5470 and 5480 Blackberry Trail - Brentwood Hills LLC
- 6043 Candace Avenue - Parkview IGH Company LLC
- 6153 Carmen Avenue - Barbara McQuillan

Community development staff and the police department have reviewed the applications and found them to be complete. Staff recommends approval of all five applications.

Motion by Gliva, second by Murphy, to approve the Rental Housing licenses as presented.

Ayes: 5

Nays: 0 Motion carried.

C. Renovation of Community Rooms and Aquatics and Membership Office Spaces at the VMCC. Resolution 2022-224

Parks and Recreation Director Adam Lares stated in 2021 the Council approved \$105,000 for renovation work on Community Rooms 1, 2, and 3 at the VMCC. Part of that did not include the expansion work. He stated in 2022 the city hired its first Facility Maintenance worker in addition to the current city facilities crew. By hiring that position, there is the ability to have additional services done in house rather than contract the work out. Due to that, staff can expand that work into the aquatic's office space and membership office space. This will create a better experience for users and staff.

Recreation Superintendent Julie Dorshak discussed the community center rooms and office spaces: Background on Community Rooms 1, 2, (Senior Center), 3:

- Rooms 1 & 3 are typically rented out for baby and wedding showers, birthdays, anniversaries, retirement parties, and funeral luncheons.

- Senior Club and Older Adult Programs utilize Community Room 2 Monday through Friday through an agreement with the School District.
- Staff and community group meetings.
- Park and Recreation programs such as fitness classes, recreation programs, and Kids Rock during the summer.

Utilization Information:

- Average about 500 hours per year of rental revenue from community room rentals.
- Average use is about 1000 to 1700 hours.
- Community Rooms 2 and 3 are the most utilized.
- Community Room 1 has opportunity for increasing the usage. It's only utilized 45% of the open times available.
- Community Room 2 is used 72% of calendar year dates.
- Community Room 3 is used 81% of the time.
- 2022 Rental Fee per hour: \$42.00 per hour for residents, \$52.00 per hour for non-residents. In addition to those fees there is a \$10.00 per hour equipment fee (AV). There are plans to increase the fee once the spaces are improved and there is new technology.

She is working with staff to analyze what other cities are charging. Eight other cities were contacted. There was some difficulty understanding the numbers they were given, for example, Brooklyn Center charges \$248.00 a day. Because the figures were quite different than what Inver Grove Heights charges, staff would like to do further research on those amounts.

Background:

- History:
 - The ceiling tiles, lights, windowsills, and kitchenette cabinets are all original to the building
 - In 2013 the rooms received new carpet and paint
- Why are the updates necessary:
 - Improve the aesthetics of the facility. More user friendly
 - Technology capabilities
 - Higher quality space for events, rental experience
 - Encourage corporate/small conference rentals. (Currently cannot host due to lack of technology)
- Aquatics and Membership Office Space:
 - Membership staff currently works at the front desk
 - The Aquatics Coordinator works out of the Parks and Recreation offices. Would like to move this closer to the team they work with.
 - Use the old concession stand which was converted to storage in 2020, as the aquatics and first aid station
- Why are the updates necessary:
 - For memberships, lack of privacy that takes place at the front desk
 - Improves communication for aquatics and guest services staff
 - Improved use of space

Phil Stier, Operations and Maintenance Supervisor discussed the project renovation plan:

- Carpeting will be stain resistant. Will remove and replace along with baseboard.
- The new staff member will repaint the rooms. This saves about \$14,000 per room.
- New AV equipment in Community Rooms 1 & 3 (same equipment in both). Includes two additional flat screens on the sides of the room, power drop down screens by buttons, audio visual. An overhead projector can also be used.
- Remove and replace existing ceiling tiles.
- Replace lighting with LED bulbs.

- Future:
 - Replace windowsills in all rooms
 - Update kitchenettes

Project Plan for Aquatics and Membership Offices:

- Move the aquatics team from the current location to the old concessions area/current storage space. Updating the area into their new space.
- Open the service window to the water park to create access.
- Create an aquatics office.
- Create membership office.

Councilmember Piekarski Krech asked how they would address people taping on the walls.

Operations and Maintenance Supervisor Stier replied he is working with staff about what type of tape can be used. A lot of the damage is done by using duct tape. Painter's tape and poster putty is better.

Councilmember Piekarski Krech asked if there was a more resilient wall covering.

Operations and Maintenance Supervisor Stier replied there is a style of paint/sealant. It's great for washing, not for audio visual due to glare. Paint has not been ordered yet; it is a possibility to add.

Councilmember Gliva asked if rooms are charged a deposit if a wall is damaged.

Recreation Superintendent Dorshak replied a damage deposit is required for larger events.

Councilmember Dietrich wanted to ensure the damage from water has been identified.

Operations and Maintenance Supervisor Stier replied most water damage along the windows is from condensation. He has spent time and money updating the automation systems and having preventative maintenance done. There was a water leak on the outside enclosure and roof leakage.

Councilmember Murphy inquired whether carpet was better than tile, less expensive.

Operations and Maintenance Supervisor Stier replied the carpet is Mohawk with built in padding, 2x2 tiles, and is stain resistant. He recommends carpet instead of a hard surface due to the seniors and the funeral home that use the space. A carpet square can be pulled out with another put down easily. The piece taken out can be repaired and reused.

Operations and Maintenance Supervisor Stier discussed Estimated Costs:

- Lighting: \$6,100
- Audio Visual for Community Rooms 1&2: \$32,266
- Carpeting for all community rooms, behind the front desk, back hallway, and the fitness attendants/fitness supervisor's office: \$50,084.52
- General construction for aquatic membership: \$13,966
- Total: \$102,417. Leaves \$2,582.98 for the purchase of in-house things such as paint, ceiling tiles, grids. If there is not enough funding for counter top and windowsills, those would be ordered at a later date.
- Grand total: \$105,000

Councilmember Piekarski Krech asked what the payback would be on the audio-visual update and if it was necessary. She questioned if calls were received about it and if the space would be rented more as a result.

Operations and Maintenance Supervisor Stier replied he has not heard anything, but professionally when he visits convention centers for his own field, the standards proposed is what he sees.

Recreation Superintendent Dorshak replied there have been questions from customers to have better AV and technology including the senior center. She believes over time those costs can be recouped. With community room 1, they would have the capacity to increase rentals. She said she has not done a market study or calculations. She believes it will improve utilization of the space.

Mayor Bartholomew asked for Recreation Superintendent Dorshak's opinion about not having the audio-visual updates and continuing with what is in place.

Recreation Superintendent Dorshak replied it's challenging and takes staff time. Having this would save staff time in set ups, having to roll out tv's, set up a projector, and screen placement.

Councilmember Murphy agreed with staff. He believes they would see a return on the investment. When he schedules meetings, the first question he always asks is about the AV set up.

Mayor Bartholomew felt it was important to have good audio visual. He said he would question where the competition is, how close they are, and what they have.

Councilmember Piekarski Krech asked if there was information about costs to rent a room at one of the hotels.

Parks and Recreation Director Lares replied yes, staff has worked with the CVB. Currently, hotels do not have this type of space to offer clientele. Staff proposes to continue to work with the CVB about partnerships.

Mayor Bartholomew asked if there was parking capacity for an 80 space/person event.

Parks and Recreation Lares replied yes. Conferences tend to be during week days/business hours, which is lower peak times. Staff will re-engage with former users to let them know of the updates. Marketing will also let the community be aware of the changes.

Councilmember Piekarski Krech recommends not scheduling larger events during a hockey tournament or swim meets due to the large crowds those events bring in. She felt scheduling would be a big thing.

Parks and Recreation Director Lares replied there is parking overflow in the street and into the city campus. Staff will be upfront with users.

Staff is working with the CVB to have an in-hand flyer available showing local establishments.

Parks and Recreation Director Lares discussed the project timeline:

- Construction would begin mid-late October 2022
- Construction takes place from October through December 2022
- Completion in January 2023

He is working with the marketing team to put together an open house to show the spaces.

- Funding: \$105,000. Budgeted in the VMCC 2023 CIP Budget.

Staff recommends approving the project for up to \$105,000 for community room renovations and improvements to the aquatics and membership spaces.

Mayor Bartholomew said he would be in favor of the request.

Councilmember Gliva mentioned she toured the spaces today thanks to Parks and Recreation Director Lares and Recreation Superintendent Dorshak. She commented that the spaces are very tired looking

and need TLC. She believes there could be a return on the investment. She felt they need audio visual in spaces like those in this day and age.

Councilmember Murphy agreed it was a great idea.

Motion by Gliva, second by Murphy, to approve Renovation of Community Rooms and Aquatics and Membership Office Spaces at the VMCC with a budget of \$105,000. Resolution 2022-224

Ayes: 5

Nays: 0 Motion carried.

7. PUBLIC COMMENT:

There were no public comments.

8. MAYOR AND COUNCIL COMMENTS:

Mayor Bartholomew reminded everyone of the open house taking place at Fire Station #2 on Sunday from 12:00 p.m. to 3:00 p.m.

Public Works Director Connolly introduced the new City Engineer who was in attendance. He stated that Paul Merchlewicz started two weeks ago.

City Engineer Paul Merchlewicz introduced himself and stated that he has been with the city two weeks.

9. ADJOURN:

Motion by Gliva to adjourn the meeting at 7:42 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, OCTOBER 24, 2022 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, October 24, 2022, in person. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Bartholomew, Council Members: Piekarski Krech, Dietrich, Murphy, Gliva; City Administrator Wilson, City Attorney McCauley Nason, City Clerk Kiernan, Assistant City Engineer Dodge, Public Works Director Connolly, Finance Director Hove, Community Development Director Rand

Others Present: Eric Seaburg, Bolton & Menk; Eric Satre, Director, Visit Inver Grove Heights Convention and Visitor's Bureau

3. PRESENTATIONS:

4. CONSENT AGENDA:

A. Approval of minutes for September 19, 2022 City Council work session

B. Approval of Disbursements **Resolution 2022-226**

C. Personnel Actions

D. Appointment of Auditors for Years Ending December 31, 2022 and 2023

E. Approval of Massage Business License and Therapist

F. Appointment of Board Member to the Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO)

G. Resolution 2022-227 Approving Improvement Agreement and Storm Water Facilities Maintenance Agreement for Silverstar Car Wash, 9093 Broderick Blvd

H. Resolution 2022-228 Declaring Costs to be Assessed and Resolution Calling for Hearing on Proposed Nuisance Assessments

I. Resolution 2022-230 Accepting \$2,000 in Donations for Fire & Police Departments

J. Renewal of Employee Medical, Dental and Vision Insurance Plans and Approval for 2023 Plan Designs, Rates and City Contribution Amounts

Motion by Gliva, second by Murphy, to approve the Consent Agenda as presented.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

A. Public Hearing and Resolution Ordering City Project No. 2023-09D- Dawn Way Area Street Rehabilitation. Resolution 2022-231

Assistant City Engineer Steve Dodge discussed the Dawn Way Street Rehabilitation project:

- The City Council authorized the project as full reconstruction in August 2020.
- Based on Citizen Task Force feedback, Council/Staff changed the scope to pavement rehabilitation in August 2021.
- Feedback was received from property owners via survey/questionnaire, open house, and an informational meeting.
- Council received the Feasibility Report on September 12, 2022.
- Street information:

- Majority was constructed in the mid to late 70's
- Roadway ages vary from 21 to 50 years
- Significant variability in existing section and condition
- Sealcoats and miscellaneous patching over the years

Feasibility Findings:

- Roadway sections vary significantly, many sections do not have a gravel base under the asphalt.
- Storm sewer is generally in good shape.
 - Undersized. Some structures will need replacement
 - Staff has applied for water quality storm grants
- Concrete, curb, and gutter were checked and found to be in good condition. Some spot replacement will be needed throughout the project.
- Utility systems are in good condition, minor maintenance required.

Proposed Rehabilitation. Several methods were explored. A diagram was shown of the following areas:

- Partial Reconstruction: (Streets that don't have gravel below the base). Depicted in blue. Project plan is to use reclamation from the rest of the project to balance out the gravel sections.
- Full Depth Reclamation: (Streets that have broken up pavement but have gravel) Depicted in orange. Use the retained aggregate on other parts of the project.
- Mill & Overlay: (Cromwell Court).
- Alley Paving Upgrade: (Delaney Avenue and in between Cromwell & 63rd Street). Depicted in purple.
- Road Extension and Paving: (Dawn Avenue).

General Assessments: Mostly single family residential, some duplexes, some multifamily residential or commercial.

Special Assessments - City Policy:

- 55% for full depth reclamation and partial reconstruction
- 80% for mill and overlay
- 100% (gravel roads) new construction
- Single family is assessed on a per parcel basis
- An adjustment was made to one cap that was on the Feasibility Report, the apartment parcels on 67th Street. The cap was adjusted to \$26,000 max per parcel.
- Single Family - New Improvement:
 - 100% assessed. \$20,000 to \$30,000 per parcel policy assessment. Special Benefit Cap is set at \$13,450
- Single Family - Mill & Overlay:
 - 80% assessed. \$4,640 per parcel policy assessment. (Lower than the Special Benefit Cap of \$6,725)
- Single Family - Full Depth Reclamation or Partial Reconstruction:
 - 55% assessed. \$10,035 per parcel policy assessment. (Lower than the Special Benefit Cap of \$13,450)
- Duplex - Full Depth Reclamation or Partial Reconstruction:
 - 55% assessed. \$20,070 per parcel policy assessment. (Slightly lower than the Special Benefit Cap of \$20,175)
- Non-Single Family (Multiple Family Residential - Apartments) - Full Depth Reclamation or Partial Reconstruction:
 - 55% assessed. \$18,193 per parcel policy assessment. Special Benefit Cap was \$26,901
- Non-Single Family - Commercial - Full Depth Reclamation or Partial Reconstruction:
 - 55% assessed. Varied range. Special Benefit Cap of \$1 per SF. Proposed assessment of \$910 - \$60,040 (up to \$1.00 per square foot)

Project Cost/Project Financing:

Total project cost: \$7.5 million dollars

- Street improvements - \$5,438,917
- Storm sewer improvements - \$750,002
- Stormwater management - \$625,600
- Sidewalk on 66th Street - \$160,586

Total project funding: \$7,513,121

- Pavement Management Fund (Street) \$2,446,462
- Special Assessments (Street and Storm) \$3,242,007
- Stormwater Utility Fund (PMI Improvements) \$341,830
- Stormwater Utility Fund (City Grant portion) \$125,000

Consultant Engineering Services Proposal:

- Staff determined the need for a consulting firm (Bolton & Menk, Inc.) to do a final design of the large-scale project, bidding, construction surveying, and construction support. The Engineering Division does not have the capacity or staffing to undertake the design effort but will provide project management and inspection during construction.

Schedule:

- Improvement Hearing, Order Project: October 24, 2022
- Approve plans and specs, authorize bidding, Authorize JPA: December 12, 2022
- Bid opening: February 2023
- Council receives bids, awards project: March 2023
- Begin construction: May 2023
- Assessment Hearing: September - October 2023

Recommendations: Adopt Resolution

- Order the project
- Accept the Feasibility Report Amendment
- Accept proposal and authorize consultant engineering services from Bolton & Menk
- Authorize preparation of plans and specifications

Councilmember Murphy asked what would need to change for the undersized storm sewer to not work.

Assistant City Engineer Dodge replied it has been evaluated by Barr Engineering. The storm sewer would function as it does now. Concerns are downstream of the area toward Concord Boulevard. Those fixes are substantial. If receiving the grants, the plan would be to take some of the volume of stormwater and infiltrate it on top of the hill to relieve some of the pressure down by Concord.

Councilmember Gliva questioned why some areas were not assessed.

Assistant City Engineer Dodge responded the area between 64th and 65th, Crosby, is a new development built 3-4 years ago.

Mayor Bartholomew opened the Public Hearing.

Tim Dege, 3786 63rd Street East, shared that the streets need major surface repairs. His two main issues were the cost and financing assumptions. He was surprised by the scale, depth, and scope of the project. The streets have very little through traffic with most dead ending at the airport or in cul de sacs. He referenced the project as being a mix of full depth reclamation and partial reconstruction. He read aloud the following paragraph he discovered: "As an alternative to streets being recommended for full depth reclamation, the city could also consider removing the existing bituminous, regrading the in-place aggregate base, and adding new bituminous section." He asked what the impact of the overall project cost would be if this option was applied/recommended. He felt the option would be less expensive and should be fully explored. He did not feel replacing his street with the same street will

provide a special benefit of \$10,340. He did not believe an appraisal of his home would result in \$10,000+ just because a full depth reclamation was done, that a potential buyer would pay more for the new street or pay the remaining assessment balance. He has asked his Dawn Way neighbors to go on record and voice their opposition to the current version of the plan and requests the City Council send the rehab plan back to engineers to explore different options for financing, reducing the cost, and changing the scope and depth of the project to make it more affordable for the city and residents.

Marly Danner, 8314 Delaney Circle, shared that the 60th Street cul de sac was put in 14 years ago. They were told the street would have a 40-year life span. He does not believe anything needs to be done with the pipe, he was unsure there would be stormwater problems. He didn't believe putting stormwater on top of the hill was a good idea. He felt raingardens were a waste of people's yards and money and do not function. He requested the cul de sac on 60th Street be taken out. It's not a major street, it only takes about 4-5 cars a day, it has never had a sealcoat and should be good for 40 years.

Jim Kamish, 1960 Marywood Lane, West St. Paul, mentioned that he and his son both own lots on 60th Street. He has a lot for sale in the cul de sac. He said the street is in good shape. He asked the Council to look at the cul de sac on 60th, and if four Councilmembers agree it needs to be done, to proceed.

Coreen Pierson, 4045 60th Street East, stated that Pete Kamish lives in the cul de sac and was unable to attend the meeting. She said Mr. Kamish requested she read his letter, of which her opinions were the same. She read the letter aloud which stated that Mr. Kamish has been in the construction industry for 30+ years. In his opinion, the cul de sac does not need work at this time and is in good shape. For 14 of the 15 years the road served one household. There were no new underground utilities in this project that would disturb the existing asphalt. There is one lot to be built on in the cul de sac that would disturb the mill and overlay integrity. He felt the road should last another 10-15 years. Residents of the city are feeling the effects of record inflation, higher overall prices, and taxes; this could be devastating to residents of the area.

Dave Onken, 6333 Dawn Way, has lived in his home for 37 years. He received information mentioning that no financing, state aid, was requested for this project. He said there was reference in that information to items of regional significance such as 117th Street, not Dawn Way. He commented that Dawn Way is a bus route and has a lot of trucks going to the landfill. He requested an explanation as to why this wasn't of regional significance and why no state aid was requested for this project.

Rita Fogarty, 6116 Dawn Way, referenced the alley between 61st and 63rd and shared that she has spoken with the nine residents on that block. Two are in favor of having the alley paved, one she didn't get a chance to speak with, and the remainder do not want it paved. She felt there were too many cars going through there quickly now, if paved it would be worse. She requested an explanation about how it was determined to be paved.

Melvin Smith, 3890 65th Street East, stated 15 years ago when they redid Concord Street trucks and buses came down Dawn Way. He mentioned that it was said that Dawn Way would be resurfaced once Concord was done. Money was put aside for resurfacing due to the truck traffic. He shared that when heavy trucks were on Dawn it would shake the homes along the street. He asked if there was a way to check if the money was still there.

Ken Speltz, 6513 Craig Avenue, questioned why duplex assessments were double what single family is, but less than an apartment building. He felt an apartment building would have a lot more traffic than single family/duplex and should be higher.

Beth Bombardo, 6135 Dawn Avenue, resides on the portion of Dawn Avenue that dead ends with a small gravel section in the front of her home and has the gravel alley in the back of her home. She said most in the area would like it to stay gravel. She felt the roads were two of the nicest roads without potholes and traffic. She mentioned that the city has been great about putting Class 5 down, leveling it, and plowing. She asked if there were areas that were just as well left alone. She felt it was a waste of money to pave.

Monica Kramer, 3820 65th Street East, stated there are about 17 garbage and dump trucks that come by along with several school buses. There is a lot of traffic in their area. She commented that it would be nice if there wasn't 15 garbage haulers and recycling people in the area.

John McDonald, 6144 Dawn Way, questioned if anyone has examined the impact of water runoff for the newly paved alleyway. If paved, water would runoff in a different way than it did prior. He questioned the impact on his property and if his yard would flood.

Sharon Smith, 3890 65th Street East, mentioned that several in the area were senior citizens, \$10,000 was a lot of money to them. She questioned if any money could come from the county to help. She said Dawn Way was supposed to have been done 15-20 years ago, it never was, and the money went to a different area. She commented that the county gave money towards that road, and it was never done.

Mayor Bartholomew listed the following questions and concerns from residents:

- Concerns ranging from different type of reclamation, different type of use of existing materials.
- Reduced cost.
- Comments regarding 60th Street being a 14-year street.
- Requesting the cul de sac be taken out.
- Raingardens and their value/no value. Cost to keep them up to speed.
- Financing.
- Why pave the alley.
- If money has been set aside for this project previously. Was the money used. What happens to money that isn't used on a project.
- State funding for road repair. Why is it not being applied to this project. Has funding been sought out for this particular project.
- Assessments on duplexes.
- \$10,000 was high.

Councilmember Murphy added that runoff was questioned regarding paving the alley.

Assistant City Engineer Steve Dodge addressed the questions posed:

- The 60th Street cul de sac shows signs of distress. Staff looks at streets nearby that fall within reason for an improvement, 60th Street does that. If it was an independent project, it would be more expensive to wait as there are no projects nearby this could be combined with.

Public Works Director Brian Connolly asked if the age of 60th Street was known.

Assistant City Engineer Dodge replied the street is 21 years old, built in 2001.

Assistant City Engineer Dodge addressed the comment referenced by Mr. Dege about pavement replacement and stated that would not work for any of the locations depicted in blue on the diagram. Staff and the geotechnical consultant looked at different options in the beginning. It comes down to cost effectiveness. Removing pavement and repaving is expensive due to having to haul material off site. Reclaiming and reuse of materials on site only requires hauling materials for one block.

Public Works Director Connolly stated the original feasibility started as a full reconstruction consisting of removing pavement, curb, gutter, and extensive utility improvements. Through the process with the Citizen's Task Force, the desire was to go away from doing a full rebuild on roads where there is still life out of utilities, curb, and gutter. Staff has found that reclamation is a good balance between getting a decent amount of new pavement life out of streets moving forward for another 20-30+ years, especially if getting some of the subgrade issues causing poor conditions. Staff was surprised to find so many streets that didn't have a robust pavement section here.

Assistant City Engineer Dodge addressed infiltration features, raingardens, and stated they are decided in the design phase. Those would be done with grant money. If the city does not receive grant money, they would go back to the basic storm amount (\$750,000) previously discussed. He mentioned that the storm sewer functions in the piping there today, it's undersized as it goes down toward Concord.

Public Works Director Brian Connolly addressed the question regarding stormwater in an alley that was not paved stating they are looking at that component of the project. Existing gravel and pavement have the same properties as impervious surface. The alley's impervious surface area is not proposed to change. Due to the pitch of the alley, they may look into putting curb and gutter on one side to control run off.

Councilmember Murphy asked about the purpose of raingardens.

Assistant City Engineer Dodge replied studies and tests have indicated that raingardens are a great benefit in reducing the 10-year storm or under.

Public Works Director Connolly shared that discussion about the gravel alleys came out of the streets and utilities division. Both those superintendents have indicated there are costs to maintain them. Equipment and gravel need to be brought in and they are graded. It's not an area that has other widespread dirt roads like rural areas do. Another challenge is the alley east of Dawn Way has sanitary sewer and water infrastructure in it, which serves the homes along the alley. Those are buried and difficult to get at without digging up the alley to gain access.

Mayor Bartholomew questioned if it was worth the price.

Public Works Director Connolly did not recall specifically, but a good portion of the cost would be city funded. Paving eliminates potential liability with the covered access to public utilities. There isn't a return on investment until there is an emergency need to get at those utilities.

Assistant City Engineer Dodge addressed the question about financing and the alley between 61st and 63rd. There are three parcels that would be assessed at the cap of \$13,000. Remaining properties front a different road and are assessed the \$10,000 amount. The Delaney alley has more parcels that access it. Staff would like to manage maintenance and drainage like the rest of the streets in the area. He mentioned that Dawn Way is a State Aid Road. The public works and finance departments have looked into information at the time of this project, there were no state aid funds available. If receiving state aid the road would have to be built to state aid standards. It's a very expensive large section, staff is trying to keep the project cost effective.

He addressed the question of County funding stating he was not aware of any funding from the 2012 Concord Boulevard project.

Public Works Director Connolly stated he did not have all the history, but it did not sound like something the county would do. It's possible there were discussions about the city doing an upgrade, especially if Concord was done in 2012. Staff would have to look to see if there was anything related to funding. Even if the road was used as a detour, it's not something the county would do.

Assistant City Engineer Dodge addressed the question of assessments on duplexes. He said he believed having duplexes and apartments so close in assessed price is something of an anomaly. There are five parcels on the corner of 67th with four apartments on each parcel. Those have smaller front footages because they are located on a curve and are why the calculations came out as they did.

Mayor Bartholomew requested more information on the Special Benefit Cap.

Assistant City Engineer Dodge replied past practices are followed by appraisers which do a Special Benefit Analysis for the city. This has been done since 2005. This special benefit cap was done by staff. Staff looked at another full depth reclamation/partial reconstruction project on 64th Street which was done in 2019. A similar methodology was used to set the market value cap for this project. This consisted of looking at median house values and applying a 4% cap.

Public Works Director Connolly added this was one of the first projects they were not having an appraisal done on with respects to the benefit cap. Part of the reason was due to the costs of appraisals which range from \$7,000 to \$20,000 per project. Appraisals have been done on every project since 2005. Staff has noticed they have become the same year over year and have not deviated in what those values are. Due to the amount of data, they have, staff can go through the trend lines and apply them to this neighborhood the same way. A formal appraisal can still be done if the Council wishes. The timeframe for that would be 6-8 months, which is why it was self-done. If that is something the Council wants done, he recommends the Council make that request so staff can move forward. He mentioned if anyone challenges an assessment, a per parcel benefit appraisal would have to be done based on those challenges. Staff feels confident with this benefit appraisal cap. Proposed assessments are 25% below what they believe is a reasonable benefit appraisal cap.

Councilmember Murphy said he did not believe an appraiser was needed for this project. He commented if one was hired, it could be more due to the cost of materials within the last 6-12 months.

Public Works Director Connolly replied he did not believe it would be higher due to the cost of materials, it would be higher because property values have skyrocketed the last couple of years.

Mayor Bartholomew mentioned there was a comment that money was previously set aside. He commented that there isn't a Dawn Way/Dawn Avenue fund with money set aside for this.

Assistant City Engineer Dodge agreed there is not a fund. This has been a part of the financial capital improvement plan.

Councilmember Piekarski Krech felt the confusion was coming from the time this was supposed to happen and the city didn't do it because they wanted to take the money for another project. She thought it could have been the multiyear South Grove project. This area was the next step and was not done because the money was used elsewhere.

Assistant City Engineer Dodge agreed the South Grove projects came up towards the area of Skyview Park and 66th Street. The allocation for funding was on an annual basis back then. At that time money went where guided by public works and the Council.

Motion by Piekarski Krech, second by Gliva, to receive all correspondence into the record.

Ayes: 5

Nays: 0 Motion carried.

Motion by Murphy, second by Dietrich, to close the Public Hearing at 7:35PM

Ayes: 5

Nays: 0 Motion carried.

Motion by Dietrich, second by Gliva, to approve Resolution 2022-231 Ordering City Project No. 2023-09D- Dawn Way Area Street Rehabilitation.

Ayes: 5

Nays: 0 Motion carried.

Mayor Bartholomew requested a short recess at 7:38 p.m. Council was back in session at 7:44 p.m.

6. REGULAR BUSINESS:

A. Certification of Unpaid Utility Bills. Resolution 2022-232

Finance Director Amy Hove presented this item for certification:

- In August 2020, the Council deferred the usual process of certifying delinquent utility bills due to the COVID-19 Pandemic.
- In June 2022, Council was presented with staff's recommendation to reinstate those practices.
- June 13, 2022, the Council officially reinstated those practices.
- Late fees would resume beginning with bills due in October 2022.
- Reminder notices were sent out to delinquent accounts in June and July 2022.
- Official notices were mailed out in August 2022.

Unpaid balances report for the recertification process:

- October 10th, 2022 was the deadline given if not wanting to be on the list being presented to the Council.
- On October 24th assessments were brought forward to the Council.

Staff proposes an 8% administration fee and 8% interest as of January 1, 2023. This falls in line with the assessment process.

- The list would be sent to the County in November 2022 for collection with 2023 property tax bills. One-year assessments are collected in 2023.
- In March 2023, the County mails notices out.
- Property owners have two installments they can pay with, May and October payments. If an agricultural property, the second half would be due in November.
- The city receives those tax settlements from the county in the months following each of the payments. (July and December 2023).

Certification History:

- Based on a 3-year average: 2017, 2018, and 2019
 - Average number of unpaid accounts was 918
 - Before the October 10th due date, the unpaid balance average was \$333,399
 - After mailing, balances were reduced by 44%
 - Average unpaid balance: \$185,151
- 2022 Mailing: Due to the Pandemic, the numbers reflect approximately 3 years.
 - Mailed out 1,156 notices on unpaid accounts
 - Unpaid balance was \$636,855. (Reflects 8% admin fee and 8% interest)
 - After mailing there were 435 unpaid accounts
 - 43% balance reduction (comparable to the previous three years)
 - Unpaid balance: \$363,633

Councilmember Murphy asked if both 8% fees were not included if certified by the County.

Finance Director Hove replied as a part of the resolution, the county would be asked to apply both percentages as of January 1st. Any time before January 1st, a customer/resident could pay off the account without the fees.

Mayor Bartholomew asked if that would be paid with the city or the county.

Finance Director Hove replied accounts can be paid off with the city until officially certified with the county.

Councilmember Murphy asked if there was a point when utilities were shut off.

Finance Director Hove replied the city does not shut utilities off. Staff has thought about going back to older ordinances that allow for that option. There may be unique situations where it may be considered. The Attorney has suggested having stronger ordinance language before pursuing. Updated language would be brought before the Council in the future.

Finance Director Hove continued with Inactive Accounts stating that a unique situation occurred due to the 2-3-year gap. There are a few inactive accounts.

- An inactive account happens when a property changes hands and the former owner did not pay off the final bill.
- In past years this would be left on the certification list.
- Due to the 2-year gap in the process, that is not the case this year.
- Staff recommendation is to write off the balances that remain on inactive accounts. Council can decide to have them included on the list.
 - There are 18 inactive accounts
 - Outstanding balances (with fees/interest) = \$6,259. This represents 1.7% of the \$363,633 currently unpaid

Councilmember Piekarski Krech asked what the breakdown was.

Finance Director Hove replied they are single family.

Councilmember Murphy questioned when this would come up for whoever owes the balance.

Finance Director Hove replied it would not. Staff is researching other options such as collections. Some cities use collection agencies, some use the State's Revenue Recap System.

Councilmember Dietrich asked if the current Statute allows the city to recoup some of those funds.

Finance Director Hove replied if the city wants to legally pursue Revenue Recapture they can sign up for an account. It requires Social Security numbers. If the Council decides to write the accounts off, the slate would be wiped clean, no additional action would be pursued. A collection agency would receive a 30-35% cut.

Councilmember Dietrich suggested doing it as it has been done in the past.

Finance Director Hove replied it could be done for the properties. The current property owner would have to go to the prior property owner.

Finance Director Hove stated the resolution before the Council does not include the 18 properties. The 18 properties could be added to the list if that was the Council's desire.

Mayor Bartholomew stated the reason it's not included is due to the time lag and possibility of other new property owners.

City Attorney Bridget McCauley Nason replied there is not a strong legal basis to require/collect a bill against a new property owner. The old property owners can be contacted for collection. She does not recommend having the new property owner pay the bill left by the previous property owner.

Councilmember Dietrich asked if that was what was done in the past.

Finance Director Hove replied that Staff does not annually verify these are still the property owners. The property can still change hands from the time the list is approved to the time it goes to the county.

Councilmember Murphy asked when this would normally be taken care of.

Finance Director Hove replied the situation does not normally happen. This is currently happening because the certification process was paused for two years due to the Pandemic.

Mayor Bartholomew asked what the harm was by leaving it there and chasing the payment through other means. He asked the Finance Director what her preference would be.

Finance Director Hove replied something would need to be done at some point. The city would either write it off, send it to collections, or try to use the Revenue Recapture System.

Mayor Bartholomew commented that it could be sent to collections now.

City Administrator Kris Wilson mentioned the question would be how much staff time they would want to use to collect \$6,300. If wanting to pursue the funds, they would likely go with the collections option.

Councilmember Piekarski Krech suggested clearing it off and starting fresh.

Councilmember Dietrich mentioned her biggest concern was to have a policy in place, so this won't happen in the future.

Finance Director Hove replied that Staff will be looking into other options.

Finance Director Hove summarized the following:

1. Certify the 417 active water/sewer/storm water accounts with delinquent balances totaling #307,904.
2. Any balances remaining unpaid to be certified to the County Auditor for collection with other taxes on said properties.
3. 8% administrative fee and 8% interest be applied to any unpaid balances as of January 1, 2023.
4. Staff will send a copy of the resolution and the updated list of unpaid balances (assessment roll) to the County Auditor by November 30, 2022.
5. Staff is authorized to write off 18 inactive accounts with balances totaling \$5,387. (Does not include the interest and administrative fee).

Councilmember Murphy requested a list of the inactive accounts.

Motion by Gliva, second by Piekarski Krech, to approve the Certification of Unpaid Utility Bills. Resolution 2022-232

Ayes: 5

Nays: 0 Motion carried.

B. Rental Housing Licenses

Community Development Director Heather Rand presented the following rental housing licenses for approval:

1. 4911 Bisset Lane - Allan Dressely
2. 5936 Concord Blvd - Kevin Vu
3. 3848 67th Street - SFR Acquisitions 3 LLC
4. 6971 Dickman Trail - William McPhillips

Staff and the police department have reviewed the applications and have found them to be complete. Staff recommends approval.

Motion by Gliva, second by Murphy, to approve the Rental Housing Licenses as presented.

Ayes: 5

Nays: 0 Motion carried.

C. 3rd Reading of Ordinance Increasing Lodging Tax

City Administrator Kris Wilson presented the 3rd Reading of the ordinance. Nothing has changed since the 2nd Reading.

Minnesota Statute 469.190 authorizes cities to impose a lodging tax of no more than 3%. 95% of any proceeds are to be used to fund a local Convention and Visitor's Bureau.

The current City Code imposes a 2% rate, not the full amount (3%) allowed by state law.

A request has been received from the Convention & Visitor's Bureau to amend the City Code and impose a 3% tax. If adopting the ordinance, it would become effective January 1, 2023.

Eric Satre, Director, Visit Inver Grove Heights Convention and Visitor's Bureau, 5782 Blackshire Path, Chamber of Commerce Office, stated this was not a resident tax, it is a tax on hotel stays. Inver Grove Heights is the only metro city that does 2% versus 3%. All hotel managers and owners agree with the increase.

Motion by Piekarski Krech, second by Gliva, to approve the 3rd Reading of the Ordinance Increasing the Lodging Tax to 3%.

Ayes: 5

Nays: 0 Motion carried.

D. Continued Discussion of Utility Rate Study and 5-Year Capital Improvement Plan (CIP) for City Utilities

Public Works Director Brian Connolly presented the 2023-2027 Public Works CIP regarding Water, Sanitary Sewer, and Storm Sewer Utilities:

Capital Improvement Plan (CIP):

- 5-year outlook
- Prioritization of infrastructure improvements
- City and partner agency projects (with city funding)
- Used as a planning item for short-term and long-term funding decisions

Project data is presented in the CIP as:

1. Project Type/Category
2. Funding Source

Street projects were discussed at the September 19, 2022 Work Session.

Project Type by Cost:

- Street improvements make up a majority of all projects at 82%
- Water System: 9%
- Stormwater Projects: 1%

Projects by Funding Source:

- Pavement Management and Special Assessments make up slightly less than 60%
- Water Utility: 14%
- Sanitary Sewer Utility: 5%
- Stormwater Utility: 4%
- Partner Funding/Grants: 19%

- Total 5-year CIP Value: \$112,702,824

Projects by Funding Source 2023 Only:

- Pavement Management Fund: 38%
- Special Assessments: 27%
- Water Utility: 10%
- Sewer Utility: 4%
- Stormwater Utility: 3%
- Partner Funding: 18%
 - Total 2023 CIP: \$20,468,500

Utility Project Categories:

- Partner Projects: Dakota County & MnDOT, Design Studies, Roadway Overlays & Miscellaneous Improvements
- Non-Utility Driven City Projects: Parks Projects, Pavement Management Initiative (PMI), 117th Street
- Utility-Specific Projects

Water Utility Projects - 2023:

- Partner Projects - 20%
 - County Road Feasibility Studies (There are three)
 - County Road Overlays
 - 70th Street/Argenta Construction
- Non-Utility City Projects - 40%
 - 2023 PMI (Dawn Way and 3 other neighborhoods)
 - South Valley Park
- Water Utility Projects - 40%
 - 7 active wells. Well pump inspection and rehab. Pump rehab is done on one pump every year. Upgrading electrical service components to include a variable drive electrical service to extend pump life.
 - Water Treatment Plant Filter Replacement Feasibility Study. Filters have not been replaced. The original filters were placed in 1998. Filters should be replaced on a 20-year interval (4 years overdue).
 - Looking at doing a feasibility study to receive costs for installation of Automated Meter Infrastructure (AMI). This allows for real time data and billing information.
- Water Utility Total 2023 Utility Cost: \$2,023,000

Sanitary Sewer Utility Projects - 2023

- Partner Projects - 6%
 - County Road Feasibility Studies
 - County Road Overlays
- Non-Utility City Projects - 41%
 - 2023 PMI
- Sanitary Sewer Utility Projects - 53%
 - Sewer Rehabilitation (lining)
 - Sewer Cleaning and Televising (further discussion will come regarding televising equipment).
- Sanitary Sewer Utility Total 2023 CIP: \$758,500

Councilmember Murphy questioned if it was 1/6 or 1/8 of all lines.

Public Works Director Connolly replied it is all sanitary sewer. There is approximately 140 miles of sanitary sewer. Doing 1/6 of that could result in 22 miles of sewer a year. Staff cleans those throughout the year, sometimes it's contracted out.

Councilmember Dietrich asked if it was common to contract out for a city of this size or if the preference was to have someone trained on staff to televise.

Public Works Director Connolly responded it is common to contract out because its more cost effective. Doing more inhouse would require replacement of the televising system at a high cost, it also requires 2-3 people out of a small staff. It's not the direction staff would like to transition.

Storm Sewer Utility Projects - 2023

- Partner Projects - 29%
 - County Road Feasibility Studies
 - County Road Overlays
- Non-Utility City Projects - 61%
 - 2023 PMI
 - Proposed Seidls Lake Shoreland Restoration:
 - South St. Paul led project. It is an add-on to the South St. Paul pump station
 - Along with South St. Paul, Inver Grove Heights has received a substantial grant from the Lower Mississippi River Watershed Management Organization
 - The city would have to contribute approximately \$37,000 in matching contributions
 - Comes out of stormwater utility next year
- Storm Sewer Utility Projects - 10%
 - Groundwater Monitoring. Follow up on the Landlock Basin Study
 - Select sewer televising will be piggybacked onto sanitary sewer cleaning and televising
 - Minor Drainage Improvements
- Storm Sewer Utility 2023 CIP: \$655,000

He is not in favor of tweaking the storm budget because there isn't a lot of budget capability.

2023 Budget Preview Stormwater Utility Funds. Fund 441

He stated there was a staff person that was shifted laterally from the street department to engineering this year. That allocation is approximately 60% towards stormwater. When street staff does work on the stormwater system, they do not bill time on stormwater, it is covered by streets because there has not been money available.

There are no changes in staffing proposed through 2027. Staff will continue to do the work they can within the limits of the budget.

- Last year there was a 20% rate increase for stormwater utility.
 - 25% for all non-northwest area
 - 5% for the northwest area balances out to the 20% increase
- The increase of 20% would be every year for the next five years.
- That means there are costs that exceed what is taken in.

This is the challenge staff is faced with. There are more PMI projects coming that would require more money year over year. If paying with stormwater, need to find a way to raise more stormwater money. If going back to spending pavement management funds on this, it would impact the number of streets that can be done and what was presented. Upticks are due to inflation.

- For the next three years at least, staff is limiting the amount of stormwater specific projects they are doing. They know they will be over budget operationally.
- There has been discussion about using the Host Community Fund to transfer money in to get over this in the short term.
 - Transferring in would get them over the line for those three years and build up the fund
 - If only doing that for three years, it drops off in 2026 if funding isn't there anymore. Revenue would still need to be raised over time
 - If following the 20% revenue projection out three years as proposed for the transfer from the Host Community Fund, money would run out again by the end of 2027

- A consistent source of funding needs to be located
 - Look at the General Fund, Host Community Fund, or raising revenues through the fee structure

Budgeted Stormwater Expenses (2022)

- Approximately 1.66 FTE (25%).
 - Allocations among engineering staff
 - Streets seasonal staff is paid through the streets budget
- Materials for in house maintenance (24%)
- Easement Acquisition/Legal/Debt Service (15%)
- Engineering Studies (10%)
- *Watershed Management Organization Membership (8%)
- *2022 CIP Items (PMI Projects) (9%)
- Non-Operating Revenue (Unassigned) (9%)

Total 2022 Revenue: \$695,000

Total 2022 Non-Operating (Capital) Revenue: \$130,000 (*denotes the above two items)

Unprogrammed Stormwater Needs: Things staff know need to be done. Has not been assigned to a year.

- Routine Inspection Required for MS4 Permitting
 - There are over 7,200 unique stormwater assets to inspect
 - 200 managed ponds (water coming in or out controlled by piping)
 - 65 raingardens
 - 500 outfalls and outlet control structures
 - 6,500 catch basins and manholes
 - 20% of stormwater assets are inspected each year (\$1,500/year)
 - Document and track deficiencies as they are discovered
 - Over 275 noted storm sewer deficiencies/repair needs
 - Impacts roughly 700 assets (10% of the systems)
- Estimated Capital Repair Costs: \$23,200,000

Highlights of unprogrammed stormwater projects:

- Bishop Avenue: Catch Basin Degradation
 - Casting repair/adjustment: \$1,000
 - Catch basin patching/repair: \$1,500 to \$3,000
 - Catch basin replacement: \$5,000
 - Road repair: \$1,000
 - Total repair: \$8,500 to \$10,000
- Dickman Trail Culvert and Ponds 201 & 213

Having sanitary and water on Dickman could be problematic. It could create an issue where those utilities could be jeopardized because of the erosion.

Dickman Trail Culvert:

- Pipe replacement (city cost share) \$260,00 to \$400,000
- 37% to 57% of the total revenue for 2022
- 192% to 295% of non-operating capital cost for 2022

Pond 210 & 213 Stabilization and Sediment Removal:

- \$350,000
- 50% of the annual stormwater utility revenue for 2022
- 259% of non-operating capital revenue for 2022

These are not projects that can be grant funded. They do not provide a benefit; they are an existing system that doesn't improve water quality or improve a system.

Councilmember Piekarski Krech asked which one former City Engineer Tom Kaldunski received grant funds for that was similar. It was done within the last couple of years.

Public Works Director Connolly replied the one referenced was combined with a storm pond installation.

Unprogrammed Stormwater Projects:

- Marcott Woods Slope Outwash (Marcott is an undeveloped city park)
 - 60' elevation drop
 - Extensive slope erosion
 - 25 feet deep
- Marcott Wood Slope Outwash
 - FES stabilization: \$5,000 to \$10,000
 - Erosion repair and slope stabilization: \$90,000 to \$120,000
 - 18% of the annual stormwater utility revenue for 2022
 - 70% of non-operating revenue for 2022

Stormwater Utility Fund - Add unprogrammed:

- If taking all unprogrammed money and took 5% a year for the next 20 years.
- If taking \$1 million dollars a year from the Host Community Fund. Should get them by with projects such as pavement management and other items.

Mayor Bartholomew requested an amount needed each year.

Public Works Director Connolly replied in order to get where they want to be, \$1.3 million dollars a year to start and going up from there. Shifting upwards to \$2 million dollars would be the trend needed. It could be close to \$2.5 to \$2.7 million dollars in order to start catching up. He stated the need to get to a point of raising utility rates substantially over time.

He mentioned that the city is already on the high end on stormwater. The northwest area is already higher than all peer communities. The northwest area has funds they likely won't need to use for at least the next 10-15 years because it's a newer area. Bonding doesn't work unless there is another way to pay the bond off.

Councilmember Murphy asked if there were other cities in this situation or if this was unique to the city.

Public Works Director Connolly replied this was unique to Inver Grove Heights. Other cities have funding challenges but have built a balance in their stormwater fund, spent a lot more money year over year, and take in more revenue year over year. This city was the last community in the Twin Cities to implement a stormwater utility in 2012. The city was already behind in 2012 and has not been able to catch up.

Councilmember Murphy questioned if a city doesn't address these, what the outcome would be, if it would be bankruptcy.

Public Works Director Connolly replied it would not be bankruptcy. It becomes a question of where city priorities are. He will continue to work with staff to be able to address the issues and try to keep them in a good position.

Councilmember Piekarski Krech asked why there was a big jump in 2026.

Public Works Director Connolly replied it's not that big of a jump, not any bigger than 2024-2025. The reason behind the downturn in 2027 is because some of the proposed street projects have less stormwater needs than what is currently scheduled for 2026.

City Administrator Wilson asked if the dark blue sections referenced on the diagram for Stormwater Utility Fund - Add Unprogrammed, assumes the city continues with the current stormwater assessment policy.

Public Works Director Connolly replied it assumes the city assesses for stormwater improvements that are done with street projects.

City Administrator Wilson stated the blue bar shown only pays a portion of the cost. When assessing for roads, the city does a portion of the street and a portion of the stormwater. A portion of water/sewer is not assessed for. What is shown assumes there is a portion of assessment money coming in to cover some of the stormwater cost.

Public Works Director Connolly added whether or not this would be continued in the future has not been discussed. Historical process has been to assess for stormwater. This was not an option he wanted to eliminate.

City Administrator Wilson stated a lot of time has been put into this topic along with the Finance Director, Public Works Director, and the Consulting Firm AE2S. This will be discussed with every meeting for the remainder of the year.

Water Rates:

- Utilities are funded by two categories:
 - Rates paid by current property owners monthly or quarterly (primary source of funds)
 - Connection fees (paid by developers and builders)

Water Rate Recommendations:

- The consultant recommends modifying the fixed charge.
 - The fixed charge includes 6,000 gallons of water per quarter. Using less is included in the fixed charge
 - Recommends everyone pay a fixed charge and a volume rate per 1,000 gallons of water used
 - Recommends the fixed charge be the source of 30% of the revenue with volume bringing in the remainder
 - Suggests setting tiers in water usage
 - The first (fill in the blank) gallon(s) of water is considered "necessity water." Kept at a lower rate
 - Consists of four tiers
 - Helps with conservation
 - Currently residential and commercial/industrial/business share the same tier sizing. Suggesting to adjust
 - Recommend adopting a separate set of rates for irrigation meters. (Does not impact residential)
 - There is a long-standing Senior Discount program based on age, not income. Suggests evaluation of this process

Water Rate Recommendations - Structure:

- Existing Fixed Charge: Includes the first 2,000 gallons per month, or 6,000 per quarter
 - Recommended: 0
- Existing Single Family and Multi-Family Residential:
 - Unifying single family and multi-family residential
 - Setting a different set of tier structures for Commercial/Industrial/Institutional
 - For Irrigation: Instead of having four tiers, the first irrigation charge would be at Tier 3. At 13,000 gallons it would be charged at Tier 4.

Existing Water Rate Recommendations - Rates:

- Currently charge \$8.17 a month (The fixed charge plus the first 2,000 gallons for the month)
- Tier 1 comes in at the fixed charge
- Tier 2: \$2.84
- Tier 3: \$3.27
- Tier 4: \$3.54

Recommended Rates:

- Drop the fixed charge
- Tier 1: \$1.83
- Tier 2: \$2.20
- Tier 3: \$2.86
- Tier 4: \$4.00 (This is where conservation is encouraged)

Water Usage by Class:

- 54% of water goes toward single family residential customers
- 23% of water goes toward multi-family residential customers

Revenue Comparison by User Class:

- 51% comes from single family residential
- Comparing current from proposed does not change much. It does increase what multi family pays by a percent.

Single Family 2021 Quarterly Water Usage. How much water single family uses by quarter:

- First 6,000 gallons per quarter are depicted as used in the base fee
- 25th percentile of single-family customers are using about 8,000 gallons or less
- 50th percentile of single-family customers are using 1,5000 gallons or less

Sewer Rate Recommendations were discussed (similar to the water rate structure):

- There is a fixed charge including the first 6,000 gallons of water.
 - Recommend separating, similar to the water structure
 - Have 30% of revenue come from the fixed charge
 - No conservation tiers
 - Recommends elimination of the current surcharge in the northwest area. Those were charged \$2.00 more for water per thousand gallons than outside of the northwest area
- Goals:
 - Maintain consistent rates across user classes
 - Generate at least 30% of revenue from the fixed charge
 - Generate 6% more revenue for 2023
 - Reason is because a large percentage of the operating budget in sewer passes through the city to the Met Council. The city collects wastewater and transmits it through a regional pipe to the Met Council to be treated. The Met Council meters that and sends the city a bill
 - The Met Council rate for next year is going up by 5.5%
 - That rate makes up about 62% of the operating budget for sewer
 - City rates need keep pace with the Met Council

Staff has taken the recommendations and calculated them at different amounts.

- Current rate structure with 2022 rates:
 - Rates were calculated every 3,000 gallons to amounts such as 3,000, 6,000, 9,000, 12,000, and 15,000 (1/2 of customers use more per quarter, 1/2 use less per quarter)
- Suggested rate structure for 2023:
 - 6,000 gallons match the current system (\$24.51 in 2022). \$32.46 in 2023. This would notice the largest increase under this rate structure.
 - Accounts using more water see less of a difference. For example: 18,000 gallons per quarter. Goes from \$58.59 in 2022 to \$58.86 in 2023 proposed.

The same calculations were done for sewer; those had the same results as water.

Combining Water and Sewer. (If implementing for 2023):

- 3,000 gallons per quarter = 2.1% increase
- Using 6,000 gallons = 32% increase

Councilmember Gliva mentioned they were trying to promote water conservation towards the end of the category of use, there doesn't seem to be much incentive there.

City Administrator Wilson replied that comparison assumes the existing structure is a good starting point. The new structure would have water bills rise as they start to irrigate at the single-family level, they would feel the tiers as they move through the calendar year. She mentioned the end result was not having the same effect staff was hoping for.

City Administrator Wilson stated staff does not have a solution to share, this was an update showing where things are at. Staff will be meeting with the consultants soon to receive alternatives. Staff would like to present other options such as:

- Instead of going from 6,000 gallons of water down to zero, gradually stepping it down from 6,000 to 4,000 and then 4,000 to 2,000.
- Implementing new sewer rates/structures for 2023. Do water changes another year.

Councilmember Murphy said he would like to see more of a conservation incentive.

Councilmember Gliva asked if the Met Council increase was a normal amount or inflationary.

City Administrator Wilson replied last year it was 4.9%, this year is 5.5%.

Councilmember Piekarski Krech stated the need to incentivize water conservation or make it so people can choose how much to spend on water. People can choose not to wash the car in the street or water the lawn. She mentioned electric will be increasing at a minimum of \$20.00 a month and there would be an 18% increase in heating fuel. She felt they were stretching it pretty thin for a lot of people.

City Administrator Wilson stated the next Council meeting is a Work Session. Staff plans to have alternatives at that time.

City Administrator Wilson discussed Water and Sewer Connection Fees:

- Paid by developers and builders.
 - Some are paid at the time of plat, some at the time of building permit
- Paying their fair share of the cost for "buying into" an existing system that others have paid for and built.
- Important but small percentage of the water and sewer revenue.
- Connection fees are less reliable. They ebb and flow with the construction market and housing economy.
- Eventually, this will stop as the city becomes fully built out.

Current Connection Fees:

- Challenging and complicated to explain and apply.
- Different in the northwest area versus the rest of the city. This is due to the need to recoup the city's upfront investment in extending water and sewer to the area.

To note: It was unknown why this was done other than a reference to an Ehlers study that had been done. Nobody had been able to locate information until a packet was recently found from an April 2007 Work Session. That information will be provided to the consultant.

Recommendations for Improvement to Connection Fees:

- Maintaining a dual rate structure with NWA and non-NWA fees for plat and building permit connection for both water and sewer is justifiable and financially necessary to retire the debt.

She referenced the information discovered from the 2007 packet which stated that the city was just about to start improvements at an investment of \$43 million dollars. It would be done in two phases, 2007 and 2018. This shows what the city is trying to recoup.

- Consolidate into a single rate structure for other charges for both water and sewer.
 - The fact that they are slightly different today appears to be unintentional

- 2007 memo shows those fees to be consistent throughout the city
- There is a core connection fee based on the size of the pipe coming to a parcel. Recommends changing the unit of measure to water meter size instead of pipe size.
 - Use AWWA (American Water Works Association) ratios to establish equitable relationships between properties with different size meters

Connection Fee Changes. Suggests getting rid of the Northwest area and Non-Northwest Area.

- Water treatment plant fee
 - \$880 outside the NWA, lower inside the NWA at \$820
- Water core connection fees
 - Based on water service size. Shows small differences between the two rates (not intentional)
 - Go to having a citywide \$900.00
 - Instead of a \$2,080 and \$2,040, would be at \$2,120
- Sewer connection fees
 - Proposing to remain city wide. Staying flat for 2023
- Sewer core connection fees
 - Suggests a single structure for rates and changing the scale from sewer size to water meter size
 - Someone currently paying \$660.00 or \$670.00 would be paying \$700.00 next year

Recommended rates to continue to have inside/outside of the NWA structure:

- Outside the NWA:
 - All zoning districts pay \$1,500 x density factor of 3.5 per gross acre
- Inside the NWA:
 - There is a density factor that varies by land zoning classification

Staff is contemplating bringing forward a change. Inside the NWA fees are charged on net developable acre (takes out city streets, stormwater ponds on the parcel). Looking at a change in the unit to be consistent.

Councilmember Piekarski Krech questioned how to cover stormwater and other costs if going to net developable acre versus acre of the project they are buying,

City Administrator Wilson replied the rate would likely change to adjust for that.

Councilmember Murphy asked what the downside would be to flip the net developable acre.

City Administrator Wilson replied the downside would be those developing inside the NWA lose a fair amount of their acreage to slopes, topography, and ponding.

Councilmember Murphy commented that it seems like it would make for negotiation between the developer and landowner that the city would just improve their land a little bit more.

City Administrator Wilson discussed Stormwater Connection Fees:

- Currently established for NWA only.
- Fees are by zoning category.
 - Staff was struggling to determine why an acre of single family was paying \$16,000 while an acre of B2 is paying \$17,940
 - An area in B2 would have more impervious surface which usually ties into what is paid in stormwater rates and charges
- Staff is working with the consultant to determine rates.
- Rates in the \$16,000 category puts the city highest in stormwater rates in the metro area.
 - There is comparison data for other cities. For single family residential, it has been noticed to be ½ of what the business park/office park/commercial rate is

- Most other cities have a multifamily rate that falls in between the single-family rate and the business/industrial/commercial rate (Inver Grove Heights residential is currently treated the same)

City Administrator Wilson stated there would be additional discussion at the November Work Session. The connection fee portion needs to be done by ordinance. There would need to be a first, second, and third reading. Those would take place at the two meetings in November and at one regular meeting in December. There is also a Work Session in December. If needed, a Special Meeting can be called. Staff may turn the December 5th Work Session into a Special Meeting to give Council the ability to take action. The next few weeks will indicate whether that will be necessary.

Public Works Director Connolly stated what was shown was only for the northwest area. These fees are not charged outside of the NWA.

City Administrator Wilson added that residents pay a stormwater rate. They pay a substantially lower stormwater rate outside of the NWA than inside the NWA. Rates are far apart which compounds the situation in having the resources.

Councilmember Gliva referenced the South Grove development and asked if that developer was charged for connection fees.

City Administrator Wilson replied no. They do connect and still must meet standards.

Councilmember Piekarski Krech mentioned when South Grove was developed stormwater was a part of city infrastructure.

City Administrator Wilson stated a lot of standards have changed over the last 20 years.

Public Works Director Connolly stated the MPDS permit process came about in the early 70's.

Permitting of cities to have their own municipal separate stormwater systems came in the late 90's.

Some cities started the work back in the 70's and 80's. As regulations continue to be implemented over time, the MS4 Permit is in its 4th generation, each adds more layers of mandates. Communities have to address those. Every city that has a stormwater utility today did not have one at some point. It's not unique for other cities but is for Inver Grove Heights due to the time it took this community to implement one.

Mayor Bartholomew mentioned there are excess funds in one fund that doesn't line up with the shortfall and another fund that is separated by location. Perhaps they could take a global approach and put it all in one bucket.

City Administrator Wilson replied staff has been working with legal counsel who has stated that there needs to be further discussion about the degree of flexibility. The northwest area stormwater fund could loan money to the rest of the city but it would need to be paid back.

Councilmember Murphy asked what the balance of the northwest fund was.

Staff will provide that information at a later time.

7. PUBLIC COMMENT:

Dennis Nemec, 7062 Dawn Court East, said he lives on the corner of Dawn Court and Dawn Avenue. He shared that the road from 70th Street for ½ mile is highly used by pedestrians to get to the park. He has noticed numerous cars and motorcycles flying down that road because it's so long. He requested having asphalt speed bumps put in to stop the acceleration. It's a heavily used dangerous strip of road.

8. MAYOR AND COUNCIL COMMENTS:

9. ADJOURN:

Motion by Murphy to adjourn the meeting at 10:20 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, NOVEMBER 7, 2022. 6:00 PM - 8150 BARBARA AVENUE

1. Call to Order: The City Council of Inver Grove Heights met in person for a Work Session on Monday, November 7, 2022. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call: Present In-Person: Mayor Bartholomew; Council Members; Piekarski Krech, Gliva, Dietrich, Murphy; City Administrator Kris Wilson, City Attorney Bridget McCauley Nason, City Clerk Rebecca Kiernan, Community Development Director Heather Rand, Finance Director Amy Hove

3. Discussion Items:

A. Regulation of Short-Term/Vacation Rentals

City Administrator Kris Wilson discussed rentals based off website listing and transactions such as Airbnb and Vrbo. Staff has recently received complaints about the negative impacts short term/vacation rentals have on surrounding property owners. There are three emails with examples included in the Council packets along with others forwarded by the City Clerk. Staff is looking for Council direction as to what to do regarding the communication. There is a Continuum of Options:

- No regulation
- Prohibit short term rentals
- Require standard rental license
- Create rental license specific to short term rentals
 - Current rental housing license requires that in order to be licensed in the city, must agree to use a crime free rental addendum on the lease. This document allows the ability to run a criminal history check on every tenant renting the property.
 - Specify no rentals for less than one week.
- Limit short term rentals
 - Staff noticed an example of a city that only allows rentals on homesteaded properties.
 - Spacing requirements:
 - Cannot have multiple properties next door to one another that are short term rented.
 - Limits on concentrations in a neighborhood.

To help decide on the continuum, could aim in-between some of them or add other ideas/options. Also think about what concerns/problems they are trying to address/solve.

- Limit potential negative impacts of short-term rentals on surrounding property owners/residents.
- Prioritize the use of residential property as ongoing homes for individuals and families and to support opportunities for home ownership by discouraging the use of residential properties to run a business.
- Ensure the safety of guests and visitors to Inver Grove Heights by ensuring that properties used as short-term rentals have the proper safety features such as working smoke detectors and operable windows. (This would likely require an inspection component).
- What the impact of short-term rentals may be on local hotels.

- o Comes down to lodging tax, which is paid when people stay at local hotels, also pay commercial property taxes on the local hotels.

Mayor Bartholomew mentioned it has been his position all along that the rental ordinance is enough to prohibit short term rentals, it requires 30-day rental. He questioned what they would do to the existing ordinance to make sure there are not short rentals causing the problems they are seeing/hearing. He would like to see the rental ordinance revised so there is no speculation, there would not be short term rentals. If having short term rentals, he liked the idea of homesteaded property only. He would like to find out what they can do with the existing rentals to alleviate and give relief to some neighborhoods he thought were under control with the 30-day requirement.

City Administrator Wilson stated the current ordinance does not require a minimum 30-day rental. Mayor Bartholomew thought the permit required 30 days.

City Administrator Wilson replied the permit can only draw from what is in the ordinance. If wanting a minimum of 30 days, the city code needs to specify that, it currently does not.

Councilmember Piekarski Krech thought this had been determined before. She would like to see the minimum of 30 days and if rented for less than 6 months, it come under the lodging tax to be on equal footing with hotels. Councilmember Murphy agreed with the hotel tax.

Councilmember Murphy mentioned he drove by some of the properties and is for people trying to make some money. He wasn't seeing any other reason to rent these properties other than to have a good time. He has not noticed other emails stating a need to have this. He suggested if they cannot all be banded together, to have a specific license with 30 or 60 days. The license should be different and more expensive than the one they currently have for rentals as these properties seem to take a lot of resources. He did not believe the homestead would work. He commented this was being advertised and that was what he felt needs to be addressed. They need to be able to say they are not allowed to advertise the home for rental. If they are, there needs to be an expensive license for 60 days.

Councilmember Dietrich asked how follow up would work if there was a 30 or 60 day.

City Administrator Wilson replied it would be a code violation. The city she worked at prior prohibited any rental less than 30 days. Some still advertised rentals, staff would check on them, send a cease-and-desist letter, and check back. If learning it was rented the process of code enforcement would begin.

City Attorney McCauley Nason agreed about the code enforcement process. If there was a violator that was not responding, there is the option to get a civil injunction to prohibit rental of the property.

Councilmember Dietrich questioned what that would look like on a weekend when staff is not working.

City Attorney McCauley Nason replied the police would be the responding authority. Based on the police report and the response, that would trigger on Monday morning with code compliance.

Councilmember Dietrich questioned if the property owner would move forward with litigation.

City Administrator Wilson replied it would be the property owner regardless.

Councilmember Murphy said it would not be the renter's home, they don't really have to listen because they would leave on Sunday.

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION - November 7, 2022

Councilmember Dietrich mentioned the neighbors would still get disturbed the whole weekend. Councilmember Murphy thought that could be a reason to ban them.

City Attorney McCauley Nason responded that depending on the type of behavior, the police would have the ability to require dispersal. Having to come back multiple times could be grounds for a misdemeanor arrest.

Councilmember Gliva asked if that has an impact on the rental license.

City Attorney McCauley Nason replied if making changes to the rental license dealing with short term rentals with no additional requirements added, she anticipates that would come into play as licenses turn over. The bigger question would be if making a change and banning short term rentals, what happens to those short-term rentals. Staff is still working through what rights those property owners would have to continue. Any new rentals would be banned, it's still a question of what would happen to existing ones. Current short-term rentals do not have a license. She asked if the Council would be interested in banning and licensing separately.

Councilmember Murphy replied it would be whatever direction would allow them to gain control of this disaster and not grandfather anyone in. If unable to apply grandfathering to the problem properties now, he felt this wasn't solving residents' problem.

City Attorney McCauley Nason stated there is a code that says a rental license is needed. The code has problematic provisions such as: requirement for a crime free lease addendum and background checks. Those don't work from a short-term rental context. Different requirements could be created under the existing license whether it's a short term or long-term situation, or a separate short-term license could be created.

Mayor Bartholomew stated one of the bullet points was to "prohibit short term rental is generally accomplished by requiring all rental properties to be rented a minimum of 30 days". He asked if that was something that could be done.

City Attorney McCauley Nason replied that could be done.

Mayor Bartholomew said nobody would be grandfathered in because they wouldn't exist even though they may have done it in the past.

City Attorney McCauley Nason replied they were still analyzing the grandfathering piece.

Councilmember Piekarski Krech asked if the fines can be made so onerous one wouldn't want to have these properties. She questioned if something could be stated that there could not be more than two police calls in a 6-month period, your responsible for the cost.

City Attorney McCauley Nason responded to the questions stating the fine can't be set, it's a misdemeanor. Once bringing something within the scope of licensing the tool they would have is license revocation. If there is a problem property owner, it can be revoked or suspended. The licensing process can be looked at to take adverse licensing action which typically gets people's attention. If no longer able to rent, the investment has then changed in scope.

Mayor Bartholomew thought there were limitations within the rental license ordinance on the number of occupants in the home. It refers to what the relationship is and how many you can have that are not relatives. He felt the ordinance was strong enough to avoid 130 occupants.

City Attorney McCauley Nason replied there is a definition of family which defines a family as a group of not more than 4 persons who are not related living together as a single housekeeping unit. She did not see anything that limits the size of a family and a rental space.

Mayor Bartholomew thought there was the beginning of an ordinance with the addition of 30 days. He said the number of occupants could be fine-tuned by staff.

City Administrator Wilson mentioned that staff's position would be if Council wishes to prohibit rentals, staff would take that intent and come back with revisions to the current ordinance.

City Attorney McCauley Nason stated the code as written states all rental dwellings need a license, including those not currently licensed.

Councilmember Murphy asked if it could be said that the new ordinance is a minimum of 30 days.

Councilmember Dietrich stated it was learned through bow licensing readings that there were a lot of people that just don't apply for permits which could happen in this situation. She asked how residents would get relief from what is currently happening if this was put into play.

City Administrator Wilson replied this would take time and is time consuming.

Councilmember Piekarski Krech said she didn't feel bad about doing 30 days or more because the city isn't a recreation destination.

City Administrator Wilson mentioned there were a couple of individuals who own multiple properties that serve solely as short-term rentals. Those properties were purchased. At the time of purchase, it may be said that was a perfectly legal business. If the city says that after the investment was made, they need to stop, that creates the uncertainty the City Attorney referenced needs further thought.

Councilmember Piekarski Krech questioned if owning a home that is not being homesteaded and are renting it out, there is a rental ordinance. She questioned if it needed to be said if not renting for more than 30 days they would not be covered by the rental ordinance.

City Administrator Wilson replied that was where the City Attorney states it's not that clear.

Mayor Bartholomew believed occupancy in the ordinance was something they could fall back on.

City Administrator Wilson replied sometimes families get together in larger quantities for vacations.

There are also bachelor and bachelorette parties that may be the reason for some complaints.

Councilmember Piekarski Krech stated you cannot rent a house holding 30 and have 130 there. She felt that is what has been happening.

City Administrator Wilson said it was not regulated as far as how many people can be invited to a party. The noise is regulated. There is a difference between the number of people on an agreement and the number of people on site.

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION - November 7, 2022

Councilmember Murphy requested clarification on the rental ordinance questioning if it would apply if they were not renting less than 30 days.

City Attorney McCauley Nason replied yes, the code states anytime a property is rented, they would have to have a license as stated: "no person... shall operate a rental dwelling or rental dwelling unit in the city without a license. The licensee shall be the owner." When this was adopted, there were not any short-term rentals in the city. These licensing requirements don't really apply to short term rentals because they do not really fit short term rentals.

City Administrator Wilson clarified what the Council was discussing and suggested having staff and legal counsel develop an amendment to the existing ordinance that clearly states rentals must be for a period of 30 days or more. Staff would look at the occupancy issues. This could be brought forward for a first reading and then the Council could discuss the edits. Staff will discuss with the City Attorney how this would impact people who are doing this existingly and have universal enforcement and not have anyone grandfathered in.

Councilmember Murphy suggested 60 days instead of 30 days.

City Administrator stated the first reading could take place at the August 22nd Council meeting.

B. Initial Discussion of 2023 General Fund Budget & Tax Levy

City Administrator Wilson stated this was the first Council discussion of the 2023 General Fund Budget and Tax Levy. The goal is to give a broad view of where things stand, and the challenges noticed as the 2023 Budget was put together. The department heads are not in attendance because they do not intend to go into department-by-department budgets today. Individual budgets will be forthcoming.

Finance Director Amy Hove discussed the 2023 General Fund Budget and Tax Levy:

Timeline to date:

- May 16: Budget kick off meeting with department directors and division managers
- June 7: Preliminary budget submissions were due
- June 20-July 1: Department meetings with the city administrator and the finance director
- July 13: Budget retreat with department directors
- August 1: Council Work Session on the 2023 Budget

Recap of 2022 General Fund Budget:

- Significant increase on revenues and expenses
- Total expenditures for 2022: \$28.5 million dollars, 12.7% change
- General Fund Levy: \$22,916,00
- Pavement Management Levy: \$2,550,000
- Total Citywide Levy: Increase of 7.1%

2022 Levy Impact on Median Value Homestead: Dollar change in city taxes: \$118.49

Assumptions Used in the 1st Draft of 2023 Budget:

- 3% general wage increase plus step increases for employees
- Anticipate a 9% increase to health insurance (this is the cap, could decrease)
- \$250,000 increase to the PMP Levy

- \$175,000 increase for the SAFER savings plan
- \$125,000 increase to contracts
- End of the Police DWI Grant. Expires in October, assuming loss revenue
- Eliminating the accountant position, salary savings
- \$33,000 for first year tax abatement for The Crossings
- Continue with plan to utilize Closed Bond Funds in lieu of levy for 2020A Refunding Bonds (\$177,250)
- Planning to utilize police savings within the Central Equipment Fund (\$75,000)
- Other needs such as requests for vehicles and equipment
- Capital needs for the city facility is still being discussed, anticipate using the fund balance from the City Facilities Fund

Assumptions - Net Impact to Levy:

- \$1,196,300 or 4.3% levy increase. Does not include other departmental needs or cost increases

Mayor Bartholomew questioned if ARPA money was included in the \$1,924,030.

Finance Director Hove replied there is no ARPA dollars in that number.

City Administrator Wilson continued with Additional Needs/Challenges:

- Staff levels in many departments have not kept pace with workload demands of a growing city
- Need to adjust part-time/temporary/seasonal wages to attract employees in the current job market
- Cost of goods and supplies have increased significantly
- City has deferred maintenance on both its facilities and infrastructure

Structural Changes to Budget: The goal of this is transparency

- Create separate departments for City Clerk and Human Resources (split out from Administration)
- Technology - revert back to internal service fund methodology for operating and capital budgets
- Division Software - budgets for department specific software would be moved back to individual departments
- SAFER Savings Plan - account now shows up within the Fire Department Budget
- Host Community Fund Expenses - general government type expenses have been moved to General Fund Departments:
 - Lobbyist costs (to Mayor/Council Budget) approx.: \$46,000
 - Volunteer Coordinator (to HR Budget) approx.: \$16,000
 - Music in the Parks/Fireworks (to Parks Budget) approx.: \$6,000

Levy Scenario's for 2023 were shown:

- At this point, none were staff's recommendation
- The percentage of increases from the 2022 Levy were shown ranging from 3% to 13%
- Not recommending the Council contemplate a 13% increase
 - A 13% increase is shown only to demonstrate the impact of a flat tax rate from 2022 to 2023.

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION - November 7, 2022

- This flat tax rate would be 51.907, a \$207.58 annual increase to the average valued home.
- The Twin Cities and nationally have seen a tremendous increase in the value of residential properties and market values.
- The median value home in Inver Grove Heights increased by 13.4% in one year. One of the largest increases the Dakota County Assessor reports ever having seen.

City Administrator Wilson displayed: A Comprehensive List of Staffing Requests.

She mentioned she views it as the City Administrator's responsibility to show the totality of the request and to bring forward a City Administrator's recommendation as to the priorities. Thoughts and opinions would be shared in a subsequent meeting as to which are priority staffing asks. Requests include:

- Police Department:
 - 2 additional officers
 - 1 additional sergeant
 - These are the three positions reflected in the 5-year Police Department Staffing Plan for next year. A Federal Grant has been applied for by Police Chief Chiodo which would pay for 1/3 of the three officers for three years. Word has not been received whether the grant application has been successful, will find out in September.
 - Education incentive for Non-Union command staff
 - Patrol and sergeant contracts pay officers additional income if achieving certain educational goals such as a bachelor's or master's degree. In Inver Grove Heights this comes to a halt if leaving the Sergeants Union and going into a Non-Union command position. This means, if getting promoted from sergeant to lieutenant, it can be a significant pay cut. Officers at this point go from hourly to salary and are no longer making overtime when putting in over 40 hours per week.
- Public Works Department:
 - 1 additional full time street maintenance worker
 - 1 additional full time natural resources worker (shared with the Parks Department 50/50)
 - Additional seasonal street maintenance staff
 - It has been about 19-20 years since a full-time person has been added to the street maintenance staff
- Parks and Recreation:
 - 2 additional full time park maintenance workers
 - More seasonal park maintenance staff
 - 1 additional full time recreational rental specialist
 - Due to rentals of the ball fields, ice arena, and community rooms

Councilmember Piekarski Krech asked if the request was for an additional full time recreational rental specialist besides one, they already have or the creation of the title.

City Administrator Wilson replied it would be the addition of 1 FTE, a new person. There is currently a recreation specialist, that person does not handle all of the rentals.

City Administrator Wilson continued, stating that the term reclassify will be mentioned. In the city's structure of employment, all jobs are classified into one of the cities pay grades which determines what the minimum/maximum pay is. The parks department is requesting to:

- Reclassify recreation superintendent (this could cost the city \$3,000 to \$4,000, where a new position would be significantly more)
- Reclassify recreation specialist to recreation coordinator

Mayor Bartholomew questioned how reclassifying increases capacity.

City Administrator Wilson replied it is a retention tool. This makes sure they are being fairly paid for the work they are doing so they choose to stay.

Mayor Bartholomew questioned the additional seasonal staff. He wanted further discussion on this where it can be said what the value is, dollar amount, and capacity increases.

City Administrator Wilson replied that could be done. Seasonal staff is a value, they are not benefitted and do not earn a pension. It's a great way to add more people power to the organization at a lower per hour cost.

Comprehensive List of Staffing Requests continued:

- Fire Department:
 - 1 additional full-time firefighter
 - Reclassify the current assistant chief to deputy chief
 - Reclassify the fire marshal to assistant chief
 - Add a second assistant chief
 - Increase paid on call wages
- Administration:
 - 0.5 FTE communications specialist
- Community Development:
 - 1 additional building inspector
 - 3 position reclassifications:
 - Chief building official
 - Office manager
 - Sr. combination inspector

Councilmember Dietrich referenced Park and Recreation wanting a recreation rental specialist and asked if something could be in community development for a business/commerce/greeter.

City Administrator Wilson replied staff could look at the skillset, qualifications, job duties, and pay ranges of those positions.

City Administrator Wilson discussed the total cost of all those staffing requests:

- New staff plus reclassifications = \$1.4 million - this is a 5% levy increase
- Need to consider increased wages for part-time, temporary, and seasonal employees in order to fill positions in the current job market

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION - November 7, 2022

She mentioned she does not believe it was realistic to add that many staff in one year. Once she has the chance to meet with department heads and the finance director, she would share her prioritization of the list in terms of top, mid, and low priority adds to staff as they move through the budget process.

Councilmember Dietrich asked if there was anything for the finance department.

City Administrator Wilson replied the finance department was actually going down.

City Administrator Wilson discussed 2023 Levy Scenarios:

- 5.7% increase with no new staff
- 7.1% increase with some new staff (this was where things were at last year)
- 10.7% increase with all requested staffing, this would bring the tax rate down, but taxes on a median valued homestead would go up

Additional Budget/Fiscal Considerations:

- Federal ARPA Funds. The city received an allocation of \$3.9 million dollars over 2 years from the Federal Government as part of COVID relief
 - There is wide discretion as far as how those funds are spent
 - The deadline for spending them needs to be decided by 2024 and spent by 2026
 - These are one-time funds

The last time this was discussed with the Council was during the retreat. It was determined to hold onto these funds and make sure the basis is covered with the reconstruction of 117th Street. Once it's known what is needed for that project, the ARPA funds discussion would take place.

- Capital Improvement Plan (CIP). Rotating plan. Plans out major investments in infrastructure and facilities.
 - Relates to the work of the Pavement Management Task Force
 - Includes investments in utilities
 - Built to the point where it's a capital improvement plan for maintaining parks and city facilities
 - This is not structured and formatted. Being worked on by the Public Works Director. More information is coming to the Council this fall.
- Host Community Fund
 - Has a sizeable balance
 - Budgeting to spend more than bringing in
 - Looking for Council feedback on the Host Community Fund
- Utility Rates and Connection Fees. Comprehensive study of utility rates and connection fees
 - Doesn't directly impact the levy
 - Impacts the budgets of the utilities fund

Councilmember Dietrich questioned when there would be discussion about utility rates and connection fees again.

City Administrator Wilson replied she was hopeful it would be at the August 22nd Council meeting.

City Administrator Wilson discussed Next Steps:

- Council questions, feedback, direction.
 - Examples of direction may be: if having an acceptable increase in the levy, or a target they may be wanting staff to be working for

- Further refining by staff would lead to the City Administrator's recommendations
- A more detailed presentation of departmental budgets would take place at upcoming Council meetings. May be possible to add a meeting in late August/early September
- Preliminary Levy must be approved and submitted to Dakota County by September 30th
- Council action on the budget would take place at the September 26th City Council Meeting

Once the Council sets the Preliminary Levy, they can go lower with the final levy but cannot go higher. Things can also be moved around.

- During the October/November Work Sessions - Other fund budgets would be reviewed/discussed
- In mid-November Dakota County mails out the proposed property tax notices to residents
- State Law requires having a required public meeting to discuss the budget and levy - Monday, December 5th
- Final Council approval of the budget and levy - December 12th

Mayor Bartholomew suggested keeping in mind the increase of \$119 from last year. He said they were looking at an increase of about \$150 for median value. That is a number he would say is in the top end. His concerns were with the valuation of homes are going up 13% and what happens in the next year when they go down. He said it was clear staffing was needed in some of the areas that have been understaffed for a while. For example: public works and police. He would like to see the FTE's and seasonal work fleshed out.

Councilmember Murphy looks forward to recommendations, it would help him understand if there was an upper limit. He asked how the conversation weeks back regarding Inver Grove Heights being one city and not a bunch of neighborhoods plays into this budget cycle.

City Administrator Wilson replied topics being discussed this evening were city wide. The tax levy the Council sets would be spread over the tax base of the community and equivalent rate. There are three watershed taxing districts which creates a variation with what people see on their tax bill depending on which one they live in.

4. Adjourn:

City Administrator mentioned that the Council needs to meet to canvass the results of the primary election. That meeting will take place at 9:00 a.m. on Friday, August 12th in Council Chambers. City Clerk Rebecca Kiernan mentioned the primary election takes place on Tuesday, August 9th. Offices are open from 10:00 until 3:00 on Saturday and until 6:00 p.m. on Thursday night.

Motion by to adjourn the meeting at 7:45 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL CANVASS MEETING
THURSDAY, NOVEMBER 17, 2022 - 8:30 AM - 8150 BARBARA AVENUE**

A. CALL TO ORDER: The City Council of Inver Grove Heights met in Special Meeting on Thursday, November 14, 2022, in city council chambers. Mayor Tom Bartholomew called the meeting to order at 8:30AM. Roll Call: Present were Council members Bartholomew, Dietrich, Murphy, Gliva and Piekarski Krech. Staff: City Administrator Wilson, City Clerk Kiernan, and Deputy City Clerk Malott. Also present was Tony Scales, candidate.

Added to the record was the letter from Dakota County addressing the results transfer issue after the polls closed on Election Day.

The Council met to canvass the 2022 State General 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 November 8, 2022 State General Declaring Candidate Results for City Offices of Mayor and Council Members (2), Resolution No.: 2022-261.

A few comments from City Council were made. Council member Murphy wanted to say that this council worked well together and even though they did not see eye to eye on items, they were able to come to an agreement on items on the agenda.

Motion by Gliva second by Piekarski Krech to accept the election results and approve Resolution No. 2020- 261.

Ayes: 5

Nays: 0 Motion carried.

B. ADJOURN

Motion by Gliva second by Murphy to adjourn the meeting at 8:45 a.m.

Ayes: 5

Nays: 0 Motion carried.

Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Ryan Albright, Accounting Technician, 651.450.2515

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of November 23 – December 6, 2022.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of November 23 – December 6, 2022. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$130,916.70
Special Revenue	100,843.11
Debt Service	-
Capital Projects	76,717.91
Enterprise	32,712.87
Internal Service	197,332.51
Escrows	43,326.26
Total - All Funds	\$581,849.36

FISCAL IMPACT

The disbursements are within adopted budgets for the associated funds or have otherwise been approved by the Council.

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution
2. Disbursements (11.23.2022 - 12.6.2022)

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

RESOLUTION NO. _____

RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF

November 23 – December 6, 2022

WHEREAS a detailed listing of disbursements for the period of November 23 – December 6, 2022, was presented to the council for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, that payment of the disbursements for the following fund types are approved:

Fund Type	Amount
General Fund	\$130,916.70
Special Revenue	100,843.11
Debt Service	-
Capital Projects	76,717.91
Enterprise	32,712.87
Internal Service	197,332.51
Escrows	43,326.26
Total - All Funds	\$581,849.36

Adopted this 12th day of December 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Expense Approval Report By Fund

Payment Dates 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
ANIMAL EMERGENCY AND REF...	716051	08/22/2022	Emergency visit	101.42.4000.421.60013	408.03
BENJAMIN GERALD BIGELOW	290	10/10/2022	Photo Booth for North Pole Bre...	101.44.6100.453.30700	290.00
REVOLUTIONARY SPORTS, LLC	299	11/23/2022	August classes	101.44.6100.454.30700	1,593.00
HOLMES DESIGN, INC.	5421	10/19/2022	September marketing	101.44.6100.459.30700	1,306.40
CENTURY LINK	6514559072782 10/19	10/19/2022	telephone invoice	101.42.4200.423.50020	48.94
FIRST IMPRESSION GROUP	135338	11/23/2022	printing and binding of Insights ...	101.41.1300.413.50032	6,620.00
PETTY CASH - POLICE	10/25/2022	11/23/2022	Trunk or Treat	101.42.4000.421.60068	96.89
ULINE	155621372	10/25/2022	Miscellaneous tools/equipment	101.45.3300.419.60040	75.25
ULINE	155621372	10/25/2022	Clothing/Uniforms	101.45.3300.419.60045	257.00
CAMPBELL KNUTSON, P.A.	10/31/2022	11/23/2022	Prosecution services	101.42.4000.421.30410	11,216.94
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.01	11/23/2022	Council Meetings	101.41.1000.413.30401	1,224.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.01	11/23/2022	Mayor/Concil	101.41.1000.413.30420	8,017.60
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.05	11/23/2022	Code Compliance	101.42.4000.421.30420	48.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.06	11/23/2022	Planning	101.45.3200.419.30420	725.50
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.06	11/23/2022	Kamish Excavation Permit/Daw...	101.45.3200.419.30420	396.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.10	11/23/2022	ATC water treatment plant site ...	101.41.1100.413.30420	24.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.10	11/23/2022	AT&T wireless antenna lease	101.41.1100.413.30420	300.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Ace in the Hole Southern Parcel...	101.45.3200.419.30420	846.00
MINNEAPOLIS OXYGEN CO.	100362	11/23/2022	cylinder rental invoice St 3	101.42.4200.423.30700	264.31
MINNEAPOLIS OXYGEN CO.	100363	11/23/2022	cylinder rental invoice St 1	101.42.4200.423.30700	188.79
RCM SPECIALTIES, INC.	8787	11/23/2022	Patching service	101.43.5200.443.40046	3,675.00
FIRST IMPRESSION GROUP	137273P	11/23/2022	Winter Spring 22/23 brochure ...	101.44.6100.459.50035	1,272.36
WASHINGTON COUNTY COURT...	WC22053235	11/23/2022	Bail Money CN:22-003693	101.207.2071000	500.00
SAVATREE	12222799	11/23/2022	VMCC holiday lighting svc	101.44.6100.453.30700	3,900.00
FIRST IMPRESSION GROUP	137210	11/23/2022	Notice of 72 hour police form	101.42.4000.421.50030	260.00
ALL GOALS, INC.	22990	11/14/2022	soccer nets & parts	101.44.6000.451.60065	559.90
TOTAL CONSTRUCTION & EQUIP.	34858	11/23/2022	repair multiple exterior fixtures	101.44.6000.451.60065	2,167.77
MN GLOVE & SAFETY, INC.	338166	11/15/2022	winter wear	101.44.6000.451.60045	396.91
REFRESH EXTERIORS	11/16/2022	11/16/2022	Refund canceled permit #PRBD...	101.45.0000.3221000	92.00
ST CROIX RECREATION CO	21436	11/17/2022	parts for Skyview & Oakwood p...	101.44.6000.451.60065	390.37
MN GLOVE & SAFETY, INC.	338264	11/17/2022	winter gear	101.44.6000.451.60045	399.90
MN GLOVE & SAFETY, INC.	338265	11/17/2022	winter gear	101.44.6000.451.60045	59.89
WI SCTF (WI SUPPORT COLLECT...	INV0152053	11/18/2022	PARTICIPANT ID#0004986316	101.203.2032100	433.06
BJORKLUND COMPENSATION C...	00004443	11/19/2022	Job Evaluation - Fire Inspector	101.41.1100.413.30500	145.00
CENTURY LINK	6514559072782 11/19	11/19/2022	telephone bill	101.42.4200.423.50020	48.94
OPTIONS EXTERIORS	11/21/2022	11/21/2022	Refund building permit #PRBD2...	101.45.0000.3222000	46.40
ROBERT HALF INTERNATIONAL ...	61101154	11/23/2022	Weekly services thru 11.18.2022	101.41.2000.415.30700	3,637.50
PETTY CASH - POLICE	11/2/2022	11/23/2022	Benning retirement party	101.42.4000.421.60065	24.99
HEALTHEAST MEDICAL TRANSP...	11/7/2022	11/23/2022	Blood Draw- CN 22-50887 Schid...	101.42.4000.421.30700	88.40
TAHO SPORTSWEAR	22TS3848	11/23/2022	Adult SB champ tees - credit alr...	101.44.6100.455.60045	119.00
ACTIVE NETWORK, LLC	4100174153	11/23/2022	2022 annual License	101.44.6100.459.50072	5,400.00
LOCAL GOVERNMENT INFORM...	52851	11/23/2022	LOGIS	101.42.4000.421.70501	2,275.00
LOCAL GOVERNMENT INFORM...	52869	11/23/2022	Internet Service	101.47.1400.413.40035	1,896.00
LOCAL GOVERNMENT INFORM...	52951	11/23/2022	VPN Tokens	101.47.1400.413.40035	15.00
MN NCPERS LIFE INSURANCE	542000122022	11/23/2022	Premium 12.2022	101.203.2031600	256.00
MUNICIPAL EMERGENCY SERVI...	IN1786207	11/23/2022	uniforms	101.42.4200.423.60045	3,393.78
MN RECREATION AND PARK AS...	10593	11/25/2022	Seasonal Ops & Maint. job post...	101.41.1100.413.30500	25.00
SANTA ROB	11/28/2022	11/28/2022	Santa for North Pole Morning	101.44.6100.453.30700	300.00
WELLS FARGO CREDIT CARD ACH	10 Spot Bar And Lounge Lares, ...	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50075	9.88
DAKOTA ELECTRIC ASSN	200002468379 11/22	11/30/2022	Electric	101.44.6000.451.40020	2,561.48
DAKOTA ELECTRIC ASSN	200002501658 11/22	11/30/2022	Electric	101.44.6000.451.40020	655.28
DAKOTA ELECTRIC ASSN	200003935632 11/22	11/30/2022	Electric	101.44.6000.451.40020	444.96
DAKOTA ELECTRIC ASSN	200004267134 11/22	11/30/2022	Electric	101.43.5400.445.40020	47.93

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DAKOTA ELECTRIC ASSN	200004430542 11/22	11/30/2022	Electric	101.44.6000.451.40020	18.96
DAKOTA ELECTRIC ASSN	200010036635 11/22	11/30/2022	Electric	101.42.4200.423.40020	2,371.93
WELLS FARGO CREDIT CARD ACH	4imprint, Inc Lee, Katri WF 10/22	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	1,883.17
WELLS FARGO CREDIT CARD ACH	4imprint, Inc Lee, Katri WF 10/22	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	553.86
WELLS FARGO CREDIT CARD ACH	7 West St. Cloud Decker, Jo WF ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	48.02
BIG TOP RENTAL, INC.	71488	11/30/2022	port a potties 11.2022	101.44.6000.451.40065	1,105.00
XCEL ENERGY	802273936	11/30/2022	Street lighting electric charges	101.43.5400.445.40020	12,486.88
XCEL ENERGY	802275566	11/30/2022	Parks electric charges	101.44.6000.451.40020	192.04
XCEL ENERGY	802760913	11/30/2022	Street lighting electric charges	101.43.5400.445.40020	12,467.11
XCEL ENERGY	802832768	11/30/2022	Parks electric charges	101.44.6000.451.40020	192.91
XCEL ENERGY	802857171	11/30/2022	Parks natural gas charges	101.44.6000.451.40010	70.47
XCEL ENERGY	802857171	11/30/2022	Parks electric charges	101.44.6000.451.40020	153.95
XCEL ENERGY	803869996	11/30/2022	PD electric	101.42.4000.421.40042	51.96
PETTY CASH - WF PURCHASE C...	9/12/2022	11/30/2022	WF Fees - August 2022	101.41.2000.415.70440	189.31
WELLS FARGO CREDIT CARD ACH	Amazon.Com H86582rn1 A Chi...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	28.27
WELLS FARGO CREDIT CARD ACH	Amazon.Com Ht9025971 A Gad...	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	44.78
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1k5q64qd2 Lee, ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	288.20
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H02oc4mm0 Chi...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.40042	13.75
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H81a06u80 Mike..	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	18.37
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H81a06u80 Mike..	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.454.60009	23.98
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H81jd6fo1 Gade,...	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	21.28
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H84022s61 Mike...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	35.98
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H85rb4hj1 Mikel,...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	39.99
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H85we88g2 Chi...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	249.99
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us H89mn2851 Mik...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	39.99
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht23x3322 Lee, ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	718.20
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht2g57pt1 Gade,...	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	104.99
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht31y2v82 Gade,...	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	514.92
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht3w06wh1 Lee,...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	69.99
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht9k87ws1 Gade..	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	67.91
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Ht9xx0hm1 Lee,...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	74.95
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Lee, Katri WF 10...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	-288.20
WELLS FARGO CREDIT CARD ACH	Bca Training Education Lee, Katr..	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	75.00
WELLS FARGO CREDIT CARD ACH	Board Of Accountancy Payable,...	11/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50070	102.00
WELLS FARGO CREDIT CARD ACH	Builders Assoc Of Twin Johnson,...	11/30/2022	Wells Fargo Purchase Cards	101.45.3300.419.50080	112.00
WELLS FARGO CREDIT CARD ACH	Canva I03588-4440339 Gade, ...	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.40035	179.28
WELLS FARGO CREDIT CARD ACH	Caribou Coffee Co #114 Madsen..	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	15.99
WELLS FARGO CREDIT CARD ACH	Caribou Coffee Co #114 Madsen..	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	34.26
WELLS FARGO CREDIT CARD ACH	Caribou Coffee Co #114 Madsen..	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	31.98
WELLS FARGO CREDIT CARD ACH	Caribou Coffee Co #114 Madsen..	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	-34.26
WELLS FARGO CREDIT CARD ACH	Caseys #3825 Winget, Da WF 10...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	3.96
WELLS FARGO CREDIT CARD ACH	Chuck & Don'S Pet Food Mikel, ...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	100.00
WELLS FARGO CREDIT CARD ACH	Combined Systems Inc Madsen,...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	-895.00
WELLS FARGO CREDIT CARD ACH	Courtyard St. Cloud Lee, Katri ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	322.14
WELLS FARGO CREDIT CARD ACH	Courtyard St. Cloud Lee, Katri ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	313.12
WELLS FARGO CREDIT CARD ACH	Courtyard St. Cloud Lee, Katri ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	322.14
WELLS FARGO CREDIT CARD ACH	Craguns Lodge And Golf Lee, Ka...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50075	155.69
WELLS FARGO CREDIT CARD ACH	Craguns Lodge And Golf Lee, Ka...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50075	155.69
WELLS FARGO CREDIT CARD ACH	Craguns Lodge And Golf Mikel, ...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.50075	402.66
WELLS FARGO CREDIT CARD ACH	Crown Rental Sutherland WF 10...	11/30/2022	Wells Fargo Purchase Cards	101.45.3000.420.60065	81.40
WELLS FARGO CREDIT CARD ACH	Crowne Plaza Downtown Chiod...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	18.10
WELLS FARGO CREDIT CARD ACH	Crowne Plaza Downtown Chiod...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	18.10
WELLS FARGO CREDIT CARD ACH	Crowne Plaza Downtown Otis, J...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	812.58
WELLS FARGO CREDIT CARD ACH	Crowne Plaza Downtown Otis, J...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	812.58
WELLS FARGO CREDIT CARD ACH	Cub Foods #1639 Haugland, WF..	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	23.96
WELLS FARGO CREDIT CARD ACH	Cub Foods #1639 Lee, Katri WF ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	41.56
WELLS FARGO CREDIT CARD ACH	Cub Foods #1639 Madsen, Be ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	19.98
WELLS FARGO CREDIT CARD ACH	Cub Foods #1639 Madsen, Be ...	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	19.98
WELLS FARGO CREDIT CARD ACH	Cub Foods #1639 Mikel, Rac WF...	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	5.56
WELLS FARGO CREDIT CARD ACH	Dallas Conv Center Con Chiodo,...	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	18.94

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Dallas Conv Center Con Chiodo,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	17.32
WELLS FARGO CREDIT CARD ACH Dd/Br #356642 Haugland, WF ...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	37.57
WELLS FARGO CREDIT CARD ACH Delta 00642450853881 Chio...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	30.00
WELLS FARGO CREDIT CARD ACH Delta 00642456562823 Chio...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	30.00
WELLS FARGO CREDIT CARD ACH Delta 00642458388106 Chio...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	30.00
WELLS FARGO CREDIT CARD ACH Delta 00642458388110 Chio...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	30.00
WELLS FARGO CREDIT CARD ACH Drkula'S 32 Bowl Mikel, Rac WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.452.30700	312.00
WELLS FARGO CREDIT CARD ACH Drkula'S 32 Bowl Mikel, Rac WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.452.30700	-36.00
WELLS FARGO CREDIT CARD ACH Eb Unmasking Mental H Lee, Ka...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	107.72
WELLS FARGO CREDIT CARD ACH Eb Unmasking Mental H Lee, Ka...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	107.72
WELLS FARGO CREDIT CARD ACH Eds Trophies Wonick, Ju WF 10...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	50.00
WELLS FARGO CREDIT CARD ACH Epolicesupply.Com Rose, Ryan...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	32.95
WELLS FARGO CREDIT CARD ACH Facebk 7812bhxm2 Waegener, ...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.1300.413.50025	55.00
WELLS FARGO CREDIT CARD ACH Facebk Gsrxvgkdx2 Looze, Amy...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.1300.413.50025	74.23
WELLS FARGO CREDIT CARD ACH Fdic/Ems Today Chiodo, Mo WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	649.00
WELLS FARGO CREDIT CARD ACH Fdic/Ems Today Chiodo, Mo WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	649.00
WELLS FARGO CREDIT CARD ACH Fdic/Ems Today Chiodo, Mo WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	649.00
WELLS FARGO CREDIT CARD ACH Fun Express Mikel, Rac WF 10/22	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	317.82
WELLS FARGO CREDIT CARD ACH Hampton Inns Bergum, Er WF 1...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	583.60
WELLS FARGO CREDIT CARD ACH Hampton Inns Bernardy, WF 10...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	583.60
WELLS FARGO CREDIT CARD ACH Hampton Inns Oswald, Sc WF 1...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	629.35
WELLS FARGO CREDIT CARD ACH Hobby-Lobby #742 Wonick, Ju ...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.60065	3.99
WELLS FARGO CREDIT CARD ACH Holiday Stations 0369 Otis, Josh...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	55.14
WELLS FARGO CREDIT CARD ACH Holiday Stations 0471 Chiodo, ...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	57.09
WELLS FARGO CREDIT CARD ACH Holiday Stations 0479 Chiodo, ...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	38.21
WELLS FARGO CREDIT CARD ACH Hy-Vee F&F Lakeville 5 Rose, Ry...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	48.02
WELLS FARGO CREDIT CARD ACH In Dataworks Plus Llc Lee, Katri...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60016	514.32
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Hawkins,..	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	36.72
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Jackson, ..	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.43.5200.443.60016	71.97
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Madsen,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	28.96
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Ravn, Ky...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	72.73
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Ravn, Ky...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60040	109.99
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Sperl, M...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	6.99
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Sperl, M...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	10.67
WELLS FARGO CREDIT CARD ACH Keepersecurity.Com Gade, Marc..	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.40035	300.00
WELLS FARGO CREDIT CARD ACH Kwik Trip 66000006601 Chiodo,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50065	55.90
WELLS FARGO CREDIT CARD ACH Legacy Grille Lares, Ada WF 10/...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50075	16.11
WELLS FARGO CREDIT CARD ACH Little Angies Cantina Bergum, Er...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	37.90
WELLS FARGO CREDIT CARD ACH Local 218 Haugland, WF 10/22	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	60.81
WELLS FARGO CREDIT CARD ACH Lucky Seven General St Bergum,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50065	93.01
WELLS FARGO CREDIT CARD ACH Maddens On Gull Lake Hawkins,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50075	176.10
WELLS FARGO CREDIT CARD ACH Maddens On Gull Lake Vandehe...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.50075	149.26
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Jackso...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.43.5200.443.60016	61.44
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Rema...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	17.17
WELLS FARGO CREDIT CARD ACH Mn Recreation And Park Hawki...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50080	435.00
WELLS FARGO CREDIT CARD ACH Nelson Brothers Restau Decker, ..	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	52.08
WELLS FARGO CREDIT CARD ACH Npca.Net Rose, Ryan WF 10/22	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50070	80.00
WELLS FARGO CREDIT CARD ACH Office Depot #5910 Wonick, Ju...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.60065	51.92
WELLS FARGO CREDIT CARD ACH Old Chicago 0041 Bergum, Er W...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	61.78
WELLS FARGO CREDIT CARD ACH Panera Bread #601299 O Lee, K...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50075	58.64
WELLS FARGO CREDIT CARD ACH Panera Bread #601299 O Lee, K...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50075	52.67
WELLS FARGO CREDIT CARD ACH Paypal Isotopeslac Vandehoef,...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.44.6100.454.30700	520.00
WELLS FARGO CREDIT CARD ACH Peavey Corp. Lee, Katri WF 10/...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	48.11
WELLS FARGO CREDIT CARD ACH Pilot 00004705 Chiodo, Me...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50075	53.99
WELLS FARGO CREDIT CARD ACH Police Executive Resea Hauglan...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	500.00
WELLS FARGO CREDIT CARD ACH Queensboro Industries Lee, Katri...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50078	76.65
WELLS FARGO CREDIT CARD ACH Redwood Lodge Hove, Amy WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50075	103.18
WELLS FARGO CREDIT CARD ACH Redwood Lodge Hove, Amy WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50075	103.18
WELLS FARGO CREDIT CARD ACH Redwood Lodge Hove, Amy WF...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50075	103.18
WELLS FARGO CREDIT CARD ACH Rubis Kitchen Hove, Amy WF 10...	11/30/2022	11/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50075	54.23

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Lee, Katri WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	336.42
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Madsen, Be ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	98.74
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Bergum, Er WF...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	1,125.71
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Wiederhoef W...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	52.72
WELLS FARGO CREDIT CARD ACH Samsclub.Com Mikel, Rac WF 1...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	144.62
WELLS FARGO CREDIT CARD ACH Samsclub.Com Mikel, Rac WF 1...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	165.00
WELLS FARGO CREDIT CARD ACH Sq The Apparel Lab Chiodo, Me...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	30.00
WELLS FARGO CREDIT CARD ACH Sq The Apparel Lab Winget, Da...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	387.00
WELLS FARGO CREDIT CARD ACH Stax Professional Lee, Katri WF..		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	80.00
WELLS FARGO CREDIT CARD ACH Subway 25847 Bergum, Er WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	16.93
WELLS FARGO CREDIT CARD ACH Tacticalgear.Com Rose, Ryan W...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	239.95
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Target.Com Bauer, Cor WF 10/...		11/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	15.00
WELLS FARGO CREDIT CARD ACH Terry Black S Bbq Dall Chiodo, ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	22.17
WELLS FARGO CREDIT CARD ACH The Corner Store Hawkins, J WF...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	111.18
WELLS FARGO CREDIT CARD ACH The Corner Store Hawkins, J WF...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	67.96
WELLS FARGO CREDIT CARD ACH The Crafty Irishman Otis, Josh ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	71.88
WELLS FARGO CREDIT CARD ACH The Home Depot #2813 Oswald,...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.40042	269.80
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Ravn, K...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	18.96
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Ravn, K...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	89.98
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Rosend...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60065	81.84
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Sperl, ...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40047	95.72
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Bergum...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60065	126.70
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Ravn, K...		11/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	157.96
WELLS FARGO CREDIT CARD ACH Tst Chophouse Burger Chiodo,....		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	40.46
WELLS FARGO CREDIT CARD ACH Tst Ranch Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	47.18
WELLS FARGO CREDIT CARD ACH Turitto S Pizza Dorshak, J WF 10...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.60009	42.96
WELLS FARGO CREDIT CARD ACH U Of M Contlearning Lee, Katri...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	-125.00
WELLS FARGO CREDIT CARD ACH Uber Trip Oswald, Sc WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50065	32.35
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	9.97
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	2.00
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	5.38
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	8.40
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	5.31
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	17.98
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	2.69
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	35.92
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	53.13
WELLS FARGO CREDIT CARD ACH Uber Trip Otis, Josh WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50080	56.00
WELLS FARGO CREDIT CARD ACH Us Internet Corp. O'Connor, WF..		11/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.40035	230.00
WELLS FARGO CREDIT CARD ACH Usps Po 2688010540 Lee, Katri...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50035	50.30
WELLS FARGO CREDIT CARD ACH Walgreens #4882 Lee, Katri WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50030	52.25
WELLS FARGO CREDIT CARD ACH Walgreens #6943 Lee, Katri WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50030	3.99
WELLS FARGO CREDIT CARD ACH Wal-Mart #1786 Mikel, Rac WF ...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	15.48
WELLS FARGO CREDIT CARD ACH Wal-Mart #2448 Mikel, Rac WF ...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	20.94
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Bernardy, WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60065	67.40
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Mikel, Rac WF ...		11/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	145.45

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Oswald, Sc WF...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	67.76
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Prail, Rya WF ...		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60006	44.22
WELLS FARGO CREDIT CARD ACH Wpsg, Inc. Chiodo, Mo WF 10/22		11/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60045	106.99
WELLS FARGO CREDIT CARD ACH Wpy American Public Wo Payab...		11/30/2022	Wells Fargo Purchase Cards	101.43.5000.441.50080	1,100.69
WELLS FARGO CREDIT CARD ACH Zoom.Us 888-799-9666 Chiodo,...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.30700	14.99
WELLS FARGO CREDIT CARD ACH Zoom.Us 888-799-9666 Lee, Kat...		11/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.30700	11.99
MADISON NATIONAL LIFE INSU...	1529888	12/01/2022	Premium 12.2022	101.203.2031700	3,424.54
EYEMED	165546942	12/01/2022	Premium 12.2022	101.203.2032700	241.59
MN GLOVE & SAFETY, INC.	337969	12/01/2022	winter wear	101.44.6000.451.60045	237.87
MN LIFE INSURANCE CO	595338	12/01/2022	Premium 12.2022	101.203.2030900	3,966.01
MN LIFE INSURANCE CO	595338	12/01/2022	Premium 12.2022	101.203.2030910	86.18
DAKOTA AGGREGATES, LLC.	7038283	12/01/2022	Safety Grit Sand	101.43.5200.443.60016	1,257.18
AWARDS BY HAMMOND, INC.	8/17/2022	12/01/2022	NDTA class awards	101.42.4200.424.60065	36.00
UNIFIRST CORPORATION	900722875	12/01/2022	Uniforms - PW	101.43.5200.443.60045	34.34
UNIFIRST CORPORATION	900722875	12/01/2022	Uniforms - Streets	101.44.6000.451.60045	15.93
ACTIVE NETWORK, LLC	1000146713	11/23/2022	credit for unused MaxGalaxy	101.44.6100.459.50072	-450.00
Fund 101 - GENERAL FUND Total:					130,916.70

Fund: 201 - C.V.B. FUND

WELLS FARGO CREDIT CARD ACH Facebk Bqpt8ktlp2 Satre, Eri WF...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	75.00
WELLS FARGO CREDIT CARD ACH Facebk Gwcnujblp2 Satre, Eri W...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	75.00
WELLS FARGO CREDIT CARD ACH Facebk Negbxjblp2 Satre, Eri WF..		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	4.96
WELLS FARGO CREDIT CARD ACH Google Gsuite_Visitig Satre, Eri...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	18.00
WELLS FARGO CREDIT CARD ACH Google Ads8715259637 Satre, E...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	91.14
WELLS FARGO CREDIT CARD ACH Mailchimp Misc Satre, Eri WF ...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	23.00
WELLS FARGO CREDIT CARD ACH Usps Po 2688010540 Satre, Eri...		11/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50035	87.60
AMERICAN BUSINESS FORMS, I...	INV06186141	12/01/2022	Drawstring Bags	201.44.1600.465.50025	641.59
Fund 201 - C.V.B. FUND Total:					1,016.29

Fund: 205 - COMMUNITY CENTER

HOLMES DESIGN, INC.	5421	10/19/2022	September marketing	205.44.6200.453.30700	1,959.60
MN DEPT OF LABOR & INDUSTRY	ALR0139360X	10/29/2022	annual elevator fee	205.44.6200.453.40040	100.00
OWENS COMPANIES	31891	11/23/2022	competed insulation of feedwa...	205.44.6200.453.80200	9,750.00
MEDICINE LAKE TOURS	11/11/2022	11/23/2022	Octagon Victorian Sr Trip	205.44.6200.453.50090	850.00
FIRST IMPRESSION GROUP	137273P	11/23/2022	Winter Spring 22/23 brochure ...	205.44.6200.453.50035	1,908.53
COMCAST	8772105910127188	11/23/2022	12.2022 cable TV	205.44.6200.453.50070	196.23
TOTAL CONSTRUCTION & EQUIP.	34851	11/23/2022	moving pool chemical pumps fo...	205.44.6200.453.80200	5,193.55
TOTAL CONSTRUCTION & EQUIP.	34854	11/23/2022	replace broken switches and re...	205.44.6200.453.40040	1,200.53
TOTAL CONSTRUCTION & EQUIP.	34856	11/23/2022	repair 2 fixtures in pool area	205.44.6200.453.40040	809.80
GRAINGER	9512013203	11/14/2022	circular saw blade	205.44.6200.453.60040	42.88
GRAINGER	9512013203	11/14/2022	circular saw blade	205.44.6200.453.60040	42.88
TOTAL CONSTRUCTION & EQUIP.	34876	11/23/2022	prepare and paint CR walls for p...	205.44.6200.453.80200	3,506.53
TWIN CITIES BARBELL	11/17/2022	11/23/2022	damage deposit refund	205.44.0000.3492500	500.00
LVC COMPANIES, INC.	101012	11/23/2022	Annual Fire Alarm Monitoring	205.44.6200.453.50055	190.00
LVC COMPANIES, INC.	101012	11/23/2022	Annual Fire Alarm Monitoring	205.44.6200.453.50055	190.00
TWIN SOURCE SUPPLY	500963	11/23/2022	cleaning supply	205.44.6200.453.60011	19.43
TWIN SOURCE SUPPLY	500963	11/23/2022	cleaning supply	205.44.6200.453.60011	19.43
HAWKINS, INC.	6345381	11/22/2022	pool chemicals	205.44.6200.453.60024	2,432.12
DIEBEL, ALLIE	11/8/2022	11/23/2022	refund for admissions due to p...	205.207.2070300	2.00
DIEBEL, ALLIE	11/8/2022	11/23/2022	refund for admissions due to p...	205.44.0000.3490200	28.00
TAHO SPORTSWEAR	22TS4319	11/23/2022	front desk tees	205.44.6200.453.60045	225.60
ACTIVE NETWORK, LLC	4100174153	11/23/2022	2022 annual License	205.44.6200.453.50072	8,100.00
XCEL ENERGY	802275566	11/30/2022	Aquatic center electric charges	205.44.6200.453.40010	9,471.65
XCEL ENERGY	802275566	11/30/2022	Aquatic center electric charges	205.44.6200.453.40020	13,924.62
XCEL ENERGY	802275566	11/30/2022	Ice arena load profile electric	205.44.6200.453.40020	10,338.99
XCEL ENERGY	802832768	11/30/2022	Ice arena load profile electric	205.44.6200.453.40020	10,219.26
XCEL ENERGY	804440380	11/30/2022	Aquatic center electric charges	205.44.6200.453.40020	9,342.27
WELLS FARGO CREDIT CARD ACH Amazon.Com 1k5il0nw0 Mikel, ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	31.71
WELLS FARGO CREDIT CARD ACH Amazon.Com H86x90k61 Hofme..		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	79.99
WELLS FARGO CREDIT CARD ACH American Red Cross Hofmeister...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60018	410.00
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 142x59ip0 Roach..		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	299.98
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H04tc9p40 Mikel..		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	68.90

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H85tn30k2 Roac...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	81.16
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H87d13as2 Hof...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	21.00
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Hofmeister WF ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	-1.81
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Hofmeister WF ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	-0.83
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Hofmeister WF ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	-2.19
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Hofmeister WF ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	-0.37
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Ht7ue2i02 Hofm...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	224.52
WELLS FARGO CREDIT CARD ACH Comcast Cable Comm O'Connor,...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	196.23
WELLS FARGO CREDIT CARD ACH Department Of Labor An Roach,...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	14.00
WELLS FARGO CREDIT CARD ACH Department Of Labor An Roach,...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	20.00
WELLS FARGO CREDIT CARD ACH Department Of Labor An Roach,...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	-14.00
WELLS FARGO CREDIT CARD ACH Dispute-The Metro Group I O'C...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	-1,354.64
WELLS FARGO CREDIT CARD ACH Fun Express Mikel, Rac WF 10/22		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	35.09
WELLS FARGO CREDIT CARD ACH R&R Specialties Of Wis O'Conno...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.40042	37.50
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Abrahamson ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	42.67
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Abrahamson ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	104.53
WELLS FARGO CREDIT CARD ACH Samsclub #4736 Abrahamson ...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	85.72
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gill, Jer...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	11.48
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Todd, P...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	83.31
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Crary, Amy WF...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60018	9.27
WELLS FARGO CREDIT CARD ACH Zumba Fitness Crary, Amy WF 1...		11/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	38.99
PERFECTION PLUS, INC	114566	12/01/2022	cleaning & sanitizing 10.2022	205.44.6200.453.40040	8,657.70
GRAINGER	9507530732	12/01/2022	clear flex tubing	205.44.6200.453.60016	183.01
ACTIVE NETWORK, LLC	1000146713	11/23/2022	credit for unused MaxGalaxy	205.44.6200.453.50072	-675.00
Fund 205 - COMMUNITY CENTER Total:					99,251.82
Fund: 290 - EDA OPERATING					
MINNESOTA COMMERCIAL ASS...	2023560	11/15/2022	Membership Dues	290.45.3000.419.50070	325.00
WELLS FARGO CREDIT CARD ACH Urban Land Institute Rand, Heat..		11/30/2022	Wells Fargo Purchase Cards	290.45.3000.419.50080	250.00
Fund 290 - EDA OPERATING Total:					575.00
Fund: 402 - PARK ACQ. & DEV. FUND					
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.01	11/23/2022	Ebert Const Bid Withdrawal	402.44.6000.451.30420	742.50
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.11	11/23/2022	HVP rezoning & deeds	402.44.6000.451.30420	207.00
KIMLEY-HORN & ASSOCIATES, I...	23073149	10/31/2022	Vista Pines Trail	402.44.6000.451.30700	1,788.08
WSB & ASSOCIATES, INC.	R-021133-000-3	11/23/2022	Peltier Pocket Park svcs	402.44.6000.451.30700	907.75
WSB & ASSOCIATES, INC.	R-021133-000-3	11/23/2022	Highland Pocket Park svcs	402.44.6000.451.30700	907.75
KIMLEY-HORN & ASSOCIATES, I...	22637903	11/23/2022	Vista Pines Trail Feasibility & De...	402.44.6000.451.30700	7,490.00
Fund 402 - PARK ACQ. & DEV. FUND Total:					12,043.08
Fund: 436 - 117TH STREET RECONSTRUCTION					
KIMLEY-HORN & ASSOCIATES, I...	22981155	10/31/2022	South Sanitary Sewer Tech Me...	436.73.5900.736.30300	9,286.81
UNION PACIFIC RAILROAD	90118890	11/17/2022	UP Railroad Crossing Design Rev...	436.73.5900.736.30700	2,787.50
UNION PACIFIC RAILROAD	90118891	11/17/2022	UP Railroad Crossing Design Rev...	436.73.5900.736.30700	2,632.00
Fund 436 - 117TH STREET RECONSTRUCTION Total:					14,706.31
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.09	11/23/2022	Review of VM reg. funds on de...	440.74.5900.740.30420	162.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.09	11/23/2022	Review payment claim against ...	440.74.5900.740.30420	60.00
ISD #199	11/1/2022	11/23/2022	Refund SA #701 2022 installme...	440.43.0000.3703000	9,120.20
ISD #199	11/1/2022	11/23/2022	Refund SA #701 2021 installme...	440.43.0000.3703000	9,375.34
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					18,717.54
Fund: 441 - STORM WATER OPERATING					
KIMLEY-HORN & ASSOCIATES, I...	22902399	10/31/2022	MS4 Program Updates	441.74.5900.741.30300	3,503.30
ADVANCED ENGINEERING AND ...	83892	12/01/2022	Progress Billing-Utility Rate Stu...	441.74.5900.741.30700	1,382.65
Fund 441 - STORM WATER OPERATING Total:					4,885.95
Fund: 444 - PARK CAPITAL REPLACEMENT					
HOISINGTON KOEGLER GROUP ...	021-002-20	11/23/2022	SV-NV renovations work Oct 20...	444.44.5900.744.30700	570.00
Fund 444 - PARK CAPITAL REPLACEMENT Total:					570.00
Fund: 446 - NW AREA CAPITAL PROJECTS					
KIMLEY-HORN & ASSOCIATES, I...	23073149	10/31/2022	Construction Services	446.74.5900.746.30300	6,835.00

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KIMLEY-HORN & ASSOCIATES, I...	22637903	11/23/2022	construction phase consultant s...	446.74.5900.746.30300	2,950.98
Fund 446 - NW AREA CAPITAL PROJECTS Total:					9,785.98
Fund: 450 - EMERALD ASH BORER					
EXPERT TREE AND SERVICE AND...	8623	10/31/2022	city wide EAB work	450.75.5900.750.40047	20,895.00
Fund 450 - EMERALD ASH BORER Total:					20,895.00
Fund: 501 - WATER OPERATING FUND					
GRAINGER	9509377769	11/10/2022	Interactive line	501.50.7100.512.40043	311.60
VESSCO INC	89179	11/11/2022	Chemical parts	501.50.7100.512.40042	60.56
FERGUSON WATERWORKS	505219	11/14/2022	Tools	501.50.7100.512.60040	1,751.31
ELECTRIC PUMP INC	0074773-IN	11/15/2022	Wiring box/Electric motor repai...	501.50.7100.512.40042	4,683.85
HAWKINS, INC.	6336737	11/15/2022	Chemicals	501.50.7100.512.60019	10.00
FERGUSON WATERWORKS	505218	11/16/2022	Tools	501.50.7100.512.60040	603.79
HAWKINS, INC.	6341388	11/17/2022	Chemicals	501.50.7100.512.60019	1,861.00
CORE & MAIN LP	R398998	11/23/2022	Meters	501.50.7100.512.75500	1,487.88
CORE & MAIN LP	R988930	11/23/2022	Meters	501.50.7100.512.75500	1,487.42
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1417x2ec0 John...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40044	209.69
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Ht6tf7dh0 Johns...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40044	38.99
WELLS FARGO CREDIT CARD ACH Dispute-Factr75238861286 Kra...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60065	-150.00
WELLS FARGO CREDIT CARD ACH Dispute-Factr75298355286 Kra...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60065	-150.00
WELLS FARGO CREDIT CARD ACH Dispute-Sun Basket Kramer, Er...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60065	-300.00
WELLS FARGO CREDIT CARD ACH Dispute-Sun Basket Kramer, Er...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60065	-200.00
WELLS FARGO CREDIT CARD ACH Gerten Greenhouses Johnson, ...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40046	31.80
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Gubas...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40040	24.99
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Johns...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	128.96
WELLS FARGO CREDIT CARD ACH Minnesota Glove & Sa Gubash, ...		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60045	174.93
WELLS FARGO CREDIT CARD ACH Psn Minnesota Rwa Mn Johnson..		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.50080	-45.00
WELLS FARGO CREDIT CARD ACH Sp Unrl.Co Johnson, M WF 10/22		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60045	210.60
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gubash,..		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40040	53.38
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gubash,..		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40040	43.25
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Johnson..		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60045	79.98
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Johnson..		11/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60065	24.99
TODD DOUGLAS EDINGER - RMR..2022280		12/01/2022	Monthly meter reading 8.2022	501.50.7100.512.30700	1,782.95
ADVANCED ENGINEERING AND ... 83892		12/01/2022	Progress Billing-Utility Rate Stu...	501.50.7100.512.30700	2,765.30
Fund 501 - WATER OPERATING FUND Total:					16,982.22
Fund: 502 - SEWER OPERATING FUND					
DAKOTA ELECTRIC ASSN	200010048618 11/22	11/30/2022	Electric	502.51.7200.514.40020	121.04
ADVANCED ENGINEERING AND ... 83892		12/01/2022	Progress Billing-Utility Rate Stu...	502.51.7200.514.30700	2,765.30
Fund 502 - SEWER OPERATING FUND Total:					2,886.34
Fund: 503 - INVER WOOD GOLF COURSE					
SECURITAS ELECTRONIC SECURI...	7001098259	10/19/2022	annual PM for Fire control	503.52.8500.526.50055	281.15
EASY PICKER GOLF PRODUCTS I...	0184360-IN	11/23/2022	equipment parts	503.52.8400.525.40042	893.41
WILSON SPORTING GOODS	4539707566	11/23/2022	rental clubs	503.52.8000.521.40055	305.58
ONE CALL SOLUTIONS	20421	11/23/2022	clubhouse carpet cleaning	503.52.8500.526.40040	374.94
MPGA	11222022A	11/22/2022	sponsor fee	503.52.8500.526.50025	250.00
SOUTH SUBURBAN RENTAL INC	399438	11/23/2022	rental equipment, CS blow out	503.52.8600.527.40050	172.31
CLEVELAND GOLF/SRIXON	7200891	11/23/2022	club for resale	503.52.8200.523.76250	100.00
GOLF COMPETE, INC.	11-2022-7070	11/29/2022	2022 Fore Up Software	503.52.8500.526.50072	4,050.00
DAKOTA ELECTRIC ASSN	200002013605 11/22	11/30/2022	Electric	503.52.8600.527.40020	208.58
WELLS FARGO CREDIT CARD ACH Alcohol And Gambling E Moyni...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.50070	20.00
WELLS FARGO CREDIT CARD ACH Alcohol And Gambling E Moyni...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.50070	0.43
WELLS FARGO CREDIT CARD ACH Aldi 72039 Moynihan, WF 10/22		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	15.50
WELLS FARGO CREDIT CARD ACH Cub Foods #1695 Moynihan, W...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	14.23
WELLS FARGO CREDIT CARD ACH Cub Foods #1695 Moynihan, W...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	20.94
WELLS FARGO CREDIT CARD ACH Cub Foods #1695 Moynihan, W...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	37.19
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Otness, ...		11/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.70600	44.93
WELLS FARGO CREDIT CARD ACH Jirik Sod Farm Felix, Ken WF 10/...		11/30/2022	Wells Fargo Purchase Cards	503.52.8600.527.60020	344.09
WELLS FARGO CREDIT CARD ACH Kwik Trip 66200006627 Moyni...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	8.73
WELLS FARGO CREDIT CARD ACH Pga Mn Section Otness, Le WF ...		11/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.50080	25.00
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Moynihan, W...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	20.96

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Moynihan, W...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	26.96
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	40.02
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	31.44
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	169.50
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	81.35
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	26.12
WELLS FARGO CREDIT CARD ACH Sentext Solutions Moynihan, ...		11/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.50025	168.50
WELLS FARGO CREDIT CARD ACH Target 00025197 Moynihan,...		11/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	7.96
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Otness,...		11/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.60065	11.25
WELLS FARGO CREDIT CARD ACH Twin City Saw & Servic Metz, Jo...		11/30/2022	Wells Fargo Purchase Cards	503.52.8600.527.40042	45.29
Fund 503 - INVER WOOD GOLF COURSE Total:					7,796.36
Fund: 511 - WATER CAPITAL FUND-NWA					
KENNEDY & GRAVEN	170926	11/23/2022	NWA Fund/Bond Discussion (5...	511.50.7100.512.30420	81.00
Fund 511 - WATER CAPITAL FUND-NWA Total:					81.00
Fund: 512 - SEWER CAPITAL FUND-NWA					
KENNEDY & GRAVEN	170926	11/23/2022	NWA Fund/Bond Discussion (5...	512.51.7200.514.30420	81.00
Fund 512 - SEWER CAPITAL FUND-NWA Total:					81.00
Fund: 602 - RISK MANAGEMENT					
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50010	51,143.25
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50010	5,510.50
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50011	35,032.00
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50012	10,259.25
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50015	469.75
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50016	2,289.25
LEAGUE OF MN CITIES INS TRUST 11/4/2022		11/23/2022	Premium 12/1-2/28	602.00.2100.415.50018	1,638.00
HEPPNER'S AUTO BODY	49299	11/23/2022	Repair of Squad that hit light po...	602.00.2100.415.40048	6,256.94
Fund 602 - RISK MANAGEMENT Total:					112,598.94
Fund: 603 - CENTRAL EQUIPMENT					
ZIEGLER INC	SI000248871	11/23/2022	Fire Truck engine troubleshoot	603.00.5300.444.40041	1,243.55
INVER GROVE FORD	6378880	11/23/2022	Squad car-axle/differential repa...	603.00.5300.444.40041	1,210.62
MACQUEEN EMERGENCY GRO...	P07983	11/23/2022	Fire Truck repairs	603.00.5300.444.40041	807.20
METRO JANITORIAL SUPPLY INC	11015807	11/14/2022	Liquid defoamer	603.00.5300.444.40040	294.87
TOTAL CONSTRUCTION & EQUIP.	34855	11/23/2022	Repair light switches	603.00.5300.444.40040	213.79
TRI-STATE BOBCAT INC.	P85770	11/23/2022	Skid steer filter	603.00.5300.444.40042	269.93
MANSFIELD OIL COMPANY	23784297	11/21/2022	Stock Fuel	603.140.1450060	5,109.55
MANSFIELD OIL COMPANY	23784300	11/21/2022	Stock Fuel	603.140.1450060	11,088.12
MANSFIELD OIL COMPANY	4067.12	11/21/2022	Stock Fuel	603.140.1450060	4,067.12
POMP'S TIRE SERVICE, INC.	210628627	11/22/2022	705 Pickup	603.00.5300.444.60014	908.76
DIAMOND MOWERS INC	0230886-IN	11/23/2022	Mower V-belt	603.00.5300.444.40042	186.00
L.T.G. POWER EQUIPMENT	272738	11/23/2022	Mower filters and kit	603.00.5300.444.40042	340.18
WORLD FUEL SERVICES	325520409533-41801	11/23/2022	Dump Truck	603.00.5300.444.40041	204.65
WORLD FUEL SERVICES	325666220273-41801	11/23/2022	Stock Oil	603.140.1450050	1,108.75
INVER GROVE FORD	5322405	11/23/2022	Inspections pickup	603.00.5300.444.40041	20.21
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 141hy1iv1 Jacks...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60040	50.04
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H85p112a2 Und...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	65.59
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Jackson,...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	11.99
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Jackso...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40040	12.59
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	23.91
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	19.98
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	22.38
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	23.78
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	45.71
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	497.16
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	64.08
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	49.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	12.87
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40042	6.47
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	38.54
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R...		11/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	24.76

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..	11/30/2022		Wells Fargo Purchase Cards	603.00.5300.444.60012	249.90
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..	11/30/2022		Wells Fargo Purchase Cards	603.00.5300.444.60012	6.39
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..	11/30/2022		Wells Fargo Purchase Cards	603.140.1450050	12.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..	11/30/2022		Wells Fargo Purchase Cards	603.00.5300.444.40042	-10.00
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Jackson,..	11/30/2022		Wells Fargo Purchase Cards	603.00.5300.444.40040	448.28
WELLS FARGO CREDIT CARD ACH Wpsg, Inc. Chiodo, Mo WF 10/22	11/30/2022		Wells Fargo Purchase Cards	603.00.5300.444.40041	117.11
PERFECTION PLUS, INC	114566	12/01/2022	cleaning & sanitizing 10.2022	603.00.5300.444.40040	766.62
UNIFIRST CORPORATION	900722875	12/01/2022	Shop rentals	603.00.5300.444.40065	89.84
UNIFIRST CORPORATION	900722875	12/01/2022	Uniforms - CE	603.00.5300.444.60045	32.62
Fund 603 - CENTRAL EQUIPMENT Total:					29,756.89

Fund: 604 - CENTRAL STORES

MARCO TECHNOLOGIES, LLC	32796755	11/23/2022	Printers & Copiers	604.00.2200.416.40050	1,816.28
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k98819i2 Gade,...	11/30/2022		Wells Fargo Purchase Cards	604.00.2200.416.40050	45.00
Fund 604 - CENTRAL STORES Total:					1,861.28

Fund: 605 - CITY FACILITIES

TOTAL CONSTRUCTION & EQUIP.	34852	11/23/2022	power for condensate pump in ...	605.00.7500.460.40040	1,072.54
TOTAL CONSTRUCTION & EQUIP.	34853	11/23/2022	light repair in CJIN	605.00.7500.460.40040	133.05
TOTAL CONSTRUCTION & EQUIP.	34857	11/23/2022	replace floor receiptacles/mics/...	605.00.7500.460.40040	936.56
TOTAL CONSTRUCTION & EQUIP.	34859	11/23/2022	occupancy sensor in PD sgts offi...	605.00.7500.460.40040	194.15
OWENS COMPANIES	32034	11/23/2022	glycol for CH systems	605.00.7500.460.30700	2,751.59
OWENS COMPANIES	32035	11/23/2022	repairs to heat pump in HR	605.00.7500.460.30700	432.00
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-22211	11/23/2022	9.2022 solar gardens	605.00.7500.460.40020	8,789.42
HUEBSCH SERVICES	20187943	11/23/2022	lobby mats	605.00.7500.460.40065	171.57
LVC COMPANIES, INC.	101018	11/23/2022	Annual Fire Alarm Monitoring ...	605.00.7500.460.50055	640.00
NASSEFF PLUMBING & HEATING..	46280	11/18/2022	FS #1 water heater repairs	605.00.7500.460.30700	724.28
NASSEFF PLUMBING & HEATING..	46303	11/21/2022	RV boiler repair	605.00.7500.460.30700	329.11
OPTION ONE MECHANICAL LLC	2608	11/23/2022	repair PW Maint AC unit(s)	605.00.7500.460.30700	322.00
TWIN CITY GARAGE DOOR	Z224236	11/23/2022	repairs to FS #2 bifold door	605.00.7500.460.30700	455.00
NASSEFF PLUMBING & HEATING..	46417	11/25/2022	FS #1 semi-annual PM & filters	605.00.7500.460.40040	1,629.00
NASSEFF PLUMBING & HEATING..	46419	11/25/2022	FS #3 semi-annual PM	605.00.7500.460.40040	135.00
HILLYARD INC	604952289	11/29/2022	cleaning supplies	605.00.7500.460.60011	727.47
XCEL ENERGY	802273936	11/30/2022	City hall electric charges	605.00.7500.460.40020	6,430.19
XCEL ENERGY	802760913	11/30/2022	City hall electric charges	605.00.7500.460.40020	6,970.10
XCEL ENERGY	802857171 CR	11/30/2022	Solar credits	605.46.0000.3653000	-265.56
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k23t2hv2 Todd,...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60016	35.07
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k24a4c41 Halve..	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60016	62.00
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k6w46oe1 Halv...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60011	40.98
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k6w46oe1 Halv...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60040	79.99
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1k6w46oe1 Halv...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60045	59.97
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H84yh49a0 Halv...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60040	33.94
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us H84yh49a0 Halv...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60040	59.95
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Ht45r2070 Todd,...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60065	30.94
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Ht85f5qb1 Todd,...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60065	27.99
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Todd, P...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60016	54.30
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Todd, P...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60016	10.19
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Todd, P...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60040	246.40
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Todd, P...	11/30/2022		Wells Fargo Purchase Cards	605.00.7500.460.60065	53.89
PERFECTION PLUS, INC	114566	12/01/2022	cleaning & sanitizing 10.2022	605.00.7500.460.40040	6,363.19
AEP ONSITE PARTNERS, LLC	419-21394918	12/01/2022	solar panels 9.2022	605.00.7500.460.40020	12,529.14
Fund 605 - CITY FACILITIES Total:					52,265.41

Fund: 606 - TECHNOLOGY FUND

WELLS FARGO CREDIT CARD ACH Bestbuycom806691849605 Ga...	11/30/2022		Wells Fargo Purchase Cards	606.00.1400.413.60040	849.99
Fund 606 - TECHNOLOGY FUND Total:					849.99

Fund: 702 - ESCROW FUND

S. M. HENTGES & SONS, INC.	10/20/2022	10/20/2022	Escrow Release - Planning Appli...	702.229.2306503	677.41
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Canvas at IGH 2nd Addition	702.229.2282603	587.50
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Builder Lot: Peltier Reserve Plat ...	702.229.2296703	681.50
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Highlands at Settlers Ridge	702.229.2301503	12.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Silverstar Carwash PUD Amend. ..	702.229.2305903	987.00

Expense Approval Report

Payment Dates: 11/23/2022 - 12/6/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	Robert Curve 4th Add.	702.229.2307703	141.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.13	11/23/2022	InverPoint Business Park 3rd Ad...	702.229.2308903	3,889.80
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.14	11/23/2022	Settlers Ridge Condemnation	702.229.2302402	20.00
LEVANDER, GILLEN & MILLER P....	10/31/2022 81.14	11/23/2022	Good Samaritan SWFMA	702.229.2308403	177.00
SHORT ELLIOTT HENDRICKSON, ...	436895	11/11/2022	Review/Inspection	702.229.2306403	4,351.81
DANNER FAMILY LIMITED PART...	11/14/2022	11/23/2022	Escrow Release - Concord Hills	702.229.2284300	19,693.02
DANNER FAMILY LIMITED PART...	11/14/2022	11/23/2022	Escrow Release - Concord Hills T..	702.229.2285800	8,000.00
EMMONS & OLIVIER RESOURCES	00095-0074-18	11/16/2022	Settler's Ridge N 2nd Addn - Ero...	702.229.2284803	977.26
EMMONS & OLIVIER RESOURCES	00095-0074-18	11/16/2022	Peltier Reserve - Eros Sed Cntrl ...	702.229.2304103	358.13
EMMONS & OLIVIER RESOURCES	00095-0080-9	11/16/2022	Erosion and Sediment Control I...	702.229.2297103	220.50
WELLS FARGO CREDIT CARD ACH	Simplifile.Com Kiernan, R WF 10...	11/30/2022	Wells Fargo Purchase Cards	702.229.2307503	52.33
ETERNITY HOMES LLC	11/3/2022	12/01/2022	Escrow Refund - 9656 Carbon Ct..	702.229.2299800	2,500.00
Fund 702 - ESCROW FUND Total:					43,326.26
Grand Total:					581,849.36

Request for Council Action

SUBJECT: Personnel Actions

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

The Council is asked to confirm and approve the personnel actions listed below.

BACKGROUND

Full-time Employment:

Scott Oswald, Assistant Fire Chief / Fire Marshal

Seasonal/Temporary Employment:

Julie Hill, Fitness Instructor

Andy Gross, VMCC Operations Helper

Patrick Endris, Personal Trainer

Jenna Casura, Skate Instructor

Careline McLaughlin, Guest Service Worker

Rheanna Deal, Police Cadet

Marlena Miller, Child Care Worker

Voluntary Resignations, Retirements and/or Terminations:

Kim Dahlke, Guest Service Worker

FISCAL IMPACT

All positions to be filled are funded within the adopted City budget.

RECOMMENDATION

Staff recommends approval of the above-listed personnel actions.

ATTACHMENTS

None

Request for Council Action

SUBJECT: **2023 City Council and Economic Development Authority Meeting Schedules**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to adopt the 2023 City Council and the Economic Development Authority meeting schedules.

BACKGROUND

The proposed 2023 meeting calendar continues the practice of scheduling most City Council Work Sessions on the first Monday of each month and Regular Meetings on the second and fourth Monday of each month, except in December, when there is only one Regular Meeting.

The proposed 2023 calendar deviates from the typical schedule on three dates. For the months of January and September, the Council Work Session is proposed to take place on the first Tuesday of the month, due to Monday holidays. In the month of July, the Council Work Session is proposed to take place on the third Monday, also to avoid a potential holiday conflict.

In addition to regular meetings and work sessions, the proposed calendar includes two additional meetings:

- City Council Meeting for Making Commission Appointments – Monday, May 15
- City Council Budget Workshop - Monday, July 31

The proposed 2023 schedule of Economic Development Authority meetings shifts to an every-other-month schedule starting in February, prior to the regularly scheduled City Council Work Sessions. The EDA has previously met on a quarterly basis.

This calendar may be modified as needed. Also attached is the City's holiday schedule for 2023.

FISCAL IMPACT

none

RECOMMENDATION

Staff recommends approval of the City Council and Economic Development Authority meeting schedules for calendar year 2023.

ATTACHMENTS

1. 2023 IGH City Council Meeting Schedule
2. 2023 IGH EDA Meeting Schedule
3. 2023 Holidays



2023 City Council Meeting Schedule

January

- 3 Special Meeting
- 9 Regular Meeting
- 23 Regular Meeting

February

- 6 Work Session
- 13 Regular Meeting
- 27 Regular Meeting

March

- 6 Work Session
- 13 Regular Meeting
- 27 Regular Meeting

April

- 3 Work Session
- 10 Regular Meeting
- 24 Regular Meeting

May

- 1 Work Session
- 8 Regular Meeting
- 15 Commission Appointments
- 23 Regular Meeting

June

- 5 Work Session
- 12 Regular Meeting
- 26 Regular Meeting

July

- 10 Regular Meeting
- 17 Work Session
- 24 Regular Meeting
- 31 Budget Workshop

August

- 7 Work Session
- 14 Regular Meeting
- 28 Regular Meeting

September

- 5 Work Session
- 11 Regular Meeting
- 25 Regular Meeting

October

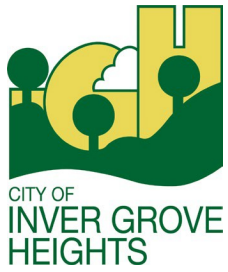
- 2 Work Session
- 9 Regular Meeting
- 23 Regular Meeting

November

- 6 Work Session
- 13 Regular Meeting
- 27 Regular Meeting

December

- 4 Work Session
- 11 Regular Meeting



2023 Economic Development Authority Meeting Schedule

Economic Development Authority meetings begin at 5:00 p.m.
Meetings are subject to change.

MEETING TYPE	DATE
Regular Meeting	Monday, February 6
Regular Meeting	Monday April 3
Regular Meeting	Monday, June 5
Regular Meeting	Monday, August 7
Regular Meeting	Monday, October 2
Regular Meeting	Monday, December 4



2023 Holidays

HOLIDAY	DATE
New Year's Day (observed)	Monday, January 2, 2023
Martin Luther King Jr. Day	Monday, January 16, 2023
President's Day	Monday, February 20, 2023
Good Friday (one-half day)	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veteran's Day (observed)	Friday, November 10, 2023*
Thanksgiving Day	Thursday, November 23, 2023
Day after Thanksgiving	Friday, November 24, 2023
Christmas Eve (one-half day)	Friday, December 22, 2023*
Christmas Day	Monday, December 25, 2023
Floating Holiday	Employee's Choice w/Supervisor Approval

*Holidays that fall on Saturday are observed on Friday.



Request for Council Action

SUBJECT: **2023 Meeting Schedule for Advisory Commissions**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to accept the attached 2023 Meeting Schedules for the City's three Advisory Commissions.

BACKGROUND

Section 2-1-6 of the City Code specifies that each Commission and task force shall file a schedule of regular meetings with the City Clerk. Attached are the proposed 2023 schedules for the Planning Commission, Parks and Recreation Commission, and the Environmental Commission.

FISCAL IMPACT

none

RECOMMENDATION

Staff recommends Council review and accept the attached schedules of meetings for 2023.

ATTACHMENTS

1. 2023 IGH Planning Commission Meeting Schedule
2. 2023 IGH Parks & Recreation Advisory Commission Meeting Schedule
3. 2023 IGH Environmental Advisory Commission Meeting Schedule



2023 Planning Commission Schedule

The Planning Commission meets regularly on the first and third Tuesdays of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue. Meetings are subject to change.

January

4 Regular Meeting *
17 Regular Meeting

February

7 Regular Meeting
21 Regular Meeting

March

7 Regular Meeting
21 Regular Meeting

April

4 Regular Meeting
18 Regular Meeting

May

2 Regular Meeting
16 Regular Meeting

June

6 Regular Meeting
20 Regular Meeting

July

5 Regular Meeting *
18 Regular Meeting

August

2 Regular Meeting *
15 Regular Meeting

September

6 Regular Meeting *
19 Regular Meeting

October

3 Regular Meeting
17 Regular Meeting

November

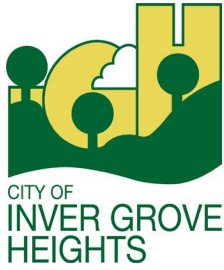
7 Regular Meeting
21 Regular Meeting

December

5 Regular Meeting
19 Regular Meeting

*Normal meeting date changed due to holiday or conflicting event

The Planning Division reserves the right to cancel a meeting due to lack of agenda items.



2023 Parks and Recreation Advisory Commission Schedule

The Parks and Recreation Advisory Commission meets regularly on the second Wednesday of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue. Meetings are subject to change.

January

11 Regular Meeting

February

8 Regular Meeting

March

8 Regular Meeting

April

12 Regular Meeting

May

10 Regular Meeting

June

14 Regular Meeting

July

12 Regular Meeting

August

9 Regular Meeting

September

13 Regular Meeting

October

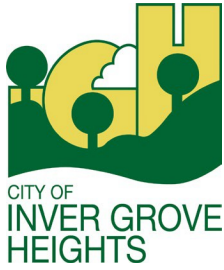
11 Regular Meeting

November

8 Regular Meeting

December

13 Regular Meeting



2023 Environmental Advisory Commission Schedule

The Environmental Advisory Commission meets as needed on the fourth Thursday of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue. Meetings are subject to change.

January

26 Regular Meeting *

February

23 Regular Meeting

March

23 Regular Meeting

April

27 Regular Meeting

May

18 Regular Meeting*

June

22 Regular Meeting

July

27 Regular Meeting

August

24 Regular Meeting

September

28 Regular Meeting

October

26 Regular Meeting

November

16 Regular Meeting*

December

21 Regular Meeting*

*Date changed from regularly scheduled Thursday due to a holiday

Request for Council Action

SUBJECT: Resolution Designating 2023 Polling Locations and Establishing Stipends

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, designating polling locations for the year 2023 and establishing a stipend for facility use.

BACKGROUND

Minnesota statute section 204B.16, subdivision 1, requires that by December 31 of each year, the governing body of each municipality and each county with precincts in unorganized territory must designate by ordinance or resolution a polling location for each election precinct.

The attached resolution designates the City of Inver Grove Heights' polling locations for 2023, which include 10 churches and 2 city-owned facilities. At this time, no city-run elections are scheduled for 2023. However, state law still requires polling locations to be designated in case there is a need for a special election during the year.

- Precinct 1 - Emanuel Lutheran Church, 2075 70th St E
- Precinct 2 - Woodcrest Church, 525 Cliff Road
- Precinct 3 - Fire Station #2, 9200 Courthouse Blvd
- Precinct 4 - Veteran's Memorial Community Center Rooms 1 & 2, 8055 Barbara Ave
- Precinct 5 - Grace Church of the Nazarene, 7950 Blaine Ave
- Precinct 6 - Good Shepherd Lutheran Church, 7600 Cahill Ave
- Precinct 7 - St. Patrick's Catholic Church, 3535 72nd St E
- Precinct 8 - River Heights Vineyard Church, 6070 Cahill Ave
- Precinct 9 - First Calvary Baptist Church, 5495 S Robert Trail
- Precinct 10 - Bethesda Lutheran Church, 2855 47th St E
- Precinct 11 - Amazing Grace Lutheran Church, 7160 S Robert Trail
- Precinct 12 - Inver Hills Church, 8265 Babcock Trail

The previous stipend that has been given to the churches for facility use is \$100 per election event. City staff recommends that this amount be increased to \$150 per election event to better match the 2023 rates paid by other Dakota County cities.

FISCAL IMPACT

Funding for the proposed stipends is available within the 2023 budget should it be necessary.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Designating Polling Locations for 2023 and Establishing Stipend
2. MN Statute on Designating Polling Locations

RESOLUTION NO. _____

**RESOLUTION DESIGNATING POLLING LOCATIONS AND SET STIPEND
FOR FACILITY USE FOR 2023
FOR RESIDENTS OF INVER GROVE HEIGHTS, MINNESOTA**

WHEREAS, Minnesota Statutes 2016, section 204B.16, subdivision 1, states that by December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling location for each election precinct.

WHEREAS, designated in this resolution are the polling locations for 2023 calendar year unless a change is made:

- (1) pursuant to section 204B.175;
- (2) because a polling place has become unavailable and;

WHEREAS, the polling locations destinations have been approved by the County Auditor and the polling locations comply with Election Law M.S. 144.414; 200.02 subd. 24, 204B.16 subd. 1.and;

WHEREAS, the governing body will need to set the stipend amount for church use each year;

NOW THEREFORE, BE IT RESOLVED by the Inver Grove Heights City Council hereby designates that the following polling locations for any 2023 elections in the City and will be open from 7:00 a.m. to 8:00 p.m. for voting:

P-1	Emanuel Lutheran Church	2075 70th Street E
P-2	Woodcrest Church	525 Cliff Road, Eagan
P-3	Fire Station #2	9200 Courthouse Blvd
P-4	VMCC Community Center Rooms 1 & 2	8055 Barbara Ave
P-5	Grace Church of the Nazarene	7950 Blaine Ave
P-6	Good Shepherd Lutheran Church	7600 Cahill Ave
P-7	St. Patrick's Catholic Church	3535 72nd Street E
P-8	River Heights Vineyard Church	6070 Cahill Ave
P-9	First Calvary Baptist Church	5495 S Robert Trail, Sunfish Lake
P-10	Bethesda Lutheran Church	2855 47th Street E
P-11	Amazing Grace Lutheran Church	7160 South Robert Trail
P-12	Inver Hills Church	8265 Babcock Trail

FURTHER, to direct staff to forward a copy of this resolution to Dakota County and the Minnesota Secretary of State.

FURTHER, to direct staff that the stipend amount will be \$150.00 per election event for 2023.

Passed by the City Council of Inver Grove Heights this 12th day of December 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

204B.16 POLLING PLACES; DESIGNATION.

Subdivision 1. **Authority; location.** By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year, unless a change is made:

(1) pursuant to section 204B.175;

(2) because a polling place has become unavailable; or

(3) because a township designates one location for all state and federal elections and one location for all township only elections.

Polling places must be designated, and ballots must be distributed so that no one is required to go to more than one polling place to vote in a school district and municipal election held on the same day. The polling place for a precinct in a city or in a school district located in whole or in part in the metropolitan area defined by section 200.02, subdivision 24, shall be located within the boundaries of the precinct or within one mile of one of those boundaries unless a single polling place is designated for a city pursuant to section 204B.14, subdivision 2, or a school district pursuant to section 205A.11. The polling place for a precinct in unorganized territory may be located outside the precinct at a place which is convenient to the voters of the precinct. If no suitable place is available within a town or within a school district located outside the metropolitan area defined by section 200.02, subdivision 24, then the polling place for a town or school district may be located outside the town or school district within five miles of one of the boundaries of the town or school district.

Subd. 1a. **Notice to voters.** If the location of a polling place has been changed, the governing body establishing the polling place shall send to every affected household with at least one registered voter in the precinct a nonforwardable mailed notice stating the location of the new polling place at least 25 days before the next election. The secretary of state shall prepare a sample of this notice. A notice that is returned as undeliverable must be forwarded immediately to the county auditor. This subdivision does not apply to a polling place location that is changed on election day under section 204B.175.

Subd. 2. [Repealed, 1994 c 607 s 7]

Subd. 3. **Designation effective until changed.** The designation of a polling place pursuant to this section shall remain effective until a different polling place is designated for that precinct. No designation of a new or different polling place shall become effective less than 90 days prior to an election, including school district elections or referenda, and no polling place changes may occur during the period between the state primary and the state general election, except that a new polling place may be designated to replace a polling place that has become unavailable for use.

Subd. 4. **Prohibited locations.** No polling place shall be designated in any place where intoxicating liquors or nonintoxicating malt beverages are served or in any adjoining room. No polling place shall be designated in any place in which substantial compliance with the requirements of this chapter cannot be attained.

Subd. 5. **Access by elderly and persons with disabilities.** Each polling place shall be accessible to and usable by elderly individuals and individuals with disabilities. A polling place is deemed to be accessible and usable if it complies with the standards in paragraphs (a) to (f).

(a) At least one set of doors must have a minimum width of 32 inches if the doors must be used to enter or leave the polling place.

(b) Any curb adjacent to the main entrance to a polling place must have curb cuts or temporary ramps. Where the main entrance is not the accessible entrance, any curb adjacent to the accessible entrance must also have curb cuts or temporary ramps.

(c) Where the main entrance is not the accessible entrance, a sign shall be posted at the main entrance giving directions to the accessible entrance.

(d) At least one set of stairs must have a temporary handrail and ramp if stairs must be used to enter or leave the polling place.

(e) No barrier in the polling place may impede the path of persons with disabilities to the voting booth.

(f) At least one parking space for persons with disabilities, which may be temporarily so designated by the municipality for the day of the election, must be available near the accessible entrance.

The doorway, handrails, ramps, and disabled parking provided pursuant to this subdivision must conform to the standards specified in the State Building Code for accessibility by persons with disabilities.

A governing body shall designate as polling places only those places which meet the standards prescribed in this subdivision unless no available place within a precinct is accessible or can be made accessible.

Subd. 6. **Public facilities.** Every statutory city, home rule charter city, county, town, school district, and other public agency, including the University of Minnesota and other public colleges and universities, shall make their facilities, including parking, available for the holding of city, county, school district, state, and federal elections, subject to the approval of the local election official. A charge for the use of the facilities may be imposed in an amount that does not exceed the lowest amount charged to any public or private group.

Subd. 7. **Appropriate facilities.** The facilities provided in accordance with subdivision 6 shall be sufficient in size to accommodate all election activities and the requirements of subdivision 5. The space must be separated from other activities within the building. The local election official may approve space in two connecting rooms for registration and balloting activities. Except in the event of an emergency making the approved space unusable, the public facility may not move the election from the space approved by the local election official without prior approval. In addition to the requirements of subdivision 5, the public facility must make remaining parking spaces not in use for regularly scheduled activities available for voters.

History: 1981 c 29 art 4 s 16; 1983 c 124 s 4; 1984 c 471 s 5; 1985 c 307 s 1; 1987 c 266 art 1 s 25; 1991 c 227 s 12,13; 1991 c 349 s 36,37; 1992 c 474 s 1; 1993 c 223 s 10; 1997 c 147 s 29,30; 2000 c 467 s 16; 2004 c 293 art 2 s 18; 2005 c 56 s 1; 2005 c 156 art 6 s 35,36; 2008 c 244 art 1 s 11; 2017 c 92 art 1 s 14; art 2 s 8



Request for Council Action

SUBJECT: **Stipends for 2022 Polling Locations**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing payment to facilities used as polling locations for the 2022 State Primary and State General Elections.

BACKGROUND

It has been the practice of the City to make payments of \$100 per election event to churches used as polling locations during city-run elections. The money is used to cover extra maintenance costs incurred by these facilities when serving as polling locations. The City used ten churches as polling locations in 2022: Amazing Grace Lutheran Church, Inver Hills Church, Emanuel Lutheran Church, Good Shepherd Church, Church of St. Patrick, River Heights Vineyard Church, First Calvary Baptist Church, Bethesda Lutheran Church, Woodcrest Church, and Grace Church of the Nazarene.

FISCAL IMPACT

Funding for \$2,000 in stipends was included in the 2022 Elections budget.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, authorizing payment to facilities used as polling locations for the 2022 State Primary and State General Elections.

ATTACHMENTS

1. Resolution to Authorize Payment

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING PAYMENTS TO CHURCHES FOR USE OF FACILITIES
AS POLLING LOCATIONS AT THE 2022 STATE PRIMARY AND STATE GENERAL
ELECTIONS**

**EMANUEL LUTHERAN CHURCH - PRECINCT 1
WOODCREST CHURCH - PRECINCT 2
GRACE CHURCH OF THE NAZARENE - PRECINCT 5
GOOD SHEPHERD- PRECINCT 6
CHURCH OF ST. PATRICK - PRECINCT 7
RIVER HEIGHTS VINEYARD CHURCH - PRECINCT 8
FIRST CALVARY CHURCH - PRECINCT 9
BETHESDA LUTHERAN CHURCH - PRECINCT 10
AMAZING GRACE LUTHERAN CHURCH - PRECINCT 11
INVERHILLS CHURCH - PRECINCT 12**

WHEREAS the City of Inver Grove Heights used the above-listed facilities as polling locations for the 2022 State Primary and State General Elections, and

WHEREAS the churches prefer not to bill the city for such services;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, hereby authorizes a payment in the amount of \$200 (\$100 per election) to Amazing Grace Lutheran Church, Inver Hills Church, Emanuel Lutheran Church, Woodcrest Church, Grace Church of the Nazarene, Good Shepherd, Church of St. Patrick, River Heights Vineyard Church, First Calvary Baptist Church, and Bethesda Lutheran Church for the use of their facilities as polling locations for the 2022 State Primary and State General Elections.

BE IT FURTHER RESOLVED that the Finance Department is hereby directed to issue checks in the amount of the payments.

Adopted by the City Council of Inver Grove Heights this 12th day of December 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolution Approving Inclusion of the Assistant Fire Chief/Fire Marshal and Firefighter/Fire Inspector Positions in the MN PERA Police & Fire Plan**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Janet Shefchik, HR Manager, 651.450.2512

ACTION REQUESTED

The Council is asked to adopt the attached Resolution to include the Assistant Fire Chief / Fire Marshal and Firefighter / Fire Inspector positions in the MN Public Employee Retirement Association (PERA) Police and Fire Plan.

BACKGROUND

The majority of full-time City staff positions are covered under the MN Public Employee Retirement Association (PERA) Coordinated Plan, which requires contributions into both PERA and Social Security. However, full-time positions whose primary responsibility is firefighting or law enforcement are covered under the PERA Police and Fire Plan. Employees in the Police and Fire Plan are required to contribute a higher percentage into the plan, as are their employers. This allows individuals in these higher risk positions to achieve an expedited PERA retirement benefit. They are, however, excluded from Social Security.

The former City Fire Marshal was not involved in firefighting and therefore was included in the PERA Coordinated Plan. The new position of Assistant Fire Chief / Fire Marshal includes the dual duties of fire marshal and actively fighting fires, or performing on-scene command of fire staff. In addition, the Fire Inspector position, which is also currently vacant, has also recently undergone a change to Firefighter / Fire Inspector. Both changes allow the Fire Department to maximize the personnel available for emergency response.

PERA requires the governing body of municipal employers to adopt a resolution to formalize inclusion of such dual positions in the Police & Fire Plan.

FISCAL IMPACT

An increased contribution to the PERA Police and Fire Plan for these positions, and a stoppage of contributions to Social Security is somewhat offsetting, such that the net effect is minimal and can be accommodated with the 2023 Fire Department budget.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution to Include Asst. Fire Chief-Fire Marshal and Firefighter- Fire Inspector in the MN PERA P&F Plan

Resolution to Include the Asst. Chief/Fire Marshal and Firefighter - Fire Inspector in the Public Employees Retirement Association of Minnesota - Police and Fire Plan

WHEREAS, the policy of the State of Minnesota as declared in Minn. Stat. Section 353.63 is to give special consideration to firefighters who are required to perform hazardous work and who devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Chapter 353 permits the governing body of a governmental subdivision to request coverage in the Public Employees Police and Fire Plan for all services rendered by an employee holding a fire service position that requires fire fighting on a primary basis and related non-fire firefighting duties on a secondary basis; provided further, that none of the firefighting services rendered by the employee are earning credits in a relief association that operates under Chapter 424A.

WHEREAS, for the governing body to declare to the Public Employees Retirement Association that a fire department position with dual roles is that of a firefighter who is eligible to participate in the Police and Fire Plan, the duties and training qualifications of the position and employee must meet the following minimum requirements:

1. The position requires and the employee holds a Firefighter I or Firefighter II state certification or meets equivalent training standards established by the fire department; and
2. The primary services of the position are fire fighting. Primary is understood to mean the highest priority task and a job requirement that the employee respond on a regular basis to the fire calls (and medical emergencies if applicable) that are received at the fire station to which the employee is assigned during the employee's established work hours.

BE IT RESOLVED that the City Council of the City of Inver Grove Heights hereby declares that the positions titled Assistant Fire Chief/Fire Marshal, and Firefighter - Fire Inspector, that are currently vacant, are for primary services that of a firefighter who qualifies for membership in the Police and Fire Plan.

BE IT FURTHER RESOLVED that this governing body hereby requests that the employees holding these positions be accepted as members of the Police and Fire Plan effective the date of the employees' initial Police and Fire Plan salary deduction by the governmental subdivision.

STATE OF MINNESOTA
COUNTY OF DAKOTA

I, Rebecca Kiernan, Clerk of the City of Inver Grove Heights, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 28th day of November, 2023; the original of which is on file in this office. I further certify that ___ members voted in favor of this resolution and that ___ members were present and voting.

Signed: _____ Date: _____

Request for Council Action

SUBJECT: **Resolution Adopting 2023 City Fee Schedule**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Katie Malott, Deputy City Clerk, 651.450.2470

ACTION REQUESTED

The Council is asked to approve the attached Resolution, adopting the 2023 City Fee Schedule, setting forth license, permit and administrative service and recreation fees for 2023.

BACKGROUND

Staff annually submits recommendations to the City Council on various licenses, administrative service and permit fees. The recommendations are based on an internal review of actual costs and a comparative analysis of what other metro area cities are charging for similar products and services.

Minor increases to some fees have been made to accommodate normal increases to expenses for providing services. Additionally, fees for the Golf Course have been adjusted as outlined in the Clubhouse Superintendent's budget presentation to Council during the October 3 work session.

FISCAL IMPACT

License and permit revenues are budgeted to bring in \$1,723,300, or approximately 6% of the City's General Fund revenues for 2023. Fees for services are budgeted to bring in \$1,468,500, or approximately 5% of the City's General Fund revenues for 2023.

RECOMMENDATION

Staff recommends approval of the attached Resolution, adopting the proposed fee schedule for 2023.

ATTACHMENTS

1. Resolution to Adopt 2023 Fee Schedule
2. Proposed 2023 Fee Schedule

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION ESTABLISHING REVISED 2023 LICENSE, PERMIT AND
ADMINISTRATIVE FEE SCHEDULE**

WHEREAS, The Inver Grove Heights City Council recognizes the need to review the fees charged by the City for licenses, administrative services and permits on an annual basis, and

WHEREAS, any changes to these fees shall be set by resolution by the City Council of the City of Inver Grove Heights City Code;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, approves the attached 2020 Fee Schedule. Said schedule shall be effective January 1, 2023.

Adopted by the City Council of Inver Grove Heights this 12th day of December 2022.

Ayes: _____

Nays: _____

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights 2023 Fee Schedule



8150 Barbara Ave. ▪ Inver Grove Heights, MN 55077-3412
Telephone: 651-450-2500 ▪ Fax: 651-450-2502

Table of Contents

The following pages show the proposed 2023 fee schedule by department

<u>Category</u>	<u>License Type</u>	<u>Page</u>
Administration		1
	General Fees for Services	1
	Mapping and GIS Fees	1
Business Licenses		2 - 3
	Body Art and Tattoo Parlor License	2
	Contractor License	2
	Gambling Premises Permit	2
	Kennel License	2
	Motor Vehicle Sales License	2
	Peddler Permit	2
	Solicitor Registration	2
	Road Use Permit	2
	Solicitor Registration	2
	Therapeutic Massage Business License	2
	Therapeutic Massage Therapist License	2
	Trash Hauling License	2
	Vehicle Junkyard License	2
	Pawnbroker License	2
	Liquor License	3
	Rental License	3
	Large Assembly Permit	3
Police Department		4
	General Fees for Services	4
	Excessive Consumption of City Services	4
	Volunteer Surrender of Firearms by Civil Order	4
	Animal Control	4
	False Alarm Response Fees	4
Fire Department		5
	Fire Permits	5
	Ventillation System Cleaning Permit	5
Building, Construction, Engineering, & Plan Review		6 - 10
	Building Permit Valuation	6
	Inspection Fees	6
	Building Permits	6 - 7
	Demolition Permit	7
	Driveway Permit	7
	Fence Permit	7
	Right-of-Way Permit	7
	Fire Code Permit	7
	Manufactured Home Permit	7
	Plumbing Permit	8
	Pool Permit	8
	Sign and Billboard Permit	8

Building Permits (continued)	8
Utility Connection Permit	8
Hydrant Meter Fees	9
Water Meter Fees	9
Meter Testing	9
Land Alteration Permit Plan Review	10
Small Wireless Facility Row Permit	10
Small Wireless Facility Electrical Permit	10
Parks & Recreation - Park Usage	11 - 12
Park Rental	11
Outdoor Ice Rink	11
Skyview Soccer Fields	11
Rich Valley Athletic Complex	11
Disc Golf	11
Dog Park License	11
Pickleball Courts	12
Tennis Courts	12
Mountain Bike Course	12
Community Garden Plot	12
Parks & Recreation - Inver Wood Golf Course	12 - 13
Pull-Cart Rental	12
Golf Car Rental	12
Driving Range	12
Foot Golf	12
Player's Card	12
Reguar Membership	12
Platinum Membership	12
Restricted Membership	12
Daily Greens Fees	13
Parks & Recreation - Veteran's Memorial Community Center	14 - 16
Membership Enrollment	14
Daily Membership	14
Daily Admission Add-on	14
Annual Membership	14
Monthly Membership	14
Corporate Membership	14
Membership Adjustment	14
Open Skate	14
Room Rental	15
Room Rental Add-ons	15
Child Care	15
Party Room Rental	15
Pool Rental	15
Tournament/Game Vendor	15
VMCC Arena Ice Time	16

Administration			
Item Description	Code Section	License Period (if applicable)	2023 Fees
General fees for services			
			Black & White = \$0.25 per page Color = \$0.50 per page (2-sided copy = 2x fee) >100 pages = Staff Time + Copies
Copies (11 x 17 or less)			\$5 per page
Copies (Greater than 11 x 17)			
Returned check, ACH, credit, or debit card charge			\$30
Notary fee			\$5 per occurrence
Property assessment search			\$25
City code book			\$200
Mapping and GIS fees			
Letter (8.5" x 11")			\$5 + Shipping/Handling
Tabloid (11" x 17")			\$10 + Shipping/Handling
C-size (18" x 24")			\$15 + Shipping/Handling
D-size (24" x 36")			\$20 + Shipping/Handling
E-size (36" x 48")			\$25 + Shipping/Handling
Mailed in envelope (large maps folded):			
Letter or Tabloid			\$2 + Shipping/Handling
C (18" x 24") or D (24" x 36") size			\$3 + Shipping/Handling
E-size (36" x 48")			\$4 + Shipping/Handling
Mailed in Tube:			
Letter or Tabloid			\$3 + Shipping/Handling
C-size (18" x 24")			\$4 + Shipping/Handling
D-size (24" x 36")			\$5 + Shipping/Handling
E-size (36" x 48")			\$46 + Shipping/Handling
Other Methods:			
CD mailed			\$2 + Shipping/Handling
Custom map production using existing data			Subject to an hourly fee of \$50, half hour minimum, in addition to size-based map fee
Custom map production with data development			Subject to an hourly fee of \$100, half hour minimum, in addition to size-based map fee
Electronic data			Cost provided per request
Vector: shapefile or CAD			Varies
Raster: IMG, TF, SID			Varies
Graphic Files: JPG, PDF, TIF, AVI			Varies
GIS data or graphic files			Varies
Delivery on CD			\$10
Delivery by email			\$5

Business Licenses			
Item Description	Code Section	License Period (if applicable)	2023 Fees
Body art and tattoo parlor license			
Initial business license	4-9-1	May 1st	\$100
Initial business background investigation plus 1 artist	4-9-1		\$500
Additional artist background investigation	4-9-1		\$175
Renewal background investigation	4-9-1		\$75
Contractor license			
License	4-6-2	1 year	\$100
Gambling premises permit			
Permit	4-7-8		No charge
Initial business background investigation	4-7-8		\$250
Kennel license			
Commercial kennel	5-4-9	Every 2 years on Feb 28th	\$500
Non-commercial kennel	5-4-9	Every 2 years on Feb 28th	\$100
Motor vehicle sales license			
Class A	4-5A-5	May 1st	\$300
Class B	4-5A-5	May 1st	\$100
Initial business background investigation			\$500
Renewal business background investigations			\$125
Peddler permit			
Permit	4-11-4	One Year From Date Issued	\$80
Background Investigation			\$100
Solicitor registration			
Registration	4-11-4 4-11-5	One Year From Date Issued	No charge
Therapeutic massage business license			
Business license (Includes 1 therapist)	4-8A-3	May 1st	\$200
Initial business background investigation (Includes 1 therapist)	4-8A-4		\$500
Renewal business background investigation			\$75
Therapeutic massage therapist license			
Initial license - each additional therapist			\$175
Renewal of license - each additional therapist	4-8-1H	May 1st	\$55
Therapist background investigation	4-8-1H		\$75
Trash hauling license			
Garbage collection	8-6-2	May 1st	\$200 or \$250 Dependent on offered services
Vehicle junkyard license			
License	4-5C-4	Annual	\$1,000
Pawnbroker license			
License	4-2-5	May 1st	\$8,000
Reseller transaction fee	4-2-10	N/A	\$2
Pawnbroker background investigation			
Initial background investigation for business plus 1 partner	4-1-9		\$500
Initial background investigation for each additional partner	4-1-9		\$175
Renewal background investigations			\$75 per business & each partner

Business Licenses (continued)		License Period	2023
Item Description	Code Section	(if applicable)	Fees
Liquor license			
3.2 Liquor			
On-sale	4-1-9	January 1st	\$350
Off-sale	4-1-9	January 1st	\$100
Temporary on sale	4-1-9	Not to exceed 7 days	\$30
On-Sale (includes brew pub) - based on gross annual sales:			
\$0-\$250,000	4-1-9	January 1st	\$3,500
\$250,001 - \$500,000	4-1-9	January 1st	\$4,500
\$500,001 - \$1,000,000	4-1-9	January 1st	\$7,000
\$1,000,001 and above	4-1-9	January 1st	\$10,000
Sunday on-sale (brew pub)	4-1-9	January 1st	\$200
Sunday on-sale	4-1-9	January 1st	\$200
On-sale wine	4-1-9	January 1st	\$650
Special club on-sale	4-1-9	January 1st	\$225
Temporary on-sale	4-1-9	Not to exceed 4 days	\$30
Culinary class limited on-sale	4-1-9	January 1st	\$100
Off-sale	4-1-9	January 1st	\$200
Temporary off-sale wine	4-1-9	Not to exceed 3 days	\$25
Off-sale small brewer	4-1-9	January 1st	\$200
On-sale brew pub taproom with no intoxicating on-sale license	4-1-9	January 1st	\$500
One-day consumption and display permit	4-1-9	1 day	\$30
Consumption and display permit	4-1-9	April 1st	\$250
Liquor license background investigation			
Initial background investigation for business plus 1 partner	4-1-9		\$500
Initial background investigation for each additional partner	4-1-9		\$175
Renewal background investigation - includes compliance checks		January 1st	\$125 per business
Change of ownership, officers or operating/general manager		January 1st	\$250 per person
Rental license			
Single-family, condominium unit, townhome unit	4-13-3	2 year	\$50
Duplex, triplex, fourplex, apartment buildings	4-13-3	2 year	\$150 per building + \$15 per unit
Background investigation	4-13-3	2 year	\$25 per license
Large assembly permit			
Initial application	4-14-1		\$250 Rates increase based on city services for the event, up to \$5,000

- Large Assemblies require use of Police services. See Police section of fee schedules for hourly rates.

Police Department			
Item Description	Code Section	License Period (if applicable)	2023 Fees
General fees for services			
Records check for foster care or day care			\$20 per adult
Records check clearance letter (i.e. adoption, passport, etc.)			\$32
All other police reports, data, or accident reports (printed)			\$0.25 per page
• No charge to victim of domestic assault. Requests of 100 or more pages will be based on the actual cost of retrieving the data.			
Police officer and squad car off-duty charge (within city limits)			\$72 per hour
Police officer and squad car off-duty (outside city limits, with signed contract)			\$77.25 per hour
Audio/video/photographs			
Body worn camera			\$25 per clip or video
Squad camera			\$25 per clip or video
Audio, video, or photographs			\$25 per CD or DVD
Excessive Consumption of City Services			
Excess code inspections (4 or more)	4-15-1		\$250
Excess police and/or nuisance calls	4-15-1		\$250
Volunteer Surrender of Firearm by Civil Order			
Intake fee	MN Stat. 518B.01		\$50
Storage of firearm	MN Stat. 518B.01		\$0.50 per day
Firearm release fee	MN Stat. 518B.01		\$50
Abandoned firearm	MN Stat. 518B.01		Revenue minus costs
• Proceeds of sale, less actual disposal fees, returned to owner. If owner cannot be contacted remainder goes into the General Fund			
Animal Control			
Pound redemption fees			\$35
• Pet owner may be charged additional fees by the animal hospital that is contracted by the City of Inver Grove Heights prior to release to pet owner.			
Dog found unvaccinated	5-4-3		Misdemeanor
Dangerous dog yard sign (required)	5-4-6		\$8
Dangerous dog tag (required)	5-4-6		\$2 per dog
Appeal fees for dangerous & potentially dangerous dog declarations	5-4-6		\$300 - If designation is upheld, the fee shall be the actual expenses of the
False Alarm Response Fees			
1st false alarm: Letter sent to home/business owner	5-3-4		Warning
2nd false alarm: Letter sent to home/business owner	5-3-4		Warning
3rd false alarm	5-3-4		\$100
4th false alarm	5-3-4		\$200
5th false alarm	5-3-4		\$300

Fire Permits

Item Description	Code Section	License Period (if applicable)	2023 Fees
Fire permits			
Recreational fire	9-2-3		\$15 per fire
Permanent recreational fire ring	9-2-3		\$25
Disposal permit for trees, brush, grass and other vegetative matter for the development and maintenance of land and rights-of-way	7-3-7-3 7-3-7-5B		\$0.50 per cubic yard \$100 minimum
Open burning permit as defined by Minnesota rules related to open burning	9-2-3		\$25
Fire code operational permits	9-2-1		\$25 per permit Up to four permits per occupant within a business premise
Ventilation system cleaning permit			
Permit	Section 9-2-3		\$75

- See fire code permits under Building section

Building, Construction, Engineering, & Plan Review

Item Description	Code Section	License Period (if applicable)	2023 Fees
Building permit valuation		Fee range	
< \$1,000.00			\$55
\$1,001 - \$2,000			plus \$2.25 / \$100 valuation* > \$1,000;
\$2,001 - \$25,000			Plus \$14.75 / \$1,000 valuation* > \$2,000;
\$25,001 - \$50,000	4		plus \$10.75 / \$1,000 valuation* > \$25,000;
\$50,001 - \$100,000	6		plus \$7.50 / \$1,000 valuation* > \$50,000;
\$100,001 - \$500,000	1,0		plus \$6.00 / \$1,000 valuation* > \$100,000;
\$500,001 - \$1,000,000	3,4		plus \$5.00 / \$1,000 valuation* > \$500,000;
> \$1,000,001	5,9		plus \$4.00 / \$1,000 valuation* > \$1,000,000 or fractional thereof.
Inspection fees			
Inspections when no permit is issued	3-4-2-1		\$105
Investigation, stop work, or working without permits			Fee equal to permit value
Inspections outside of normal business hours when approved by the director	3-4-2-1		\$150 per hour
Excess code inspections - 4 or more	4-15-1		\$250
Building permits			
Plan review fee	3-4-2-1		65% of the building permit fee when determined by valuation
Accessory structure, garage, pole building, or shed	3-4-2-1		Based on valuation + plan review + state surcharge
Residential alteration or remodel	3-4-2-1		Based on valuation + plan review + state surcharge
Commercial alteration or remodel	3-4-2-1		Based on valuation + plan review + state surcharge
Alteration or remodel (multi-family)	3-4-2-1		Based on valuation + plan review + state surcharge
Basement finish	3-4-2-1		Based on valuation + plan review + state surcharge
Certificate of occupancy agreement	3-4-2-1		\$100
Cell tower	3-4-2-1		Based on valuation + plan review + state surcharge
Commercial building	3-4-2-1		Based on valuation + plan review + state surcharge
Decks	3-4-2-1		Based on valuation + plan review + state surcharge
Multi-family - 3 or more units	3-4-2-1		Based on valuation + plan review + state surcharge
Moving of buildings	3-4-2-1		\$300
Porch-3 season, 4 season, or screened	3-4-2-1		Based on valuation + plan review + state surcharge
Retaining wall less than 4 feet	3-4-2-1		Based on valuation + plan review + state surcharge
Retaining wall 4 feet or greater	3-4-2-1		Based on valuation + plan review + state surcharge
Roofing commercial	3-4-2-1		Based on valuation + plan review + state surcharge
Roofing multi-family - 3 or more units	3-4-2-1		Based on valuation + plan review + state surcharge
Roofing single-family or duplex residential	3-4-2-1		\$115 Permit fee + state surcharge
SAC fee (sanitary sewer availability)	3-4-2-1		\$2,485
Single-family or duplex residential home	3-4-2-1		Based on valuation + plan review + state surcharge
Siding commercial	3-4-2-1		Based on valuation + plan review + state surcharge
Siding multi-family - 3 or more units	3-4-2-1		Based on valuation + plan review + state surcharge
Siding single-family or duplex residential	3-4-2-1		\$120

Building Permits (continued) Item Description	Code Section	License Period (if applicable)	2023 Fees
Solar array rooftop	3-4-2-1		Based on valuation + plan review + state surcharge
Solar array ground mount	3-4-2-1		Based on valuation + plan review + state surcharge
Window and/or door (egress or change in size)	3-4-2-1		Based on valuation + plan review + state surcharge
Window and/or door replacement (no change in size)	3-4-2-1		Based on valuation + plan review + state surcharge
Demolition permit			
Demolition of accessory structures or pool	3-4-2-1		\$120
Demolition of commercial	3-4-2-1		\$120
Demolition of single-family	3-4-2-1		\$120
Demolition of manufactured home	3-4-2-1		\$120
Demolition of septic	3-4-2-1		\$120
Driveway permit			
Driveway - replacement, construction, or expansion	10-15-20.I		\$25
Fence permit			
Fence	3-4-2-1		\$50
Right of way management			
Right-of-way excavation permit- in roadway	7-2-1		\$200
<i>Surety required to ensure that the street is properly restored.</i>	7-2-3		\$5,000 Bond
Right-of-way utility permit - spot or linear installation	7-3-7		\$200 per 1,000 feet of utility installation; minimum \$200
<i>Surety required to ensure that the right-of-way is properly restored</i>	7-3-7-2	Annual	\$10,000 Bond per contractor Can be applied to multiple permits
Right-of-way obstruction permit - shoulder, lane, or sidewalk/trail closure	7-3-7		\$200
Overweight load permit	6-1-6		\$75 per load
<i>Surety may be required to ensure restoration of any road damage due to overweight loads</i>	6-1-6		Varies dependent on road rating, load weight, and quantity of loads. \$5,000 Bond when required
Fire code permit			
Automatic fire sprinkler system	3-4-2-1		Based on valuation + plan review + state surcharge
Fire alarm and detection systems and related equipment	3-4-2-1		Based on valuation + plan review + state surcharge
Automatic fire extinguishing systems	3-4-2-1		Based on valuation + plan review + state surcharge
Smoke control and exhaust systems	3-4-2-1		Based on valuation + plan review + state surcharge
Spraying or dipping tank, room or booth	3-4-2-1		Based on valuation + plan review + state surcharge
Other construction permits required by section 105.7 fire code	3-4-2-1		Based on valuation + plan review + state surcharge
Manufactured home permits			
New manufactured home installation	3-4-2-1		Based on valuation + plan review + state surcharge

Building Permits (continued) Item Description	Code Section	License Period (if applicable)	2023 Fees
Mechanical permit			
Air conditioner and/or furnace	3-4-2-1		\$94
Chimney	3-4-2-1		\$94
Ductwork and ventilation	3-4-2-1		\$94
Fireplace and gas appliances	3-4-2-1		\$94
Gas piping and air test	3-4-2-1		\$94
In-floor heating	3-4-2-1		\$94
Single-family new construction residential	3-4-2-1		\$125
Commercial and multi-family	3-4-2-1		\$94 Base Fee + 2% of valuation + State Surcharge
On-site septic systems permit (includes site review)			
Single-family - new or replacement of existing	3-4-2-1		\$469 If new add \$1.00 state surcharge
Commercial systems less than 4,999 gallons per day	3-4-2-1		\$729 If new add \$1.00 state surcharge
Commercial systems more than 5,000 gallons per day	3-4-2-1		\$1499 If new add \$1.00 state surcharge
Tank replacement	3-4-2-1		\$260
Septic operator's permit	3-4-2-1	3 years	\$35
Plumbing permit			
Single-family residential	3-4-2-1		\$94 Base fee + \$4 for each fixture
Commercial or multi-family	3-4-2-1		\$94 Base fee + 2% of contracted work value in dollars
Plumbing installation or replacement of single fixture	3-4-2-1		\$94
PVB - Residential Lawn Irrigation	3-4-2-1		\$94
RPZ - Commercial or multi-family lawn irrigation	3-4-2-1		\$94
Sewer & water connection residential	3-4-2-1		\$139
Sewer & water connection commercial or multi-family	3-4-2-1		\$94 Base Fee + 2% of contracted work value in dollars
Water heater replacement	3-4-2-1		\$74
Water softener replacement	3-4-2-1		\$74
Pool permit			
Above-ground swimming pools (includes fence)	3-4-2-1		Based on valuation + plan review + state surcharge
In-ground swimming pools	3-4-2-1		Based on valuation + plan review + state surcharge
Sign and billboard permit			
Permanent business signs regardless of size	3-4-2-1		\$50
Billboards up to 100 square feet in area	3-4-2-1		\$200
Billboards over 100 sq ft	3-4-2-1		\$300
Temporary portable signs	3-4-2-1		\$15
Monument/pylon signs	3-4-2-1		Based on valuation + plan review + state surcharge
Utility connection fees			
Utilities - water core connection	3-4-2-2		See ordinance for fee structure
Utilities - sewer core connection	3-4-2-2		See ordinance for fee structure
Utilities - sewer connection	3-4-2-2		See ordinance for fee structure
Utilities - water connection unit	3-4-2-2		See ordinance for fee structure
Utilities - water treatment plant	3-4-2-2		See ordinance for fee structure
Utilities - Eagan utility	3-4-2-2		See ordinance for fee structure
Utilities - B-line connection charge	3-4-2-2		See ordinance for fee structure

Building Permits (continued)		License Period	
Item Description	Code Section	(if applicable)	2023 Fees
Hydrant meters			
Hydrant, meter, or valve damage deposit	8-2-13	Annual	\$1,500
Daily hydrant or meter rental	8-2-13		\$2/Day + Cost of Water Used Minimum \$75
Water meter fees			
3/4" Mag/Iperl meter	3-4-2-2		\$193
3/4" Mag/Iperl meter tax	3-4-2-2		\$14
1" Mag/Iperl meter	3-4-2-2		\$303
1" Mag/Iperl meter tax	3-4-2-2		\$22
1 1/2" Compound/Omni meter	3-4-2-2		\$1,794
1 1/2" Compound/Omni meter tax	3-4-2-2		\$128
1 1/2" Turbine/Omni meter	3-4-2-2		\$1,251
1 1/2" Turbine/Omni meter tax	3-4-2-2		\$89
2" Turbine/Omni meter	3-4-2-2		\$1,458
2" Turbine/Omni meter tax	3-4-2-2		\$104
2" Compound/Omni meter	3-4-2-2		\$2,076
2" Compound/Omni meter tax	3-4-2-2		\$148
3" Turbine/Omni meter	3-4-2-2		\$1,829
3" Turbine/Omni meter tax	3-4-2-2		\$130
3" Compound/Omni meter	3-4-2-2		\$2,626
3" Compound/Omni meter tax	3-4-2-2		\$187
4" Turbine/Omni meter	3-4-2-2		\$3,582
4" Turbine/Omni meter tax	3-4-2-2		\$255
4" Compound/Omni meter	3-4-2-2		\$4,544
4" Compound/Omni meter tax	3-4-2-2		\$324
Single port radio head	3-4-2-2		\$204
Single port radio head tax	3-4-2-2		\$15
Dual port radio head	3-4-2-2		\$234
Dual port radio head tax	3-4-2-2		\$17
Meter testing			
5/8" meter	8-2-9.F		\$140
3/4 " meter	8-2-9.F		\$140
1" meter	8-2-9.F		\$140
1.5" meter	8-2-9.F		\$175
2" meter	8-2-9.F		\$175
Compound meter	8-2-9.F		\$400
Water shut-offs and turn-ons	8-2-11		\$25 per occurrence
Zoning and regulations			
Nuisance abatement for mowing			\$70 per hour
Comprehensive guide plan			\$100
Construction plan sheet (22"x34")			\$20
Zoning & related land use regulations			\$75
Subdivision code			\$25
Zoning letter			\$100
Sewage tank maintenance permit (commercial and residential operating permit)			\$35

Building Permits (continued)		License Period	
Item Description	Code Section	(if applicable)	2023 Fees
Land alteration permit			
Shoreland impact zones: 10 to 499 cubic yards (steep slopes)	10-13B-10		With building permit: no fee If no other permit: \$250
Shoreland impact zones: 50 to 499 cubic yards	10-13B-10		With building permit: no fee If no other permit: \$250
0 to 499 cubic yards	9-4-1-2		No fee, no permit required
	9-4-1-7		
	10-13J-5		
500 up to 999 cubic yards	9-4-1-2		\$400
	9-4-1-7		
	10-13J-5		
1,000 up to 10,000 cubic yards	9-4-1-2		\$900
	9-4-1-7		
	10-13J-5		
10,000 up to 99,999 cubic yards	9-4-1-2		\$5,000
	9-4-1-7		
	10-13J-5		
100,000 cubic yards or more	9-4-1-2		\$10,000
	9-4-1-7		
	10-13J-5		
All land alteration permits over 500 cubic yards require a cash escrow or letter of credit surety, based on the area disturbed, to guarantee final restoration	9-4-1-6.E		\$5,000 per acre Minimum \$10,000
Renewal (extension) permit	9-4-1-9	Annual	\$100
Small wireless facility row permit			
Up to five (5) small wireless facilities	7-3-7-3		\$500
Additional small wireless facility	7-3-7-3		\$100
			Maximum of ten additional per application.
Small wireless facility annual rental	7-3-7-5	Annual	\$175 per wireless support structure
Permit surety escrow fee paid by tenant prior to approval of row permit	7-3-7-4		\$2,500
Small wireless facility electrical fee			
A. Per radio node less than or equal to 100 maximum watts	7-3-7-5	Annual	\$876
B. Per radio node over 100 maximum watts	7-3-7-5	Annual	\$2,184
C. Per radio node if the actual costs exceed the amount in item A. or B. above	7-3-7-5	Annual	Actual Cost
D. As agreed to by tenant and the city	7-3-7-5	Annual	Actual Cost

Parks and Recreation			
		2023	2023
Park Usage	Frequency	Resident Fee	Non Resident
Park rental			
Park shelters			
*excluding Swing Bridge Park	5 hour block	\$70	\$90 + \$50 damage deposit
Swing Bridge Park shelter	5 hour block	\$110	\$110 + \$50 damage deposit
Additional trash barrels/picnic tables	Per day	\$52	\$62
Add portable restroom to rental	Per day	\$85	\$95
Add portable restroom cleaning	Per unit	\$65	\$75
Add ADA portable restroom cleaning	Per unit	\$135	\$145
Neighborhood park or school athletic field	Per use	\$42	\$52
Outdoor ice rink			
Outdoor ice rink	Per hour	\$30	\$30
Outdoor ice rink w/ attendant	Per hour	\$40	\$40
Outdoor rink lights	Per hour	\$42	\$42
Skyview soccer fields			
Youth	Per game/practice	\$90	\$110
Adult	Per game/practice	\$105	\$125
Rich Valley Athletic Complex			
Baseball field			
Youth	Per game/practice	\$90/\$75	\$115/\$85
Adult	Per game/practice	\$105	\$125
Softball field			
All Ages	Per game/practice	\$70	\$90
Soccer field			
Youth	Per game/practice	\$90	\$110
Adult	Per game/practice	\$105	\$125
1/2 Field	Per game/practice	\$60	\$70
Inver Grove Heights Youth Athletic Association			
User fee	Per player	\$15	\$22
Tournaments			
IGH association fee	Per day	\$110	\$110
Youth baseball	Per game	\$100	\$125
Adult baseball	Per game	\$110	\$130
Youth softball	Per game	\$75	\$95
Adult softball	Per game	\$95	\$115
Cancellation fee	Full reservation	15%	15% Two week notification required
Tournament/game vendor			
Single day	Per day	\$75	\$85
Weekend (two days)	Per weekend	\$115	\$125
Concessions stand			
Weekend	Per weekend	\$275	\$275
Day	Per day	\$110	\$135
Additional maintenance (staff, supplies equipment, etc.)			
Up to 4 fields	Per hour	\$90	\$110
5 Fields or more	Per hour	\$110	\$135
Rich Valley lights	Per hour	\$50	\$70
Add chalk lines	Per park	\$25	\$35
Disc golf			
Annual pass	Annual	\$30	\$40
Daily pass	Per day	\$5	\$5
Weekday tournament	Per day	\$225	\$250
Weekend tournament	Per weekend	\$520	\$545
Dog park license			
1st Dog	Annual	\$20	\$30
Each additional dog	Annual	\$15	\$25
Lost pass replacement	Each time	\$5	\$5

Park Usage (continued)	Frequency	2023 Resident Fee	2023 Non Resident
Pickleball court rental			
Each court	Per hour	\$7	\$9
All courts	Per hour	\$100	\$120
Tennis court rental			
Each court	Per hour	\$7	\$9
Mountain bike course rental			
Tournament	Per day	\$510	\$535
Community garden rental			
Small plot	Per plot	\$32	\$32
Large plot	Per plot	\$34	\$34

Parks and Recreation			
Inver Wood Golf Course	Frequency	2023 Resident Fee	2023 Non-resident Fee
Pull-cart rental			
Pull-cart rental	Per round	\$5	\$5
Golf car rental			
18 Holes	Per round	\$24	\$24
9 Holes	Per round	\$15.50	\$15.50
Executive	Per round	\$9	\$9
Twilight	Per round	\$18.50	\$18.50
Twilight - Executive	Per round	\$9	\$9
Driving range			
Large bucket	Per bucket	\$15	\$15
Medium bucket	Per bucket	\$12	\$12
Small bucket	Per bucket	\$9	\$9
Foot golf			
Adult	Per round	\$12	\$12
Youth	Per round	\$10	\$10
Ball rental	Per round	\$3	\$3
Player's card			
Player's card	Per season	\$100	\$120
Regular memberships			
Adult single - age 19 - 59	Annual	\$1,500	\$1,500
Adult couple - age 19 - 59 (Same household)	Annual	\$2,650	\$2,650
Senior single - age 60+	Annual	\$1,200	\$1,200
Junior - age 18 and under	Annual	\$600	\$600
• Regular Membership Includes Greens Fees only. Play any day, any time, includes holidays.			
Platinum memberships			
Adult single - age 19 - 59	Annual	\$2,875	\$2,875
Adult couple - age 19 - 59 (same household)	Annual	\$4,250	\$4,250
Additional dependent - age 18 and under	Annual	\$275	\$275
• Platinum membership includes greens fees, range balls, golf car, play any day, any time, includes holidays.			
Restricted memberships			
Adult single - age 19 - 59	Annual	\$1,025	\$1,025
Adult couple - age 19 - 59	Annual	\$1,725	\$1,725
Additional dependent - age 18 and under	Annual	\$225	\$225
• Restricted membership includes greens fees only. Good for play Monday - Thursday, holidays NOT included.			

Inver Wood Golf Course (continued)		2023 Resident Fee	2023 Non-Resident Fee
Daily Greens Fees			
Monday through Thursday: 7am - 5pm and Fridays 7am - Noon			
18 Holes green fees			
Adult - age 19 - 59	Per round	\$45	\$45
Senior - age 60+	Per round	\$32	\$32
Junior - age 18 and under	Per round	\$32	\$32
Player's card fee	Per round	\$38.50	\$38.50
9 Holes green fees			
Adult - age 19 - 59	Per round	\$25	\$25
Senior - age 60+	Per round	\$18.50	\$18.50
Junior - age 18 and under	Per round	\$18.50	\$18.50
Player's card fee	Per round	\$22	\$22
Executive Course			
Adult	Per round	\$19.00	\$19.00
Junior and senior	Per round	\$14	\$14
Player's card fee	Per round	\$15.50	\$15.50
Daily Green Fees			
Everyday: 5pm - Close/Twilight Play			
18 Holes green fees			
Adult - age 19 - 59	Per round	\$34.50	\$34.50
Senior - age 60+	Per round	\$23	\$23
Junior - age 18 and under	Per round	\$23	\$23
9 Holes green fees			
Adult - age 19 - 59	Per round	\$25	\$25
Senior - age 60+	Per round	\$18.50	\$18.50
Junior - age 18 and under	Per round	\$18.50	\$18.50
Player's card fees			
Player's card	Per round	\$27.50	\$27.50
Daily Green Fees			
Friday: Noon - 5pm, Saturday and Sunday: 6am - Noon & Holidays			
18 Holes green fees			
All ages	Per round	\$53.50	\$53.50
Player's card fee	Per round	\$45	\$45
9 Holes green fees			
All ages	Per round	\$35.50	\$35.50
Player's card fee	Per round	\$25	\$25
Executive green fees			
All ages	Per round	\$23	\$23
Player's card fee	Per round	\$19	\$19
Daily Greens Fees			
Saturday and Sunday: Noon - 5pm			
18 Holes			
Adult - age 19 - 59	Per round	\$45	\$45
Senior - age 60+	Per round	\$32	\$32
Junior - age 18 and Under	Per round	\$32	\$32
9 Holes			
Adult - age 19 - 59	Per round	\$25	\$25
Senior - age 60+	Per round	\$18.50	\$18.50
Junior - age 18 and under	Per round	\$18.50	\$18.50
Player's card			
18 Hole greens fee	Per round	\$38.50	\$38.50
9 Hole greens fee	Per round	\$22	\$22
Executive greens	Per round	\$15.50	\$15.50

Parks and Recreation			
Veteran's Memorial Community Center	Frequency	2023 Resident Fee	2023 Non-resident Fee
Membership enrollment			
Single	One-time	\$49	\$59
Dual	One-time	\$49	\$59
Household	One-time	\$49	\$59
Daily admission			
Youth - 11 & under	Daily	\$6	\$6
Senior - age 60+	Daily	\$6	\$6
Adult - age 12+	Daily	\$9	\$9
Daily admission add-ons			
Shower rental	Daily	\$6	\$6
Towel rental	Daily	\$3	\$3
Shower and towel rental with arena rental	Daily	\$2.50	\$2.50
Annual membership			
Single	Annual	\$643	\$643
Dual	Annual	\$847	\$847
Senior - age 60+	Annual	\$510	\$510
Household - up to 6 people	Annual	\$969	\$969
Caregiver added to household	Annual	\$30	\$30
Monthly membership			
Single	Monthly	\$63	\$63
Dual	Monthly	\$83	\$83
Senior - age 60+	Monthly	\$50	\$50
Household - up to 6 people	Monthly	\$95	\$95
Caregiver added to household	Monthly	\$25	\$25
Corporate membership			
Single	Monthly	\$54	\$54
Dual	Monthly	\$74	\$74
Senior - age 60+	Monthly	\$44	\$44
Household - up to 6 people	Monthly	\$84	\$84
Membership adjustment			
Upgrade or downgrade	Per grade	\$10	\$10
Additional child	Monthly	\$10	\$10
Additional child	Annual	\$120	\$120
Open gym			
Members	Daily	Free	Free
Non-members - individual - youth & senior	Daily	\$6	\$6
Non-members - individual - ages 12-59	Daily	\$9	\$9
Open pickleball			
Members	Daily	Free	Free
Non-members - individual - youth & senior	Daily	\$6	\$6
Non-Members - individual - ages 12-59	Daily	\$9	\$9
Studio rental			
Fitness studio	Per hour	\$55	\$60
Fitness TRX room	Per hour	\$40	\$50
Open skate			
Open skate - members	Daily	Free	Free
Open skate - ages 12+	Daily	\$5	\$5
Daily admission - developmental ice	Daily	\$10	\$10
10-time pass - developmental ice	10 Visits	\$90	\$90
Open hockey	Daily	\$6	\$6
Skate rental	Daily	\$2	\$2

Veteran's Memorial Community Center (continued)		2023 Resident Fee	2023 Non-resident Fee
Room rental			
Gymnasium - athletic	Per hour	\$70	\$80 + \$500 damage deposit
Gymnasium	Per hour	\$90	\$100 + \$500 damage deposit
Gymnasium kitchen	Per day	\$90	\$90
Gymnasium - wedding package	Per day	\$900 Up to 300 people	\$1300 + \$500 damage deposit Up to 300 people
Community room 1, 2, & 3 without AV/ with AV	Per hour	\$48/ \$55	\$58/ \$65
Community room kitchen	Per day	\$25	\$25
National guard room A, B, C	Per hour	\$37	\$47
Brightside room	Per hour	\$42	\$52
West rink-turf	Per hour	\$90	\$100
Room rental add-ons			
PA system	Per day	\$25	\$25
Screen and projector	Per day	\$15	\$15
TV/DVD	Per day	\$25	\$25
Room rental attendant	Per hour	\$50	\$50
Child care			
Members	Per hour	Free	Free
Non-members childcare drop-in rate	Per hour	\$5.25 per child	\$5.25 per child
Employee childcare rate	Per hour	\$3 per child	\$3 per child
Party room rental - includes entry to water park			
Monday - Sunday	Per use	\$275	\$275 Up to 20 people
Monday - Sunday	Per use	\$375	\$375 Up to 30 people
Pool rental			
Water park	Per hour	\$250	\$270 2 hours minimum
Water park - outside rental hours	Per hour	\$300	\$320 2 hours minimum
Lap pool	Per hour	\$90	\$90 4 hours minimum
Individual lane	Per hour	\$18	\$18
Diving well	Per hour	\$90	\$90
Swim event - lap and diving	Per hour	\$175	\$175
Lifeguard fee - required based on facility rental	per hour per lifeguard	\$15	\$15
Tournament/Game Vendor			
Daily	Per day	\$50	\$50
Weekend	Per weekend	\$75	\$75

- Alcohol is allowed on-site but requires a City Police Officer. See Police section of fee schedule for hourly rates.
- All month-to-month members can receive a 15% discount off 12 months paid in full (fee listed reflects discount)
- Seasonal staff working at the VMCC are afforded free use of the facility during their employment this does not include their spouse or family members.

Parks and Recreation			
VMCC Arena Ice Time			
October 1, 2022 - March 12, 2023			
Days and Time of Day	Designation	Mon - Fri	Sat - Sun
Monday - Friday	Prime 3:00 pm - 9:59 pm	\$220	
Monday - Friday	Non Prime Before 3:00 pm and after 10:00 pm	\$150	
Saturday and Sunday	Prime 7:00 am - 8:59 pm		\$220
Saturday and Sunday	Non Prime Before 7:00 am and after 9:00 pm		\$150
March 13, 2023 - September 30, 2023			
Days and Time of Day	Designation	Mon - Fri	Sat - Sun
Monday - Friday	Prime 3:00 pm - 9:59 pm	\$160	
Monday - Friday	Non Prime Before 3:00 pm and after 10:00 pm	\$145	
Saturday and Sunday	Prime 7:00 am - 8:59 pm		\$160
Saturday and Sunday	Non Prime Before 7:00 am and after 9:00 pm		\$145
October 1, 2023 - March 12, 2024			
Days and Time of Day	Designation	Mon - Fri	Sat - Sun
Monday - Friday	Prime 3:00 pm - 9:59 pm	\$225	
Monday - Friday	Non Prime Before 3:00 pm and after 10:00 pm	\$155	
Saturday and Sunday	Prime 7:00 am - 8:59 pm		\$225
Saturday and Sunday	Non Prime Before 3:00 pm and after 10:00 pm		\$155
March 13, 2024 - September 30, 2024			
Days and Time of Day	Designation	Mon - Fri	Sat - Sun
Monday - Friday	Prime 5:00 pm - 8:59 pm	\$165	
Monday - Friday	Non Prime Before 5:00 pm and after 9:00 pm	\$150	
Saturday and Sunday	Prime 9:00 am - 7:59 pm		\$165
Saturday and Sunday	Non Prime Before 9:00 am and after 8:00 pm		\$150

- Certain restrictions apply to availability, reservations, and terms of usage.
- Fees do not include tax



Request for Council Action

SUBJECT: **Approval of Massage Therapist License**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Katie Malott, Deputy City Clerk, 651.450.2470

ACTION REQUESTED

The Council is asked to approve a new massage therapist license for Jessica Taylor Knox at Inver Grove Chiropractic.

BACKGROUND

Jennifer Taylor Knox has applied for a new massage therapist license for Inver Grove Chiropractic, 2940 65th St E, IGH, MN 55076. The application was accompanied by the necessary license fee and liability insurance certificate. The background investigation was completed by the Police Department with no basis found for denial of the license.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval of the massage therapist license.

ATTACHMENTS

None

Request for Council Action

SUBJECT: **Approve Acquisition and Implementation of Special Assessment Software and Carryover of Funds to 2023**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

Approve Implementation of LOGIS Special Assessment Software and the Carryover of 2022 Funds to the Finance Department's 2023 Budget

BACKGROUND

The 2022 Technology Fund budget included \$75,000 for the purchase of budget software based on a 2021 review of financial software needs and scheduled work plans. Since that time, staff have re-evaluated priorities. The current budget process, although manual in nature, works at this time and although the implementation of new budget software would certainly improve efficiency within that process, staff have deemed it is not the most pressing software need at this time. Instead, staff is requesting approval to use these funds for alternative finance-related software expenditures that are deemed to be a higher priority at this time.

Special Assessment Software

Under MN Statutes, the City Council may defer the payment of special assessments for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments or owned by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, for whom it would be a hardship to make the payments.

Assessments may also be deferred when a property has qualified for the state's green acres program. The green acres program allows eligible residential property to be taxed at a value less than its full market value, when the market value of agricultural property is influenced by other potential uses of the property, such as residential or commercial development. Each year, the property taxes for an enrolled property are based on the property's agricultural value, and most special assessments are deferred. When property is withdrawn from the program or is no longer eligible, all deferred special assessments plus interest must also be paid back.

Sometime around 2010, staff had created a spreadsheet to try and track Council-deferred or Green Acres-deferred special assessments. However, this spreadsheet has not been well-maintained and properties were not annually reviewed to determine if/when an assessment should be activated.

The City is also not currently tracking active assessments outside of the annual audit reconciliation process, which means that once an assessment is turned over to Dakota County for collection, the

City is not verifying that the annual amounts collected from Dakota County match up with what we should expect to collect. There are many cities that do rely on their county in this manner, but not necessarily metro cities or cities that are growing to the extent we are in Inver Grove Heights. And, given the future volume of pavement management projects on the horizon, it seems especially important to have a modern and reliable special assessment management process in place.

As part of this special assessment project, staff explored software that might be available to assist with managing both active and deferred assessments. Given this is a very specialized area, there are very few products available in the market. However, LOGIS, a software provider the city already contracts with, does offer a special assessment module that seems to meet all of our needs in this area and then some. Staff in both Engineering and Finance demoed the LOGIS software and are extremely excited about the efficiency and reliability the software can bring to our current processes. The software can manage assessments at the very beginning of a project (including generating amortization schedules and resident letters) all the way through certification to the county and then annual review and reconciliation of both collections and deferred balances.

First-year costs, including implementation, are estimated at \$37,975. Annual costs thereafter would be approximately \$21,500. Staff recommend utilizing a portion of the \$75,000 set aside for budget software to make this purchase in early 2023 with software implementation scheduled for first quarter 2023. Annual maintenance costs for 2024 and beyond would be included within future Finance Department budgets.

Finance System (Tyler Incode/ERP 10) Improvements

If Council approves the implementation of the LOGIS special assessment application, that would leave approximately \$37,000 available for other needs. Staff recommend dedicating that remaining balance to the ongoing improvement of the city's existing finance system. There are a number of challenges with the current finance software that tie back to the city's original implementation of the software and then failure to address those deficiencies over the years. The software has also evolved since the city's adoption, yet the city has been unable to take full advantage of those enhancements due to the system's foundational issues. The first step in addressing the system-wide issues involves a business process review by Tyler Technologies, the software vendor. The business process review involves having Tyler review our system's setup and current practices in all of our system modules: payroll, utility billing, project accounting, accounts payable, cashiering, reporting, etc. and providing the City with a roadmap for how to adjust and correct settings within the system. This review is estimated to take 56 hours to complete and cost \$8,370. Any funds remaining after the study would be applied towards the implementation of any of the study's recommendations.

FISCAL IMPACT

If this carry-over and reassignment of funds is approved, the 2023 budget for the Finance department would increase by \$75,000, reflected in account 101.41.2000.415.50072 Division Software.

RECOMMENDATION

Staff recommends approval of the acquisition and implementation of the LOGIS Special Assessment Software and carryover of 2022 Funds to the Finance Department's 2023 Budget.

ATTACHMENTS

1. Resolution
2. LOGIS Price Quote 10.26.2022
3. Tyler Price Quote 12.2022

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING IMPLEMENTATION OF LOGIS SPECIAL ASSESSMENT
SOFTWARE AND CARRYOVER OF 2022 FUNDS**

WHEREAS, the 2022 Technology Fund Budget contained \$75,000 for the purchase of budget software based on a 2021 review of financial software needs and work plans; and

WHEREAS, in 2022 staff reviewed existing financial software and systems and determined that the purchase of budget software was not the city's highest priority in terms of financial software; and

WHEREAS, staff have determined a higher priority is to address existing system deficiencies in the current finance accounting system and also implement an organized and streamlined system for managing the city's active and deferred special assessments to ensure the city is collecting the funds it is owed; and

WHEREAS, the city is able to implement a new special assessment software program for approximately \$38,000 through LOGIS which would leave \$37,000 available for the city's current finance software vendor, Tyler Technologies, to complete a business process review of the existing system and provide recommendations on how to best resolve system deficiencies; and

WHEREAS, beginning with the 2023 budget, all division software is accounted for in departmental budgets so to remain consistent with that practice, any budget carryovers related to the purchase of financial software, should be carried forward to the finance department budget;

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS: that staff proceed with implementation of the LOGIS special assessment software and Tyler Technologies business process review utilizing the \$75,000 set aside for budget software by carrying those funds over to Finance Department 2023 budget (Division Software account 101.41.2000.415.50072).

Adopted this 12th day of December 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

October 26, 2022

Angie, Consultant on behalf of:
 The City of Inver Grove Heights
 8150 Barbara Avenue
 Inver Grove Heights, MN 55077

RE: Price quote for Special Assessments Application

Dear Angie,

Thank you for reaching out to us on behalf of the City of Inver Grove Heights regarding their interest in LOGIS' Special Assessments application. We believe it will meet their operational needs and will prove to be a positive investment. Based on our understanding of their application needs, here are their estimated costs:

	<i>Annual Costs (2023)</i>	<i>One-Time Costs (2023)</i>	<i>Total Implementation Cost</i>
Software Licensing: No separate charge	\$ -	\$ -	\$ -
Discovery, installation, configuration (120 hours @ \$135/hr)	-	16,200	16,200
LOGIS Staff support (see note #1)	16,985	-	16,985
LOGIS systems development charge (see note #2)	1,100	-	1,100
Total	\$18,085	\$ 16,200	\$ 34,285

Optional Add-Ons:

Web hosting	\$ 3,120	\$ -	\$ 3,120
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Note 1: LOGIS Staff support includes the following:

- * Application support for end users
- * Application training for new/existing users
- * Custom-report creation and user group meetings
- * 1st year costs are pro-rated based on the month that implementation begins

Note 2: Systems Development Charge includes the following:

- * Monies used to fund LOGIS-provided enhancements or search for replacement solutions
- * Charges are implemented in the first full year of application use.

We will note. that the installation & configuration costs are estimates based on what we know about Inver Grove Heights' current data and environment. They will be billed for the actual costs once they are known.

This letter will serve as an official quote from LOGIS. The charges are based on our 2023 rate structure, which will be updated on an annual basis based on costs associated with the application including; labor, maintenance charges, etc.

Again, I thank you for reaching out to LOGIS on behalf of your client. Rachel will serve as your primary contact for this software application. Feel free to reach out to her or I if you have any questions regarding the price quote noted above.

Sincerely,

Christopher K Miller

Christopher K. Miller
Executive Director

cc: Rachel Romansky, Property and Recreation Application Support Supervisor
Tom Blaeser, Director of Property and Recreation Application Development and Support
Tonya Kusmirek, Director of Administration & Finance



Quoted By:
Quote Expiration:
Quote Name:

Tyler Richardson
06/05/23

Sales Quotation For:

City of Inver Grove Heights
8150 Barbara Ave

Inver Grove Heights MN 55077-3410

Services

Description	Hours/Units	Extended Price	Maintenance
ERP Pro 10 Customer Relationship Management Suite			
Professional Services	24	\$ 3,480	\$ 0
Other Services			
Project Management	1	\$ 250	\$ 0

Professional Services		32	\$ 4,640	\$ 0
	TOTAL:		\$ 8,370	\$ 0

Summary	One Time Fees	Recurring Fees
Total Tyler Services	\$ 8,370	
Summary Total	\$ 8,370	\$ 0
Contract Total	\$ 8,370	

Detailed Breakdown of Professional Services (Included in Summary Total)

Description	Hours	Extended Price	Maintenance
ERP Pro powered by Incode			
ERP Pro 10 Customer Relationship Management Suite			
Current Future State Analysis - Customer Relationship Management	24	\$ 3,480	\$ 0
Sub-Total	24	\$ 3,480	\$ 0
ERP Pro 10 Financial Management Suite			
Current Future State Analysis - Financials	32	\$ 4,640	\$ 0
Sub-Total	32	\$ 4,640	\$ 0
TOTAL:	56	\$ 8,120	\$ 0

Comments

- Work will be delivered remotely unless otherwise noted in this agreement.
- Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.

SaaS is considered a term of one year unless otherwise indicated.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - o Implementation and other professional services fees shall be invoiced as delivered.
 - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.

- o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
- o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval:	_____	Date:	_____
Print Name:	_____	P.O.#:	_____

Request for Council Action

SUBJECT: **Final Compensating Change Order and Resolution
Accepting Work for City Project Nos. 2015-09D, 2017-21,
2018-08 and 2018-11**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Steve Dodge, Assistant City Engineer, 651.450.2541

ACTION REQUESTED

The City Council is asked to adopt the attached Resolution, accepting work and approving the final compensating change order with McNamara Contracting for City Project Nos. 2015-09D, 2017-21, 2018-08 and 2018-11.

BACKGROUND

As part of the 2018 Pavement Management Program, a contract in the amount of \$4,189,854.00 was awarded to McNamara Contracting, Inc., on March 12, 2018. The original contract included:

City Project No. 2015-09D – Broderick Boulevard Reconstruction, and
City Project No. 2017-21 – VMCC/Golf Course Parking Lots.

The contract with McNamara was amended by the City Council on May 29, 2018, to include utility extensions associated with Fire Station No. 2, within and adjacent to the Broderick Boulevard right-of-way, to allow the Broderick Boulevard project work to be completed on-schedule. The added work was from the following projects:

City Project No. 2018-08 – Fire Station No. 2 Sewer and Water Improvements, and
City Project No. 2018-11 – Fire Station No. 2 Fiber Optic Improvement

The amended contract value was approved at \$4,312,250.75. McNamara was paid in full on Pay Voucher No. 15 on September 7, 2021, in the amount of \$10,452.73, for all work performed for a total contract payment of \$4,181,090.37. Final Compensating Change Order No. 9, in the amount of (\$131,160.38), balances the approved contract amount and allows staff to administratively close the project budget.

FISCAL IMPACT

The final compensating change order requests a reduction in the amount of (\$131,160.38), lowering the final contract amount to \$4,181,090.37, which is \$(8,763.63) under the original approved contract. As the contractor has been paid in full, there are no further payments to approve with this final compensating change order. The project was funded by State Aid funds, Assessments, Pavement Management Fund (440), Water Fund (501), Sewer Fund (502), DEED Grants and MN Street Reconstruction Bonds (LRIP).

RECOMMENDATION

Staff recommends adoption of the attached Resolution, accepting work and approving the final compensating change order with McNamara Contracting for the 2018 Pavement Management Program, City Project Nos. 2015-09D, 2017-21, 2018-08 and 2018-11.

ATTACHMENTS

1. Resolution Accepting Work
2. Engineer's Report of Final Acceptance
3. Final Compensating Change Order

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

**RESOLUTION ACCEPTING WORK OF MCNAMARA CONTRACTING AND APPROVING FINAL
COMPENSATING CHANGE ORDER NO. 9**

**CITY PROJECT NO. 2015-09D – BRODERICK BOULEVARD RECONSTRUCTION
CITY PROJECT 2017-21 VMCC/GOLF COURSE PARKING LOTS
CITY PROJECT NO. 2018-08 – FIRE STATION NO. 2 SEWER AND WATER IMPROVEMENTS
CITY PROJECT NO. 2018-11 – FIRE STATION NO. 2 FIBER OPTIC IMPROVEMENTS**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated March 12, 2018, and as amended May 29, 2018, McNamara Contracting has satisfactorily completed improvements and appurtenances for:

- City Project No. 2015-09D – Broderick Boulevard Reconstruction,
- City Project No. 2017-21 – VMCC/Golf Course Parking Lots,
- City Project No. 2018-08 – Fire Station No. 2 Sewer and Water Improvements, and
- City Project No. 2018-11 – Fire Station No. 2 Fiber Optic Improvements.

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

1. The work completed under this contract is hereby accepted and approved.
2. McNamara was paid in full with Pay Voucher No. 15 on September 7, 2021, in the amount of \$10,452.73, for all work performed for a total contract payment of \$4,181,090.37
3. Final compensating Change Order No. 9 is hereby approved with a final contract amount of \$4,181,090.37.
4. The Mayor and the City Clerk are hereby directed to execute final compensating Change Order No. 9 in accordance with such contract, taking the contractor's receipt in full.

Adopted by the City Council of the City of Inver Grove Heights this 12th day of December 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**CITY PROJECT NO. 2015-09D – BRODERICK BOULEVARD RECONSTRUCTION
CITY PROJECT 2017-21 VMCC/GOLF COURSE PARKING LOTS
CITY PROJECT NO. 2018-08 – FIRE STATION NO. 2 SEWER AND WATER IMPROVEMENTS
CITY PROJECT NO. 2018-11 – FIRE STATION NO. 2 FIBER OPTIC IMPROVEMENTS**

December 12, 2022

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 McNamara Contracting.
The work consisted of a street reconstruction with utility improvements.

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	\$4,189,854.00
CHANGE ORDERS	-\$8,763.63
FINAL CONTRACT AMOUNT	\$4,181,090.37
FINAL VALUE OF WORK	\$4,181,090.37
PREVIOUS PAYMENTS	\$4,181,090.37
BALANCE DUE	\$0.00

Sincerely,



Steve W. Dodge, P.E.
Assistant City Engineer

FINAL COMPENSATING CHANGE ORDER NO. 9

2018 Pavement Management Program

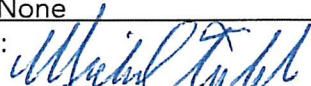
CITY PROJECT NO. 2015-09D - BRODERICK BOULEVARD RECONSTRUCTION
CITY PROJECT 2017-21 VMCC/GOLF COURSE PARKING LOTS
CITY PROJECT NO. 2018-08 - FIRE STATION NO. 2 SEWER AND WATER IMPROVEMENTS
CITY PROJECT NO. 2018-11 - FIRE STATION NO. 2 FIBER OPTIC IMPROVEMENTS

Owner:	City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance:	December 12, 2022
Contractor:	McNamara Contracting 16700 Chippendale Ave. Rosemount, MN 55068	Engineer:	City of Inver Grove Heights

PURPOSE OF CHANGE ORDER

To balance the value of the work satisfactorily completed and total payments made to the Contractor.

Total Value of Work Completed to Date	\$4,181,090.37
<u>Contract Amount to Date</u>	<u>\$4,312,250.75</u>
Final Compensating Change Order Amount	\$(131,160.38)

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price:	Original Contract Time:
\$4,189,854.00	Final Completion: October 10, 2020
Previous Change Orders	Net Change from Previous Change Orders
\$122,396.75	None
Contract Price Prior to this Change Order	Contract Time Prior to this Change Order
\$4,312,250.75	None
Net Increase (Decrease) of this Change Order	Net Increase (Decrease) of Change Order
\$(131,160.38)	None
Contract Price with all Approved Change Orders	Contract Time with Approved Change
\$4,181,090.37	None
Recommended By: 	Approved By: 
Nick Hahn, Senior Engineering Technician	McNamara Contracting

Approved By: 
Paul Merchlewicz, City Engineer

Approved By: _____
Tom Bartholomew, Mayor

Date of Council Action:
December 12, 2022

Request for Council Action

SUBJECT: **Adoption of the Dakota County All-Hazard Mitigation Plan**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, supporting the hazard mitigation planning efforts and adoption of the 2022 update to the Dakota County All-Hazard Mitigation Plan.

BACKGROUND

The Disaster Mitigation Act of 2000 requires counties and cities to prepare All-Hazard Mitigation Plans every five years. Plans must address potential natural and manmade hazards and develop mitigation strategies to reduce the impacts of hazardous events both in dollars and lives saved. Counties and cities must have an approved and adopted plan to be eligible for both federal disaster relief and mitigation project grant dollars.

The first All-Hazard Mitigation Plan was approved by the Minnesota Department of Homeland Security and Emergency Management (HSEM) and the Federal Emergency Management Agency (FEMA) in 2006. Since early 2020, City staff has been working with Dakota County Emergency Management to coordinate the required 5-year update to the All-Hazard Mitigation Plan. The City has participated in the planning process and developed its own mitigation strategies as part of the multi-jurisdictional plan.

In February 2022, the Dakota County Board of Commissioners authorized release of the draft plan for a formal 45-day public review and comment period, from Feb. 23 to April 8, 2022. Comments received were addressed in the plan. It was then submitted to Minnesota Homeland Security and Emergency Management and the Federal Emergency Management Agency for review. County staff received HSEM comments and incorporated them into the plan. No public comments were received after posting the plan on the County's website. No public hearing is required under the federal guidance documents. The plan was revised based on state and federal reviewer comments and received state and federal conditional approval in August 2022. The County Board of Commissioners formally approved and adopted the 2022 update to the All-Hazard Mitigation Plan in late September 2022.

City staff worked collaboratively to update the plan to ensure that our city remains eligible to receive future federal funds if a disaster occurs. The final draft of the Plan is posted on the Dakota County website at:

<https://www.co.dakota.mn.us/HealthFamily/HandlingEmergencies/Planning/Pages/all-hazard.aspx>.

According to FEMA rules, cities must formally adopt the Plan within one year of its approval, in order to be covered by the Plan. This is required in order for the City to secure federal Disaster Public Assistance and Mitigation Grants for communities in case of a disaster. Prior to receipt of the City's resolution adopting the Plan, federal disaster funds will not be available.

The work on this project does not end with the adoption of the Plan. As a way to keep the Plan at the forefront, the implementation of the mitigation strategies outlined in the Plan will be monitored during meetings of the Dakota County Domestic Preparedness Committee JPA.

FISCAL IMPACT

Adoption of the plan is fiscally beneficial to the City as it is the first step in making IGH eligible for federal disaster relief funds, should circumstances warrant.

RECOMMENDATION

Staff recommends that Council adopt the attached Resolution and authorize its submittal to HSEM and FEMA.

ATTACHMENTS

1. Resolution Adopting the All Hazard Mitigation Plan

RESOLUTION NO. 22-

**INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION ADOPTING THE DAKOTA COUNTY ALL HAZARD
MITIGATION PLAN**

WHEREAS the Disaster Mitigation Act of 2000 requires counties and cities to prepare an All-Hazard Mitigation Plan (Plan) every five years; and

WHEREAS plans must address potential natural and manmade hazards and develop mitigation strategies to reduce the impacts of hazard events both in dollars and lives saved; and

WHEREAS the County and participating cities must have an adopted Plan to be eligible for federal disaster relief and mitigation project grants; and

WHEREAS the Disaster Mitigation Act of 2000 requires counties and cities to prepare an All-Hazard Mitigation Plan (Plan) every five years; and

WHEREAS plans must address potential natural and manmade hazards and develop mitigation strategies to reduce the impacts of hazard events both in dollars and lives saved; and

WHEREAS the County and participating cities must have an adopted Plan to be eligible for federal disaster relief and mitigation project grants; and

WHEREAS the first Plan was approved by the Minnesota Department of Homeland Security and Emergency Management (MNHSEM) and the Federal Emergency Management Agency (FEMA) in 2006 and was updated again in 2011 and 2017; and

WHEREAS since late 2020, the City of Inver Grove Heights has participated in updating the City's mitigations strategies as part of the required five-year update to the Plan, and

WHEREAS the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS the Plan includes a risk assessment including past hazards, hazards that threaten the county, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS the Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS the Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents, and how Plan participants will maintain public participation and coordination; and

WHEREAS the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comments and received conditional approval on August 4, 2022; and

WHEREAS The Dakota County Board of Commissioners formally approved and adopted the 2022 update to the All-Hazard Mitigation Plan in late September 2022.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Inver Grove Heights, Minnesota, supports the hazard mitigation planning effort and wishes to adopt the 2022 update to the Dakota County All-Hazard Mitigation Plan.

Adopted by the City Council of the City of Inver Grove Heights on this 12th day of December 2022.

Ayes: Nays:

Attest:

Thomas Bartholomew, Mayor

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution Accepting Consultant Services Proposal from SEH and Authorizing Traffic Counting for Municipal State Aid System Streets**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting the proposal from and authorizing a contract with SEH for traffic counting services needed for the management and maintenance of the Municipal State Aid System within Inver Grove Heights.

BACKGROUND

As part of the Minnesota Municipal State Aid (MSA) System Maintenance Requirements, the City of Inver Grove Heights is set up to count traffic volumes on MSA streets on a four-year cycle, with the City last completing these traffic counts in 2019. Inver Grove Heights is required to provide traffic counts in 2023 in order to update MSA needs. SEH has performed past traffic counting analysis with the City, and has worked closely with MSA staff at MnDOT for many of our peer communities in the development and advancement of traffic counting means and methods, and is familiar with the City's MSA system and past traffic counting data.

FISCAL IMPACT

Costs for traffic counting are not to exceed \$13,000, and have been budgeted for in the City's Engineering department budget (101.43.5100.442.30300).

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution - MSA System Traffic Counts
2. 2023 MSA Traffic Counting Proposal Letter

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

RESOLUTION NO. _____

**RESOLUTION ACCEPTING CONSULTANT SERVICES PROPOSAL FROM SEH, AND
AUTHORIZING TRAFFIC COUNTING FOR MUNICIPAL STATE AID SYSTEM STREETS WITHIN
INVER GROVE HEIGHTS**

WHEREAS, as part of the Minnesota Municipal State Aid (MSA) System Maintenance Requirements, the City of Inver Grove Heights is set up to count traffic volumes on MSA streets on a four-year cycle; and

WHEREAS, the City last completed traffic counts in 2019, and are due to update these traffic counts in 20223; and

WHEREAS, SEH has provided a cost proposal for work associated with traffic counts including equipment needed, traffic data collection, and coordination with MnDOT and the City; and

WHEREAS, City Engineering staff find SEH to be qualified to perform the work, and the cost to be within the existing budget for the work.

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

1. Traffic counting activities including traffic data collection, coordination, and provision of required equipment are authorized for SEH in accordance with the approved proposal for a not-to-exceed cost of \$13,000.

Adopted by the City Council of the City of Inver Grove Heights this 12th day of December 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Building a Better World
for All of Us®

November 30, 2022

RE: Inver Grove Heights, Minnesota
MSA Traffic Counting-2023 Cycle
SEH No. INVER0000.00

Mr. Paul Merchlewicz, PE
City Engineer
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, Minnesota 55077

Dear Mr. Merchlewicz:

As part of the Minnesota Municipal State Aid Street System Maintenance Requirements, the City of Inver Grove Heights is set up to count traffic volumes on MSA streets on a four-year cycle, with the City last completing these traffic counts in 2019. For the 2019 cycle, SEH assisted the City with setting counters and collecting traffic data, for submittal to MnDOT.

MnDOT usually sends out a spreadsheet early in the count cycle, detailing where counts need to be taken. However, on most MSA streets (except in commercial or rapidly developing areas), there are usually little volume changes from year to year and count locations are generally the same. In 2019, MnDOT had approximately 70 specific locations that required a traffic count to be taken in Inver Grove Heights. Based on information from the City, it is anticipated that the number of count locations will increase slightly due to additional MSA streets being added to the count requirements (likely to around 73-75 locations).

SEH would be pleased to continue to assist the City of Inver Grove Heights in taking the MSA traffic counts for the 2023 cycle at the approximately 73-75 locations within the City, completing all City required traffic counts in 2023. SEH would attend the State's annual traffic counting kickoff meeting in early 2023 and provide the City with a copy of all information shared at that meeting. Using the counting spreadsheet information that MnDOT will be providing, we would set up a schedule for setting and picking up traffic counters at the designated locations during the late spring and summer of 2023. We are also available to provide to the City of Inver Grove Heights any supplemental traffic counts that the City may wish to have taken (for potential signal installations and/or other special study's needs). The data will be transferred from our traffic counters electronically and, using our computer program, we will output a summary page showing hourly volumes by location over a 24-to-48 hour period. We will finalize the traffic count sheets and submit them to MnDOT on behalf of the City of Inver Grove Heights.

Schedules for setting traffic counts will be completed noting specific times that counts should not be taken (due to holidays, construction in the area, or bad weather). If desired, we can coordinate with the City of Inver Grove Heights to set a specific schedule for counter setting, and keep the City informed as to where counters are proposed to be set for the upcoming week.

All work can be accomplished based on the actual payroll costs and expenses. The actual hours worked in scheduling, setting and picking up the traffic counters, transferring the data, and filling out the MnDOT summary forms will be recorded. An equipment charge for each initial counter setting will also be made. The \$25.00 per set cost includes all actual expenses associated with setting the counters, except for labor and mileage. Equipment includes road tubes and clamps, chains and locks, the traffic counter unit itself, software program, computer, computer interface unit, etc.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

Based on an estimated 73 count locations that was mentioned to us in your request for proposal, we estimate that we would be able to take all required traffic counts and complete form processing and data submittal to the City and State **for a cost not to exceed of \$13,000**.

Work included in our proposed program would include but not be limited to:

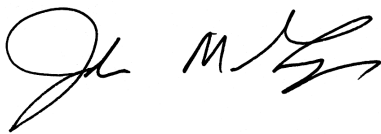
- Performing all work necessary to obtain and submit MSA traffic counts data to MnDOT and to the City. All traffic counting work will meet MnDOT requirements and procedures.
- Recounts due to equipment failures will be completed by SEH as part of our original project scope and budget, at no additional cost to the City. Any other recounts requested by the City or MnDOT outside of this parameter would be billed to the City, and a typical number of recounts is included in our proposed project costs based on recent experiences with MnDOT.
- Notifying the City in advance of where counters will be set each week.
- Where possible, counting work will be scheduled so that counts required to be taken near schools are completed while school is in session.

Work would begin in the late spring or early summer of 2023 and continue through the summer, allowing SEH to schedule all counter setting for efficiency. All field work will be completed, data processed and count information submitted to MnDOT no later than October 31, 2023.

If the City of Inver Grove Heights elects to have SEH complete their MSA traffic counting, this letter agreement can be the basis for an agreement between the City of Inver Grove Heights and SEH, for work by SEH on the City's traffic counting program and all subsequent services. If you are in agreement with the terms, please sign this agreement and return one (1) copy to us for our files.

If you have any questions or comments related to this project, please feel free to call me at 651.402.4383 or email me at jgray@sehinc.com. We look forward to being able to work on the City's MSA Traffic Counting Program. Thank you.

Sincerely,
SHORT ELLIOTT HENDRICKSON INC.



John M. Gray, PE
Project Manager

Accepted this _____ day of _____, 2022

CITY OF INVER GROVE HEIGHTS, MINNESOTA

By: _____

Title: _____

Request for Council Action

SUBJECT: **Final Compensation Change Order, Final Pay Voucher, Park and Recreation Director's Report of Acceptance and Resolution Accepting Work for City Project No. 2112 – Vista Pines Park Construction**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting work and authorizing final payment for the construction of Vista Pines Park, City Project No. 2112

BACKGROUND

In early 2021, the City acquired approximately 8 acres of land adjacent to Argenta Trail in the Northwest Area of the city for the purpose of constructing a neighborhood park. The city retained the services of HKGi for landscape architecture and civil engineering services.

Contract documents including bid spec documents were developed by HKGi in the early summer months. HKGi and the interim parks and recreation director projected the total project cost to be \$785,000 and recommended accepting bids for the project in late July 2021. The construction contract was awarded to low bidder Max Steining Construction (the contractor), for an approved amount of \$361,875.82 in August of 2021.

In February 2022, Council approved Change Order No. 1 in the amount of \$81,237.11, which increased the value of the contract to \$443,112.93. The items in the change order included stormwater re-design, expanded grading and seeding, and miscellaneous construction contingency items.

Construction continued through the summer and fall of 2022 and has recently been completed. As a result, approval is sought for a Final Pay Voucher in the amount of \$22,074.21 and a Final Compensating Change Order (Change Order No. 2) that reflects a reduction of \$1,628.69 to balance the contract amount. With the acceptance of this change order, the final contracted amount will be \$441,484.24.

FISCAL IMPACT

The final payment of \$22,074.21 results in the project coming in below the approved budget. The project was funded through the Park Acquisition and Development Fund (Fund 402).

RECOMMENDATION

Staff recommends adoption of the attached Resolution, accepting work and authorizing final payment for the construction of Vista Pine Park, City Project No. 2112.

ATTACHMENTS

1. Resolution - Final Acceptance - 2112 Vista Pines Park
2. Park and Recreation Director's Report of Acceptance - Vista Pines Park
3. Vista Pines Change Order #2
4. Final Pay Voucher for Vista Pines Park

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

**RESOLUTION ACCEPTING WORK OF MAX STEININGER CONSTRUCTION AND AUTHORIZING
FINAL PAYMENT IN THE AMOUNT OF \$22,074.21**

CITY PROJECT NO. 2112

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights in August 2021, Max Steinger Construction satisfactorily completed construction of Vista Pines Park.

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

1. The work completed under this contract is hereby accepted and approved.
2. 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 the City of Inver Grove Heights this 12 day of December 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

PARKS AND RECREATION DIRECTOR'S REPORT OF FINAL ACCEPTANCE

CITY PROJECT NO. 2112 – Vista Pines Park

December 6, 2022

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 Max Steininger Construction. The work consisted of a park construction.

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

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

ORIGINAL CONTRACT PRICE	\$361,875.82
CHANGE ORDER 1	\$81,237.11
CHANGE ORDER 2	\$(1,628.69)
FINAL CONTRACT AMOUNT	\$441,484.24
FINAL VALUE OF WORK	\$441,484.24
PREVIOUS PAYMENTS	\$419,410.03
BALANCE DUE	\$22,074.21

Sincerely,

Adam Lares

Adam Lares
Parks and Recreation Director

Change Order

OWNER City of Inver Grove Heights
LANDSCAPE ARCHITECT Hoisington Koegler Group inc.
CONTRACTOR Max Steininger

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

PROJECT:

NWA Park #1 (Vista Pines)

CHANGE ORDER NUMBER: **2**
DATE: **12.02.22**
CITY PROJECT NO: **2021-12**
CONTRACT DATE: **8.24.21**

TO CONTRACTOR:

Max Steininger
3080 Lexington Ave S, Eagan, MN 55121

The Contract is changed as follows:

Not valid until signed by the Owner, Landscape Architect and Contractor.

The original (Contract Sum) was	\$	361,875.82
Net change by previously authorized Change Orders	\$	81,237.11
The (Contract Sum) prior to this Change Order was	\$	443,112.93
The (Contract Sum) will be INCREASED by the Change Order in the amount of	\$	(1,628.69)
The new (Contract Sum) including this Change Order will be	\$	441,484.24
The Contract Time will be (CHANGED) from June 15, 2022		
The date of Substantial Completion as of the date of this Change Order therefore is		1-Jul-22

Note: This summary does not reflect changes in the Contract Sum, or Contract Time which have been authorized by Construction Change Directive.



LANDSCAPE ARCHITECT
Hoisington Koegler Group inc.

CONTRACTOR
Max Steininger, Inc

OWNER
City of Inver Grove Heights

Address
800 Washington Ave. N., Suite 103. Minneapolis, Minnesota 55401

Address
3080 Lexington Ave S, Eagan, MN 55121

Address
8150 Barbara Ave, Inver Grove Heights, MN 55077

By
Amy Bower

By
Deon Donlan

By

Date: 12.02.2022

Date 12/2/2022

Date

(see following pages for Change Order details)

Summary of Change Order No.2

You are directed to make the following changes in the Contract Documents:

<i>Descriptions:</i>	Unit	Qty		UnitCost	Total
ITEMS REMOVED / WORK NOT COMPLETED BY CONTRACTOR					
1 DEDUCT INSTALL NAUTRE PLAY SIGN ON METAL POST	EACH	-1	\$	321.05	\$ (321.05)
2 DEDUCT INSTALL BIKE SIGNS ON METAL POST	EACH	-2	\$	321.05	\$ (642.10)
3 DEDCUT CO1 ADD' EROSION CONTROL -CAT 3 BLANKET	SY	-311	\$	2.14	\$ (665.54)
				<i>Total</i>	\$ (1,628.69)

Net Contract change for Change Order

\$ (1,628.69)

Max Steininger, Inc.
3080 Lexington Ave. S.
Eagan, MN 55121

Phone 651-454-6620
Fax 651-454-6716

emailed 12/2/22

Letter of Transmittal

TO: City of Inver Grove Heights
8150 Barbara Ave.
Inver Grove Heights, MN 55077

DATE: December 2, 2022
ATTN: Brian Swoboda
RE: NWA Park #1 Improvements
FAX:
JOB NO: CP 2021-12

WE ARE SENDING YOU

☒ Enclosed

☐ Under Separate Cover

☐ Sub-Contract
☐ Shop Drawings
☐ Samples

☐ Change Order
☐ Prints
☐ Copy of Letter

☐ Plans
☐ Specifications
☒ Other

Copies	Date	Description
1		Pay Application #5

THESE ARE TRANSMITTED AS CHECKED BELOW:

☐ For Approval
☐ For Signature

☒ As Requested
☐ For Your Use

☐ Approved as Submitted
☐ Other

REMARKS:

Copy To: Billing File

Signed: Gregg Koenig

APPLICATION AND CERTIFICATION FOR PAYMENT

G702 FORM

PAGE ONE OF

PAGES

TO OWNER City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
Attn: Brian Swoboda

PROJECT: NWA Park #1
Improvements
CP #2021-12

APPLICATION NO 5

Distribution to:

☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐
☐

PERIOD TO: November 30, 2022

PROJECT NOS:

FROM CONTRACTOR:

VIA ARCHITECT:

Max Steininger, Inc.
3080 Lexington Ave. So.
Eagan, MN 55121

CONTRACT FOR: Sitework

CONTRACT DATE August 24, 2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	361,875.82
2. Net change by Change Orders	\$	79,608.42
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	441,484.24
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	441,484.24
5. RETAINAGE:		
a. 0 % of Completed Work	\$	0.00
(Column D + E on G703)		
b. 5 % of Stored Material	\$	0.00
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	441,484.24
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	419,410.03
8. CURRENT PAYMENT DUE	\$	22,074.21
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CONTRACTOR:

By:  Date: 12/2/22

State of: Minnesota

County of: Dakota

Subscribed and sworn to before me this

day of December 2022

Notary Public:

My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED\$ 22,074.21

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

ARCHITECT:

By:  Date: 12.2.22

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$81,237.11	\$0.00
Total approved this Month	\$0.00	\$1,628.69
TOTALS	\$81,237.11	\$1,628.69
NET CHANGES by Change Order	\$79,608.42	

City of Inver Grove Heights
NWA Park #1 Improvements
Inver Grove Heights, MN

Bidder:
Full Legal Name Max Steininger, Inc.
Complete Business Address 3080 Lexington Ave So
Eagan, MN 55121

Quantities thru November 30, 2022

ITEM NO.	ITEM	UNIT	CONTRACT QTY	UNIT COST	CONTRACT AMOUNT	Qty to Date	Total to Date	Prev Qty to Date	Prev Total to Date	Qty this Period	Total this Period	% Complete
1	MOBILIZATION	1	LS	\$18,000.00	\$18,000.00	1.00	\$ 18,000.00	1.00	\$ 18,000.00	-	\$ -	100.00%
2	EROSION CONTROL - SILT FENCE	1,700	LF	\$3.21	\$5,457.00	1,700.00	\$ 5,457.00	1,700.00	\$ 5,457.00	-	\$ -	100.00%
3	EROSION CONTROL - INLET PROTECTION (SILT FENCE RING)	4	EA	\$236.72	\$946.88	4.00	\$ 946.88	4.00	\$ 946.88	-	\$ -	100.00%
4	SURVEY AND STAKING	1	LS	\$8,877.05	\$8,877.05	1.00	\$ 8,877.05	1.00	\$ 8,877.05	-	\$ -	100.00%
5	CONSTRUCTION ENTRANCES	2	EA	\$904.69	\$1,809.38	2.00	\$ 1,809.38	2.00	\$ 1,809.38	-	\$ -	100.00%
6	POND BASIN	1	LS	\$53,872.58	\$53,872.58	1.00	\$ 53,872.58	1.00	\$ 53,872.58	-	\$ -	100.00%
7	12" RCP	301	LF	\$73.11	\$22,006.11	301.00	\$ 22,006.11	301.00	\$ 22,006.11	-	\$ -	100.00%
8	48" DIAM. MANHOLE	1	EA	\$2,973.97	\$2,973.97	1.00	\$ 2,973.97	1.00	\$ 2,973.97	-	\$ -	100.00%
9	48" DIAM. MANHOLE W/ WIER	1	EA	\$5,328.37	\$5,328.37	1.00	\$ 5,328.37	1.00	\$ 5,328.37	-	\$ -	100.00%
10	12" FES	6	EA	\$2,230.48	\$13,382.88	6.00	\$ 13,382.88	6.00	\$ 13,382.88	-	\$ -	100.00%
11	48" DIAM. OUTLET CONTROL GRATE	1	EA	\$2,850.05	\$2,850.05	1.00	\$ 2,850.05	1.00	\$ 2,850.05	-	\$ -	100.00%
12	48" DIAM. SOLID MANHOLE GRATE	1	EA	\$904.59	\$904.59	1.00	\$ 904.59	1.00	\$ 904.59	-	\$ -	100.00%
13	4" DRAIN TILE STUB	15	LF	\$80.55	\$1,208.25	15.00	\$ 1,208.25	15.00	\$ 1,208.25	-	\$ -	100.00%
14	CLEARING & GRUBBING	1	LS	\$24,078.81	\$24,078.81	1.00	\$ 24,078.81	1.00	\$ 24,078.81	-	\$ -	100.00%
15	COMMON EXCAVATION	2,661	CY	\$19.07	\$50,745.27	2,661.00	\$ 50,745.27	2,661.00	\$ 50,745.27	-	\$ -	100.00%
16	SOIL CORRECTIONS	950	CY	\$23.76	\$22,572.00	950.00	\$ 22,572.00	950.00	\$ 22,572.00	-	\$ -	100.00%
17	5" CONCRETE WALK/PADS	1,450	SF	\$8.30	\$12,035.00	1,450.00	\$ 12,035.00	1,450.00	\$ 12,035.00	-	\$ -	100.00%
18	CONCRETE PLAYGROUND EDGER OR THICKENED WALK EDGE	345	LF	\$21.12	\$7,286.40	345.00	\$ 7,286.40	345.00	\$ 7,286.40	-	\$ -	100.00%
19	10FT BITUMINOUS TRAILS	1,321	LF	\$25.15	\$33,223.15	1,321.00	\$ 33,223.15	1,321.00	\$ 33,223.15	-	\$ -	100.00%
20	CONCRETE PED RAMP/TRUNCATED DOMES	2	LS	\$1,637.73	\$3,275.46	2.00	\$ 3,275.46	2.00	\$ 3,275.46	-	\$ -	100.00%
21	EROSION CONTROL - EROSION CONTROL BLANKET (CATEGORY 3)	1,133	SY	\$2.14	\$2,424.62	1,133.00	\$ 2,424.62	1,133.00	\$ 2,424.62	-	\$ -	100.00%
22	INSTALL SEED & MULCH	1	LS	\$8,026.27	\$8,026.27	1.00	\$ 8,026.27	1.00	\$ 8,026.27	-	\$ -	100.00%
23	EVERGREEN SHRUB #5 CONT		EA	\$176.57		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
24	DECIDUOUS SHRUB #5 CONT		EA	\$171.22		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
25	PERENNIAL 1 GALLON		EA	\$58.86		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
26	COMPOST FOR PLANT BEDS		SF	\$1.18		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
27	BITUMINOUS COURT PAVEMENT AND BASE	5,000	SF	\$3.43	\$17,150.00	5,000.00	\$ 17,150.00	5,000.00	\$ 17,150.00	-	\$ -	100.00%
28	COURT SURFACING AND LINES	1	LS	\$7,865.74	\$7,865.74	1.00	\$ 7,865.74	1.00	\$ 7,865.74	-	\$ -	100.00%
29	BASKETBALL HOOP INSTALLATION AND CONCRETE FOOTING	2	EA	\$3,799.70	\$7,599.40	2.00	\$ 7,599.40	2.00	\$ 7,599.40	-	\$ -	100.00%
30	PREPARE AND SPREAD WOOD MULCH AT NATURE	1,700	SF	\$1.34	\$2,278.00	1,700.00	\$ 2,278.00	1,700.00	\$ 2,278.00	-	\$ -	100.00%
31	CUT AND PLACE LOGS FOR NATURE PLAY AREA	1	LS	\$2,899.12	\$2,899.12	1.00	\$ 2,899.12	1.00	\$ 2,899.12	-	\$ -	100.00%
32	PLACE BOULDER	13	EA	\$340.72	\$4,429.36	13.00	\$ 4,429.36	13.00	\$ 4,429.36	-	\$ -	100.00%
33	INSTALL BENCH		EA	\$535.08		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
34	INSTALL BIKE HOOP		EA	\$267.54		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
35	INSTALL PICNIC TABLE		EA	\$802.63		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
36	INSTALL TRASH/RECYCLING RECEPTACLE		EA	\$535.08		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
37	INSTALL DOG WASTE RECEPTACLE	1	EA	\$267.54	\$267.54	1.00	\$ 267.54	1.00	\$ 267.54	-	\$ -	100.00%
38	INSTALL ENTRY SIGN: CONCRETE BASE	1	EA	\$2,675.42	\$2,675.42	1.00	\$ 2,675.42	1.00	\$ 2,675.42	-	\$ -	100.00%
39	INSTALL PARK RULE SIGN ON METAL POST		EA	\$321.05		-	\$ -	-	\$ -	-	\$ -	#DIV/0!
40	INSTALL NATURE PLAY SIGN ON METAL POST	1	EA	\$321.05	\$321.05	-	\$ -	-	\$ -	-	\$ -	
41	INSTALL BIKE SIGNS ON METAL POST	2	EA	\$321.05	\$642.10	-	\$ -	-	\$ -	-	\$ -	
	CO1 - Delete 120 LF of 12" RCP	(130)	LF	\$73.11	\$-9,504.30	(130.00)	\$ (9,504.30)	(130.00)	\$ (9,504.30)	-	\$ -	100.00%
	CO1 - Delete 2 Each of 12" FES	(5)	EA	\$2,230.00	\$-11,150.00	(5.00)	\$ (11,150.00)	(5.00)	\$ (11,150.00)	-	\$ -	100.00%
	CO1 - Add 120 LF of 15" RCP	120	LF	\$80.81	\$9,697.20	120.00	\$ 9,697.20	120.00	\$ 9,697.20	-	\$ -	100.00%
	CO1 - Add 2 Each of 15" FES	2	EA	\$2,560.48	\$5,120.96	2.00	\$ 5,120.96	2.00	\$ 5,120.96	-	\$ -	100.00%
	CO1 - Additional Grading for new swale	413	SY	\$9.27	\$3,828.51	413.00	\$ 3,828.51	413.00	\$ 3,828.51	-	\$ -	100.00%

City of Inver Grove Heights
NWA Park #1 Improvements
Inver Grove Heights, MN

Bidder:
Full Legal Name Max Steininger, Inc.
Complete Business Address 3080 Lexington Ave So
Eagan, MN 55121

Quantities thru November 30, 2022

ITEM NO.	ITEM	UNIT	CONTRACT QTY	UNIT COST	CONTRACT AMOUNT	Qty to Date	Total to Date	Prev Qty to Date	Prev Total to Date	Qty this Period	Total this Period	% Complete
	CO1 - Add'l Survey for Storm Sewer Runs	1	EA	\$3,646.50	\$3,646.50	1.00	\$ 3,646.50	1.00	\$ 3,646.50	-	\$ -	100.00%
	CO1 - Add'l Seeding in the added Storm Sewer Areas	413	SY	\$6.75	\$2,787.75	413.00	\$ 2,787.75	413.00	\$ 2,787.75	-	\$ -	100.00%
	CO1 - Credit for Drintile in Bioinfiltration Pond	112	LF	\$-35.75	\$-4,004.00	112.00	\$ (4,004.00)	112.00	\$ (4,004.00)	-	\$ -	100.00%
	CO1 - Credit for Bioinfiltration Media. Was 90CY. Now 44CY.	46	CY	\$-35.00	\$-1,610.00	46.00	\$ (1,610.00)	46.00	\$ (1,610.00)	-	\$ -	100.00%
	CO1 - Credit for Choker Stone not used-Bioinfiltration Pond	15	CY	\$-55.00	\$-825.00	15.00	\$ (825.00)	15.00	\$ (825.00)	-	\$ -	100.00%
	CO1 - Credit for Fabric not used-Bioinfiltration Pond	107	SY	\$-2.00	\$-214.00	107.00	\$ (214.00)	107.00	\$ (214.00)	-	\$ -	100.00%
	CO1 - Added 15 working days to project		DY				\$ -		\$ -	-	\$ -	#DIV/0!
	CO1 - Removal of liquidated damages from the		EA				\$ -		\$ -	-	\$ -	#DIV/0!
	CO1 - 18" RCP Storm Sewer	24	LF	\$102.30	\$2,455.20	24.00	\$ 2,455.20	24.00	\$ 2,455.20	-	\$ -	100.00%
	CO1 - 18" FES	1	EA	\$2,750.00	\$2,750.00	1.00	\$ 2,750.00	1.00	\$ 2,750.00	-	\$ -	100.00%
	CO1 - 48" Drainage Structures, 8-10' Deep	2	EA	\$4,510.00	\$9,020.00	2.00	\$ 9,020.00	2.00	\$ 9,020.00	-	\$ -	100.00%
	CO1 - Modify OCS Wier	1	EA	\$1,100.00	\$1,100.00	1.00	\$ 1,100.00	1.00	\$ 1,100.00	-	\$ -	100.00%
	CO1 - 6" Knife Gate Valve	1	EA	\$1,001.00	\$1,001.00	1.00	\$ 1,001.00	1.00	\$ 1,001.00	-	\$ -	100.00%
	CO1 - Modify 48" MH, Core for 4" SCH 40	1	EA	\$605.00	\$605.00	1.00	\$ 605.00	1.00	\$ 605.00	-	\$ -	100.00%
	CO1 - Pothole Gas Line	3	EA	\$605.00	\$1,815.00	3.00	\$ 1,815.00	3.00	\$ 1,815.00	-	\$ -	100.00%
	CO1 - 6" SCH 40 Drain Tile	10	LF	\$71.50	\$715.00	10.00	\$ 715.00	10.00	\$ 715.00	-	\$ -	100.00%
	CO1 - 6" SCH 40 Drain Tile, Perforated	112	LF	\$35.75	\$4,004.00	112.00	\$ 4,004.00	112.00	\$ 4,004.00	-	\$ -	100.00%
	CO1 - Drain Tile Cleanouts	2	EA	\$715.00	\$1,430.00	2.00	\$ 1,430.00	2.00	\$ 1,430.00	-	\$ -	100.00%
	CO1 - Castings	2	EA	\$803.00	\$1,606.00	2.00	\$ 1,606.00	2.00	\$ 1,606.00	-	\$ -	100.00%
	CO1 - Rip Rap	20	CY	\$132.50	\$2,650.00	20.00	\$ 2,650.00	20.00	\$ 2,650.00	-	\$ -	100.00%
	CO1 - Add'l Shipping Costs for Pipe	6	EA	\$175.00	\$1,050.00	6.00	\$ 1,050.00	6.00	\$ 1,050.00	-	\$ -	100.00%
	CO1 - Temp Seeding(fall 2021) lower pond area only	1	EA	\$2,350.00	\$2,350.00	1.00	\$ 2,350.00	1.00	\$ 2,350.00	-	\$ -	100.00%
	CO1 - Add'l Erosion Control-cat 3 blanket-for storm	1,498	SY	\$2.14	\$3,205.72	1,498.00	\$ 3,205.72	1,498.00	\$ 3,205.72	-	\$ -	100.00%
	CO1 - Erosion Control - TRM Enkamat 7020	135	SY	\$36.50	\$4,927.50	135.00	\$ 4,927.50	135.00	\$ 4,927.50	-	\$ -	100.00%
	CO1 - Credit for Rip Rap Replaced with TRM	(5)	CY	\$175.00	\$-875.00	(5.00)	\$ (875.00)	(5.00)	\$ (875.00)	-	\$ -	100.00%
	CO1 - Add'l Grading - for enlarged Storm Basin	500	CY	\$19.07	\$9,535.00	500.00	\$ 9,535.00	500.00	\$ 9,535.00	-	\$ -	100.00%
	CO1 - Add'l Stripping of park land for seeding	2,027	SY	\$9.27	\$18,790.29	2,027.00	\$ 18,790.29	2,027.00	\$ 18,790.29	-	\$ -	100.00%
	CO1 - 2022 Add'l Permanent Seeding	1	EA	\$7,500.00	\$7,500.00	1.00	\$ 7,500.00	1.00	\$ 7,500.00	-	\$ -	100.00%
	CO1 - Add'l Erosion Control - Cat 3 Blanket	2,978	SY	\$2.14	\$6,372.92	2,667.00	\$ 5,707.38	2,667.00	\$ 5,707.38	-	\$ -	89.56%
	CO1 - 4" Drain Tile Stub-field measured	7	EA	\$80.55	\$563.85	7.00	\$ 563.85	7.00	\$ 563.85	-	\$ -	100.00%
	CO1 - Soil Correction Credit - not needed under field	(59)	SY	\$23.76	\$-1,401.84	(59.00)	\$ (1,401.84)	(59.00)	\$ (1,401.84)	-	\$ -	100.00%
	CO1 - Add Gravel Bike Trail Connection	1	EA	\$275.00	\$275.00	1.00	\$ 275.00	1.00	\$ 275.00	-	\$ -	100.00%
	CO1 - Megellan Gas Line Insulation	64	SF	\$128.00	\$128.00	64.00	\$ 128.00	64.00	\$ 128.00	-	\$ -	100.00%
	CO1 - Ped Ramp Adjustment at Cul de Sac	1	EA	\$1,375.00	\$1,375.00	1.00	\$ 1,375.00	1.00	\$ 1,375.00	-	\$ -	100.00%
	CO1 - Add'l Grading to accomodate plan adjustments	400	CY	\$19.07	\$7,628.00	400.00	\$ 7,628.00	400.00	\$ 7,628.00	-	\$ -	100.00%
	CO1 - Fall 2022 Temp Seeding and Hydro Mulch	1	EA	\$7,700.00	\$7,700.00	1.00	\$ 7,700.00	1.00	\$ 7,700.00	-	\$ -	100.00%
	CO1 - Add'l Survey & Grading	1	EA	\$850.00	\$850.00	1.00	\$ 850.00	1.00	\$ 850.00	-	\$ -	100.00%
	CO1 - Basketball Hoop Installation Credit	(1)	EA	\$600.00	\$-600.00	(1.00)	\$ (600.00)	(1.00)	\$ (600.00)	-	\$ -	100.00%
	CO1 - Install Dog Waste Receptacle - Credit	(1)	EA	\$267.00	\$-267.00	(1.00)	\$ (267.00)	(1.00)	\$ (267.00)	-	\$ -	100.00%
	CO1 - Install Entry Sign - Credit	(1)	EA	\$331.15	\$-331.15	(1.00)	\$ (331.15)	(1.00)	\$ (331.15)	-	\$ -	100.00%
	Work not performed - INSTALL NATURE PLAY SIGN ON METAL POST	(1)	EA	\$321.05	\$-321.05							
	Work not performed - INSTALL BIKE SIGNS ON METAL POST	(2)	EA	\$321.05	\$-642.10							
	Work not performed - CO1 - Add'l Erosion Control - Cat 3 Blanket	(311)	SY	\$2.14	\$-665.54							
TOTAL					\$441,484.24		\$441,484.24		\$441,484.24			



Request for Council Action

SUBJECT: **Approve Amendment to Contract with ISD 199 for Golf Course Usage**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the attached Second Amendment to Agreement with Independent School District 199 for use of Inver Wood Golf Course.

BACKGROUND

The Simley High School golf teams have utilized the Inver Wood Golf Course for tryouts and practices for a number of years pursuant to a separate agreement with the City for golf course usage. The City has an existing Agreement with Independent School District No. 199 for use of various other City facilities (aquatic and fitness center and VMCC space) by the School District, and the purpose of this Second Amendment is to incorporate the District's golf course usage into the existing Agreement for the remainder of the term of the Agreement, which runs through 2026.

FISCAL IMPACT

The amendment requires the district to pay an annual flat fee of \$10,000, plus various other fees under conditions specified in the agreement.

RECOMMENDATION

Staff recommends Council approve the attached Second Amendment to the Agreement with Independent School District No. 199 for use of Inver Wood Golf Course.

ATTACHMENTS

1. Amendment No. 2 to ISD 199 VMCC Use Agreement

**SECOND AMENDMENT TO VETERANS MEMORIAL COMMUNITY CENTER
GROVE AQUATIC & FITNESS CENTER NATIONAL GUARD ARMORY USE
AGREEMENT**

THIS SECOND AMENDMENT TO VETERANS MEMORIAL COMMUNITY CENTER GROVE AQUATIC & FITNESS CENTER NATIONAL GUARD ARMORY USE AGREEMENT (the “Second Amendment”), is made this 12th day of December, 2022, by and between the **City of Inver Grove Heights** (“City”), a Minnesota municipal corporation and **Independent School District No. 199**, a Minnesota public school corporation (“District”).

RECITALS

1. The City and the District are the parties to that Veterans Memorial Community Center Grove Aquatic & Fitness Center National Guard Armory Use Agreement dated June 27, 2016 as amended by that Addendum to Use Agreement Between the City of Inver Grove Heights and Independent School District 199 for the Inver Grove Heights Veterans Memorial Community Center Grove Aquatic & Fitness Center and for the National Guard Armory dated May 18, 2020 (together the “Agreement”).
2. The City owns and operates Inver Wood Golf Course (the “Golf Course”), which has been used by the Simley High School boys and girls golf teams (the “Golf Teams”) for many years.
3. The City and District seek to amend the existing Agreement to add use of the Golf Course by the Golf Teams to the Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants of each to the other contained in this Second Amendment and other good and valuable consideration, receipt of which is hereby acknowledged, the parties mutually agree as follows:

1. The Agreement shall be amended to add Exhibit E which shall read as follows:

**EXHIBIT E
USE OF GOLF COURSE FACILITIES BY SIMLEY HIGH SCHOOL GOLF TEAMS**

Commencing on January 1, 2023, and for the term of the Agreement, the Simley High School boys and girls golf teams shall be allowed to utilize the Inver Wood Golf Course Facilities as outlined below. The District shall pay to the City, on or before July 1st of each year that the Agreement is in effect, the following flat annual fee for use of the Golf Course Facilities by the Simley High School Golf Teams. This annual fee shall be in addition to all other fees payable to the City under the terms of the Agreement:

Year	Annual Fee
2023	\$10,000

2024	\$10,000
2025	\$10,000
2026	\$10,000

1. **Tryouts.** The golf team will hold spring try-outs over a two, to three-day period to be set as early as weather and course conditions permit. All students shall pay the applicable rate of either \$18 for nine holes or \$29 for 18 holes directly to the Golf Course as determined by the try-out format.
2. **Driving Range.** Inver Wood will provide, free of charge, 120 large range ball buckets to the golf team. Range balls will be issued to the team's coaches only. Individual players will not be issued driving range balls over the counter. The limit on range balls will not go into effect until after team tryouts have been completed. This will enable team players the opportunity to prepare their swings and be viewed by the coaches in the process. Whenever possible, coaches will have players double-up at hitting stations to ensure that adequate spots are available for other golfers.
3. **Tee Times.** Inver Wood will provide tee times for the golf team as follows: Tee times for the championship course and executive course will need to be made through the Golf Operations Coordinator. A physical calendar with the seasons tee times and schedule of play should be provided to the Golf Operations Coordinator no later than April 1st of each year. (Weather Permitting) The Golf Operations Coordinator will work with the coaches to accommodate the teams need for tee times.

Any championship course tee time booked by the team will be considered an 18-hole tee time. If the coaches plan to play only 9 holes on a given day, please notify the golf course staff in order for back side starting times can be made available for access by other golfers.

4. **Tee Times-No Show Policy.** Inver Wood will allow up to 40 no show player tee times per golf season. This will be cumulative between the boys and girl's teams on both the championship and executive golf courses. If the golf team surpasses the 40 player no show amount, the District shall pay to the City the applicable high school nine hole fee (\$17), or eighteen hole fee (\$29) for the amount of no shows beyond this threshold. The Golf Operations Coordinator will communicate any time that the District is being billed for tee times on the no show policy.
5. **Friday Tee Times.** Friday tee times will be limited to two (3) tee times for each golf course. Beginning in May, there will be no use of the championship course. However, on the day of play, unfilled tee times may be utilized by the team. Coaches may check with the golf shop staff prior to their play time and golf course staff will do their best to fit them into any unused or no-show tee times. Please keep in mind that due to increasing demand on good weather days, this potential is not very likely.
6. **Coaches Responsibilities.**

- Simley golf coaches will be responsible for providing the Golf Operations Coordinator a complete, type-written list of tee times required by the team no later than April 1st of each year.
- Golf coaches are responsible to cancel reserved tee times 24 hours in advance. Failure to cancel reserved tee times will result in no show tee times. When weather conditions exist that generally inhibit play, this requirement shall be waived.
- Coaches shall communicate any schedule changes immediately to golf course management in order that we may meet our obligation to other interested golfers.

7. Player Responsibilities.

- All players must register in the golf shop before commencing play.
- Players will conduct themselves consistent with established golf etiquette and the rules of golf.
- Players shall comply with all Golf Course Rules and Policies

8. Other Terms. All other applicable terms and conditions of the Agreement shall apply to the use of the Golf Course Facilities by the District and its employees and students pursuant to this Exhibit E.

IN WITNESS WHEREOF, the parties have executed this Second Amendment as of the year and day first set forth above.

INDEPENDENT SCHOOL DISTRICT 199

By: _____
Its: Chair

By: _____
Its: Clerk

CITY OF INVER GROVE HEIGHTS

By: _____
Its: Mayor

By: _____
Its: City Clerk

Request for Council Action

SUBJECT: **Approval of Lease Agreement for National Guard Armory**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the attached Lease Agreement with the State of Minnesota, Department of Military Affairs, for the Inver Grove Heights Armory.

BACKGROUND

For many years, the City has leased certain spaces within the National Guard Armory, which is connected to the Veterans Memorial Community Center. The leased spaces include the Armory gymnasium and several multi-purpose rooms which are used for City programming, as well as by third parties who rent the space from the City. The City's existing lease agreement expired earlier this year, and has continued on a month-to-month basis since.

The attached lease agreement has been developed to provide for the City's continued use of the various shared spaces within the Armory.

The proposed lease cost for 2023 is \$12,000, compared to \$5,000 in previous years. The significant increase is a result of aligning the IGH lease agreement with estimated facility operating costs for the Armory, which are calculated using a formula provided by the federal government. Based on the facility type (in this case, a Reserve Training Facility), its square footage and the total hours the space is utilized by the City, the formula produces an amount that needs to be recovered via the lease payment. This includes a factor for utility/energy costs. The formula produces a suggested lease payment of \$16,000 per year, but the National Guard is willing to enter into the attached lease agreement at the lower amount of \$12,000, recognizing that this is still a substantial increase over the prior lease amount and the fact that there are some in-kind services that City staff provide for the facility, such as snow removal and lawn care.

FISCAL IMPACT

Funding for this lease agreement was included in 2023 budget. The annual fee for the leased space will now be \$12,000.

RECOMMENDATION

Staff recommends approval of the attached Lease Agreement with the State of Minnesota, Department of Military Affairs, for the Inver Grove Heights Armory.

ATTACHMENTS

1. Armory Lease

**AGREEMENT BETWEEN THE STATE OF MINNESOTA,
DEPARTMENT OF MILITARY AFFAIRS AND THE CITY
OF INVER GROVE HEIGHTS TO LEASE SPACE**

WHEREAS, the State of Minnesota, Department of Military Affairs, hereinafter referred to as STATE, has constructed an armory in the City of Inver Grove Heights (referred to herein as the Armory or the Facility); and

WHEREAS, Minn. Stat., Sec. 193.145, Subd. 5, anticipates that portions of such armory can be leased to other entities as long as such lease does not conflict with the lease to and use of the armory by the State of Minnesota for military purposes; and

WHEREAS, The State, at no expense to the city, has granted the City of Inver Grove Heights, hereinafter referred to as the City, a perpetual parking easement for the parking lot at the Armory that abuts 80th Street; and the City, in turn, at no expense to the State, has granted the State a perpetual parking easement for the parking lot area of the Inver Grove Heights Veterans Memorial Community Center that abuts 80th Street. The Inver Grove Heights Veterans Memorial Community Center, Hereinafter referred to as the Community Center, adjoins the Armory and is owned and operated by the City; and

WHEREAS, the City, at its own expense, has constructed a connecting corridor between the Armory and the Community Center. The State, at no expense to the City, has granted the City a perpetual easement for the corridor over that area on the real property for the location of the corridor. The City has paid for construction of the corridor. The City will be responsible for the maintenance and operational costs of the corridor.

WHEREAS, the City desires to utilize a portion of said Armory; and

WHEREAS, the State desires to enter into an agreement with the City for the use of certain portions of the Armory when it is not being used for military purposes.

NOW, THEREFORE, BE IT AGREED that the State does hereby lease to the City, and the City does hereby accept lease of, that portion of the armory located in the City of Inver Grove

Heights, also known as the Inver Grove Heights National Guard Training and Community Center, and depicted on Attachment A as Shared Use Spaces or City Spaces, on the following terms and conditions:

1. TERM: The term of this Lease shall be for five years. The term will commence January 1, 2023. Upon expiration, this lease shall continue on a month-to-month basis until replaced, terminated, or modified. City agrees not to assign this lease or any portion thereof without first obtaining the written consent of the State.

2. TERMINATION: The State reserves the right to terminate this lease at any time, and that no claims for any damage that may result to the City from any such termination shall be asserted or maintained against the State. Except in the case of an emergency requiring the immediate termination of the Lease, the State shall give the City at least thirty (30) days written notice prior to termination of the lease. The City reserves the right to terminate this lease at any time upon providing 60 days written notice to the State.

3. PAYMENT: The City agrees to pay the State the sum of Twelve Thousand and no/100 Dollars (\$12,000.00) annually per calendar year, payment is due June 1st. All payments are to be made payable to the Inver Grove Heights Armory Fund and mailed or delivered to Inver Grove Heights Armory, 8076 Babcock Trail, Inver Grove Heights, MN 55077. It is agreed and understood by the City that the Armory is primarily for use by the Minnesota National Guard, and that military activities must take precedence over any use by the City. In the event that the City's access to the space designated 'City Space' or 'Shared Use Space' in Attachment A is restricted for more than thirty (30) consecutive days by the State for reasons other than for military activities, the annual payment will be prorated (reduced) based on the percentage of space the City lost access to and the number of days of the year the space was unavailable to the City. No proration of payment will be given if the City loses access to space due to use of the Armory for military activities, or for circumstances outside of the State's control, unforeseen circumstances, or force majeure.

4. LIABILITY: Each party shall be responsible for its own actions, and the acts of their respective officials, employees, agents, and invitees, and the results thereof. The City and State's liability is subject to limitation under the Minnesota Tort Claims Act, and other applicable Minnesota Statutes and law.

5. COMPLIANCE WITH LAW: The City agrees to comply with all of the laws, rules and regulations of the United States and the State of Minnesota, and the rules and regulations of the Department of Military Affairs for the government and management of said armory together with all rules and requirements of the Police and Fire Departments of the City of Inver Grove Heights. Furthermore, the City shall obtain all permits or licenses required by any provision of law, municipal charter or ordinance for the conduct of programs and activities organized and managed by the City on the leased premises, and the State of Minnesota shall not be responsible for the City's failure to obtain such permits and licenses or to comply with any other requirement imposed upon the City for the conduct of such activity.

6. VACATION: The City agrees to vacate the leased premises, remove debris and restore same to ordinary cleanliness within one week after termination of the period covered by this lease unless a new lease or renewal period is negotiated.

7. ALLOCATION OF SPACE: The State shall have sole control and use of space designated ARNG as described in Attachment A. The City shall have sole control and use of the space designated City as described in Attachment A. The State and the City shall cooperatively share the space designated Shared as described in Attachment A. Operations and control of Shared space shall be subject to the terms described below in section eight of this agreement labeled schedule of use. With respect to the spaces designated as Shared or City on Attachment A, the City may rent those spaces to third parties at rates determined by the City.

8. SCHEDULE OF USE: The City and the State shall cooperate to avoid any conflicts between uses. The State shall provide the City with a written schedule of its use of the armory's

shared facilities one year in advance. This schedule will become part of the lease. The City will incorporate this schedule into the City's schedule. It is understood that the schedule may change from time to time, and the State shall give reasonable notice to the City in such cases. If, for any reason, the schedule requires changing by the City, the City shall give reasonable notice to the State.

9. CLEAN UP RESPONSIBILITY: For the times that the City utilizes the Shared Use Areas and for the times that the City rents the Shared Use Areas to third parties, the City will be responsible for the cleanup of the Shared Use Areas after the event or occasion is completed. The City shall clean up the Shared Use Areas to a standard that leaves the spaces in the same condition in which the City found the spaces when it began utilization. All furniture will be returned to original position, floors will be vacuumed or swept, and all garbage will be picked up and removed. If any spills occur on the floor surfaces, they will promptly be washed or mopped and returned to their prior condition. This includes the cleanup of common areas (hallways, entry ways, bathrooms, etc.) that are also utilized during City usage of Shared spaces. The City will be responsible for cleaning of the bathrooms located in the Shared Use Areas after city events or full day usage of classroom or gymnasium space. Bathroom cleaning shall include picking up trash, emptying and replacing garbage liners, as well as restocking soap and paper products. The City shall be responsible for vacuuming rugs/door mats after full day usage of gymnasium and city events. For the times that the City uses the Shared Use Areas or third parties use the space, the City shall be responsible for setting up the furniture and chairs and tables and other equipment that may be necessary for the occasion or event; the State shall not have responsibility for set up. Further, after the occasion or event is completed, the City shall have the responsibility for removing the tables and chairs and other equipment that were necessary for the occasion so that the Shared Use Areas can be used by the State in the future for other events.

10. UTILITIES: The State shall be responsible for providing and paying for utilities such as heat, electric, water, sewer and other services and utilities associated with the State and City use of the Armory.

11. MINOR REPAIR AND MAINTENANCE: The State of Minnesota, Department of Military Affairs shall be responsible for maintenance of any specially fenced secure area for military vehicles (Motor Vehicle Storage Area) or any accessory building utilized to store government equipment, and shall be responsible for maintenance and repair of Shared Use Areas incident to and after use by the National Guard.

The City shall have City personnel either at the Armory or at the Inver Grove Heights Veterans Memorial Community Center at all times during City use of the Armory or City generated lease of the Armory. The City shall be responsible for maintenance and repair of Shared Use Areas incident to and after use by the City or by third parties that have leased spaces through the City. This includes but is not limited to dents, scratches, and stains in duct work, doors, floors, and walls. The standard of maintenance shall leave the space in the same condition in which the City found the spaces when it began utilization. The city shall be responsible for securing the building after use when Armory personnel are not present.

12. CAPITAL REPAIRS AND NONROUTINE MAINTENANCE: Each party acknowledges that certain nonroutine maintenance and capital repairs will be necessary to maintain the building in a serviceable and desirable condition. Capital repairs and nonroutine maintenance to the Armory building shall be subject to the following:

- a. SHARED USE AREAS The City and the State will equally share responsibility for all replacement, maintenance, or repair to the gymnasium/drill hall floor, gym recreational equipment (basketball backboard systems), tables and chairs for use in the gymnasium, painting in the gymnasium and shared use classrooms, replacement of sound system, and replacement of carpet in shared use classrooms.

b. **PARKING LOT RESURFACE/REPLACEMENT:** As laid out in Attachment C, all pavement located on the adjacent property owned by the City shall be the sole responsibility of the City. Pavement maintenance in the northern parking lot and driveway that lies within the property boundary of the State, is the sole responsibility of the State. Pavement maintenance to the shared southern driveway/parking lot that lies on the property boundary between the City and the State shall be equally shared between the City and the State. Pavement maintenance for the Motor Vehicle Storage Area shall be the sole responsibility of the State. In the event of a joint parking lot/pavement maintenance project between the parties, each party will be responsible for the square foot percentage that their property has contributed to the project.

Each party acknowledges that besides the aforementioned, there may be other unforeseen maintenance needs to arise. Both parties pledge their cooperation to resolve any additional needs or issues that arise with a mutually beneficial solution. The City and the State will mutually determine the scope and timing of capital repairs and nonroutine maintenance that are to be funded by both parties.

13. **GROUNDS MAINTENANCE, AND SNOW/ICE REMOVAL:** In exchange for use of the Facility, in addition to the annual rent payment, the City will also provide “in-kind” assistance for operations and maintenance which will include the following:

(a) The City agrees that it will maintain the outside grounds and parking lot associated with the Armory as outlined in Attachment B;

(b) The City agrees that it will be responsible for snow plowing, snow and ice removal, and sweeping of the parking lot located on the northern side of the Armory as well as the sidewalks up to the first pillar by the Armory main entrance. The areas where the City shall provide snow plowing and snow and ice removal services are all the areas shown in blue, orange, and green on Attachment C except for that area shaded green and labeled MNARNG MVSC which shall be the

responsibility of the State. The City will provide salt to the State for use on the sidewalk/entryway space from the first pillar to the Armory main entrance, as outlined in Attachment D.

14. COOPERATION: It is understood by the parties that questions concerning schedules, operating procedures and rules governing the use of Shared Use Areas may arise during the operations of the Armory. Both parties pledge their cooperation to resolve disputes and to make mutually determined decisions for the public benefit. The parties agree to cooperate in every reasonable manner to erect and operate a facility which first and foremost shall be considered a military structure for use by the National Guard and, secondly, shall be considered a public facility for use by the public. The city agrees to make no change in the electric, wiring, fixtures or furnishing of those portions of the Armory or Shared Use Areas covered by the lease without first obtaining the written consent of the State. The expense of any agreed upon changes shall be assumed by the City and shall include the cost of restoring the premises to its former condition without damage.

15. NOTICE: Any notices under this lease may be given to the State by sending to:

Executive Director
State of Minnesota, Department of Military Affairs
Veterans Service Building
20 West 12th Street
St. Paul MN 55155

and to the City by sending to:

Inver Grove Heights City Administrator
8150 Barbara Ave
Inver Grove Heights, MN 55077

16. INSURANCE: Each party shall maintain insurance or self-insurance on their property interests in the facility.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands and seals this _____ day of _____, 20____.

CITY OF INVER GROVE HEIGHTS

By:_____

Its: Mayor

By:_____

Its: City Clerk

STATE OF MINNESOTA
DEPARTMENT OF MILITARY AFFAIRS

By:_____

Its:_____

By:_____

Its:_____

Attachment A Use Designation



	ARNG
	City
	Shared Use

RM#	ROOM NAME	SQ.FT.(INSIDE)
101	VESTIBULE	121
102	LOBBY	1,285
103	CORRIDOR A	964
104	CORRIDOR A2	101
105	ASSEMBLY HALL	9,147
106	WOMEN'S LATRINE	221
107	MEN'S LATRINE	203
108	RECRUITING OFFICE	240
109	COMPANY A OFFICE	659
110	COMPANY A COMMANDER'S OFFICE	120
111	CONFERENCE ROOM	142
112	HHC OFFICE	441
113	HHC COMMANDER'S OFFICE	127
114	CLASSROOM	490
115	CLASSROOM	490
116	CLASSROOM	490
117	CLASSROOM	490
118	CLASSROOM	490
119	CLASSROOM	490
120	FACILITIES MAINTENANCE STORAGE	183
121A	LIBRARY	247
121B	MECHANICAL STORAGE	95
122	AMC SECTION LAB	247
123	FACILITIES MAINTENANCE STORAGE	60
124	TRAINING AIDS STORAGE	120
125	EQUIPMENT ROOM (TELEPHONE)	65
126	CITY STORAGE	195
127	CITY OFFICE	146
128A	TABLE & CHAIR STORAGE	114
128B	TABLE & CHAIR STORAGE	226
129	FOOD STORAGE	180
130	FOOD PREPARATION AREA (KITCHEN)	328
131	SCULLERY	221
132	LOCKER ROOM	471
133	TOILET/ SHOWER-WOMEN	218
134	BOILER ROOM	711
135	CORRIDOR B	511
136	MEN'S LOCKER ROOM	650
137	MEN'S LATRINE	152
138	MEN'S SHOWER	95
139	HIGH TECH TRAINING AREA	1,797
140	HHC STORAGE (TA 50)	982
141	COMPANY C STORAGE (TA 50)	1,187
143	CE MAINTENANCE BAYS	2,784
144	CE MAINTENANCE (ELECTRONICS)	536
145	CE MAINTENANCE STORAGE	280
146	BATTALION HEADQUARTERS	3,166
147	BATTALION COMMANDER'S OFFICE	240
148	COMPUTER ROOM	153
150	DCOR OFFICE	153
151	CONFERENCE ROOM	535
152	CORRIDOR C	428
153	ASLE	521
154	HHC SUPPLY	700
155	HHC VAULT (HEATED)	300
156	DETACHMENT B SUPPLY	488
157	DETACHMENT B VAULT (HEATED)	300
158A	BATTALION HQ STORAGE	474
158B	SECTION STORAGE	224
159A	SECTION STORAGE	255
159B	SECTION STORAGE	255
159C	SECTION STORAGE	253
159D	SECTION STORAGE	255
159E	SECTION STORAGE	251
160A	SECTION STORAGE	255
160B	SECTION STORAGE	258
160C	SECTION STORAGE	267
161	FLAMMABLE MATERIAL STORAGE	100

Attachment B
Scope of Grounds Maintenance

a. Lawn Care Service/Maintenance:

1. Lawns, excluding the fenced-in solar array area and Motor Vehicle Storage Area, will be professionally trimmed (mowed) using the same standard(s) as other municipal facilities.
2. Mowing height to be adjusted as needed throughout the season.
3. All twigs, branches, grass clippings, etc., will be removed after each trimming (mowing).
4. Bases of all trees and shrubs will be neatly maintained. Grass, weeds, and “suckers” will be removed.
5. Edging along sidewalks, curbs, and drives will be done on an “as needed” basis during the mowing season.
6. Weeding will be done on an as needed basis to include cracks, crevasses and flower beds.

b. Fertilize Lawn:

1. Turf fertilizing will be done using the same standard(s) as other municipal facilities

c. Trimming of shrubs as needed:

Trim shrubs appropriately. Using the same standard(s) as other municipal facilities.

d. Spring clean-up once per year:

Spring clean-up, (approximately May), weather permitting. Lawns and grounds will be vacuumed and all shrubs and trees will be cleared of leaves and debris. Clean-up any debris from winter snow/spring melt (this may include parking lot(s)). Using the same standard(s) as other municipal facilities.

e. Fall clean-up once per year:

Fall clean-up, will be completed by approximately October 30th, weather permitting. Also included will be the removal of leaves and debris from all lawn and shrub bed areas. Using the same standard(s) as other municipal facilities

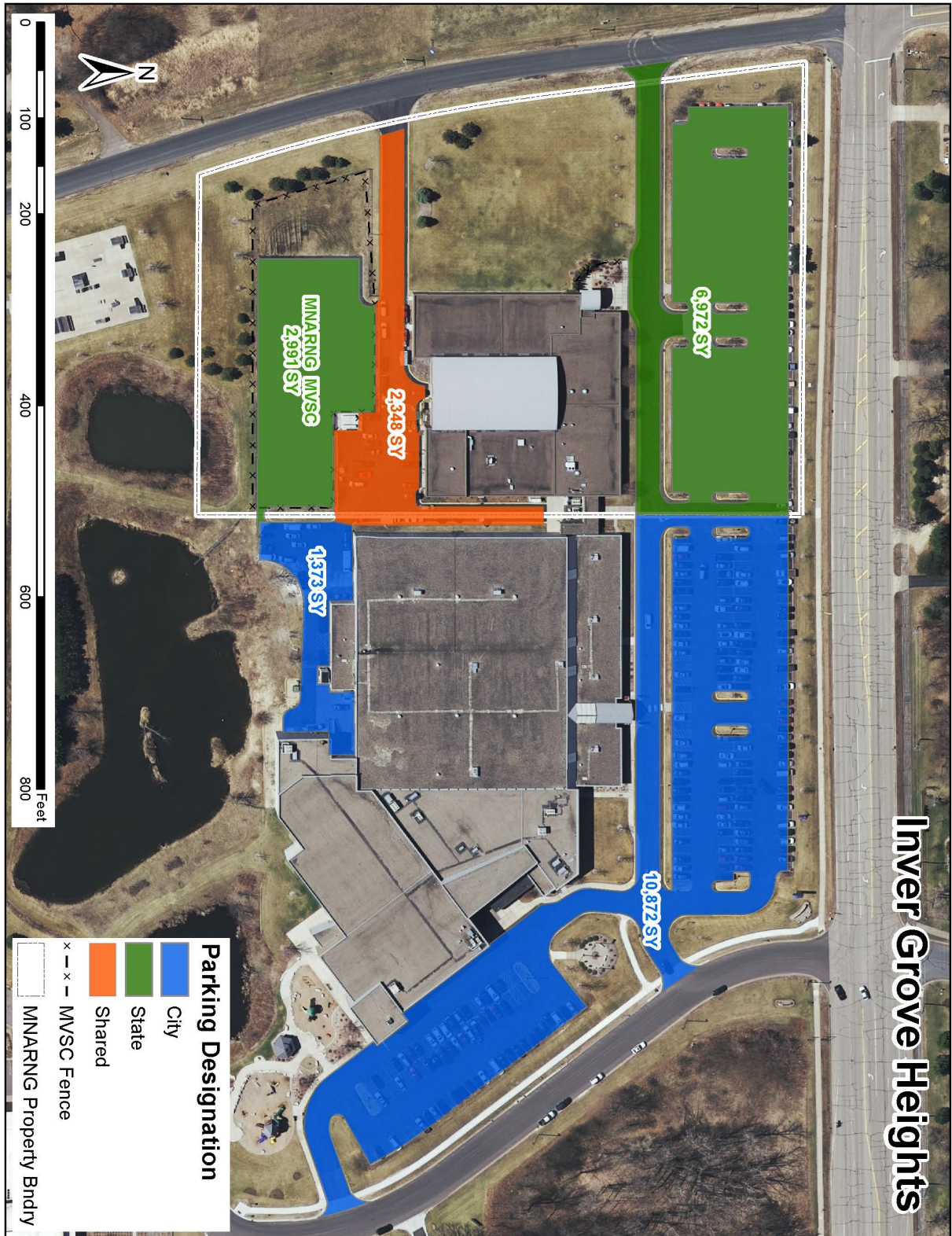
f. Mulch for the shrub and flower beds:

Mulch will be added using the same standard(s) as other municipal facilities.

- g. No Grounds Maintenance Provided in MVSC Area or Solar Array Area.** The City shall not be responsible for providing any lawn care, fertilization, trimming, mulching, spring and fall clean-up, or other grounds maintenance service for any areas located inside the perimeters of the fences surrounding the Motor Vehicle Storage Area of the area where the solar array is located.

Attachment C

Parking Lot Maintenance Responsibility



Attachment D

Snow Removal Responsibility



Request for Council Action

SUBJECT: **Approve Resolution and Development Contract for Bethesda 2nd Addition**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the Development Contract for the plat of Bethesda 2nd Addition located at 2855 47th Street (Bethesda Church, Case No. 22-38SZ)

BACKGROUND

The City Council approved a plat for this property on November 14, 2022. The approval required the applicant to enter into a development agreement with the City prior to recording of the plat. Since the development contract was not finalized when the Plat was approved, it must now be approved by separate resolution.

The agreement lays out the general obligations of the applicant to maintain the proposed improvements on the property.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Planning staff recommends approval of the agreement as presented.

ATTACHMENTS

1. Resolution Approving Development Contract
2. Development Contract for Plat of Bethesda 2nd Addition

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

RESOLUTION NO. _____

**A RESOLUTION APPROVING A DEVELOPMENT CONTRACT FOR THE PLAT OF
BETHESDA 2ND ADDITION**

**CASE NO. 22-38SZ
Bethesda Lutheran Church**

WHEREAS, a three lot plat was approved by City Council on November 14, 2022; and

WHEREAS, a condition of approval requires the applicant to enter into a development contract with the City.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS that the Development Contract for the plat of Bethesda 2nd Addition is hereby approved, subject to minor revisions as approved by the City Attorney, and the City Clerk or Deputy City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Passed this 12th day of December 2022.

AYES:

NAYS:

By: Thomas Bartholomew
Its: Mayor

Attest: Rebecca Kiernan
Its: City Clerk

DEVELOPMENT CONTRACT

FOR PLAT OF

BETHESDA 2ND ADDITION

**CITY OF INVER GROVE HEIGHTS
DEVELOPMENT CONTRACT
FOR PLAT OF BETHESDA 2ND ADDITION**

THIS DEVELOPMENT CONTRACT (hereinafter “Development Contract”) is made and entered into on the _____ day of December, 2022, by and among the City of Inver Grove Heights, a Minnesota municipal corporation, (hereinafter called the City), and the Developer and Residential Lot Owners identified herein.

RECITALS:

WHEREAS, Developer and Residential Lot Owners own certain real property (the “Development Property”) located in Dakota County, Minnesota, which, upon replatting, will be legally described per **Exhibit A**; and

WHEREAS, the Developer has applied to the City for approval of the Plat of BETHESDA 2ND ADDITION (the “Plat”); and

WHEREAS, the Plat will result in the creation of three lots: Lot 1 will contain the existing residential structure currently owned by the Residential Owners and include a portion of the Development Property currently owned by the Developer; Lot 2 will contain the existing church building, parking lot, and a portion of the remaining unimproved property owned by the Developer; and Lot 3 will be owned by the Developer for the purpose of potential future resale and redevelopment with a new residential structure; and

WHEREAS, in conjunction with the platting of the Development Property, the City requires that Lot 3, the future residential development lot, be connected to existing City storm sewer, water, and sanitary sewer, and that the requirements for payment of park dedication fees and other development-related fees be paid by the Developer at the time of Plat and time of issuance of a building permit for the anticipated residential structure which will be constructed on Lot 3 at a later date; and

WHEREAS, under authority granted to it, including Minnesota Statutes Chapters 412, 429, and 462, the City Council has approved the Plat on the following conditions:

1. That the Developer and Residential Lot Owners enter into this Development Contract; and
2. Developer shall pay all fees and charges required by the City Code related to the platting of the Property at the times and in the manner outlined below.

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, Developer, and Residential Lot Owners agree as follows:

1. **Parties.** The parties to this Development Contract are the City of Inver Grove Heights, a Minnesota municipal corporation (the “City”), Bethesda Evangelical Lutheran Church of South St. Paul, a Minnesota corporation (the “Developer”); and Sarah J. McEllistrem and Eric Rolig, individuals (hereinafter referred to together as the “Residential Lot Owners”). Together, the Developer and Residential Lot Owners shall be referred to herein as the Owners.

For purposes of any notice provided for or required under this Development Contract, the City’s address is City of Inver Grove Heights, Attention: City Administrator, Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights, MN 55077; the Developer’s address is: Bethesda Evangelical Lutheran Church of South St. Paul, Attn: _____, 2855 47th Street, Inver Grove Heights, MN 55076; and the Residential Lot Owners’ address is 4612 Bower Path, Inver Grove Heights, MN 55076.

This Development Contract sometimes refers to the City, the Developer, and the Residential Lots Owners, individually, as a “Party” and sometimes refers to the City, the Developer, and the Residential Lot Owners, collectively, as the “Parties”.

2. **Effective Date.** This Development Contract is effective as of the date the last Party to execute this Development Contract executes this Development Contract.

3. **Recital.** Each Party assumes the following statements are true. No Party is liable to any other Party for inaccuracies in the following statements except to the extent the statements are restated elsewhere in this Development Contract as representations, warranties or covenants.

- (a) **Recital One:** The Residential Lot Owners and the Developer own the real property legally described on **Exhibit A** (“Development Property”).
- (b) **Recital Two:** The Developer, with the approval of the Residential Lot Owners, has applied to the City for various land use approvals, including the subdivision (Plat) of the Development Property.
- (c) **Recital Three:** The City has approved the Plat of the Development Property subject to the Owners’ execution of and compliance with this Development Contract.

4. **Subdivision Approval.** Upon the Owners’ execution of this Development Contract, the City will release the plat for recording, subject to any necessary revisions to the legal description for the Property to be platted required by Dakota County and the addition of a signature block for the Residential Lot Owners to the Plat. The Developer shall record this Development Contract immediately after recording the Plat.

5. **Survey and Title Evidence Requirements.** The City acknowledges it is in receipt of a warranty deed evidencing ownership by the Residential Lot Owners of Lot 2, Block 3, SEIDL LAKE ADDITION as well as the signed application from the Developer attesting to

Developer's ownership of the remainder of the Development Property, excluding the property owner by the Residential Lot Owners.

6. **Parkland Dedication.** The Developer shall pay a park dedication fee in the amount of three thousand eight hundred fifty dollars (\$3,850.00) pursuant to the requirements of City Code section 11-4-6 contemporaneously with the execution of this Development Contract and prior to the release of the Plat.

7. **Grading and Construction.** The Developer shall be required to obtain all necessary site plan approvals, grading and land alteration permits, and all other required City permits and approvals prior to obtaining a building permit for Lot 3. The Developer shall be required to obtain a building permit prior to any building construction on Lot 3.

8. **Utility Connections and Fees.** The Developer must comply with all Inver Grove Heights City Code requirements regarding utility connections. New sanitary sewer and water stubs/services must be installed to serve Lot 3 prior to issuance of a building permit for Lot 3.

- a. **Water Utility Fees.** Developer is not required to pay a water utility plat connection fee. Pursuant to Section 3-4-2-2(C)(2) Developer shall pay the following water utility fees at the rates then in effect at the time a building permit is obtained or connection is made to the municipal water system, whichever occurs first: 1) water building permit connection unit fee; 2) water treatment plant fee; and 3) water core connection fee.
- b. **Sanitary Sewer Utility Fees.** Developer is not required to pay a sanitary sewer utility plat connection fee. Pursuant to Section 3-4-2-2(D)(2) Developer shall pay the following sanitary sewer utility fees at the rates then in effect at the time a building permit is obtained or connection is made to the municipal sanitary sewer system, whichever occurs first: 1) MCES SAC unit fee; 2) sanitary sewer building permit connection unit fee; and 3) sewer core connection fee.
- c. **Water and Sewer Stubs.** Before a building permit is obtained or connection is made to the municipal water or sewer systems for Lot 3, Developer must, at Developer's sole expense, extend water and sewer stubs from the City's existing water and sewer mains to the property line of Lot 3. Any restoration to the street, curb, gutter, storm sewer, or other appurtenances located in the public right-of-way or easements from which these services are extended shall be performed by the Developer, at Developer's sole expense.
- d. **Other Utility Fees and Charges.** Developer shall pay all other required permit, utility, stormwater, and connection fees in effect at the time of a request for a building permit for Lot 3, at the rates in effect at the time of the building permit application per the City Code and its adopted fee schedule.

9. **Governmental Agency Permits and Approvals.** The Developer must obtain all necessary permits and approvals from governmental entities with jurisdiction over the Development Property prior to any grading or construction activities on Lot 3.

10. **Developer's Responsibility for Costs.** As provided for in the Inver Grove Heights City Code, the Developer must pay all out-of-pocket costs the City incurs in connection with the subdivision (Plat) of the Development Property, including but not limited to reasonable legal, planning, engineering and inspection expenses incurred in connection with the review and approval of the Developer's Subdivision application, the preparation of this Development Contract, and the monitoring and inspection of the Developer's performance of their obligations under this Development Contract.

11. **Developer's Representations and Warranties.** The Developer makes the following representations and warranties to the City:

- (a) The Developer owns the Development Property with the exception of the Residential Lot subject to Prior Easement Holders.
- (b) The Developer is not currently in default under any contract, agreement or mortgage to which the Developer is a party or to which the Development Property is subject to. No events occurred that would be a default under such contracts, agreements or mortgages but for the passage of time or giving of notice thereof.
- (c) There is no suit, action, arbitration or legal, administrative or other proceeding or other governmental investigation pending or, to the knowledge of Developer, threatened against or affecting the Developer or the Development Property. To the best of the Developer's knowledge, no councilperson of the City is directly or indirectly financially interested in this Development Contract or any contract, agreement or job thereby contemplated to be entered into or undertaken.

12. **Residential Lot Owner's Representations and Warranties.** The Residential Lot Owners make the following representations and warranties to the City:

- (a) The Residential Lot Owners own the real property legally described prior to the Platting of the Development Property as Lot 2, Block 3, SEIDL LAKE ADDITION (the "Residential Lot") which, after platting, is a portion of Lot 1, BETHESDA 2ND ADDITION, subject to Prior Easement Holders.
- (b) The Residential Lot Owners are not currently in default under any contract, agreement or mortgage to which the Residential Lot Owners are a party or to which the Development Property is subject to. No events occurred that would be a default under such contracts, agreements or mortgages but for the passage of time or giving of notice thereof.
- (c) There is no suit, action, arbitration or legal, administrative or other proceeding or other governmental investigation pending or, to the

knowledge of Residential Lot Owners threatened against or affecting the Residential Lot Owners or the Development Property. To the best of the Residential Lot Owners' knowledge, no councilperson of the City is directly or indirectly financially interested in this Development Contract or any contract, agreement or job thereby contemplated to be entered into or undertaken.

13. **Indemnification.** The Residential Lot Owners and the Developer agree to indemnify and defend the City, the City Council, and the Planning Commission members that participated in the recommendation for approval of the subdivision application, and City officers, consultants, agents and employees (the "Indemnified Parties") against and hold the Indemnified Parties harmless from any claims, damages or liability of any kind arising out of, incidental to or in connection with the City's approval of the subdivision and plat and the Residential Lot Owners' and Developer's performance of the Residential Lot Owners' and Developer's obligations under this Development Contract whether or not due to the negligence of the Residential Lot Owners' and Developer's or any contractor or its or their employees, servants or agents, except for liability arising out of the sole negligence of the City, its officers, agents or employees.

14. **The City's Remedies Upon the Residential Lot Owners' or Developer's Default.** If the Residential Lot Owners or Developer fail to perform one or more of their obligations under this Development Contract, the City gives the Residential Lot Owners and Developer written notice at the addresses set forth in this Development Contract of the Residential Lot Owners or Developer's failure to perform such obligation, and the Residential Lot Owners or Developer fail to commence to perform said obligation within 48 hours and diligently pursue, to completion, the performance of said obligation as quickly as reasonably possible, the Residential Lot Owners and/or Developer shall be in default under this Development Contract (hereinafter a "Default"). Upon the occurrence of a Default, the City may avail itself of the following remedies after written notice and a reasonable opportunity to cure (except in case of an emergency which threatens substantial harm to property or persons):

- (a) The City may commence a civil action against the Residential Lot Owners and/or Developer for the specific enforcement of this Development Contract;
- (b) The City may initiate a civil action against the Residential Lot Owners and/or Developer seeking damages, equitable relief or such other relief as the Court may deem appropriate;
- (c) The City may, but shall have no obligation to, enter onto the Development Property or instruct its employees, agents or contractors to enter onto the Development Property and perform some or all of the obligations the Residential Lot Owners or Developer has failed to perform and take such other measures as the City or its engineer may reasonably deem necessary for the protection of the health, welfare and safety of the public. If the City elects to perform obligations of the Residential Lot Owners or

Developer under this Development Contract, the Residential Lot Owners and Developer are responsible to the City for all costs and expenses the City incurs in connection with the performance of such obligations; and/or

- (d) The City may deny building and occupancy permits for buildings to be constructed on Lot 3.

The Residential Lot Owners and/or Developer must pay the City for any and all reasonable costs, including attorneys' fees and court costs, the City incurs in connection with the City's exercise of its rights under this Section. If the Residential Lot Owners and/or Developer defaults in the performance of their obligations under this Development Contract, no action or inaction of the City shall be deemed a waiver of the City's rights under this Section unless the waiver is in writing and specifically describes the remedies which the City intends to waive. Waiver on the part of the City does not act as a waiver of the City's right to enforce any concurrent, previous or subsequent breach of this Development Contract. No remedy provided for herein is intended to be exclusive of any other remedy or remedies. Each and every remedy is intended to be cumulative and consecutive and in addition to every other remedy given under this Development Contract or now or hereinafter existing at law or in equity or by statute.

15. **Successors and Assigns, Recording and Release.** The provisions of this Development Contract run with the land and are binding on and accrue to the benefit of the Parties, their successors and assigns. The Developer must record this Development Contract in the Dakota County land records. The City shall, upon request, provide the Residential Lot Owners and Developer with a recordable release releasing the Development Property or part thereof from the provisions of this Development Contract upon the Residential Lot Owners and Developer's completion of their obligations under this Development Contract.

If the Developer provides the City with proof of a binding purchase agreement for the sale of Lot 3 and the purchaser executes a contract with the City that assumes Developer's obligations under this Development Contract relating to Lot 3, the City shall provide Developer with a recordable release releasing the Developer from the provisions of this Development Contract relating to Lot 3.

16. **Miscellaneous.**

- (a) No member, official or employee of the City shall be personally liable to the Residential Lot Owners or Developer or any of their successors in interest, for or as a result of the City's failure to perform its obligations under this Development Contract or to abide by the provisions of the City Ordinances.
- (b) Third parties have no recourse against the City or the Residential Lot Owners or Developer under this Development Contract.
- (c) If any portion, section, subsection, sentence, clause or paragraph of this Development Contract is for any reason held to be invalid, such decision

shall not affect the validity of the remaining portions of this Development Contract. The Residential Lot Owners and Developer must not assign this Development Contract without the written permission of the City Council, whose permission will not be unreasonably withheld.

- (d) This Development Contract may be simultaneously executed in several counterparts, each of which is an original and all of which constitute but one and the same instrument.
- (e) This Development Contract is governed by and construed in accordance with the laws of the State of Minnesota.
- (f) The Parties hereto acknowledge that this Development Contract sets forth the entire understanding between the Parties regarding the subdivision and platting of the Development Property and any prior written or oral agreements or understandings are merged into this Development Contract. No subsequent oral or written understandings between the Parties constitute an amendment to this Development Contract unless the understanding is in writing and specifically states that it is intended to modify this Development Contract.

[The balance of this page is intentionally left blank.]

IN WITNESS WHEREOF, the parties have executed this Development Contract.

DEVELOPER

BETHESDA EVANGELICAL LUTHERAN CHURCH OF SOUTH ST. PAUL

By: _____
Name: _____
Title: _____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

On this ____ day of _____, 2022, before me a Notary Public within and for said County, personally appeared _____, to me personally known, who being by me duly sworn, each did say that he/she is the _____ of Bethesda Evangelical Lutheran Church of South St. Paul, a Minnesota corporation, the Developer named in the foregoing instrument.

Notary Public

RESIDENTIAL LOT OWNERS:

Sarah McEllistrem

Eric Rolig

STATE OF MINNESOTA)
)
COUNTY OF DAKOTA) ss.

On this ____ day of _____, 2022, before me a Notary Public within and for said County, personally appeared Sarah McEllistrem and Eric Rollig, to me personally known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Notary Public

By: Tom Bartholomew
Its: Mayor

By: Rebecca Kiernan
Its: City Clerk

On this ____ day of _____, 2022, before me a Notary Public within and for said County, personally appeared Tom Bartholomew and Rebecca Kiernan to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and the City Clerk of the City of Inver Grove Heights, the Minnesota municipal corporation named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipal corporation by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipal corporation.

**THIS INSTRUMENT DRAFTED BY AND
AFTER RECORDING PLEASE RETURN TO:**

Page 188 of 738

EXHIBIT A
LEGAL DESCRIPTION OF DEVELOPMENT PROPERTY

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

Lots 1, 2, and 3, Block 1, BETHESDA 2ND ADDITION.

Request for Council Action

**SUBJECT: Resolutions approving Preliminary Plat and Variance
 for Robert Trail Woods Subdivision**

MEETING DATE: December 12, 2022
ITEM TYPE: Consent Agenda
CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to approve the following requests for the property located at 9450 Robert Trail South (Case No. 22-45SZ)

- 1) A preliminary plat for a four-lot subdivision to be known as Robert Trail Woods
 - 2) A variance from Section 11-3-7.C to allow Lots 1 and 4 without minimum lot frontage directly abutting a street.
- Requires 3/5th vote
-60 day deadline: February 4, 2023 (2nd 60-days)

BACKGROUND

The applicant is proposing to subdivide a 20.19 acre lot into four single-family lots. The property is zoned A, Agricultural, which requires a minimum lot size of five (5) acres. The property is guided rural density residential. The four lot subdivision is consistent with the zoning and comprehensive plan designations. The proposed lots comply with the minimum lot size requirement. Each lot will have individual wells and septic systems. The applicant is proposing one shared access point off South Robert Trail. The preliminary plat shows Lots 1 and 4 without frontage along Robert Trail. A variance is being requested for these two lots to be created without the 30-foot minimum road frontage that is typically required.

The variance request does not appear to have an adverse impact on the surrounding properties. The site is unique in that the width of the existing property along the road is about 1/3 of the width at the midpoint of the lot, making it difficult to comply with all portions of the zoning code for development of the site. Additionally, the property is located along a state highway. MnDOT would not allow four separate driveway locations, therefore creating flag lots to comply with the ordinance would not be a benefit for the subdivision.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Staff recommends approval of all the requests with the conditions listed in the attached resolutions.

Planning Commission: At the November 15, 2022 public hearing, the applicant was present and no neighbors testified. The Planning Commission unanimously recommended approval of the requests with the conditions listed in the attached resolutions.

ATTACHMENTS

1. Resolution - Preliminary Plat
2. Resolution Variance
3. Planning Commission Report

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

RESOLUTION NO.

**A RESOLUTION APPROVING A FOUR LOT PRELIMINARY PLAT TO BE KNOWN AS
ROBERT TRAIL WOODS**

**CASE NO. 22-45SV
Steven Bilotta**

WHEREAS, a preliminary plat application has been submitted to the City for property legally described as;

See Exhibit A

WHEREAS, a public hearing concerning the request was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statutes, Section 462.357, Subdivision 3 on November 15, 2022;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS that, the Preliminary Plat of Robert Trail Woods is hereby approved subject to the following conditions:

1. The final plat shall be in substantial conformance with the plans on file with the Planning Department except as may be modified by the conditions below.
2. A park dedication fee equal to \$15,400 (\$3,850 x 4) shall be paid to the City prior to release of the final plat.
3. The applicant shall meet the conditions outlined in the City Engineers review letters and subsequent correspondence.
4. Prior to commencement of any work on site, the final grading, drainage and erosion control, and storm water calculations shall be approved by the City Engineer.

Passed this 12th day of December 2022.

AYES:

Resolution No. _____

Page 2

NAYS:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Exhibit "A"

That part of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ and the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 19, Township 27, Range 22 lying Southerly of the Southerly right of way line of State Highway No. 3 and the Southerly right of way line of Dakota County Road No. 71; except the following described tracts:

- 1) The South 496.50 feet of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$.
- 2) Commencing at the Southwest corner of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence North along the West line thereof a distance of 662.50 feet to the actual point of beginning; thence East parallel with the South line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 210.0 feet; thence deflecting $76^{\circ}39'30''$ left a distance of 260.00 feet; thence deflecting $17^{\circ}30'$ right a distance of 693 feet, more or less, to its intersection with the Southerly right of way line of State Highway No. 3; thence Southwesterly along said Southerly right of way line to its intersection with the North line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence Westerly along said North line to the Northwest corner of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence Southerly along the West line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 665 feet, more or less, to the point of beginning.
- 3) Beginning at the Northeast corner of the Southeast $\frac{1}{4}$; thence South along the East line thereof a distance of 108.00 feet; thence West a distance of 241.00 feet; thence North 75° West a distance of 250.00 feet; thence North $23^{\circ}30'$ East a distance of 290 feet, more or less to its intersection with the Southerly right of way line of State Highway No. 3; thence Easterly along said Southerly right of way line of State Highway No. 3 and Dakota County Road No. 71 to its intersection with the East line of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 19; thence Southerly along said East line to the point of beginning.
- 4) That part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 19, Township 27 North, Range 22 West, shown as Parcel No. 11 on Minnesota Department of Transportation Right of Way Plat Numbered 19-172 .

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A VARIANCE FROM THE MINIMUM LOT FRONTAGE
REQUIREMENTS**

**CASE NO. 22-45SV
(Steven Bilotta)**

Property located at 9450 Robert Trail South and legally described as follows:

SEE EXHIBIT A

WHEREAS, an application has been received for a Variance from the minimum road frontage requirements for Lots 1 & 4 in the proposed Robert Trail Woods plat;

WHEREAS, the afore described property is zoned A, Agricultural;

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 November 15, 2022 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 request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- The variance request does not appear to have any adverse impacts on the neighboring properties.
- The site is unique in that the property width at the road is about 1/3 the width at the midpoint of the lot making it difficult to comply with all portions of the zoning code for development of the site.
- The property is located along a state highway. MnDOT would not allow four separate driveway locations, therefore creating flag lots to comply with the ordinance would not be a benefit for the subdivision.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow Lots 1 & 4 in the Robert Trail Woods plat without road frontage is hereby approved subject to the following condition:

1. A driveway easement shall be demonstrated on the plat providing access to all lots. A driveway access and maintenance agreement shall be drafted and submitted to the city for review prior to the release of the final plat.

Adopted by the City Council of Inver Grove Heights this 12th day of December 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

Exhibit "A"

That part of the Northeast $\frac{3}{4}$ of the Southeast $\frac{1}{4}$ and the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 19, Township 27, Range 22 lying Southerly of the Southerly right of way line of State Highway No. 3 and the Southerly right of way line of Dakota County Road No. 71; except the following described tracts:

- 1) The South 496.50 feet of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$.
- 2) Commencing at the Southwest corner of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence North along the West line thereof a distance of 662.50 feet to the actual point of beginning; thence East parallel with the South line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 210.0 feet; thence deflecting $76^{\circ}39'30''$ left a distance of 260.00 feet; thence deflecting $17^{\circ}30'$ right a distance of 693 feet, more or less, to its intersection with the Southerly right of way line of State Highway No. 3; thence Southwesterly along said Southerly right of way line to its intersection with the North line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence Westerly along said North line to the Northwest corner of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; thence Southerly along the West line of said Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 665 feet, more or less, to the point of beginning.
- 3) Beginning at the Northeast corner of the Southeast $\frac{1}{4}$; thence South along the East line thereof a distance of 108.00 feet; thence West a distance of 241.00 feet; thence North 75° West a distance of 250.00 feet; thence North $23^{\circ}30'$ East a distance of 290 feet, more or less to its intersection with the Southerly right of way line of State Highway No. 3; thence Easterly along said Southerly right of way line of State Highway No. 3 and Dakota County Road No. 71 to its intersection with the East line of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 19; thence Southerly along said East line to the point of beginning.
- 4) That part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 19, Township 27 North, Range 22 West, shown as Parcel No. 11 on Minnesota Department of Transportation Right of Way Plat Numbered 19-172 .



Planning Commission Report

MEETING DATE:	November 15, 2022
CASE NO:	22-45SV
APPLICANT:	Steven Bilotta
PROPERTY OWNER:	Steven Bilotta
REQUEST:	Preliminary Plat and Variance from Road Frontage
LOCATION:	9450 South Robert Trail
COMPREHENSIVE PLAN:	RDR, Rural Density Residential
ZONING:	A, Agricultural
STAFF CONTACT:	Heather Botten, 651.450.2569

ACTION REQUESTED

1. Preliminary Plat for a 4-lot subdivision to be known as Robert Trail Woods.
2. Variances from the minimum lot frontage requirements for Lots 1 & 4.

BACKGROUND

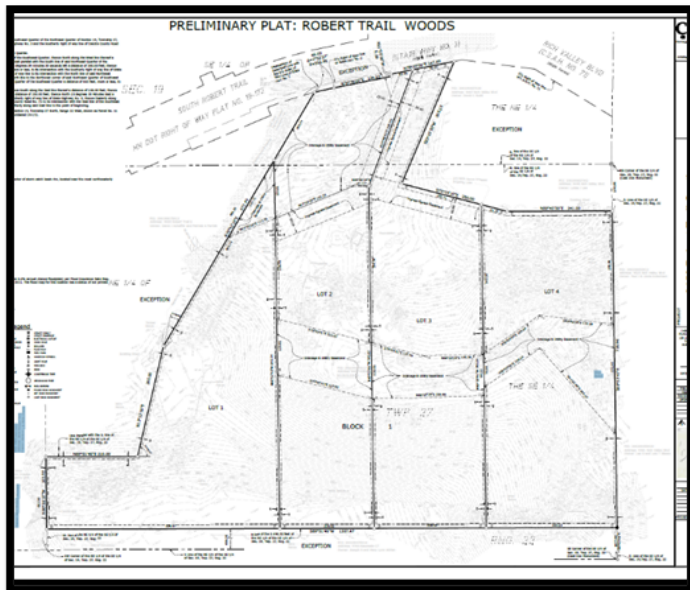
The applicant is proposing to divide the 20.19 acre lot into four single-family lots. The property is zoned A, Agricultural, which requires a minimum lot size of five (5) acres. The proposed lots meet the minimum lot size requirement. Each lot will have individual well and septic systems. The applicant is proposing one shared access point off South Robert Trail. The preliminary plat shows Lots 1 and 4 without direct road frontage to Robert Trail. A Variance is being requested for these two lots without the 30-foot minimum road frontage.

The applicant held a remote neighborhood meeting on August 12, 2022, regarding the proposed request. Eight to ten neighbors participated in the meeting. The meeting notes can be found in the attachments for your review.

EVALUATION OF REQUEST

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

North, South, East, and West – Single-family residential; zoned A, Agricultural; guided RDR, Rural Density Residential.



PLAT REVIEW

Zoning and Comprehensive Plan Consistency. The property is zoned agricultural and guided rural density residential. The proposed four lot subdivision is consistent with the zoning and comprehensive plan designations.

Neighborhood Compatibility

The request does not appear to have any adverse impacts on the neighboring properties as the surrounding properties are all rural density, single-family lots.

Lots & Blocks. The applicant is proposing a four-lot plat. All four lots comply with the minimum lot size of five acres and the minimum lot width of 200 feet at the building pad location.

Access. The applicant is proposing one access point off

South Robert Trail/Hwy 3. The plat has been sent to MnDOT for their review and comment. An access easement would be required over Lots 2 and 3 to benefit the lots without road frontage.

City Staff Review. Engineering has reviewed the request and has made recommendations on conditions that should be added to the approval; these conditions are included in the list of conditions at the end of this report. A stormwater management plan has been developed to ensure overall runoff from the site is reduced and that the quality of water leaving the site removes pollutants as required by the City of Inver Grove Heights.

Water generally leaves the site in three locations, to the North-West, South-West, and East sides of the lot. The drainage area to the South-West is not being affected by the project. The North-West and East sides of the lot will have infiltration and retention ponds to manage the flow to their respective drainage areas.

The applicant has provided the City a soil testing report. The report states based on the soil types observed in the recovered soil samples, the soils at and above the testing elevations have the suitable infiltration capacity for the construction of a future on-site waste management system. The Chief Building Official has reviewed the plat and stated the soils are suitable for septic systems.

All plans shall be subject to the review and approval of the City Fire Marshal for fire lane designation and the signage or marking of the fire lanes at time of building permit.

Park Dedication. Park dedication on this plat will be cash in lieu of land. If approved, prior to release of the final plat for filing with Dakota County, a cash fee of \$3,850 per lot would be required for the plat ($4 \times 3,850 = \$15,400$).

VARIANCE

A variance is being requested from City Code, Section 11-3-7.C, to allow Lots 1 and 4 without lot frontage directly abutting a street.

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 reason requiring lots to have road frontage is so the lot size, width, depth, shape, and orientation shall be appropriate for the location of the subdivision and for the type of development. Staff believes the intent of the zoning code is met due to the unique shape of the property and the compliance with other code requirements. The plat is consistent with the rural density residential designation in the 2040 comprehensive plan.

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

The applicant is proposing a reasonable lot layout for the subdivision. The property is about 1/3 in width along the road verses the midpoint of the property. In respect to the land use, impervious surface, setbacks, and other code requirements, the request is in harmony with the provisions in the zoning ordinance.

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

The property is unique in that the lot is about 20 acres in size, with about 330 feet of width along the road and over 1,000 feet in width at the midpoint of the lot. Designing a plat to comply with the road frontage requirements would create unusual flag lots and the potential need for other variance requests. Additionally, the property is located along a state highway, MnDOT is unlikely to grant permission for additional driveways for the subdivision. Therefore, the need to have access agreements would still be necessary, similar to what is shown on the existing plat.

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

The plat would be consistent with the surrounding area as each lot would comply with the required minimum lot size. Providing lots without direct road access has occurred in the rural areas of the city as it is easier to provide driveway easement access while still complying with all other zoning requirements.

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

The Planning Commission has the following actions available on the following requests:

A. **Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:

- Approval of the **Preliminary Plat** for a four lot subdivision to be known as Robert Trail Woods subject to the following conditions:

1. The final plat shall be in substantial conformance with the plans on file with the Planning Department except as may be modified by the conditions below.
2. A park dedication fee equal to \$15,400 (\$3,850 x 4) shall be paid to the City prior to release of the final plat.
3. The applicant shall meet the conditions outlined in the City Engineers review letters and subsequent correspondence.
4. Prior to commencement of any work on site, the final grading, drainage and erosion control, and storm water calculations shall be approved by the City Engineer.

- Approval of a **Variance** from the minimum road frontage for Lots 1 & 4 subject to the following conditions:

1. A driveway easement shall be demonstrated on the plat providing shared access to all lots. A driveway access and maintenance agreement shall be drafted and submitted to the city for review prior to the release of the final plat.

Rationale: The request is not out of character for the neighborhood and is consistent with the comprehensive plan. The variance request does not appear to have an adverse impact on the surrounding properties. The site is unique in that the width at the road is about 1/3 the width at the midpoint of the property making it difficult to

comply with all portions of the zoning code for development of the site. Additionally, the road is along a state highway, limiting the amount of access point along the road frontage.

B. Denial. If the Planning Commission does not favor the proposed application, the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

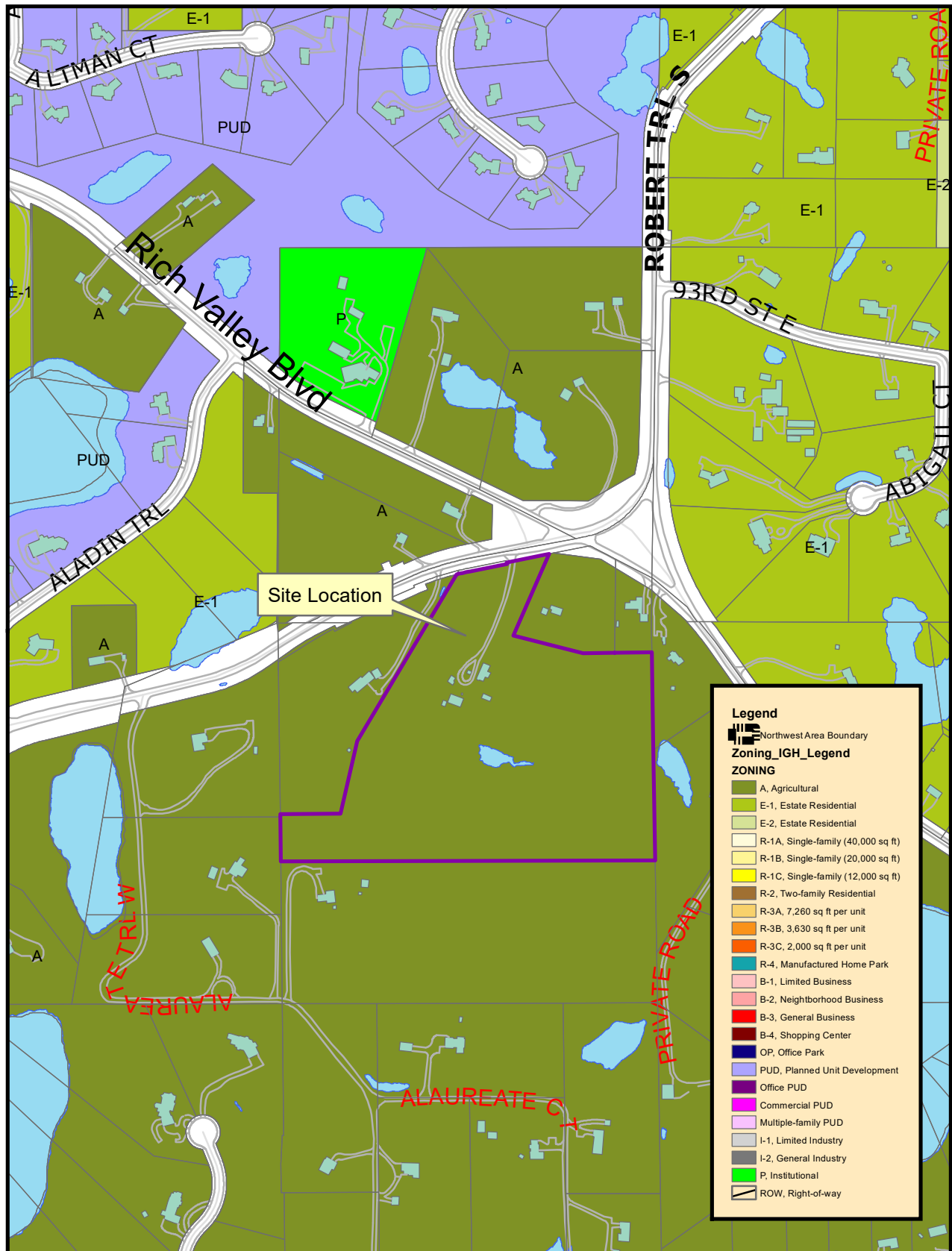
Based on the information in the preceding report and the conditions and rationale listed in Alternative A, staff is recommending approval of the Preliminary Plat and Variances as presented.

ATTACHMENTS

1. Location/Zoning Map
2. Narrative
3. Preliminary Plat
4. Site Plan
5. Neighbor Meeting Notes



9450 South Robert Trail Case No. 22-45SZ



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

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

9450 South Robert Trail Lot Split

Mr. Allan Hunting
City Planner Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2554

Prepared For:

Steven Bilotta (Owner)
9450 South Robert Trail
Inver Grove Heights, MN 55077

Prepared By:

Quetica, LLC
5775 Wayzata Blvd.
Suite 700
St. Louis Park, MN 55416

Project Summary

The property located at 9450 South Robert Trail, Inver Grove Heights is a 20.19 acre parcel that the owner (Steven Bilotta) has purchased to split into 4 roughly equal sized lots with a minimum area of 5 acres. Each of the lots will have individual wells for water and septic systems/ drain fields that have been designated on site at each of the proposed lots. Custom grading plans are being proposed for lots 1,2, and 4. The lot 3 grading plan is included in this preliminary plat submittal.

Access to the lots will be at roughly the same location on South Robert Trail and each of the properties will maintain access by means of an access easement. The owner plans to provide a 20' bituminous drive lane in access easement A (see attached) and 12' bituminous driveways in easements B and C. Driveways in easement B and C will be constructed by owners of lots 1, 2, and 3, after lots have been sold. Lots 1 and 4 will not have frontage on South Robert Trail, therefore a variance is being requested for these two lots.

Stormwater will be managed by means of two stormwater BMPs located in the low areas of lots 2,3, and 4, and one on the north side of access easement B. Stormwater drainage easements are being proposed and shown on the preliminary plat to encompass the drainage routes and 1' above the 100yr HWL level for the BMP. Soils on the site are conducive to infiltration so the required water abstraction volume will be met by the combination of the three onsite BMPs. Each of the BMPs have been designed to account for the maximum amount of impervious surface as limited by city standards.

Key Notes:

- A wetland delineation survey has been completed and no wetlands were found on site.
- Percolation testing has been completed for each of the lots in the proposed septic/drain field areas.
- Soil borings have been completed on each of the proposed house pads and infiltration areas in lots 2,3, and 4.

PRELIMINARY PLAT GENERAL NOTES

PROPERTY DESCRIPTION:

That part of the Northeast Quarter of the Southeast Quarter and the Southeast Quarter of the Northeast Quarter of Section 19, Township 27, Range 22 lying Southerly of the Southerly right of way line of State Highway No. 3 and the Southerly right of way line of Dakota County Road No. 71; except the following described tracts:

- The South 496.50 feet of the Northeast Quarter of the Southeast Quarter.
 - Commencing at the Southwest corner of the Northeast Quarter of the Southeast Quarter; thence North along the West line thereof a distance of 662.50 feet to the actual point of beginning; thence East parallel with the South line of said Northeast Quarter of the Southeast Quarter a distance of 210.0 feet; thence deflecting 76 degrees 39 minutes 30 seconds left a distance of 260.00 feet; thence deflecting 17 degrees 30 minutes right a distance of 693 feet, more or less, to its intersection with the Southerly right of way line of State Highway No. 3; thence Southwesterly along said Southerly right of way line to the Northwest corner of said Northeast Quarter of Southeast Quarter; thence Southerly along the West line of said Northeast Quarter of the Southeast Quarter a distance of 665 feet, more or less, to the point of beginning.
 - Beginning at the Northeast corner of the Southeast Quarter; thence South along the East line thereof a distance of 108.00 feet; thence West a distance of 241.00 feet; thence North 75 degrees West a distance of 250.00 feet; thence North 23 degrees 30 Minutes East a distance of 290 feet, more or less to its intersection with the Southerly right of way line of State Highway No. 3; thence Easterly along said Southerly right of way of State Highway No. 3 and Dakota County Road No. 71 to its intersection with the East line of the Southeast Quarter of the Northeast Quarter of said Section 19; thence Southerly along said East line to the point of beginning.
 - That part of the Southeast Quarter of the Northeast Quarter of Section 19, Township 27 North, Range 22 West, shown as Parcel No. 11 on Minnesota Department of Transportation Right of Way Plat Numbered 19-172.
- All in Dakota County, Minnesota.

DATE OF PREPARATION:

9-14-2022

APPLICANT:

Quetica Consulting & Engineering

Aaron Anderson

aaron.anderson@quetica.com

651-964-4646 (ext. 875)

3800 American Blvd. W. #1500, Bloomington, MN 55431

BENCHMARKS:

Elevations are based on the NGVD 29 Datum. Site Benchmark is the center of storm catch basin rim, located near the most northwesterly property corner, having an elevation of 834.99 feet, as shown hereon.

EXISTING ZONING:

A, Agricultural

PROPOSED ZONING:

A, Agricultural

Proposed Setbacks

Front- 30 Feet

Side- 25 Feet

Rear- 60 Feet

AREAS:

Proposed Lot 1, Block 1 = 218,018 Sq. Ft. or 5.005 Acres

Proposed Lot 2, Block 1 = 223,043 Sq. Ft. or 5.120 Acres

Proposed Lot 3, Block 1 = 220,432 Sq. Ft. or 5.060 Acres

Proposed Lot 4, Block 1 = 218,459 Sq. Ft. or 5.015 Acres

Total Property Area = 879,951 Sq. Ft. or 20.201 Acres

FLOOD ZONE:

This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27037C0115E, effective date of December 2nd, 2011. The flood map for this location has a status of not printed.

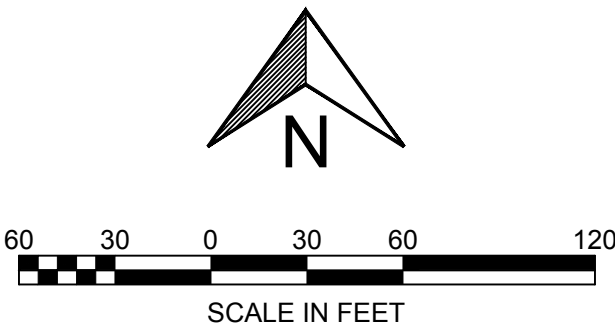
Rory L. Synstallen

rory@civilsitegroup.com

Minnesota License No. 44565

Linetype & Symbol Legend

—E—	ELECTRIC LINE (RECORD)	—E—	ELECTRIC LINE (RECORD)
—F—	FIBER/COMM. LINE (RECORD)	—F—	FIBER/COMM. LINE (RECORD)
—G—	GASMAIN (RECORD)	—G—	GASMAIN (RECORD)
—H—	OVERHEAD UTILITIES	—H—	OVERHEAD UTILITIES
—S—	SANITARY SEWER (RECORD)	—S—	SANITARY SEWER (RECORD)
—T—	TELEPHONE LINE (RECORD)	—T—	TELEPHONE LINE (RECORD)
—W—	WATERMAIN (RECORD)	—W—	WATERMAIN (RECORD)
—X—	CHAINLINK FENCELINE	—X—	CHAINLINK FENCELINE
—Y—	WOODEN FENCELINE	—Y—	WOODEN FENCELINE
—Z—	GUARDRAIL	—Z—	GUARDRAIL
—A—	CONCRETE SURFACE	—A—	CONCRETE SURFACE
—B—	PAVER SURFACE	—B—	PAVER SURFACE
—C—	BITUMINOUS SURFACE	—C—	BITUMINOUS SURFACE
—D—	GRAVEL/LANDSCAPE SURFACE	—D—	GRAVEL/LANDSCAPE SURFACE
—U—	UTILITY VAULT	—U—	UTILITY VAULT
—V—	ELECTRIC MANHOLE	—V—	ELECTRIC MANHOLE
—W—	ELECTRIC OUTLET	—W—	ELECTRIC OUTLET
—X—	HAND HOLE	—X—	HAND HOLE
—Y—	BOLLARD	—Y—	BOLLARD
—Z—	FLAG POLE	—Z—	FLAG POLE
—A—	FUEL TANK	—A—	FUEL TANK
—B—	HANDICAP SYMBOL	—B—	HANDICAP SYMBOL
—C—	LIGHT POLE	—C—	LIGHT POLE
—D—	MAIL BOX	—D—	MAIL BOX
—E—	SIGN	—E—	SIGN
—F—	CONIFEROUS TREE	—F—	CONIFEROUS TREE
—G—	DECIDUOUS TREE	—G—	DECIDUOUS TREE
—H—	SOIL BORING	—H—	SOIL BORING
—I—	FOUND IRON MONUMENT	—I—	FOUND IRON MONUMENT
—J—	SET IRON MONUMENT	—J—	SET IRON MONUMENT
—K—	CAST IRON MONUMENT	—K—	CAST IRON MONUMENT
—L—	HYDRANT	—L—	HYDRANT
—M—	FIRE CONNECTION	—M—	FIRE CONNECTION
—N—	POST INDICATOR VALVE	—N—	POST INDICATOR VALVE
—O—	WATER MANHOLE	—O—	WATER MANHOLE
—P—	WATER VALVE	—P—	WATER VALVE
—Q—	WELL	—Q—	WELL



PID: 200190079012
Address: 9500 Robert Trail S
Owner: Kristin L & Mark J Bonie

PID: 200190079020
Address: 9660 Alaurate CT
Owner: Ann Charles Thomson

PID: 200190070402
Address: 9495 Rich Valley Blvd
Owner: Lukas J Lee

PID: 200200050012
Address: 9525 Rich Valley Blvd
Owner: Paul J & Linda Imbertson

PID: 20019007030
Address: 9487 Rich Valley Blvd
Owner: David C Rudd

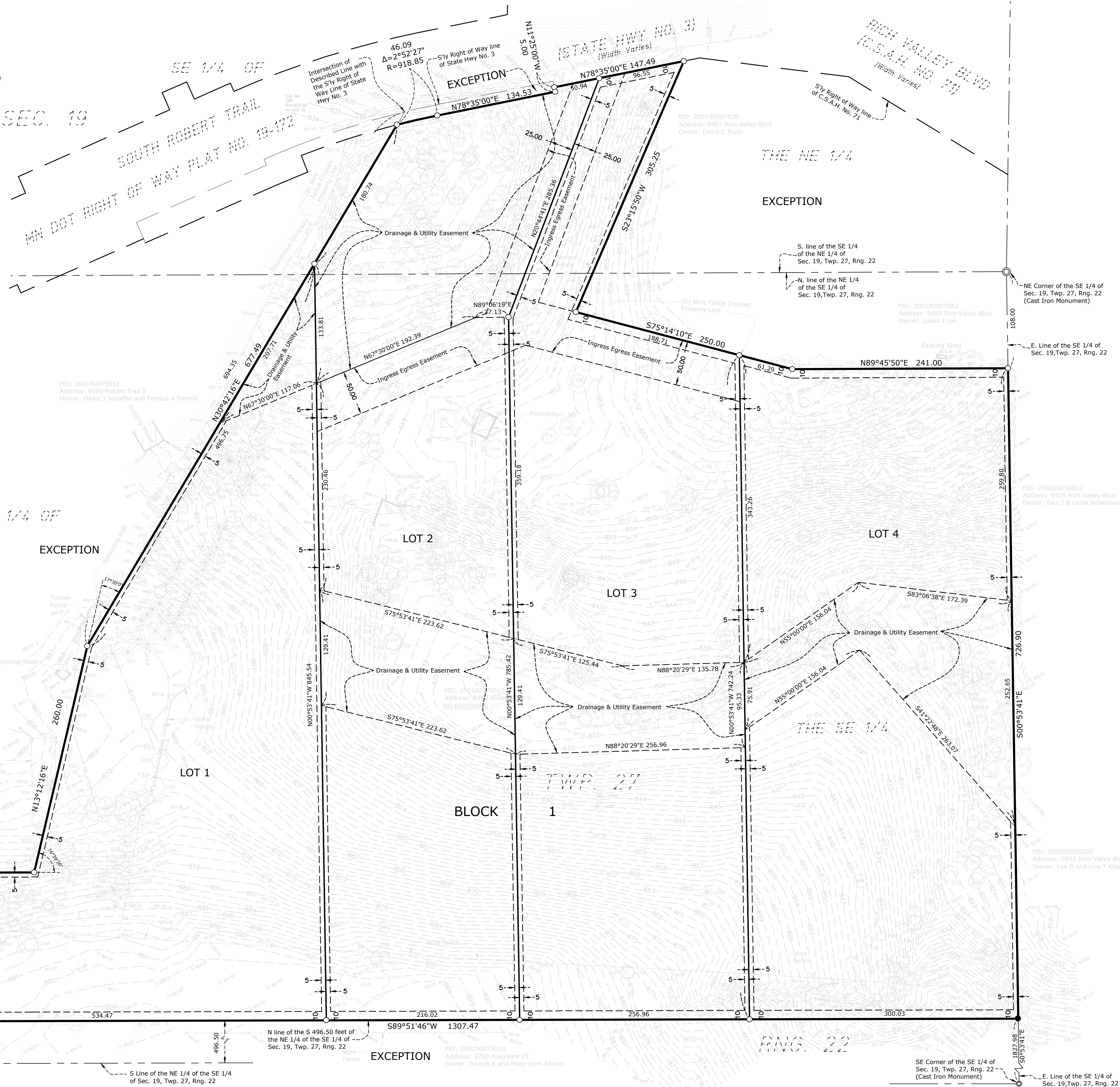
PID: 200190075012
Address: 9500 Robert Trail S
Owner: David J Schaffer and Patricia A Parrish

PID: 200190070011
Address: 9475 Robert Trail S
Owner: NO BUILDINGS

PID: 200200050020
Address: 9591 Rich Valley Blvd
Owner: Lee G and Lois T Klaseen

PID: 200190075014
Address: 9760 Alaurate CT
Owner: Joseph R and Mary Lynn Adrian

PRELIMINARY PLAT: ROBERT TRAIL WOODS



CivilSite
GROUP

Civil Engineering • Surveying • Landscape Architecture

5000 Glenwood Avenue
Golden Valley, MN 55422

civilsitegroup.com 612-615-0060

9450 Robert Trail South

Inver Grove Heights, Dakota County, Minnesota 55077

Quetica Consulting & Engineering

3800 American Blvd. W. #1500, Bloomington, Minnesota 55431

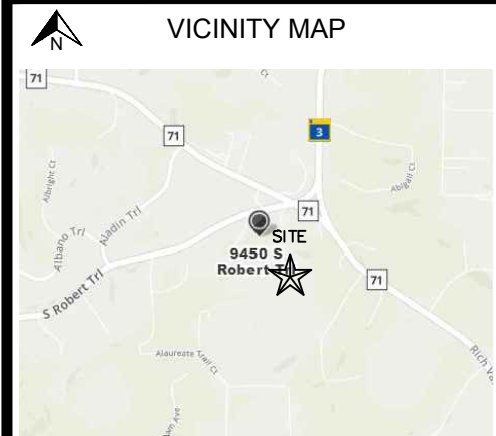
PROJECT

CLIENT

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

RORY L. SYNSTALIEN
DATE 09-14-2022 LICENSE NO. 44565

Q/A/QC
FIELD CREW DO
DRAWN BY Craig J.
REVIEWED BY Cody J.
UPDATED BY



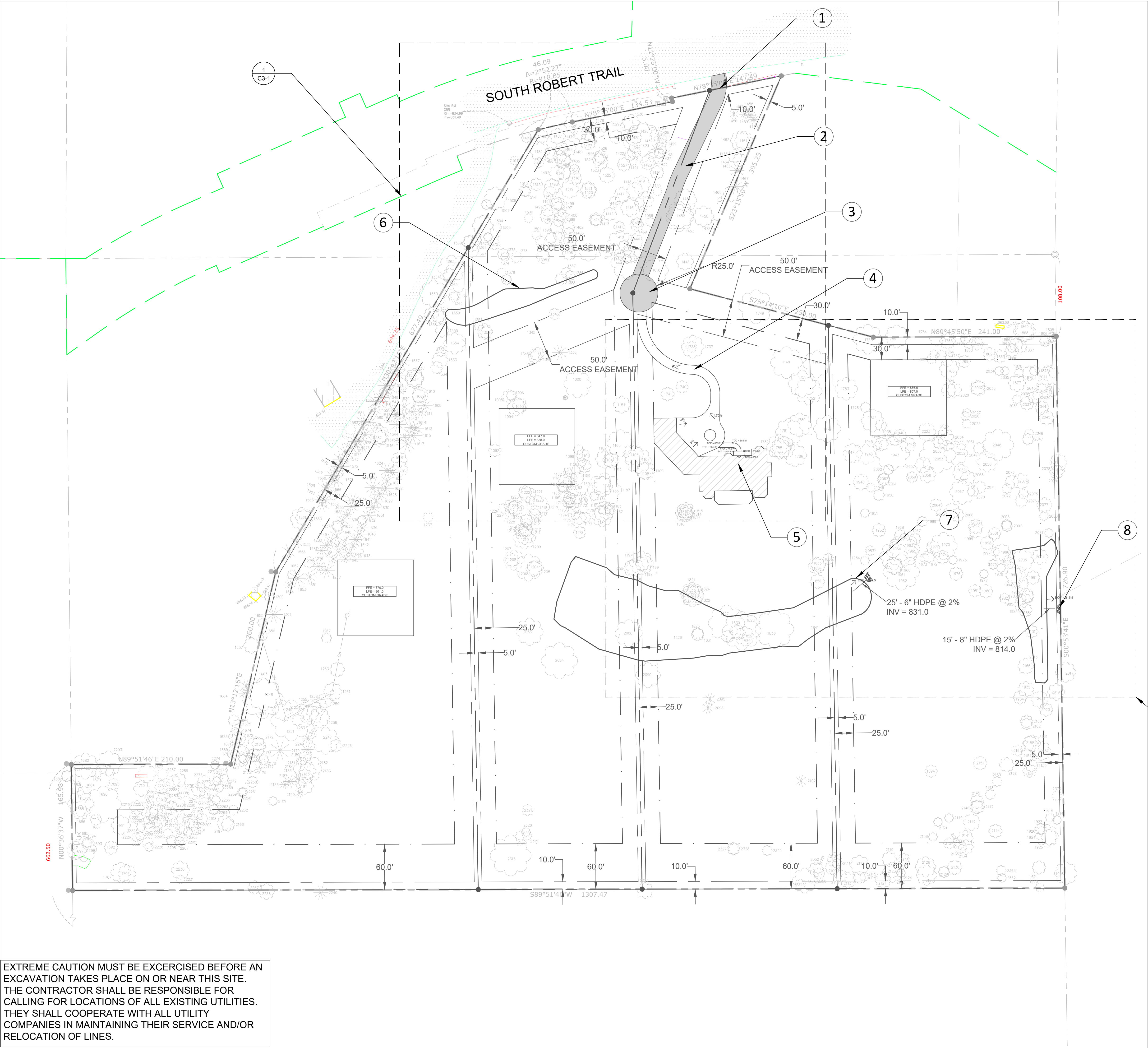
REVISION SUMMARY
DATE DESCRIPTION

PROJECT NO. 21471

PRELIMINARY PLAT

V2.0

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EXTREME CAUTION MUST BE EXERCISED BEFORE AN EXCAVATION TAKES PLACE ON OR NEAR THIS SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

PROPERTY LINE
SETBACK
EASEMENT

0 30 60 120
1:719.9998 Feet

1

PROPOSED DRIVE ACCESS

2

NEW SHARED LIGHT DUTY BITUMINOUS DRIVEWAY 20' WIDE

3

LIGHT DUTY BITUMINOUS CULDESAC

4

NEW LIGHT DUTY BITUMINOUS DRIVEWAY 12' WIDE TYP.

5

PROPOSED HOUSE (SEE ARCH)

6

PROPOSED INFILTRATION DITCH SEE GRADING PLAN

7

PROPOSED BERM FOR RETENTION POND 1

8

PROPOSED BERM FOR RETENTION POND 2

SITE GRADING NOTES

1.

PROPOSED GRADE CONTOUR INTERVAL SHOWN AT 1 FOOT INTERVALS.

2.

CONTRACTOR SHALL ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.

3.

CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS.

4.

TOPOGRAPHIC INFORMATION TAKEN FROM A TOPOGRAPHIC SURVEY BY LAND SURVEYORS, IF CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, HE SHALL HAVE MADE, AT HIS EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR AND SUBMIT TO THE OWNER FOR REVIEW.

5.

ALL SPOT ELEVATIONS ARE TO FLOW LINE UNLESS OTHERWISE NOTED.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATION OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES AND OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

9450 South Robert Trail Neighborhood Meeting Minutes

Date: August 12, 2022 Meeting Minutes
Location: Teams Virtual Meeting and Call in
Quetica/Owner Rep: Katie Russell and Aaron Anderson

Neighbors Present	Address
Paul and Linda Imbertson	9525 Rich Valley Blvd. Inver Grove Heights, MN 55077
Julie Barner	9836 Alaureate Court Inver Grove Heights, MN 55077
Terry Stoerzinger	9342 Robert Trail South Inver Grove Heights, MN 55077
Brian Barner	9836 Alaureate Court Inver Grove Heights, MN 55077
David Schafer	9500 Robert Trail South Inver Grove Heights, MN 55077
Kathy Munt	1255 96 th Street East Iver Grove Heights, MN 55077
Scott Balke	1255 96 th Street East Iver Grove Heights, MN 55077

Schedule

1. Presentation of Project Overview (See Attached)
2. Q/A

Notes/Questions:

Will this be going to city planning council?

Yes, submitted for preliminary plat approval following application requirements are met.

How far north will the house be on the lots?

The building pads will be shown on the preliminary plat. The closest pad to the south property line is approximately 500 feet.

City will require overlayment for future development?

No, the city will not require overlayment for future development at this time. As these lots are zoned agricultural and 5 acres is the minimum lot size.

Is the existing house still in place?

The existing house has been demolished and disposed of.

Will the new apartments down the road be considered for traffic volumes?

The plans will be sent to MNDot and preliminary discussions with them indicate little concern with increased traffic volumes.

Verify setback from south property line?

Setback is 60' and building pads are proposed much further north.

Access remains the same?

There will be one access approximately 25 feet east of the existing to line up with road across street.

How far along are you with the sales?

Sales will not be considered until after final plat is filed with county.

Will there be another meeting with the city?

The application will go to city council for review, unsure if meeting will be required for them or not.

Are the driveways private?

There will be one private driveway off South Robert trail that split to the additional lots.

Will water be private?

Yes, wells are being proposed on each lot for future development by purchasing parties.

Request for Council Action

SUBJECT: **Approve the 2023 Seasonal, Temporary, On-Call, and Non-Regular Status Employees Pay Plan**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

The Council is asked to approve the attached 2023 Seasonal, Temporary, On-Call, and Non-Regular Status Employees Pay Plan

BACKGROUND

The City employs approximately 400 to 500 seasonal, temporary, on-call, and non-regular status employees each year. These employees are generally excluded from union representation by State Statute (MN 179A.03 Subd. 14) and are not part of the City's regular compensation plan or Pay Equity reporting.

In order to remain competitive in the marketplace and to ensure compliance with state and federal minimum wage laws, Human Resources reviews this pay plan annually and makes recommendations for any needed or beneficial changes for the upcoming year. Department heads and supervisors then review and provide input on the plan prior to its implementation. Consideration is given to things such as budgetary impact, staffing challenges, market pay, and internal equity.

The proposed 2023 plan incorporates suggested department head revisions plus recommendations from human resources, such as those to adjust for the State's large employer 2023 minimum wage of \$10.59/hr.

It should be noted that the attached plan also sets wages for the City's paid-on-call firefighters and that a sizable pay increase is recommended for these positions. The hourly rate is proposed to increase from \$14.25 to \$16.50 per hour, to reflect both the responsibility of the position and market conditions. This increase was specifically budgeted for in the Fire Department's 2023 budget.

FISCAL IMPACT

Funding consistent with the recommended pay plan is contained within the 2023 budget for various departments and funds of the City.

RECOMMENDATION

Staff recommends approval of the attached 2023 Seasonal, Temporary, On-call, and Non-Regular Status Employees Pay Plan.

ATTACHMENTS

1. 2023 Seasonal, Temp., On Call and Non-Regular Pay Plan Final Draft



2023 Seasonal, Temporary, On-Call and Non-Regular Status Employees Pay Plan

Position	Dept./Division	Step									
		1	2	3	4	5	6	7	8	9	10
Tier 1		\$ 11.50	\$ 12.25	\$ 13.00	\$ 13.75	\$ 14.50	\$ 15.25	\$ 16.00	\$ 16.75	\$ 17.50	\$ 18.25
Assistant Youth Camp Counselor	VMCC - Kids ROCK										
Birthday Party Host	VMCC - Guest Service										
Outside Services	Golf Course										
Pool Attendant	VMCC - Aquatics										
Ranger/Starter	Golf Course										
Recreation Assistant	Recreation										
Skating Rink Attendant (outdoor)	Recreation										
Special Events Attendant	Recreation										
Tier 2		1	2	3	4	5	6	7	8	9	10
		\$ 12.50	\$ 13.25	\$ 14.00	\$ 14.75	\$ 15.50	\$ 16.25	\$ 17.00	\$ 17.75	\$ 18.50	\$ 19.25
Child Care Worker	VMCC- Guest Services										
Facility Park Supervisor	Parks										
Fitness Attendant	VMCC - Fitness										
Golf Course Concessionaire	Golf Course										
Gym/Facility Attendant	VMCC- Guest Services										
Lifeguard	VMCC - Aquatics										
Non-Certified Swim Instructor	VMCC - Aquatics										
Open Skate Guard (indoor)	VMCC- Guest Services										
Recording Secretary	Administration										
Recreation Instructor I	Recreation										
Ticket Seller/Taker	VMCC- Guest Services										
Tier 3		1	2	3	4	5	6	7	8	9	10
		\$ 13.75	\$ 14.75	\$ 15.75	\$ 16.75	\$ 17.75	\$ 18.75	\$ 19.75	\$ 20.75	\$ 21.75	\$ 22.75
Certified Swim Instructor (WSI)	VMCC - Aquatics										
Golf Maintenance Helper	Golf Course										
Guest Service Worker	VMCC - Guest Service										
Lead Lifeguard	VMCC - Aquatics										
Lead Youth Camp Counselor	VMCC - Kids ROCK										
On-Call Clerk	Finance										
Operations and Maint. Assistant	VMCC - Operations										
Park Maintenance Helper	Parks										
Recreation Instructor II	Recreation										
Recreation Leader	Recreation										
Skate Instructor I	VMCC - LTS										
Street Maintenance Helper	PW - Streets										
Utility Maintenance Helper	PW - Utilities										
VMCC Operations Helper	VMCC - Operations										
Tier 4		1	2	3	4	5	6	7	8	9	10
		\$14.75	\$15.75	\$16.75	\$17.75	\$18.75	\$19.75	\$20.75	\$21.75	\$22.75	\$23.75
Aquatics Manager	VMCC - Aquatics										
Intern (Undergraduate)	Various										
Program Assistant	Various										
Recreation Official	Recreation										
Skate Instructor II	VMCC - LTS										
Tier 5		1	2	3	4	5	6	7	8	9	10
		\$ 20.75	\$ 22.00	\$ 23.25	\$ 24.50	\$ 25.75	\$ 27.00	\$ 28.25	\$ 29.50	\$ 30.75	\$ 32.00
Fitness Instructor - Group Fitness	VMCC - Fitness										
Instructor Trainer	VMCC - Aquatics										
Intern (Masters)	Various										
Manager on Duty	VMCC - Guest Service										
Tier 6		1	2	3	4	5	6	7	8	9	10
		\$ 24.50	\$ 26.00	\$ 27.50	\$ 29.00	\$ 30.50	\$ 32.00	\$ 33.50	\$ 35.00	\$ 36.50	\$ 38.00
Fitness Instructor - PT	VMCC - Fitness										
Fitness Instructor - Specialty	VMCC - Fitness										
Ice Programs Coordinator	VMCC - LTS										
Rec Instructor - Specialty	Recreation										

Non-Tiered		
Student Election Judge	Admin	\$12.50
Head Election Judge	Admin	\$14.75
Absentee Voting Specialist	Admin	\$17.00
Election Specialist	Admin	\$20.75
Paid On-call Firefighter	Fire	\$15.00
Fire Academy Instructor	Fire	\$16.50

Supervisor has the discretion to start a new employee in Steps based on previous experience, job market, and department needs, and move Steps based on performance (performance evaluation forms are not required to be completed for Seasonal/Temporary employees).

Modifications to this plan may be made during the year to ensure market viability, etc., as approved by the City Administrator and implemented by H.R.

Steps for future pay plans may receive a COLA increase based on market demands as a part of the annual budget process and changes in the minimum wage.

Request for Council Action

**SUBJECT: Ordinance Allowing Small Cell Wireless Facilities
Abutting Single-Family Residential Districts**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Allan Hunting, City Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to adopt the attached Ordinance amending the City's zoning code to allow small cell wireless facilities and wireless support structures by Conditional Use Permit within the right-of-way abutting single-family residential zoning districts.

- Requires 3/5ths vote

BACKGROUND

The City Council recently adopted an amendment to the Right-of-Way Management ordinance to allow small cell wireless facilities and support structures. When presented, it was noted that a follow-up amendment to the zoning ordinance would be forthcoming to establish criteria that requires a conditional use permit if a new small cell wireless support structure is erected on the right-of-way adjacent to properties zoned for single family development. Upon adoption of this proposed ordinance, a conditional use permit procedure will be created.

Under City Code section 1-2-3(G), this ordinance may be adopted in one reading because it has come to the Council via the Planning Commission, where a public hearing was held.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends adoption of the ordinance. The Planning Commission reviewed the request on November 15, 2022 and recommended approval (8-0).

ATTACHMENTS

1. Zoning Amendment Ordinance

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
SECTIONS 10-15G-1, 10-15G-8, 10-2-2, 10-6-1 and 10-6-2 REGARDING SMALL
WIRELESS FACILITIES**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Section 10-15G-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:

F. Allow location of small wireless facilities and support structures within the public right-of-way.

Section Two. Amendment. Section 10-15G-8 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:

10-15G-8: SMALL WIRELESS FACILITY:

The placement of small wireless facilities and wireless support structures to accommodate small wireless facilities are a permitted use within the public right-of-way provided the following criteria are met:

- A. A conditional use permit is required to install a new wireless support structure for the sitting of a small wireless facility in a right-of-way in an area zoned for residential use including the A, E-1, E-2, R-1A, R-1B, R-1C, and R-2 zoning districts.
- B. A small wireless facility permit shall be required pursuant to the requirements of Title 7-3-7-1 of the City Code.
- C. No new wireless support structure installed within the right-of-way shall exceed fifty (50) feet in height without the city's written authorization, provided that the city may impose a lower height limit in the applicable permit to protect the public health, safety and welfare or to protect the right-of-way and its current use, and further provided that a registrant may replace an existing wireless support structure exceeding fifty (50) feet in

height with a structure of the same height subject to such conditions or requirements as may be imposed in the applicable permit.

- D. No wireless facility may extend more than ten (10) feet above its wireless support structure.
- E. Where an applicant proposes to install a new wireless support structure in the right-of-way, the city may impose separation requirements between such structure and any existing wireless support structure or other facilities in and around the right-of-way.
- F. Where an applicant proposes collocation on a decorative wireless support structure, sign or other structure not intended to support small wireless facilities, the city may impose reasonable requirements to accommodate the particular design, appearance or intended purpose of such structure.
- G. Where an applicant proposes to replace a wireless support structure, the city may impose reasonable restocking, replacement, or relocation requirements on the replacement of such structure.
- H. Small wireless facilities and wireless support structures located outside the right-of-way shall comply with the standards found in Title 10-15G of the City Code.

Section Three. Amendment. Section 10-2-2 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

RULES AND DEFINITIONS

10-2-2: **DEFINITIONS:**

SMALL WIRELESS FACILITY:

A wireless facility that meets both of the following qualifications:

- A. Each antenna is located inside an enclosure of no more than six cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all its exposed elements could fit within an enclosure of no more than six cubic feet; and
- B. All other wireless equipment associated with the small wireless

facility, excluding electric meters, concealment elements, telecommunications demarcation boxes, battery backup power systems, grounding equipment, power transfer switches, cutoff switches, cable, conduit, vertical cable runs for the connection of power and other services, and any equipment concealed from public view within or behind an existing structure or concealment, is in aggregate no more than 28 cubic feet in volume; or

C. A micro wireless facility.

UTILITY POLE:

A pole that is used in whole or in part to facilitate telecommunications or electric service.

WIRELESS FACILITY:

Equipment at a fixed location that enables the provision of wireless services between user equipment and a wireless service network, including:

A. Equipment associated with wireless service;

B. A radio transceiver, antenna, coaxial or fiber-optic cable, regular and technological configuration; and

C. A small wireless facility.

Wireless Facility does not include:

A. Wireless support structures;

B. Wireline backhaul facilities; or

C. Coaxial or fiber-optic cables (i) between utility poles or wireless support structures, or (ii) that are not otherwise immediately adjacent to or

directly associated with a specific antenna.

MICRO WIRELESS FACILITY:

A small wireless facility that is no larger than 24 inches long, 15 inches wide, and 12 inches high, and whose exterior antenna, if any, is no longer than 11 inches.

WIRELESS SERVICE:

Means any service using licensed or unlicensed wireless spectrum, including the use of Wi-Fi, whether at a fixed location or by means of a mobile device, that is provided using wireless facilities. Wireless service does not include services regulated under Title VI of the Communications Act of 1934, as amended, including a cable service under United States Code, Title 47, Section 622, Clause (6).

WIRELESS SUPPORT STRUCTURE:

A new or existing structure in a public right-of-way designed to support or capable of supporting small wireless facilities, as reasonably determined by the City.

WIRELINE BACKHAUL FACILITY:

A facility used to transport communications data by wire from a wireless facility to a communications network.

Section Four. Amendment. The land use matrix in Section 10-6-1 is amended to add the following language. The underlined text shows the language added to the code:

Use	Zoning District												
	A	E-1	E-2	R-1A	R-1B	R-1C	R-2	R-3A	R-3B	R-3C	R-4	MF-PUD	MU-PUD
<u>New wireless support structure for small wireless facilities (see Section 10-15G-8 of this title)</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

Section Five. Amendment. The land use matrix in Section 10-6-2 is amended to add the following language. The underlined text shows the language added to the code:

Use	Zoning District											
	B-1	B-2	B-3	B-4	OP	I-1	IOP	I-2	P	MU-PUD	COMM-PUD	OFFICE-PUD
<u>New wireless support structures for small wireless facilities (see Section 10-15G-8)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

Section Six. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council on the 12th day of December, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Approve the 2023 Compensation Plan and Wage Adjustments for Non-Union Employees**

MEETING DATE: December 12, 2022
ITEM TYPE: Consent Agenda
CONTACT: Janet Shefchik, HR Manager, 651.450.2512

ACTION REQUESTED

The Council is asked to approve the attached 2023 Compensation Plan and Wage Adjustments for Regular Status Non-Union employees.

BACKGROUND

The City's classification system and compensation plan meets the compliance requirements of the Minnesota Pay Equity Act (471.991-.999) toward comparable pay for comparable work and gender equity in wages. The current plan was adopted by Council in May 2018, after the completion of a comprehensive market study and job evaluation process. The plan groups positions into ranges with other similarly rated positions. Using this plan, the City strives to maintain a favorable position to the marketplace from which we recruit, and to attract, retain and recognize employees whose knowledge, skills and abilities make them viable candidates for City positions.

The City currently has five collective bargaining groups (unions) whose current contracts end as of 12/31/22: AFSCME Local 1065 (Clerical/ Professional/Technical), IUOE Local 70 (Maintenance); LELS Local 84 (Patrol); LELS Local 189 (Sergeants), and IAFF (Fire). These contracts are negotiated with the bargaining groups and brought forward for Council approval separately from the non-union group made up of unrepresented supervisory, confidential, and utility employees.

Attached is the Job Ratings and Salary Grade table that represent existing positions and incorporates position additions or grade changes that have been brought to Council over the past year. Additionally, it includes the results of recent evaluations that have not yet been brought to Council; specifically a reclassification of the Recreation Superintendent from Grade 20 to 21, and the addition of the Sr. Combination Inspector position at Grade 17. Both of these were included in the proposed budget for 2023 and are reflected here. Other job evaluations are planned to take place over the coming year, with the results brought forward for Council approval.

Attached you will also find the proposed 2023 Non-Union Pay Plan including the corresponding Grades and Pay Ranges. These incorporate a 3% increase over the 2022 pay plan, as was provided for in the City's 2023 budget.

FISCAL IMPACT

The funds to cover the wage increases and other terms are included in the General Fund budget for 2023, which anticipated a 3% cost of living increase.

RECOMMENDATION

Staff recommends Council approval of the 2023 wage scales for the Non-Union Compensation Plan as indicted herein and authorization for staff to process the resulting wage adjustments.

ATTACHMENTS

1. Inver Grove Heights Job Ratings (alpha by grade) Grade + Exempt 12.6.22 DRAFT
2. 2023 Proposed Non-Union

Inver Grove Heights Job Ratings – Salary Grade & Exempt Status

Classification Title:	Salary Grade	Exempt Status
City Administrator	31	E
Chief of Police	27	E
Director of Public Works	27	E
Director of Parks & Recreation	27	E
Fire Chief	27	E
Director of Community Development	27	E
Director of Finance	27	E
Deputy Fire Chief	24	E
Police Commander	24	E
Human Resources Manager	24	E
City Engineer	24	E
Technology Manager	23	E
Police Lieutenant	22	E
Assistant Finance Director	22	E
Assistant Chief/Fire Marshal	22	E
Assistant City Engineer (P.E.)	21	E
Chief Building Official	21	E
City Planner	21	E
Parks Superintendent	21	E
Recreation Superintendent	21	E
Shift Captain – Fire (Exempt – pay as non)	21	E
Street Maintenance Superintendent	21	E
Utilities Superintendent	21	E
Civil Engineer	20	E
Communications Manager	20	E
Golf Course Clubhouse Superintendent	20	E
Sergeant (Exempt – pay as Non)	20	NE
City Clerk	19	E
Golf Course Superintendent	19	E
Shift Lieutenant - Fire	19	NE
Associate Planner	18	NE
Fire Operations Supervisor	18	E
Guest Services Supervisor	18	E
Operations & Maintenance Supervisor	18	E
Senior Accountant	18	NE
Systems Administrator	18	E
Aquatics Coordinator	17	NE
Fire Inspector	17	NE
Fitness Coordinator	17	NE
Police Officer	17	NE
Senior Engineering Technician	17	NE
Senior Combination Inspector (Bldg.)	17	NE
Accountant	16	NE
Assistant Planner*	16	NE
Environmental Specialist	16	NE
Combination Inspector (Bldg.)	16	NE
Firefighter	16	NE
Golf Operations Coordinator	16	E

Classification Title:	Salary Grade	Exempt Status
Mechanic Lead Worker	16	NE
Park Maintenance Coordinator	16	NE
Recreation Coordinator	16	NE
Wage and Benefits Coordinator	16	NE
Engineering Technician	15	NE
Environmental Resources Technician	15	NE
GIS Specialist	15	NE
Human Resources Coordinator	15	NE
Code Compliance Coordinator	15	NE
Water Plant Operator	15	NE
Accounting Technician, Sr.	14	NE
Assistant Golf Course Superintendent	14	NE
GIS Tech II	14	NE
Golf Course Mechanic	14	NE
IT Specialist	14	NE
Mechanic	14	NE
Communications Specialist	13	NE
Deputy City Clerk	13	NE
Street Maintenance Lead Worker	13	NE
Utilities Lead Worker	13	NE
Accounting Technician	12	NE
Administrative Specialist	12	NE
Community Development Support Spec.	12	NE
Engineering Support Specialist	12	NE
Public Works Support Specialist	12	NE
Records Specialist	12	NE
Sign Worker – Street Maintenance	12	NE
Assistant to the Chief Building Official	11	NE
Sr. Office Support	11	NE
Recreation Specialist	11	NE
Evidence Technician	10	NE
GIS Tech I/Tech Asst.*	10	NE
Lead Operations Worker	10	NE
Office Support II	10	NE
City Facilities Maintenance Worker	10	NE
Parks Maintenance Worker	10	NE
Street Maintenance Worker	10	NE
Utility Maintenance Worker	10	NE
VMCC Maintenance Worker	10	NE
Custodian II	9	NE
Lead Customer Service Specialist	9	NE
Office Support	9	NE
VMCC Operations Worker	9	NE
Customer Service Specialist	8	NE
Golf Course Technician	4	NE
Police Cadet	3	NE
Golf Course Cashier	2	NE
*Classification not currently in use		
Table last updated	As of:	12/06/22

CITY OF INVER GROVE HEIGHTS
Proposed 2023 Salary Ranges (based on 3% increase)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
32	\$81.96									\$104.13
31	\$77.41									\$98.37
30	\$73.21	\$75.33	\$77.46	\$79.59	\$81.71	\$83.83	\$85.96	\$88.07	\$90.20	\$93.03
29	\$69.34	\$71.36	\$73.36	\$75.37	\$77.39	\$79.40	\$81.41	\$83.42	\$85.44	\$88.11
28	\$65.71	\$67.63	\$69.53	\$71.44	\$73.35	\$75.25	\$77.16	\$79.06	\$80.97	\$83.50
27	\$62.41	\$64.21	\$66.02	\$67.83	\$69.65	\$71.45	\$73.28	\$75.09	\$76.88	\$79.30
26	\$59.32	\$61.04	\$62.77	\$64.48	\$66.22	\$67.93	\$69.65	\$71.37	\$73.08	\$75.37
25	\$56.44	\$58.08	\$59.71	\$61.36	\$62.99	\$64.63	\$66.27	\$67.91	\$69.55	\$71.72
24	\$53.81	\$55.38	\$56.93	\$58.49	\$60.05	\$61.62	\$63.18	\$64.74	\$66.30	\$68.38
23	\$51.34	\$52.84	\$54.33	\$55.81	\$57.30	\$58.80	\$60.28	\$61.77	\$63.26	\$65.23
22	\$49.08	\$50.50	\$51.91	\$53.34	\$54.76	\$56.20	\$57.62	\$59.04	\$60.47	\$62.34
21	\$46.98	\$48.35	\$49.70	\$51.07	\$52.44	\$53.79	\$55.16	\$56.53	\$57.88	\$59.70
20	\$45.05	\$46.34	\$47.65	\$48.96	\$50.27	\$51.59	\$52.89	\$54.21	\$55.50	\$57.23
19	\$43.24	\$44.49	\$45.75	\$47.00	\$48.26	\$49.51	\$50.77	\$52.03	\$53.27	\$54.94
18	\$40.72	\$41.91	\$43.09	\$44.27	\$45.45	\$46.62	\$47.81	\$48.99	\$50.17	\$51.35
17	\$38.63	\$39.75	\$40.87	\$41.99	\$43.11	\$44.24	\$45.35	\$46.47	\$47.59	\$48.72
16	\$36.71	\$37.76	\$38.82	\$39.90	\$40.96	\$42.04	\$43.09	\$44.16	\$45.21	\$46.29
15	\$34.92	\$35.93	\$36.94	\$37.96	\$38.97	\$39.99	\$40.99	\$42.01	\$43.02	\$44.03
14	\$33.27	\$34.24	\$35.20	\$36.17	\$37.13	\$38.09	\$39.06	\$40.02	\$40.98	\$41.95
13	\$31.75	\$32.67	\$33.60	\$34.53	\$35.44	\$36.36	\$37.28	\$38.22	\$39.13	\$40.05
12	\$30.31	\$31.20	\$32.08	\$32.94	\$33.83	\$34.71	\$35.59	\$36.47	\$37.34	\$38.24
11	\$29.01	\$29.85	\$30.69	\$31.55	\$32.38	\$33.22	\$34.06	\$34.91	\$35.74	\$36.59
10	\$27.81	\$28.62	\$29.42	\$30.22	\$31.02	\$31.83	\$32.65	\$33.45	\$34.26	\$35.07
9	\$26.67	\$27.46	\$28.23	\$29.00	\$29.77	\$30.54	\$31.32	\$32.09	\$32.87	\$33.64
8	\$25.64	\$26.38	\$27.13	\$27.88	\$28.63	\$29.37	\$30.10	\$30.85	\$31.60	\$32.34
7	\$24.68	\$25.39	\$26.12	\$26.83	\$27.54	\$28.27	\$28.97	\$29.69	\$30.42	\$31.13
6	\$23.79	\$24.48	\$25.17	\$25.85	\$26.56	\$27.24	\$27.93	\$28.63	\$29.31	\$30.01
5	\$22.96	\$23.63	\$24.29	\$24.96	\$25.62	\$26.30	\$26.96	\$27.63	\$28.30	\$28.96
4	\$22.17	\$22.81	\$23.46	\$24.11	\$24.74	\$25.39	\$26.03	\$26.69	\$27.31	\$27.97
3	\$21.49	\$22.11	\$22.73	\$23.37	\$23.97	\$24.60	\$25.22	\$25.85	\$26.47	\$27.10
2	\$20.84	\$21.44	\$22.04	\$22.65	\$23.25	\$23.85	\$24.47	\$25.06	\$25.67	\$26.28

Estimated to Exceed MN Governor's Salary Cap



Request for Council Action

SUBJECT: **Approval of Summary of Conclusions Regarding
Performance Evaluation of City Administrator**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Bridget Nason, City Attorney

ACTION REQUESTED

The Council is asked to approve a summary of conclusions regarding the City Administrator's performance evaluation.

BACKGROUND

At its November 28, 2022 meeting and at a special meeting on December 5, 2022, the City Council met in closed session pursuant to Minn. Stat. Sec. 13D.05, subd. 3(a) to evaluate the performance of City Administrator Kris Wilson. State statute requires that at its next regular meeting after holding a closed session to evaluate the performance of an employee, the Council must summarize its conclusions regarding the evaluation. The Council is asked to adopt the attached summary as the summary of its conclusions regarding the evaluation of the City Administrator including the related salary adjustments.

FISCAL IMPACT

n/a

RECOMMENDATION

Adopt the attached summary of the Council's conclusions regarding its recent performance evaluation of the City Administrator.

ATTACHMENTS

1. City Administrator Performance Evaluation Summary

Summary of Conclusions Regarding Evaluation of City Administrator Kris Wilson

The City Council met in closed session to conduct a performance evaluation of City Administrator Kris Wilson at its November 28 and December 5, 2022 meetings. The Council evaluated the City Administrator in the following areas and found the City Administrator meets or exceeds expectations in all seven areas of evaluation, namely: 1) City Council relationships; 2) communication; 3) citizen inquires and complaints; 4) decision making/problem solving; 5) dependability and interpersonal skills; 6) fiscal and strategic management; and 7) organizational leadership. The City Council is very satisfied with the administrative leadership of the City Administrator, and expressed appreciation for the City Administrator's professionalism, dedication, leadership, engagement in the community, and focus on the Council's goals for the City. The Council provided direction to the City Administrator regarding areas for priority and continued focus. The Council directed that the City Administrator's salary be increased to \$186,964.00, effective September 1, 2022. The Council further directed that the City Administrator shall also receive a cost of living/general wage increase in the same percentage as received by all other non-union employees, effective January 1, 2023.

Request for Council Action

SUBJECT: **Resolution Authorizing the Application and Receipt of
Dakota County Community Development Block Grant
Funds for Program Year 2023**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Heather Rand, Community Development Director, 651.450.2546

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing application for and acceptance of 2023 Community Development Block Grant Funds if awarded from the Dakota County's allocation of Federal Community Block Grant funds that allocates 100% of the funding available to the city of Inver Grove Heights toward continued partnership with Dakota CDA's Housing Rehabilitation Program within the city.

BACKGROUND

The Community Development Block Grant (CDBG) is a federal grant program of the U.S. Department of Housing and Urban Development (HUD) which is focused on providing assistance to low and moderate income individuals and neighborhoods. The City makes an annual application for the allocation of the grant funds to the Dakota County Community Development Agency (CDA), which then makes an application to HUD. If funds are awarded, the CDA administers the program funds on behalf of the federal government and the City.

CDBG funds are scheduled to be awarded in June of 2023 for grant defined program activities for the fiscal year (FY) starting on July 1, 2023 and concluding on June 30, 2024. CDBG funding allocations to the county and cities are based on population counts and income levels found in U.S.Census data, as well as federal budget allocation amounts. While the federal budget for FY 2023 has not yet been determined by Congress, it is estimated that the City of Inver Grove Heights may receive an allocation similar to last year's allocation of \$153,669.

For the last four years, the City has partnered with the CDA and pooled the CDBG funding allocation with other CDA funding sources to provide low to moderate income homeowners with loans for housing rehabilitation and weatherization needs that are defined as life and safety needs. The most common improvements approved for loans are leaky roof repairs or replacements, furnace replacements, electrical and plumbing repairs and weatherization improvements. The demand for such loans remains strong as there is a waiting list and the number of homeowners assisted in Inver Grove Heights ranges from 4-8 per year. The partnership with the CDA stretches the loan dollars available as the CDA also contributes some county dollars to the program and handles administration of the program so that the City does not need to devote staff time to income-qualify applicants, oversee construction and manage loan portfolios. This type of city/county partnership is the most common use of CDBG funds in Dakota County as the demand for funds is high and the

partnership keeps administrative costs low.

Attached for Council's information is the FY 2022 Dakota County CDBG Activity Statement, which notes how other cities and townships in Dakota County allocate their CDBG funds.

Partnering with the CDA on the Low Income Housing Rehabilitation Loan Program not only assists those income qualified individuals with needs, but also has broader positive impacts for the City's neighborhoods, as these loans enable improvements to housing stock within the city that may otherwise not occur. As a result, the City's tax base is modestly enhanced, the possibility of growing blight is minimized, and neighborhood property values are preserved.

FISCAL IMPACT

Allocation of the the City's CDBG funds to Dakota County reduces the City's administrative costs and maximizes the amount of the grant funding available for loans to homeowners.

RECOMMENDATION

Staff recommends approval of the Community Development Block Grant Funds FY 2023 application and accompanying Resolution allocating funds to the Dakota County Home Improvement Loan Program.

ATTACHMENTS

1. Resolution 2023 - CDBG Application
2. Executed 2023 CDBG Application
3. Use of CDBG Funds by Dakota County Cities (FY 2022)

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

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE APPLICATION
FOR FISCAL YEAR 2023 DAKOTA COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDING**

WHEREAS, the City of Inver Grove Heights Minnesota is a participating jurisdiction with the Dakota County Community Development Block Grant (CDBG) Entitlement Program for Fiscal Year 2023 (ending June 30, 2024); and

WHEREAS, the Dakota County Community Development Agency (CDA) is a Subgrantee of Dakota County for the administration of the CDBG Program; and

WHEREAS, the Dakota County CDA has requested Fiscal Year 2023 CDBG applications be submitted by January 20, 2023, based on an allocation of funds approved in the Annual Action Plan.

NOW, THEREFORE, BE IT RESOLVED that the City of Inver Grove Heights hereby approves the following:

1. The Fiscal Year 2023 CDBG application is approved for submission to the Dakota County CDA.
2. The Community Development Director for the City of Inver Grove Heights is authorized to execute the application and the Mayor for the City of Inver Grove Heights is authorized to execute all agreements and documents related to receiving and using the awarded CDBG funds.
3. The Dakota County CDA is designated as the administrative entity to carry out the CDBG program on behalf of the City of Inver Grove Heights, subject to future Subrecipient Agreements that may be required for specific CDBG-funded activities.

ADOPTED this 12th day of December, 2022.

By: _____

ATTEST:

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS APPLICATION FOR PROGRAM YEAR 2023

Application must be received by the Dakota County Community Development Agency

NO LATER THAN FRIDAY, JANUARY 20, 2023

For July 1, 2023 – June 30, 2024

General Information

Applicant Name: City of Inver Grove Heights		UEI #:VU9GWXHLAGE5
Contact Name: Heather Rand		
Applicant Address:8150 Barbara Avenue		
City, State, Zip: Inver Grove Heights, MN 55077		
Phone:651-450-2546	Email:hrand@ighmn.gov	

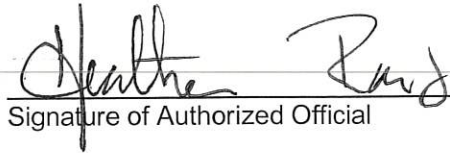
Proposed Activities

Activity	Funding Amount
#1 Title: Housing Rehabilitation	CDBG Request: \$ 153,669
#2 Title: Click or tap here to enter text.	CDBG Request: \$ Click or tap here to enter text.
#3 Title: Click or tap here to enter text.	CDBG Request: \$ Click or tap here to enter text.
#4 Title: Click or tap here to enter text.	CDBG Request: \$ Click or tap here to enter text.
#5 Title: Click or tap here to enter text.	CDBG Request: \$ Click or tap here to enter text.
	Total Request: \$ 153,669

PLEASE NOTE: AT LEAST 50% of the proposed funding must qualify as a LOW/MOD benefit and NO MORE THAN 40% of the any one community's proposed funding can be for PUBLIC SERVICES. As public services may not account for more than 15% of the County's total funding, public service requests may be decreased once all applications are submitted and reviewed by CDA staff.

Certification

I certify that the information contained in this application is true and correct and that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts. I further certify that no contracts have been awarded, funds committed, or construction begun on the proposed project(s), and that none will be made prior to notification from the Dakota County CDA based on HUD's issuance of a Release of Funds Notice.


Signature of Authorized Official

December 12, 2022
Date

Community Development Director, City of Inver Grove Heights

Title of Authorized Official

**PLEASE ATTACH THE RESOLUTION OF THE GOVERNING BODY SHOWING APPROVAL
OF THE REQUEST FOR CDBG FUNDS.**

I. Activity Title

Please complete the following Sections I-V for EACH proposed activity. (For example, if 3 activities are being proposed, there will be 3 sets of the following pages.)

Activity # 1

Activity Title: Housing Rehabilitation

II. Activity Information

Describe the proposed activity in detail. Please be specific about purpose, location, number of people or households served, etc.

The program provides home improvement loans to eligible low and moderate income homeowners throughout the city. Loans are repayable upon sale of the home or refinancing. Home improvements commonly include one or more of the following: a roof replacement, furnace replacement, electric or plumbing repairs, insulation and or other weatherization.

Has this Activity received CDBG funding before?

☒ Yes

☐ No

Check the eligible activity category of the proposed activity: (See attached definitions)

Affordable Rental Housing ☐ Rehabilitation of Multi-Unit Residential ☐ Fair Housing Activities ☐ Energy Efficiency Improvements	Public Services ☐ Senior Services ☐ Youth Services ☐ Transportation Services ☐ Operational Support
Affordable Homeowner Housing ☐ Homeownership Assistance ☐ New (Re)Construction Homeowner Housing ☒ Rehabilitation/ Energy Efficiency Improvement of Single Unit Residential ☐ Fair Housing Activities	Public Facilities ☐ Recreational Parks ☐ Public Water/Sewer Improvements ☐ Street Improvements ☐ Sidewalks ☐ Assessment Abatement ☐ ADA Improvements
Homelessness ☐ Coordinated Access to Services & Shelter ☐ Housing Stabilization ☐ Emergency Shelter Operation	Neighborhood Revitalization ☐ Acquisition of Real Property ☐ Clearance and Demolition ☐ Clean-up of Contaminated Site
Economic Development ☐ Employment Training ☐ Economic Development Assistance ☐ Rehabilitation of Commercial/Industrial Buildings ☐ Micro-Enterprise Assistance ☐ Relocation	Planning and Administration ☐ Planning ☐ Administration

Describe the activity schedule:

Is this a continuation of a previously funded activity? ☒ Yes ☐ No

Is this a time-specific project? ☒ Yes ☐ No

If this is a time-specific project, please note the start and end dates below:

Proposed Activity Start Date: 7/1/23

Proposed Activity Completion Date: 6/30/24

III. CDBG National Objective

CDBG funded projects/activities must meet one of the following program objectives. Check the objective for which the CDBG funds will be used.

- | | |
|--|--|
| ☐ Low/Mod Area Benefit | ☐ Low/Mod Limited Clientele Benefit |
| ☐ Low/Mod Housing Benefit | ☐ Low/Mod Jobs Benefit |
| ☐ Slum/Blight Area Benefit | ☐ Slum/Blight Spot Benefit |
| ☐ Urgent Need (extremely rare; used only for emergencies): <i>(Please explain)</i> Click or tap here to enter text. | |

If you checked the Low/Mod Area Benefit box, please answer the following:

In what Census Tract/Block Group(s) do beneficiaries of your Activity live? *(Please include map)*
Click or tap here to enter text.

How many residents live in this area? Click or tap here to enter text.

What is the percentage of low and moderate-income beneficiaries? Click or tap here to enter text. %

How was this documented? ☐ HUD Data ☐ Survey
(Please include a copy of survey)

If you checked the Low/Mod Housing Benefit box, please answer the following:

How many Low/Mod Households will benefit? 5-8 Households
(Income eligibility must be verified by written documentation)

Where will this activity occur? Citywide

If you checked the Low/Mod Limited Clientele Benefit box, please answer the following:

How many Low/Mod People or Households will benefit? [Click or tap here to enter text.](#) People [Click or tap here to enter text.](#) Households (Please choose either People or Households for each project).

How will income be verified?

- ☐ Income Verification Request Forms
- ☐ Eligibility Status for other Governmental Assistance program
- ☐ Self Certification (Must request source documentation of 20% of certifications and must inform beneficiary that all sources of income and assets must be included when calculating annual income)
- ☐ Presumed benefit (HUD presumes the following to be low and moderate-income: abused children, battered spouses, elderly persons (62+), severely disabled persons, homeless persons, persons living with AIDS, migrant farm workers)

If you checked the Low/Mod Jobs Benefit box, please answer the following:

To meet the requirements of the "Jobs" National Objective, the business being assisted must enter into an agreement showing commitment that at least 51% of jobs created or retained will be available to low/mod income persons. The business must also be prepared to provide a list of all jobs, detailed information about the jobs being created or retained, the selection and hiring process, and demographic information about the employees.

Will this activity create or retain full time equivalencies (FTEs)? ☐ Create ☐ Retain

For job(s) that are being retained, please provide evidence that the assisted business has issued a notice to affected employees or that the business has made a public announcement to that effect, OR an analysis of relevant financial records that shows the business is likely to cut back on employment in the near future without planned intervention.

Will the job(s) created or retained require a special skill? ☐ Yes ☐ No

What percent of permanent FTEs will be held by or available to low/mod income persons? [Click or tap here to enter text.](#) %

If you checked the Slum/Blight Area or Slum/Blight Spot Benefit box, please answer the following:

What are the boundaries of the slum/blight area or the address of the slum/blight spot? [Click or tap here to enter text.](#)

(Please provide letter from building inspector or other documentation noting deficiencies and include photos)

What deficiency will be corrected or the public improvement be? [Click or tap here to enter text.](#)

If Slum/Blight Area, what percent of buildings are deteriorated? [Click or tap here to enter text.](#) %

IV. Proposed Objectives and Outcomes

Indicate the proposed objective and outcome of the activity/project.

	Outcome #1 Availability/Accessibility	Outcome #2 Affordability	Outcome #3 Sustainability
Objective #1 Suitable Living Environment	☐ Accessibility for the purpose of creating a suitable living environment	☐ Affordability for the purpose of creating a suitable living environment	☐ Sustainability for the purpose of creating a suitable living environment
Objective #2 Decent Housing	☐ Accessibility for the purpose of providing decent housing	☒ Affordability for the purpose of providing decent housing	☐ Sustainability for the purpose of providing decent housing
Objective #3 Economic Opportunity	☐ Accessibility for the purpose of creating economic opportunities	☐ Affordability for the purpose of creating economic opportunities	☐ Sustainability for the purpose of creating economic opportunities

Indicate how the activity outcome will be measured and projected number of beneficiaries.

- ☐ People _____
 ☐ Public Facilities _____
 ☐ Businesses _____
- ☒ Households 5-8
☐ Jobs _____
 ☐ Organizations _____
- ☐ Housing Units _____

V. Project Budget

Provide the total project cost and CDBG request.

Total Project Cost: \$ \$153,669

Total CDBG Request: \$ 153,669

CDBG Percent of Total Cost: 100%

Describe all other funding sources.

Source of Funds	Amount	Committed	Pending
CDBG	\$ 153,669	☐	☒
Click or tap here to enter text.	\$	☐	☐
Click or tap here to enter text.	\$	☐	☐
Total:	\$ 153,669	☐	☒

Please itemize project expenses, using the following guidance as applicable:

- Acquisition & Improvement Costs - Include purchase price, closing costs, site improvements, clearance of toxic contaminants, and other acquisition and improvement costs
- Construction/Rehabilitation Costs - Include site improvements, construction (labor, materials, supplies), installation, permits and other construction/rehabilitation costs
- Professional Fees and Personnel Costs - Include architectural, engineering and code inspection fees, surveys, appraisals, legal fees, hazardous materials surveys, project management, and other professional/personnel fees
- Other Development Costs - Include relocation, financing costs, environmental reviews, environmental studies, and other development costs
- Eligible Costs for Planning Projects - Include professional services, project management costs, and other planning costs

Itemized Use of Funds/Expenses	Costs	CDBG Funds Requested	Other Funding Sources
Construction/Rehabilitation Costs	\$ 153,669	\$ 153,669	\$
Click or tap here to enter text.	\$	\$	\$
Click or tap here to enter text.	\$	\$	\$
Click or tap here to enter text.	\$	\$	\$
Click or tap here to enter text.	\$	\$	\$
Total:	\$153,669	\$ 153,669	\$

* * * * *

***Please review each section for completeness.
Each activity should have separate Sections I through V.***

CDBG ELIGIBLE ACTIVITIES DEFINITIONS

The following are summary definitions of Community Development Block Grant Eligible Activities:

Please Note: *Although an activity may be deemed eligible for CDBG funding, it does not guarantee funding. The Community Development Needs for the CDBG Program in the Consolidated Plan lists the priority of needs and dictates which types of eligible activities may be funded in a given year.*

CDBG funds may NOT be used for costs attributable to a building used for the general conduct of government or used for political activities.

Acquisition/Disposition: The use of CDBG funds to acquire real property, in whole or in part, by purchase, long-term lease, donation, or otherwise, for any public purpose. Real property to be acquired may include: land, air rights, easements, water rights, right-of-ways, buildings and other property improvements, or other interests in real property.

Demolition/Clearance: Clearance, demolition, and removal of buildings and improvements including movement of structures to other sites.

Economic Development Activities: Economic development activities may include, but are not limited to: (1) Construction by the grantee or sub-recipient of a business incubator designed to provide inexpensive space and assistance to new firms to help them become viable businesses, (2) Loans to pay for the expansion of a factory or commercial business, and (3) Providing training needed by persons on welfare to enable them to qualify for jobs created by CDBG-assisted special economic development activities. The level of public benefit to be derived from the economic development activity must be appropriate given the amount of CDBG assistance.

Rehabilitation: Rehabilitation related activities may include single-family rehabilitation, multi-family rehabilitation, energy efficiency improvements, public housing modernization, and rehabilitation of commercial properties.

General Administration: CDBG funds may be used for the general administration costs incurred by a Subrecipient to administer their CDBG program. Administration costs directly associated with a CDBG activity should be part of the activity as project administration.

Relocation: CDBG funds may be used for relocation payments and assistance to displaced persons, including individuals, families, businesses, non-profits, and farms, where required under section 570.606 of the regulations (pursuant to the Uniform Relocation Act).

Public Facilities/Improvements: CDBG funds may be used by the grantee or other public or private nonprofit entities for the acquisition (including long term leases for periods of 15 years or more), construction, reconstruction, rehabilitation (including removal of architectural barriers to accessibility), or installation, of public improvements or facilities. Buildings for the general conduct of government cannot be acquired or improved with CDBG funds. This includes neighborhood facilities, firehouses, public schools, and libraries, as well as water and/or sewer treatment plants. The regulations further specify that facilities that are designed for use in providing shelter for persons having special needs are considered to be public facilities.

Public Services: CDBG funds may be used to provide public services (including labor, supplies, and materials), provided that each of the following criteria is met: 1) The public service must be either a new service or a quantifiable increase in the level of service; and 2) The amount of CDBG funds obligated within a program year to support public service activities under this category may not exceed 40% of the City's allocation and the total public services of all Subrecipients may not exceed 15% of the total grant awarded to Dakota County for that year.

Planning: Includes studies, analysis, data gathering, preparation of plans, and identification of actions that will implement plans. The types of plans which may be paid for with CDBG funds include, but are not limited to: Comprehensive plans; Individual project plans; Community development plans, Capital improvement programs; Small area and neighborhood plans; Environmental and historic preservation studies; and Functional plans (such as plans for housing, land use, energy conservation, or economic development).

Homeownership Assistance: Homeownership assistance activities may include financial assistance for down payments, closing costs or other part of the purchase process and counseling for pre-purchase, post-purchase or foreclosure prevention.

Final Dakota County FY 2022 CDBG/HOME/ESG Activity Statements

Final CDBG Budget with 1.54% (\$29,889) decrease from FY 2021

Final HOME Budget with 11.4% (\$275,840) increase from FY 2021

Final ESG Budget with 0.90% (\$1,484) decrease from FY 2021

2022 Dakota County CDBG Activity Statement

Small Cities and Townships:

City/Township	Project	2022 Budget
Castle Rock Twp.	Planning & Admin - Zoning Ordinance Amendment	\$ 18,000
Greenvale Twp	Planning & Admin - Zoning Ordinance Amendment	\$ 15,000
Waterford Twp	Planning & Admin – Building Site Inventory	\$ 14,500
	Total	\$ 47,500

Large Cities:

City	Project	2022 Budget
Apple Valley	Home Improvement Loan Program	\$ 143,834
	Public Service - DARTS Senior Chore Service	\$ 21,000
	Total	\$ 164,834

City	Project	2022 Budget
Burnsville	Home Improvement Loan Program	\$ 201,607
	Public Service - Burnsville Youth Collaborative	\$ 53,000
	Total	\$ 254,607

City	Project	2022 Budget
Eagan	Home Improvement Loan Program	\$ 166,732
	Public Service - Pre-School Program	\$ 3,000
	Public Service - Youth After School Programs	\$ 14,800
	Public Service - Dakota Woodland Youth	\$ 6,000
	Public Service - DARTS Senior Chore Services	\$ 5,000
	Public Service - Senior Services	\$ 11,200
	Total	\$ 206,732

City	Project	2022 Budget
Farmington	Home Improvement Loan Program	\$ 35,942
	Public Service - Senior Services	\$ 5,000
	Total	\$ 40,942

City	Project	2022 Budget
Hastings	Assessment Abatement	\$ 73,612
	Total	\$ 73,612

2022 Dakota County CDBG Activity Statement Cont'd.

City	Project	2022 Budget
Inver Grove Heights	Home Improvement Loan Program	\$ 148,669
	Total	\$ 148,669

City	Project	2022 Budget
Lakeville	Home Improvement Loan Program	\$ 47,153
	Planning & Admin - Housing Needs Assessment	\$ 30,000
	Planning & Admin - Parking Needs Assessment	\$ 25,000
	Public Service - Senior Transportation	\$ 25,000
	Public Service - Senior Services	\$ 20,000
	Total	\$ 147,153

City	Project	2022 Budget
Mendota Heights	Home Improvement Loan Program	\$ 22,157
	Total	\$ 22,157

City	Project	2022 Budget
Northfield	Public Facilities – Park Improvements	\$ 29,461
	Rental Rehab Program	\$ 35,840
	Total	\$ 65,301

City	Project	2022 Budget
Rosemount	Home Improvement Loan Program	\$ 57,265
	Total	\$ 57,265

City	Project	2022 Budget
South St. Paul	Home Improvement Loan Program	\$ 85,479
	Total	\$ 85,479

City	Project	2022 Budget
West St. Paul	Home Improvement Loan Program	\$ 113,958
	Total	\$ 113,958

2022 Dakota County CDBG Activity Statement Cont'd.

Countywide	Project	2022 Budget
Dakota County	Home Improvement Loan Estimated Revolving Loan	\$ 600,000
	Planning & Admin - CDA General Grant Administration	\$ 213,260
	Countywide Home Improvement Loan	\$ 112,369
	Planning & Admin – Rural Water Supply Feasibility Study	\$ 50,000
	Septic System Repair/Replacement	\$ 25,000
	Public Services – Housing Counseling	\$ 80,000
	FY 2022 CDBG Countywide (Entitlement Only)	\$ 480,629
	FY 2022 CDBG Total Budget (Entitlement Only)	\$ 1,908,838
	FY 2022 CDBG Total Budget (Entitlement & Est. Program Income)	\$ 2,508,838

Request for Council Action

SUBJECT: **Resolution Adopting Policy on the Extension of Certain Benefits to Non-Union, Police Command Staff**

MEETING DATE: December 12, 2022

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, adopting a policy on the extension of certain benefits to non-union, police command staff.

BACKGROUND

The City currently employs Police Officers and Sergeants under the terms of negotiated union contracts. Both contracts provide for these employees to receive an annual uniform allowance and educational incentive pay, based on the attainment of certain degrees. (These benefits are in addition to the City's standard benefit-package of medical insurance and paid time off provided to all full-time employees, both union and non-union.)

However, when officers consider seeking advancement to the ranks of Lieutenant, Commander, or Chief, they are faced with the loss of any educational incentive pay they might be receiving, as well as the eligibility to earn overtime, as all three positions are both non-union and salaried. The combined effect is that promotion can carry very minimal financial compensation.

These command-level positions are properly classified as exempt from the overtime provisions of the federal Fair Labor Standards Act, so there is not much to do about the loss of overtime pay. However, it is not uncommon for cities to extend certain benefits to their non-union command staff to minimize any perceived "loss" at the time of promotion.

The attached policy would document the extension of two benefits that are currently provided to union Police Officers and Police Sergeants - an annual uniform allowance and education incentive pay. The City already has the practice of providing an equivalent uniform allowance to non-union command staff - this would just put that practice into a clear policy. What would be new as the result of adopting this policy, would be the extension of the education incentive currently available to Police Sergeants. This was discussed during the 2023 budget process and included in the preliminary budget and tax levy.

The education incentive being extended provides for a 6% premium to those having a Bachelor's degree and a 9% premium to those with a Master's Degree. The proposed policy would calculate these amounts based on the top pay for a Sergeant, not on the actual pay of the non-union command position. The purpose here is to prevent the loss of pay someone received as a Sergeant and to be mindful of the City's budget.

FISCAL IMPACT

The extension of education incentive pay to non-union, police command staff is estimated to cost \$25,000 for calendar year 2023. Funding for this extension of benefits is included in the Police Department's 2023 budget.

RECOMMENDATION

I recommend adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Adopting Policy on Benefits for Non-Union Command Staff
2. Ed Incentive & Uniform Allowance for Non-Union Command Staff

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION ADOPTING A POLICY ON EXTENSION OF
CERTAIN BENEFITS TO NON-UNION, POLICE COMMAND STAFF

RESOLUTION NO. _____

WHEREAS, the City employs licensed police officers in both union and non-union positions, and

WHEREAS, individuals in the non-union positions have often been promoted through the ranks to a non-union, command level position, and

WHEREAS, the City wishes to make such promotion an attractive proposition in order to attract the best possible candidates to leadership roles within the Department, and

WHEREAS, the potential loss of certain benefits enjoyed as a union employee may serve as a deterrent to individuals seeking promotion to non-union, command-level positions, and

WHEREAS, the City seeks to remove this potential deterrent through the adoption of a policy extending certain benefits to non-union, command-level positions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS THAT the attached Policy on Extension of Certain Benefits to Non-Union, Police Command staff is hereby adopted.

Adopted this 12th day of December 2022 by the City Council of the City of Inver Grove Heights, Minnesota

AYES:

NAYS:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



POLICY ON EXTENSION OF CERTAIN BENEFITS TO NON-UNION, POLICE COMMAND STAFF

Purpose & Application

The City of Inver Grove Heights seeks to attract and retain the highest quality individuals to serve in leadership positions within its Police Department, and to make the opportunity for promotion through the ranks of the Police Department an attractive and rewarding proposition. Recognizing that licensed Police Officers and Police Sergeants enjoy certain benefits through the terms of their applicable collective bargaining agreements, which are not generally available to non-union employees of the City; and that the loss of such benefits upon promotion may serve as a deterrent for individuals to seek promotion, the City hereby extends the following benefits to licensed police officers working in non-union, command level positions with the Inver Grove Heights Police Department.

As of the writing of this policy, non-union, command level positions include the ranks of Lieutenant, Commander and Chief. Such officers are hereafter referred to as "Employees".

Benefits Extended

1. Education Incentive

Employees who possess a Bachelor's Degree or Master's Degree from an accredited college or university, shall be eligible for Education Incentive Pay equivalent in dollar amount to that provided to a Police Sergeant at the top step of the Sergeant wage scale, with the same degree, under the current applicable collective bargaining agreement.

2. Uniform Allowance

Employees shall receive an equivalent uniform allowance, under the same terms and conditions, as that provided to Police Officers, under the current applicable collective bargaining agreement.

Effective Date

This policy is effective beginning January 1, 2023.

Request for Council Action

SUBJECT: **Public Hearing for 2023 Liquor License Renewal
Applications and Approval of Change in Managers or
Officers**

MEETING DATE: December 12, 2022
ITEM TYPE: Public Hearing
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to conduct a public hearing and consider approval of renewal applications for liquor licenses for the 2023 calendar year, along with approval of new officers for Moose Lodge #1088, Speedway #4411 and new manager for Cub Foods..

BACKGROUND

There are currently a total of 32 active liquor licenses issued by the City, all with an expiration date of December 31, 2022. The licenses listed below are being brought forward for a public hearing and Council consideration at this time:

- | | | |
|----|------------------------|--------------------------|
| 1 | 451 Beer | Off-Sale |
| 2. | A & M Liquor | Off-Sale |
| 3. | Inver Wood Golf Course | On-Sale and Sunday |
| 4. | Los Portales | On-Sale and Sunday |
| 5. | Moose Lodge #1088 | Club, On Sale and Sunday |
| 6. | Cub Foods | Off-Sale |
| 7. | Cameron's Warehouse | Off-Sale |
| 8. | Outback Steakhouse | On-Sale and Sunday |
| 9. | Speedway #4411 | 3.2 Off-Sale |

Of the above-listed establishments, there were three that had a change in managers or officers. Moose Lodge has three new officers; Amanda Biermeier, Luke Seidl and Leslie Schultz; Cub Foods had a new manager, Christopher Hagedorn; Speedway #4411 had 4 new officers: David Seltzer, Robbie Radant, Rory King and Keith Jones. They all went through a full background investigation. The City received their personal history statements and they have been approved by Chief Chiodo.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends holding a public hearing and approving the liquor license renewal and officer changes listed above.

ATTACHMENTS

None

Request for Council Action

SUBJECT: **2023 Budget & Tax Levy**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to consider the attached Resolutions adopting the City's 2023 Budgets for multiple funds, the Citywide Tax Levy Collectible in 2023 and the Storm Water Special Taxing District Levies Collectible in 2023.

BACKGROUND

At its September 26 Meeting, the City Council adopted the 2023 preliminary levy and governmental fund budgets. The 2023 preliminary levy was set at \$30,334,795 and preliminary budgets were adopted for the General Fund, Convention & Visitors Bureau, Community Center, Economic Development Authority, Debt Service, Pavement Management-Local Projects, Pavement Management-Partnership Projects, and the Host Community Fund.

Since then, those budgets have been further refined. There have also been budget reductions to offset an increased city contribution towards the family and single-plus-one health insurance premiums.

At the October and November work sessions, Council reviewed proposed budgets for the City's four Internal Service Funds (Technology, City Facilities, Risk Management, Central Equipment), Inver Wood Golf Course, and the Water, Sewer, and Storm Water Operating and Capital Funds.

Council hosted the city's annual Truth-in-Taxation meeting on December 5 where staff presented an overview of the proposed 2023 budget and tax levy. There were five members of the public in attendance and Council received public comment from two of those members. Staff were directed to prepare the necessary budget and tax levy resolutions based on the current budget draft. Those resolutions have been attached to this agenda item.

Proposed Citywide Tax Levy

The proposed tax levy has not changed since the preliminary levy was adopted back in September and currently sits at \$30,334,795. Although the levy remains the same, there were budget reductions in multiple areas to offset an increased city contribution for the family and single-plus-one health insurance plans which was approved at the October 24 meeting. The proposed levy represents an increase of \$2,349,409 (or 8.4%) over last year's levy. Largely, this increase represents a general wage increase of 3%, increases to the city's insurance premiums, funding for 5.5 new positions (this includes 2 new police officers), an additional \$175,000 towards the city's SAFER Savings Plan to prepare for the ending of this grant, an additional \$350,000 for the Pavement Management program, and the increased inflationary costs for the goods and services used in city operations.

Citywide Tax Levy	2022 Adopted	2023 Proposed
General Fund	\$ 22,916,070	\$ 24,889,311
Pavement Management	2,550,000	2,900,000
Debt Service	2,519,316	2,545,484
Total Citywide Levy	\$ 27,985,386	\$ 30,334,795
\$ Increase over prior year		\$ 2,349,409
% Increase over prior year		8.4%

Special Taxing District Tax Levy

The City has three Storm Water Special Taxing Districts that were established under Minnesota Statute 444. The districts were created in lieu of specially assessing properties for the trunk storm sewer improvements installed in conjunction with the 70th Street East Reconstruction Project from Cahill Avenue to Concord Boulevard (City Project 2001-02). There are approximately 3,000 parcels within these special taxing districts. The annual special levies that are spread across these parcels is \$79,394. These levies were designed with a 10-year repayment term which runs from 2018 to 2027.

Special Taxing Districts	2022 Adopted	2023 Proposed
Babcock Trail	\$ 22,230	\$ 22,230
South Grove	41,285	41,285
70th Street	15,879	15,879
Total Special Taxing District Levies	\$ 79,394	\$ 79,394

2023 Proposed Budget

The City's 2023 Budget includes revenue and expenditure budgets for twenty-five of the city's funds. The overall expenditure budget is proposed at \$81,047,059 and revenues are proposed at \$76,569,571, leaving an estimated decrease of \$4,477,488 to fund balances across all city funds. This difference is mostly due to the Host Community Fund (\$2,334,553) where the fund's transfers out to other funds exceed forecasted revenues for the year. The other main area of difference can be found in the City's Enterprise Funds, where year over year capital activities can have either a positive or negative impact on fund balances depending on that year's planned projects. In previous years, some of these funds saw positive fund balance growth - 2023 is a year where the city anticipates spending down some of those balances. Details for all of these budgets can be found in the 2023 Budget Book which has been attached to this agenda item. The Budget Book also contains additional budget, tax levy, and property value summaries.

Following adoption of the budget and tax levies, staff will certify the taxes to the Dakota County Auditor, file the required reports with the Department of Revenue and the Office of the State Auditor and publish the Summary Budget in the Pioneer Press. The 2023 Adopted Budget will also be placed on the city's website.

FISCAL IMPACT

By approving the 2023 budget and tax levy, Council is setting the funding structure for citywide operations for the fiscal year 2023.

RECOMMENDATION

Staff recommends approval of the attached Resolutions adopting final 2023 Budgets, Final Citywide Tax Levy Collectible in 2023 and Storm Water Special Taxing District Levies Collectible in 2023.

ATTACHMENTS

1. Resolution-Citywide Tax Levy
2. Resolution-Special Taxing District Tax Levies
3. Resolution-2023 Budgets
4. Budget Book-DRAFT

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

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE FINAL CITYWIDE TAX LEVY
FOR PAYABLE 2023**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

There is a preliminary tax levied upon taxable property in the City of Inver Grove Heights payable in 2023 for the following purposes in the following amounts:

General Operating Fund		\$ 24,856,311
General Operating Fund-Tax Abatement		33,000
Pavement Management		2,900,000
<u>Bond Retirement</u>		
2015A G.O. Improvement Bonds	\$ 637,301	
2016A G.O. Improvement Bonds	718,134	
2017B G.O. Improvement Bonds	263,125	
2018A G.O. Improvement Bonds	739,289	
2019A G.O. Improvement Bonds	187,635	
2020A G.O. Improvement Bonds	-	
(Eliminating levy of \$265,367 by utilizing available funds - assessments & Closed Bond Fund)		
Total Bond Retirement		<u>2,545,484</u>
Total Citywide Levy		<u>\$ 30,334,795</u>

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE FINAL STORM WATER SPECIAL TAXING
DISTRICT TAX LEVIES FOR PAYABLE 2023**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

There is a preliminary special property tax levied upon the taxable property within the Storm Water Special Taxing Districts (S.W.S.T.D.) in the City of Inver Grove Heights payable in 2023 for the following purposes in the following amounts:

70th Street Recon Cahill Ave to Concord Blvd (Project 2001-02):

Babcock Trail	\$ 22,230
South Grove	41,285
70 th Street	<u>15,879</u>
	\$ 79,394

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

RESOLUTION ADOPTING FINAL 2023 BUDGETS

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

The following final budgets for the City of Inver Grove Heights for fiscal year 2023 are hereby approved:

Fund #	Fund Type	Fund	Revenues	Expenditures
101	General Fund	General Fund	\$ 30,790,881	\$ 30,790,881
201	Special Revenue	Convention & Visitor's Bureau	212,500	212,500
205	Special Revenue	Community Center Operating	3,898,700	3,898,700
206	Special Revenue	Community Center Capital	718,200	718,200
290	Special Revenue	Economic Development Authority	145,500	209,965
451	Special Revenue	Host Community Fund	3,145,000	5,479,553
365	Debt Service	2015A G.O. Improvement Bonds	669,551	655,075
367	Debt Service	2016A G.O. Improvement Bonds	722,884	656,350
369	Debt Service	2017B G.O. Improvement Bonds	313,475	325,000
392	Debt Service	2018A G.O. Improvement Bonds	741,539	693,960
393	Debt Service	2019A G.O. Improvement Bonds	188,385	176,200
394	Debt Service	2020A G.O. Improvement Bonds	271,450	253,955
440	Capital Project	PMP-Local Streets	13,801,286	13,705,000
490	Capital Project	PMP-Partnership Projects	1,011,500	1,011,500
501	Enterprise	Water Operating	3,738,850	3,671,360
403	Enterprise	Water Capital	410,000	1,848,500
502	Enterprise	Sewer Operating	4,375,770	4,283,570
404	Enterprise	Sewer Capital	115,000	993,500
441	Enterprise	Storm Water Operating	782,850	930,100
531	Enterprise	Storm Water Capital	1,000,000	743,000
503	Enterprise	Inver Wood Golf Course	2,539,750	2,650,900
602	Internal Service	Risk Management	1,234,600	1,234,600
603	Internal Service	Central Equipment	3,263,700	3,032,880
605	Internal Service	City Facilities	1,194,000	1,483,300
606	Internal Service	Technology	1,284,200	1,388,510
Total Approved Budgets			\$ 76,569,571	\$ 81,047,059

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



2023 Annual Budget



Adopted by Inver Grove Heights City Council

December 12, 2022

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**CITY OF INVER GROVE HEIGHTS
2023 BUDGET**

TABLE OF CONTENTS

Budget Exhibits

Exhibit A - Budget Calendar	1
Exhibit B - Budget Summary-All Funds	2
Exhibit C - Tax Levies	3
Exhibit D - Tax Rate Comparisons	4
Exhibit E - Market Value & Net Tax	
Capacity Comparisons	5
Exhibit F - Public Works 5-Year Capital	
Improvement Plan (Street & Utility	6

General Fund

Revenue & Expenditure Summaries	11
Expenditures	
Mayor and City Council	19
Administration	22
Human Resources	25
City Clerk	28
Elections	31
Communications	34
Finance	37
Community Development	40
Planning	44
Inspections	47
Police	50
Fire	54
Public Works	58
Engineering	61
Street Maintenance	64
Street Lighting	67
Parks	69
Recreation	73
Contingencies	81
Transfers	83

Special Revenue Funds

Convention & Visitor's Bureau	85
Community Center Operating	89
Community Center Capital	96
EDA Operating	97
Host Community Fund	102

Debt Service Funds (G.O. Debt)

107

Capital Project Funds

PMP-Local Streets	113
PMP-Partnership Projects	119

Enterprise Funds

Water Operating	120
Water Capital	127
Sewer Operating	128
Sewer Capital	134
Storm Water Operating	135
Storm Water Capital	140
Inver Wood Golf Course	141

Internal Service Funds

Risk Management	159
Central Equipment	164
City Facilities	170
Technology	176

Budget & Tax Levy Resolutions

181

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**CITY OF INVER GROVE HEIGHTS
2023 BUDGET CALENDAR**

August 1, 2022	Budget Work Session Introduction of General Fund Preliminary Budget & Levy
September 1 - 9, 2022	Department Budget Presentations Released Online
September 12, 2022	Budget Work Session Parks, Recreation, & Community Center Debt Service Funds
	Regular Council Meeting Administration Departments & Finance Police & Fire Economic Development Authority
September 19, 2022	Budget Work Session Convention & Visitors Bureau Community Development Departments Public Works Departments & Pavement Management Host Community Fund
September 26, 2022	Regular Council Meeting Adopt 2023 Proposed Budgets & Preliminary Tax Levies
September 30, 2022	Deadline to Certify Proposed Tax Levies & Budgets to Dakota County
October 3, 2022	Budget Work Session - Inver Wood Golf Course Inver Wood Golf Course Internal Service Funds - Technology, City Facilities, Risk Management
November 7, 2022	Budget Work Session Utility Funds - Water, Sewer, Storm Water Internal Service Fund - Central Equipment
November 11 - 24, 2022	Dakota County delivers 2023 Proposed Property Tax Notice to each taxpayer provides attendance details regarding the city's Truth in Taxation Meeting
December 5, 2022	Truth in Taxation Meeting (Budget Work Session) Statutorily required public meeting for public input on the City's proposed budget and levy
December 12, 2022	Regular Council Meeting Adopt 2023 Final Budgets & Tax Levies
December 28, 2022	Deadline to Certify Final Tax Levies & Budgets to Dakota County

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**CITY OF INVER GROVE HEIGHTS
2023 BUDGET SUMMARY - ALL FUNDS**

Fund #	Fund	Operating Revenues	Property Tax Levy	Expenditures & Transfers	Net
101	General Fund	\$ 5,901,570	\$ 24,889,311	\$ 30,790,881	\$ -

Special Revenue Funds

201	Convention & Visitor's Bureau	212,500	-	212,500	-
205	Community Center Operating	3,898,700	-	3,898,700	-
206	Community Center Capital	718,200	-	718,200	-
290	Economic Development Authority	145,500	-	209,965	(64,465)
451	Host Community Fund	3,145,000	-	5,479,553	(2,334,553)

Debt Service Funds

365	2015A G.O. Improvement Bonds	32,250	637,301	655,075	14,476
367	2016A G.O. Improvement Bonds	4,750	718,134	656,350	66,534
369	2017B G.O. Improvement Bonds	50,350	263,125	325,000	(11,525)
392	2018A G.O. Improvement Bonds	2,250	739,289	693,960	47,579
393	2019A G.O. Improvement Bonds	750	187,635	176,200	12,185
394	2020A G.O. Improvement Bonds Levy replaced by a \$177,250 Transfer In from the Closed Bond Fund	271,450	-	253,955	17,495

Capital Project Funds

440	PMP-Local Streets	10,901,286	2,900,000	13,705,000	96,286
490	PMP-Partnership Projects	1,011,500	-	1,011,500	-

Enterprise Funds

501	Water Operating	3,738,850	-	3,671,360	67,490
403	Water Capital	410,000	-	1,848,500	(1,438,500)
502	Sewer Operating	4,375,770	-	4,283,570	92,200
404	Sewer Capital	115,000	-	993,500	(878,500)
441	Storm Water Operating	782,850	-	930,100	(147,250)
531	Storm Water Capital	1,000,000	-	743,000	257,000
503	Inver Wood Golf Course	2,539,750	-	2,650,900	(111,150)

Internal Service Funds

602	Risk Management	1,234,600	-	1,234,600	-
603	Central Equipment	3,263,700	-	3,032,880	230,820
605	City Facilities	1,194,000	-	1,483,300	(289,300)
606	Technology	1,284,200	-	1,388,510	(104,310)
Total Budget		\$ 46,234,776	\$ 30,334,795	\$ 81,047,059	\$ (4,477,488)

Operating Levies

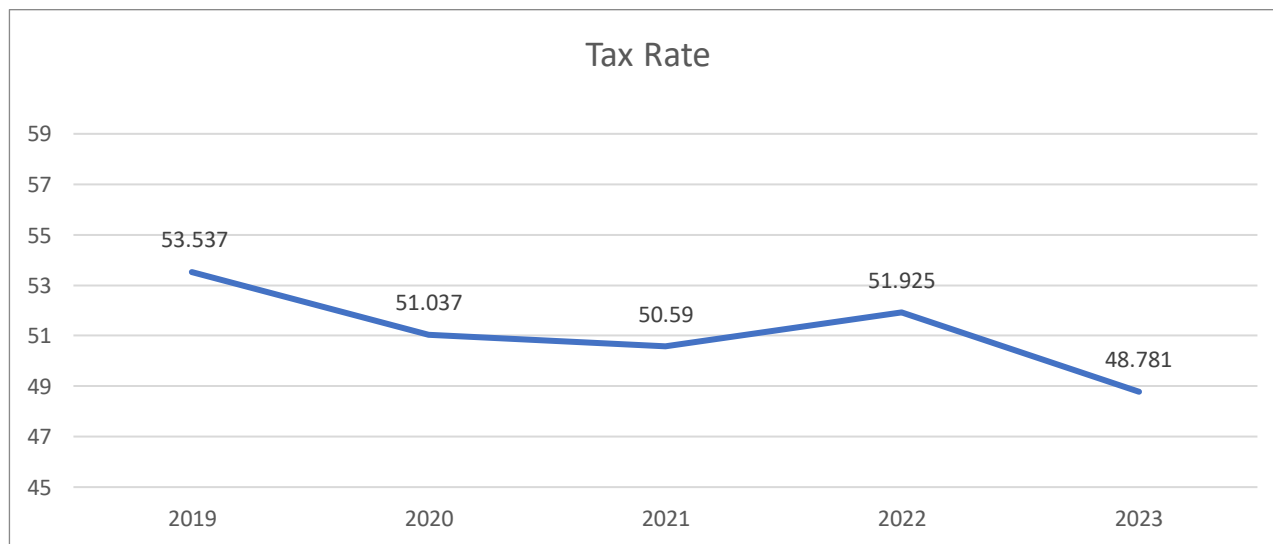
* Prior to 2021 Pavement Management was included in the General Fund

Various	City Share of Special Assessments	\$ 205,703	\$ 205,108	\$ -	\$ -	\$ -	0.0%
Fund 355	2010B G.O. Improvement Bonds	177,250	177,250	-	-	-	0.0%
Fund 394	2020A G.O. Refunding Bonds			177,250	177,250	-	n/a
	<i>Replaces 2010B G.O. Improvement Bonds</i>			(177,250)	(177,250)	-	n/a
	<i>Use Closed Bond Funds in lieu of tax levy</i>						
Fund 365	2015A G.O. Improvement Bonds	636,762	638,972	635,669	637,301	1,632	0.3%
Fund 367	2016A G.O. Improvement Bonds	636,759	656,289	695,874	718,134	22,260	3.2%
Fund 369	2017B G.O. Improvement Bonds	262,910	263,140	263,211	263,125	(86)	0.0%
Fund 392	2018A G.O. Improvement Bonds	737,714	735,614	737,977	739,289	1,312	0.2%
Fund 393	2019A G.O. Improvement Bonds	194,985	190,785	186,585	187,635	1,050	0.6%
	Total Debt Levies	\$ 2,852,083	\$ 2,867,158	\$ 2,519,316	\$ 2,545,484	\$ 26,168	1.0%
	% of Citywide Levy	12%	11%	9%	8%		
	Total Citywide Levies	\$ 24,730,883	\$ 26,123,358	\$ 27,985,386	\$ 30,334,795	\$ 2,349,409	8.4%

Fund 421	70th Street Reconstruction from Cahill Avenue to Concord Blvd (10 Year Term, 2018-2027)						
	Babcock Trail	\$ 22,230	\$ 22,230	\$ 22,230	\$ 22,230	\$ -	0.0%
	South Grove	41,285	41,285	41,285	41,285	-	0.0%
	70th Street	15,879	15,879	15,879	15,879	-	0.0%
	Total Tax District Levies	<u>\$ 79,394</u>	<u>\$ 79,394</u>	<u>\$ 79,394</u>	<u>\$ 79,394</u>	<u>\$ -</u>	<u>0.0%</u>
	Total - All Levies	\$ 24,810,277	\$ 26,202,752	\$ 28,064,780	\$ 30,414,189	\$ 2,349,409	8.4%

**CITY OF INVER GROVE HEIGHTS
2023 BUDGET
CITY TAX CAPACITY RATE COMPARISONS**

	Final Pay 2020	Final Pay 2021	Final Pay 2022	Preliminary Pay 2023
Total Tax Capacity	\$ 46,944,634	\$ 50,298,038	\$ 52,732,994	\$ 60,482,367
Less: Tax Increment	-	(23,706)	(24,697)	-
Less: Fiscal Disparities Contribution Value	(4,100,862)	(4,241,579)	(4,599,982)	(4,571,924)
Net City Tax Capacity	<u>\$ 42,843,772</u>	<u>\$ 46,032,753</u>	<u>\$ 48,108,315</u>	<u>\$ 55,910,443</u>
Certified Tax Levy	24,730,883	26,123,358	27,985,386	30,334,795
Less: City-wide Fiscal Disparities Distribution	(2,873,974)	(2,835,204)	(3,013,715)	(3,061,474)
Local Tax Levy	<u>\$ 21,856,909</u>	<u>\$ 23,288,154</u>	<u>\$ 24,971,671</u>	<u>\$ 27,273,321</u>
City Tax Capacity Rate	0.51037	0.50590	0.51925	0.48781
Rate Increase (Decrease)	-0.025	-0.0045	0.0133	-0.03144
% Increase (Decrease) in Rate	-4.67%	-0.88%	2.64%	-6.05%



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**CITY OF INVER GROVE HEIGHTS
2023 BUDGET
MARKET VALUE AND NET TAX CAPACITY COMPARISONS**

MARKET VALUE COMPARISON

	Payable 2022	% of Total	Payable 2023	% of Total	\$ Change	% Change	New Construction	% Change w/o New Const.
Residential	3,489,164,074	76.71%	4,079,107,004	77.88%	589,942,930	16.91%	29,306,600	16.07%
Commercial	311,907,100	6.86%	318,826,700	6.09%	6,919,600	2.22%	2,286,700	1.49%
Industrial	163,746,700	3.60%	184,301,800	3.52%	20,555,100	12.55%	9,523,500	6.74%
Utility	75,768,600	1.67%	79,522,100	1.52%	3,753,500	4.95%	-	4.95%
Agricultural	19,577,411	0.43%	18,582,337	0.35%	(995,074)	-5.08%	-	-5.08%
Rural Vacant	13,103,000	0.29%	14,471,400	0.28%	1,368,400	10.44%	10,400	10.36%
Apartments	428,679,600	9.42%	494,713,100	9.44%	66,033,500	15.40%	3,578,200	14.57%
Railroads	20,285,000	0.45%	21,625,500	0.41%	1,340,500	6.61%	-	6.61%
Subtotal	4,522,231,485	99.42%	5,211,149,941	99.49%	688,918,456	15.23%	44,705,400	14.25%
Personal Property	26,416,600	0.58%	26,684,600	0.51%	268,000	1.01%	-	1.01%
	4,548,648,085	100.00%	5,237,834,541	100.00%	689,186,456	15.15%	44,705,400	14.17%

NET TAX CAPACITY COMPARISON

	Payable 2022	% of Total	Payable 2023	% of Total	\$ Change	% Change	New Construction	% Change w/o New Const.
Residential	35,479,460	67.28%	41,829,585	69.16%	6,350,125	17.90%	323,235	16.99%
Commercial	6,061,063	11.49%	6,197,229	10.25%	136,166	2.25%	45,734	1.49%
Industrial	3,229,920	6.13%	3,640,246	6.02%	410,326	12.70%	190,470	6.81%
Utility	1,514,622	2.87%	1,589,692	2.63%	75,070	4.96%	-	4.96%
Agricultural	169,250	0.32%	169,874	0.28%	624	0.37%	-	0.37%
Rural Vacant	122,029	0.23%	138,829	0.23%	16,800	13.77%	104	13.68%
Apartments	5,229,052	9.92%	5,956,407	9.85%	727,355	13.91%	15,138	13.62%
Railroads	405,700	0.77%	432,510	0.72%	26,810	6.61%	-	6.61%
Subtotal	52,211,096	99.01%	59,954,372	99.13%	7,743,276	14.83%	574,681	13.73%
Personal Property	521,898	0.99%	527,995	0.87%	6,097	1.17%	-	1.17%
	52,732,994	100.00%	60,482,367	100.00%	7,749,373	14.70%	574,681	13.61%

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**Public Works 5-Year CIP
(2023-2027)**

EXHIBIT F

Projects by Project Type

Department	2023	2024	2025	2026	2027	TOTAL
Dakota County Roadway Projects						
70th Street (CSAH 26)/Argenta Trail	591,500					591,500
<i>MSAS Funds</i>	16,500					16,500
<i>PMP Fund</i>	200,000					200,000
<i>NWA Water Capital Fund</i>	375,000					375,000
County Road Overlays	245,000		100,000	107,000	114,000	566,000
<i>Stormwater Capital Fund</i>	175,000		65,000	68,000	70,000	378,000
<i>Water Capital - Connection Fund</i>	30,000		15,000	17,000	20,000	82,000
<i>Sewer Capital - Connection Fund</i>	40,000		20,000	22,000	24,000	106,000
County Signal Projects						
<i>MSAS Funds</i>						
70th Street (CSAH 26) - TH 3 to CSAH 73 - Scoping Study	45,000					45,000
<i>PMP Fund</i>	45,000					45,000
70th Street (CSAH 26) -CSAH 73 - Cahill - 3-Lane Reduction Scoping St	15,000					15,000
<i>PMP Fund</i>	5,000					5,000
<i>Stormwater Capital Fund</i>	6,500					6,500
<i>Water Capital - Connection Fund</i>	1,750					1,750
<i>Sewer Capital - Connection Fund</i>	1,750					1,750
80th Street (CSAH 28) -CSAH 73 - Bowman - 3-Lane Reduction	15,000	45,000				60,000
<i>PMP Fund</i>	5,000					5,000
<i>Stormwater Capital Fund</i>	6,500	30,000				36,500
<i>Water Capital - Connection Fund</i>	1,750	9,000				10,750
<i>Sewer Capital - Connection Fund</i>	1,750	6,000				7,750
80th Street (CSAH 28) - TH 3 to CSAH 73 - Scoping Study			67,500			67,500
<i>PMP Fund</i>			20,000			20,000
<i>NWA Stormwater Capital Fund</i>			31,000			31,000
<i>NWA Water Capital Fund</i>			9,500			9,500
<i>NWA Sewer Capital Fund</i>			7,000			7,000
Argenta/I-494 Interchange - Preliminary Engineering	100,000					100,000
<i>PMP Fund</i>	100,000					100,000
Argenta/TH 55 Interchange - Preliminary Engineering				37,500		37,500
<i>PMP Fund</i>				37,500		37,500
Dakota County Roadway Projects	1,011,500	45,000	167,500	144,500	114,000	1,482,500
MnDOT Projects						
70th Street at TH 52 - West Ramp Improvement				210,000		210,000
<i>PMP Fund</i>				63,000		63,000
<i>MSAS Fund</i>						
<i>Stormwater Capital Fund</i>				96,000		96,000
<i>Water Capital - Connection Fund</i>				30,000		30,000
<i>Sewer Capital - Connection Fund</i>				21,000		21,000
Barbara Ave Soundwall (TH 52)			400,000	1,270,000		1,670,000
<i>MSAS Funding</i>			100,000	200,000		300,000
<i>MnDOT Funding</i>			300,000	1,070,000		1,370,000
MnDOT Projects			400,000	1,480,000		1,880,000
Sanitary Sewer System Projects						
Lift Station Rehabilitation		100,000		100,000		200,000
<i>Sewer Capital - Connection Fund</i>		100,000		100,000		200,000

**Public Works 5-Year CIP
(2023-2027)**

EXHIBIT F

Projects by Project Type

Department	2023	2024	2025	2026	2027	TOTAL
Sanitary Sewer Rehabilitation	200,000	240,000	270,000	300,000	330,000	1,340,000
<i>Sewer Capital - Connection Fund</i>	<i>200,000</i>	<i>240,000</i>	<i>270,000</i>	<i>300,000</i>	<i>330,000</i>	<i>1,340,000</i>
Sanitary Sewer Cleaning & Televising	200,000	210,000	220,000	235,000	245,000	1,110,000
<i>Sewer Capital - Connection Fund</i>	<i>200,000</i>	<i>210,000</i>	<i>220,000</i>	<i>235,000</i>	<i>245,000</i>	<i>1,110,000</i>
Sanitary Sewer System Projects	400,000	550,000	490,000	635,000	575,000	2,650,000
Stormwater Management Projects						
Minor Drainage Improvements	15,000	15,000	15,000	15,000	15,000	75,000
<i>Stormwater Capital Fund</i>	<i>15,000</i>	<i>15,000</i>	<i>15,000</i>	<i>15,000</i>	<i>15,000</i>	<i>75,000</i>
Pond Cleanout/Outfall Improvement Program		20,000		250,000	600,000	870,000
<i>Stormwater Capital Fund</i>		<i>20,000</i>		<i>250,000</i>	<i>600,000</i>	<i>870,000</i>
MS4 Program Implementation Efforts				20,000	30,000	50,000
<i>Stormwater Capital Fund</i>				<i>10,000</i>	<i>15,000</i>	<i>25,000</i>
<i>NWA Stormwater Capital Fund</i>				<i>10,000</i>	<i>15,000</i>	<i>25,000</i>
Storm Sewer Televising	30,000	30,000	40,000	50,000	60,000	210,000
<i>Stormwater Capital Fund</i>	<i>30,000</i>	<i>30,000</i>	<i>40,000</i>	<i>50,000</i>	<i>60,000</i>	<i>210,000</i>
Groundwater Monitoring (Landlocked Basins)	20,000					20,000
<i>Stormwater Capital Fund</i>	<i>20,000</i>					<i>20,000</i>
Water Resource Management Plan Update		90,000				90,000
<i>Stormwater Capital Fund</i>		<i>45,000</i>				<i>45,000</i>
<i>NWA Stormwater Capital Fund</i>		<i>45,000</i>				<i>45,000</i>
Stormwater Management Projects	65,000	155,000	55,000	335,000	705,000	1,315,000
Street Projects						
Annual Pavement Management Initiative (PMI) Projects	12,435,000	11,610,000	15,643,000	14,688,000	13,942,000	68,318,000
<i>PMP Funds</i>	<i>3,855,000</i>	<i>4,100,000</i>	<i>5,405,000</i>	<i>5,261,000</i>	<i>5,932,000</i>	<i>24,553,000</i>
<i>MSAS Funds</i>	<i>250,000</i>	<i>1,000,000</i>	<i>1,300,000</i>	<i>540,000</i>		<i>3,090,000</i>
<i>Special Assessments</i>	<i>6,000,000</i>	<i>5,300,000</i>	<i>5,890,000</i>	<i>6,812,000</i>	<i>6,300,000</i>	<i>30,302,000</i>
<i>Stormwater Capital Fund</i>	<i>440,000</i>	<i>440,000</i>	<i>962,000</i>	<i>1,025,000</i>	<i>424,000</i>	<i>3,291,000</i>
<i>Sewer Capital - Connection Fund</i>	<i>550,000</i>	<i>160,000</i>	<i>735,000</i>	<i>300,000</i>	<i>424,000</i>	<i>2,169,000</i>
<i>Water Capital - Connection Fund</i>	<i>900,000</i>	<i>610,000</i>	<i>1,351,000</i>	<i>750,000</i>	<i>862,000</i>	<i>4,473,000</i>
<i>South St. Paul</i>	<i>440,000</i>					<i>440,000</i>
Broad Area Patching	210,000	220,000	230,000	240,000	250,000	1,150,000
<i>PMP Funds</i>	<i>210,000</i>	<i>220,000</i>	<i>230,000</i>	<i>240,000</i>	<i>250,000</i>	<i>1,150,000</i>
Crack Sealing, Sealcoating, & Microsurfacing	355,000	360,000	365,000	370,000	375,000	1,825,000
<i>PMP Funds</i>	<i>355,000</i>	<i>360,000</i>	<i>365,000</i>	<i>370,000</i>	<i>375,000</i>	<i>1,825,000</i>
Traffic Calming & Safety Improvements		25,000	30,000	35,000	40,000	130,000
<i>PMP Funds</i>		<i>25,000</i>	<i>30,000</i>	<i>35,000</i>	<i>40,000</i>	<i>130,000</i>
117th Street	4,600,000	15,467,000	4,250,000			24,317,000
<i>Minnesota Highway Freight Grant Program</i>		<i>8,000,000</i>				<i>8,000,000</i>
<i>Dakota County Cost Sharing</i>	<i>2,400,000</i>	<i>4,717,000</i>				<i>7,117,000</i>
<i>Unfunded Costs</i>	<i>2,200,000</i>	<i>2,250,000</i>				<i>4,450,000</i>
<i>Special Assessments</i>			<i>4,200,000</i>			<i>4,200,000</i>
<i>Sewer Capital - Connection Fund</i>		<i>50,000</i>	<i>50,000</i>			<i>100,000</i>
<i>Water Capital - Connection Fund</i>		<i>450,000</i>				<i>450,000</i>
Street Projects	17,600,000	27,682,000	20,518,000	15,333,000	14,607,000	95,740,000
Sidewalk, Trail, and Parks Projects						
Babcock Trail (CSAH 73) - U. 55th St. to I-494				105,000	845,000	950,000
<i>Federal (TAB Regional Solicitation)</i>					<i>415,000</i>	<i>415,000</i>
<i>Dakota County Funding</i>				<i>85,000</i>	<i>425,000</i>	<i>510,000</i>

**Public Works 5-Year CIP
(2023-2027)**

EXHIBIT F

Projects by Project Type

Department	2023	2024	2025	2026	2027	TOTAL
<i>PMP Fund</i>				20,000	5,000	25,000
ADA Intersection Improvements	50,000	337,824				387,824
<i>Federal (TAB Regional Soliciation)</i>		250,240				250,240
<i>PMP Fund</i>	50,000	87,584				137,584
Seidl's Lake Shoreland Restoration	50,000					50,000
<i>Stormwater Capital Fund</i>	50,000					50,000
Parks Pavement Projects (Trails & Parking Lots)	250,000	250,000	250,000	250,000	250,000	1,250,000
<i>PMP Funds</i>	250,000	250,000	250,000	250,000	250,000	1,250,000
South Valley Park Improvements	100,000					100,000
<i>Water Capital - Connection Fund</i>	100,000					100,000
Sidewalk, Trail, and Parks Projects	450,000	587,824	250,000	355,000	1,095,000	2,737,824
Water System Projects						
Well Pump & Service Rehabilitation (Pumps & VFD's)	125,000	130,000	135,000	140,000	150,000	680,000
<i>Water Capital - Connection Fund</i>	125,000	130,000	135,000	140,000	150,000	680,000
Northside Water Tower Painting					950,000	950,000
<i>Water Capital - Connection Fund</i>					950,000	950,000
North Booster Station Pump Rehab (2 Pumps)	75,000					75,000
<i>Water Capital - Connection Fund</i>	75,000					75,000
Water Treatment Plant Booster Station Inspection	25,000					25,000
<i>Water Capital - Connection Fund</i>	25,000					25,000
Water Treatment Plant Repair & Rehabilitation	300,000	2,500,000				2,800,000
<i>Water Capital - Connection Fund</i>	300,000	2,500,000				2,800,000
Automated Meter Infrastructure	200,000	1,600,000	1,600,000	1,600,000		5,000,000
<i>Water Capital - Connection Fund</i>	200,000	1,600,000	1,600,000	1,600,000		5,000,000
Watermain Breaks & Street Patching	90,000	100,000	125,000	140,000	155,000	610,000
<i>Water Capital - Connection Fund</i>	90,000	100,000	125,000	140,000	155,000	610,000
Water System Management Plan & Studies					70,000	70,000
<i>Water Capital - Connection Fund</i>					35,000	35,000
<i>NWA Water Capital Fund</i>					35,000	35,000
SCADA System Upgrade					100,000	100,000
<i>Water Capital - Connection Fund</i>					100,000	100,000
Water System Projects	815,000	4,330,000	1,860,000	1,880,000	1,425,000	10,310,000
TOTAL PUBLIC WORKS CIP	20,341,500	33,349,824	23,740,500	20,162,500	18,521,000	116,115,324

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**Public Works 5-Year CIP
(2023-2027)
Projects by Funding Source**

EXHIBIT F

Funding Source	2023	2024	2025	2026	2027	TOTAL
Sewer Capital - Connection Fund (Fund 404)						
County Road Overlays	40,000		20,000	22,000	24,000	106,000
70th Street (CSAH 26) -CSAH 73 - Cahill - 3-Lane Reduction Scoping Study	1,750					1,750
80th Street (CSAH 28) -CSAH 73 - Bowman - 3-Lane Reduction	1,750	6,000				7,750
70th Street at TH 52 - West Ramp Improvement				21,000		21,000
Lift Station Rehabilitation		100,000		100,000		200,000
Sanitary Sewer Rehabilitation	200,000	240,000	270,000	300,000	330,000	1,340,000
Sanitary Sewer Cleaning & Televising	200,000	210,000	220,000	235,000	245,000	1,110,000
Annual Pavement Management Initiative (PMI) Projects	550,000	160,000	735,000	300,000	424,000	2,169,000
117th Street		50,000	50,000			100,000
Sewer Capital - Connection Fund (Fund 404)	993,500	766,000	1,295,000	978,000	1,023,000	5,055,500
Stormwater Capital Fund (Fund 531)						
County Road Overlays	175,000		65,000	68,000	70,000	378,000
70th Street (CSAH 26) -CSAH 73 - Cahill - 3-Lane Reduction Scoping Study	6,500					6,500
80th Street (CSAH 28) -CSAH 73 - Bowman - 3-Lane Reduction	6,500	30,000				36,500
70th Street at TH 52 - West Ramp Improvement				96,000		96,000
Minor Drainage Improvements	15,000	15,000	15,000	15,000	15,000	75,000
Pond Cleanout/Outfall Improvement Program		20,000		250,000	600,000	870,000
MS4 Program Implementation Efforts				10,000	15,000	25,000
Storm Sewer Televising	30,000	30,000	40,000	50,000	60,000	210,000
Groundwater Monitoring (Landlocked Basins)	20,000					20,000
Water Resource Management Plan Update		45,000				45,000
Annual Pavement Management Initiative (PMI) Projects	440,000	440,000	962,000	1,025,000	424,000	3,291,000
Seidl's Lake Shoreland Restoration	50,000					50,000
Stormwater Capital Fund (Fund 531)	743,000	580,000	1,082,000	1,514,000	1,184,000	5,103,000
Water Capital - Connection Fund (Fund 403)						
County Road Overlays	30,000		15,000	17,000	20,000	82,000
70th Street (CSAH 26) -CSAH 73 - Cahill - 3-Lane Reduction Scoping Study	1,750					1,750
80th Street (CSAH 28) -CSAH 73 - Bowman - 3-Lane Reduction	1,750	9,000				10,750
70th Street at TH 52 - West Ramp Improvement				30,000		30,000
Annual Pavement Management Initiative (PMI) Projects	900,000	610,000	1,351,000	750,000	862,000	4,473,000
117th Street		450,000				450,000
South Valley Park Improvements	100,000					100,000
Well Pump & Service Rehabilitation (Pumps & VFD's)	125,000	130,000	135,000	140,000	150,000	680,000
Northside Water Tower Painting					950,000	950,000
North Booster Station Pump Rehab (2 Pumps)	75,000					75,000
Water Treatment Plant Booster Station Inspection	25,000					25,000
Water Treatment Plant Repair & Rehabilitation	300,000	2,500,000				2,800,000
Automated Meter Infrastructure	200,000	1,600,000	1,600,000	1,600,000		5,000,000
Watermain Breaks & Street Patching	90,000	100,000	125,000	140,000	155,000	610,000
Water System Management Plan & Studies					35,000	35,000
SCADA System Upgrade					100,000	100,000
Water Capital - Connection Fund (Fund 403)	1,848,500	5,399,000	3,226,000	2,677,000	2,272,000	15,422,500
Northwest Area Sewer Capital Fund (Fund 512)						
80th Street (CSAH 28) - TH 3 to CSAH 73 - Scoping Study			7,000			7,000
Northwest Area Sewer Capital Fund (Fund 512)			7,000			7,000
Northwest Area Stormwater Capital Fund (Fund 448)						
80th Street (CSAH 28) - TH 3 to CSAH 73 - Scoping Study			31,000			31,000
MS4 Program Implementation Efforts				10,000	15,000	25,000
Water Resource Management Plan Update		45,000				45,000
Northwest Area Stormwater Capital Fund (Fund 448)		45,000	31,000	10,000	15,000	101,000
Northwest Area Water Capital Fund (Fund 511)						
70th Street (CSAH 26)/Argenta Trail	375,000					375,000
80th Street (CSAH 28) - TH 3 to CSAH 73 - Scoping Study			9,500			9,500
Water System Management Plan & Studies					35,000	35,000
Northwest Area Water Capital Fund (Fund 511)	375,000		9,500		35,000	419,500
TOTAL UTILITY FUNDS	3,960,000	6,790,000	5,650,500	5,179,000	4,529,000	26,108,500

**Public Works 5-Year CIP
(2023-2027)**
Projects by Funding Source

EXHIBIT F

Funding Source	2023	2024	2025	2026	2027	TOTAL
Pavement Management Program (Fund 440)						
70th Street (CSAH 26)/Argenta Trail	200,000					200,000
70th Street (CSAH 26) - TH 3 to CSAH 73 - Scoping Study	45,000					45,000
70th Street (CSAH 26) -CSAH 73 - Cahill - 3-Lane Reduction Scoping St	5,000					5,000
80th Street (CSAH 28) -CSAH 73 - Bowman - 3-Lane Reduction	5,000					5,000
80th Street (CSAH 28) - TH 3 to CSAH 73 - Scoping Study			20,000			20,000
Argenta/I-494 Interchange - Preliminary Engineering	100,000					100,000
Argenta/TH 55 Interchange - Preliminary Engineering				37,500		37,500
70th Street at TH 52 - West Ramp Improvement				63,000		63,000
Annual Pavement Management Initiative (PMI) Projects	3,855,000	4,100,000	5,405,000	5,261,000	5,932,000	24,553,000
Broad Area Patching	210,000	220,000	230,000	240,000	250,000	1,150,000
Crack Sealing, Sealcoating, & Microsurfacing	355,000	360,000	365,000	370,000	375,000	1,825,000
Traffic Calming & Safety Improvements		25,000	30,000	35,000	40,000	130,000
Babcock Trail (CSAH 73) - U. 55th St. to I-494				20,000	5,000	25,000
ADA Intersection Improvements	50,000	87,584				137,584
Parks Pavement Projects (Trails & Parking Lots)	250,000	250,000	250,000	250,000	250,000	1,250,000
Pavement Management Program (Fund 440)	5,075,000	5,042,584	6,300,000	6,276,500	6,852,000	29,546,084
Special Assessments						
Annual Pavement Management Initiative (PMI) Projects	6,000,000	5,300,000	5,890,000	6,812,000	6,300,000	30,302,000
117th Street			4,200,000			4,200,000
Special Assessments	6,000,000	5,300,000	10,090,000	6,812,000	6,300,000	34,502,000
Municipal State Aid Street (MSAS) Funding						
70th Street (CSAH 26)/Argenta Trail	16,500					16,500
70th Street at TH 52 - West Ramp Improvement						
Annual Pavement Management Initiative (PMI) Projects	250,000	1,000,000	1,300,000	540,000		3,090,000
Barbara Ave Soundwall (TH 52)			100,000	200,000		300,000
Municipal State Aid Street (MSAS) Funding	266,500	1,000,000	1,400,000	740,000		3,406,500
MnDOT Funding						
Barbara Ave Soundwall (TH 52)			300,000	1,070,000		1,370,000
MnDOT Funding			300,000	1,070,000		1,370,000
Dakota County Funding						
117th Street	2,400,000	4,717,000				7,117,000
Babcock Trail (CSAH 73) - U. 55th St. to I-494				85,000	425,000	510,000
Dakota County Funding	2,400,000	4,717,000		85,000	425,000	7,627,000
Minnesota Highway Freight Program Grant Funding						
117th Street		8,000,000				8,000,000
Minnesota Highway Freight Program Grant Funding		8,000,000				8,000,000
Transportation Advisory Board (TAB) Funding						
Babcock Trail (CSAH 73) - U. 55th St. to I-494					415,000	415,000
ADA Intersection Improvements		250,240				250,240
Transportation Advisory Board (TAB) Funding		250,240			415,000	665,240
South St. Paul Funding						
Annual Pavement Management Initiative (PMI) Projects	440,000					440,000
South St. Paul Funding	440,000					440,000
Unfunded						
117th Street	2,200,000	2,250,000				4,450,000
Unfunded	2,200,000	2,250,000				4,450,000
TOTAL STREET & OTHER FUNDS	16,381,500	26,559,824	18,090,000	14,983,500	13,992,000	90,006,824

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City of Inver Grove Heights

2023 Budget Book General Fund Summary

REVENUE BY CATEGORY

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 Budget
310 - TAXES	21,925,101	21,080,274	22,993,570	12,099,744	24,969,311
320 - LICENSES AND PERMITS	1,232,337	1,939,133	1,677,440	1,670,893	1,723,300
330 - INTERGOVERNMENTAL	832,889	978,219	2,021,469	1,340,708	1,991,270
340 - CHARGES FOR SERVICES	1,265,722	1,117,315	1,398,300	1,104,489	1,468,500
350 - FINES AND PENALTIES	145,283	166,286	180,000	146,943	180,000
360 - MISCELLANEOUS REVENUES	657,259	349,151	405,100	321,110	379,500
370 - SPECIAL ASSESSMENTS	1,981	3,874	1,500	33,012	1,500
390 - OTHER FINANCING SOURCES	2,059,385	447,568	61,500	183,880	77,500
Revenue Total:	28,119,957	26,081,820	28,738,879	16,900,779	30,790,881

EXPENSE BY CATEGORY

10 - WAGES & BENEFITS	16,304,077	16,445,424	19,373,900	15,109,999	19,963,165
30 - PROFESSIONAL / TECHNICAL SERVICES	792,998	1,057,368	993,244	767,589	1,040,760
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	4,396,605	4,432,570	4,651,000	3,781,898	4,419,300
50 - OTHER PURCHASED SERVICES	551,301	640,036	792,732	579,716	1,019,694
60 - SUPPLIES	1,193,741	940,503	1,252,267	923,208	2,067,600
70 - OTHER EXPENSES / EXPENDITURES	1,046,719	1,204,461	1,302,960	1,169,999	1,511,762
80 - CAPITAL OUTLAY	642	394,841	159,780	33,497	-
91 - OTHER	2,410,096	670,137	524,100	336,899	768,600
Expenditure Total:	26,696,180	25,785,340	29,049,983	22,702,807	30,790,881

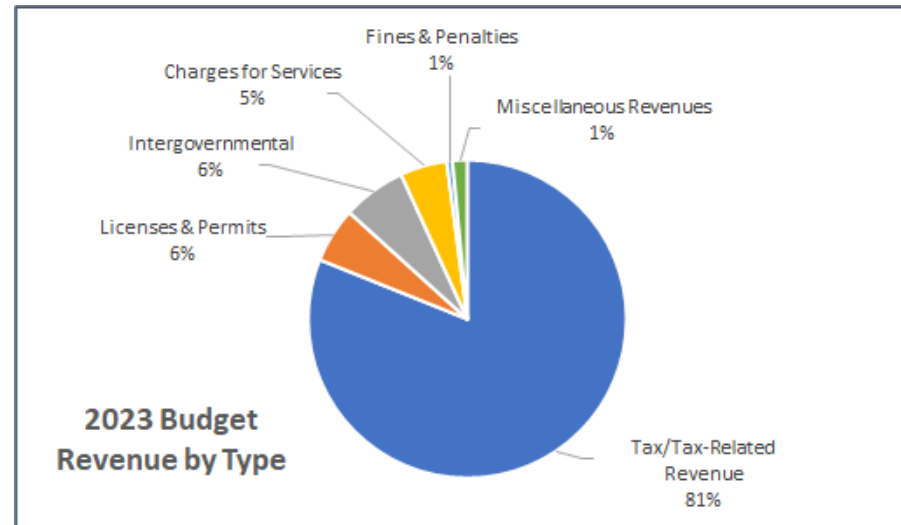
GENERAL FUND Surplus (Deficit):	1,423,777	296,480	(311,104)	(5,802,028)	-
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REVENUE BY CATEGORY

310 - TAXES
320 - LICENSES AND PERMITS
330 - INTERGOVERNMENTAL
340 - CHARGES FOR SERVICES
350 - FINES AND PENALTIES
360 - MISCELLANEOUS REVENUES
370 - SPECIAL ASSESSMENTS
390 - OTHER FINANCING SOURCES

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
310 - TAXES	21,925,101.02	21,080,274.01	22,993,570.00	12,099,744.31	24,969,311.00
320 - LICENSES AND PERMITS	1,232,337.16	1,939,132.78	1,677,440.00	1,670,892.99	1,723,300.00
330 - INTERGOVERNMENTAL	832,889.17	978,219.47	2,021,469.00	1,340,707.56	1,991,270.00
340 - CHARGES FOR SERVICES	1,265,722.44	1,117,315.12	1,398,300.00	1,104,488.85	1,468,500.00
350 - FINES AND PENALTIES	145,282.58	166,286.41	180,000.00	146,942.87	180,000.00
360 - MISCELLANEOUS REVENUES	657,259.39	349,150.50	405,100.00	321,110.20	379,500.00
370 - SPECIAL ASSESSMENTS	1,980.97	3,874.00	1,500.00	33,012.12	1,500.00
390 - OTHER FINANCING SOURCES	2,059,384.61	447,567.79	61,500.00	183,880.10	77,500.00
Revenue Total:	28,119,957.34	26,081,820.08	28,738,879.00	16,900,779.00	30,790,881.00





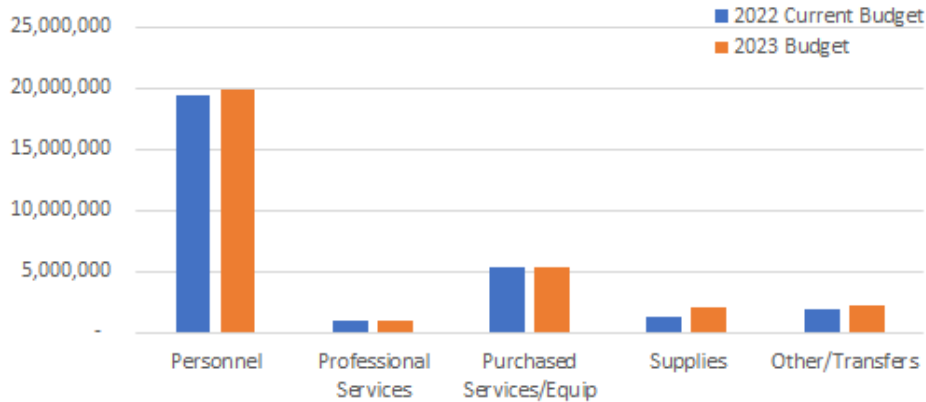
2023 Budget Book Expenditure Summary By Category

EXPENSE BY CATEGORY

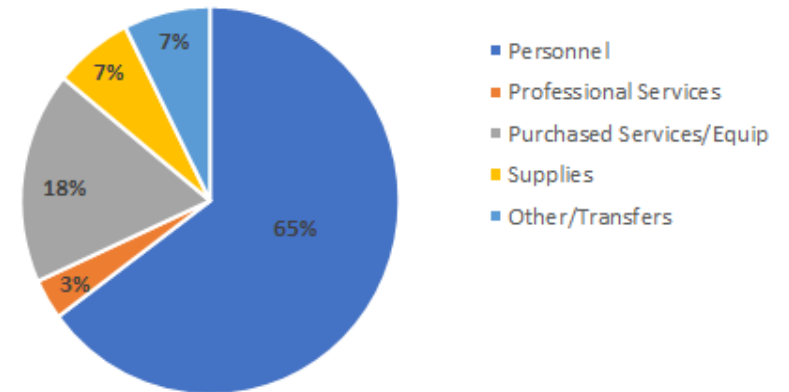
	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
10 - WAGES & BENEFITS	16,304,077.46	16,445,424.37	19,373,900.00	15,109,998.80	19,963,165.00
30 - PROFESSIONAL / TECHNICAL SERVICES	792,998.45	1,057,368.05	993,244.00	767,589.28	1,040,760.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	4,396,604.82	4,432,570.02	4,651,000.00	3,781,898.41	4,419,300.00
50 - OTHER PURCHASED SERVICES	551,301.41	640,035.70	792,732.00	579,716.45	1,019,694.00
60 - SUPPLIES	1,193,740.86	940,502.76	1,252,267.00	923,208.13	2,067,600.00
70 - OTHER EXPENSES / EXPENDITURES	1,046,719.41	1,204,461.29	1,302,960.00	1,169,999.40	1,511,762.00
80 - CAPITAL OUTLAY	642.43	394,841.22	159,780.00	33,497.36	0.00
91 - OTHER	2,410,095.58	670,136.71	524,100.00	336,898.78	768,600.00

Fund: 101 - GENERAL FUND Total: **26,696,180.42** **25,785,340.12** **29,049,983.00** **22,702,806.61** **30,790,881.00**

Comparison of 2022 Current vs. 2023 Budget
By Expenditure Category



2022 Budgets by Expenditure Category





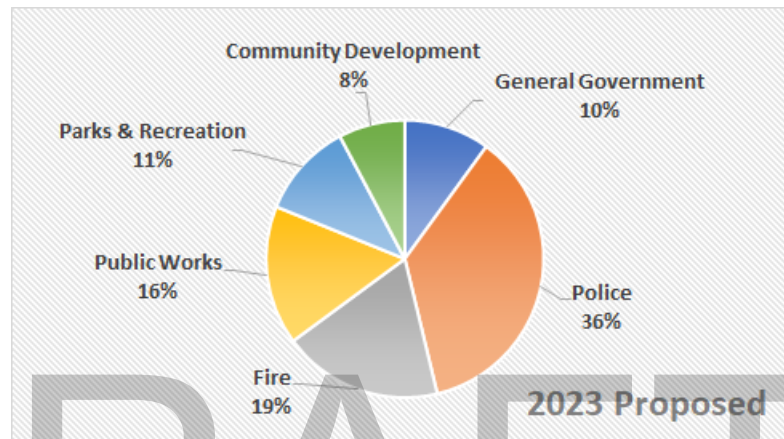
City of Inver Grove Heights

2023 Budget Book

Expenditure Summary

By Department

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 101 - GENERAL FUND					
1000 - MAYOR-COUNCIL	187,771.27	299,115.36	177,800.00	182,240.68	260,750.00
1100 - ADMINISTRATION	861,754.87	882,399.59	914,950.00	740,461.03	359,100.00
1120 - HUMAN RESOURCES	0.00	0.00	0.00	0.00	411,990.00
1140 - CITY CLERK	0.00	0.00	0.00	0.00	403,235.00
1200 - ELECTIONS	180,551.83	16,746.73	160,110.00	79,348.67	107,600.00
1300 - COMMUNICATIONS	338,460.66	339,055.95	378,400.00	256,990.87	445,670.00
1400 - TECHNOLOGY	1,134,889.02	1,295,339.08	1,261,150.00	1,003,997.19	0.00
2000 - FINANCE	996,583.34	1,067,663.28	1,201,600.00	877,517.72	1,040,150.00
3000 - COMMUNITY DEVELOPMENT	433,831.44	499,829.16	454,350.00	389,290.09	477,700.00
3200 - PLANNING	468,904.50	413,209.67	393,000.00	315,604.65	425,900.00
3300 - INSPECTIONS	860,353.70	931,081.70	1,069,820.00	882,025.54	1,309,000.00
4000 - POLICE	9,051,823.24	9,458,713.80	10,054,244.00	8,019,556.78	11,185,891.00
4200 - FIRE	3,534,638.82	3,504,347.94	5,137,204.00	3,786,214.55	5,753,445.00
5000 - PUBLIC WORKS	252,950.67	187,413.24	273,300.00	181,805.79	245,850.00
5100 - ENGINEERING	1,110,083.73	1,070,197.42	1,216,955.00	860,146.04	1,255,500.00
5200 - STREET MAINTENANCE	2,697,550.79	2,835,605.00	3,047,800.00	2,480,215.63	3,316,200.00
5400 - STREET LIGHTING	157,955.72	167,000.84	183,000.00	89,107.37	190,000.00
6000 - PARKS	2,033,281.24	2,162,784.65	2,214,700.00	1,833,495.02	2,493,000.00
6100 - RECREATION	0.00	0.00	552,800.00	422,788.99	633,300.00
9100 - CONTINGENCIES	0.00	0.00	0.00	0.00	33,000.00
9200 - TRANSFERS	2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00
Fund: 101 - GENERAL FUND Total:	26,696,180.42	25,785,340.12	29,049,983.00	22,702,806.61	30,790,881.00



2023 Transfers Out:
 \$ 300,000 Parks Capital Replacement
 143,600 EDA Fund
 \$ 443,600



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023	
Revenue							
RevCat: 310 - TAXES							
101.00.0000.3111000	CURRENT PROPERTY TAXES	19,231,625.11	18,629,250.99	20,366,070.00	10,670,743.01	22,439,311.00	<u>General Fund Tax Levy:</u> \$22,439,311 Current Property Tax <u>2,450,000</u> Fiscal Disparity Estimate \$24,889,311
101.00.0000.3112000	DELINQUENT PROPERTY TAXES	90,115.46	106,509.80	0.00	90,673.03	0.00	
101.00.0000.3113000	CURRENT FISCAL DISPARITY	2,526,303.14	2,271,674.74	2,550,000.00	1,337,783.29	2,450,000.00	
101.00.0000.3114000	MOBILE HOME PROPERTY TAX	66,519.09	69,330.59	67,500.00	0.00	70,000.00	
101.00.0000.3115000	PENALTIES & INTEREST	10,538.22	3,507.89	10,000.00	544.98	10,000.00	
RevCat: 310 - TAXES Total:		21,925,101.02	21,080,274.01	22,993,570.00	12,099,744.31	24,969,311.00	
RevCat: 320 - LICENSES AND PERMITS							
101.00.0000.3210000	BACKGROUND CHECK FEE	0.00	0.00	0.00	550.00	0.00	
101.41.0000.3213600	TATTOO LICENSES	0.00	0.00	0.00	0.00	0.00	
101.41.0000.3214500	SOLICITOR / PEDDLER LICENSES	3,550.00	3,528.75	3,150.00	200.00	0.00	
101.41.0000.3215000	AUTOMOBILE SALES - AE	4,600.00	0.00	4,800.00	4,700.00	4,800.00	
101.41.0000.3217500	MASSAGE ENTERPRISE	3,010.00	550.00	3,390.00	3,140.00	3,400.00	
101.41.0000.3218000	SERVICE & REPAIR STATION - AH	1,516.00	168.00	1,700.00	1,501.00	1,700.00	
101.41.0000.3219000	KENNEL LICENSES - AJ	0.00	500.00	500.00	0.00	500.00	
101.41.0000.3223500	CHICKEN/GOAT LICENSE - CHKN	275.00	725.00	600.00	200.00	300.00	
101.42.0000.3211000	LIQUOR - AA	63,368.75	89,955.00	93,000.00	74,980.00	90,000.00	
101.42.0000.3212000	SUNDAY ON-SALE - AB	800.00	3,400.00	3,200.00	2,600.00	3,200.00	
101.42.0000.3213000	NONINTOXICATING/WINE - AC	0.00	0.00	0.00	0.00	0.00	
101.42.0000.3218750	RENTAL LICENSES INVESTIGATIO...	0.00	1,900.00	2,000.00	3,030.00	2,000.00	
101.42.4200.3221500	FIRE PLAN CHECK FEES	2,290.45	0.00	4,000.00	82.53	7,000.00	
101.42.4200.3222500	SPRINKLER/ALARM PERMITS - AO	14,362.75	20,357.50	14,000.00	20,056.50	22,200.00	
101.42.4200.3225500	BURNING PERMIT FEE	2,080.00	1,975.00	2,000.00	1,200.00	2,000.00	
101.42.4200.3226000	FIRE - OTHER MISC CITY PERMITS	4,375.00	4,340.00	5,000.00	3,700.00	4,000.00	
101.43.0000.3214000	GARBAGE AND RUBBISH - AD	3,100.00	0.00	3,600.00	3,600.00	3,600.00	
101.43.0000.3218500	GRAVEL/EXCAVATION - AI	9,229.35	23,359.06	1,500.00	1,027.80	3,500.00	
101.43.0000.3218600	R.O.W. USERS	10,500.00	4,700.00	10,000.00	8,850.00	10,000.00	

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.45.0000.3218700	RENTAL LICENSES	34,590.00	19,025.00	50,000.00	49,625.00	20,000.00
101.45.0000.3218750	RENTAL LICENSES INVESTIGATIO...	3,240.00	425.00	0.00	0.00	0.00
101.45.0000.3219500	CONTRACTOR LICENSES - AK	14,400.00	14,897.00	14,500.00	13,450.00	14,500.00
101.45.0000.3221000	BUILDING PERMITS - AST - AL	592,375.42	954,294.32	850,000.00	798,328.71	905,000.00
101.45.0000.3221500	PLAN CHECK FEES - AM	234,740.76	447,808.20	380,000.00	447,606.37	391,000.00
101.45.0000.3222000	PLUMBING PERMITS - AN	86,979.37	164,850.78	100,000.00	114,291.93	103,000.00
101.45.0000.3224000	HEAT/COOL/GAS PERMITS - AP	135,154.31	173,407.92	125,000.00	109,049.90	125,000.00
101.45.0000.3226000	OTHER MISC CITY PERMITS - AR	7,085.00	7,938.25	5,500.00	6,903.25	5,600.00
101.45.0000.3227000	OTHER FORMS AND FEES - AS	645.00	1,028.00	0.00	2,220.00	1,000.00
101.45.0000.3227500	SEPTIC MAINTENANCE PERMIT-PS	70.00	0.00	0.00	0.00	0.00
RevCat: 320 - LICENSES AND PERMITS Total:		1,232,337.16	1,939,132.78	1,677,440.00	1,670,892.99	1,723,300.00
RevCat: 330 - INTERGOVERNMENTAL						
101.00.0000.3300500	FEDERAL GRANT	22,295.64	12,466.49	0.00	0.00	0.00
101.00.0000.3301500	LOCAL PERFORMANCE AID	0.00	0.00	0.00	0.00	0.00
101.00.0000.3307500	PERA AID	0.00	0.00	0.00	0.00	0.00
101.00.0000.3308500	STATE GRANTS	0.00	16,000.00	0.00	0.00	0.00
101.42.4000.3300500	PD - FEDERAL GRANTS	19,848.36	140,204.35	124,129.00	81,879.12	20,000.00
101.42.4000.3303000	POLICE STATE AID	371,740.81	363,872.53	388,500.00	388,971.47	388,500.00
101.42.4000.3304500	SCHOOL RESOURCE OFFICER	96,099.39	79,579.03	102,000.00	84,708.65	105,060.00
101.42.4000.3307000	POLICE TRAINING AID	37,636.42	39,154.03	36,000.00	39,577.86	36,000.00
101.42.4000.3308500	PD - STATE GRANTS	0.00	3,098.90	0.00	0.00	0.00
101.42.4200.3300500	FIRE - FEDERAL GRANTS	0.00	0.00	1,090,840.00	437,933.10	1,141,210.00
101.42.4200.3303500	FIRE STATE AID	222,652.05	235,102.35	231,000.00	251,694.80	251,500.00
101.42.4200.3303600	FIRE SUPP. BENEFIT REIMB	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
101.42.4200.3307100	FIRE TRAINING REIMBURSEMENT	4,788.00	68,666.48	30,000.00	14,480.00	30,000.00
101.43.0000.3308000	COUNTY GRAVEL TAX	14,701.37	16,075.31	15,000.00	15,315.28	15,000.00
101.43.0000.3308500	STATE GRANTS	39,127.13	0.00	0.00	0.00	0.00
101.45.0000.3309000	GRANTS	0.00	0.00	0.00	22,147.28	0.00
RevCat: 330 - INTERGOVERNMENTAL Total:		832,889.17	978,219.47	2,021,469.00	1,340,707.56	1,991,270.00
RevCat: 340 - CHARGES FOR SERVICES						
101.00.0000.3415000	FRANCHISE FEES-CABLE TV	106,449.30	103,758.75	105,000.00	111,131.43	105,000.00
101.41.0000.3411000	SALE OF SUPPLIES - AT	0.00	0.00	0.00	0.00	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.41.0000.3414000	OTHER GEN GOV CHARGES/SER -...	1,125.95	7,313.60	4,500.00	5,956.40	6,000.00
101.41.0000.3414300	ADMINISTRATION - DATA REQUE...	0.00	216.03	0.00	0.00	0.00
101.41.0000.3451000	ADMIN CHG - WATER FUND	285,999.96	294,500.04	302,600.00	252,166.70	311,500.00
101.41.0000.3452000	ADMIN CHG - SEWER FUND	285,999.96	294,500.04	302,600.00	252,166.70	311,500.00
101.41.0000.3453000	ADMIN CHG - CVB	3,476.13	6,030.93	4,500.00	5,251.37	6,000.00
101.41.0000.3458000	ADMIN CHG - INVESTMENTS (3%...	22,600.78	20,632.64	20,000.00	9,083.68	20,000.00
101.42.4000.3421000	POLICE / ACCIDENT REPORTS - AX	1,931.93	809.30	1,500.00	730.75	1,000.00
101.42.4000.3422000	LICENSE/INVESTIGATION FEE - AY	10,250.00	13,775.00	12,000.00	6,110.00	12,000.00
101.42.4000.3425000	SECURITY / OFF-DUTY SERVICES -...	27,838.75	36,927.50	20,000.00	23,632.50	20,000.00
101.42.4000.3426000	FALSE ALARM FEES	0.00	2,800.00	0.00	4,100.00	1,000.00
101.43.0000.3416000	GIS FEE	9,816.00	4,187.00	4,000.00	4,838.80	4,000.00
101.43.0000.3434000	OTHER PUBLIC WORKS - BF	3,225.00	725.00	1,500.00	1,550.00	1,000.00
101.43.0000.3435000	STREET LIGHTING FEE	26,149.84	25,280.31	30,000.00	25,293.45	25,000.00
101.43.0000.3435100	STREET LIGHTS-PENALTIES	43.87	0.00	200.00	0.00	200.00
101.43.0000.3455000	RESIDENT ENGINEERING	413,435.79	220,267.72	350,000.00	190,270.81	375,000.00
101.44.6100.3470000	RECREATION PROGRAM FEES	0.00	0.00	143,900.00	155,614.08	171,800.00
101.44.6100.3471000	RECREATION FIELD RENTALS	0.00	0.00	64,000.00	36,104.18	60,500.00
101.44.6100.3471100	RECREATION FACILITY USE FEES	0.00	0.00	0.00	0.00	5,000.00
101.45.0000.3413000	PLANNING/ZONING FEES - AV	34,553.20	40,053.60	32,000.00	20,488.00	32,000.00
101.45.0000.3414200	FINANCIAL ASSISTANCE APPLICAT..	0.00	3,000.00	0.00	0.00	0.00
101.45.0000.3457000	PLANNING ESCROW	32,825.98	42,537.66	0.00	0.00	0.00
RevCat: 340 - CHARGES FOR SERVICES Total:		1,265,722.44	1,117,315.12	1,398,300.00	1,104,488.85	1,468,500.00
RevCat: 350 - FINES AND PENALTIES						
101.00.0000.3511000	FINES & PENALTIES - COMPLIAN...	0.00	1,500.00	0.00	0.00	0.00
101.42.4000.3510000	FINES & PENALTIES - COURT FEES..	145,282.58	164,786.41	180,000.00	146,942.87	180,000.00
RevCat: 350 - FINES AND PENALTIES Total:		145,282.58	166,286.41	180,000.00	146,942.87	180,000.00
RevCat: 360 - MISCELLANEOUS REVENUES						
101.00.0000.3610000	INVESTMENT INTEREST	133,524.68	69,951.55	125,000.00	29,388.59	125,000.00
101.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	46,825.86	34,585.29	0.00	0.00	0.00
101.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	142,752.02	-203,344.01	0.00	0.00	0.00
101.00.0000.3620000	CELL TOWER / ANTENNA LEASE ...	236,653.90	250,915.06	235,000.00	220,073.08	220,000.00
101.00.0000.3650000	OTHER REVENUES - BU	434.95	2,203.41	500.00	3,200.32	1,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.00.0000.3654000	OTHER REVENUES - NATIONAL O...	0.00	0.00	0.00	15,730.78	0.00
101.00.0000.3660000	OTHER REIMBURSEMENTS	38,569.65	162,513.07	500.00	2,000.00	1,000.00
101.42.4000.3630008	PD - EXPLORER DONATIONS	1,000.00	1,000.00	0.00	2,000.00	0.00
101.42.4000.3630009	K9 DONATIONS	25,308.00	2,170.00	0.00	760.00	0.00
101.42.4000.3660000	PD OTHER REIMBURSEMENTS	0.00	6,860.92	0.00	0.00	8,000.00
101.42.4000.3660009	K9 TRAINING REGISTRATIONS	0.00	0.00	0.00	7,600.00	0.00
101.42.4200.3630000	FIRE CONTRIBUTIONS & DONATI...	9,250.00	3,000.00	0.00	2,000.00	6,000.00
101.42.4200.3650000	FIRE - OTHER REVENUES	0.00	0.00	0.00	14,325.00	0.00
101.42.4200.3660000	FIRE - OTHER REIMBURSEMENTS	18,313.00	391.31	10,000.00	33.93	0.00
101.42.4200.3660500	FIRE OTHER REIMBURSEMENTS	225.00	8,723.90	12,200.00	0.00	0.00
101.44.6000.3650000	OTHER REVENUES - PARKS	2,470.00	0.00	2,000.00	0.00	0.00
101.44.6100.3610000	INVESTMENT INTEREST	0.00	0.00	2,500.00	0.00	0.00
101.44.6100.3611000	ACCRUED INTEREST RECEIVABLE	0.00	1,875.00	0.00	0.00	0.00
101.44.6100.3630000	RECREATION CONTRIBUTIONS &...	0.00	0.00	14,400.00	11,220.00	15,000.00
101.44.6100.3650000	OTHER REVENUES - RECREATION	0.00	0.00	3,000.00	1,925.50	3,500.00
101.45.0000.3650000	OTHER REVENUES - COMM DEV	1,932.33	8,305.00	0.00	10,853.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		657,259.39	349,150.50	405,100.00	321,110.20	379,500.00
RevCat: 370 - SPECIAL ASSESSMENTS						
101.41.0000.3701000	SA CURRENT	1,337.06	1,205.40	1,500.00	199.26	1,500.00
101.41.0000.3702000	SA DELINQUENT	0.00	1,079.36	0.00	0.00	0.00
101.41.0000.3703000	SA DEFERRED - CITY	644.00	1,223.87	0.00	239.00	0.00
101.41.0000.3704000	TAX FORFEITS	0.00	0.00	0.00	32,573.86	0.00
101.41.0000.3706000	SA PENALTIES & INTEREST	-0.09	365.37	0.00	0.00	0.00
RevCat: 370 - SPECIAL ASSESSMENTS Total:		1,980.97	3,874.00	1,500.00	33,012.12	1,500.00
RevCat: 390 - OTHER FINANCING SOURCES						
101.00.0000.3900100	PROCEEDS FROM SALE OF F/A	0.00	0.00	0.00	41,100.00	0.00
101.59.0000.3911000	OPERATING TRANSFERS IN	2,059,384.61	447,567.79	61,500.00	142,780.10	77,500.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		2,059,384.61	447,567.79	61,500.00	183,880.10	77,500.00
Revenue Total:		28,119,957.34	26,081,820.08	28,738,879.00	16,900,779.00	30,790,881.00



City of Inver Grove Heights

2023 Budget Book Mayor-Council Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1000 - MAYOR-COUNCIL					
10 - WAGES & BENEFITS	49,269.96	48,422.00	48,400.00	39,057.02	48,300.00
30 - PROFESSIONAL / TECHNICAL SERVICES	117,500.58	178,604.36	79,400.00	95,943.15	122,400.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	0.00	0.00	21,000.00
50 - OTHER PURCHASED SERVICES	20,678.28	70,765.53	49,200.00	46,720.53	58,900.00
60 - SUPPLIES	322.45	1,323.47	800.00	519.98	10,150.00
Department: 1000 - MAYOR-COUNCIL Total:	187,771.27	299,115.36	177,800.00	182,240.68	260,750.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1000 - MAYOR-COUNCIL						
Category: 10 - WAGES & BENEFITS						
101.41.1000.413.10200	PART-TIME EMPLOYEES-BENEFIT...	0.00	72.00	0.00	0.00	0.00
101.41.1000.413.10300	EMPLOYEES-NON BENEFITED	44,199.48	44,199.48	44,200.00	35,699.58	44,200.00
101.41.1000.413.20300	EMPLOYER SOCIAL SECURITY	2,739.88	2,739.90	2,700.00	2,212.98	2,700.00
101.41.1000.413.20350	EMPLOYER MEDICARE	640.64	640.66	700.00	517.44	600.00
101.41.1000.413.20400	EMPLOYER PERA	1,389.96	569.92	600.00	460.32	600.00
101.41.1000.413.20750	WORKERS COMPENSATION	300.00	200.04	200.00	166.70	200.00
Category: 10 - WAGES & BENEFITS Total:		49,269.96	48,422.00	48,400.00	39,057.02	48,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1000.413.30401	CORP. CITY COUNCIL MTGS	2,760.00	3,000.00	4,400.00	4,464.00	4,400.00
101.41.1000.413.30420	LEGAL SERVICES	114,219.18	171,684.97	75,000.00	91,479.15	75,000.00
101.41.1000.413.30700	OTHER PROFESSIONAL SERVICES	521.40	3,919.39	0.00	0.00	43,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		117,500.58	178,604.36	79,400.00	95,943.15	122,400.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1000.413.40075	CITY FACILITIES ALLOCATION	0.00	0.00	0.00	0.00	21,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	0.00	0.00	21,000.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1000.413.50019	INSURANCE ALLOCATION	399.96	399.96	400.00	333.30	400.00
101.41.1000.413.50030	PRINTING & BINDING	0.00	1,359.00	0.00	0.00	0.00
101.41.1000.413.50065	TRAVEL	21.00	0.00	300.00	0.00	300.00
101.41.1000.413.50070	DUES, LICENSES & SUBSCRIPTIO...	19,003.25	68,609.25	46,000.00	45,053.75	46,000.00
101.41.1000.413.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	9,700.00
101.41.1000.413.50075	MEALS AND LODGING	14.07	190.17	1,500.00	1,333.48	1,500.00
101.41.1000.413.50080	CONFERENCES AND SEMINARS	1,240.00	207.15	1,000.00	0.00	1,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		20,678.28	70,765.53	49,200.00	46,720.53	58,900.00
Category: 60 - SUPPLIES						
101.41.1000.413.60065	SUPPLIES - OTHER	322.45	43.47	200.00	19.98	750.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.41.1000.413.60070	CENTRAL STORES ALLOCATION	0.00	680.00	0.00	0.00	0.00
101.41.1000.413.60071	TECHNOLOGY ALLOCATION	0.00	600.00	600.00	500.00	9,400.00
	Category: 60 - SUPPLIES Total:	322.45	1,323.47	800.00	519.98	10,150.00
	Department: 1000 - MAYOR-COUNCIL Total:	187,771.27	299,115.36	177,800.00	182,240.68	260,750.00



City of Inver Grove Heights

2023 Budget Book Administration Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1100 - ADMINISTRATION					
10 - WAGES & BENEFITS	701,514.39	688,932.35	778,000.00	617,891.84	333,200.00
30 - PROFESSIONAL / TECHNICAL SERVICES	89,169.37	105,785.13	58,000.00	71,464.81	0.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	45,699.96	44,000.04	31,600.00	26,333.30	7,100.00
50 - OTHER PURCHASED SERVICES	8,614.71	22,917.60	29,550.00	9,147.06	5,700.00
60 - SUPPLIES	16,114.01	20,764.47	17,800.00	15,624.02	13,100.00
80 - CAPITAL OUTLAY	642.43	0.00	0.00	0.00	0.00
Department: 1100 - ADMINISTRATION Total:	861,754.87	882,399.59	914,950.00	740,461.03	359,100.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1100 - ADMINISTRATION						
Category: 10 - WAGES & BENEFITS						
101.41.1100.413.10100	FULL-TIME EMPLOYEES	424,025.15	451,543.40	532,200.00	412,406.94	262,600.00
101.41.1100.413.10200	PART-TIME EMPLOYEES-BENEFIT...	50,315.27	55,399.51	53,400.00	43,577.41	0.00
101.41.1100.413.10300	EMPLOYEES-NON BENEFITED	14,449.76	11,257.03	10,000.00	5,523.25	0.00
101.41.1100.413.10400	OVERTIME	1,084.35	0.00	100.00	0.00	0.00
101.41.1100.413.20100	INSURANCE-CASH OPTION	19,399.56	17,757.33	26,900.00	19,037.70	9,300.00
101.41.1100.413.20250	CAR ALLOWANCE	4,000.10	666.66	0.00	0.00	0.00
101.41.1100.413.20260	ICMA-EMPLOYER SHARE	2,440.75	407.26	0.00	0.00	0.00
101.41.1100.413.20300	EMPLOYER SOCIAL SECURITY	28,903.70	32,446.75	36,300.00	29,127.19	16,300.00
101.41.1100.413.20350	EMPLOYER MEDICARE	7,205.12	7,588.40	8,500.00	6,812.04	3,800.00
101.41.1100.413.20400	EMPLOYER PERA	36,913.11	32,545.26	43,900.00	34,614.72	19,700.00
101.41.1100.413.20600	MEDICAL INSURANCE	46,243.31	40,415.42	60,000.00	42,167.86	19,300.00
101.41.1100.413.20620	LIFE INSURANCE	670.10	545.68	900.00	601.00	400.00
101.41.1100.413.20630	LTD INSURANCE	1,024.65	1,013.91	1,900.00	983.17	500.00
101.41.1100.413.20700	UNEMPLOYMENT COMPENSATI...	17,208.00	8,962.50	0.00	19,812.00	0.00
101.41.1100.413.20720	FLEX/COMP ACCOUNT FEE	263.74	946.64	300.00	228.56	100.00
101.41.1100.413.20750	WORKERS COMPENSATION	4,700.04	3,600.00	3,600.00	3,000.00	1,200.00
101.41.1100.413.20800	COMPENSATED ABSENCES	42,667.68	23,836.60	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		701,514.39	688,932.35	778,000.00	617,891.84	333,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1100.413.30420	LEGAL SERVICES	25,778.22	0.00	2,000.00	0.00	0.00
101.41.1100.413.30430	LABOR	4,512.50	10,852.98	6,000.00	3,072.83	0.00
101.41.1100.413.30500	PERSONNEL SERVICES	29,614.42	45,026.59	35,000.00	66,024.43	0.00
101.41.1100.413.30700	OTHER PROFESSIONAL SERVICES	29,264.23	49,905.56	15,000.00	2,367.55	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		89,169.37	105,785.13	58,000.00	71,464.81	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1100.413.40044	REPAIR & MAINT - OFFICE EQUI...	0.00	0.00	0.00	0.00	0.00
101.41.1100.413.40075	CITY FACILITIES ALLOCATION	45,699.96	44,000.04	31,600.00	26,333.30	7,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		45,699.96	44,000.04	31,600.00	26,333.30	7,100.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1100.413.50019	INSURANCE ALLOCATION	1,400.04	1,500.00	1,500.00	1,250.00	600.00
101.41.1100.413.50020	TELEPHONE	1,513.92	1,030.00	1,900.00	650.00	0.00
101.41.1100.413.50025	ADVERTISING/PUBLISHED NOTIC...	2,033.47	2,320.20	3,800.00	538.15	0.00
101.41.1100.413.50030	PRINTING & BINDING	2,597.19	1,934.21	500.00	413.00	0.00
101.41.1100.413.50035	POSTAGE/DELIVERY	-2,525.00	0.00	250.00	-2,500.00	0.00
101.41.1100.413.50065	TRAVEL	0.00	199.36	1,000.00	678.69	500.00
101.41.1100.413.50070	DUES, LICENSES & SUBSCRIPTIO...	1,825.26	9,845.27	11,300.00	2,358.88	1,600.00
101.41.1100.413.50075	MEALS AND LODGING	529.83	3,978.56	5,800.00	3,591.95	1,000.00
101.41.1100.413.50080	CONFERENCES AND SEMINARS	1,240.00	2,110.00	3,500.00	2,166.39	2,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		8,614.71	22,917.60	29,550.00	9,147.06	5,700.00
Category: 60 - SUPPLIES						
101.41.1100.413.60018	SUPPLIES-TRAINING	1,323.49	0.00	300.00	83.52	0.00
101.41.1100.413.60040	SM TOOLS & MISC EQUIPMENT	39.68	0.00	0.00	0.00	0.00
101.41.1100.413.60065	SUPPLIES - OTHER	1,350.80	531.47	300.00	1,165.20	0.00
101.41.1100.413.60070	CENTRAL STORES ALLOCATION	13,400.04	18,733.00	15,300.00	12,792.00	0.00
101.41.1100.413.60071	TECHNOLOGY ALLOCATION	0.00	1,500.00	1,900.00	1,583.30	13,100.00
Category: 60 - SUPPLIES Total:		16,114.01	20,764.47	17,800.00	15,624.02	13,100.00
Category: 80 - CAPITAL OUTLAY						
101.41.1100.413.80500	FURNITURE AND FIXTURES	642.43	0.00	0.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY Total:		642.43	0.00	0.00	0.00	0.00
Department: 1100 - ADMINISTRATION Total:		861,754.87	882,399.59	914,950.00	740,461.03	359,100.00



City of Inver Grove Heights

2023 Budget Book

Human Resources Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1120 - HUMAN RESOURCES					
10 - WAGES & BENEFITS	0.00	0.00	0.00	0.00	256,600.00
30 - PROFESSIONAL / TECHNICAL SERVICES	0.00	0.00	0.00	0.00	88,790.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	0.00	0.00	7,100.00
50 - OTHER PURCHASED SERVICES	0.00	0.00	0.00	0.00	35,200.00
60 - SUPPLIES	0.00	0.00	0.00	0.00	24,300.00
Department: 1120 - HUMAN RESOURCES Total:	0.00	0.00	0.00	0.00	411,990.00

Prior to 2023, Human Resources activity was included in the Administration budget.



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Department: 1120 - HUMAN RESOURCES						
Category: 10 - WAGES & BENEFITS						
101.41.1120.413.10100	FULL-TIME EMPLOYEES	0.00	0.00	0.00	0.00	140,100.00
101.41.1120.413.10200	PART-TIME EMPLOYEES-BENEFIT...	0.00	0.00	0.00	0.00	55,000.00
101.41.1120.413.20100	INSURANCE-CASH OPTION	0.00	0.00	0.00	0.00	9,300.00
101.41.1120.413.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	12,100.00
101.41.1120.413.20350	EMPLOYER MEDICARE	0.00	0.00	0.00	0.00	2,800.00
101.41.1120.413.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	14,600.00
101.41.1120.413.20600	MEDICAL INSURANCE	0.00	0.00	0.00	0.00	21,000.00
101.41.1120.413.20620	LIFE INSURANCE	0.00	0.00	0.00	0.00	300.00
101.41.1120.413.20630	LTD INSURANCE	0.00	0.00	0.00	0.00	400.00
101.41.1120.413.20720	FLEX/COMP ACCOUNT FEE	0.00	0.00	0.00	0.00	100.00
101.41.1120.413.20750	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	900.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	0.00	0.00	256,600.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1120.413.30420	LEGAL SERVICES	0.00	0.00	0.00	0.00	30,000.00
101.41.1120.413.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	58,790.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	0.00	0.00	88,790.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1120.413.40075	CITY FACILITIES ALLOCATION	0.00	0.00	0.00	0.00	7,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	0.00	0.00	7,100.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1120.413.50019	INSURANCE ALLOCATION	0.00	0.00	0.00	0.00	600.00
101.41.1120.413.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	0.00	0.00	600.00
101.41.1120.413.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	32,000.00
101.41.1120.413.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	1,000.00
101.41.1120.413.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	0.00	1,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	0.00	0.00	35,200.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 60 - SUPPLIES						
101.41.1120.413.60001	WELLNESS AND RECOGNITION	0.00	0.00	0.00	0.00	12,500.00
101.41.1120.413.60010	SUPPLIES - OFFICE	0.00	0.00	0.00	0.00	1,000.00
101.41.1120.413.60071	TECHNOLOGY ALLOCATION	0.00	0.00	0.00	0.00	10,800.00
Category: 60 - SUPPLIES Total:		0.00	0.00	0.00	0.00	24,300.00
Department: 1120 - HUMAN RESOURCES Total:		0.00	0.00	0.00	0.00	411,990.00



City of Inver Grove Heights

2023 Budget Book

City Clerk Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1140 - CITY CLERK					
10 - WAGES & BENEFITS	0.00	0.00	0.00	0.00	335,000.00
30 - PROFESSIONAL / TECHNICAL SERVICES	0.00	0.00	0.00	0.00	10,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	0.00	0.00	10,700.00
50 - OTHER PURCHASED SERVICES	0.00	0.00	0.00	0.00	22,435.00
60 - SUPPLIES	0.00	0.00	0.00	0.00	25,100.00
Department: 1140 - CITY CLERK Total:	0.00	0.00	0.00	0.00	403,235.00

Prior to 2023, City Clerk activity was included
in the Administration budget.



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1140 - CITY CLERK						
Category: 10 - WAGES & BENEFITS						
101.41.1140.413.10100	FULL-TIME EMPLOYEES	0.00	0.00	0.00	0.00	231,600.00
101.41.1140.413.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	0.00	0.00	19,800.00
101.41.1140.413.20100	INSURANCE-CASH OPTION	0.00	0.00	0.00	0.00	13,000.00
101.41.1140.413.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	15,600.00
101.41.1140.413.20350	EMPLOYER MEDICARE	0.00	0.00	0.00	0.00	3,600.00
101.41.1140.413.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	18,900.00
101.41.1140.413.20600	MEDICAL INSURANCE	0.00	0.00	0.00	0.00	29,600.00
101.41.1140.413.20620	LIFE INSURANCE	0.00	0.00	0.00	0.00	300.00
101.41.1140.413.20630	LTD INSURANCE	0.00	0.00	0.00	0.00	700.00
101.41.1140.413.20720	FLEX/COMP ACCOUNT FEE	0.00	0.00	0.00	0.00	200.00
101.41.1140.413.20750	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	1,700.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	0.00	0.00	335,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1140.413.30420	LEGAL SERVICES	0.00	0.00	0.00	0.00	5,000.00
101.41.1140.413.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	5,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	0.00	0.00	10,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1140.413.40075	CITY FACILITIES ALLOCATION	0.00	0.00	0.00	0.00	10,700.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	0.00	0.00	10,700.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1140.413.50019	INSURANCE ALLOCATION	0.00	0.00	0.00	0.00	600.00
101.41.1140.413.50025	ADVERTISING/PUBLISH NOTICES	0.00	0.00	0.00	0.00	2,500.00
101.41.1140.413.50030	PRINTING & BINDING	0.00	0.00	0.00	0.00	500.00
101.41.1140.413.50035	POSTAGE/DELIVERY	0.00	0.00	0.00	0.00	150.00
101.41.1140.413.50065	TRAVEL	0.00	0.00	0.00	0.00	500.00
101.41.1140.413.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	0.00	0.00	475.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.41.1140.413.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	14,500.00
101.41.1140.413.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	1,225.00
101.41.1140.413.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	0.00	1,985.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	0.00	0.00	22,435.00
Category: 60 - SUPPLIES						
101.41.1140.413.60010	SUPPLIES - OFFICE	0.00	0.00	0.00	0.00	500.00
101.41.1140.413.60071	TECHNOLOGY ALLOCATION	0.00	0.00	0.00	0.00	24,600.00
Category: 60 - SUPPLIES Total:		0.00	0.00	0.00	0.00	25,100.00
Department: 1140 - CITY CLERK Total:		0.00	0.00	0.00	0.00	403,235.00



City of Inver Grove Heights

2023 Budget Book Elections Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1200 - ELECTIONS					
10 - WAGES & BENEFITS	140,835.07	13,000.38	121,000.00	58,692.04	24,400.00
30 - PROFESSIONAL / TECHNICAL SERVICES	418.31	44.72	279.00	0.00	300.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	2,400.00	3,241.67	10,900.00	5,838.00	0.00
50 - OTHER PURCHASED SERVICES	18,378.35	60.00	13,252.00	7,484.74	15,300.00
60 - SUPPLIES	18,520.10	399.96	14,679.00	7,333.89	22,600.00
70 - OTHER EXPENSES / EXPENDITURES	0.00	0.00	0.00	0.00	45,000.00
Department: 1200 - ELECTIONS Total:	180,551.83	16,746.73	160,110.00	79,348.67	107,600.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1200 - ELECTIONS						
Category: 10 - WAGES & BENEFITS						
101.41.1200.414.10100	FULL-TIME EMPLOYEES	1,748.95	9,106.59	17,000.00	7,947.26	17,600.00
101.41.1200.414.10200	PART-TIME EMPLOYEES-BENEFIT...	330.03	0.00	0.00	0.00	0.00
101.41.1200.414.10300	EMPLOYEES-NON BENEFITED	125,545.65	108.00	91,100.00	42,756.47	0.00
101.41.1200.414.10400	OVERTIME	4,803.86	0.00	3,200.00	1,802.60	0.00
101.41.1200.414.20100	INSURANCE-CASH OPTION	0.00	456.19	900.00	374.22	900.00
101.41.1200.414.20300	EMPLOYER SOCIAL SECURITY	4,316.37	569.39	1,700.00	2,243.51	1,100.00
101.41.1200.414.20350	EMPLOYER MEDICARE	1,009.68	133.19	1,600.00	524.68	300.00
101.41.1200.414.20400	EMPLOYER PERA	1,549.40	683.03	2,400.00	1,238.62	1,300.00
101.41.1200.414.20600	MEDICAL INSURANCE	308.06	900.79	2,100.00	927.63	2,100.00
101.41.1200.414.20620	LIFE INSURANCE	7.31	13.98	0.00	14.03	0.00
101.41.1200.414.20630	LTD INSURANCE	15.76	29.26	0.00	29.72	0.00
101.41.1200.414.20750	WORKERS COMPENSATION	1,200.00	999.96	1,000.00	833.30	1,100.00
Category: 10 - WAGES & BENEFITS Total:		140,835.07	13,000.38	121,000.00	58,692.04	24,400.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1200.414.30700	OTHER PROFESSIONAL SERVICES	418.31	44.72	279.00	0.00	300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		418.31	44.72	279.00	0.00	300.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1200.414.40044	REPAIR & MAINT - OFFICE EQUI...	0.00	3,241.67	9,300.00	5,838.00	0.00
101.41.1200.414.40065	OTHER RENTALS	2,400.00	0.00	1,600.00	0.00	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		2,400.00	3,241.67	10,900.00	5,838.00	0.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1200.414.50020	TELEPHONE	0.00	60.00	0.00	50.00	0.00
101.41.1200.414.50025	ADVERTISING/PUBLISHED NOTIC...	2,061.73	0.00	1,374.00	61.57	100.00
101.41.1200.414.50030	PRINTING & BINDING	2,908.71	0.00	1,939.00	0.00	0.00
101.41.1200.414.50035	POSTAGE/DELIVERY	11,419.75	0.00	7,613.00	0.00	100.00
101.41.1200.414.50065	TRAVEL	174.81	0.00	117.00	37.67	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.41.1200.414.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	0.00	6,890.50	9,300.00
101.41.1200.414.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	5,700.00
101.41.1200.414.50075	MEALS AND LODGING	1,813.35	0.00	1,209.00	0.00	0.00
101.41.1200.414.50080	CONFERENCES AND SEMINARS	0.00	0.00	1,000.00	445.00	100.00
Category: 50 - OTHER PURCHASED SERVICES Total:		18,378.35	60.00	13,252.00	7,484.74	15,300.00
Category: 60 - SUPPLIES						
101.41.1200.414.60010	SUPPLIES - OFFICE	1,469.20	0.00	979.00	121.34	0.00
101.41.1200.414.60018	SUPPLIES-TRAINING	0.00	0.00	0.00	0.00	0.00
101.41.1200.414.60040	SM TOOLS & MISC EQUIPMENT	9,868.22	0.00	10,000.00	4,724.36	10,000.00
101.41.1200.414.60065	SUPPLIES - OTHER	7,182.68	0.00	3,000.00	1,904.89	0.00
101.41.1200.414.60071	TECHNOLOGY ALLOCATION	0.00	399.96	700.00	583.30	12,600.00
Category: 60 - SUPPLIES Total:		18,520.10	399.96	14,679.00	7,333.89	22,600.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
101.41.1200.414.70600	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	45,000.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		0.00	0.00	0.00	0.00	45,000.00
Department: 1200 - ELECTIONS Total:		180,551.83	16,746.73	160,110.00	79,348.67	107,600.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1300 - COMMUNICATIONS					
10 - WAGES & BENEFITS	241,092.52	259,638.13	240,600.00	196,805.03	311,900.00
30 - PROFESSIONAL / TECHNICAL SERVICES	54,276.25	29,209.25	74,000.00	21,027.47	35,570.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	9,500.04	9,200.04	6,600.00	5,500.00	7,100.00
50 - OTHER PURCHASED SERVICES	33,333.73	39,808.53	55,400.00	32,345.58	71,700.00
60 - SUPPLIES	258.12	1,200.00	1,800.00	1,312.79	19,400.00
Department: 1300 - COMMUNICATIONS Total:	338,460.66	339,055.95	378,400.00	256,990.87	445,670.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 1300 - COMMUNICATIONS						
Category: 10 - WAGES & BENEFITS						
101.41.1300.413.10100	FULL-TIME EMPLOYEES	163,087.12	159,733.47	178,700.00	126,226.27	224,200.00
101.41.1300.413.10200	PART-TIME EMPLOYEES-BENEFIT...	264.69	0.00	0.00	0.00	0.00
101.41.1300.413.10300	EMPLOYEES-NON BENEFITED	8,415.00	39,444.41	0.00	21,741.07	0.00
101.41.1300.413.10400	OVERTIME	1,720.26	0.00	2,000.00	0.00	1,500.00
101.41.1300.413.20100	INSURANCE-CASH OPTION	9,266.40	9,266.40	9,300.00	7,484.40	13,900.00
101.41.1300.413.20300	EMPLOYER SOCIAL SECURITY	11,033.75	12,657.79	11,200.00	9,422.81	14,000.00
101.41.1300.413.20350	EMPLOYER MEDICARE	2,591.39	2,960.34	2,600.00	2,203.72	3,300.00
101.41.1300.413.20400	EMPLOYER PERA	12,513.13	14,938.31	13,500.00	11,097.61	16,900.00
101.41.1300.413.20600	MEDICAL INSURANCE	20,720.69	19,993.20	20,900.00	16,863.00	35,600.00
101.41.1300.413.20620	LIFE INSURANCE	238.74	253.56	300.00	211.30	300.00
101.41.1300.413.20630	LTD INSURANCE	487.79	524.88	700.00	444.61	600.00
101.41.1300.413.20720	FLEX/COMP ACCOUNT FEE	220.55	215.50	200.00	110.24	100.00
101.41.1300.413.20750	WORKERS COMPENSATION	1,500.00	1,200.00	1,200.00	1,000.00	1,500.00
101.41.1300.413.20800	COMPENSATED ABSENCES	9,033.01	-1,549.73	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		241,092.52	259,638.13	240,600.00	196,805.03	311,900.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.1300.413.30420	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00
101.41.1300.413.30700	OTHER PROFESSIONAL SERVICES	54,276.25	29,209.25	74,000.00	21,027.47	35,570.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		54,276.25	29,209.25	74,000.00	21,027.47	35,570.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.1300.413.40075	CITY FACILITIES ALLOCATION	9,500.04	9,200.04	6,600.00	5,500.00	7,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		9,500.04	9,200.04	6,600.00	5,500.00	7,100.00
Category: 50 - OTHER PURCHASED SERVICES						
101.41.1300.413.50019	INSURANCE ALLOCATION	300.00	300.00	300.00	250.00	700.00
101.41.1300.413.50020	TELEPHONE	100.00	0.00	0.00	0.00	0.00
101.41.1300.413.50025	ADVERTISING/PUBLISHED NOTIC...	3,600.94	231.91	3,000.00	845.32	3,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.41.1300.413.50030	PRINTING & BINDING	2,437.79	208.50	3,000.00	0.00	3,000.00
101.41.1300.413.50032	PRINT. & BIND. INSIGHTS	14,105.00	28,752.12	28,000.00	18,707.00	32,000.00
101.41.1300.413.50035	POSTAGE/DELIVERY	12,550.00	10,236.00	18,600.00	11,733.87	20,000.00
101.41.1300.413.50065	TRAVEL	0.00	0.00	0.00	0.00	0.00
101.41.1300.413.50070	DUES, LICENSES & SUBSCRIPTIO...	240.00	80.00	2,000.00	809.39	1,000.00
101.41.1300.413.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	11,000.00
101.41.1300.413.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	0.00
101.41.1300.413.50080	CONFERENCES AND SEMINARS	0.00	0.00	500.00	0.00	1,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		33,333.73	39,808.53	55,400.00	32,345.58	71,700.00
Category: 60 - SUPPLIES						
101.41.1300.413.60010	SUPPLIES - OFFICE	0.00	0.00	150.00	115.00	200.00
101.41.1300.413.60040	SM TOOLS & MISC EQUIPMENT	127.77	0.00	250.00	0.00	700.00
101.41.1300.413.60065	SUPPLIES - OTHER	30.39	0.00	100.00	114.39	0.00
101.41.1300.413.60070	CENTRAL STORES ALLOCATION	99.96	200.04	200.00	166.70	0.00
101.41.1300.413.60071	TECHNOLOGY ALLOCATION	0.00	999.96	1,100.00	916.70	18,500.00
Category: 60 - SUPPLIES Total:		258.12	1,200.00	1,800.00	1,312.79	19,400.00
Department: 1300 - COMMUNICATIONS Total:		338,460.66	339,055.95	378,400.00	256,990.87	445,670.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 2000 - FINANCE					
10 - WAGES & BENEFITS	856,778.49	891,452.18	1,018,700.00	729,963.31	807,500.00
30 - PROFESSIONAL / TECHNICAL SERVICES	56,004.64	97,768.84	96,000.00	82,305.64	77,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	33,858.60	32,400.00	24,200.00	20,166.70	24,900.00
50 - OTHER PURCHASED SERVICES	15,771.19	6,030.84	16,500.00	8,993.63	76,950.00
60 - SUPPLIES	32,339.02	41,325.62	44,300.00	33,939.43	51,800.00
70 - OTHER EXPENSES / EXPENDITURES	1,831.40	-1,314.20	1,900.00	2,149.01	2,000.00
Department: 2000 - FINANCE Total:	996,583.34	1,067,663.28	1,201,600.00	877,517.72	1,040,150.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 2000 - FINANCE						
Category: 10 - WAGES & BENEFITS						
101.41.2000.415.10100	FULL-TIME EMPLOYEES	561,528.84	649,577.58	749,600.00	550,150.52	607,800.00
101.41.2000.415.10200	PART-TIME EMPLOYEES-BENEFIT...	1,409.55	0.00	0.00	0.00	0.00
101.41.2000.415.10300	EMPLOYEES-NON BENEFITED	47,655.84	4,878.34	9,800.00	1,844.01	0.00
101.41.2000.415.10400	OVERTIME	11,675.02	1,081.30	12,000.00	611.88	5,000.00
101.41.2000.415.20100	INSURANCE-CASH OPTION	29,166.33	33,416.76	37,400.00	26,342.66	27,600.00
101.41.2000.415.20300	EMPLOYER SOCIAL SECURITY	38,036.09	40,623.58	47,800.00	34,092.19	38,000.00
101.41.2000.415.20350	EMPLOYER MEDICARE	8,895.45	9,500.91	11,200.00	7,973.15	8,900.00
101.41.2000.415.20400	EMPLOYER PERA	46,063.19	48,661.47	57,900.00	39,055.64	46,000.00
101.41.2000.415.20600	MEDICAL INSURANCE	65,119.19	72,042.06	83,300.00	58,076.70	66,500.00
101.41.2000.415.20620	LIFE INSURANCE	773.60	934.84	1,100.00	740.01	900.00
101.41.2000.415.20630	LTD INSURANCE	1,477.84	1,703.42	2,800.00	1,351.44	1,500.00
101.41.2000.415.20700	UNEMPLOYMENT COMPENSATI...	0.00	0.00	0.00	5,459.00	0.00
101.41.2000.415.20720	FLEX/COMP ACCOUNT FEE	1,087.00	901.35	1,100.00	349.41	400.00
101.41.2000.415.20750	WORKERS COMPENSATION	5,300.04	4,700.04	4,700.00	3,916.70	4,900.00
101.41.2000.415.20800	COMPENSATED ABSENCES	38,590.51	23,430.53	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		856,778.49	891,452.18	1,018,700.00	729,963.31	807,500.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.41.2000.415.30100	ACCOUNTING & AUDITING	36,850.00	83,766.25	54,900.00	32,900.00	51,000.00
101.41.2000.415.30420	LEGAL SERVICES	744.00	564.00	1,000.00	0.00	1,000.00
101.41.2000.415.30700	OTHER PROFESSIONAL SERVICES	18,410.64	13,438.59	40,100.00	49,405.64	25,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		56,004.64	97,768.84	96,000.00	82,305.64	77,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.41.2000.415.40044	REPAIR & MAINT - OFFICE EQUI...	58.56	0.00	0.00	0.00	0.00
101.41.2000.415.40075	CITY FACILITIES ALLOCATION	33,800.04	32,400.00	24,200.00	20,166.70	24,900.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		33,858.60	32,400.00	24,200.00	20,166.70	24,900.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 50 - OTHER PURCHASED SERVICES						
101.41.2000.415.50019	INSURANCE ALLOCATION	1,800.00	1,899.96	1,900.00	1,583.30	2,200.00
101.41.2000.415.50020	TELEPHONE	570.00	570.00	600.00	725.00	0.00
101.41.2000.415.50025	ADVERTISING/PUBLISHED NOTIC...	1,164.83	1,275.75	1,800.00	921.20	1,600.00
101.41.2000.415.50030	PRINTING & BINDING	1,329.64	161.64	300.00	244.98	0.00
101.41.2000.415.50035	POSTAGE/DELIVERY	0.00	0.00	0.00	0.00	300.00
101.41.2000.415.50065	TRAVEL	411.07	333.21	2,800.00	423.39	3,400.00
101.41.2000.415.50070	DUES, LICENSES & SUBSCRIPTIO...	9,640.00	390.00	800.00	700.00	1,500.00
101.41.2000.415.50072	DIVISION SOFTWARE	0.00	0.00	0.00	1,550.00	55,200.00
101.41.2000.415.50075	MEALS AND LODGING	53.65	860.28	4,000.00	1,400.76	6,700.00
101.41.2000.415.50080	CONFERENCES AND SEMINARS	802.00	540.00	4,300.00	1,445.00	6,050.00
Category: 50 - OTHER PURCHASED SERVICES Total:		15,771.19	6,030.84	16,500.00	8,993.63	76,950.00
Category: 60 - SUPPLIES						
101.41.2000.415.60010	SUPPLIES - OFFICE	-43.83	1,118.33	1,600.00	265.52	2,100.00
101.41.2000.415.60018	SUPPLIES-TRAINING	10.00	0.00	0.00	0.00	0.00
101.41.2000.415.60040	SM TOOLS & MISC EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101.41.2000.415.60065	SUPPLIES - OTHER	20.45	655.01	3,000.00	590.71	500.00
101.41.2000.415.60070	CENTRAL STORES ALLOCATION	32,352.40	36,952.24	36,900.00	30,749.90	0.00
101.41.2000.415.60071	TECHNOLOGY ALLOCATION	0.00	2,600.04	2,800.00	2,333.30	49,200.00
Category: 60 - SUPPLIES Total:		32,339.02	41,325.62	44,300.00	33,939.43	51,800.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
101.41.2000.415.70440	BANK CHARGES / CREDIT CARD	1,595.11	2,402.02	1,900.00	2,129.08	2,000.00
101.41.2000.415.70450	CASH OVER/SHORT	236.29	-3,716.22	0.00	-0.07	0.00
101.41.2000.415.70600	OTHER MISCELLANEOUS	0.00	0.00	0.00	20.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		1,831.40	-1,314.20	1,900.00	2,149.01	2,000.00
Department: 2000 - FINANCE Total:		996,583.34	1,067,663.28	1,201,600.00	877,517.72	1,040,150.00



2023 Budget Book

Community Development Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 3000 - COMMUNITY DEVELOPMENT					
10 - WAGES & BENEFITS	397,161.16	420,810.36	420,400.00	334,117.52	421,400.00
30 - PROFESSIONAL / TECHNICAL SERVICES	13,566.87	55,661.65	11,000.00	5,985.33	11,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	18,099.96	17,599.92	13,800.00	20,637.04	15,000.00
50 - OTHER PURCHASED SERVICES	2,053.75	1,330.70	4,350.00	4,168.68	4,850.00
60 - SUPPLIES	2,949.70	4,316.53	4,800.00	4,782.74	25,450.00
70 - OTHER EXPENSES / EXPENDITURES	0.00	110.00	0.00	0.00	0.00
91 - OTHER	0.00	0.00	0.00	19,598.78	0.00
Department: 3000 - COMMUNITY DEVELOPMENT Total:	433,831.44	499,829.16	454,350.00	389,290.09	477,700.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Department: 3000 - COMMUNITY DEVELOPMENT						
Category: 10 - WAGES & BENEFITS						
101.45.3000.419.10100	FULL-TIME EMPLOYEES	285,032.58	315,912.35	322,600.00	258,965.92	318,000.00
101.45.3000.419.10400	OVERTIME	0.00	0.00	700.00	0.00	700.00
101.45.3000.419.20100	INSURANCE-CASH OPTION	13,436.28	14,348.66	14,400.00	10,426.56	14,400.00
101.45.3000.419.20300	EMPLOYER SOCIAL SECURITY	17,404.69	19,288.49	20,000.00	15,345.92	19,800.00
101.45.3000.419.20350	EMPLOYER MEDICARE	4,209.17	4,660.85	4,700.00	3,588.88	4,600.00
101.45.3000.419.20400	EMPLOYER PERA	21,059.69	23,478.34	24,000.00	18,074.54	23,900.00
101.45.3000.419.20600	MEDICAL INSURANCE	27,986.22	28,770.68	30,200.00	22,275.99	36,500.00
101.45.3000.419.20620	LIFE INSURANCE	418.68	468.08	500.00	354.47	500.00
101.45.3000.419.20630	LTD INSURANCE	769.22	837.77	1,100.00	628.10	700.00
101.45.3000.419.20720	FLEX/COMP ACCOUNT FEE	213.54	273.39	200.00	173.53	200.00
101.45.3000.419.20750	WORKERS COMPENSATION	2,300.04	2,000.04	2,000.00	1,666.70	2,100.00
101.45.3000.419.20800	COMPENSATED ABSENCES	24,331.05	10,771.71	0.00	0.00	0.00
101.45.3000.420.10100	FULL-TIME EMPLOYEES	0.00	0.00	0.00	81.46	0.00
101.45.3000.420.10400	OVERTIME	0.00	0.00	0.00	1,982.80	0.00
101.45.3000.420.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	123.36	0.00
101.45.3000.420.20350	EMPLOYER MEDICARE	0.00	0.00	0.00	28.86	0.00
101.45.3000.420.20400	EMPLOYER PERA	0.00	0.00	0.00	146.89	0.00
101.45.3000.420.20600	MEDICAL INSURANCE	0.00	0.00	0.00	253.54	0.00
Category: 10 - WAGES & BENEFITS Total:		397,161.16	420,810.36	420,400.00	334,117.52	421,400.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.45.3000.419.30420	LEGAL SERVICES	7,794.00	30,491.60	5,000.00	0.00	5,000.00
101.45.3000.419.30600	PLANNING SERVICES	0.00	5,846.25	0.00	255.00	0.00
101.45.3000.419.30700	OTHER PROFESSIONAL SERVICES	5,772.87	19,323.80	6,000.00	1,990.33	6,000.00
101.45.3000.420.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	3,740.00	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		13,566.87	55,661.65	11,000.00	5,985.33	11,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.45.3000.419.40070	CENTRAL EQUIP ALLOCATION	4,299.96	4,299.96	4,300.00	3,583.30	4,300.00
101.45.3000.419.40075	CITY FACILITIES ALLOCATION	13,800.00	13,299.96	9,500.00	7,916.70	10,700.00
101.45.3000.420.40025	REFUSE DISPOSAL	0.00	0.00	0.00	9,137.04	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		18,099.96	17,599.92	13,800.00	20,637.04	15,000.00
Category: 50 - OTHER PURCHASED SERVICES						
101.45.3000.419.50019	INSURANCE ALLOCATION	600.00	600.00	600.00	500.00	800.00
101.45.3000.419.50020	TELEPHONE	0.00	0.00	0.00	0.00	0.00
101.45.3000.419.50025	ADVERTISING/PUBLISHED NOTIC...	526.75	217.80	100.00	393.39	100.00
101.45.3000.419.50030	PRINTING & BINDING	0.00	73.50	100.00	0.00	100.00
101.45.3000.419.50065	TRAVEL	0.00	0.00	650.00	305.08	750.00
101.45.3000.419.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	346.40	1,200.00	864.00	1,200.00
101.45.3000.419.50075	MEALS AND LODGING	0.00	0.00	300.00	103.47	400.00
101.45.3000.419.50080	CONFERENCES AND SEMINARS	927.00	93.00	1,400.00	614.74	1,500.00
101.45.3000.420.50025	ADVERTISING/PUBLISH NOTICES	0.00	0.00	0.00	1,353.00	0.00
101.45.3000.420.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	35.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		2,053.75	1,330.70	4,350.00	4,168.68	4,850.00
Category: 60 - SUPPLIES						
101.45.3000.419.60010	SUPPLIES - OFFICE	173.77	41.45	200.00	14.71	250.00
101.45.3000.419.60040	SM TOOLS & MISC EQUIPMENT	25.97	0.00	0.00	0.00	0.00
101.45.3000.419.60045	UNIFORMS & CLOTHING	250.00	275.00	300.00	275.00	300.00
101.45.3000.419.60065	SUPPLIES - OTHER	0.00	0.00	100.00	212.94	0.00
101.45.3000.419.60070	CENTRAL STORES ALLOCATION	2,499.96	2,900.04	2,900.00	2,476.70	0.00
101.45.3000.419.60071	TECHNOLOGY ALLOCATION	0.00	1,100.04	1,300.00	1,083.30	24,900.00
101.45.3000.420.60065	SUPPLIES - OTHER	0.00	0.00	0.00	720.09	0.00
Category: 60 - SUPPLIES Total:		2,949.70	4,316.53	4,800.00	4,782.74	25,450.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
101.45.3000.419.70600	OTHER MISCELLANEOUS	0.00	110.00	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		0.00	110.00	0.00	0.00	0.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 91 - OTHER					
101.45.3000.420.91100 OPERATING TRANSFERS OUT	0.00	0.00	0.00	19,598.78	0.00
Category: 91 - OTHER Total:	0.00	0.00	0.00	19,598.78	0.00
Department: 3000 - COMMUNITY DEVELOPMENT Total:	433,831.44	499,829.16	454,350.00	389,290.09	477,700.00



City of Inver Grove Heights

2023 Budget Book Planning Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 3200 - PLANNING					
10 - WAGES & BENEFITS	396,326.96	300,471.35	291,400.00	251,704.48	301,200.00
30 - PROFESSIONAL / TECHNICAL SERVICES	15,908.89	52,635.72	40,000.00	16,588.60	45,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	14,300.04	13,700.04	9,800.00	8,166.70	10,700.00
50 - OTHER PURCHASED SERVICES	37,206.31	39,539.94	44,400.00	33,359.76	51,200.00
60 - SUPPLIES	5,162.30	6,862.62	7,400.00	5,785.11	17,800.00
Department: 3200 - PLANNING Total:	468,904.50	413,209.67	393,000.00	315,604.65	425,900.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 3200 - PLANNING						
Category: 10 - WAGES & BENEFITS						
101.45.3200.419.10100	FULL-TIME EMPLOYEES	292,942.38	225,134.64	224,300.00	193,494.30	231,000.00
101.45.3200.419.10300	EMPLOYEES-NON BENEFITED	0.00	1,813.85	2,000.00	1,828.81	2,000.00
101.45.3200.419.10400	OVERTIME	0.00	0.00	0.00	0.00	500.00
101.45.3200.419.20100	INSURANCE-CASH OPTION	13,817.63	9,337.68	9,300.00	8,161.56	9,300.00
101.45.3200.419.20300	EMPLOYER SOCIAL SECURITY	18,147.94	13,870.55	13,900.00	11,891.30	14,500.00
101.45.3200.419.20350	EMPLOYER MEDICARE	4,244.22	3,243.86	3,300.00	2,781.05	3,400.00
101.45.3200.419.20400	EMPLOYER PERA	21,797.34	16,684.24	16,800.00	14,648.01	17,500.00
101.45.3200.419.20600	MEDICAL INSURANCE	28,145.64	18,017.20	18,900.00	16,653.29	20,400.00
101.45.3200.419.20620	LIFE INSURANCE	439.68	328.58	300.00	291.56	300.00
101.45.3200.419.20630	LTD INSURANCE	820.30	585.12	700.00	527.44	500.00
101.45.3200.419.20720	FLEX/COMP ACCOUNT FEE	252.92	192.98	300.00	93.86	100.00
101.45.3200.419.20750	WORKERS COMPENSATION	2,600.04	1,599.96	1,600.00	1,333.30	1,700.00
101.45.3200.419.20800	COMPENSATED ABSENCES	13,118.87	9,662.69	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		396,326.96	300,471.35	291,400.00	251,704.48	301,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.45.3200.419.30420	LEGAL SERVICES	15,908.89	40,372.22	10,000.00	8,566.00	15,000.00
101.45.3200.419.30600	PLANNING SERVICES	0.00	12,263.50	30,000.00	7,779.94	30,000.00
101.45.3200.419.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	242.66	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		15,908.89	52,635.72	40,000.00	16,588.60	45,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.45.3200.419.40075	CITY FACILITIES ALLOCATION	14,300.04	13,700.04	9,800.00	8,166.70	10,700.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		14,300.04	13,700.04	9,800.00	8,166.70	10,700.00
Category: 50 - OTHER PURCHASED SERVICES						
101.45.3200.419.50019	INSURANCE ALLOCATION	34,800.00	37,400.04	37,400.00	31,166.70	42,200.00
101.45.3200.419.50025	ADVERTISING/PUBLISHED NOTIC...	274.31	592.65	2,500.00	433.83	2,500.00
101.45.3200.419.50030	PRINTING & BINDING	0.00	110.25	500.00	0.00	500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.45.3200.419.50035	POSTAGE/DELIVERY	0.00	0.00	0.00	0.00	1,500.00
101.45.3200.419.50065	TRAVEL	0.00	0.00	0.00	200.00	200.00
101.45.3200.419.50070	DUES, LICENSES & SUBSCRIPTIO...	1,699.00	1,051.00	900.00	403.00	1,200.00
101.45.3200.419.50080	CONFERENCES AND SEMINARS	433.00	386.00	3,100.00	1,156.23	3,100.00
Category: 50 - OTHER PURCHASED SERVICES Total:		37,206.31	39,539.94	44,400.00	33,359.76	51,200.00
Category: 60 - SUPPLIES						
101.45.3200.419.60010	SUPPLIES - OFFICE	62.30	62.58	400.00	23.11	500.00
101.45.3200.419.60018	SUPPLIES-TRAINING	0.00	0.00	100.00	0.00	0.00
101.45.3200.419.60040	SM TOOLS & MISC EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101.45.3200.419.60065	SUPPLIES - OTHER	0.00	0.00	0.00	12.00	0.00
101.45.3200.419.60070	CENTRAL STORES ALLOCATION	5,100.00	5,900.04	5,900.00	4,916.70	0.00
101.45.3200.419.60071	TECHNOLOGY ALLOCATION	0.00	900.00	1,000.00	833.30	17,300.00
Category: 60 - SUPPLIES Total:		5,162.30	6,862.62	7,400.00	5,785.11	17,800.00
Department: 3200 - PLANNING Total:		468,904.50	413,209.67	393,000.00	315,604.65	425,900.00



City of Inver Grove Heights

2023 Budget Book Inspections Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 3300 - INSPECTIONS					
10 - WAGES & BENEFITS	761,172.30	827,563.33	956,900.00	794,050.85	1,030,500.00
30 - PROFESSIONAL / TECHNICAL SERVICES	4,848.00	4,899.00	17,500.00	8,755.50	15,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	65,499.96	60,900.00	55,700.00	46,416.70	70,500.00
50 - OTHER PURCHASED SERVICES	5,119.38	5,375.14	11,820.00	3,708.91	89,500.00
60 - SUPPLIES	9,870.84	12,465.59	13,900.00	11,005.74	79,500.00
70 - OTHER EXPENSES / EXPENDITURES	13,843.22	19,878.64	14,000.00	18,087.84	24,000.00
Department: 3300 - INSPECTIONS Total:	860,353.70	931,081.70	1,069,820.00	882,025.54	1,309,000.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 3300 - INSPECTIONS						
Category: 10 - WAGES & BENEFITS						
101.45.3300.419.10100	FULL-TIME EMPLOYEES	502,268.76	502,293.67	664,400.00	518,965.10	703,500.00
101.45.3300.419.10200	PART-TIME EMPLOYEES-BENEFIT...	31,825.19	37,870.81	31,400.00	67,137.99	31,400.00
101.45.3300.419.10300	EMPLOYEES-NON BENEFITED	9,035.69	44,567.59	0.00	0.00	0.00
101.45.3300.419.10400	OVERTIME	10,422.84	4,467.01	9,900.00	2,463.49	25,000.00
101.45.3300.419.20100	INSURANCE-CASH OPTION	30,005.75	35,080.51	41,700.00	33,382.59	41,700.00
101.45.3300.419.20300	EMPLOYER SOCIAL SECURITY	34,412.27	36,062.57	43,800.00	34,481.13	47,100.00
101.45.3300.419.20350	EMPLOYER MEDICARE	8,127.23	8,434.03	10,200.00	8,063.91	11,000.00
101.45.3300.419.20400	EMPLOYER PERA	40,293.64	39,705.99	52,900.00	41,019.86	57,000.00
101.45.3300.419.20600	MEDICAL INSURANCE	70,059.10	88,097.61	94,100.00	82,220.59	106,100.00
101.45.3300.419.20620	LIFE INSURANCE	806.02	841.80	1,000.00	854.87	1,100.00
101.45.3300.419.20630	LTD INSURANCE	1,560.96	1,568.36	3,100.00	1,751.07	2,000.00
101.45.3300.419.20700	UNEMPLOYMENT COMPENSATI...	0.00	3,894.02	0.00	0.00	0.00
101.45.3300.419.20720	FLEX/COMP ACCOUNT FEE	438.15	627.62	500.00	460.25	500.00
101.45.3300.419.20750	WORKERS COMPENSATION	4,400.04	3,900.00	3,900.00	3,250.00	4,100.00
101.45.3300.419.20800	COMPENSATED ABSENCES	17,516.66	20,151.74	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		761,172.30	827,563.33	956,900.00	794,050.85	1,030,500.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.45.3300.419.30420	LEGAL SERVICES	204.00	0.00	0.00	0.00	0.00
101.45.3300.419.30700	OTHER PROFESSIONAL SERVICES	4,644.00	4,899.00	17,500.00	8,755.50	15,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		4,848.00	4,899.00	17,500.00	8,755.50	15,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.45.3300.419.40041	REPAIR & MAINT - VEHICLES	0.00	0.00	0.00	0.00	0.00
101.45.3300.419.40049	REPAIR & MAINT - COMPUTERS	0.00	0.00	0.00	0.00	0.00
101.45.3300.419.40070	CENTRAL EQUIP ALLOCATION	34,299.96	30,900.00	34,200.00	28,500.00	35,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.45.3300.419.40075	CITY FACILITIES ALLOCATION	31,200.00	30,000.00	21,500.00	17,916.70	35,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		65,499.96	60,900.00	55,700.00	46,416.70	70,500.00
Category: 50 - OTHER PURCHASED SERVICES						
101.45.3300.419.50019	INSURANCE ALLOCATION	2,900.04	3,099.96	3,100.00	2,583.30	3,300.00
101.45.3300.419.50030	PRINTING & BINDING	42.49	224.50	600.00	0.00	500.00
101.45.3300.419.50035	POSTAGE/DELIVERY	0.00	0.00	0.00	0.00	500.00
101.45.3300.419.50065	TRAVEL	0.00	0.00	120.00	2.80	200.00
101.45.3300.419.50070	DUES, LICENSES & SUBSCRIPTIO...	585.00	340.00	1,000.00	210.00	1,000.00
101.45.3300.419.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	75,000.00
101.45.3300.419.50075	MEALS AND LODGING	61.85	205.68	1,000.00	168.81	2,000.00
101.45.3300.419.50080	CONFERENCES AND SEMINARS	1,530.00	1,505.00	6,000.00	744.00	7,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		5,119.38	5,375.14	11,820.00	3,708.91	89,500.00
Category: 60 - SUPPLIES						
101.45.3300.419.60010	SUPPLIES - OFFICE	183.76	48.01	0.00	642.54	500.00
101.45.3300.419.60018	SUPPLIES-TRAINING	1,809.29	1,068.96	1,400.00	573.83	2,000.00
101.45.3300.419.60040	SM TOOLS & MISC EQUIPMENT	414.81	476.66	1,000.00	0.00	1,000.00
101.45.3300.419.60045	UNIFORMS & CLOTHING	1,462.98	1,671.92	2,000.00	1,872.67	2,000.00
101.45.3300.419.60065	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	500.00
101.45.3300.419.60070	CENTRAL STORES ALLOCATION	6,000.00	6,800.04	6,800.00	5,666.70	0.00
101.45.3300.419.60071	TECHNOLOGY ALLOCATION	0.00	2,400.00	2,700.00	2,250.00	73,500.00
Category: 60 - SUPPLIES Total:		9,870.84	12,465.59	13,900.00	11,005.74	79,500.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
101.45.3300.419.70440	BANK CHARGES / CREDIT CARD	12,665.97	19,631.64	14,000.00	18,087.84	24,000.00
101.45.3300.419.70450	CASH OVER/SHORT	1,177.25	-56.00	0.00	0.00	0.00
101.45.3300.419.70600	OTHER MISCELLANEOUS	0.00	303.00	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		13,843.22	19,878.64	14,000.00	18,087.84	24,000.00
Department: 3300 - INSPECTIONS Total:		860,353.70	931,081.70	1,069,820.00	882,025.54	1,309,000.00



City of Inver Grove Heights

2023 Budget Book Police Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 4000 - POLICE					
10 - WAGES & BENEFITS	6,622,650.92	6,673,300.02	7,464,700.00	5,839,043.44	8,138,350.00
30 - PROFESSIONAL / TECHNICAL SERVICES	254,850.46	263,071.04	263,365.00	241,457.67	314,900.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	899,831.09	708,495.69	615,000.00	509,357.14	630,800.00
50 - OTHER PURCHASED SERVICES	172,639.82	193,303.44	213,800.00	168,546.65	305,859.00
60 - SUPPLIES	164,064.48	140,681.54	202,139.00	155,587.36	529,000.00
70 - OTHER EXPENSES / EXPENDITURES	930,286.47	1,077,520.85	1,166,460.00	1,064,567.16	1,266,982.00
80 - CAPITAL OUTLAY	0.00	394,841.22	121,280.00	33,497.36	0.00
91 - OTHER	7,500.00	7,500.00	7,500.00	7,500.00	0.00
Department: 4000 - POLICE Total:	9,051,823.24	9,458,713.80	10,054,244.00	8,019,556.78	11,185,891.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 4000 - POLICE						
Category: 10 - WAGES & BENEFITS						
101.42.4000.421.10100	FULL-TIME EMPLOYEES	4,188,924.11	4,325,716.59	4,962,200.00	3,885,429.96	5,605,200.00
101.42.4000.421.10300	EMPLOYEES-NON BENEFITED	39,002.08	74,095.11	22,200.00	41,461.40	69,700.00
101.42.4000.421.10400	OVERTIME	176,313.87	171,280.12	149,400.00	178,590.34	157,250.00
101.42.4000.421.20100	INSURANCE-CASH OPTION	204,081.90	200,585.40	236,300.00	179,055.00	245,600.00
101.42.4000.421.20150	EDUCATION INCENTIVE	201,345.79	179,151.18	203,300.00	89,904.86	0.00
101.42.4000.421.20200	LONGEVITY PAY	24,213.77	47,855.22	50,200.00	24,630.30	0.00
101.42.4000.421.20300	EMPLOYER SOCIAL SECURITY	18,542.25	25,765.88	25,600.00	20,172.88	30,000.00
101.42.4000.421.20350	EMPLOYER MEDICARE	67,406.93	69,724.70	78,100.00	61,567.62	84,800.00
101.42.4000.421.20400	EMPLOYER PERA	774,518.04	797,212.89	896,500.00	710,465.32	985,300.00
101.42.4000.421.20600	MEDICAL INSURANCE	470,735.24	421,813.47	518,900.00	386,497.65	598,600.00
101.42.4000.421.20601	MED INS.-DISABLED OFFICERS	0.00	0.00	43,000.00	36,783.88	65,100.00
101.42.4000.421.20620	LIFE INSURANCE	6,018.60	6,668.62	7,800.00	5,434.31	8,100.00
101.42.4000.421.20630	LTD INSURANCE	11,922.04	11,870.23	18,300.00	10,043.11	13,700.00
101.42.4000.421.20700	UNEMPLOYMENT COMPENSATI...	0.00	5,286.20	0.00	0.00	0.00
101.42.4000.421.20720	FLEX/COMP ACCOUNT FEE	4,852.02	4,798.30	5,000.00	2,423.41	2,800.00
101.42.4000.421.20750	WORKERS COMPENSATION	273,699.96	247,900.08	247,900.00	206,583.40	272,200.00
101.42.4000.421.20800	COMPENSATED ABSENCES	161,074.32	83,576.03	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		6,622,650.92	6,673,300.02	7,464,700.00	5,839,043.44	8,138,350.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.42.4000.421.30410	PROSECUTION	228,238.43	234,274.08	233,465.00	226,158.64	285,000.00
101.42.4000.421.30420	LEGAL SERVICES	11,817.87	3,539.86	8,000.00	2,562.78	8,000.00
101.42.4000.421.30700	OTHER PROFESSIONAL SERVICES	9,708.56	16,186.15	17,100.00	6,541.25	17,100.00
101.42.4000.421.30701	BACKGROUND CHECK FEES	5,085.60	9,070.95	4,800.00	6,195.00	4,800.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		254,850.46	263,071.04	263,365.00	241,457.67	314,900.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.42.4000.421.40041	REPAIR & MAINT - VEHICLES	0.00	0.00	0.00	1,087.96	0.00
101.42.4000.421.40042	REPAIR & MAINT - EQUIPMENT	3,468.32	4,762.40	11,000.00	2,697.09	10,000.00
101.42.4000.421.40044	REPAIR & MAINT - OFFICE EQUI...	4,094.33	13,483.33	0.00	2,238.79	0.00
101.42.4000.421.40070	CENTRAL EQUIP ALLOCATION	451,368.40	265,550.04	307,400.00	256,166.70	286,600.00
101.42.4000.421.40075	CITY FACILITIES ALLOCATION	440,900.04	424,699.92	296,600.00	247,166.60	334,200.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		899,831.09	708,495.69	615,000.00	509,357.14	630,800.00
Category: 50 - OTHER PURCHASED SERVICES						
101.42.4000.421.50019	INSURANCE ALLOCATION	122,900.04	132,100.32	132,100.00	110,083.60	155,900.00
101.42.4000.421.50020	TELEPHONE	4,956.28	943.96	0.00	0.00	0.00
101.42.4000.421.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	20.70	500.00	67.68	500.00
101.42.4000.421.50030	PRINTING & BINDING	1,612.76	3,981.45	4,500.00	5,615.40	4,500.00
101.42.4000.421.50035	POSTAGE/DELIVERY	371.52	334.76	400.00	72.94	400.00
101.42.4000.421.50040	LAUNDRY	0.00	263.96	400.00	0.00	400.00
101.42.4000.421.50065	TRAVEL	1,869.35	4,802.97	5,000.00	4,885.20	6,000.00
101.42.4000.421.50070	DUES, LICENSES & SUBSCRIPTIO...	9,111.69	10,662.12	10,000.00	9,166.27	6,010.00
101.42.4000.421.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	65,334.00
101.42.4000.421.50075	MEALS AND LODGING	1,466.13	2,449.46	6,500.00	5,474.40	6,500.00
101.42.4000.421.50078	EXPLORER EXPENDITURES	733.00	555.78	2,400.00	2,127.56	2,670.00
101.42.4000.421.50080	CONFERENCES AND SEMINARS	29,619.05	37,187.96	52,000.00	22,693.60	57,645.00
101.42.4000.422.50080	K9 TRAINING	0.00	0.00	0.00	8,360.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		172,639.82	193,303.44	213,800.00	168,546.65	305,859.00
Category: 60 - SUPPLIES						
101.42.4000.421.60006	PUBLIC EDUCATION MATERIAL	3,456.38	1,123.92	2,000.00	593.16	1,000.00
101.42.4000.421.60010	SUPPLIES - OFFICE	0.00	0.00	500.00	22.97	500.00
101.42.4000.421.60013	SUPPLIES - K9	21,171.28	2,670.94	3,000.00	1,789.70	3,000.00
101.42.4000.421.60016	SUPPLIES - MAINTENANCE	38.94	100.00	7,500.00	1,864.00	3,500.00
101.42.4000.421.60018	SUPPLIES - TRAINING	21,323.49	25,758.90	34,600.00	36,500.90	35,000.00
101.42.4000.421.60040	SM TOOLS & MISC EQUIPMENT	1,144.75	0.00	1,500.00	0.00	1,000.00
101.42.4000.421.60045	UNIFORMS & CLOTHING	66,990.33	54,015.71	74,620.00	72,405.13	68,500.00
101.42.4000.421.60065	SUPPLIES - OTHER	45,139.31	16,587.52	45,619.00	15,600.53	38,000.00
101.42.4000.421.60068	SUPPLIES - COMMUNITY OUTRE...	0.00	16,174.59	9,000.00	6,977.67	10,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.42.4000.421.60070	CENTRAL STORES ALLOCATION	4,800.00	5,949.96	5,500.00	4,583.30	0.00
101.42.4000.421.60071	TECHNOLOGY ALLOCATION	0.00	18,300.00	18,300.00	15,250.00	368,500.00
	Category: 60 - SUPPLIES Total:	164,064.48	140,681.54	202,139.00	155,587.36	529,000.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES					
101.42.4000.421.70300	LEASE PAYMENTS	0.00	133,365.43	160,000.00	148,846.01	180,000.00
101.42.4000.421.70501	MISCELLANEOUS CONTRACTS	244,666.47	246,151.42	294,500.00	358,324.15	317,018.00
101.42.4000.421.70502	DCC CONTRACT	685,620.00	698,004.00	711,960.00	557,397.00	738,714.00
101.42.4000.421.70520	EMERGENCY OPERATIONS CONT...	0.00	0.00	0.00	0.00	31,250.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	930,286.47	1,077,520.85	1,166,460.00	1,064,567.16	1,266,982.00
	Category: 80 - CAPITAL OUTLAY					
101.42.4000.421.80500	FURNITURE AND FIXTURES	0.00	0.00	10,000.00	3,800.04	0.00
101.42.4000.421.80700	MOTOR VEHICLES	0.00	148,376.72	30,000.00	21,104.82	0.00
101.42.4000.421.80800	OTHER EQUIPMENT	0.00	246,464.50	81,280.00	8,592.50	0.00
	Category: 80 - CAPITAL OUTLAY Total:	0.00	394,841.22	121,280.00	33,497.36	0.00
	Category: 91 - OTHER					
101.42.4000.421.91100	OPERATING TRANSFERS OUT	7,500.00	7,500.00	7,500.00	7,500.00	0.00
	Category: 91 - OTHER Total:	7,500.00	7,500.00	7,500.00	7,500.00	0.00
	Department: 4000 - POLICE Total:	9,051,823.24	9,458,713.80	10,054,244.00	8,019,556.78	11,185,891.00



City of Inver Grove Heights

2023 Budget Book Fire Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD Activity	2023 2023
Department: 4200 - FIRE					
10 - WAGES & BENEFITS	2,168,554.55	2,279,739.65	3,417,100.00	2,545,653.45	3,699,315.00
30 - PROFESSIONAL / TECHNICAL SERVICES	87,750.36	71,733.05	90,300.00	64,438.94	61,200.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	866,238.47	884,882.14	1,047,400.00	874,035.41	1,105,600.00
50 - OTHER PURCHASED SERVICES	47,772.11	65,818.50	96,400.00	53,206.54	139,600.00
60 - SUPPLIES	265,431.67	116,818.60	246,604.00	179,147.21	340,650.00
70 - OTHER EXPENSES / EXPENDITURES	91,091.66	77,556.00	81,600.00	61,933.00	82,080.00
91 - OTHER	7,800.00	7,800.00	157,800.00	7,800.00	325,000.00
Department: 4200 - FIRE Total:	3,534,638.82	3,504,347.94	5,137,204.00	3,786,214.55	5,753,445.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 4200 - FIRE						
Category: 10 - WAGES & BENEFITS						
101.42.4200.423.10100	FULL-TIME EMPLOYEES	903,158.43	928,008.48	1,703,800.00	1,158,329.04	1,766,000.00
101.42.4200.423.10300	EMPLOYEES-NON BENEFITED	416,985.28	487,663.38	506,300.00	357,011.23	604,300.00
101.42.4200.423.10400	OVERTIME	54,825.01	62,895.34	61,700.00	116,254.52	130,240.00
101.42.4200.423.20100	INSURANCE-CASH OPTION	38,344.80	39,015.60	83,400.00	55,517.10	83,400.00
101.42.4200.423.20300	EMPLOYER SOCIAL SECURITY	40,683.52	46,082.07	47,600.00	31,795.23	54,200.00
101.42.4200.423.20350	EMPLOYER MEDICARE	19,209.67	20,788.46	32,900.00	23,275.92	36,200.00
101.42.4200.423.20400	EMPLOYER PERA	139,173.63	142,807.25	281,300.00	190,876.16	290,500.00
101.42.4200.423.20500	FIRE RELIEF COMPENSATION	226,652.05	239,102.35	235,000.00	255,694.80	255,500.00
101.42.4200.423.20510	FIRE RELIEF COMPENSATION - CI...	85,075.00	87,475.00	90,000.00	89,975.00	92,475.00
101.42.4200.423.20600	MEDICAL INSURANCE	95,477.27	92,113.72	198,300.00	122,469.55	203,200.00
101.42.4200.423.20620	LIFE INSURANCE	1,326.73	1,346.37	2,600.00	1,581.61	2,600.00
101.42.4200.423.20630	LTD INSURANCE	2,448.71	2,512.08	6,500.00	2,326.94	4,600.00
101.42.4200.423.20700	UNEMPLOYMENT COMPENSATI...	137.18	3,367.78	0.00	886.91	0.00
101.42.4200.423.20720	FLEX/COMP ACCOUNT FEE	514.51	549.55	800.00	576.14	900.00
101.42.4200.423.20750	WORKERS COMPENSATION	84,999.96	127,299.96	166,900.00	139,083.30	175,200.00
101.42.4200.423.20800	COMPENSATED ABSENCES	59,542.80	-1,287.74	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		2,168,554.55	2,279,739.65	3,417,100.00	2,545,653.45	3,699,315.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.42.4200.423.30420	LEGAL SERVICES	3,419.79	1,787.35	2,000.00	0.00	2,000.00
101.42.4200.423.30700	OTHER PROFESSIONAL SERVICES	84,330.57	69,945.70	88,300.00	64,438.94	59,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		87,750.36	71,733.05	90,300.00	64,438.94	61,200.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.42.4200.423.40005	WATER UTILITY SERVICES	879.37	1,226.13	2,300.00	2,133.15	2,300.00
101.42.4200.423.40010	GAS UTILITY SERVICES	12,693.96	12,760.36	20,000.00	15,339.77	25,000.00
101.42.4200.423.40015	SEWER UTILITY SERVICES	1,072.69	1,523.78	2,400.00	978.46	2,400.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.42.4200.423.40020	ELECTRIC UTILITY SERVICES	41,829.37	58,520.81	42,500.00	40,371.00	55,000.00
101.42.4200.423.40030	STORM WATER UTILITY SERVICE	113.72	809.13	200.00	1,066.01	600.00
101.42.4200.423.40040	REPAIR & MAINT - BUILDINGS	44,753.95	5,567.55	15,000.00	18,272.12	15,000.00
101.42.4200.423.40041	REPAIR & MAINT - VEHICLES	29,866.73	6,184.31	10,000.00	411.80	10,000.00
101.42.4200.423.40042	REPAIR & MAINT - EQUIPMENT	12,853.86	11,250.15	15,000.00	12,213.10	15,000.00
101.42.4200.423.40044	REPAIR & MAINT - OFFICE EQUI...	74.82	240.00	100.00	0.00	100.00
101.42.4200.423.40070	CENTRAL EQUIP ALLOCATION	697,899.96	762,999.96	805,600.00	671,333.30	818,600.00
101.42.4200.423.40075	CITY FACILITIES ALLOCATION	24,200.04	23,799.96	134,300.00	111,916.70	161,600.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		866,238.47	884,882.14	1,047,400.00	874,035.41	1,105,600.00
Category: 50 - OTHER PURCHASED SERVICES						
101.42.4200.423.50019	INSURANCE ALLOCATION	20,700.00	22,299.96	22,300.00	18,583.30	36,900.00
101.42.4200.423.50020	TELEPHONE	136.45	599.91	2,100.00	615.18	0.00
101.42.4200.423.50030	PRINTING & BINDING	470.00	587.77	400.00	360.00	400.00
101.42.4200.423.50035	POSTAGE/DELIVERY	373.47	-3,418.78	400.00	153.29	400.00
101.42.4200.423.50065	TRAVEL	1,249.04	465.30	3,000.00	2,802.31	3,000.00
101.42.4200.423.50070	DUES, LICENSES & SUBSCRIPTIO...	13,922.65	10,504.78	20,200.00	9,705.44	13,600.00
101.42.4200.423.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	37,300.00
101.42.4200.423.50075	MEALS AND LODGING	761.50	7,958.31	10,000.00	5,213.48	10,000.00
101.42.4200.423.50080	CONFERENCES AND SEMINARS	10,159.00	26,821.25	38,000.00	15,773.54	38,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		47,772.11	65,818.50	96,400.00	53,206.54	139,600.00
Category: 60 - SUPPLIES						
101.42.4200.423.60006	PUBLIC EDUCATION MATERIAL	201.21	4,411.20	3,000.00	0.00	4,000.00
101.42.4200.423.60010	SUPPLIES - OFFICE	727.12	2,596.80	200.00	532.63	1,000.00
101.42.4200.423.60011	SUPPLIES-JANITOR/CLEANING	10,034.11	7,276.46	10,000.00	3,606.92	8,000.00
101.42.4200.423.60018	SUPPLIES-TRAINING	16,546.08	19,018.49	6,500.00	8,638.05	6,500.00
101.42.4200.423.60040	SM TOOLS & MISC EQUIPMENT	40,099.67	13,783.66	57,347.00	29,712.90	50,000.00
101.42.4200.423.60045	UNIFORMS & CLOTHING	62,653.53	16,224.42	103,662.00	87,817.36	56,000.00
101.42.4200.423.60065	SUPPLIES - OTHER	131,469.99	42,257.57	54,895.00	38,326.74	60,250.00
101.42.4200.423.60070	CENTRAL STORES ALLOCATION	3,699.96	4,650.00	4,200.00	3,500.00	0.00
101.42.4200.423.60071	TECHNOLOGY ALLOCATION	0.00	6,600.00	6,800.00	5,666.70	154,900.00
101.42.4200.424.60018	SUPPLIES-TRAINING	0.00	0.00	0.00	431.08	0.00
101.42.4200.424.60045	UNIFORMS & CLOTHING	0.00	0.00	0.00	274.50	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.42.4200.424.60065	SUPPLIES - OTHER	0.00	0.00	0.00	640.33	0.00
	Category: 60 - SUPPLIES Total:	265,431.67	116,818.60	246,604.00	179,147.21	340,650.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES					
101.42.4200.423.70502	DCC CONTRACT	90,900.00	77,556.00	81,600.00	61,933.00	82,080.00
101.42.4200.423.70600	OTHER MISCELLANEOUS	191.66	0.00	0.00	0.00	0.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	91,091.66	77,556.00	81,600.00	61,933.00	82,080.00
	Category: 91 - OTHER					
101.42.4200.423.91100	OPERATING TRANSFERS OUT	7,800.00	7,800.00	7,800.00	7,800.00	0.00
101.42.4200.423.99000	SAFER SAVINGS PLAN	0.00	0.00	150,000.00	0.00	325,000.00
	Category: 91 - OTHER Total:	7,800.00	7,800.00	157,800.00	7,800.00	325,000.00
	Department: 4200 - FIRE Total:	3,534,638.82	3,504,347.94	5,137,204.00	3,786,214.55	5,753,445.00



City of Inver Grove Heights

2023 Budget Book Public Works Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5000 - PUBLIC WORKS					
10 - WAGES & BENEFITS	216,805.88	64,635.94	228,300.00	152,016.11	217,500.00
30 - PROFESSIONAL / TECHNICAL SERVICES	14,514.30	99,682.50	15,000.00	7,019.53	12,500.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	15,300.00	13,899.96	19,300.00	16,083.30	3,600.00
50 - OTHER PURCHASED SERVICES	2,916.29	2,936.75	5,300.00	2,293.85	4,700.00
60 - SUPPLIES	3,414.20	6,258.09	5,400.00	4,393.00	7,550.00
Department: 5000 - PUBLIC WORKS Total:	252,950.67	187,413.24	273,300.00	181,805.79	245,850.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5000 - PUBLIC WORKS						
Category: 10 - WAGES & BENEFITS						
101.43.5000.441.10100	FULL-TIME EMPLOYEES	179,837.38	45,773.57	179,400.00	120,246.23	168,100.00
101.43.5000.441.10400	OVERTIME	0.00	27.10	0.00	0.00	0.00
101.43.5000.441.20100	INSURANCE-CASH OPTION	4,764.30	1,818.70	5,800.00	3,976.27	5,600.00
101.43.5000.441.20300	EMPLOYER SOCIAL SECURITY	9,004.90	2,640.69	11,100.00	6,651.18	10,400.00
101.43.5000.441.20350	EMPLOYER MEDICARE	2,262.31	562.65	2,600.00	1,555.70	2,400.00
101.43.5000.441.20400	EMPLOYER PERA	12,664.15	3,104.76	13,500.00	8,634.99	12,600.00
101.43.5000.441.20600	MEDICAL INSURANCE	13,150.09	4,155.26	13,900.00	9,745.92	16,600.00
101.43.5000.441.20620	LIFE INSURANCE	254.18	23.48	300.00	151.15	200.00
101.43.5000.441.20630	LTD INSURANCE	345.47	109.87	400.00	109.29	300.00
101.43.5000.441.20720	FLEX/COMP ACCOUNT FEE	164.26	212.35	200.00	28.68	100.00
101.43.5000.441.20750	WORKERS COMPENSATION	1,400.04	1,100.04	1,100.00	916.70	1,200.00
101.43.5000.441.20800	COMPENSATED ABSENCES	-7,041.20	5,107.47	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		216,805.88	64,635.94	228,300.00	152,016.11	217,500.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.43.5000.441.30300	ENGINEERING CONSULTANTS	215.80	0.00	0.00	0.00	0.00
101.43.5000.441.30420	LEGAL SERVICES	14,298.50	1,552.50	15,000.00	3,152.00	12,500.00
101.43.5000.441.30700	OTHER PROFESSIONAL SERVICES	0.00	98,130.00	0.00	3,867.53	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		14,514.30	99,682.50	15,000.00	7,019.53	12,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.43.5000.441.40070	CENTRAL EQUIP ALLOCATION	6,999.96	6,000.00	13,600.00	11,333.30	0.00
101.43.5000.441.40075	CITY FACILITIES ALLOCATION	8,300.04	7,899.96	5,700.00	4,750.00	3,600.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		15,300.00	13,899.96	19,300.00	16,083.30	3,600.00
Category: 50 - OTHER PURCHASED SERVICES						
101.43.5000.441.50019	INSURANCE ALLOCATION	1,100.04	1,200.00	1,200.00	1,000.00	1,100.00
101.43.5000.441.50020	TELEPHONE	600.00	100.00	600.00	450.00	0.00
101.43.5000.441.50030	PRINTING & BINDING	0.00	36.75	100.00	45.00	150.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.43.5000.441.50065	TRAVEL	0.00	0.00	0.00	166.35	0.00
101.43.5000.441.50070	DUES, LICENSES & SUBSCRIPTIO...	1,216.25	1,425.00	1,700.00	182.50	600.00
101.43.5000.441.50075	MEALS AND LODGING	0.00	0.00	600.00	400.00	1,350.00
101.43.5000.441.50080	CONFERENCES AND SEMINARS	0.00	175.00	1,100.00	50.00	1,500.00
Category: 50 - OTHER PURCHASED SERVICES Total:		2,916.29	2,936.75	5,300.00	2,293.85	4,700.00
Category: 60 - SUPPLIES						
101.43.5000.441.60010	SUPPLIES - OFFICE	14.24	18.13	100.00	60.00	150.00
101.43.5000.441.60018	SUPPLIES-TRAINING	0.00	0.00	100.00	0.00	100.00
101.43.5000.441.60045	UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	400.00
101.43.5000.441.60065	SUPPLIES - OTHER	0.00	0.00	100.00	23.00	0.00
101.43.5000.441.60070	CENTRAL STORES ALLOCATION	3,399.96	4,640.00	3,900.00	3,310.00	0.00
101.43.5000.441.60071	TECHNOLOGY ALLOCATION	0.00	1,599.96	1,200.00	1,000.00	6,900.00
Category: 60 - SUPPLIES Total:		3,414.20	6,258.09	5,400.00	4,393.00	7,550.00
Department: 5000 - PUBLIC WORKS Total:		252,950.67	187,413.24	273,300.00	181,805.79	245,850.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5100 - ENGINEERING					
10 - WAGES & BENEFITS	970,278.10	961,788.05	1,008,700.00	773,002.20	1,024,300.00
30 - PROFESSIONAL / TECHNICAL SERVICES	40,477.29	16,526.89	65,000.00	9,139.22	48,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	70,945.00	59,506.08	55,800.00	49,544.00	76,900.00
50 - OTHER PURCHASED SERVICES	10,547.70	9,947.17	18,260.00	11,961.43	31,500.00
60 - SUPPLIES	17,835.64	22,429.23	30,695.00	16,499.19	74,800.00
80 - CAPITAL OUTLAY	0.00	0.00	38,500.00	0.00	0.00
Department: 5100 - ENGINEERING Total:	1,110,083.73	1,070,197.42	1,216,955.00	860,146.04	1,255,500.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5100 - ENGINEERING						
Category: 10 - WAGES & BENEFITS						
101.43.5100.442.10100	FULL-TIME EMPLOYEES	673,029.50	682,973.21	714,300.00	556,029.67	722,500.00
101.43.5100.442.10300	EMPLOYEES-NON BENEFITED	17,411.00	25,726.01	33,600.00	31,076.68	33,600.00
101.43.5100.442.10400	OVERTIME	22,228.01	22,014.93	26,300.00	15,936.81	26,300.00
101.43.5100.442.20100	INSURANCE-CASH OPTION	31,179.90	30,755.40	33,600.00	24,395.78	33,400.00
101.43.5100.442.20300	EMPLOYER SOCIAL SECURITY	43,259.67	43,966.85	48,000.00	35,298.77	48,500.00
101.43.5100.442.20350	EMPLOYER MEDICARE	10,117.11	10,282.48	11,200.00	8,255.29	11,300.00
101.43.5100.442.20400	EMPLOYER PERA	51,532.71	51,955.23	56,500.00	39,826.58	57,200.00
101.43.5100.442.20600	MEDICAL INSURANCE	74,954.17	71,197.06	76,000.00	55,767.32	83,300.00
101.43.5100.442.20620	LIFE INSURANCE	998.73	922.22	1,100.00	697.15	1,000.00
101.43.5100.442.20630	LTD INSURANCE	1,959.07	1,749.58	2,600.00	1,480.12	1,900.00
101.43.5100.442.20720	FLEX/COMP ACCOUNT FEE	771.04	742.02	800.00	321.33	400.00
101.43.5100.442.20750	WORKERS COMPENSATION	5,600.04	4,700.04	4,700.00	3,916.70	4,900.00
101.43.5100.442.20800	COMPENSATED ABSENCES	37,237.15	14,803.02	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		970,278.10	961,788.05	1,008,700.00	773,002.20	1,024,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.43.5100.442.30300	ENGINEERING CONSULTANTS	17,820.88	10,779.14	45,000.00	1,941.75	30,000.00
101.43.5100.442.30420	LEGAL SERVICES	22,567.11	4,885.75	20,000.00	7,012.50	18,000.00
101.43.5100.442.30700	OTHER PROFESSIONAL SERVICES	89.30	862.00	0.00	184.97	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		40,477.29	16,526.89	65,000.00	9,139.22	48,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.43.5100.442.40044	REPAIR & MAINT - OFFICE EQUI...	5,845.00	3,306.00	2,700.00	3,207.00	3,000.00
101.43.5100.442.40050	RENTAL OF EQUIPMENT	0.00	600.00	0.00	2,087.00	0.00
101.43.5100.442.40070	CENTRAL EQUIP ALLOCATION	30,600.00	22,400.04	29,300.00	24,416.70	47,300.00
101.43.5100.442.40075	CITY FACILITIES ALLOCATION	34,500.00	33,200.04	23,800.00	19,833.30	26,600.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		70,945.00	59,506.08	55,800.00	49,544.00	76,900.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 50 - OTHER PURCHASED SERVICES						
101.43.5100.442.50019	INSURANCE ALLOCATION	3,200.04	3,399.96	3,400.00	2,833.30	3,800.00
101.43.5100.442.50020	TELEPHONE	950.00	1,000.00	1,200.00	1,250.00	0.00
101.43.5100.442.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	0.00	300.00	399.00	0.00
101.43.5100.442.50030	PRINTING & BINDING	34.75	0.00	400.00	0.00	0.00
101.43.5100.442.50035	POSTAGE/DELIVERY	27.50	257.25	200.00	0.00	900.00
101.43.5100.442.50065	TRAVEL	1,076.35	0.00	1,720.00	0.00	600.00
101.43.5100.442.50070	DUES, LICENSES & SUBSCRIPTIO...	122.50	475.00	3,140.00	2,345.25	2,875.00
101.43.5100.442.50072	DIVISION SOFTWARE	0.00	0.00	0.00	3,686.18	13,800.00
101.43.5100.442.50075	MEALS AND LODGING	0.00	0.00	1,000.00	907.70	500.00
101.43.5100.442.50080	CONFERENCES AND SEMINARS	5,136.56	4,814.96	6,900.00	540.00	6,025.00
101.43.5100.442.50085	EDUCATIONAL REIMBURSEMENT	0.00	0.00	0.00	0.00	3,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		10,547.70	9,947.17	18,260.00	11,961.43	31,500.00
Category: 60 - SUPPLIES						
101.43.5100.442.60010	SUPPLIES - OFFICE	1,922.51	1,721.76	500.00	230.69	2,000.00
101.43.5100.442.60040	SM TOOLS & MISC EQUIPMENT	1,264.02	356.62	5,320.00	374.83	3,250.00
101.43.5100.442.60045	UNIFORMS & CLOTHING	3,219.18	3,122.15	5,875.00	2,296.00	3,350.00
101.43.5100.442.60065	SUPPLIES - OTHER	229.97	1,168.74	3,100.00	287.67	2,000.00
101.43.5100.442.60070	CENTRAL STORES ALLOCATION	11,199.96	12,759.96	12,700.00	10,643.30	0.00
101.43.5100.442.60071	TECHNOLOGY ALLOCATION	0.00	3,300.00	3,200.00	2,666.70	64,200.00
Category: 60 - SUPPLIES Total:		17,835.64	22,429.23	30,695.00	16,499.19	74,800.00
Category: 80 - CAPITAL OUTLAY						
101.43.5100.442.80800	OTHER EQUIPMENT	0.00	0.00	38,500.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	0.00	38,500.00	0.00	0.00
Department: 5100 - ENGINEERING Total:		1,110,083.73	1,070,197.42	1,216,955.00	860,146.04	1,255,500.00



City of Inver Grove Heights

2023 Budget Book

Street Maintenance Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5200 - STREET MAINTENANCE					
10 - WAGES & BENEFITS	1,034,154.52	1,083,506.20	1,071,500.00	879,546.33	1,237,100.00
30 - PROFESSIONAL / TECHNICAL SERVICES	4,330.93	4,480.79	5,500.00	6,675.57	5,500.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	1,147,317.74	1,340,881.11	1,526,700.00	1,287,044.12	1,549,800.00
50 - OTHER PURCHASED SERVICES	29,347.21	29,252.45	31,200.00	24,958.28	31,600.00
60 - SUPPLIES	482,400.39	377,484.45	412,900.00	281,991.33	492,200.00
Department: 5200 - STREET MAINTENANCE Total:	2,697,550.79	2,835,605.00	3,047,800.00	2,480,215.63	3,316,200.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Department: 5200 - STREET MAINTENANCE						
Category: 10 - WAGES & BENEFITS						
101.43.5200.443.10100	FULL-TIME EMPLOYEES	617,834.31	661,701.43	682,900.00	555,892.27	771,500.00
101.43.5200.443.10300	EMPLOYEES-NON BENEFITED	35,944.83	46,321.22	27,000.00	36,557.99	49,100.00
101.43.5200.443.10400	OVERTIME	41,162.12	53,555.74	52,300.00	33,393.93	60,000.00
101.43.5200.443.20100	INSURANCE-CASH OPTION	39,402.30	41,195.70	41,700.00	33,679.80	46,300.00
101.43.5200.443.20300	EMPLOYER SOCIAL SECURITY	43,159.14	47,538.39	45,600.00	39,862.37	54,600.00
101.43.5200.443.20350	EMPLOYER MEDICARE	10,135.67	11,175.63	11,100.00	9,322.76	12,800.00
101.43.5200.443.20400	EMPLOYER PERA	50,363.10	54,993.67	55,100.00	44,612.25	62,400.00
101.43.5200.443.20600	MEDICAL INSURANCE	86,580.51	85,455.99	87,900.00	70,730.53	106,700.00
101.43.5200.443.20620	LIFE INSURANCE	978.51	945.59	1,000.00	788.51	1,100.00
101.43.5200.443.20630	LTD INSURANCE	1,887.31	2,103.85	3,200.00	1,786.18	2,200.00
101.43.5200.443.20720	FLEX/COMP ACCOUNT FEE	550.93	589.53	600.00	336.44	400.00
101.43.5200.443.20750	WORKERS COMPENSATION	80,100.00	63,099.96	63,100.00	52,583.30	70,000.00
101.43.5200.443.20800	COMPENSATED ABSENCES	26,055.79	14,829.50	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		1,034,154.52	1,083,506.20	1,071,500.00	879,546.33	1,237,100.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.43.5200.443.30700	OTHER PROFESSIONAL SERVICES	4,330.93	4,480.79	5,500.00	6,675.57	5,500.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		4,330.93	4,480.79	5,500.00	6,675.57	5,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.43.5200.443.40020	ELECTRIC UTILITY SERVICES	282.76	1,584.23	0.00	34,657.90	0.00
101.43.5200.443.40030	STORM WATER UTILITY SERVICE	25.02	26.22	0.00	0.00	0.00
101.43.5200.443.40046	REPAIR & MAINT - ROAD	147,358.21	214,360.90	220,000.00	166,573.47	240,000.00
101.43.5200.443.40050	RENTAL OF EQUIPMENT	7,808.00	6,709.80	10,000.00	5,229.35	8,000.00
101.43.5200.443.40066	REPAIR & MAINT - STORM WATER	4,243.75	0.00	0.00	0.00	0.00
101.43.5200.443.40070	CENTRAL EQUIP ALLOCATION	974,900.04	1,105,899.96	1,266,000.00	1,055,000.10	1,269,800.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.43.5200.443.40075	CITY FACILITIES ALLOCATION	12,699.96	12,300.00	30,700.00	25,583.30	32,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		1,147,317.74	1,340,881.11	1,526,700.00	1,287,044.12	1,549,800.00
Category: 50 - OTHER PURCHASED SERVICES						
101.43.5200.443.50019	INSURANCE ALLOCATION	26,600.04	28,599.96	28,600.00	23,833.30	23,600.00
101.43.5200.443.50020	TELEPHONE	277.79	0.00	0.00	0.00	0.00
101.43.5200.443.50070	DUES, LICENSES & SUBSCRIPTIO...	36.49	0.00	600.00	0.00	600.00
101.43.5200.443.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	5,000.00
101.43.5200.443.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	400.00
101.43.5200.443.50080	CONFERENCES AND SEMINARS	2,432.89	652.49	2,000.00	1,124.98	2,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		29,347.21	29,252.45	31,200.00	24,958.28	31,600.00
Category: 60 - SUPPLIES						
101.43.5200.443.60016	SUPPLIES - MAINTENANCE	470,856.73	364,113.67	400,000.00	270,557.15	416,400.00
101.43.5200.443.60040	SM TOOLS & MISC EQUIPMENT	2,121.20	1,756.21	1,400.00	885.32	1,400.00
101.43.5200.443.60045	UNIFORMS & CLOTHING	8,785.96	7,660.61	8,000.00	7,537.70	9,500.00
101.43.5200.443.60065	SUPPLIES - OTHER	36.50	96.71	0.00	94.56	0.00
101.43.5200.443.60070	CENTRAL STORES ALLOCATION	600.00	957.21	700.00	583.30	0.00
101.43.5200.443.60071	TECHNOLOGY ALLOCATION	0.00	2,900.04	2,800.00	2,333.30	64,900.00
Category: 60 - SUPPLIES Total:		482,400.39	377,484.45	412,900.00	281,991.33	492,200.00
Department: 5200 - STREET MAINTENANCE Total:		2,697,550.79	2,835,605.00	3,047,800.00	2,480,215.63	3,316,200.00



City of Inver Grove Heights

2023 Budget Book

Street Lighting Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5400 - STREET LIGHTING					
30 - PROFESSIONAL / TECHNICAL SERVICES	0.00	7,055.00	18,000.00	0.00	18,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	157,955.72	159,945.84	165,000.00	89,107.37	172,000.00
Department: 5400 - STREET LIGHTING Total:	157,955.72	167,000.84	183,000.00	89,107.37	190,000.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 5400 - STREET LIGHTING					
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES					
101.43.5400.445.30700 OTHER PROFESSIONAL SERVICES	0.00	7,055.00	18,000.00	0.00	18,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:	0.00	7,055.00	18,000.00	0.00	18,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT					
101.43.5400.445.40020 ELECTRIC UTILITY SERVICES	154,297.73	148,726.96	155,000.00	83,682.60	160,000.00
101.43.5400.445.40042 REPAIR & MAINT - EQUIPMENT	3,657.99	11,218.88	10,000.00	5,424.77	12,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:	157,955.72	159,945.84	165,000.00	89,107.37	172,000.00
Department: 5400 - STREET LIGHTING Total:	157,955.72	167,000.84	183,000.00	89,107.37	190,000.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 6000 - PARKS					
10 - WAGES & BENEFITS	1,090,420.59	1,211,217.58	1,192,000.00	1,020,872.07	1,362,900.00
30 - PROFESSIONAL / TECHNICAL SERVICES	36,275.45	57,909.26	67,000.00	59,054.48	71,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	700,540.63	655,408.17	688,800.00	537,995.23	696,000.00
50 - OTHER PURCHASED SERVICES	32,755.66	33,384.01	38,100.00	31,339.02	35,600.00
60 - SUPPLIES	163,622.25	174,155.63	197,800.00	166,561.01	277,500.00
70 - OTHER EXPENSES / EXPENDITURES	9,666.66	30,710.00	31,000.00	17,673.21	50,000.00
Department: 6000 - PARKS Total:	2,033,281.24	2,162,784.65	2,214,700.00	1,833,495.02	2,493,000.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 6000 - PARKS						
Category: 10 - WAGES & BENEFITS						
101.44.6000.451.10100	FULL-TIME EMPLOYEES	687,536.79	679,558.41	734,900.00	612,328.93	820,700.00
101.44.6000.451.10300	EMPLOYEES-NON BENEFITED	104,528.25	166,072.09	113,800.00	123,411.98	143,800.00
101.44.6000.451.10400	OVERTIME	11,533.10	26,587.74	24,500.00	25,420.09	28,500.00
101.44.6000.451.20100	INSURANCE-CASH OPTION	40,197.41	39,064.03	41,900.00	34,538.16	45,900.00
101.44.6000.451.20300	EMPLOYER SOCIAL SECURITY	47,873.19	52,407.46	54,100.00	46,886.71	61,600.00
101.44.6000.451.20350	EMPLOYER MEDICARE	11,366.00	12,257.15	13,300.00	10,965.57	14,400.00
101.44.6000.451.20400	EMPLOYER PERA	52,317.86	53,892.05	65,500.00	50,124.13	74,500.00
101.44.6000.451.20600	MEDICAL INSURANCE	89,423.15	84,138.91	92,200.00	75,114.74	116,700.00
101.44.6000.451.20620	LIFE INSURANCE	941.84	977.37	1,100.00	853.57	1,200.00
101.44.6000.451.20630	LTD INSURANCE	1,882.83	2,099.86	3,100.00	1,770.50	2,200.00
101.44.6000.451.20700	UNEMPLOYMENT COMPENSATI...	0.00	178.22	0.00	0.00	0.00
101.44.6000.451.20720	FLEX/COMP ACCOUNT FEE	683.50	678.71	700.00	374.39	500.00
101.44.6000.451.20750	WORKERS COMPENSATION	50,700.00	46,899.96	46,900.00	39,083.30	52,900.00
101.44.6000.451.20800	COMPENSATED ABSENCES	-8,563.33	46,405.62	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		1,090,420.59	1,211,217.58	1,192,000.00	1,020,872.07	1,362,900.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6000.451.30420	LEGAL SERVICES	400.00	520.00	4,000.00	228.00	1,000.00
101.44.6000.451.30700	OTHER PROFESSIONAL SERVICES	35,875.45	57,389.26	63,000.00	58,826.48	70,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		36,275.45	57,909.26	67,000.00	59,054.48	71,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.44.6000.451.40005	WATER UTILITY SERVICES	9,067.47	10,198.93	9,300.00	10,031.45	10,000.00
101.44.6000.451.40010	GAS UTILITY SERVICES	3,732.55	5,184.28	5,100.00	5,275.02	5,500.00
101.44.6000.451.40015	SEWER UTILITY SERVICES	434.73	424.76	600.00	262.30	500.00
101.44.6000.451.40020	ELECTRIC UTILITY SERVICES	33,980.23	29,225.25	46,000.00	24,211.00	41,000.00
101.44.6000.451.40025	REFUSE DISPOSAL	84.00	132.00	1,600.00	0.00	500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.44.6000.451.40030	STORM WATER UTILITY SERVICE	10,731.33	10,965.50	10,000.00	241.63	11,000.00
101.44.6000.451.40040	REPAIR & MAINT - BUILDINGS	11,402.33	29,381.24	33,000.00	13,382.65	40,000.00
101.44.6000.451.40046	REPAIR & MAINT - ROAD	42,000.00	24,900.00	45,000.00	38,475.00	50,000.00
101.44.6000.451.40047	REPAIR & MAINT - OTHER STRUC...	81,079.50	64,475.60	61,000.00	59,440.33	65,000.00
101.44.6000.451.40050	RENTAL OF EQUIPMENT	6,126.05	7,382.12	3,000.00	78.60	6,000.00
101.44.6000.451.40065	OTHER RENTALS	12,702.40	19,938.45	25,000.00	12,263.95	28,000.00
101.44.6000.451.40070	CENTRAL EQUIP ALLOCATION	448,100.04	413,600.04	420,900.00	350,750.00	406,500.00
101.44.6000.451.40075	CITY FACILITIES ALLOCATION	41,100.00	39,600.00	28,300.00	23,583.30	32,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		700,540.63	655,408.17	688,800.00	537,995.23	696,000.00
Category: 50 - OTHER PURCHASED SERVICES						
101.44.6000.451.50019	INSURANCE ALLOCATION	25,100.04	27,000.00	27,000.00	22,500.00	25,400.00
101.44.6000.451.50020	TELEPHONE	300.00	180.00	400.00	150.00	0.00
101.44.6000.451.50025	ADVERTISING/PUBLISHED NOTIC...	377.37	447.30	1,100.00	688.08	1,100.00
101.44.6000.451.50030	PRINTING & BINDING	703.20	569.00	0.00	0.00	500.00
101.44.6000.451.50055	ALARM SERVICES / SYSTEMS	1,251.00	0.00	1,500.00	0.00	500.00
101.44.6000.451.50065	TRAVEL	10.00	14.17	300.00	448.14	600.00
101.44.6000.451.50070	DUES, LICENSES & SUBSCRIPTIO...	3,443.05	3,294.70	2,300.00	1,849.27	3,000.00
101.44.6000.451.50075	MEALS AND LODGING	130.80	71.40	500.00	2,333.53	1,700.00
101.44.6000.451.50080	CONFERENCES AND SEMINARS	1,440.20	1,807.44	5,000.00	3,370.00	2,800.00
Category: 50 - OTHER PURCHASED SERVICES Total:		32,755.66	33,384.01	38,100.00	31,339.02	35,600.00
Category: 60 - SUPPLIES						
101.44.6000.451.60011	SUPPLIES-JANITOR/CLEANING	2,296.95	1,478.48	3,500.00	235.16	3,500.00
101.44.6000.451.60012	SUPPLIES - SHOP	677.40	606.66	1,000.00	328.48	1,500.00
101.44.6000.451.60016	SUPPLIES - MAINTENANCE	54,024.96	50,001.93	50,000.00	50,679.92	58,000.00
101.44.6000.451.60030	FERTILIZERS	40,167.29	45,359.81	45,000.00	39,900.32	50,000.00
101.44.6000.451.60035	PESTICIDES	8,492.44	12,297.78	21,000.00	16,560.09	25,000.00
101.44.6000.451.60040	SM TOOLS & MISC EQUIPMENT	12,471.62	11,247.58	15,000.00	14,074.31	15,000.00
101.44.6000.451.60045	UNIFORMS & CLOTHING	9,640.73	10,818.00	12,000.00	5,929.60	13,000.00
101.44.6000.451.60065	SUPPLIES - OTHER	30,688.56	33,791.01	37,000.00	30,477.52	43,000.00
101.44.6000.451.60066	SUPPLIES-VANDALISM	1,362.26	254.34	5,100.00	1,482.21	4,000.00
101.44.6000.451.60070	CENTRAL STORES ALLOCATION	3,800.04	4,400.04	4,400.00	3,726.70	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.44.6000.451.60071	TECHNOLOGY ALLOCATION	0.00	3,900.00	3,800.00	3,166.70	64,500.00
	Category: 60 - SUPPLIES Total:	163,622.25	174,155.63	197,800.00	166,561.01	277,500.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES					
101.44.6000.451.70501	MISCELLANEOUS CONTRACTS	9,666.66	30,710.00	31,000.00	17,673.21	44,000.00
101.44.6000.451.70600	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	6,000.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	9,666.66	30,710.00	31,000.00	17,673.21	50,000.00
	Department: 6000 - PARKS Total:	2,033,281.24	2,162,784.65	2,214,700.00	1,833,495.02	2,493,000.00



City of Inver Grove Heights

2023 Budget Book Recreation Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 6100 - RECREATION					
10 - WAGES & BENEFITS	0.00	0.00	377,400.00	284,777.96	413,700.00
30 - PROFESSIONAL / TECHNICAL SERVICES	0.00	0.00	84,900.00	74,678.90	104,600.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	18,700.00	10,999.55	10,500.00
50 - OTHER PURCHASED SERVICES	0.00	0.00	26,800.00	19,560.13	39,100.00
60 - SUPPLIES	0.00	0.00	37,000.00	27,183.27	56,700.00
70 - OTHER EXPENSES / EXPENDITURES	0.00	0.00	8,000.00	5,589.18	8,700.00
Department: 6100 - RECREATION Total:	0.00	0.00	552,800.00	422,788.99	633,300.00



City of Inver Grove Heights

2023 Budget Book

Recreation Detail

By Activity

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 6100 - RECREATION						
Activity: 452 - RECREATION - YOUTH ACTIVITIES						
Category: 10 - WAGES & BENEFITS						
101.44.6100.452.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	1,400.00	0.00	1,900.00
101.44.6100.452.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	100.00
101.44.6100.452.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	100.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	1,400.00	0.00	2,100.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6100.452.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	9,000.00	16,237.40	16,700.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	9,000.00	16,237.40	16,700.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.44.6100.452.40065	OTHER RENTALS	0.00	0.00	400.00	0.00	100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	400.00	0.00	100.00
Category: 50 - OTHER PURCHASED SERVICES						
101.44.6100.452.50065	TRAVEL	0.00	0.00	0.00	61.25	0.00
101.44.6100.452.50090	FIELD TRIP FEES	0.00	0.00	0.00	0.00	100.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	0.00	61.25	100.00
Category: 60 - SUPPLIES						
101.44.6100.452.60009	PROGRAM SUPPLIES	0.00	0.00	1,500.00	1,300.74	1,100.00
101.44.6100.452.60045	UNIFORMS & CLOTHING	0.00	0.00	750.00	1,495.70	1,000.00
Category: 60 - SUPPLIES Total:		0.00	0.00	2,250.00	2,796.44	2,100.00
Activity: 452 - RECREATION - YOUTH ACTIVITIES Total:		0.00	0.00	13,050.00	19,095.09	21,100.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Activity: 453 - RECREATION - SPECIAL EVENTS						
Category: 10 - WAGES & BENEFITS						
101.44.6100.453.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	900.00	0.00	1,100.00
101.44.6100.453.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	100.00
101.44.6100.453.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	100.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	900.00	0.00	1,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6100.453.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	9,500.00	7,858.40	18,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	9,500.00	7,858.40	18,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.44.6100.453.40065	OTHER RENTALS	0.00	0.00	250.00	0.00	400.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	250.00	0.00	400.00
Category: 60 - SUPPLIES						
101.44.6100.453.60009	PROGRAM SUPPLIES	0.00	0.00	6,050.00	4,074.95	8,400.00
101.44.6100.453.60045	UNIFORMS & CLOTHING	0.00	0.00	1,380.00	0.00	1,600.00
101.44.6100.453.60065	SUPPLIES - OTHER	0.00	0.00	600.00	0.00	0.00
Category: 60 - SUPPLIES Total:		0.00	0.00	8,030.00	4,074.95	10,000.00
Activity: 453 - RECREATION - SPECIAL EVENTS Total:		0.00	0.00	18,680.00	11,933.35	29,700.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Activity: 454 - RECREATION - YOUTH SPORTS						
Category: 10 - WAGES & BENEFITS						
101.44.6100.454.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	9,700.00	5,634.56	11,100.00
101.44.6100.454.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	314.35	700.00
101.44.6100.454.20350	EMPLOYER MEDICARE	0.00	0.00	0.00	73.49	200.00
101.44.6100.454.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	800.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	9,700.00	6,022.40	12,800.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6100.454.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	33,400.00	33,558.20	43,100.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	33,400.00	33,558.20	43,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.44.6100.454.40065	OTHER RENTALS	0.00	0.00	850.00	1,416.25	1,300.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	850.00	1,416.25	1,300.00
Category: 60 - SUPPLIES						
101.44.6100.454.60009	PROGRAM SUPPLIES	0.00	0.00	3,250.00	1,244.92	2,400.00
101.44.6100.454.60045	UNIFORMS & CLOTHING	0.00	0.00	4,520.00	4,330.75	5,000.00
Category: 60 - SUPPLIES Total:		0.00	0.00	7,770.00	5,575.67	7,400.00
Activity: 454 - RECREATION - YOUTH SPORTS Total:		0.00	0.00	51,720.00	46,572.52	64,600.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Activity: 455 - RECREATION - ADULT SPORTS						
Category: 10 - WAGES & BENEFITS						
101.44.6100.455.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	2,800.00	0.00	3,400.00
101.44.6100.455.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	200.00
101.44.6100.455.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	300.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	2,800.00	0.00	3,900.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6100.455.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	5,100.00	4,059.90	5,800.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	5,100.00	4,059.90	5,800.00
Category: 50 - OTHER PURCHASED SERVICES						
101.44.6100.455.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	500.00	0.00	500.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	500.00	0.00	500.00
Category: 60 - SUPPLIES						
101.44.6100.455.60009	PROGRAM SUPPLIES	0.00	0.00	1,800.00	197.45	2,100.00
101.44.6100.455.60045	UNIFORMS & CLOTHING	0.00	0.00	100.00	60.50	300.00
Category: 60 - SUPPLIES Total:		0.00	0.00	1,900.00	257.95	2,400.00
Activity: 455 - RECREATION - ADULT SPORTS Total:		0.00	0.00	10,300.00	4,317.85	12,600.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Activity: 456 - RECREATION - ICE RINKS / RENTALS						
Category: 10 - WAGES & BENEFITS						
101.44.6100.456.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	9,500.00	7,255.61	10,600.00
101.44.6100.456.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	36.76	700.00
101.44.6100.456.20350	EMPLOYER MEDICARE	0.00	0.00	0.00	8.60	200.00
101.44.6100.456.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	800.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	9,500.00	7,300.97	12,300.00
Category: 50 - OTHER PURCHASED SERVICES						
101.44.6100.456.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	100.00	0.00	100.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	100.00	0.00	100.00
Category: 60 - SUPPLIES						
101.44.6100.456.60009	PROGRAM SUPPLIES	0.00	0.00	100.00	84.80	100.00
Category: 60 - SUPPLIES Total:		0.00	0.00	100.00	84.80	100.00
Activity: 456 - RECREATION - ICE RINKS / RENTALS Total:		0.00	0.00	9,700.00	7,385.77	12,500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Activity: 459 - RECREATION - ADMINISTRATIVE						
Category: 10 - WAGES & BENEFITS						
101.44.6100.459.10100	FULL-TIME EMPLOYEES	0.00	0.00	242,500.00	192,552.81	269,200.00
101.44.6100.459.10300	EMPLOYEES-NON BENEFITED	0.00	0.00	15,400.00	9,066.17	12,000.00
101.44.6100.459.10400	OVERTIME	0.00	0.00	200.00	333.19	1,000.00
101.44.6100.459.20100	INSURANCE-CASH OPTION	0.00	0.00	13,800.00	10,501.66	14,400.00
101.44.6100.459.20300	EMPLOYER SOCIAL SECURITY	0.00	0.00	18,100.00	12,979.82	15,600.00
101.44.6100.459.20350	EMPLOYER MEDICARE	0.00	0.00	4,200.00	3,035.22	4,100.00
101.44.6100.459.20400	EMPLOYER PERA	0.00	0.00	21,900.00	14,842.78	24,200.00
101.44.6100.459.20600	MEDICAL INSURANCE	0.00	0.00	31,000.00	23,523.99	34,900.00
101.44.6100.459.20620	LIFE INSURANCE	0.00	0.00	300.00	282.70	400.00
101.44.6100.459.20630	LTD INSURANCE	0.00	0.00	1,000.00	533.42	700.00
101.44.6100.459.20720	FLEX/COMP ACCOUNT FEE	0.00	0.00	300.00	136.13	200.00
101.44.6100.459.20750	WORKERS COMPENSATION	0.00	0.00	4,400.00	3,666.70	4,600.00
Category: 10 - WAGES & BENEFITS Total:		0.00	0.00	353,100.00	271,454.59	381,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
101.44.6100.459.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	27,900.00	12,965.00	21,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	0.00	27,900.00	12,965.00	21,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
101.44.6100.459.40044	REPAIR & MAINT - OFFICE EQUI...	0.00	0.00	5,400.00	0.00	0.00
101.44.6100.459.40050	RENTAL OF EQUIPMENT	0.00	0.00	300.00	0.00	0.00
101.44.6100.459.40070	CENTRAL EQUIP ALLOCATION	0.00	0.00	3,400.00	2,833.30	3,400.00
101.44.6100.459.40075	CITY FACILITIES ALLOCATION	0.00	0.00	8,100.00	6,750.00	5,300.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	17,200.00	9,583.30	8,700.00
Category: 50 - OTHER PURCHASED SERVICES						
101.44.6100.459.50019	INSURANCE ALLOCATION	0.00	0.00	1,500.00	1,250.00	1,000.00
101.44.6100.459.50020	TELEPHONE	0.00	0.00	600.00	175.00	0.00
101.44.6100.459.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	0.00	0.00	75.00	0.00
101.44.6100.459.50030	PRINTING & BINDING	0.00	0.00	15,500.00	10,006.00	18,800.00
101.44.6100.459.50035	POSTAGE/DELIVERY	0.00	0.00	3,600.00	2,530.47	4,200.00
101.44.6100.459.50065	TRAVEL	0.00	0.00	200.00	443.70	900.00
101.44.6100.459.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	0.00	1,000.00	2,260.00	1,200.00
101.44.6100.459.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	5,400.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
101.44.6100.459.50075	MEALS AND LODGING	0.00	0.00	1,200.00	908.71	2,700.00
101.44.6100.459.50080	CONFERENCES AND SEMINARS	0.00	0.00	2,000.00	1,850.00	4,200.00
101.44.6100.459.50090	FIELD TRIP FEES	0.00	0.00	600.00	0.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	0.00	26,200.00	19,498.88	38,400.00
Category: 60 - SUPPLIES						
101.44.6100.459.60009	PROGRAM SUPPLIES	0.00	0.00	1,000.00	3,204.60	1,000.00
101.44.6100.459.60010	SUPPLIES - OFFICE	0.00	0.00	800.00	95.14	800.00
101.44.6100.459.60018	SUPPLIES-TRAINING	0.00	0.00	0.00	339.12	0.00
101.44.6100.459.60040	SM TOOLS & MISC EQUIPMENT	0.00	0.00	1,000.00	395.42	1,000.00
101.44.6100.459.60045	UNIFORMS & CLOTHING	0.00	0.00	650.00	1,500.00	1,000.00
101.44.6100.459.60065	SUPPLIES - OTHER	0.00	0.00	3,400.00	442.48	3,800.00
101.44.6100.459.60070	CENTRAL STORES ALLOCATION	0.00	0.00	9,500.00	7,916.70	0.00
101.44.6100.459.60071	TECHNOLOGY ALLOCATION	0.00	0.00	600.00	500.00	27,100.00
Category: 60 - SUPPLIES Total:		0.00	0.00	16,950.00	14,393.46	34,700.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
101.44.6100.459.70440	BANK CHARGES / CREDIT CARD	0.00	0.00	8,000.00	5,589.18	8,700.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		0.00	0.00	8,000.00	5,589.18	8,700.00
Activity: 459 - RECREATION - ADMINISTRATIVE Total:		0.00	0.00	449,350.00	333,484.41	492,800.00
Department: 6100 - RECREATION Total:		0.00	0.00	552,800.00	422,788.99	633,300.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 9100 - CONTINGENCIES					
70 - OTHER EXPENSES / EXPENDITURES	0.00	0.00	0.00	0.00	33,000.00
Department: 9100 - CONTINGENCIES Total:	0.00	0.00	0.00	0.00	33,000.00



City of Inver Grove Heights

2023 Budget Book Contingencies Detail

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 9100 - CONTINGENCIES					
Category: 70 - OTHER EXPENSES / EXPENDITURES					
101.58.9100.581.70650 TAX ABATEMENT-THE CROSSINGS	0.00	0.00	0.00	0.00	33,000.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	0.00	0.00	0.00	0.00	33,000.00
Department: 9100 - CONTINGENCIES Total:	0.00	0.00	0.00	0.00	33,000.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 9200 - TRANSFERS					
91 - OTHER	2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00
Department: 9200 - TRANSFERS Total:	2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00

2023 Transfers Out:
\$ 300,000 Parks Capital Replacement
143,600 EDA
\$ 443,600



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Department: 9200 - TRANSFERS						
Category: 91 - OTHER						
101.57.9200.590.91100						
OPERATING TRANSFERS OUT		2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00
Category: 91 - OTHER Total:		2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00
Department: 9200 - TRANSFERS Total:		2,394,795.58	654,836.71	358,800.00	302,000.00	443,600.00

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City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 201 - C.V.B. FUND					
310 - TAXES	77,356.55	120,618.32	125,000.00	105,027.24	202,500.00
330 - INTERGOVERNMENTAL	22,944.44	17,500.00	13,900.00	11,000.00	10,000.00
360 - MISCELLANEOUS REVENUES	3,108.36	-1,028.50	0.00	254.18	0.00
390 - OTHER FINANCING SOURCES	11,878.49	0.00	0.00	0.00	0.00
Fund: 201 - C.V.B. FUND Total:	115,287.84	137,089.82	138,900.00	116,281.42	212,500.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 201 - C.V.B. FUND						
RevCat: 310 - TAXES						
201.00.0000.3181000	LODGING TAX	77,356.55	120,618.32	125,000.00	105,027.24	202,500.00
	RevCat: 310 - TAXES Total:	77,356.55	120,618.32	125,000.00	105,027.24	202,500.00
RevCat: 330 - INTERGOVERNMENTAL						
201.00.0000.3308500	STATE GRANTS	22,944.44	17,500.00	13,900.00	11,000.00	10,000.00
	RevCat: 330 - INTERGOVERNMENTAL Total:	22,944.44	17,500.00	13,900.00	11,000.00	10,000.00
RevCat: 360 - MISCELLANEOUS REVENUES						
201.00.0000.3610000	INVESTMENT INTEREST	1,369.70	617.01	0.00	254.18	0.00
201.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	429.25	185.91	0.00	0.00	0.00
201.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	1,309.41	-1,831.42	0.00	0.00	0.00
201.00.0000.3650000	OTHER REVENUES	0.00	0.00	0.00	0.00	0.00
	RevCat: 360 - MISCELLANEOUS REVENUES Total:	3,108.36	-1,028.50	0.00	254.18	0.00
RevCat: 390 - OTHER FINANCING SOURCES						
201.59.0000.3911000	OPERATING TRANSFERS IN	11,878.49	0.00	0.00	0.00	0.00
	RevCat: 390 - OTHER FINANCING SOURCES Total:	11,878.49	0.00	0.00	0.00	0.00
	Fund: 201 - C.V.B. FUND Total:	115,287.84	137,089.82	138,900.00	116,281.42	212,500.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 201 - C.V.B. FUND					
30 - PROFESSIONAL / TECHNICAL SERVICES	67,431.22	74,175.92	75,650.00	67,949.80	77,662.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	3,000.00	0.00	7,200.00
50 - OTHER PURCHASED SERVICES	57,838.75	57,877.08	52,400.00	54,721.24	115,725.00
60 - SUPPLIES	1,336.99	473.84	1,600.00	2,032.13	1,788.00
70 - OTHER EXPENSES / EXPENDITURES	3,476.13	6,030.93	6,250.00	5,251.37	10,125.00
Fund: 201 - C.V.B. FUND Total:	130,083.09	138,557.77	138,900.00	129,954.54	212,500.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 201 - C.V.B. FUND						
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
201.44.1600.465.30700	OTHER PROFESSIONAL SERVICES	67,431.22	74,175.92	75,650.00	67,949.80	77,662.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		67,431.22	74,175.92	75,650.00	67,949.80	77,662.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
201.44.1600.465.40065	OTHER RENTALS	0.00	0.00	3,000.00	0.00	7,200.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	3,000.00	0.00	7,200.00
Category: 50 - OTHER PURCHASED SERVICES						
201.44.1600.465.50020	TELEPHONE	0.00	0.00	820.00	0.00	1,070.00
201.44.1600.465.50025	ADVERTISING/PUBLISHED NOTIC...	54,158.58	53,123.68	47,160.00	45,600.08	98,880.00
201.44.1600.465.50030	PRINTING & BINDING	0.00	0.00	0.00	5,865.77	0.00
201.44.1600.465.50035	POSTAGE/DELIVERY	397.55	968.26	1,000.00	563.40	5,000.00
201.44.1600.465.50065	TRAVEL	210.95	28.11	150.00	97.20	1,450.00
201.44.1600.465.50070	DUES, LICENSES & SUBSCRIPTIO...	1,582.82	1,937.13	1,280.00	912.99	4,975.00
201.44.1600.465.50075	MEALS AND LODGING	352.56	445.90	380.00	911.80	1,350.00
201.44.1600.465.50080	CONFERENCES AND SEMINARS	1,136.29	1,374.00	1,610.00	770.00	3,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		57,838.75	57,877.08	52,400.00	54,721.24	115,725.00
Category: 60 - SUPPLIES						
201.44.1600.465.60010	SUPPLIES - OFFICE	1,336.99	473.84	1,600.00	2,032.13	1,788.00
Category: 60 - SUPPLIES Total:		1,336.99	473.84	1,600.00	2,032.13	1,788.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
201.44.1600.465.70700	ADMINISTRATIVE CHARGES	3,476.13	6,030.93	6,250.00	5,251.37	10,125.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		3,476.13	6,030.93	6,250.00	5,251.37	10,125.00
Fund: 201 - C.V.B. FUND Total:		130,083.09	138,557.77	138,900.00	129,954.54	212,500.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 205 - COMMUNITY CENTER					
330 - INTERGOVERNMENTAL	-79.00	0.00	0.00	0.00	0.00
340 - CHARGES FOR SERVICES	1,062,840.55	1,820,713.61	2,349,200.00	1,758,497.55	2,400,800.00
360 - MISCELLANEOUS REVENUES	446,755.07	424,514.64	403,600.00	208,041.48	388,250.00
390 - OTHER FINANCING SOURCES	1,685,872.16	1,092,614.00	2,158,700.00	5,936.87	1,109,650.00
Fund: 205 - COMMUNITY CENTER Total:	3,195,388.78	3,337,842.25	4,911,500.00	1,972,475.90	3,898,700.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 205 - COMMUNITY CENTER						
RevCat: 330 - INTERGOVERNMENTAL						
205.44.0000.3309000	GRANTS	-79.00	0.00	0.00	0.00	0.00
RevCat: 330 - INTERGOVERNMENTAL Total:		-79.00	0.00	0.00	0.00	0.00
RevCat: 340 - CHARGES FOR SERVICES						
205.44.0000.3490100	MEMBERSHIPS	442,400.26	641,240.36	922,500.00	689,994.05	939,200.00
205.44.0000.3490200	ADMISSIONS	63,840.36	144,433.84	193,500.00	146,689.26	193,200.00
205.44.0000.3490301	ADMISSIONS-MISCELLANEOUS	238.49	364.64	1,000.00	618.93	1,000.00
205.44.0000.3490400	MEMBERSHIPS MISCELLANEOUS	3,666.70	3,723.76	12,800.00	7,724.15	13,000.00
205.44.0000.3491500	SWIM MEETS	309.00	171.00	600.00	0.00	400.00
205.44.0000.3491800	DISTRICT 199 POOL RENTAL	25,339.94	49,379.17	48,300.00	24,488.03	52,000.00
205.44.0000.3492001	DISTRICT 199 ICE RENTAL	42,144.68	105,941.28	92,000.00	45,080.80	94,000.00
205.44.0000.3492200	ICE RENTALS	289,649.02	425,128.59	440,000.00	261,122.73	445,000.00
205.44.0000.3492300	TURF RENTALS	8,288.68	4,250.80	26,000.00	8,458.89	13,000.00
205.44.0000.3492500	ROOM RENTALS	22,849.79	25,267.13	57,000.00	44,174.97	63,100.00
205.44.0000.3492700	POOL RENTALS	23,118.37	29,309.82	12,000.00	14,305.03	26,000.00
205.44.0000.3492900	BIRTHDAY PARTIES	11,832.91	41,944.58	50,200.00	50,510.23	52,000.00
205.44.0000.3493501	LESSONS/TUITION	118,217.28	258,780.65	308,500.00	279,376.80	325,400.00
205.44.0000.3494202	MISC SUPPLIES & EQUIPMENT	589.00	115.09	200.00	4.67	200.00
205.44.0000.3494401	SKATE RENTAL	463.61	754.79	600.00	1,306.84	600.00
205.44.0000.3496000	KIDS CAMP	-10.00	77,958.22	160,000.00	169,516.93	162,200.00
205.44.0000.3496501	CHILD CARE	218.86	53.46	2,000.00	147.60	500.00
205.44.0000.3497000	CONCESSIONS	4,000.00	4,000.00	10,000.00	6,000.00	10,000.00
205.44.0000.3497500	VENDING	3,248.60	5,502.43	7,000.00	5,247.64	5,000.00
205.44.0000.3497700	VENDING/COKE CONTRACT	0.00	0.00	0.00	0.00	0.00
205.44.0000.3498001	ADVERTISING	2,435.00	2,394.00	5,000.00	3,730.00	5,000.00
RevCat: 340 - CHARGES FOR SERVICES Total:		1,062,840.55	1,820,713.61	2,349,200.00	1,758,497.55	2,400,800.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
RevCat: 360 - MISCELLANEOUS REVENUES						
205.00.0000.3610000	INVESTMENT INTEREST	2,917.64	323.08	0.00	441.57	0.00
205.00.0000.3610300	INTEREST ON ROSEMOUNT LOAN..	31,709.56	28,528.18	25,100.00	0.00	21,600.00
205.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	725.90	-403.07	0.00	0.00	0.00
205.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	2,213.06	-2,486.39	0.00	0.00	0.00
205.44.0000.3620000	RENTS & ROYALTIES	0.00	275,000.00	0.00	137,500.00	283,250.00
205.44.0000.3630000	CONTRIBUTIONS & DONATIONS	357,349.44	69,171.82	310,500.00	17,000.00	23,000.00
205.44.0000.3650000	OTHER REVENUES	1,499.59	1,509.65	14,000.00	3,756.82	1,500.00
205.44.0000.3651000	ATM COMMISSIONS	38.66	245.83	1,000.00	349.09	1,000.00
205.44.0000.3660000	OTHER REIMBURSEMENTS	50,301.22	52,625.54	53,000.00	48,994.00	57,900.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		446,755.07	424,514.64	403,600.00	208,041.48	388,250.00
RevCat: 390 - OTHER FINANCING SOURCES						
205.59.0000.3911000	OPERATING TRANSFERS IN	1,685,872.16	1,092,614.00	2,158,700.00	5,936.87	1,109,650.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		1,685,872.16	1,092,614.00	2,158,700.00	5,936.87	1,109,650.00
Fund: 205 - COMMUNITY CENTER Total:		3,195,388.78	3,337,842.25	4,911,500.00	1,972,475.90	3,898,700.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 205 - COMMUNITY CENTER					
10 - WAGES & BENEFITS	1,627,344.63	1,968,062.10	2,300,500.00	1,731,127.51	2,525,600.00
30 - PROFESSIONAL / TECHNICAL SERVICES	10,902.00	19,863.00	53,600.00	38,802.56	41,100.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	625,056.12	871,907.36	844,400.00	777,094.63	846,300.00
50 - OTHER PURCHASED SERVICES	95,641.32	87,922.08	146,200.00	107,242.18	154,000.00
60 - SUPPLIES	143,076.88	187,774.03	178,800.00	178,793.20	273,900.00
70 - OTHER EXPENSES / EXPENDITURES	45,106.23	41,847.61	49,100.00	45,075.01	57,800.00
75 - COSTS OF SALES	0.00	0.00	0.00	0.00	0.00
80 - CAPITAL OUTLAY	210,139.31	145,078.80	1,338,900.00	937,190.35	0.00
91 - OTHER	401,480.74	0.00	0.00	0.00	0.00
Fund: 205 - COMMUNITY CENTER Total:	3,158,747.23	3,322,454.98	4,911,500.00	3,815,325.44	3,898,700.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 205 - COMMUNITY CENTER						
Category: 10 - WAGES & BENEFITS						
205.44.6200.453.10100	FULL-TIME EMPLOYEES	750,946.55	795,266.28	928,100.00	680,229.73	991,300.00
205.44.6200.453.10200	PART-TIME EMPLOYEES-BENEFIT...	112,068.09	113,231.76	116,300.00	93,522.05	117,900.00
205.44.6200.453.10300	EMPLOYEES-NON BENEFITED	298,151.42	546,551.23	700,200.00	553,084.95	804,500.00
205.44.6200.453.10400	OVERTIME	15,396.98	19,642.47	7,000.00	12,124.70	14,000.00
205.44.6200.453.20100	INSURANCE-CASH OPTION	54,096.17	55,634.02	67,900.00	47,636.24	69,300.00
205.44.6200.453.20300	EMPLOYER SOCIAL SECURITY	72,322.31	91,723.82	109,000.00	82,889.59	117,900.00
205.44.6200.453.20350	EMPLOYER MEDICARE	17,020.28	21,459.71	25,500.00	19,385.60	28,000.00
205.44.6200.453.20400	EMPLOYER PERA	71,707.31	81,301.87	131,900.00	75,625.11	144,600.00
205.44.6200.453.20600	MEDICAL INSURANCE	135,034.45	135,167.61	150,400.00	115,282.16	172,900.00
205.44.6200.453.20620	LIFE INSURANCE	1,290.76	1,315.27	1,600.00	1,147.37	1,600.00
205.44.6200.453.20630	LTD INSURANCE	2,542.84	2,723.93	4,700.00	2,297.33	3,100.00
205.44.6200.453.20700	UNEMPLOYMENT COMPENSATI...	428.74	25,309.66	0.00	54.31	0.00
205.44.6200.453.20720	FLEX/COMP ACCOUNT FEE	998.72	1,002.13	1,200.00	598.37	1,000.00
205.44.6200.453.20750	WORKERS COMPENSATION	65,100.00	56,700.00	56,700.00	47,250.00	59,500.00
205.44.6200.453.20800	COMPENSATED ABSENCES	30,240.01	21,032.34	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		1,627,344.63	1,968,062.10	2,300,500.00	1,731,127.51	2,525,600.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
205.44.6200.453.30300	ENGINEERING CONSULTANTS	0.00	0.00	1,500.00	14,786.43	0.00
205.44.6200.453.30420	LEGAL SERVICES	1,835.00	0.00	0.00	0.00	1,500.00
205.44.6200.453.30700	OTHER PROFESSIONAL SERVICES	9,067.00	19,863.00	52,100.00	24,016.13	39,600.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		10,902.00	19,863.00	53,600.00	38,802.56	41,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
205.44.6200.453.40005	WATER UTILITY SERVICES	17,636.41	30,320.54	18,200.00	31,668.66	22,000.00
205.44.6200.453.40010	GAS UTILITY SERVICES	152,759.91	131,228.73	140,800.00	166,324.44	146,000.00
205.44.6200.453.40015	SEWER UTILITY SERVICES	20,816.00	36,797.00	21,000.00	39,826.04	28,000.00
205.44.6200.453.40020	ELECTRIC UTILITY SERVICES	146,266.51	351,882.76	309,100.00	204,518.61	312,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
205.44.6200.453.40025	REFUSE DISPOSAL	2,459.79	5,266.43	500.00	1,128.19	200.00
205.44.6200.453.40030	STORM WATER UTILITY SERVICE	1,846.04	1,698.20	1,800.00	1,682.76	1,800.00
205.44.6200.453.40040	REPAIR & MAINT - BUILDINGS	229,178.85	278,368.62	282,000.00	284,859.80	290,000.00
205.44.6200.453.40042	REPAIR & MAINT - EQUIPMENT	8,592.57	11,767.69	12,600.00	3,655.29	15,300.00
205.44.6200.453.40044	REPAIR & MAINT - OFFICE EQUI...	16,200.00	-5,400.01	8,900.00	0.00	0.00
205.44.6200.453.40047	REPAIR & MAINT - OTHER STRUC...	0.00	0.00	0.00	0.00	0.00
205.44.6200.453.40050	RENTAL OF EQUIPMENT	0.00	0.00	200.00	0.00	200.00
205.44.6200.453.40065	OTHER RENTALS	0.00	677.36	0.00	2,347.44	1,500.00
205.44.6200.453.40070	CENTRAL EQUIP ALLOCATION	29,300.04	29,300.04	29,300.00	24,416.70	29,300.00
205.44.6200.453.40075	CITY FACILITIES ALLOCATION	0.00	0.00	20,000.00	16,666.70	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		625,056.12	871,907.36	844,400.00	777,094.63	846,300.00
Category: 50 - OTHER PURCHASED SERVICES						
205.44.6200.453.50019	INSURANCE ALLOCATION	54,000.00	58,100.04	58,100.00	48,416.70	56,800.00
205.44.6200.453.50020	TELEPHONE	1,646.06	1,770.00	1,100.00	1,265.00	0.00
205.44.6200.453.50025	ADVERTISING/PUBLISHED NOTIC...	4,131.97	633.49	3,200.00	110.00	3,200.00
205.44.6200.453.50030	PRINTING & BINDING	11,286.13	3,640.00	27,800.00	19,203.64	31,200.00
205.44.6200.453.50035	POSTAGE/DELIVERY	2,031.28	3,662.36	9,400.00	3,795.68	9,900.00
205.44.6200.453.50055	ALARM SERVICES / SYSTEMS	3,133.00	1,065.00	1,000.00	0.00	2,400.00
205.44.6200.453.50065	TRAVEL	705.65	549.93	1,200.00	382.63	1,400.00
205.44.6200.453.50070	DUES, LICENSES & SUBSCRIPTIO...	11,716.48	14,122.92	14,800.00	9,639.66	15,235.00
205.44.6200.453.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	11,065.00
205.44.6200.453.50075	MEALS AND LODGING	0.00	0.00	3,200.00	0.00	4,600.00
205.44.6200.453.50080	CONFERENCES AND SEMINARS	1,354.00	327.34	6,300.00	1,020.00	7,100.00
205.44.6200.453.50090	FIELD TRIP FEES	5,636.75	4,051.00	20,100.00	23,408.87	11,100.00
Category: 50 - OTHER PURCHASED SERVICES Total:		95,641.32	87,922.08	146,200.00	107,242.18	154,000.00
Category: 60 - SUPPLIES						
205.44.6200.453.60009	PROGRAM SUPPLIES	-250.00	0.00	0.00	0.00	0.00
205.44.6200.453.60010	SUPPLIES - OFFICE	0.00	88.24	0.00	0.00	6,000.00
205.44.6200.453.60011	SUPPLIES-JANITOR/CLEANING	22,235.73	21,408.11	32,000.00	29,584.76	32,000.00
205.44.6200.453.60012	SUPPLIES - SHOP	194.28	1,732.94	1,600.00	433.67	2,000.00
205.44.6200.453.60016	SUPPLIES - MAINTENANCE	27,360.37	33,381.85	30,300.00	18,523.92	30,300.00
205.44.6200.453.60018	SUPPLIES-TRAINING	943.37	5,997.63	3,900.00	2,539.35	4,400.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
205.44.6200.453.60021	FUELS	0.00	7.31	0.00	2.70	0.00
205.44.6200.453.60024	POOL CHEMICALS	34,884.34	52,290.62	36,000.00	44,758.26	40,000.00
205.44.6200.453.60040	SM TOOLS & MISC EQUIPMENT	17,724.88	18,113.00	19,400.00	34,670.69	25,400.00
205.44.6200.453.60045	UNIFORMS & CLOTHING	2,690.62	7,495.30	6,600.00	10,653.45	10,800.00
205.44.6200.453.60065	SUPPLIES - OTHER	19,893.29	19,759.11	23,000.00	15,959.80	24,800.00
205.44.6200.453.60070	CENTRAL STORES ALLOCATION	17,400.00	19,266.63	19,900.00	16,583.30	0.00
205.44.6200.453.60071	TECHNOLOGY ALLOCATION	0.00	8,233.29	6,100.00	5,083.30	98,200.00
Category: 60 - SUPPLIES Total:		143,076.88	187,774.03	178,800.00	178,793.20	273,900.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
205.44.6200.453.70310	LEASE OF ARMORY	22,000.00	2,750.00	5,500.00	4,125.00	12,000.00
205.44.6200.453.70440	BANK CHARGES / CREDIT CARD	22,709.48	38,843.79	39,000.00	38,499.38	42,000.00
205.44.6200.453.70450	CASH OVER/SHORT	68.25	-1.43	100.00	17.85	100.00
205.44.6200.453.70600	OTHER MISCELLANEOUS	328.50	255.25	2,500.00	320.70	1,700.00
205.44.6200.453.70610	TRANSPORTATION	0.00	0.00	2,000.00	2,112.08	2,000.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		45,106.23	41,847.61	49,100.00	45,075.01	57,800.00
Category: 75 - COSTS OF SALES						
205.44.6200.453.75050	FOOD INVENTORY	0.00	0.00	0.00	0.00	0.00
Category: 75 - COSTS OF SALES Total:		0.00	0.00	0.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY						
205.44.6200.453.80200	BUILDINGS	209,670.31	130,918.06	1,270,200.00	865,718.27	0.00
205.44.6200.453.80300	IMPROVEMENTS (NON-BLDG)	469.00	7,651.01	0.00	0.00	0.00
205.44.6200.453.80500	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
205.44.6200.453.80800	OTHER EQUIPMENT	0.00	6,509.73	68,700.00	71,472.08	0.00
Category: 80 - CAPITAL OUTLAY Total:		210,139.31	145,078.80	1,338,900.00	937,190.35	0.00
Category: 91 - OTHER						
205.44.6200.453.91100	OPERATING TRANSFERS OUT	401,480.74	0.00	0.00	0.00	0.00
Category: 91 - OTHER Total:		401,480.74	0.00	0.00	0.00	0.00
Fund: 205 - COMMUNITY CENTER Total:		3,158,747.23	3,322,454.98	4,911,500.00	3,815,325.44	3,898,700.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Fund: 206 - COMMUNITY CENTER-CAPITAL						
Revenue						
206.59.0000.3911000	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	718,200.00
	Revenue Total:	0.00	0.00	0.00	0.00	718,200.00
Expense						
206.44.6200.459.80200	BUILDINGS	0.00	0.00	0.00	0.00	673,200.00
206.44.6200.459.80800	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	45,000.00
	Expense Total:	0.00	0.00	0.00	0.00	718,200.00
Fund: 206 - COMMUNITY CENTER-CAPITAL:		0.00	0.00	0.00	0.00	0.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 290 - EDA OPERATING					
330 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
360 - MISCELLANEOUS REVENUES	3,822.18	-332.29	0.00	852.78	1,900.00
390 - OTHER FINANCING SOURCES	83,200.00	65,799.96	65,800.00	54,833.30	143,600.00
Fund: 290 - EDA OPERATING Total:	87,022.18	65,467.67	65,800.00	55,686.08	145,500.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 290 - EDA OPERATING					
RevCat: 330 - INTERGOVERNMENTAL					
290.45.0000.3309000 GRANTS	0.00	0.00	0.00	0.00	0.00
RevCat: 330 - INTERGOVERNMENTAL Total:	0.00	0.00	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES					
290.00.0000.3610000 INVESTMENT INTEREST	1,401.07	1,817.80	0.00	852.78	1,900.00
290.00.0000.3611000 ACCRUED INTEREST RECEIVABLE	597.92	1,211.01	0.00	0.00	0.00
290.00.0000.3612000 FAIR MARKET VALUE ALLOCATION	1,823.19	-3,361.10	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:	3,822.18	-332.29	0.00	852.78	1,900.00
RevCat: 390 - OTHER FINANCING SOURCES					
290.45.0000.3911000 OPERATING TRANSFERS IN	83,200.00	65,799.96	65,800.00	54,833.30	143,600.00
RevCat: 390 - OTHER FINANCING SOURCES Total:	83,200.00	65,799.96	65,800.00	54,833.30	143,600.00
Fund: 290 - EDA OPERATING Total:	87,022.18	65,467.67	65,800.00	55,686.08	145,500.00



City of Inver Grove Heights

2023 Budget Book Expenditure Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 290 - EDA OPERATING					
10 - WAGES & BENEFITS	19,152.86	20,511.82	19,700.00	15,798.66	144,665.00
30 - PROFESSIONAL / TECHNICAL SERVICES	17,440.18	70,827.35	52,000.00	8,623.00	53,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	500.04	500.04	300.00	250.00	300.00
50 - OTHER PURCHASED SERVICES	8,544.20	2,081.96	15,100.00	1,025.02	12,000.00
60 - SUPPLIES	0.00	0.00	100.00	0.00	0.00
Fund: 290 - EDA OPERATING Total:	45,637.28	93,921.17	87,200.00	25,696.68	209,965.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 290 - EDA OPERATING						
Category: 10 - WAGES & BENEFITS						
290.45.3000.419.10100	FULL-TIME EMPLOYEES	14,030.71	15,004.63	15,500.00	12,525.84	107,300.00
290.45.3000.419.10400	OVERTIME	0.00	0.00	0.00	0.00	0.00
290.45.3000.419.20100	INSURANCE-CASH OPTION	463.32	463.32	500.00	374.22	5,100.00
290.45.3000.419.20300	EMPLOYER SOCIAL SECURITY	829.03	884.12	1,000.00	796.94	6,700.00
290.45.3000.419.20350	EMPLOYER MEDICARE	209.34	223.48	200.00	186.49	1,465.00
290.45.3000.419.20400	EMPLOYER PERA	1,052.26	1,125.40	1,300.00	939.35	8,100.00
290.45.3000.419.20600	MEDICAL INSURANCE	1,058.55	993.76	1,000.00	843.15	15,200.00
290.45.3000.419.20620	LIFE INSURANCE	20.54	22.21	0.00	18.60	200.00
290.45.3000.419.20630	LTD INSURANCE	29.28	29.00	0.00	24.40	300.00
290.45.3000.419.20720	FLEX/COMP ACCOUNT FEE	11.30	14.26	100.00	6.37	100.00
290.45.3000.419.20750	WORKERS COMPENSATION	99.96	99.96	100.00	83.30	200.00
290.45.3000.419.20800	COMPENSATED ABSENCES	1,348.57	1,651.68	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		19,152.86	20,511.82	19,700.00	15,798.66	144,665.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
290.45.3000.419.30150	FISCAL CONSULTANTS	0.00	0.00	0.00	0.00	6,000.00
290.45.3000.419.30420	LEGAL SERVICES	2,292.00	864.00	2,000.00	324.00	6,000.00
290.45.3000.419.30440	BOND COUNSEL	0.00	0.00	0.00	0.00	1,000.00
290.45.3000.419.30700	OTHER PROFESSIONAL SERVICES	15,148.18	69,963.35	50,000.00	8,299.00	40,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		17,440.18	70,827.35	52,000.00	8,623.00	53,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
290.45.3000.419.40075	CITY FACILITIES ALLOCATION	500.04	500.04	300.00	250.00	300.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		500.04	500.04	300.00	250.00	300.00
Category: 50 - OTHER PURCHASED SERVICES						
290.45.3000.419.50019	INSURANCE ALLOCATION	99.96	99.96	100.00	83.30	200.00
290.45.3000.419.50025	ADVERTISING/PUBLISHED NOTIC...	55.47	0.00	4,000.00	0.00	0.00
290.45.3000.419.50065	TRAVEL	0.00	0.00	0.00	38.00	300.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
290.45.3000.419.50070	DUES, LICENSES & SUBSCRIPTIO...	7,498.00	1,029.00	7,500.00	221.40	8,000.00
290.45.3000.419.50080	CONFERENCES AND SEMINARS	890.77	953.00	3,500.00	682.32	3,500.00
Category: 50 - OTHER PURCHASED SERVICES Total:		8,544.20	2,081.96	15,100.00	1,025.02	12,000.00
Category: 60 - SUPPLIES						
290.45.3000.419.60018	SUPPLIES-TRAINING	0.00	0.00	100.00	0.00	0.00
Category: 60 - SUPPLIES Total:		0.00	0.00	100.00	0.00	0.00
Fund: 290 - EDA OPERATING Total:		45,637.28	93,921.17	87,200.00	25,696.68	209,965.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 451 - HOST COMMUNITY FUND					
340 - CHARGES FOR SERVICES	3,116,049.19	4,095,227.85	2,700,000.00	2,325,737.67	3,050,000.00
360 - MISCELLANEOUS REVENUES	204,988.48	-49,511.56	95,000.00	25,669.26	95,000.00
390 - OTHER FINANCING SOURCES	0.00	0.00	0.00	19,598.78	0.00
Fund: 451 - HOST COMMUNITY FUND Total:	3,321,037.67	4,045,716.29	2,795,000.00	2,371,005.71	3,145,000.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 451 - HOST COMMUNITY FUND						
RevCat: 340 - CHARGES FOR SERVICES						
451.43.0000.3444500	HOST COMMUNITY FEES - BFI (P...	3,091,049.19	4,070,227.85	2,700,000.00	2,100,737.67	2,800,000.00
451.43.0000.3444502	HOST COMMUNITY FEES -DAW...	25,000.00	25,000.00	0.00	0.00	25,000.00
451.43.0000.3444503	HOST COMMUNITY FEES - PINE B...	0.00	0.00	0.00	225,000.00	225,000.00
RevCat: 340 - CHARGES FOR SERVICES Total:		3,116,049.19	4,095,227.85	2,700,000.00	2,325,737.67	3,050,000.00
RevCat: 360 - MISCELLANEOUS REVENUES						
451.00.0000.3610003	INVESTMENT INTEREST	84,782.31	152,011.15	95,000.00	25,669.26	95,000.00
451.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	29,690.85	31,534.90	0.00	0.00	0.00
451.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	90,515.32	-233,057.61	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		204,988.48	-49,511.56	95,000.00	25,669.26	95,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
451.43.0000.3911000	OPERATING TRANSFERS IN	0.00	0.00	0.00	19,598.78	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		0.00	0.00	0.00	19,598.78	0.00
Fund: 451 - HOST COMMUNITY FUND Total:		3,321,037.67	4,045,716.29	2,795,000.00	2,371,005.71	3,145,000.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 451 - HOST COMMUNITY FUND					
10 - WAGES & BENEFITS	-2,469.58	97,042.66	89,100.00	75,005.98	94,000.00
30 - PROFESSIONAL / TECHNICAL SERVICES	73,322.90	179,269.44	352,555.00	109,439.26	65,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	1,147.40	2,662.17	5,000.00	841.84	0.00
60 - SUPPLIES	168,206.26	8,497.56	1,000.00	15,784.60	2,703.00
70 - OTHER EXPENSES / EXPENDITURES	6,000.00	1,000.00	6,000.00	6,000.00	0.00
80 - CAPITAL OUTLAY	0.00	35,687.56	100,000.00	57,963.84	60,000.00
91 - OTHER	1,670,892.89	2,657,048.97	3,688,700.00	1,525,000.00	5,257,850.00
Fund: 451 - HOST COMMUNITY FUND Total:	1,917,099.87	2,981,208.36	4,242,355.00	1,790,035.52	5,479,553.00

91-Other = Transfers Out to Other Funds
\$ 1,109,650 Community Center - Operations
718,200 Community Center - Capital
600,000 Pavement Management
1,800,000 Public Works Facility Expansion
1,000,000 Storm Water Fund
25,000 EDA-Acquisitions
5,000 Recycling Grant
\$ 5,257,850



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 451 - HOST COMMUNITY FUND						
Category: 10 - WAGES & BENEFITS						
451.45.3000.419.20720	FLEX/COMP ACCOUNT FEE	0.00	0.00	100.00	0.00	0.00
451.45.3000.419.20800	COMPENSATED ABSENCES	-6,003.44	0.00	0.00	0.00	0.00
451.75.5900.751.10100	FULL-TIME EMPLOYEES	3,533.86	75,829.86	66,800.00	56,909.43	70,600.00
451.75.5900.751.20100	INSURANCE-CASH OPTION	0.00	3,649.54	3,700.00	2,993.76	3,700.00
451.75.5900.751.20300	EMPLOYER SOCIAL SECURITY	0.00	3,954.58	4,100.00	3,490.23	4,400.00
451.75.5900.751.20350	EMPLOYER MEDICARE	0.00	924.82	1,000.00	816.16	1,000.00
451.75.5900.751.20400	EMPLOYER PERA	0.00	4,678.10	5,000.00	4,027.95	5,300.00
451.75.5900.751.20600	MEDICAL INSURANCE	0.00	7,206.99	7,500.00	6,096.25	8,200.00
451.75.5900.751.20620	LIFE INSURANCE	0.00	94.83	100.00	79.07	100.00
451.75.5900.751.20630	LTD INSURANCE	0.00	203.90	300.00	176.43	200.00
451.75.5900.751.20750	WORKERS COMPENSATION	0.00	500.04	500.00	416.70	500.00
Category: 10 - WAGES & BENEFITS Total:		-2,469.58	97,042.66	89,100.00	75,005.98	94,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
451.42.4000.421.30700	OTHER PROFESSIONAL SERVICES	0.00	36,820.88	18,555.00	32,098.26	0.00
451.44.6000.451.30700	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	41,000.00	0.00
451.45.3000.419.30700	OTHER PROFESSIONAL SERVICES	18,425.00	31,575.00	0.00	635.00	0.00
451.75.5900.751.30420	LEGAL SERVICES	3,450.00	76.00	2,000.00	18,612.00	15,000.00
451.75.5900.751.30700	OTHER PROFESSIONAL SERVICES	51,447.90	110,797.56	332,000.00	17,094.00	50,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		73,322.90	179,269.44	352,555.00	109,439.26	65,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
451.45.3000.419.40025	REFUSE DISPOSAL	1,147.40	2,662.17	5,000.00	841.84	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		1,147.40	2,662.17	5,000.00	841.84	0.00
Category: 60 - SUPPLIES						
451.45.3000.419.60065	SUPPLIES - OTHER	168,206.26	8,497.56	1,000.00	15,784.60	2,703.00
Category: 60 - SUPPLIES Total:		168,206.26	8,497.56	1,000.00	15,784.60	2,703.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 70 - OTHER EXPENSES / EXPENDITURES						
451.75.5900.751.70600	OTHER MISCELLANEOUS	6,000.00	1,000.00	6,000.00	6,000.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		6,000.00	1,000.00	6,000.00	6,000.00	0.00
Category: 80 - CAPITAL OUTLAY						
451.47.1400.413.80800	OTHER EQUIPMENT	0.00	35,687.56	100,000.00	57,963.84	60,000.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	35,687.56	100,000.00	57,963.84	60,000.00
Category: 91 - OTHER						
451.57.9200.590.91100	OPERATING TRANSFERS OUT	1,670,892.89	2,657,048.97	3,688,700.00	1,525,000.00	5,257,850.00
Category: 91 - OTHER Total:		1,670,892.89	2,657,048.97	3,688,700.00	1,525,000.00	5,257,850.00
Fund: 451 - HOST COMMUNITY FUND Total:		1,917,099.87	2,981,208.36	4,242,355.00	1,790,035.52	5,479,553.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 365 - G.O. IMPR BONDS 2015A						
Revenue						
365.00.0000.3111000	CURRENT PROPERTY TAXES	572,658.26	577,656.84	635,669.00	317,834.50	637,301.00
365.00.0000.3112000	DELINQUENT PROPERTY TAXES	1,588.09	2,930.16	0.00	2,877.89	0.00
365.00.0000.3113000	CURRENT FISCAL DISPARITY	75,223.31	70,431.87	0.00	37,108.78	0.00
365.00.0000.3302200	MARKET VALUE HOMESTEAD CR	1,004.34	868.71	1,000.00	428.38	750.00
365.00.0000.3610000	INVESTMENT INTEREST	10,351.61	6,202.82	6,000.00	2,515.87	6,500.00
365.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	3,496.87	2,677.97	0.00	0.00	0.00
365.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	10,659.55	-15,907.30	0.00	0.00	0.00
365.43.0000.3701000	SA CURRENT	34,938.04	31,257.90	30,000.00	14,502.19	25,000.00
365.43.0000.3702000	SA DELINQUENT	-2,066.10	0.00	0.00	0.00	0.00
365.43.0000.3703000	SA DEFERRED - CITY	10,500.00	4,800.00	0.00	7,722.00	0.00
365.43.0000.3706000	SA PENALTIES & INTEREST	26.81	43.38	0.00	6.98	0.00
365.59.0000.3911000	OPERATING TRANSFERS IN	0.00	0.00	0.00	45,060.00	0.00
	Revenue Total:	718,380.78	680,962.35	672,669.00	428,056.59	669,551.00
Expense						
365.57.9000.570.30150	FISCAL CONSULTANTS	2,390.00	0.00	0.00	0.00	0.00
365.57.9000.570.90100	PRINCIPAL PAYMENTS	485,000.00	495,000.00	505,000.00	505,000.00	515,000.00
365.57.9000.570.90200	INTEREST PAYMENTS	177,200.00	167,400.00	154,880.00	154,875.00	139,575.00
365.57.9000.570.90300	PAYING AGENT FEES	475.00	475.00	500.00	941.67	500.00
	Expense Total:	665,065.00	662,875.00	660,380.00	660,816.67	655,075.00
Fund: 365 - G.O. IMPR BONDS 2015A:		53,315.78	18,087.35	12,289.00	-232,760.08	14,476.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A						
Revenue						
367.00.0000.3111000	CURRENT PROPERTY TAXES	559,732.03	582,095.83	695,874.00	347,937.00	718,134.00
367.00.0000.3112000	DELINQUENT PROPERTY TAXES	2,262.79	3,025.46	0.00	2,900.08	0.00
367.00.0000.3113000	CURRENT FISCAL DISPARITY	73,525.34	70,973.10	0.00	40,623.40	0.00
367.00.0000.3302200	MARKET VALUE HOMESTEAD CR	981.67	848.94	750.00	468.96	750.00
367.00.0000.3610000	INVESTMENT INTEREST	6,312.31	3,761.60	4,000.00	1,467.20	4,000.00
367.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	2,140.60	1,603.97	0.00	0.00	0.00
367.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	6,526.21	-9,708.62	0.00	0.00	0.00
	Revenue Total:	651,480.95	652,600.28	700,624.00	393,396.64	722,884.00
Expense						
367.57.9000.570.30700	OTHER PROFESSIONAL SERVICES	0.00	3,750.00	0.00	0.00	0.00
367.57.9000.570.90100	PRINCIPAL PAYMENTS	350,000.00	380,000.00	410,000.00	410,000.00	460,000.00
367.57.9000.570.90200	INTEREST PAYMENTS	231,687.50	220,737.50	208,890.00	208,887.50	195,850.00
367.57.9000.570.90300	PAYING AGENT FEES	475.00	475.00	500.00	941.67	500.00
	Expense Total:	582,162.50	604,962.50	619,390.00	619,829.17	656,350.00
Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A:		69,318.45	47,637.78	81,234.00	-226,432.53	66,534.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 369 - G.O. IMPR BONDS 2017B						
Revenue						
369.00.0000.3111000	CURRENT PROPERTY TAXES	239,149.35	242,956.51	263,211.00	131,605.50	263,125.00
369.00.0000.3112000	DELINQUENT PROPERTY TAXES	706.41	1,233.50	0.00	1,211.26	0.00
369.00.0000.3113000	CURRENT FISCAL DISPARITY	31,414.21	29,622.91	0.00	15,365.60	0.00
369.00.0000.3302200	MARKET VALUE HOMESTEAD CR	419.43	362.70	350.00	177.43	350.00
369.00.0000.3610000	INVESTMENT INTEREST	3,679.80	1,967.67	2,000.00	674.16	2,000.00
369.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	1,198.63	759.90	0.00	0.00	0.00
369.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	3,653.91	-5,318.61	0.00	0.00	0.00
369.43.0000.3701000	SA CURRENT	56,388.02	52,850.45	55,000.00	25,512.98	48,000.00
369.43.0000.3702000	SA DELINQUENT	82.96	80.40	0.00	54.57	0.00
369.43.0000.3703000	SA DEFERRED - CITY	9,292.90	11,608.18	0.00	3,273.46	0.00
369.43.0000.3706000	SA PENALTIES & INTEREST	12.30	50.59	0.00	10.64	0.00
369.59.0000.3911000	OPERATING TRANSFERS IN	0.00	0.00	0.00	50,393.00	0.00
	Revenue Total:	345,997.92	336,174.20	320,561.00	228,278.60	313,475.00
Expense						
369.57.9000.570.30150	FISCAL CONSULTANTS	5,280.00	0.00	0.00	0.00	0.00
369.57.9000.570.90100	PRINCIPAL PAYMENTS	240,000.00	245,000.00	250,000.00	250,000.00	255,000.00
369.57.9000.570.90200	INTEREST PAYMENTS	91,737.52	84,462.52	77,040.00	77,037.52	69,500.00
369.57.9000.570.90300	PAYING AGENT FEES	475.00	475.00	500.00	941.66	500.00
	Expense Total:	337,492.52	329,937.52	327,540.00	327,979.18	325,000.00
Fund: 369 - G.O. IMPR BONDS 2017B:		8,505.40	6,236.68	-6,979.00	-99,700.58	-11,525.00



City of Inver Grove Heights

2023 Budget Book

Revenue & Expenditure Detail

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION						
Revenue						
392.00.0000.3111000	CURRENT PROPERTY TAXES	648,474.80	652,453.18	737,977.00	368,988.50	739,289.00
392.00.0000.3112000	DELINQUENT PROPERTY TAXES	2,760.81	3,536.80	0.00	3,250.61	0.00
392.00.0000.3113000	CURRENT FISCAL DISPARITY	85,182.43	79,551.55	0.00	43,081.27	0.00
392.00.0000.3302200	MARKET VALUE HOMESTEAD CR	1,137.31	983.53	1,000.00	497.31	750.00
392.00.0000.3610000	INVESTMENT INTEREST	3,000.93	1,760.08	1,500.00	647.05	1,500.00
392.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	1,138.88	613.31	0.00	0.00	0.00
392.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	3,472.03	-4,961.10	0.00	0.00	0.00
	Revenue Total:	745,167.19	733,937.35	740,477.00	416,464.74	741,539.00
Expense						
392.57.9000.570.30150	FISCAL CONSULTANTS	0.00	4,500.00	0.00	0.00	0.00
392.57.9000.570.90100	PRINCIPAL PAYMENTS	115,000.00	340,000.00	355,000.00	355,000.00	375,000.00
392.57.9000.570.90200	INTEREST PAYMENTS	365,460.00	354,085.00	336,710.00	336,710.00	318,460.00
392.57.9000.570.90300	PAYING AGENT FEES	475.00	475.00	500.00	941.66	500.00
	Expense Total:	480,935.00	699,060.00	692,210.00	692,651.66	693,960.00
Fund: 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION:		264,232.19	34,877.35	48,267.00	-276,186.92	47,579.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION						
Revenue						
393.00.0000.3111000	CURRENT PROPERTY TAXES	171,398.21	169,216.84	186,585.00	93,292.50	187,635.00
393.00.0000.3112000	DELINQUENT PROPERTY TAXES	0.00	769.01	0.00	843.06	0.00
393.00.0000.3113000	CURRENT FISCAL DISPARITY	22,514.54	20,632.08	0.00	10,892.37	0.00
393.00.0000.3302200	MARKET VALUE HOMESTEAD CR	300.60	260.04	250.00	125.81	250.00
393.00.0000.3610000	INVESTMENT INTEREST	648.70	462.33	500.00	164.03	500.00
393.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	280.59	180.56	0.00	0.00	0.00
393.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	854.59	-1,245.73	0.00	0.00	0.00
	Revenue Total:	195,997.23	190,275.13	187,335.00	105,317.77	188,385.00
Expense						
393.57.9000.570.90100	PRINCIPAL PAYMENTS	0.00	100,000.00	100,000.00	100,000.00	100,000.00
393.57.9000.570.90200	INTEREST PAYMENTS	85,700.00	83,700.00	79,700.00	79,700.00	75,700.00
393.57.9000.570.90300	PAYING AGENT FEES	475.00	475.00	500.00	941.66	500.00
	Expense Total:	86,175.00	184,175.00	180,200.00	180,641.66	176,200.00
Fund: 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION:		109,822.23	6,100.13	7,135.00	-75,323.89	12,185.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 394 - G.O. REFUND BONDS 2020A (10B)						
Revenue						
394.00.0000.3111000	CURRENT PROPERTY TAXES	0.00	189,569.43	0.00	0.00	0.00
394.00.0000.3112000	DELINQUENT PROPERTY TAXES	0.00	1,045.49	0.00	944.47	0.00
394.00.0000.3113000	CURRENT FISCAL DISPARITY	0.00	23,113.59	0.00	0.00	0.00
394.00.0000.3302200	MARKET VALUE HOMESTEAD CR	0.00	236.47	250.00	0.00	200.00
394.00.0000.3610000	INVESTMENT INTEREST	0.00	3,726.53	6,000.00	1,667.52	4,000.00
394.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	0.00	3,709.11	0.00	0.00	0.00
394.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	0.00	-3,152.74	0.00	0.00	0.00
394.00.0000.3660000	OTHER REIMBURSEMENTS	0.00	10,000.00	0.00	0.00	0.00
394.00.0000.3704000	SA TAX FORFEIT	0.00	0.00	0.00	2,856.00	0.00
394.43.0000.3701000	SA CURRENT	0.00	92,215.02	90,000.00	0.00	90,000.00
394.43.0000.3702000	SA DELINQUENT	0.00	763.88	0.00	0.00	0.00
394.43.0000.3703000	SA DEFERRED - CITY	0.00	8,296.48	0.00	0.00	0.00
394.43.0000.3706000	SA PENALTIES & INTEREST	0.00	343.41	0.00	0.00	0.00
394.59.0000.3911000	OPERATING TRANSFERS IN	4,653.47	0.00	177,250.00	652,106.92	177,250.00
Revenue Total:		4,653.47	329,866.67	273,500.00	657,574.91	271,450.00
Expense						
394.57.9000.570.30150	FISCAL CONSULTANTS	0.00	1,000.00	0.00	0.00	0.00
394.57.9000.570.30900	BOND ISSUANCE COSTS	10,000.00	0.00	0.00	0.00	0.00
394.57.9000.570.90100	PRINCIPAL PAYMENTS	0.00	0.00	395,000.00	395,000.00	245,000.00
394.57.9000.570.90200	INTEREST PAYMENTS	0.00	8,870.50	12,155.00	12,155.00	8,955.00
394.57.9000.570.90300	PAYING AGENT FEES	0.00	475.00	0.00	941.67	0.00
Expense Total:		10,000.00	10,345.50	407,155.00	408,096.67	253,955.00
Fund: 394 - G.O. REFUND BONDS 2020A (10B):		-5,346.53	319,521.17	-133,655.00	249,478.24	17,495.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
310 - TAXES	119,721.69	3,464,313.61	3,615,000.00	2,236,173.36	3,965,000.00
330 - INTERGOVERNMENTAL	453,860.43	413,586.58	2,640,800.00	592,748.00	530,000.00
340 - CHARGES FOR SERVICES	1,175.00	285.00	0.00	855.00	0.00
360 - MISCELLANEOUS REVENUES	568,018.17	160,760.50	20,000.00	50,981.28	516,818.00
370 - SPECIAL ASSESSMENTS	755,860.50	766,626.26	400,000.00	478,457.78	1,260,468.00
390 - OTHER FINANCING SOURCES	2,765,830.79	4,608,667.21	1,000,000.00	1,450,887.61	7,529,000.00
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS Total:	4,664,466.58	9,414,239.16	7,675,800.00	4,810,103.03	13,801,286.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS						
RevCat: 310 - TAXES						
440.00.0000.3111000	CURRENT PROPERTY TAXES	105,377.33	2,124,480.71	2,550,000.00	1,275,000.00	2,900,000.00
440.00.0000.3112000	DELINQUENT PROPERTY TAXES	502.05	704.67	0.00	10,809.42	0.00
440.00.0000.3113000	CURRENT FISCAL DISPARITY	13,842.31	259,060.02	0.00	148,862.67	0.00
440.43.0000.3187001	FRANCHISE FEES - XCEL	0.00	1,012,838.46	1,000,000.00	764,706.02	1,000,000.00
440.43.0000.3187002	FRANCHISE FEES - DAKOTA ELEC...	0.00	67,229.75	65,000.00	36,795.25	65,000.00
RevCat: 310 - TAXES Total:		119,721.69	3,464,313.61	3,615,000.00	2,236,173.36	3,965,000.00
RevCat: 330 - INTERGOVERNMENTAL						
440.00.0000.3300500	FEDERAL GRANTS	0.00	0.00	0.00	122,430.00	0.00
440.00.0000.3302200	MARKET VALUE HOMESTEAD CR	189.43	190.83	0.00	0.00	0.00
440.00.0000.3305000	MSA - MAINTENANCE	453,671.00	413,395.75	400,000.00	470,318.00	400,000.00
440.00.0000.3306000	MSA - CONSTRUCTION	0.00	0.00	2,240,800.00	0.00	130,000.00
RevCat: 330 - INTERGOVERNMENTAL Total:		453,860.43	413,586.58	2,640,800.00	592,748.00	530,000.00
RevCat: 340 - CHARGES FOR SERVICES						
440.43.0000.3414000	PUBLIC WORKS/CHARGES-SER	1,175.00	285.00	0.00	855.00	0.00
RevCat: 340 - CHARGES FOR SERVICES Total:		1,175.00	285.00	0.00	855.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES						
440.00.0000.3610000	INVESTMENT INTEREST	64,131.95	75,275.33	20,000.00	36,981.28	76,818.00
440.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	20,280.47	54,665.58	0.00	0.00	0.00
440.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	61,825.53	-125,510.41	0.00	0.00	0.00
440.43.0000.3652000	MISC DEVELOPMENT IMPROVE...	369,597.00	156,330.00	0.00	14,000.00	0.00
440.43.0000.3660000	OTHER REIMBURSEMENTS	52,183.22	0.00	0.00	0.00	440,000.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		568,018.17	160,760.50	20,000.00	50,981.28	516,818.00
RevCat: 370 - SPECIAL ASSESSMENTS						
440.43.0000.3701000	SA CURRENT	259,768.29	398,908.24	400,000.00	236,719.29	1,260,468.00
440.43.0000.3702000	SA DELINQUENT	10,004.93	490.33	0.00	1,369.32	0.00
440.43.0000.3703000	SA DEFERRED - CITY	485,445.50	366,477.10	0.00	210,233.64	0.00
440.43.0000.3703500	SA DEFERRED (PREPAIDS) - COU...	0.00	0.00	0.00	29,933.80	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
440.43.0000.3706000	SA PENALTIES & INTEREST	641.78	750.59	0.00	201.73	0.00
	RevCat: 370 - SPECIAL ASSESSMENTS Total:	755,860.50	766,626.26	400,000.00	478,457.78	1,260,468.00
	RevCat: 390 - OTHER FINANCING SOURCES					
440.00.0000.3920000	BOND ISSUE PROCEEDS	0.00	0.00	0.00	0.00	5,562,000.00
440.59.0000.3911000	OPERATING TRANSFERS IN	2,765,830.79	4,608,667.21	1,000,000.00	1,450,887.61	1,967,000.00
	RevCat: 390 - OTHER FINANCING SOURCES Total:	2,765,830.79	4,608,667.21	1,000,000.00	1,450,887.61	7,529,000.00
	Fund: 440 - PAVEMENT MGMT-LOCAL STREETS Total:	4,664,466.58	9,414,239.16	7,675,800.00	4,810,103.03	13,801,286.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
30 - PROFESSIONAL / TECHNICAL SERVICES	1,154,464.28	1,277,583.62	755,000.00	552,419.02	100,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	306,601.38	313,983.42	450,000.00	474,817.08	355,000.00
50 - OTHER PURCHASED SERVICES	5,847.59	6,242.44	5,500.00	2,788.98	0.00
60 - SUPPLIES	0.00	0.00	200,000.00	0.00	210,000.00
70 - OTHER EXPENSES / EXPENDITURES	4,772.21	0.00	0.00	0.00	0.00
80 - CAPITAL OUTLAY	3,308,414.40	2,040,729.12	12,253,475.00	3,295,346.80	12,685,000.00
91 - OTHER	102,285.58	617,413.10	0.00	237,138.89	355,000.00
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS Total:	4,882,385.44	4,255,951.70	13,663,975.00	4,562,510.77	13,705,000.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS						
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
440.74.5900.740.30150	FISCAL CONSULTANTS	0.00	651.00	0.00	0.00	0.00
440.74.5900.740.30300	ENGINEERING CONSULTANTS	707,016.06	693,095.82	400,000.00	325,482.54	0.00
440.74.5900.740.30310	RESIDENT ENGINEERING	291,568.55	100,237.06	250,000.00	148,067.77	0.00
440.74.5900.740.30340	GEOTECHNICAL SERVICES	103,707.70	37,430.60	30,000.00	18,498.80	0.00
440.74.5900.740.30420	LEGAL SERVICES	13,784.50	30,913.43	25,000.00	13,099.20	0.00
440.74.5900.740.30700	OTHER PROFESSIONAL SERVICES	38,387.47	415,255.71	50,000.00	47,270.71	100,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		1,154,464.28	1,277,583.62	755,000.00	552,419.02	100,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
440.74.5900.740.40046	REPAIR & MAINT - ROAD	306,601.38	313,983.42	450,000.00	474,817.08	355,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		306,601.38	313,983.42	450,000.00	474,817.08	355,000.00
Category: 50 - OTHER PURCHASED SERVICES						
440.74.5900.740.50025	ADVERTISING/PUBLISHED NOTIC...	4,428.90	5,863.88	4,000.00	2,788.98	0.00
440.74.5900.740.50030	PRINTING & BINDING	1,418.69	378.56	1,500.00	0.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		5,847.59	6,242.44	5,500.00	2,788.98	0.00
Category: 60 - SUPPLIES						
440.74.5900.740.60016	SUPPLIES - MAINTENANCE	0.00	0.00	200,000.00	0.00	210,000.00
Category: 60 - SUPPLIES Total:		0.00	0.00	200,000.00	0.00	210,000.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
440.74.5900.740.70500	OTHER MISCELLANEOUS	4,772.21	0.00	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		4,772.21	0.00	0.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY						
440.74.5900.740.80100	LAND	7,246.80	35,221.00	0.00	14,327.42	0.00
440.74.5900.740.80300	IMPROVEMENTS (NON-BLDG)	3,301,167.60	2,005,508.12	12,253,475.00	3,281,019.38	12,685,000.00
Category: 80 - CAPITAL OUTLAY Total:		3,308,414.40	2,040,729.12	12,253,475.00	3,295,346.80	12,685,000.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 91 - OTHER					
440.57.9200.590.91100 OPERATING TRANSFERS OUT	102,285.58	617,413.10	0.00	237,138.89	355,000.00
Category: 91 - OTHER Total:	102,285.58	617,413.10	0.00	237,138.89	355,000.00
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS Total:	4,882,385.44	4,255,951.70	13,663,975.00	4,562,510.77	13,705,000.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Fund: 490 - PAVEMENT MGMT-PARTNERSHIP PROJECTS						
Revenue						
490.00.0000.3306000	MSA - CONSTRUCTION	0.00	0.00	0.00	0.00	16,500.00
490.59.0000.3911000	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	995,000.00
Revenue Total:		0.00	0.00	0.00	0.00	1,011,500.00
Expense						
490.43.5230.443.40046	IMPROVEMENTS (NON-BLDG)	0.00	0.00	0.00	0.00	1,011,500.00
Expense Total:		0.00	0.00	0.00	0.00	1,011,500.00
Fund: 490 - PAVEMENT MGMT-PARTNERSHIP PROJECTS:		0.00	0.00	0.00	0.00	0.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 501 - WATER OPERATING FUND					
330 - INTERGOVERNMENTAL	0.00	10,000.00	0.00	0.00	0.00
360 - MISCELLANEOUS REVENUES	153,608.46	-24,182.68	12,500.00	24,274.89	52,500.00
370 - SPECIAL ASSESSMENTS	-165,259.17	6,370.08	2,000.00	11,606.11	0.00
381 - WATER REVENUES	3,194,749.81	3,595,949.81	3,456,100.00	3,021,196.35	3,686,350.00
390 - OTHER FINANCING SOURCES	223,909.23	40,987.13	0.00	468,902.00	0.00
Fund: 501 - WATER OPERATING FUND Total:	3,407,008.33	3,629,124.34	3,470,600.00	3,525,979.35	3,738,850.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 501 - WATER OPERATING FUND						
RevCat: 330 - INTERGOVERNMENTAL						
501.50.0000.3308500	STATE GRANTS	0.00	10,000.00	0.00	0.00	0.00
RevCat: 330 - INTERGOVERNMENTAL Total:		0.00	10,000.00	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES						
501.00.0000.3610000	INVESTMENT INTEREST	62,152.66	47,976.34	10,000.00	21,710.69	50,000.00
501.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	21,818.74	25,947.51	0.00	0.00	0.00
501.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	66,516.01	-107,105.24	0.00	0.00	0.00
501.50.0000.3600000	PERA PENSION OTHER REVENUE	1,137.00	650.00	0.00	0.00	0.00
501.50.0000.3660000	OTHER REIMBURSEMENTS	1,984.05	8,348.71	2,500.00	2,564.20	2,500.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		153,608.46	-24,182.68	12,500.00	24,274.89	52,500.00
RevCat: 370 - SPECIAL ASSESSMENTS						
501.50.0000.3701000	SA CURRENT	-183,482.13	90.00	0.00	0.00	0.00
501.50.0000.3702000	SA DELINQUENT	12,091.75	5,136.74	2,000.00	99.53	0.00
501.50.0000.3704000	SA TAX FORFEIT	0.00	0.00	0.00	11,451.00	0.00
501.50.0000.3706000	SA PENALTIES & INTEREST	6,131.21	1,143.34	0.00	55.58	0.00
RevCat: 370 - SPECIAL ASSESSMENTS Total:		-165,259.17	6,370.08	2,000.00	11,606.11	0.00
RevCat: 381 - WATER REVENUES						
501.50.0000.3811000	IGH WATER CHARGES	2,875,274.78	3,246,866.51	3,050,000.00	2,689,561.93	3,202,500.00
501.50.0000.3811100	EAGAN WATER CHARGES	176,456.15	191,262.47	210,000.00	275,490.81	224,750.00
501.50.0000.3811200	SSP WATER CHARGES	1,899.28	1,795.49	1,800.00	1,785.74	1,850.00
501.50.0000.3812000	WATER SALES-PENALTIES	5,567.00	525.00	0.00	372.34	60,000.00
501.50.0000.3813000	OTHER WATER CHGS/SERVICES	124,383.85	119,422.84	125,000.00	6,850.28	100,000.00
501.50.0000.3814000	METER SALES - WD	11,168.75	36,077.50	32,800.00	47,135.25	60,000.00
501.50.0000.3815000	SO WATER-PINE BEND LANDFI	0.00	0.00	36,500.00	0.00	37,250.00
RevCat: 381 - WATER REVENUES Total:		3,194,749.81	3,595,949.81	3,456,100.00	3,021,196.35	3,686,350.00
RevCat: 390 - OTHER FINANCING SOURCES						
501.50.0000.3970000	CAPITAL CONTRIBUTIONS	223,378.18	1,492.00	0.00	0.00	0.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
501.59.0000.3911000 OPERATING TRANSFERS IN	531.05	39,495.13	0.00	468,902.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:	223,909.23	40,987.13	0.00	468,902.00	0.00
Fund: 501 - WATER OPERATING FUND Total:	3,407,008.33	3,629,124.34	3,470,600.00	3,525,979.35	3,738,850.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 501 - WATER OPERATING FUND					
10 - WAGES & BENEFITS	672,186.32	692,094.07	757,400.00	563,817.51	776,300.00
30 - PROFESSIONAL / TECHNICAL SERVICES	99,325.29	75,943.45	126,400.00	99,932.51	120,500.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	894,178.48	1,011,467.79	1,036,850.00	791,764.05	1,013,100.00
50 - OTHER PURCHASED SERVICES	83,951.91	88,440.77	103,500.00	70,765.07	101,860.00
60 - SUPPLIES	98,639.27	100,483.21	116,300.00	97,170.85	212,100.00
70 - OTHER EXPENSES / EXPENDITURES	1,305,547.78	1,312,867.78	1,304,600.00	1,119,077.05	1,343,500.00
75 - COSTS OF SALES	15,825.99	25,827.67	70,000.00	49,143.02	104,000.00
80 - CAPITAL OUTLAY	0.00	0.00	0.00	33.28	0.00
90 - DEBT SERVICE	-9,087.79	-3,029.25	0.00	0.00	0.00
91 - OTHER	622,551.89	280,563.47	202,400.00	698,274.00	0.00
Fund: 501 - WATER OPERATING FUND Total:	3,783,119.14	3,584,658.96	3,717,450.00	3,489,977.34	3,671,360.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 501 - WATER OPERATING FUND						
Category: 10 - WAGES & BENEFITS						
501.50.7100.512.10100	FULL-TIME EMPLOYEES	425,399.30	492,229.44	491,200.00	387,275.61	514,800.00
501.50.7100.512.10300	EMPLOYEES-NON BENEFITED	15,411.24	11,067.94	23,600.00	10,678.99	11,800.00
501.50.7100.512.10400	OVERTIME	28,737.75	21,144.63	35,800.00	7,448.31	35,800.00
501.50.7100.512.20100	INSURANCE-CASH OPTION	28,196.03	29,162.64	30,800.00	24,137.19	30,800.00
501.50.7100.512.20300	EMPLOYER SOCIAL SECURITY	30,537.73	32,075.45	34,100.00	26,258.41	34,900.00
501.50.7100.512.20350	EMPLOYER MEDICARE	7,176.55	7,521.48	8,000.00	6,141.75	8,200.00
501.50.7100.512.20400	EMPLOYER PERA	35,120.87	35,837.90	41,300.00	29,612.83	42,200.00
501.50.7100.512.20550	PENSION EXPENSE	11,861.00	-50,555.00	0.00	0.00	0.00
501.50.7100.512.20600	MEDICAL INSURANCE	60,179.39	61,123.53	67,800.00	52,130.53	72,500.00
501.50.7100.512.20620	LIFE INSURANCE	586.57	579.20	700.00	566.54	700.00
501.50.7100.512.20630	LTD INSURANCE	1,193.02	1,221.50	2,000.00	1,244.26	1,500.00
501.50.7100.512.20720	FLEX/COMP ACCOUNT FEE	529.42	565.87	500.00	323.09	400.00
501.50.7100.512.20750	WORKERS COMPENSATION	22,800.00	21,600.00	21,600.00	18,000.00	22,700.00
501.50.7100.512.20800	COMPENSATED ABSENCES	4,235.45	26,717.49	0.00	0.00	0.00
501.50.7100.512.20850	OPEB	222.00	1,802.00	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		672,186.32	692,094.07	757,400.00	563,817.51	776,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
501.50.7100.512.30300	ENGINEERING CONSULTANTS	18,997.84	2,250.50	35,000.00	412.50	25,000.00
501.50.7100.512.30420	LEGAL SERVICES	36.00	0.00	2,000.00	0.00	2,000.00
501.50.7100.512.30700	OTHER PROFESSIONAL SERVICES	80,291.45	73,692.95	89,400.00	99,520.01	93,500.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		99,325.29	75,943.45	126,400.00	99,932.51	120,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
501.50.7100.512.40005	WATER SERVICES-EAGAN/SSP	185,200.52	202,593.37	211,800.00	77,532.12	226,600.00
501.50.7100.512.40010	GAS UTILITY SERVICES	12,709.37	21,204.49	19,800.00	37,157.08	51,000.00
501.50.7100.512.40015	SEWER UTILITY SERVICES	31,013.64	24,686.39	34,150.00	19,920.00	35,500.00
501.50.7100.512.40020	ELECTRIC UTILITY SERVICES	253,712.20	299,864.42	270,900.00	292,859.63	380,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
501.50.7100.512.40030	STORM WATER UTILITY SERVICE	1,426.32	1,497.45	1,400.00	1,508.28	1,400.00
501.50.7100.512.40040	REPAIR & MAINT - BUILDINGS	80,537.09	126,314.64	104,000.00	42,181.42	40,000.00
501.50.7100.512.40042	REPAIR & MAINT - EQUIPMENT	41,802.60	75,106.01	87,000.00	51,126.25	80,000.00
501.50.7100.512.40043	REPAIR & MAINT - UTILITIES	69,578.56	71,623.86	70,000.00	44,760.48	27,000.00
501.50.7100.512.40044	REPAIR & MAINT - OFFICE EQUI...	0.00	0.00	1,000.00	0.00	500.00
501.50.7100.512.40046	REPAIR & MAINT - ROAD	87,798.26	53,877.16	80,000.00	94,988.09	10,000.00
501.50.7100.512.40050	RENTAL OF EQUIPMENT	0.00	0.00	1,500.00	0.00	1,500.00
501.50.7100.512.40065	OTHER RENTALS	0.00	0.00	0.00	314.10	1,000.00
501.50.7100.512.40070	CENTRAL EQUIP ALLOCATION	121,299.96	125,900.04	127,600.00	106,333.30	130,900.00
501.50.7100.512.40075	CITY FACILITIES ALLOCATION	9,099.96	8,799.96	27,700.00	23,083.30	27,700.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		894,178.48	1,011,467.79	1,036,850.00	791,764.05	1,013,100.00
Category: 50 - OTHER PURCHASED SERVICES						
501.50.7100.512.50019	INSURANCE ALLOCATION	59,400.00	63,900.00	63,900.00	53,250.00	63,700.00
501.50.7100.512.50020	TELEPHONE	33.90	250.00	6,400.00	1,110.00	0.00
501.50.7100.512.50030	PRINTING & BINDING	1,500.49	657.00	5,200.00	1,057.76	7,900.00
501.50.7100.512.50032	PRINT. & BIND. INSIGHTS	6,350.00	7,594.79	7,200.00	2,490.20	2,000.00
501.50.7100.512.50035	POSTAGE/DELIVERY	12,537.52	12,052.52	13,300.00	8,258.77	13,300.00
501.50.7100.512.50070	DUES, LICENSES & SUBSCRIPTIO...	2,100.00	3,269.59	4,400.00	2,958.00	4,400.00
501.50.7100.512.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	7,000.00
501.50.7100.512.50075	MEALS AND LODGING	0.00	0.00	1,000.00	227.50	1,400.00
501.50.7100.512.50080	CONFERENCES AND SEMINARS	2,030.00	716.87	2,100.00	1,412.84	2,160.00
Category: 50 - OTHER PURCHASED SERVICES Total:		83,951.91	88,440.77	103,500.00	70,765.07	101,860.00
Category: 60 - SUPPLIES						
501.50.7100.512.60010	SUPPLIES - OFFICE	0.00	166.30	0.00	0.00	0.00
501.50.7100.512.60011	SUPPLIES-JANITOR/CLEANING	511.28	1,212.10	1,000.00	276.63	1,000.00
501.50.7100.512.60016	SUPPLIES - MAINTENANCE	44,603.58	30,469.93	44,000.00	44,031.44	50,000.00
501.50.7100.512.60019	SUPPLIES-UTIL SYS (CHEM)	44,310.86	60,290.97	60,000.00	45,152.96	100,000.00
501.50.7100.512.60022	LUBRICANTS	0.00	0.00	0.00	0.00	0.00
501.50.7100.512.60040	SM TOOLS & MISC EQUIPMENT	3,322.06	1,113.61	3,000.00	427.02	3,500.00
501.50.7100.512.60041	SMALL COMPUTER HARDWARE	0.00	204.48	0.00	0.00	0.00
501.50.7100.512.60045	UNIFORMS & CLOTHING	4,088.81	3,475.72	4,000.00	3,287.60	4,000.00
501.50.7100.512.60065	SUPPLIES - OTHER	1,502.68	450.14	1,500.00	1,661.90	1,500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
501.50.7100.512.60070	CENTRAL STORES ALLOCATION	300.00	300.00	300.00	250.00	0.00
501.50.7100.512.60071	TECHNOLOGY ALLOCATION	0.00	2,799.96	2,500.00	2,083.30	52,100.00
	Category: 60 - SUPPLIES Total:	98,639.27	100,483.21	116,300.00	97,170.85	212,100.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES					
501.50.7100.512.70100	DEPRECIATION EXPENSE	991,864.89	986,000.40	1,000,000.00	833,333.30	1,000,000.00
501.50.7100.512.70440	BANK CHARGES / CREDIT CARD	26,645.89	29,825.93	0.00	31,729.01	30,000.00
501.50.7100.512.70460	BAD DEBTS/NSF CHECKS	0.00	300.00	0.00	0.00	0.00
501.50.7100.512.70510	UT SERVICE FOR LIBRARY	1,037.04	2,241.41	2,000.00	1,848.04	2,000.00
501.50.7100.512.70700	ADMINISTRATIVE CHARGES	285,999.96	294,500.04	302,600.00	252,166.70	311,500.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	1,305,547.78	1,312,867.78	1,304,600.00	1,119,077.05	1,343,500.00
	Category: 75 - COSTS OF SALES					
501.50.7100.512.75500	METERS	15,825.99	25,827.67	70,000.00	49,143.02	104,000.00
	Category: 75 - COSTS OF SALES Total:	15,825.99	25,827.67	70,000.00	49,143.02	104,000.00
	Category: 80 - CAPITAL OUTLAY					
501.50.7100.512.80100	LAND	0.00	0.00	0.00	33.28	0.00
	Category: 80 - CAPITAL OUTLAY Total:	0.00	0.00	0.00	33.28	0.00
	Category: 90 - DEBT SERVICE					
501.57.9000.570.90500	AMORTIZATION	-9,087.79	-3,029.25	0.00	0.00	0.00
	Category: 90 - DEBT SERVICE Total:	-9,087.79	-3,029.25	0.00	0.00	0.00
	Category: 91 - OTHER					
501.57.9200.590.91100	OPERATING TRANSFERS OUT	622,551.89	280,563.47	202,400.00	698,274.00	0.00
	Category: 91 - OTHER Total:	622,551.89	280,563.47	202,400.00	698,274.00	0.00
	Fund: 501 - WATER OPERATING FUND Total:	3,783,119.14	3,584,658.96	3,717,450.00	3,489,977.34	3,671,360.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 403 - WATER CAPITAL-CONNECTION FUND						
Revenue						
403.00.0000.3610000	INVESTMENT INTEREST	7,206.96	6,555.70	0.00	3,958.98	10,000.00
403.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	2,415.73	4,111.78	0.00	0.00	0.00
403.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	7,365.50	-12,911.79	0.00	0.00	0.00
403.43.0000.3431000	CONNECTION FEES WATER - BC	97,740.00	439,997.50	0.00	470,830.00	250,000.00
403.43.0000.3432500	WATER TREATMENT PLANT FEE -...	40,690.00	235,560.00	0.00	195,840.00	150,000.00
403.43.0000.3701000	SA CURRENT	47.24	867.44	0.00	216.93	0.00
403.43.0000.3706000	SA PENALTIES & INTEREST	0.00	6.77	0.00	0.00	0.00
	Revenue Total:	155,465.43	674,187.40	0.00	670,845.91	410,000.00
Expense						
403.50.7100.512.30300	ENGINEERING CONSULTANTS	0.00	0.00	0.00	0.00	500,000.00
403.50.7100.512.40043	REPAIR & MAINT - UTILITIES	0.00	0.00	0.00	0.00	315,000.00
403.57.9200.590.91100	OPERATING TRANSFERS OUT	200,337.50	201,487.50	202,400.00	202,150.00	1,033,500.00
	Expense Total:	200,337.50	201,487.50	202,400.00	202,150.00	1,848,500.00
Fund: 403 - WATER CAPITAL-CONNECTION FUND:		-44,872.07	472,699.90	-202,400.00	468,695.91	-1,438,500.00

2023 Operating Transfers Out

PM - Local Streets	\$ 900,000
PM - Partnership Projects	33,500
Parks - South Valley Improvements	<u>100,000</u>
	\$1,033,500



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 502 - SEWER OPERATING FUND					
360 - MISCELLANEOUS REVENUES	140,234.72	-31,841.22	8,000.00	18,331.80	45,000.00
370 - SPECIAL ASSESSMENTS	54.54	0.00	0.00	0.00	0.00
382 - SEWER REVENUES	3,796,801.65	3,874,237.65	4,047,600.00	3,512,138.40	4,330,770.00
390 - OTHER FINANCING SOURCES	198,421.56	195,439.00	0.00	507,978.00	0.00
Fund: 502 - SEWER OPERATING FUND Total:	4,135,512.47	4,037,835.43	4,055,600.00	4,038,448.20	4,375,770.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 502 - SEWER OPERATING FUND						
RevCat: 360 - MISCELLANEOUS REVENUES						
502.00.0000.3610000	INVESTMENT INTEREST	62,375.13	39,056.26	8,000.00	18,331.80	45,000.00
502.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	19,049.58	19,836.14	0.00	0.00	0.00
502.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	58,074.01	-91,116.62	0.00	0.00	0.00
502.51.0000.3600000	PERA PENSION OTHER REVENUE	736.00	383.00	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		140,234.72	-31,841.22	8,000.00	18,331.80	45,000.00
RevCat: 370 - SPECIAL ASSESSMENTS						
502.51.0000.3701000	SA CURRENT	54.54	0.00	0.00	0.00	0.00
RevCat: 370 - SPECIAL ASSESSMENTS Total:		54.54	0.00	0.00	0.00	0.00
RevCat: 382 - SEWER REVENUES						
502.51.0000.3821000	IGH SEWER CHARGES	3,490,734.30	3,631,076.27	3,750,000.00	3,296,805.08	3,975,000.00
502.51.0000.3821100	EAGAN SEWER CHARGES	201,922.88	140,273.30	200,000.00	212,807.51	213,000.00
502.51.0000.3821200	SSP SEWER CHARGES	2,510.22	2,688.61	2,600.00	2,208.42	2,770.00
502.51.0000.3822000	SEWER CHARGES-PENALTIES	7,632.36	525.00	0.00	317.39	45,000.00
502.51.0000.3823000	OTHER SEWER CHGS/SERVICES	94,001.89	99,674.47	95,000.00	0.00	95,000.00
RevCat: 382 - SEWER REVENUES Total:		3,796,801.65	3,874,237.65	4,047,600.00	3,512,138.40	4,330,770.00
RevCat: 390 - OTHER FINANCING SOURCES						
502.51.0000.3970000	CAPITAL CONTRIBUTIONS	198,238.00	120,439.00	0.00	0.00	0.00
502.59.0000.3911000	OPERATING TRANSFERS IN	183.56	75,000.00	0.00	507,978.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		198,421.56	195,439.00	0.00	507,978.00	0.00
Fund: 502 - SEWER OPERATING FUND Total:		4,135,512.47	4,037,835.43	4,055,600.00	4,038,448.20	4,375,770.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 502 - SEWER OPERATING FUND					
10 - WAGES & BENEFITS	451,691.86	366,373.34	444,000.00	352,186.00	438,300.00
30 - PROFESSIONAL / TECHNICAL SERVICES	5,984.91	6,938.97	23,000.00	51,264.07	24,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	2,467,082.43	2,301,474.99	2,520,550.00	1,666,710.46	2,620,570.00
50 - OTHER PURCHASED SERVICES	38,853.00	43,892.13	44,800.00	36,224.82	56,600.00
60 - SUPPLIES	13,059.07	6,862.27	12,400.00	4,773.74	32,200.00
70 - OTHER EXPENSES / EXPENDITURES	1,106,041.90	1,119,802.30	1,053,000.00	909,136.65	1,111,900.00
91 - OTHER	218,200.18	73,512.16	0.00	393,724.70	0.00
Fund: 502 - SEWER OPERATING FUND Total:	4,300,913.35	3,918,856.16	4,097,750.00	3,414,020.44	4,283,570.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 502 - SEWER OPERATING FUND						
Category: 10 - WAGES & BENEFITS						
502.51.7200.514.10100	FULL-TIME EMPLOYEES	274,198.03	273,763.88	286,900.00	238,041.54	291,000.00
502.51.7200.514.10300	EMPLOYEES-NON BENEFITED	11,382.08	6,958.17	23,600.00	10,361.17	11,800.00
502.51.7200.514.10400	OVERTIME	13,937.35	9,141.26	11,000.00	5,161.97	11,000.00
502.51.7200.514.20100	INSURANCE-CASH OPTION	17,738.57	17,270.76	17,800.00	15,155.91	17,800.00
502.51.7200.514.20300	EMPLOYER SOCIAL SECURITY	19,855.79	18,575.75	19,300.00	16,295.63	19,500.00
502.51.7200.514.20350	EMPLOYER MEDICARE	4,657.79	4,354.19	4,700.00	3,810.62	4,500.00
502.51.7200.514.20400	EMPLOYER PERA	22,721.10	21,171.42	26,000.00	18,245.25	25,600.00
502.51.7200.514.20550	PENSION EXPENSE	17,646.00	-50,293.00	0.00	0.00	0.00
502.51.7200.514.20600	MEDICAL INSURANCE	36,920.26	37,146.44	39,400.00	32,442.52	41,200.00
502.51.7200.514.20620	LIFE INSURANCE	401.42	300.75	400.00	276.55	400.00
502.51.7200.514.20630	LTD INSURANCE	817.65	699.48	800.00	681.47	800.00
502.51.7200.514.20720	FLEX/COMP ACCOUNT FEE	335.31	348.73	300.00	213.37	200.00
502.51.7200.514.20750	WORKERS COMPENSATION	14,199.96	13,800.00	13,800.00	11,500.00	14,500.00
502.51.7200.514.20800	COMPENSATED ABSENCES	15,613.55	12,191.51	0.00	0.00	0.00
502.51.7200.514.20850	OPEB	1,267.00	944.00	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		451,691.86	366,373.34	444,000.00	352,186.00	438,300.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
502.51.7200.514.30300	ENGINEERING CONSULTANTS	0.00	0.00	20,000.00	0.00	20,000.00
502.51.7200.514.30420	LEGAL SERVICES	36.00	0.00	0.00	0.00	1,000.00
502.51.7200.514.30700	OTHER PROFESSIONAL SERVICES	5,948.91	6,938.97	3,000.00	51,264.07	3,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		5,984.91	6,938.97	23,000.00	51,264.07	24,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
502.51.7200.514.40010	GAS UTILITY SERVICES	1,938.87	2,737.87	3,000.00	4,502.84	6,500.00
502.51.7200.514.40015	SEWER UTILITY SERVICES - MET ...	2,230,742.22	2,103,719.30	2,277,400.00	1,366,079.44	2,180,000.00
502.51.7200.514.40016	SEWER UTILITY SERVICES - EAGA...	0.00	0.00	0.00	88,486.01	215,770.00
502.51.7200.514.40020	ELECTRIC UTILITY SERVICES	14,672.38	18,329.21	18,150.00	24,410.48	33,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
502.51.7200.514.40030	STORM WATER UTILITY SERVICE	864.41	899.17	900.00	0.00	900.00
502.51.7200.514.40042	REPAIR & MAINT - EQUIPMENT	12,045.02	7,202.94	15,000.00	12,864.44	15,000.00
502.51.7200.514.40043	REPAIR & MAINT - UTILITIES	79,819.57	37,186.50	52,900.00	43,367.25	12,900.00
502.51.7200.514.40050	RENTAL OF EQUIPMENT	0.00	0.00	800.00	0.00	800.00
502.51.7200.514.40070	CENTRAL EQUIP ALLOCATION	121,299.96	125,900.04	127,600.00	106,333.30	130,900.00
502.51.7200.514.40075	CITY FACILITIES ALLOCATION	5,700.00	5,499.96	24,800.00	20,666.70	24,800.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		2,467,082.43	2,301,474.99	2,520,550.00	1,666,710.46	2,620,570.00
Category: 50 - OTHER PURCHASED SERVICES						
502.51.7200.514.50019	INSURANCE ALLOCATION	29,100.00	31,299.96	31,300.00	26,083.30	35,400.00
502.51.7200.514.50020	TELEPHONE	0.00	250.00	0.00	590.00	0.00
502.51.7200.514.50030	PRINTING & BINDING	0.00	0.00	500.00	0.00	3,200.00
502.51.7200.514.50035	POSTAGE/DELIVERY	9,753.00	9,319.71	10,300.00	8,258.76	10,300.00
502.51.7200.514.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	5,000.00
502.51.7200.514.50080	CONFERENCES AND SEMINARS	0.00	3,022.46	2,700.00	1,292.76	2,700.00
Category: 50 - OTHER PURCHASED SERVICES Total:		38,853.00	43,892.13	44,800.00	36,224.82	56,600.00
Category: 60 - SUPPLIES						
502.51.7200.514.60010	SUPPLIES - OFFICE	0.00	166.30	0.00	0.00	0.00
502.51.7200.514.60016	SUPPLIES - MAINTENANCE	7,447.97	2,866.63	5,000.00	18.00	5,000.00
502.51.7200.514.60040	SM TOOLS & MISC EQUIPMENT	652.29	459.82	1,500.00	115.39	1,500.00
502.51.7200.514.60045	UNIFORMS & CLOTHING	3,776.43	2,569.48	4,000.00	3,723.65	4,000.00
502.51.7200.514.60065	SUPPLIES - OTHER	882.38	0.00	800.00	0.00	800.00
502.51.7200.514.60070	CENTRAL STORES ALLOCATION	300.00	300.00	300.00	250.00	0.00
502.51.7200.514.60071	TECHNOLOGY ALLOCATION	0.00	500.04	800.00	666.70	20,900.00
Category: 60 - SUPPLIES Total:		13,059.07	6,862.27	12,400.00	4,773.74	32,200.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
502.51.7200.514.70100	DEPRECIATION EXPENSE	793,220.26	795,288.40	750,000.00	625,000.00	800,000.00
502.51.7200.514.70440	BANK CHARGES / CREDIT CARD	26,645.76	29,825.92	0.00	31,729.02	0.00
502.51.7200.514.70510	UT SERVICE FOR LIBRARY	175.92	187.94	400.00	240.93	400.00
502.51.7200.514.70700	ADMINISTRATIVE CHARGES	285,999.96	294,500.04	302,600.00	252,166.70	311,500.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		1,106,041.90	1,119,802.30	1,053,000.00	909,136.65	1,111,900.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 91 - OTHER					
502.57.9200.590.91100 OPERATING TRANSFERS OUT	218,200.18	73,512.16	0.00	393,724.70	0.00
Category: 91 - OTHER Total:	218,200.18	73,512.16	0.00	393,724.70	0.00
Fund: 502 - SEWER OPERATING FUND Total:	4,300,913.35	3,918,856.16	4,097,750.00	3,414,020.44	4,283,570.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 404 - SEWER CAPITAL-CONNECTION FUND						
Revenue						
404.00.0000.3610000	INVESTMENT INTEREST	16,946.07	12,504.05	0.00	5,921.18	15,000.00
404.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	5,726.92	6,723.76	0.00	0.00	0.00
404.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	17,459.08	-28,037.83	0.00	0.00	0.00
404.43.0000.3432000	CONNECTION FEES SEWER - BD	26,450.00	193,510.00	0.00	163,000.00	100,000.00
404.43.0000.3701000	SA CURRENT	11.80	3,471.12	0.00	867.74	0.00
404.43.0000.3706000	SA PENALTIES & INTEREST	-3,500.00	27.08	0.00	0.00	0.00
	Revenue Total:	63,093.87	188,198.18	0.00	169,788.92	115,000.00
Expense						
404.51.7200.514.40043	REPAIR & MAINT - UTILITIES	0.00	0.00	0.00	0.00	400,000.00
404.57.9200.590.91100	OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	593,500.00
	Expense Total:	0.00	0.00	0.00	0.00	993,500.00
Fund: 404 - SEWER CAPITAL-CONNECTION FUND:		63,093.87	188,198.18	0.00	169,788.92	-878,500.00

2023 Operating Transfers Out

PM - Local Streets	\$ 550,000
PM - Partnership Projects	<u>43,500</u>
	\$ 593,500



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 441 - STORM WATER OPERATING					
340 - CHARGES FOR SERVICES	527,936.75	568,683.79	694,400.00	422,072.45	780,850.00
360 - MISCELLANEOUS REVENUES	28,688.51	-12,366.64	1,000.00	1,337.16	2,000.00
390 - OTHER FINANCING SOURCES	26,663.86	7,691,994.00	0.00	49,455.29	0.00
Fund: 441 - STORM WATER OPERATING Total:	583,289.12	8,248,311.15	695,400.00	472,864.90	782,850.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 441 - STORM WATER OPERATING						
RevCat: 340 - CHARGES FOR SERVICES						
441.43.0000.3433500	STORM WATER MGMT FEE - BT	498,072.68	527,638.60	650,000.00	402,318.21	750,000.00
441.43.0000.3433501	STORM WATER MGMT FEE - EA...	19,916.52	21,265.66	21,600.00	19,459.62	23,000.00
441.43.0000.3433502	STORM WATER MGMT FEE - SSP	305.76	336.24	300.00	272.34	350.00
441.43.0000.3433600	STORM WATER CHG-PENALTIES	1,729.40	-2.06	0.00	22.28	5,000.00
441.43.0000.3434000	OTHER BILLING CHARGES	5,198.64	2,646.35	2,500.00	0.00	2,500.00
441.43.0000.3434500	STORM WATER MODELING FEES	2,713.75	16,799.00	20,000.00	0.00	0.00
RevCat: 340 - CHARGES FOR SERVICES Total:		527,936.75	568,683.79	694,400.00	422,072.45	780,850.00
RevCat: 360 - MISCELLANEOUS REVENUES						
441.00.0000.3610000	INVESTMENT INTEREST	12,063.08	3,704.87	1,000.00	1,337.16	2,000.00
441.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	4,106.55	-418.21	0.00	0.00	0.00
441.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	12,518.88	-15,653.30	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		28,688.51	-12,366.64	1,000.00	1,337.16	2,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
441.59.0000.3911000	OPERATING TRANSFERS IN	26,663.86	0.00	0.00	49,455.29	0.00
441.74.0000.3970000	CAPITAL CONTRIBUTIONS	0.00	7,691,994.00	0.00	0.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		26,663.86	7,691,994.00	0.00	49,455.29	0.00
Fund: 441 - STORM WATER OPERATING Total:		583,289.12	8,248,311.15	695,400.00	472,864.90	782,850.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 441 - STORM WATER OPERATING					
10 - WAGES & BENEFITS	154,053.07	169,776.21	171,800.00	126,069.09	216,200.00
30 - PROFESSIONAL / TECHNICAL SERVICES	127,301.06	148,825.64	130,000.00	52,686.36	80,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	69,061.01	117,379.01	162,400.00	156,511.34	185,450.00
50 - OTHER PURCHASED SERVICES	52,888.34	50,882.07	58,000.00	53,187.82	60,000.00
60 - SUPPLIES	200.00	275.00	200.00	275.00	10,350.00
70 - OTHER EXPENSES / EXPENDITURES	651.59	236,027.66	600.00	834.04	240,600.00
80 - CAPITAL OUTLAY	0.00	0.00	0.00	9,853.12	75,000.00
91 - OTHER	572,520.92	-182,695.18	61,500.00	63,538.91	62,500.00
Fund: 441 - STORM WATER OPERATING Total:	976,675.99	540,470.41	584,500.00	462,955.68	930,100.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 441 - STORM WATER OPERATING						
Category: 10 - WAGES & BENEFITS						
441.74.5900.741.10100	FULL-TIME EMPLOYEES	109,501.71	115,809.13	123,100.00	89,581.73	156,200.00
441.74.5900.741.10400	OVERTIME	303.00	1,686.41	0.00	911.58	1,500.00
441.74.5900.741.20100	INSURANCE-CASH OPTION	6,949.80	6,949.80	6,900.00	4,982.55	7,400.00
441.74.5900.741.20300	EMPLOYER SOCIAL SECURITY	7,049.77	7,389.09	7,600.00	5,545.34	9,700.00
441.74.5900.741.20350	EMPLOYER MEDICARE	1,648.56	1,759.65	1,800.00	1,296.80	2,300.00
441.74.5900.741.20400	EMPLOYER PERA	8,248.54	8,812.70	9,200.00	6,575.69	11,700.00
441.74.5900.741.20600	MEDICAL INSURANCE	15,466.04	14,973.24	16,000.00	11,458.94	20,100.00
441.74.5900.741.20620	LIFE INSURANCE	161.85	168.30	200.00	121.07	200.00
441.74.5900.741.20630	LTD INSURANCE	348.95	364.08	500.00	268.13	400.00
441.74.5900.741.20720	FLEX/COMP ACCOUNT FEE	166.25	160.09	200.00	77.26	100.00
441.74.5900.741.20750	WORKERS COMPENSATION	2,499.96	6,300.00	6,300.00	5,250.00	6,600.00
441.74.5900.741.20800	COMPENSATED ABSENCES	1,708.64	5,403.72	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		154,053.07	169,776.21	171,800.00	126,069.09	216,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
441.74.5900.741.30300	ENGINEERING CONSULTANTS	72,198.66	85,318.16	75,000.00	13,505.90	50,000.00
441.74.5900.741.30420	LEGAL SERVICES	0.00	228.00	0.00	36.00	0.00
441.74.5900.741.30700	OTHER PROFESSIONAL SERVICES	55,102.40	63,279.48	55,000.00	39,144.46	30,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		127,301.06	148,825.64	130,000.00	52,686.36	80,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
441.74.5900.741.40020	ELECTRIC UTILITY SERVICES	8,375.76	4,834.59	8,000.00	69.52	5,000.00
441.74.5900.741.40030	STORM WATER SERVICES-EAGAN...	22,821.42	21,601.90	21,900.00	11,652.02	23,350.00
441.74.5900.741.40066	REPAIR & MAINT - STORM WATER	35,763.83	88,842.52	125,700.00	139,123.10	150,000.00
441.74.5900.741.40075	CITY FACILITIES ALLOCATION	2,100.00	2,100.00	6,800.00	5,666.70	7,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		69,061.01	117,379.01	162,400.00	156,511.34	185,450.00
Category: 50 - OTHER PURCHASED SERVICES						
441.74.5900.741.50019	INSURANCE ALLOCATION	900.00	999.96	1,000.00	833.30	1,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
441.74.5900.741.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	0.00	0.00	67.21	0.00
441.74.5900.741.50035	POSTAGE/DELIVERY	1,158.00	0.00	1,200.00	0.00	0.00
441.74.5900.741.50070	DUES, LICENSES & SUBSCRIPTIO...	50,830.34	49,882.11	55,800.00	52,287.31	59,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		52,888.34	50,882.07	58,000.00	53,187.82	60,000.00
Category: 60 - SUPPLIES						
441.74.5900.741.60045	UNIFORMS & CLOTHING	200.00	275.00	200.00	275.00	250.00
441.74.5900.741.60071	TECHNOLOGY ALLOCATION	0.00	0.00	0.00	0.00	10,100.00
Category: 60 - SUPPLIES Total:		200.00	275.00	200.00	275.00	10,350.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
441.74.5900.741.70100	DEPRECIATION EXPENSE	0.00	235,374.00	0.00	0.00	240,000.00
441.74.5900.741.70510	UT SERVICE FOR LIBRARY	622.35	653.66	600.00	670.11	600.00
441.74.5900.741.70600	OTHER MISCELLANEOUS	29.24	0.00	0.00	163.93	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		651.59	236,027.66	600.00	834.04	240,600.00
Category: 80 - CAPITAL OUTLAY						
441.74.5900.741.80100	LAND	0.00	0.00	0.00	9,853.12	75,000.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	0.00	0.00	9,853.12	75,000.00
Category: 91 - OTHER						
441.57.9200.590.91100	OPERATING TRANSFERS OUT	572,520.92	341,818.82	61,500.00	63,538.91	62,500.00
441.74.5900.741.99999	REPORTING ADJUSTMENT (PROJ...	0.00	-524,514.00	0.00	0.00	0.00
Category: 91 - OTHER Total:		572,520.92	-182,695.18	61,500.00	63,538.91	62,500.00
Fund: 441 - STORM WATER OPERATING Total:		976,675.99	540,470.41	584,500.00	462,955.68	930,100.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023	
Fund: 531 - STORM WATER CAPITAL						
Revenue						
531.59.0000.3910000						OPERATING TRANSFER IN
	0.00	0.00	0.00	0.00	1,000,000.00	Transfer In from Host Community Fund
Revenue Total:	0.00	0.00	0.00	0.00	1,000,000.00	
Expense						
531.57.9200.590.91100						OPERATING TRANSFERS OUT
	0.00	0.00	0.00	0.00	678,000.00	
531.74.5900.748.30300						ENGINEERING CONSULTANTS
	0.00	0.00	0.00	0.00	20,000.00	
531.74.5900.748.40066						REPAIR & MAINT - STORM WATER
	0.00	0.00	0.00	0.00	45,000.00	
Expense Total:	0.00	0.00	0.00	0.00	743,000.00	
Fund: 531 - STORM WATER CAPITAL:	0.00	0.00	0.00	0.00	257,000.00	

2023 Operating Transfers Out

PM - Local Streets	\$ 440,000
PM - Partnership Projects	188,000
Parks - Seidls Lake Shoreland Restoration	<u>50,000</u>
	\$ 678,000



City of Inver Grove Heights

2023 Budget Book

Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD YTD Activity	2023 2023
Fund: 503 - INVER WOOD GOLF COURSE					
340 - CHARGES FOR SERVICES	1,948,645.49	2,419,526.99	2,260,800.00	2,338,209.10	2,519,750.00
360 - MISCELLANEOUS REVENUES	219,483.69	7,801.53	6,000.00	6,682.06	20,000.00
390 - OTHER FINANCING SOURCES	6,519.40	17,151.22	0.00	0.00	0.00
Fund: 503 - INVER WOOD GOLF COURSE Total:	2,174,648.58	2,444,479.74	2,266,800.00	2,344,891.16	2,539,750.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 503 - INVER WOOD GOLF COURSE						
RevCat: 340 - CHARGES FOR SERVICES						
503.52.0000.3481000	18 HOLE GREEN FEES-REG.	811,456.77	768,410.74	753,600.00	772,589.26	852,500.00
503.52.0000.3481100	FOOT GOLF	3,986.03	2,050.85	3,300.00	983.87	3,300.00
503.52.0000.3483200	HANDICAP SERVICES	6,823.00	11,686.00	11,000.00	10,150.00	9,250.00
503.52.0000.3483400	CLUB RENTALS	49.47	7,663.80	6,800.00	4,778.48	8,700.00
503.52.0000.3483700	SEASON PASSES	7,094.51	21,934.61	27,100.00	25,203.26	32,000.00
503.52.0000.3483800	PLAYER CARDS	7,070.14	9,676.50	9,400.00	14,522.54	10,300.00
503.52.0000.3483900	ANNIVERSARY MEMBERSHIP	9,101.52	481,245.48	489,600.00	482,406.78	490,000.00
503.52.0000.3483925	ANNIVERSARY MEMBERSHIP TR...	495.00	0.00	0.00	-37.00	0.00
503.52.0000.3483950	ANNIVERSARY MEMBERSHIP AD...	187,220.00	-185.00	0.00	40.00	0.00
503.52.0000.3484000	PRAC CEN-RANGE BALLS	170,112.08	193,327.46	144,700.00	181,899.63	224,000.00
503.52.0000.3484200	PRACTICE CENTER - INSTRUCTION	5,345.00	23,985.00	18,500.00	26,600.00	24,000.00
503.52.0000.3485000	GOLF SHOP-APPAREL	20,621.52	32,463.53	24,000.00	27,835.39	24,000.00
503.52.0000.3485200	GOLF SHOP-CLUBS	3,529.75	9,535.90	5,000.00	3,303.64	5,000.00
503.52.0000.3485400	GOLF SHOP-BALLS	14,515.11	20,215.94	15,800.00	16,283.05	16,000.00
503.52.0000.3485600	GOLF SHOP-GLOVES	8,078.38	10,340.55	8,800.00	11,460.37	9,000.00
503.52.0000.3485800	GOLF SHOP-BAGS	4,125.05	6,133.45	3,700.00	7,173.99	3,700.00
503.52.0000.3486000	GOLF SHOP-ACCESSORIES	5,937.25	6,043.45	4,100.00	7,035.05	4,000.00
503.52.0000.3486400	FOOD & BEV/FOOD-CLUBHOUSE	12,722.25	35,593.23	39,100.00	46,835.68	48,500.00
503.52.0000.3486800	FOOD & BEV/BEV-CLUBHOUSE	28,674.02	46,820.05	39,700.00	40,916.28	41,000.00
503.52.0000.3487200	BEER/ALCOHOL	102,985.61	167,100.48	126,900.00	147,482.29	163,000.00
503.52.0000.3487400	FOOD & BEV/VENDING MACH	2,937.35	2,700.57	4,700.00	903.62	4,500.00
503.52.0000.3487600	GOLF CARS-18 HOLE RENTALS	535,765.68	562,784.40	525,000.00	509,842.92	547,000.00
RevCat: 340 - CHARGES FOR SERVICES Total:		1,948,645.49	2,419,526.99	2,260,800.00	2,338,209.10	2,519,750.00
RevCat: 360 - MISCELLANEOUS REVENUES						
503.00.0000.3610000	INVESTMENT INTEREST	8,879.77	16,564.35	6,000.00	6,654.77	20,000.00
503.00.0000.3611000	ACCRUED INTEREST RECEIVABLE	2,986.53	13,506.42	0.00	0.00	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
503.00.0000.3612000	FAIR MARKET VALUE ALLOCATION	9,105.37	-23,119.24	0.00	0.00	0.00
503.52.0000.3600000	PERA PENSION OTHER REVENUE	1,366.00	850.00	0.00	0.00	0.00
503.52.0000.3650000	OTHER REVENUES	196,007.18	0.00	0.00	27.29	0.00
503.52.0000.3660000	OTHER REIMBURSEMENTS	1,138.84	0.00	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		219,483.69	7,801.53	6,000.00	6,682.06	20,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
503.59.0000.3911000	OPERATING TRANSFERS IN	6,519.40	17,151.22	0.00	0.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		6,519.40	17,151.22	0.00	0.00	0.00
Fund: 503 - INVER WOOD GOLF COURSE Total:		2,174,648.58	2,444,479.74	2,266,800.00	2,344,891.16	2,539,750.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 503 - INVER WOOD GOLF COURSE					
10 - WAGES & BENEFITS	1,114,671.48	1,104,075.17	1,164,100.00	981,223.76	1,242,600.00
30 - PROFESSIONAL / TECHNICAL SERVICES	176,399.20	2,925.00	0.00	0.00	0.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	126,843.82	105,346.59	162,500.00	125,522.51	161,500.00
50 - OTHER PURCHASED SERVICES	47,651.89	40,628.82	68,300.00	39,283.26	72,200.00
60 - SUPPLIES	169,906.53	207,916.52	201,500.00	172,485.04	274,300.00
70 - OTHER EXPENSES / EXPENDITURES	356,020.40	303,364.97	294,700.00	271,403.90	319,750.00
75 - COSTS OF SALES	64,529.27	203,218.27	165,200.00	154,924.23	200,550.00
76 - PURCHASES	71,730.20	-779.92	0.00	10,298.77	0.00
80 - CAPITAL OUTLAY	0.00	0.00	19,300.00	19,237.50	298,000.00
90 - DEBT SERVICE	0.00	0.00	82,000.00	0.00	82,000.00
Fund: 503 - INVER WOOD GOLF COURSE Total:	2,127,752.79	1,966,695.42	2,157,600.00	1,774,378.97	2,650,900.00



2023 Budget Book

Expenditure Summary by Department

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 503 - INVER WOOD GOLF COURSE					
Department: 8000 - OPERATIONS					
10 - WAGES & BENEFITS	322,132.12	288,115.28	344,800.00	309,275.61	382,900.00
30 - PROFESSIONAL / TECHNICAL SERVICES	175,357.20	0.00	0.00	0.00	0.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	385.50	0.00	1,000.00	135.56	1,500.00
50 - OTHER PURCHASED SERVICES	6,639.85	4,395.40	8,000.00	7,981.69	9,500.00
60 - SUPPLIES	7,404.21	1,933.91	4,700.00	5,790.15	5,450.00
70 - OTHER EXPENSES / EXPENDITURES	5,531.35	9,742.29	9,200.00	9,136.93	9,250.00
Department: 8000 - OPERATIONS Total:	517,450.23	304,186.88	367,700.00	332,319.94	408,600.00
Department: 8100 - PRACTICE CENTER					
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	4,209.09	0.00	3,300.00	728.38	3,900.00
50 - OTHER PURCHASED SERVICES	0.00	69.23	0.00	0.00	0.00
60 - SUPPLIES	23,930.12	10,184.06	6,000.00	2,705.56	7,750.00
70 - OTHER EXPENSES / EXPENDITURES	0.00	0.00	50.00	0.00	0.00
Department: 8100 - PRACTICE CENTER Total:	28,139.21	10,253.29	9,350.00	3,433.94	11,650.00
Department: 8200 - GOLF SHOP					
60 - SUPPLIES	16.06	21.41	100.00	234.35	100.00
70 - OTHER EXPENSES / EXPENDITURES	278.50	89.63	250.00	0.00	300.00
75 - COSTS OF SALES	39,413.47	73,538.20	58,200.00	60,942.78	72,550.00
76 - PURCHASES	31,358.01	97.33	0.00	-261.83	0.00
Department: 8200 - GOLF SHOP Total:	71,066.04	73,746.57	58,550.00	60,915.30	72,950.00
Department: 8300 - FOOD AND BEVERAGE					
10 - WAGES & BENEFITS	63,118.09	86,670.36	66,300.00	75,386.17	71,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	3,188.11	2,767.88	4,000.00	5,494.94	4,800.00
50 - OTHER PURCHASED SERVICES	4,348.00	4,090.00	11,000.00	5,180.00	6,000.00
60 - SUPPLIES	4,130.50	4,432.31	17,000.00	6,267.20	20,250.00
70 - OTHER EXPENSES / EXPENDITURES	1,395.50	267.97	200.00	4.09	200.00
75 - COSTS OF SALES	25,115.80	129,680.07	107,000.00	93,981.45	128,000.00
76 - PURCHASES	40,372.19	-877.25	0.00	10,560.60	0.00
Department: 8300 - FOOD AND BEVERAGE Total:	141,668.19	227,031.34	205,500.00	196,874.45	230,250.00
Department: 8400 - OUTSIDE SERVICES					
10 - WAGES & BENEFITS	44,074.27	42,889.60	39,100.00	33,150.68	45,100.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	341.30	285.28	5,500.00	960.17	7,000.00
60 - SUPPLIES	10,293.54	17,293.33	15,000.00	20,149.70	18,750.00
Department: 8400 - OUTSIDE SERVICES Total:	54,709.11	60,468.21	59,600.00	54,260.55	70,850.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8500 - COMMON					
10 - WAGES & BENEFITS	142,863.44	150,320.27	171,600.00	119,041.26	158,200.00
30 - PROFESSIONAL / TECHNICAL SERVICES	1,042.00	2,925.00	0.00	0.00	0.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	34,071.13	36,362.86	62,700.00	56,553.66	54,300.00
50 - OTHER PURCHASED SERVICES	33,295.46	25,110.26	36,800.00	23,893.80	41,700.00
60 - SUPPLIES	16,241.86	5,431.12	15,000.00	9,336.01	54,200.00
70 - OTHER EXPENSES / EXPENDITURES	348,815.05	293,265.08	285,000.00	262,262.88	310,000.00
Department: 8500 - COMMON Total:	576,328.94	513,414.59	571,100.00	471,087.61	618,400.00
Department: 8600 - GROUNDS					
10 - WAGES & BENEFITS	542,483.56	536,079.66	542,300.00	444,370.04	585,400.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	84,648.69	65,930.57	86,000.00	61,649.80	90,000.00
50 - OTHER PURCHASED SERVICES	3,368.58	6,963.93	12,500.00	2,227.77	15,000.00
60 - SUPPLIES	107,890.24	168,620.38	143,700.00	128,002.07	167,800.00
80 - CAPITAL OUTLAY	0.00	0.00	19,300.00	19,237.50	298,000.00
Department: 8600 - GROUNDS Total:	738,391.07	777,594.54	803,800.00	655,487.18	1,156,200.00
Department: 9000 - DEBT SERVICE					
90 - DEBT SERVICE	0.00	0.00	82,000.00	0.00	82,000.00
Department: 9000 - DEBT SERVICE Total:	0.00	0.00	82,000.00	0.00	82,000.00
Fund: 503 - INVER WOOD GOLF COURSE Total:	2,127,752.79	1,966,695.42	2,157,600.00	1,774,378.97	2,650,900.00



City of Inver Grove Heights

2023 Budget Book

Expenditure Detail by Department

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 503 - INVER WOOD GOLF COURSE						
Department: 8000 - OPERATIONS						
Category: 10 - WAGES & BENEFITS						
503.52.8000.521.10100	FULL-TIME EMPLOYEES	136,691.89	144,663.54	151,800.00	139,070.39	187,000.00
503.52.8000.521.10200	PART-TIME EMPLOYEES-BENEFIT...	0.00	0.00	0.00	0.00	0.00
503.52.8000.521.10300	EMPLOYEES-NON BENEFITED	71,017.82	88,539.89	87,000.00	80,402.82	95,400.00
503.52.8000.521.10400	OVERTIME	699.94	715.58	1,000.00	1,147.11	1,000.00
503.52.8000.521.20100	INSURANCE-CASH OPTION	9,367.80	9,642.90	13,900.00	9,705.96	15,300.00
503.52.8000.521.20300	EMPLOYER SOCIAL SECURITY	12,236.35	13,908.59	14,900.00	13,251.98	17,000.00
503.52.8000.521.20350	EMPLOYER MEDICARE	2,861.74	3,252.79	3,500.00	3,099.25	4,000.00
503.52.8000.521.20400	EMPLOYER PERA	11,004.06	11,888.03	18,000.00	12,328.69	20,600.00
503.52.8000.521.20550	PENSION EXPENSE	25,689.00	-26,812.00	0.00	0.00	0.00
503.52.8000.521.20600	MEDICAL INSURANCE	23,238.37	23,392.03	31,400.00	22,284.12	38,900.00
503.52.8000.521.20620	LIFE INSURANCE	114.05	128.69	200.00	183.78	300.00
503.52.8000.521.20630	LTD INSURANCE	333.08	376.38	700.00	408.12	500.00
503.52.8000.521.20700	UNEMPLOYMENT COMPENSATI...	17,112.00	8,675.44	19,700.00	25,101.28	0.00
503.52.8000.521.20720	FLEX/COMP ACCOUNT FEE	44.54	139.20	100.00	125.41	200.00
503.52.8000.521.20750	WORKERS COMPENSATION	3,099.96	2,600.04	2,600.00	2,166.70	2,700.00
503.52.8000.521.20800	COMPENSATED ABSENCES	8,959.52	6,397.18	0.00	0.00	0.00
503.52.8000.521.20850	OPEB	-338.00	607.00	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		322,132.12	288,115.28	344,800.00	309,275.61	382,900.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
503.52.8000.521.30700	OTHER PROFESSIONAL SERVICES	175,357.20	0.00	0.00	0.00	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		175,357.20	0.00	0.00	0.00	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8000.521.40055	RENTAL CLUBS	385.50	0.00	1,000.00	135.56	1,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		385.50	0.00	1,000.00	135.56	1,500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 50 - OTHER PURCHASED SERVICES						
503.52.8000.521.50030	PRINTING & BINDING	6,639.85	4,395.40	8,000.00	7,981.69	9,500.00
Category: 50 - OTHER PURCHASED SERVICES Total:		6,639.85	4,395.40	8,000.00	7,981.69	9,500.00
Category: 60 - SUPPLIES						
503.52.8000.521.60010	SUPPLIES - OFFICE	525.02	367.35	500.00	1,074.62	500.00
503.52.8000.521.60045	UNIFORMS & CLOTHING	76.28	0.00	3,000.00	1,107.41	3,750.00
503.52.8000.521.60065	SUPPLIES - OTHER	6,802.91	1,566.56	1,200.00	3,608.12	1,200.00
Category: 60 - SUPPLIES Total:		7,404.21	1,933.91	4,700.00	5,790.15	5,450.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
503.52.8000.521.70250	HANDICAPS	5,600.00	9,555.00	9,000.00	8,910.00	9,000.00
503.52.8000.521.70450	CASH OVER/SHORT	-68.65	187.29	200.00	226.93	250.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		5,531.35	9,742.29	9,200.00	9,136.93	9,250.00
Department: 8000 - OPERATIONS Total:		517,450.23	304,186.88	367,700.00	332,319.94	408,600.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8100 - PRACTICE CENTER						
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8100.522.40042	REPAIR & MAINT - EQUIPMENT	4,209.09	0.00	3,000.00	728.38	3,600.00
503.52.8100.522.40045	REPAIR & MAINT - FENCE	0.00	0.00	300.00	0.00	300.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		4,209.09	0.00	3,300.00	728.38	3,900.00
Category: 50 - OTHER PURCHASED SERVICES						
503.52.8100.522.50050	SIGNAGE	0.00	69.23	0.00	0.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	69.23	0.00	0.00	0.00
Category: 60 - SUPPLIES						
503.52.8100.522.60015	SUPPLIES - EQUIPMENT	15,009.32	5,610.26	1,500.00	1,705.56	0.00
503.52.8100.522.60020	SUPPLIES - GOLF COURSE	0.00	0.00	0.00	0.00	2,000.00
503.52.8100.522.60045	UNIFORMS & CLOTHING	0.00	0.00	1,000.00	1,000.00	1,250.00
503.52.8100.522.60060	GOLF BALLS-RANGE	8,920.80	4,573.80	3,500.00	0.00	4,500.00
Category: 60 - SUPPLIES Total:		23,930.12	10,184.06	6,000.00	2,705.56	7,750.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
503.52.8100.522.70450	CASH OVER/SHORT	0.00	0.00	50.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		0.00	0.00	50.00	0.00	0.00
Department: 8100 - PRACTICE CENTER Total:		28,139.21	10,253.29	9,350.00	3,433.94	11,650.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8200 - GOLF SHOP						
Category: 60 - SUPPLIES						
503.52.8200.523.60017	SUPPLIES - PRICING	16.06	21.41	100.00	234.35	100.00
	Category: 60 - SUPPLIES Total:	16.06	21.41	100.00	234.35	100.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
503.52.8200.523.70400	GOLF SHOP FIXTURES	278.50	89.63	250.00	0.00	300.00
	Category: 70 - OTHER EXPENSES / EXPENDITURES Total:	278.50	89.63	250.00	0.00	300.00
Category: 75 - COSTS OF SALES						
503.52.8200.523.75200	GOLF COURSE RESALE-APPAREL	22,492.08	27,857.29	24,000.00	19,883.62	31,200.00
503.52.8200.523.75250	GOLF COURSE RESALE-CLUBS	3,116.29	10,741.25	5,000.00	7,854.19	6,250.00
503.52.8200.523.75300	GOLF COURSE RESALE-GLOVES	2,263.67	9,495.93	6,500.00	6,544.10	7,800.00
503.52.8200.523.75350	GOLF COURSE RESALE-BAGS	3,122.59	5,358.58	4,500.00	4,071.14	5,400.00
503.52.8200.523.75400	GOLF COURSE RESALE-ACCESS	1,921.73	3,461.26	5,700.00	6,151.94	6,900.00
503.52.8200.523.75450	GOLF COURSE RESALE-BALLS	6,497.11	16,623.89	12,500.00	16,437.79	15,000.00
	Category: 75 - COSTS OF SALES Total:	39,413.47	73,538.20	58,200.00	60,942.78	72,550.00
Category: 76 - PURCHASES						
503.52.8200.523.76200	APPAREL	1,642.79	97.33	0.00	-261.83	0.00
503.52.8200.523.76250	CLUBS	2,033.41	0.00	0.00	0.00	0.00
503.52.8200.523.76300	GLOVES	0.00	0.00	0.00	0.00	0.00
503.52.8200.523.76350	BAGS	778.20	0.00	0.00	0.00	0.00
503.52.8200.523.76400	ACCESSORIES	14,355.16	0.00	0.00	0.00	0.00
503.52.8200.523.76450	BALLS	12,548.45	0.00	0.00	0.00	0.00
	Category: 76 - PURCHASES Total:	31,358.01	97.33	0.00	-261.83	0.00
	Department: 8200 - GOLF SHOP Total:	71,066.04	73,746.57	58,550.00	60,915.30	72,950.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8300 - FOOD AND BEVERAGE						
Category: 10 - WAGES & BENEFITS						
503.52.8300.524.10300	EMPLOYEES-NON BENEFITED	56,767.96	78,186.25	57,000.00	66,774.04	61,000.00
503.52.8300.524.10400	OVERTIME	11.87	14.14	0.00	448.02	0.00
503.52.8300.524.20300	EMPLOYER SOCIAL SECURITY	3,468.78	4,675.78	3,500.00	4,167.75	3,800.00
503.52.8300.524.20350	EMPLOYER MEDICARE	823.30	1,093.53	800.00	974.74	900.00
503.52.8300.524.20400	EMPLOYER PERA	646.14	1,001.98	4,300.00	1,457.10	4,600.00
503.52.8300.524.20700	UNEMPLOYMENT COMPENSATI...	0.00	998.72	0.00	981.22	0.00
503.52.8300.524.20750	WORKERS COMPENSATION	1,400.04	699.96	700.00	583.30	700.00
Category: 10 - WAGES & BENEFITS Total:		63,118.09	86,670.36	66,300.00	75,386.17	71,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8300.524.40042	REPAIR & MAINT - EQUIPMENT	3,188.11	2,767.88	4,000.00	5,494.94	4,800.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		3,188.11	2,767.88	4,000.00	5,494.94	4,800.00
Category: 50 - OTHER PURCHASED SERVICES						
503.52.8300.524.50070	DUES, LICENSES & SUBSCRIPTIO...	4,348.00	4,090.00	11,000.00	5,180.00	6,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		4,348.00	4,090.00	11,000.00	5,180.00	6,000.00
Category: 60 - SUPPLIES						
503.52.8300.524.60045	UNIFORMS & CLOTHING	0.00	0.00	1,000.00	1,000.00	1,250.00
503.52.8300.524.60065	SUPPLIES - OTHER	4,130.50	4,432.31	16,000.00	5,267.20	19,000.00
Category: 60 - SUPPLIES Total:		4,130.50	4,432.31	17,000.00	6,267.20	20,250.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
503.52.8300.524.70450	CASH OVER/SHORT	0.00	-2.03	200.00	4.09	200.00
503.52.8300.524.70460	BAD DEBTS/NSF CHECKS	1,395.50	270.00	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		1,395.50	267.97	200.00	4.09	200.00
Category: 75 - COSTS OF SALES						
503.52.8300.524.75050	FOOD INVENTORY	7,768.59	42,575.06	37,500.00	31,429.04	45,000.00
503.52.8300.524.75100	BEVERAGES	8,650.30	36,134.13	27,500.00	27,742.70	33,000.00
503.52.8300.524.75150	BEER AND WINE	8,696.91	50,970.88	42,000.00	34,809.71	50,000.00
Category: 75 - COSTS OF SALES Total:		25,115.80	129,680.07	107,000.00	93,981.45	128,000.00
Category: 76 - PURCHASES						
503.52.8300.524.76050	FOOD	11,870.12	0.00	0.00	5,543.20	0.00
503.52.8300.524.76100	BEVERAGES	14,100.12	0.00	0.00	1,128.36	0.00

[503.52.8300.524.76150](#)

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
BEER	14,401.95	-877.25	0.00	3,889.04	0.00
Category: 76 - PURCHASES Total:	40,372.19	-877.25	0.00	10,560.60	0.00
Department: 8300 - FOOD AND BEVERAGE Total:	141,668.19	227,031.34	205,500.00	196,874.45	230,250.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8400 - OUTSIDE SERVICES						
Category: 10 - WAGES & BENEFITS						
503.52.8400.525.10300	EMPLOYEES-NON BENEFITED	40,477.48	38,983.53	36,000.00	30,485.27	41,500.00
503.52.8400.525.10400	OVERTIME	0.00	34.26	0.00	0.00	0.00
503.52.8400.525.20300	EMPLOYER SOCIAL SECURITY	2,509.77	2,419.08	2,200.00	1,890.10	2,600.00
503.52.8400.525.20350	EMPLOYER MEDICARE	586.98	565.77	500.00	442.01	600.00
503.52.8400.525.20400	EMPLOYER PERA	0.00	0.00	0.00	0.00	0.00
503.52.8400.525.20700	UNEMPLOYMENT COMPENSATI...	0.00	487.00	0.00	0.00	0.00
503.52.8400.525.20750	WORKERS COMPENSATION	500.04	399.96	400.00	333.30	400.00
Category: 10 - WAGES & BENEFITS Total:		44,074.27	42,889.60	39,100.00	33,150.68	45,100.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8400.525.40041	REPAIR & MAINT - VEHICLES	341.30	285.28	3,500.00	960.17	0.00
503.52.8400.525.40042	REPAIR & MAINT - EQUIPMENT	0.00	0.00	0.00	0.00	4,500.00
503.52.8400.525.40065	OTHER RENTALS	0.00	0.00	2,000.00	0.00	2,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		341.30	285.28	5,500.00	960.17	7,000.00
Category: 60 - SUPPLIES						
503.52.8400.525.60021	FUELS	10,293.54	17,293.33	15,000.00	20,149.70	18,750.00
Category: 60 - SUPPLIES Total:		10,293.54	17,293.33	15,000.00	20,149.70	18,750.00
Department: 8400 - OUTSIDE SERVICES Total:		54,709.11	60,468.21	59,600.00	54,260.55	70,850.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8500 - COMMON						
Category: 10 - WAGES & BENEFITS						
503.52.8500.526.10100	FULL-TIME EMPLOYEES	103,478.72	109,662.22	130,600.00	91,488.32	119,100.00
503.52.8500.526.20100	INSURANCE-CASH OPTION	3,962.40	3,962.40	5,600.00	3,742.20	4,600.00
503.52.8500.526.20300	EMPLOYER SOCIAL SECURITY	5,488.80	5,859.75	8,100.00	4,958.44	7,400.00
503.52.8500.526.20350	EMPLOYER MEDICARE	1,283.68	1,370.39	1,900.00	1,159.62	1,700.00
503.52.8500.526.20400	EMPLOYER PERA	7,760.91	8,116.90	9,800.00	6,861.63	8,900.00
503.52.8500.526.20600	MEDICAL INSURANCE	11,341.94	11,554.92	13,600.00	9,333.03	14,500.00
503.52.8500.526.20620	LIFE INSURANCE	153.00	160.56	200.00	133.80	200.00
503.52.8500.526.20630	LTD INSURANCE	292.56	292.56	400.00	243.80	300.00
503.52.8500.526.20720	FLEX/COMP ACCOUNT FEE	42.00	48.58	100.00	37.12	100.00
503.52.8500.526.20750	WORKERS COMPENSATION	1,500.00	1,299.96	1,300.00	1,083.30	1,400.00
503.52.8500.526.20800	COMPENSATED ABSENCES	7,559.43	7,992.03	0.00	0.00	0.00
503.52.8500.526.20850	OPEB	0.00	0.00	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		142,863.44	150,320.27	171,600.00	119,041.26	158,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
503.52.8500.526.30420	LEGAL SERVICES	708.00	0.00	0.00	0.00	0.00
503.52.8500.526.30700	OTHER PROFESSIONAL SERVICES	334.00	2,925.00	0.00	0.00	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		1,042.00	2,925.00	0.00	0.00	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8500.526.40005	WATER UTILITY SERVICES	112.56	115.49	200.00	97.05	200.00
503.52.8500.526.40010	GAS UTILITY SERVICES	900.14	1,349.47	2,000.00	1,488.77	2,500.00
503.52.8500.526.40015	SEWER UTILITY SERVICES	0.00	0.00	500.00	0.00	500.00
503.52.8500.526.40020	ELECTRIC UTILITY SERVICES	9,665.38	12,068.29	15,000.00	10,103.88	15,000.00
503.52.8500.526.40030	STORM WATER UTILITY SERVICE	767.75	789.36	0.00	495.46	0.00
503.52.8500.526.40040	REPAIR & MAINT - BUILDINGS	22,625.30	22,040.25	35,000.00	36,035.20	25,000.00
503.52.8500.526.40070	CENTRAL EQUIP ALLOCATION	0.00	0.00	0.00	0.00	1,100.00
503.52.8500.526.40075	CITY FACILITIES ALLOCATION	0.00	0.00	10,000.00	8,333.30	10,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		34,071.13	36,362.86	62,700.00	56,553.66	54,300.00
Category: 50 - OTHER PURCHASED SERVICES						
503.52.8500.526.50014	LIQUOR (DRAM SHOP)	3,414.74	3,179.00	3,500.00	812.00	4,200.00
503.52.8500.526.50019	INSURANCE ALLOCATION	7,800.00	12,000.00	12,000.00	10,000.00	8,400.00
503.52.8500.526.50025	ADVERTISING/PUBLISHED NOTIC...	10,561.02	5,534.00	8,500.00	4,960.11	10,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
503.52.8500.526.50030	PRINTING & BINDING	874.36	952.50	5,000.00	0.00	5,000.00
503.52.8500.526.50035	POSTAGE/DELIVERY	4,213.80	299.50	250.00	68.90	300.00
503.52.8500.526.50055	ALARM SERVICES / SYSTEMS	2,044.78	1,103.39	3,250.00	1,026.53	4,000.00
503.52.8500.526.50065	TRAVEL	0.00	20.37	100.00	119.26	100.00
503.52.8500.526.50070	DUES, LICENSES & SUBSCRIPTIO...	4,386.76	2,021.50	4,000.00	6,907.00	4,000.00
503.52.8500.526.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	5,500.00
503.52.8500.526.50080	CONFERENCES AND SEMINARS	0.00	0.00	200.00	0.00	200.00
Category: 50 - OTHER PURCHASED SERVICES Total:		33,295.46	25,110.26	36,800.00	23,893.80	41,700.00
Category: 60 - SUPPLIES						
503.52.8500.526.60010	SUPPLIES - OFFICE	1,266.58	740.83	2,000.00	196.42	2,500.00
503.52.8500.526.60040	SM TOOLS & MISC EQUIPMENT	329.01	0.00	2,500.00	3,622.50	2,500.00
503.52.8500.526.60042	MISC-COMPUTER SOFTWARE	0.00	0.00	4,500.00	1,429.62	0.00
503.52.8500.526.60045	UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00
503.52.8500.526.60065	SUPPLIES - OTHER	14,646.27	490.29	2,000.00	754.17	2,000.00
503.52.8500.526.60071	TECHNOLOGY ALLOCATION	0.00	4,200.00	4,000.00	3,333.30	47,200.00
Category: 60 - SUPPLIES Total:		16,241.86	5,431.12	15,000.00	9,336.01	54,200.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
503.52.8500.526.70100	DEPRECIATION EXPENSE	262,957.28	247,111.71	250,000.00	208,333.30	250,000.00
503.52.8500.526.70440	BANK CHARGES / CREDIT CARD	86,124.84	46,152.37	35,000.00	53,822.73	60,000.00
503.52.8500.526.70600	OTHER MISCELLANEOUS	-267.07	1.00	0.00	106.85	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		348,815.05	293,265.08	285,000.00	262,262.88	310,000.00
Department: 8500 - COMMON Total:		576,328.94	513,414.59	571,100.00	471,087.61	618,400.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 8600 - GROUNDS						
Category: 10 - WAGES & BENEFITS						
503.52.8600.527.10100	FULL-TIME EMPLOYEES	300,646.28	298,594.17	271,600.00	239,951.18	316,500.00
503.52.8600.527.10200	PART-TIME EMPLOYEES-BENEFIT...	0.00	0.00	31,900.00	0.00	0.00
503.52.8600.527.10300	EMPLOYEES-NON BENEFITED	108,875.74	114,524.97	108,000.00	105,902.50	128,000.00
503.52.8600.527.20100	INSURANCE-CASH OPTION	16,733.40	15,931.50	18,500.00	13,038.30	18,500.00
503.52.8600.527.20300	EMPLOYER SOCIAL SECURITY	24,105.88	24,526.04	25,500.00	20,966.23	27,600.00
503.52.8600.527.20350	EMPLOYER MEDICARE	5,651.45	5,736.13	6,000.00	4,903.43	6,400.00
503.52.8600.527.20400	EMPLOYER PERA	22,766.07	25,916.14	30,900.00	22,223.41	33,300.00
503.52.8600.527.20600	MEDICAL INSURANCE	37,462.46	34,827.24	39,900.00	28,262.55	45,200.00
503.52.8600.527.20620	LIFE INSURANCE	379.56	405.56	500.00	344.05	500.00
503.52.8600.527.20630	LTD INSURANCE	758.78	797.76	1,300.00	672.85	900.00
503.52.8600.527.20700	UNEMPLOYMENT COMPENSATI...	0.00	1,449.00	0.00	1,361.97	0.00
503.52.8600.527.20720	FLEX/COMP ACCOUNT FEE	262.41	281.15	300.00	160.27	200.00
503.52.8600.527.20750	WORKERS COMPENSATION	15,999.96	7,899.96	7,900.00	6,583.30	8,300.00
503.52.8600.527.20800	COMPENSATED ABSENCES	8,841.57	5,190.04	0.00	0.00	0.00
503.52.8600.527.20850	OPEB	0.00	0.00	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		542,483.56	536,079.66	542,300.00	444,370.04	585,400.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
503.52.8600.527.40010	GAS UTILITY SERVICES	2,312.02	3,818.63	4,000.00	3,530.01	4,000.00
503.52.8600.527.40015	SEWER UTILITY SERVICES	0.00	0.00	1,000.00	0.00	1,000.00
503.52.8600.527.40020	ELECTRIC UTILITY SERVICES	38,095.01	29,072.95	20,000.00	23,660.54	20,000.00
503.52.8600.527.40025	REFUSE DISPOSAL	9.10	0.00	0.00	0.00	0.00
503.52.8600.527.40040	REPAIR & MAINT - BUILDINGS	5,740.90	1,820.14	19,000.00	1,263.78	19,000.00
503.52.8600.527.40042	REPAIR & MAINT - EQUIPMENT	36,860.42	30,134.35	38,000.00	32,595.55	40,000.00
503.52.8600.527.40050	RENTAL OF EQUIPMENT	1,253.43	146.47	2,000.00	0.00	3,000.00
503.52.8600.527.40065	OTHER RENTALS	377.81	938.03	2,000.00	599.92	3,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		84,648.69	65,930.57	86,000.00	61,649.80	90,000.00
Category: 50 - OTHER PURCHASED SERVICES						
503.52.8600.527.50045	OUTSIDE LABOR	2,085.00	4,513.28	3,000.00	0.00	6,000.00
503.52.8600.527.50070	DUES, LICENSES & SUBSCRIPTIO...	1,196.58	1,177.65	7,500.00	2,182.77	7,000.00
503.52.8600.527.50080	CONFERENCES AND SEMINARS	87.00	1,273.00	2,000.00	45.00	2,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		3,368.58	6,963.93	12,500.00	2,227.77	15,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 60 - SUPPLIES						
503.52.8600.527.60008	IRRIGATION SUPPLIES	4,971.68	2,644.56	5,000.00	3,947.85	5,000.00
503.52.8600.527.60010	SUPPLIES - OFFICE	191.66	0.00	300.00	0.00	1,000.00
503.52.8600.527.60012	SUPPLIES - SHOP	2,744.65	2,671.68	2,000.00	3,460.07	4,000.00
503.52.8600.527.60014	SUPPLIES - TIRES	1,075.46	1,554.15	1,500.00	931.37	2,000.00
503.52.8600.527.60018	SUPPLIES-TRAINING	0.00	512.91	600.00	0.00	800.00
503.52.8600.527.60020	SUPPLIES - GOLF COURSE	13,195.90	18,782.77	14,000.00	13,442.02	15,000.00
503.52.8600.527.60021	FUELS	19,702.33	15,694.47	18,000.00	14,448.82	20,000.00
503.52.8600.527.60022	LUBRICANTS	3,932.69	6,387.05	4,000.00	2,418.18	5,000.00
503.52.8600.527.60030	FERTILIZERS	23,137.85	35,539.85	34,000.00	36,636.11	41,000.00
503.52.8600.527.60035	PESTICIDES	28,510.72	55,884.14	41,000.00	31,353.44	49,000.00
503.52.8600.527.60040	SM TOOLS & MISC EQUIPMENT	2,373.24	6,720.10	5,000.00	9,889.59	5,000.00
503.52.8600.527.60045	UNIFORMS & CLOTHING	5,409.58	6,371.63	5,300.00	6,154.03	6,000.00
503.52.8600.527.60050	GOLF COURSE ACCESSORIES	1,828.06	3,874.60	3,000.00	4,405.20	4,000.00
503.52.8600.527.60065	SUPPLIES - OTHER	816.42	11,982.47	10,000.00	915.39	10,000.00
Category: 60 - SUPPLIES Total:		107,890.24	168,620.38	143,700.00	128,002.07	167,800.00
Category: 80 - CAPITAL OUTLAY						
503.52.8600.527.80300	IMPROVEMENTS (NON-BLDG)	0.00	0.00	0.00	0.00	60,000.00
503.52.8600.527.80400	HEAVY MACHINERY & EQUIPME...	0.00	0.00	19,300.00	19,237.50	0.00
503.52.8600.527.80800	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	238,000.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	0.00	19,300.00	19,237.50	298,000.00
Department: 8600 - GROUNDS Total:		738,391.07	777,594.54	803,800.00	655,487.18	1,156,200.00

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Department: 9000 - DEBT SERVICE					
Category: 90 - DEBT SERVICE					
503.57.9000.570.90100 PRINCIPAL PAYMENTS	0.00	0.00	82,000.00	0.00	82,000.00
Category: 90 - DEBT SERVICE Total:	0.00	0.00	82,000.00	0.00	82,000.00
Department: 9000 - DEBT SERVICE Total:	0.00	0.00	82,000.00	0.00	82,000.00
Fund: 503 - INVER WOOD GOLF COURSE Total:	2,127,752.79	1,966,695.42	2,157,600.00	1,774,378.97	2,650,900.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 602 - RISK MANAGEMENT					
340 - CHARGES FOR SERVICES	1,127,800.20	1,122,300.00	1,161,900.00	968,250.00	1,224,600.00
360 - MISCELLANEOUS REVENUES	32,331.47	118,641.44	15,500.00	4,203.93	10,000.00
390 - OTHER FINANCING SOURCES	13,614.00	0.00	0.00	0.00	0.00
Fund: 602 - RISK MANAGEMENT Total:	1,173,745.67	1,240,941.44	1,177,400.00	972,453.93	1,234,600.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 602 - RISK MANAGEMENT					
RevCat: 340 - CHARGES FOR SERVICES					
602.46.0000.3461000 W.C. INTERNAL REVENUES	691,100.04	649,200.00	688,800.00	574,000.00	723,200.00
602.46.0000.3462000 INSURANCE INTERNAL REV.	436,700.16	473,100.00	473,100.00	394,250.00	501,400.00
RevCat: 340 - CHARGES FOR SERVICES Total:	1,127,800.20	1,122,300.00	1,161,900.00	968,250.00	1,224,600.00
RevCat: 360 - MISCELLANEOUS REVENUES					
602.46.0000.3600000 PERA PENSION OTHER REVENUE	34.00	20.00	0.00	0.00	0.00
602.46.0000.3610000 INVESTMENT INTEREST	10,921.93	8,049.98	5,500.00	3,696.48	5,000.00
602.46.0000.3611000 ACCRUED INTEREST RECEIVABLE	3,541.73	4,472.65	0.00	0.00	0.00
602.46.0000.3612000 FAIR MARKET VALUE ALLOCATION	10,796.81	-17,607.30	0.00	0.00	0.00
602.46.0000.3650000 OTHER REVENUES	1,302.00	502.04	0.00	0.00	0.00
602.46.0000.3660000 OTHER REIMBURSEMENTS	5,735.00	123,204.07	10,000.00	507.45	5,000.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:	32,331.47	118,641.44	15,500.00	4,203.93	10,000.00
RevCat: 390 - OTHER FINANCING SOURCES					
602.46.0000.3911000 OPERATING TRANSFERS IN	13,614.00	0.00	0.00	0.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:	13,614.00	0.00	0.00	0.00	0.00
Fund: 602 - RISK MANAGEMENT Total:	1,173,745.67	1,240,941.44	1,177,400.00	972,453.93	1,234,600.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 602 - RISK MANAGEMENT					
10 - WAGES & BENEFITS	25,405.55	19,660.65	28,300.00	18,338.36	23,200.00
30 - PROFESSIONAL / TECHNICAL SERVICES	43,188.21	9,016.00	14,000.00	1,908.00	10,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	59,337.89	42,924.79	50,000.00	41,833.63	0.00
50 - OTHER PURCHASED SERVICES	913,965.63	949,545.63	1,045,100.00	820,538.05	1,151,400.00
70 - OTHER EXPENSES / EXPENDITURES	36,462.52	3,087.72	40,000.00	0.00	50,000.00
Fund: 602 - RISK MANAGEMENT Total:	1,078,359.80	1,024,234.79	1,177,400.00	882,618.04	1,234,600.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 602 - RISK MANAGEMENT						
Category: 10 - WAGES & BENEFITS						
602.00.2100.415.10100	FULL-TIME EMPLOYEES	14,117.46	15,199.75	21,600.00	14,370.56	17,700.00
602.00.2100.415.10400	OVERTIME	0.00	6.22	0.00	16.46	0.00
602.00.2100.415.20100	INSURANCE-CASH OPTION	655.33	661.44	900.00	542.02	700.00
602.00.2100.415.20300	EMPLOYER SOCIAL SECURITY	849.19	914.26	1,000.00	861.47	1,100.00
602.00.2100.415.20350	EMPLOYER MEDICARE	198.75	213.70	300.00	201.36	300.00
602.00.2100.415.20400	EMPLOYER PERA	1,058.49	1,140.02	2,100.00	959.00	1,300.00
602.00.2100.415.20550	PENSION EXPENSE	5,656.00	-996.00	0.00	0.00	0.00
602.00.2100.415.20600	MEDICAL INSURANCE	1,539.30	1,527.57	2,100.00	1,252.36	1,800.00
602.00.2100.415.20620	LIFE INSURANCE	19.70	22.90	0.00	17.60	0.00
602.00.2100.415.20630	LTD INSURANCE	32.66	43.36	100.00	27.96	100.00
602.00.2100.415.20720	FLEX/COMP ACCOUNT FEE	20.96	17.03	100.00	6.27	100.00
602.00.2100.415.20750	WORKERS COMPENSATION	99.96	99.96	100.00	83.30	100.00
602.00.2100.415.20800	COMPENSATED ABSENCES	1,157.75	810.44	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		25,405.55	19,660.65	28,300.00	18,338.36	23,200.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
602.00.2100.415.30420	LEGAL SERVICES	32,229.88	9,016.00	14,000.00	1,908.00	10,000.00
602.00.2100.415.30700	OTHER PROFESSIONAL SERVICES	10,958.33	0.00	0.00	0.00	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		43,188.21	9,016.00	14,000.00	1,908.00	10,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
602.00.2100.415.40048	REPAIR & MAINT - INS PAID CLA...	59,337.89	42,924.79	50,000.00	41,833.63	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		59,337.89	42,924.79	50,000.00	41,833.63	0.00
Category: 50 - OTHER PURCHASED SERVICES						
602.00.2100.415.50009	WORKERS' COMP INSURANCE	571,153.30	583,597.63	635,000.00	442,631.38	716,600.00
602.00.2100.415.50010	GENERAL LIAB. INSURANCE	176,478.67	198,761.00	210,000.00	204,791.75	211,700.00
602.00.2100.415.50011	PROPERTY DAMAGE INSURANCE	119,911.33	116,922.67	140,000.00	120,832.00	161,900.00
602.00.2100.415.50012	AUTOMOBILE INSURANCE	34,760.00	39,081.00	48,000.00	41,250.58	49,300.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
602.00.2100.415.50014	LIQUOR (DRAM SHOP)	0.00	812.00	0.00	-812.00	0.00
602.00.2100.415.50015	BONDS INSURANCE	2,158.66	2,064.00	2,100.00	1,933.42	2,400.00
602.00.2100.415.50016	MOBILE INSURANCE	9,473.67	8,277.33	10,000.00	8,247.92	9,500.00
602.00.2100.415.50018	OTHER INSURANCE	0.00	0.00	0.00	1,638.00	0.00
602.00.2100.415.50020	TELEPHONE	30.00	30.00	0.00	25.00	0.00
602.00.2100.415.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	0.00	0.00
Category: 50 - OTHER PURCHASED SERVICES Total:		913,965.63	949,545.63	1,045,100.00	820,538.05	1,151,400.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
602.00.2100.415.70200	INS CLAIMS-DEDUCTIBLE	36,462.52	3,087.72	40,000.00	0.00	50,000.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		36,462.52	3,087.72	40,000.00	0.00	50,000.00
Fund: 602 - RISK MANAGEMENT Total:		1,078,359.80	1,024,234.79	1,177,400.00	882,618.04	1,234,600.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 603 - CENTRAL EQUIPMENT					
340 - CHARGES FOR SERVICES	2,911,899.84	2,896,150.08	3,169,200.00	2,641,000.00	3,163,700.00
360 - MISCELLANEOUS REVENUES	323,715.15	-6,491.21	50,000.00	40,260.54	100,000.00
390 - OTHER FINANCING SOURCES	15,540.79	527,917.41	0.00	0.00	0.00
Fund: 603 - CENTRAL EQUIPMENT Total:	3,251,155.78	3,417,576.28	3,219,200.00	2,681,260.54	3,263,700.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 603 - CENTRAL EQUIPMENT						
RevCat: 340 - CHARGES FOR SERVICES						
603.46.0000.3466000	CENTRAL EQUIP INTERNAL CHGS	2,911,899.84	2,896,150.08	3,169,200.00	2,641,000.00	3,163,700.00
RevCat: 340 - CHARGES FOR SERVICES Total:		2,911,899.84	2,896,150.08	3,169,200.00	2,641,000.00	3,163,700.00
RevCat: 360 - MISCELLANEOUS REVENUES						
603.46.0000.3600000	PERA PENSION OTHER REVENUE	713.00	415.00	0.00	0.00	0.00
603.46.0000.3610000	INVESTMENT INTEREST	116,315.02	85,292.61	50,000.00	38,471.41	100,000.00
603.46.0000.3611000	ACCRUED INTEREST RECEIVABLE	37,824.60	47,095.18	0.00	0.00	0.00
603.46.0000.3612000	FAIR MARKET VALUE ALLOCATION	115,311.03	-187,470.79	0.00	0.00	0.00
603.46.0000.3650000	OTHER REVENUES	4,141.60	883.82	0.00	974.33	0.00
603.46.0000.3660000	OTHER REIMBURSEMENTS	38,549.90	27,783.93	0.00	814.80	0.00
603.46.0000.3680000	GAIN ON DISPOSAL OF FIXED AS...	10,860.00	19,509.04	0.00	0.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		323,715.15	-6,491.21	50,000.00	40,260.54	100,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
603.46.0000.3911000	OPERATING TRANSFERS IN	3,295.55	527,917.41	0.00	0.00	0.00
603.46.0000.3970000	CAPITAL CONTRIBUTIONS	12,245.24	0.00	0.00	0.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		15,540.79	527,917.41	0.00	0.00	0.00
Fund: 603 - CENTRAL EQUIPMENT Total:		3,251,155.78	3,417,576.28	3,219,200.00	2,681,260.54	3,263,700.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 603 - CENTRAL EQUIPMENT					
10 - WAGES & BENEFITS	441,082.60	400,151.53	544,700.00	406,137.67	582,900.00
30 - PROFESSIONAL / TECHNICAL SERVICES	1,340.92	33,340.31	0.00	1,529.34	0.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	383,567.97	791,840.50	796,400.00	447,144.43	538,800.00
50 - OTHER PURCHASED SERVICES	12,353.89	11,765.90	12,900.00	14,121.29	14,900.00
60 - SUPPLIES	302,334.29	311,897.43	466,300.00	194,853.49	573,350.00
70 - OTHER EXPENSES / EXPENDITURES	1,095,942.41	1,029,085.55	0.00	0.00	0.00
80 - CAPITAL OUTLAY	0.00	20,840.95	1,259,712.00	749,933.77	1,322,930.00
91 - OTHER	329,911.50	208,892.00	0.00	72,000.00	0.00
Fund: 603 - CENTRAL EQUIPMENT Total:	2,566,533.58	2,807,814.17	3,080,012.00	1,885,719.99	3,032,880.00

2023 Capital Outlay - Equipment

Streets	Aerial Bucket Truck	\$ 125,250
Streets	Single Axle Dump Truck	242,846
Streets	Street Sweeper	218,000
Streets	Ford F250 w/ Plow	44,282
Streets	Additional Vehicle for Fleet	45,000
Engineer	Additional Vehicle for Fleet	42,000
Parks	Ford F250	45,552
Parks	John Deere Tractor	73,000
Parks	Groundsmaster Mower	59,700
Parks	Additional Vehicle for Fleet	76,000
Parks	Toolcat	66,000
Parks	Ball field groomer/grader	45,000
Recreation	Passenger Van	61,300
Fire	F250 Crew Cab	46,000
		<u>\$ 1,189,930</u>
	Plus: Building Capital	58,000
	Plus: PD Squad Equip	<u>75,000</u>
	Total Capital Outlay	\$ 1,322,930

~ Equipment purchases were authorized at the November 14, 2022 City Council Meeting to take advantage of 2022 pricing.



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 603 - CENTRAL EQUIPMENT						
Category: 10 - WAGES & BENEFITS						
603.00.5300.444.10100	FULL-TIME EMPLOYEES	282,566.42	297,407.27	376,300.00	284,494.47	402,300.00
603.00.5300.444.10300	EMPLOYEES-NON BENEFITED	2,760.00	0.00	8,900.00	8,700.82	18,400.00
603.00.5300.444.10400	OVERTIME	13,585.34	11,227.07	13,700.00	8,150.81	13,700.00
603.00.5300.444.20100	INSURANCE-CASH OPTION	14,874.60	14,874.60	20,800.00	15,295.50	20,800.00
603.00.5300.444.20300	EMPLOYER SOCIAL SECURITY	18,879.54	19,300.24	25,300.00	19,320.13	27,000.00
603.00.5300.444.20350	EMPLOYER MEDICARE	4,415.11	4,583.05	5,900.00	4,518.26	6,300.00
603.00.5300.444.20400	EMPLOYER PERA	21,962.78	22,902.03	30,600.00	21,937.58	32,700.00
603.00.5300.444.20550	PENSION EXPENSE	14,937.00	-27,338.00	0.00	0.00	0.00
603.00.5300.444.20600	MEDICAL INSURANCE	31,647.47	31,190.50	46,100.00	30,110.38	44,300.00
603.00.5300.444.20620	LIFE INSURANCE	413.50	422.31	600.00	396.21	600.00
603.00.5300.444.20630	LTD INSURANCE	878.07	946.18	1,500.00	795.09	1,200.00
603.00.5300.444.20720	FLEX/COMP ACCOUNT FEE	131.72	144.18	200.00	85.12	100.00
603.00.5300.444.20750	WORKERS COMPENSATION	21,200.04	14,799.96	14,800.00	12,333.30	15,500.00
603.00.5300.444.20800	COMPENSATED ABSENCES	12,831.01	9,692.14	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		441,082.60	400,151.53	544,700.00	406,137.67	582,900.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
603.00.5300.444.30300	ENGINEERING CONSULTANTS	0.00	32,110.00	0.00	0.00	0.00
603.00.5300.444.30700	OTHER PROFESSIONAL SERVICES	1,340.92	1,230.31	0.00	1,529.34	0.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		1,340.92	33,340.31	0.00	1,529.34	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
603.00.5300.444.40005	WATER UTILITY SERVICES	2,747.37	5,096.92	3,500.00	4,032.21	5,200.00
603.00.5300.444.40010	GAS UTILITY SERVICES	8,253.41	7,188.94	14,000.00	11,887.47	26,000.00
603.00.5300.444.40015	SEWER UTILITY SERVICES	3,778.23	7,063.38	4,500.00	5,749.02	7,200.00
603.00.5300.444.40020	ELECTRIC UTILITY SERVICES	25,843.16	24,030.57	22,700.00	11,735.17	25,500.00
603.00.5300.444.40025	REFUSE DISPOSAL	461.03	1,289.55	1,000.00	303.53	1,400.00
603.00.5300.444.40040	REPAIR & MAINT - BUILDINGS	69,731.60	342,262.82	422,500.00	111,191.98	77,500.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
603.00.5300.444.40041	REPAIR & MAINT - VEHICLES	257,347.02	326,168.85	275,000.00	171,888.01	325,000.00
603.00.5300.444.40042	REPAIR & MAINT - EQUIPMENT	5,851.80	69,035.05	46,000.00	122,758.65	70,000.00
603.00.5300.444.40050	RENTAL OF EQUIPMENT	0.00	1,190.00	500.00	0.00	1,000.00
603.00.5300.444.40065	OTHER RENTALS	9,554.35	8,514.42	6,700.00	7,598.39	0.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		383,567.97	791,840.50	796,400.00	447,144.43	538,800.00
Category: 50 - OTHER PURCHASED SERVICES						
603.00.5300.444.50019	INSURANCE ALLOCATION	8,799.96	9,500.04	9,500.00	7,916.70	8,200.00
603.00.5300.444.50020	TELEPHONE	84.92	0.00	0.00	0.00	0.00
603.00.5300.444.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	0.00	200.00	0.00	200.00
603.00.5300.444.50070	DUES, LICENSES & SUBSCRIPTIO...	3,387.51	2,265.86	2,200.00	6,073.51	2,500.00
603.00.5300.444.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	2,800.00
603.00.5300.444.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	200.00
603.00.5300.444.50080	CONFERENCES AND SEMINARS	81.50	0.00	1,000.00	131.08	1,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		12,353.89	11,765.90	12,900.00	14,121.29	14,900.00
Category: 60 - SUPPLIES						
603.00.5300.444.60010	SUPPLIES - OFFICE	66.53	511.05	1,400.00	486.00	1,400.00
603.00.5300.444.60011	SUPPLIES-JANITOR/CLEANING	1,260.33	2,305.74	7,000.00	1,823.34	7,000.00
603.00.5300.444.60012	SUPPLIES - SHOP	39,006.63	14,785.30	14,000.00	10,120.63	15,000.00
603.00.5300.444.60014	SUPPLIES - TIRES	40,853.37	46,388.87	32,000.00	38,015.20	48,000.00
603.00.5300.444.60016	SUPPLIES - MAINTENANCE	832.94	-5.03	1,000.00	13.80	1,000.00
603.00.5300.444.60021	FUELS	197,265.43	221,781.83	378,000.00	122,633.40	443,000.00
603.00.5300.444.60022	LUBRICANTS	13,663.42	11,962.38	20,000.00	6,748.22	22,000.00
603.00.5300.444.60040	SM TOOLS & MISC EQUIPMENT	6,282.61	11,216.10	8,400.00	10,966.12	8,400.00
603.00.5300.444.60045	UNIFORMS & CLOTHING	3,030.88	2,430.36	3,500.00	3,727.01	3,750.00
603.00.5300.444.60065	SUPPLIES - OTHER	72.15	520.83	1,000.00	319.77	1,000.00
603.00.5300.444.60071	TECHNOLOGY ALLOCATION	0.00	0.00	0.00	0.00	22,800.00
Category: 60 - SUPPLIES Total:		302,334.29	311,897.43	466,300.00	194,853.49	573,350.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
603.00.5300.444.70100	DEPRECIATION EXPENSE	1,044,013.02	1,029,085.55	0.00	0.00	0.00
603.00.5300.444.70300	LEASE PAYMENTS	35,461.89	0.00	0.00	0.00	0.00
603.00.5300.444.70600	OTHER MISCELLANEOUS	16,467.50	0.00	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		1,095,942.41	1,029,085.55	0.00	0.00	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 80 - CAPITAL OUTLAY						
603.00.5300.444.80200	BUILDINGS	0.00	0.00	0.00	0.00	58,000.00
603.00.5300.444.80400	HEAVY MACHINERY & EQUIPME...	0.00	0.00	272,134.00	350,697.00	770,096.00
603.00.5300.444.80700	MOTOR VEHICLES	0.00	0.00	987,578.00	230,357.55	360,134.00
603.00.5300.444.80701	PD SQUAD OUTFITTING	0.00	0.00	0.00	0.00	75,000.00
603.00.5300.444.80800	OTHER EQUIPMENT	0.00	20,840.95	0.00	168,879.22	59,700.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	20,840.95	1,259,712.00	749,933.77	1,322,930.00
Category: 91 - OTHER						
603.00.9200.590.91100	OPERATING TRANSFERS OUT	329,911.50	208,892.00	0.00	72,000.00	0.00
Category: 91 - OTHER Total:		329,911.50	208,892.00	0.00	72,000.00	0.00
Fund: 603 - CENTRAL EQUIPMENT Total:		2,566,533.58	2,807,814.17	3,080,012.00	1,885,719.99	3,032,880.00



City of Inver Grove Heights

2023 Budget Book Revenue Summary

Fund: 605 - CITY FACILITIES

340 - CHARGES FOR SERVICES

360 - MISCELLANEOUS REVENUES

390 - OTHER FINANCING SOURCES

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
340 - CHARGES FOR SERVICES	760,300.20	732,699.96	740,000.00	616,666.70	800,000.00
360 - MISCELLANEOUS REVENUES	22,850.83	22,350.41	16,200.00	290,451.57	394,000.00
390 - OTHER FINANCING SOURCES	121,994.70	644,723.84	0.00	0.00	0.00
Fund: 605 - CITY FACILITIES Total:	905,145.73	1,399,774.21	756,200.00	907,118.27	1,194,000.00



		2020	2021	2022	2022 YTD	2023
		Total Activity	Total Activity	Total Budget	10/31/2022	2023
Fund: 605 - CITY FACILITIES						
RevCat: 340 - CHARGES FOR SERVICES						
605.46.0000.3468000	BUILDINGS INTERNAL CHARGE	760,300.20	732,699.96	740,000.00	616,666.70	800,000.00
RevCat: 340 - CHARGES FOR SERVICES Total:		760,300.20	732,699.96	740,000.00	616,666.70	800,000.00
RevCat: 360 - MISCELLANEOUS REVENUES						
605.42.0000.3620000	CJIN LEASE AGREEMENT	8,975.28	24,606.23	13,000.00	12,803.87	13,000.00
605.46.0000.3600000	PERA PENSION OTHER REVENUE	309.00	183.00	0.00	0.00	0.00
605.46.0000.3610000	INVESTMENT INTEREST	5,707.12	4,715.66	3,200.00	7,282.98	6,000.00
605.46.0000.3611000	ACCRUED INTEREST RECEIVABLE	1,941.14	2,753.38	0.00	0.00	0.00
605.46.0000.3612000	FAIR MARKET VALUE ALLOCATION	5,918.29	-9,907.86	0.00	0.00	0.00
605.46.0000.3653000	OTHER REVENUES - SOLAR CREDI...	0.00	0.00	0.00	269,514.72	375,000.00
605.46.0000.3660000	OTHER REIMBURSEMENTS	0.00	0.00	0.00	850.00	0.00
RevCat: 360 - MISCELLANEOUS REVENUES Total:		22,850.83	22,350.41	16,200.00	290,451.57	394,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
605.46.0000.3911000	OPERATING TRANSFERS IN	121,994.70	644,723.84	0.00	0.00	0.00
RevCat: 390 - OTHER FINANCING SOURCES Total:		121,994.70	644,723.84	0.00	0.00	0.00
Fund: 605 - CITY FACILITIES Total:		905,145.73	1,399,774.21	756,200.00	907,118.27	1,194,000.00



	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 605 - CITY FACILITIES					
10 - WAGES & BENEFITS	252,519.56	190,259.02	291,300.00	219,157.12	291,600.00
30 - PROFESSIONAL / TECHNICAL SERVICES	97,533.44	93,764.18	90,000.00	3,585.00	20,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	324,927.86	520,064.69	339,800.00	647,499.40	741,000.00
50 - OTHER PURCHASED SERVICES	33,803.70	49,658.81	47,400.00	38,453.30	47,400.00
60 - SUPPLIES	38,547.30	21,133.28	22,700.00	26,208.74	94,800.00
70 - OTHER EXPENSES / EXPENDITURES	630,384.94	640,628.52	0.00	0.00	0.00
80 - CAPITAL OUTLAY	0.00	36,051.32	75,000.00	15,169.48	288,500.00
91 - OTHER	0.00	0.00	0.00	20,633.36	0.00
Fund: 605 - CITY FACILITIES Total:	1,377,716.80	1,551,559.82	866,200.00	970,706.40	1,483,300.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 605 - CITY FACILITIES						
Category: 10 - WAGES & BENEFITS						
605.00.7500.460.10100	FULL-TIME EMPLOYEES	130,193.11	137,356.93	205,700.00	157,707.43	202,400.00
605.00.7500.460.10300	EMPLOYEES-NON BENEFITED	0.00	2,273.36	0.00	0.00	0.00
605.00.7500.460.10400	OVERTIME	6.75	72.60	0.00	638.15	1,400.00
605.00.7500.460.20100	INSURANCE-CASH OPTION	5,158.45	7,320.16	13,200.00	9,827.74	12,300.00
605.00.7500.460.20300	EMPLOYER SOCIAL SECURITY	6,990.98	7,512.64	9,200.00	9,020.46	12,600.00
605.00.7500.460.20350	EMPLOYER MEDICARE	1,676.67	1,756.62	3,000.00	2,109.64	3,000.00
605.00.7500.460.20400	EMPLOYER PERA	9,522.15	10,087.58	21,100.00	11,874.46	20,000.00
605.00.7500.460.20550	PENSION EXPENSE	57,949.00	-10,466.00	0.00	0.00	0.00
605.00.7500.460.20600	MEDICAL INSURANCE	17,255.47	20,962.66	32,700.00	23,005.05	33,500.00
605.00.7500.460.20620	LIFE INSURANCE	181.12	187.16	300.00	224.79	300.00
605.00.7500.460.20630	LTD INSURANCE	345.55	363.64	900.00	473.86	600.00
605.00.7500.460.20700	UNEMPLOYMENT COMPENSATI...	0.00	3,703.05	0.00	0.00	0.00
605.00.7500.460.20720	FLEX/COMP ACCOUNT FEE	109.31	162.22	200.00	108.84	200.00
605.00.7500.460.20750	WORKERS COMPENSATION	7,700.04	5,000.04	5,000.00	4,166.70	5,300.00
605.00.7500.460.20800	COMPENSATED ABSENCES	15,430.96	3,966.36	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		252,519.56	190,259.02	291,300.00	219,157.12	291,600.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
605.00.7500.460.30700	OTHER PROFESSIONAL SERVICES	97,533.44	93,764.18	90,000.00	3,585.00	20,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		97,533.44	93,764.18	90,000.00	3,585.00	20,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
605.00.7500.460.40005	WATER UTILITY SERVICES	1,885.25	2,089.10	2,000.00	1,650.58	2,500.00
605.00.7500.460.40015	SEWER UTILITY SERVICES	920.68	287.69	1,200.00	455.50	1,200.00
605.00.7500.460.40020	ELECTRIC UTILITY SERVICES	90,279.84	89,083.49	99,000.00	163,292.25	125,000.00
605.00.7500.460.40021	SOLAR GARDEN UTILITY CHARGES	0.00	0.00	0.00	173,148.80	375,000.00
605.00.7500.460.40030	STORM WATER UTILITY SERVICE	1,972.52	2,063.57	2,500.00	1,986.90	2,500.00
605.00.7500.460.40040	REPAIR & MAINT - BUILDINGS	225,922.90	420,883.02	228,000.00	291,879.93	220,000.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
605.00.7500.460.40042	REPAIR & MAINT - EQUIPMENT	756.10	735.31	1,000.00	0.00	1,000.00
605.00.7500.460.40044	REPAIR & MAINT - OFFICE EQUI...	825.00	825.00	1,800.00	0.00	0.00
605.00.7500.460.40047	REPAIR & MAINT - OTHER STRUC...	0.00	428.84	500.00	11,641.02	10,000.00
605.00.7500.460.40050	RENTAL OF EQUIPMENT	0.00	139.59	800.00	0.00	800.00
605.00.7500.460.40065	OTHER RENTALS	2,365.57	3,529.08	3,000.00	3,444.42	3,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		324,927.86	520,064.69	339,800.00	647,499.40	741,000.00
Category: 50 - OTHER PURCHASED SERVICES						
605.00.7500.460.50019	INSURANCE ALLOCATION	33,300.00	35,799.96	35,800.00	29,833.30	28,600.00
605.00.7500.460.50020	TELEPHONE	150.00	360.00	600.00	300.00	0.00
605.00.7500.460.50025	ADVERTISING/PUBLISHED NOTIC...	0.00	0.00	0.00	0.00	200.00
605.00.7500.460.50030	PRINTING & BINDING	0.00	0.00	0.00	0.00	100.00
605.00.7500.460.50035	POSTAGE/DELIVERY	100.00	200.00	0.00	100.00	100.00
605.00.7500.460.50050	SIGNAGE	0.00	0.00	500.00	0.00	500.00
605.00.7500.460.50055	ALARM SERVICES / SYSTEMS	243.70	13,288.85	10,000.00	8,210.00	15,000.00
605.00.7500.460.50065	TRAVEL	0.00	0.00	100.00	0.00	600.00
605.00.7500.460.50070	DUES, LICENSES & SUBSCRIPTIO...	10.00	10.00	300.00	10.00	500.00
605.00.7500.460.50075	MEALS AND LODGING	0.00	0.00	100.00	0.00	600.00
605.00.7500.460.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	0.00	1,200.00
Category: 50 - OTHER PURCHASED SERVICES Total:		33,803.70	49,658.81	47,400.00	38,453.30	47,400.00
Category: 60 - SUPPLIES						
605.00.7500.460.60010	SUPPLIES - OFFICE	0.00	0.00	100.00	0.00	100.00
605.00.7500.460.60011	SUPPLIES - JANITOR/CLEANING	7,451.56	4,409.25	6,000.00	5,073.15	7,000.00
605.00.7500.460.60012	SUPPLIES - SHOP	0.00	0.00	0.00	0.00	2,000.00
605.00.7500.460.60016	SUPPLIES - MAINTENANCE	3,873.23	9,645.20	6,000.00	8,308.29	52,500.00
605.00.7500.460.60040	SM TOOLS & MISC EQUIPMENT	13,530.97	4,277.31	4,000.00	7,610.41	5,800.00
605.00.7500.460.60045	UNIFORMS & CLOTHING	460.00	485.00	600.00	485.00	900.00
605.00.7500.460.60065	SUPPLIES - OTHER	13,231.54	2,316.52	6,000.00	4,731.89	6,500.00
605.00.7500.460.60071	TECHNOLOGY ALLOCATION	0.00	0.00	0.00	0.00	20,000.00
Category: 60 - SUPPLIES Total:		38,547.30	21,133.28	22,700.00	26,208.74	94,800.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
605.00.7500.460.70100	DEPRECIATION EXPENSE	630,384.94	640,628.52	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		630,384.94	640,628.52	0.00	0.00	0.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Category: 80 - CAPITAL OUTLAY						
605.00.7500.460.80200	BUILDINGS	0.00	36,051.32	0.00	1,002.21	288,500.00
605.00.7500.460.80300	IMPROVEMENTS (NON-BLDG)	0.00	0.00	75,000.00	14,167.27	0.00
605.00.7500.460.80500	FURNITURE AND FIXTURES	0.00	0.00	0.00	0.00	0.00
605.00.7500.460.80800	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	36,051.32	75,000.00	15,169.48	288,500.00
Category: 91 - OTHER						
605.00.7500.460.91100	OPERATING TRANSFERS OUT	0.00	0.00	0.00	20,633.36	0.00
Category: 91 - OTHER Total:		0.00	0.00	0.00	20,633.36	0.00
Fund: 605 - CITY FACILITIES Total:		1,377,716.80	1,551,559.82	866,200.00	970,706.40	1,483,300.00



Fund: 606 - TECHNOLOGY FUND

340 - CHARGES FOR SERVICES

360 - MISCELLANEOUS REVENUES

390 - OTHER FINANCING SOURCES

Fund: 606 - TECHNOLOGY FUND Total:

2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
0.00	65,000.04	65,000.00	54,250.00	1,276,200.00
30,044.57	-8,548.80	2,000.00	3,287.31	8,000.00
10,065.91	212,391.00	18,000.00	18,000.00	0.00
40,110.48	268,842.24	85,000.00	75,537.31	1,284,200.00

During budget years 2020, 2021 & 2022, Technology operating costs were reported as a department within the General Fund (Fund 101). Capital costs were reported under Fund 606.

Beginning in 2023, the Technology Fund and its allocation will cover both operating and capital costs.

A department's allocation, or charge, for technology support is based on the # of Full Time employees and device counts for each department.



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 606 - TECHNOLOGY FUND						
RevCat: 340 - CHARGES FOR SERVICES						
606.46.0000.3467100	TECH INTERNAL CHARGES	0.00	65,000.04	65,000.00	54,250.00	1,276,200.00
	RevCat: 340 - CHARGES FOR SERVICES Total:	0.00	65,000.04	65,000.00	54,250.00	1,276,200.00
RevCat: 360 - MISCELLANEOUS REVENUES						
606.46.0000.3600000	PERA PENSION OTHER REVENUE	-1.00	0.00	0.00	0.00	0.00
606.46.0000.3610000	INVESTMENT INTEREST	12,950.92	7,259.82	2,000.00	3,287.31	8,000.00
606.46.0000.3611000	ACCRUED INTEREST RECEIVABLE	4,197.72	3,030.31	0.00	0.00	0.00
606.46.0000.3612000	FAIR MARKET VALUE ALLOCATION	12,796.93	-18,938.93	0.00	0.00	0.00
606.46.0000.3660000	OTHER REIMBURSEMENTS	100.00	100.00	0.00	0.00	0.00
	RevCat: 360 - MISCELLANEOUS REVENUES Total:	30,044.57	-8,548.80	2,000.00	3,287.31	8,000.00
RevCat: 390 - OTHER FINANCING SOURCES						
606.46.0000.3911000	OPERATING TRANSFERS IN	10,065.91	0.00	18,000.00	18,000.00	0.00
606.46.0000.3970000	CAPITAL CONTRIBUTIONS	0.00	212,391.00	0.00	0.00	0.00
	RevCat: 390 - OTHER FINANCING SOURCES Total:	10,065.91	212,391.00	18,000.00	18,000.00	0.00
	Fund: 606 - TECHNOLOGY FUND Total:	40,110.48	268,842.24	85,000.00	75,537.31	1,284,200.00



City of Inver Grove Heights

2023 Budget Book Expenditure Summary

	2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 606 - TECHNOLOGY FUND					
10 - WAGES & BENEFITS	-238,878.81	-90,762.79	0.00	0.00	758,000.00
30 - PROFESSIONAL / TECHNICAL SERVICES	0.00	9,775.00	19,700.00	9,775.00	8,000.00
40 - PURCHASED SERVICES PROPERTY/EQUIPMENT	0.00	0.00	0.00	0.00	50,500.00
50 - OTHER PURCHASED SERVICES	0.00	500.00	75,000.00	0.00	364,660.00
60 - SUPPLIES	152,528.18	21,292.02	14,200.00	13,090.87	76,350.00
70 - OTHER EXPENSES / EXPENDITURES	148,810.51	63,688.65	0.00	0.00	0.00
80 - CAPITAL OUTLAY	0.00	0.00	70,000.00	21,790.04	131,000.00
Fund: 606 - TECHNOLOGY FUND Total:	62,459.88	4,492.88	178,900.00	44,655.91	1,388,510.00



		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
Fund: 606 - TECHNOLOGY FUND						
Category: 10 - WAGES & BENEFITS						
606.00.1400.413.10100	FULL-TIME EMPLOYEES	484.71	0.00	0.00	0.00	569,500.00
606.00.1400.413.10400	OVERTIME	0.00	0.00	0.00	0.00	700.00
606.00.1400.413.20100	INSURANCE-CASH OPTION	89.10	0.00	0.00	0.00	27,800.00
606.00.1400.413.20300	EMPLOYER SOCIAL SECURITY	-17.76	0.00	0.00	0.00	35,400.00
606.00.1400.413.20350	EMPLOYER MEDICARE	-4.13	0.00	0.00	0.00	8,300.00
606.00.1400.413.20400	EMPLOYER PERA	-40.33	0.00	0.00	0.00	42,800.00
606.00.1400.413.20550	PENSION EXPENSE	-271,945.00	0.00	0.00	0.00	0.00
606.00.1400.413.20600	MEDICAL INSURANCE	2,117.70	0.00	0.00	0.00	66,800.00
606.00.1400.413.20620	LIFE INSURANCE	6.65	0.00	0.00	0.00	800.00
606.00.1400.413.20630	LTD INSURANCE	8.45	0.00	0.00	0.00	1,500.00
606.00.1400.413.20720	FLEX/COMP ACCOUNT FEE	8.55	20.73	0.00	0.00	400.00
606.00.1400.413.20750	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	4,000.00
606.00.1400.413.20800	COMPENSATED ABSENCES	30,413.25	-90,783.52	0.00	0.00	0.00
Category: 10 - WAGES & BENEFITS Total:		-238,878.81	-90,762.79	0.00	0.00	758,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES						
606.00.1400.413.30700	OTHER PROFESSIONAL SERVICES	0.00	9,775.00	19,700.00	9,775.00	8,000.00
Category: 30 - PROFESSIONAL / TECHNICAL SERVICES Total:		0.00	9,775.00	19,700.00	9,775.00	8,000.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT						
606.00.1400.413.40044	REPAIR & MAINT - OFFICE EQUI...	0.00	0.00	0.00	0.00	2,000.00
606.00.1400.413.40050	RENTAL OF EQUIPMENT	0.00	0.00	0.00	0.00	48,500.00
Category: 40 - PURCHASED SERVICES PROPERTY/EQUIPMENT Total:		0.00	0.00	0.00	0.00	50,500.00
Category: 50 - OTHER PURCHASED SERVICES						
606.00.1400.413.50020	TELEPHONE	0.00	0.00	0.00	0.00	132,260.00
606.00.1400.413.50065	TRAVEL	0.00	0.00	0.00	0.00	1,500.00
606.00.1400.413.50070	DUES, LICENSES & SUBSCRIPTIO...	0.00	500.00	75,000.00	0.00	0.00
606.00.1400.413.50072	DIVISION SOFTWARE	0.00	0.00	0.00	0.00	216,400.00

		2020 Total Activity	2021 Total Activity	2022 Total Budget	2022 YTD 10/31/2022	2023 2023
606.00.1400.413.50075	MEALS AND LODGING	0.00	0.00	0.00	0.00	2,500.00
606.00.1400.413.50080	CONFERENCES AND SEMINARS	0.00	0.00	0.00	0.00	12,000.00
Category: 50 - OTHER PURCHASED SERVICES Total:		0.00	500.00	75,000.00	0.00	364,660.00
Category: 60 - SUPPLIES						
606.00.1400.413.60005	SUPPLIES - COPY	0.00	0.00	0.00	0.00	5,000.00
606.00.1400.413.60040	SM TOOLS & MISC EQUIPMENT	0.11	1,929.04	0.00	13,090.87	8,300.00
606.00.1400.413.60041	SMALL COMPUTER HARDWARE	152,528.07	19,362.98	6,200.00	0.00	56,000.00
606.00.1400.413.60042	OTHER COMPUTER SOFTWARE	0.00	0.00	8,000.00	0.00	4,000.00
606.00.1400.413.60045	UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	550.00
606.00.1400.413.60065	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	2,500.00
Category: 60 - SUPPLIES Total:		152,528.18	21,292.02	14,200.00	13,090.87	76,350.00
Category: 70 - OTHER EXPENSES / EXPENDITURES						
606.00.1400.413.70100	DEPRECIATION EXPENSE	148,810.51	63,688.65	0.00	0.00	0.00
Category: 70 - OTHER EXPENSES / EXPENDITURES Total:		148,810.51	63,688.65	0.00	0.00	0.00
Category: 80 - CAPITAL OUTLAY						
606.00.1400.413.80610	COMPUTER HARDWARE	0.00	0.00	70,000.00	21,790.04	131,000.00
Category: 80 - CAPITAL OUTLAY Total:		0.00	0.00	70,000.00	21,790.04	131,000.00
Fund: 606 - TECHNOLOGY FUND Total:		62,459.88	4,492.88	178,900.00	44,655.91	1,388,510.00

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

RESOLUTION NO. _____

RESOLUTION ADOPTING FINAL 2023 BUDGETS

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

The following final budgets for the City of Inver Grove Heights for fiscal year 2023 are hereby approved:

Fund #	Fund Type	Fund	Revenues	Expenditures
101	General Fund	General Fund	\$ 30,790,881	\$ 30,790,881
201	Special Revenue	Convention & Visitor's Bureau	212,500	212,500
205	Special Revenue	Community Center Operating	3,898,700	3,898,700
206	Special Revenue	Community Center Capital	718,200	718,200
290	Special Revenue	Economic Development Authority	145,500	209,965
451	Special Revenue	Host Community Fund	3,145,000	5,479,553
365	Debt Service	2015A G.O. Improvement Bonds	669,551	655,075
367	Debt Service	2016A G.O. Improvement Bonds	722,884	656,350
369	Debt Service	2017B G.O. Improvement Bonds	313,475	325,000
392	Debt Service	2018A G.O. Improvement Bonds	741,539	693,960
393	Debt Service	2019A G.O. Improvement Bonds	188,385	176,200
394	Debt Service	2020A G.O. Improvement Bonds	271,450	253,955
440	Capital Project	PMP-Local Streets	13,801,286	13,705,000
490	Capital Project	PMP-Partnership Projects	1,011,500	1,011,500
501	Enterprise	Water Operating	3,738,850	3,671,360
403	Enterprise	Water Capital	410,000	1,848,500
502	Enterprise	Sewer Operating	4,375,770	4,283,570
404	Enterprise	Sewer Capital	115,000	993,500
441	Enterprise	Storm Water Operating	782,850	930,100
531	Enterprise	Storm Water Capital	1,000,000	743,000
503	Enterprise	Inver Wood Golf Course	2,539,750	2,650,900
602	Internal Service	Risk Management	1,234,600	1,234,600
603	Internal Service	Central Equipment	3,263,700	3,032,880
605	Internal Service	City Facilities	1,194,000	1,483,300
606	Internal Service	Technology	1,284,200	1,388,510
Total Approved Budgets			\$ 76,569,571	\$ 81,047,059

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE FINAL CITYWIDE TAX LEVY
FOR PAYABLE 2023**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

There is a preliminary tax levied upon taxable property in the City of Inver Grove Heights payable in 2023 for the following purposes in the following amounts:

General Operating Fund		\$ 24,856,311
General Operating Fund-Tax Abatement		33,000
Pavement Management		2,900,000
<u>Bond Retirement</u>		
2015A G.O. Improvement Bonds	\$ 637,301	
2016A G.O. Improvement Bonds	718,134	
2017B G.O. Improvement Bonds	263,125	
2018A G.O. Improvement Bonds	739,289	
2019A G.O. Improvement Bonds	187,635	
2020A G.O. Improvement Bonds	-	
(Eliminating levy of \$265,367 by utilizing available funds - assessments & Closed Bond Fund)		
Total Bond Retirement		<u>2,545,484</u>
Total Citywide Levy		<u>\$ 30,334,795</u>

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE FINAL STORM WATER SPECIAL TAXING
DISTRICT TAX LEVIES FOR PAYABLE 2023**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS
AS FOLLOWS:**

There is a preliminary special property tax levied upon the taxable property within the Storm Water Special Taxing Districts (S.W.S.T.D.) in the City of Inver Grove Heights payable in 2023 for the following purposes in the following amounts:

70th Street Recon Cahill Ave to Concord Blvd (Project 2001-02):

Babcock Trail	\$ 22,230
South Grove	41,285
70 th Street	<u>15,879</u>
	\$ 79,394

Adopted this 12th day of December 2022, by the City Council of Inver Grove Heights.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

DRAFT



Request for Council Action

SUBJECT: **3rd Reading of Ordinance Amending Development Fees and Utility Connection Fees**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to approve the third reading and grant final adoption to the attached ordinance, which establishes planning and development-related fees, including utility connection fees, for calendar year 2023.

BACKGROUND

Minnesota Statute requires that certain land use planning and development related fees be established by ordinance following a public hearing. This is an annual item that comes before the City Council and encompasses both fees for various land-use applications, such as a preliminary or final plat, rezoning, conditional use permit or variance application, and also connection fees for the City's three utility systems (water, sewer and stormwater), which are paid as part of the development process.

No changes have been made to the proposed ordinance since the public hearing was held and the second reading was approved on November 28.

FISCAL IMPACT

The proposed fees contained in the ordinance would be expected to yield a modest increase in revenue (in the neighborhood of 5% all combined) if the City were to see similar development activity and mix in 2023 as it has in recent years. That, however, will depend substantially on broader economic and development trends and conditions.

RECOMMENDATION

Staff recommends approval of the third and final reading.

ATTACHMENTS

1. Ordinance Establishing Development & Connection Fees for 2023 (3rd Reading Dec 12 CC Mtg)

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 3,
CHAPTER 4, SECTIONS (2) and (3) RELATED TO WATER, SANITARY SEWER,
AND STORMWATER SYSTEM CONNECTION FEES AND SANITARY SEWER AND
WATER TRUNK AREA ASSESSMENTS; SECTION 8-7-4 RELATED TO
STORMWATER SYSTEM RATES AND CHARGES; AND SECTION 10-3-8 RELATED
TO LAND USE APPROVAL FEES AND DEPOSITS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Sections 3-4-2-2(C) and (E) of the Inver Grove Heights City Code are hereby repealed and replaced in its entirety as follows:

C. Connection Fees for Water Utility System. The following connection fees for the water utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA) and for land located within the Northwest Area. Connection fees are required to be paid at the time of plat and at the time of issuance of building permit as noted in Table 3-4-2-2(C)(1). Fees required to be paid at time of plat must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first.

Table 3-4-2-2(C)(1)

FEE	AMOUNT
Land Outside the Northwest Area	
<i>Fees due at time of plat **</i>	
Water Plat Connection Fee*	\$1,720.00 multiplied by a density factor of 3.5 multiplied by net developable acres
<i>Fees due at time of building permit or connection to water system ***</i>	
Water Building Permit Connection Fee	\$1,010.00 per SAC unit
Water Treatment Plant Fee	\$900.00 per SAC unit
Water Core Connection Fee (based on water meter size)	
1 inch (or smaller)	\$2,120.00
1 ½ inch	\$4,230.00
2 inch	\$6,760.00
3 inch	\$13,520.00
4 inch	\$21,120.00

6 inch	\$42,230.00
8 inch (or larger)	\$67,580.00
Land Inside the Northwest Area	
<i>Fees due at time of plat **</i>	
Water Plat Connection Fee * (By Zoning District)	
R-1 and R-2	\$1,435.00 multiplied by a density factor of 2.0 multiplied by the net developable area
R-3A	\$1,435.00 multiplied by a density factor of 4.0 multiplied by the net developable area
R-3B	\$1,435.00 multiplied by a density factor of 6.5 multiplied by the net developable area
R-3C	\$1,435.00 multiplied by a density factor of 12.0 multiplied by the net developable area
B-1 and Office Park	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,435.00.
B-2, B-3, and B-4	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$1,435.00.
I-1 and I-2	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and

	multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$1,435.00.
P-Institutional	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,435.00.
Mixed Use-Residential and Mixed Use-Commercial	The fee shall be calculated with respect to each pro-ratable area component of the mixed-use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee.
<i>Fees due at time of building permit or connection to water system ***</i>	
Water Building Permit Connection Fee	\$3,900.00 per SAC unit
Water Treatment Plant Fee	\$900.00 per SAC unit
Water Core Connection Fee (based on water meter size)	
1 inch (or smaller)	\$2,120.00
1 ½ inch	\$4,230.00
2 inch	\$6,760.00
3 inch	\$13,520.00
4 inch	\$21,120.00
6 inch	\$42,230.00
8 inch (or larger)	\$67,580.00

* This connection fee is not required if the property has been previously specially assessed on an area basis for a trunk water line.

**Payable when property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first. In the Northwest Area, no fee is required if the property is being platted as an agricultural planned unit development with no connection to the municipal water system.

*** Payable at time of issuance of building permit or when connection is made to the municipal water system, whichever occurs first.

Section Two. Amendment. Sections 3-4-2-2(D) and (F) of the Inver Grove Heights City Code are hereby repealed and replaced in its entirety as follows:

D. Connection Fees for Sanitary Sewer Utility System. The following connection fees for the sanitary sewer utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA) and land located within the Northwest Area. Connection fees are required to be paid at the time of plat and at the time of issuance of building permit as noted in Table 3-4-2-2(D)(1). Fees required to be paid at time of plat must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first. Fees required to be paid when a building permit is obtained or a when connection is made to the municipal sanitary sewer system, whichever occurs first. Sanitary sewer plat connection fees for property within the Northwest Area are not required to be paid if the property is being platted as an agricultural planned unit development with no connection to the municipal sewer system.

Table 3-4-2-2(D)(1)

FEE	AMOUNT
Land Outside the Northwest Area	
<i>Fees due at time of plat **</i>	
Sanitary Sewer Plat Connection Fee*	\$1,720.00 multiplied by a density factor of 3.5 multiplied by net developable acres
<i>Fees due at time of building permit or connection to sanitary sewer system ***</i>	
Sanitary Sewer Building Permit Connection Unit Fee	\$580.00 per SAC unit
MCES SAC Unit Fee	\$2,485.00 per SAC unit
B-Line Special Connection Charge (applicable only to the B-Line area)****	\$1,465.00 per SAC unit
Sewer Core Connection Fee (based on water meter size)	
1 inch (or smaller)	\$700.00
1 ½ inch	\$1,390.00
2 inch	\$2,210.00
3 inch	\$4,420.00
4 inch	\$6,910.00

6 inch	\$13,810.00
8 inch (or larger)	\$22,090.00
Land Inside the Northwest Area	
<i>Fees due at time of plat ****</i>	
Sanitary Sewer Plat Connection Fee (By Zoning District)	
R-1 and R-2	\$2,580.00 multiplied by a density factor of 2.0 multiplied by the net developable area
R-3A	\$2,580.00 multiplied by a density factor of 4.0 multiplied by the net developable area
R-3B	\$2,580.00 multiplied by a density factor of 6.5 multiplied by the net developable area
R-3C	\$2,580.00 multiplied by a density factor of 12.0 multiplied by the net developable area
B-1 and Office Park	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$2,580.00.
B-2, B-3, and B-4	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$2,580.00.
I-1 and I-2	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area

	by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$2,580.00.
P-Institutional	Multiply the net developable area by 43,560 to determine square footage, then take the square footage and multiply it by 0.25 (the minimum FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$2,580.00.
Mixed Use-Residential and Mixed Use-Commercial	The fee shall be calculated with respect to each pro-ratable area component of the mixed-use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee,
<i>Fees due at time of building permit or connection to water system ***</i>	
Sanitary Sewer Building Permit Connection Fee***	\$6,960.00 per SAC unit
MCES SAC Unit Fee	\$2,485.00 per SAC unit
Sewer Core Connection Fee (based on water meter size)	
1 inch (or smaller and sewer-only services)	\$700.00
1 ½ inch	\$1,390.00
2 inch	\$2,210.00
3 inch	\$4,420.00
4 inch	\$6,910.00
6 inch	\$13,810.00
8 inch (or larger)	\$22,090.00

*The connection fee is not required if the property has been previously specially assessed on an area basis for a trunk sanitary sewer line.

**Payable when a building permit is issued or when connection is made to the municipal sanitary sewer system, whichever occurs first.

*** The B-line special connection charge only applies to that area of the City served by the B-line sanitary system; for properties in the B-line area, the B-line special connection charge is payable in addition to the other fees set forth in Table 3-4-2-2(D)(1).

**** Payable when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first.

Section Three. Amendment. Section 3-4-2-2(G) of the Inver Grove Heights City Code is hereby repealed and replaced in its entirety as follows:

G. Connection Fees for Stormwater System. The following connection fees for the stormwater system, also known as the stormwater utility system, are hereby imposed and required to be paid with respect to land outside of the Northwest Area and for land located within the Northwest Area. The following fees must be paid by the landowner when the property is subdivided or the property is platted or a building permit is obtained, whichever occurs first. The fees are not required to be paid for outlots if the property is being platted as an agricultural planned unit development in the Northwest Area.

Land Outside the Northwest Area		
	Zoning District	Fee
Stormwater Plat Connection Fee	R-1 and R-2	\$6,840.00 per net developable acre
	R-3A, R-3B and R-3C	\$8,892.00 per net developable acre
	All Other Zoning Districts (B, I and P)	\$15,732.00 per net developable acre
	Mixed Use Zoning Districts	Pro-rated
Land Inside the Northwest Area		
	Zoning District	Fee
Stormwater Plat Connection Fee	R-1 and R-2	\$14,070.00 per net developable acre
	R-3A, R-3B and R-3C	\$16,122.00 per net developable acre
	All Other Zoning Districts (B, I and P)	\$22,962.00 per net developable acre
	Mixed Use Zoning Districts	Pro-rated

Section Four. Amendment. The table establishing the per acre assessment amounts for trunk line area benefit found in Section 3-4-2-3 of the Inver Grove Heights City Code is hereby repealed and replaced as follows:

For water trunk line area benefit	\$5,418 per acre
For sanitary sewer trunk line area benefit	\$5,418 per acre

Section Five. Amendment. Section 8-7-4 of the Inver Grove Heights City Code is hereby amended as follows. The ~~struck out~~ text shows the deleted language, and the underlined text shows new language:

A. ~~Northwest Area~~ Connection Fees: The city may impose a connection fee ~~within the northwest area~~, based on: 1) the square footage of the property to be charged, adjusted for a reasonable calculation of stormwater runoff, 2) a reasonable classification of the types of premises to which service is furnished, 3) by reference to the quantity, pollution qualities, and difficulty of disposal of stormwater runoff produced, or 4) any other equitable basis, including any combination of the basis described in items 1) through 3) of this subsection, but excluding any reference to the amount of water consumed. The connection fee must be a fair and equitable share of the amount reasonably calculated to pay total projected capital costs of the ~~northwest area~~ stormwater system ~~constructed as part of the stormwater system within the northwest area~~, including the cost of debt service and related financing costs in connection with obligations issued by the city to finance such improvements, depreciation, a reasonable reserve for capital replacement, and the costs of obtaining and complying with permits required by law. In determining the connection fee, the city may give consideration to all costs of establishing the system, and of improvements, enlargements and extensions necessary to serve adequately the ~~northwest area~~. The connection fee, including timing and manner of payment, shall be specified in subsection 3-4-2-2(G) of this code, as amended from time to time.

Section Six. Amendment. The table listing base fees, other fees, and escrow amounts found in Section 10-3-8 of the Inver Grove Heights City Code is hereby repealed and replaced in its entirety as follows:

REQUEST TYPE	BASE FEE	ABSTRACT FEE	GIS FEE	ESCROW*
Administrative Subdivision	\$200		\$25/lot	
Comprehensive Plan Amendment	\$500		\$50	\$2,500
Comprehensive Plan Amendment – minor	\$200			\$250
Conditional Use Permit	\$500	\$52		\$6,000
Conditional Use Permit – amendment	\$150	\$52		\$1,000
Conditional Use Permit, single-family residential	\$250	\$52		
Determination of Substantially Similar Use	\$200			\$200
Final Plat – single family	\$500	\$52	\$25/lot	\$6,000

Final Plat – other (i.e. Commercial or Industrial)	\$200	\$52	\$100/acre	\$6,000
Interim Use Permit	\$500	\$52		\$1,250
Major Site Plan Review	\$500			\$6,000
Non-Conforming Use Certificate	\$500	\$52		\$1,250
Northwest Area Environmental Studies Fee (paid with Final Plat/PUD in NWA)	\$80/gross acre			
Northwest Area Sketch Plan Review				\$1,000
Planned Unit Development (PUD) - Preliminary	\$1,000 + plat fees	\$52		\$6,000
Planned Unit Development (PUD) – Final	\$500	\$52		\$6,000
Planned Unit Development – Amendment	\$250	\$52		\$2,000
Preliminary Plat	\$500 + \$5 per lot			\$6,000
Rezoning	\$500		\$50	\$500
Street Dedication	\$150	\$52	\$50	
Street/Easement Vacation	\$150	\$52	\$50	\$500
Variance	\$200	\$52		
Waiver of Plat	\$300	\$52	\$25	
Wetland Replacement Plan	\$200		\$100/acre	\$2,500
Zoning Code Amendment	\$500			\$500
Zoning Code Amendment – minor	\$100			\$250
Zoning Interpretation Appeal	\$500			\$1,000

Section Seven. Effective Date. This Ordinance shall be in full force and effect beginning January 1, 2023.

Passed in regular session of the City Council of the City of Inver Grove Heights on the 12th day of December, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Approval of Summary Publication Resolution for Ordinance Amending Development Fees and Utility Connection Fees**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Bridget Nason, City Attorney

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing summary publication of Ordinance No. 1440, amending Development Fees and Utility Connection Fees.

BACKGROUND

The City Council will be considering the third reading an ordinance related to the amendment of existing development fees and utility connection fees. If the ordinance is approved, in order to reduce publication costs, the Council is asked to adopt the attached Resolution approving the summary publication of the ordinance. A 4/5ths vote of the council is required for approval of the summary publication resolution.

FISCAL IMPACT

This action would save the City money on publication costs.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, authorizing summary publication of Ordinance No. 1440.

ATTACHMENTS

1. Summary Publication Resolution

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. _____**

A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO. 1440, AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 3, CHAPTER 4, SECTIONS (2) AND (3) RELATED TO WATER, SANITARY SEWER, AND STORMWATER SYSTEM CONNECTION FEES AND SANITARY SEWER AND WATER TRUNK AREA ASSESSMENTS; SECTION 8-7-4 RELATED TO STORMWATER SYSTEM RATES AND CHARGES; AND SECTION 10-3-8 RELATED TO LAND USE APPROVAL FEES AND DEPOSITS

WHEREAS, on December 12, 2022, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. 1440, an ordinance Amending Inver Grove Heights City Code, Title 3, Chapter 4, Sections (2) and (3) related to water, sanitary sewer, and stormwater system connection fees and sanitary sewer and water trunk area assessments; section 8-7-4 related to stormwater system rates and charges; and section 10-3-8 related to land use approval fees and deposits; and

WHEREAS, state law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5ths vote, direct that only the title and a summary be published; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. 1440 which is attached hereto as **Exhibit A**; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. 1440 would clearly inform the public of the intent of the ordinance; and

WHEREAS, due to the length of Ordinance No. 1440, the City Council desires to publish a summary of the Ordinance.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. 1440 attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. 1440 in the City's official

newspaper.

2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. 1440 is available for inspection during regular business hours at the office of the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.
3. Directs the City Clerk to file the executed Ordinance No. 1440 upon the books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 12th day of December, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Thomas Bartholomew
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *Pioneer Press* on _____, 2022.)

EXHIBIT A

SUMMARY PUBLICATION ORDINANCE NO. 1440

A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO. 1440, AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 3, CHAPTER 4, SECTIONS (2) AND (3) RELATED TO WATER, SANITARY SEWER, AND STORMWATER SYSTEM CONNECTION FEES AND SANITARY SEWER AND WATER TRUNK AREA ASSESSMENTS; SECTION 8-7-4 RELATED TO STORMWATER SYSTEM RATES AND CHARGES; AND SECTION 10-3-8 RELATED TO LAND USE APPROVAL FEES AND DEPOSITS

On December 12, 2022, the City of Inver Grove Heights, Dakota County, Minnesota adopted Ordinance 1440, an ordinance Amending Inver Grove Heights City Code, Title 3, Chapter 4, Sections (2) and (3) related to water, sanitary sewer, and stormwater system connection fees and sanitary sewer and water trunk area assessments; section 8-7-4 related to stormwater system rates and charges; and section 10-3-8 related to land use approval fees and deposits.

Ordinance 1440 revises the connection fees to the City of Inver Grove Heights' water utility system, including fees due at time of plat and at the time of building permit or connection to the water system for property located inside the City's Northwest Area and outside of the City's Northwest Area and within in the MUSA. These fees include water plat connection fees, water building permit connection fees, water treatment plant fees, and water core connection fees based on water meter size. It also revises the connection fees to the City's sanitary sewer utility system, including the fees due at the time of plat and at the time of building permit or connection to the sanitary sewer system for property located inside the City's Northwest Area and outside of the City's Northwest Area and within in the MUSA. These fees include the sanitary sewer plat connection fee, the sanitary sewer building permit connection unit fee, MCES SAC unit fee, B-Line special connection charge, and sewer core connection fee based on water meter size. A stormwater plat connection fee is established for land outside of the Northwest Area, and the fee is revised for land inside the Northwest Area. The per acre assessments for water trunk line area benefit and sanitary sewer trunk line area benefit are adjusted to \$5,418 per acre.

Existing development related fees found in Section 10-3-8 were revised, including base fees, abstract fees GIS fees, and escrow amounts, and new fees were added, including fees for determination of substantially similar use and zoning interpretation appeals.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. 1440, and it is directed that only the above title and summary of Ordinance No. 1440 conforming to Minn. Stat. Sec. 331A.01 be published, with the following:

NOTICE

A printed copy of the full text of Ordinance No. 1440 is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic

mail, and at any other public location which the Council designates.



Request for Council Action

SUBJECT: **Rental Housing Licenses**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Mary Lein, Assistant to the Chief Building Official, 651-450-2552

ACTION REQUESTED

The Council is asked to consider approval of rental housing 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.

The following rental license applications have been submitted:

3302 Lower 67th - Douglas Steven
3459 Cloman Way - Douglas Steven
6690 Catherine Ave - Douglas Steven

The above applications have been found to be complete. The applications include the necessary fee payments, and BCA background checks. The City of Inver Grove Heights Police Chief/Designee has also reviewed and approved the license applications.

FISCAL IMPACT

None.

RECOMMENDATION

Community Development and Police Department staff recommend approval of the licenses listed above

ATTACHMENTS

None

Request for Council Action

SUBJECT: **Preliminary Plat and Multiple Related Land Use Actions for land located at Diffley Court and South Robert Trail**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Allan Hunting, City Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to consider the following actions related to the proposed IGH Partners project located at Diffley Court and South Rober Trail (IGH Partners Case no. 22-40SV):

1. Ordinance rezoning of the property from Planned Unit Development to R-3B/PUD and R-3C/PUD, Multiple Family Residential Planned Unit Development.
 2. Resolution approving Preliminary Plat and Preliminary Planned Unit Development for a three-lot plat to be known as Robert Curve Fourth Addition, a 244-unit multiple family project.
 3. Resolution approving vacation of drainage and utility easements within the plat of Robert Curve Third Addition.
- Requires 3/5th's vote
 - 60-day deadline -December 17, 2022 (second 60-days)

BACKGROUND

The applicant is proposing a multi-family housing development consisting of one 190-unit apartment building and 54 townhomes on a 15.5 acre site. The project would have an overall density of 15.7 units/acre. The property is guided Mixed-Use which has a density range of 12-35 units/acre.

Rezoning. The apartment lot would be rezoned to R-3C to match the product type and density of the building. The townhome sections would be rezoned to R-3B to match the lower density of this product type. The rezoning would become effective only after a final plat has been approved by the Council.

PUD Development Plan. The applicant is requesting some flexibility in site design in order to achieve development of the site. The items are listed below. All other standards have been met:

1. **Density of Lot 1.** By R-3C zoning, the maximum number of units allowed on Lot 1 would be 169 units. Applicant is proposing 190 units. PUD zoning allows for greater density with additional open space/amenities. The applicant proposes increased open space, trails and amenities to offset the additional density. The density proposed on Lots 2 and 3 (townhomes)

falls well within the allowed density of the R-3B district.

2. **Structure Setback.** Two units along streets C and D are closer than allowed due to the impact of the cul-de-sac size. The side of units would be 21 feet from the road rather than 25 feet.
3. **Parking.** Applicant is asking for a reduction of parking for the apartment building to 383 spaces. Code requires 475 stalls, or 380 built now and proof of parking for 92 spaces. With the product mix being of lesser bedroom units, there will be less parking demand.
4. **Impervious Surface.** Maximum allowed is 40%. Applicant has requested 44%. Additional impervious surface coverage is caused by staff encouraging more trails and sidewalk along the street.
5. **Building Height.** The apartment building is proposed with four floors and a height of 50 feet. Maximum height allowed is 35 feet. The surrounding area is a mix of commercial uses and some housing in Eagan. Additional height does not seem to be an issue at this location.

Vacation of existing drainage and utility easements. The proposed plat would vacate all existing easements within the current plat. The current easements were created to match a project that was never built. All required easements would be replated in the plat of Robert Curve Fourth Addition.

Park Dedication and Utility fees. The property is served by the City of Eagan for water and sewer and therefore governed by a joint powers agreement between IGH and Eagan. The agreement requires IGH to pay Eagan the equivalent of its park dedication fees on development Eagan is providing water and sewer to. The City of IGH will collect fees from the developer based on IGH's rates and then pay Eagan a fee based on their rate at the time of final plat approval. The Eagan rate is typically lower than the Inver Grove Heights rate and therefore, Inve Grove Heights would retain the difference, which is expected to be about \$157,000.

Fees for connection to the municipal water and swear services will be similarly collected by Inver Grove Heights and paid to Eagan based on their rate structure.

FISCAL IMPACT

N/A

RECOMMENDATION

Planning staff recommends approval of the actions, including the requests for flexibility with the conditions listed in the attached Resolutions. The Planning Commission reviewed the request on October 18, 2022 and recommended approval of the project as presented (6-0).

ATTACHMENTS

1. Rezoning Ordinance
2. Preliminary Plat and PUD Resolution
3. Resolution Vacating Easement
4. Planning Commission Recommendation
5. Planning Report

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10, CHAPTER 4 (ZONING MAP) OF THE
INVER GROVE HEIGHTS CITY CODE**

CASE NO. 22-40SV
(IGH Partners, LLC)

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Ordinance No. 1190 adopted July 27, 2009, entitled, "AN ORDINANCE ADOPTING THE RECODIFICATION OF THE INVER GROVE HEIGHTS CITY CODE INCLUDING THE CITY ZONING ORDINANCE, is hereby amended to rezone the following described property located within the City of Inver Grove Heights from Planned Unit Development and B-3, General Business District to R-3B, Multiple Family Planned Unit Development and R-3C, Multiple Family Planned Unit Development to wit:

Existing Legal Description

Lot 1, Block 1 and Outlot A, Robert Curve Third Addition, and Outlot A, Robert Curve, according to the recorded plats, Dakota County, Minnesota

Rezoned to:

**Lots 2 and 3, Block 1 to R-3B, Multiple Family Planned Unit Development
and
Lot 1, Block 1, to R-3C, Multiple Family Planned Unit Development**

All within the plat of Robert Curve Fourth Addition

Ordinance No. _____
Page 2

SECTION II. The Zoning Map of the City of Inver Grove Heights referred to and described in said Ordinance No. 1190 as that certain map entitled "Inver Grove Heights Zoning Map, June 24, 2002", together with all amendments thereto, hereinafter referred to as the "zoning map", shall not be republished to show the aforesaid rezoning, but the Clerk shall appropriately mark the said zoning map on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance and all of the notations, references and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

SECTION III. This Ordinance shall be in full force and effect from and after its publication according to law.

Enacted and ordained into an Ordinance this 12th day of December, 2022.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. 22-

**A RESOLUTION APPROVING A PRELIMINARY PLAT AND PRELIMINARY PUD
DEVELOPMENT PLAN CONSISTING OF A 190 UNIT APARTMENT BUILDING AND 54
TOWNHOME UNITS, FOR THE PLAT AND PLANNED DEVELOPMENT TO BE KNOWN AS
ROBERT CURVE FOURTH ADDITION**

CASE NO. 22-40SV

WHEREAS, a preliminary plat and preliminary PUD development plan application has been submitted to the City for property legally described as;

Lot 1, Block 1, and Outlot A, Robert Curve Third Addition and Outlot A, Robert Curve, as described on the recorded plats, Dakota County, Minnesota

WHEREAS, a public hearing concerning the preliminary plat and preliminary PUD development plan was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statutes, Section 462.357, Subdivision 3 on October 18, 2022;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS that, the Preliminary Plat and Preliminary PUD development plan for the planned development of Robert Curve Fourth Addition is hereby approved subject to the following conditions:

1. The final plat and accompanying site plans shall be in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Preliminary Plat	9/23/22
Preliminary Site Plan	9/32/22
Preliminary Open Area Exhibit	9/23/22
Preliminary Grading & Erosion Control Plan	9/23/22
Preliminary Landscape Plan	9/23/22
Building Elevations	

***The final list of approved plans and date of plans shall be identified in the development contract.**

2. The PUD shall be approved with the following specific standards:
 - a. Structure setbacks allowed for buildings along Street C and D as shown on the Preliminary Site Plan.
 - b. Reduced parking for the apartment building to allow 383 spaces.
 - c. Impervious surface to be 44%.
 - d. Density for Lot 1 to be determined by the comp plan land use category which would allow 190 units with a proposed density of 24.5 units/acre.
 - e. Building height for the apartment building to be 50 feet.
3. Prior to final plat and plan approval, the final grading, drainage and erosion control, and utility plans shall be approved by the Director of Public Works.
4. Plat and plans are subject to the comments and recommendations in the MnDOT review letter of November 2, 2022.
5. Drainage and utility easements shall be provided on the final plat as required by the Director of Public Works.
6. Park dedication shall consist of a cash contribution equaling the higher amount of either Eagan or Inver Grove Heights fees for multiple family development.
7. All plans shall be subject to the review and approval of the Fire Marshal.
8. The developer shall be responsible to insure the open space as shown on the Open Area Exhibit remains in open space and is controlled by an association. An agreement suitable to the city shall be filed by the owner to assure the continued operation and maintenance of the open space areas and amenities.
9. The Developer and Owner shall execute an Acknowledgement of Planned Unit Development Zoning. This Acknowledgement shall state that property within the plat is subject to the approved PUD plans and PUD zoning and that the development on the property must conform to the PUD plans and PUD zoning. This Acknowledgement shall be recorded when the plat is recorded.
10. The Developer and Owner shall enter into a development contract and storm water maintenance agreement with the City. The form of Development Contract shall substantially comply with the model development contract, which is part of the Administrative Code, considering the requirements of the Planned Unit Development plans.
11. The approved plans shall be subject to the conditions of the Inver Grove Heights/Eagan joint powers agreement relating to park dedication and utility payments.

Resolution No. _____

Page 3

Passed this 12th day of December, 2022.

AYES:

NAYS:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. 21-_____

**RESOLUTION PROVIDING FOR THE VACATION OF
ALL EXISTING PUBLIC DRAINAGE AND UTILITY EASEMENTS
WITHIN LOT 1, BLOCK 1 AND OUTLOT A, ROBERT CURVE THIRD ADDITION AND
OUTLOT A, ROBERT CURVE, ACCORDING TO THE RECORDED PLATS, DAKOTA
COUNTY, MINNESOTA
BY RESOLUTION PURSUANT TO
MINNESOTA STATUTES SECTION 462.358, SUBD. 7**

WHEREAS, pursuant to Minnesota Statutes, Section 462.358, Subd. 7 and Minnesota Statutes, Section 412.851, the City Council of the City of Inver Grove Heights desires on its own motion to vacate the following described easement situated in the City of Inver Grove Heights, Dakota County, State of Minnesota, to wit:

**ALL EXISTING PUBLIC DRAINAGE AND UTILITY EASEMENTS
WITHIN LOT 1, BLOCK 1 AND OUTLOT A, ROBERT CURVE THIRD ADDITION AND
OUTLOT A, ROBERT CURVE, ACCORDING TO THE RECORDED PLATS, DAKOTA
COUNTY, MINNESOTA**

WHEREAS, the above-described Drainage and Utility Easements were created by dedication on the plat of Robert Curve, Dakota County, Minnesota, and recorded on January 1, 2018, as Document No. 3230933 and the plat of Robert Curve Third Addition, Dakota County, Minnesota, and recorded on April 28, 2021, as Document No. 3458478 in the Office of the Register of Deeds in and for said County and State.

WHEREAS, a public hearing on the vacation of the Drainage and Utility Easements was preceded by two (2) weeks' published and posted notice in accordance with Minnesota Statutes Section 412.851. Notice of the public hearing was mailed to each property owner affected by the proposed vacation at least ten (10) days before the hearing in accordance with Minnesota Statutes Section 412.851.

WHEREAS, a public hearing on the vacation of the Drainage and Utility Easements was held by the Planning Commission of Inver Grove Heights on October 18, 2022, in the City Council Chambers at 8150 Barbara Avenue, Inver Grove Heights, Minnesota. At the public hearing, all persons interested were afforded an opportunity to present their views and objections to the granting of said petition.

WHEREAS, the Planning Commission of Inver Grove Heights recommended to the Council that it approve the vacation of the Drainage and Utility Easements.

WHEREAS, the City Council of Inver Grove Heights has determined that the land described above is not being used for drainage and utility purposes.

WHEREAS, the City Council of Inver Grove Heights has determined that the proposed vacation of said easement would be in the public interest.

WHEREAS, a majority vote of the City Council is in favor of this resolution.

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

1. That the City Council of the City of Inver Grove Heights, pursuant to Minnesota Statutes, Section 462.358, Subd. 7 and Minnesota Statutes, Section 412.851, hereby vacates the Drainage and Utility Easements situated in the City of Inver Grove Heights, Dakota County, Minnesota, to wit:

**ALL EXISTING PUBLIC DRAINAGE AND UTILITY EASEMENTS
WITHIN LOT 1, BLOCK 1 AND OUTLOT A, ROBERT CURVE AND OUTLOT A, ROBERT
CURVE THIRD ADDITION, ACCORDING TO THE RECORDED PLATS, DAKOTA
COUNTY, MINNESOTA**

2. That the easement vacation authorized by this resolution shall only be effective following the recording of a Notice of Completion, pursuant to Minnesota Statutes, Section 412.851.

Adopted by the City Council of Inver Grove Heights this 12th day of December , 2022.

Tom Bartholomew, Mayor

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: October 18, 2022

A. Consider the following requests for the property generally located at Diffley Court and South Robert Trail. (IGH Partners, LLC – Case No. 22-40SV)

Reading of Public Notice

Commissioner Weber read the Public Hearing Notice to consider the request for IGH Partners, LLC – Case No. 22-40SV. The request consists of rezoning of the property from Planned Unit Development to R-3B, Multiple Family Residential District and R-3C, Multiple Family Residential District/Planned Unit Development, Preliminary Plat for a three-lot plat to be known as Robert Curve 4th Addition, Preliminary Planned Unit Development for a 244-unit multiple family project, Vacation of drainage and utility easements within the plat of Robert Curve 3rd Addition. Notices were mailed to 51 property owners on October 6, 2022.

Presentation of Request

City Planner Hunting gave a presentation and summary of the staff report for the Planning Commission.

Commissioner Weber questioned if this is a Joint Powers Agreement with the City of Eagan for utilities. Mr. Hunting confirmed that it is. Commissioner Weber inquired if there is enough water for this sort of development in that area. Mr. Hunting stated that the reports show that there is.

Commissioner Robertson questioned if the applicant is requesting for the maximum allowance of impervious surfaces. Mr. Hunting stated that specific code requirement only applies to single family lots. Commissioner Robertson inquired about the building height, since the standard is 35 feet, and the applicant is proposing 50 feet. Mr. Hunting stated that the proposed project is a four-story building at 50 feet. They have included that request in their PUD Amendment. There is at least one other apartment building in the city at that height.

Opening of Public Hearing

Roger Fink, Senior Vice-President, Trident Development, 1200 28th Avenue South, St. Cloud, Applicant, stated that he has read, understands, and agrees with the planning staff report. Mr. Fink stated that a neighborhood meeting was held on August 10th and seemed like the biggest concern was the traffic impact. Because of that concern another traffic impact study was completed. The traffic improvements are still adequate with the addition of the proposed development. The proposed project will be a rental community with apartments and townhomes with shared amenities. The property will be managed by a third-party management company.

Andy Brummer, Development Manager, Trident Development, 1200 28th Avenue South, St. Cloud, Applicant, described the specific details of the buildings and amenities included in the proposed development.

Vice Chair Scales closed the public hearing.

Planning Commission Discussion

Commissioner Robertson stated that some of the requests for flexibility is concerning. Ms. Robertson questioned how the parking was configured when 475 is the standard need and the project was proposed with 383 parking spots and no back up parking spots. Mr. Fink stated that a formal parking demand analyst has not been completed. The proposed parking spaces was configured on past experience. With the unit mix of the apartment building, with studios and one unit, that brings down the need for spaces. Commissioner Robertson stated that residents of this project will most likely need their own vehicle as this area doesn't have easy access to local transportation. Commissioner Robertson questioned that when calculating the townhome parking was 4 spaces included, and were those spaces included in the 383 parking spots. Mr. Hunting stated that the 383 is the parking spots for the apartment building (surface and below ground parking). The townhome parking spots are calculated separate. Mr. Fink stated that there are 190 units in the apartment building, so there are about 2 spots per units in the apartment building.

Commissioner Wippermann stated that the apartment building height has only been exceeded in the Northwest Area of the city, would this project set a new standard for other potential projects in the future. Mr. Hunting stated that with the unique location of the project, the four- story height won't set a new standard for other locations in the city.

Commissioner Robertson stated that the city currently has an apartment building that exceeds the 35 feet. Mr. Hunting stated that is correct, The Crossings off 80th Street.

Commissioner Wippermann stated that The Crossings is located within the Northwest Area. Mr. Hunting confirmed that is correct.

Commissioner Scales questioned why the City has set the maximum apartment height at 35 feet. Mr. Hunting stated that he is thinking it may have been because of fire equipment, and it's also the max for single family homes. It is currently not problematic because now all of the apartment buildings are sprinkled, and other fire apparatuses are utilized. Commissioner Scales suggested that maybe in the future the Commission should look at raising the maximum height.

- Commissioner Heidenreich stated that there is concern for the additional traffic along Highway 3. Mr. Hunting stated that with the studies from the original design of the intersection, and from the traffic study that shows no further impact from this development.

Commissioner Robertson stated that using a traffic study from 2015 is probably not the most accurate study seeing that the area has changed in the last seven years. Mr. Hunting stated that the applicant did conduct a new and current traffic study did look at the current traffic counts. Mr. Fink stated that the traffic study was conducted after the neighborhood meeting and the conclusion was that the proposed development would create less traffic counts than the original traffic study counts.

Commissioner Clancy questioned if there are proposed trails to attach to the current Inver Grove Heights network. Mr. Brummer stated there are sidewalks and walking trails around the development to create a walkable community.

Commissioner Wippermann inquired about the proposed cost of rent. Mr. Brummer stated that the studios could start around \$1,200 a month, 1 bedroom around \$1,500 a month, 2 bedrooms around \$1,700 a month, and 3 bedrooms around \$2,000 a month. Those numbers are based solely on market research.

Commissioner Weber stated that with review the engineering reports. The diagram that shows the water going to the roadways and not being managed onsite. Is that accurate. Mr. Hunting stated that there is ponding in the northwest corner of the property and on the south side of Diffley. Engineering has reviewed and feel like there is adequate ponding on site.

Planning Commission Recommendation

Motion by Commissioner Robertson, second by Commissioner Clancy to approve the:

Rezoning to multiple family residential subject to the conditions listed in the staff report.

Preliminary Plat, Preliminary PUD and Vacation of Easements subject to the conditions listed in the staff report.

Motion carried (6/0). This item goes before the City Council on November 14, 2022.



PLANNING REPORT

CASE NO.: 22-40SV

APPLICANT: IGH Partners, LLC

PROPERTY OWNER: Robert Curve Development, LLC

REQUEST: Rezoning, Preliminary plat, Preliminary Planned Unit Development, Vacation of easements

LOCATION: Diffley Court and South Robert Trail

HEARING DATE: October 18, 2022

COMPREHENSIVE PLAN: Mixed Use

ZONING: Planned Unit Development

REVIEWING DIVISIONS: Planning
Engineering

PREPARED BY: Allan Hunting
City Planner

BACKGROUND

The applicant is proposing to develop the balance of the Robert Curve subdivision with a new 3 lot plat containing one apartment building of 190 units and 10 townhome buildings containing 54 total units. The existing drainage and utility easements in the plat are proposed to be vacated and rededicated on the new plat. A multiple family planned unit development is proposed as the developer seeks some flexibility in design of the project over standard zoning requirements. The project would provide both underground and surface parking for the units. Walking trails and other amenities are proposed for the project.

In 2000, a planned unit development was proposed for the entire area. The original project was never started, and those approvals have expired. To date, a gas/convenience store and auto repair business have been developed on the site. The mix of the existing commercial and proposed residential is consistent with the current comp plan guiding of the property.

REQUESTS

The specific requests for the project include the following:

1. Rezoning of the property from Planned Unit Development to R-3B, Multiple Family Residential District and R-3C, Multiple Family Residential District/Planned Unit Development.
2. Preliminary Plat for a three-lot plat to be known as Robert Curve Fourth Addition.
3. Preliminary Planned Unit Development for a 244-unit multiple family project.
4. Vacation of drainage and utility easements within the plat of Robert Curve Third Addition

EVALUATION OF THE REQUEST

Surrounding Uses.

The subject property is surrounded by:

North: Commercial uses; zoned B-3; guided Community Commercial.
East: Large lot residential; zoned A, Agricultural; guided RDR.
West: City of Eagan commercial and single family residential
South: NSP storage facility; zoned I-2; guided General Industrial.

Rezoning

The applicant is proposing to rezone the property to R-3B and R-3C. The total acreage for the site is 15.5 acres. The overall density of the project would be 15.7 units per acre which would be consistent with comprehensive guiding for the property.

Planned Unit Development and Plat

Chapter 13. Article A of the zoning ordinance provides for performance standards for a planned unit development (PUD). The purpose of a PUD from ordinance is as follows:

A. Providing the means for greater creativity and flexibility in environmental design than is proposed under the strict application of this title while at the same time preserving the health, safety, order, convenience, prosperity and general welfare of the city and its inhabitants.

B. Recognizing the economic and cultural advantages that will accrue to the residents of a planned community.

C. Encouraging a more creative and efficient approach to the use of the land.

D. Encouraging the preservation and enhancement of desirable site characteristics and open space.

E. Encouraging a development pattern in harmony with land use density, transportation facilities and community facilities, and objectives of the comprehensive plan.

Minimum Area.

Ordinance requires minimum total area required for a planned unit development to be 10 acres of contiguous land. The subject site is 15.5 acres in size which satisfies this requirement.

Vacation of easements.

The previous replating of the Robert Curve development has retained the drainage and utility easements that were dedicated with the original plat of Jubilation. The design of the project necessitates the need to vacate the original easements and then new easements would be dedicated with the new plat.

MnDOT Review.

The plat has been sent to MnDOT for their comment. No comments have been received today. MnDOT has reviewed the previous 3 versions of the plat so no significant comments are expected.

Site Coverage.

Ordinance requires total ground area occupied by buildings in a planned unit development shall not exceed twenty percent (20%) of the net land area.

The plan shows building pad areas for the apartment building and townhouses at 17% of the site area. As proposed, the project would comply with the 20 percent limit on building area.

Residential Unit Densities.

Total number of dwelling units allowed in a development shall be determined by either:

- a. the area standard of the underlying zoning district; or
- b. the density specified by the comprehensive plan land use category.

Lot 1 contains the proposed apartment building and is to be zoned R-3C, Multiple Family Development.

Lot 1 lot area	R-3C min lot size	Maximum Density per Zoning Category	Proposed unit count
7.75 acres	2,000 sq ft	169	190

Lot 1 lot area	Land Use Category MU (15-35 units/acre)	Maximum Density per Land Use	Proposed Density
7.75 acres		271	24.5

The applicant is requesting to develop with an increased density as allowed in 10-13A-6 of the Planned Unit Development requirements. The R-3C category allows densities greater than 12 units per acre. The applicant is proposing increased open space, trails and amenities to offset the density based on zoning standards. The project narrative provides more detail amenities and rationale for request. The lot complies with the density standards of the Mixed Use category.

Lots 2 and 3 contain the 54 units of townhomes and are to be zoned R-3B, Multiple Family Residential.

Lots 2&3 lot area	R-3B min lot size	Maximum Density per Zoning Category	Proposed unit count
7.8 acres	3,630 sq ft	94	54

Lots 2&3 lot area	Land Use Category MU (15-35 units/acre)	Maximum Density per Land Use	Proposed Density
7.8 acres		273	6.9 units per acre

The unit count proposed for Lots 2 and 3 would be consistent with both zoning and comp plan designations.

Lot size and Width.

Lot 1 is designed at 7.75 acres, Lot 2 at 6.6 acres and Lot 3 at 1.2 acres. Lots 1 and 3 have direct access to a public street. Lot 2 would have access through the apartment building parking lot and drive. The design of the lots would be approved as part of the PUD.

Building Setbacks.

The project complies with perimeter and internal setbacks except for two townhome buildings at the cul-de-sac. The required setback along a public street in a townhome project is 40 feet. The two buildings near Street C and D are setback at 21 and 25 feet. The width of the project at this location is constrained by the cul-de-sac bubble and the setbacks from the easements on the east side of the lot. The units closest to the street would gain access via the internal driveways and so the front setback for the unit would not be affected. PUD's are allowed flexibility provided the plan spells out specific setbacks.

Impervious surface coverage.

Impervious surface standards for multiple family allow up to 40 percent coverage. The applicant has provided data on the open area exhibit plan with the proposed impervious coverage for each lot. Overall, the project is proposed with coverage of 44% or about 25,000 square feet of additional hard surface.

The applicant is requesting through the PUD process flexibility to allow the additional impervious surface. The applicant is providing more sidewalk and pedestrian access that was recommended by staff to make the development more pedestrian friendly and safer. There will be public sidewalk on the east side of Diffley Court and other trail connections, so pedestrians are not forced to walk across the street avoiding conflicts with the traffic from the convenience store or repair shop.

Open Space.

The ordinance requires a minimum of 15% of the site be preserved in open space. The applicant is proposing open space throughout the project primarily around the perimeter which contains much of the trail system. Total area would be 27% of the site. This area will have to be protected permanently with some type of easement to ensure the open space remains. This would be addressed in the developer's agreement for the project.

Parking.

Code requires 2.5 spaces/unit for both the apartment building and townhomes. The apartment building would require 475 stalls. The townhouses would require 135 spaces including both garages, driveways and guest parking.

The applicant is proposing 383 spaces for the apartment building which is 92 stalls short of the requirement. The applicant is requesting flexibility through the PUD to allow this reduced number based on unit type of building. The apartment proposed with 21 studio units, 84 one-bedroom units, 75 two-bedroom units and 10 three-bedroom units. The parking stall ratio provided would be 2.0 stalls per unit. The applicant indicates in the narrative that with a large number of studio and one-bedroom units, the parking demand will be lower, and the number provided is adequate for the unit types proposed.

Tree Preservation/Landscaping.

The site has been disturbed in the past and is currently a platted lot, so the tree preservation ordinance does not apply. There is only a small amount of vegetation along the north boundary and around the wetland ponding area. The majority of the site will be graded and disturbed except for the area around the wetland which will be part of the stormwater system.

A landscaping plan has been provided which shows a mixture of overstory, ornamental and shrub plantings. A total of 244 trees or an equivalent is required. The landscape plan provided shows a total of 323 trees containing a mix of overstory, deciduous, coniferous, ornamental and shrubs. There are also the required 19 trees planted in and around the parking lot. Plan complies with code standard.

Building Height.

Maximum building height for multiple family is 35 feet which is measured to the mid-point of the roof. Standard zoning allows greater height by CUP. The applicant is proposing a 4 story building with a pitched roof. Building height at midpoint of peak would be 50 feet. The applicant is requesting flexibility from building height through the PUD application.

Park Dedication.

The project area lies within the area of the Joint Powers Agreement with Eagan. The area would be served by Eagan sewer and water. A condition of the JPA is that developments must pay Eagan park dedication and trail fees. Fees will be calculated with the final PUD and will be listed in the Developers Agreement.

Access/Streets/Traffic.

The project would be served by the existing public street Diffley Court. There will be an additional four curb cuts onto the street for the access points.

All of the necessary traffic improvements have been installed at the Diffley/Hwy 3 interchange to address traffic that would be generated by the site based on a development plan back in 2017 which was never built. At that time the anticipated land use consisted of a mix of residential and commercial. Fewer residential units were anticipated but a greater mix if retail was planned. A traffic study was done around 2017 from the previous project which gave some existing and forecasted traffic generation.

The applicant has conducted an updated traffic study to determine proposed volumes from this proposal to existing volumes and projected from the 2017 study. In general, overall traffic would be a little less from this development than the previous projected development. The original and recent traffic studies are included with this report which provide analysis and traffic numbers.

Wetlands.

There is one wetland in the northwest corner of the site. This would be protected and is part of the overall stormwater system for the project.

Grading, drainage, stormwater and utilities.

The City Engineer has drafted a memo with his comments. These comments are required to be addressed with the final PUD plan submittal. These comments would be included in the condition that the plans must be approved by the City Engineer. Generally, Engineering has not identified any issues with the plans.

Development contract.

The Developer and Owner shall enter into a Development Contract and other associated agreements with the City. The list of agreements and details of the contract will be discussed with the applicant, city attorney and staff as part of the final PUD review. All the agreements will be approved by the City Council as part of the final PUD review.

ALTERNATIVES

The Planning Commission has the following actions available on the proposed project:

A. Approval:

If the proposed requests are found to be acceptable, approval of the applicable following actions should be taken:

- Approval of the Rezoning to multiple family residential subject to the following condition:
 1. The rezoning shall not become effective until a final plat has been approved by the city council.
- Approval of the Preliminary Plat, Preliminary PUD and Vacation of easements subject to the following conditions:
 1. The final plat and accompanying site plans shall be in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Preliminary Plat	9/23/22
Preliminary Site Plan	9/32/22
Preliminary Open Area Exhibit	9/23/22
Preliminary Grading & Erosion Control Plan	9/23/22
Preliminary Landscape Plan	9/23/22
Building Elevations	

***The final list of approved plans and date of plans shall be identified in the development contract.**

2. The PUD shall be approved with the following specific standards:
 - a. Structure setbacks allowed for buildings along Street C and D as shown on the Preliminary Site Plan.
 - b. Reduced parking for the apartment building to allow 383 spaces.
 - c. Impervious surface to be 44%.

- d. Density for Lot 1 to be determined by the comp plan land use category which would allow 190 units with a proposed density of 24.5 units/acre.
 - e. Building height for the apartment building to be 50 feet.
3. Prior to final plat and plan approval, the final grading, drainage and erosion control, and utility plans shall be approved by the Director of Public Works.
 4. Plat and plans are subject to review of MnDOT.
 5. Drainage and utility easements shall be provided on the final plat as required by the Director of Public Works.
 6. Park dedication shall consist of a cash contribution equaling the higher amount of either Eagan or Inver Grove Heights fees for multiple family development.
 7. All plans shall be subject to the review and approval of the Fire Marshal.
 8. The developer shall be responsible to insure the open space as shown on the Open Area Exhibit remains in open space and is controlled by an association. An agreement suitable to the city shall be filed by the owner to assure the continued operation and maintenance of the open space areas and amenities.
 9. The Developer and Owner shall execute an Acknowledgement of Planned Unit Development Zoning. This Acknowledgement shall state that property within the plat is subject to the approved PUD plans and PUD zoning and that the development on the property must conform to the PUD plans and PUD zoning. This Acknowledgement shall be recorded when the plat is recorded.
 10. The Developer and Owner shall enter into a development contract and storm water maintenance agreement with the City. The form of Development Contract shall substantially comply with the model development contract, which is part of the Administrative Code, considering the requirements of the Planned Unit Development plans.
 11. The approved plans shall be subject to the conditions of the Inver Grove Heights/Eagan joint powers agreement.
- B. Denial:** Should the proposed request, or portions thereof, not be found to be acceptable, the appropriate requests described above should be denied. The basis for denial must be stated in any such motion.

RECOMMENDATION

A technical review of the project shows that it meets performance standards except those requested through the Planned Unit Development process. The flexibility requested through the PUD include:

- a. Structure setbacks allowed for buildings along Street C and D as shown on the Preliminary Site Plan.
- b. Reduced parking for the apartment building to allow 383 spaces.
- c. Impervious surface to be 44%.
- d. Density for Lot 1 to be determined by the comp plan land use category which would allow 190 units with a proposed density of 24.5 units/acre.
- e. Building height for the apartment building to be 50 feet.

Staff would recommend approval of the rezoning, preliminary plat, easement vacation and preliminary PUD with the conditions listed.

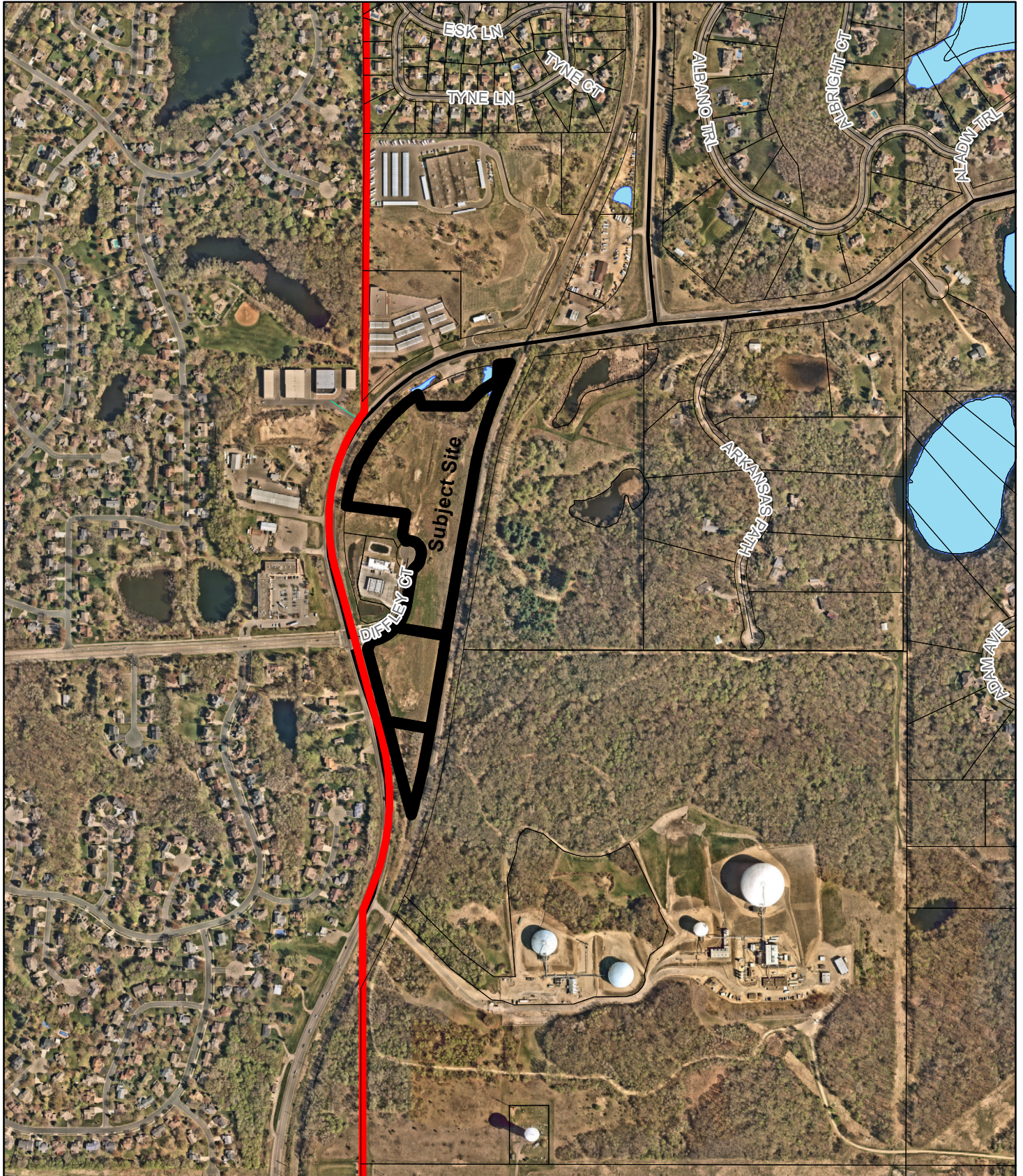
Attachments:

Location Map
Comp Plan Map
Zoning Map
Applicant Narrative
Preliminary Plat
Preliminary Site Plan
Preliminary Open Area Exhibit
Preliminary Grading Plan
Preliminary Landscape Plan
Building Elevations
Traffic Study
Traffic Study from Westgate Project
Engineering Comments
Resident emails (2)



Location Map

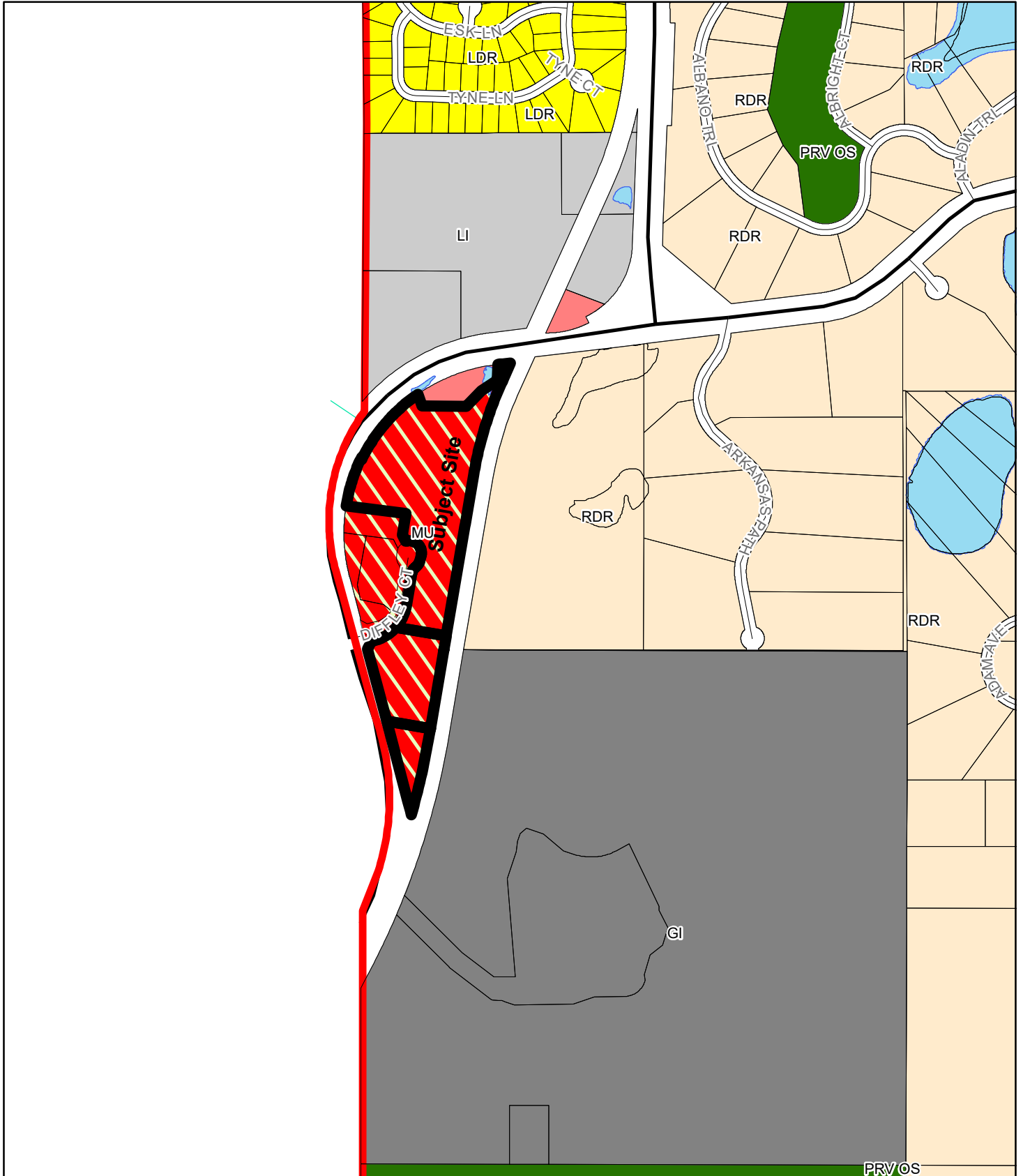
Case No. 22-40SV





Comprehensive Plan Map

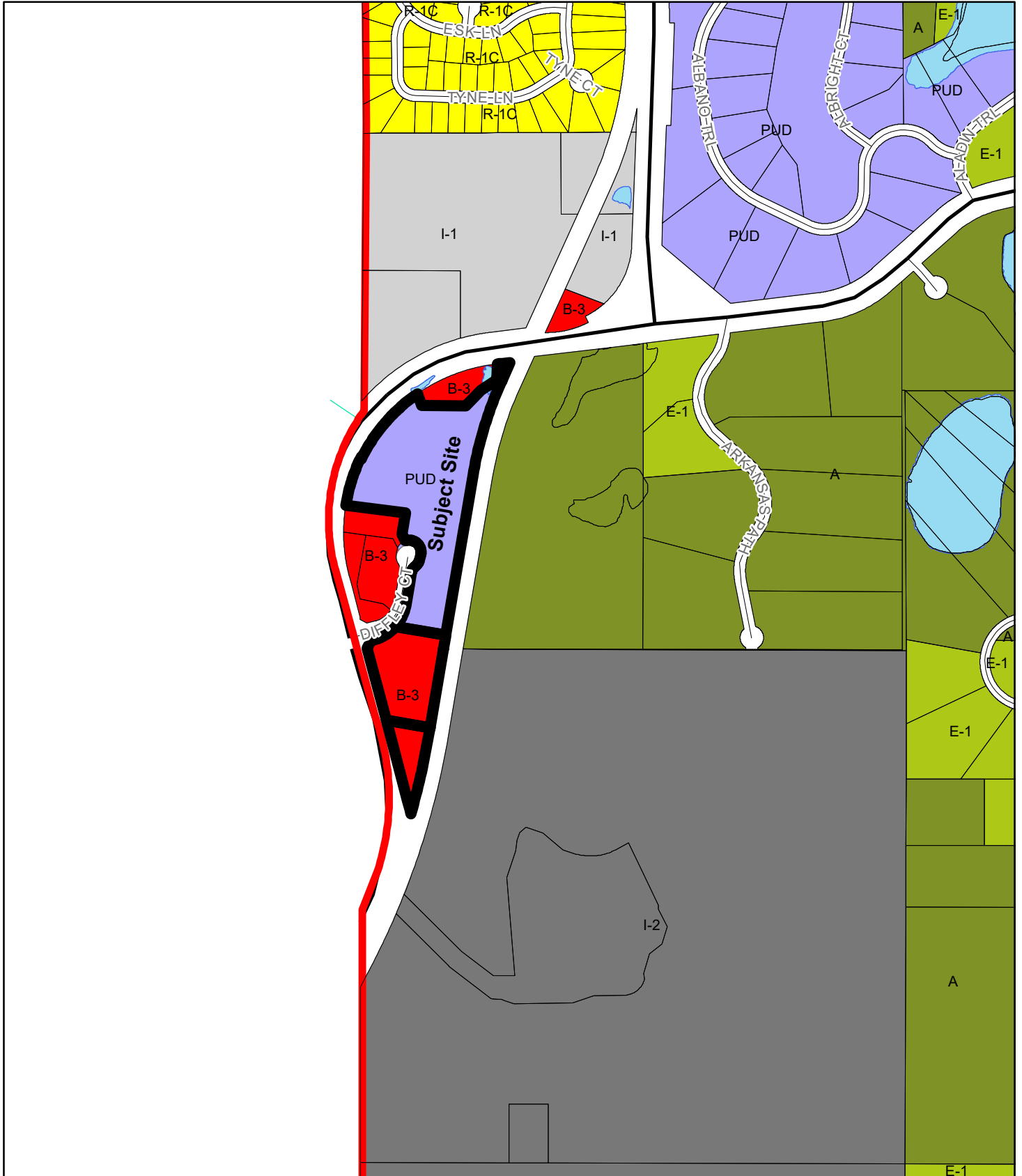
Case No. 22-40SV





Zoning Map

Case No. 22-40SV





1200 25th Avenue South • St. Cloud, MN 56301
Phone: 320.258.4438 • Fax: 320.252.3603

Revised September 23, 2022

Mr. Allan Hunting, City Planner
Members of the City Staff Development Team
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

**RE: DIFFLEY COURT/ROBERT CURVE DEVELOPMENT—
PLANNING APPLICATION REQUESTED UPDATES- SEPTEMBER 2022**

Mr. Hunting and Members of the City Staff Development Team,

Trident Development, LLC is pleased to present the plan revisions and correspondence for Preliminary Planned Unit Development, Rezoning to R-3B and R-3C/Multiple Family, Preliminary Plat for 3 Lot Subdivision and Utility Easement Vacation for a proposed apartment and townhome development located near the intersection of State Highway No. 3 (South Robert Trail) and Diffley Road (CSAH 30) in Inver Grove Heights, Minnesota.

OVERVIEW:

One (1) Apartment Building

- 190 units
- 4-stories above ground
- 190 surface parking stalls
- 193 total covered stalls (166 underground plus 27 at grade)

Ten (10) Townhome Buildings

- 54 individual townhome units. Four (5 unit) townhomes, one (4 unit) townhome and five (6 unit townhomes)
- 2-stories above-ground, slab-on-grade
- Two stall garages (108 total parking stalls) plus an additional 27 parking stalls

This development is designed to be a cohesive rental community complimented with attractive on-site amenities and generous landscaping features. All dwelling units will be furnished with stainless steel appliances, solid wood cabinetry, granite countertops, luxury vinyl plank flooring, LED lighting and window treatments. Unit heating and cooling is provided by individual 'magic-pak' gas-fired, HVAC equipment. Each unit comes complete with washer/dryer appliances, high-speed wifi and

balcony/patio. All rental units are intended to be “market-rate” with no subsidized rents or retail uses contemplated within the buildings. This amenity-rich community will include an outdoor pool area, a children’s playground area (tot lot), furnished and covered patios with barbeque area, fire pit, putting green, fenced pet exercise area, walking trails and open greenspace. The apartment will also include a two-story main lobby, a fitness room, golf simulator and lounge areas.

The gross total size of the development area is 15.56 acres; which currently contains three (3) individual parcels. The land seller is Robert Curve Development, LLC. The buyer is IGH Partners, LLC, which may be transferred to a related party prior to closing.

Trident Development, LLC will be the project manager, developer and intends to remain an owner in the project. Trident has a long history of successfully developing, owning, and operating multi-family communities. Because Trident retains an ownership position, additional care is given to the design/quality of the building, how it will last the test-of-time, how the project fits within the community and serves the needs of residents.

BACKGROUND:

On September 14, 2022, a plan review meeting was conducted with the City of Inver Grove Heights (City) planning staff to discuss submitted plans and applications to date. According to the City, the site currently includes two zoning districts: B3-General Business District and Planned Unit Development (PUD). The overall density of the site is 15.68 units/acre based on 244 units on approximately 15.56 acres, which is consistent with the comprehensive plan for mixed use (12-35 units/acre).

The City provided the following zoning density comments on September 14th:

- Lot 1 has 190 apartment units proposed on approximately 7.75 acres = 24.5 units/acre. Maximum number of units based on R-3C zoning standards allows greater than 12 units/acre. R-3C zoning is further controlled by requiring 2,000 square feet of land per unit. Because of the 2,000 square feet of land requirement, Lot 1 unit count exceeds density allowed by lot size and therefore will be addressed through the PUD process.
- Lot 2 has 45 townhome units proposed on approximately 6.6 acres = 6.81 units/acre. Lot 2 would be zoned R-3B based on unit mix which allows up to 12 units/acre. The unit count is consistent with density of straight R-3B zoning.
- Lot 3 has 9 townhome units proposed on 1.2 acres = 7.5 units/acre. The unit count is consistent with density of straight R-3B zoning which allows up to 12 units/acre.

Based on the above, the overall density for the site falls within the comprehensive plan guidelines. Lot sizing for the 190 apartment units proposed on Lot 1 will have to be addressed through the PUD process, which allows densities higher than straight zoning if it’s consistent with the comprehensive plan. The proposed density will not negatively impact the existing public facilities and neighboring properties because of the generous amenities provided on-site, along with ample walking paths.

Further, the traffic study prepared for the development acknowledges that the existing roadway infrastructure can handle the additional vehicular traffic and will not over-burden neighboring properties.

The number of total dwelling units proposed (244) is designed to take advantage of “economies of scale”. It is critical to achieve larger project scale so that a greater number of resident amenities can be supported economically. In other words, the cost of expensive amenities such as a swimming pool, can be spread over a greater number of rental units. An amenity-rich multi-family community offers a better-quality resident experience and makes the development more sustainable in the long-run. A lower unit count would likely result in a reduction in the amenity package.

On September 14th, the City provided the following development standards regarding minimum building setbacks at the site:

	<u>Required</u>	<u>Proposed</u>
Side to street:	40 feet	40 feet
Side along perimeter:	30 feet	30 feet *(see below)
Sidewall separation:	30 feet	30 feet

The above setbacks were successfully incorporated into the current plans with the exception of two townhome buildings located near the cul-de-sac found immediately south of the apartment building. Flexibility for minimum setback for these two buildings is sought through the PUD process. The minimum building setbacks from the existing R-O-W are proposed to be 21 feet and 25 feet rather than required 30 feet. Due to the gas line easement located along the eastern side of the site, moving the townhomes is not feasible.

The City provided the following comments regarding the parking at the Site on September 14th:

The apartment and townhomes require 2.5 spaces per unit, which equates to 475 required parking stalls for the apartment. The conceptual plan proposes 383 total parking stalls which is 92 stalls short of the requirement. The current plan depicts a parking ratio of approximately 2.0 spaces per unit for the apartment. The updated townhomes plan achieves the 2.5 spaces per unit and currently meets the parking requirement.

The proposed apartment building proposes a unit mix of 21 studio units, 84 one-bedroom units, 75 two-bedroom units and 10 three-bedroom units. This translates to a total of 285 bedrooms. Studio and one-bedroom apartments are more likely to be occupied by a single resident, hence only one vehicle. Two and three-bedroom units are more likely to generate multiple vehicles. Previous parking demand analysis reports, prepared by third-party professionals applying ITE standards, have indicated that parking ratios from 1.2 per unit to 2.0 per unit are acceptable, depending on the unit mix of the property. With the high concentration of studio and one-bedroom units (55%) it is reasonable to assume that a parking ratio of 2.0 would be sufficient for the proposed apartment building. The proposed 383 parking spaces translates to 1.34 per bedroom. While a parking demand assessment has not been performed for this project, Trident Development has successfully developed and operates similar apartment properties in other Metro cities that operate at the 2.0 per unit ratio or less.

According to the most recent plans submitted, the Site does not meet the City requirement of a maximum of 40% impervious for the Site.

The City Code for R-3B and R-3C zoning districts requires that there is a maximum of 40% impervious coverage on the site. The current site plan shows an overall impervious percentage of approximately 44% for the combined Lots 1, 2, and 3, which is approximately 25,000 square feet over the maximum allowable impervious area. Site trails and sidewalks, added to allow for more useable open space, walkable areas, and safe pedestrian movement, amount to approximately 25,000 square feet of impervious surface and are the cause of the exceedance of impervious area. Trident requests a variance to the 40% impervious coverage requirement to maintain the more resident friendly development that is currently proposed.

REQUEST:

Trident Development, LLC is seeking Planning Commission and City Council review and approval of the preliminary plat application, as currently updated and submitted herewith, together with the applications for land use changes.

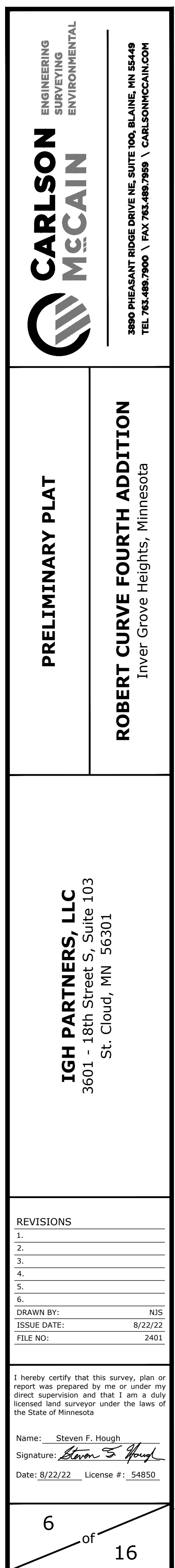
On behalf of our team, we are excited to partner with City of Inver Grove Heights to bring a high-quality mixed residential development to the community.

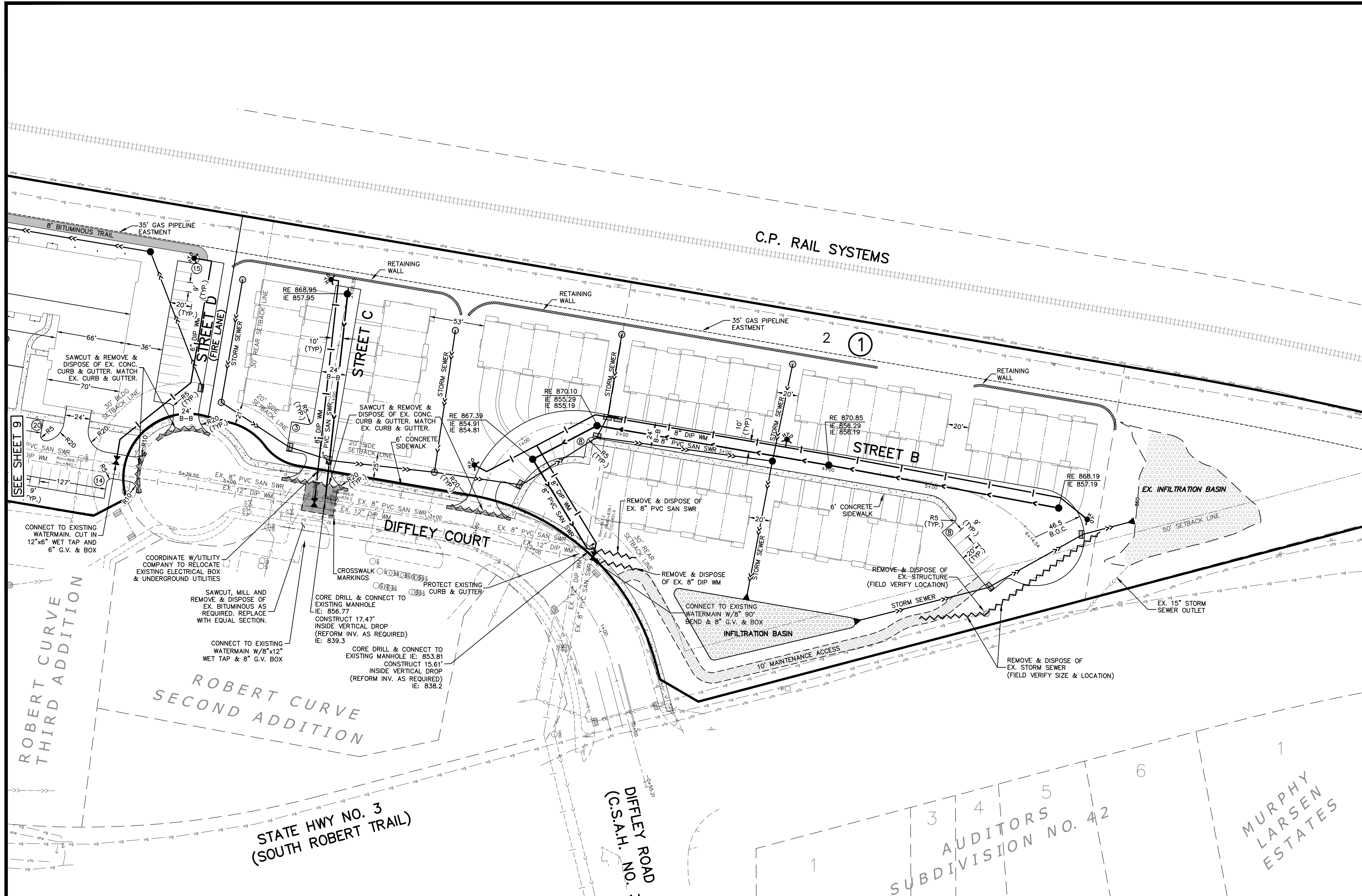
Respectfully Submitted,
Trident Development, LLC

Andy Brummer
Andrew J. Brummer
Development Manager

Enclosures

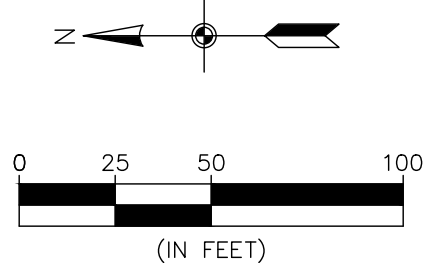
C: Roger D. Fink, Trident Development, LLC





SITE PLAN LEGEND

EXISTING	PROPOSED
LIGHT POLE	
SANITARY MANHOLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
TELEVISION BOX	
FIRE HYDRANT	
GATE VALVE	
CLEANOUT	
ELECTRIC BOX	
GAS METER	
CATCH BASIN	
RAIN GUARDIAN	
ELECTRIC METER	
TELEPHONE BOX	
UTILITY POLE	
FLARED END SECTION	
STORM MANHOLE	
SERVICE	
SOIL BORING/TEST HOLE	
RETAINING WALL	
WATERMAIN	
SANITARY SEWER	
STORM SEWER	
PROPERTY LINE	
SETBACK LINE	
CURB	
WETLAND	
DITCH	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND GAS	
UNDERGROUND FIBEROPTIC	
FENCE	
OVERHEAD ELECTRIC	
CONCRETE SURFACE	
BITUMINOUS SURFACE	
BITUMINOUS REMOVAL	
SAWCUT	
CURB REMOVAL	
PIPE REMOVAL	



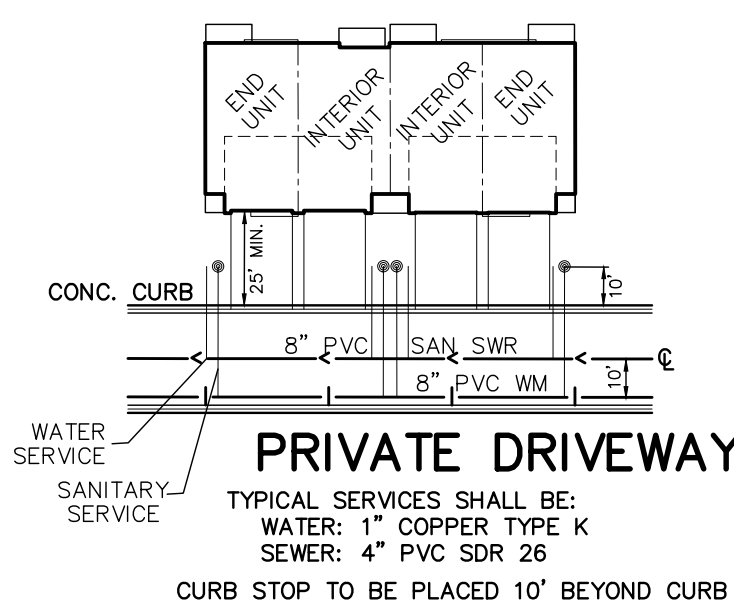
BENCHMARK
1. MnDot Geodetic GSD Station No. 101772 (MnDot Name 1916 A) - Elevation 863.71 ft. (NAVD88)
2. MnDot Geodetic GSD Station No. 103185 (MnDot Name 1921 W) - Elevation 923.60 ft. (NAVD88)

PARKING ANALYSIS

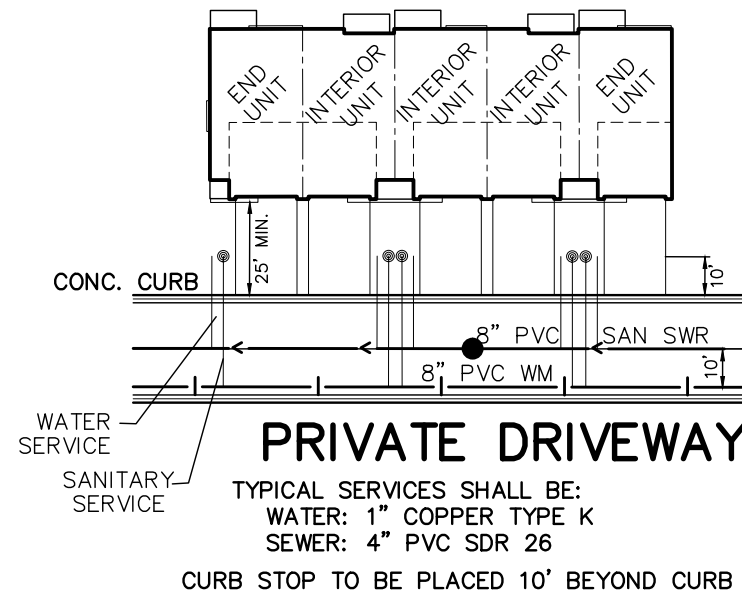
PARKING PROVIDED APARTMENT PARKING LOT		
STANDARD STALLS	=	186 STALLS
HANDICAP STALLS	=	4 STALLS
TOTAL	=	190 STALLS
PARKING PROVIDED IN APARTMENT BUILDING		
190 UNIT APARTMENT		
STANDARD STALLS	=	187 STALLS
HANDICAP STALLS	=	6 STALLS
TOTAL	=	193 STALLS
ROW HOMES (54 UNITS)		
STANDARD STALLS	=	27 STALLS
GARAGE STALLS (2 PER UNIT)	=	108 STALLS
TOTAL	=	135 STALLS

*SEE COLE GROUP BUILDING FLOOR PLANS

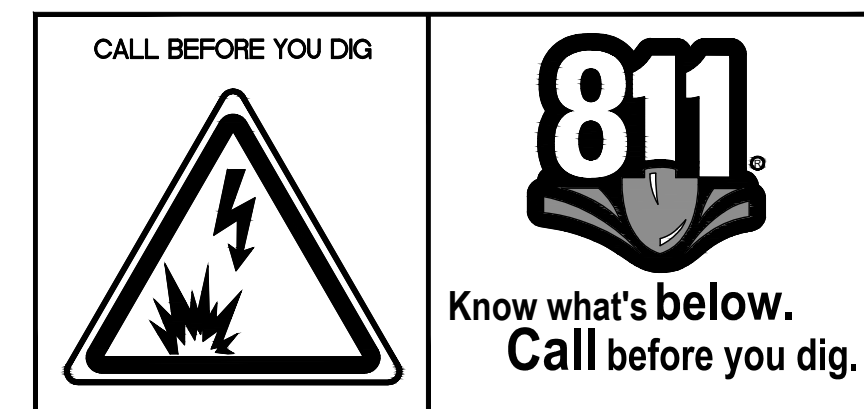
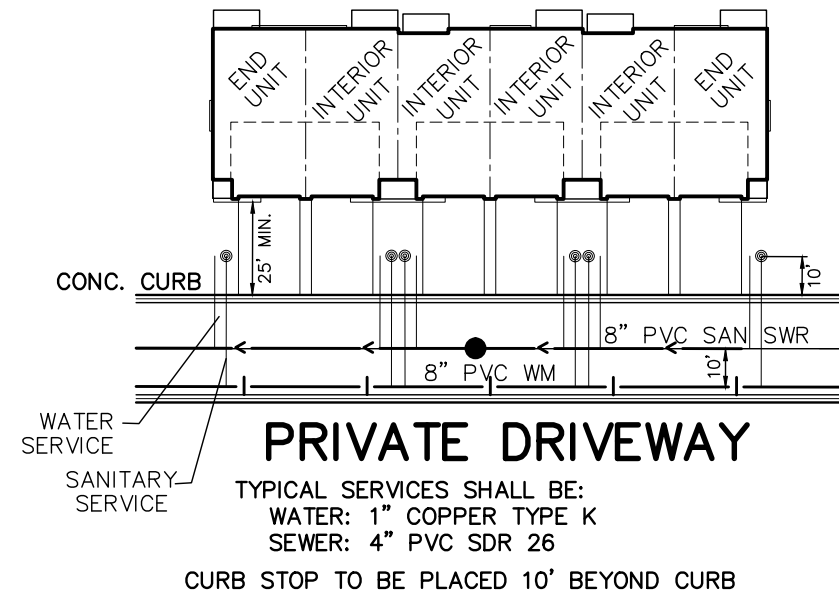
MULTI-FAMILY
4 UNIT ROW HOME



MULTI-FAMILY
5 UNIT ROW HOME



MULTI-FAMILY
6 UNIT ROW HOME



The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

PRELIMINARY SITE &
UTILITY PLAN

ROBERT CURVE FOURTH ADDITION
Inver Grove Heights, Minnesota

IGH PARTNERS, LLC
3601 - 18th Street S, Suite 103
St. Cloud, MN 56301

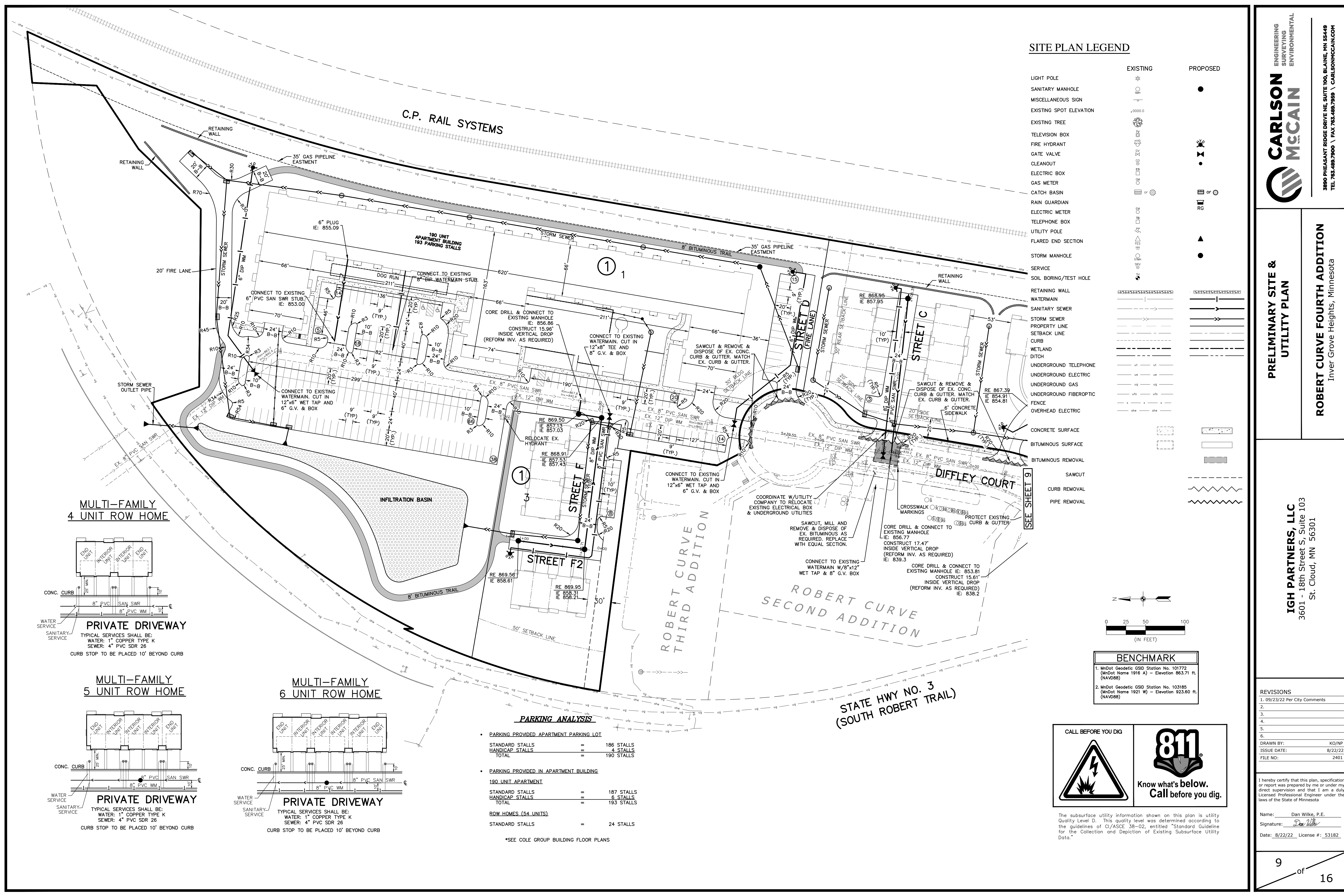
REVISIONS

1.	09/23/22 Per City Comments
2.	
3.	
4.	
5.	
6.	

DRAWN BY: KO/MP
ISSUE DATE: 8/22/22
FILE NO: 2401

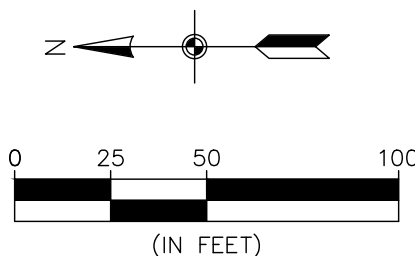
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Name: Dan Wilke, P.E.
Signature: *Dan Wilke*
Date: 8/22/22 License #: 53182



SITE PLAN LEGEND

EXISTING	PROPOSED
LIGHT POLE	●
SANITARY MANHOLE	●
MISCELLANEOUS SIGN	●
EXISTING SPOT ELEVATION	●
EXISTING TREE	●
TELEVISION BOX	●
FIRE HYDRANT	●
GATE VALVE	●
CLEANOUT	●
ELECTRIC BOX	●
GAS METER	●
CATCH BASIN	●
RAIN GUARDIAN	●
ELECTRIC METER	●
TELEPHONE BOX	●
UTILITY POLE	●
FLARED END SECTION	●
STORM MANHOLE	●
SERVICE	●
SOIL BORING/TEST HOLE	●
RETAINING WALL	●
WATERMAIN	●
SANITARY SEWER	●
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CURB	●
WETLAND	●
DITCH	●
UNDERGROUND TELEPHONE	●
UNDERGROUND ELECTRIC	●
UNDERGROUND GAS	●
UNDERGROUND FIBEROPTIC	●
FENCE	●
OVERHEAD ELECTRIC	●
CONCRETE SURFACE	●
BITUMINOUS SURFACE	●
BITUMINOUS REMOVAL	●
SAWCUT	●
CURB REMOVAL	●
PIPE REMOVAL	●



BENCHMARK
1. MnDOT Geodetic GSID Station No. 101772 (MnDOT Name 1916 A) - Elevation 863.71 ft. (NAVD83)
2. MnDOT Geodetic GSID Station No. 103185 (MnDOT Name 1921 W) - Elevation 923.60 ft. (NAVD83)

CALL BEFORE YOU DIG

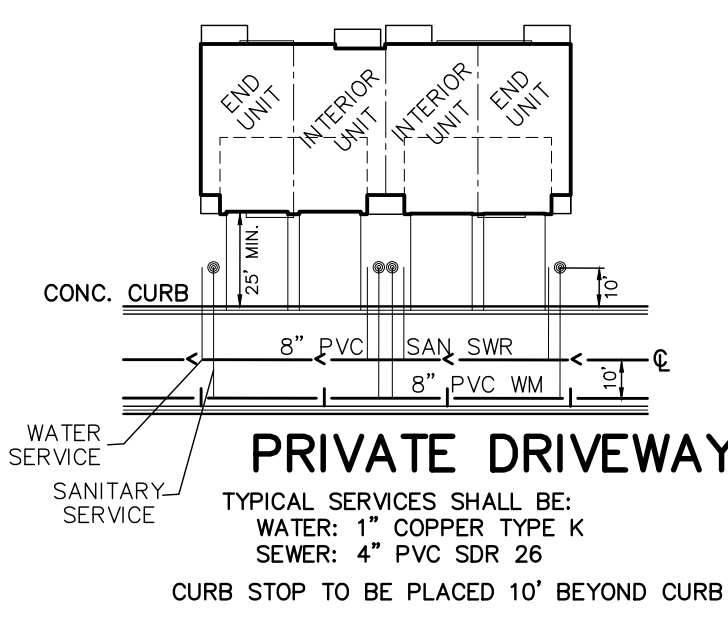
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PARKING ANALYSIS

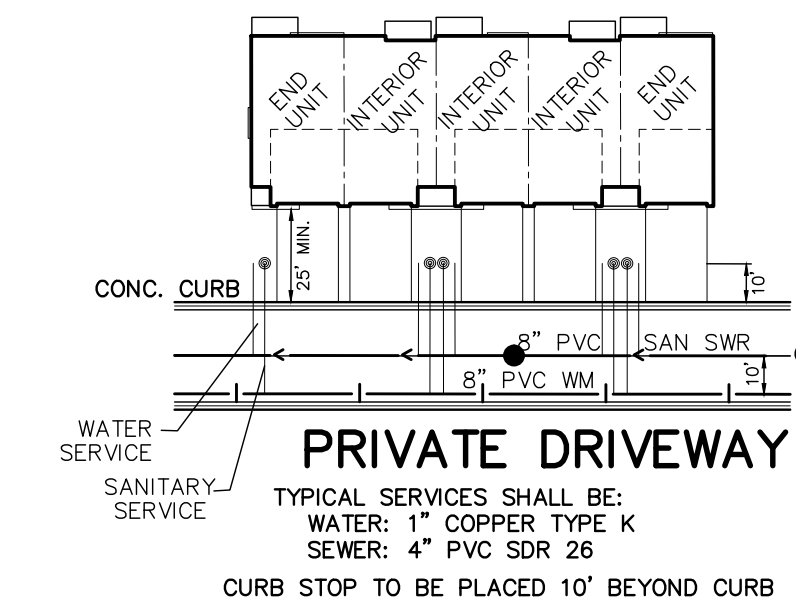
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TOTAL	193 STALLS
ROW HOMES (54 UNITS)	
STANDARD STALLS	24 STALLS

*SEE COLE GROUP BUILDING FLOOR PLANS

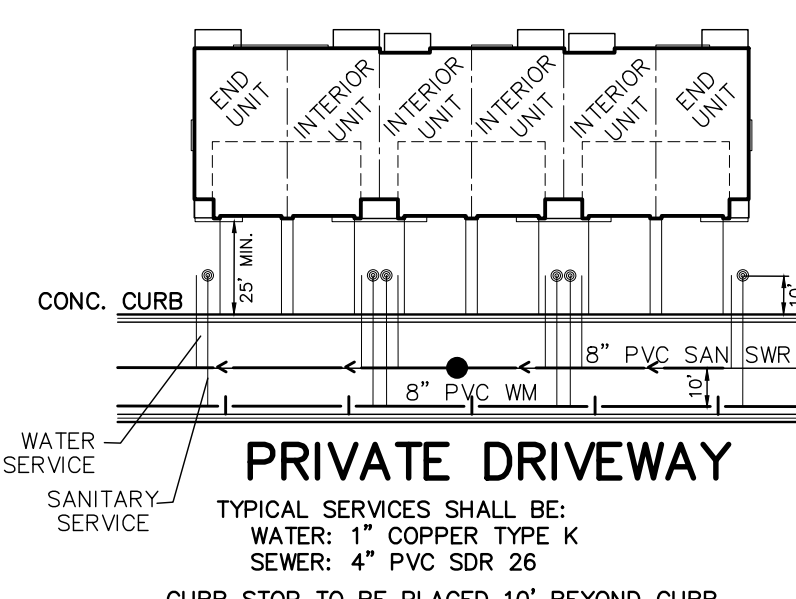
MULTI-FAMILY 4 UNIT ROW HOME



MULTI-FAMILY 5 UNIT ROW HOME



MULTI-FAMILY 6 UNIT ROW HOME



CARLSON McCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.488.7500 \ FAX 763.488.7559 \ CARLSONMCCAIN.COM

PRELIMINARY SITE & UTILITY PLAN

ROBERT CURVE FOURTH ADDITION
Inver Grove Heights, Minnesota

IGH PARTNERS, LLC
3601 - 18th Street S, Suite 103
St. Cloud, MN 56301

REVISIONS

1.	09/23/22 Per City Comments
2.	
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6.	

DRAWN BY:

KO/NP

ISSUE DATE:

8/22/22

FILE NO:

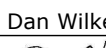
2401

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Name:

Dan Wilke, P.E.

Signature:



Date:

8/22/22

License #:

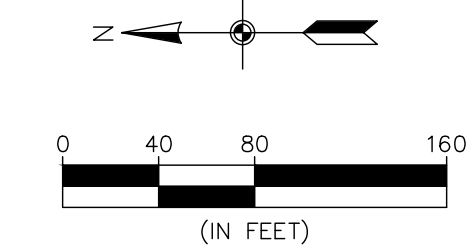
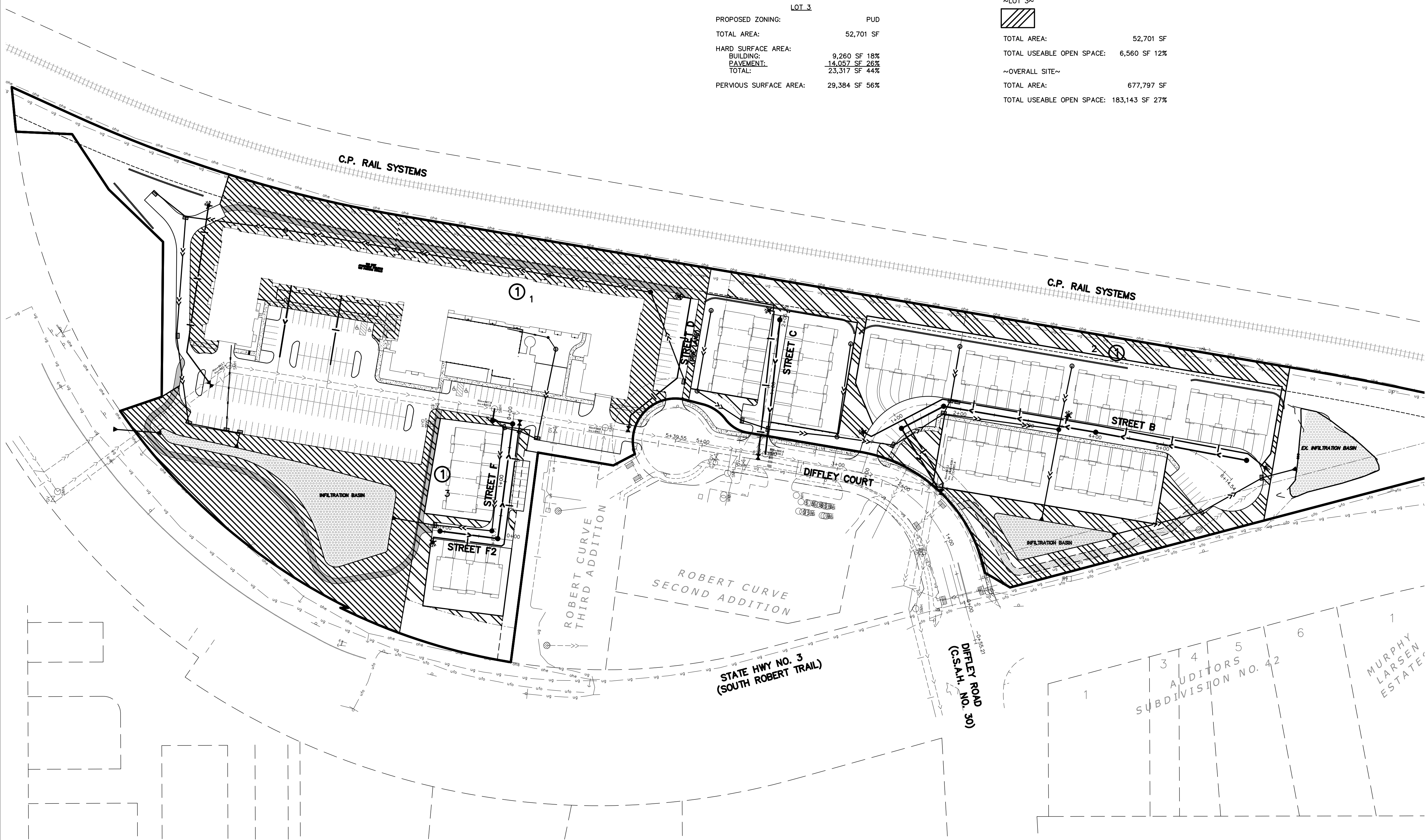
53182

SITE DATA		
LOT 1		
PROPOSED ZONING:	PUD	
TOTAL AREA:	337,435 SF	
HARD SURFACE AREA:		
BUILDING:	59,984 SF	18%
PAVEMENT:	107,460 SF	32%
TOTAL:	167,444 SF	50%
PERVIOUS SURFACE AREA:	169,991 SF	50%
LOT 2		
PROPOSED ZONING:	PUD	
TOTAL AREA:	287,426 SF	
HARD SURFACE AREA:		
BUILDING:	46,142 SF	16%
PAVEMENT:	61,866 SF	22%
TOTAL:	108,008 SF	38%
PERVIOUS SURFACE AREA:	179,418 SF	62%
LOT 3		
PROPOSED ZONING:	PUD	
TOTAL AREA:	52,701 SF	
HARD SURFACE AREA:		
BUILDING:	9,260 SF	18%
PAVEMENT:	14,057 SF	26%
TOTAL:	23,317 SF	44%
PERVIOUS SURFACE AREA:	29,384 SF	56%

USEABLE OPEN SPACE CALCULATIONS		
~LOT 1~		
TOTAL AREA:	337,671 SF	
TOTAL USEABLE OPEN SPACE:	113,357 SF	34%
~LOT 2~		
TOTAL AREA:	287,425 SF	
TOTAL USEABLE OPEN SPACE:	63,226 SF	22%
~LOT 3~		
TOTAL AREA:	52,701 SF	
TOTAL USEABLE OPEN SPACE:	6,560 SF	12%
~OVERALL SITE~		
TOTAL AREA:	677,797 SF	
TOTAL USEABLE OPEN SPACE:	183,143 SF	27%

SITE PLAN LEGEND

EXISTING	PROPOSED
LIGHT POLE	
SANITARY MANHOLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
TELEVISION BOX	
FIRE HYDRANT	
GATE VALVE	
CLEANOUT	
ELECTRIC BOX	
GAS METER	
CATCH BASIN	
RAIN GUARDIAN	
ELECTRIC METER	
TELEPHONE BOX	
UTILITY POLE	
FLARED END SECTION	
STORM MANHOLE	
SERVICE	
SOIL BORING/TEST HOLE	
RETAINING WALL	
WATERMAIN	
SANITARY SEWER	
STORM SEWER	
PROPERTY LINE	
SETBACK LINE	
CURB	
WETLAND	
DITCH	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND GAS	
UNDERGROUND FIBEROPTIC	
FENCE	
OVERHEAD ELECTRIC	
CONCRETE SURFACE	
BITUMINOUS SURFACE	



BENCHMARK	
1. MnDot Geodetic GSID Station No. 101772 (MnDot Name 1916 A) - Elevation 863.71 ft. (NAVD88)	
2. MnDot Geodetic GSID Station No. 103185 (MnDot Name 1921 W) - Elevation 923.60 ft. (NAVD88)	

CALL BEFORE YOU DIG

Know what's below. Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

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OPEN AREA EXHIBIT

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Inver Grove Heights, Minnesota

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St. Cloud, MN 56301

REVISIONS

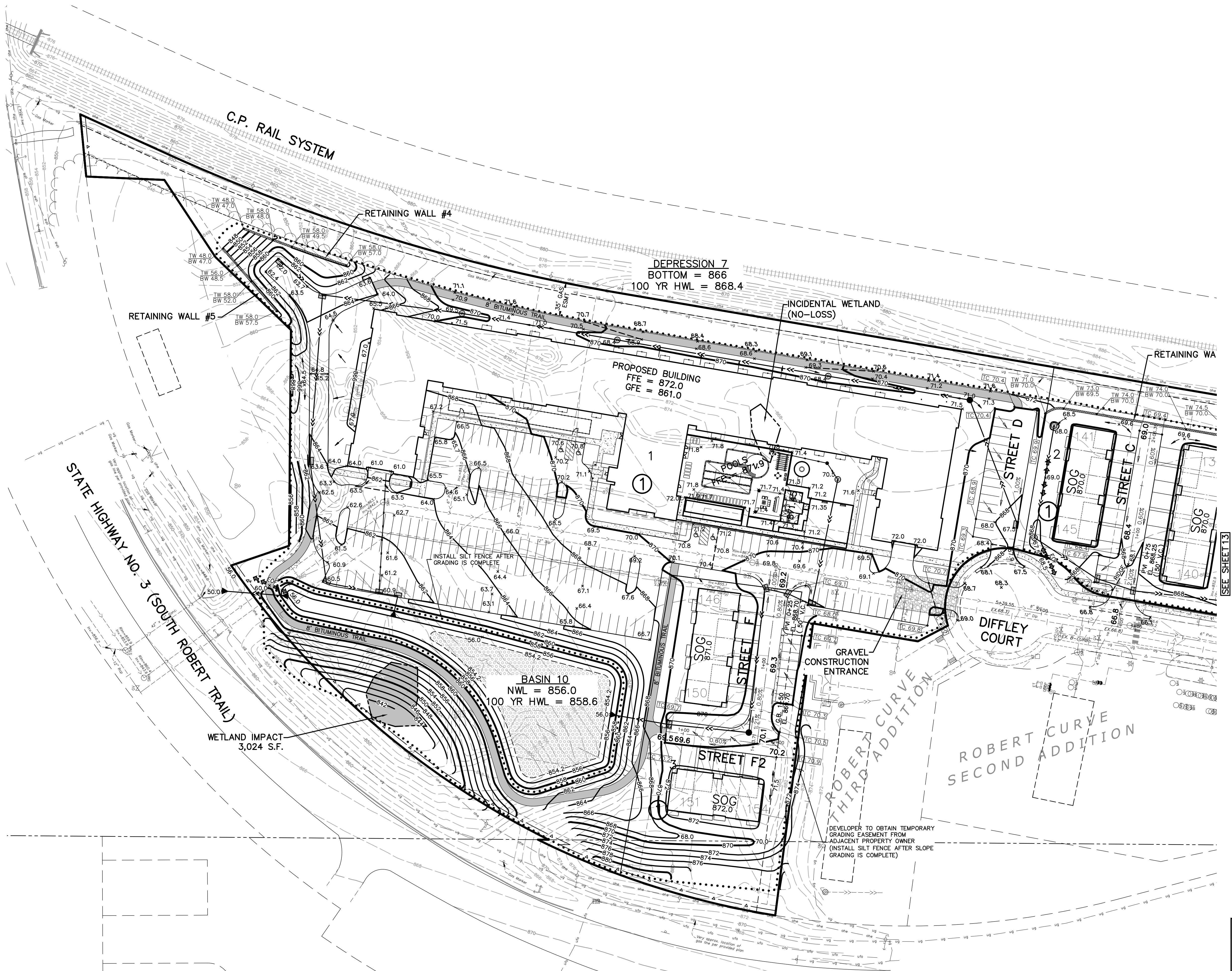
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ISSUE DATE: 8/23/22
FILE NO: 2401

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Name: Dan Wilke, P.E.
Signature:
Date: 8/22/22 License #: 53182

10 of 16



PRELIMINARY GRADING
& EROSION CONTROL PLAN

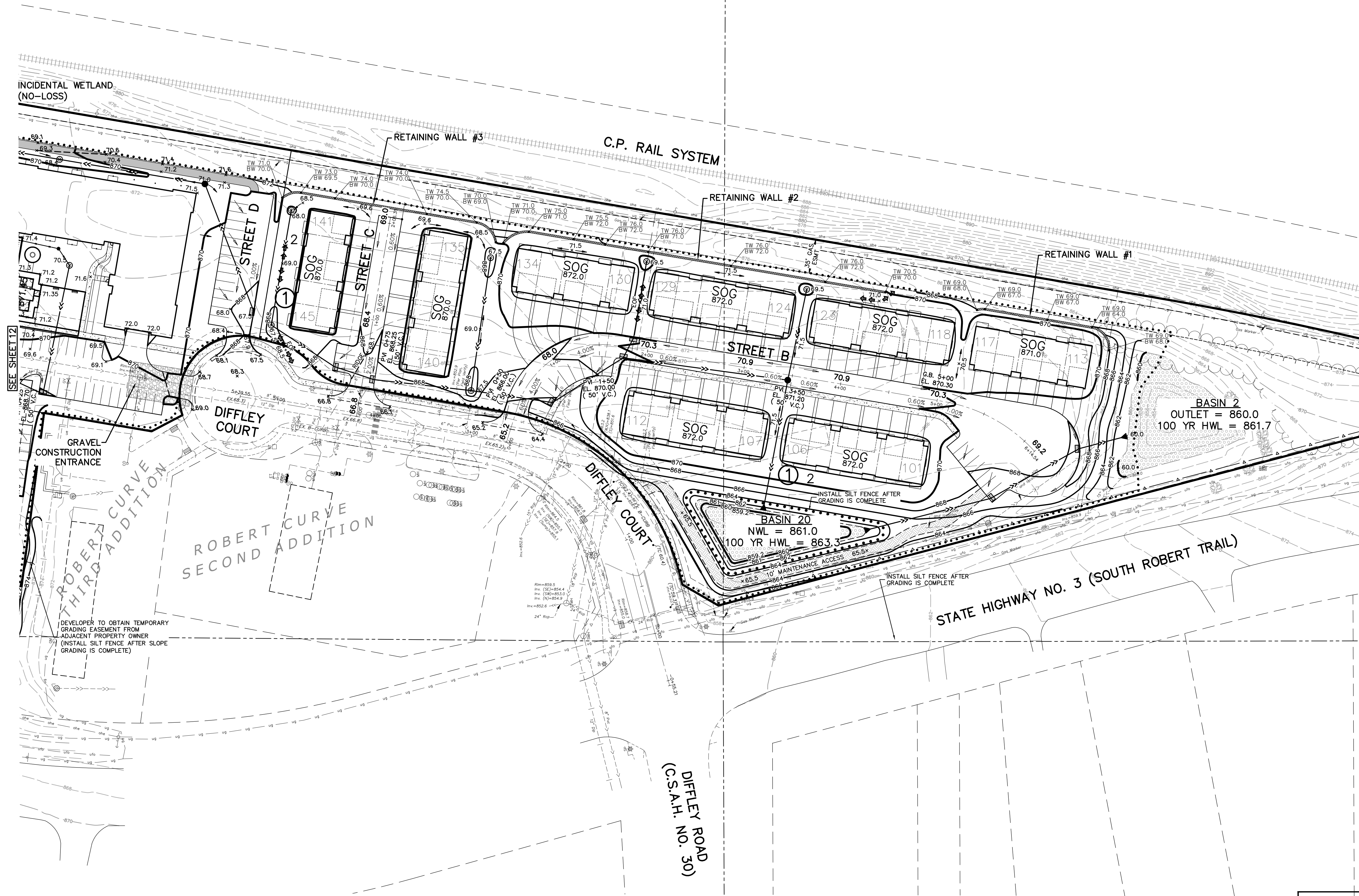
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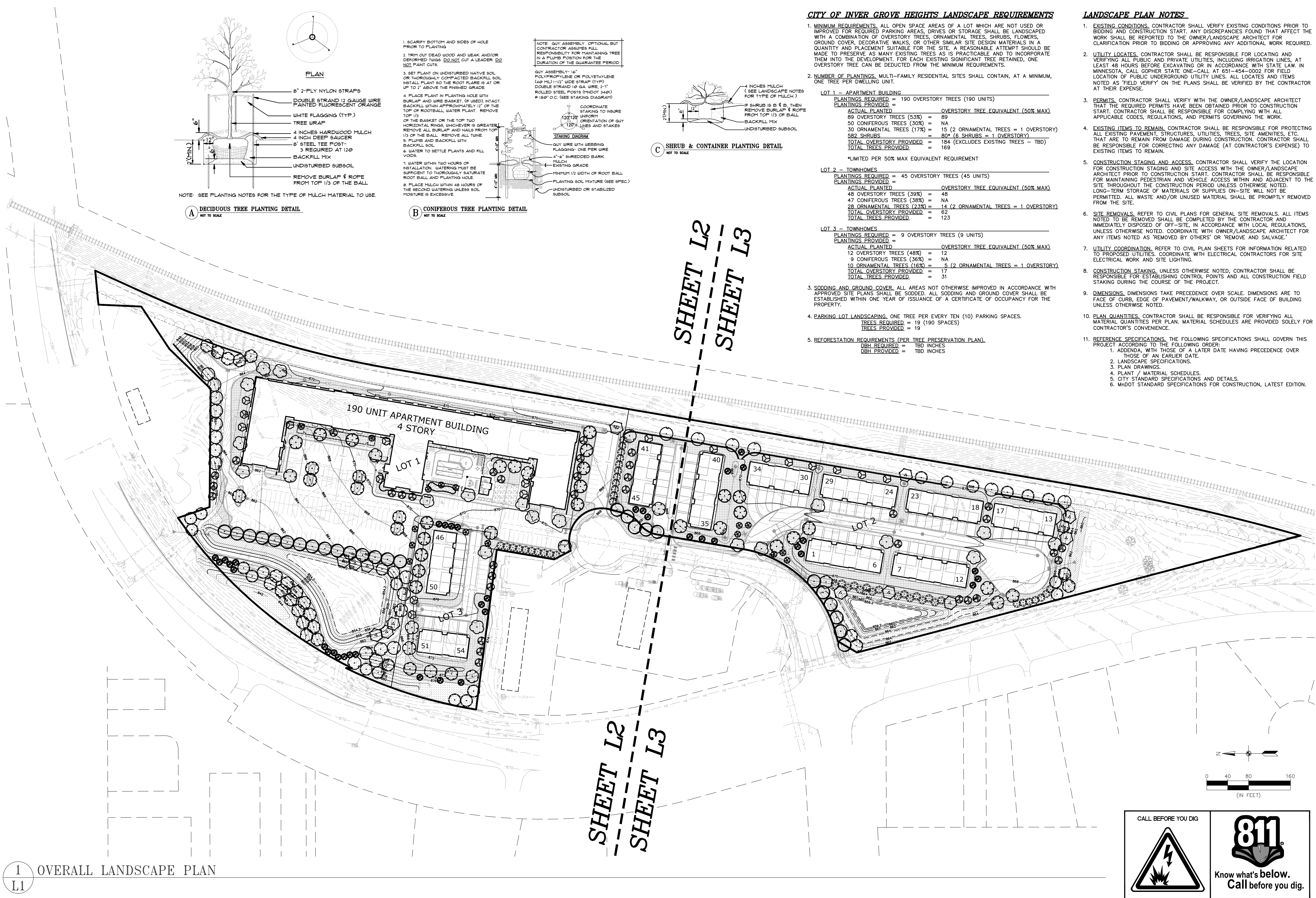
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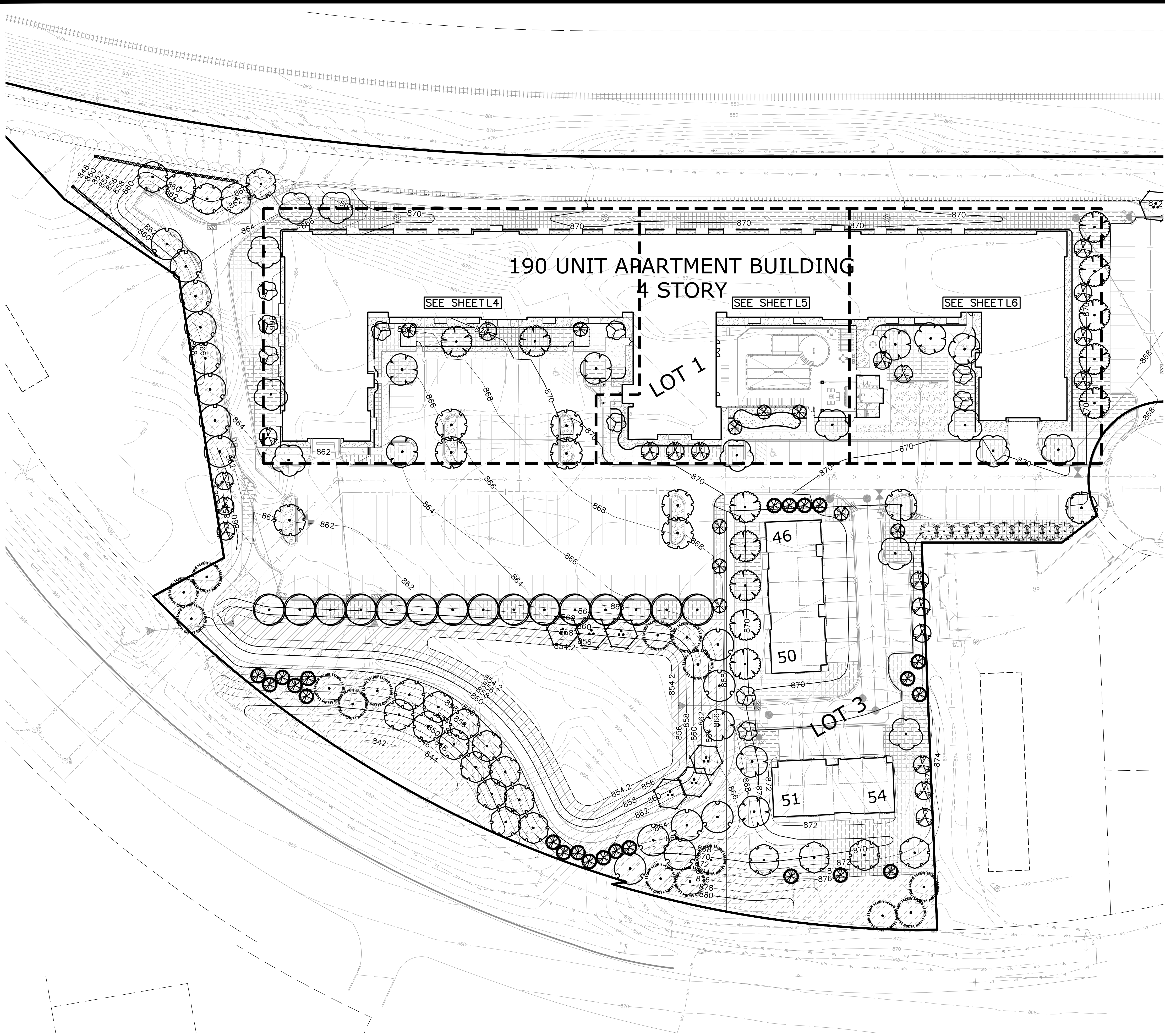
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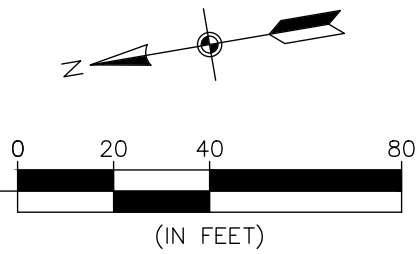






1 LANDSCAPE PLAN - LOTS 1&3
L2

TREES	BOTANICAL NAME	COMMON NAME
	Acer rubrum 'Northwood'	Northwood Red Maple
	Acer x freemanii 'Sienna'	Sienna Glen Maple
	Betula nigra Clump Form, 2.5" Cal Equivalent	River Birch Multi-Trunk
	Gleditsia triacanthos inermis 'Harve'	Northern Acclaim Thornless Honey Locust
	Gymnocladus dioica 'Espresso'	Kentucky Coffeetree
	Quercus bicolor	Swamp White Oak
	Tilia americana 'Boulevard'	Boulevard Linden
	Ulmus americana 'Jefferson'	Jefferson American Elm
CONIFEROUS TREES	BOTANICAL NAME	COMMON NAME
	Abies balsamea	Balsam Fir
	Picea glauca densata	Black Hills Spruce
	Pinus strobus	White Pine
ORNAMENTAL TREES	BOTANICAL NAME	COMMON NAME
	Amelanchier x grandiflora 'Autumn Brilliance' Clump Form, Red Fall Color, 1.5" Cal Equivalent	Autumn Brilliance Serviceberry
	Malus x 'Prairifire' Red Flowers	Prairifire Crabapple
	Syringa reticulata 'Ivory Silk' White Flowers	Ivory Silk Japanese Tree Lilac
GROUND COVERS	BOTANICAL NAME	COMMON NAME
	Engineered Wood Fiber Mulch	Play Area Surfacing
	Putting Green Refer to Architectural Specifications	Artificial Turf
	Rock Mulch Non-Woven Geotextile Incidental	1.5" Trap Rock Mulch
	Turf Sod Bluegrass	Kentucky Bluegrass
	Type I - Native Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-221
	Type II - Wet Meadow Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 18.0 lb/ac	MnDOT Seed Mix 34-271



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LANDSCAPE PLAN

ROBERT CURVE FOURTH ADDITION
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RJR

ISSUE DATE:

8/23/22

FILE NO:

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Name:

Ryan J. Ruttger, RLA

Signature:

Date:

8/22/22

License #:

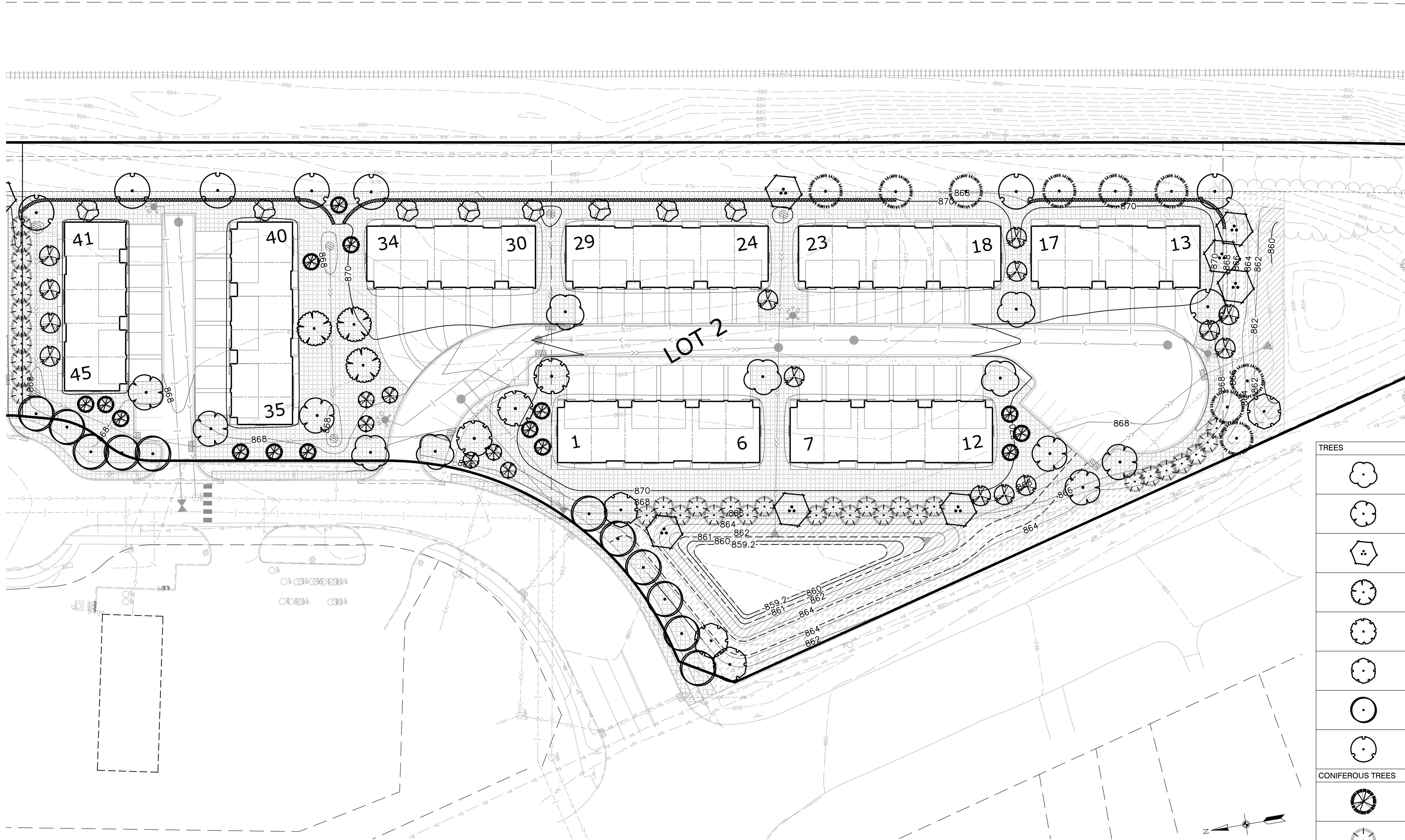
56346

L2

of

L7

Page 486 of 738



1 LANDSCAPE PLAN - LOT 2
L3

TREES	BOTANICAL NAME	COMMON NAME
	Acer rubrum `Northwood`	Northwood Red Maple
	Acer x freemanii `Sienna`	Sienna Glen Maple
	Betula nigra Clump Form, 2.5" Cal Equivalent	River Birch Multi-Trunk
	Gleditsia triacanthos inermis `Harve`	Northern Acclaim Thornless Honey Locust
	Gymnocladus dioica `Espresso`	Kentucky Coffeetree
	Quercus bicolor	Swamp White Oak
	Tilia americana `Boulevard`	Boulevard Linden
	Ulmus americana `Jefferson`	Jefferson American Elm
CONIFEROUS TREES	BOTANICAL NAME	COMMON NAME
	Abies balsamea	Balsam Fir
	Picea glauca densata	Black Hills Spruce
	Pinus strobus	White Pine
ORNAMENTAL TREES	BOTANICAL NAME	COMMON NAME
	Amelanchier x grandiflora `Autumn Brilliance` Clump Form, Red Fall Color, 1.5" Cal Equivalent	Autumn Brilliance Serviceberry
	Malus x `Prairiefire` Red Flowers	Prairiefire Crabapple
	Syringa reticulata `Ivory Silk` White Flowers	Ivory Silk Japanese Tree Lilac
GROUND COVERS	BOTANICAL NAME	COMMON NAME
	Engineered Wood Fiber Mulch	Play Area Surfacing
	Putting Green Refer to Architectural Specifications	Artificial Turf
	Rock Mulch Non-Woven Geotextile Incidental	1.5" Trap Rock Mulch
	Turf Sod Bluegrass	Kentucky Bluegrass
	Type I - Native Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-221
	Type II - Wet Meadow Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 18.0 lb/ac	MnDOT Seed Mix 34-271

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LANDSCAPE PLAN

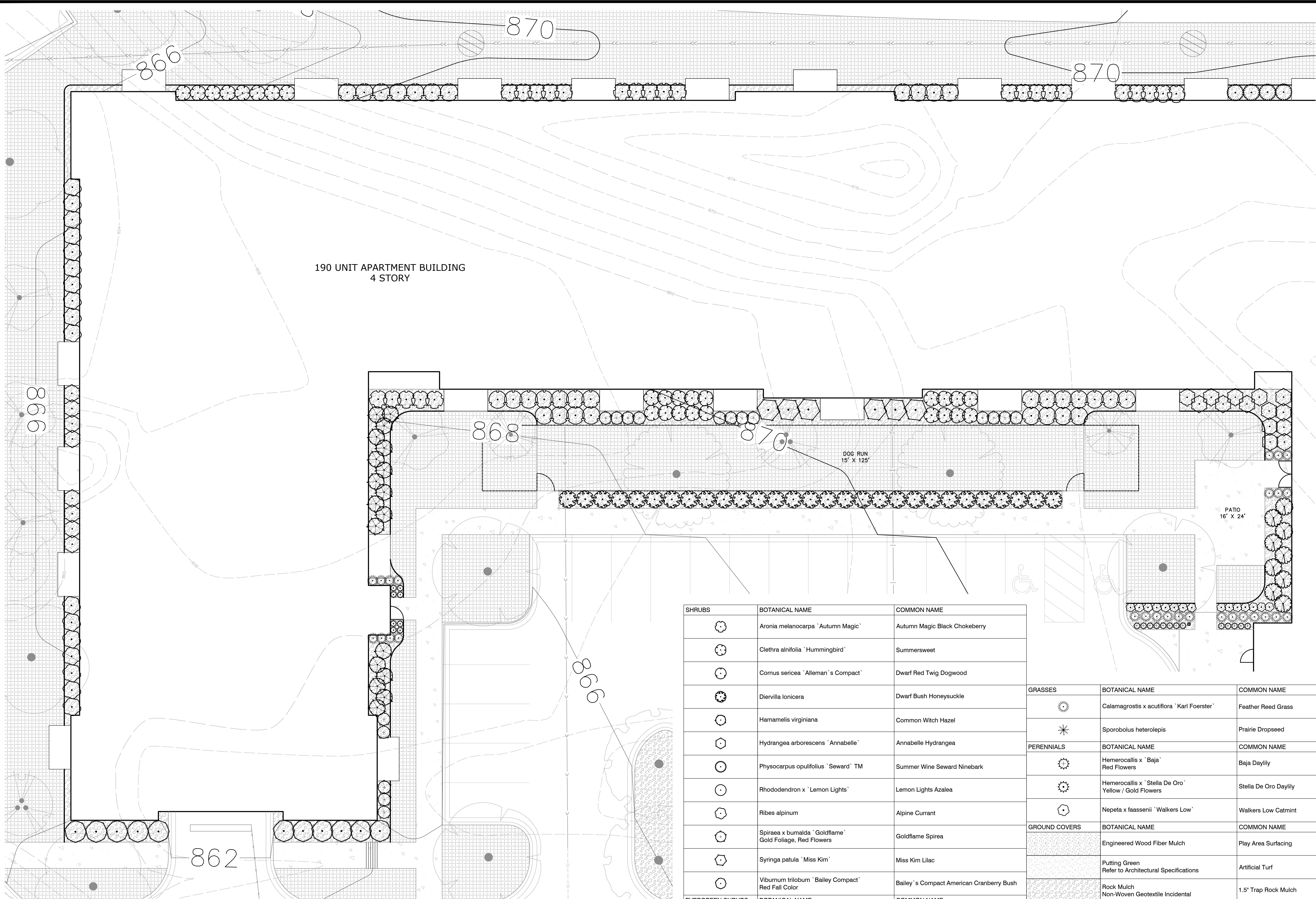
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St. Cloud, MN 56301

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Name: Ryan J. Ruttger, RLA
Signature:
Date: 8/22/22 License #: 56346

L3 of L7



1 LANDSCAPE PLAN ENLARGEMENT
L4

SHRUBS	BOTANICAL NAME	COMMON NAME
	Aronia melanocarpa 'Autumn Magic'	Autumn Magic Black Chokeberry
	Clethra alnifolia 'Hummingbird'	Summersweet
	Cornus sericea 'Alleman's Compact'	Dwarf Red Twig Dogwood
	Diervilla lonicera	Dwarf Bush Honeysuckle
	Hamamelis virginiana	Common Witch Hazel
	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea
	Physocarpus opulifolius 'Seward' TM	Summer Wine Seward Ninebark
	Rhododendron x 'Lemon Lights'	Lemon Lights Azalea
	Ribes alpinum	Alpine Currant
	Spiraea x bumalda 'Goldflame' Gold Foliage, Red Flowers	Goldflame Spirea
	Syringa patula 'Miss Kim'	Miss Kim Lilac
	Viburnum trilobum 'Bailey Compact' Red Fall Color	Bailey's Compact American Cranberry Bush
EVERGREEN SHRUBS	BOTANICAL NAME	COMMON NAME
	Buxus x 'Green Velvet'	Green Velvet Boxwood
	Juniperus chinensis 'Sea Green'	Sea Green Juniper
	Taxus x media 'Tauntonii'	Tauton Yew

GRASSES	BOTANICAL NAME	COMMON NAME
	Calamagrostis x acutiflora 'Karl Foerster'	Feather Reed Grass
	Sporobolus heterolepis	Prairie Dropseed
PERENNIALS	BOTANICAL NAME	COMMON NAME
	Hemerocallis x 'Baja' Red Flowers	Baja Daylily
	Hemerocallis x 'Stella De Oro' Yellow / Gold Flowers	Stella De Oro Daylily
	Nepeta x faassenii 'Walkers Low'	Walkers Low Catmint
GROUND COVERS	BOTANICAL NAME	COMMON NAME
	Engineered Wood Fiber Mulch	Play Area Surfacing
	Putting Green Refer to Architectural Specifications	Artificial Turf
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LANDSCAPE PLAN

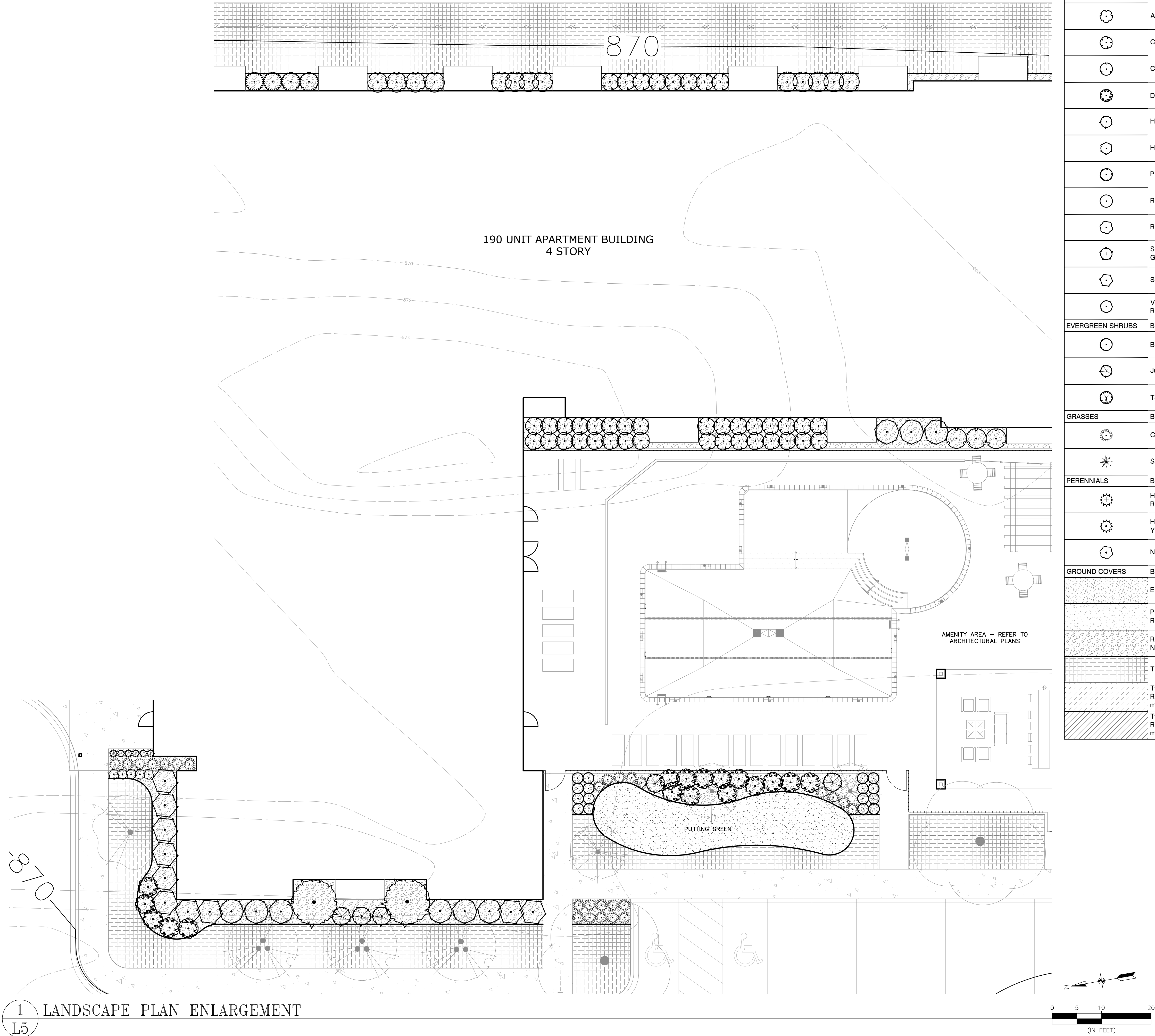
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L4 of L7



SHRUBS	BOTANICAL NAME	COMMON NAME
	Aronia melanocarpa 'Autumn Magic'	Autumn Magic Black Chokeberry
	Clethra alnifolia 'Hummingbird'	Summersweet
	Cornus sericea 'Alleman's Compact'	Dwarf Red Twig Dogwood
	Diervilla lonicera	Dwarf Bush Honeysuckle
	Hamamelis virginiana	Common Witch Hazel
	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea
	Physocarpus opulifolius 'Seward' TM	Summer Wine Seward Ninebark
	Rhododendron x 'Lemon Lights'	Lemon Lights Azalea
	Ribes alpinum	Alpine Currant
	Spiraea x bumalda 'Goldflame' Gold Foliage, Red Flowers	Goldflame Spirea
	Syringa patula 'Miss Kim'	Miss Kim Lilac
	Viburnum trilobum 'Bailey Compact' Red Fall Color	Bailey's Compact American Cranberry Bush
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GRASSES	BOTANICAL NAME	COMMON NAME
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LANDSCAPE PLAN

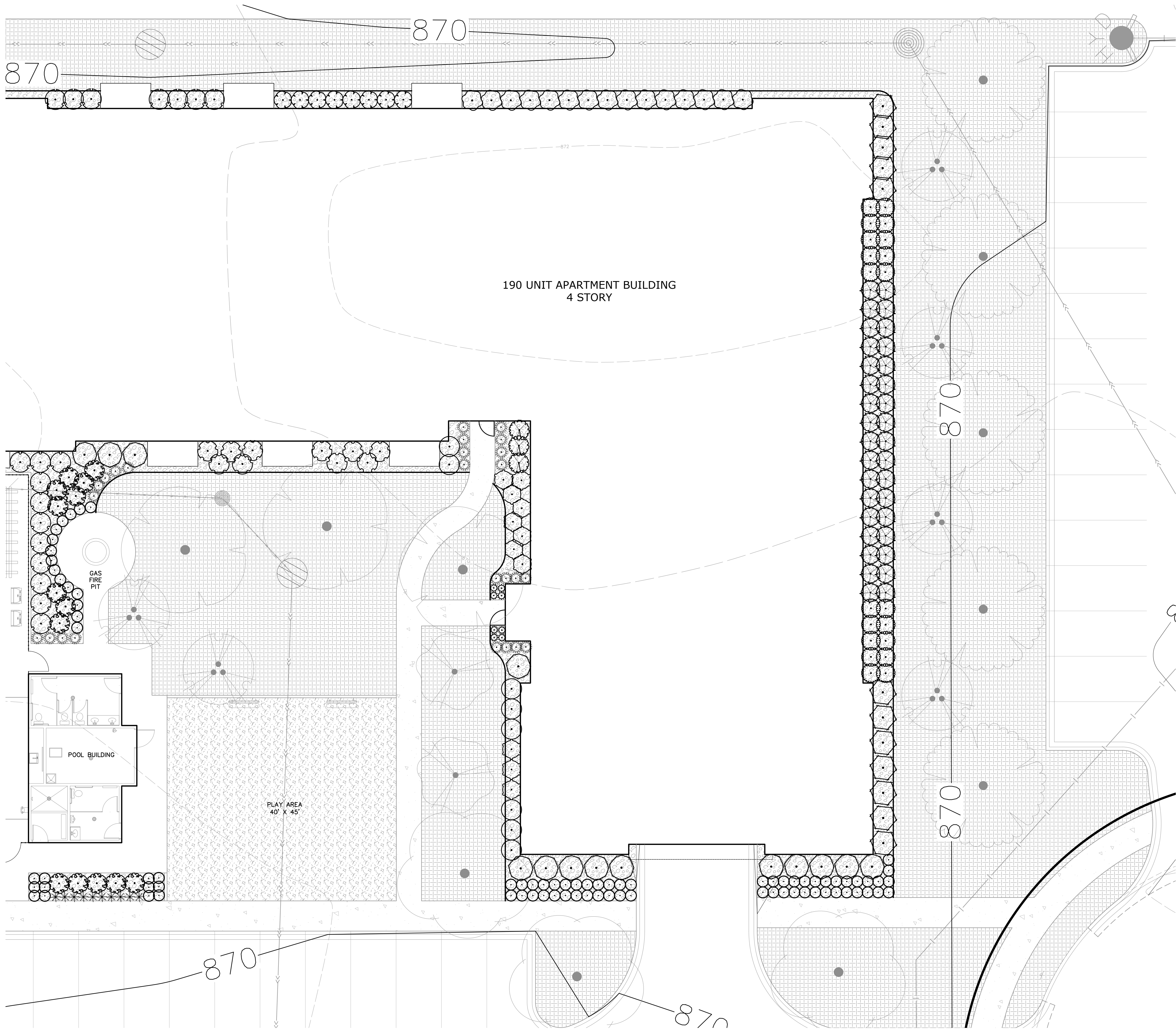
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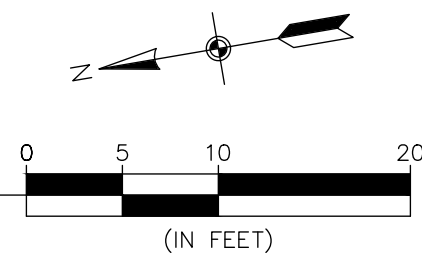
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L5 of L7



1 LANDSCAPE PLAN ENLARGEMENT
L6

SHRUBS	BOTANICAL NAME	COMMON NAME
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	Clethra alnifolia 'Hummingbird'	Summersweet
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LANDSCAPE PLAN

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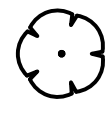
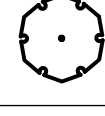
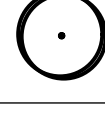
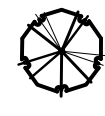
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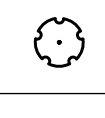
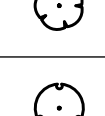
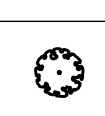
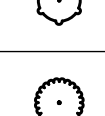
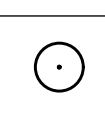
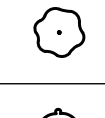
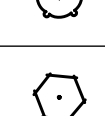
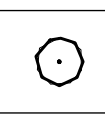
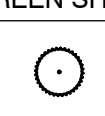
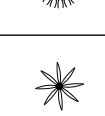
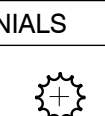
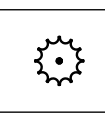
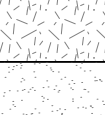
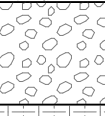
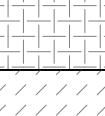
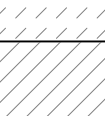
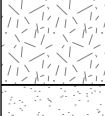
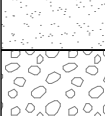
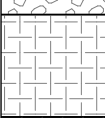
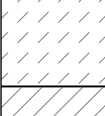
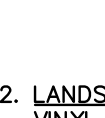
REVISIONS
1. 09/23/22 Per City Comments
2.
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DRAWN BY: RJR
ISSUE DATE: 8/23/22
FILE NO: 2401

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota
Name: Ryan J. Ruttger, RLA
Signature:
Date: 8/22/22 License #: 56346

L6 of L7

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	RM	18	Acer rubrum `Northwood`	Northwood Red Maple	2.5" Cal.	B&B
	FM	15	Acer x freemanii `Sienna`	Sienna Glen Maple	2.5" Cal.	B&B
	RB	14	Betula nigra Clump Form, 2.5" Cal Equivalent	River Birch Multi-Trunk	10' Ht.	B&B
	HL	15	Gleditsia triacanthos inermis `Harve`	Northern Acclaim Thornless Honey Locust	2.5" Cal.	B&B
	KC	12	Gymnocladus dioica `Espresso`	Kentucky Coffeetree	2.5" Cal.	B&B
	WO	26	Quercus bicolor	Swamp White Oak	2.5" Cal.	B&B
	BL	26	Tilia americana `Boulevard`	Boulevard Linden	2.5" Cal.	B&B
	AE	23	Ulmus americana `Jefferson`	Jefferson American Elm	2.5" Cal.	B&B
CONIFEROUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BF	38	Abies balsamea	Balsam Fir	6' Ht.	B&B
	BH	44	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WP	24	Pinus strobus	White Pine	6' Ht.	B&B
ORNAMENTAL TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	SB	34	Amelanchier x grandiflora `Autumn Brilliance` Clump Form, Red Fall Color, 1.5' Cal Equivalent	Autumn Brilliance Serviceberry	7' Ht.	B&B
	CA	18	Malus x `Prairifire` Red Flowers	Prairifire Crabapple	1.5" Cal.	B&B
	JL	16	Syringa reticulata `Ivory Silk` White Flowers	Ivory Silk Japanese Tree Lilac	1.5" Cal.	B&B

SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BCB	43	Aronia melanocarpa `Autumn Magic`	Autumn Magic Black Chokeberry	#5 Cont.	
	SSC	74	Clethra alnifolia `Hummingbird`	Summersweet	#5 Cont.	
	RTD	59	Cornus sericea `Alleman`'s Compact`	Dwarf Red Twig Dogwood	#5 Cont.	
	DBH	60	Diervilla lonicera	Dwarf Bush Honeysuckle	#5 Cont.	
	CWH	2	Hamamelis virginiana	Common Witch Hazel	#5 Cont.	
	ABH	33	Hydrangea arborescens `Annabelle`	Annabelle Hydrangea	#5 Cont.	
	NBS	28	Physocarpus opulifolius `Seward` TM	Summer Wine Seward Ninebark	#5 Cont.	
	LLA	8	Rhododendron x `Lemon Lights`	Lemon Lights Azalea	#5 Cont.	
	APC	32	Ribes alpinum	Alpine Currant	#5 Cont.	
	SPG	17	Spiraea x bumalda `Goldflame` Gold Foliage, Red Flowers	Goldflame Spirea	#5 Cont.	
	MKL	28	Syringa patula `Miss Kim`	Miss Kim Lilac	#5 Cont.	
	VBC	34	Viburnum trilobum `Bailey Compact` Red Fall Color	Bailey`s Compact American Cranberry Bush	#5 Cont.	
EVERGREEN SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	GVB	95	Buxus x `Green Velvet`	Green Velvet Boxwood	#5 Cont.	
	JSG	57	Juniperus chinensis `Sea Green`	Sea Green Juniper	#5 Cont.	
	YEW	12	Taxus x media `Tauntonii`	Tauton Yew	#5 Cont.	
GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	KFG	78	Calamagrostis x acutiflora `Karl Foerster`	Feather Reed Grass	#5 Cont.	
	PDS	10	Sporobolus heterolepis	Prairie Dropseed	#5 Cont.	
PERENNIALS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	DLB	19	Hemerocallis x `Baja` Red Flowers	Baja Daylily	#1 Cont.	
	DLS	16	Hemerocallis x `Stella De Oro` Yellow / Gold Flowers	Stella De Oro Daylily	#1 Cont.	
	WLC	20	Nepeta x faassenii `Walkers Low`	Walkers Low Catmint	#1 Cont.	
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	EEWF	1,833 sf	Engineered Wood Fiber Mulch	Play Area Surfacing	12" Depth	
	PG	546 sf	Putting Green Refer to Architectural Specifications	Artificial Turf	---	
	ROCK	9,804 sf	Rock Mulch Non-Woven Geotextile Incidental	1.5" Trap Rock Mulch	4" Depth	
	SOD	141,277 sf	Turf Sod Bluegrass	Kentucky Bluegrass	sod	
	TI	72,243 sf	Type I - Native Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-221	seed	
	TII	21,792 sf	Type II - Wet Meadow Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 18.0 lb/ac	MnDOT Seed Mix 34-271	seed	

LANDSCAPE SPECIFICATIONS

- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
- EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPS, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPS MUST BE IMPLEMENTED WITHIN 7 DAYS USING.
- CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
- SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN 1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'X10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.
- PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.
- MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4' MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.

- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- IRRIGATION.** DESIGN, FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES FLOW/PRESSURE TESTING, PLANS WITH DESIGN CALCULATIONS, AS-BUILT DRAWINGS, LABOR, MATERIALS, EQUIPMENT, AND SERVICES FOR THE TESTING, ADJUSTING, RETESTING AND READJUSTING AS REQUIRED TO PLACE THE SYSTEM IN AN APPROVED OPERATING CONDITION. THE IRRIGATION SYSTEM SHALL INCLUDE THE DESIGN AND INSTALLATION OF THE FOLLOWING: PIPING, METER AND BACKFLOW ASSEMBLIES, SPRINKLER HEADS, CABINETS, VALVES AND VALVE BOXES, CONTROLLERS, CONTROL WIRING, FITTINGS, ELECTRICAL CONNECTIONS, QUICK-COUPERS, ALL OTHER NECESSARY ACCESSORIES, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.
- MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE. INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES. HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- NATIVE PLANT ESTABLISHMENT.** THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDER AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDER AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAT 3 YEARS AFTER INITIAL SEEDING - ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR TWO (2) YEARS FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

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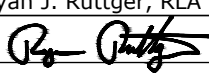
LANDSCAPE PLAN

ROBERT CURVE FOURTH ADDITION
Inver Grove Heights, Minnesota

IGH PARTNERS, LLC
3601 - 18th Street S, Suite 103
St. Cloud, MN 56301

REVISIONS	
1.	09/23/22 Per City Comments
2.	
3.	
4.	
5.	
6.	
DRAWN BY:	RJR
ISSUE DATE:	8/22/22
FILE NO:	2401

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Name: Ryan J. Ruttger, RLA
Signature: 
Date: 8/22/22 License #: 56346

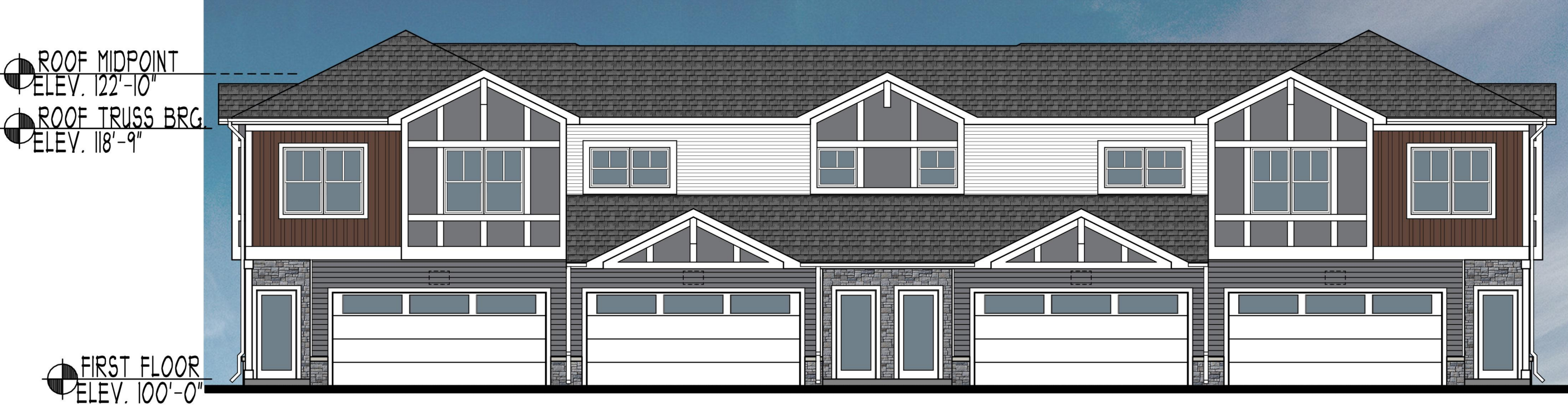
L7 of L7

OPTION 1 COLOR PALETTE
4-PLEX

PROPOSED MATERIALS



REAR ELEV. - 4 UNIT BLDG.
SCALE: 1/8" = 1'-0"



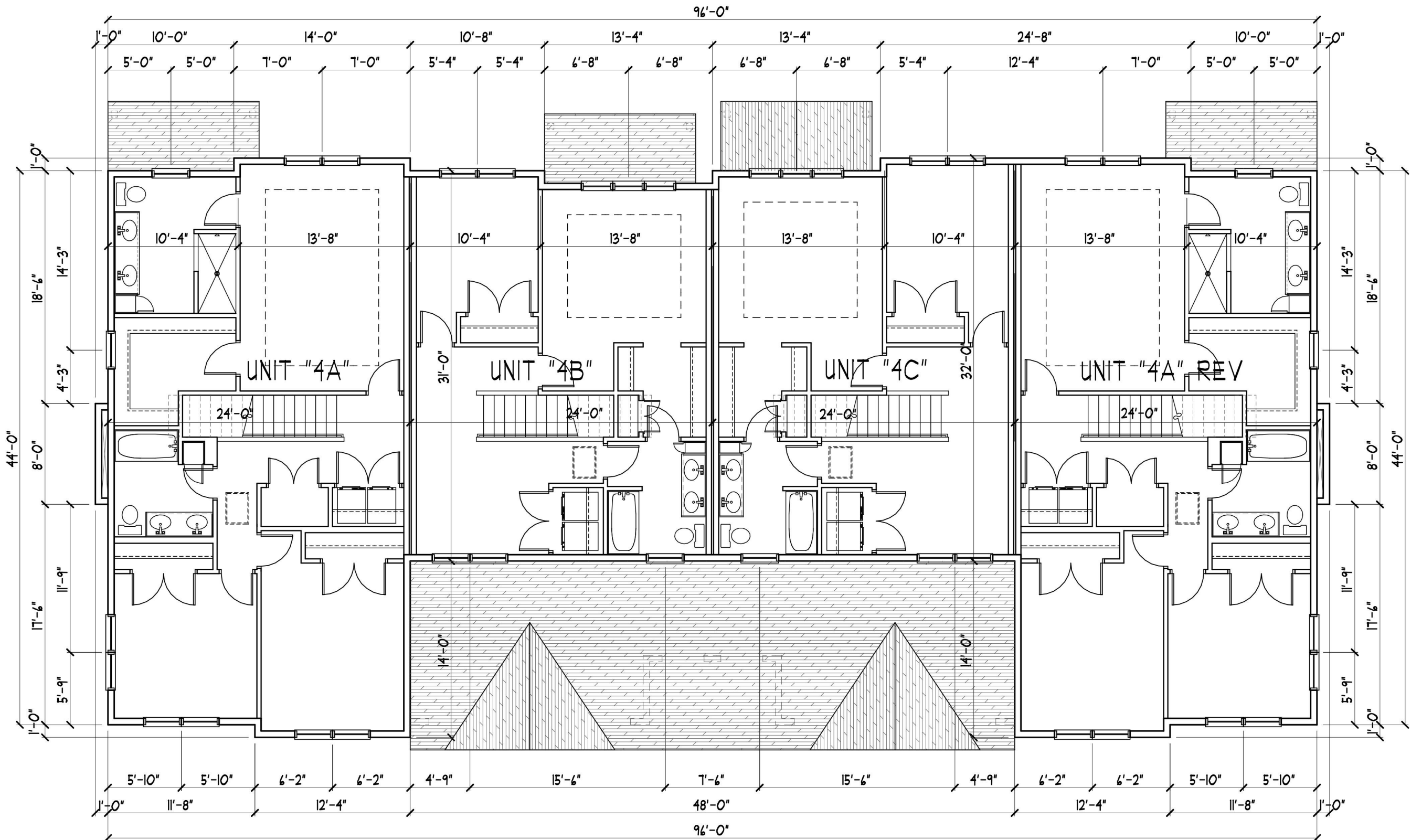
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LEFT ELEV. - 4 UNIT BLDG.
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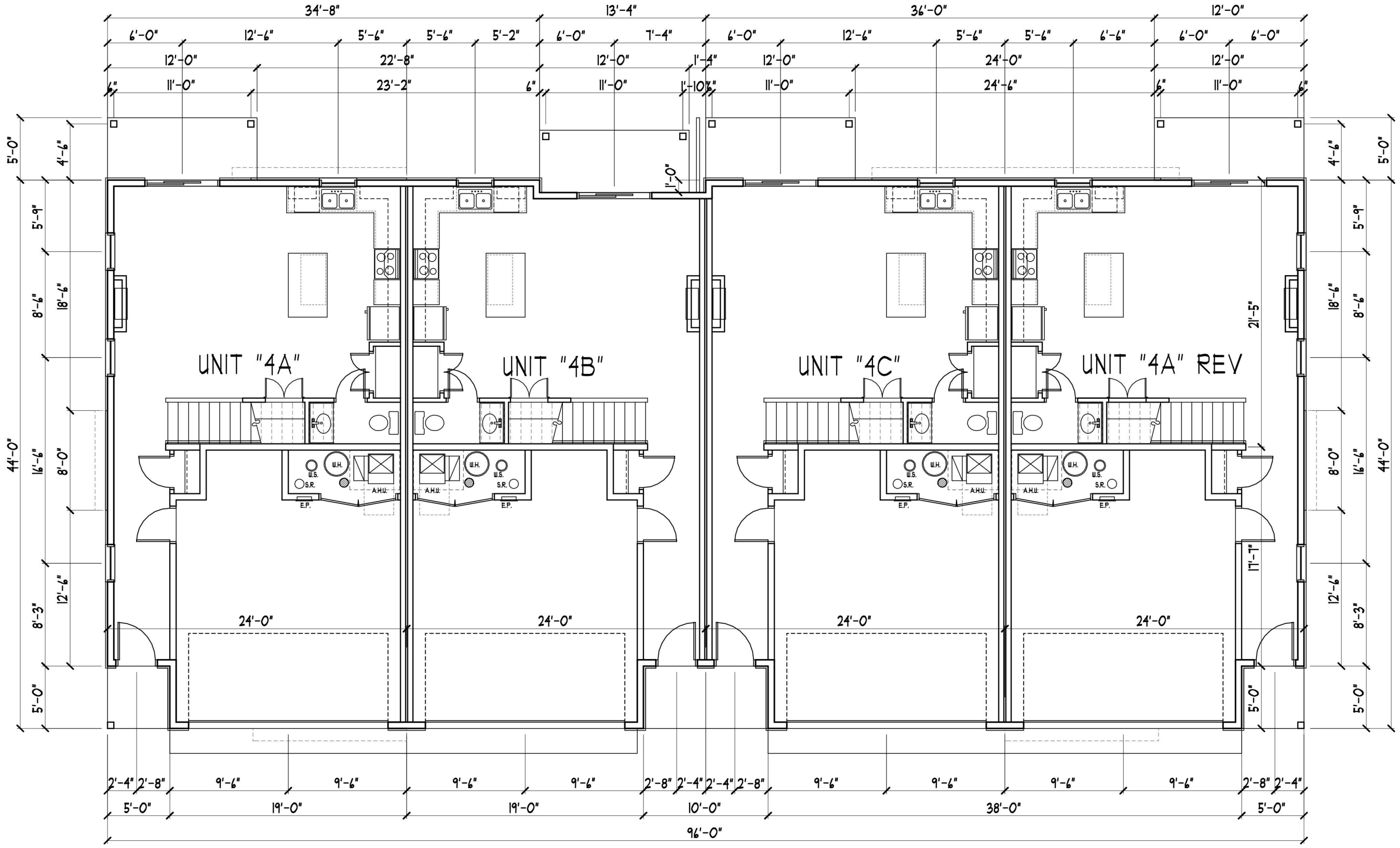


RIGHT ELEV. - 4 UNIT BLDG.
SCALE: 1/8" = 1'-0"



TYPICAL UNITS
SECOND FLOOR 3 BR. UNIT 'A' & 'A REV' - 1082 SF
SECOND FLOOR 2 BR. UNIT 'B' - 732 SF
SECOND FLOOR 2 BR. UNIT 'C' - 755 SF

SECOND FLOOR PLAN - 4 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 3,450 S.F.



TYPICAL UNITS
FIRST FLOOR 3 BR. UNIT 'A' & 'A REV' - 44 SF
FIRST FLOOR 2 BR. UNIT 'B' - 103 SF
FIRST FLOOR 2 BR. UNIT 'C' - 44 SF
TYP. UNIT GARAGE - 45 SF

FIRST FLOOR PLAN - 4 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 431 S.F.

COLE GROUP ARCHITECTS LLC.
214 Park Avenue South
Suite 102
Inver Grove Heights, MN 55001
(952) 454-1510
www.colegrouparchitects.com

TRIDENT DEVELOPMENT
PROPOSED 4 UNIT:
INVER GROVE HEIGHTS
TOWNHOMES
INVER GROVE HEIGHTS, MN

REVISIONS COMMENTS
Project No. 22008
Submittal Date: August 19th, 2022
Document Set: City Submittal

A101

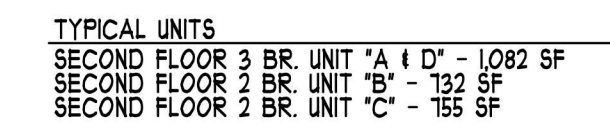
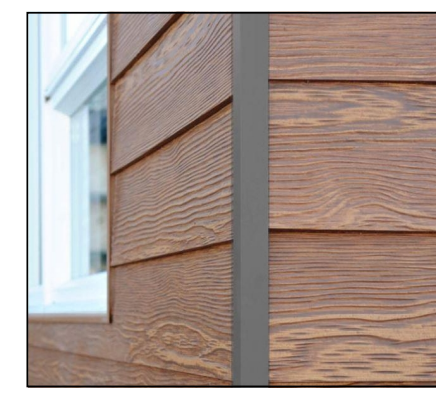
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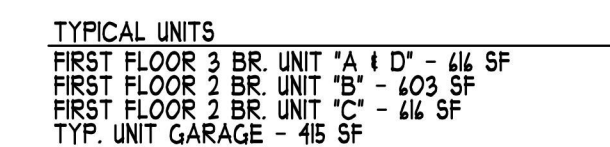
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA.

Name DAVID MACHIRZAK

PROPOSED MATERIALS



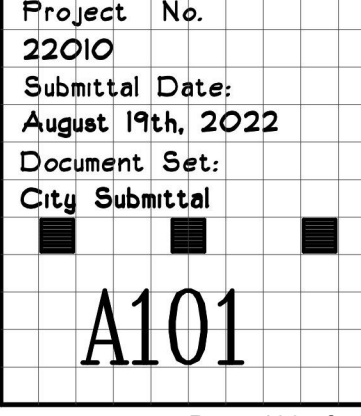
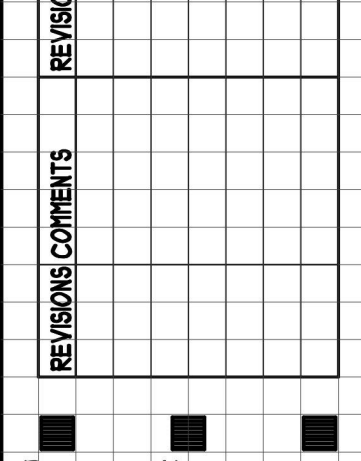
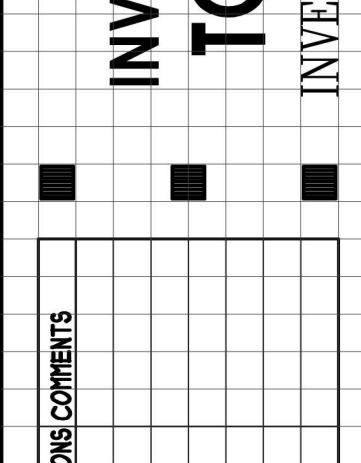
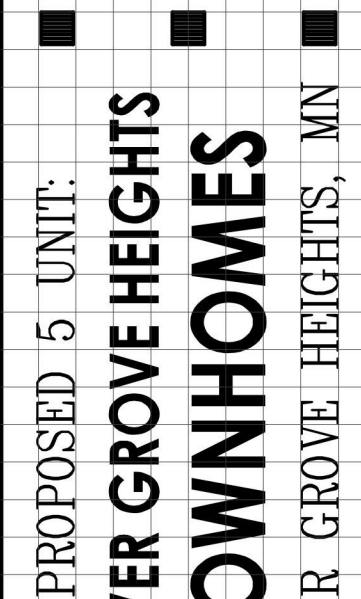
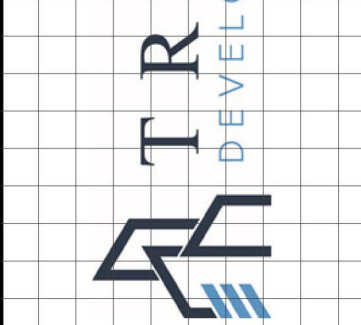
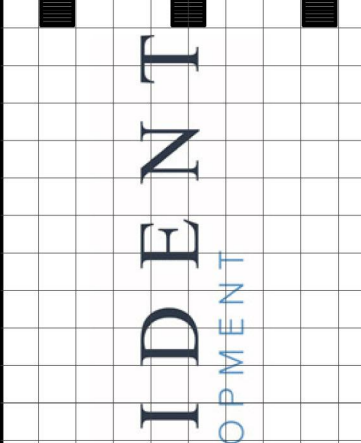
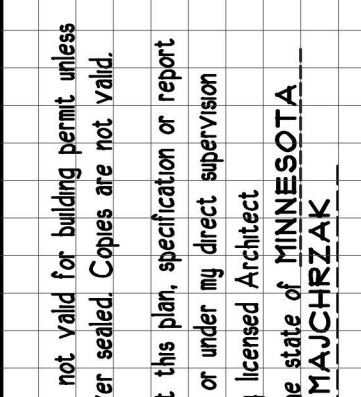
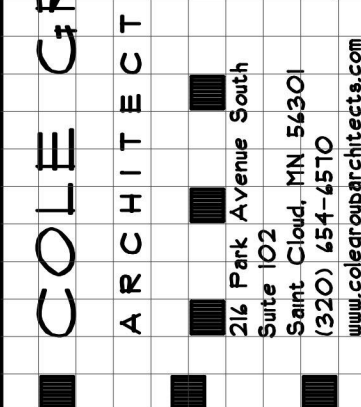
SECOND FLOOR PLAN - 5 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 4,382 S.F.



FIRST FLOOR PLAN - 5 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 5/28 S.F.



FRONT ELEV. - 5 UNIT BLDG.
SCALE: 1/8" = 1'-0"



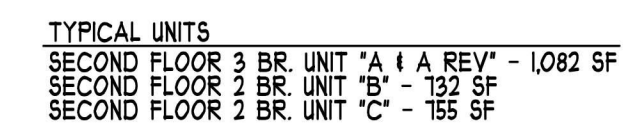
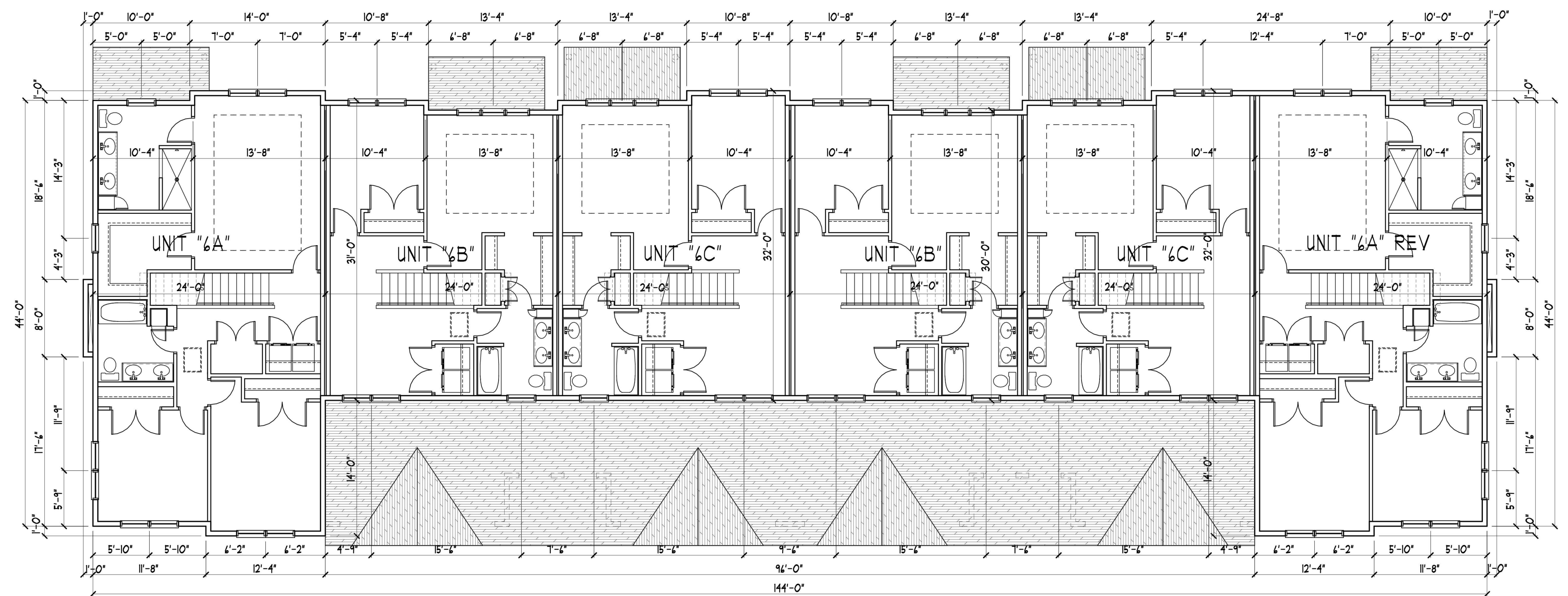
ROOF MIDPOINT
ELEV. 122'-0"

ROOF TRUSS B.R.G.
ELEV. 118'-9"

FIRST FLOOR
ELEV. 100'-0"

RIGHT ELEV. - 6 UNIT BLDG.

SCALE: 1/8" = 1'-0"



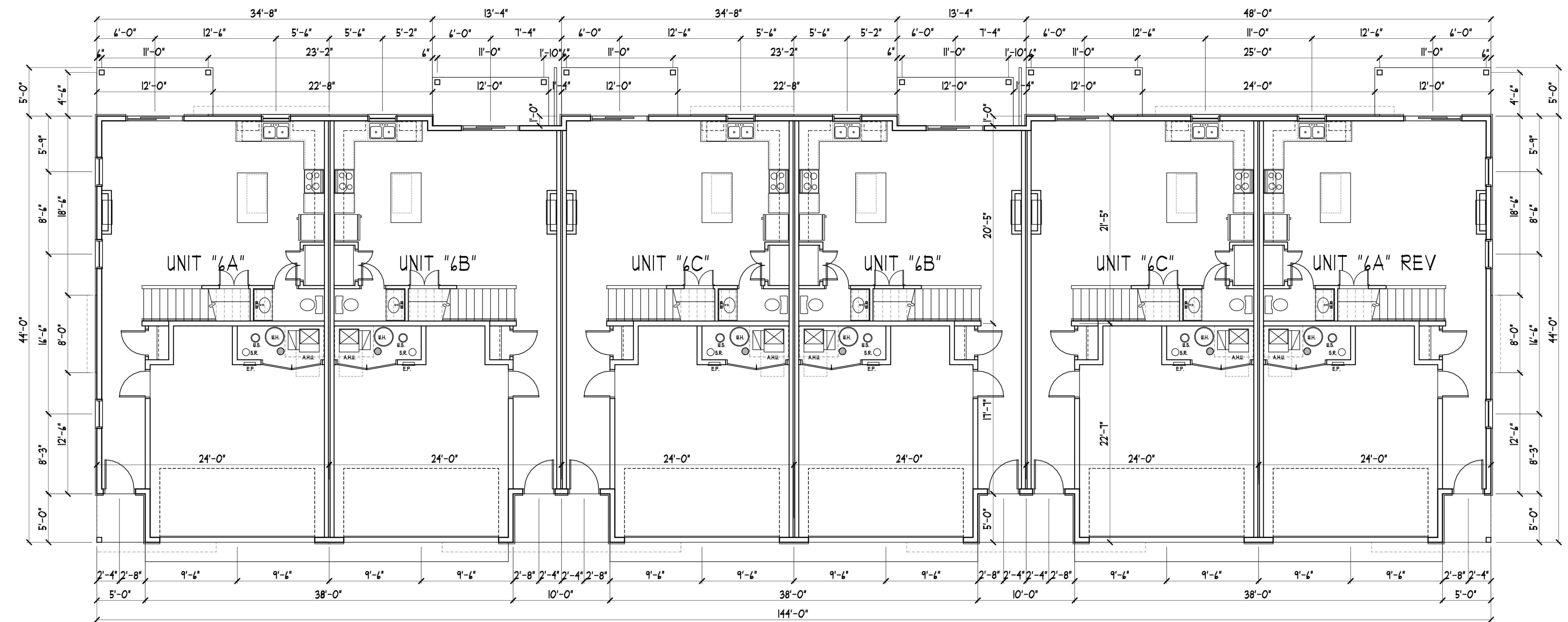
SECOND FLOOR PLAN - 6 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 5135 S.F.



REAR ELEV. - 6 UNIT BLDG.
SCALE: 1/8" = 1'-0"



LEFT ELEV. - 6 UNIT BLDG.
SCALE: 1/8" = 1'-0"



FIRST FLOOR PLAN - 6 UNIT BLDG.
SCALE: 1/8" = 1'-0" BLDG. AREA THIS FLOOR = 4,151 S.F.



FRONT ELEV. - 6 UNIT BLDG.
SCALE: 1/8" = 1'-0"

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A101

Project No.
2201I

Submitted Date:
August 19th, 2022

Document Set:

City Submittal

REVISIONS COMMENTS

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PROPOSED 6 UNIT:
INVER GROVE HEIGHTS
TOWNHOMES
INVER GROVE HEIGHTS, MN

T R I D E N T
DEVELOPMENT

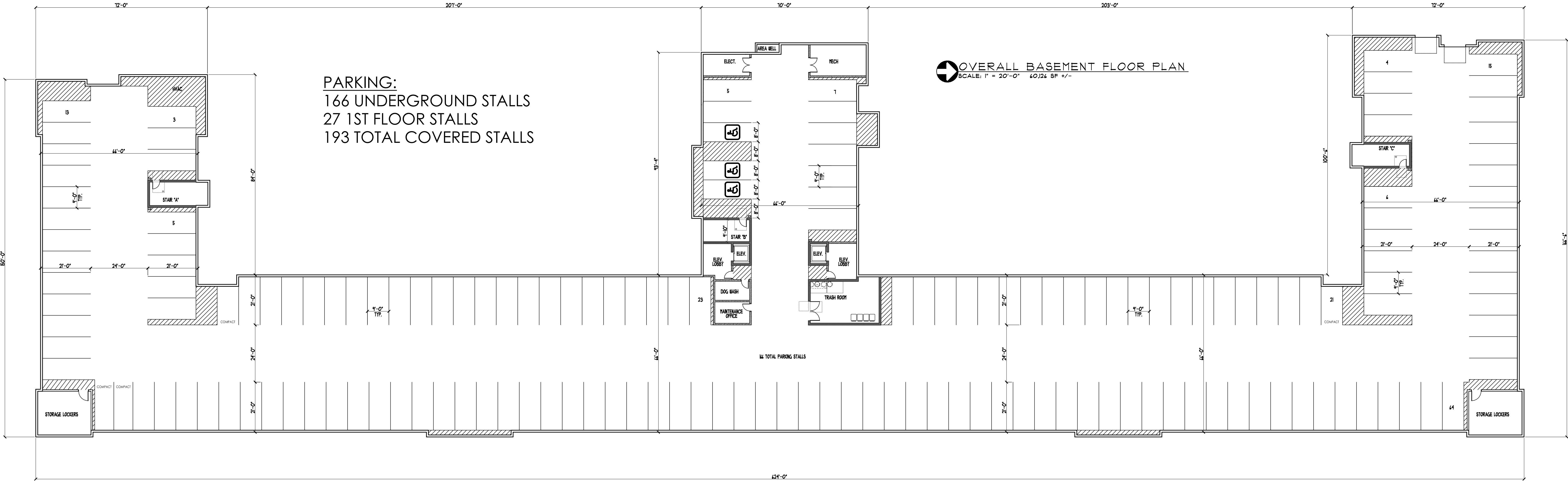
The Trident Development logo features three stylized mountain peaks above the company name "TRIDENT DEVELOPMENT". The word "TRIDENT" is written in large, bold, blue capital letters, while "DEVELOPMENT" is in smaller, lighter blue capital letters below it.

Name _____
DAVID MAJCHRAK

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Cole Group Architects, Inc., 214 Park Avenue South, Suite 200, Minneapolis, Minnesota 55401
www.colegrouparchitect.com

COLE GROUP ARCHITECTS LLC



PARKING:
166 UNDERGROUND STALLS
27 1ST FLOOR STALLS
193 TOTAL COVERED STALLS

OVERALL BASEMENT FLOOR PLAN
SCALE: 1" = 20'-0" 60,124 SF +/-

COLE GROUP ARCHITECTS LLC
216 Park Avenue South
Suite 200
Saint Cloud, MN 56301
(320) 451-4570
www.colegrouparchitects.com

DAVID MAJCHREZAK
LICENSED ARCHITECT
08891
STATE OF MINNESOTA

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Name: DAVID J. MAJCHREZAK

DEVELOPER:
TRIDENT DEVELOPMENT

PROPOSED:
INVER GROVE HEIGHTS APARTMENTS
INVER GROVE HEIGHTS, MN

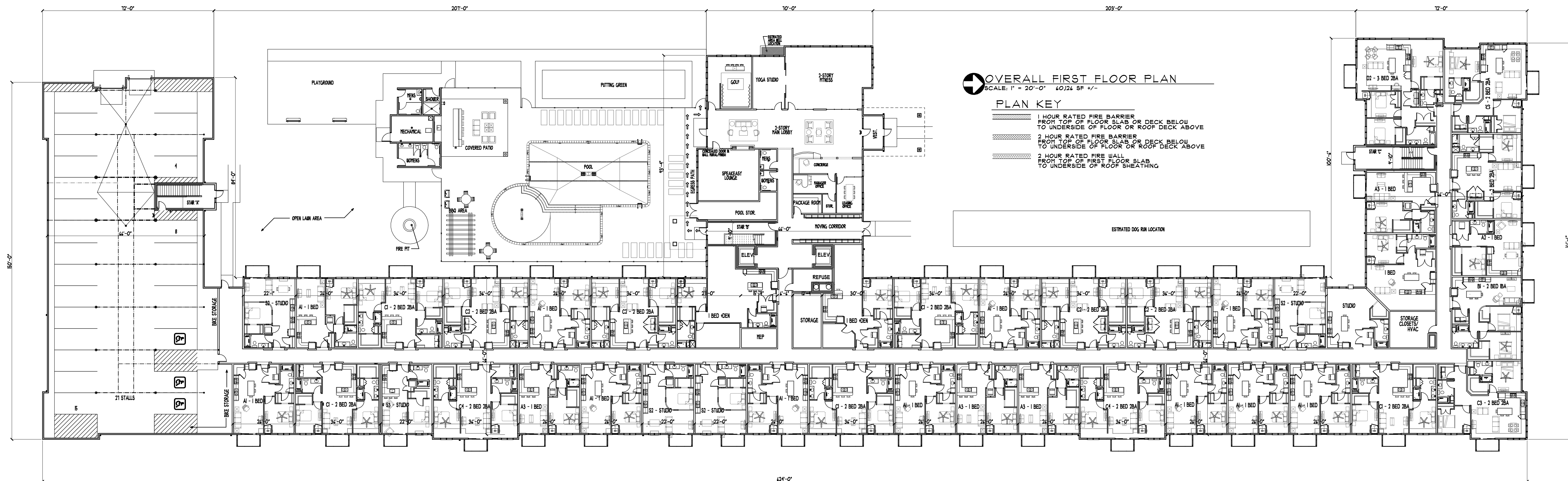
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Project No. 22055
Submittal Date: August 19th, 2022
Document Set: City Submittal

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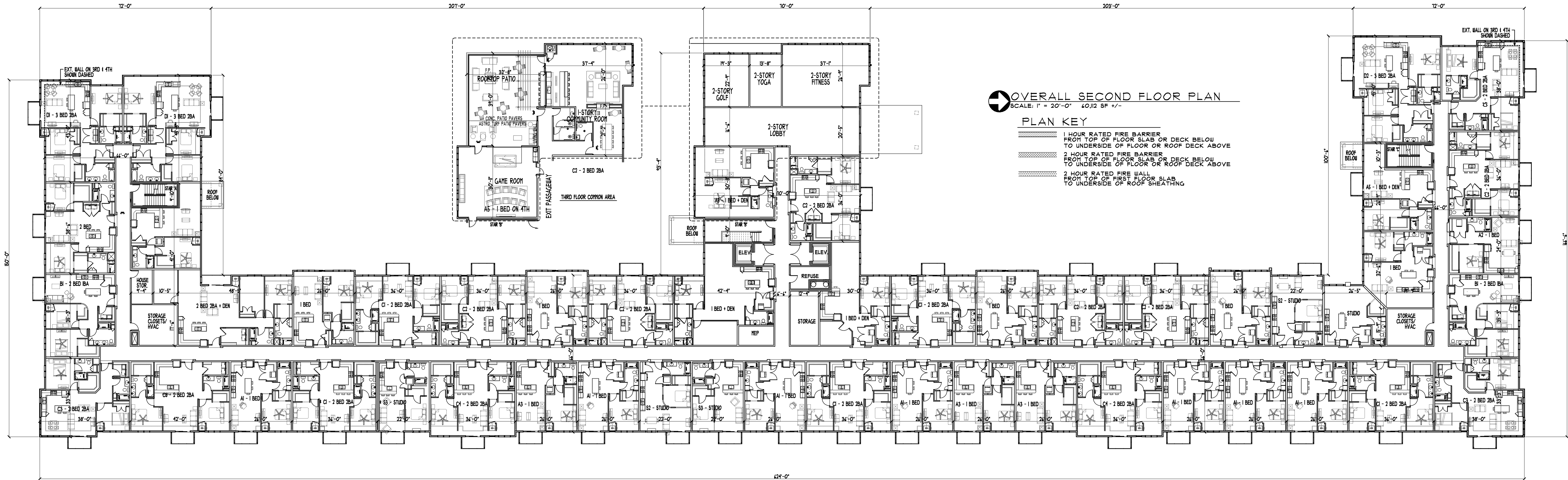
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COLE GROUP ARCHITECTS, Inc. 2022



UNIT MIX						
UNIT TYPE	1ST FLR.	2ND FLR.	3RD FLR.	4TH FLR.	TOTAL	(%)
STUDIOS	6	5	5	5	21	(11%)
1 BEDROOM	19	22	21	22	84	(44.25%)
2 BEDROOM	15	20	20	20	75	(39.5%)
3 BEDROOM	1	3	3	3	10	(5.25%)
TOTAL	41	50	49	50	190	

[illegible]



UNIT MIX						
UNIT TYPE	1ST FLR.	2ND FLR.	3RD FLR.	4TH FLR.	TOTAL	(%)
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TOTAL	41	50	49	50	190	

OVERALL SECOND FLOOR PLAN
SCALE: 1" = 20'-0" 1/2" SF +/-

PLAN KEY

- 1 HOUR RATED FIRE BARRIER FROM TOP OF FLOOR SLAB OR DECK BELOW TO UNDERSIDE OF FLOOR OR ROOF DECK ABOVE
- 2 HOUR RATED FIRE BARRIER FROM TOP OF FLOOR SLAB OR DECK BELOW TO UNDERSIDE OF FLOOR OR ROOF DECK ABOVE
- 2 HOUR RATED FIRE WALL FROM TOP OF FIRST FLOOR SLAB TO UNDERSIDE OF ROOF SHEATHING

COLE GROUP ARCHITECTS LLC
216 Park Avenue South
Saint Cloud, MN 56301
19201 651-4570
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DAVID MAJCHEZAK
LICENSED ARCHITECT
MINNESOTA
68361

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DEVELOPER:
TRIDENT DEVELOPMENT

PROPOSED:
INVER GROVE HEIGHTS APARTMENTS
INVER GROVE HEIGHTS, MN

REVISIONS COMMENTS
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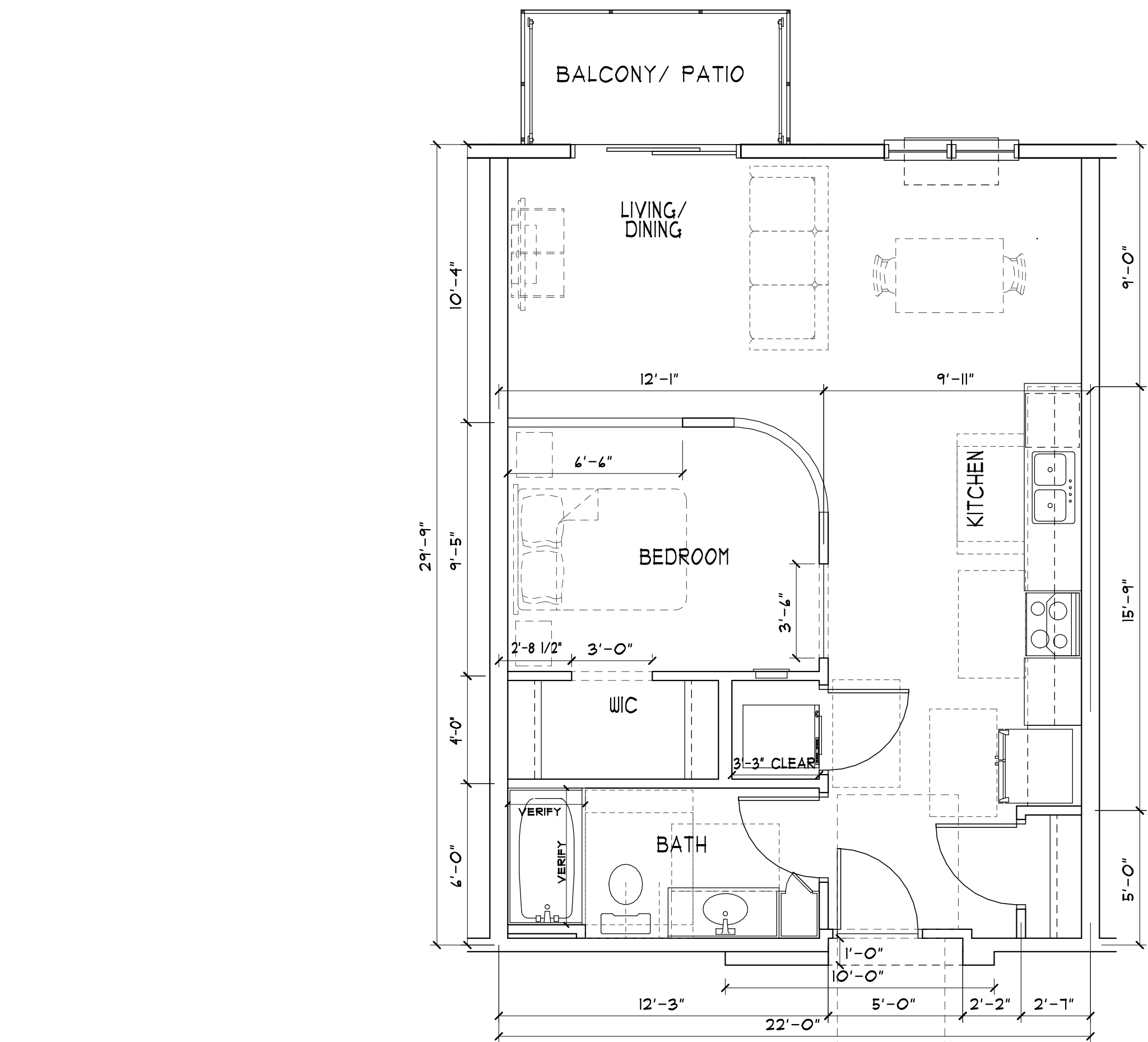
Project No.
22055
Submission Date:
August 19th, 2022
Document Set:
City Submittal

A102

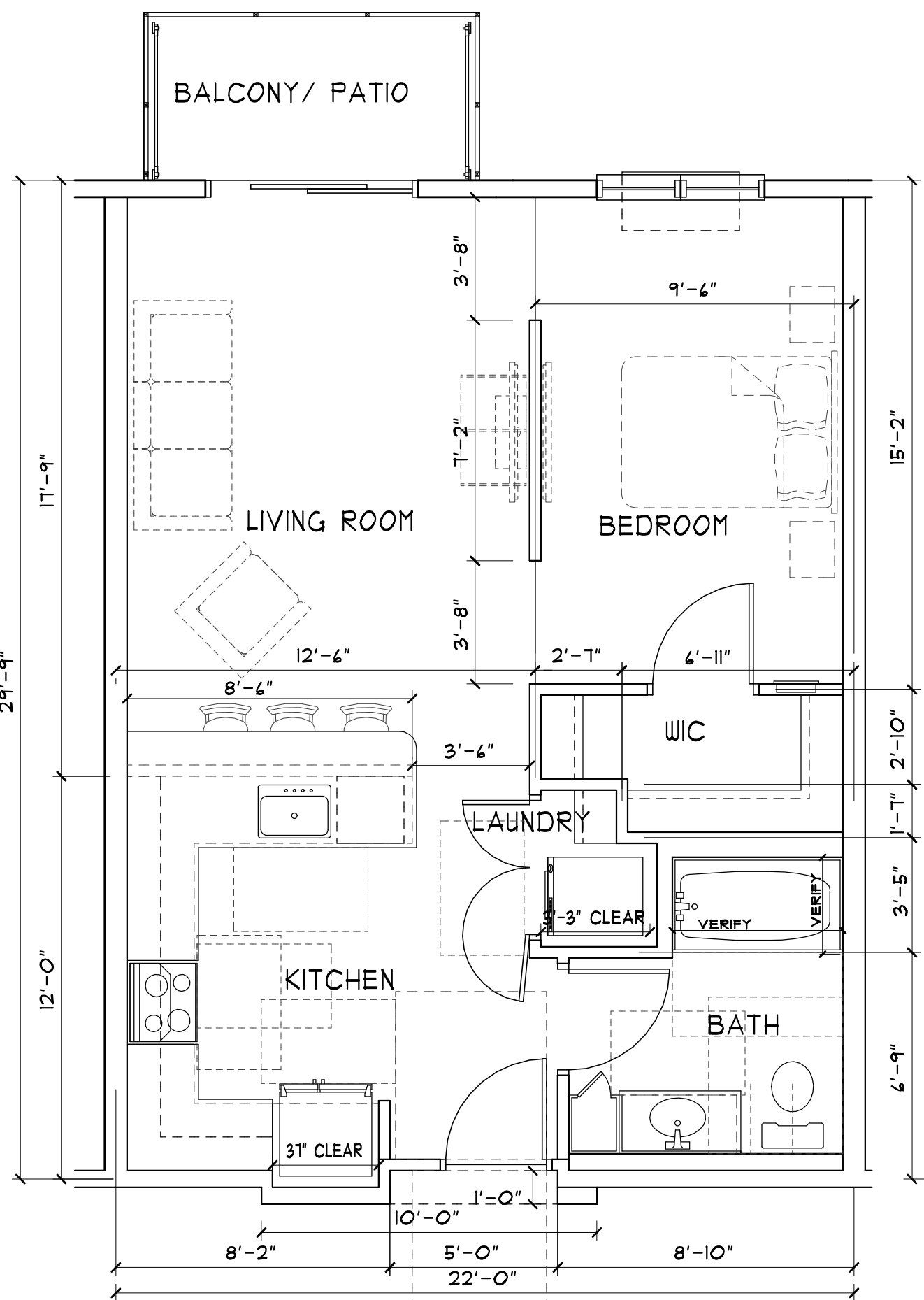
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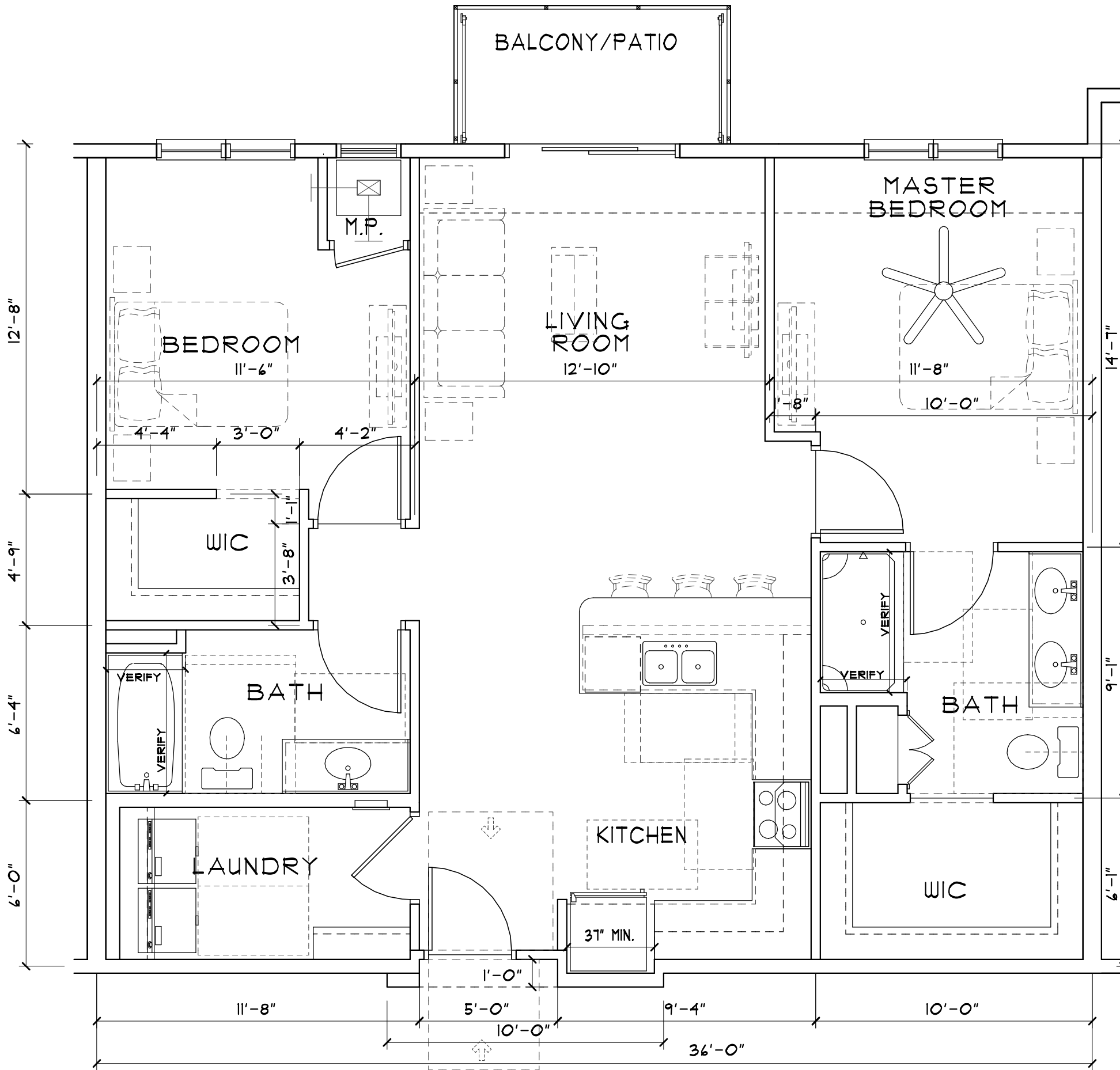
Page 497 of 738



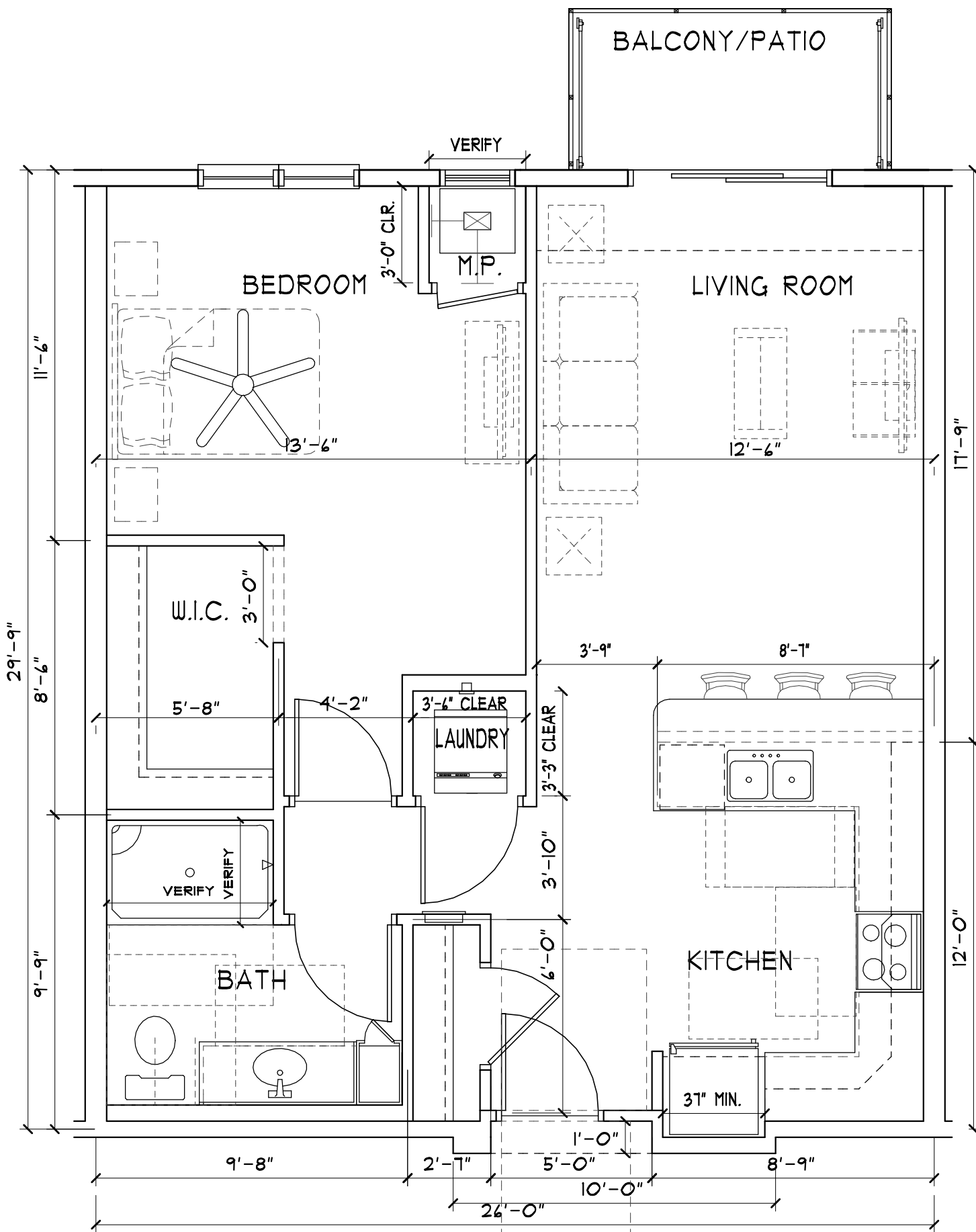
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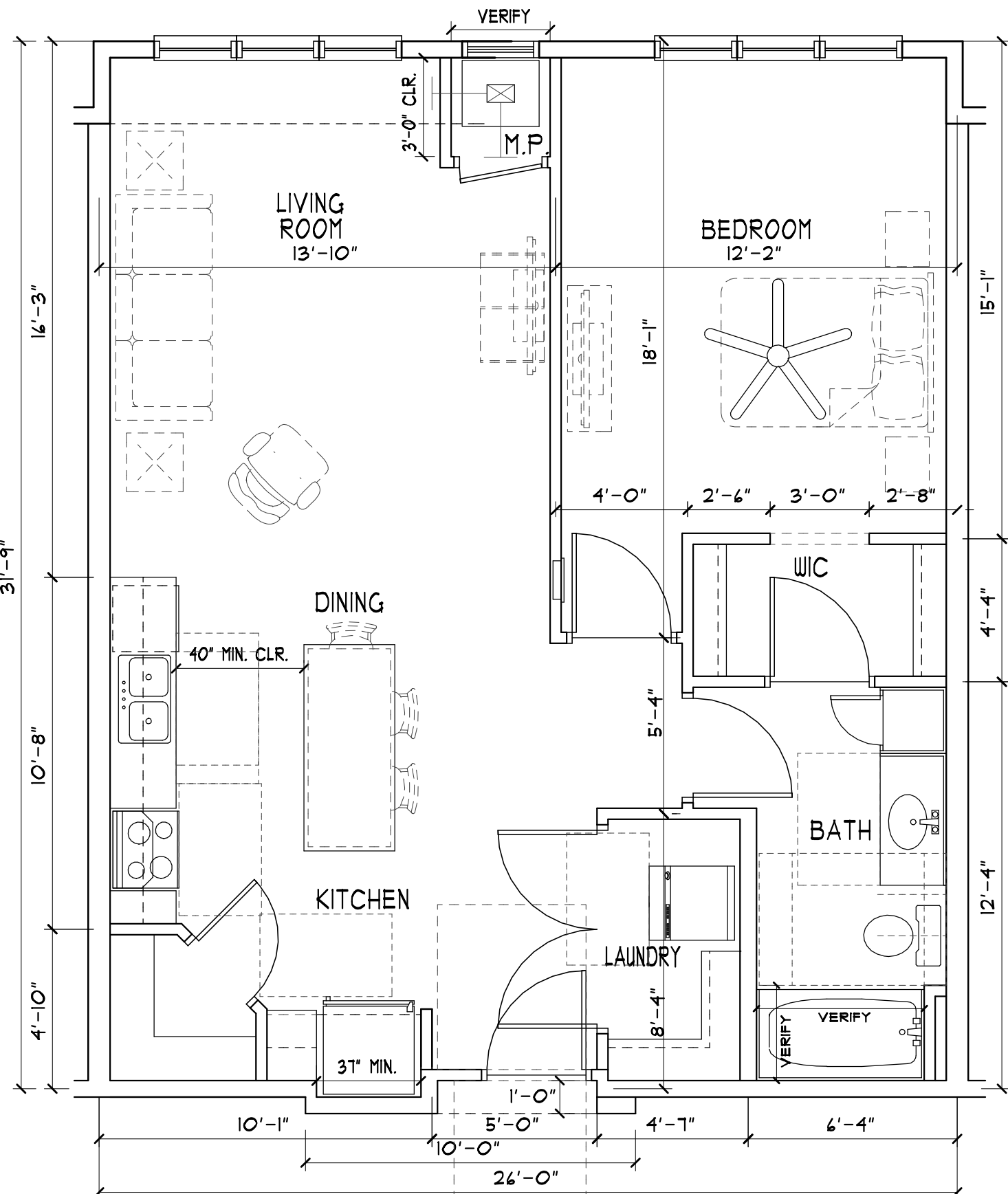
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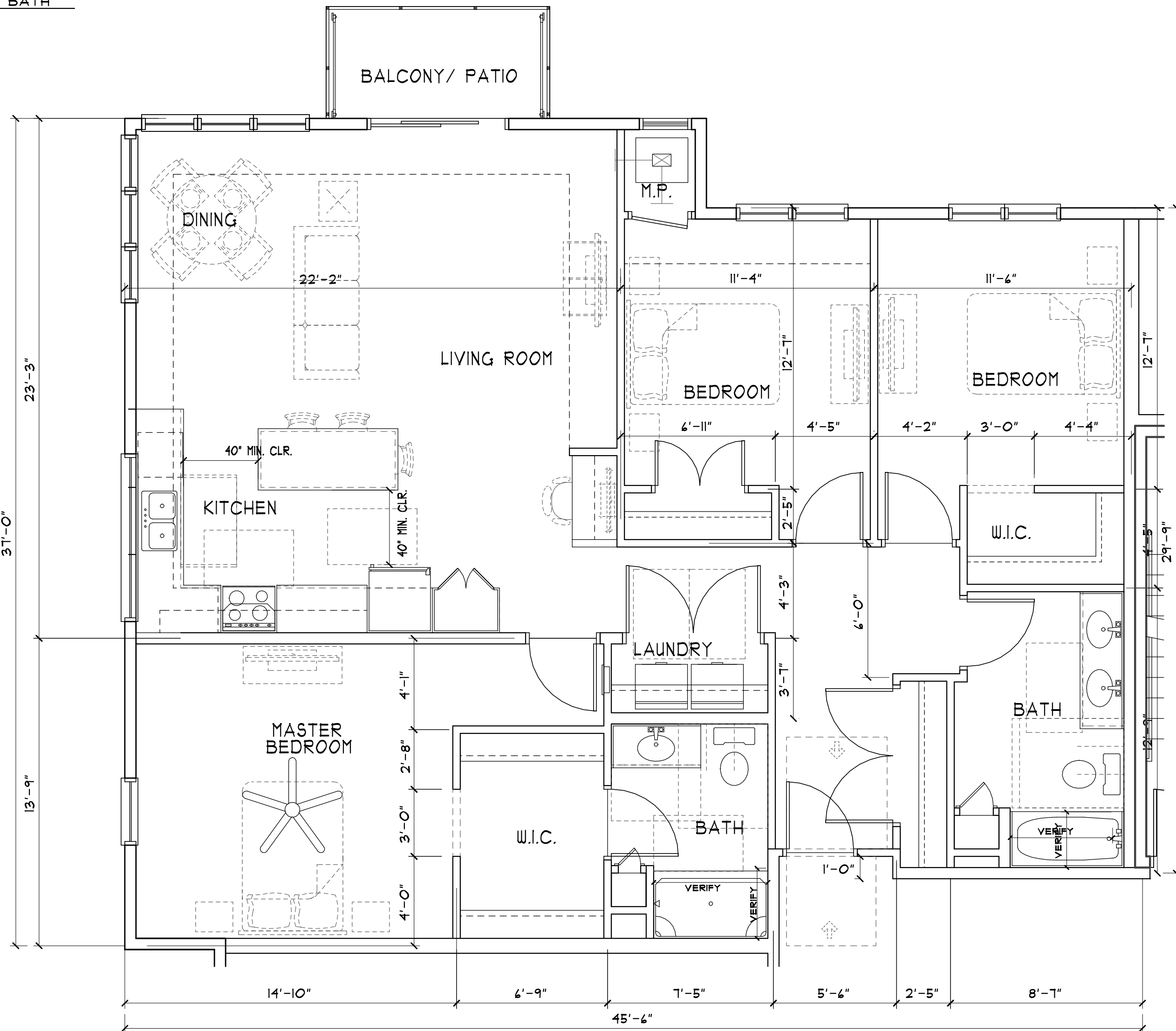
UNIT "C1" FLOOR PLAN 2 BED 2 BATH
SCALE: 1/4" = 1'-0" TYPE "B" 1,070 S.F.



UNIT "A3" FLOOR PLAN 1 BED 1 BATH
SCALE: 1/4" = 1'-0" YPE "B" 713 S.F.



UNIT "A1" FLOOR PLAN 1 BED 1 BATH
SCALE: 1/4" = 1'-0" TYPE "B" 824 S.F.



UNIT "D1" FLOOR PLAN 3 BED 2 BATH
SCALE: 1/4" = 1'-0" TYPE "B" 1,543 S.F.

COLE GROUP ARCHITECTS LLC
214 Park Avenue South
Saint Cloud, MN 56301
(320) 454-4570
www.colegrouparchitects.com

Project No. 22055
Submit Date: August 19th, 2022
Document Set: City Submittal

PROPOSED:
INVER GROVE HEIGHTS
APARTMENTS
INVER GROVE HEIGHTS, MN

DEVELOPER:
TRIDENT
DEVELOPMENT

REVISIONS COMMENTS
1

REVISIONS COMMENTS

PLOTTED: 08-19-22 FILE: 22055U.COM-5

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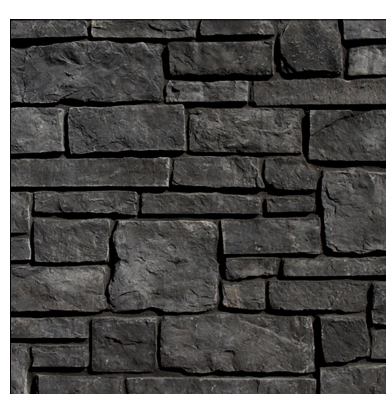
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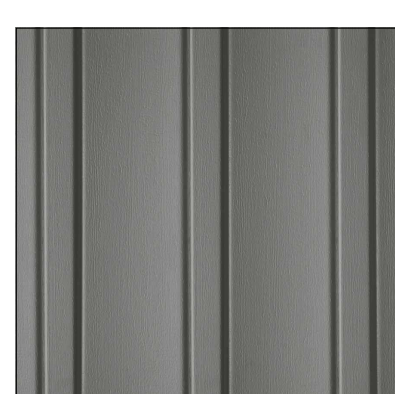
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA

Name: DAVID J. MAJCHERZAK

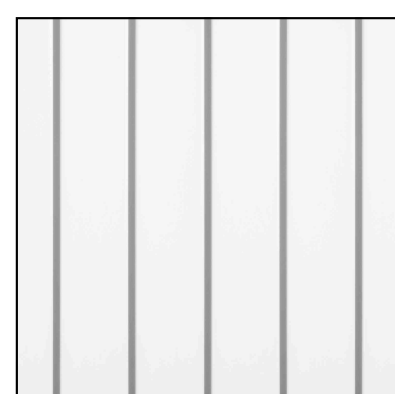
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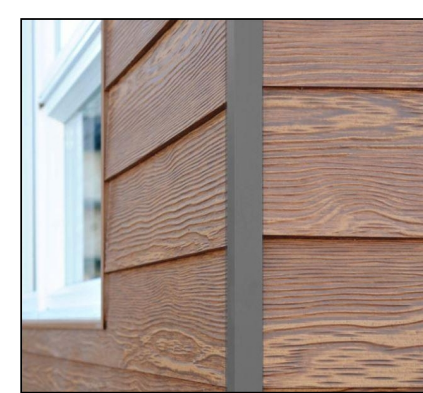
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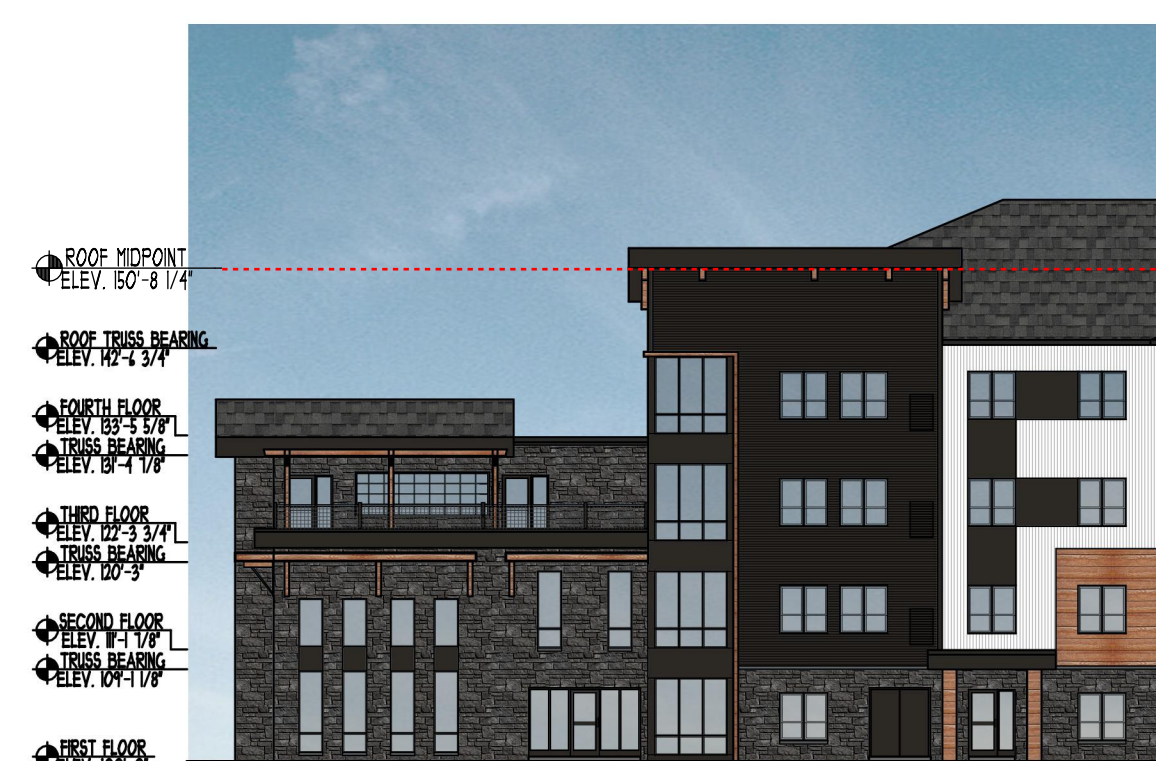
WHITE VERTICAL SIDING



BLACK HORIZONTAL
SIDING



CEDAR TEXTURE SIDING



INVER GROVE HEIGHTS APARTMENTS



September 13, 2022

To: Andy Brummer, Trident Development

From: Vernon Swing, PE

Re: Traffic Analysis – Diffley Court Residential, Inver Grove Heights, MN

Per your request, SSTS LLC has conducted an update to the traffic study conducted by Spack Consulting, LLC for the Westgate Development located on the east side of TH 3 at Diffley Road in Inver Grove Heights. This updated traffic study reflects the new proposed land uses associated with the Diffley Court Residential project (hereafter referred to as the Proposed Project) and compares the traffic operations at the study area intersections reviewed in the earlier study. The Proposed Project will include 54 townhouse units and 190 Mid-Rise Multi-Family units, and will utilize the Diffley Ct approach to TH 3 as its access. **Figure 1**, Vicinity Map, depicts the location. **Figure 2**, Site Plan, illustrates the site layout and access locations.

This memorandum replicates the scope of the earlier study and is focused on the traffic conditions at the study area intersections identified below.

- Diffley Rd/Diffley Ct & TH 3
- TH 3 & TH 149

The existing AM and PM peak hour traffic conditions were documented through new turning movement traffic counts at the listed intersections. Further, forecasts for the 2025 traffic conditions (year after build out) and 2040 traffic conditions (future design year consistent with the earlier study) at these intersections without the development, forecasts of the trip generation potential for the proposed residential land uses and distribution of these trips through the study area is documented. Traffic operations at the study area intersections are reviewed with and without the project, and the results are compared with the results of the earlier study.

Existing Conditions

The existing conditions of the roadways and intersection providing direct and indirect access to the Proposed Project were documented and are noted in **Table 1**. Additionally, **Figure 3** shows the existing lane geometry and traffic control at the study intersections.

Table 1. Study Roadway Characteristics

Roadway	Functional Class	Typical Section	Posted Speed	AADT (Year)
Robert Tr S (TH 3)	A Minor Arterial	2-Lane Undivided Rural	45 mph	11,145 (2021) (MnDOT)*
Jefferson Tr W (TH 149)	A Minor Arterial	2-Lane Undivided Rural	55 mph	6,653 (2021) (MnDOT)*
Diffley Rd (CSAH 30)	B Minor Arterial	3-Land Undivided Rural	45 mph	5,700 (2019) (MnDOT)*

Existing Traffic Volumes

AM and PM peak hour turning movement counts were conducted at the study area intersections on Tuesday August 23, 2022. The following notes the peak hour timeframes:

- AM: 7:00 AM to 8:00 AM
- PM: 4:45 PM to 5:45 PM

Figure 4 illustrates the existing peak hour traffic volumes. It is noted the historical traffic volumes included in Table 1 reflect the change in traffic patterns associated with the COVID pandemic, and show the daily traffic volume has declined by 5-10 percent. Also, the peak hour turning movement counts reflect the new post COVID pattern with AM peak traffic volume down approximately 35 percent from the counts taken in 2015, while the PM peak traffic volume is down approximately 10 percent. This reduction is similar to the current traffic patterns throughout the Twin City Metro.

Future Conditions

To quantify the impacts of a development on the surrounding roadway system, it is necessary to first forecast and analyze traffic conditions that would be present on the roadway system without the inclusion of the proposed project. It is anticipated that the Proposed Project will be completed in 2024, thus year 2025 was selected for analysis to compare traffic conditions after initial traffic patterns to and from the Proposed Project have become established, and again forecasts have been completed for the year 2040 to be consistent with the earlier study. As mentioned above, the historical traffic data suggests traffic volumes are declining; however, to remain consistent with the earlier study this analysis has adopted the same one percent annual growth rate to adjust the existing traffic to the 2025 and 2040 design years. **Figure 5** illustrates the No-Build traffic volumes for year 2025, and **Figure 6** illustrates the 2040 No-Build traffic volumes, with the growth applied to existing traffic volumes.

Trip Generation and Distribution

As mentioned earlier, in 2015 a traffic study was conducted by Spack Consulting for the potential development of this site plus two outlots. In the earlier study the anticipated development included a 135 mid-rise multi-family, 25,000 square feet of office space, a 28,000 square foot shopping center, plus a Gas and Convenience Store. The trip generation of the earlier development plan was estimated, as shown in "Table 2" copied below, based on the methods described by the Institute of Transportation Engineers (ITE), in Trip Generation, 9th Edition.

Table 2 – New and Pass-By Trip Generation

ITE Land Use	Description & Size	Daily			AM Peak Hour			PM Peak Hour		
		Total In	Total Out	Pass by	Total In	Total Out	Pass by	Total In	Total Out	Pass by
220	Apartment (135 dwelling units)	382	382	0	13	52	0	44	23	0
710	General Office (25,000 square feet)	117	117	0	33	4	0	5	25	0
820 ¹	Shopping Center (28,000 square feet)	335	335	346	10	6	9	26	29	28
946	Gas Station w/Conv. Mkt & Carwash (12 fueling positions)	343	343	873	30	29	76	30	29	75
TOTALS		1,177	1,177	1,219	86	91	85	105	106	103

The earlier development plan would have resulted in 3,573 daily trips, 262 AM Peak hour trips, and 314 PM Peak hour trips. (Some of these trips were already on the road as pass-by trips but all would have used the Diffley Ct intersection.) It is noted, the outlots described in the earlier analysis included the Shopping Center

and the Gas/Convenience Store, and these sites are currently developed as a Christianson Automotive garage, and a Casey's Store Gas and Convenience Market and their traffic is part of the existing turning movement counts shown on Figure 4.

The new trip generation estimates reflect the land uses discussed for the Proposed Project including 54 townhomes, and 190 multi-family units. The volume of vehicle trips generated by the Proposed Project has been estimated for the weekday AM and PM peak hours and on a daily basis using the data methodology described in the Institute of Transportation Engineers' *Trip Generation Manual*¹, 11th Edition. ITE's Land Use Codes corresponding to proposed uses are Townhomes Code 215, and Mid-Rise Multi-Family Code 221. Table 2 summarizes the trip generation estimate for the Proposed Project.

Table 2 - Trip Generation

Land Use	Type	Block No.	Land Use Code	Size	Trips Generated:							
					AM peak		PM Peak		Weekday ADT			
					Enter	Exit	Enter	Exit				
Townhome	Residential	1	215	54 units	R	8	18	R	18	13	R	389
Mid-Rise Apartment/Suburban	Residential	1	221	190 units	R	16	52	R	45	29	R	863
-	-			-	N			N			N	
Totals - Net*						24	70		63	42		1,251
						94			105			

As shown in Table 2, the Proposed Project will generate 94 trips (24 entering and 70 exiting) during the morning traffic peak hour, 105 trips (63 entering and 42 exiting) during the evening traffic peak hour and 1,251 daily trips.

To compare this with earlier study, the traffic for the AM peak as estimated for the Proposed Project includes 94 trips, and the current uses, based on the turning movement traffic count, generate 154 trips for a total of 248 trips, or 14 fewer trips than previously anticipated. In the PM peak, the Proposed Project combined with the existing use results in 105 new trips plus 155 existing trips for a total of 260 trips or 54 fewer trips than previously anticipated.

The new trips have been assigned to the surrounding roadways according to the traffic pattern assumed in the earlier study. The distribution from the earlier study is reproduced as follows:

- i. 35% of the generated traffic to/from the south on TH 3.
- ii. 20% of the generated traffic to/from the west on CSAH 30.
- iii. 25% of the generated traffic to/from the north on TH 149.
- iv. 20% of the generated traffic to/from the east on TH 3.

Figure 7 illustrates the trip assignment. **Figures 8 & 9** illustrates the 2025 and 2040 Build conditions, respectively, by combining No-Build traffic with the trip assignment volumes.

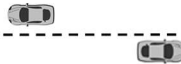
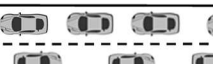
Traffic Operations

The operating conditions of transportation facilities, such as roadways, traffic signals, roundabouts and stop-controlled intersections, are evaluated based on the relationship of the theoretical capacity of a facility to the actual traffic volume on that facility. Various factors affect capacity including travel speed, roadway geometry, grade, number of travel lanes, and intersection control. The current standards for evaluating capacity and operating conditions are contained in *Highway Capacity Manual*². The procedures describe

¹ **Trip Generation Manual**, Institute of Transportation Engineers (ITE), 11th Edition

² **Highway Capacity Manual (HCM)**, Transportation Research Board, 6th Edition

operating conditions in terms of driver delay represented as a Level of Service (LOS). Operations are given letter designations with "A" representing the best operating conditions and "F" representing the worst. Generally, level of service "D" represents the threshold for acceptable overall intersection operating conditions during a peak hour. The Chart on the following page summarizes the level of service and delay criteria for signalized and unsignalized intersections.

Level of Service	Description	Delay (sec)	
		Signalized	Unsignalized/ Roundabout
A	 Primarily free-flow operation.	0-10	0-10
B	 Reasonably unimpeded operation.	>10-20	>10-15
C	 Stable operation. The ability to maneuver is more restricted than LOS B.	>20-35	>15-25
D	 Less stable operation. Small increases in flow may cause large increases in delay and reduced speeds.	>35-55	>25-35
E	 Unstable operation. Low speeds and considerable delay.	>55-80	>35-50
F	 Congested operation. High delay and extensive queuing.	>80	>50

For side street stop-controlled intersections special emphasis is given to providing an estimate for the level of service of the minor approaches. Traffic operations at an unsignalized intersection with side street stop-control can be described two ways. First, consideration is given to the overall intersection level of service. This takes into account the total number of vehicles entering the intersection and the capability of the intersection to support these volumes. Second, it is important to consider the delay on the minor approaches, since the mainline does not have to stop. It is common for intersections with higher mainline traffic volumes to experience increased levels of delay and poor level of service on the side streets.

A final fundamental component of operational analyses is a study of vehicular queuing, or the line of vehicles waiting to pass through an intersection. An intersection can operate with an acceptable Level of Service, but if queues from the intersection extend back to block entrances to turn lanes or accesses to adjacent land uses, unsafe operating conditions could result. In this report, the Industry Design Standard 95th percentile queue length is used. The 95th Percentile Queue Length refers to that length of vehicle queue that has only a five-percent probability of occurring during an analysis hour.

This study has utilized the industry current Synchro/SimTraffic software package (11th Edition) to analyze the 2025 and 2040 No-Build and Build conditions for the AM and PM peak hours. It is noted, the reported results are from the aggregate of 10 SimTraffic simulations which use a random number generator to seed the network with vehicles. These results reflect dynamic conditions and are more accurate than the results of the static analysis reported by Synchro. Due to the random number generator results can sometimes show slightly better operations on minor movements under higher traffic conditions when the intersections

are operating well. This can be seen when delays and queues noted in the Build Scenario are slightly less than the No-Build Scenarios.

Analysis Results

Tables 3 summarizes the results of the operational analysis for the 2025 No-Build and Build Conditions. Note the 2025 No-Build and Build operations reflect the additional traffic associated with the annual growth rate applied to existing traffic volumes. Additionally, the Build operations include the net new traffic forecast for the Proposed Project.

Table 3
2025 No-Build and Build Traffic Operations

Intersection	Criteria	Measure of Effectiveness (Delay in Sec and Queue in Ft)					
		2025 No-Build			2025 Build		
		AM Pk Hr		PM Pk Hr		AM Pk Hr	
TH 3 & Diffley Rd/Ct (Signal)	Overall LOS & Delay	B	10.2	B	15.0	B	11.0
	Worst Mvmt. LOS & Delay	C	30.6 (WBT)	D	39.5 (WBT)	C	28.5 (WBT)
	95th Percentile Queue	NBT - 131'		SBT - 272'		NBT - 176'	
TH 3 & TH 149 (Stop Control)	Overall LOS & Delay	A	4.6	B	14.0	A	4.8
	Worst Mvmt. LOS & Delay	B	11.4 (SBL)	E	35.1 (SBL)	C	18.5 (SBL)
	95th Percentile Queue	EBL - 85'		SBR - 311'		EBL - 107'	

The results shown in Table 3 indicate the 2025 No-Build operations of the study area intersections are acceptable with LOS B or better for overall operations, and acceptable operations for directional and individual travel lane operations, with manageable vehicle queuing. Further, the results in Table 3 indicate the 2025 Build overall operations and travel lane operations of the study area intersections and site access are the same with acceptable LOS B or better for overall operations and acceptable operations for directional and individual travel lane operations, with manageable vehicle queuing. These results are better than the results reported in the earlier study, essentially due to the lower existing volume levels as well as the reduced site generated traffic forecasts.

Table 4
2040 No-Build and Build Traffic Operations

Intersection	Criteria	Measure of Effectiveness (Delay in Sec and Queue in Ft)					
		2040 No-Build			2040 Build		
		AM Pk Hr		PM Pk Hr		AM Pk Hr	
TH 3 & Diffley Rd/Ct (Signal)	Overall LOS & Delay	B	10.8	C	24.3	B	12.7
	Worst Mvmt. LOS & Delay	D	42.1 (WBT)	E	55.4 (EBT)	C	32.8 (WBT)
	95th Percentile Queue	NBT - 211'		SBT - 502'		NBT - 227'	
TH 3 & TH 149 (Stop Control)	Overall LOS & Delay	A	5.4	F	55.4	A	5.7
	Worst Mvmt. LOS & Delay	C	17.9 (SBL)	F	180.7 (SBR)	B	12.6 (SBL)
	95th Percentile Queue	EBL - 122'		SBR - 1182'		EBL - 107'	

The results shown in Table 4 indicate the AM Peak 2040 No-Build and Build operations of the study area intersections are acceptable with LOS B or better for overall operations, and acceptable operations for directional and individual travel lane operations, with manageable vehicle queuing. However, the results of the 2040 PM Peak No-Build and Build operations indicated that the intersection of TH 3 and TH 149 will be over capacity. This is due in part to the side street stop control on the southbound approach which carries a large magnitude of traffic. The earlier study had similar results and tested whether a future traffic signal or a roundabout may resolve the operational issues. The earlier study concluded that a future roundabout should be planned for this intersection. We have reviewed the analysis conducted in earlier study regarding

mitigation for the TH 3 and TH 149 intersection and concur with the findings that by 2040 the TH 3 and TH 149 intersection should be controlled with a Roundabout, whether or not the Proposed Project goes forward.

Further, the results in Table 4 indicate the southbound 95th percentile traffic queue in the PM Peak at the TH 3 and Diffley Rd/Diffley Ct intersection may block access to the designated turn lanes, potentially hindering the traffic operations at the intersection, without or with the Proposed Project. It is suggested that the intersection operations continue to be monitored, and if long vehicle queues do develop by 2040 that consideration be given to altering the intersection geometry to extend the turn lane length in the southbound and eastbound directions to approximately 300 feet which will allow turning traffic to escape the through lane, thus providing additional through traffic capacity on these approaches.

Summary and Conclusions

The following provides a summary of the study, traffic operations and recommendations:

- AM and PM peak hour traffic operations were analyzed for the 2025 and 2040 conditions without and with the Proposed Project.
- The Proposed Project will generate 94 trips (24 entering and 70 exiting) during the morning traffic peak hour, 105 trips (63 entering and 42 exiting) during the evening traffic peak hour and 1,251 daily trips.
- Results of the traffic analysis for year 2025 without the Proposed Project indicate acceptable operations with minimal vehicle delay and back-ups at adjacent intersections.
- Results of the traffic analysis for year 2025 with the Proposed Project indicate acceptable operations with minimal vehicle delay and back-ups.
- Results of the traffic analysis for year 2040 AM Peak with and without the Proposed Project indicate acceptable operations with minimal vehicle delay and back-ups.
- Results of the traffic analysis for year 2040 PM Peak with and without the Proposed Project indicate poor operations with long vehicle delay and back-ups at the TH 3 and TH 149 intersection.
- Results of the traffic analysis for year 2040 PM Peak with and without the Proposed Project indicates vehicle queues may hinder operations at the TH 3 and Diffley Rd intersection. Extending existing turn lanes on the southbound and eastbound approaches by the year 2040 will create additional capacity on these approaches and enhance traffic operations.
- The TH 3/TH 149 will meet all signal and roundabout warrants in the 2040 No-Build scenario. It is suggested that right of way be preserved for future improvements.

Attachments: Figures 1-9

(The earlier study by Spack Consulting, and the Appendices with Traffic Counts and Synchro/Simtraffic Worksheets are available upon request.)

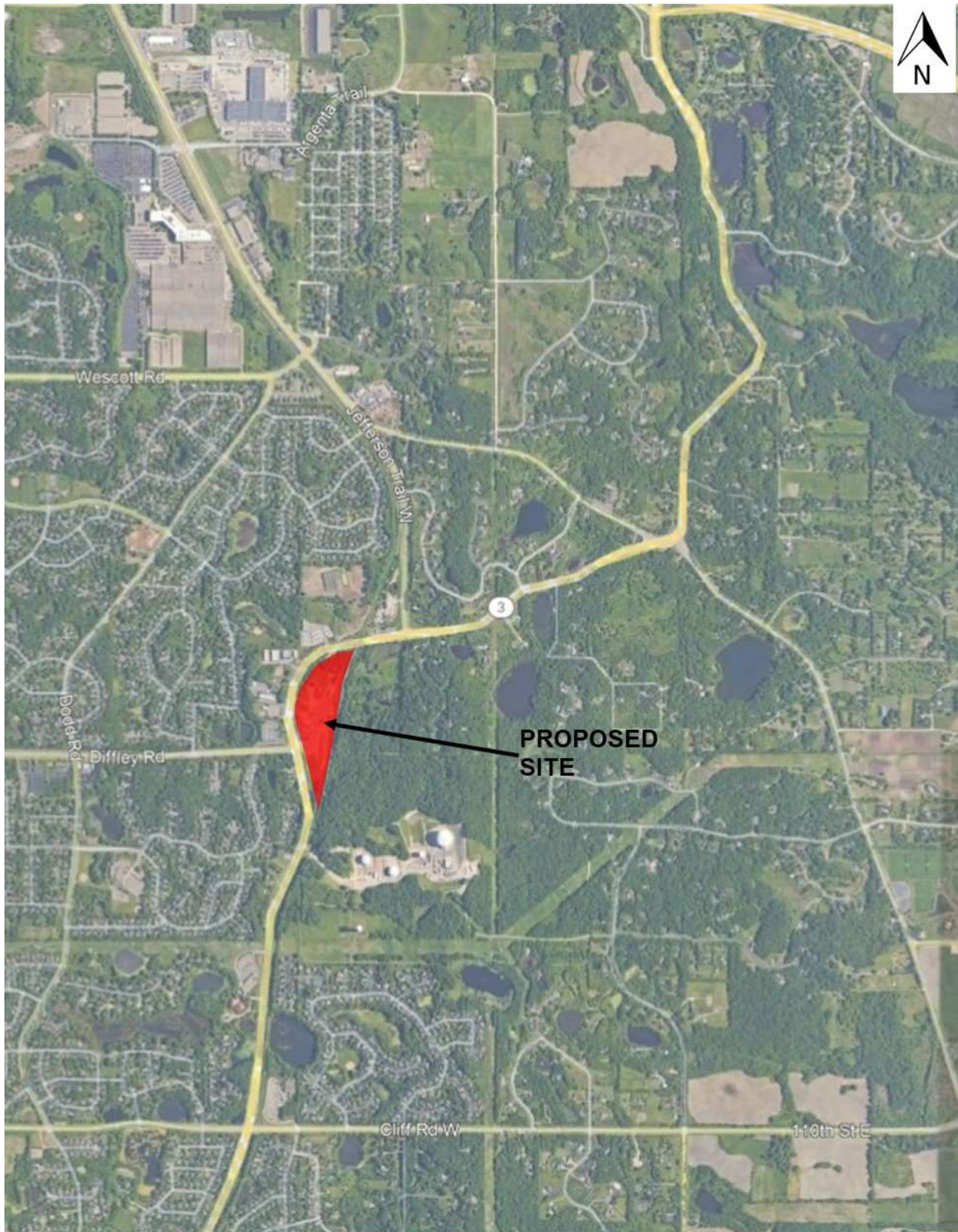


Figure 1 - Vicinity Map

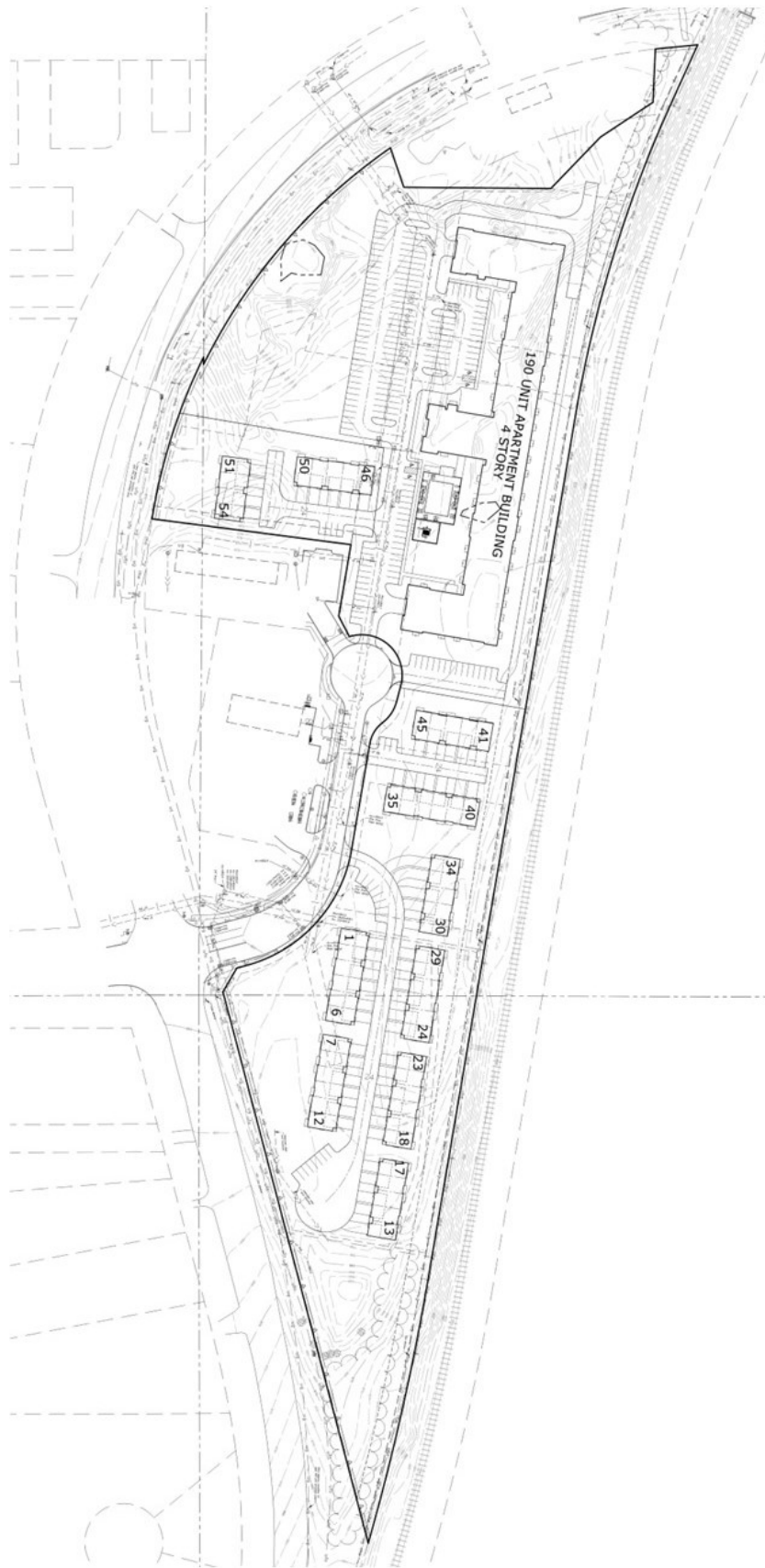
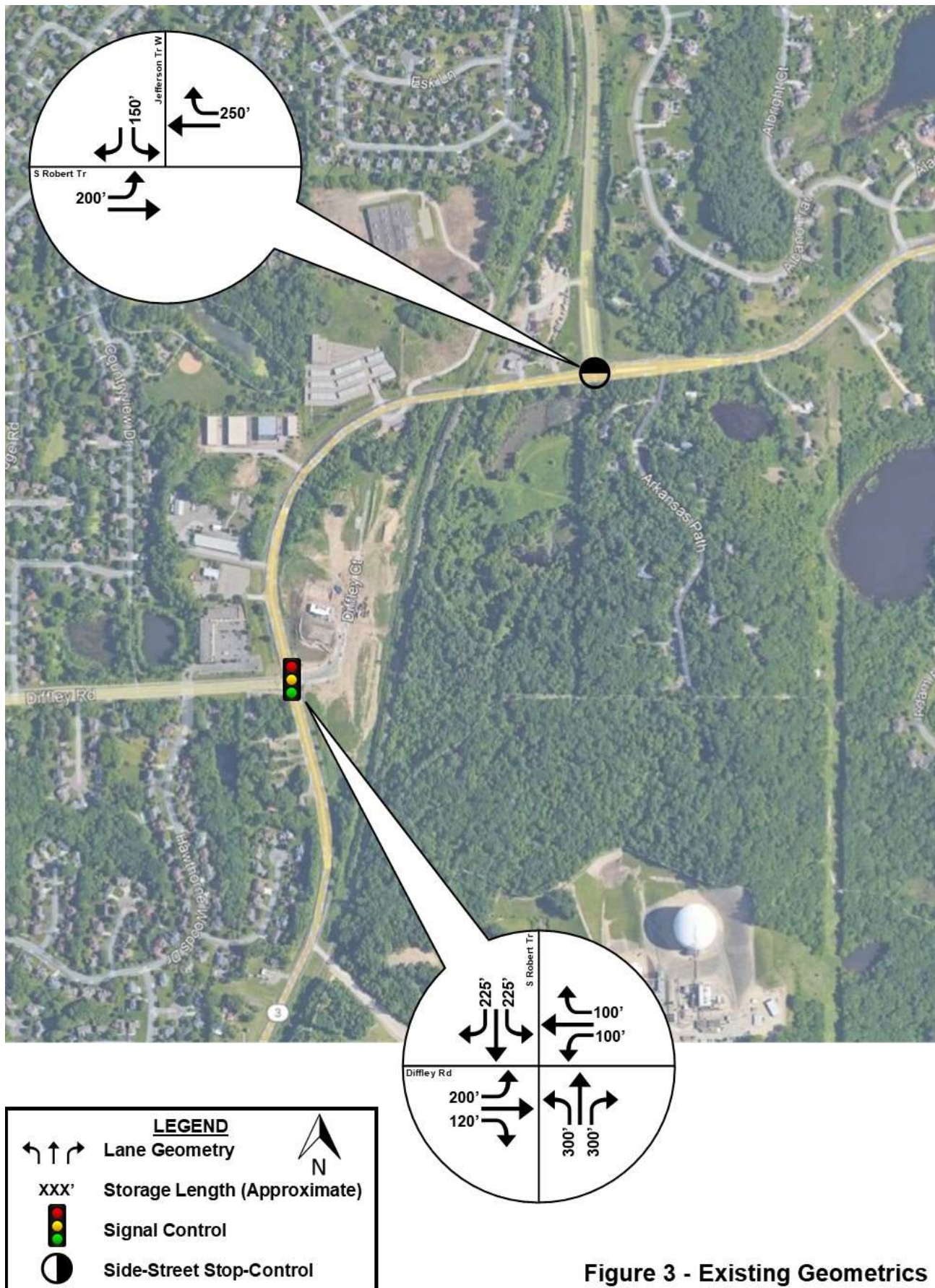


Figure 2 - Conceptual Site Plan (From Others)



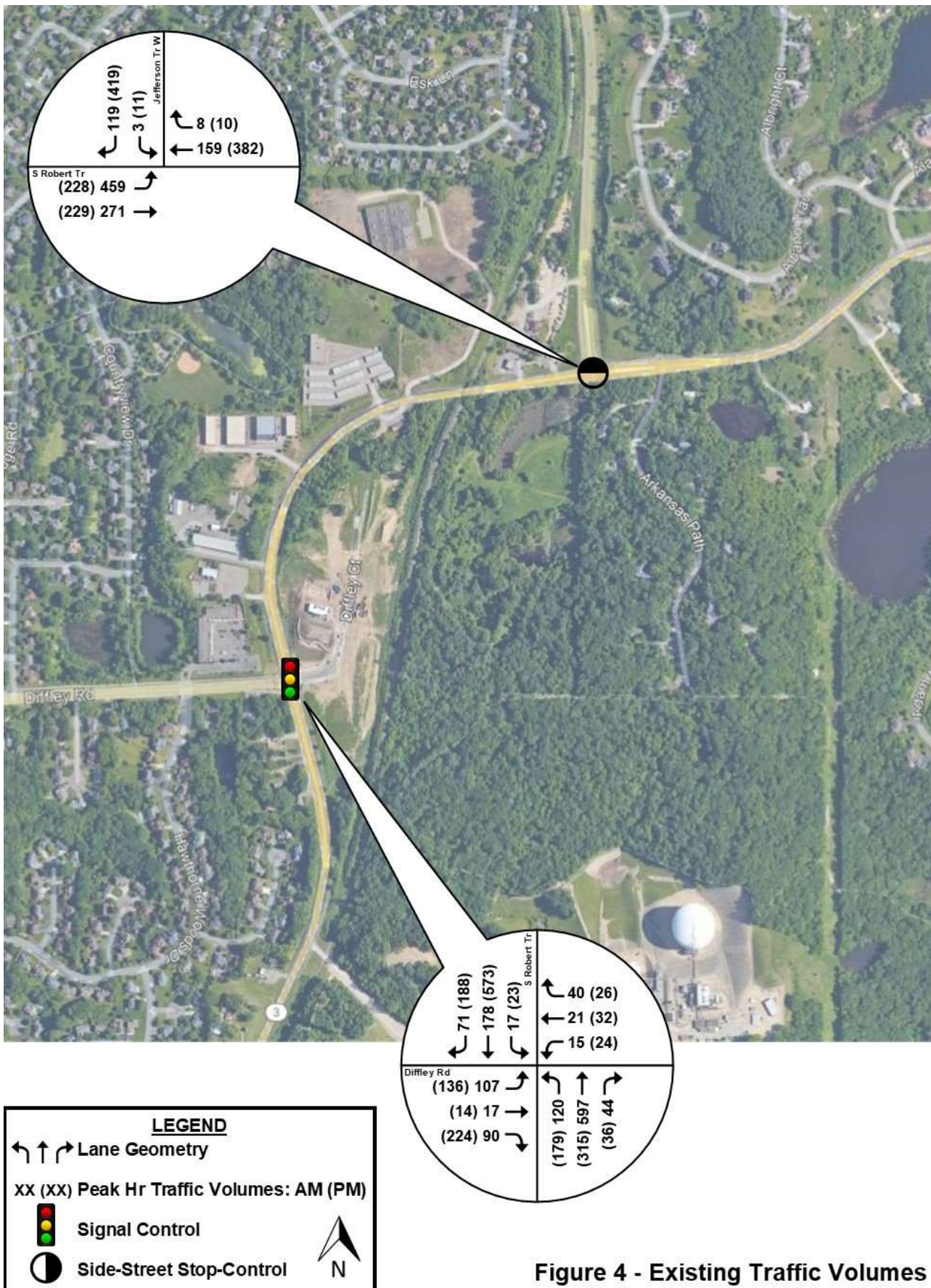


Figure 4 - Existing Traffic Volumes

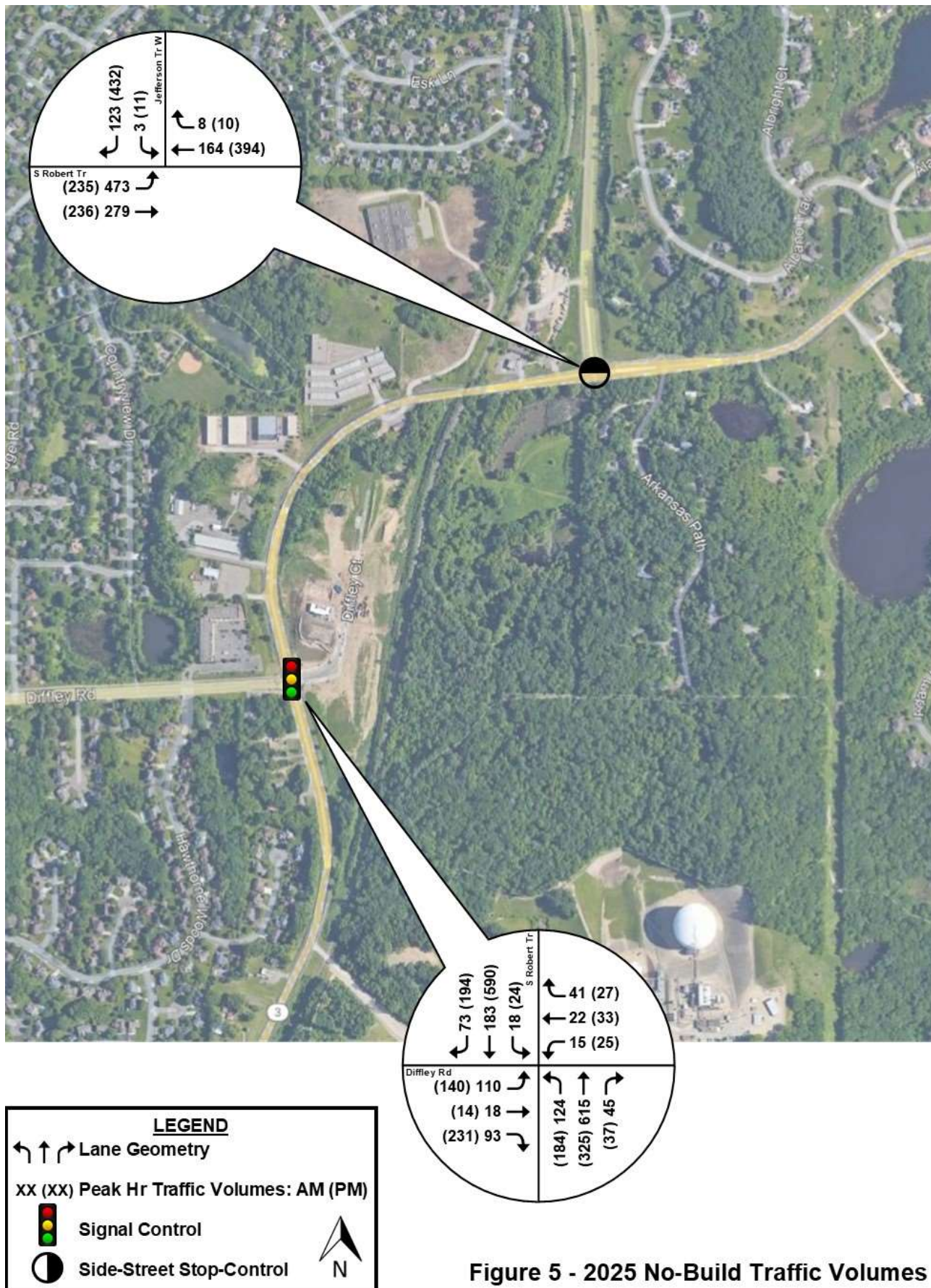


Figure 5 - 2025 No-Build Traffic Volumes

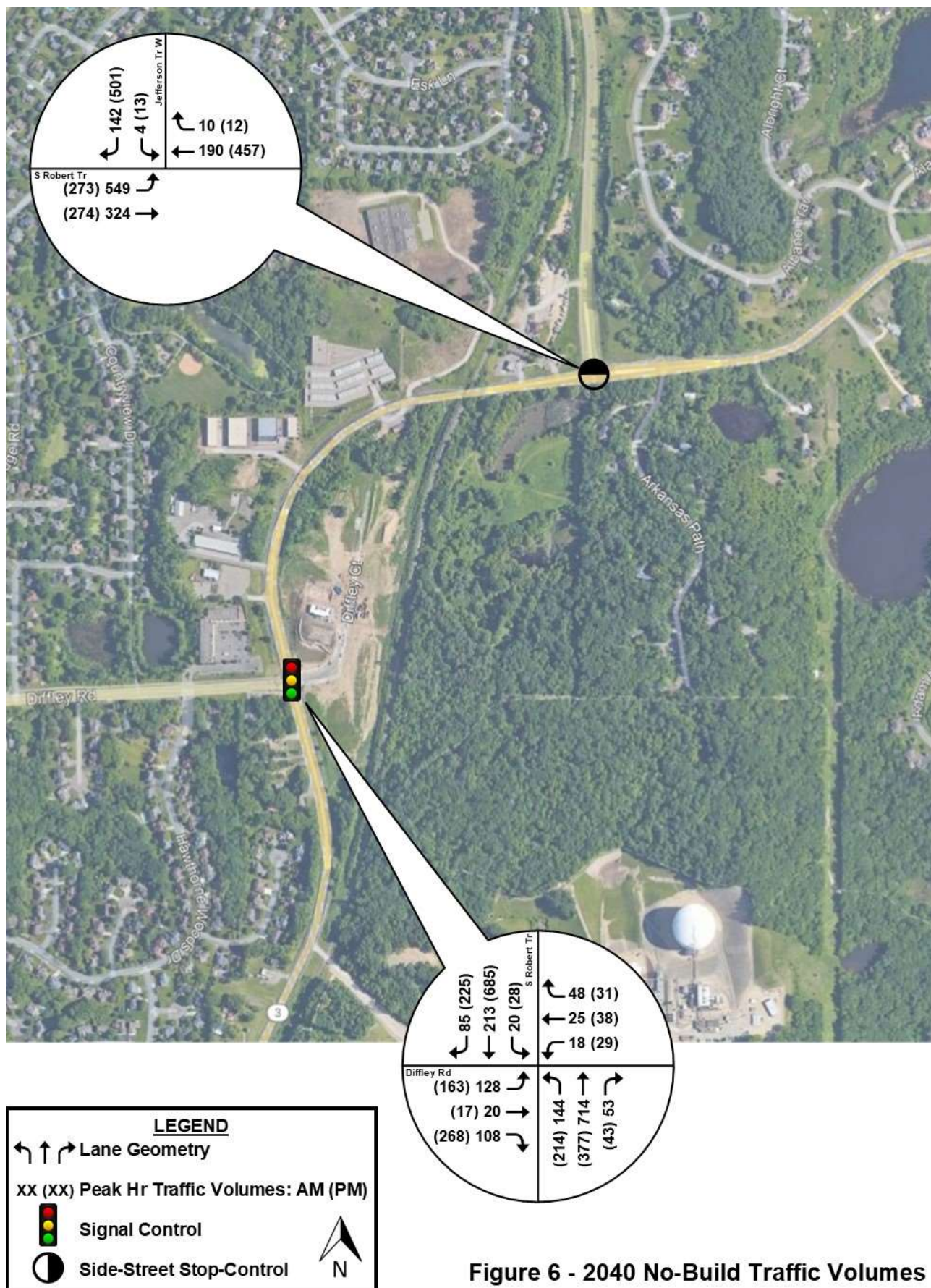
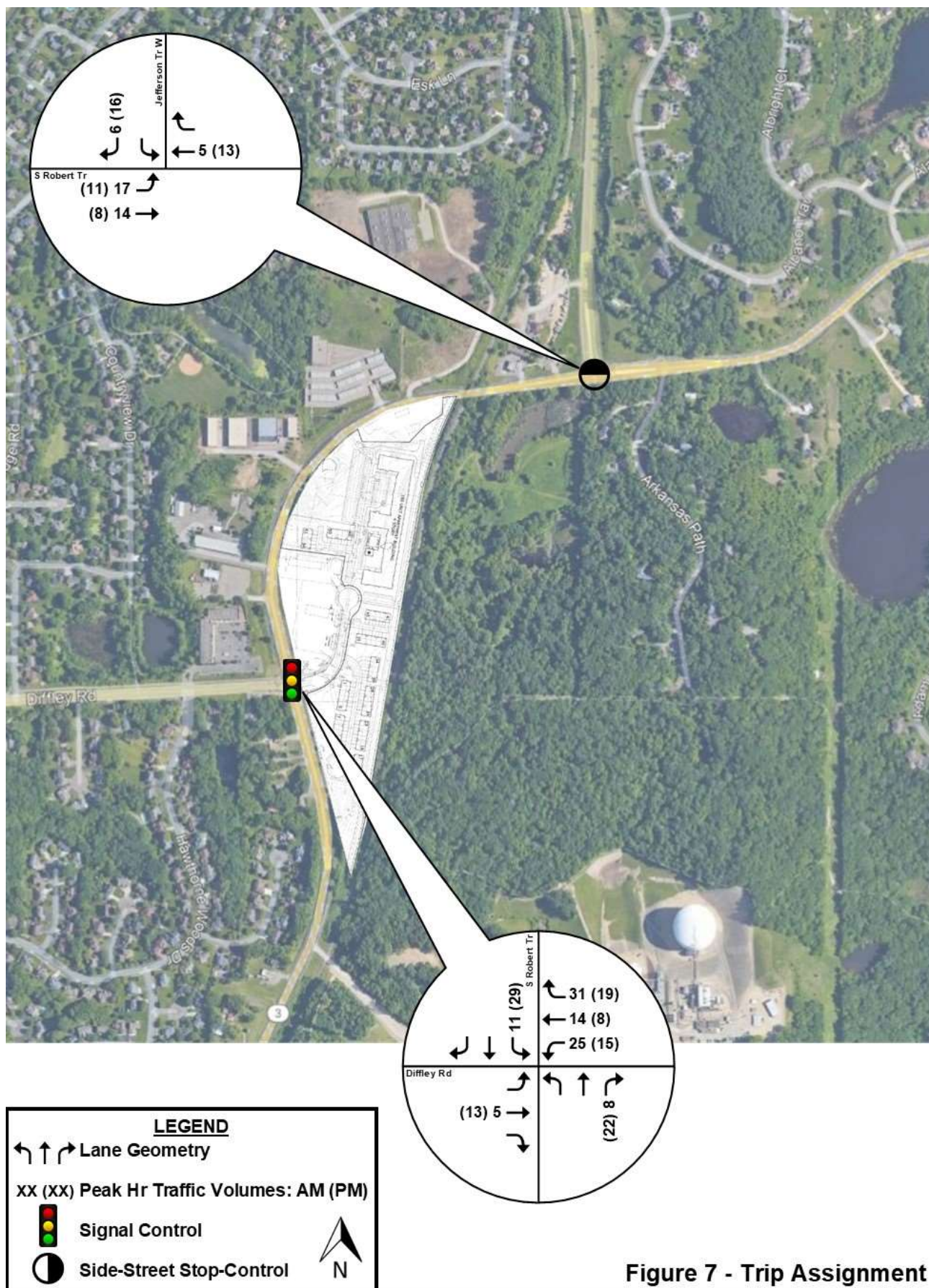


Figure 6 - 2040 No-Build Traffic Volumes



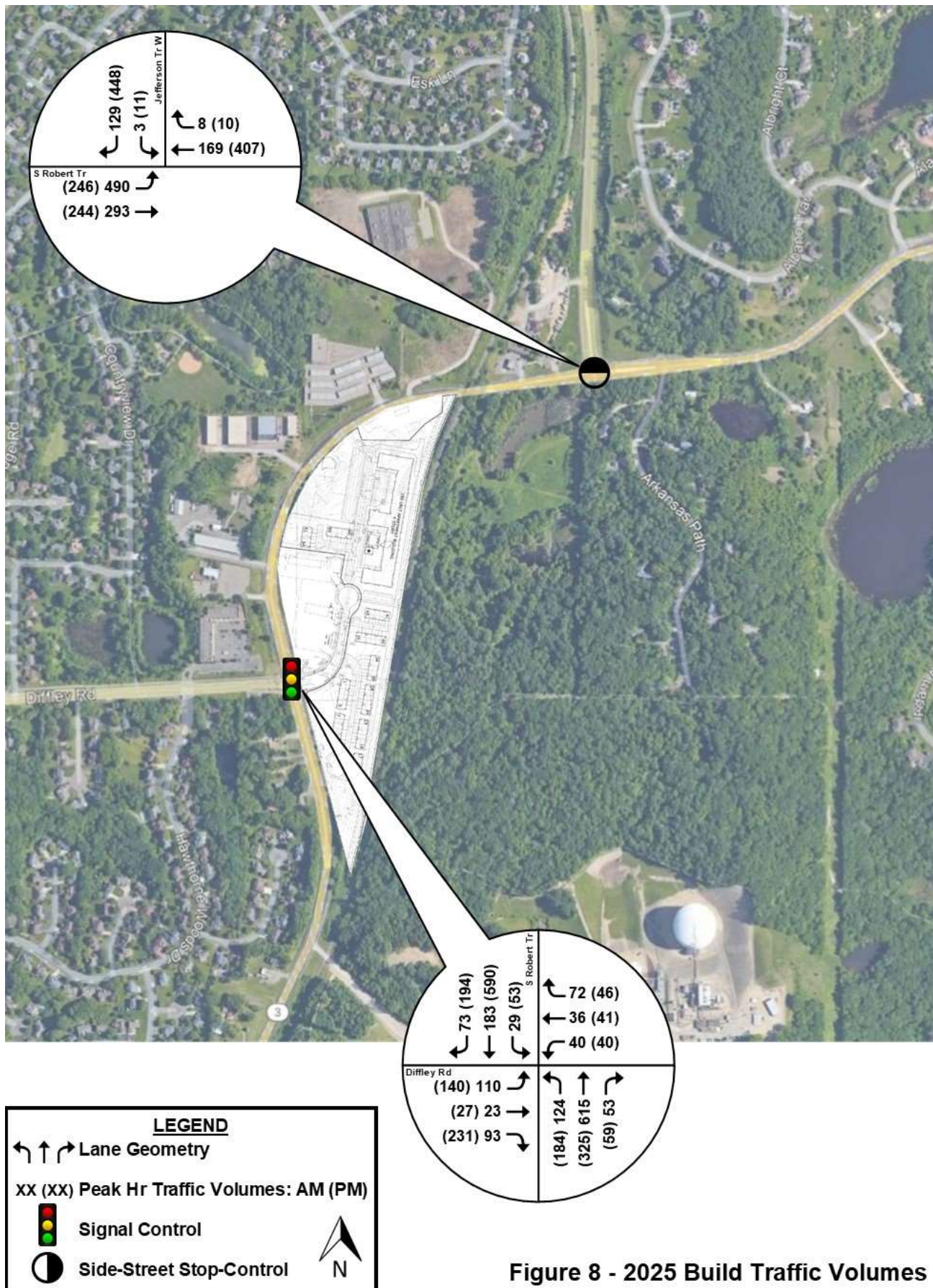


Figure 8 - 2025 Build Traffic Volumes

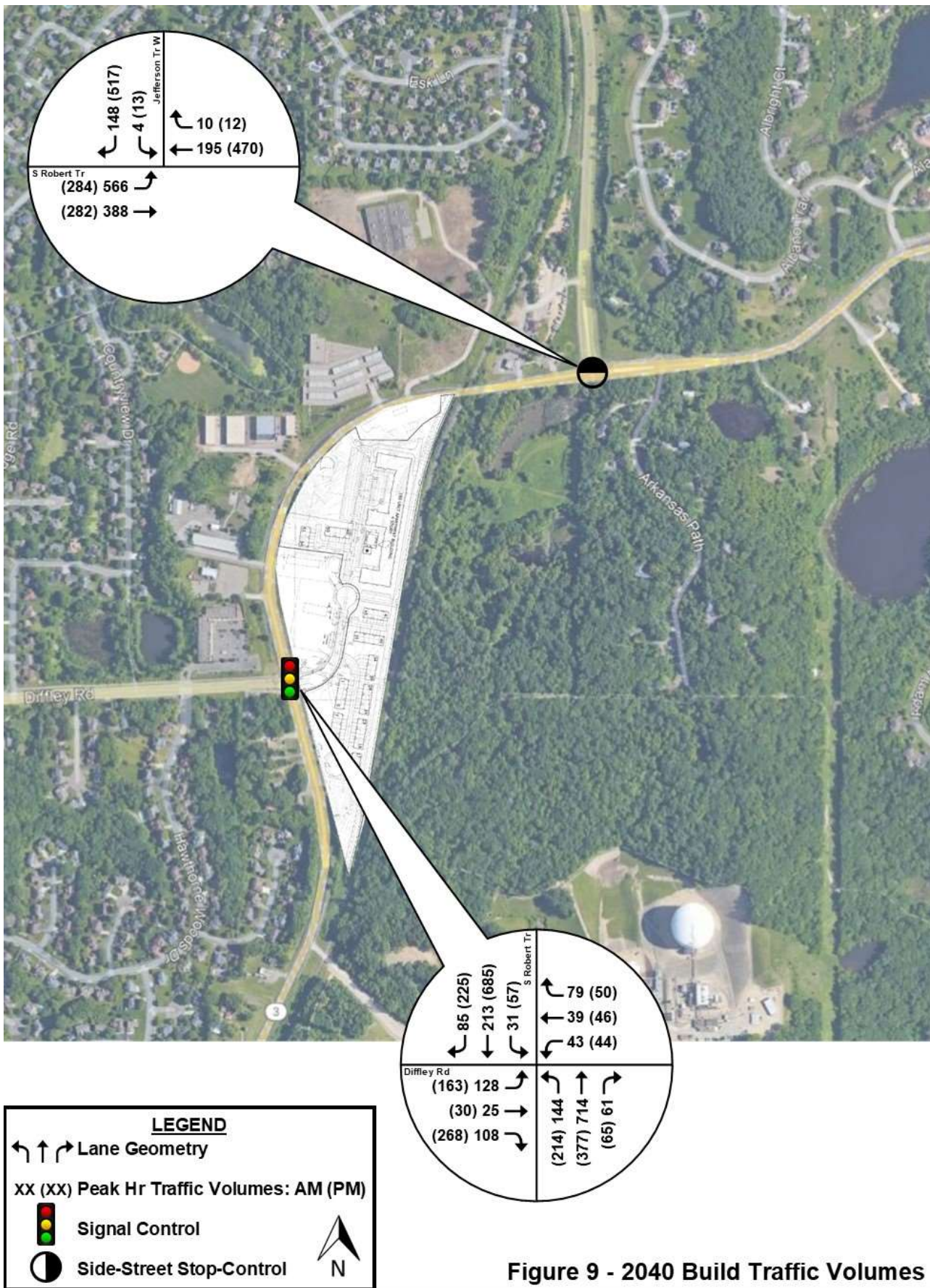


Figure 9 - 2040 Build Traffic Volumes



Traffic Impact Study

Westgate Development

Inver Grove Heights, Minnesota

I hereby certify this report was prepared by me or under my direct supervision, and I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: _____
Bryant J. Ficek, P.E., P.T.O.E.
License No. 42802

Date: _____

Executive Summary

Background:

A new development is proposed on the southeast corner of the Minnesota Trunk Highway (TH) 3 and Dakota County State Aid Highway (CSAH) 30 intersection in Inver Grove Heights, Minnesota. The purpose of this study is to determine the traffic impacts associated with the build out of the proposed development and other site outlots on the study intersections where significant impact is anticipated.

Results:

The principal findings of this traffic study are:

- The proposed Westgate development is expected to generate approximately 670 new trips and 345 pass-by trips during an average weekday, approximately 15 new trips and 10 pass-by trips during the a.m. peak hour and approximately 55 new trips and 30 pass-by trips during the p.m. peak hour.
- The proposed Westgate development with the addition of the site outlots is expected to generate approximately 2,355 new trips and 1,220 pass-by trips during an average weekday, approximately 260 new trips and 85 pass-by trips during the a.m. peak hour and approximately 315 new trips and 105 pass-by trips during the p.m. peak hour.
- The TH 3/CSAH 30 intersection is forecast to operate with acceptable overall delays through 2040 except in the 2040 Build a.m. peak hour scenario.
- The TH 3/CSAH 30 intersection is forecast to have some significant queues, specifically the eastbound left and northbound thru movements in the a.m. peak hour and the southbound thru movement in the p.m. peak hour.
- The TH 3/TH 149 intersection currently has large queues on the southbound right turn movement in the p.m. peak hour.
- The TH 3/TH 149 intersection is forecast to have some significant queues, specifically the eastbound left movement in the a.m. peak hour and the southbound right movement in the p.m. peak hour.
- The TH 3/TH 149 currently meets peak hour signal warrants and is forecast to meet all volume based signal warrants by the 2040 No-Build scenario.
- Any mitigation needed at the study intersections outside of adding a westbound approach would be needed without the addition of traffic from the Westgate development and surrounding outlots.

Recommendations:

The following items are recommended based on the analyses contained in this study:

- Include pedestrian and bicycle facilities within the site and tie into the existing sidewalk on the north side of CSAH 30 west of TH 3.
- Monitor the TH 3/CSAH 30 intersection and preserve right-of-way allowing this intersection to be altered with to have two northbound/southbound thru lanes or be conversion to a roundabout.
- Monitor the TH 3/TH 149 intersection and preserve right-of-way to convert this intersection to a roundabout in the future.

TABLE OF CONTENTS

1. Introduction	1
2. Existing Conditions.....	2
3. Forecasted Traffic	3
4. Analyses	5
5. Conclusions and Recommendations.....	17
6. Appendix.....	18

LIST OF TABLES & CHARTS

Table 1 – Study Corridor Characteristics	2
Table 2 – New and Pass-By Trip Generation.....	4
Chart 1 – A.M. Peak Hour Delays: Signal Controlled Intersection.....	6
Chart 2 – P.M. Peak Hour Delays: Signal Controlled Intersection.....	6
Chart 3 – A.M. Peak Hour Queues: Signal Controlled Intersection	7
Chart 4 – P.M. Peak Hour Queues: Signal Controlled Intersection.....	7
Chart 5 – A.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection	8
Chart 6 – P.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection	9
Chart 7 – A.M. Peak Hour Delays: Signal Controlled Intersection - Mitigation.....	11
Chart 8 – P.M. Peak Hour Delays: Signal Controlled Intersection - Mitigation.....	11
Chart 9 – A.M. Peak Hour Queues: Signal Controlled Intersection - Mitigation.....	12
Chart 10 – P.M. Peak Hour Queues: Signal Controlled Intersection - Mitigation.....	12
Table 3 – TH 3/TH 149 Signal Warrant Analyses	14
Chart 11 – A.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection - Mitigation	15
Chart 12 – P.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection - Mitigation	15

1. Introduction

a. *Proposed Development*

A new development is proposed for the southeast corner of the Minnesota Trunk Highway (TH) 3 and Dakota County State Aid Highway (CSAH) 30 intersection in Inver Grove Heights, Minnesota. This development is proposed to include a 28,000 square foot mixed commercial building. A preliminary concept plan is in the Appendix.

Currently, the east leg of the TH 3/CSAH 30 intersection is not constructed, but the intersection and signal are set up to accommodate the construction of that leg of the intersection. The development of this site will require the construction of that intersection approach.

In addition to the Westgate development, the plat east of the TH 3/CSAH 30 intersection, and adjacent to Westgate, includes several other outlots that may be developed in the future. Current estimates of these outlot developments are:

- A 12-fueling position gas station with convenience market and carwash
- 25,000 square feet of office
- 135 apartment units

b. *Purpose of Study*

The purpose of this study is to determine the traffic impacts associated with the build out of the proposed development. The traffic impacts are studied on the roads and intersections where significant impact is anticipated and improvements are recommended where mitigation is needed. For those not familiar with the general concepts and terms associated with traffic engineering, *The Language of Traffic Engineering* guide is included in the Appendix.

c. *Study Objectives*

The objectives of this study are:

- i. Document how the study intersections and roadways currently operate.
- ii. Forecast the amount of traffic expected to be generated by the proposed development.
- iii. Determine how the study intersections and roadways will operate in the future years 2020 and 2040 with and without the proposed development.
- iv. Recommend appropriate mitigation measures if poor operations are identified.

For the purposes of this traffic study, the study intersections where the greatest impact is expected were chosen for review and include:

- i. TH 3/CSAH 30
- ii. TH 3/TH 149

2. Existing Conditions

a. Corridor Characteristics

As mentioned, the proposed site is located on the southeast corner of the TH 3/CSAH 30 intersection. Table 1 shows the characteristics of the key roadway corridors around this site and within the study area.

Table 1 – Study Corridor Characteristics

Name	Designation ¹	Classification ²	Speed Limit	Lanes	Transit	Peds/ Bicycles
Robert Trail S	MN TH 3	A Minor Arterial	45 mph, 55 mph	2 undivided	None near site	No facilities
Jefferson Trail W	MN TH 149	A Minor Arterial	55 mph	2 undivided	None near site	No facilities
Diffley Road	Dakota CSAH 30	B Minor Arterial	45 mph	3 undivided	None near site	Sidewalk on north side

¹ I = Interstate, TH = Trunk Highway, CSAH = County State Aid Highway, CR = County Road, MSA = Municipal State Aid Route.

² Dakota County 2030 Transportation Plan

b. Traffic Volumes

Intersection videos were collected at the two existing study intersections under weekday conditions in February 2017. Using these videos, 48-hour turning movement counts were obtained at the study intersections. Counts for the two days were averaged to smooth out possible irregularities in the data.

The a.m. and p.m. peak hours for the two study intersections were found to be from 7:00 to 8:00 a.m. and 4:30 to 5:30 p.m. The counts from these two peak hours were used for analysis. The turning movement count data from the counts are contained in fifteen minute intervals in the Appendix.

3. Forecasted Traffic

a. Site Traffic Forecasting

The *Institute of Transportation Engineers (ITE)* provides the *Trip Generation Manual, 9th Edition*, the standard document for determining expected traffic for proposed land uses. Using this ITE information, trip generation forecasts can be made for the development site.

The Westgate development is proposed as a mixed commercial development, to include office, retail or a combination of both land uses. ITE trip generation information shows that retail land uses generally have higher rates than a comparable-sized office land use. To present a conservatively high estimate for the purposes of this study, this trip generation analysis assumes all retail.

In addition to the Westgate development, a trip generation analysis is also included for the potential outlot developments on the plat. As mentioned, these outlots are currently expected to be a gas station, apartment units and office space.

For the trip generation analysis, the raw trip generation was divided among three types of trips – new, pass-by, and internal. Pass-by trips are those vehicles already on the adjacent roads which will stop at the development site in the future. Internal trips are those vehicles within the site visiting two or more locations, such as the gas station and the office space. New trips represent traffic increasing the overall number of vehicles at the intersections. To help determine the split between these types of trips, the data and methods for estimating multi-use trip generation in the *ITE Trip Generation Handbook, 3rd Edition* was used.

The resultant new and pass-by trips generated by the proposed Westgate development and other outlots are shown in Table 2. A detailed trip generation table showing the exact breakdown for all types of trips is provided in the Appendix.

A trip distribution pattern was then developed for the generated traffic going to and from the site. This pattern is based on the existing traffic volumes and access to the regional transportation system. The general trip distribution pattern for this study is:

- i. 35% of the generated traffic to/from the south on TH 3.
- ii. 20% of the generated traffic to/from the west on CSAH 30.
- iii. 25% of the generated traffic to/from the north on TH 149.
- iv. 20% of the generated traffic to/from the east on TH 3.

Traffic generated by the site development was assigned to the area roadways per this distribution pattern.

Table 2 – New and Pass-By Trip Generation

ITE Land Use	Description & Size	Daily			AM Peak Hour			PM Peak Hour		
		Total In	Total Out	Pass by	Total In	Total Out	Pass by	Total In	Total Out	Pass by
220	Apartment (135 dwelling units)	382	382	0	13	52	0	44	23	0
710	General Office (25,000 square feet)	117	117	0	33	4	0	5	25	0
820 ¹	Shopping Center (28,000 square feet)	335	335	346	10	6	9	26	29	28
946	Gas Station w/Conv. Mkt & Carwash (12 fueling positions)	343	343	873	30	29	76	30	29	75
TOTALS		1,177	1,177	1,219	86	91	85	105	106	103

¹ Trip Generation for the Westgate development is entirely included in the Shopping Center. Trip generation for the other land uses is for the potential development of the other outlots.

b. Non-site Traffic Forecasting

To forecast future traffic volumes for the years 2020 and 2040 in the study area outside of the proposed development's traffic, general growth in traffic was added.

Using volume forecasts for the year 2030 from the Dakota County 2030 Transportation Plan and comparing those to previously collected data, as well as looking at historic traffic volumes on the study roads between 2000 and 2015, a background growth rate was developed. Based on this information, an annual growth rate of 1.0 percent per year was determined. For the year 2020, this annual growth equates to a total three percent increase of existing traffic. For the year 2040, this growth rate equates to a 26 percent total increase of existing traffic. This growth was applied to all existing movements in the study network to establish the No-Build forecasts.

c. Total Traffic

Traffic forecasts were developed for the 2020 and 2040 Build scenarios by adding the traffic generated by the proposed Westgate development and other outlots to the No-Build forecast volumes. Peak hour forecasts are shown in the Appendix.

d. Non-Vehicular Traffic

There are currently limited pedestrian facilities in the study area with only a sidewalk on the north side of CSAH 30. As the site develops, especially with the addition of residential, pedestrian and bicycle usage in the area may increase. Therefore, it is recommended that pedestrian and bicycle facilities be included within the site to accommodate possible future connections with public facilities and encourage non-automobile trips.

4. Analyses

a. Intersection Analysis

The initial scenarios analyzed in this study for both the a.m. and p.m. peak hours were the existing, 2020 No-Build, 2020 Build, 2040 No-Build and 2040 Build scenarios.

The existing and forecasted turning movement volumes were used to develop the average delay per intersection in each study scenario. At the TH 3/CSAH 30 intersection in the Build scenarios, the east leg of the intersection was added with the approach configuration of a left turn lane and a shared thru/right turn lane and one receiving lane. The west leg approach was also modeled as having a left turn lane and shared thru/right turn lane. No change to the existing striping is necessary for this configuration. Northbound and southbound approaches at this intersection already have exclusive left, thru and right turn lanes in place. Signal timing for the westbound traffic was set to match eastbound, assuming permissive phasing for the left turn movements. Protected only left turn phasing remains for the northbound and southbound approaches.

The site plan also shows no access within approximately 200 feet of the study intersection, which is appropriate to allow for vehicle stacking without conflicts.

The delay calculations were done in accordance with the *Highway Capacity Manual, 6th Edition* using the Vistro software package. The full calculations for each study scenario, including Level of Service (LOS) grades and queue lengths, are included in the Appendix. Also, included in the Appendix is a guide explaining the Level of Service grade concept.

Chart 1 (a.m. peak hour) and Chart 2 (p.m. peak hour) show the average peak hour delay for signal controlled TH 3/CSAH 30 intersection for each study scenario. The LOS D/E boundary of 55 seconds of delay per vehicle is considered the threshold between acceptable and unacceptable traffic signal operation in Minnesota. The initial signal timing for the existing conditions was provided by the Minnesota Department of Transportation (MnDOT).

Chart 3 (a.m. peak hour) and Chart 4 (p.m. peak hour) show the 95th percentile queue lengths of the primary movements at the signalized TH 3/CSAH 30 intersection.

Chart 1 – A.M. Peak Hour Delays: Signal Controlled Intersection

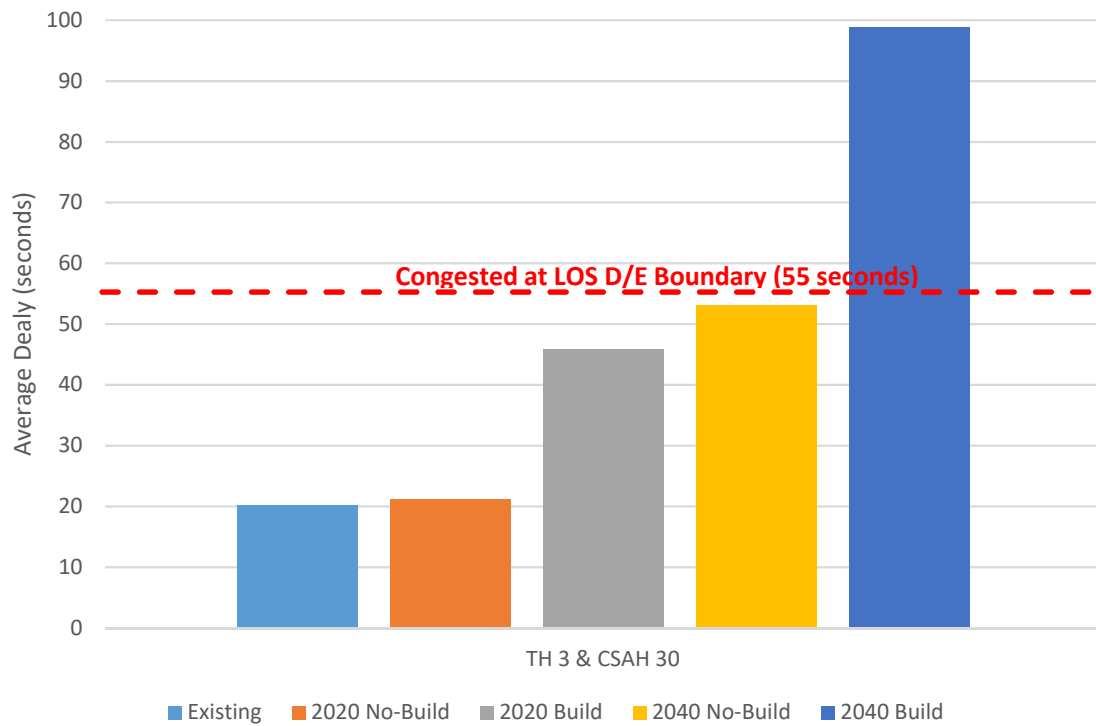


Chart 2 – P.M. Peak Hour Delays: Signal Controlled Intersection

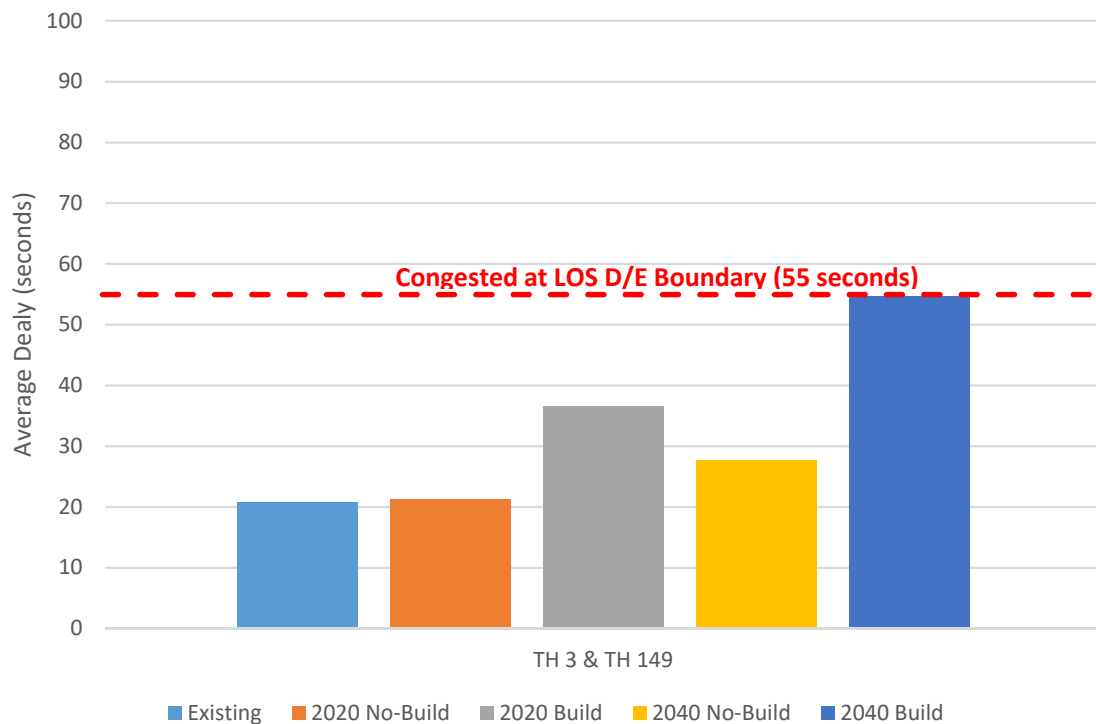


Chart 3 – A.M. Peak Hour Queues: Signal Controlled Intersection

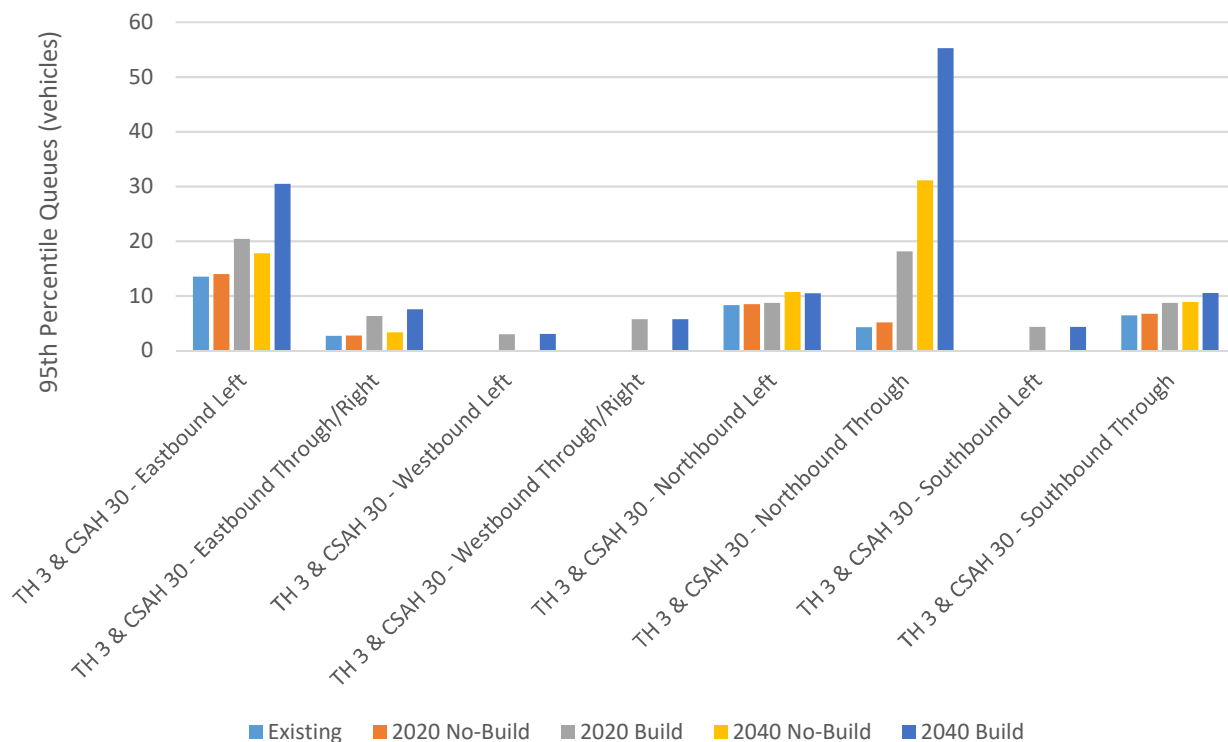


Chart 4 – P.M. Peak Hour Queues: Signal Controlled Intersection

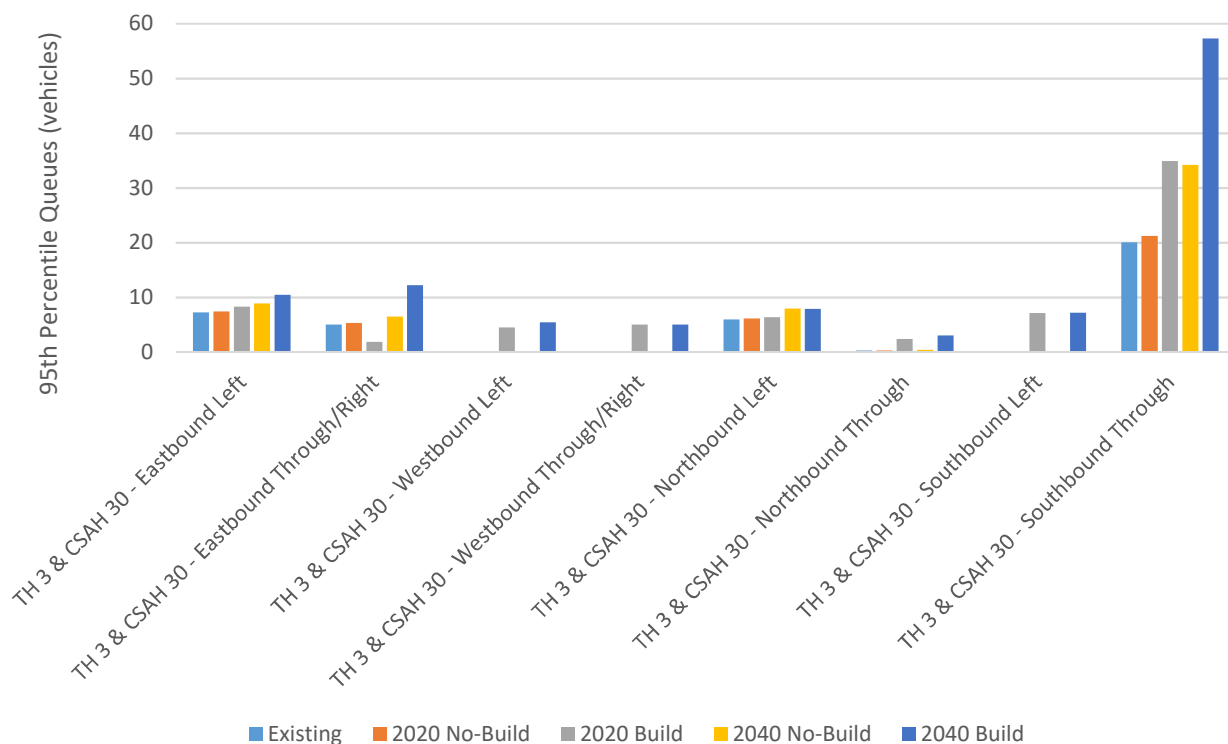


Chart 5 (a.m. peak hour) and Chart 6 (p.m. peak hour) show the 95th percentile queue lengths as the measures of effectiveness at intersections with side street stop sign control. For this type of control, vehicle queues are a better measure than LOS or delay, which can be poor with even a handful of vehicles. Queues are presented for the southbound left and right turn lanes as well as the eastbound left turn lanes at the side street stop sign controlled TH 3/TH 149 intersection. Based on our experience, improvements are not warranted at these types of intersections until the 95th percentile queue at a stop sign is in the five to ten vehicle range.

Chart 5 – A.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection

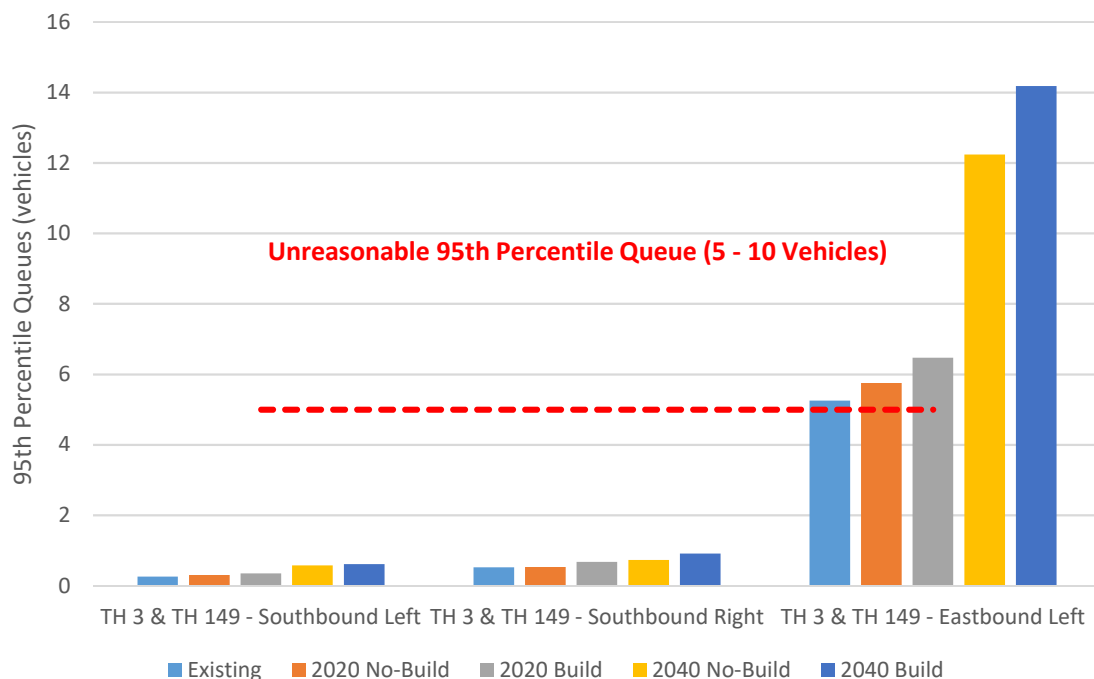
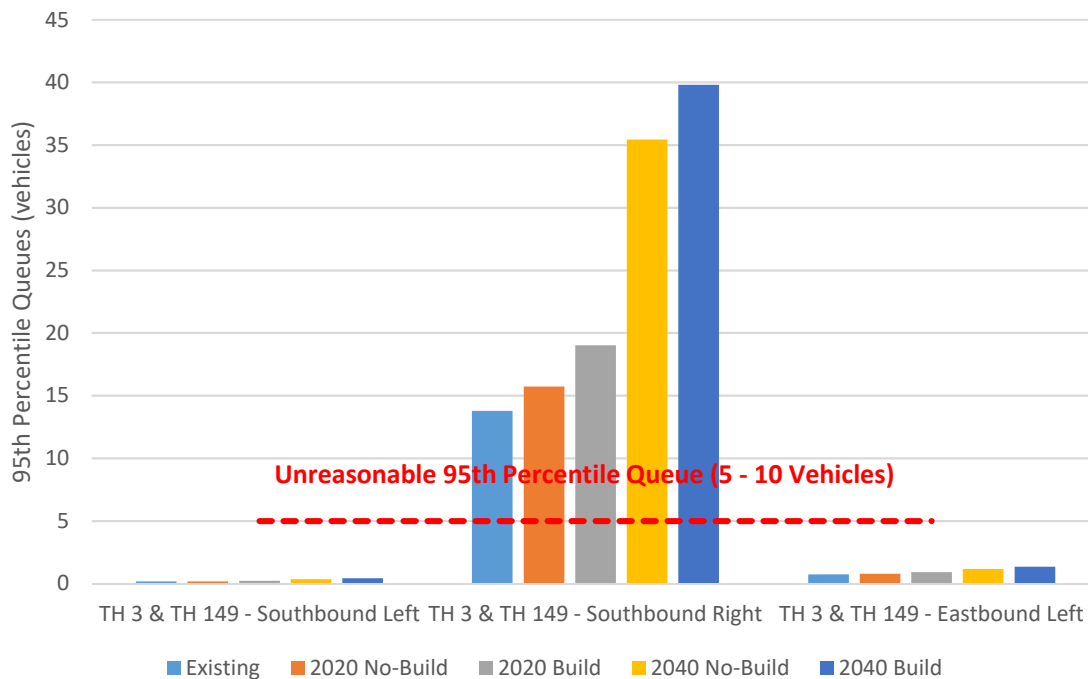


Chart 6 – P.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection



b. Mitigation Analysis

Per the above analyses, the TH 3/CSAH 30 intersection is expected to operate with acceptable overall delays in both peak hours through the 2040 Build scenario, except for in the 2040 Build a.m. peak hour scenario. There are forecast to be some significant queues, specifically the eastbound and northbound approaches in the a.m. peak hour and the southbound approach in the p.m. peak hour. The Build scenarios are also showing considerable more delays and queues than the No-Build scenarios.

At the TH 3/TH 149 intersection, there is expected to be significant queueing for eastbound left turns in the a.m. peak hour and southbound right turns in the p.m. peak hour. The a.m. peak hour eastbound left turn queues are forecast to be acceptable through the 2020 Build scenario, but significantly increase by the 2040 No-Build scenario. The p.m. peak hour southbound right turn queues are currently at a higher than desired level and are forecast to significantly increase by the 2040 No-Build scenario. In this case, the Build scenarios, while worse, are not significantly different from the No Build scenarios.

Different mitigation options are analyzed for each of the study intersections in the following sections.

i. TH 3/CSAH 30

The projected delays in year 2020 at the TH 3/CSAH 30 are expected to be acceptable. Therefore, the intersection should be able to accommodate the increase in traffic volume from the proposed development and other background growth. No mitigation is likely to be needed in this near-term period outside of adding the westbound approach left turn and thru/right turn lanes to provide access.

However, with large delays forecast in the 2040 Build a.m. peak hour scenario and large queues forecast on some of the approaches, the intersection may need upgrades in the future. Due to the locations of the forecast long queue lengths, different mitigation measures were considered to improve operations. The first mitigation is adding would be regarding the eastbound left turn queues. With the addition of the westbound leg, this approach has more conflicting traffic, leading to the low results.

The initial evaluation of the traffic signal at this intersection was setup with permissive only phasing for the eastbound and westbound left turn movements. Adding permissive-protected left turn phasing for these two approaches would allow the eastbound left turns to operate better through the intersection.

A second mitigation option is to provide additional geometry. The northbound and southbound approaches currently provide exclusive left, thru, and right turn lanes. The westbound and eastbound approaches currently or will provide a left turn lane and thru/right turn lane. Given the relatively low amount of thru traffic on the westbound and eastbound approaches, an additional lane here would not significantly impact the results. Instead, the addition of a second thru lane could provide improved intersection operations and could be completed through a conversion of the exclusive northbound and southbound right turn lanes into thru/right turn lanes. This change allows for two thru vehicles to sit side-by-side while waiting for a green light.

A third mitigation option would be to convert the intersection to a modern roundabout. It is anticipated two approach lanes on TH 3 and one approach lane on CSAH 30/site access would improve the queues and delays at the intersection.

Charts 7 through 10 illustrate the impacts of these mitigation measures on the queues and delays at the TH 3/CSAH 30 intersection in the 2040 Build scenarios. Chart 7 looks at the average a.m. peak hour delays, Chart 8 looks at the average p.m. peak hour delays, Chart 9 looks at the a.m. peak hour 95th percentile queues, and Chart 10 looks at the p.m. peak hour 95th percentile queues. Full delay and capacity results are in the capacity analysis section of the Appendix.

Chart 7 – A.M. Peak Hour Delays: Signal Controlled Intersection - Mitigation

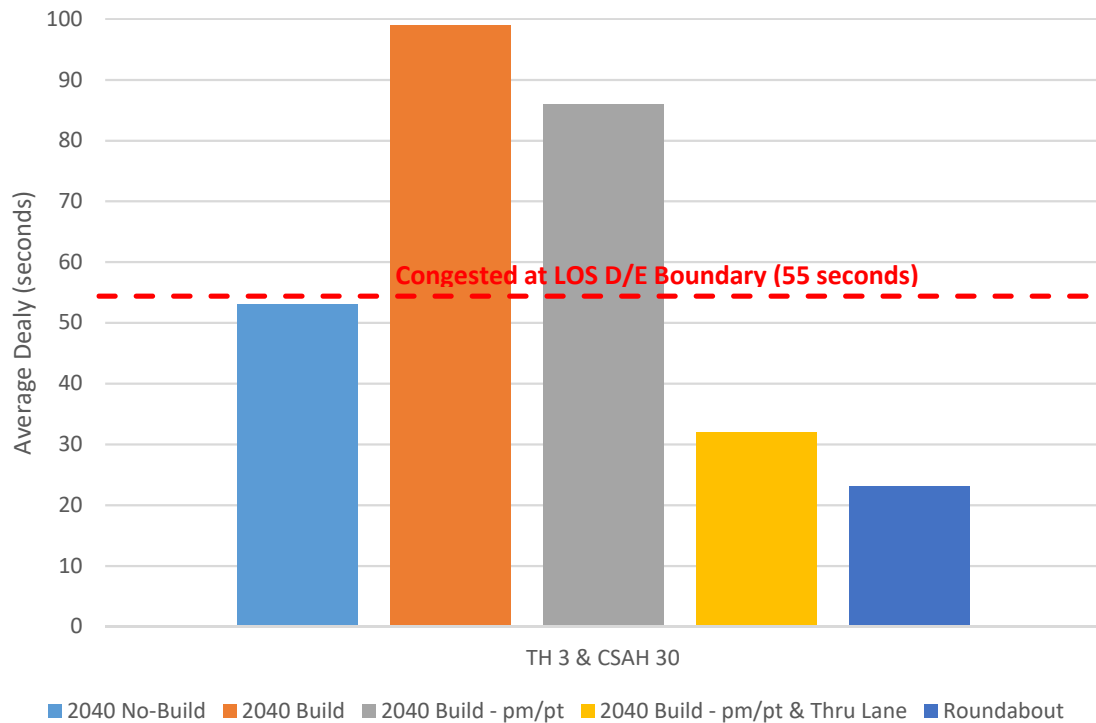


Chart 8 – P.M. Peak Hour Delays: Signal Controlled Intersection - Mitigation

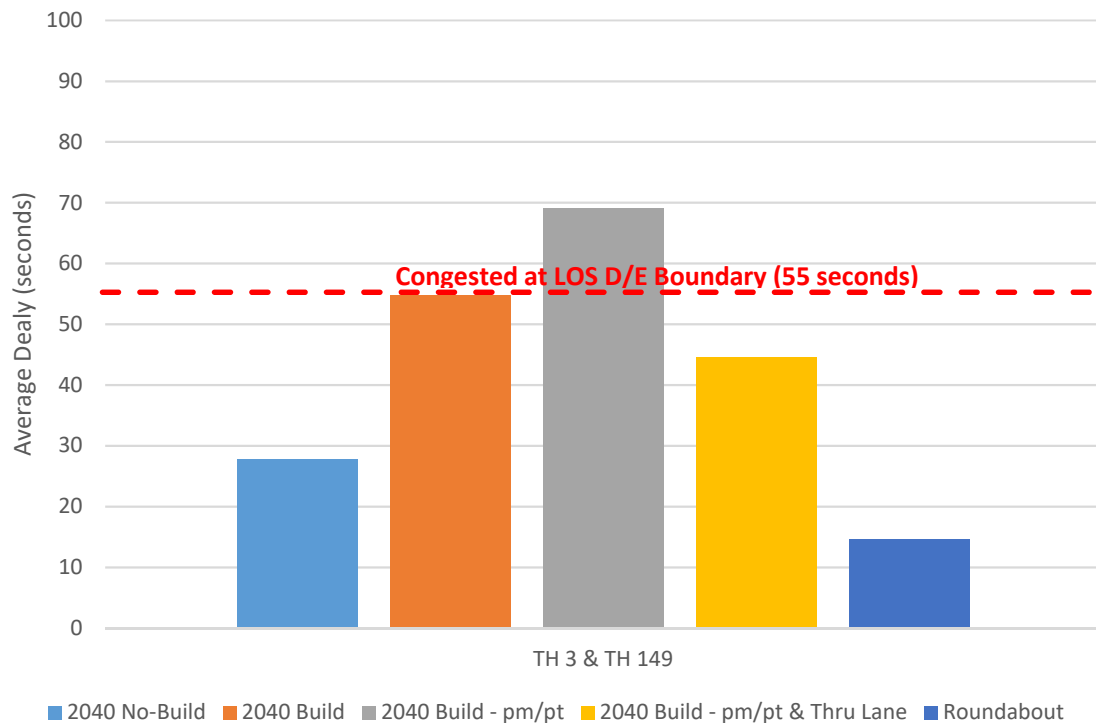


Chart 9 – A.M. Peak Hour Queues: Signal Controlled Intersection - Mitigation

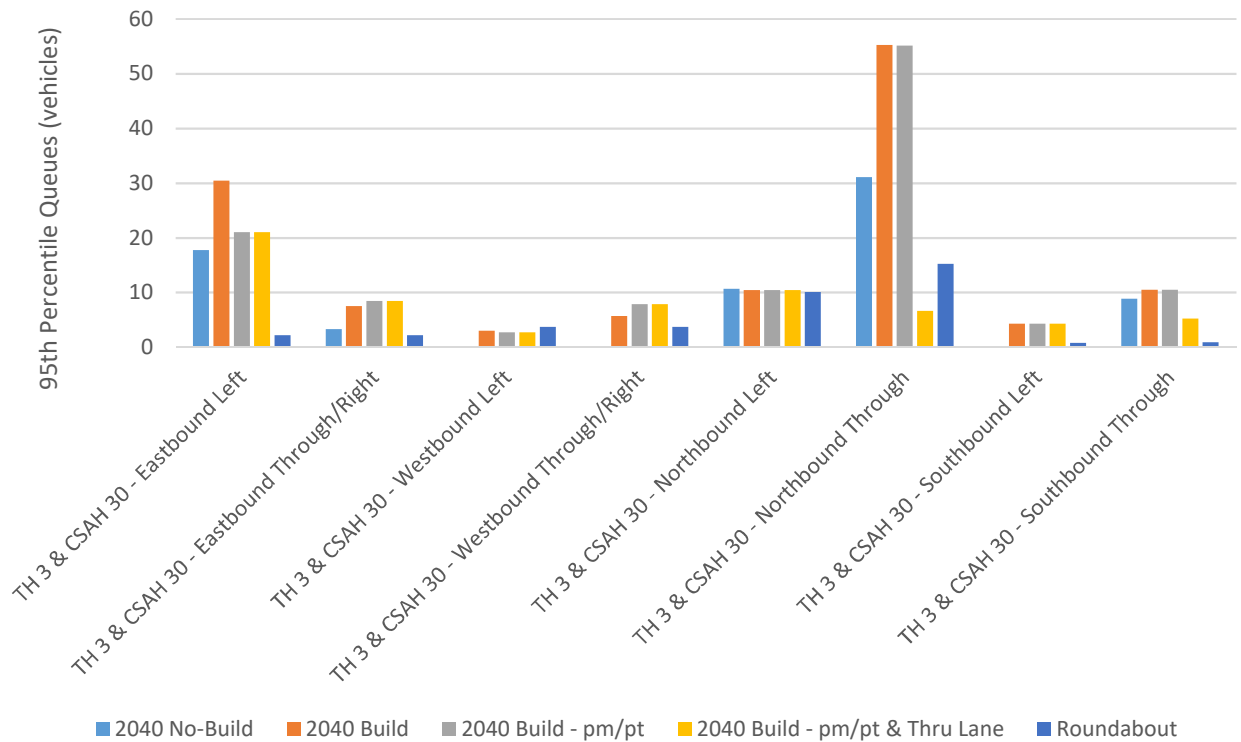
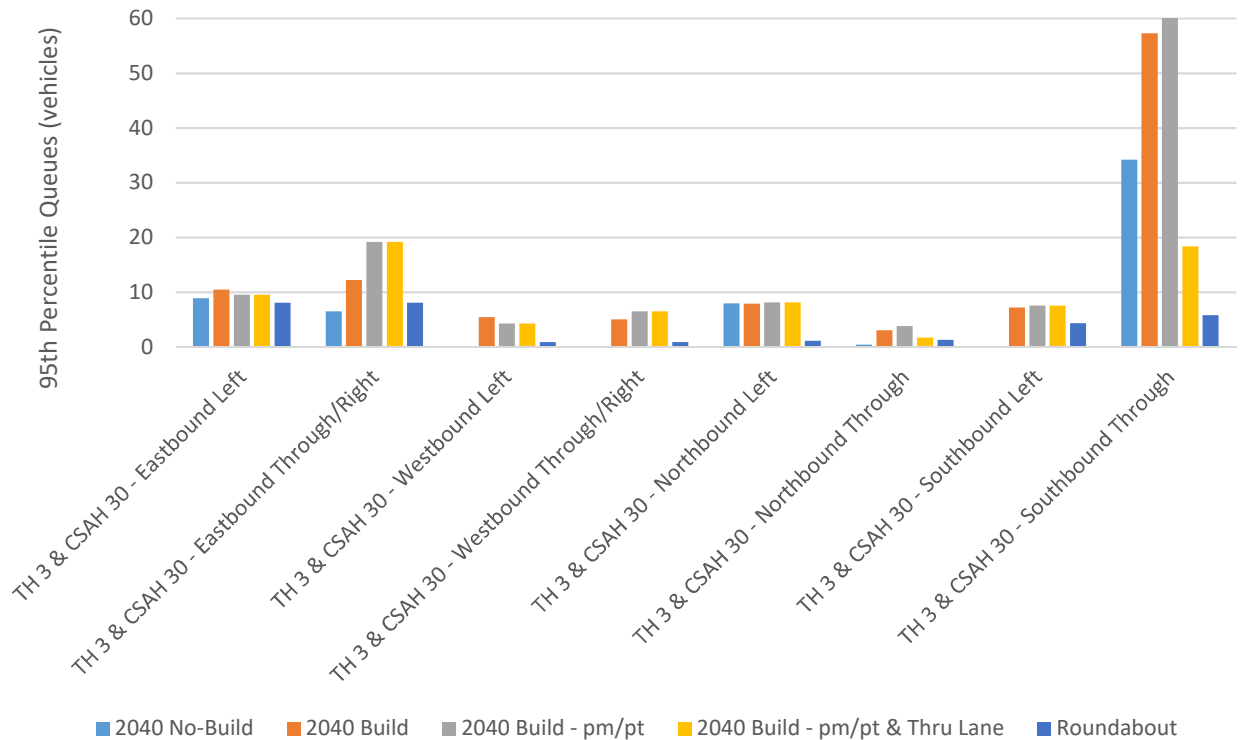


Chart 10 – P.M. Peak Hour Queues: Signal Controlled Intersection - Mitigation



As shown in Charts 7 through 10, the addition of permissive-protected left turn phasing for the TH 3/CSAH 30 intersection provides some improvement, but no significant impact on the intersection. The addition of the second thru lane has a significant positive impact on the vehicle operations at the intersection, notably on the northbound thru queues in the a.m. peak hour and the southbound thru queues in the p.m. peak hour.

Conversion to a roundabout also has significant positive impacts on the intersection, reducing both queues and delays. A roundabout would require more space, but there appears to be sufficient open area around the intersection to be feasible.

Based on these results, it is recommended that the TH 3/CSAH 30 intersection be monitored and right-of-way be preserved so improvements can be made in the future. These improvements could be providing two northbound/southbound thru lanes or conversion to a roundabout. A formal justification or intersection control evaluation report will be necessary in future with this change to further justify the improvement.

ii. TH 3/TH 149

The eastbound left turns in the a.m. peak hour currently experience 95th percentile queue lengths of just over five vehicles and small increases are forecast through the 2020 Build scenario. It is from the growth in the 2040 No-Build scenario that pushes those queues to extend well beyond the storage lane.

The southbound right turns in the p.m. peak hour currently experience 95th percentile queue lengths of nearly 15 vehicles. Some increases are forecast through the 2020 Build scenario, but similar to the eastbound queues, the growth in the 2040 No-Build scenario is what pushes the queues to over 35 vehicles.

The addition of growth from the proposed development and outlots has an impact on these queues, but only a relatively small amount and any mitigation measures taken would not necessarily be due to the development.

With this intersection being under side street stop control and already having exclusive turn lanes, mitigation would likely involve a change in traffic control. Providing traffic signal control is the first mitigation considered for this intersection.

To evaluate the potential for a signal, the intersection traffic signal warrants based on the method in the Manual on Uniform Traffic Control Devices (MUTCD) were reviewed. Warrants 1-3 focus on the intersection volumes to determine if a signal may be needed and were used in this study. Meeting

signal warrants does not automatically mean a signal is justified at the intersection, but is a helpful indicator of when an intersection would likely benefit from signal control.

Using the existing, 2020 No-Build and 2040 No-Build volumes, signal warrants 1-3 were analyzed. Warrant 1 is met if at least eight hours of the day are above the warrant threshold. Warrant 2 is met with four hours and Warrant 1 is met with a single hour above the threshold. Since right turn movements have their own lane and are not significantly impacted due to right turn on red, all right turn volume was removed from traffic on TH 3 and a 50 percent reduction applied to the right turn traffic on TH 149. Table 3 shows a summary of the results of this warrant analyses. Full results are shown in the Appendix.

Table 3 – TH 3/TH 149 Signal Warrant Analyses

Scenario	Warrant 1 8-Hour Volumes	Warrant 2 4-Hour Volumes	Warrant 3 Peak Hour Volumes
Existing	Not Met (4 hours met A) (2 hours met B)	Not Met (3 hours met)	Met (2 hours met)
2020 No-Build	Not Met (4 hours met A) (2 hours met B)	Not Met (3 hours met)	Met (2 hours met)
2040 No-Build	Met (6 hours met A) (8 hours met B)	Met (8 hours met)	Met (5 hours met)

As shown in Table 3, the peak hour volume warrant is met with existing vehicle volumes. The four hour and eight hour warrants are not expected to be met until the 2040 No-Build scenario. In general, MnDOT uses the eight-hour warrant as a guide to signal installation, suggesting a traffic signal could be justified in the distant future.

Another option for the intersection would be the conversion to a roundabout. The roughly equal volumes on conflicting movements are a strength of roundabout operations.

Charts 11 and 12 illustrate the impacts of these mitigation measures on the queues and delays at the TH 3/TH 149 intersection in the 2040 Build scenarios. Chart 11 looks at the a.m. peak hour 95th percentile queues and Chart 12 looks at the p.m. peak hour 95th percentile queues. Full delay and capacity results are in the capacity analysis section of the Appendix.

Chart 11 – A.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection - Mitigation

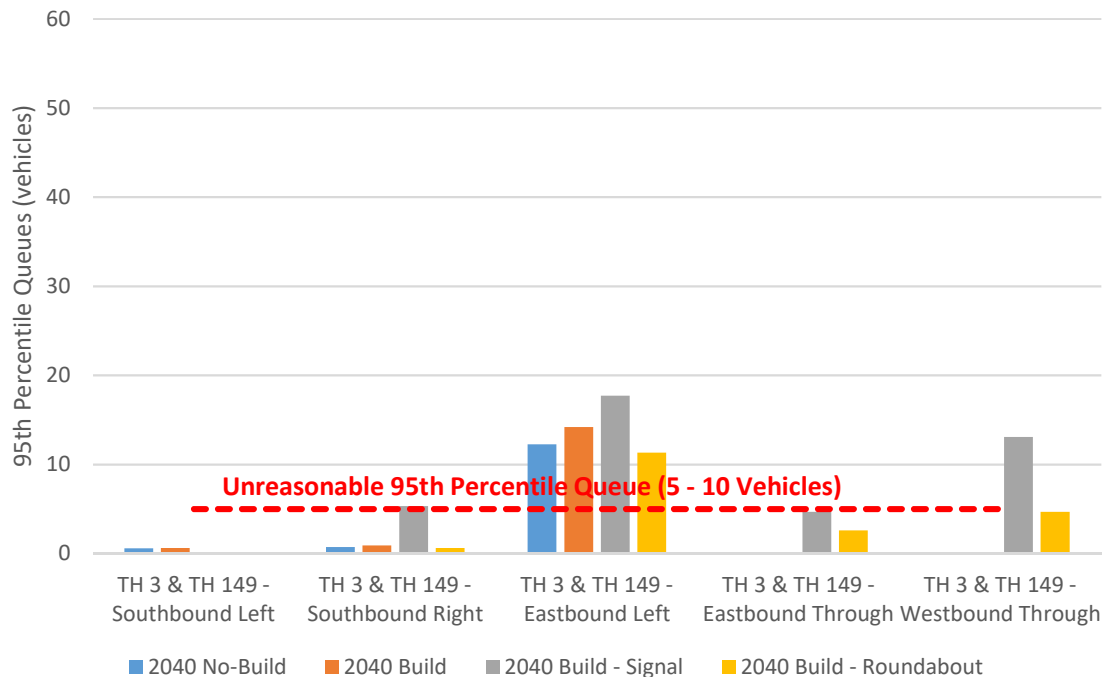
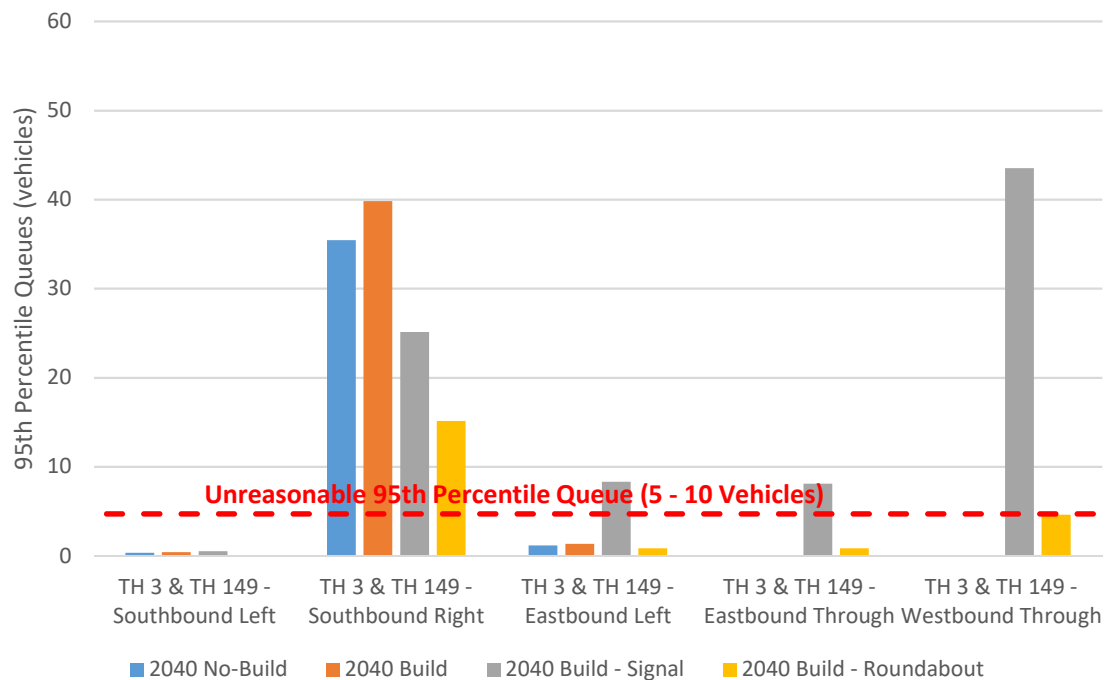


Chart 12 – P.M. Peak Hour Queues: Side Street Stop Sign Controlled Intersection - Mitigation



The addition of a signal at TH 3/TH 149 in the 2040 Build improves the p.m. peak hour southbound right turn queue, but has a negative impact on all other queues. This is most notable at the p.m. peak hour westbound thru movement which would go from a free flow movement to stopping with a significant queue length. Comparable results in the a.m. and p.m. peak hour 2040 Build scenarios as the current traffic control is likely due to large volume of conflicting movements in peak hour times.

The option of a roundabout at this intersection would have a positive improvement on all existing queue lengths. There is still forecast to be larger than desired 95th percentile queue lengths on the a.m. peak hour eastbound left turns and the p.m. peak hour southbound right turns. However, this does present overall improvement.

Based on these results, it is recommended that the TH 3/TH 149 intersection be monitored and right-of-way be preserved to convert this intersection to a roundabout when delays and queues become excessive.

5. Conclusions and Recommendations

The traffic impacts of the proposed development were thoroughly studied and the principal findings are:

- The proposed Westgate development is expected to generate approximately 670 new trips and 345 pass-by trips during an average weekday, approximately 15 new trips and 10 pass-by trips during the a.m. peak hour and approximately 55 new trips and 30 pass-by trips during the p.m. peak hour.
- The proposed Westgate development with the addition of other site outlots is expected to generate approximately 2,355 new trips and 1,220 pass-by trips during an average weekday, approximately 260 new trips and 85 pass-by trips during the a.m. peak hour and approximately 315 new trips and 105 pass-by trips during the p.m. peak hour.
- The TH 3/CSAH 30 intersection is forecast to operate with acceptable overall delays through 2040 except in the 2040 Build a.m. peak hour scenario.
- The TH 3/CSAH 30 intersection is forecast to have some significant queues, specifically the eastbound left and northbound thru movements in the a.m. peak hour and the southbound thru movement in the p.m. peak hour.
- The TH 3/TH 149 intersection currently has large queues on the southbound right turn movement in the p.m. peak hour.
- The TH 3/TH 149 intersection is forecast to have some significant queues, specifically the eastbound left movement in the a.m. peak hour and the southbound right movement in the p.m. peak hour.
- The TH 3/TH 149 currently meets peak hour signal warrants and is forecast to meet all volume-based signal warrants by the 2040 No-Build scenario.
- Any mitigation needed at the study intersections outside of adding a westbound approach would be needed without the addition of traffic from the Westgate development and surrounding outlots.

The following recommendations are made based on the above findings:

- Include pedestrian and bicycle facilities within the site and tie into the existing sidewalk on the north side of CSAH 30 west of TH 3.
- Construct the westbound leg with one left turn lane, one thru/right turn lane and an inbound lane.
- The TH 3/CSAH 30 intersection be monitored and right-of-way be preserved so that in the future this intersection can either be altered to have two northbound/southbound thru lanes or be converted to a roundabout.
- Monitor the TH 3/TH 149 intersection and preserve right-of-way to allow conversion of this intersection to a roundabout before 2040.

6. Appendix

A. Preliminary Concept Plan

B. The Language of Traffic Engineering

C. Traffic Counts

D. Trip Generation Table

E. Peak Hour Volumes

F. Level of Service (LOS)

G. Warrant Analyses

H. Capacity Analysis Backup

- AM Existing
- PM Existing
- AM 2020 No-Build
- PM 2020 No-Build
- AM 2020 Build
- PM 2020 Build
- AM 2040 No-Build
- PM 2040 No-Build
- AM 2040 Build
- PM 2040 Build
- AM 2040 Build – TH 3/CSAH 30 Mitigation – pm/pt
- PM 2040 Build – TH 3/CSAH 30 Mitigation – pm/pt
- AM 2040 Build – TH 3/CSAH 30 Mitigation – pm/pt & NB/SB Thru Lane
- PM 2040 Build – TH 3/CSAH 30 Mitigation – pm/pt & NB/SB Thru Lane
- AM 2040 Build – TH 3/CSAH 30 Mitigation – Roundabout
- PM 2040 Build – TH 3/CSAH 30 Mitigation – Roundabout
- AM 2040 Build – TH 3/TH 149 Mitigation – Signal
- AM 2040 Build – TH 3/TH 149 Mitigation – Roundabout
- PM 2040 Build – TH 3/TH 149 Mitigation – Signal
- PM 2040 Build – TH 3/TH 149 Mitigation – Roundabout

SEE SHEET C1 FOR GENERAL NOTES & LEGEND
SEE SHEET C4.1 & C4.2 FOR DETAILS

DRAWN BY: C.W.P.
DESIGN BY: C.W.P.
CHKD BY: C.W.P.
PROJ. NO. 16-1643
ORIGINAL DATE: OCTOBER 24, 2016

WARNING!!

KOCH REFINING COMPANY
HIGH PRESSURE PIPELINE
Before Excavating Contact:

KOCH REFINING
P.O. BOX 2256
WICHITA, KANSAS 67201
info@kochind.com

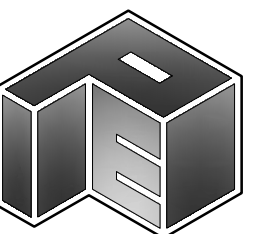
DATE	REVISION DESCRIPTION
11/21/16	ADD BORING LOCATIONS
11/30/16	SITE PLAN REVISION
12/22/16	SITE PLAN REVISION
01/04/17	SITE PLAN REVISION

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Charles W. Plowe
CHARLES W. PLOWE
LIC. NO. 18227
DATE: 01-04-2017

WEST GATE
INVER GROVE HEIGHTS, MN
GRADING, DRAINAGE & EROSION
CONTROL PLAN

PREPARED FOR:
**EXCEL
DEVELOPMENT**

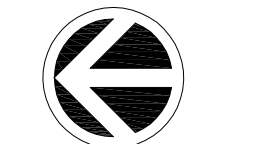


SITE PLANNING
& ENGINEERING

**PLOWE
ENGINEERING, INC.**

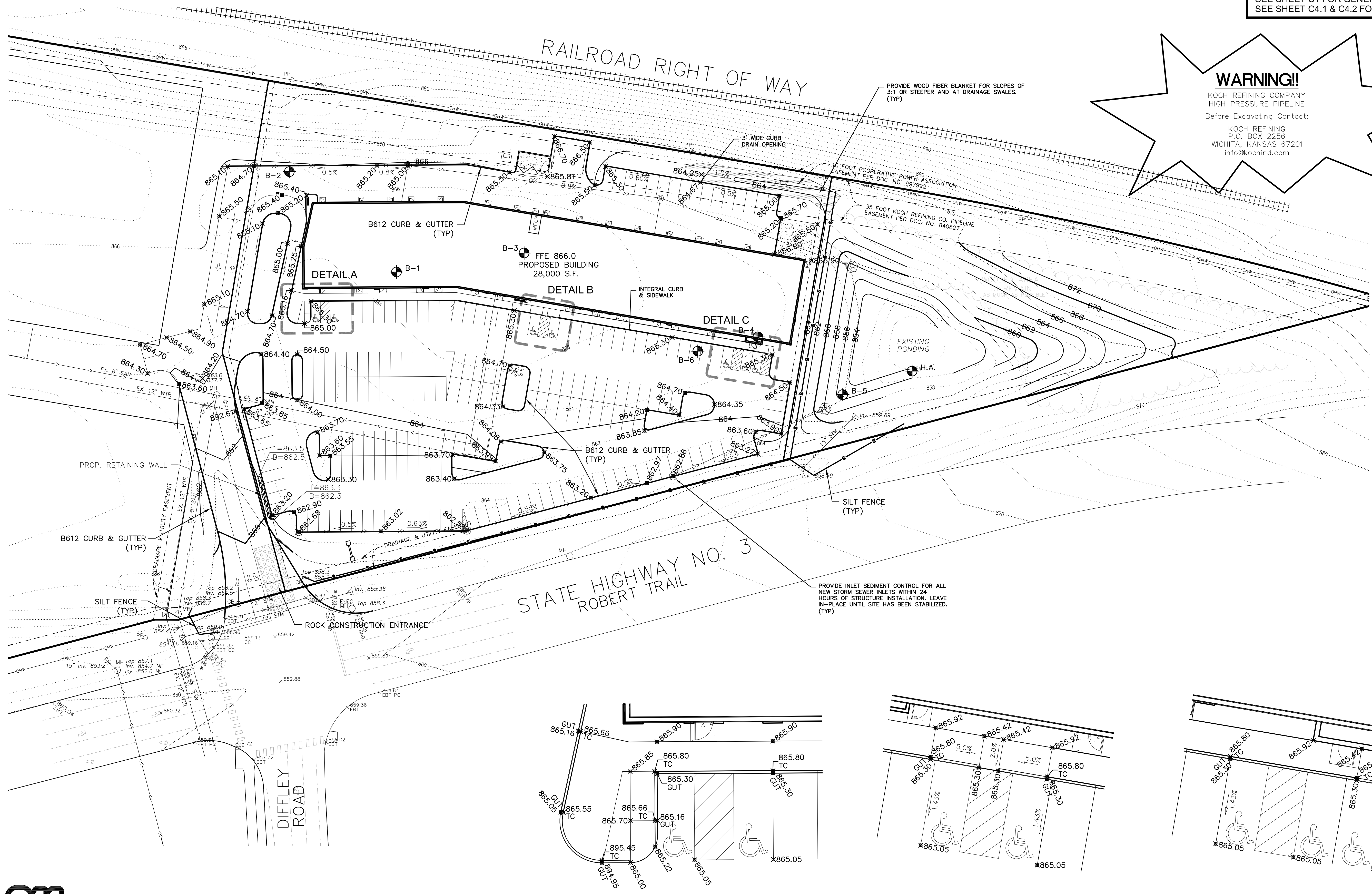
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH



0 20 40
1 INCH = 40 FEET

C2



NOTE:
T = TOP OF WALL
B = GROUND ELEV AT
BOTTOM OF WALL
TC = TOP OF CURB
G = GUTTER

DETAIL A

1 INCH = 10 FEET

DETAIL B

1 INCH = 10 FEET

DETAIL C

1 INCH = 10 FEET

GRADING, DRAINAGE & EROSION CONTROL PLAN WEST GATE



Know what's below.
Call before you dig.

The Language of Traffic Engineering

Traffic Engineering, and Traffic Engineers, often use technical terms or jargon that may be confusing or tough to understand even within the context of a sentence. Key terms and acronyms that can generally be found in all types of traffic studies are defined in this document.

Types of Studies

Access Management – The practice of government agencies limiting the amount of intersections (both public roadway crossings and private driveways) along a roadway corridor based on the function of the roadway to improve safety and mobility while streamlining access.

Corridor Study – A transportation review and analysis of the existing and future traffic operations of a roadway segment. Varies in length from a couple blocks to a few miles and typically covers all modes of travel.

Intersection Control Evaluation (ICE) Report – A document that examines and determines the most appropriate type of control (stop sign, signal, roundabout, or other) at one or more intersections.

Safety Study – An examination of crash records to identify potential trends, issues, and problem intersections/corridors. Usually includes potential mitigation options expected to decrease crash rates in the future.

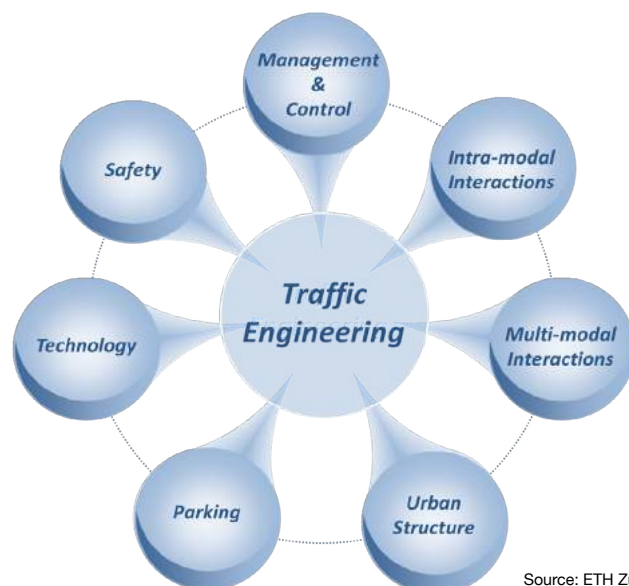
Speed Study – A review of existing travel speeds and the corridor characteristics to determine if speeding is an issue, the appropriate speed to post as the limit, and/or areas to provide reduced speed warnings.

Traffic Impact Study (TIS) – A document that addresses the expected traffic impacts of a development and, if necessary, mitigation options that will reduce or eliminate negative impacts. Also referred to as a Traffic Impact Analysis.

Transportation Plan – A document developed by a government agency to take inventory of their transportation network, identify concerns or issues and lay out the path for improvement of the system.

Travel Demand Management Plan (TDMP) – A plan that documents the existing infrastructure around a site, including transit and non-motorized vehicle options, and develops measures to be implemented to encourage those alternative modes of travel.

Warrant Evaluation – Review of traffic volumes and other characteristics at an intersection against thresholds to determine if a traffic signal or other traffic control option is needed/warranted.



Source: ETH Zurich

Traffic Engineering is a branch of civil engineering that focuses on the safe and efficient movement of people and vehicles. It is part science and part art, requiring not only technical skills for analysis but an understanding of motivations in choosing travel routes.

Key Organizations

AASHTO – American Association of State Highway and Transportation Officials. A nonprofit, nonpartisan association representing transportation departments with a primary goal of fostering the development, operation, and maintenance of an integrated national transportation system.

DOT – Department of Transportation. Government organizations within federal and state agencies dedicated to serving the transportation needs of the community and typically responsible for study, design, operation, and maintenance of all facets of transportation.

FHWA – Federal Highway Administration. An agency within the US Department of Transportation that supports State and local governments in the design, construction, and maintenance of the highway system.

ITE – Institute of Transportation Engineers. An international educational and scientific association of transportation professionals who are responsible for meeting mobility and safety needs.

Results

85th Percentile Speed – Speed at which 85 percent of drivers are traveling at or below. Speed limits are typically set at the 85th percentile speed.

95th Percentile Queue – The distance, generally measured in feet or number of vehicles, which will be exceeded in a lane, typically at an intersection, only five percent of the time. Usually used to help determine intersection turn lane lengths.

Control Delay – The total amount of time a motorist takes to get through a road segment or intersection minus the time it would take without stopping due to traffic controls (like stop signs or traffic signals). Control delay includes decelerating and accelerating back to full driving speed.

Functional Classification – the grouping of streets and highways into categories according to their characteristics and emphasis on mobility or access. Generally, categories include arterials (emphasizing mobility and fast travel), local roads (emphasizing access to adjoining properties), and collector roads (emphasizing a balance between the two and usually connecting arterials to local roads).

Intersection Delay – The average amount of time, usually expressed in seconds, experienced by any vehicle traveling through an intersection.

Level of Service (LOS) – Qualitative measure of traffic operations related to the amount of average delay experienced. Expressed in letter grades with LOS A representing the best operations with little to no delay and LOS F representing the worst operations with excessive delays and congestion.

Measures of Effectiveness – Performance measures that define how well traffic is moving along a corridor or thru an intersection. The common MOEs are travel time, corridor speed, delay, and queues.

Mitigation – Measures intended to reduce the impact of a development or improve an identified traffic issue by either improving capacity (like adding lanes) or reducing demand (like encouraging carpooling).

Queue – Length of line of cars waiting at an intersection or at a bottleneck in a corridor, typically measured for each individual lane of traffic in feet or number of vehicles.

Volume to Capacity (v/c) ratio – the number of vehicles through an intersection or roadway segment in a specific amount of time divided by the expected capacity of the road. Less than 1.0 indicates available capacity and above 1.0 indicates more vehicles than can be accommodated. Typically, a v/c ratio above 0.85 suggests operational issues.

Trip Generation – The amount of vehicle traffic generated by a land use. One trip is equal to one vehicle traveling from an origin to a destination (traveling to and from work equals two trips).

Warrants – Criteria based on volumes and other Measures of Effectiveness for determining when all way stop signs, roundabouts, traffic signals, or other type of control should be installed.

Important Manuals/Guides

HCM – Highway Capacity Manual (released by the Transportation Research Board, or TRB). The guide for engineers and planners to assess traffic and environmental effects of highway projects. This manual presents the foundation of traffic analysis procedures in the US.

MUTCD – Manual of Uniform Traffic Control Devices. A document that sets minimum standards and provides guidance to ensure uniformity of traffic control devices (such as messages, location, size, shapes, and colors) across the nation. All roads are subject to its jurisdiction.

HSM – Highway Safety Manual (released by AASHTO). A guide that presents a variety of methods for quantitatively estimating crash frequency or severity.

Resources

[MUTCD, 2009 Edition, published by FHWA](#)

[Highway Capacity Manual, HCM2010](#)

[Highway Safety Manual, HSM](#)

About This Brief

Spack Consulting prepared this brief as part of our company's vision to significantly improve the practice of traffic engineering and transportation planning. Transportation professionals from around the world have assisted us in developing this document. We are providing this brief under the Creative Commons Attribution License. Feel free to use-modify-share this guide, but please give us some credit in your document. To request our whole series of Design Briefs and to be included on our distribution list for new materials, please email mspack@spackconsulting.com. And please reach out if you have any comments or questions related to this Design Brief.

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-14-17

Site Code : 1

Start Date : 2/14/2017

Page No : 1

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
12:00 AM	0	0	12	4	0	16	0	0	0	0	0	0	0	0	1	0	0	1	0	1	0	2	0	3	20
12:15 AM	0	0	8	2	0	10	0	0	0	0	0	0	0	0	2	0	0	2	0	1	0	1	0	2	14
12:30 AM	0	0	6	10	0	16	0	0	0	0	0	0	0	1	1	0	0	2	0	2	0	1	0	3	21
12:45 AM	0	0	7	2	0	9	0	0	0	0	0	0	0	0	2	0	0	2	0	2	0	0	0	2	13
Total	0	0	33	18	0	51	0	0	0	0	0	0	0	1	6	0	0	7	0	6	0	4	0	10	68
01:00 AM	0	0	1	5	0	6	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	1	0	1	8
01:15 AM	0	0	3	4	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
01:30 AM	0	0	2	0	0	2	0	0	0	0	0	0	0	1	3	0	0	4	0	1	0	0	0	1	7
01:45 AM	0	0	3	0	0	3	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	1	0	1	5
Total	0	0	9	9	0	18	0	0	0	0	0	0	0	1	5	0	0	6	0	1	0	2	0	3	27
02:00 AM	0	0	2	0	0	2	0	0	0	0	0	0	0	0	1	0	0	1	0	2	0	0	0	2	5
02:15 AM	0	0	1	0	0	1	0	0	0	0	0	0	0	0	2	0	0	2	0	1	0	0	0	1	4
02:30 AM	0	0	6	0	0	6	0	0	0	0	0	0	0	1	9	0	0	10	0	2	0	2	0	4	20
02:45 AM	0	0	3	0	0	3	0	0	0	0	0	0	0	0	8	0	0	8	0	0	0	1	0	1	12
Total	0	0	12	0	0	12	0	0	0	0	0	0	0	1	20	0	0	21	0	5	0	3	0	8	41
03:00 AM	0	0	5	0	0	5	0	0	0	0	0	0	0	1	2	0	0	3	0	0	0	0	0	0	8
03:15 AM	0	0	5	0	0	5	0	0	0	0	0	0	0	0	11	0	0	11	0	1	0	1	0	2	18
03:30 AM	0	0	4	0	0	4	0	0	0	0	0	0	0	1	3	0	0	4	0	0	0	1	0	1	9
03:45 AM	0	0	4	1	0	5	0	0	0	0	0	0	0	2	6	0	0	8	0	0	0	1	0	1	14
Total	0	0	18	1	0	19	0	0	0	0	0	0	0	4	22	0	0	26	0	1	0	3	0	4	49
04:00 AM	0	0	1	2	0	3	0	0	0	0	0	0	0	1	3	0	0	4	0	0	0	1	0	1	8
04:15 AM	0	0	6	3	0	9	0	0	0	0	0	0	0	1	9	0	0	10	0	0	0	1	0	1	20
04:30 AM	0	0	4	5	0	9	0	0	0	0	0	0	0	6	14	0	0	20	0	0	0	0	0	0	29
04:45 AM	0	0	3	2	0	5	0	0	0	0	0	0	0	0	22	0	0	22	0	3	0	1	0	4	31
Total	0	0	14	12	0	26	0	0	0	0	0	0	0	8	48	0	0	56	0	3	0	3	0	6	88
05:00 AM	0	0	6	1	0	7	0	0	0	0	0	0	0	5	24	0	0	29	0	3	0	1	0	4	40
05:15 AM	0	0	11	2	0	13	0	0	0	0	0	0	0	6	26	0	0	32	0	5	0	1	0	6	51
05:30 AM	0	0	7	2	0	9	0	0	0	0	0	0	0	6	50	0	0	56	0	6	0	2	0	8	73
05:45 AM	0	0	4	5	0	9	0	0	0	0	0	0	0	7	61	0	0	68	0	4	0	10	0	14	91
Total	0	0	28	10	0	38	0	0	0	0	0	0	0	24	161	0	0	185	0	18	0	14	0	32	255
06:00 AM	0	0	12	2	0	14	0	0	0	0	0	0	0	13	74	0	0	87	0	6	0	5	0	11	112
06:15 AM	0	0	23	7	0	30	0	0	0	0	0	0	0	10	94	0	0	104	0	19	0	7	0	26	160
06:30 AM	0	0	40	20	0	60	0	0	0	0	0	0	0	17	135	0	0	152	0	25	0	11	0	36	248
06:45 AM	0	0	35	19	0	54	0	0	0	0	0	0	0	37	161	0	0	198	0	17	0	12	0	29	281
Total	0	0	110	48	0	158	0	0	0	0	0	0	0	77	464	0	0	541	0	67	0	35	0	102	801
07:00 AM	0	0	33	34	0	67	0	0	0	0	0	0	0	41	193	0	0	234	0	45	0	17	0	62	363
07:15 AM	0	0	41	21	0	62	0	0	0	0	0	0	0	32	255	0	0	287	0	55	0	21	0	76	425
07:30 AM	0	0	38	22	0	60	0	0	0	0	0	0	0	36	260	0	0	296	0	63	0	14	0	77	433

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-14-17

Site Code : 1

Start Date : 2/14/2017

Page No : 2

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
07:45 AM	0	0	64	31	0	95	0	0	0	0	0	0	0	39	296	0	0	335	0	25	0	27	0	52	482
Total	0	0	176	108	0	284	0	0	0	0	0	0	0	148	1004	0	0	1152	0	188	0	79	0	267	1703
08:00 AM	0	0	39	15	0	54	0	0	0	0	0	0	0	31	208	0	0	239	0	55	0	22	0	77	370
08:15 AM	0	0	31	14	0	45	0	0	0	0	0	0	0	20	171	0	0	191	0	23	0	13	0	36	272
08:30 AM	0	0	34	14	0	48	0	0	0	0	0	0	0	19	140	0	0	159	0	32	0	7	0	39	246
08:45 AM	0	0	48	20	0	68	0	0	0	0	0	0	0	23	107	0	0	130	0	24	0	8	0	32	230
Total	0	0	152	63	0	215	0	0	0	0	0	0	0	93	626	0	0	719	0	134	0	50	0	184	1118
09:00 AM	0	0	77	18	0	95	0	0	0	0	0	0	0	16	98	0	0	114	0	17	0	7	0	24	233
09:15 AM	0	0	44	25	0	69	0	0	0	0	0	0	0	22	112	0	0	134	0	25	0	23	0	48	251
09:30 AM	0	0	38	8	0	46	0	0	0	0	0	0	0	18	92	0	0	110	0	18	0	11	0	29	185
09:45 AM	0	0	29	12	0	41	0	0	0	0	0	0	0	10	68	0	0	78	0	16	0	11	0	27	146
Total	0	0	188	63	0	251	0	0	0	0	0	0	0	66	370	0	0	436	0	76	0	52	0	128	815
10:00 AM	0	0	32	15	0	47	0	0	0	0	0	0	0	7	57	0	0	64	0	10	0	10	0	20	131
10:15 AM	0	0	26	12	0	38	0	0	0	0	0	0	0	6	46	0	0	52	0	15	0	13	0	28	118
10:30 AM	0	0	27	18	0	45	0	0	0	0	0	0	0	10	50	0	0	60	0	20	0	6	0	26	131
10:45 AM	0	0	42	6	0	48	0	0	0	0	0	0	0	12	51	0	0	63	0	9	0	10	0	19	130
Total	0	0	127	51	0	178	0	0	0	0	0	0	0	35	204	0	0	239	0	54	0	39	0	93	510
11:00 AM	0	0	42	14	0	56	0	0	0	0	0	0	0	11	52	0	0	63	0	12	0	14	0	26	145
11:15 AM	0	0	43	10	0	53	0	0	0	0	0	0	0	16	36	0	0	52	0	22	0	9	0	31	136
11:30 AM	0	0	34	10	0	44	0	0	0	0	0	0	0	18	57	0	0	75	0	10	0	19	0	29	148
11:45 AM	0	0	45	12	0	57	0	0	0	0	0	0	1	17	46	0	0	64	0	14	0	13	0	27	148
Total	0	0	164	46	0	210	0	0	0	0	0	0	1	62	191	0	0	254	0	58	0	55	0	113	577
12:00 PM	0	0	65	22	0	87	0	0	0	0	0	0	1	11	46	0	0	58	0	13	0	14	0	27	172
12:15 PM	0	0	36	23	0	59	0	0	0	0	0	0	0	13	61	0	0	74	0	17	0	19	0	36	169
12:30 PM	0	0	50	17	0	67	0	0	0	0	0	0	0	10	58	0	0	68	0	18	0	20	0	38	173
12:45 PM	0	0	47	21	0	68	0	0	0	0	0	0	0	11	56	0	0	67	0	19	0	9	0	28	163
Total	0	0	198	83	0	281	0	0	0	0	0	0	1	45	221	0	0	267	0	67	0	62	0	129	677
01:00 PM	0	0	35	19	0	54	0	0	0	0	0	0	0	10	54	0	0	64	0	16	0	17	0	33	151
01:15 PM	0	0	69	12	0	81	0	0	0	0	0	0	0	15	34	0	0	49	0	10	0	12	0	22	152
01:30 PM	0	0	49	16	0	65	0	0	0	0	0	0	0	14	43	0	0	57	0	12	0	15	0	27	149
01:45 PM	0	0	58	14	0	72	0	0	0	0	0	0	0	14	47	0	0	61	0	16	0	7	0	23	156
Total	0	0	211	61	0	272	0	0	0	0	0	0	0	53	178	0	0	231	0	54	0	51	0	105	608
02:00 PM	0	0	74	23	0	97	0	0	0	0	0	0	0	23	47	0	0	70	0	18	0	12	0	30	197
02:15 PM	0	0	58	14	0	72	0	0	0	0	0	0	0	36	60	0	0	96	0	21	0	37	0	58	226
02:30 PM	0	0	76	24	0	100	0	0	0	0	0	0	0	18	44	0	0	62	0	19	0	31	0	50	212
02:45 PM	0	0	77	29	0	106	0	0	0	0	0	0	0	27	48	0	0	75	0	17	0	27	0	44	225
Total	0	0	285	90	0	375	0	0	0	0	0	0	0	104	199	0	0	303	0	75	0	107	0	182	860

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-14-17

Site Code : 1

Start Date : 2/14/2017

Page No : 3

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
03:00 PM	0	0	81	26	0	107	0	0	0	0	0	0	0	22	61	0	0	83	0	32	0	32	0	64	254
03:15 PM	0	0	104	26	0	130	0	0	0	0	0	0	0	24	57	0	0	81	0	19	0	40	0	59	270
03:30 PM	0	0	124	38	0	162	0	0	0	0	0	0	0	28	65	0	0	93	0	32	0	46	0	78	333
03:45 PM	0	0	152	42	0	194	0	0	0	0	0	0	0	24	52	0	0	76	0	31	0	32	0	63	333
Total	0	0	461	132	0	593	0	0	0	0	0	0	0	98	235	0	0	333	0	114	0	150	0	264	1190
04:00 PM	0	0	146	36	0	182	0	0	0	0	0	0	0	25	50	0	0	75	0	35	0	34	0	69	326
04:15 PM	0	0	213	44	0	257	0	0	0	0	0	0	0	22	74	0	0	96	0	22	0	37	0	59	412
04:30 PM	0	0	210	59	0	269	0	0	0	0	0	0	0	22	84	0	0	106	0	28	0	41	0	69	444
04:45 PM	0	0	209	43	0	252	0	0	0	0	0	0	0	38	96	0	0	134	0	27	0	43	0	70	456
Total	0	0	778	182	0	960	0	0	0	0	0	0	0	107	304	0	0	411	0	112	0	155	0	267	1638
05:00 PM	0	0	180	59	0	239	0	0	0	0	0	0	0	32	68	0	0	100	0	22	0	36	0	58	397
05:15 PM	0	0	224	59	0	283	0	0	0	0	0	0	0	20	100	0	0	120	0	31	0	49	0	80	483
05:30 PM	0	0	186	77	0	263	0	0	0	0	0	0	0	21	76	0	0	97	0	29	0	28	0	57	417
05:45 PM	0	0	155	49	0	204	0	0	0	0	0	0	0	27	72	0	0	99	0	40	0	37	0	77	380
Total	0	0	745	244	0	989	0	0	0	0	0	0	0	100	316	0	0	416	0	122	0	150	0	272	1677
06:00 PM	0	0	126	48	0	174	0	0	0	0	0	0	0	27	53	0	0	80	0	22	0	25	0	47	301
06:15 PM	0	0	111	31	0	142	0	0	0	0	0	0	0	22	51	0	0	73	0	25	0	37	0	62	277
06:30 PM	0	0	86	18	0	104	0	0	0	0	0	0	0	13	46	0	0	59	0	22	0	19	0	41	204
06:45 PM	0	0	66	28	0	94	0	0	0	0	0	0	0	22	28	0	0	50	0	11	0	23	0	34	178
Total	0	0	389	125	0	514	0	0	0	0	0	0	0	84	178	0	0	262	0	80	0	104	0	184	960
07:00 PM	0	0	72	25	0	97	0	0	0	0	0	0	0	12	36	0	0	48	0	16	0	25	0	41	186
07:15 PM	0	0	63	19	0	82	0	0	0	0	0	0	0	17	30	0	0	47	0	10	0	30	0	40	169
07:30 PM	0	0	37	13	0	50	0	0	0	0	0	0	0	10	40	0	0	50	0	13	0	22	0	35	135
07:45 PM	0	0	64	24	0	88	0	0	0	0	0	0	0	18	29	0	0	47	0	10	0	10	0	20	155
Total	0	0	236	81	0	317	0	0	0	0	0	0	0	57	135	0	0	192	0	49	0	87	0	136	645
08:00 PM	0	0	50	21	0	71	0	0	0	0	0	0	0	26	50	0	0	76	0	20	0	7	0	27	174
08:15 PM	0	0	50	11	0	61	0	0	0	0	0	0	0	11	21	0	0	32	0	10	0	19	0	29	122
08:30 PM	0	0	32	13	0	45	0	0	0	0	0	0	0	20	42	0	0	62	0	7	0	16	0	23	130
08:45 PM	0	0	26	16	0	42	0	0	0	0	0	0	0	7	41	0	0	48	0	12	0	12	0	24	114
Total	0	0	158	61	0	219	0	0	0	0	0	0	0	64	154	0	0	218	0	49	0	54	0	103	540
09:00 PM	0	0	37	7	0	44	0	0	0	0	0	0	0	8	36	0	0	44	0	5	0	17	0	22	110
09:15 PM	0	0	51	11	0	62	0	0	0	0	0	0	0	11	28	0	0	39	0	7	0	8	0	15	116
09:30 PM	0	0	39	11	0	50	0	0	0	0	0	0	0	3	20	0	0	23	0	10	0	5	0	15	88
09:45 PM	0	0	30	13	0	43	0	0	0	0	0	0	0	13	20	0	0	33	0	6	0	9	0	15	91
Total	0	0	157	42	0	199	0	0	0	0	0	0	0	35	104	0	0	139	0	28	0	39	0	67	405
10:00 PM	0	0	46	12	0	58	0	0	0	0	0	0	0	6	22	0	0	28	0	7	0	13	0	20	106
10:15 PM	0	0	40	14	0	54	0	0	0	0	0	0	0	9	26	0	0	35	0	6	0	2	0	8	97
10:30 PM	0	0	29	5	0	34	0	0	0	0	0	0	0	5	16	0	0	21	0	5	0	3	0	8	63

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-14-17

Site Code : 1

Start Date : 2/14/2017

Page No : 4

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

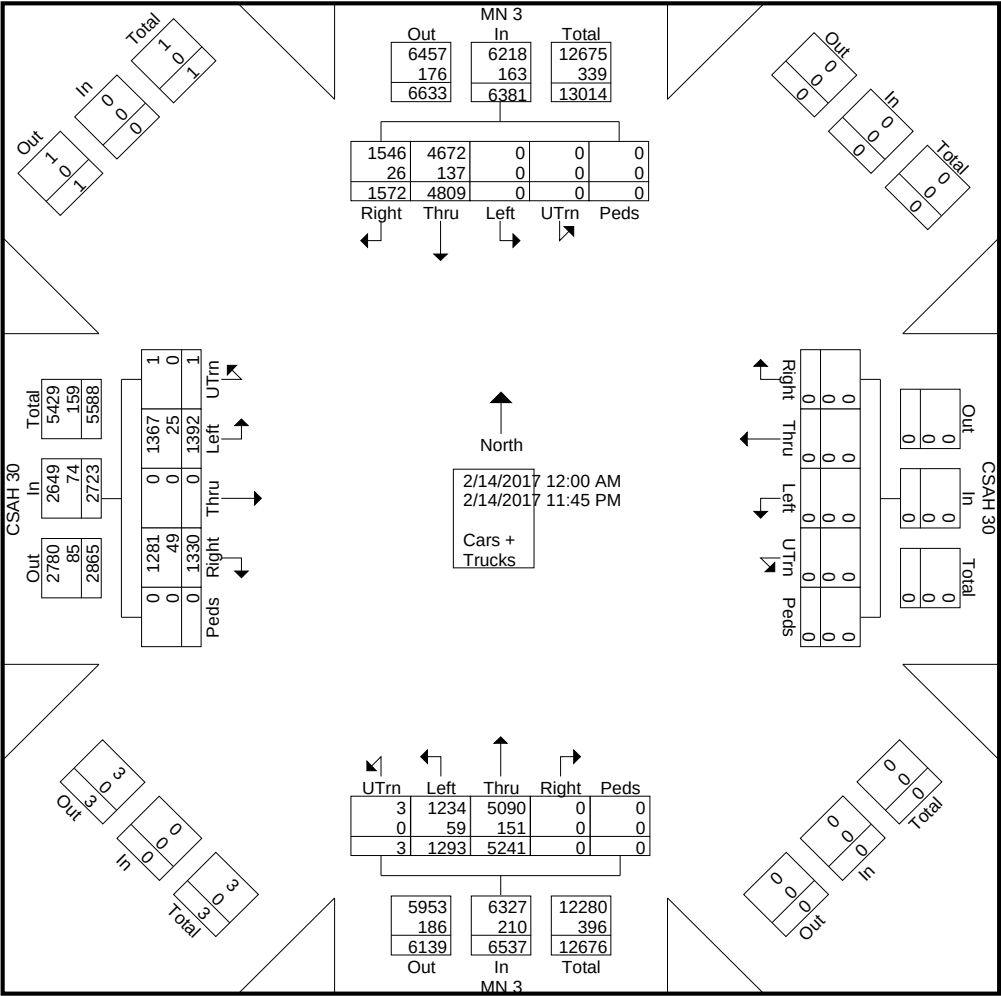
Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
10:45 PM	0	0	10	2	0	12	0	0	0	0	0	0	0	1	11	0	0	12	0	1	0	1	0	2	26
Total	0	0	125	33	0	158	0	0	0	0	0	0	0	21	75	0	0	96	0	19	0	19	0	38	292
11:00 PM	0	0	9	1	0	10	0	0	0	0	0	0	1	2	6	0	0	9	1	2	0	9	0	12	31
11:15 PM	0	0	12	2	0	14	0	0	0	0	0	0	0	2	6	0	0	8	0	7	0	3	0	10	32
11:30 PM	0	0	7	4	0	11	0	0	0	0	0	0	0	0	3	0	0	3	0	2	0	1	0	3	17
11:45 PM	0	0	7	2	0	9	0	0	0	0	0	0	0	1	6	0	0	7	0	1	0	0	0	1	17
Total	0	0	35	9	0	44	0	0	0	0	0	0	1	5	21	0	0	27	1	12	0	13	0	26	97
Grand Total	0	0	4809	1572	0	6381	0	0	0	0	0	0	3	1293	5241	0	0	6537	1	1392	0	1330	0	2723	15641
Apprch %	0	0	75.4	24.6	0		0	0	0	0	0		0	19.8	80.2	0	0		0	51.1	0	48.8	0		
Total %	0	0	30.7	10.1	0	40.8	0	0	0	0	0	0	0	8.3	33.5	0	0	41.8	0	8.9	0	8.5	0	17.4	
Cars +	0	0	4672	1546	0	6218	0	0	0	0	0	0	3	1234	5090	0	0	6327	1	1367	0	1281	0	2649	15194
% Cars +	0	0	97.2	98.3	0	97.4	0	0	0	0	0	0	100	95.4	97.1	0	0	96.8	100	98.2	0	96.3	0	97.3	97.1
Trucks	0	0	137	26	0	163	0	0	0	0	0	0	0	59	151	0	0	210	0	25	0	49	0	74	447
% Trucks	0	0	2.8	1.7	0	2.6	0	0	0	0	0	0	0	4.6	2.9	0	0	3.2	0	1.8	0	3.7	0	2.7	2.9

Appendix C - Traffic Counts



MN 3 & CSAH 30
Inver Grove Heights, MN

File Name : 1 - MN 3 & CSAH 30, 2-14-17
Site Code : 1
Start Date : 2/14/2017
Page No : 5



Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-14-17

Site Code : 1

Start Date : 2/14/2017

Page No : 6

MN 3 & CSAH 30
Inver Grove Heights, MN

	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound								
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total		
Peak Hour Analysis From 12:00 AM to 09:45 AM - Peak 1 of 1																											
Peak Hour for Entire Intersection Begins at 07:15 AM																											
07:15 AM	0	0	41	21	0	62	0	0	0	0	0	0	0	32	255	0	0	287	0	55	0	21	0	76	425		
07:30 AM	0	0	38	22	0	60	0	0	0	0	0	0	0	36	260	0	0	296	0	63	0	14	0	77	433		
07:45 AM	0	0	64	31	0	95	0	0	0	0	0	0	0	39	296	0	0	335	0	25	0	27	0	52	482		
08:00 AM	0	0	39	15	0	54	0	0	0	0	0	0	0	31	208	0	0	239	0	55	0	22	0	77	370		
Total Volume	0	0	182	89	0	271	0	0	0	0	0	0	0	138	1019	0	0	1157	0	198	0	84	0	282	1710		
% App. Total	0	0	67.2	32.8	0		0	0	0	0	0		0	11.9	88.1	0	0		0	70.2	0	29.8	0				
PHF	.000	.000	.711	.718	.000	.713	.000	.000	.000	.000	.000	.000	.000	.885	.861	.000	.000	.863	.000	.786	.000	.778	.000	.916	.887		
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																											
Peak Hour for Entire Intersection Begins at 12:00 PM																											
12:00 PM	0	0	65	22	0	87	0	0	0	0	0	0	1	11	46	0	0	58	0	13	0	14	0	27	172		
12:15 PM	0	0	36	23	0	59	0	0	0	0	0	0	0	13	61	0	0	74	0	17	0	19	0	36	169		
12:30 PM	0	0	50	17	0	67	0	0	0	0	0	0	0	10	58	0	0	68	0	18	0	20	0	38	173		
12:45 PM	0	0	47	21	0	68	0	0	0	0	0	0	0	11	56	0	0	67	0	19	0	9	0	28	163		
Total Volume	0	0	198	83	0	281	0	0	0	0	0	0	1	45	221	0	0	267	0	67	0	62	0	129	677		
% App. Total	0	0	70.5	29.5	0		0	0	0	0	0		0.4	16.9	82.8	0	0		0	51.9	0	48.1	0				
PHF	.000	.000	.762	.902	.000	.807	.000	.000	.000	.000	.000	.000	.250	.865	.906	.000	.000	.902	.000	.882	.000	.775	.000	.849	.978		
Peak Hour Analysis From 02:00 PM to 11:45 PM - Peak 1 of 1																											
Peak Hour for Entire Intersection Begins at 04:30 PM																											
04:30 PM	0	0	210	59	0	269	0	0	0	0	0	0	0	22	84	0	0	106	0	28	0	41	0	69	444		
04:45 PM	0	0	209	43	0	252	0	0	0	0	0	0	0	38	96	0	0	134	0	27	0	43	0	70	456		
05:00 PM	0	0	180	59	0	239	0	0	0	0	0	0	0	32	68	0	0	100	0	22	0	36	0	58	397		
05:15 PM	0	0	224	59	0	283	0	0	0	0	0	0	0	20	100	0	0	120	0	31	0	49	0	80	483		
Total Volume	0	0	823	220	0	1043	0	0	0	0	0	0	0	112	348	0	0	460	0	108	0	169	0	277	1780		
% App. Total	0	0	78.9	21.1	0		0	0	0	0	0		0	24.3	75.7	0	0		0	39	0	61	0				
PHF	.000	.000	.919	.932	.000	.921	.000	.000	.000	.000	.000	.000	.000	.737	.870	.000	.000	.858	.000	.871	.000	.862	.000	.866	.921		

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-15-17

Site Code : 1

Start Date : 2/15/2017

Page No : 1

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
12:00 AM	0	0	7	1	0	8	0	0	0	0	0	0	0	0	3	0	0	3	0	1	0	0	0	1	12
12:15 AM	0	0	11	3	0	14	0	0	0	0	0	0	0	1	4	0	0	5	0	0	0	0	0	0	19
12:30 AM	0	0	7	2	0	9	0	0	0	0	0	0	0	0	1	0	0	1	0	1	0	0	0	1	11
12:45 AM	0	0	7	2	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
Total	0	0	32	8	0	40	0	0	0	0	0	0	0	1	8	0	0	9	0	2	0	0	0	2	51
01:00 AM	0	0	3	0	0	3	0	0	0	0	0	0	0	1	0	0	0	1	0	1	0	0	0	1	5
01:15 AM	0	0	3	1	0	4	0	0	0	0	0	0	0	0	2	0	0	2	0	1	0	1	0	2	8
01:30 AM	0	0	2	3	0	5	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	2	0	2	10
01:45 AM	0	0	3	1	0	4	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	1	0	1	9
Total	0	0	11	5	0	16	0	0	0	0	0	0	0	1	9	0	0	10	0	2	0	4	0	6	32
02:00 AM	0	0	7	0	0	7	0	0	0	0	0	0	0	1	4	0	0	5	0	0	0	0	0	0	12
02:15 AM	0	0	3	0	0	3	0	0	0	0	0	0	0	0	4	0	0	4	0	1	0	1	0	2	9
02:30 AM	0	0	4	2	0	6	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	8
02:45 AM	0	0	3	2	0	5	0	0	0	0	0	0	0	1	12	0	0	13	0	1	0	0	0	1	19
Total	0	0	17	4	0	21	0	0	0	0	0	0	0	2	22	0	0	24	0	2	0	1	0	3	48
03:00 AM	0	0	8	0	0	8	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	1	0	1	14
03:15 AM	0	0	1	1	0	2	0	0	0	0	0	0	0	2	16	0	0	18	0	1	0	1	0	2	22
03:30 AM	0	0	4	1	0	5	0	0	0	0	0	0	0	1	3	0	0	4	0	0	0	1	0	1	10
03:45 AM	0	0	4	2	0	6	0	0	0	0	0	0	0	1	6	0	0	7	0	0	0	1	0	1	14
Total	0	0	17	4	0	21	0	0	0	0	0	0	0	4	30	0	0	34	0	1	0	4	0	5	60
04:00 AM	0	0	3	0	0	3	0	0	0	0	0	0	0	1	4	0	0	5	0	1	0	1	0	2	10
04:15 AM	0	0	6	0	0	6	0	0	0	0	0	0	0	2	13	0	0	15	0	1	0	1	0	2	23
04:30 AM	0	0	3	1	0	4	0	0	0	0	0	0	0	3	13	0	0	16	0	1	0	0	0	1	21
04:45 AM	0	0	4	3	0	7	0	0	0	0	0	0	0	1	23	0	0	24	0	1	0	1	0	2	33
Total	0	0	16	4	0	20	0	0	0	0	0	0	0	7	53	0	0	60	0	4	0	3	0	7	87
05:00 AM	0	0	3	3	0	6	0	0	0	0	0	0	0	2	21	0	0	23	0	2	0	0	0	2	31
05:15 AM	0	0	7	0	0	7	0	0	0	0	0	0	0	5	30	0	0	35	0	2	0	2	0	4	46
05:30 AM	0	0	5	2	0	7	0	0	0	0	0	0	0	7	41	0	0	48	0	5	0	4	0	9	64
05:45 AM	0	0	4	0	0	4	0	0	0	0	0	0	0	9	70	0	0	79	0	6	0	3	0	9	92
Total	0	0	19	5	0	24	0	0	0	0	0	0	0	23	162	0	0	185	0	15	0	9	0	24	233
06:00 AM	0	0	10	4	0	14	0	0	0	0	0	0	0	13	64	0	0	77	0	12	0	5	0	17	108
06:15 AM	0	0	20	6	0	26	0	0	0	0	0	0	0	11	99	0	0	110	0	10	0	3	0	13	149
06:30 AM	0	0	26	10	0	36	0	0	0	0	0	0	0	19	141	0	0	160	0	27	0	8	0	35	231
06:45 AM	0	0	25	24	0	49	0	0	0	0	0	0	0	45	215	0	0	260	0	31	0	12	0	43	352
Total	0	0	81	44	0	125	0	0	0	0	0	0	0	88	519	0	0	607	0	80	0	28	0	108	840
07:00 AM	0	0	43	42	0	85	0	0	0	0	0	0	0	45	198	0	0	243	0	39	0	10	0	49	377
07:15 AM	0	0	34	24	0	58	0	0	0	0	0	0	0	31	247	0	0	278	0	49	0	20	0	69	405
07:30 AM	0	0	41	17	0	58	0	0	0	0	0	0	0	32	276	0	0	308	0	58	0	28	0	86	452

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-15-17

Site Code : 1

Start Date : 2/15/2017

Page No : 2

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
07:45 AM	0	0	68	21	0	89	0	0	0	0	0	0	0	36	304	0	0	340	0	67	0	28	0	95	524
Total	0	0	186	104	0	290	0	0	0	0	0	0	0	144	1025	0	0	1169	0	213	0	86	0	299	1758
08:00 AM	0	0	42	19	0	61	0	0	0	0	0	0	0	31	205	0	0	236	0	40	0	21	0	61	358
08:15 AM	0	0	28	28	0	56	0	0	0	0	0	0	0	23	172	0	0	195	0	31	0	9	0	40	291
08:30 AM	0	0	46	9	0	55	0	0	0	0	0	0	0	14	120	0	0	134	0	38	0	8	0	46	235
08:45 AM	0	0	51	22	0	73	0	0	0	0	0	0	0	24	133	0	0	157	0	17	0	15	0	32	262
Total	0	0	167	78	0	245	0	0	0	0	0	0	0	92	630	0	0	722	0	126	0	53	0	179	1146
09:00 AM	0	0	49	25	0	74	0	0	0	0	0	0	0	16	98	0	0	114	0	17	0	12	0	29	217
09:15 AM	0	0	41	15	0	56	0	0	0	0	0	0	0	27	105	0	0	132	0	26	0	15	0	41	229
09:30 AM	0	0	31	16	0	47	0	0	0	0	0	0	0	23	90	0	0	113	0	20	0	12	0	32	192
09:45 AM	0	0	36	16	0	52	0	0	0	0	0	0	0	13	90	0	0	103	0	16	0	11	0	27	182
Total	0	0	157	72	0	229	0	0	0	0	0	0	0	79	383	0	0	462	0	79	0	50	0	129	820
10:00 AM	0	0	30	12	0	42	0	0	0	0	0	0	0	11	62	0	0	73	0	10	0	12	0	22	137
10:15 AM	0	0	33	14	0	47	0	0	0	0	0	0	0	13	55	0	0	68	0	9	0	13	0	22	137
10:30 AM	0	0	45	7	0	52	0	0	0	0	0	0	0	4	46	0	0	50	0	10	0	14	0	24	126
10:45 AM	0	0	41	15	0	56	0	0	0	0	0	0	0	13	53	0	0	66	0	7	0	10	0	17	139
Total	0	0	149	48	0	197	0	0	0	0	0	0	0	41	216	0	0	257	0	36	0	49	0	85	539
11:00 AM	0	0	34	23	0	57	0	0	0	0	0	0	0	8	37	0	0	45	0	17	0	11	0	28	130
11:15 AM	0	0	55	13	0	68	0	0	0	0	0	0	0	21	51	0	0	72	0	9	0	9	0	18	158
11:30 AM	0	0	43	15	0	58	0	0	0	0	0	0	0	8	42	0	0	50	0	12	0	9	0	21	129
11:45 AM	0	0	52	15	0	67	0	0	0	0	0	0	0	21	48	0	0	69	0	19	0	19	0	38	174
Total	0	0	184	66	0	250	0	0	0	0	0	0	0	58	178	0	0	236	0	57	0	48	0	105	591
12:00 PM	0	0	50	16	0	66	0	0	0	0	0	0	0	15	39	0	0	54	0	14	0	11	0	25	145
12:15 PM	0	0	49	16	0	65	0	0	0	0	0	0	0	20	47	0	0	67	0	11	0	22	0	33	165
12:30 PM	0	0	57	22	0	79	0	0	0	0	0	0	0	8	33	0	0	41	0	16	0	22	0	38	158
12:45 PM	0	0	49	19	0	68	0	0	0	0	0	0	0	14	53	0	0	67	0	15	0	13	0	28	163
Total	0	0	205	73	0	278	0	0	0	0	0	0	0	57	172	0	0	229	0	56	0	68	0	124	631
01:00 PM	0	0	44	16	0	60	0	0	0	0	0	0	0	11	58	0	0	69	0	11	0	14	0	25	154
01:15 PM	0	0	46	18	0	64	0	0	0	0	0	0	0	16	39	0	0	55	0	16	0	15	0	31	150
01:30 PM	0	0	44	17	0	61	0	0	0	0	0	0	0	10	36	0	0	46	0	19	0	15	0	34	141
01:45 PM	0	0	60	11	0	71	0	0	0	0	0	0	0	16	48	0	0	64	0	9	0	7	0	16	151
Total	0	0	194	62	0	256	0	0	0	0	0	0	0	53	181	0	0	234	0	55	0	51	0	106	596
02:00 PM	0	0	66	20	0	86	0	0	0	0	0	0	0	21	41	0	0	62	0	11	0	21	0	32	180
02:15 PM	0	0	57	24	0	81	0	0	0	0	0	0	0	40	64	0	0	104	0	21	0	29	0	50	235
02:30 PM	0	0	71	23	0	94	0	0	0	0	0	0	0	30	54	0	0	84	0	21	0	28	0	49	227
02:45 PM	0	0	84	40	0	124	0	0	0	0	0	0	0	27	56	0	0	83	0	19	0	19	0	38	245
Total	0	0	278	107	0	385	0	0	0	0	0	0	0	118	215	0	0	333	0	72	0	97	0	169	887

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-15-17

Site Code : 1

Start Date : 2/15/2017

Page No : 3

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
03:00 PM	0	0	79	26	0	105	0	0	0	0	0	0	0	27	49	0	0	76	0	24	0	29	0	53	234
03:15 PM	0	0	89	31	0	120	0	0	0	0	0	0	0	16	60	0	0	76	0	33	0	41	0	74	270
03:30 PM	0	0	116	39	0	155	0	0	0	0	0	0	0	25	66	0	0	91	0	17	0	41	0	58	304
03:45 PM	0	0	151	43	0	194	0	0	0	0	0	0	0	32	50	0	0	82	0	31	0	42	0	73	349
Total	0	0	435	139	0	574	0	0	0	0	0	0	0	100	225	0	0	325	0	105	0	153	0	258	1157
04:00 PM	0	0	147	45	0	192	0	0	0	0	0	0	0	22	58	0	0	80	0	24	0	39	0	63	335
04:15 PM	0	0	200	38	0	238	0	0	0	0	0	0	0	24	71	0	0	95	0	30	0	44	0	74	407
04:30 PM	0	0	180	57	0	237	0	0	0	0	0	0	0	25	71	0	0	96	0	17	0	36	0	53	386
04:45 PM	0	0	203	60	0	263	0	0	0	0	0	0	0	36	72	0	0	108	0	38	0	44	0	82	453
Total	0	0	730	200	0	930	0	0	0	0	0	0	0	107	272	0	0	379	0	109	0	163	0	272	1581
05:00 PM	0	0	203	66	0	269	0	0	0	0	0	0	0	24	74	0	0	98	0	38	0	40	0	78	445
05:15 PM	0	0	203	49	0	252	0	0	0	0	0	0	0	23	90	0	0	113	0	30	0	49	0	79	444
05:30 PM	0	0	162	62	0	224	0	0	0	0	0	0	0	22	77	0	0	99	0	28	0	46	0	74	397
05:45 PM	0	0	160	54	0	214	0	0	0	0	0	0	0	22	68	0	0	90	0	25	0	39	0	64	368
Total	0	0	728	231	0	959	0	0	0	0	0	0	0	91	309	0	0	400	0	121	0	174	0	295	1654
06:00 PM	0	0	134	55	0	189	0	0	0	0	0	0	0	16	55	0	0	71	0	34	0	45	0	79	339
06:15 PM	0	0	128	38	0	166	0	0	0	0	0	0	0	32	81	0	0	113	0	36	0	31	0	67	346
06:30 PM	0	0	91	42	0	133	0	0	0	0	0	0	0	24	59	0	0	83	0	30	0	27	0	57	273
06:45 PM	0	0	75	37	0	112	0	0	0	0	0	0	0	27	68	0	0	95	0	25	0	45	0	70	277
Total	0	0	428	172	0	600	0	0	0	0	0	0	0	99	263	0	0	362	0	125	0	148	0	273	1235
07:00 PM	0	0	66	15	0	81	0	0	0	0	0	0	0	23	48	0	0	71	0	23	0	25	0	48	200
07:15 PM	0	0	69	17	0	86	0	0	0	0	0	0	0	27	50	0	0	77	0	18	0	31	0	49	212
07:30 PM	0	0	66	19	0	85	0	0	0	0	0	0	0	18	57	0	0	75	0	19	0	15	0	34	194
07:45 PM	0	0	48	21	0	69	0	0	0	0	0	0	0	14	40	0	0	54	0	14	0	17	0	31	154
Total	0	0	249	72	0	321	0	0	0	0	0	0	0	82	195	0	0	277	0	74	0	88	0	162	760
08:00 PM	0	0	53	21	0	74	0	0	0	0	0	0	0	13	33	0	0	46	0	17	0	16	0	33	153
08:15 PM	0	0	60	31	0	91	0	0	0	0	0	0	0	17	22	0	0	39	0	24	0	21	0	45	175
08:30 PM	0	0	49	11	0	60	0	0	0	0	0	0	0	13	29	0	0	42	0	18	0	28	0	46	148
08:45 PM	0	0	38	23	0	61	0	0	0	0	0	0	0	29	34	0	0	63	0	15	0	22	0	37	161
Total	0	0	200	86	0	286	0	0	0	0	0	0	0	72	118	0	0	190	0	74	0	87	0	161	637
09:00 PM	0	0	94	19	0	113	0	0	0	0	0	0	0	14	18	0	0	32	0	12	0	15	0	27	172
09:15 PM	0	0	74	16	0	90	0	0	0	0	0	0	0	7	21	0	0	28	0	6	0	7	0	13	131
09:30 PM	0	0	54	17	0	71	0	0	0	0	0	0	0	5	25	0	0	30	0	11	0	9	0	20	121
09:45 PM	0	0	38	11	0	49	0	0	0	0	0	0	0	6	17	0	0	23	0	4	0	3	0	7	79
Total	0	0	260	63	0	323	0	0	0	0	0	0	0	32	81	0	0	113	0	33	0	34	0	67	503
10:00 PM	0	0	24	17	0	41	0	0	0	0	0	0	0	5	18	0	0	23	0	2	0	10	0	12	76
10:15 PM	0	0	31	5	0	36	0	0	0	0	0	0	0	2	22	0	0	24	0	4	0	6	0	10	70
10:30 PM	0	0	19	5	0	24	0	0	0	0	0	0	0	5	16	0	0	21	0	0	0	2	0	2	47

Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-15-17

Site Code : 1

Start Date : 2/15/2017

Page No : 4

MN 3 & CSAH 30
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

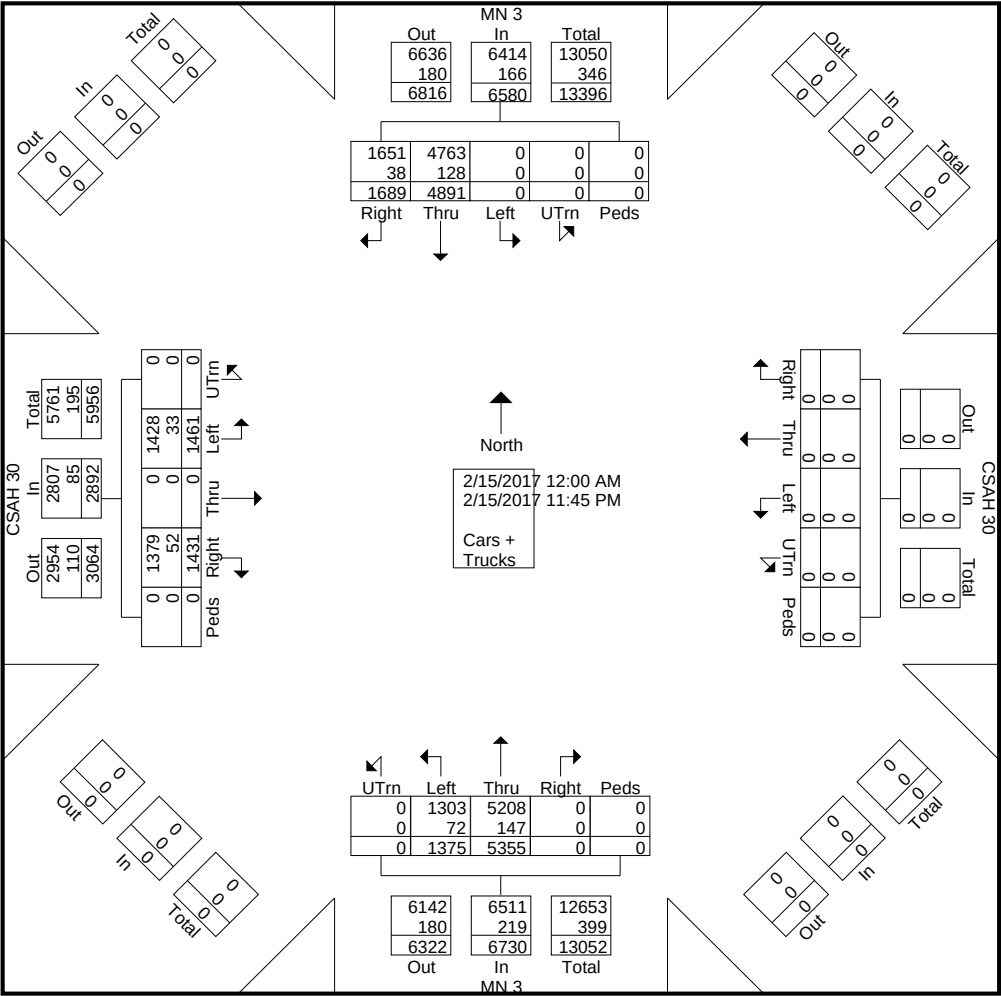
	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound						
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total
10:45 PM	0	0	25	5	0	30	0	0	0	0	0	0	0	2	8	0	0	10	0	1	0	5	0	6	46
Total	0	0	99	32	0	131	0	0	0	0	0	0	0	14	64	0	0	78	0	7	0	23	0	30	239
11:00 PM	0	0	20	2	0	22	0	0	0	0	0	0	0	3	6	0	0	9	0	5	0	3	0	8	39
11:15 PM	0	0	12	2	0	14	0	0	0	0	0	0	0	3	13	0	0	16	0	8	0	2	0	10	40
11:30 PM	0	0	12	4	0	16	0	0	0	0	0	0	0	4	2	0	0	6	0	0	0	3	0	3	25
11:45 PM	0	0	5	2	0	7	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	2	0	2	13
Total	0	0	49	10	0	59	0	0	0	0	0	0	0	10	25	0	0	35	0	13	0	10	0	23	117
Grand Total	0	0	4891	1689	0	6580	0	0	0	0	0	0	0	1375	5355	0	0	6730	0	1461	0	1431	0	2892	16202
Apprch %	0	0	74.3	25.7	0		0	0	0	0	0		0	20.4	79.6	0	0		0	50.5	0	49.5	0		
Total %	0	0	30.2	10.4	0	40.6	0	0	0	0	0	0	0	8.5	33.1	0	0	41.5	0	9	0	8.8	0	17.8	
Cars +	0	0	4763	1651	0	6414	0	0	0	0	0	0	0	1303	5208	0	0	6511	0	1428	0	1379	0	2807	15732
% Cars +	0	0	97.4	97.8	0	97.5	0	0	0	0	0	0	0	94.8	97.3	0	0	96.7	0	97.7	0	96.4	0	97.1	97.1
Trucks	0	0	128	38	0	166	0	0	0	0	0	0	0	72	147	0	0	219	0	33	0	52	0	85	470
% Trucks	0	0	2.6	2.2	0	2.5	0	0	0	0	0	0	0	5.2	2.7	0	0	3.3	0	2.3	0	3.6	0	2.9	2.9

Appendix C - Traffic Counts



MN 3 & CSAH 30
Inver Grove Heights, MN

File Name : 1 - MN 3 & CSAH 30, 2-15-17
Site Code : 1
Start Date : 2/15/2017
Page No : 5



Appendix C - Traffic Counts



File Name : 1 - MN 3 & CSAH 30, 2-15-17

Site Code : 1

Start Date : 2/15/2017

Page No : 6

MN 3 & CSAH 30
Inver Grove Heights, MN

	MN 3 Southbound						CSAH 30 Westbound						MN 3 Northbound						CSAH 30 Eastbound							
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total	
Peak Hour Analysis From 12:00 AM to 09:45 AM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 07:00 AM																										
07:00 AM	0	0	43	42	0	85	0	0	0	0	0	0	0	45	198	0	0	243	0	39	0	10	0	49	377	
07:15 AM	0	0	34	24	0	58	0	0	0	0	0	0	0	31	247	0	0	278	0	49	0	20	0	69	405	
07:30 AM	0	0	41	17	0	58	0	0	0	0	0	0	0	32	276	0	0	308	0	58	0	28	0	86	452	
07:45 AM	0	0	68	21	0	89	0	0	0	0	0	0	0	36	304	0	0	340	0	67	0	28	0	95	524	
Total Volume	0	0	186	104	0	290	0	0	0	0	0	0	0	144	1025	0	0	1169	0	213	0	86	0	299	1758	
% App. Total	0	0	64.1	35.9	0		0	0	0	0	0	0	0	12.3	87.7	0	0		0	71.2	0	28.8	0			
PHF	.000	.000	.684	.619	.000	.815	.000	.000	.000	.000	.000	.000	.000	.800	.843	.000	.000	.860	.000	.795	.000	.768	.000	.787	.839	
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 11:45 AM																										
11:45 AM	0	0	52	15	0	67	0	0	0	0	0	0	0	21	48	0	0	69	0	19	0	19	0	38	174	
12:00 PM	0	0	50	16	0	66	0	0	0	0	0	0	0	15	39	0	0	54	0	14	0	11	0	25	145	
12:15 PM	0	0	49	16	0	65	0	0	0	0	0	0	0	20	47	0	0	67	0	11	0	22	0	33	165	
12:30 PM	0	0	57	22	0	79	0	0	0	0	0	0	0	8	33	0	0	41	0	16	0	22	0	38	158	
Total Volume	0	0	208	69	0	277	0	0	0	0	0	0	0	64	167	0	0	231	0	60	0	74	0	134	642	
% App. Total	0	0	75.1	24.9	0		0	0	0	0	0	0	0	27.7	72.3	0	0		0	44.8	0	55.2	0			
PHF	.000	.000	.912	.784	.000	.877	.000	.000	.000	.000	.000	.000	.000	.762	.870	.000	.000	.837	.000	.789	.000	.841	.000	.882	.922	
Peak Hour Analysis From 02:00 PM to 11:45 PM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 04:45 PM																										
04:45 PM	0	0	203	60	0	263	0	0	0	0	0	0	0	36	72	0	0	108	0	38	0	44	0	82	453	
05:00 PM	0	0	203	66	0	269	0	0	0	0	0	0	0	24	74	0	0	98	0	38	0	40	0	78	445	
05:15 PM	0	0	203	49	0	252	0	0	0	0	0	0	0	23	90	0	0	113	0	30	0	49	0	79	444	
05:30 PM	0	0	162	62	0	224	0	0	0	0	0	0	0	22	77	0	0	99	0	28	0	46	0	74	397	
Total Volume	0	0	771	237	0	1008	0	0	0	0	0	0	0	105	313	0	0	418	0	134	0	179	0	313	1739	
% App. Total	0	0	76.5	23.5	0		0	0	0	0	0	0	0	25.1	74.9	0	0		0	42.8	0	57.2	0			
PHF	.000	.000	.950	.898	.000	.937	.000	.000	.000	.000	.000	.000	.000	.729	.869	.000	.000	.925	.000	.882	.000	.913	.000	.954	.960	

Appendix C - Traffic Counts

File Name : 2 - MN 3 & MN 149, 2-14-17

Site Code : 2

Start Date : 2/14/2017

Page No : 1

MN 3 & MN 149
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
12:00 AM	0	0	0	11	0	11	0	0	4	0	0	4	0	0	0	0	0	0	0	2	2	0	0	4	19
12:15 AM	0	0	0	7	0	7	0	0	1	0	0	1	0	0	0	0	0	0	0	2	0	0	0	2	10
12:30 AM	0	0	0	14	0	14	0	0	2	0	0	2	0	0	0	0	0	0	0	2	1	0	0	3	19
12:45 AM	0	0	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0	0	3	6
Total	0	0	0	35	0	35	0	0	7	0	0	7	0	0	0	0	0	0	0	8	4	0	0	12	54
01:00 AM	0	0	0	2	0	2	0	0	1	0	0	1	0	0	0	0	0	0	0	2	1	0	0	3	6
01:15 AM	0	1	0	7	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
01:30 AM	0	0	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	0	4	7
01:45 AM	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	0	0	3	5
Total	0	1	0	14	0	15	0	0	1	0	0	1	0	0	0	0	0	0	0	5	5	0	0	10	26
02:00 AM	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1	0	0	5	7
02:15 AM	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	3	4
02:30 AM	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	7	2	0	0	9	11
02:45 AM	0	0	0	3	0	3	0	0	2	0	0	2	0	0	0	0	0	0	0	8	0	0	0	8	13
Total	0	0	0	8	0	8	0	0	2	0	0	2	0	0	0	0	0	0	0	22	3	0	0	25	35
03:00 AM	0	0	0	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	4	9
03:15 AM	0	0	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	8	2	0	0	10	13
03:30 AM	0	0	0	3	0	3	0	0	1	0	0	1	0	0	0	0	0	0	0	4	0	0	0	4	8
03:45 AM	0	0	0	7	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	5	12
Total	0	0	0	18	0	18	0	0	1	0	0	1	0	0	0	0	0	0	0	21	2	0	0	23	42
04:00 AM	0	0	0	4	0	4	0	0	1	1	0	2	0	0	0	0	0	0	0	3	0	0	0	3	9
04:15 AM	0	0	0	8	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	10	1	0	0	11	19
04:30 AM	0	0	0	5	0	5	0	0	2	0	0	2	0	0	0	0	0	0	0	13	2	0	0	15	22
04:45 AM	0	0	0	4	0	4	0	0	3	0	0	3	0	0	0	0	0	0	0	17	9	0	0	26	33
Total	0	0	0	21	0	21	0	0	6	1	0	7	0	0	0	0	0	0	0	43	12	0	0	55	83
05:00 AM	0	0	0	4	0	4	0	0	1	1	0	2	0	0	0	0	0	0	0	26	6	0	0	32	38
05:15 AM	0	0	0	8	0	8	0	0	8	0	0	8	0	0	0	0	0	0	1	28	4	0	0	33	49
05:30 AM	0	0	0	5	0	5	0	0	3	0	0	3	0	0	0	0	0	0	0	48	12	0	0	60	68
05:45 AM	0	0	0	6	0	6	0	0	7	0	0	7	0	0	0	0	0	0	0	40	18	0	0	58	71
Total	0	0	0	23	0	23	0	0	19	1	0	20	0	0	0	0	0	0	1	142	40	0	0	183	226
06:00 AM	0	0	0	12	0	12	0	0	7	0	0	7	0	0	0	0	0	0	0	66	25	0	0	91	110
06:15 AM	0	0	0	17	0	17	0	0	18	1	0	19	0	0	0	0	0	0	0	89	28	0	0	117	153
06:30 AM	0	0	0	26	0	26	0	0	36	1	0	37	0	0	0	0	0	0	0	114	57	0	0	171	234
06:45 AM	0	0	0	22	0	22	0	0	36	2	0	38	0	0	0	0	0	0	0	165	72	0	0	237	297
Total	0	0	0	77	0	77	0	0	97	4	0	101	0	0	0	0	0	0	0	434	182	0	0	616	794
07:00 AM	0	0	0	22	0	22	0	0	48	0	0	48	0	0	0	0	0	0	0	157	92	0	0	249	319
07:15 AM	0	0	0	28	0	28	0	0	31	1	0	32	0	0	0	0	0	0	0	196	110	0	0	306	366
07:30 AM	0	0	0	24	0	24	0	0	46	0	0	46	0	0	0	0	0	0	0	225	114	0	0	339	409

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-14-17

Site Code : 2

Start Date : 2/14/2017

Page No : 2

MN 3 & MN 149

Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total
07:45 AM	0	0	0	32	0	32	0	0	50	1	0	51	0	0	0	0	0	0	0	210	129	0	0	339	422
Total	0	0	0	106	0	106	0	0	175	2	0	177	0	0	0	0	0	0	0	788	445	0	0	1233	1516
08:00 AM	0	0	0	28	0	28	0	0	26	2	0	28	0	0	0	0	0	0	0	164	90	0	0	254	310
08:15 AM	0	2	0	15	0	17	0	0	30	2	0	32	0	0	0	0	0	0	0	133	59	0	0	192	241
08:30 AM	0	3	0	27	0	30	0	0	22	0	0	22	0	0	0	0	0	0	0	95	62	0	0	157	209
08:45 AM	0	0	0	45	0	45	0	0	33	1	0	34	0	0	0	0	0	0	1	84	51	0	0	136	215
Total	0	5	0	115	0	120	0	0	111	5	0	116	0	0	0	0	0	0	1	476	262	0	0	739	975
09:00 AM	0	0	0	48	0	48	0	0	36	3	0	39	0	0	0	0	0	0	0	68	49	0	0	117	204
09:15 AM	0	1	0	28	0	29	0	0	40	1	0	41	0	0	0	0	0	0	0	82	52	0	0	134	204
09:30 AM	0	2	0	22	0	24	0	0	27	1	0	28	0	0	0	0	0	0	0	54	45	0	0	99	151
09:45 AM	0	1	0	14	0	15	0	0	23	1	0	24	0	0	0	0	0	0	0	36	40	0	0	76	115
Total	0	4	0	112	0	116	0	0	126	6	0	132	0	0	0	0	0	0	0	240	186	0	0	426	674
10:00 AM	0	1	0	26	0	27	0	0	25	1	0	26	0	0	0	0	0	0	0	38	32	0	0	70	123
10:15 AM	0	1	0	13	0	14	0	0	18	0	0	18	0	0	0	0	0	0	0	41	20	0	0	61	93
10:30 AM	0	1	0	26	0	27	0	0	23	3	0	26	0	0	0	0	0	0	0	38	34	0	0	72	125
10:45 AM	1	1	0	26	0	28	0	0	25	2	0	27	0	0	0	0	0	0	0	32	25	0	0	57	112
Total	1	4	0	91	0	96	0	0	91	6	0	97	0	0	0	0	0	0	0	149	111	0	0	260	453
11:00 AM	0	1	0	25	0	26	0	0	34	0	0	34	0	0	0	0	0	0	0	44	27	0	0	71	131
11:15 AM	0	2	0	37	0	39	0	0	20	3	0	23	0	0	0	0	0	0	0	33	27	0	0	60	122
11:30 AM	0	0	0	29	0	29	0	0	21	5	0	26	0	0	0	0	0	0	0	31	34	0	0	65	120
11:45 AM	0	1	0	31	0	32	0	0	33	3	0	36	0	0	0	0	0	0	0	31	29	0	0	60	128
Total	0	4	0	122	0	126	0	0	108	11	0	119	0	0	0	0	0	0	0	139	117	0	0	256	501
12:00 PM	0	2	0	49	0	51	0	0	40	2	0	42	0	0	0	0	0	0	0	25	25	0	0	50	143
12:15 PM	0	1	0	33	0	34	0	0	29	2	0	31	0	0	0	0	0	0	0	41	41	0	0	82	147
12:30 PM	1	2	0	24	0	27	0	0	40	1	0	41	0	0	0	0	0	0	1	29	45	0	0	75	143
12:45 PM	0	1	0	31	0	32	0	0	35	0	0	35	0	0	0	0	0	0	0	53	34	0	0	87	154
Total	1	6	0	137	0	144	0	0	144	5	0	149	0	0	0	0	0	0	1	148	145	0	0	294	587
01:00 PM	0	0	0	29	0	29	0	0	34	0	0	34	0	0	0	0	0	0	0	37	32	0	0	69	132
01:15 PM	1	2	0	36	0	39	0	0	38	0	0	38	0	0	0	0	0	0	0	23	26	0	0	49	126
01:30 PM	0	5	0	34	0	39	0	0	33	1	0	34	0	0	0	0	0	0	0	29	28	0	0	57	130
01:45 PM	0	2	0	39	0	41	0	0	34	2	0	36	0	0	0	0	1	1	0	34	32	0	0	66	144
Total	1	9	0	138	0	148	0	0	139	3	0	142	0	0	0	0	1	1	0	123	118	0	0	241	532
02:00 PM	0	3	0	42	0	45	0	0	55	0	0	55	0	0	0	0	0	0	0	39	26	0	0	65	165
02:15 PM	0	2	0	43	0	45	0	0	33	3	0	36	0	0	0	0	0	0	0	43	46	0	0	89	170
02:30 PM	0	0	0	66	0	66	0	0	46	0	0	46	0	0	0	0	0	0	0	26	28	0	0	54	166
02:45 PM	0	4	0	67	0	71	0	0	33	2	0	35	0	0	0	0	0	0	0	33	34	0	0	67	173
Total	0	9	0	218	0	227	0	0	167	5	0	172	0	0	0	0	0	0	0	141	134	0	0	275	674

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-14-17

Site Code : 2

Start Date : 2/14/2017

Page No : 3

MN 3 & MN 149
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
03:00 PM	0	1	0	64	0	65	0	0	57	1	0	58	0	0	0	0	0	0	0	44	57	0	0	101	224
03:15 PM	0	1	0	82	0	83	0	0	68	1	0	69	0	0	0	0	0	0	0	38	33	0	0	71	223
03:30 PM	0	4	0	91	0	95	0	0	72	1	0	73	0	0	0	0	0	0	0	40	56	0	0	96	264
03:45 PM	0	1	0	119	0	120	0	0	65	4	0	69	0	0	0	0	0	0	0	43	54	0	0	97	286
Total	0	7	0	356	0	363	0	0	262	7	0	269	0	0	0	0	0	0	0	165	200	0	0	365	997
04:00 PM	1	4	0	121	0	126	0	0	85	3	0	88	0	0	0	0	0	0	1	26	58	0	0	85	299
04:15 PM	0	3	0	169	0	172	0	0	109	1	0	110	0	0	0	0	0	0	0	46	46	0	0	92	374
04:30 PM	0	3	0	144	0	147	0	0	120	1	0	121	0	0	0	0	0	0	0	43	73	0	0	116	384
04:45 PM	0	3	0	139	0	142	0	0	110	0	0	110	0	0	0	0	0	0	0	60	63	0	0	123	375
Total	1	13	0	573	0	587	0	0	424	5	0	429	0	0	0	0	0	0	1	175	240	0	0	416	1432
05:00 PM	0	2	0	149	0	151	0	0	101	2	0	103	0	0	0	0	0	0	0	53	41	0	0	94	348
05:15 PM	0	0	0	156	0	156	0	0	135	2	0	137	0	0	0	0	0	0	0	75	58	0	0	133	426
05:30 PM	0	3	0	129	0	132	0	0	120	3	0	123	0	0	0	0	0	0	0	38	74	0	0	112	367
05:45 PM	0	2	0	98	0	100	0	0	84	5	0	89	0	0	0	0	0	0	0	39	63	0	0	102	291
Total	0	7	0	532	0	539	0	0	440	12	0	452	0	0	0	0	0	0	0	205	236	0	0	441	1432
06:00 PM	0	2	0	88	0	90	0	0	80	3	0	83	0	0	0	0	0	0	1	34	44	0	0	79	252
06:15 PM	0	2	0	77	0	79	0	0	53	1	0	54	0	0	0	0	0	0	0	42	39	0	0	81	214
06:30 PM	0	1	0	68	0	69	0	0	40	1	0	41	0	0	0	0	0	0	0	39	23	0	0	62	172
06:45 PM	0	0	0	58	0	58	0	0	53	1	0	54	0	0	0	0	0	0	1	36	17	0	0	54	166
Total	0	5	0	291	0	296	0	0	226	6	0	232	0	0	0	0	0	0	2	151	123	0	0	276	804
07:00 PM	0	1	0	39	0	40	0	0	34	2	0	36	0	0	0	0	0	0	0	19	28	0	0	47	123
07:15 PM	0	0	0	48	0	48	0	0	29	2	0	31	0	0	0	0	0	0	0	18	25	0	0	43	122
07:30 PM	0	2	0	33	0	35	0	0	20	1	0	21	0	0	0	0	0	0	0	22	29	0	0	51	107
07:45 PM	0	1	0	39	0	40	0	0	42	1	0	43	0	0	0	0	0	0	0	20	19	0	0	39	122
Total	0	4	0	159	0	163	0	0	125	6	0	131	0	0	0	0	0	0	0	79	101	0	0	180	474
08:00 PM	0	1	0	34	0	35	0	0	36	0	0	36	0	0	0	0	0	0	0	8	24	0	0	32	103
08:15 PM	0	1	0	31	0	32	0	0	22	0	0	22	0	0	0	0	0	0	0	18	14	0	0	32	86
08:30 PM	0	0	0	27	0	27	0	0	17	0	0	17	0	0	0	0	0	0	0	25	25	0	0	50	94
08:45 PM	0	0	0	16	0	16	0	0	21	1	0	22	0	0	0	0	0	0	0	29	28	0	0	57	95
Total	0	2	0	108	0	110	0	0	96	1	0	97	0	0	0	0	0	0	0	80	91	0	0	171	378
09:00 PM	0	0	0	34	0	34	0	0	19	0	0	19	0	0	0	0	0	0	0	18	25	0	0	43	96
09:15 PM	0	0	0	40	0	40	0	0	18	0	0	18	0	0	0	0	0	0	0	19	12	0	0	31	89
09:30 PM	0	0	0	30	0	30	0	0	16	1	0	17	0	0	0	0	0	0	0	22	11	0	0	33	80
09:45 PM	0	0	0	20	0	20	0	0	26	2	0	28	0	0	0	0	0	0	0	15	13	0	0	28	76
Total	0	0	0	124	0	124	0	0	79	3	0	82	0	0	0	0	0	0	0	74	61	0	0	135	341
10:00 PM	0	0	0	36	0	36	0	0	25	0	0	25	0	0	0	0	0	0	0	22	11	0	0	33	94
10:15 PM	0	2	0	19	0	21	0	0	21	0	0	21	0	0	0	0	0	0	2	18	14	0	0	34	76
10:30 PM	0	0	0	19	0	19	0	0	14	1	0	15	0	0	0	0	0	0	0	12	3	0	0	15	49

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-14-17

Site Code : 2

Start Date : 2/14/2017

Page No : 4

MN 3 & MN 149

Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

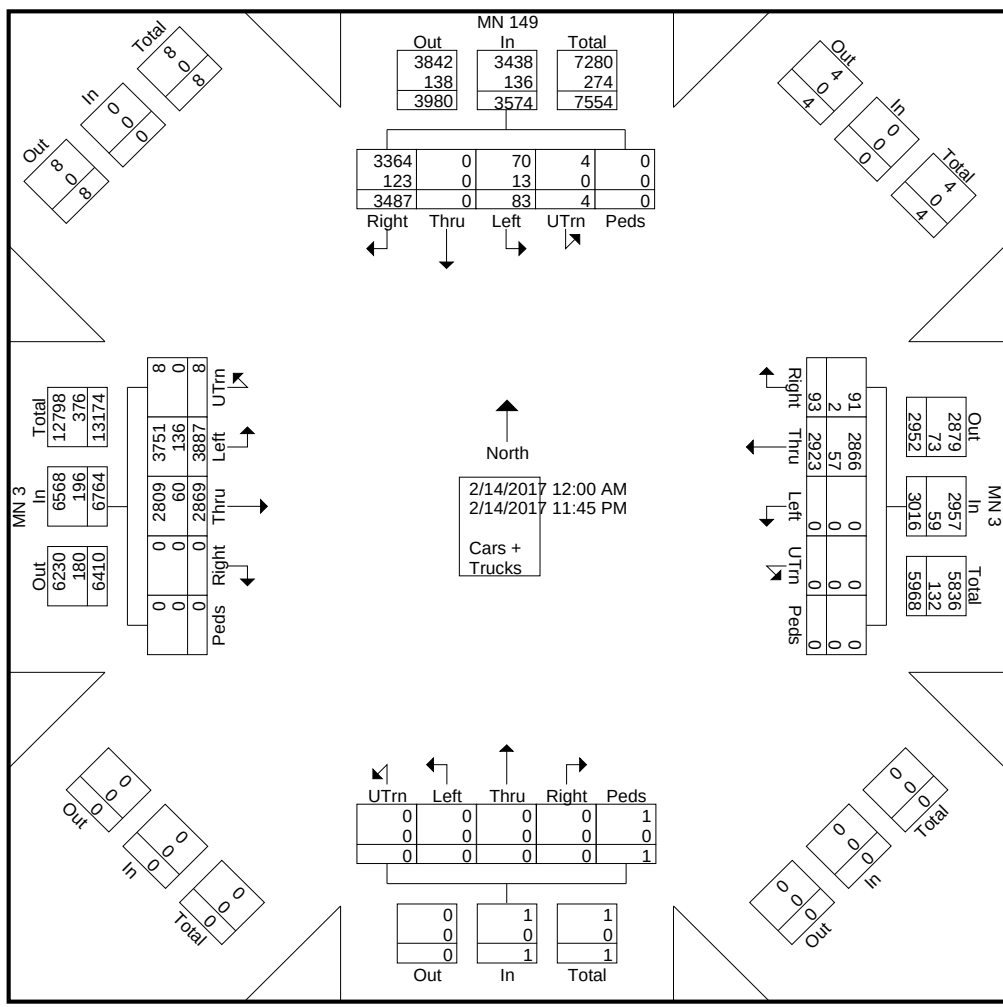
	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total
10:45 PM	0	0	0	9	0	9	0	0	3	1	0	4	0	0	0	0	0	0	0	8	9	0	0	17	30
Total	0	2	0	83	0	85	0	0	63	2	0	65	0	0	0	0	0	0	2	60	37	0	0	99	249
11:00 PM	0	1	0	6	0	7	0	0	1	2	0	3	0	0	0	0	0	0	0	3	2	0	0	5	15
11:15 PM	0	0	0	11	0	11	0	0	4	0	0	4	0	0	0	0	0	0	0	6	7	0	0	13	28
11:30 PM	0	0	0	6	0	6	0	0	6	0	0	6	0	0	0	0	0	0	0	6	3	0	0	9	21
11:45 PM	0	0	0	3	0	3	0	0	3	0	0	3	0	0	0	0	0	0	0	4	2	0	0	6	12
Total	0	1	0	26	0	27	0	0	14	2	0	16	0	0	0	0	0	0	0	19	14	0	0	33	76
Grand Total	4	83	0	3487	0	3574	0	0	2923	93	0	3016	0	0	0	0	1	1	8	3887	2869	0	0	6764	13355
Apprch %	0.1	2.3	0	97.6	0		0	0	96.9	3.1	0		0	0	0	0	100		0.1	57.5	42.4	0	0		
Total %	0	0.6	0	26.1	0	26.8	0	0	21.9	0.7	0	22.6	0	0	0	0	0	0	0.1	29.1	21.5	0	0	50.6	
Cars +	4	70	0	3364	0	3438	0	0	2866	91	0	2957	0	0	0	0	1	1	8	3751	2809	0	0	6568	12964
% Cars +	100	84.3	0	96.5	0	96.2	0	0	98	97.8	0	98	0	0	0	0	100	100	100	96.5	97.9	0	0	97.1	97.1
Trucks	0	13	0	123	0	136	0	0	57	2	0	59	0	0	0	0	0	0	0	136	60	0	0	196	391
% Trucks	0	15.7	0	3.5	0	3.8	0	0	2	2.2	0	2	0	0	0	0	0	0	0	3.5	2.1	0	0	2.9	2.9

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-14-17
Site Code : 2
Start Date : 2/14/2017
Page No : 5

MN 3 & MN 149
Inver Grove Heights, MN



Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-14-17

Site Code : 2

Start Date : 2/14/2017

Page No : 6

MN 3 & MN 149

Inver Grove Heights, MN

	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound								
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total		
Peak Hour Analysis From 12:00 AM to 09:45 AM - Peak 1 of 1																											
Peak Hour for Entire Intersection Begins at 07:00 AM																											
07:00 AM	0	0	0	22	0	22	0	0	48	0	0	48	0	0	0	0	0	0	0	0	157	92	0	0	249	319	
07:15 AM	0	0	0	28	0	28	0	0	31	1	0	32	0	0	0	0	0	0	0	0	196	110	0	0	306	366	
07:30 AM	0	0	0	24	0	24	0	0	46	0	0	46	0	0	0	0	0	0	0	0	225	114	0	0	339	409	
07:45 AM	0	0	0	32	0	32	0	0	50	1	0	51	0	0	0	0	0	0	0	0	210	129	0	0	339	422	
Total Volume	0	0	0	106	0	106	0	0	175	2	0	177	0	0	0	0	0	0	0	0	788	445	0	0	1233	1516	
% App. Total	0	0	0	100	0		0	0	98.9	1.1	0		0	0	0	0	0	0	0	0	63.9	36.1	0	0			
PHF	.000	.000	.000	.828	.000	.828	.000	.000	.875	.500	.000	.868	.000	.000	.000	.000	.000	.000	.000	.000	.876	.862	.000	.000	.909	.898	

Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1

Peak Hour for Entire Intersection Begins at 12:00 PM

12:00 PM	0	2	0	49	0	51	0	0	40	2	0	42	0	0	0	0	0	0	0	0	25	25	0	0	50		143
12:15 PM	0	1	0	33	0	34	0	0	29	2	0	31	0	0	0	0	0	0	0	0	41	41	0	0	82		147
12:30 PM	1	2	0	24	0	27	0	0	40	1	0	41	0	0	0	0	0	0	0	1	29	45	0	0	75		143
12:45 PM	0	1	0	31	0	32	0	0	35	0	0	35	0	0	0	0	0	0	0	0	53	34	0	0	87		154
Total Volume	1	6	0	137	0	144	0	0	144	5	0	149	0	0	0	0	0	0	0	1	148	145	0	0	294		587
% App. Total	0.7	4.2	0	95.1	0		0	0	96.6	3.4	0		0	0	0	0	0	0	0	0.3	50.3	49.3	0	0			
PHF	.250	.750	.000	.699	.000	.706	.000	.000	.900	.625	.000	.887	.000	.000	.000	.000	.000	.000	.000	.250	.698	.806	.000	.000	.845		.953

Peak Hour Analysis From 02:00 PM to 11:45 PM - Peak 1 of 1

Peak Hour for Entire Intersection Begins at 04:30 PM

04:30 PM	0	3	0	144	0	147	0	0	120	1	0	121	0	0	0	0	0	0	0	0	43	73	0	0	116		384
04:45 PM	0	3	0	139	0	142	0	0	110	0	0	110	0	0	0	0	0	0	0	0	60	63	0	0	123		375
05:00 PM	0	2	0	149	0	151	0	0	101	2	0	103	0	0	0	0	0	0	0	0	53	41	0	0	94		348
05:15 PM	0	0	0	156	0	156	0	0	135	2	0	137	0	0	0	0	0	0	0	0	75	58	0	0	133		426
Total Volume	0	8	0	588	0	596	0	0	466	5	0	471	0	0	0	0	0	0	0	0	231	235	0	0	466		1533
% App. Total	0	1.3	0	98.7	0		0	0	98.9	1.1	0		0	0	0	0	0	0	0	0	49.6	50.4	0	0			
PHF	.000	.667	.000	.942	.000	.955	.000	.000	.863	.625	.000	.859	.000	.000	.000	.000	.000	.000	.000	.000	.770	.805	.000	.000	.876		.900

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-15-17

Site Code : 2

Start Date : 2/15/2017

Page No : 1

MN 3 & MN 149
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
12:00 AM	0	0	0	6	0	6	0	0	2	0	0	2	0	0	0	0	0	0	0	2	2	0	0	4	12
12:15 AM	0	0	0	10	0	10	0	0	5	0	0	5	0	0	0	0	0	0	0	3	1	0	0	4	19
12:30 AM	0	0	0	7	0	7	0	0	5	0	0	5	0	0	0	0	0	0	0	3	2	0	0	5	17
12:45 AM	0	0	0	2	0	2	0	0	2	0	0	2	0	0	0	0	0	0	0	1	2	0	0	3	7
Total	0	0	0	25	0	25	0	0	14	0	0	14	0	0	0	0	0	0	0	9	7	0	0	16	55
01:00 AM	0	1	0	2	0	3	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	4
01:15 AM	0	0	0	2	0	2	0	0	1	0	0	1	0	0	0	0	0	0	0	3	0	0	0	3	6
01:30 AM	0	0	0	4	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	0	0	4	8
01:45 AM	0	0	0	1	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0	4	0	0	0	4	6
Total	0	1	0	9	0	10	0	0	3	0	0	3	0	0	0	0	0	0	0	10	1	0	0	11	24
02:00 AM	0	0	0	6	0	6	0	0	1	0	0	1	0	0	0	0	0	0	0	1	2	0	0	3	10
02:15 AM	0	0	0	4	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	5	9
02:30 AM	0	0	0	4	0	4	0	0	1	0	0	1	0	0	0	0	0	0	0	5	0	0	0	5	10
02:45 AM	0	0	0	6	0	6	0	0	2	0	0	2	0	0	0	0	0	0	0	11	1	0	0	12	20
Total	0	0	0	20	0	20	0	0	4	0	0	4	0	0	0	0	0	0	0	22	3	0	0	25	49
03:00 AM	0	0	0	4	0	4	0	0	1	0	0	1	0	0	0	0	0	0	0	6	0	0	0	6	11
03:15 AM	0	0	0	1	0	1	0	0	2	0	0	2	0	0	0	0	0	0	0	12	3	0	0	15	18
03:30 AM	0	0	0	4	0	4	0	0	1	0	0	1	0	0	0	0	0	0	0	3	0	0	0	3	8
03:45 AM	0	0	0	5	0	5	0	0	1	1	0	2	0	0	0	0	0	0	0	6	0	0	0	6	13
Total	0	0	0	14	0	14	0	0	5	1	0	6	0	0	0	0	0	0	0	27	3	0	0	30	50
04:00 AM	0	0	0	2	0	2	0	0	1	0	0	1	0	0	0	0	0	0	0	5	1	0	0	6	9
04:15 AM	0	0	0	6	0	6	0	0	1	0	0	1	0	0	0	0	0	0	0	14	2	0	0	16	23
04:30 AM	0	0	0	1	0	1	0	0	1	1	0	2	0	0	0	0	0	0	0	12	4	0	0	16	19
04:45 AM	0	0	0	5	0	5	0	0	2	0	0	2	0	0	0	0	0	0	0	16	5	0	0	21	28
Total	0	0	0	14	0	14	0	0	5	1	0	6	0	0	0	0	0	0	0	47	12	0	0	59	79
05:00 AM	0	0	0	3	0	3	0	0	3	0	0	3	0	0	0	0	0	0	0	21	7	0	0	28	34
05:15 AM	0	0	0	7	0	7	0	0	6	0	0	6	0	0	0	0	0	0	0	29	3	0	0	32	45
05:30 AM	0	0	0	4	0	4	0	0	2	1	0	3	0	0	0	0	0	0	0	44	11	0	0	55	62
05:45 AM	0	0	0	1	0	1	0	0	4	0	0	4	0	0	0	0	0	0	0	48	21	0	0	69	74
Total	0	0	0	15	0	15	0	0	15	1	0	16	0	0	0	0	0	0	0	142	42	0	0	184	215
06:00 AM	0	0	0	9	0	9	0	0	9	0	0	9	0	0	0	0	0	0	0	58	21	0	0	79	97
06:15 AM	0	1	0	12	0	13	0	0	17	1	0	18	0	0	0	0	0	0	0	93	29	0	0	122	153
06:30 AM	0	1	0	17	0	18	0	0	27	0	0	27	0	0	0	0	0	0	0	130	58	0	0	188	233
06:45 AM	0	0	0	23	0	23	0	0	44	3	0	47	0	0	0	0	0	0	0	172	68	0	0	240	310
Total	0	2	0	61	0	63	0	0	97	4	0	101	0	0	0	0	0	0	0	453	176	0	0	629	793
07:00 AM	0	1	0	25	0	26	0	0	52	0	0	52	0	0	0	0	0	0	0	161	92	0	0	253	331
07:15 AM	0	0	0	29	0	29	0	0	29	1	0	30	0	0	0	0	0	0	0	194	103	0	0	297	356
07:30 AM	0	0	0	29	0	29	0	0	33	4	0	37	0	0	0	0	0	0	0	232	126	0	0	358	424

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-15-17

Site Code : 2

Start Date : 2/15/2017

Page No : 2

MN 3 & MN 149
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total
07:45 AM	0	1	0	32	0	33	0	0	51	1	0	52	0	0	0	0	0	0	0	226	123	0	0	349	434
Total	0	2	0	115	0	117	0	0	165	6	0	171	0	0	0	0	0	0	0	813	444	0	0	1257	1545
08:00 AM	0	0	0	28	0	28	0	0	29	1	0	30	0	0	0	0	0	0	0	160	69	0	0	229	287
08:15 AM	0	0	0	25	0	25	0	0	29	2	0	31	0	0	0	0	0	0	0	126	68	0	0	194	250
08:30 AM	0	1	0	27	0	28	0	0	34	1	0	35	0	0	0	0	0	0	0	103	68	0	0	171	234
08:45 AM	0	2	0	37	0	39	0	0	34	1	0	35	0	0	0	0	0	0	0	81	51	0	0	132	206
Total	0	3	0	117	0	120	0	0	126	5	0	131	0	0	0	0	0	0	0	470	256	0	0	726	977
09:00 AM	0	1	0	41	0	42	0	0	32	1	0	33	0	0	0	0	0	0	0	70	44	0	0	114	189
09:15 AM	0	2	0	28	0	30	0	0	32	1	0	33	0	0	0	0	0	0	0	80	49	0	0	129	192
09:30 AM	0	6	0	16	0	22	0	0	26	2	0	28	0	0	0	0	0	0	0	51	57	0	0	108	158
09:45 AM	0	3	0	21	0	24	0	0	28	1	0	29	0	0	0	0	0	0	0	57	42	0	0	99	152
Total	0	12	0	106	0	118	0	0	118	5	0	123	0	0	0	0	0	0	0	258	192	0	0	450	691
10:00 AM	0	2	0	26	0	28	0	0	27	1	0	28	0	0	0	0	0	0	0	43	30	0	0	73	129
10:15 AM	0	0	0	19	0	19	0	0	22	0	0	22	0	0	0	0	0	0	0	33	33	0	0	66	107
10:30 AM	0	4	0	29	0	33	0	0	23	3	0	26	0	0	0	0	0	0	0	26	30	0	0	56	115
10:45 AM	0	0	0	40	0	40	0	0	23	2	0	25	0	0	0	0	0	0	0	30	26	0	0	56	121
Total	0	6	0	114	0	120	0	0	95	6	0	101	0	0	0	0	0	0	0	132	119	0	0	251	472
11:00 AM	0	1	0	31	0	32	0	0	34	4	0	38	0	0	0	0	0	0	0	27	32	0	0	59	129
11:15 AM	0	0	0	36	0	36	0	0	28	2	0	30	0	0	0	0	0	0	0	41	23	0	0	64	130
11:30 AM	0	2	0	30	0	32	0	0	36	2	0	38	0	0	0	0	0	0	1	29	27	0	0	57	127
11:45 AM	0	4	0	39	0	43	0	0	22	2	0	24	0	0	0	0	0	0	0	34	27	0	0	61	128
Total	0	7	0	136	0	143	0	0	120	10	0	130	0	0	0	0	0	0	1	131	109	0	0	241	514
12:00 PM	0	3	0	42	0	45	0	0	43	2	0	45	0	0	0	0	0	0	1	31	26	0	0	58	148
12:15 PM	0	1	0	41	0	42	0	0	31	1	0	32	0	0	0	0	0	0	0	37	32	0	0	69	143
12:30 PM	0	2	0	40	0	42	0	0	36	3	0	39	0	0	0	0	0	0	1	23	25	0	0	49	130
12:45 PM	0	1	0	30	0	31	0	0	26	3	0	29	0	0	0	0	0	0	0	42	27	0	0	69	129
Total	0	7	0	153	0	160	0	0	136	9	0	145	0	0	0	0	0	0	2	133	110	0	0	245	550
01:00 PM	0	0	0	33	0	33	0	0	34	2	0	36	0	0	0	0	0	0	0	41	29	0	0	70	139
01:15 PM	0	2	0	25	0	27	0	0	32	4	0	36	0	0	0	0	0	0	0	33	23	0	0	56	119
01:30 PM	0	3	0	40	0	43	0	0	39	2	0	41	0	0	0	0	0	0	0	37	19	0	0	56	140
01:45 PM	0	3	0	39	0	42	0	0	31	2	0	33	0	0	0	0	0	0	0	36	21	0	0	57	132
Total	0	8	0	137	0	145	0	0	136	10	0	146	0	0	0	0	0	0	0	147	92	0	0	239	530
02:00 PM	0	1	0	43	0	44	0	0	45	2	0	47	0	0	0	0	0	0	0	28	30	0	0	58	149
02:15 PM	0	3	0	41	0	44	0	0	35	2	0	37	0	0	0	0	0	0	1	59	33	0	0	93	174
02:30 PM	0	2	0	58	0	60	0	0	58	1	0	59	0	0	0	0	0	0	0	35	43	0	0	78	197
02:45 PM	0	3	0	57	0	60	0	0	64	3	0	67	0	0	0	0	0	0	0	41	36	0	0	77	204
Total	0	9	0	199	0	208	0	0	202	8	0	210	0	0	0	0	0	0	1	163	142	0	0	306	724

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-15-17

Site Code : 2

Start Date : 2/15/2017

Page No : 3

MN 3 & MN 149
Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

Start Time	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						Int. Total
	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	
03:00 PM	0	1	0	65	0	66	0	0	37	4	0	41	0	0	0	0	0	0	0	34	53	0	0	87	194
03:15 PM	0	1	0	82	0	83	0	0	64	2	0	66	0	0	0	0	0	0	0	29	45	0	0	74	223
03:30 PM	0	3	0	100	0	103	0	0	64	1	0	65	0	0	0	0	0	0	0	49	37	0	0	86	254
03:45 PM	1	2	0	99	0	102	0	0	82	1	0	83	0	0	0	0	0	0	0	35	52	0	0	87	272
Total	1	7	0	346	0	354	0	0	247	8	0	255	0	0	0	0	0	0	0	147	187	0	0	334	943
04:00 PM	0	7	0	126	0	133	0	0	77	3	0	80	0	0	0	0	0	0	0	36	50	0	0	86	299
04:15 PM	1	2	0	148	0	151	0	0	102	5	0	107	0	0	0	0	0	0	0	45	57	0	0	102	360
04:30 PM	0	2	0	128	0	130	0	0	104	0	0	104	0	0	0	0	0	0	0	42	50	0	0	92	326
04:45 PM	1	3	0	150	0	154	0	0	124	3	0	127	0	0	0	0	0	0	0	42	59	0	0	101	382
Total	2	14	0	552	0	568	0	0	407	11	0	418	0	0	0	0	0	0	0	165	216	0	0	381	1367
05:00 PM	0	3	0	146	0	149	0	0	138	1	0	139	0	0	0	0	0	0	0	61	54	0	0	115	403
05:15 PM	0	0	0	141	0	141	0	0	106	2	0	108	0	0	0	0	0	0	0	56	56	0	0	112	361
05:30 PM	0	1	0	121	0	122	0	0	107	4	0	111	0	0	0	0	0	0	0	51	48	0	0	99	332
05:45 PM	0	2	0	104	0	106	0	0	96	1	0	97	0	0	0	0	0	0	0	35	48	0	0	83	286
Total	0	6	0	512	0	518	0	0	447	8	0	455	0	0	0	0	0	0	0	203	206	0	0	409	1382
06:00 PM	0	1	0	112	0	113	0	0	78	3	0	81	0	0	0	0	0	0	1	47	59	0	0	107	301
06:15 PM	0	0	0	79	0	79	0	0	63	0	0	63	0	0	0	0	0	0	0	45	63	0	0	108	250
06:30 PM	0	1	0	53	0	54	0	0	75	3	0	78	0	0	0	0	0	0	0	37	56	0	0	93	225
06:45 PM	0	0	0	51	0	51	0	0	49	1	0	50	0	0	0	0	0	0	0	37	60	0	0	97	198
Total	0	2	0	295	0	297	0	0	265	7	0	272	0	0	0	0	0	0	1	166	238	0	0	405	974
07:00 PM	0	0	0	42	0	42	0	0	32	1	0	33	0	0	0	0	0	0	0	27	40	0	0	67	142
07:15 PM	0	2	0	54	0	56	0	0	43	0	0	43	0	0	0	0	0	0	0	32	35	0	0	67	166
07:30 PM	0	2	0	41	0	43	0	0	35	1	0	36	0	0	0	0	0	0	0	30	39	0	0	69	148
07:45 PM	0	2	0	41	0	43	0	0	30	0	0	30	0	0	0	0	0	0	0	34	25	0	0	59	132
Total	0	6	0	178	0	184	0	0	140	2	0	142	0	0	0	0	0	0	0	123	139	0	0	262	588
08:00 PM	0	1	0	41	0	42	0	0	36	1	0	37	0	0	0	0	0	0	0	21	23	0	0	44	123
08:15 PM	0	1	0	51	0	52	0	0	28	0	0	28	0	0	0	0	0	0	0	18	33	0	0	51	131
08:30 PM	0	0	0	37	0	37	0	0	22	1	0	23	0	0	0	0	0	0	0	18	25	0	0	43	103
08:45 PM	0	1	0	29	0	30	0	0	49	0	0	49	0	0	0	0	0	0	0	27	26	0	0	53	132
Total	0	3	0	158	0	161	0	0	135	2	0	137	0	0	0	0	0	0	0	84	107	0	0	191	489
09:00 PM	0	3	0	41	0	44	0	0	60	0	0	60	0	0	0	0	0	0	0	11	17	0	0	28	132
09:15 PM	0	0	0	45	0	45	0	0	38	1	0	39	0	0	0	0	0	0	0	27	12	0	0	39	123
09:30 PM	0	2	0	23	0	25	0	0	40	0	0	40	0	0	0	0	0	0	0	14	14	0	0	28	93
09:45 PM	0	0	0	21	0	21	0	0	20	1	0	21	0	0	0	0	0	0	0	11	10	0	0	21	63
Total	0	5	0	130	0	135	0	0	158	2	0	160	0	0	0	0	0	0	0	63	53	0	0	116	411
10:00 PM	0	0	0	29	0	29	0	0	7	0	0	7	0	0	0	0	0	0	0	15	7	0	0	22	58
10:15 PM	0	2	0	21	0	23	0	0	10	0	0	10	0	0	0	0	0	0	0	24	7	0	0	31	64
10:30 PM	0	0	0	18	0	18	0	0	8	0	0	8	0	0	0	0	0	0	0	10	6	0	0	16	42

Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-15-17

Site Code : 2

Start Date : 2/15/2017

Page No : 4

MN 3 & MN 149

Inver Grove Heights, MN

Groups Printed- Cars + - Trucks

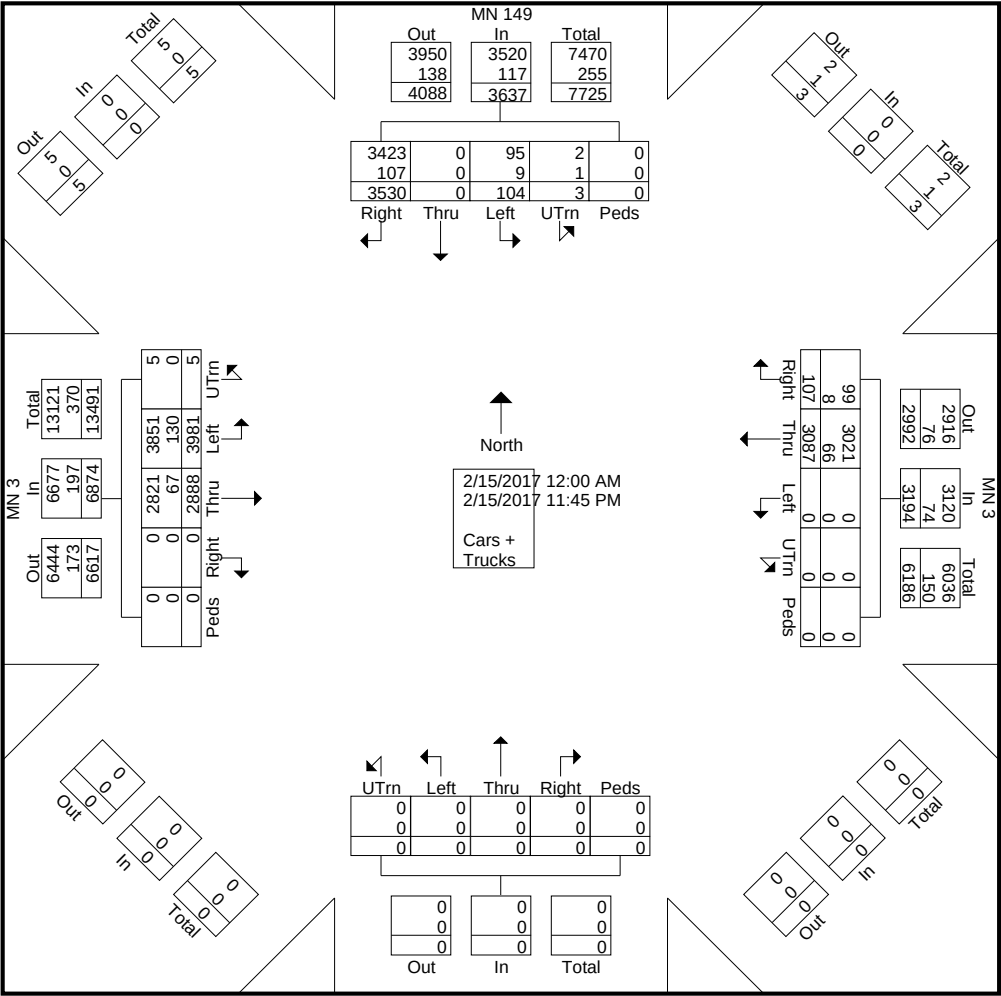
	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound						
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total
10:45 PM	0	0	0	19	0	19	0	0	7	0	0	7	0	0	0	0	0	0	0	7	2	0	0	9	35
Total	0	2	0	87	0	89	0	0	32	0	0	32	0	0	0	0	0	0	0	56	22	0	0	78	199
11:00 PM	0	0	0	13	0	13	0	0	4	1	0	5	0	0	0	0	0	0	0	6	5	0	0	11	29
11:15 PM	0	1	0	11	0	12	0	0	5	0	0	5	0	0	0	0	0	0	0	7	4	0	0	11	28
11:30 PM	0	1	0	7	0	8	0	0	4	0	0	4	0	0	0	0	0	0	0	2	1	0	0	3	15
11:45 PM	0	0	0	6	0	6	0	0	2	0	0	2	0	0	0	0	0	0	0	2	2	0	0	4	12
Total	0	2	0	37	0	39	0	0	15	1	0	16	0	0	0	0	0	0	0	17	12	0	0	29	84
Grand Total	3	104	0	3530	0	3637	0	0	3087	107	0	3194	0	0	0	0	0	0	5	3981	2888	0	0	6874	13705
Apprch %	0.1	2.9	0	97.1	0		0	0	96.6	3.4	0		0	0	0	0	0		0.1	57.9	42	0	0		
Total %	0	0.8	0	25.8	0	26.5	0	0	22.5	0.8	0	23.3	0	0	0	0	0	0	0	29	21.1	0	0	50.2	
Cars +	2	95	0	3423	0	3520	0	0	3021	99	0	3120	0	0	0	0	0	0	5	3851	2821	0	0	6677	13317
% Cars +	66.7	91.3	0	97	0	96.8	0	0	97.9	92.5	0	97.7	0	0	0	0	0	0	100	96.7	97.7	0	0	97.1	97.2
Trucks	1	9	0	107	0	117	0	0	66	8	0	74	0	0	0	0	0	0	0	130	67	0	0	197	388
% Trucks	33.3	8.7	0	3	0	3.2	0	0	2.1	7.5	0	2.3	0	0	0	0	0	0	0	3.3	2.3	0	0	2.9	2.8

Appendix C - Traffic Counts



MN 3 & MN 149
Inver Grove Heights, MN

File Name : 2 - MN 3 & MN 149, 2-15-17
Site Code : 2
Start Date : 2/15/2017
Page No : 5



Appendix C - Traffic Counts



File Name : 2 - MN 3 & MN 149, 2-15-17

Site Code : 2

Start Date : 2/15/2017

Page No : 6

MN 3 & MN 149

Inver Grove Heights, MN

	MN 149 Southbound						MN 3 Westbound						Northbound						MN 3 Eastbound							
Start Time	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	UTrn	Left	Thru	Right	Peds	App. Total	Int. Total	
Peak Hour Analysis From 12:00 AM to 09:45 AM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 07:00 AM																										
07:00 AM	0	1	0	25	0	26	0	0	52	0	0	52	0	0	0	0	0	0	0	0	161	92	0	0	253	331
07:15 AM	0	0	0	29	0	29	0	0	29	1	0	30	0	0	0	0	0	0	0	0	194	103	0	0	297	356
07:30 AM	0	0	0	29	0	29	0	0	33	4	0	37	0	0	0	0	0	0	0	0	232	126	0	0	358	424
07:45 AM	0	1	0	32	0	33	0	0	51	1	0	52	0	0	0	0	0	0	0	0	226	123	0	0	349	434
Total Volume	0	2	0	115	0	117	0	0	165	6	0	171	0	0	0	0	0	0	0	0	813	444	0	0	1257	1545
% App. Total	0	1.7	0	98.3	0		0	0	96.5	3.5	0		0	0	0	0	0	0	0	0	64.7	35.3	0	0		
PHF	.000	.500	.000	.898	.000	.886	.000	.000	.793	.375	.000	.822	.000	.000	.000	.000	.000	.000	.000	.000	.876	.881	.000	.000	.878	.890
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 12:00 PM																										
12:00 PM	0	3	0	42	0	45	0	0	43	2	0	45	0	0	0	0	0	0	0	1	31	26	0	0	58	148
12:15 PM	0	1	0	41	0	42	0	0	31	1	0	32	0	0	0	0	0	0	0	0	37	32	0	0	69	143
12:30 PM	0	2	0	40	0	42	0	0	36	3	0	39	0	0	0	0	0	0	0	1	23	25	0	0	49	130
12:45 PM	0	1	0	30	0	31	0	0	26	3	0	29	0	0	0	0	0	0	0	0	42	27	0	0	69	129
Total Volume	0	7	0	153	0	160	0	0	136	9	0	145	0	0	0	0	0	0	0	2	133	110	0	0	245	550
% App. Total	0	4.4	0	95.6	0		0	0	93.8	6.2	0		0	0	0	0	0	0	0	0.8	54.3	44.9	0	0		
PHF	.000	.583	.000	.911	.000	.889	.000	.000	.791	.750	.000	.806	.000	.000	.000	.000	.000	.000	.000	.500	.792	.859	.000	.000	.888	.929
Peak Hour Analysis From 02:00 PM to 11:45 PM - Peak 1 of 1																										
Peak Hour for Entire Intersection Begins at 04:45 PM																										
04:45 PM	1	3	0	150	0	154	0	0	124	3	0	127	0	0	0	0	0	0	0	0	42	59	0	0	101	382
05:00 PM	0	3	0	146	0	149	0	0	138	1	0	139	0	0	0	0	0	0	0	0	61	54	0	0	115	403
05:15 PM	0	0	0	141	0	141	0	0	106	2	0	108	0	0	0	0	0	0	0	0	56	56	0	0	112	361
05:30 PM	0	1	0	121	0	122	0	0	107	4	0	111	0	0	0	0	0	0	0	0	51	48	0	0	99	332
Total Volume	1	7	0	558	0	566	0	0	475	10	0	485	0	0	0	0	0	0	0	0	210	217	0	0	427	1478
% App. Total	0.2	1.2	0	98.6	0		0	0	97.9	2.1	0		0	0	0	0	0	0	0	0	49.2	50.8	0	0		
PHF	.250	.583	.000	.930	.000	.919	.000	.000	.861	.625	.000	.872	.000	.000	.000	.000	.000	.000	.000	.000	.861	.919	.000	.000	.928	.917

Appendix D - Trip Generation Table



Table D1
Forecast Trip Generation - Using ITE Data

Weekday Daily Volumes

LAND USE	ITE CODE #	DEVELOPMENT UNITS	QUANTITY	DAILY RATE	ENTER PERCENT	EXIT PERCENT	INTERNAL PERCENT	INTERNAL TRIPS	PASSBY PERCENT	PASSBY TRIPS	NEW TRIPS	
											ENTER	EXIT
Apartment	220	Dwelling Units	135.0	6.65	50%	50%	15%	135	0%	0	382	382
General Office	710	GFA	25.0	11.03	50%	50%	15%	41	0%	0	117	117
Shopping Center	820	GFA	28.0	42.70	50%	50%	15%	179	34%	346	335	335
Gas Station w/Conv Mkt & Carwash	946	Fuel Positions	12.0	152.84	50%	50%	15%	275	56%	873	343	343
Total								630		1,219	1,177	1,177

Weekday AM Peak Hour

LAND USE	ITE CODE #	DEVELOPMENT UNITS	QUANTITY	AM RATE	ENTER PERCENT	EXIT PERCENT	INTERNAL PERCENT	INTERNAL TRIPS	PASSBY PERCENT	PASSBY TRIPS	NEW TRIPS	
											ENTER	EXIT
Apartment	220	Dwelling Units	135.0	0.51	20%	80%	5%	3	0%	0	13	52
General Office	710	GFA	25.0	1.56	88%	12%	5%	2	0%	0	33	4
Shopping Center	820	GFA	28.0	0.96	62%	38%	5%	1	34%	9	10	6
Gas Station w/Conv Mkt & Carwash	946	Fuel Positions	12.0	11.84	51%	49%	5%	7	56%	76	30	29
Total								14		84	86	91

Weekday PM Peak Hour

LAND USE	ITE CODE #	DEVELOPMENT UNITS	QUANTITY	PM RATE	ENTER PERCENT	EXIT PERCENT	INTERNAL PERCENT	INTERNAL TRIPS	PASSBY PERCENT	PASSBY TRIPS	NEW TRIPS	
											ENTER	EXIT
Apartment	220	Dwelling Units	135.0	0.62	65%	35%	20%	17	0%	0	44	23
General Office	710	GFA	25.0	1.49	17%	83%	20%	7	0%	0	5	25
Shopping Center	820	GFA	28.0	3.71	48%	52%	20%	21	34%	28	26	29
Gas Station w/Conv Mkt & Carwash	946	Fuel Positions	12.0	13.86	51%	49%	20%	33	56%	75	30	29
Total								78		103	105	106

NOTES:

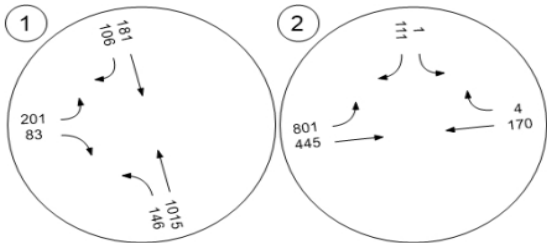
1. GFA = Gross Floor Area
2. All trip generation rates based on "Trip Generation", Institute of Transportation Engineers, 9th Edition unless otherwise noted.
3. A.M. Trip Generation is for the peak hour of adjacent street traffic (one hour between 7 and 9 a.m.).
4. P.M. Trip Generation is for the peak hour of adjacent street traffic (one hour between 4 and 6 p.m.).
5. Reduction for internal trips (Internal Percent) is based on "Trip Generation Handbook", Institute of Transportation Engineers, 3rd Edition.
6. Reduction for pass-by trips (Passby Percent) is based on "Trip Generation Handbook", Institute of Transportation Engineers, 3rd Edition.
7. Passby reduction for ITE land use 946 based off of the similar ITE land use 945, Service Station with Convenience Market.

Appendix E - Peak Hour Volumes

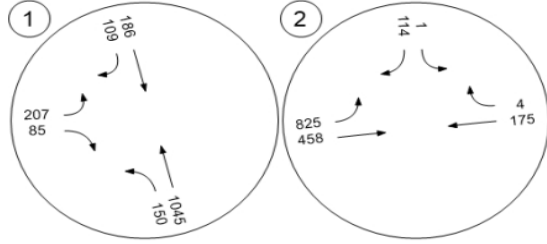
Table E1
AM Peak Hour Volumes



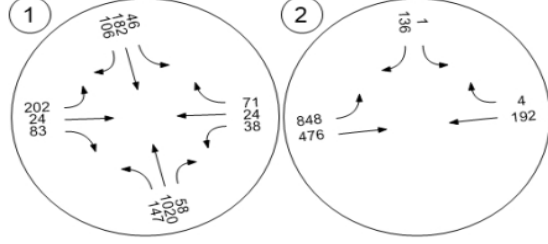
AM Existing



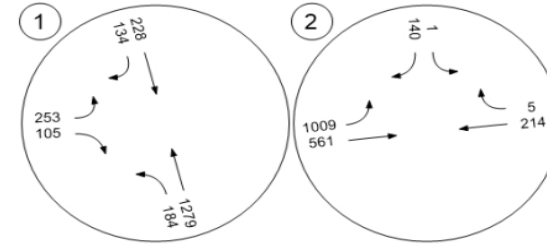
AM 2020 No-Build



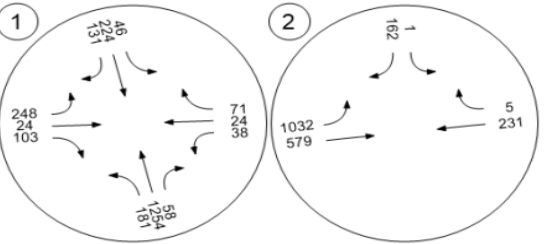
AM 2020 Build



AM 2040 No-Build



AM 2040 Build

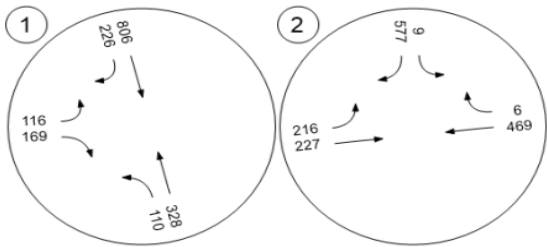


Appendix E - Peak Hour Volumes

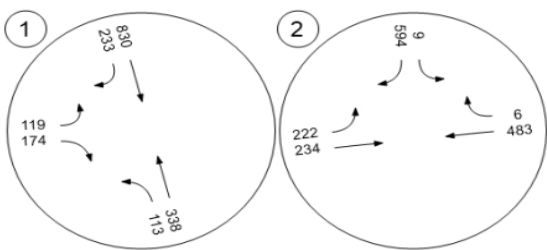
Table E2
PM Peak Hour Volumes



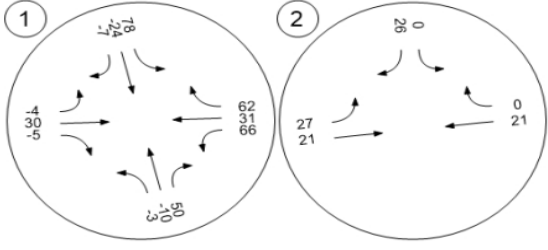
PM Existing



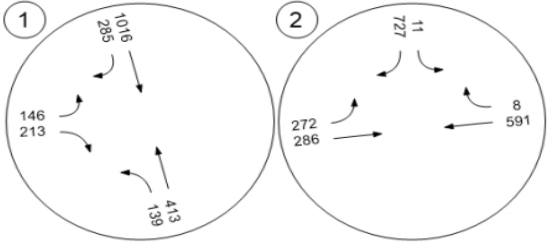
PM 2020 No-Build



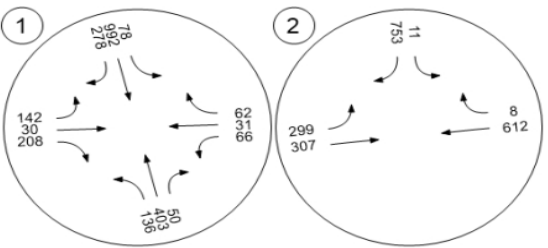
PM 2020 Build



PM 2040 No-Build



PM 2040 Build



Level of Service (LOS)

Level of Service (LOS) is a qualitative description, similar to typical school grades, that traffic engineers use to communicate how good or bad traffic operations are on a corridor, intersection, or interchange.

Common Factors

Traffic can be a hard thing to quantify as everyone has a different tolerance for congestion. What seems excessively long to one person may seem good enough for another. These differences are readily apparent when comparing small towns or rural areas, where five cars an hour can be the norm, to big cities or downtowns, where less than hundred cars an hour, even in the middle of night, is rare.

To combat this issue and provide a consistent measuring tool for traffic studies, a “Level of Service” rating was developed. Level of Service ratings are based on the roadway or intersection characteristics and the amount of traffic. Just like grade school, LOS A represents the best traffic operations, where traffic flows freely. LOS F, on the other hand, represents failing operations, where the road or intersection is congested and running beyond maximum capacity. LOS E is typically considered “at capacity” which means the amount of traffic is right at the level the roadway or intersection can adequately accommodate. Using Level of Service letter grades provides an easy way to convey road operations to the general public and has been adopted across the United States.

Level of Service criteria have been developed for multiple types of traffic operations including:

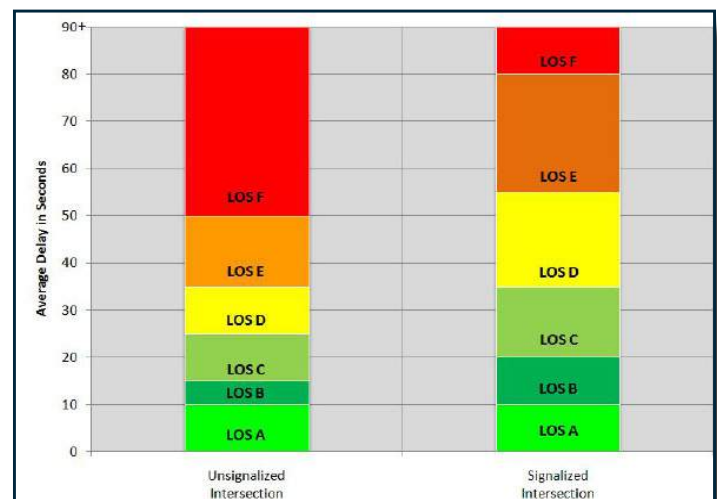
- Intersections
- Urban Corridors
- Freeways
- Transit Service
- Bicycle Operations
- Pedestrian Operations

The most common LOS criteria used is for car operations at intersections; both signalized and unsignalized. For an intersection Level of Service analysis, average delay for cars travelling through the intersection is used to determine the appropriate grade. A high delay results in a poor LOS rating and equates to poor operations. Similarly, low delay results in a good LOS rating and equates to good or great operations.

LOS can be determined for the intersection as a whole, or for individual movements. It is common during peak periods in major population areas for an intersection to have an acceptable overall LOS rating, but fail to achieve a good grade for individual movements.

Common Factors Impacting Level of Service

- Number of Lanes.
- Traffic Volumes.
- Intersection Control (stop sign, signal, roundabout, interchange.)
- Amount of access on a corridor.
- Percentage of turning traffic.
- Traffic signal cycle length (green time devoted to each approach) and phasing (one green for all approach movements or separate green arrows.)
- Percentage of heavy trucks.
- Roadway Grades.
- Distribution of traffic within a peak hour as well as over the course of a day.
- Pedestrian activity.
- Bicycle activity.





LOS A



LOS C



LOS D = Acceptable



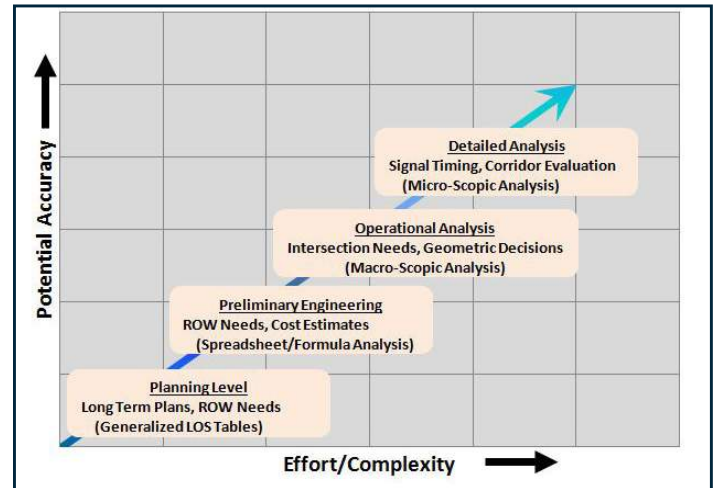
LOS F = Unacceptable

Source: City of San Jose, CA.

Although a Level of Service rating of A represents the best traffic operations, it is not always the most desirable. Providing LOS A for all corridors and all operations at all times would require a significant amount of land to be devoted to the road infrastructure, which makes it extremely costly to build and maintain. During non-peak times, like overnight, much of that infrastructure would sit unused.

On the opposite side of the spectrum, a Level of Service rating of E and F represent traffic operations close to breaking down, or that already have. These ratings mean high delays, long queues, and slow speeds, not to mention driver frustration. Instead of trying to achieve one or the other, government agencies try to strike a balance between providing acceptable operations, neither falling nor flowing too freely. Because of this, **LOS D is typically considered the lowest LOS acceptable by government agencies** and is reflective of a balanced approach between cost and benefit.

There are many tools and guidelines used to determine a road's Level of Service rating. Simple tools like generalized roadway capacities allow for planning-level efforts. While inexpensive and quick to complete, they are not as accurate as other options. More complicated tools, such as micro-simulations, provide more accurate results, but cost more and take more time. It is important to understand the trade-offs between the analysis types as well as the purpose of the study.



Source: Florida Department of Transportation

Resources

• [Highway Capacity Manual, fifth edition](#)

• Nation Cooperative Highway Research Program Report 616; Multimodal Level of Service Analysis for Urban Streets

• http://onlinepubs.trb.org/onlinepubs/nchrp/nchrp_rpt_616.pdf

• Florida Department of Transportation Quality/Level of Service Handbook

• http://www.dot.state.fl.us/planning/systems/programs/sm/los/pdfs/2009FDOTQLOS_Handbook.pdf

About This Brief

Spack Consulting prepared this brief as part of our company's vision to significantly improve the practice of traffic engineering and transportation planning. Transportation professionals from around the world have assisted us in developing this document. We are providing this brief under the Creative Commons Attribution License. Feel free to use-modify-share this guide, but please give us some credit in your document. To request our whole series of Design Briefs and to be included on our distribution list for new materials, please email mspack@spackconsulting.com. And please reach out if you have any comments or questions related to this Design Brief.

Warrants 1 - 3 (Volume Warrants)

Project Name	Westgate Development
Project/File #	421-17-01
Scenario	Existing

Intersection Information			
Major Street (E/W Road)	TH 3	Minor Street (N/S Road)	TH 149
Analyzed with	2 or more approach lanes	Analyzed with	2 or more approach lanes
Total Approach Volume	9928.5 vehicles	Total Approach Volume	3609.5 vehicles
Total Ped/Bike Volume	0 crossings	Total Ped/Bike Volume	0 crossings
Right turn reduction of	100 percent applied	Right turn reduction of	50 percent applied

Reduction applied to Volume Warrant thresholds due to high speeds on TH 3.

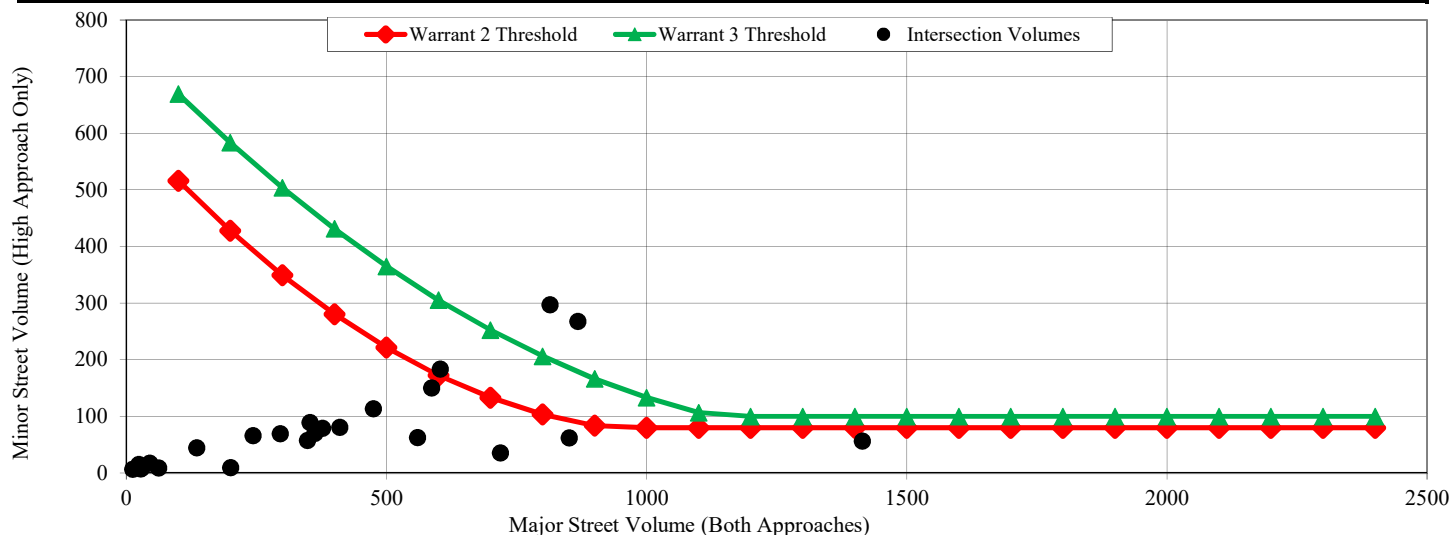
Warrant 1, Eight Hour Vehicular Volume			
	Condition A	Condition B	Condition A+B*
Condition Satisfied?	Not Satisfied	Not Satisfied	Not Satisfied
Required values reached for	4 hours	2 hours	5 (Cond. A) & 7 (Cond. B)
Criteria - Major Street (veh/hr)	420	630	336 (Cond. A) & 504 (Cond. B)
Criteria - Minor Street (veh/hr)	140	70	112 (Cond. A) & 56 (Cond. B)

* Should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.

Warrant 2, Four Hour Vehicular Volume	
Condition Satisfied?	Not Satisfied
Required values reached for	3 hours
Criteria	See Figure Below

Warrant 3, Peak Hour Vehicular Volume		
	Condition A	Condition B
Condition Satisfied?	Not Examined	Satisfied
Required values reached for		2 hours
Criteria - Total Approach Volume (veh in one hour)	650	See Figure Below
Criteria - Minor Street High Side Volume (veh in one hour)	150	
Criteria - Minor Street High Side Delay (veh-hrs)	5	

Figure 4C-2 (Warrant 2 - 70% Factor) & Figure 4C-4 (Warrant 3 - 70% Factor)



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Warrants 1 - 3 (Volume Warrants)

Project Name	Westgate Development
Project/File #	421-17-01
Scenario	2020 No-Build

Intersection Information			
Major Street (E/W Road)	TH 3	Minor Street (N/S Road)	TH 149
Analyzed with	2 or more approach lanes	Analyzed with	2 or more approach lanes
Total Approach Volume	10226.355 vehicles	Total Approach Volume	3717.785 vehicles
Total Ped/Bike Volume	0 crossings	Total Ped/Bike Volume	0 crossings
Right turn reduction of	100 percent applied	Right turn reduction of	50 percent applied

Reduction applied to Volume Warrant thresholds due to high speeds on TH 3.

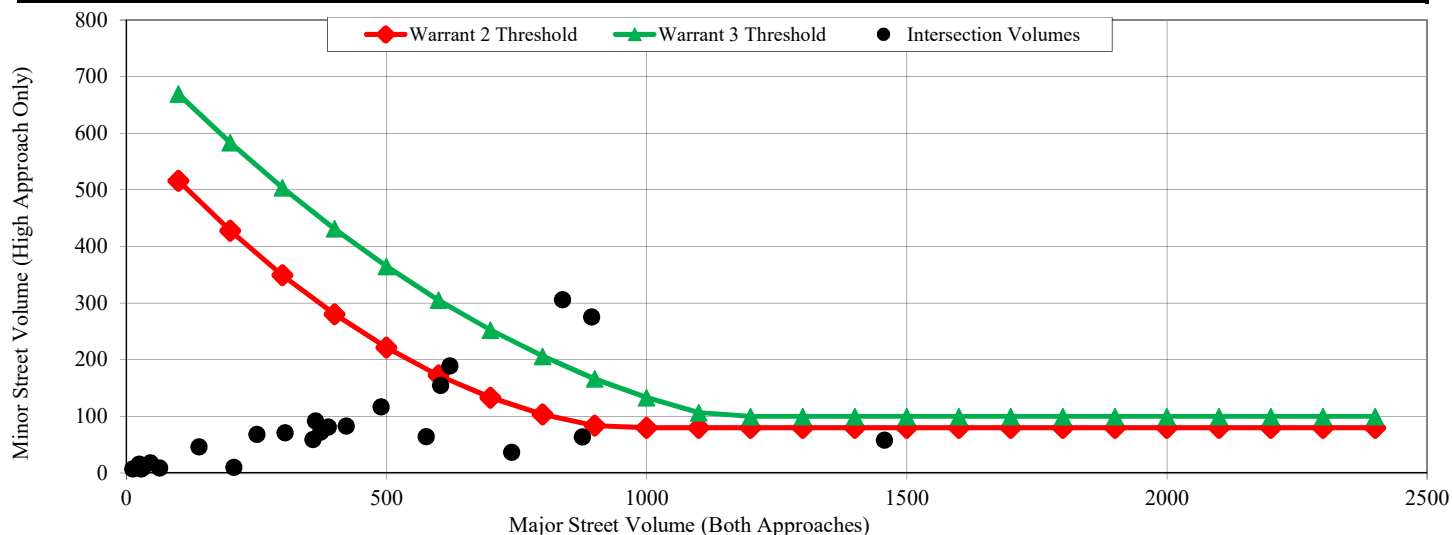
Warrant 1, Eight Hour Vehicular Volume			
	Condition A	Condition B	Condition A+B*
Condition Satisfied?	Not Satisfied	Not Satisfied	Not Satisfied
Required values reached for	4 hours	2 hours	5 (Cond. A) & 7 (Cond. B)
Criteria - Major Street (veh/hr)	420	630	336 (Cond. A) & 504 (Cond. B)
Criteria - Minor Street (veh/hr)	140	70	112 (Cond. A) & 56 (Cond. B)

* Should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.

Warrant 2, Four Hour Vehicular Volume	
Condition Satisfied?	Not Satisfied
Required values reached for	3 hours
Criteria	See Figure Below

Warrant 3, Peak Hour Vehicular Volume		
	Condition A	Condition B
Condition Satisfied?	Not Examined	Satisfied
Required values reached for		2 hours
Criteria - Total Approach Volume (veh in one hour)	650	See Figure Below
Criteria - Minor Street High Side Volume (veh in one hour)	150	
Criteria - Minor Street High Side Delay (veh-hrs)	5	

Figure 4C-2 (Warrant 2 - 70% Factor) & Figure 4C-4 (Warrant 3 - 70% Factor)



Warrants 1 - 3 (Volume Warrants)

Project Name	Westgate Development
Project/File #	421-17-01
Scenario	2040 No-Build

Intersection Information			
Major Street (E/W Road)	TH 3	Minor Street (N/S Road)	TH 149
Analyzed with	1 approach lane	Analyzed with	1 Approach Lane
Total Approach Volume	12509.91 vehicles	Total Approach Volume	4547.97 vehicles
Total Ped/Bike Volume	0 crossings	Total Ped/Bike Volume	0 crossings
Right turn reduction of	100 percent applied	Right turn reduction of	50 percent applied

Reduction applied to Volume Warrant thresholds due to high speeds on TH 3.

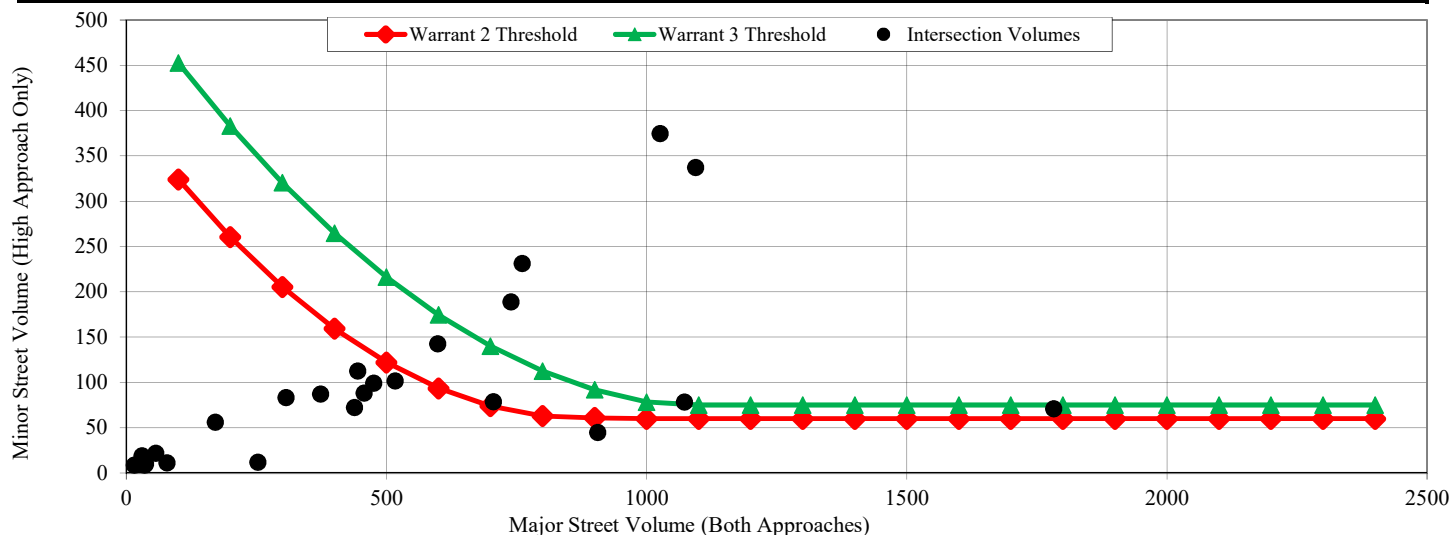
Warrant 1, Eight Hour Vehicular Volume			
	Condition A	Condition B	Condition A+B*
Condition Satisfied?	Not Satisfied	Satisfied	Satisfied
Required values reached for	6 hours	8 hours	10 (Cond. A) & 14 (Cond. B)
Criteria - Major Street (veh/hr)	350	525	280 (Cond. A) & 420 (Cond. B)
Criteria - Minor Street (veh/hr)	105	53	84 (Cond. A) & 42 (Cond. B)

* Should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.

Warrant 2, Four Hour Vehicular Volume	
Condition Satisfied?	Satisfied
Required values reached for	8 hours
Criteria	See Figure Below

Warrant 3, Peak Hour Vehicular Volume		
	Condition A	Condition B
Condition Satisfied?	Not Examined	Satisfied
Required values reached for		5 hours
Criteria - Total Approach Volume (veh in one hour)	650	See Figure Below
Criteria - Minor Street High Side Volume (veh in one hour)	150	
Criteria - Minor Street High Side Delay (veh-hrs)	5	

Figure 4C-2 (Warrant 2 - 70% Factor) & Figure 4C-4 (Warrant 3 - 70% Factor)



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Appendix H - Capacity Analysis Backup

Generated with **PTV VISTRO**

Version 5.00-00



Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 1 AM Existing

Report File: C:\...\IAM Existing.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.768	20.1	C
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Left	0.098	390.9	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

Generated with **PTV VISTRO**

Version 5.00-00



Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	20.1
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.768

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	0	1	1	0
Pocket Length [ft]	275.00	100.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	146	1015	181	106	201	83
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.00	1.00	1.00	1.00	1.00	1.00
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	53	0	42
Total Hourly Volume [veh/h]	146	1015	181	53	201	41
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	42	295	53	15	58	12
Total Analysis Volume [veh/h]	170	1180	210	62	234	48
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

Appendix H - Capacity Analysis Backup

Generated with **PTV VISTRO**

Version 5.00-00



Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	40	105	73	0	30	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	45	111	79	0	36	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	138	138	138	138	138	138
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	27	105	73	73	20	20
g / C, Green / Cycle	0.20	0.76	0.53	0.53	0.15	0.15
(v / s)_i Volume / Saturation Flow Rate	0.10	0.64	0.11	0.04	0.13	0.03
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	341	1412	981	841	264	231
d1, Uniform Delay [s]	45.17	0.00	17.27	15.94	57.68	51.68
k, delay calibration	0.11	0.50	0.50	0.50	0.13	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	1.13	5.99	0.50	0.17	11.31	0.44
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.50	0.84	0.21	0.07	0.89	0.21
d, Delay for Lane Group [s/veh]	46.30	5.99	17.77	16.11	68.99	52.12
Lane Group LOS	D	A	B	B	E	D
Critical Lane Group	No	Yes	No	No	Yes	No
50th-Percentile Queue Length [veh]	4.70	2.35	3.56	0.97	8.66	1.47
50th-Percentile Queue Length [ft]	117.50	58.71	89.02	24.32	216.61	36.72
95th-Percentile Queue Length [veh]	8.26	4.23	6.41	1.75	13.49	2.64
95th-Percentile Queue Length [ft]	206.39	105.68	160.23	43.78	337.29	66.09

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	46.30	5.99	17.77	16.11	68.99	52.12
Movement LOS	D	A	B	B	E	D
d_A, Approach Delay [s/veh]	11.06		17.39		66.12	
Approach LOS	B		B		E	
d_I, Intersection Delay [s/veh]	20.12					
Intersection LOS	C					
Intersection V/C	0.768					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	69.38	69.38
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.224	2.324
Crosswalk LOS	F	C	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	80.00	80.00	80.00
I_b,int, Bicycle LOS Score for Intersection	6.298	3.718	4.024
Bicycle LOS	F	D	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type:	Two-way stop	Delay (sec / veh):	390.9
Analysis Method:	HCM 6th Edition	Level Of Service:	F
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.098

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.00	1.00	1.00	1.00	1.00	1.00
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	111	801	445	170	4
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	31	225	125	48	1
Total Analysis Volume [veh/h]	1	125	900	500	191	4
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.10	0.15	0.66	0.01	0.00	0.00
d_M, Delay for Movement [s/veh]	390.93	9.98	12.47	0.00	0.00	0.00
Movement LOS	F	A	B	A	A	A
95th-Percentile Queue Length [veh]	0.26	0.52	5.25	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	6.60	12.89	131.31	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	13.00		8.02		0.00	
Approach LOS	B		A		A	
d_I, Intersection Delay [s/veh]	7.48					
Intersection LOS	F					

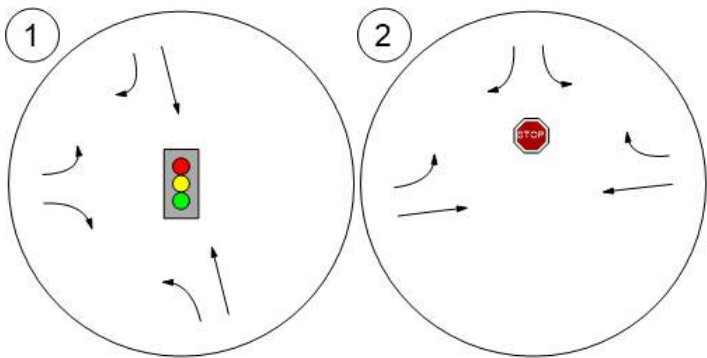
Appendix H - Capacity Analysis Backup

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Lane Configuration and Traffic Control



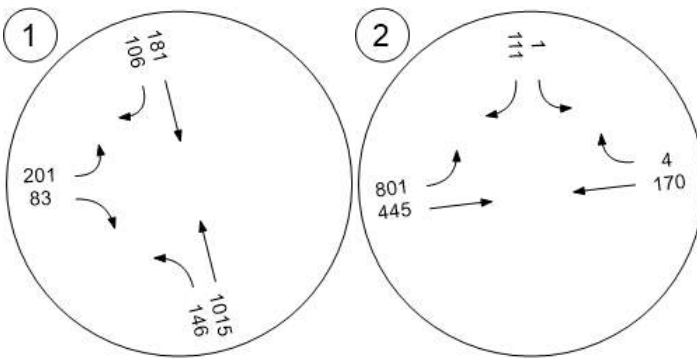
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Traffic Volume - Base Volume



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Vistro File: C:\...\Westgate Vistro.vistro

Scenario 2 PM Existing

Report File: C:\...\PM Existing.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.592	20.8	C
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Right	0.974	57.2	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	20.8
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.592

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	0	1	1	0
Pocket Length [ft]	275.00	100.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	110	328	806	226	116	169
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.00	1.00	1.00	1.00	1.00	1.00
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	93	0	85
Total Hourly Volume [veh/h]	110	328	806	133	116	84
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	29	86	212	35	31	22
Total Analysis Volume [veh/h]	116	345	848	140	122	88
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

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Scenario 2: 2 PM Existing

Traffic Impact Study

H11

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Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	27	101	82	0	24	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	32	107	88	0	30	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	124	124	124	124	124	124
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	14	101	82	82	11	11
g / C, Green / Cycle	0.11	0.81	0.66	0.66	0.09	0.09
(v / s)_i Volume / Saturation Flow Rate	0.07	0.19	0.46	0.09	0.07	0.06
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	197	1507	1222	1047	156	137
d1, Uniform Delay [s]	50.14	0.00	13.35	7.95	55.65	54.93
k, delay calibration	0.11	0.50	0.50	0.50	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	2.79	0.35	3.26	0.27	8.34	4.99
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.59	0.23	0.69	0.13	0.78	0.64
d, Delay for Lane Group [s/veh]	52.93	0.35	16.62	8.21	63.99	59.91
Lane Group LOS	D	A	B	A	E	E
Critical Lane Group	Yes	No	Yes	No	Yes	No
50th-Percentile Queue Length [veh]	3.31	0.15	13.92	1.34	4.02	2.80
50th-Percentile Queue Length [ft]	82.78	3.71	347.95	33.40	100.62	69.95
95th-Percentile Queue Length [veh]	5.96	0.27	20.04	2.40	7.24	5.04
95th-Percentile Queue Length [ft]	149.01	6.68	500.91	60.12	181.12	125.91

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Movement, Approach, & Intersection Results

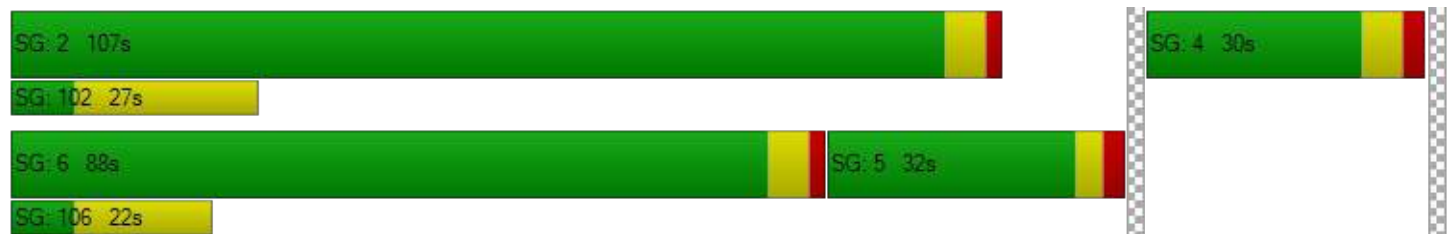
d_M, Delay for Movement [s/veh]	52.93	0.35	16.62	8.21	63.99	59.91
Movement LOS	D	A	B	A	E	E
d_A, Approach Delay [s/veh]	13.58		15.43		62.28	
Approach LOS	B		B		E	
d_I, Intersection Delay [s/veh]	20.85					
Intersection LOS	C					
Intersection V/C	0.592					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	64.40	64.40
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.025	2.399
Crosswalk LOS	F	C	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	75.00	75.00	75.00
I_b,int, Bicycle LOS Score for Intersection	4.831	4.965	4.024
Bicycle LOS	E	E	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 57.2
Level Of Service: F
Volume to Capacity (v/c): 0.974

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.00	1.00	1.00	1.00	1.00	1.00
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	9	577	216	227	469	6
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	2	144	54	57	117	2
Total Analysis Volume [veh/h]	9	577	216	227	469	6
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.05	0.97	0.20	0.00	0.00	0.00
d_M, Delay for Movement [s/veh]	26.97	57.24	9.16	0.00	0.00	0.00
Movement LOS	D	F	A	A	A	A
95th-Percentile Queue Length [veh]	0.16	13.79	0.74	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	4.09	344.72	18.58	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	56.78		4.46		0.00	
Approach LOS	F		A		A	
d_I, Intersection Delay [s/veh]	23.44					
Intersection LOS	F					

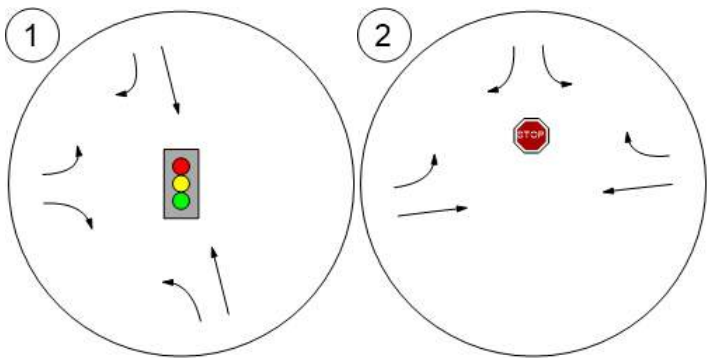
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Lane Configuration and Traffic Control



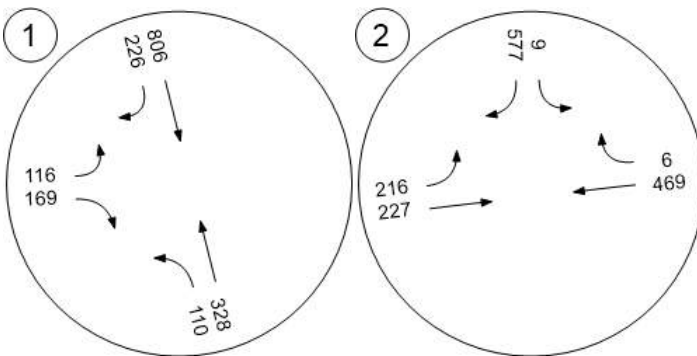
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Traffic Volume - Base Volume



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 3 AM 2020 No-Build

Report File: C:\...\IAM 2020 No-Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.790	21.1	C
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Left	0.117	475.8	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	21.1
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.790

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	1	0	1	1	0
Pocket Length [ft]	100.00	275.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	146	1015	181	106	201	83
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	55	0	43
Total Hourly Volume [veh/h]	150	1045	186	54	207	42
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	44	304	54	16	60	12
Total Analysis Volume [veh/h]	174	1215	216	63	241	49
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

Westgate Development

Scenario 3: 3 AM 2020 No-Build

Traffic Impact Study

H20

Westgate Development

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	40	105	73	0	30	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	45	111	79	0	36	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	139	139	139	139	139	139
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	27	105	73	73	21	21
g / C, Green / Cycle	0.20	0.76	0.53	0.53	0.15	0.15
(v / s)_i Volume / Saturation Flow Rate	0.10	0.65	0.12	0.04	0.14	0.03
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	340	1406	977	837	270	237
d1, Uniform Delay [s]	45.61	0.00	17.59	16.18	57.68	51.49
k, delay calibration	0.11	0.50	0.50	0.50	0.14	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	1.20	7.27	0.52	0.18	12.42	0.43
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.51	0.86	0.22	0.08	0.89	0.21
d, Delay for Lane Group [s/veh]	46.81	7.27	18.11	16.36	70.10	51.91
Lane Group LOS	D	A	B	B	E	D
Critical Lane Group	No	Yes	No	No	Yes	No
50th-Percentile Queue Length [veh]	4.86	2.84	3.72	1.00	9.04	1.50
50th-Percentile Queue Length [ft]	121.45	71.01	92.98	25.02	226.00	37.49
95th-Percentile Queue Length [veh]	8.47	5.11	6.69	1.80	13.97	2.70
95th-Percentile Queue Length [ft]	211.82	127.81	167.36	45.03	349.27	67.48

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	46.81	7.27	18.11	16.36	70.10	51.91
Movement LOS	D	A	B	B	E	D
d_A, Approach Delay [s/veh]	12.22		17.72		67.03	
Approach LOS	B		B		E	
d_I, Intersection Delay [s/veh]	21.12					
Intersection LOS	C					
Intersection V/C	0.790					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	69.38	69.38
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.261	2.333
Crosswalk LOS	F	C	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	80.00	80.00	80.00
I_b,int, Bicycle LOS Score for Intersection	6.362	3.733	4.024
Bicycle LOS	F	D	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 475.8
Level Of Service: F
Volume to Capacity (v/c): 0.117

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	114	825	458	175	4
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	32	232	129	49	1
Total Analysis Volume [veh/h]	1	128	927	515	197	4
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.12	0.15	0.68	0.01	0.00	0.00
d_M, Delay for Movement [s/veh]	475.77	10.04	13.02	0.00	0.00	0.00
Movement LOS	F	B	B	A	A	A
95th-Percentile Queue Length [veh]	0.30	0.53	5.75	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	7.53	13.37	143.63	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	13.65		8.37		0.00	
Approach LOS	B		A		A	
d_I, Intersection Delay [s/veh]	7.80					
Intersection LOS	F					

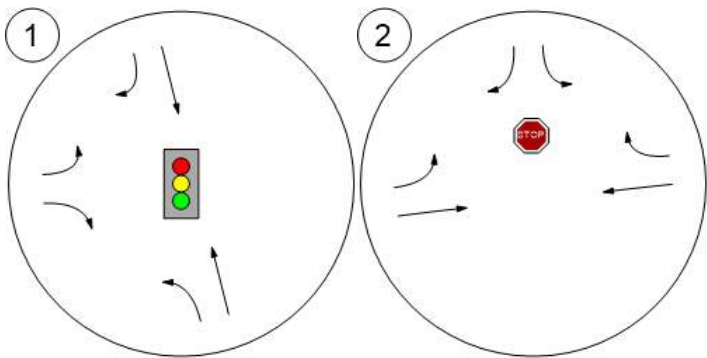
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Spack
CONSULTING

Lane Configuration and Traffic Control



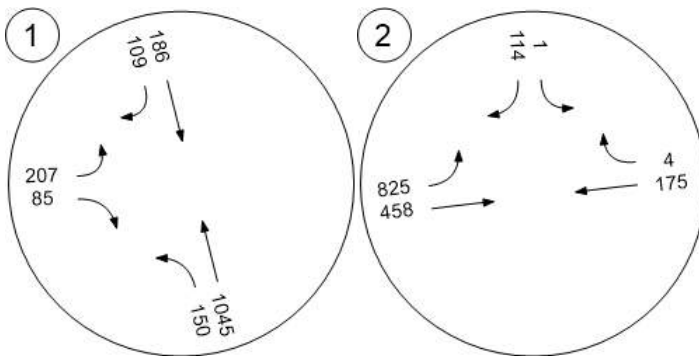
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Traffic Volume - Future Total Volume



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 4 PM 2020 No-Build

Report File: C:\...\PM 2020 No-Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.610	21.3	C
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Right	1.021	69.6	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	21.3
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.610

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	1	0	1	1	0
Pocket Length [ft]	100.00	275.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	110	328	806	226	116	169
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	96	0	87
Total Hourly Volume [veh/h]	113	338	830	137	119	87
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	30	89	218	36	31	23
Total Analysis Volume [veh/h]	119	356	874	144	125	92
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	27	101	82	0	24	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	32	107	88	0	30	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	125	125	125	125	125	125
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	14	101	82	82	11	11
g / C, Green / Cycle	0.11	0.81	0.66	0.66	0.09	0.09
(v / s)_i Volume / Saturation Flow Rate	0.07	0.19	0.47	0.09	0.07	0.06
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	197	1504	1220	1045	159	139
d1, Uniform Delay [s]	50.36	0.00	13.83	8.04	55.64	54.97
k, delay calibration	0.11	0.50	0.50	0.50	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	2.99	0.37	3.63	0.28	8.35	5.24
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.61	0.24	0.72	0.14	0.79	0.66
d, Delay for Lane Group [s/veh]	53.35	0.37	17.46	8.32	64.00	60.21
Lane Group LOS	D	A	B	A	E	E
Critical Lane Group	Yes	No	Yes	No	Yes	No
50th-Percentile Queue Length [veh]	3.42	0.15	14.89	1.39	4.13	2.94
50th-Percentile Queue Length [ft]	85.44	3.87	372.27	34.72	103.23	73.44
95th-Percentile Queue Length [veh]	6.15	0.28	21.22	2.50	7.43	5.29
95th-Percentile Queue Length [ft]	153.79	6.97	530.48	62.49	185.82	132.19

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Movement, Approach, & Intersection Results

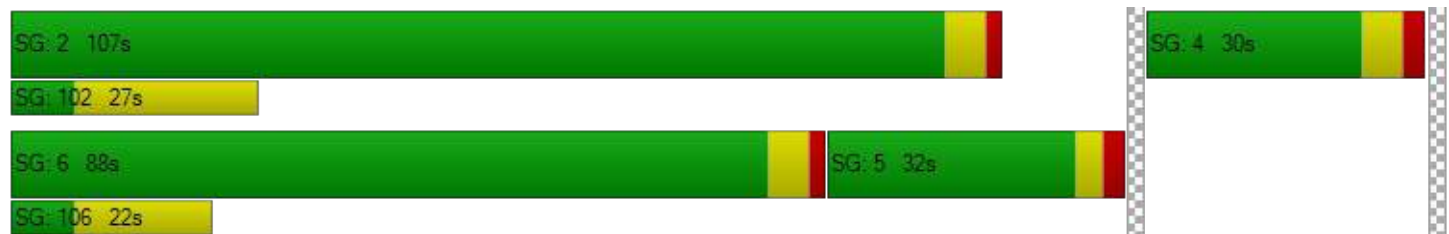
d_M, Delay for Movement [s/veh]	53.35	0.37	17.46	8.32	64.00	60.21
Movement LOS	D	A	B	A	E	E
d_A, Approach Delay [s/veh]	13.64		16.17		62.39	
Approach LOS	B		B		E	
d_I, Intersection Delay [s/veh]	21.33					
Intersection LOS	C					
Intersection V/C	0.610					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	64.40	64.40
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.056	2.412
Crosswalk LOS	F	C	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	75.00	75.00	75.00
I_b,int, Bicycle LOS Score for Intersection	4.854	5.020	4.024
Bicycle LOS	E	F	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 69.6
Level Of Service: F
Volume to Capacity (v/c): 1.021

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	9	594	222	234	483	6
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	2	149	56	59	121	2
Total Analysis Volume [veh/h]	9	594	222	234	483	6
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.06	1.02	0.21	0.00	0.00	0.00
d_M, Delay for Movement [s/veh]	28.32	69.58	9.25	0.00	0.00	0.00
Movement LOS	D	F	A	A	A	A
95th-Percentile Queue Length [veh]	0.17	15.72	0.78	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	4.33	393.12	19.51	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	68.96		4.50		0.00	
Approach LOS	F		A		A	
d_I, Intersection Delay [s/veh]	28.19					
Intersection LOS	F					

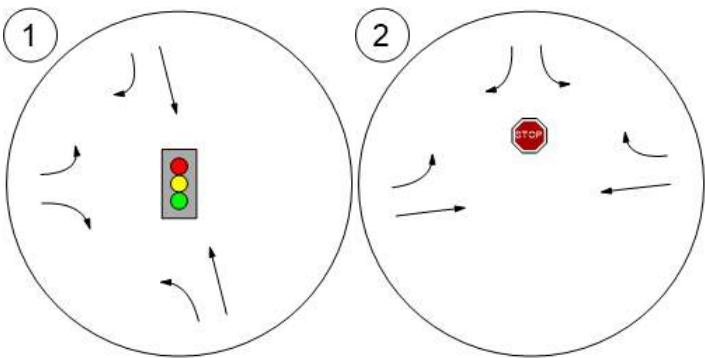
Appendix H - Capacity Analysis Backup

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Lane Configuration and Traffic Control



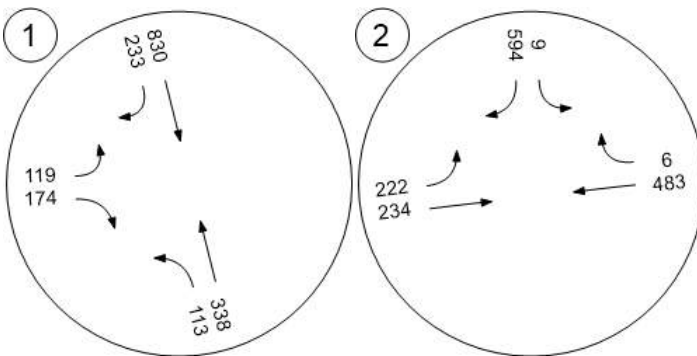
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Traffic Volume - Future Total Volume



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 5 AM 2020 Build

Report File: C:\...\AM 2020 Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.849	45.9	D
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Left	0.148	615.8	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 45.9
Level Of Service: D
Volume to Capacity (v/c): 0.849

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	146	1015	0	0	181	106	201	0	83	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	30	39	0	0	0	17	0	32	18	41
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-25	28	7	-4	-3	-5	7	-2	6	6	30
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	18	0	0	53	0	0	21	0	0	18
Total Hourly Volume [veh/h]	147	1020	40	46	182	53	202	24	62	38	24	53
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	43	297	12	13	53	15	59	7	18	11	7	15
Total Analysis Volume [veh/h]	171	1186	47	53	212	62	235	28	72	44	28	62
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing m	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing mi	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss
Signal group	5	2	0	1	6	0	0	4	0	0	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	-	-	-	-	-	-
Minimum Green [s]	7	15	0	7	15	0	0	7	0	0	7	0
Maximum Green [s]	40	105	0	8	73	0	0	30	0	0	30	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	0.0	4.5	0.0	0.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	0.0	2.0	0.0	0.0	2.0	0.0
Split [s]	45	111	0	13	79	0	0	36	0	0	36	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	0.0	3.0	0.0	0.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	0.0	2.0	0.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	0.0	4.5	0.0	0.0	4.5	0.0
Minimum Recall	No	No		No	No			No			No	
Maximum Recall	No	Yes		No	Yes			No			No	
Pedestrian Recall	No	No		No	No			No			No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	159	159	159	159	159	159	159	159	159	159
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	4.50	4.50	4.50	4.50
g_i, Effective Green Time [s]	38	105	105	6	73	73	30	30	30	30
g / C, Green / Cycle	0.24	0.66	0.66	0.04	0.46	0.46	0.19	0.19	0.19	0.19
(v / s)_i Volume / Saturation Flow Rate	0.10	0.64	0.03	0.03	0.11	0.04	0.18	0.06	0.03	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1306	1659	1295	1667
c, Capacity [veh/h]	420	1225	1050	72	852	730	215	313	206	315
d1, Uniform Delay [s]	44.96	8.10	3.25	75.41	26.23	24.17	71.30	55.65	63.07	55.28
k, delay calibration	0.11	0.50	0.50	0.11	0.50	0.50	0.37	0.11	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.63	19.06	0.08	13.46	0.70	0.23	79.10	0.58	0.51	0.49
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.41	0.97	0.04	0.74	0.25	0.08	1.09	0.32	0.21	0.29
d, Delay for Lane Group [s/veh]	45.59	27.16	3.33	88.87	26.93	24.40	150.40	56.23	63.58	55.78
Lane Group LOS	D	C	A	F	C	C	F	E	E	E
Critical Lane Group	No	Yes	No	Yes	No	No	Yes	No	No	No
50th-Percentile Queue Length [veh]	5.01	12.35	0.21	2.39	5.02	1.36	13.47	3.48	1.66	3.17
50th-Percentile Queue Length [ft]	125.24	308.75	5.14	59.72	125.55	33.89	336.65	87.02	41.45	79.37
95th-Percentile Queue Length [veh]	8.68	18.11	0.37	4.30	8.70	2.44	20.36	6.27	2.98	5.71
95th-Percentile Queue Length [ft]	217.00	452.84	9.25	107.50	217.43	60.99	509.03	156.64	74.60	142.86

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

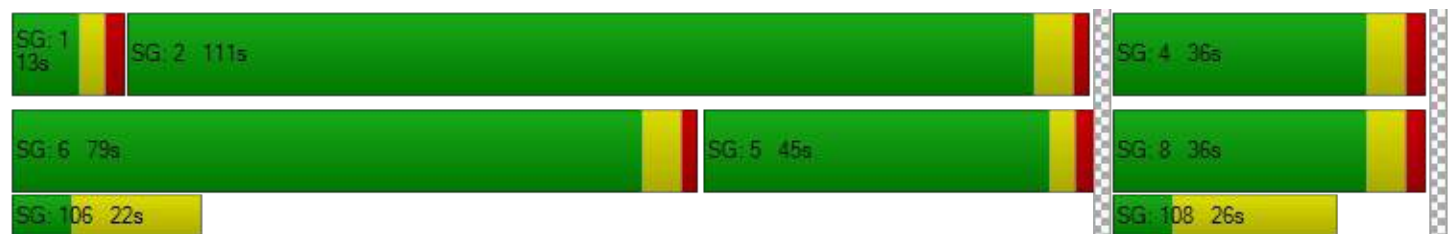
d_M, Delay for Movement [s/veh]	45.59	27.16	3.33	88.87	26.93	24.40	150.40	56.23	56.23	63.58	55.78	55.78
Movement LOS	D	C	A	F	C	C	F	E	E	E	E	E
d_A, Approach Delay [s/veh]	28.61			36.49			122.29			58.34		
Approach LOS	C			D			F			E		
d_I, Intersection Delay [s/veh]	45.85											
Intersection LOS	D											
Intersection V/C	0.849											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			69.38			69.38			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.256			2.324			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1313			913			369			369		
d_b, Bicycle Delay [s]	9.45			23.65			53.22			53.22		
I_b,int, Bicycle LOS Score for Intersection	3.844			1.236			2.039			2.943		
Bicycle LOS	D			A			B			C		

Sequence

Ring 1	1	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 615.8
Level Of Service: F
Volume to Capacity (v/c): 0.148

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	22	23	18	17	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	136	848	476	192	4
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	38	238	134	54	1
Total Analysis Volume [veh/h]	1	153	953	535	216	4
Pedestrian Volume [ped/h]	0		0		0	

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.15	0.19	0.71	0.01	0.00	0.00
d_M, Delay for Movement [s/veh]	615.77	10.38	13.92	0.00	0.00	0.00
Movement LOS	F	B	B	A	A	A
95th-Percentile Queue Length [veh]	0.35	0.68	6.47	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	8.77	17.03	161.68	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	14.31		8.92		0.00	
Approach LOS	B		A		A	
d_I, Intersection Delay [s/veh]	8.31					
Intersection LOS	F					

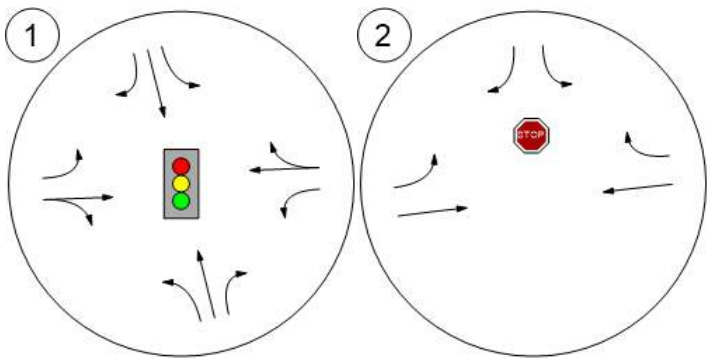
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Lane Configuration and Traffic Control



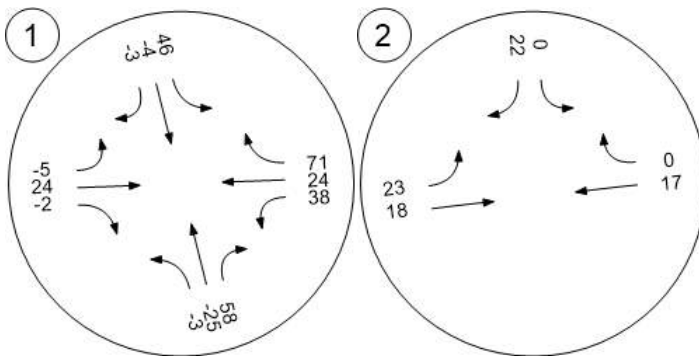
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Traffic Volume - Net New Site Trips



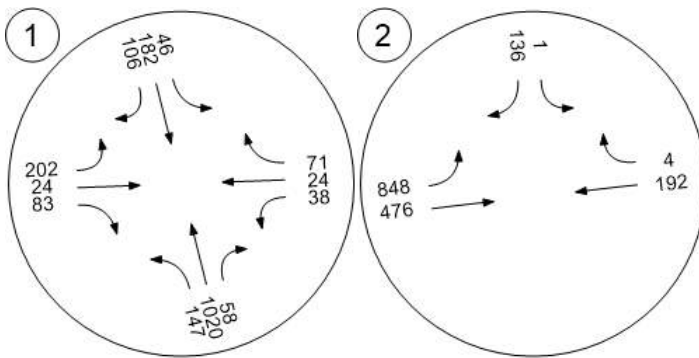
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Traffic Volume - Future Total Volume



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 6 PM 2020 Build

Report File: C:\...\PM 2020 Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	SB Left	0.616	36.6	D
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Right	1.096	92.9	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 36.6
Level Of Service: D
Volume to Capacity (v/c): 0.616

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	110	328	0	0	806	226	116	0	169	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	37	47	0	0	0	21	0	37	21	48
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-10	13	31	-24	-7	-4	9	-5	29	10	14
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	14	0	0	93	0	0	422	0	0	16
Total Hourly Volume [veh/h]	110	328	36	78	806	133	115	30	0	66	31	46
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	29	86	9	21	212	35	30	8	0	17	8	12
Total Analysis Volume [veh/h]	116	345	38	82	848	140	121	32	0	69	33	48
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss
Signal group	5	2	0	1	6	0	0	4	0	0	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	-	-	-	-	-	-
Minimum Green [s]	7	15	0	7	15	0	0	7	0	0	7	0
Maximum Green [s]	27	101	0	8	82	0	0	24	0	0	24	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	0.0	4.5	0.0	0.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	0.0	2.0	0.0	0.0	2.0	0.0
Split [s]	32	107	0	13	88	0	0	30	0	0	30	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	0.0	3.0	0.0	0.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	0.0	2.0	0.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	0.0	4.5	0.0	0.0	4.5	0.0
Minimum Recall	No	No		No	No			No			No	
Maximum Recall	No	Yes		No	Yes			No			No	
Pedestrian Recall	No	No		No	No			No			No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	150	150	150	150	150	150	150	150	150	150
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	4.50	4.50	4.50	4.50
g_i, Effective Green Time [s]	27	101	101	8	82	82	24	24	24	24
g / C, Green / Cycle	0.18	0.67	0.67	0.05	0.55	0.55	0.16	0.16	0.16	0.16
(v / s)_i Volume / Saturation Flow Rate	0.07	0.19	0.02	0.05	0.46	0.09	0.09	0.02	0.05	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1317	1870	1377	1693
c, Capacity [veh/h]	312	1246	1068	95	1012	867	183	297	227	269
d1, Uniform Delay [s]	50.11	2.78	2.60	70.65	28.64	17.05	66.72	54.13	59.95	55.88
k, delay calibration	0.11	0.50	0.50	0.21	0.50	0.50	0.11	0.11	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.74	0.55	0.06	33.11	8.28	0.40	4.07	0.16	0.75	0.62
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.37	0.28	0.04	0.87	0.84	0.16	0.66	0.11	0.30	0.30
d, Delay for Lane Group [s/veh]	50.84	3.33	2.66	103.76	36.92	17.45	70.80	54.29	60.70	56.50
Lane Group LOS	D	A	A	F	D	B	E	D	E	E
Critical Lane Group	Yes	No	No	No	Yes	No	Yes	No	No	No
50th-Percentile Queue Length [veh]	3.53	1.33	0.14	3.97	26.46	2.47	4.73	1.04	2.48	2.79
50th-Percentile Queue Length [ft]	88.34	33.19	3.43	99.15	661.39	61.69	118.20	26.02	61.96	69.76
95th-Percentile Queue Length [veh]	6.36	2.39	0.25	7.14	34.89	4.44	8.29	1.87	4.46	5.02
95th-Percentile Queue Length [ft]	159.01	59.73	6.17	178.46	872.27	111.03	207.35	46.84	111.52	125.57

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

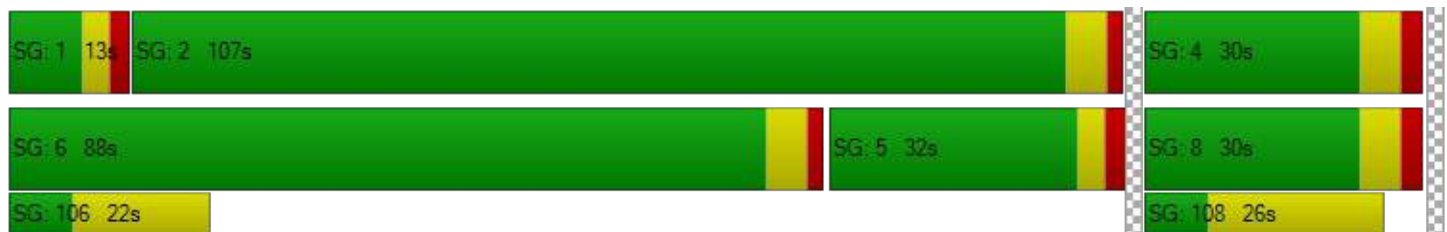
d_M, Delay for Movement [s/veh]	50.84	3.33	2.66	103.76	36.92	17.45	70.80	54.29	54.29	60.70	56.50	56.50
Movement LOS	D	A	A	F	D	B	E	D	D	E	E	E
d_A, Approach Delay [s/veh]	14.33			39.49			67.34			58.43		
Approach LOS	B			D			E			E		
d_I, Intersection Delay [s/veh]	36.58											
Intersection LOS	D											
Intersection V/C	0.616											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0	0.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	64.40	64.40	0.00
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.079	3.031	0.000
Crosswalk LOS	F	C	C	F
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	1347	1093	313	313
d_b, Bicycle Delay [s]	8.00	15.41	53.34	53.34
I_b,int, Bicycle LOS Score for Intersection	2.344	2.528	2.400	2.966
Bicycle LOS	B	B	B	C

Sequence

Ring 1	1	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 92.9
Level Of Service: F
Volume to Capacity (v/c): 1.096

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.03	1.03	1.03	1.03	1.03	1.03
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	26	27	21	21	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	9	620	249	255	504	6
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	2	155	62	64	126	2
Total Analysis Volume [veh/h]	9	620	249	255	504	6
Pedestrian Volume [ped/h]	0		0		0	

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.07	1.10	0.24	0.00	0.01	0.00
d_M, Delay for Movement [s/veh]	33.03	92.92	9.49	0.00	0.00	0.00
Movement LOS	D	F	A	A	A	A
95th-Percentile Queue Length [veh]	0.21	19.01	0.92	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	5.19	475.13	23.10	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	92.06		4.69		0.00	
Approach LOS	F		A		A	
d_I, Intersection Delay [s/veh]	36.68					
Intersection LOS	F					

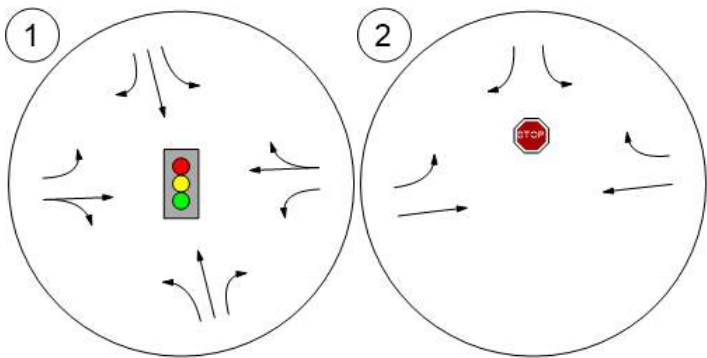
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Spack
CONSULTING

Lane Configuration and Traffic Control



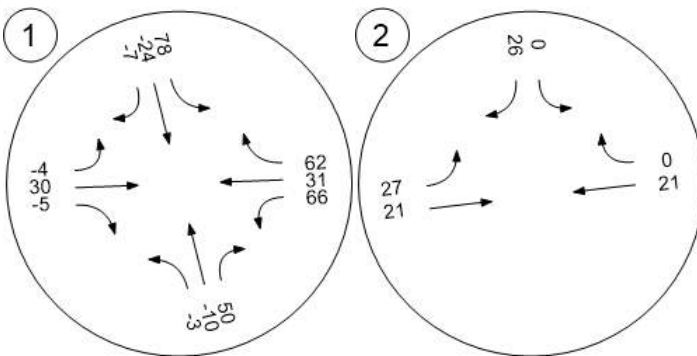
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Traffic Volume - Net New Site Trips



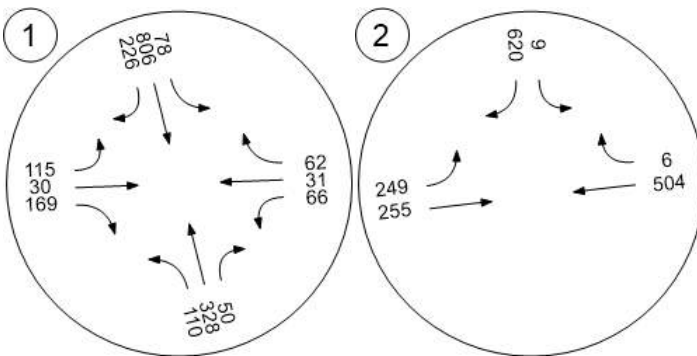
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Traffic Volume - Future Total Volume



Appendix H - Capacity Analysis Backup

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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 7 AM 2040 No-Build

Report File: C:\...\AM 2040 No-Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.967	53.0	D
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Left	0.654	3,118.3	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	53.0
Analysis Method:	HCM 6th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.967

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	1	0	1	1	0
Pocket Length [ft]	100.00	275.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	146	1015	181	106	201	83
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	67	0	53
Total Hourly Volume [veh/h]	184	1279	228	67	253	52
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	53	372	66	19	74	15
Total Analysis Volume [veh/h]	214	1487	265	78	294	60
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

Westgate Development

Scenario 7: 7 AM 2040 No-Build

Traffic Impact Study

H58

Westgate Development

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	40	105	73	0	30	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	45	111	79	0	36	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	143	143	143	143	143	143
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	27	105	73	73	26	26
g / C, Green / Cycle	0.19	0.73	0.51	0.51	0.18	0.18
(v / s)_i Volume / Saturation Flow Rate	0.12	0.80	0.14	0.05	0.17	0.04
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	328	1360	944	809	320	281
d1, Uniform Delay [s]	49.41	1.63	20.16	18.17	57.76	50.15
k, delay calibration	0.11	0.50	0.50	0.50	0.25	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	2.18	54.21	0.74	0.24	20.46	0.37
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.65	1.09	0.28	0.10	0.92	0.21
d, Delay for Lane Group [s/veh]	51.59	55.84	20.90	18.41	78.22	50.52
Lane Group LOS	D	F	C	B	E	D
Critical Lane Group	No	Yes	No	No	Yes	No
50th-Percentile Queue Length [veh]	6.49	21.28	5.13	1.36	12.06	1.84
50th-Percentile Queue Length [ft]	162.34	531.89	128.20	34.05	301.61	46.10
95th-Percentile Queue Length [veh]	10.67	31.06	8.84	2.45	17.76	3.32
95th-Percentile Queue Length [ft]	266.81	776.47	221.04	61.30	444.01	82.99

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	51.59	55.84	20.90	18.41	78.22	50.52
Movement LOS	D	F	C	B	E	D
d_A, Approach Delay [s/veh]	55.31		20.34		73.53	
Approach LOS	E		C		E	
d_I, Intersection Delay [s/veh]	53.00					
Intersection LOS	D					
Intersection V/C	0.967					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	69.38	69.38
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.549	2.416
Crosswalk LOS	F	D	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	80.00	80.00	80.00
I_b,int, Bicycle LOS Score for Intersection	6.877	3.858	4.024
Bicycle LOS	F	D	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 3,118.3
Level Of Service: F
Volume to Capacity (v/c): 0.654

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	140	1009	561	214	5
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	39	283	158	60	1
Total Analysis Volume [veh/h]	1	157	1134	630	240	6
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.65	0.20	0.86	0.01	0.00	0.00
d_M, Delay for Movement [s/veh]	3118.27	10.63	21.79	0.00	0.00	0.00
Movement LOS	F	B	C	A	A	A
95th-Percentile Queue Length [veh]	0.58	0.73	12.24	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	14.51	18.25	305.90	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	30.30		14.01		0.00	
Approach LOS	D		B		A	
d_I, Intersection Delay [s/veh]	13.60					
Intersection LOS	F					

Appendix H - Capacity Analysis Backup

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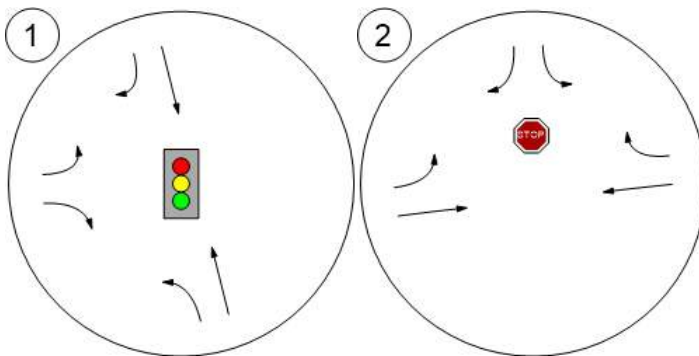
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Lane Configuration and Traffic Control

②



①



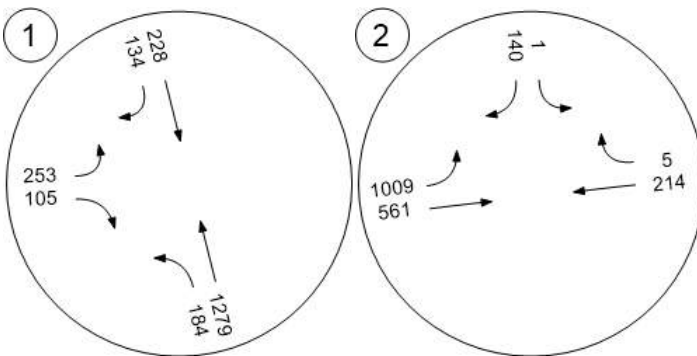
Appendix H - Capacity Analysis Backup

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Traffic Volume - Future Total Volume



Appendix H - Capacity Analysis Backup

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Vistro File: C:\...\Westgate Vistro.vistro

Scenario 8 PM 2040 No-Build

Report File: C:\...\PM 2040 No-Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.747	27.7	C
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Right	1.440	231.0	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type:	Signalized	Delay (sec / veh):	27.7
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.747

Intersection Setup

Name	MN 3		MN 3		CSAH 30	
Approach	Northbound		Southbound		Eastbound	
Lane Configuration						
Turning Movement	Left	Thru	Thru	Right	Left	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	1	0	1	1	0
Pocket Length [ft]	100.00	275.00	100.00	150.00	175.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		Yes	
Crosswalk	No		Yes		Yes	

Volumes

Name	MN 3		MN 3		CSAH 30	
Base Volume Input [veh/h]	110	328	806	226	116	169
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	3.00	2.00	2.00	4.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	118	0	107
Total Hourly Volume [veh/h]	139	413	1016	167	146	106
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	37	109	267	44	38	28
Total Analysis Volume [veh/h]	146	435	1069	176	154	112
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

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Scenario 8: 8 PM 2040 No-Build

Traffic Impact Study

H67

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Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protected	Permissive	Permissive	Permissive	Permissive	Permissive
Signal group	5	2	6	0	4	0
Auxiliary Signal Groups						
Lead / Lag	Lag	-	-	-	Lead	-
Minimum Green [s]	7	15	15	0	7	0
Maximum Green [s]	27	101	82	0	24	0
Amber [s]	3.0	4.5	4.5	0.0	4.5	0.0
All red [s]	2.0	1.5	1.5	0.0	2.0	0.0
Split [s]	32	107	88	0	30	0
Vehicle Extension [s]	3.0	5.0	5.0	0.0	3.0	0.0
Walk [s]	0	7	7	0	7	0
Pedestrian Clearance [s]	0	20	15	0	19	0
Rest In Walk		No	No		No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	4.0	0.0	4.5	0.0
Minimum Recall	No	No	No		No	
Maximum Recall	No	Yes	Yes		No	
Pedestrian Recall	No	No	No		No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	C	R	L	R
C, Cycle Length [s]	127	127	127	127	127	127
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	6.00	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	4.00	4.50	4.50
g_i, Effective Green Time [s]	14	101	82	82	13	13
g / C, Green / Cycle	0.11	0.80	0.65	0.65	0.10	0.10
(v / s)_i Volume / Saturation Flow Rate	0.08	0.23	0.58	0.11	0.09	0.07
s, saturation flow rate [veh/h]	1738	1855	1855	1589	1781	1564
c, Capacity [veh/h]	193	1477	1198	1027	187	165
d1, Uniform Delay [s]	52.43	0.00	18.79	8.95	55.63	54.74
k, delay calibration	0.11	0.50	0.50	0.50	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	5.93	0.51	10.27	0.36	8.62	4.86
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.76	0.29	0.89	0.17	0.82	0.68
d, Delay for Lane Group [s/veh]	58.37	0.51	29.07	9.32	64.25	59.60
Lane Group LOS	E	A	C	A	E	E
Critical Lane Group	Yes	No	Yes	No	Yes	No
50th-Percentile Queue Length [veh]	4.47	0.21	25.85	1.86	5.16	3.60
50th-Percentile Queue Length [ft]	111.87	5.21	646.34	46.58	129.12	89.94
95th-Percentile Queue Length [veh]	7.94	0.38	34.19	3.35	8.89	6.48
95th-Percentile Queue Length [ft]	198.60	9.38	854.81	83.85	222.30	161.88

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

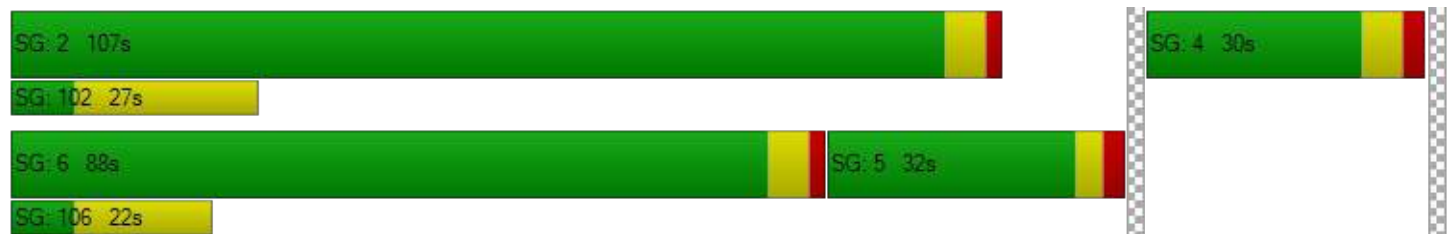
d_M, Delay for Movement [s/veh]	58.37	0.51	29.07	9.32	64.25	59.60
Movement LOS	E	A	C	A	E	E
d_A, Approach Delay [s/veh]	15.05		26.28		62.29	
Approach LOS	B		C		E	
d_I, Intersection Delay [s/veh]	27.74					
Intersection LOS	C					
Intersection V/C	0.747					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	11.0	11.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	64.40	64.40
I_p,int, Pedestrian LOS Score for Intersection	0.000	3.303	2.513
Crosswalk LOS	F	C	B
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	75.00	75.00	75.00
I_b,int, Bicycle LOS Score for Intersection	5.029	5.431	4.024
Bicycle LOS	F	F	D

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 231.0
Level Of Service: F
Volume to Capacity (v/c): 1.440

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵		↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	11	727	272	286	591	8
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	3	182	68	72	148	2
Total Analysis Volume [veh/h]	11	727	272	286	591	8
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.11	1.44	0.28	0.00	0.01	0.00
d_M, Delay for Movement [s/veh]	44.16	231.05	10.13	0.00	0.00	0.00
Movement LOS	E	F	B	A	A	A
95th-Percentile Queue Length [veh]	0.35	35.44	1.15	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	8.72	886.06	28.72	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	228.26		4.94		0.00	
Approach LOS	F		A		A	
d_I, Intersection Delay [s/veh]	90.35					
Intersection LOS	F					

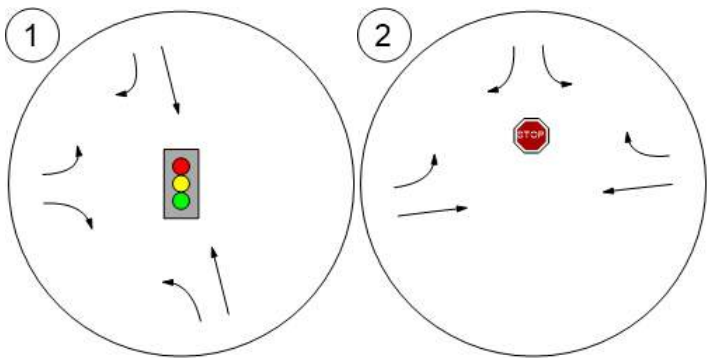
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Lane Configuration and Traffic Control



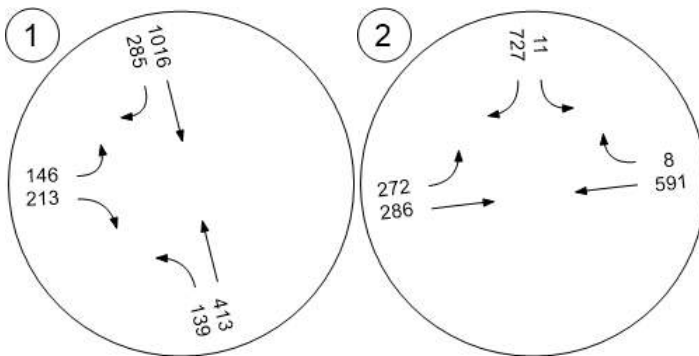
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Traffic Volume - Future Total Volume



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Vistro File: C:\...\Westgate Vistro.vistro

Scenario 9 AM 2040 Build

Report File: C:\...\AM 2040 Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	1.036	98.8	F
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Left	1.013	4,941.9	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 98.8
Level Of Service: F
Volume to Capacity (v/c): 1.036

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	146	1015	0	0	181	106	201	0	83	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	30	39	0	0	0	17	0	32	18	41
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-25	28	7	-4	-3	-5	7	-2	6	6	30
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	18	0	0	66	0	0	26	0	0	18
Total Hourly Volume [veh/h]	181	1254	40	46	224	65	248	24	77	38	24	53
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	53	365	12	13	65	19	72	7	22	11	7	15
Total Analysis Volume [veh/h]	210	1458	47	53	260	76	288	28	90	44	28	62
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing m	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing mi	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

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Scenario 9: 9 AM 2040 Build

Traffic Impact Study

H76

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Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss
Signal group	5	2	0	1	6	0	0	4	0	0	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	-	-	-	-	-	-
Minimum Green [s]	7	15	0	7	15	0	0	7	0	0	7	0
Maximum Green [s]	40	105	0	8	73	0	0	30	0	0	30	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	0.0	4.5	0.0	0.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	0.0	2.0	0.0	0.0	2.0	0.0
Split [s]	45	111	0	13	79	0	0	36	0	0	36	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	0.0	3.0	0.0	0.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	0.0	2.0	0.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	0.0	4.5	0.0	0.0	4.5	0.0
Minimum Recall	No	No		No	No			No			No	
Maximum Recall	No	Yes		No	Yes			No			No	
Pedestrian Recall	No	No		No	No			No			No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	159	159	159	159	159	159	159	159	159	159
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	4.50	4.50	4.50	4.50
g_i, Effective Green Time [s]	38	105	105	6	73	73	30	30	30	30
g / C, Green / Cycle	0.24	0.66	0.66	0.04	0.46	0.46	0.19	0.19	0.19	0.19
(v / s)_i Volume / Saturation Flow Rate	0.12	0.79	0.03	0.03	0.14	0.05	0.22	0.07	0.03	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1306	1648	1274	1667
c, Capacity [veh/h]	420	1225	1050	72	852	730	215	311	190	315
d1, Uniform Delay [s]	46.08	9.47	3.25	75.41	27.02	24.40	71.30	56.33	64.63	55.28
k, delay calibration	0.11	0.50	0.50	0.11	0.50	0.50	0.50	0.11	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.92	93.76	0.08	13.46	0.93	0.29	179.88	0.76	0.61	0.49
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.50	1.19	0.04	0.74	0.31	0.10	1.34	0.38	0.23	0.29
d, Delay for Lane Group [s/veh]	47.00	103.23	3.33	88.87	27.94	24.68	251.18	57.09	65.24	55.78
Lane Group LOS	D	F	A	F	C	C	F	E	E	E
Critical Lane Group	No	Yes	No	Yes	No	No	Yes	No	No	No
50th-Percentile Queue Length [veh]	6.30	38.03	0.21	2.39	6.35	1.68	19.49	4.16	1.68	3.17
50th-Percentile Queue Length [ft]	157.62	950.85	5.14	59.72	158.86	41.94	487.34	104.07	42.08	79.37
95th-Percentile Queue Length [veh]	10.42	55.23	0.37	4.30	10.49	3.02	30.46	7.49	3.03	5.71
95th-Percentile Queue Length [ft]	260.57	1380.65	9.25	107.50	262.21	75.49	761.60	187.33	75.74	142.86

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

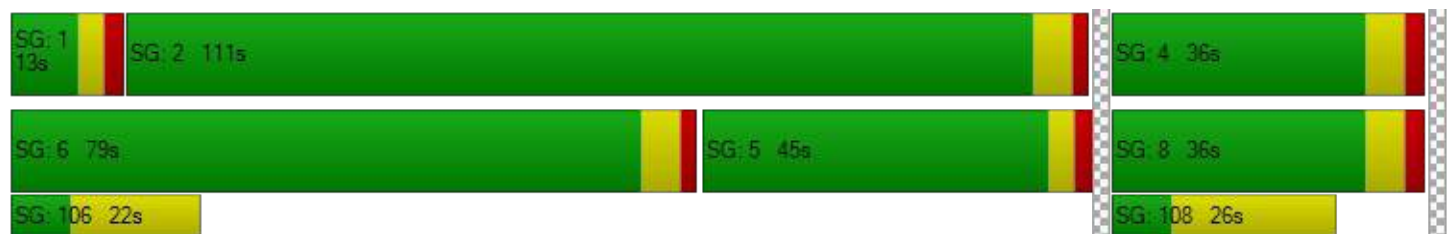
d_M, Delay for Movement [s/veh]	47.00	103.23	3.33	88.87	27.94	24.68	251.18	57.09	57.09	65.24	55.78	55.78
Movement LOS	D	F	A	F	C	C	F	E	E	E	E	E
d_A, Approach Delay [s/veh]	93.61			35.61			194.77			58.88		
Approach LOS	F			D			F			E		
d_I, Intersection Delay [s/veh]	98.85											
Intersection LOS	F											
Intersection V/C	1.036											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			69.38			69.38			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.496			2.400			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1313			913			369			369		
d_b, Bicycle Delay [s]	9.45			23.65			53.22			53.22		
I_b,int, Bicycle LOS Score for Intersection	4.357			1.360			2.164			2.943		
Bicycle LOS	E			A			B			C		

Sequence

Ring 1	1	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type:	Two-way stop	Delay (sec / veh):	4,941.9
Analysis Method:	HCM 6th Edition	Level Of Service:	F
Analysis Period:	15 minutes	Volume to Capacity (v/c):	1.013

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	22	23	18	17	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	162	1032	579	231	5
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	46	290	163	65	1
Total Analysis Volume [veh/h]	1	182	1160	651	260	6
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	1.01	0.23	0.90	0.01	0.00	0.00
d_M, Delay for Movement [s/veh]	4941.86	11.05	25.46	0.00	0.00	0.00
Movement LOS	F	B	D	A	A	A
95th-Percentile Queue Length [veh]	0.61	0.91	14.18	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	15.33	22.69	354.38	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	38.00		16.31		0.00	
Approach LOS	E		C		A	
d_I, Intersection Delay [s/veh]	16.15					
Intersection LOS	F					

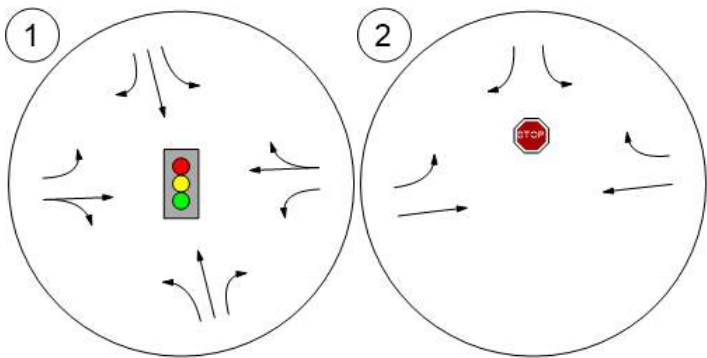
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Spack
CONSULTING

Lane Configuration and Traffic Control



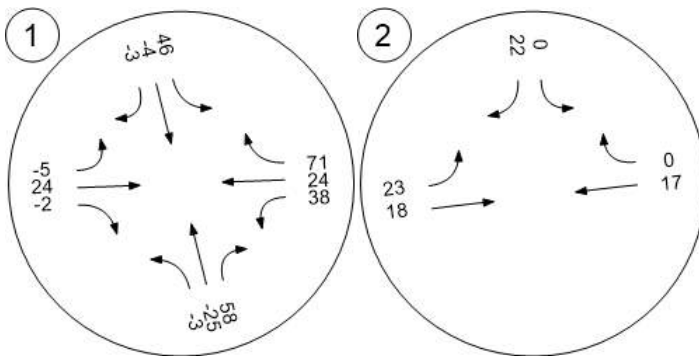
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Traffic Volume - Net New Site Trips



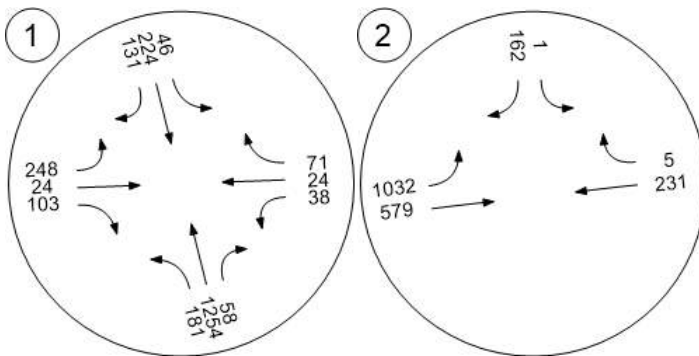
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Traffic Volume - Future Total Volume



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 10 PM 2040 Build

Report File: C:\...\PM 2040 Build.pdf

3/19/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	SB Left	0.765	54.7	D
2	MN 3 & MN 149	Two-way stop	HCM 6th Edition	SB Right	1.533	271.6	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 54.7
Level Of Service: D
Volume to Capacity (v/c): 0.765

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	110	328	0	0	806	226	116	0	169	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	37	47	0	0	0	21	0	37	21	48
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-10	13	31	-24	-7	-4	9	-5	29	10	14
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	14	0	0	115	0	0	52	0	0	16
Total Hourly Volume [veh/h]	136	403	36	78	992	163	142	30	156	66	31	46
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	36	106	9	21	261	43	37	8	41	17	8	12
Total Analysis Volume [veh/h]	143	424	38	82	1044	172	149	32	164	69	33	48
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss	Permiss
Signal group	5	2	0	1	6	0	0	4	0	0	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	-	-	-	-	-	-
Minimum Green [s]	7	15	0	7	15	0	0	7	0	0	7	0
Maximum Green [s]	27	101	0	8	82	0	0	24	0	0	24	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	0.0	4.5	0.0	0.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	0.0	2.0	0.0	0.0	2.0	0.0
Split [s]	32	107	0	13	88	0	0	30	0	0	30	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	0.0	3.0	0.0	0.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	0.0	2.0	0.0	0.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	0.0	4.5	0.0	0.0	4.5	0.0
Minimum Recall	No	No		No	No			No			No	
Maximum Recall	No	Yes		No	Yes			No			No	
Pedestrian Recall	No	No		No	No			No			No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	151	151	151	151	151	151	151	151	151	151
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	2.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	4.50	4.50	4.50	4.50
g_i, Effective Green Time [s]	27	101	101	8	82	82	24	24	24	24
g / C, Green / Cycle	0.18	0.67	0.67	0.05	0.54	0.54	0.16	0.16	0.16	0.16
(v / s)_i Volume / Saturation Flow Rate	0.08	0.23	0.02	0.05	0.56	0.11	0.11	0.12	0.06	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1317	1629	1186	1693
c, Capacity [veh/h]	312	1245	1067	95	1011	866	187	260	89	270
d1, Uniform Delay [s]	51.00	2.88	2.62	70.72	34.25	17.48	67.82	60.43	73.68	55.84
k, delay calibration	0.11	0.50	0.50	0.21	0.50	0.50	0.18	0.21	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	1.05	0.75	0.06	33.28	37.13	0.51	12.26	8.46	13.19	0.62
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.46	0.34	0.04	0.87	1.03	0.20	0.80	0.75	0.77	0.30
d, Delay for Lane Group [s/veh]	52.06	3.62	2.69	104.00	71.38	17.99	80.09	68.89	86.87	56.45
Lane Group LOS	D	A	A	F	F	B	F	E	F	E
Critical Lane Group	Yes	No	No	No	Yes	No	No	Yes	No	No
50th-Percentile Queue Length [veh]	4.44	1.68	0.14	3.97	44.76	3.11	6.32	7.65	3.01	2.79
50th-Percentile Queue Length [ft]	110.95	42.03	3.44	99.28	1119.00	77.65	157.99	191.13	75.31	69.75
95th-Percentile Queue Length [veh]	7.89	3.03	0.25	7.15	57.31	5.59	10.44	12.18	5.42	5.02
95th-Percentile Queue Length [ft]	197.32	75.65	6.19	178.70	1432.78	139.77	261.06	304.49	135.56	125.56

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Movement, Approach, & Intersection Results

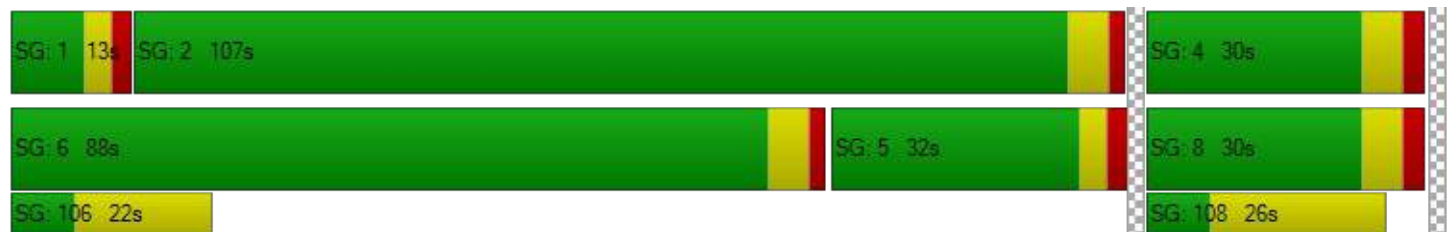
d_M, Delay for Movement [s/veh]	52.06	3.62	2.69	104.00	71.38	17.99	80.09	68.89	68.89	86.87	56.45	56.45
Movement LOS	D	A	A	F	F	B	F	E	E	F	E	E
d_A, Approach Delay [s/veh]	15.01			66.37			73.73			70.44		
Approach LOS	B			E			E			E		
d_I, Intersection Delay [s/veh]	54.72											
Intersection LOS	D											
Intersection V/C	0.765											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			64.40			64.40			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.280			2.458			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1347			1093			313			313		
d_b, Bicycle Delay [s]	8.00			15.41			53.34			53.34		
I_b,int, Bicycle LOS Score for Intersection	2.519			2.940			2.107			2.966		
Bicycle LOS	B			C			B			C		

Sequence

Ring 1	1	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Appendix H - Capacity Analysis Backup

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Version 5.00-00

Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Two-way stop
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 271.6
Level Of Service: F
Volume to Capacity (v/c): 1.533

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	26	27	21	21	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	11	753	299	307	612	8
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	3	188	75	77	153	2
Total Analysis Volume [veh/h]	11	753	299	307	612	8
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.13	1.53	0.31	0.00	0.01	0.00
d_M, Delay for Movement [s/veh]	53.23	271.55	10.47	0.00	0.00	0.00
Movement LOS	F	F	B	A	A	A
95th-Percentile Queue Length [veh]	0.42	39.81	1.34	0.00	0.00	0.00
95th-Percentile Queue Length [ft]	10.59	995.20	33.60	0.00	0.00	0.00
d_A, Approach Delay [s/veh]	268.41		5.17		0.00	
Approach LOS	F		A		A	
d_I, Intersection Delay [s/veh]	104.62					
Intersection LOS	F					

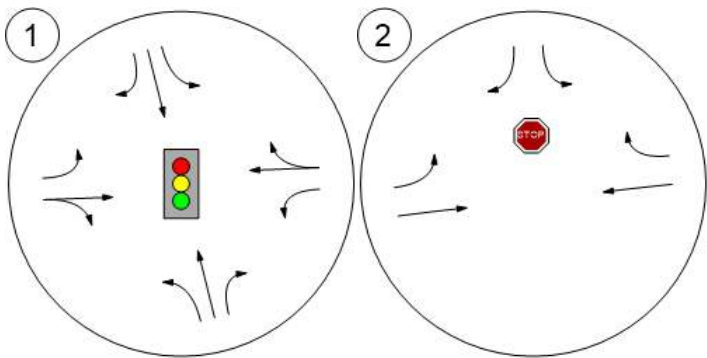
Appendix H - Capacity Analysis Backup

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Lane Configuration and Traffic Control



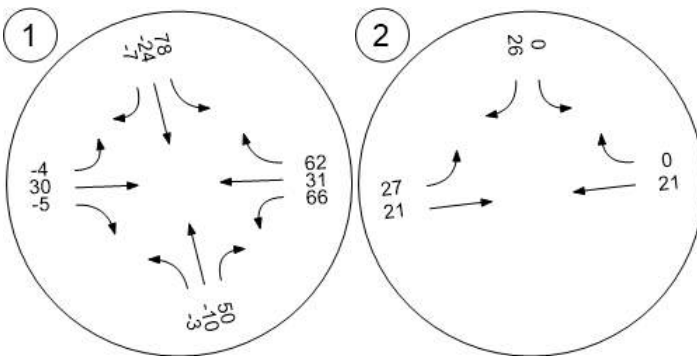
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Traffic Volume - Net New Site Trips



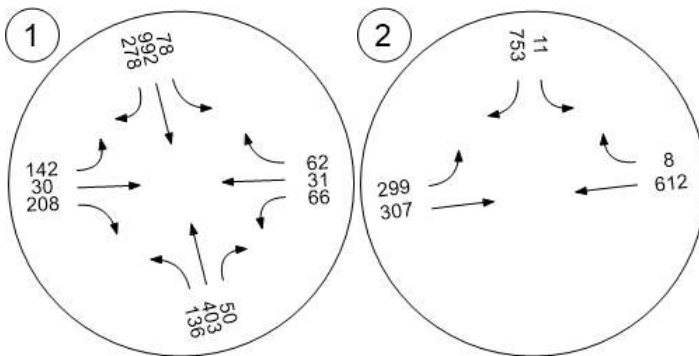
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Traffic Volume - Future Total Volume



Appendix H - Capacity Analysis Backup

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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 11 AM 2040 Build - Mitigation

Report File: C:\...\11 - AM 2040 Build - Mitigation, Pm-Pt at
TH 3-CSAH 30.pdf

3/23/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.996	85.9	F

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 85.9
Level Of Service: F
Volume to Capacity (v/c): 0.996

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	146	1015	0	0	181	106	201	0	83	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	30	39	0	0	0	17	0	32	18	41
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-25	28	7	-4	-3	-5	7	-2	6	6	30
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	18	0	0	66	0	0	26	0	0	18
Total Hourly Volume [veh/h]	181	1254	40	46	224	65	248	24	77	38	24	53
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	53	365	12	13	65	19	72	7	22	11	7	15
Total Analysis Volume [veh/h]	210	1458	47	53	260	76	288	28	90	44	28	62
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing m	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing mi	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss
Signal group	5	2	0	1	6	0	7	4	0	3	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	Lead	-	-	Lead	-	-
Minimum Green [s]	7	15	0	7	15	0	5	7	0	5	7	0
Maximum Green [s]	40	105	0	8	73	0	15	10	0	15	10	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	2.0	2.0	0.0	2.0	2.0	0.0
Split [s]	45	111	0	13	79	0	20	16	0	20	16	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	3.0	3.0	0.0	3.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	3.0	4.5	0.0	3.0	4.5	0.0
Minimum Recall	No	No		No	No		No	No		No	No	
Maximum Recall	No	Yes		No	Yes		No	No		No	No	
Pedestrian Recall	No	No		No	No		No	No		No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	159	159	159	159	159	159	159	159	159	159
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	0.00	4.50	0.00	4.50
g_i, Effective Green Time [s]	38	105	105	6	73	73	30	20	30	10
g / C, Green / Cycle	0.24	0.66	0.66	0.04	0.46	0.46	0.19	0.13	0.19	0.06
(v / s)_i Volume / Saturation Flow Rate	0.12	0.79	0.03	0.03	0.14	0.05	0.18	0.07	0.03	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1591	1648	1404	1667
c, Capacity [veh/h]	420	1226	1051	71	852	730	298	211	243	105
d1, Uniform Delay [s]	46.11	9.43	3.23	75.45	26.98	24.37	71.20	65.09	53.99	73.72
k, delay calibration	0.11	0.50	0.50	0.11	0.50	0.50	0.50	0.33	0.11	0.18
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.92	93.51	0.08	14.14	0.92	0.29	43.99	6.97	0.35	26.30
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.50	1.19	0.04	0.74	0.31	0.10	0.97	0.56	0.18	0.86
d, Delay for Lane Group [s/veh]	47.04	102.94	3.31	89.58	27.91	24.65	115.19	72.06	54.35	100.02
Lane Group LOS	D	F	A	F	C	C	F	E	D	F
Critical Lane Group	No	Yes	No	Yes	No	No	Yes	No	No	Yes
50th-Percentile Queue Length [veh]	6.31	37.95	0.21	2.40	6.35	1.68	14.72	4.84	1.51	4.43
50th-Percentile Queue Length [ft]	157.65	948.76	5.13	59.97	158.77	41.92	367.90	121.08	37.71	110.64
95th-Percentile Queue Length [veh]	10.42	55.10	0.37	4.32	10.48	3.02	21.01	8.45	2.72	7.88
95th-Percentile Queue Length [ft]	260.61	1377.45	9.23	107.95	262.10	75.45	525.19	211.31	67.88	196.89

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

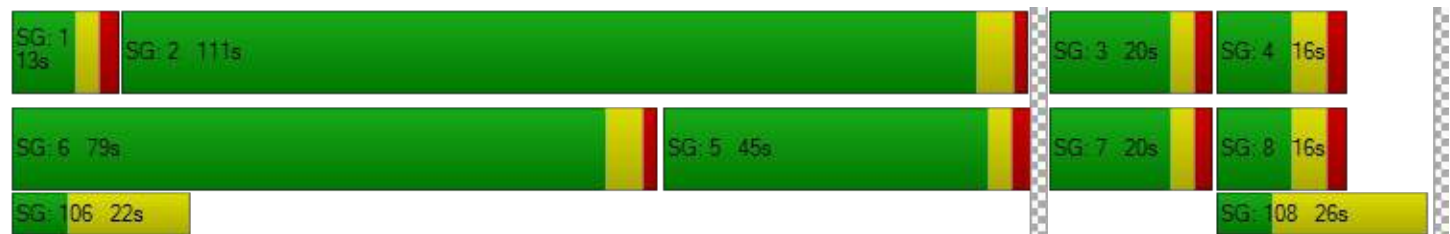
d_M, Delay for Movement [s/veh]	47.04	102.94	3.31	89.58	27.91	24.65	115.19	72.06	72.06	54.35	100.02	100.02
Movement LOS	D	F	A	F	C	C	F	E	E	D	F	F
d_A, Approach Delay [s/veh]	93.36			35.67			102.66			85.02		
Approach LOS	F			D			F			F		
d_I, Intersection Delay [s/veh]	85.88											
Intersection LOS	F											
Intersection V/C	0.996											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			69.38			69.38			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.179			2.400			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1313			913			119			119		
d_b, Bicycle Delay [s]	9.45			23.65			70.78			70.78		
I_b,int, Bicycle LOS Score for Intersection	4.357			1.360			2.164			2.943		
Bicycle LOS	E			A			B			C		

Sequence

Ring 1	1	2	3	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	7	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



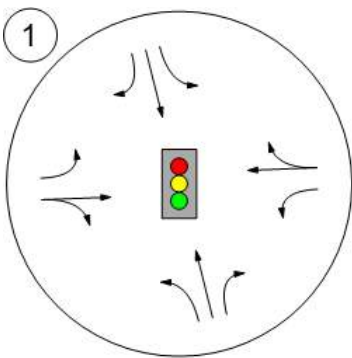
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Lane Configuration and Traffic Control



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 12 PM 2040 Build - Mitigation

Report File: C:\...\12 - PM 2040 Build - Mitigation, Pm-Pt at
TH 3-CSAH 30.pdf

3/23/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Right	0.800	69.1	E

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 69.1
Level Of Service: E
Volume to Capacity (v/c): 0.800

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	110	328	0	0	806	226	116	0	169	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	37	47	0	0	0	21	0	37	21	48
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-10	13	31	-24	-7	-4	9	-5	29	10	14
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	14	0	0	115	0	0	52	0	0	16
Total Hourly Volume [veh/h]	136	403	36	78	992	163	142	30	156	66	31	46
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	36	106	9	21	261	43	37	8	41	17	8	12
Total Analysis Volume [veh/h]	143	424	38	82	1044	172	149	32	164	69	33	48
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Westgate Development

Scenario 12: 12 PM 2040 Build - Mitigation
Traffic Impact Study

Scenario 12: 12 PM 2040 Build - Mitigation
H102

Westgate Development

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss
Signal group	5	2	0	1	6	0	7	4	0	3	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	Lead	-	-	Lead	-	-
Minimum Green [s]	7	15	0	7	15	0	5	7	0	5	7	0
Maximum Green [s]	27	101	0	8	82	0	15	10	0	15	10	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	2.0	2.0	0.0	2.0	2.0	0.0
Split [s]	32	107	0	13	88	0	20	16	0	20	16	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	3.0	3.0	0.0	3.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	3.0	4.5	0.0	3.0	4.5	0.0
Minimum Recall	No	No		No	No		No	No		No	No	
Maximum Recall	No	Yes		No	Yes		No	No		No	No	
Pedestrian Recall	No	No		No	No		No	No		No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	154	154	154	154	154	154	154	154	154	154
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	0.00	4.50	0.00	4.50
g_i, Effective Green Time [s]	27	101	101	8	82	82	28	16	28	9
g / C, Green / Cycle	0.18	0.66	0.66	0.05	0.53	0.53	0.18	0.10	0.18	0.06
(v / s)_i Volume / Saturation Flow Rate	0.08	0.23	0.02	0.05	0.56	0.11	0.09	0.12	0.05	0.05
s, saturation flow rate [veh/h]	1738	1855	1589	1781	1855	1589	1596	1629	1400	1693
c, Capacity [veh/h]	304	1215	1041	92	987	845	294	166	201	99
d1, Uniform Delay [s]	52.92	3.77	3.39	72.63	36.08	18.94	56.83	69.21	54.82	71.72
k, delay calibration	0.11	0.50	0.50	0.22	0.50	0.50	0.49	0.50	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	1.13	0.79	0.07	38.62	45.31	0.54	6.03	125.72	1.00	15.40
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.47	0.35	0.04	0.89	1.06	0.20	0.51	1.18	0.34	0.81
d, Delay for Lane Group [s/veh]	54.04	4.56	3.46	111.26	81.39	19.48	62.86	194.93	55.83	87.12
Lane Group LOS	D	A	A	F	F	B	E	F	E	F
Critical Lane Group	Yes	No	No	No	Yes	No	No	Yes	Yes	No
50th-Percentile Queue Length [veh]	4.60	2.09	0.17	4.17	47.14	3.30	5.63	12.27	2.37	3.61
50th-Percentile Queue Length [ft]	114.94	52.17	4.24	104.36	1178.40	82.60	140.68	306.78	59.28	90.22
95th-Percentile Queue Length [veh]	8.11	3.76	0.31	7.51	61.23	5.95	9.52	19.19	4.27	6.50
95th-Percentile Queue Length [ft]	202.85	93.91	7.64	187.84	1530.80	148.68	237.94	479.67	106.71	162.39

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	54.04	4.56	3.46	111.26	81.39	19.48	62.86	194.93	194.93	55.83	87.12	87.12
Movement LOS	D	A	A	F	F	B	E	F	F	E	F	F
d_A, Approach Delay [s/veh]	16.19			75.08			137.89			72.73		
Approach LOS	B			E			F			E		
d_I, Intersection Delay [s/veh]	69.11											
Intersection LOS	E											
Intersection V/C	0.800											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			64.40			64.40			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.103			2.458			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1347			1093			127			127		
d_b, Bicycle Delay [s]	8.00			15.41			65.80			65.80		
I_b,int, Bicycle LOS Score for Intersection	2.519			2.940			2.107			2.966		
Bicycle LOS	B			C			B			C		

Sequence

Ring 1	1	2	3	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	7	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



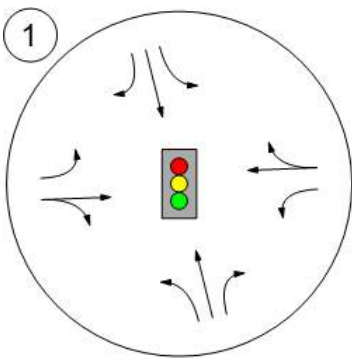
Appendix H - Capacity Analysis Backup

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Lane Configuration and Traffic Control



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 11 AM 2040 Build - Mitigation

Report File: C:\...\AM 2040 Build - Mitigation, Pm-Pt and
added lanes at TH 3-CSAH 30.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Left	0.622	31.9	C

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 31.9
Level Of Service: C
Volume to Capacity (v/c): 0.622

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	146	1015	0	0	181	106	201	0	83	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	30	39	0	0	0	17	0	32	18	41
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-25	28	7	-4	-3	-5	7	-2	6	6	30
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	18	0	0	66	0	0	26	0	0	18
Total Hourly Volume [veh/h]	181	1254	40	46	224	65	248	24	77	38	24	53
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	53	365	12	13	65	19	72	7	22	11	7	15
Total Analysis Volume [veh/h]	210	1458	47	53	260	76	288	28	90	44	28	62
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss
Signal group	5	2	0	1	6	0	7	4	0	3	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	Lead	-	-	Lead	-	-
Minimum Green [s]	7	15	0	7	15	0	5	7	0	5	7	0
Maximum Green [s]	40	105	0	8	73	0	15	10	0	15	10	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	2.0	2.0	0.0	2.0	2.0	0.0
Split [s]	45	111	0	13	79	0	20	16	0	20	16	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	3.0	3.0	0.0	3.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	3.0	4.5	0.0	3.0	4.5	0.0
Minimum Recall	No	No		No	No		No	No		No	No	
Maximum Recall	No	Yes		No	Yes		No	No		No	No	
Pedestrian Recall	No	No		No	No		No	No		No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	159	159	159	159	159	159	159	159	159	159
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	0.00	4.50	0.00	4.50
g_i, Effective Green Time [s]	38	105	105	6	73	73	30	20	30	10
g / C, Green / Cycle	0.24	0.66	0.66	0.04	0.46	0.46	0.19	0.13	0.19	0.06
(v / s)_i Volume / Saturation Flow Rate	0.12	0.41	0.03	0.03	0.07	0.05	0.18	0.07	0.03	0.05
s, saturation flow rate [veh/h]	1738	3532	1589	1781	3532	1589	1591	1648	1404	1667
c, Capacity [veh/h]	420	2335	1051	71	1623	730	298	211	243	105
d1, Uniform Delay [s]	46.11	4.22	3.23	75.45	25.04	24.37	71.20	65.09	53.99	73.72
k, delay calibration	0.11	0.50	0.50	0.11	0.50	0.50	0.50	0.33	0.11	0.18
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.92	1.27	0.08	14.14	0.21	0.29	43.99	6.97	0.35	26.30
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.50	0.62	0.04	0.74	0.16	0.10	0.97	0.56	0.18	0.86
d, Delay for Lane Group [s/veh]	47.04	5.50	3.31	89.58	25.26	24.65	115.19	72.06	54.35	100.02
Lane Group LOS	D	A	A	F	C	C	F	E	D	F
Critical Lane Group	No	Yes	No	Yes	No	No	Yes	No	No	Yes
50th-Percentile Queue Length [veh]	6.31	3.67	0.21	2.40	2.89	1.68	14.72	4.84	1.51	4.43
50th-Percentile Queue Length [ft]	157.65	91.82	5.13	59.97	72.34	41.92	367.90	121.08	37.71	110.64
95th-Percentile Queue Length [veh]	10.42	6.61	0.37	4.32	5.21	3.02	21.01	8.45	2.72	7.88
95th-Percentile Queue Length [ft]	260.61	165.28	9.23	107.95	130.20	75.45	525.19	211.31	67.88	196.89

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

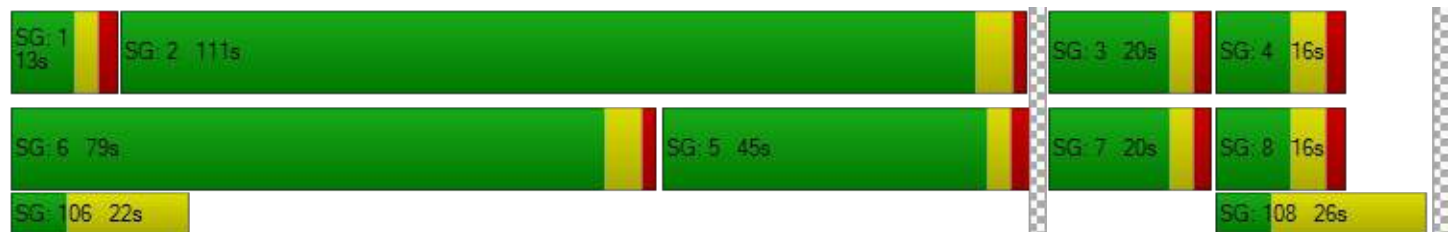
d_M, Delay for Movement [s/veh]	47.04	5.50	3.31	89.58	25.26	24.65	115.19	72.06	72.06	54.35	100.02	100.02
Movement LOS	D	A	A	F	C	C	F	E	E	D	F	F
d_A, Approach Delay [s/veh]	10.52			33.90			102.66			85.02		
Approach LOS	B			C			F			F		
d_I, Intersection Delay [s/veh]	31.89											
Intersection LOS	C											
Intersection V/C	0.622											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			69.38			69.38			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.221			2.400			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1313			913			119			119		
d_b, Bicycle Delay [s]	9.45			23.65			70.78			70.78		
I_b,int, Bicycle LOS Score for Intersection	2.927			0.984			2.164			2.943		
Bicycle LOS	C			A			B			C		

Sequence

Ring 1	1	2	3	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	7	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



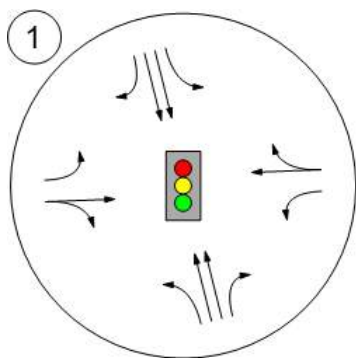
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Lane Configuration and Traffic Control



Appendix H - Capacity Analysis Backup

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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 12 PM 2040 Build - Mitigation

Report File: C:\...\PM 2040 Build - Mitigation, Pm-Pt and
added lanes at TH 3-CSAH 30.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Signalized	HCM 6th Edition	EB Right	0.532	44.5	D

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Signalized
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 44.5
Level Of Service: D
Volume to Capacity (v/c): 0.532

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	1	0	1	1	0	0	0	0	0
Pocket Length [ft]	275.00	100.00	275.00	150.00	100.00	150.00	175.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Curb Present	No			No			Yes			No		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	110	328	0	0	806	226	116	0	169	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	37	47	0	0	0	21	0	37	21	48
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-10	13	31	-24	-7	-4	9	-5	29	10	14
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	14	0	0	115	0	0	52	0	0	16
Total Hourly Volume [veh/h]	136	403	36	78	992	163	142	30	156	66	31	46
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	36	106	9	21	261	43	37	8	41	17	8	12
Total Analysis Volume [veh/h]	143	424	38	82	1044	172	149	32	164	69	33	48
Presence of On-Street Parking	No		No	No		No	No		No	No		No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0			0			0			0		
v_di, Inbound Pedestrian Volume crossing m	0			0			0			0		
v_co, Outbound Pedestrian Volume crossing	0			0			0			0		
v_ci, Inbound Pedestrian Volume crossing mi	0			0			0			0		
v_ab, Corner Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss
Signal group	5	2	0	1	6	0	7	4	0	3	8	0
Auxiliary Signal Groups												
Lead / Lag	Lag	-	-	Lead	-	-	Lead	-	-	Lead	-	-
Minimum Green [s]	7	15	0	7	15	0	5	7	0	5	7	0
Maximum Green [s]	27	101	0	8	82	0	15	10	0	15	10	0
Amber [s]	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0	3.0	4.5	0.0
All red [s]	2.0	1.5	0.0	2.0	1.5	0.0	2.0	2.0	0.0	2.0	2.0	0.0
Split [s]	32	107	0	13	88	0	20	16	0	20	16	0
Vehicle Extension [s]	3.0	5.0	0.0	3.0	5.0	0.0	3.0	3.0	0.0	3.0	3.0	0.0
Walk [s]	0	7	0	0	7	0	0	7	0	0	7	0
Pedestrian Clearance [s]	0	20	0	0	15	0	0	19	0	0	19	0
Rest In Walk		No			No			No			No	
I1, Start-Up Lost Time [s]	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	3.0	4.0	0.0	3.0	4.0	0.0	3.0	4.5	0.0	3.0	4.5	0.0
Minimum Recall	No	No		No	No		No	No		No	No	
Maximum Recall	No	Yes		No	Yes		No	No		No	No	
Pedestrian Recall	No	No		No	No		No	No		No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

Appendix H - Capacity Analysis Backup

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Lane Group Calculations

Lane Group	L	C	R	L	C	R	L	C	L	C
C, Cycle Length [s]	154	154	154	154	154	154	154	154	154	154
L, Total Lost Time per Cycle [s]	5.00	6.00	6.00	5.00	6.00	6.00	6.50	6.50	6.50	6.50
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	3.00	4.00	4.00	3.00	4.00	4.00	0.00	4.50	0.00	4.50
g_i, Effective Green Time [s]	27	101	101	8	82	82	28	16	28	9
g / C, Green / Cycle	0.18	0.66	0.66	0.05	0.53	0.53	0.18	0.10	0.18	0.06
(v / s)_i Volume / Saturation Flow Rate	0.08	0.12	0.02	0.05	0.30	0.11	0.09	0.12	0.05	0.05
s, saturation flow rate [veh/h]	1738	3532	1589	1781	3532	1589	1596	1629	1400	1693
c, Capacity [veh/h]	304	2314	1041	92	1879	845	294	166	201	99
d1, Uniform Delay [s]	52.92	3.54	3.39	72.63	23.98	18.94	56.83	69.21	54.82	71.72
k, delay calibration	0.11	0.50	0.50	0.22	0.50	0.50	0.49	0.50	0.11	0.11
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	1.13	0.17	0.07	38.62	1.19	0.54	6.03	125.72	1.00	15.40
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.33	1.33	1.33	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.47	0.18	0.04	0.89	0.56	0.20	0.51	1.18	0.34	0.81
d, Delay for Lane Group [s/veh]	54.04	3.71	3.46	111.26	25.17	19.48	62.86	194.93	55.83	87.12
Lane Group LOS	D	A	A	F	C	B	E	F	E	F
Critical Lane Group	Yes	No	No	No	Yes	No	No	Yes	Yes	No
50th-Percentile Queue Length [veh]	4.60	0.93	0.17	4.17	12.52	3.30	5.63	12.27	2.37	3.61
50th-Percentile Queue Length [ft]	114.94	23.20	4.24	104.36	312.90	82.60	140.68	306.78	59.28	90.22
95th-Percentile Queue Length [veh]	8.11	1.67	0.31	7.51	18.32	5.95	9.52	19.19	4.27	6.50
95th-Percentile Queue Length [ft]	202.85	41.77	7.64	187.84	457.95	148.68	237.94	479.67	106.71	162.39

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	54.04	3.71	3.46	111.26	25.17	19.48	62.86	194.93	194.93	55.83	87.12	87.12
Movement LOS	D	A	A	F	C	B	E	F	F	E	F	F
d_A, Approach Delay [s/veh]	15.59			29.85			137.89			72.73		
Approach LOS	B			C			F			E		
d_I, Intersection Delay [s/veh]	44.48											
Intersection LOS	D											
Intersection V/C	0.532											

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0			11.0			11.0			0.0		
M_corner, Corner Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00			0.00			0.00			0.00		
d_p, Pedestrian Delay [s]	0.00			64.40			64.40			0.00		
I_p,int, Pedestrian LOS Score for Intersection	0.000			3.156			2.458			0.000		
Crosswalk LOS	F			C			B			F		
s_b, Saturation Flow Rate of the bicycle lane	2000			2000			2000			2000		
c_b, Capacity of the bicycle lane [bicycles/h]	1347			1093			127			127		
d_b, Bicycle Delay [s]	8.00			15.41			65.80			65.80		
I_b,int, Bicycle LOS Score for Intersection	2.008			1.775			2.107			2.966		
Bicycle LOS	B			A			B			C		

Sequence

Ring 1	1	2	3	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	7	8	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



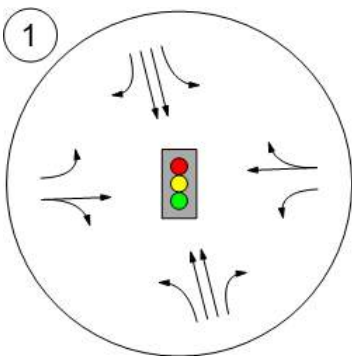
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Lane Configuration and Traffic Control



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 13 AM 2040 Build - Mitigation 2

Report File: C:\...\15 - AM 2040 Build - Mitigation,
Roundabout at TH 3-CSAH 30.pdf

3/23/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Roundabout	HCM 6th Edition	WB Right		23.1	C

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Roundabout
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 23.1
Level Of Service: C

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	0	1	0	0	1	0	0	0	0	0	0
Pocket Length [ft]	100.00	100.00	275.00	100.00	100.00	150.00	100.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	146	1015	0	0	181	106	201	0	83	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	30	39	0	0	0	17	0	32	18	41
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-25	28	7	-4	-3	-5	7	-2	6	6	30
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	181	1254	58	46	224	131	248	24	103	38	24	71
Peak Hour Factor	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600	0.8600
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	53	365	17	13	65	38	72	7	30	11	7	21
Total Analysis Volume [veh/h]	210	1458	67	53	260	152	288	28	120	44	28	83
Pedestrian Volume [ped/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

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Version 5.00-00

Intersection Settings

Number of Conflicting Circulating Lanes	1			1			2			2		
Circulating Flow Rate [veh/h]	376			294			367			2016		
Exiting Flow Rate [veh/h]	83			249			313			1796		
Demand Flow Rate [veh/h]	181	1254	58	46	224	131	248	24	103	38	24	71
Adjusted Demand Flow Rate [veh/h]	210	1458	67	53	260	152	288	28	120	44	28	83

Lanes

Overwrite Calculated Critical Headway	No	No	No	No	No	No
User-Defined Critical Headway [s]	4.00	4.00	4.00	4.00	4.00	4.00
Overwrite Calculated Follow-Up Time	No	No	No	No	No	No
User-Defined Follow-Up Time [s]	3.00	3.00	3.00	3.00	3.00	3.00
A (intercept)	1420.00	1420.00	1420.00	1420.00	1420.00	1420.00
B (coefficient)	0.00091	0.00091	0.00091	0.00091	0.00085	0.00085
HV Adjustment Factor	0.97	0.97	0.97	0.97	0.98	0.98
Entry Flow Rate [veh/h]	842	947	225	253	448	159
Capacity of Entry and Bypass Lanes [veh/h]	1009	1009	1087	1087	1040	256
Pedestrian Impedance	1.00	1.00	1.00	1.00	1.00	1.00
Capacity per Entry Lane [veh/h]	977	980	1057	1059	1014	251
X, volume / capacity	0.84	0.94	0.21	0.23	0.43	0.62

Movement, Approach, & Intersection Results

Lane LOS	C	E	A	A	A	E
95th-Percentile Queue Length [veh]	10.11	15.21	0.78	0.90	2.20	3.70
95th-Percentile Queue Length [ft]	252.81	380.25	19.41	22.55	54.91	92.61
Approach Delay [s/veh]	30.24		5.47		8.35	38.14
Approach LOS	D		A		A	E
Intersection Delay [s/veh]	23.13					
Intersection LOS	C					

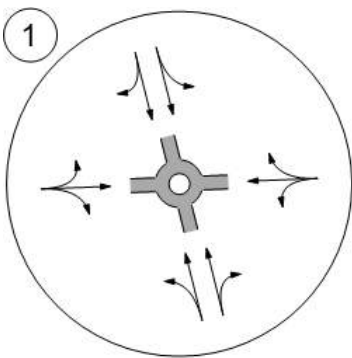
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Lane Configuration and Traffic Control



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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 14 PM 2040 Build - Mitigation 2

Report File: C:\...\16 - PM 2040 Build - Mitigation,
Roundabout at TH 3-CSAH 30.pdf

3/23/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
1	MN 3 & CSAH 30	Roundabout	HCM 6th Edition	EB Right		14.6	B

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

Appendix H - Capacity Analysis Backup

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Version 5.00-00



Intersection Level Of Service Report Intersection 1: MN 3 & CSAH 30

Control Type: Roundabout
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 14.6
Level Of Service: B

Intersection Setup

Name	MN 3			MN 3			CSAH 30			Site Access		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	0	1	0	0	1	0	0	0	0	0	0
Pocket Length [ft]	100.00	100.00	275.00	100.00	100.00	150.00	100.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00			45.00			45.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	No			Yes			Yes			No		

Volumes

Name	MN 3			MN 3			CSAH 30			Site Access		
Base Volume Input [veh/h]	110	328	0	0	806	226	116	0	169	0	0	0
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	5.00	3.00	2.00	2.00	3.00	2.00	2.00	2.00	4.00	2.00	2.00	2.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	37	47	0	0	0	21	0	37	21	48
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	-3	-10	13	31	-24	-7	-4	9	-5	29	10	14
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	136	403	50	78	992	278	142	30	208	66	31	62
Peak Hour Factor	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500	0.9500
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	36	106	13	21	261	73	37	8	55	17	8	16
Total Analysis Volume [veh/h]	143	424	53	82	1044	293	149	32	219	69	33	65
Pedestrian Volume [ped/h]	0			0			0			0		

Appendix H - Capacity Analysis Backup

Generated with **PTV VISTRO**



Version 5.00-00

Intersection Settings

Number of Conflicting Circulating Lanes	1			1			2			2		
Circulating Flow Rate [veh/h]	268			254			1229			739		
Exiting Flow Rate [veh/h]	116			184			1146			589		
Demand Flow Rate [veh/h]	136	403	50	78	992	278	142	30	208	66	31	62
Adjusted Demand Flow Rate [veh/h]	143	424	53	82	1044	293	149	32	219	69	33	65

Lanes

Overwrite Calculated Critical Headway	No	No	No	No	No	No
User-Defined Critical Headway [s]	4.00	4.00	4.00	4.00	4.00	4.00
Overwrite Calculated Follow-Up Time	No	No	No	No	No	No
User-Defined Follow-Up Time [s]	3.00	3.00	3.00	3.00	3.00	3.00
A (intercept)	1420.00	1420.00	1420.00	1420.00	1420.00	1420.00
B (coefficient)	0.00091	0.00091	0.00091	0.00091	0.00085	0.00085
HV Adjustment Factor	0.97	0.97	0.97	0.97	0.97	0.98
Entry Flow Rate [veh/h]	302	339	687	773	413	171
Capacity of Entry and Bypass Lanes [veh/h]	1113	1113	1127	1127	500	758
Pedestrian Impedance	1.00	1.00	1.00	1.00	1.00	1.00
Capacity per Entry Lane [veh/h]	1075	1082	1095	1097	485	743
X, volume / capacity	0.27	0.30	0.61	0.69	0.83	0.22

Movement, Approach, & Intersection Results

Lane LOS	A	A	B	B	E	A
95th-Percentile Queue Length [veh]	1.10	1.29	4.33	5.78	8.06	0.86
95th-Percentile Queue Length [ft]	27.59	32.30	108.17	144.46	201.42	21.49
Approach Delay [s/veh]	6.13		12.51		37.90	7.37
Approach LOS	A		B		E	A
Intersection Delay [s/veh]	14.56					
Intersection LOS	B					

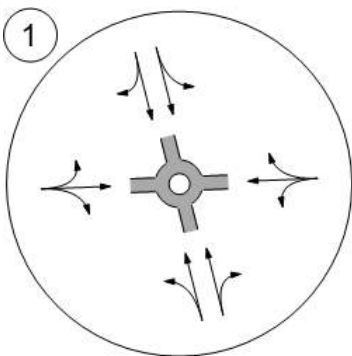
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Scenario 11 AM 2040 Build - Mitigation

Report File: C:\...\AM 2040 Build - Mitigation, Signal at TH 3-TH 149.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
2	MN 3 & MN 149	Signalized	HCM 6th Edition	SB Left	0.629	21.5	C

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type:	Signalized	Delay (sec / veh):	21.5
Analysis Method:	HCM 6th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.629

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		No	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	22	23	18	17	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	162	1032	579	231	5
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	46	290	163	65	1
Total Analysis Volume [veh/h]	1	182	1160	651	260	6
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

Westgate Development

Scenario 11: 11 AM 2040 Build - Mitigation
Traffic Impact Study

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	160
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Permissive	Overlap	ProtectedPermissi	Permissive	Permissive	Permissive
Signal group	4	5	5	2	6	0
Auxiliary Signal Groups		4,5				
Lead / Lag	Lead	-	Lead	-	-	-
Minimum Green [s]	5	15	15	15	7	0
Maximum Green [s]	9	94	94	139	39	0
Amber [s]	4.5	4.5	4.5	4.5	4.5	0.0
All red [s]	1.5	1.5	1.5	1.5	1.5	0.0
Split [s]	15	100	100	145	45	0
Vehicle Extension [s]	3.0	3.0	3.0	5.0	5.0	0.0
Walk [s]	5	0	0	5	5	0
Pedestrian Clearance [s]	10	0	0	10	10	0
Rest In Walk	No			No	No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	4.0	4.0	4.0	4.0	4.0	0.0
Minimum Recall	No	No	No	No	No	
Maximum Recall	No	No	No	Yes	Yes	
Pedestrian Recall	No	No	No	No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

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Lane Group Calculations

Lane Group	L	R	L	C	C	R
C, Cycle Length [s]	160	160	160	160	160	160
L, Total Lost Time per Cycle [s]	6.00	6.00	6.00	6.00	6.00	6.00
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	4.00	0.00	0.00	4.00	4.00	4.00
g_i, Effective Green Time [s]	9	96	139	139	52	52
g / C, Green / Cycle	0.06	0.60	0.87	0.87	0.33	0.33
(v / s)_i Volume / Saturation Flow Rate	0.00	0.12	0.77	0.35	0.14	0.00
s, saturation flow rate [veh/h]	1638	1577	1511	1870	1870	1551
c, Capacity [veh/h]	92	945	1258	1625	608	505
d1, Uniform Delay [s]	71.30	14.50	15.14	2.11	42.29	36.55
k, delay calibration	0.11	0.50	0.50	0.50	0.50	0.50
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.05	0.45	12.50	0.74	2.19	0.04
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.01	0.19	0.92	0.40	0.43	0.01
d, Delay for Lane Group [s/veh]	71.34	14.95	27.64	2.85	44.48	36.59
Lane Group LOS	E	B	C	A	D	D
Critical Lane Group	No	Yes	Yes	No	Yes	No
50th-Percentile Queue Length [veh]	0.04	2.96	12.03	2.60	8.34	0.16
50th-Percentile Queue Length [ft]	0.98	73.95	300.78	64.97	208.51	4.12
95th-Percentile Queue Length [veh]	0.07	5.32	17.72	4.68	13.08	0.30
95th-Percentile Queue Length [ft]	1.76	133.12	443.00	116.94	326.91	7.42

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	71.34	14.95	27.64	2.85	44.48	36.59
Movement LOS	E	B	C	A	D	D
d_A, Approach Delay [s/veh]	15.26		18.73		44.30	
Approach LOS	B		B		D	
d_I, Intersection Delay [s/veh]	21.46					
Intersection LOS	C					
Intersection V/C	0.629					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	0.0	0.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	0.00	0.00
I_p,int, Pedestrian LOS Score for Intersection	0.000	0.000	0.000
Crosswalk LOS	F	F	F
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	80.00	80.00	80.00
I_b,int, Bicycle LOS Score for Intersection	4.132	7.121	4.571
Bicycle LOS	D	F	E

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

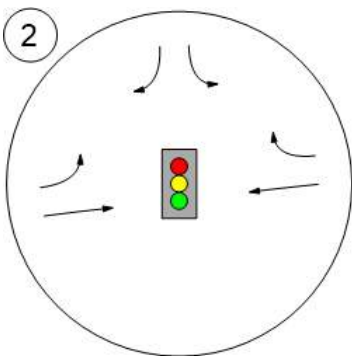


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Lane Configuration and Traffic Control



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Scenario 11 AM 2040 Build - Mitigation

Report File: C:\...\14 - AM 2040 Build - Mitigation,
Roundabout at TH 3-TH 149.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
2	MN 3 & MN 149	Roundabout	HCM 6th Edition	WB Thru		15.5	C

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Roundabout
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 15.5
Level Of Service: C

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	0	0	0	0	0
Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	1	111	801	445	170	4
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	22	23	18	17	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	1	162	1032	579	231	5
Peak Hour Factor	0.8900	0.8900	0.8900	0.8900	0.8900	0.8900
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	0	46	290	163	65	1
Total Analysis Volume [veh/h]	1	182	1160	651	260	6
Pedestrian Volume [ped/h]	0		0		0	

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Intersection Settings

Number of Conflicting Circulating Lanes	1		1		1	
Circulating Flow Rate [veh/h]	265		1		1195	
Exiting Flow Rate [veh/h]	265		1		1195	
Demand Flow Rate [veh/h]	1	162	1032	579	231	5
Adjusted Demand Flow Rate [veh/h]	1	182	1160	651	260	6

Lanes

Overwrite Calculated Critical Headway	No	No	No	No	No
User-Defined Critical Headway [s]	4.00	4.00	4.00	4.00	4.00
Overwrite Calculated Follow-Up Time	No	No	No	No	No
User-Defined Follow-Up Time [s]	3.00	3.00	3.00	3.00	3.00
A (intercept)	1420.00	1420.00	1420.00	1420.00	1380.00
B (coefficient)	0.00091	0.00091	0.00091	0.00091	0.00102
HV Adjustment Factor	0.89	0.97	0.97	0.98	0.98
Entry Flow Rate [veh/h]	2	188	1195	665	272
Capacity of Entry and Bypass Lanes [veh/h]	1116	1116	1419	1419	408
Pedestrian Impedance	1.00	1.00	1.00	1.00	1.00
Capacity per Entry Lane [veh/h]	997	1084	1378	1391	400
X, volume / capacity	0.00	0.17	0.84	0.47	0.67

Movement, Approach, & Intersection Results

Lane LOS	A	A	C	A	D
95th-Percentile Queue Length [veh]	0.00	0.60	11.31	2.57	4.67
95th-Percentile Queue Length [ft]	0.08	15.07	282.73	64.22	116.64
Approach Delay [s/veh]	4.83		14.61		28.51
Approach LOS	A		B		D
Intersection Delay [s/veh]	15.45				
Intersection LOS	C				

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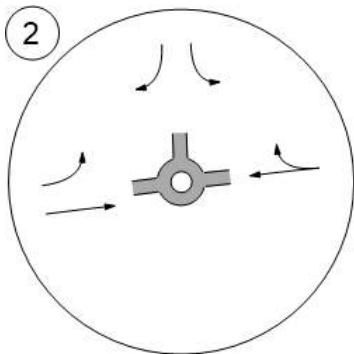
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Scenario 12 PM 2040 Build - Mitigation

Report File: C:\...\PM 2040 Build - Mitigation, Signal at TH 3-TH 149.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
2	MN 3 & MN 149	Signalized	HCM 6th Edition	WB Thru	0.474	55.7	E

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type:	Signalized	Delay (sec / veh):	55.7
Analysis Method:	HCM 6th Edition	Level Of Service:	E
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.474

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration	↵↵		↵↑		↑↵	
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	1	0	1	0	0	1
Pocket Length [ft]	100.00	100.00	150.00	100.00	100.00	200.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Curb Present	No		No		No	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	26	27	21	21	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Right-Turn on Red Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	11	753	299	307	612	8
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	3	188	75	77	153	2
Total Analysis Volume [veh/h]	11	753	299	307	612	8
Presence of On-Street Parking	No	No	No	No	No	No
On-Street Parking Maneuver Rate [/h]	0	0	0	0	0	0
Local Bus Stopping Rate [/h]	0	0	0	0	0	0
v_do, Outbound Pedestrian Volume crossing	0		0		0	
v_di, Inbound Pedestrian Volume crossing m	0		0		0	
v_co, Outbound Pedestrian Volume crossing	0		0		0	
v_ci, Inbound Pedestrian Volume crossing mi	0		0		0	
v_ab, Corner Pedestrian Volume [ped/h]	0		0		0	
Bicycle Volume [bicycles/h]	0		0		0	

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Intersection Settings

Located in CBD	No
Signal Coordination Group	-
Cycle Length [s]	150
Coordination Type	Time of Day Pattern Isolated
Actuation Type	Fully actuated
Offset [s]	0.0
Offset Reference	LeadGreen
Permissive Mode	SingleBand
Lost time [s]	0.00

Phasing & Timing

Control Type	Permissive	Overlap	ProtectedPermissi	Permissive	Permissive	Permissive
Signal group	4	5	5	2	6	0
Auxiliary Signal Groups		4,5				
Lead / Lag	Lead	-	Lead	-	-	-
Minimum Green [s]	5	15	15	15	15	0
Maximum Green [s]	44	44	44	94	44	0
Amber [s]	4.5	4.5	4.5	4.5	4.5	0.0
All red [s]	1.5	1.5	1.5	1.5	1.5	0.0
Split [s]	50	50	50	100	50	0
Vehicle Extension [s]	3.0	3.0	3.0	5.0	5.0	0.0
Walk [s]	5	0	0	5	5	0
Pedestrian Clearance [s]	10	0	0	10	10	0
Rest In Walk	No			No	No	
I1, Start-Up Lost Time [s]	2.0	2.0	2.0	2.0	2.0	0.0
I2, Clearance Lost Time [s]	4.0	4.0	4.0	4.0	4.0	0.0
Minimum Recall	No	No	No	No	No	
Maximum Recall	No	No	No	Yes	Yes	
Pedestrian Recall	No	No	No	No	No	
Detector Location [ft]	0.0	0.0	0.0	0.0	0.0	0.0
Detector Length [ft]	0.0	0.0	0.0	0.0	0.0	0.0
I, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00

Exclusive Pedestrian Phase

Pedestrian Signal Group	0
Pedestrian Walk [s]	0
Pedestrian Clearance [s]	0

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Lane Group Calculations

Lane Group	L	R	L	C	C	R
C, Cycle Length [s]	150	150	150	150	150	150
L, Total Lost Time per Cycle [s]	6.00	6.00	6.00	6.00	6.00	6.00
l1_p, Permitted Start-Up Lost Time [s]	0.00	0.00	0.00	0.00	0.00	0.00
l2, Clearance Lost Time [s]	4.00	0.00	0.00	4.00	4.00	4.00
g_i, Effective Green Time [s]	44	94	94	94	44	44
g / C, Green / Cycle	0.29	0.63	0.63	0.63	0.29	0.29
(v / s)_i Volume / Saturation Flow Rate	0.01	0.48	0.23	0.16	0.33	0.01
s, saturation flow rate [veh/h]	1638	1577	1295	1870	1870	1551
c, Capacity [veh/h]	480	988	645	1172	549	455
d1, Uniform Delay [s]	37.71	20.01	27.87	12.51	53.00	37.65
k, delay calibration	0.11	0.50	0.50	0.50	0.50	0.50
l, Upstream Filtering Factor	1.00	1.00	1.00	1.00	1.00	1.00
d2, Incremental Delay [s]	0.02	5.55	2.39	0.54	74.26	0.07
d3, Initial Queue Delay [s]	0.00	0.00	0.00	0.00	0.00	0.00
Rp, platoon ratio	1.00	1.00	1.00	1.00	1.00	1.00
PF, progression factor	1.00	1.00	1.00	1.00	1.00	1.00

Lane Group Results

X, volume / capacity	0.02	0.76	0.46	0.26	1.12	0.02
d, Delay for Lane Group [s/veh]	37.73	25.56	30.26	13.05	127.26	37.72
Lane Group LOS	D	C	C	B	F	D
Critical Lane Group	No	Yes	No	No	Yes	No
50th-Percentile Queue Length [veh]	0.28	18.15	4.74	4.58	31.40	0.22
50th-Percentile Queue Length [ft]	7.10	453.71	118.59	114.53	785.07	5.43
95th-Percentile Queue Length [veh]	0.51	25.13	8.32	8.09	43.52	0.39
95th-Percentile Queue Length [ft]	12.78	628.37	207.88	202.29	1087.93	9.77

Appendix H - Capacity Analysis Backup

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Movement, Approach, & Intersection Results

d_M, Delay for Movement [s/veh]	37.73	25.56	30.26	13.05	127.26	37.72
Movement LOS	D	C	C	B	F	D
d_A, Approach Delay [s/veh]	25.73		21.54		126.10	
Approach LOS	C		C		F	
d_I, Intersection Delay [s/veh]	55.73					
Intersection LOS	E					
Intersection V/C	0.474					

Other Modes

g_Walk,mi, Effective Walk Time [s]	0.0	0.0	0.0
M_corner, Corner Circulation Area [ft²/ped]	0.00	0.00	0.00
M_CW, Crosswalk Circulation Area [ft²/ped]	0.00	0.00	0.00
d_p, Pedestrian Delay [s]	0.00	0.00	0.00
I_p,int, Pedestrian LOS Score for Intersection	0.000	0.000	0.000
Crosswalk LOS	F	F	F
s_b, Saturation Flow Rate of the bicycle lane	2000	2000	2000
c_b, Capacity of the bicycle lane [bicycles/h]	0	0	0
d_b, Bicycle Delay [s]	75.00	75.00	75.00
I_b,int, Bicycle LOS Score for Intersection	4.132	5.132	5.155
Bicycle LOS	D	F	F

Sequence

Ring 1	-	2	-	4	-	-	-	-	-	-	-	-	-	-	-	-
Ring 2	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ring 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



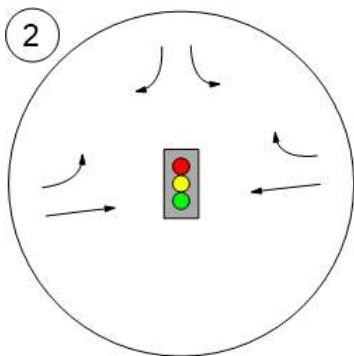
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Lane Configuration and Traffic Control



Appendix H - Capacity Analysis Backup

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Westgate Development

Vistro File: C:\...\Westgate Vistro.vistro

Scenario 12 PM 2040 Build - Mitigation

Report File: C:\...\16 - PM 2040 Build - Mitigation,
Roundabout at TH 3-TH 149.pdf

3/20/2017

Intersection Analysis Summary

ID	Intersection Name	Control Type	Method	Worst Mvmt	V/C	Delay (s/veh)	LOS
2	MN 3 & MN 149	Roundabout	HCM 6th Edition	SB Right		23.0	C

V/C, Delay, LOS: For two-way stop, these values are taken from the movement with the worst (highest) delay value. for all other control types, they are taken for the whole intersection.

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Intersection Level Of Service Report Intersection 2: MN 3 & MN 149

Control Type: Roundabout
Analysis Method: HCM 6th Edition
Analysis Period: 15 minutes

Delay (sec / veh): 23.0
Level Of Service: C

Intersection Setup

Name	MN 149		MN 3		MN 3	
Approach	Southbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Left	Thru	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Pocket	0	0	0	0	0	0
Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
Speed [mph]	55.00		45.00		45.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	MN 149		MN 3		MN 3	
Base Volume Input [veh/h]	9	577	216	227	469	6
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	12.00	3.00	3.00	2.00	2.00	5.00
Growth Rate	1.26	1.26	1.26	1.26	1.26	1.26
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	26	27	21	21	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	11	753	299	307	612	8
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	3	188	75	77	153	2
Total Analysis Volume [veh/h]	11	753	299	307	612	8
Pedestrian Volume [ped/h]	0		0		0	

Appendix H - Capacity Analysis Backup

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Intersection Settings

Number of Conflicting Circulating Lanes	1		1		1	
Circulating Flow Rate [veh/h]	624		12		308	
Exiting Flow Rate [veh/h]	624		12		308	
Demand Flow Rate [veh/h]	11	753	299	307	612	8
Adjusted Demand Flow Rate [veh/h]	11	753	299	307	612	8

Lanes

Overwrite Calculated Critical Headway	No	No	No	No	No
User-Defined Critical Headway [s]	4.00	4.00	4.00	4.00	4.00
Overwrite Calculated Follow-Up Time	No	No	No	No	No
User-Defined Follow-Up Time [s]	3.00	3.00	3.00	3.00	3.00
A (intercept)	1420.00	1420.00	1420.00	1420.00	1380.00
B (coefficient)	0.00091	0.00091	0.00091	0.00091	0.00102
HV Adjustment Factor	0.89	0.97	0.97	0.98	0.98
Entry Flow Rate [veh/h]	13	776	308	314	633
Capacity of Entry and Bypass Lanes [veh/h]	805	805	1405	1405	1008
Pedestrian Impedance	1.00	1.00	1.00	1.00	1.00
Capacity per Entry Lane [veh/h]	719	782	1364	1377	988
X, volume / capacity	0.02	0.96	0.22	0.22	0.63

Movement, Approach, & Intersection Results

Lane LOS	A	E	A	A	B
95th-Percentile Queue Length [veh]	0.05	15.14	0.84	0.86	4.60
95th-Percentile Queue Length [ft]	1.17	378.38	20.94	21.39	114.92
Approach Delay [s/veh]	46.16		4.48		12.71
Approach LOS	E		A		B
Intersection Delay [s/veh]	23.05				
Intersection LOS	C				

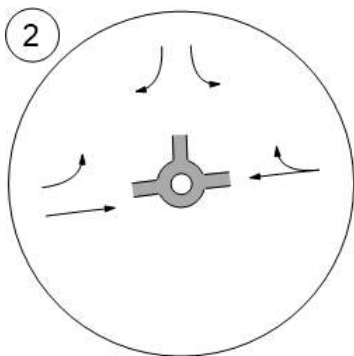
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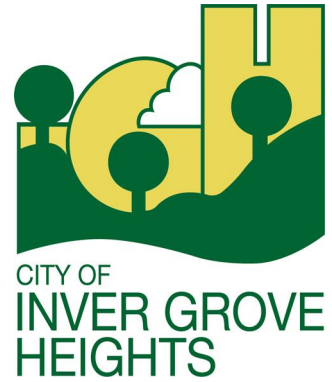
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Lane Configuration and Traffic Control



Memo



TO: Allan Hunting, City Planner
Heather Botten, Associate Planner
FROM: Steve Dodge, Assistant City Engineer *SWD*
Mike Edwards Senior Engineering Technician
CC:
DATE: October 14, 2022
RE: **Robert Curve Fourth Addition- Preliminary Review**

The Engineering Division provide a preliminary plan/plat review for submittals dated August 22, 2022. Engineering Division finds the submittal in general conformance, with the following comments to be considered prior to final approval.

- See attached Barr Engineering for preliminary hydrologic review and comments
- All storm water facilities that are considered private will need a Storm Water Facilities Maintenance Agreement, operation and maintenance plan and an ownership exhibit provided for final approval. They may not need drainage and utility easements if a private system.
- All storm water facilities that treat public storm water need to be within ROW, outlot or a drainage and utility easement to be depicted on the final plat. Responsible party for maintenance is determined by staff based on portions of private vs public storm water.
- Plat/Plan review comments and Permits will be needed from MNDOT
- Discuss with staff if there is a way to avoid disturbing Diffley Court to the best extent practicable.
- The city does not typically allow inside drop structures. Further coordination with city is necessary for final design approvals of sanitary sewer manhole/stub connections.
- Driveway entrances to be constructed with concrete aprons per detail plate STR-09
- Construct ped ramps (truncated domes) at Diffley Ct and TH3
- Traffic lights at Diffley Ct and TH 3 should be reviewed for pedestrian and vehicular traffic.
- Add catch basins to catch storm water from private drives before reaching public ROW.
- Depict existing sewer and water services on plan.
- Verify water connections making sure to utilize existing lateral stubs where possible.
- Sanitary manhole connection at 1+50 may not be constructable at the proposed angle
- Verify if sewer system be constructed utilizing existing manholes or service stubs.
- The proposed sanitary and water system within the private streets will be public. Provide drainage and utility easements. The lateral utility alignments must remain within private road for city maintenance and access.
- Streets are considered private except for Diffley Court existing ROW.
- Trails and sidewalks outside of right-of-way or trail easement are considered private.
- Public sidewalk along Diffley Court will need to be with ROW or sidewalk easement.
- Provide SWPPP and erosion control plan
- Eagan sewer and water rates apply
- Eagan comments, when requested and received by IGH, will need to be incorporated into the final plat submittal

- Encroachments in gas easement will need owners' approval.
- Access to existing businesses will need to be maintained and addressed in final plans.
- Seek Fire Marshal for comments on fire access, fire protection and adjacent properties.
- Engineering Division will comment in more detail on final plans.

CC: Brian Connolly, Public Works Director
Paul Merchlewicz, City Engineer
Bridget McCauley-Nason, City Attorney
Eric Kramer, Utility Superintendent

Memorandum

To: Steve Dodge, P.E.
From: Greg Fransen
Subject: Roberts Curve 4th Addition Preliminary Stormwater Management Review
Date: October 7, 2022
Project: 23190328.22-PROJ-096 / IGH Escrow Account 702.229.2307703

As requested by the City of Inver Grove Heights (City), Barr Engineering (Barr) reviewed the stormwater management features of the Roberts Curve 4th Addition preliminary engineering plan set and Storm Water Management Plan, prepared by Carlson McCain Engineering with revision date September 23, 2022. As directed by City staff, Barr's reviewed the preliminary submittal for completeness and general conformance with city standards. A detailed review will be performed on a future revised submittal.

The sections below provide project background, Barr's comments, and supporting information.

Background

The proposed Roberts Curve 4th Addition project (Project) would include constructing a 190-unit apartment building and 54 townhomes with associated parking, drive lanes, and utilities on approximately 3.8 acres located north and east of Diffley Court in Inver Grove Heights.

The Project lies within subwatersheds EAG-544, EAG-545, and EAG-575 of the Eagan Drainage Basin of Inver Grove Heights. Currently runoff from the southern part of the site flows overland towards the south and west and enters the road ditch on the east side of South Robert Trail. Water reaching that part of the road ditch is drained by a MnDOT storm sewer system that discharges to the city of Eagan storm sewer system. Runoff from the north part of the site flows overland towards the north and west and also discharges to the road ditch on the east side of South Robert Trail, which then flows towards the north through a series of culverts to stormwater basin RV-F-14, located just southwest of the intersection of Jefferson Trail and South Robert Trail, in the Rich Valley Drainage Basin of Inver Grove Heights. Detailed stormwater modeling of the Project area has not been completed by the city. Previous construction projects along Diffley Court were modeled using HydroCAD software.

Preliminary Review Comments

- HydroCAD model files must be included with the next submittal
- Infiltration basin drawdown calculations must be included with next submittal
- Infiltration basin construction should follow city standards. See city standard plates for the following:
 - Drain tile design

- Infiltration/planting media depth and specifications
- Pretreatment of runoff prior to discharge into infiltration basins is not shown. Pretreatment is required using forebays, sedimentation ponds, or hydrodynamic separators
- The 5-year, 24-hour rainfall event needs to be included in the modeling and peak rate comparison
- Excavation depths to connect infiltration basins to sandy (SP) soils need to be shown (note that the soil boring report indicates the native SM soils are NOT suitable for infiltration)
- Infiltration testing needs to be performed to confirm infiltration rates within basins
- It may be necessary to model the downstream pipe to Eagan to confirm appropriate rate control
- Infiltration basin EOF elevations need to be shown
- Infiltration basin planting palette needs to be included
- A SWPPP needs to be included with a future submittal
- According to city code, water quality modeling is not required if the infiltration requirement is met
- Storm sewer pipe diameters need to be shown
- Storm sewer profiles should be shown
- Storm sewer design calcs should be provided

From: [Tom Murphy](#)
To: [Allan Hunting](#)
Subject: IGH Partners, LLC - Case No.22-40SV - Rezoning of Diffley Court and South Robert Trail
Date: Thursday, October 13, 2022 2:54:19 PM
Attachments: [Proposed Apartments & Town Houses by Caseys on Diffley and South Robert Trail.pdf](#)
[Rezoning Public Hearing Location \(Map\).pdf](#)
[Rezoning Public Hearing Notice.pdf](#)

Hi Allan/Inver Grove Heights Planning Commission,

I hope you are doing well.

My name is Tom Murphy and I live at 4261 South Robert Trail, Eagan, MN, 55123 (directly across the street from this newly proposed 196 apartment and 54 townhome development).

I attended the public hearing to learn more about this new development and during the presentation, the representative from Trident Development, LLC mentioned that the City of Inver Grove Heights had not required a Traffic Impact Study (TIS).

Per section 5.4 TIS Needed/Recommended

(<https://www.dot.state.mn.us/accessmanagement/docs/pdf/manualchapters/chapter5.pdf>), it states "Mn/DOT recommends that a Traffic Impact Study be completed for developments estimated to generate either 250* or more peak-hour vehicle trips...". My neighbors and I have concerns with the density of this project (250 family units with 2 parking spots per unit) and the impact that ~500 vehicles will have on traffic and public safety during peak hours, especially with only 1 entrance/exit into this development.

Please confirm that the City of Inver Grove Heights will require a Traffic Impact Study before agreeing to this rezoning and new development project.

Thank you and have a good day.

Regards,
Tom Murphy

Chapter5 1-02-08

Title: Microsoft Word - Chapter5 1-02-08.DOC Author: Gage1Bri Created Date: 12/27/2007 11:35:06 AM

www.dot.state.mn.us

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: [anthony bidwell](#)
To: [Allan Hunting](#)
Subject: Proposed apartments and condos
Date: Thursday, October 13, 2022 3:30:01 PM

I am extremely concerned about the rezoning of Diffley and Hwy 3 across from Casey's gas station. There is not sufficient infrastructure to accommodate the increases traffic flow along HWY 3 and Diffley. Not to mention the increases concerns for safety regarding the abundance of school children. The increased noise and pollution is another concern. This proposal primarily only affect Eagan residents, which will be impacted by the negative environmental problems that will occur from this proposal.

I have talked my neighbors in the Country Hollow Development and everyone is vehemently apposed to this plan. Myself and 10 other families are going to find a lawyer if this proposal moves forward.

Sent from my iPhone

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.

Request for Council Action

SUBJECT: **Resolution Establishing 2023 Stormwater Utility Rates**

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, establishing stormwater utility rates for calendar year 2023.

BACKGROUND

The attached Resolution establishes stormwater utility rates for calendar year 2023. The City's rate structure for stormwater includes three groups of rates – Rural, Urban and NWA Developed. As was the case last year, staff is again recommending a 25% increase to the Rural and Urban and a 5% increase to the NWA Developed rates. While the percentage increase proposed for Rural and Urban rates is large, the dollar amounts are relatively modest. For example, a 25% increase to the monthly bill of a residential property in the R1-A zoning district that is outside of the NWA, means a \$1.40 increase from \$5.61 to \$7.01 per month. For a residential property in the R1-B zoning district it means a 90-cent increase from \$3.60 to \$4.50 per month and for a shopping center outside the NWA in means a \$5.01 increase from \$20.04 to \$25.05 per acre per month.

The intent of continuing this rate increase approach from 2022 is to gradually bring the three categorized rate structures (Rural, Urban, and NWA Developed) together, so that there is no difference between rates set by land-use classification in different areas of the City. Additionally, the intent is to bring stormwater rates in IGH closer to what is needed to fund stormwater maintenance costs. Historically, the City has not brought in enough revenue via stormwater utility rates to cover the costs of operating and maintaining the stormwater system. This has resulted in the City using Pavement Management Funds to cover the stormwater-related costs on some storm-specific projects, as well as street improvement projects, because the Stormwater Fund simply can't afford to pay them. In contrast, water and sewer system costs for stand-alone utility projects, and those that are part of street improvement projects, are covered by those utility funds.

In an effort to begin remedying this situation, staff has proposed that an annual transfer of \$1 million be made from the Host Community Fund to the Stormwater Capital Fund for each of the next three years. The first year of this transfer is included in the 2023 budgets presented for final Council approval elsewhere on this agenda. But this is only a temporary fix. We need to use these three years to build up the revenue received from stormwater utility fees in order to have a sustainable financing structure in place for this utility moving forward.

Lastly, it is worth noting, that unlike our water and sewer utility fees, which were restructured for 2023 as a result of our utility rate study, no such restructuring of stormwater rates is proposed at this time. The broad scope of the utility rate study and the particular and numerous complexities of the

existing stormwater rate structure made it impossible to evaluate and propose significant or structural changes for stormwater rates for this year. However, staff plans to continue working on potential future rate structure modifications and recommendations, which will be brought forward for further discussion in advance of establishing the 2024 rates.

FISCAL IMPACT

The proposed rates are projected to yield a total revenue of \$780,850 for the Stormwater Fund. This is consistent with the proposed 2023 budget presented elsewhere on this agenda for adoption.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Establishing 2023 Stormwater Rates

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

**RESOLUTION ESTABLISHING STORM WATER UTILITY RATES
EFFECTIVE JANUARY 1, 2023**

RESOLUTION NO. _____

WHEREAS, Title 8, Chapter 7 of the Inver Grove Heights City Code, established a storm water utility and provided for the establishment and imposition of fees to pay the normal, reasonable, and current costs of constructing, operating, maintaining, and improving the storm water management system; and

WHEREAS, a fee schedule has been developed that considers the relative use of the storm water management system by different types of land uses.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS THAT: Monthly storm water utility rates, commencing January 1, 2023 for the first monthly or quarterly billing cycle that covers only 2023, are established as follows:

Storm Water Utility Group		Per Lot (L) or Acre (A)	Rural (Base Fee)	Urban (Base + Surcharge)	NWA Developed (Base + Surcharge)
			Monthly	Monthly	Monthly
Single-Family Residential	R-1A	L	\$2.41	\$7.01	\$14.85
	R-1B	L	\$1.55	\$4.50	\$9.53
	R-1C	L	\$1.33	\$3.31	\$7.08
	Estate (5 ac cap)	A	\$1.74	\$5.01	\$10.58
Multiple Family Residential	R-2 (Duplex/Twinhomes)	A	\$3.81	\$11.01	\$23.33
	R-3 (6+ units/ac)	A	\$4.50	\$13.05	\$27.59
	R-4 (Manufactured Home)	A	\$5.19	\$15.05	\$31.84
Other	Agricultural/Open Space (10 acre cap)	A	\$1.05*	\$3.01	\$1.05*
	Business District	A	\$7.61	\$22.04	\$46.69
	General Business	A	\$10.05	\$29.06	\$61.53
	Shopping Center	A	\$8.66	\$25.05	\$53.06
	Industrial	A	\$7.26	\$21.04	\$44.57
Public/ Institutional	Schools/Churches/Other	A	\$4.50	\$13.05	\$27.59
	Golf Courses/Cemeteries/Parks	A	\$1.05*	\$3.01	\$6.37
	City Facilities	A	\$7.61	\$22.04	\$46.69

(*)The minimum annual fee per parcel is \$15.75.

These fees shall be included in the existing utility billing for parcels on City sewer or water, or they will be separately, and on an annual basis, for parcels not on City sewer or water.

Adopted this 12th day of December 2022 by the City Council of the City of Inver Grove Heights, Minnesota.

AYES:

NAYS:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: Continuation of 2nd Reading of Ordinance Regarding the Licensing of Rental Housing and Short-Term Rentals

MEETING DATE: December 12, 2022

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to consider and provide feedback on an alternative ordinance to address the issue of short-term rental housing.

BACKGROUND

At multiple meetings earlier this year, the City Council discussed concerns about the impacts of short-term rental housing on the surrounding neighborhoods. The Council initially directed staff to prepare an ordinance that would require a minimum lease period of 30-days for any rental property within the City. The first reading of this ordinance was approved, but the second reading was tabled, following public comment on the proposed ordinance.

Since that time, staff has completed additional research regarding how other metro-area cities regulate short-term rental housing and met with several interested parties who currently operate short-term rentals within IGH. The Council has also received communication and comment from additional residents concerned about the impacts of short-term rentals.

Attached for Council's consideration is the original ordinance, which establishes a 30-day minimum rental period, and addressed a few other housekeeping items related to the City's existing rental licensing program, as well as an alternative ordinance that would allow rentals of less than 30-days under a short-term rental licensing program. The alternative ordinance, as currently drafted, contains several sections that are highlighted in yellow. Many of these are reflective of requirements for short-term rentals in other cities. They do not necessarily have to be included, or included in their current wording, in an Inver Grove Heights ordinance, but are presented for discussion. These are specific areas where the Council will need to make a policy decision and provide direction to staff regarding what is desired in a subsequent draft of any IGH ordinance.

Staff will outline the terms of both ordinances in the presentation at the December 12 meeting and seek feedback and direction from Council regarding how it wishes to proceed on this topic.

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

1. Alternative Ordinance on Short Term Rental Licensing Ord
2. Ordinance Revising Rental Licensing Standards (from original 2nd Reading)

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 4,
CHAPTER 13, TO ADD ARTICLE A RELATED TO RENTAL LICENSES FOR
SHORT-TERM RENTALS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Title 4, Chapter 13 of the Inver Grove Heights City Code is hereby amended to add Article A as follows:

ARTICLE A; SHORT-TERM RENTALS

4-13-A-1: Policy; Purpose; Objective; Intent

It is the purpose of this Article to protect and preserve the stability and character of residential areas within the city by establishing standards for the operation of short-term rental housing. The operation of short-term rental properties is a business enterprise that includes certain responsibilities. Rental owners, operators and managers are responsible to take such reasonable steps as are necessary to ensure that the guests who occupy such rental dwelling units, as well as neighboring properties, may pursue the quiet enjoyment of the normal activities of life in surroundings that are safe, secure, and sanitary, free from noise, nuisances and annoyances, and free from unreasonable fears about safety of persons and property.

4-13-A-2: Definitions

Except as expressly provided in this Article, words, terms and phrases used in this Article have the meanings given them by Section 4-13-3. In cases where conflicting definitions of a word, term or phrase make its precise meaning unclear in its application to particular facts, the city administrator is authorized to resolve the definition. For purposes of this Article, the following terms below have the meanings given them:

SHORT TERM RENTAL: The letting of a dwelling or dwelling unit for a period of less than thirty (30) consecutive days.

4-13-A-3: License Required

- A. General Rule: No person, partnership, business entity, or corporation shall operate a short-term rental dwelling or short-term rental dwelling unit in the city without first obtaining a short-term rental license. The licensee shall be the owner.
- B. Exemptions: No short-term rental license is required for the following:
 - 1. Hospitals.

2. State licensed residential care facilities.
 3. Assisted living facilities.
 4. Nursing homes.
 5. Hotels or motels.
 6. Single-family homes in which an individual owns the single-family home and resides in a portion of the building in which there is a rental dwelling unit and there are a total of no more than three (3) persons within the rental dwelling unit that are unrelated to the owner and to each other.
 7. Accessory dwelling units pursuant to section 10-18-1 of this code.
 8. Supervised student housing pursuant to subsection 10-14-2H of this code.
- C. Non-Transferable: A short-term rental license is nontransferable. If there is a change in the ownership of the rental dwelling or rental dwelling unit, a new license is required.
- D. License Term: The term of the license shall be two years, beginning on April 1 of all odd-numbered years.
- E. License Fees: Applicants for a license shall pay a fee as set by resolution adopted by the City Council. The license fee is not refundable, even if the application is withdrawn, denied, revoked or suspended or the applicant ceases to operate the property as a short-term rental during the term of the license.
- F. Renewal And Late Fees:
1. An application for license renewal must be filed at least sixty (60) days prior to the license expiration date.
 2. An applicant who fails to submit a completed renewal application at least sixty (60) days prior to the expiration date shall pay a late fee equal to fifty percent (50%) of the license fee, in addition to the required license fee for the renewal.

4-13-A-4: License Application

Application for a license must be made to the city by the owner of a short-term rental dwelling or dwelling unit upon forms provided by the city. After the city has received a completed application, including all required documentation and application fee, and the appropriate fees, the license will be reviewed by city staff and then submitted to the city council for consideration. Incomplete applications will be rejected by city staff and will not be submitted to the city council.

1. **Neighbor Notification:** Prior to submitting a license application, the applicant must notify the owner of any neighboring property abutting to the side, rear or across the street from their property of their intent to seek a short-term rental license. Such notification shall be on a form provided by the City.
2. **Required Applicant Information:** The following information shall be required with each application for a short-term rental license.
 - A. **Natural Person:** If the applicant is a natural person, the applicant must provide the information required in Section 4-13-3(B)(1).
 - B. **Partnership:** If the applicant is a partnership, the applicant must provide the information required in Section 4-13-3(B)(2).
 - C. **Corporation:** If the applicant is a corporation or other organization, the applicant must provide the information required in Section 4-13-3(B)(3).
 - D. **Additional Information From All Applicants:** All applicants must provide the information required in Section 4-13-3(B)(4).
 - E. **Property Contact Information:** All applicants must provide the information required in Section 4-13-3(4)
 - F. **Number And Type Of Units:** The license application must contain the number of units and types of units (condominium, apartment, townhome, etc.) within the rental dwelling. If the number or types of units change, the licensee must notify the city.
3. **Changes On Application:** An applicant must notify the city in writing of any changes to the name(s) provided on the application including, but not limited to, owners, the property management company, property managers, twenty-four (24) hour contact information, or agents responsible for management of the rental dwelling or rental dwelling unit. Any changes may result in additional background checks, as required by this Article, if deemed necessary by the city
4. The applicant must file with the city proof of insurance as required in Section 4-13-3(E). The applicant may not cancel or change the insurance without fifteen (15) days' prior written notice to the city by certified mail. The certification of insurance must be continuously in effect until fifteen (15) days after receipt of the written notice of cancellation or change, provided however, the certification must not extend for more than two (2) years.
5. **Criminal Background Investigation.**

a. In order to protect the general welfare of the public for all applications, criminal history background reports from the BCA must be submitted with the application for any owner who has or would have the means to enter rental dwelling units or any manager who has or would have the means within the scope of the individual's duties, to enter rental dwelling units. To satisfy this requirement:

1. An owner who has or would have the means to enter rental dwelling units must provide a copy of a BCA public criminal conviction history report, which must be dated within twenty-four (24) months of the date of the application.
2. A manager must provide a BCA public criminal conviction history report and a response from the superintendent of the BCA required by Minnesota statutes section 299C.68, both of which must be dated within twenty-four (24) months of the application.

If not a Minnesota resident, a criminal conviction history report from the appropriate government agency in the state of residency is also required.

b. Authorization: At the time of making applications for an initial or renewal license, the applicant must provide written authorization to the city to investigate all facts set out in the application. The information obtained from the investigation shall be used to assist the police chief in making a recommendation as to whether the applicant should be granted a license.

c. Police Chief Recommendation: The Police Chief or their designee shall make a recommendation to the City Council as to whether the applicant should be a granted a license, based on any of the following criteria:

- a. Whether the owner or manager subject to the investigation required in this Article was convicted of a crime or offense in the last five (5) years involving or directly relating to the business for which a license is sought; or
- b. Whether the owner or manager subject to the investigation required in this Article was convicted of a "background check crime" as defined by Minnesota statutes section 299C.67, subd. 2, or as it may be amended, within the last ten (10) years; or
- c. Whether there is a material misrepresentation in the application or other grounds for denial of the license application.

4-13-A-5: License Hearing

a. New Or Renewal Application Consideration:

1. Action: The city council must take action on each new and renewal license application within a reasonable time following receipt of a completed application and recommendation from the police chief or their designee regarding the application.

2. Procedure: At the city council meeting at which the license application is considered, any person must be provided an opportunity to be heard for or against the license. The city council may then take any of the following actions:
 - a. Approve the license,
 - b. Deny the license,
 - c. Approve the license with reasonable conditions,
 - d. Approve the license on a provisional basis, or
 - e. Continue the license application for additional information.
- b. Denial, Suspension, or Revocation of License or License Application: At the recommendation of a city official, the city council or its designee may hold a hearing to take action on a short-term rental license to deny, suspend, or revoke a license or to consider other actions against the license holder. In addition to those grounds enumerated in section 3-2-10 of this code, any license may be denied, suspended, issued on a conditional or provisional basis, or revoked for one or more of the following reasons listed in section 4-13-8(B).
- c. Suspension Or Revocation Hearing: Short-term rental license may be suspended or revoked following the procedures in Section 4-13-8(C).
- d. Reapplication Following License Revocation or Denial: Upon denial or revocation of a license, the owner may not reapply for a license for the same rental dwelling or rental dwelling unit for a period of six months.

4-13-A-6: Performance Standards

All short-term rental dwellings and short-term rental dwelling units shall be subject to the following performance standards.

- A. Maintenance Standards: The licensee must ensure that every short-term rental dwelling and short-term rental dwelling unit is maintained in compliance with all city codes and state laws, including:
 1. The City's Building code (title 9, chapter 1 of this code)
 2. The City's Zoning code (title 10 of this code),
 3. Animal control requirements (title 5, chapter 4 of this code),
 4. Fire prevention code (title 9, chapter 2 of this code),
 5. Property nuisances (title 5, chapter 9 of this code),
 6. Miscellaneous offenses (title 5, chapter 5 of this code),
 7. The applicable provisions of the 2021 International property maintenance code as adopted and with the exceptions found in Section 4-13-1-E.
- B. Parking Requirements: In all zoning districts, all renter and/or guest parking for a short-term rental dwelling or short-term rental dwelling unit must be on an

improved driveway or improved parking surface located on the premise or property where the short-term rental unit is located.

C. Events: Events are not allowed to be hosted by renters or guests on the premises. For purposes of this section, an event means a gathering on the premises of more than three un-registered individuals.

D. Required Postings

1. Display Of License Certificate: The license certificate must be exhibited in a conspicuous place at or near the entrance to the short-term rental dwelling or short-term dwelling unit. One license certificate must be displayed for each building.
2. Display of Property Address and Emergency Contact Information.

E. Tenant Register: As a condition of the license, the licensee must, as a continuing obligation, maintain a current register of tenants and other persons who have a lawful right to occupancy of short-term rental dwellings or short-term rental dwelling units. In its application, the applicant must designate the name of the person or persons who will have possession of the register and must promptly notify the city of any change in the identity, address or telephone numbers of such person. The register must be available for inspection by city officials at all times and must be kept for a period of twelve (12) months.

F. Payment of Lodging Taxes: The property owner must pay all applicable federal, state and local taxes related to the short-term rental. In addition, the licensee is required to collect and remit to the city on a quarterly basis the lodging tax imposed under Title 4, Chapter 10 of this code. If no sales are made during a quarter, a report must be submitted to the city stating that no sales were made or lodging tax collected during that quarter.

G. Responsibility for Acts of Managers: Licensees are responsible for the acts or omissions of their managers as it pertains to the short-term rental dwelling.

4-13-A-6: Inspections; Compliance Orders

Inspections of short-term rental dwellings and dwelling units may be inspected in the same manner and per the process found in Section 4-13-6. Violations of this Article may be addressed by the issuance of compliance orders and criminal citations in the same manner and per the process found in Section 4-13-7.

4-13-A-7: Summary Action

A. Emergency: When the conduct of any owner or owner's agent, representative, employee or lessee, or the condition of the rental dwelling or rental dwelling unit, or the property in or on which it is located, is detrimental to the public health, sanitation, safety and general welfare of the community, or residents of the rental dwelling or rental dwelling unit so as to constitute a nuisance, fire hazard, or other unsafe or dangerous condition and thus give rise to an emergency, the chief building official has the authority to summarily condemn or close individual rental dwelling units or areas of the rental dwelling as the chief building official

deems necessary. The chief building official will post the date the rental dwelling or rental dwelling unit shall be vacated and no person shall reside in, occupy or cause to be occupied that rental dwelling or rental dwelling unit until the chief building official permits it.

- B. Notice: No person shall remove the posted notice, other than the chief building official or their designated representative.

4-13-A-8: No Warranty by City

By enacting and undertaking to enforce this Article, neither the city nor its city council, agents or employees warrant or guaranty the safety, fitness or suitability of any short-term rental dwelling or rental dwelling unit in the city. Owners and occupants should take appropriate steps to protect their interests, health, safety and welfare.

4-13-A-9: Violations

A violation of this Article is a misdemeanor.

Section Two. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council of the City of Inver Grove Heights on the ____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 4,
CHAPTER 13, RELATED TO RENTAL LICENSES**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Section 4-13-2 of the Inver Grove Heights City Code is hereby amended as follows. The ~~struck-out text~~ shows the deleted wording and the underlined text shows the language added to the code:

4-13-2: DEFINITIONS:

FAMILY: An individual, or two (2) or more persons related by blood, marriage or adoption, or a group of not more than four (4) persons not so related, living together as a single housekeeping unit maintaining a common residence and sharing using common cooking facilities, bathroom(s), and living spaces.

Section Two. Amendment. Section 4-13-3 of the Inver Grove Heights City Code is hereby amended as follows. The ~~struck-out text~~ shows the deleted wording and the underlined text shows the language added to the code:

4-13-3: LICENSE REQUIRED:

- A. General Rule: No person, partnership, business entity, or corporation shall operate a rental dwelling or rental dwelling unit in the city without a license. The licensee shall be the owner. No dwelling or dwelling unit, other than those exempt from the licensing requirements of this Chapter, shall be rented or let for a period of less than thirty (30) consecutive days.
- D. Application Fees: ~~Rental dwelling owners shall pay a fee as set by resolution adopted by the city council. The license fee is not refundable.~~ Applicants for a license shall pay an application fee in amount set annually by the City Council via resolution. The application fee is due at the time the license application is submitted. The application fee is not refundable, even if the application is withdrawn or denied.

Section Three. Amendment. Section 4-13-8(C) of the Inver Grove Heights City Code is hereby amended as follows. The underlined text shows the language added to the code:

4-13-8: LICENSE HEARING:

4. Reapplication Following License Revocation or Denial: Upon denial or revocation of a license, the owner may not reapply for a license for the same rental dwelling or rental dwelling unit for a period of six months.

Section Four. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council of the City of Inver Grove Heights on the ____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk